



OFFICIAL NOTICE AND AGENDA - AMENDED

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, May 10, 2022 at 5:30 PM**
Location: **City Hall (407 Grant Street) - Council Chambers**
FIN Members: Lisa Rasmussen, Doug Diny, Carol Lukens, Michael Martens, Sarah Watson

AGENDA ITEMS

- 1 Minutes of the previous meeting(s): (4/26/22)
 - 2 Discussion and possible action on funding of a Community Outreach professional
 - 3 Discussion and possible action regarding City stage for Taste N Glow Balloon Fest
 - 4 Discussion and possible action regarding ARPA status, ARPA funding requests and related budget modification
 - 5 Discussion and possible action regarding ARPA listening sessions and idea submission tool
 - 6 Presentation 2021 Financial Results
 - 7 Discussion and possible action on approving Waiver of Appraisal, Settlement Amount, Temporary and Permanent Limited Easement and Payment Requests for the 72nd Avenue Multiuse Trail Project for the following properties: 7575 Bombardier Court, 7255 Stewart Avenue, 400 S. 72nd Avenue and 400 N. 72nd Avenue
 - 8 Discussion and possible action on approving Waiver of Appraisal, Settlement Amount, Temporary and Permanent Limited Easement and Payment Requests for the 72nd Avenue Multiuse Trail Project for the following properties: 7500 Stewart Avenue and 720 S. 72nd Avenue
- CLOSED SESSION** pursuant to s. 19.85(1)(e) of the Wisconsin Statutes for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding approving waiver of appraisal, counter-offers, easements and payment requests for the 72nd Avenue Multiuse Trail Project for the following properties: 7500 Stewart Avenue and 720 S. 72nd Avenue

RECONVENE into Open Session to take action on Closed Session items, if necessary

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 mary.goede@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 5/05/22 at 2:30 PM

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations 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, (Alderspersons: Peckham, Neal, Kilian, Wadinski, McElhaney, Larson), *Rosenberg, *Jacobson, *Groat, Department Heads

FINANCE COMMITTEE

Date and Time: Tuesday April 26, 2022 @ 5:15 pm., Council Chambers

Members Present: Doug Diny, Carol Lukens, Lisa Rasmussen, Sarah Watson, Michael Martens

Others Present: Maryanne Groat, Matt Barnes, Katie Rosenberg, Liz Brodek, Randy Fifrick, Bob Barteck, Jeremy Kopp, Gerry Klein, Anne Jacobson, Eric Lindman, Jamie Polley, Tammy Stratz, Mary Goede, Kaitlyn Bernarde, Gary Gisselman

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. The Finance Committee was called to order by City Clerk, Kaitlyn Bernarde.

Select a Chairperson and Vice Chairperson for 2022-2024 term.

Michael Martens nominated Lisa Rasmussen as Finance Chairperson, seconded by Watson. Nominations were closed and a unanimous ballot was cast. *The Clerk turned the meeting over the Chairperson Rasmussen.*

Doug Diny nominated Michael Martens as Vice Chairperson, seconded by Watson. Nominations were closed and a unanimous ballot was cast.

Establish Regular Meeting Date and Time for 2022-2024 term.

Lisa Rasmussen stated the committee has historically met the 2nd and 4th Tuesday of each month at 5:15 pm. She commented the committee has enough activity to require two meetings a month most of the time. She indicated if there are not enough items the second meeting of the month will be canceled.

Carol Lukens questioned if the time could be moved to 5:30 pm or if it was too close the Council meeting. Rasmussen indicated if the agenda is short, it has been move to 5:45 or 6:00 in the past. She felt they could work with a 5:30 start time, but occasionally may have to hold it earlier if there is a topic of wide interest.

The standard meeting time was set for 5:30 PM on the 2nd and 4th Tuesdays.

Minutes of the previous meeting(s): (3/22/22 & 4/12/22)

Motion by Martens, second by Watson to approve the minutes. Motion carried 5-0.

Discussion and possible action on ERP software implementation

Maryanne Groat stated the Common Council authorized going with new financial software (Enterprise Resource Planning) which was a very comprehensive software selection in which most of 2021 was spent working with a consultant to develop the specifications. An RFP was issued resulting in 13 proposals and there was a rigorous in-depth review session with each of the vendors and references. The vendor was selected las fall and it was approved in the 2022 Budget. She indicated they have been working very hard on the implementation and are basically in the design phase. She commented it is a very time-consuming process in which she has been spending at least 40% of her time on implementation. She explained they are eliminating all of our paper and moving to electronic processing and workflow with in-depth security systems. She stated it is going well and on time; they should be done with design by mid to end of May and then will spend the summer getting the data from our current system into the new system and conduct extensive testing through the summer and fall.

Groat stated Workday is the company hired for the software and Collaborative Consulting is the company helping us through the process. In addition, there were other software applications that were going to work in concert with this to provide us with all our financial information: debt management, point of sale for cash collections, job costing, etc. The job costing software was going also be used by the County Highway, Public Works and Parks, however, the County Highway has unique needs due to its DOT relationship, so it won't work for them and there will be a delay in the job costing portion of the project.

Doug Diny questioned if the city was sharing a similar software with the county. Groat state both the city and county are using the same software and are sharing customer accounts, supplier accounts, having one central accounts payable listing and one central customer listing, as well as one chart of accounts. She indicated we are collaborating as much as possible.

Discussion and possible action regarding expanding Ehlers Financial Investment Advisory Services to include General Investments

Groat stated last year they discussed what to do with ARPA funds because the federal government made an affirmative statement that we could earn interest on the funds and there was no restriction on the interest earned. Obligations under our new ERP systems was discussed and felt it might be a good idea to explore using a financial/investment advisor. She proposed Ehlers to manage our general investment portfolio because they are professionals in that area, and we could increase our yields to make more money and have less work to do.

Rasmussen questioned if the goal was for a permanent arrangement or temporary while implementing the ERP Software. Groat stated they could have it be a pilot and then revisit it after ERP is implemented.

Tami Olszewski, from Ehlers, stated they do not require any specific contract on file and the city is not tied into their services. She believed that once they became familiar with our services and the efficiencies that are created within their accounting practices, as well as streamlining their investment strategy, they will find they have more time because of the ERP Software. She gave a presentation on Ehlers investment advisory services and the city's portfolio summary. It can be viewed online: <https://www.youtube.com/watch?v=ZrsIjzCE2G4>

Motion by Diny, second by Watson to approve expanding Ehlers Financial Investment Advisory Services to include General Investments for 2 years. Motion carried 5-0.

Discussion and possible action regarding Resolution Declaring Authorized Representative to File Applications for Financial Assistance from State of Wisconsin Environmental Improvement Fund

Eric Lindman explained there are a lot of funds coming through the bipartisan infrastructure bill but right now it is not available to us. The DOT is putting out guidance to apply for it, but for the 2022 funds it is very short where we have about two to two and a half weeks from the time the criteria comes out to apply for the funds. The DNR has not put anything out yet and are anticipating that sometime in June. He noted most of the funds will be forgivable loans, some might require a contribution. He stated we need a resolution in place authorizing the mayor to sign on behalf of the city to apply for these funds with the short turnaround time, so when the criteria comes out we are not scrambling for special meetings.

Motion by Diny, second by Martens to approve the resolution. Motion carried 5-0.

Discussion and possible action regarding Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

Maryanne Groat noted we are encountering expenses for the Pilot Study, and this will allow the state to reimburse for those expenses.

Lindman explained when the DNR informs us we have an opportunity for a forgivable loan, whether it be for clean water, safe drinking water, etc., we would apply for the funds along with a project to get reimbursement for the work.

Motion by Martens, second by Lukens to approve the resolution. Motion carried 5-0.

Discussion and possible action regarding WAAM Closed Captioning and budget amendment

Groat stated we initially thought a budget amendment was needed based on the quotes we received, however, after further research it was found the annual maintenance agreement was included in the operating budget and there is sufficient funds, so no budget modification is necessary. This was authorized to be funded from ARPA and public access employees received three quotes and Municipal Captioning is their preferred vendor. This type of software is unique and needs to be compatible with the existing software to work efficiently. She stated the \$47,000 will come from ARPA and the \$6,000 from their operating budget.

Kris Berge explained all three vendors will do live captioning on the TV channels and pass through to YouTube once it's set up. The vendor we selected has an encoding device that is a separate unit outside of the server making it easier to update and/or replace if it dies and will not kill the whole server.

Michael Martens clarified this is an automated captioning system and is using machine learning in order to caption automatically so we are not relying on a third party. Berge stated the captioning will be done on a server on site and

we can train it on local words. There is access 24/7 so any city videos that need to be captioned to put up on Facebook can be done in-house. He stated Municipal Captioning is broadcast quality and used by a lot of over the air channels.

Motion by Martens, second by Watson to approve the purchase. Motion carried 5-0.

Discussion and possible action regarding yearend budget to actual results and related carryover requests of the 2021 budget to the 2022 budget

Groat stated there is a process each October to look at what departments are projecting their expenses to be at year-end and if a department has gone over budget there are two philosophies of either doing a budget modification to offset the overspending or we just report on the overspending at year-end. Rasmussen commented historically we have adopted a practice of doing the modification so that we finish the year with a balanced budget, and it shows the path to how we got there.

Rasmussen recapped the carryovers for work in progress: street hot mix - \$28,000, professional services to fund the strategic plan - \$21,000, data processing equipment for Open Meeting Technology software - \$11,000, election equipment to purchase Badger Books - \$15,000, and professional services to complete the update to the website - \$50,000. For the overspending: Unclassified (Police Task Force project) - \$54,000, Refuse - \$1,422, City Attorney Legal fees - \$10,275, and Assessment - \$65,692. *Discussion followed.*

Motion by Watson, second by Diny to approve the carryover requests. Motion carried 5-0.

Discussion and possible action regarding ARPA status, ARPA funding requests and related budget modification

Groat stated she was not actually expecting the committee to make any decisions on these proposals today, rather she wanted to update them on the requests and allow for questions of department heads or discussion. The committee would then rank the requests and submit the rankings to her to compile before the next meeting. She reiterated they don't have to approve any of the applications or partially approve them and can consider other previous applications at a later time.

Groat stated Revenue Replacement is one of the categories that has the most flexibility in which the federal government has said that anything we would typically spend as a government is allowable under that category, except for debt retirement, placing in reserves, or contributing to pension funds.

Rasmussen stated she had a problem with land acquisition to replace Central Fire Station because it is real estate. She stated in CIP within the last few years we put \$100,000 into that station to give it life and fix some immediate needs and we just built fire station #2 not even two years ago.

Fire Chief Bob Barteck stated Central Fire is a 62-year-old station that is nearing its end of life. He believed they needed to begin planning where this next station needs to be. In 2019 the community began studying the need for replacement of fire stations and both Central and station #2 were identified, but station #2 was chosen first. He indicated during that process they looked at placing a larger fire station on the west side (Stewart Ave) and potentially move all of inspections, administrative offices to that station and build a single new fire station.

Barteck stated what was discovered through the Covid pandemic was the way station #2 was designed and built was great for employee health. During the tracking of employee-to-employee contact tracing for Covid exposures, station #2 had zero employee-to-employee contact exposures of Covid; station #3 had our highest rate because it is very small station; and Central was extremely high. The problem is the communal living and is the biggest problem is at Central fire. On May 9th we will invite our third female firefighter to our department and new firefighters need to be assigned downtown with our training and EMS divisions for the first year. He pointed out we lack the proper facilities for female firefighters. There is a large open bunk room, a singular bathroom with a singular toilet and a singular shower for female fighters in the upstairs and there is a lack of privacy. There is a lack of space with the volume of people we are putting in there. As we expand staff the city needs to have facilities that meet the needs. He commented these are firefighters that are living in a station that no longer suits the needs of the community.

Chief Barteck stated all our stations are strategically placed in good locations and it was determined that Central needs to be right near where it is by the Thomas Street Bridge and Grand Avenue corridors. If Central is moved it

needs to be within a couple blocks of it; south towards Townline gets it off the intersection of Thomas and Grand and increases safety. At the same time the Police Department is busting at their seams and would like to take over our facility. He believed the best thing would be to build a new Central fire station and hand the keys to the former to the Police Department for remodel or whatever they would use it for. He noted there are very few properties in that area, but the former Wausau Floral property has been looked at for a long time for that purpose. The price is fair and he was afraid if we don't secure a site which is on the open market and another apartment building or something else goes on it, now the city has to find a site where they possibly have to tear down houses or businesses.

Discussion and possible action regarding 2023 Workcamps Home Repair Contract for 2023

Mayor Rosenberg commented this is an amazing opportunity to help rejuvenate Wausau homes in our area. She indicated they were asking for \$20,000 for the 2023 Budget.

John Schmidt, representing St. Anne Parish, stated he approached Mayor Rosenberg with the idea of Wausau hosting a group mission trips workcamp. It would bring in people from across the country and Wausau would be listed in the catalog of sites and locations available for churches and youth groups across the country to choose from. He explained the primary projects are housing rehab basic projects, such as painting, deck works, porches, and other various improvement projects.

Mayor Rosenberg stated is a great opportunity for us to partner with some local organizations. The participants of up to 400 adults and youths would be able to rejuvenate up to 70 homes.

Motion by Diny, second by Watson to support the 20223 Workcamps Home Repair project. Motion carried 5-0.

Adjourn

Motion by Watson, second by Diny to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:33 pm.



Wausau Police Department

515 Grand Ave

Wausau, WI 54403

Ph. 715-261-7800

April 5, 2022

Human Resources Committee,

The Wausau PD will be seeking your input and authorization to create a permanent 1.0 FTE non-sworn position starting upon approval by the City Council.

Position: Community Outreach Professional

Housing Task Force Position – 2020-2021

The Wausau Police Department, in collaboration with North Central Health Care (NCHC), has recognized that untreated substance use and mental health disorders is the primary common factor present with individuals in the downtown Wausau area who are chronically homeless. Over the past several years, Officers have regularly assisted these individuals to resolve a short-term crisis; however long-term success requires ongoing, individualized management and treatment to overcome their circumstances, barriers, and health risks.

In fall 2020, Wausau PD and NCHC sought to explore the scope of impact full-time positions dedicated to homelessness outreach might have. Together, we set goals of building relationships with chronically homeless persons, and leveraging those relationships to help them overcome internal and external hurdles to stable housing. Rather than a one-size-fits-all intervention with this group, the temporarily assigned Housing Task Force Officer (Ofc. Eric Lemirand) and an outreach worker from NCHC invested significant time gathering information from these individuals to understand their unique stories and needs. Over approximately 15 months (through end of 2021), they conducted individualized and assertive outreach, with ongoing support for those who were ready to fight addiction and seek personal change. The partnership facilitated more immediate access to treatment options, employment and housing.

As a result, we saw an unprecedented shift in their perspective and assumptions about police, leading to several individuals working their way out of homelessness, with support from our HTF Officer. The Officer also received numerous referrals of persons with homelessness on their horizon, needing help to prevent homelessness. Dept. of Corrections (Prisons and Probation Agents), the Jail, and Sheriff's Office process servers (for eviction notices) were common sources of referrals for persons with homelessness

Benjamin Bliven
Chief

Matthew Barnes
Deputy Chief

Todd Baeten
Patrol Captain

Benjamin Graham
Detective Captain



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on their horizon. Out of 42 persons having had contact with this HTF team (identified as being homeless or having homelessness on the horizon before or during this initiative), 29 had housing by end of 2021. Of those persons who progressed into housing (locally or elsewhere), nearly all had zero Marathon County Jail bookings in 2021. Of those persons who continued to be homeless, we saw a consistent reduction in them being jailed in 2021.

