



OFFICIAL NOTICE AND AGENDA

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

Meeting of the: **FINANCE COMMITTEE**

Date/Time: **Wednesday, May 13, 2020 at 5:15 PM**

Location: **City Hall (407 Grant Street) - *Council Chambers**

Members: Lisa Rasmussen, Michael Martens, Dawn Herbst, Deb Ryan, Sarah Watson

AGENDA ITEMS

- 1 Discussion and possible action approving the 2020 Community Development Block Grant Program Action Plan Coronavirus Aid, Relief and Economic Security (CARES) Act and the Reprogramming Homeowner Rehabilitation Revolving Loan Fund into CARES initiatives
 - 2 Discussion and possible action approving the Assistance to Firefighters Grant for COVID-19 Response
 - 3 Discussion and possible action regarding modification to the City of Wausau fee schedule related Inspections Department Fees
 - 4 Discussion and possible regarding budget reallocation for Brockmeyer Parking Lot Improvements and JoJo's Jungle
 - 5 Discussion and possible action regarding March 2020 General Fund Financial Report
- Adjourn

*Due to the COVID-19 pandemic, this meeting is being held in person and via teleconference. Members of the media and the public may attend in person, subject to the social distancing rules of maintaining at least 6 feet apart from other individuals, or by calling **1-408-418-9388**. The **Access Code is 967 888 813**. **Password: 233668**.

Individuals appearing in person will either be seated in the Council Chambers or an overfill room, subject to the social distancing rules. Space available will be on a first come, first served basis. All public participants' phones will be muted during the meeting. Members of the public who do not wish to appear in person may view the meeting live over the internet by <https://waam.viebit.com/?folder=ALL>, on the City of Wausau's YouTube Channel <http://www.tinyurl.com/WAAMedia>, 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

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



OFFICIAL NOTICE AND AGENDA

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ADDENDUM

Meeting of the: **FINANCE COMMITTEE**
Date/Time: **Wednesday, May 13, 2020 at 5:15 PM**
Location: **City Hall (407 Grant Street) - *Council Chambers**
Members: Lisa Rasmussen, Michael Martens, Dawn Herbst, Deb Ryan, Sarah Watson

ADDENDUM ITEM

- 6 Discussion and possible action regarding the 2020 budget modification for the Bridget Street bridge repair project

Adjourn

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This Notice was posted at City Hall and faxed to the Daily Herald newsroom 5/12/20 at 4:30 PM

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Other Distribution: Media, (Alderpersons: Peckham, Neal, Kilian, Wadinski, McElhaney, Larson), *Rosenberg, *Jacobson, *Groat, Department Heads



Planning, Community and Economic Development

MEMO

TO: Finance Committee members

FROM: Tammy Stratz, Community Development Manager

DATE: May 6, 2020

RE: Community Development Block Grant CARES Funding and
Reprogramming Community Development Block Grant Funds

The City of Wausau has been notified by the U.S. Department of Housing and Urban Development (HUD) that it will receive \$371,608 in new funding through the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Funding is to assist those small business and/or household that are hardest hit by the COVID-19 pandemic. Applications were made available to non-profits that work with this population and the Citizens Advisory Committee held a public hearing to hear comments of the best way to allocate these funding before making their recommendations.

In addition to the new funds, the Community Development Department is requesting that \$100,000 from its Homeowner Rehabilitation Revolving Loan Fund be reprogrammed into additional funds to be utilized towards the CARES initiatives. The Citizens Advisory Committee held a public hearing regarding this reprogramming and has recommended this to occur. With the reprogramming of the funds, we will be able to assist those affected sooner since we have the funds on hand and do not have to wait for HUD to release funds to the City.

Attached are the applications we received and a chart documenting the recommendations from the Citizens Advisory Committee – which includes the reprogrammed funding. We hope that you agree with their recommendations.

If you have any questions, please feel free to call me at 715-261-6682 or e-mail me at tammy.stratz@ci.wausau.wi.us.

Thank you.