At the same time, we learned a lot about gaps that still exist, preventing many from making progress, and contributing to new homelessness. The above-mentioned successes did not block new homeless individuals from arriving in Wausau at any given time, seeking to utilize the community services here. Once housing was acquired, many needed ongoing and frequent support to keep from falling back to old lifestyle habits (and losing housing). For some persons, we found success in just being the bridge and mediator of the gap between the person and their family, circle of support, a new landlord, or an employer. For others, past substance abuse treatment options have not panned out for them and/or the scope of treatment currently needed is not yet available. We know several individuals who express interest, but are just not yet ready to take the journey to recovery with us; we need to maintain the personal connection to help them actually arrive at a turning point in the future and then guide them through it.

We learned persistence and patience is key, and many persons still need help to overcome their barriers. In response to community expectations voiced to the Wausau PD, that homelessness be addressed, the Wausau PD finds it necessary to continue our involvement and approach that has been developed in the HTF Officer initiative. Although sworn law enforcement training is not required for the right person to be capable and successful in carrying out the objectives, we believe the employee will have the best opportunities for success by working in tandem with and having the direct backing of our sworn staff.

As a result of many factors, the police department moved the Housing Task Force position back into the patrol bureau and we no longer have a designated officer working daily on homelessness in our downtown.

Benjamin Bliven
Chief

Matthew Barnes
Deputy Chief

Todd Baeten
Patrol Captain

Benjamin Graham
Detective Captain



Wausau Police Department

515 Grand Ave

Wausau, WI 54403

Ph. 715-261-7800

Homelessness Status April, 2022

Over the past several months, the Wausau Police Department has continued to work on the homelessness issue in Wausau. I have been requested to attend numerous meetings with downtown businesses regarding this issue. What follows is a summary of our community concerns as they exist today.

- The Washington Square is experiencing daily issues with people squatting in their facility, panhandling (sometimes aggressively), fighting, and otherwise being disorderly. We are working collaboratively with Washington Square regarding a full-time, downtown CSO position that would be potentially funded by Washington Square. Some businesses within this facility are losing business or are required to change their business delivery model as a result of customer concerns when coming to their building.
- Wipfli has expressed ongoing concerns regarding people squatting in Jefferson Street Ramp stairwells and the skywalk over 1st Street. Excessive garbage, urine and feces, and aggressive panhandling are only the beginning of their concerns. Employees using the stairwells do not enter without wearing a mask because of the stench – even after the mess has been cleaned up. DPW is working on facility related changes to reduce some of these issues. This includes locking of the stairwells in key card access to the skywalk.
- The Library Director has expressed concern regarding fights occurring at or just outside the library entrance. More specifically, the library is indicated there has been a lot more issues, including fights, that have occurred at the library over the last few months. This has resulted in some library customers saying they will not return to the library. At the time of this writing, police officers are walking through the Library at least daily.
- Officers recently encountered a person with a hammer in one of the stairwells. This person was uncooperative with law enforcement and eventually struck with the hammer causing it to break. Officers were able to use pepper spray on the subject and taken into custody. This person has regular law enforcement contact the downtown area.

Benjamin Bliven
Chief

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Policing Task Force Recommendation

Over the course of the last 18 months, the Policing Task Force has been working on their recommendations for the police department, the City Council, and the Mayor. One of the recommendations in their draft report that has been presented to the police department and the Police and Fire Commission is:

Continued homeless outreach services in the Police Department but transition work to a non-sworn position such as a social worker.

This position request for a Community Outreach Professional would satisfy this Policing Task Force recommendation. Our community will only see a reduction of community concerns when there are resources deployed specifically in our downtown area on a daily basis.

Conclusion

The Wausau PD is requesting authorization to create a permanent 1.0 FTE non-sworn position to expand upon and carry out the objectives previously assigned to the temporary Housing Task Force Officer in a new position called the Community Outreach Professional. If approved by the Human Resources Committee, we will take this request to the Finance Committee and ask it be funded through 2024 with ARPA funds.

Thank you,

Benjamin Bliven
Chief of Police

Benjamin Bliven
Chief

Matthew Barnes
Deputy Chief

Todd Baeten
Patrol Captain

Benjamin Graham
Detective Captain



JOB DESCRIPTION

Community Outreach Professional

Job Title:	Community Outreach Professional	Reports To:	Detective Lieutenant
Department:	Police	FLSA Status:	Non Exempt
Division:	Patrol	EEO Code:	
Salary Grade:		Occupational Code:	
Employee Group:	General Employee	Training Category:	
Created:		Last Revision:	March 2022

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

Purpose of the Position

To identify, support, provide advocacy, and assist with services and housing for unsheltered individuals in the Wausau community. This position is responsible for direct street outreach activities.

Essential Duties and Responsibilities

1. Regularly visit and canvas areas where unsheltered individuals live
2. Give regular presentations to community groups and elected officials
3. Develop working relationships with unsheltered individuals to foster support and encourage participation in programs and resources
4. Assist community members with connections to resources
5. Facilitate the use of community resources by unsheltered by removing barriers
6. Develop extensive knowledge regarding community resources
7. Provide leadership when necessary for collaborative community initiatives
8. Establish and maintain strong partnerships with community organizations who service the unsheltered population
9. Work collaboratively with community organizations
10. Educate community members, community groups, and elected officials about the experiences and needs of unsheltered individuals
11. Assist and consult with police personnel in contacts with unsheltered individuals
12. Operate a city-owned vehicle
13. Maintain computerized log of activities through the CAD system

Education and Experience Requirements

1. Bachelor's Degree in social work, health care, mental health, or other related field
2. Two years of professional work experience providing direct service to at-risk, marginalized populations preferred
3. Valid Wisconsin driver's license and safe driving record

A combination of education and experience may be considered.

Knowledge, Skills and Abilities

Basic Level – Word, Excel

Proficient use of software systems specific to departmental functions.

1. Advanced knowledge of community resources and appropriate methods of access
2. Skill in developing positive relationships with community members who are unsheltered, have mental health and AODA diagnoses, and chronic health conditions
3. Ability to work independently without regular supervisory oversight
4. Ability to communicate effectively both orally and in writing with the general public, other city employees, department heads, elected officials and other community leaders with courtesy and tact
5. Ability to speak and present publicly in front of large groups
6. Ability to understand, define, and solve problems
7. Ability to think quickly, maintain professionalism and adapt to stressful and/or traumatic situations
8. Ability to use good judgment and problem solving skills
9. Ability to plan work and establish priorities
10. Ability to work a flexible schedule, including nights and weekends, on occasion as needed
11. Ability to prepare and present reports

Physical and Working Environment

Moderate exposure to environmental conditions that impact physical comfort such as poor ventilation and temperature extremes. May require specialized clothing or use of common personal protective equipment. Damage to clothing possible. Frequent travel.

Ability to work in environments with periodic disagreeable working conditions including upset customers, traffic noise, dirt, cold and dampness from working in a variety of weather conditions.

Light work with frequent standing and walking, ability to lift and carry objects weighing up to 40 pounds.

Acknowledgement

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

Signature of Department Director: _____ Date: _____

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

Printed Name: _____ Signature: _____ Date: _____

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



TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: May 5, 2022

RE: Balloon Rally Stage

The 2022 the Taste N Glow Balloon Rally is scheduled for July 8-10. The organization was awarded a \$10,000 room tax grant by the Room Tax Commission in March. I have attached a copy of their application.

The organization is requesting use of the portable stage again in 2022. This requires public works staff to deliver, set and pick up the stage. Based upon our current policy they would be eligible for inkind services.



**CITY OF WAUSAU ROOM TAX
COMISSION ROOM TAX TOURISM
GRANT APPLICATION**

Name of Organization:Trailmates Snowmobile Club
Authorized Official Name and Title: Randy Thurs, President Nancy Woller, Event Coordinator
Email Address: tastenglowballoonfest@gmail.com
Organization Website URL: trailmatesclub.com and www.tastenglow.com
Organization Address: PO Box 1771 Wausau, WI 54402-1771
Daytime Telephone: 715-571-0362

Grant Request Amount: \$10,000
Total Project/Event Budget: \$160,000
Event Date(s) or Date Range: July 8-10, 2022
Event Location: West of 141678 Stettin Dr, Wausau, WI 54401
Projected Number of Attendees : 80,000
Estimated Number of Hotel Stays from the Project/Event: All hotels and campgrounds will be full
New Event/Project ☐ Existing Event/Project ☒

Marketing Media Description	Locations covered by the media/ publication	Approximate dates	Expected Cost	Grant Request
Production for Show	ND, WI, MN & IL	Summer & Fall	\$20,000.00	

Additional information may be attached.

We are producing a one hour show to air on Fox Sports for the Pro Log Rolling Competition we are adding to the Taste N Glow Balloon Fest July 8-10th. I have attached the Nielsen Ratings for previous years. Typically the show airs after a GB Packers or Brewers game. We have hired a professional announcer that will say “Coming to you from Wausau, WI.....” throughout the entire production. The pro log rolling competition has been going on in Onalaska for the last 13 years. They were persuaded to come to Wausau. Every athlete will be wearing a “uniformed” shirt that will say Wausau, WI on the shirt. These shirts will be in camera view for the entire program. We will also be placing the sponsor signs in camera view for the entire production. The purpose of adding the pro log rollers and lumberjack show is to ensure longevity of bringing people to Wausau whether it be for balloons or the log component.

We will be printing about 4,000 T-shirts that will all have the Taste N Glow Logo and listing Wausau, WI as the location beneath the logo.

We have added a 5K that will also have Wausau, WI on their T-Shirts.

We have applied for a WI JEM Grant that would allow us to advertise outside the 90 miles of Wausau and the grant is \$39,550. WSAW and Midwest Communication have put together marketing programs for that grant.

We plan to have shuttle service from hotels all over the Greater Wausau Area, Leigh Yawkey Woodson Art Museum with limited hours, Marathon Park and more. It is not realistic that people will stay on the field for 12 hours and would like to offer a “tour” of the Wausau area. There will be Q & R codes for local restaurants for Taste of Marathon County and a few points of interest like the museum and possibly Granite Peak. This is still evolving.

If your event/project reserves a block of rooms for this event in a City of Wausau hotel, please provide number of rooms, number of nights and name of the hotel.

OTHER REQUIRED DOCUMENTS:

- ORGANIZATION WIDE BUDGET
- PROJECT OR EVENT BUDGET
- RECENT YEAREND FINANCIAL STATEMENTS
- IRS DETERMINATION
- BOARD OF DIRECTORS

I understand the restrictions placed on the expenditure of room tax funds governed by the Room Tax Commission and certify that the requested funds will be used for the purposes described in this application or approved by the Commission. I understand that the use of funds is subject to review and a post event reporting is required. Grant recipients will be considered ineligible for future grants until post event reporting is filed. This application will serve as a grant agreement and award as noted below.

____ Nancy Woller, Event Coordinator 12/29/2021 _____
Name Title Date

Grant award amount _____

Date of award _____

Signed _____

Tom Weaver, Room Tax Commission Chair

**CITY OF WAUSAU ROOM TAX COMMISSION
ROOM TAX TOURISM GRANT APPLICATION
APPLICATION EVALUATION WORKSHEET**

Reviewer Name:

Applicant Organization Trailmates Snowmobile Club

Project/Event: Taste N Glow Balloon Fest

Grant Request:

Maximum Points	Criteria	Notes	Score
10	Quality and completeness of the application		
30	The applicant has a well-developed marketing strategy that can reasonably be expected to generate multiple hotel stays.		
5 15 30	The event and application substantiate a reasonable likelihood of local economic impact from Local visitors Day-trip visitors Overnight visitors		
10	The methodology proposed to survey attendees is well developed and will likely generate good quality information regarding the number of attendees and whether they are local or non-local		
20	The event is unique, unduplicated and creative.		
15	The expected/historical annual attendance is: 0-1,000 attendees - 5 pts 1,000-5,000 attendees – 10 pts 5,000 or more attendees – 15 pts		

**CITY OF WAUSAU ROOM TAX COMMISSION
TOURISM GRANT
SUMMARY REPORT**

Applicant Organization: Taste N Glow Balloon Fest
Project/Event: Taste N Glow Balloon Fest
Number of Event Attendees: 60-80,000 Does this differ from your projected attendance? <u> Yes </u> If yes, Please explain We have applied for the WI JEM Grant that will allow us to spend \$39,500 on advertising outside of Wausau. Last year's event was enormously successful and we expect it to grow. We will be shuttling people from all of the Greater Wausau Area.

Please report actual marketing expenses below:

Marketing Media Description	Dates Ran	Cost	Is this different than described in the application? If yes, please explain.
CP Summer Book	Summer	\$640	

Please detail the methodology used to survey attendees to establish attendance statistics, where they live and overnight stays. You may use the table below or present it on another sheet in a format conducive to your event/project.

Methodology narrative: We have put a link to the Wausau Central WI Visitors Bureau website right from our website for hotel rooms. It is very difficult to quantify attendants location with privacy rules. However, this year we are going to try to get additional geographic information through Q & R codes. We know sources of website views, but not geographics. We are also going to do a campaign with the Wisconsin JEM grant, targeting specific areas and will have analytics on that. The beer tent in 2022 is going to try to quantify any out of state ID's for beverages. We will have geographics after the event for the Pro Log Rollers that come from all over the country as well as the pilots and crew rooms.

City	# of People	Hotel Stay?	Other information provided?
Belgium	2 Rooms	3 Nights	Pilot Rooms
Phoenix, AZ	2 Rooms	3 Nights	Pilot Rooms
Reno, NV	3 Rooms	3 Nights	Pilot Rooms
Albuquerque, NM	3 Rooms	3 Nights	Pilot Rooms
Box Elder, SD	3 Rooms	3 Nights	Pilot Rooms
Louisville, KY	3 Rooms	3 Nights	Pilot Rooms
Minneapolis, MN	1 Room	2 Nights	Pilot Rooms
Mesa, AZ	2 Rooms	3 Nights	Pilot Rooms
Blue Grass, IA	1 Room	2 Nights	Pilot Rooms
Lincoln, IL	2 Rooms	2 Nights	Pilot Rooms

As the authorized representative for this event and organization, I hereby attest and certify that the information provided in this report is true and correct to the best of my knowledge.

SIGNED: __Nancy Woller_____ DATE: __12/29/2021_____

EMAIL ADDRESS: _tastenglowballoonfest@gmail.com_____

Taste N Glow Preliminary Budget 2022	
Landowner Expenses	\$250
Upgrade Bleachers	\$7,500
Bands	\$6,000
Dirt Flingers	\$1,000
Lumberjack Show	\$7,000
Pro Log Rollers	\$10,000
Production for Fox Sports	\$13,000
Dave Kallaway	\$1,200
Sound System	\$3,500
Porta Pots	\$8,800
Garbage	\$3,000
Event Insurance	\$6,500
Marketing/event shirts/posters/banner	\$9,000
Advertising	\$1,650
Generators & lights	\$8,000
Security	\$3,000
Tents & Tables For Beer Food	\$6,000
Children's Tent	\$700
Kid's Toys	\$3,000
Propane	\$5,000
Pilot Show Money	\$7,000
Darth Vader & Yoda	\$8,000
Wally & Octopus	\$1,400
Bee & Butterfly	\$7,000
Tethered Balloons	\$4,000
Pilot Packs/Food	\$2,500
5K Expenses	\$2,000
Shuttle Bus	\$8,000
Hotels	\$16,000
	\$160,000

Trailmates Snowmobile Club Information

Trailmates Club Officers

(2020-2021 season)

Randy Thurs - President

Marty Zernicke - Vice President

Dave Hibbard - Treasurer

Susan Oberbeck - Secretary

Trailmates Club Board Members

(2020-2021 season)

Dennis Hornung

Doug Locke

David Oberbeck

Al Zahrt

Blaine Gould

Membership Chair

Faith Thurs

ARPA 2022 REQUESTS 5/10/2022

	Priorities	Funding Options	Timeline	Cost	Resident Impact	Future Budget Impact	Readiness	Census Tract	Deferral Impact	Transformational	Total
Fiber Project											
Diny	6	6	8	8	6	10	6	6	6	5	67
Rasmussen	7	4	7	7	4	7	6	4	5	3	54
Watson	6	4	7	7	5	5	7	5	5	5	56
Martens	6	8	8	9	5	8	6	7	7	7	71
Lukens	8	6	7	7	6	5	10	7	6	7	69
	33	28	37	38	26	35	35	29	29	27	317
										Average Ranking	62
EEC Request											
Diny	6	7	7	10	5	9	8	9	5	6	72
Rasmussen	6	7	8	6	2	5	7	0	4	4	49
Watson	6	5	8	8	4	6	6	6	0	7	56
Martens	7	7	9	9	5	5	7	0	4	4	57
Lukens	7	3	6	6	5	3	5	6	3	5	49
	32	29	38	39	21	28	33	21	16	26	283
										Average Ranking	58.5
FireFighters											
Diny	8	5	10	7	6	1	9	9	6	7	68
Rasmussen	7	4	7	7	5	0	5	0	7	5	47
Watson	6	2	3	3	5	0	3	5	7	7	41
Martens	8	5	5	4	9	0	7	8	9	8	63
Lukens	7	5	5	5	6	0	8	7	7	7	57
	36	21	30	26	31	1	32	29	36	34	276
										Average Ranking	54.75
Fire Land Acquisition											
Diny	6	5	5	5	6	5	3	9	6	5	55
Rasmussen	3	0	0	2	2	0	0	0	5	2	14
Watson	4	3	7	2	6	0	3	2	7	7	41
Martens	6	7	1	4	5	5	3	7	5	5	48
Lukens	5	0	6	0	6	2	2	6	4	5	36
	24	15	19	13	25	12	11	24	27	24	194
										Average Ranking	39.5

Unfunded Previously Ranked Projects

Police LPR											
Herbst	8	0	0	6	8	7	8	5	7	5	54
Rasmussen	6	0	6	6	0	1	6	0	0	0	25
Watson	6	5	10	8	6	0	5	8	3	5	56
Martens	6	3	5	7	7	3	5	8	6	5	55
Ryan											0
	26	8	21	27	21	11	24	21	16	15	190
									Average Ranking		47.5
Police Sit Stand											
Herbst	7	5	0	8	0	8	5	0	7	5	45
Rasmussen	3	0	6	6	0	1	6	0	0	0	22
Watson	3	3	10	8	2	8	10	0	2	0	46
Martens	6	3	9	8	3	9	7	0	8	5	58
Ryan											0
	19	11	25	30	5	26	28	0	17	10	171
									Average Ranking		43



TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: May 5, 2022

RE: ARPA project requests

Attached are your rated projects along with the projects that remain unfunded. You may fund any, all, or a portion of the requests. Any unfunded requests will remain in the queue for future consideration. Please feel free to ask for further information prior to funding a project.

Also, at last month's meeting we intended to discuss opportunities for additional citizen input. The committee could convene additional listening sessions in 2022. The 2021 sessions were not well attended.

Another tool to solicit community ideas and input is through an ARPA Ideas Form. I have attached a sample of other community forms. I could develop a template for the committee's consideration.

ARPA FUNDING

	1. Public Health	2. Negative Economic Impacts	3. Services to Disportionately Impacted Communities	4. Premium Pay	5. Infrastructure	6. Revenue Replacement: Government Services	Total
Landmark Project		\$ 350,000					\$ 350,000
2022 Budget:							
Public Access Server for Closed Caption			49,224				49,224
Internet Firewall Replacement						33,800	33,800
Core Switch Replacement						50,000	50,000
Financial ERP Software Replacement						850,000	850,000
Drinking Fountain Replacement Parks	81,000						81,000
2022 Resolutions							
Temporary Water Supplies						230,000	230,000
PFAS Pilot Study					240,375		240,375
LED Street Lighting Conversion						881,971	881,971
Skate Park		225,000					225,000
Obligated and Requested	\$ 81,000	\$ 575,000	\$ 49,224	\$ -	\$ 240,375	\$ 2,045,771	\$ 2,991,370

MARCH REQUESTS							
FireFighter Positions		501,000					501,000
Fire Station Land Acquisition						815,000	815,000
EEC Negative Economic Impact		84,100					84,100
CCITC - Fiber Connection Project						140,000	140,000
	-	585,100	-	-	-	955,000	1,540,100

CITY ALLOCATION						10,000,000	\$ 15,586,461
AVAILABLE						6,999,229	\$ 11,054,991

ARPA CATEGORIES

	Internal Projects			External/Internal Projects			
	Govt Services Revenue Loss	Govt Capacity	Govt Service Delivery	Economic Impact	Health Emergency	Water Sewer Storm BB	Premium Pay Essential Workers
<i>\$10Million Flexible</i>							
General Government	X						
Fire	X						
Police	X						
Streets, Infrastructure Capital & Maintenance	X						
Other Infrastructure	X						
Fire Trucks and Police Vehicles	X						
Parks and Recreation	X			X			
Community Development	X			X			
Public Works	X						
Water	X					X	
Sewer	X					X	
Stormwater	X					X	
BroadBand						X	
Cybersecurity	X		X				
Capital Projects	X						
IT Projects	X		X				
Staffing							
Additional FTE	X	X					
Retention Activities and Pay	X	X					
Premium Pay	X						X
Capital Expenses	X						
Administrative Expenses	X	X		X			
Grants and Loans to Others:							
Nonprofits				X	X		
Individuals				X	X		
Small Businesses				X	X		
Impacted Industries				X	X		
Travel, Tourism and Hospitality Industries				X			
Others as allowed				X			
Lead Paint and Pipe Remediation				X		X	
Environmental Remediation	X			X		X	
Resiliency to Adapt to Climate Change						X	
Improvements to Vacant and Abandoned Properties				X			
Investments in Neighborhoods to improve Health				X			
Affordable Housing				X			
Rehab of Commerical Properties				X			
Technical Assistance				X			
Microbusiness Support				X			
COVID Mitigation and Prevention	X				X		
COVID Equipment Ventilators/Ambulances					X		
COVID Ventilation System Installs and Improvements					X		
Mental Health Services					X		
Prevent and Respond to Violence					X		

CITY OF WAUSAU							
ARPA FUNDS EVALUATION CRITERIA							
CRITERIA	POSSIBLE SCORE						
	0 points	1-5 points	6-10 points	Three - Firefighter FTE's \$501,000	Fire Station Land Acquisition \$815,000	Entrepreneurial and Education Center \$84,100	Fiber Project \$140,000
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, increase savings.				
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 disporportionately 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 disporportionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is located in a census tract or is considered to benefit those disporportionately 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	0	0	0

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

PUBLIC HEALTH AND ECONOMIC IMPACTS OF COVID 19

PUBLIC SECTOR CAPACITY - STAFFING

Public Sector Capacity spending category is designed to restore and bolster public sector capacity. Common examples would include:

- *Allocating payroll and benefits of police officers and firefighters/paramedics for the time responding to COVID 19 to the grant
- *Providing worker retention incentives including increases in compensation
- *Increase staffing levels (FTE's)
- *Administrative time managing created retention programs
- *Premium Pay



Project Title	Additional Firefighter/Paramedics		
Department	Fire	Contact Name:	Robert Barteck - Fire Chief
Priority 1-6 (low-high)	6		

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

Project Type (Check all that apply)

☐	COVID Payroll Allocation	☐	Worker Retention Incentives
☒	Increased staffing	☒	Administration of Retention Programs

SPENDING/PROGRAM DESCRIPTION attach additional information if needed

The Fire Department is requesting ARPA Funding for three additional firefighter/paramedics for 2.5 years. This would be the first three of 12 additional firefighter/paramedics that have passed the Public Health and Safety Committee, the Human Resources Committee, and the Finance Committee approved the application for a federal grant to fund 9 of the positions and plans to take up funding the remaining three in April. Wages and benefits per firefighter are estimated at \$100,000 per year with an additional \$7,000 of initial issue turn-out gear and equipment. The total estimated cost of funding three firefighters/paramedics for the remainder of 2022, and all of 2023 and 2024 is \$771,000. Attached is the justification document prepared by the Fire Chief that was presented to the Common Council and Committees

JUSTIFICATION

Describe the proposed programs impact on public sector capacity and how delay or deferral of the proposal will impact government service capacity

The City of Wausau has not increased the staffing of the Fire Department since 1970. Over the last 52 years, the call volume for the department has tripled and the number of responsibilities to community safety has dramatically increased. The Fire Department staffing fails to meet the national minimum staffing levels spelled out in NFPA 1710. The high call volume and high acuity type of incident responses have stretched the department's capabilities too thin and now serve as a safety risk to the community and the firefighter/paramedics themselves. Chief Barteck highlighted the issue during a presentation to the Common Council on November 9, 2021, the presentation can be seen on the Wausau YouTube Channel at: https://www.youtube.com/watch?v=1IWGplGQRUk&list=PLTKmYFdHPXc4bYbUes_0W_KGYUhhaPAv&index=14&t=79s Chief Barteck also provided the community a case study of a fire that occurred on November 11, 2021, in a Youtube video on the Fire Department's channel which can be found at: <https://www.youtube.com/watch?v=hjGqyovISnw&t=58s>

OTHER AVAILABLE FUNDING SOURCES FOR THE PROGRAM (check all that apply)

☐	2022 Budget	☐	Other (Describe)
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PAYROLL GROUPS IMPACTED (Check all that Apply)

☐	Police Union	☐	Fire Union X
☐	Transit Union	☐	Non-represented

PUBLIC HEALTH EMERGENCY - GOVERNMENT CAPACITY - FINANCIAL DETAIL

Additional Firefighter/Paramedics

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	150,000	300,000	30,000			480,000
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe) PPE and Equipment	21,000					21,000
Total Costs	\$ 171,000	\$ 300,000	\$ 30,000	\$ -	\$ -	\$ 501,000

FUNDING SOURCES

ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shortfall	\$ 171,000	\$ 300,000	\$ 30,000	\$ -	\$ -	\$ 501,000

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

To be determined by Finance Committee

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

Unknown

Additional Firefighter/Paramedics

[illegible]



Wausau Fire Department

Additional Firefighter/Paramedic Initiative

2021 Busiest Year in Wausau Fire History



Historical Call Volume by Month and Year

	2021	2020	2019	2018
January	502	522	529	503
February	456	488	509	509
March	497	476	582	510
April	503	371	550	488
May	556	460	529	589
June	583	530	503	527
July	587	545	616	500
August	577	507	508	527
September	525	537	546	486
October	552	622	533	516
November	562	509	531	491
December	590	553	551	574
Total	6490	6120	6487	6220

Actions Taken Thus Far

- November 8, 2021
 - Presentation made to Council highlighting staffing problems within the Fire Department.
- November 15, 2021
 - Public Health and Safety examined safety aspects and recommended at least 9 additional firefighters be hired.
- December 13, 2021
 - Human Resources Committee examined deployment and recommended hiring 12 additional firefighter/paramedics. Additional 3 are to allow an additional vacation/time off slot on each fire crew



Next Steps

- Begin Discussions of potential funding sources of 12 firefighters
 - Potentially divide costs between funding sources
 - SAFER Grant, ARPA, TID, Referendum, or other sources
- Approve the Fire Chief to apply for the Staffing for Adequate Fire and Emergency Response Grant
 - Funding 9 of the 12 firefighters through grant
 - Grant deadline is February 4th
- Place development of contingency plans if grant effort fails on later Finance Committee Agendas



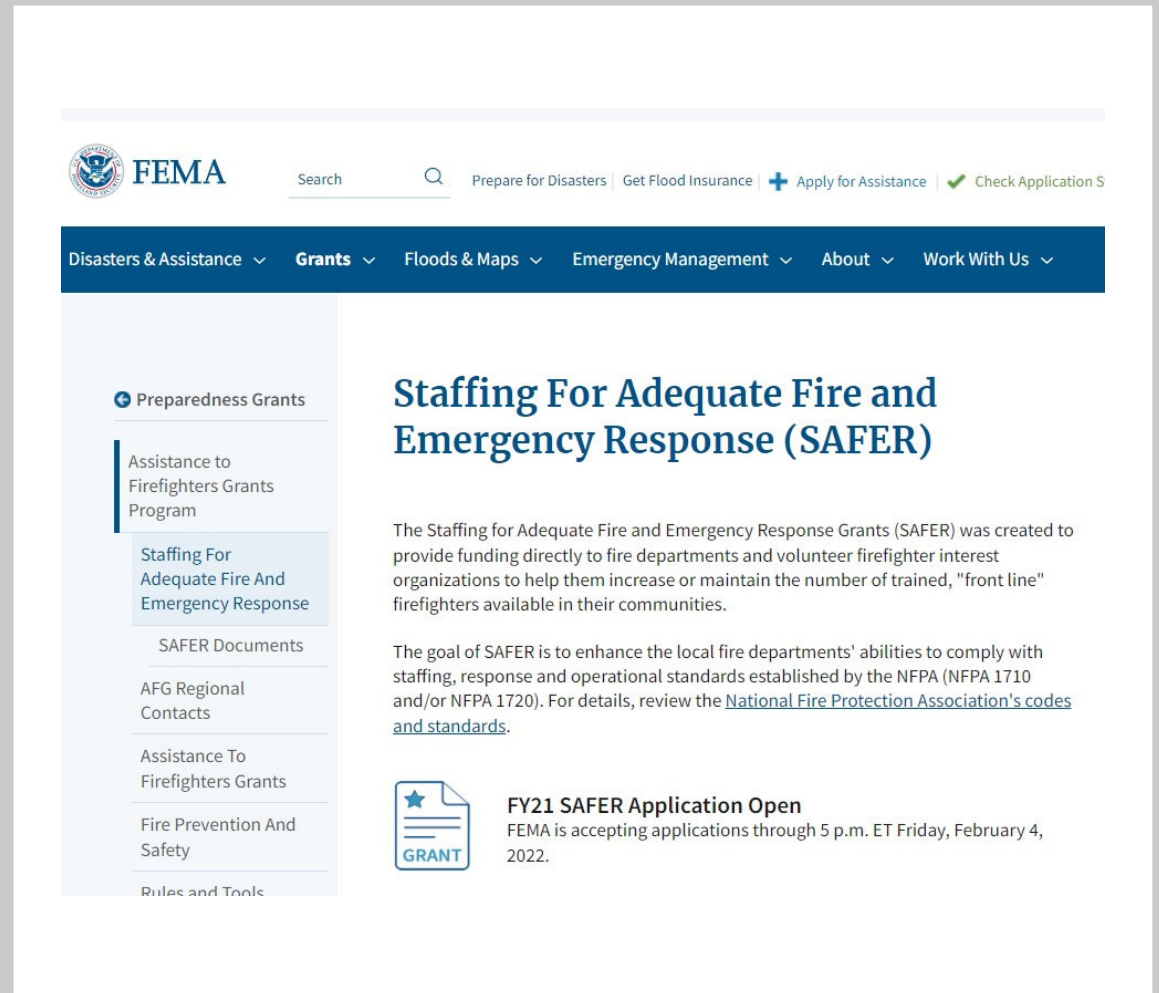
What is a SAFER Grant?