Planning, Community and Economic Development

TO: Mayor Katie Rosenberg
Mayor, City of Wausau

FROM: Tammy Stratz
Community Development Manager

RE: CARES Community Development Block Grant Administration Funds

DATE: April 23, 2020

The City of Wausau has been awarded \$371,608 in COVID-19 CARES funding to assist those who have been hit hard with the COVID-19 pandemic. As a portion of this funding Administration funding is being requested to operate and oversee funded programs. Community Development is requesting \$70,000 (which represents 18.8% of awarded amount). These funds will be shared with McDevco with the operation of the forgivable loan program offered to eligible small businesses.

Should you have any questions regarding this activity, please contact me. Thank you.



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

RESOLUTION OF THE FINANCE COMMITTEE

Approving the 2020 Community Development Block Grant Program Action Plan Coronavirus Aid, Relief, and Economic Security (CARES) Act and the Reprogramming Homeowner Rehabilitation Revolving Loan Funds into CARES initiative.

Committee Action:

Fiscal Impact: +\$371,608 in CARES Funds plus \$100,000 in reprogrammed funding

File Number:

Date Introduced:

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:</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, the City has received notification from the U.S. Department of Housing and Urban Development (HUD) that it will receive \$371,608 in funding through the Coronavirus Aid, Relief, and Economic Security (CARES) Act,

WHEREAS, the Community Development Department maintains a Revolving Loan Fund through its Homeowner Rehabilitation Loan Program of which there is a substantial amount of loan repayments in this fund,

WHEREAS, the Citizens Advisory Committee for Community Development held public hearings and a working session for the reprogramming of the revolving loan fund and to prepare a proposed 2020 CARES funding recommendation,

WHEREAS, HUD has previously approved the City's Action Plan for CDBG funding programs and these funding sources require an amendment to that plan to add this new funding source,

BE IT RESOLVED, by the Common Council of the City of Wausau that the proposed 2020 CARES funding in the amount of \$371,608 and the reprogramming of \$100,000 into additional CARES funding be approved and authorize the Mayor and appropriate City staff to complete filings and execute documents with the appropriate agencies to implement said agreements and amendment to the previously approved Action Plan.

Approved:

Katie Rosenberg, Mayor



**COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF WAUSAU**

**2020 BLOCK GRANT- CARES
FUNDING APPLICATION**

(Date Received by City)

NOTE: Separate applications are required for each type of funding and activity for which you are applying. Combined applications and budgets will not be accepted and will be returned.

Name of Program: Cares Funding Application **Amount Requesting:** \$330,000.00

Applicant Organization Name: MCDEVCO, Inc.
Organization Address: 1415 Merrill Ave, Ste. 140 City Wausau Zip 54401
Contact Person: Vicki Resech Title Executive Director
Contact Person's
Telephone Number: 715.298.0084 Fax Number: n/a
E-Mail address: vresch@mcdevco.org
Is applicant a 501(C)(3) organization? Yes X No _____
Federal Employer Identification number: 39-1306894 DUNS #: _____
Executive Director: Vicki Resech Phone Number 715.298.0084
Board President: Jeff Voigt Phone Number 715.574.5545

Check One: Organization has received funds from Community Development Block Grant in the past X
Organization has not received funds from Community Development Block Grant in past _____

NOTICE:

If a false statement or misrepresentation occurs in this proposal and if funds are awarded, all funds and the contract will be in default. The City may declare all or any part of the awarded funds to be due and repayable immediately to the City and the contract will be voided.

All applications are due to Community Development by April 24, 2020 at 4:30 p.m.

PROGRAM DESIGN SPECIFICATIONS:

Describe the work to be performed, including the activities to be undertaken, the goals and objectives, method of approach and the implementation timetable. All activities MUST be a direct relation to the COVID-19 pandemic and how it will assist those affected.

Funding from the Cares Block grant would be used for grants and forgivable loans for small businesses with 20 or less employees that have occurred a loss because of COVID - 19.

GRANTS – Small Businesses could apply for \$1500.00 grants. The total amount of the funds used for grants would be \$105,000.00, which is 70 small business grants.