- FEMA Grant specifically for hiring firefighters
- Aids departments in becoming compliant with NFPA 1710 Standard
- Fully Funds Firefighters for first three years
- Highly Competitive
 - Brookfield FD Received Grant for 9 firefighters in 2021
- \$560,000,000 available across the US. Estimated 500 awards
- All award recipients notified by September 30, 2022

Fire, EMS, and Rescue Apparatus	Wausau FD Minimum Staffing	Wausau FD Desired Staffing	NFPA 1710 Low-Risk Recommendation	NFPA 1710 High-Risk Recommendation
Station One				
Car Two - Battalion Chief	1	1	1	1
Engine One	2	3	4	5
Med One	2	2	2	2
Truck One	Cross Staffed with a crew of 2	Cross Staffed with a crew of 2	4	5
Rescue One			2	2
Med 5 (fourth out Med Unit)			No specific recommendation	No specific recommendation
Boat			No specific recommendation	No specific recommendation
Station Two				
Engine Two	2	3	4	5
Med Two	2	2	2	2
HazMat Unit	On-Call, no assigned staffing	On-Call, no assigned staffing	No specific recommendation	No specific recommendation
Station Three				
Engine Three	2	3	4	5
Med Three	2	2	2	2
TOTAL:	15	18	25	29

Recommendation Request

- It is respectfully recommended that the Finance Committee approve the Fire Chief to write and submit a SAFER Grant Application for 9 additional firefighter/paramedics



The screenshot displays the FEMA website's 'Staffing For Adequate Fire and Emergency Response (SAFER)' page. The header includes the FEMA logo, a search bar, and navigation links: 'Prepare for Disasters', 'Get Flood Insurance', 'Apply for Assistance', and 'Check Application S'. A dark blue navigation bar contains links for 'Disasters & Assistance', 'Grants', 'Floods & Maps', 'Emergency Management', 'About', and 'Work With Us'. The left sidebar lists 'Preparedness Grants' with sub-links: 'Assistance to Firefighters Grants Program', 'Staffing For Adequate Fire And Emergency Response' (highlighted), 'SAFER Documents', 'AFG Regional Contacts', 'Assistance To Firefighters Grants', 'Fire Prevention And Safety', and 'Rules and Tools'. The main content area features the title 'Staffing For Adequate Fire and Emergency Response (SAFER)' in large blue text. Below the title, a paragraph explains that SAFER was created to provide funding to fire departments and volunteer firefighter interest organizations to increase the number of trained, 'front line' firefighters. Another paragraph states the goal of SAFER is to enhance local fire departments' abilities to comply with staffing, response, and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720), with a link to the 'National Fire Protection Association's codes and standards'. At the bottom, a 'GRANT' icon (a blue star on a document) is next to the heading 'FY21 SAFER Application Open', which states that FEMA is accepting applications through 5 p.m. ET Friday, February 4, 2022.

Staffing For Adequate Fire and Emergency Response (SAFER)

The Staffing for Adequate Fire and Emergency Response Grants (SAFER) was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained, "front line" firefighters available in their communities.

The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720). For details, review the [National Fire Protection Association's codes and standards](#).

FY21 SAFER Application Open
FEMA is accepting applications through 5 p.m. ET Friday, February 4, 2022.

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	Fire Station One Replacement Land Purchase		
Department	Fire Department	Contact Name:	Robert Barteck - Fire Chief
Priority 1-6 (low-high)	6		

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

Project Type (Check all that apply)

☒ One Time Expense X	☐ Ongoing Operational Expenses
--	---

PROJECT DESCRIPTION

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

This request is to purchase the property located at 811 and 815 Grand Avenue, at Floral Lane and Grand Avenue. It is the site of the former Wausau Floral that is located one block South of Fire Station One. The Fire Department leadership has long identified the flower shop property as a likely location for the eventual replacement of Fire Station One. Response studies conducted showed that Station One is located in the ideal location for timely response in their response district. Any movement of Station One should be close to the current site. Ideally, the property would have frontage on Grand Avenue near the Thomas Street Bridge. The flower shop property is the only vacant open property within this small city region that meets those criteria. The property is large at 2.19 acres in size, has frontage on Grand Avenue and Floral Lane, and is within one block of Thomas Street (see attached map). The property is currently on the open market and available for purchase or lease. Security Realty is representing the seller. On 4/11/2022, the agent representing the seller stated in a phone call with me that the current price for the property is \$815,000, which equals \$8.67 per square foot. The city assessor's office confirmed that this price is within the market range for this particular property. This property would be an ideal site for the eventual replacement of Fire Station One. Once the city owns the property, it can begin planning the eventual replacement on a timeline of its choosing. Fire Station One no longer meets the need of the Wausau community and needs to be replaced as soon as possible. Using federal ARPA funding for this one-time purchase is an ideal use of the money for the Wausau community. It will reduce the ultimate total cost of replacing the station to city taxpayers by the price paid for the property. Alternative sites for the eventual replacement of Fire Station One would involve buying an existing residence or commercial building at a much higher overall price. The floral shop property is the ideal location and is a vacant property, therefore, causing the least disruption in the neighborhood.

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
☒ 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

Fire Station One no longer meets the needs of the Wausau Community. The 64-year-old station is long overdue for replacement. During the 2015 study of the three fire stations, Station Two and Station One, both were found to be substandard and in need of replacement. Remodeling or renovation of either of those stations was found to be cost-prohibitive. Station Two was felt to be the higher priority and was replaced with a new station on Hwy 52 Parkway. Station One remains extremely problematic and is desperately in need of replacement. The 2015 study determined Station One was short on space for the current fleet of apparatus, lacks proper facilities and privacy for female firefighters, lacks adequate bathroom facilities, lacks sufficient office space for administrative staff, lacks training space, lacks sufficient safety features of modern fire stations, and is in a state of decay that is cost-prohibitive to improve as a fire station. The COVID pandemic further exemplified the problems with Station One. The lack of adequate bathrooms, locker rooms, and the one wide open bunk room it was impossible to prevent the spread of COVID from employee to employee. The Fire Department is currently refreshing the use studies of Station One.

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 flower shop property is on the open market and given the current aggressive real estate market the property could be purchased before the city does. The purchase of the property is the first step in many years-long processes for the eventual replacement of Station One. It would behoove the city to be aggressive with the COVID relief funding and purchase the lot and have it available when the city is ready to commit to building a new station. If the city passes on this opportunity it could cause more problems in the future when the city seeks to buy a property for the replacement of Station One and no vacant properties are available in the close vicinity of the current station. In addition, the Police Department has run out of room within their building and would like to take over Station One to expand their space and allow indoor parking for their fleet. Office spaces, bunk room, etc could be remodeled to suit the unique needs of their department. The purchase of this property puts the city in a strong strategic position for future expansions of both fire and police departments to ensure the continuation of fiscally responsible service to the community.

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

This purchase has a high-cost avoidance and future debt avoidance factors that need to be considered. To purchase 2.1 acres in this specific small area of the city would require purchasing homes and/or businesses, displacing residents/tenants, and then razing those properties to build on. The flower shop property is already vacant so no displacement costs will be incurred. The fire department is a revenue-creating department and building a replacement station would continue to support the department.

LOSS REVENUE - SPENDING ON GOVERNMENT SERVICES - FINANCIAL DETAIL

Fire Station One Replacement Land Purchase

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						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe) Land Purchase	815,000					815,000
Total Costs	\$ 815,000	\$ -	\$ -	\$ -	\$ -	\$ 815,000
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shortfall	\$ 815,000	\$ -	\$ -	\$ -	\$ -	\$ 815,000

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

This is not an ongoing operational project.

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

The purchase of the property can be made within the 2022 calendar year.

Fire Station One Replacement Land Purchase

[illegible]

CITY OF WAUSAU
AMERICAN RESCUE PLAN - SLFRF APPLICATION
Public Health Impacts of COVID 19
SPENDING ON RESPONDING TO NEGATIVE ECONOMIC IMPACT

While the pandemic impacted millions of American households and businesses it caused disproportionate impacts or more severe impacts to certain communities and populations. These severe and disproportionate households, communities, small businesses and nonprofits are presumed eligible for services that respond to the impact they experience.



Project Title	Entrepreneurial and Education Center Economic Recovery Funds		
Department	Community Development	Contact Name:	Randy Fifrick
Priority 1-6 (low-high)	4		

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

Program Administration (Check all that apply)

☒ Internal Administration	☒	Subrecipient (Identify): Entrepreneurial and Education Center
Impacted Households Small Business, Nonprofit and Impacted Industries (Check all that Apply)		
☒ Assistance to Low or Moderate income households	☒	Assistance to Small Business (Describe) Home of the Business Incubator
☒ Assistance in a Qualified Census Tract	☒	Aid to Impacted Industries (Describe) Office Space
☐ Assistance to Nonprofits (Describe)	☐	Other (Describe)

PROGRAM DESCRIPTION
attach additional information if needed

The Entrepreneurial and Education Center (EEC) faced major challenges during the pandemic which resulted in a severe financial shortfall. The EEC provides a one stop service center for start up and existing businesses throughout the region to access trusted advisors, educators and capital in order to establish critical business practices that should lead to the successes of business owners. The pandemic resulted in many occupants of the building leaving, which resulted in a revenue shortfall. Specifically, the shifting business environment caused by the pandemic has left the office space within the facility difficult to lease out. As part of this ask, we are requesting funding to make up for the loss in revenue caused by disruption the pandemic caused. Additionally, we are requesting marketing funds to promote the EEC to raise awareness and fill the space that remains empty. There are currently efforts underway to revamp the EEC website, but more funding is needed to assist in the recovery of this vital business incubator space. Even though the EEC has been in existence for some time, one of the biggest struggles is still creating awareness of the facility and services offered. We will use the bulk of this market money to develop a marketing plan with targeted marketing towards entrepreneurs looking to develop or grow their business.

The request amount was calculated with actual results from 2020 and 2021 year-end financial reports. It's made up of the following;

Revenue Loss 2020 (\$ 172,119 – \$136,777) = \$35,342

Revenue Loss 2021 (\$ 172,119 – \$163,361) = \$8,758

Marketing = \$ 40,000

Revenue Loss was calculated based on using 2019 as a baseline year with rental income of \$172,119 that year. This was used as a comparable based on being the last full pre-pandemic year.

PROGRAM ADMINISTRATION

Describe how the proposed program will be administered, the recipient eligibility requirements and the outreach plan

The funds would be provided to the EEC as an allocation from the City to be managed as part of their ongoing operations and budget. The funds to make up for revenue loss would be put into the reserve account which is utilized for larger maintenance and capital projects. As the facility ages, we have some larger projects coming up that will deplete our reserves. Some of those projects include crack sealing and seal coating the parking lot, carpet replacement in the offices, updated tuck pointing in exterior block of the building, and upgrading to LED lighting internally and externally.

The marketing money would be first utilized to complete the work on revamping the EEC website. Next a plan to develop a targeted marketing approach for the EEC would be undertaken to determine the best way to raise awareness and fill the existing office space openings in the facility. into the reserve account which is utilized for larger maintenance and capital projects. The marketing money would be first utilized to pay for the existing.

OTHER AVAILABLE FUNDING SOURCES FOR THE PROGRAM (check all that apply)

☐ 2022 Budget	☐ Other (Describe)
--------------------------------------	---

Entrepreneurial and Education Center Economic Recovery Funds

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

Nothing should prevent this from being done in a timely manner. We expect that the marketing element would be up and run within several months of being awarded.

RESPONDING TO NEGATIVE ECONOMIC IMPACTS - CALENDAR
Entrepreneurial and Education Center Economic Recovery Funds

[illegible]

**Wausau Business Development Center
Statement of Activities (Budget to Actual)
Month Ended December 31, 2020**

	BUDGET YTD 2020	ACTUAL YTD	VAR +Fav/(-Unfav)	ACTUAL 2019
REVENUES				
Rental Income	174,000	136,777	(37,223)	172,119
Kitchen Income	4,000	3,754	(246)	4,401
Training Room Income	-	3,660	3,660	1,150
Interest On Accounts Receivable	-	(76)	(76)	5
Grant Income	40,000	30,000	(10,000)	50,000
Other Income	-	605	605	4,680
Doantions	-	10,000	10,000	5,000
TOTAL REVENUES	218,000	184,719	(33,281)	237,355
EXPENSES				
Administrative Expenses				
Legal	500	1,476	(976)	562
Advertising	1,000	600	400	5,854
Telephone	4,000	4,780	(780)	3,979
Management	58,000	57,058	942	58,236
Office Supplies	2,200	4,399	(2,199)	1,926
Travel, Education, Dues	1,020	410	610	1,268
Web Site	1,200	1,339	(139)	1,439
Bad Debt Expense	100	65	35	45
Board Meeting Expenses	600	55	545	1,025
Total Administrative Expenses	68,620	70,182	(1,562)	74,333
Facility Expenses				
Utilities				
Water	950	528	422	2,548
Sewer	800	554	246	3,311
Electric	42,000	33,907	8,093	43,646
Gas	14,000	10,232	3,768	13,771
Propane	160	173	(13)	226
Total Utilities	57,910	45,394	12,516	63,501
Building Expenses				
Janitorial	21,000	18,233	2,767	20,851
Supplies	3,500	1,468	2,032	2,996
Kitchen	3,000	551	2,449	1,963
Snow Removal	4,000	3,836	164	8,754
Mowing and Brushing	2,000	3,450	(1,450)	2,405
Repairs and Maintenance	9,000	39,341	(30,341)	14,230
Fire Protection	1,000	1,388	(388)	1,310
Garbage Collection	2,500	1,498	1,002	3,010
Recycling	1,200	698	502	1,336
Other Contractual Services	2,000	4,697	(2,697)	5,742
Insurance	6,630	7,130	(500)	6,589
Total Building Expenses	55,830	82,291	(26,461)	69,185
Boot Camp	10,000	10,028	(28)	7,916
Contingency	9,640	-	9,640	-
Capital Expenses*	16,000	(3,590)	19,590	-
Other Expenses	35,640	126,185	29,202	122,029
TOTAL EXPENSES	218,000	324,052	13,696	329,049
CHANGE IN NET ASSETS +Incr/-Decr	-	(139,332)	(19,585)	(91,694)
NET ASSETS, BEGINNING OF YEAR		2,846,438		2,938,131
NET ASSETS, TO DATE		<u>2,707,105</u>		<u>2,846,438</u>

Notes:

Repairs and Maint.: paint, plumbing, HVAC, air handlers, lights; Convert Fixtures to LED \$5.3K,
facility repairs \$7.2K, Air Handling Unit \$9.3K

Contractual Services: copier service, security system, loading dock heater, elevator inspec/permit

* 2020 Capital Expenses (Capitalize at Year End); Water Softner \$7.1K, Dishwasher \$2.3K, 2 Door Freezer \$1.6K

Reduced receipts; -\$53K rents, -\$20K Marathon Cnty

Reduced expenses; -\$25.4K electric, -\$2.7K gas, , -\$5.3K advertising,

**Wausau Business Development Center
Statement of Activities (Budget to Actual)
Month Ended December 31, 2021**

	BUDGET YTD 2021	ACTUAL YTD	VAR +Fav/(-Unfav)	ACTUAL 2020
REVENUES				
Rental Income	130,000	163,361	33,361	136,777
Kitchen Income	3,000	9,778	6,778	3,754
Training Room Income	2,000	7,220	5,220	3,660
Interest On Accounts Receivable	-	75	75	(76)
Grant Income	10,000	-	(10,000)	30,000
Other Income	-	115	115	605
TOTAL REVENUES	145,000	180,548	35,548	184,719
EXPENSES				
Administrative Expenses				
Legal	1,200	-	1,200	1,476
Advertising	500	1,750	(1,250)	600
Telephone	4,400	5,683	(1,283)	4,780
Management	18,000	27,608	(9,608)	57,058
Office Supplies	800	631	169	4,399
Travel, Education, Dues	350	250	100	410
Web Site	1,200	1,787	(587)	1,339
Bad Debt Expense	100	(60)	160	65
Board Meeting Expenses	250	306	(56)	55
Total Administrative Expenses	26,800	37,956	(11,156)	70,182
Facility Expenses				
Utilities				
Water	950	715	235	528
Sewer	800	771	29	554
Electric	34,000	32,985	1,015	33,907
Gas	13,000	15,511	(2,511)	10,232
Propane	80	168	(88)	173
Total Utilities	48,830	50,150	(1,320)	45,394
Building Expenses				
Janitorial	18,000	23,916	(5,916)	18,233
Supplies	2,000	2,786	(786)	1,468
Kitchen	1,500	1,513	(13)	551
Snow Removal	-	-	-	3,836
Mowing and Brushing	-	-	-	3,450
Repairs and Maintenance	6,000	16,230	(10,230)	39,341
Fire Protection	1,000	1,668	(668)	1,388
Garbage Collection	1,500	1,548	(48)	1,498
Recycling	800	698	102	698
Other Contractual Services	3,000	4,868	(1,868)	4,697
Insurance	6,630	8,059	(1,429)	7,130
Total Building Expenses	40,430	61,285	(20,855)	82,291
Boot Camp	-	-	-	10,028
Contingency	18,940	-	18,940	-
Capital Expenses*	10,000	-	10,000	(3,590)
Depreciation	-	121,907	(121,907)	119,747
Other Expenses	28,940	121,907	28,940	126,185
TOTAL EXPENSES	145,000	271,298	(4,391)	324,052
CHANGE IN NET ASSETS +Incr/(-Decr)	-	(90,750)	31,157	(139,332)
NET ASSETS, BEGINNING OF YEAR		2,707,105		2,846,438
NET ASSETS, TO DATE		2,616,355		2,707,105

Notes:

MCDEVCO standard occupancy target is 75%, will share % of lease revenue if standard is exceeded

Reserve building target increase is \$80K annually

Repairs and Maint.: paint, plumbing, HVAC, air handlers, facility

Contractual Services: copier service, security system, elevator inspec/permit

*Capital Expenses to be Capitalize at Year End;

CITY OF WAUSAU
AMERICAN RESCUE PLAN - SLFRF APPLICATION
Water Sewer and Broad Band Infrastructure

Water, Sewer and Broadband infrastructure this category is available to address the consequences of deferred maintenance in drinking water systems, treatment of sewage and stormwater along with resiliency measures to adapt to climate change. In addition the funds may be used for broad band investment and cybersecurity investments. Common examples would include:

- * Sewage and Stormwater projects must be eligible under the EPA's Clean Water State Revolving Fund
- * Water projects must be eligible under the EPA's Drinking Water State Revolving Fund
- * Broad band infrastructure must respond to lack of reliable service or affordable service
- * Cybersecurity investment and modernization is eligible to new or existing infrastructure.



Project Title	Fiber connections to Wausau Police and Fire station and connection to Metroride Bus headquarters as well as Community development		
Department	Information Technology (CCITC)	Contact Name:	Gerard Klein - Director City-County IT
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)

		Broadband Infrastructure	5.19

PROJECT DESCRIPTION

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

The scope of the project is to create a fiber connection from the current CCITC fiber near the courthouse (the vault is next to the Sears ramp) to Wausau Police and Fire building on Grand Avenue then to continue across the street to Community Development building. Separately, we will be installing fiber from the same Sears/Courthouse vault to Metro Ride's headquarters on Plumer Street. The project will include vault placement, boring and installation of conduit, fiber installation and splicing as well as some electronics (optics and switches).

	Addresses critical health or safety hazard.		This project was identified and deferred on prior years capital/operating budget
x	Required to achieve or maintain an adequate level of service		Expands existing service into an undeveloped area.
x	Provides new service, facility, system or equipment.	x	Repairs, replaces or prevents a breakdown of an existing infrastructure

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

Currently the MetroRide headquarters building has a very low speed point to point wifi connection to it that limits our ability to provide consistent phones, security and internet connectivity. The police station and community development currently are connected via a Charter dark fiber connection that we will lose access to within the next few years. There are two reasons that this will happen, first, within the past few years law changes at the state level no longer require Charter to provide that connection to us for free (although they have not yet disconnected it). Second, the connection works because we cross connect in the County's 210 River Drive building. We expect to lose that county property sometime in the next few years. Several years ago, when we rebuilt Prospect, we installed vaults and conduit along Prospect in anticipation of this project. Last year the Wausau School District used the prospect conduit and extended it to their administration building. We intend to use that route but it still requires a fiber conduit run along Forest and on both sides of the Police station (i.e. extended to Community Development on Grand.).

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 this project being completed, once we lose connectivity to these two properties we would have to lease bandwidth from a carrier which we anticipate would be very expensive. Dark fiber installed in the ground lasts for over 30 years and generally has minimal annual maintenance beyond marking it for Diggers Hotline.

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

If we had to buy bandwidth it would be very expensive and we would likely only justify paying for 1 Gigabit speeds. If we install this fiber we will light up the fiber optics at 10 Gigabit. This is the primary connection for the Police and Fire departments to access our current 10 Gigabit Wiscnet Internet connection which we have as a ring downtown between the Courthouse, City Hall, Library and 210/212 River Drive. For perspective, (3) 1 Gigabit connections at \$1200/month would be \$43,200/year. With our own dark fiber we will light it at 10 Gigabit and we will own it and use it for at least 30 years.

WATER, SEWER, STORMWATER AND BROADBAND INFRASTRUCTURE - FINANCIAL DETAIL

Information Technology (CCITC)

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total	
Planning /Design						-	
LandAcquisition						-	
Construction/Maintenance		140,000				140,000	
Equipment/Vehicle/Furnishings Purchase						-	
Other(Describe)						-	
Total Costs	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ 140,000	
FUNDING SOURCES							
ARPA Funding		140,000				140,000	
Donations						-	
User Fees						-	
Debt Issuance						-	
Other Grant Income						-	
Other (Describe)						-	
Total Sources	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ 140,000	
Shortfall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total	
Staff Costs						-	
Contractual Services						-	
Supplies/Materials					1,200	1,200	
Maintenance						-	
Other (Describe)						-	
Total Costs	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200	
FUNDING SOURCES							
ARPA Funding						-	
Donations						-	
User Fees						-	
Other Grant Income						-	
Other (Describe)						-	
Total Funding Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Shortfall	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200	
IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD							
Operating Budget							
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							

Information Technology (CCITC)

[illegible]

Metroride

1550 foot bore (\$20/ft) - \$31,000
2700 foot fiber 24 strand (\$5/ft) - \$13,500
3 vaults - \$6000
3 Fiber marker poles - \$300
4 strands spliced and terminated - \$400

Total - \$51,200

**requires installing upgraded vault at Courthouse and replacing 800 feet of existing fiber to gain necessary fiber splices

1 vault - \$2000
800 foot fiber 48 strand - \$2,400
Splice case with grounding and bonding - \$500
96 splices - \$2,900

Total - \$7,800

Wausau PD

2050 foot bore (\$20/ft) - \$41,000
2450 fiber 24 strand (\$5/ft) - \$12,250
2 vaults - \$4000
3 Fiber marker poles - \$300
4 splice cases - \$2000
16 splices, 4 terminates - \$1000

Total - \$60,550

Community Development

500 foot bore (\$20/ft) - \$10,000
800 foot fiber 24 strand (\$5/ft) - \$4,000
1 vaults - \$2000
1 Fiber marker poles - \$100
16 splices, 4 terminations - \$1,000

Total – \$17,100

Optics \$1,200

Summary

Metroride - \$51,200
Courthouse – Reconfiguration - \$7,800
Wausau PD \$60,550
Community Development - \$17,100

Total - \$137,850



ARPA Funding - Share Your Ideas

We want to hear your ideas related to ARPA Funding. How can we help our communities stabilize and recover from Covid-19?

Please fill out the form below to share your ideas.

Name

Email

Funding Idea

Cost

American Rescue Plan Act Project Idea Form



This document is for submitting ideas for funding and is not an application for funding. If a program idea is approved, there will likely be a competitive Request for Proposal process that will award specific funding to organizations to implement the idea. Completed documents should be sent to the ARPA Project Coordinator at ARP@spokanecity.org or via mail to Spokane City Council, 808 W. Spokane Falls Blvd., Spokane, WA, 99201.

Idea for Funding:

Submitted by:

Phone:

Email:

Project Summary

Provide a brief overview of the project idea:

Cost:

- ☐ I am requesting a specific amount of funding for this project: \$
- ☐ I have an estimated amount that I think could be used for this project: \$
- ☐ I am unsure what the cost of this project is.

Do you know who will administer this project?

- ☐ Yes, there is a partner organization that has been identified and is onboard with the project:

Organization:

Point of Contact:

Phone:

Email:

- ☐ Maybe, I have ideas for organizations that may be interested:

- ☐ No, I'm unsure what organizations might be a good fit for this project.

Are there any timeline considerations or deadlines for this project that the City should be aware of?

- ☐ Yes. (please include this information in the overview section above)
- ☐ No.
- ☐ I am unsure if there are timeline considerations for this project.



We need your input!

**Give us your ideas on how the City of Oshkosh should use
American Rescue Plan Act (ARPA) Funds**

Please submit your ideas by Friday, July 30, 2021 via:

- **Online Form** -or-
- **Electronically/email:** Download PDF, fill out and e-mail to citymgr@ci.oshkosh.wi.us -or-
- **US Mail or City Hall Dropbox:** City Managers Office, 215 Church Ave – PO Box 1130, Oshkosh WI 54903-1130

CONTACT INFORMATION (needed for any follow-up questions)

1. **FULL NAME:** _____
2. **ADDRESS:** _____
3. **PHONE NUMBER:** _____
4. **E-MAIL ADDRESS:** _____

Please provide as much information as possible about your suggestions for the use of funds in the space below. If necessary, please attach or forward additional information. Information may include the following:

- A brief description of the use of funds you are suggesting.
- Who will benefit from this use of these funds?
- How many people will be affected/served by this use of ARPA funds?
- Estimated amount of funds needed.
- Is this a one-time expense?
- Will there be ongoing costs for this recommended program/project?



TO: Finance Committee

FROM: TJ Niksich, P.E.
Project Engineer

DATE: May 5, 2022

SUBJECT: 7575 Bombardier Court, 7255 Stewart Avenue, 400 S. 72nd Avenue and 400 N. 72nd Avenue – 72nd Avenue Trail Project

The above listed properties were appraised and proposed costs to acquire either the Temporary Limited Easement (TLE) or the Permanent Limited Easement (PLE) were brought before the Finance Committee on 02/08/2022 in closed session. The attached Nominal Parcel Appraisal Worksheets as provided by Peter Miesbauer of MSA – Professional Services were presented and the Finance Committee approved offers at the appraised prices, with the ability to negotiate an additional payment of up to \$500 per tree requiring removal. Below is a brief summary of each parcel TLE/PLE acquisition.

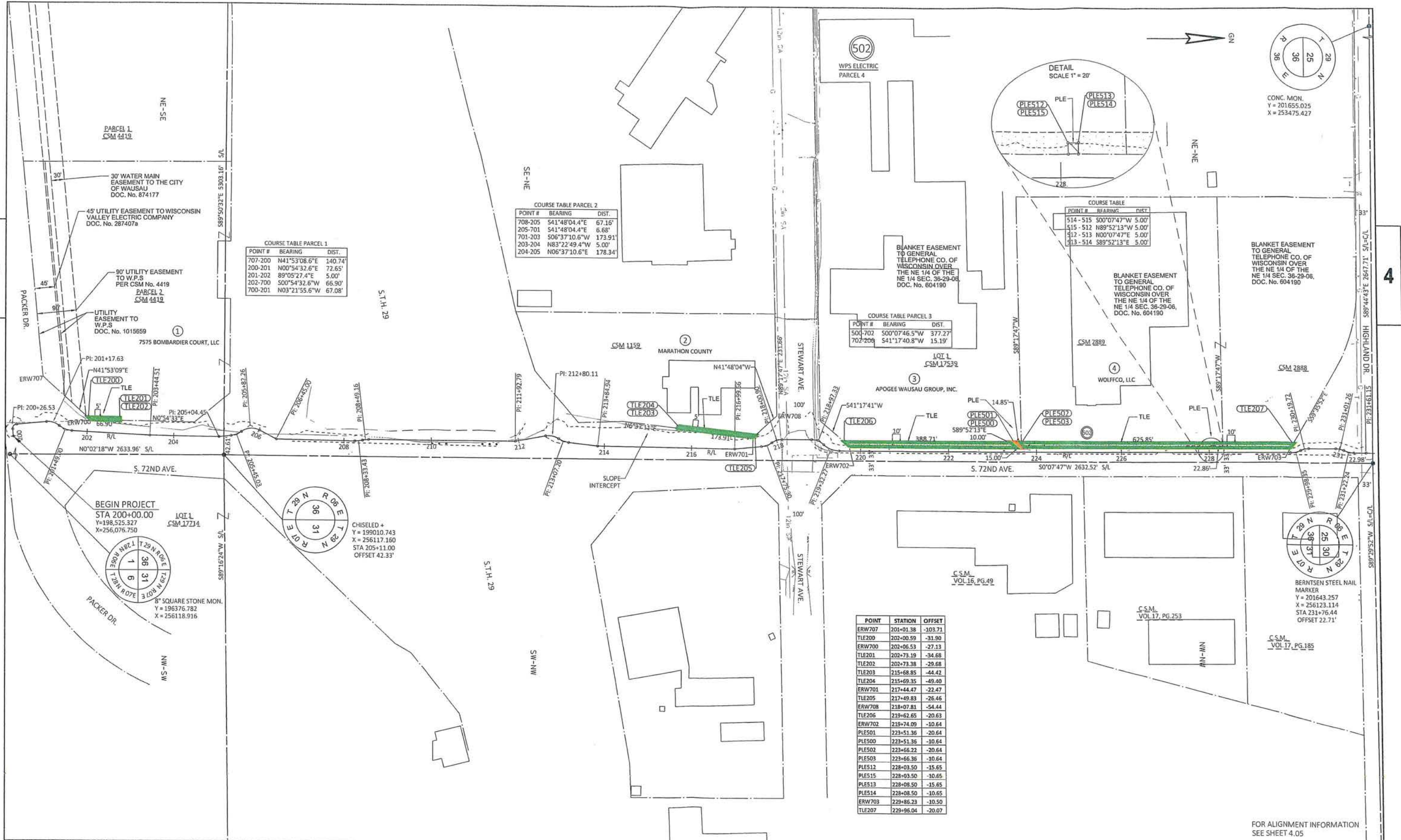
Parcel 1 – 7575 Bombardier Court: TLE required for grading and owner accepted original offer.

Parcel 2 – 7255 Stewart Avenue: TLE required for grading and owner accepted original offer.

Parcel 6 – 400 S. 72nd Avenue: TLE required for grading and PLE required for stormwater conveyance. Original offer of \$950 for TLE/PLE land acquisition and \$1,000 per tree (7 trees) for a total offer of \$7,950 was rejected. MSA and the owner entered negotiations and agreed to \$950 for TLE/PLE land acquisition and \$1,257.14 per tree (7 trees) for a total cost of \$9,750

Parcel 7 – 400 N. 72nd Avenue: TLE required for grading and PLE required for stormwater conveyance and owner accepted original offer.

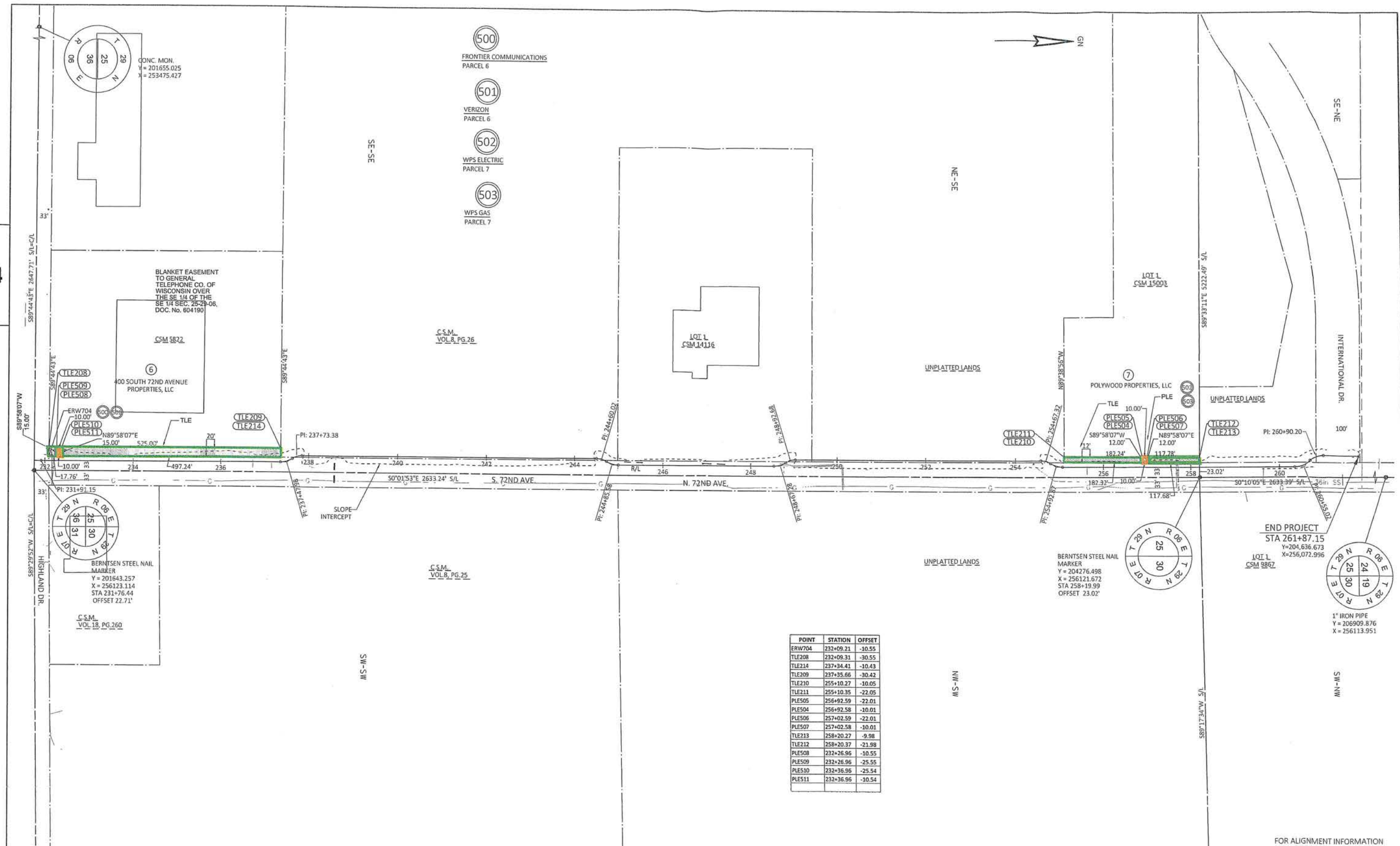
If approved by finance, offers will be presented to council for final approval and purchase.



REVISION DATE		DATE 12/17/2021	SCALE, FEET	HWY: S. 72ND AVE.	STATE R/W PROJECT NUMBER 6999-18-09	PLAT SHEET 4. 03
		GRID FACTOR	0 100 200	COUNTY: MARATHON	CONSTRUCTION PROJECT NUMBER 6999-18-79	PS&E SHEET
FILE NAME: 190443_RW_PLAT.DWG			PLOT DATE: 12/20/2021 3:33 PM	PLOT BY: RAISA KHAYTINA	PLOT NAME:	WISDOT/CADD SHEET 75
LAYOUT NAME - 4.03					PLOT SCALE: 1 IN:100 FT	

4

4



POINT	STATION	OFFSET
ERW704	232+09.21	-10.55
TLE208	232+09.31	-30.55
TLE214	237+34.41	-10.43
TLE209	237+35.66	-30.42
TLE210	255+10.27	-10.05
TLE211	255+10.35	-22.05
PLE505	256+92.59	-22.01
PLE504	256+92.58	-10.01
PLE506	257+02.39	-22.01
PLE507	257+02.58	-10.01
TLE213	258+20.27	-9.98
TLE212	258+20.37	-21.98
PLE508	232+26.96	-10.55
PLE509	232+26.96	-25.55
PLE510	232+36.96	-25.54
PLE511	232+36.96	-10.54

REVISION DATE	DATE 12/17/2021	SCALE, FEET	HWY: S. 72ND AVE.	STATE R/W PROJECT NUMBER 6999-18-09	PLAT SHEET 4. 04
	GRID FACTOR	0 100 200	COUNTY: MARATHON	CONSTRUCTION PROJECT NUMBER 6999-18-79	PS&E SHEET
FILE NAME: 190443_RW_PLAT.DWG		PLOT DATE: 12/20/2021 3:33 PM	PLOT BY: RAISA KHAYTINA	PLOT NAME:	PLOT SCALE: 1 IN=100 FT
LAYOUT NAME: 4.04					WISDOT/CADD SHEET 75

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving Waiver of Appraisal, Settlement Amount, Temporary and Permanent Limited Easement and Payment Request for 7575 Bombardier Court

Committee Action: Pending

Fiscal Impact: \$250.00 – TID 11

File Number: 21-0413

Date Introduced: May 10, 2022

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☐	No ☒	
	Included in Budget:	Yes ☐	No ☐	Budget Source
	One-time Costs:	Yes ☒	No ☐	Amount: \$250.00
	Recurring Costs:	Yes ☐	No ☐	Amount:
SOURCE	Fee Financed:	Yes ☐	No ☐	Amount:
	Grant Financed:	Yes ☐	No ☐	Amount:
	Debt Financed:	Yes ☐	No ☐	Amount Annual Retirement
	TID Financed:	Yes ☐	No ☐	Amount:
	TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☒ Interfund Loan ☐			

RESOLUTION

WHEREAS, in 2018, the City of Wausau was awarded Federal Transportation Alternatives Program (TAP) funds for the construction of a multi-use path along 72nd Avenue from Packer Drive to Innovation Way; and

WHEREAS, the proposed segment of trail would be an alternative to Highland Drive in connecting the eastern and western sections of the business campus; and

WHEREAS, in order for the construction of the trail to take place, certain properties will need to be acquired and/or a temporary limited easement needed; and

WHEREAS, in order to acquire the necessary property for the approved trail design, the City hired MSA Professional Services to administer the real estate acquisitions needed for the project; and

WHEREAS, your Finance Committee, at their May 10, 2022 meeting, recommended approving the acquisition of .008 acres for a temporary limited easement at a cost of \$250.00; and

WHEREAS, the property owner has accepted the offer of \$250.00 for a .008 acre Temporary Limited Easement at 7575 Bombardier Court.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to acquire the .008 acre Temporary Limited Easement at 7575 Bombardier Court and execute the Waiver of Appraisal Recommendation and Approval of Settlement Amount, and Payment Request and all documents necessary to complete the acquisition.

Approved:

Katie Rosenberg, Mayor

Payment Request

PARCEL: Parcel 1 – 7575 Bombardier Court, LLC
DATE: March 3, 2022
AGENCY: City of Wausau
ATTN: Thomas (TJ) Niksich, City of Wausau Project Engineer

FROM: **MSA Professional Services, Jessie Prien**

R/W PROJECT ID: 6999-18-09 (Business Campus Bicycle and Pedestrian Trail)

HIGHWAY: South 72nd Avenue (Packer Drive – International Drive)
COUNTY: Marathon

ACRES & INTEREST 0.008 Acre Temporary Limited Easement

PAYABLE TO: **7575 Bombardier Court, LLC**
7575 Bombardier Court, Wausau, WI 54401

SOCIAL SECURITY #
or TAXPAYER ID # See Form W-9
CHECK AMOUNT: \$250.00

COMMENTS: Please see attached the following signed documents: Nominal Payment Parcel – Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer, Form W-9, and a copy of the Temporary Limited Easement. Please review and sign the Nominal Payment Parcel – Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer, and this form (Payment Request) near the bottom of each document as an approval by the City of Wausau.

Once approved, please return to me a copy of the signed Nominal Payment Parcel - Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer and Payment Request, along with the requested check (made payable as stated above) and I will forward it on to the landowner. **Mail the signed documents and check to me at: 1835 North Stevens Street, Rhinelander, WI 54501.**

Submitted by:
MSA Professional Services, Inc.

x 
Jessie Prien
Real Estate Project Manager

Dated: 3-15-22
1835 North Stevens Street
Rhinelander, WI 54501

Authorized by:
City of Wausau

x _____
Katie Rosenberg, City of Wausau
Mayor

Dated: _____
407 Grant Street
Wausau, WI 54403

TEMPORARY LIMITED EASEMENT

Exempt from fee: s. 77.25(2r) Wis. Stats.
Exempt from filing transfer form [s. 77.21(1), 77.22(1) Wis. Stats.]
RE1577 03/2019

THIS EASEMENT, made by 7575 Bombardier Court, LLC, a Wisconsin limited liability company, GRANTOR, conveys a temporary limited easement as described below to the City of Wausau, GRANTEE, for the sum of Two Hundred Fifty and 00/100 Dollars (\$250.00) for the purpose of the right to construct cut and/or fill slopes, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove, or plant thereon any vegetation that the highway authorities may deem necessary or desirable.

Other persons having an interest of record in the property: None

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

This space is reserved for recording data

Return to

MSA Professional Services, Inc.
Attn: Jessie Prien
1835 North Stevens Street
Rhineland, WI 54501

Parcel Identification Number/Tax Key Number
291-2906-364-0999

In executing this document, the undersigned affirms that he/she is a (member)(manager) of 7575 Bombardier Court LLC, and is duly authorized by the company to execute this document

Charles A. Ghidorzi

Print Name

[Signature]

Signature

Charles A Ghidorzi

Date

3/10/22

Date

3-10-22

State of Wisconsin

)

Marathon

County)

ss.

On the above date, this instrument was acknowledged before me by the named person(s).

The signer was: ☒ Physically in my presence. OR ☐ In my presence involving the use of communication technology.

Taylor J. Schneider

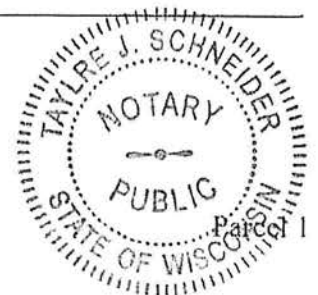
Signature, Notary Public, State of Wisconsin

Taylor J. Schneider

Print or Type Name, Notary Public, State of Wisconsin

10-31-23

Date Commission Expires



LEGAL DESCRIPTION

A **Temporary Limited Easement** for the right to construct cut and/or fill slopes, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove, or plant thereon any vegetation that the highway authorities may deem necessary or desirable, in and to the following tract of land, in the City of Wausau, Marathon County, State of Wisconsin, described as:

That part of Parcel 2, of Certified Survey Map No. 4419, located within the Northeast 1/4 of the Southeast 1/4, of Section 36, Township 29 North, Range 6 East, described as follows:

Commencing at the southwest corner of said Parcel 2; thence North 84°24'48" East, along the north line of Packer Drive, 489.85 feet to the west line of N. 72nd Avenue; thence North 41°53'09" East, along said west line, 140.74 feet to the Point of Beginning; thence North 00°54'33" East, parallel with said west line, 72.65 feet; thence South 89°05'27" East, at a right angle, 5.00 feet to said west line of S. 72nd Avenue; thence South 00°54'33" West, along said west line, 66.90 feet; thence South 41°53'09" West, along said west line, 7.62 feet to the Point of Beginning.

The above described parcel contains **0.008** acres of land, more or less.

All TLEs expire at the completion of the construction project for which this instrument is given.

STATEMENT TO CONSTRUCTION ENGINEER

RE1528 10/2018 s. 84.09 Wis. Stats.

Copies to: project engineer and owner

Owner Name(s) 7575 Bombardier Court, LLC	Property Address 7575 Bombardier Court 7216 Packer Drive Wausau, WI 54401 Mailing Address C/o Charles A. Ghidorzi 2100 Stewart Avenue Suite 300 Wausau, WI 54401-1714	Area code - phone Home: Cell: Work:
Tenant, if any	Property Address Mailing Address	Area code - phone Home: Cell: Work:

- All commitments agreed upon between negotiator and property owner are listed below.
- All commitments are subject to approval of City of Wausau.
- Basic concepts of construction project have been explained to owner.
- No other commitments, either verbal or implied, are valid.

Commitments made (fences, driveways, trees, drainage or other items):

Other matters of interest and owner concerns:

7575 Bombardier Court, LLC

Property Owner Signature

2/28/22

Date

Negotiator Signature

Jessie Prien

Print Negotiator Name

3/3/22

Date

Property Owner Signature

2/28/22

Date

Commitments Approved:

Approving Authority Signature and Title

Date

Print Approving Authority Name



Q J 9 3 2 9 2 8

Project ID
6999-18-09

County
Marathon

Parcel No.
1

**NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL
RECOMMENDATION AND APPROVAL**

RE1897 10/2018 Ch. 32 Wis. Stats.

Owner name(s) 7575 Bombardier Court, LLC	Area and interest required 0.008 acres of Temporary Limited Easement (TLE)
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Allocation

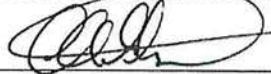
Allocation	Description	Size	Unit	Per Unit	Value (\$)
Temporary Limited Easement (TLE)	0.008 Acre TLE	0.008	Acres	\$3,500.00	\$28.00
Other	Round Up to City's Minimum Offer				\$222.00

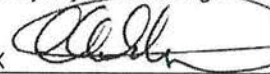
Total Allocation \$250.00
Rounded To \$250.00

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by City of Wausau.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau agents or representatives.

X  2/28/22
Owner Signature Date
7575 Bombardier Court, LLC

X  2/28/22
Owner Signature Date

Approved for City of Wausau

For Office Use Only

Agency Approval

Date



Q J 9 3 2 9 5 8

This instrument was drafted by
City of Wausau

Project ID
6999-18-09

Parcel No
1

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving Waiver of Appraisal, Settlement Amount, Temporary Limited Easement and Payment Request for 7255 Stewart Avenue

Committee Action: Pending

Fiscal Impact: \$250.00– TID 11

File Number: 21-0413

Date Introduced: May 10, 2022

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☐ No ☒	
	Included in Budget:	Yes ☐ No ☐	Budget Source
	One-time Costs:	Yes ☒ No ☐	Amount: \$250.00
	Recurring Costs:	Yes ☐ No ☐	Amount:
SOURCE	Fee Financed:	Yes ☐ No ☐	Amount:
	Grant Financed:	Yes ☐ No ☐	Amount:
	Debt Financed:	Yes ☐ No ☐	Amount Annual Retirement
	TID Financed:	Yes ☐ No ☐	Amount:
	TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☒ Interfund Loan ☐		

RESOLUTION

WHEREAS, in 2018, the City of Wausau was awarded Federal Transportation Alternatives Program (TAP) funds for the construction of a multi-use path along 72nd Avenue from Packer Drive to Innovation Way; and

WHEREAS, the proposed segment of trail would be an alternative to Highland Drive in connecting the eastern and western sections of the business campus; and

WHEREAS, in order for the construction of the trail to take place, certain properties will need to be acquired and/or a temporary limited easement needed; and

WHEREAS, in order to acquire the necessary property for the approved trail design, the City hired MSA Professional Services to administer the real estate acquisitions needed for the project; and

WHEREAS, your Finance Committee, at their May 10, 2022 meeting, recommended approving the acquisition of .020 acres for a temporary limited easement at a cost of \$250.00; and

WHEREAS, the property owner has accepted the offer of \$250.00 for a .020 acre Temporary Limited Easement at 7255 Stewart Avenue.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau

that the proper City officials are hereby authorized and directed to acquire the .020 acre Temporary Limited Easement at 7255 Stewart Avenue and execute the Waiver of Appraisal Recommendation and Approval of Settlement Amount, and Payment Request and all documents necessary to complete the acquisition.

Approved:

Katie Rosenberg, Mayor

Payment Request

PARCEL: Parcel 2 – Marathon County
DATE: April 28, 2022
AGENCY: City of Wausau
ATTN: Thomas (TJ) Niksich, City of Wausau Project Engineer

FROM: **MSA Professional Services, Jessie Prien**

R/W PROJECT ID: 6999-18-09 (Business Campus Bicycle and Pedestrian Trail)

HIGHWAY: South 72nd Avenue (Packer Drive – International Drive)
COUNTY: Marathon

ACRES & INTEREST 0.020 Acre Temporary Limited Easement

PAYABLE TO: **Marathon County**
Chad Billeb, Chief Deputy, C/o Marathon County Sheriff's Office,
500 Forest Street, Wausau, WI 54401

SOCIAL SECURITY #
or TAXPAYER ID # Exempt
CHECK AMOUNT: **\$250.00**

COMMENTS: Please see attached the following signed documents: Nominal Payment Parcel – Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer, and a copy of the Temporary Limited Easement. Please review and sign the Nominal Payment Parcel – Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer, and this form (Payment Request) near the bottom of each document as an approval by the City of Wausau.

Once approved, please return to me a copy of the signed Nominal Payment Parcel - Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer and Payment Request, along with the requested check (made payable as stated above) and I will forward it on to the landowner. **Mail the signed documents and check to me at: 1835 North Stevens Street, Rhinelander, WI 54501.**

Submitted by:
MSA Professional Services, Inc.

x Jessie Prien
Jessie Prien
Real Estate Project Manager

Dated: 4-28-2022
1835 North Stevens Street
Rhinelander, WI 54501

Authorized by:
City of Wausau

x _____
Katie Rosenberg, City of Wausau
Mayor

Dated: _____
407 Grant Street
Wausau, WI 54403

TEMPORARY LIMITED EASEMENT

Exempt from fee: s. 77.25(2r) Wis. Stats.
Exempt from filing transfer form [s. 77.21(1), 77.22(1) Wis. Stats.]
RE1577 03/2019

THIS EASEMENT, made by **Marathon County, a Wisconsin municipal corporation**, GRANTOR, conveys a temporary limited easement as described below to the **City of Wausau**, GRANTEE, for the sum of **Two Hundred Fifty and 00/100 Dollars (\$250.00)** for the purpose of **the right to construct cut and/or fill slopes, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove, or plant thereon any vegetation that the highway authorities may deem necessary or desirable.**

Other persons having an interest of record in the property: None

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

This space is reserved for recording data

Return to

MSA Professional Services, INC
Attn: Jessie Prien
1835 North Stevens Street
Rhineland, WI 54501

Parcel Identification Number/Tax Key Number
291-2906-361-0997

Marathon County

[Signature] 4/25/2022
Signature Date

Lance Leonhard 4/25/2022
Print Name Date

Signature Date

Print Name

MICHAEL J. PUERNER
Notary Public
State of Wisconsin

4/25/2022
Date

State of Wisconsin)
Marathon) ss.
County)

On the above date, this instrument was acknowledged before me by the named person(s).

The signer was: ☒ Physically in my presence. OR ☐ In my presence involving the use of communication technology.

[Signature]
Signature, Notary Public, State of Wisconsin

Michael Puerner
Print or Type Name, Notary Public, State of Wisconsin

permanent
Date Commission Expires



Q J 9 3 2 9 7 5

Project ID
6999-18-09

This instrument was drafted by
City of Wausau

Parcel No.
2

LEGAL DESCRIPTION

A **Temporary Limited Easement** for the right to construct cut and/or fill slopes, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove, or plant thereon any vegetation that the highway authorities may deem necessary or desirable, in and to the following tract of land, in the City of Wausau, Marathon County, State of Wisconsin, described as:

That part of Certified Survey Map No. 1159, located within the Southeast 1/4 of the Northeast 1/4, of Section 36, Township 29 North, Range 6 East, described as follows:

Commencing at the northwest corner of said Certified Survey Map No. 1159; thence North 89°17'47" East, along the south line of Stewart Avenue, 231.66 feet to the west line of N. 72nd Avenue; thence South 41°48'04" East, along said west line, 67.16 feet to the Point of Beginning; thence continuing South 41°48'04" East, along said west line, 6.68 feet; thence South 06°37'11" West, along said west line, 173.91 feet; thence North 83°22'49" West, at a right angle, 5.00 feet; thence North 06°37'11" East, parallel with said west line, 178.35 feet to the Point of Beginning.

The above described parcel contains **0.020** acres of land, more or less.

The TLE expires upon the earlier of (i) the date of the completion of the construction project for which this instrument is given or (ii) December 31, 2023.

**NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL
RECOMMENDATION AND APPROVAL**

RE1897 10/2018 Ch. 32 Wis. Stats.

Owner name(s)
Marathon County

Area and interest required
0.020 acres of Temporary Limited Easement (TLE)

Allocation

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Temporary Limited Easement (TLE)	0.020 Acre TLE	0.020	Acres	\$3,500.00	\$70.00
Other	Round Up to City's Minimum Offer				\$180.00

Total Allocation \$250.00
Rounded To \$250.00

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by City of Wausau.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau agents or representatives.

x *[Signature]*
Owner Signature
Marathon County

4/25/2022
Date

x _____
Owner Signature

Date

Approved for City of Wausau

For Office Use Only

Agency Approval

Date



Q J 9 3 2 9 6 1

This instrument was drafted by
City of Wausau

Project ID
6999-18-09

Parcel No
2

STATEMENT TO CONSTRUCTION ENGINEER

RE1528 10/2018 s. 84.09 Wis. Stats.

Copies to: project engineer and owner

Owner Name(s) Marathon County	Property Address 7255 Stewart Avenue Wausau, WI 54401	Area code - phone Home:
	Mailing Address C/o Chad Billeb, Chief Deputy Marathon County Sheriff's Office 500 Forest Street Wausau, WI 54403	Cell: (715) 297-7958 Work: (715) 261-1066
Tenant, if any	Property Address	Area code - phone Home:
	Mailing Address	Cell: Work:

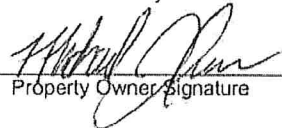
- All commitments agreed upon between negotiator and property owner are listed below.
- All commitments are subject to approval of City of Wausau.
- Basic concepts of construction project have been explained to owner.
- No other commitments, either verbal or implied, are valid.

Commitments made (fences, driveways, trees, drainage or other items):

NONE

Other matters of interest and owner concerns:

Marathon County


Property Owner Signature

4/25/2022
Date


Negotiator Signature

4-28-22
Date

Property Owner Signature

Date

Jessie Prien

Print Negotiator Name

Commitments Approved:

Approving Authority Signature and Title

Date

Print Approving Authority Name



Q J 9 3 2 9 2 9

Project ID
6999-18-09

County
Marathon

Parcel No.
2

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving Waiver of Appraisal, Settlement Amount, Temporary and Permanent Limited Easement and Payment Request for 400 S. 72nd Avenue

Committee Action: Pending

Fiscal Impact: \$9,750.00 – TID 11

File Number: 21-0413

Date Introduced: May 10, 2022

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☐ No ☒	
	<i>Included in Budget:</i>	Yes ☐ No ☐	<i>Budget Source</i>
	<i>One-time Costs:</i>	Yes ☒ No ☐	<i>Amount: \$9,750.00</i>
	<i>Recurring Costs:</i>	Yes ☐ No ☐	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes ☐ No ☐	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes ☐ No ☐	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> ☐ <i>Debt</i> ☐ <i>Funds on Hand</i> ☒ <i>Interfund Loan</i> ☐		

RESOLUTION

WHEREAS, in 2018, the City of Wausau was awarded Federal Transportation Alternatives Program (TAP) funds for the construction of a multi-use path along 72nd Avenue from Packer Drive to Innovation Way; and

WHEREAS, the proposed segment of trail would be an alternative to Highland Drive in connecting the eastern and western sections of the business campus; and

WHEREAS, in order for the construction of the trail to take place, certain properties will need to be acquired and/or a temporary limited easement needed; and

WHEREAS, in order to acquire the necessary property for the approved trail design, the City hired MSA Professional Services to administer the real estate acquisitions needed for the project; and

WHEREAS, your Finance Committee, at their May 10, 2022 meeting, recommended approving the acquisition of .003 acres for a Permanent Limited Easement and .238 acres for a Temporary Limited Easement at a cost of \$9,750.00; and

WHEREAS, the property owner has accepted the offer of \$9,750.00 for a .003 acre Permanent Limited Easement and a .238 acre Temporary Limited Easement at 400 S. 72nd Avenue.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to acquire the .003 acre Permanent Limited Easement and .238 acre Temporary Limited Easement at 400 S. 72nd Avenue and execute the Waiver of Appraisal Recommendation and Approval of Settlement Amount, and Payment Request and all documents necessary to complete the acquisition.

Approved:

Katie Rosenberg, Mayor

Payment Request

PARCEL: Parcel 6 – 400 South 72nd Avenue Properties, LLC
DATE: May 4, 2022
AGENCY: City of Wausau
ATTN: Thomas (TJ) Niksich, City of Wausau Project Engineer

FROM: **MSA Professional Services, Jessie Prien**

R/W PROJECT ID: 6999-18-09 (Business Campus Bicycle and Pedestrian Trail)

HIGHWAY: South 72nd Avenue (Packer Drive – International Drive)
COUNTY: Marathon

ACRES & INTEREST 0.003 Acre Permanent Limited Easement
0.238 Acre Temporary Limited Easement
Trees

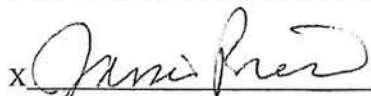
PAYABLE TO: **400 South 72nd Avenue Properties, LLC**
C/o Beth E. Hartinger, 725 Imm Street, Wausau, WI 54401

SOCIAL SECURITY #
or TAXPAYER ID # See Form W-9
CHECK AMOUNT: \$9,750.00

COMMENTS: Please see attached the following signed documents: Nominal Payment Parcel – Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer, Form W-9, and a copy of the Permanent Limited Easement. Please review and sign the Nominal Payment Parcel – Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer, and this form (Payment Request) near the bottom of each document as an approval by the City of Wausau.

Once approved, please return to me a copy of the signed Nominal Payment Parcel - Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer and Payment Request, along with the requested check (made payable as stated above) and I will forward it on to the landowner. **Mail the signed documents and check to me at: 1835 North Stevens Street, Rhinelander, WI 54501.**

Submitted by:
MSA Professional Services, Inc.

x 

Jessie Prien
Real Estate Project Manager

Dated: 5-4-22
1835 North Stevens Street
Rhinelander, WI 54501

Authorized by:
City of Wausau

x _____
Katie Rosenberg, City of Wausau
Mayor

Dated: _____
407 Grant Street
Wausau, WI 54403

PERMANENT LIMITED EASEMENT

Exempt from fee: s.77.25(2r) Wis. Stats.
Exempt from filing transfer form [s. 77.21(1), 77.22(1) Wis. Stats.]
RE1552 10/2018 Ch. 84 Wis. Stats.

THIS EASEMENT, made by **400 South 72nd Avenue Properties, LLC**, a Wisconsin limited liability company, GRANTOR, conveys a permanent limited easement as described below to the **City of Wausau**, GRANTEE, for the sum of **Nine Thousand Seven Hundred Fifty and 00/100 Dollars (\$9,750.00)** for the purpose of the right to construct, reconstruct, maintain, and access **Storm Sewer Facilities**.

Other persons having an interest of record in the property: **People State Bank, CoVantage Credit Union**

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

In executing this document, the undersigned affirms that he/she is a (member)(manager) of 400 South 72nd Avenue Properties, LLC, and is duly authorized by the company to execute this document.

Signature

Date

Print Name

Signature

Date

Print Name

Signature

Date

Print Name

This space is reserved for recording data

Return to

MSA Professional Services, Inc.

Attn: Jessie Prien

1835 North Stevens Street

Rhineland, WI 54501

Parcel Identification Number/Tax Key Number

291-2906-254-0997

Date

State of Wisconsin

Marathon County

ss.

On the above date, this instrument was acknowledged before me by the named person(s).

The signer was: ☒ Physically in my presence. OR ☐ In my presence involving the use of communication technology.

Signature, Notary Public, State of Wisconsin

Lea J Ballmer
Print Name, Notary Public, State of Wisconsin

01/07/2024
Date Commission Expires



Q J 9 3 2 9 7 8

Project ID
6999-18-09

This instrument was drafted by
City of Wausau

Parcel No.
6

LEGAL DESCRIPTION

A Permanent Limited Easement for the right to construct, reconstruct, maintain and access Storm Sewer Facilities, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation that the highway authorities may deem necessary or desirable, but without prejudice to the owner's right to make or construct improvements on said lands or to flatten the slopes, providing said activities will not impair or otherwise adversely affect the highway facilities within the right of way, in and to the following tract of land in the City of Wausau, Marathon County, State of Wisconsin, described as:

That part of Certified Survey Map No. 5822, located within the Southeast 1/4 of the Southeast 1/4, of Section 25, Township 29 North, Range 6 East, described as follows:

Commencing at the southeast corner of said Certified Survey Map No. 5822, at the intersection of the north line of Highland Drive and the west line of S. 72nd Avenue; thence North 00°01'53" West, along said west line, 17.76 feet to the Point of Beginning; thence South 89°58'07" West, at a right angle, 15.00 feet; thence North 00°01'53" West, parallel with said west line, 10.00 feet; thence North 89°58'07" East, at a right angle, 15.00 feet to said west line; thence South 00°01'53" East, 10.00 feet to the Point of Beginning.

The above described parcel contains **0.003** acres of land, more or less.

A Temporary Limited Easement for the right to construct cut and/or fill slopes, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove, or plant thereon any vegetation that the highway authorities may deem necessary or desirable, in and to the following tract of land, in the City of Wausau, Marathon County, State of Wisconsin, described as:

That part of Certified Survey Map No. 5822, located within the Southeast 1/4 of the Southeast 1/4, of Section 25, Township 29 North, Range 6 East, described as follows:

Beginning at the southeast corner of said Certified Survey Map No. 5822, at the intersection of the north line of Highland Drive and the west line of S. 72nd Avenue; thence North 89°44'43" West, along said north line of Highland Drive, 20.00 feet; thence North 00°01'53" West, parallel with said west line of S. 72nd Avenue, 525.00 feet to the north line of said Certified Survey Map No. 5822; thence South 89°44'43" East, along said north line, 20.00 feet to said west line of S. 72nd Avenue; thence South 00°01'53" East, along said west line, 497.24 feet; thence South 89°58'07" West, at a right angle, 15.00 feet; thence South 00°01'53" East, parallel with said west line, 10.00 feet; thence North 89°58'07" East, at a right angle, 15.00 feet to said west line; thence South 00°01'53" East, along said west line, 17.76 feet to the Point of Beginning.

The above described parcel contains **0.238** acres of land, more or less.

All TLEs expire at the completion of the construction project for which this Instrument is given.

NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL RECOMMENDATION AND APPROVAL

RE1897 10/2018 Ch. 32 Wis. Stats.

Owner name(s) 400 South 72nd Avenue Properties, LLC	Area and interest required 0.003 acres of Permanent Limited Easement (PLE), 0.238 acres of Temporary Limited Easement (TLE)
--	---

Allocation

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Permanent Limited Easement (PLE)	0.003 Acre PLE	0.003	Acres	\$35,000.00	\$105.00
Temporary Limited Easement (TLE)	0.238 Acre TLE	0.238	Acres	\$3,500.00	\$833.00
Other	7 Trees Within Acquisition Area @ \$1,000.00 / Tree				\$7,000.00 \$8,800
Other	Rounding				\$12.00

Total Allocation \$7,950.00
Rounded To \$7,950.00
\$9,750.00

-JP

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by City of Wausau.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau agents or representatives.

Owner Signature
400 South 72nd Avenue Properties, LLC

Date

X

Owner Signature

Date

Approved for City of Wausau

For Office Use Only

Agency Approval

Date



Q J 9 3 2 9 7 0

This instrument was drafted by
City of Wausau

Project ID
6999-18-09

Parcel No
6

STATEMENT TO CONSTRUCTION ENGINEER

RE1528 10/2018 s. 84.09 Wis. Stats.

Copies to: project engineer and owner

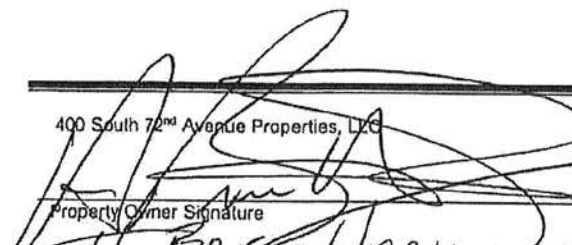
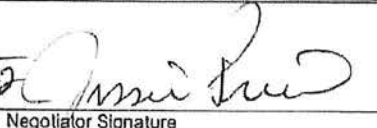
Owner Name(s) 400 South 72nd Avenue Properties, LLC	Property Address 400 South 72nd Avenue Wausau, WI 54401 Mailing Address C/o Beth E. Hartinger 11230 Parker Drive 725 IMM ST. Wausau, WI 54401-9368	Area code - phone Home: Cell: 715 3700262 Work: 715 8420402
Tenant, if any	Property Address Mailing Address	Area code - phone Home: Cell: Work:

- All commitments agreed upon between negotiator and property owner are listed below.
- All commitments are subject to approval of City of Wausau.
- Basic concepts of construction project have been explained to owner.
- No other commitments, either verbal or implied, are valid.

Commitments made (fences, driveways, trees, drainage or other items):

NONE

Other matters of interest and owner concerns:

400 South 72nd Avenue Properties, LLC	
	5-4-22
Property Owner Signature	Date
	5-4-22
Negotiator Signature	Date
H. BETH E. HARTINGER	Jessie Prien
Property Owner Signature	Print Negotiator Name

Commitments Approved:

Approving Authority Signature and Title

Date

Print Approving Authority Name



Q J 9 3 2 9 3 7

Project ID
6999-18-09

County
Marathon

Parcel No.
6

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving Waiver of Appraisal, Settlement Amount, Temporary and Permanent Limited Easement and Payment Request for 400 N. 72nd Avenue

Committee Action: Pending

Fiscal Impact: \$400.00 – TID 11

File Number: 21-0413

Date Introduced: May 10, 2022

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☐	No ☒	
	Included in Budget:	Yes ☐	No ☐	Budget Source
	One-time Costs:	Yes ☒	No ☐	Amount: \$400.00
	Recurring Costs:	Yes ☐	No ☐	Amount:
SOURCE	Fee Financed:	Yes ☐	No ☐	Amount:
	Grant Financed:	Yes ☐	No ☐	Amount:
	Debt Financed:	Yes ☐	No ☐	Amount Annual Retirement
	TID Financed:	Yes ☐	No ☐	Amount:
	TID Source: Increment Revenue ☐ Debt ☐ Funds on Hand ☒ Interfund Loan ☐			

RESOLUTION

WHEREAS, in 2018, the City of Wausau was awarded Federal Transportation Alternatives Program (TAP) funds for the construction of a multi-use path along 72nd Avenue from Packer Drive to Innovation Way; and

WHEREAS, the proposed segment of trail would be an alternative to Highland Drive in connecting the eastern and western sections of the business campus; and

WHEREAS, in order for the construction of the trail to take place, certain properties will need to be acquired and/or a temporary limited easement needed; and

WHEREAS, in order to acquire the necessary property for the approved trail design, the City hired MSA Professional Services to administer the real estate acquisitions needed for the project; and

WHEREAS, your Finance Committee, at their May 10, 2022 meeting, recommended approving the acquisition of .003 acres for a Permanent Limited Easement and .083 acres for a Temporary Limited Easement at a cost of \$400.00; and

WHEREAS, the property owner has accepted the offer of \$400.00 for a .003 acre Permanent Limited Easement and a .083 acre Temporary Limited Easement at 400 N. 72nd Avenue.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to acquire the .003 acre Permanent Limited Easement and .083 acre Temporary Limited Easement at 400 N. 72nd Avenue and execute the Waiver of Appraisal Recommendation and Approval of Settlement Amount, and Payment Request and all documents necessary to complete the acquisition.

Approved:

Katie Rosenberg, Mayor

Payment Request

PARCEL: Parcel 7 – Polywood Properties, LLC
DATE: May 4, 2022
AGENCY: City of Wausau
ATTN: Thomas (TJ) Niksich, City of Wausau Project Engineer

FROM: **MSA Professional Services, Jessie Prien**

R/W PROJECT ID: 6999-18-09 (Business Campus Bicycle and Pedestrian Trail)

HIGHWAY: South 72nd Avenue (Packer Drive – International Drive)
COUNTY: Marathon

ACRES & INTEREST 0.003 Acre Permanent Limited Easement
0.083 Acre Temporary Limited Easement

PAYABLE TO: **Polywood Properties, LLC**
400 North 72nd Avenue, Wausau, WI 54401

SOCIAL SECURITY #
or TAXPAYER ID # See Form W-9
CHECK AMOUNT: \$400.00

COMMENTS: Please see attached the following signed documents: Nominal Payment Parcel – Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer, Form W-9, and a copy of the Permanent Limited Easement. Please review and sign the Nominal Payment Parcel – Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer, and this form (Payment Request) near the bottom of each document as an approval by the City of Wausau.

Once approved, please return to me a copy of the signed Nominal Payment Parcel - Waiver of Appraisal Recommendation and Approval, Statement to Construction Engineer and Payment Request, along with the requested check (made payable as stated above) and I will forward it on to the landowner. **Mail the signed documents and check to me at: 1835 North Stevens Street, Rhinelander, WI 54501.**

Submitted by:
MSA Professional Services, Inc.

x Jessie Prien
Jessie Prien
Real Estate Project Manager

Dated: 5-4-22
1835 North Stevens Street
Rhinelander, WI 54501

Authorized by:
City of Wausau

x _____
Katie Rosenberg, City of Wausau
Mayor

Dated: _____
407 Grant Street
Wausau, WI 54403

PERMANENT LIMITED EASEMENT

Exempt from fee: s.77.25(2r) Wis. Stats.
Exempt from filing transfer form [s. 77.21(1), 77.22(1) Wis. Stats.]
RE1552 10/2018 Ch. 84 Wis. Stats.

THIS EASEMENT, made by **Polywood Properties, LLC, a Wisconsin limited liability company**, GRANTOR, conveys a permanent limited easement as described below to the **City of Wausau**, GRANTEE, for the sum of **Four Hundred and 00/100 Dollars (\$400.00)** for the purpose of **the right to construct, reconstruct, maintain and access Storm Sewer Facilities**.

Other persons having an interest of record in the property:
Incrediblebank

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

In executing this document, the undersigned affirms that he/she is a (member)(manager) of Polywood Properties, LLC, and is duly authorized by the company to execute this document.

This space is reserved for recording data

Return to
MSA Professional Services, INC
Attn: Jessie Prien
1835 North Stevens Street
Rhinelander, WI, 54501

Parcel Identification Number/Tax Key Number
291-2906-254-0983

Kurt Taylor 04/15/22
Signature Date

KURT TAYLOR, MANAGER
Print Name

Signature Date

Print Name

Signature Date

Print Name

Signature Date

Print Name

Signature Date

Print Name

April 15, 2022
Date

Nevada
State of ~~Wisconsin~~

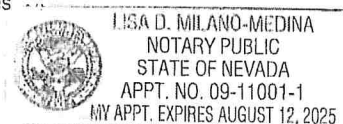
Clark County } ss.
On the above date, this instrument was acknowledged before me by the named person(s).

The signer was: X Physically in my presence. OR ____ In my presence involving the use of communication technology.

Lisa D. Milano-Medina
Signature, Notary Public, State of ~~Wisconsin~~ Nevada

LISA D. Milano-Medina
Print Name, Notary Public, State of ~~Wisconsin~~ Nevada

August 12, 2025
Date Commission Expires



Project ID
6999-18-09

This instrument was drafted by
City of Wausau

Parcel No.
7

LEGAL DESCRIPTION

A Permanent Limited Easement for the right to construct, reconstruct, maintain and access Storm Sewer Facilities, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation that the highway authorities may deem necessary or desirable, but without prejudice to the owner's right to make or construct improvements on said lands or to flatten the slopes, providing said activities will not impair or otherwise adversely affect the highway facilities within the right of way, in and to the following tract of land in the City of Wausau, Marathon County, State of Wisconsin, described as:

That part of Lot 1, of Certified Survey Map No. 15003, located within the Northeast 1/4 of the Southeast 1/4, of Section 25, Township 29 North, Range 6 East, described as follows:

Commencing at the northeast corner of said Certified Survey Map No. 15003, being a point on the west line of S. 72nd Avenue and also being a point on the north line of said Southeast 1/4 of Section 25; thence South 00°01'53" East, along said west line, 117.68 feet to the Point of Beginning; thence continuing South 00°01'53" East, along said west line, 10.00 feet; thence South 89°58'07" West, at a right angle, 12.00 feet; thence North 00°01'53" West, parallel with said west line, 10.00 feet; thence North 89°58'07" East, at a right angle, 12.00 feet to the Point of Beginning

The above described parcel contains **0.003** acres of land, more or less.

A Temporary Limited Easement for the right to construct cut and/or fill slopes, including for such purpose the right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove, or plant thereon any vegetation that the highway authorities may deem necessary or desirable, in and to the following tract of land, in the City of Wausau, Marathon County, State of Wisconsin, described as:

That part of Lot 1, of Certified Survey Map No. 15003, located within the Northeast 1/4 of the Southeast 1/4, of Section 25, Township 29 North, Range 6 East, described as follows:

Beginning at the southeast corner of said Certified Survey Map No. 15003, being a point on the west line of S. 72nd Avenue; thence North 89°38'56" West, along the south line of said Lot 1, 12.00 feet; thence North 00°01'53" West, parallel with said west line of S. 72nd Avenue, 182.24 feet; thence North 89°58'07" East, at a right angle, 12.00 feet to said west line of S. 72nd Avenue; thence South 00°01'53" East, along said west line, 182.32 feet to the Point of Beginning.

Also;

Beginning at the northeast corner of said Certified Survey Map No. 15003, being a point on the west line of S. 72nd Avenue and also being a point on the north line of said Southeast 1/4 of Section 25; thence South 00°01'53" East, along said west line, 117.68 feet; thence South 89°58'07" West, at a right angle, 12.00 feet; thence North 00°01'53" West, parallel with said west line, 117.78 feet to the north line of said Lot 1, also being said north line of the Southeast 1/4 of Section 25; thence South 89°33'11" East, along said north line of said Lot 1, and also along said north line of the Southeast 1/4 of Section 25, 12.00 feet to the Point of Beginning.

The above described parcels contain **0.083** acres of land, more or less.

All TLEs expire at the completion of the construction project for which this instrument is given.

**NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL
RECOMMENDATION AND APPROVAL**

RE1897 10/2018 Ch. 32 Wis. Stats.

Owner name(s) Polywood Properties, LLC	Area and interest required 0.003 acres of Permanent Limited Easement (PLE), 0.083 acres of Temporary Limited Easement (TLE)
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Allocation

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Permanent Limited Easement (PLE)	0.003 Acre PLE	0.003	Acres	\$35,000.00	\$105.00
Temporary Limited Easement (TLE)	0.083 Acre TLE	0.083	Acres	\$3,506.02	\$291.00
Other	Rounding				\$4.00

Total Allocation \$400.00
Rounded To \$400.00

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by City of Wausau.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau agents or representatives.

X <u><i>[Signature]</i></u>	<u>04/15/22</u>	X _____	_____
Owner Signature	Date	Owner Signature	Date
Polywood Properties, LLC			

Approved for City of Wausau

For Office Use Only

Agency Approval _____ Date _____



Q J 9 3 2 9 5 0

This instrument was drafted by
City of Wausau

Project ID
6999-18-09

Parcel No
7

STATEMENT TO CONSTRUCTION ENGINEER

RE1528 10/2018 s. 84.09 Wis. Stats.

Copies to: project engineer and owner

Owner Name(s) Polywood Properties, LLC	Property Address 400 North 72nd Avenue Wausau, WI 54401 Mailing Address C/o Shelley Pintor 400 North 72nd Avenue Wausau, WI 54401	Area code - phone Home: Cell: (715) 846-3231 Work:
Tenant, if any	Property Address Mailing Address	Area code - phone Home: Cell: Work:

- All commitments agreed upon between negotiator and property owner are listed below.
- All commitments are subject to approval of City of Wausau.
- Basic concepts of construction project have been explained to owner.
- No other commitments, either verbal or implied, are valid.

Commitments made (fences, driveways, trees, drainage or other items):

NONE

Other matters of interest and owner concerns:

Polywood Properties, LLC

Kinda WGC, Manager

Property Owner Signature

Date

04/15/22

Jessie Prien

Negotiator Signature

Date

4-20-22

Property Owner Signature

Date

Jessie Prien

Print Negotiator Name

Commitments Approved:

Approving Authority Signature and Title

Date

Print Approving Authority Name



Q J 9 3 2 9 3 B

Project ID
6999-18-09

County
Marathon

Parcel No.
7