Forgivable LOAN (only forgivable within the initial year if they meet the requirements below) – This fund would then have \$ 225,000.00 available for loans up to \$20,000.00.

Requirements – One fulltime employee hired or reinstated for every \$5,000.00 received in a loan.

Low-to-middle income requirements per HUD AND Reporting to MCDEVCO at six, twelve, and twenty-four months on meeting requirements.

No duplication of funding.

Uses to include reopening costs, inventory, cleaning, PPE supplies, payroll (no duplication of funds), etc.

TARGET POPULATION:

Describe the households/persons to be served and the outreach/client selection process.

Cares Funding will serve the small business and industry sector of the City of Wausau hit the hardest with the COVID-19 virus. The businesses who have had to close their doors and/or have limited opportunity to maintain any form of sustainable revenue. These businesses are the ones who have not qualified for any other funding or have not received any other funding because it is all gone already. These business 20 or less employees, they are the backbone of Wausau. We are looking for the employer to be able to rehire employees (one fulltime person for every \$5,000.00 requested in funding), and the low-to-middle income bracket. Outreach to these target population/businesses to be accomplished through various marketing techniques including a dedicated website (www.mcdevco.org and www.wausaudevelopment.com), promotional pieces, prospecting, referrals from the City of Wausau's economic development department, and financial institutions throughout Marathon County.

MCDEVCO also has a spreadsheet of 70 businesses that have currently contacted us that require assistance that we will contact when funding becomes available.

COLLABORATION:

Describe existing collaborations with residents, institutions, other organizations and agencies within the area for which you are applying as well as those necessary for performance of activities.

MCDEVCO collaborates with the City of Wausau's economic development department and community leaders, the Entrepreneurial and Education Center, Area Wausau Business Groups and local financial institutions (GAP Financing).

MCDEVCO currently has been the City of Wausau's loan administrators for their CDBG for small businesses for over 43 years.

MCDEVCO currently reports to the City of Wausau economic development department at least quarterly to report on key metrics. We would add this reporting to our schedule with the City.

EXPERIENCE:

Describe your agency's specific experience in providing the requested services, accomplishments and successes specific to the proposal, including staff expertise.

The City of Wausau's economic development (community development) and MCDEVCO staff has over 46 years of combined experience in economic development activities and/or lending. The City and MCDEVCO have a great working relationship. The collaboration over the years has seen many new businesses started and/or expanded within the City. Besides, having relationships with small businesses owner through GAP financing MCDEVCO offers education classes for all entrepreneurs and small businesses to gain knowledge and update their skill set. We also are the small business owner's resource for assistance in the past, now during COVID-19, and into the future.

TOTAL PROGRAM BUDGET: REVENUE
(Inclusive of all programs operated by your agency)

Organization Name: MCDEVCO, Inc.

Program Name: Cares Funding Application

Show the proposed budget for this proposed program.

CATEGORY	2020
Government Grants (list sources)	
A. CDBG Cares Funds	\$330,000.00
B.	
C.	
D.	
Subtotal	\$330,000.00
Foundation Grants (list sources)	
A.	
B.	
C.	
D.	
Subtotal	
Other Revenue (list sources)	
A.	
B.	
C.	
D.	
Subtotal	
TOTAL REVENUE	\$330,000.00

PROGRAM BUDGET: EXPENSES
(Specific to program you are applying for)

Organization: MCDEVCO, Inc.

Program Name: Cares Funding Application

Prepare a proposed budget for the program for which you are applying. Include all committed and pending funds to operate this program.

Category	Requested Funds	Committed Funds (list source)	Pending Funds (list source)
Personnel			
Fringe Benefits			
Occupancy/Utilities			
General Services (training, travel, printing, advertising, memberships)			
Supplies (office products, postage, computer and cleaning supplies, publications)			
Contractual Services (accounting, legal, consulting, insurance)			
Equipment (purchase/rental)			
Other Costs (please describe) Loan and Grant program for Small Business in the City of Wausau effected by COVID-19	330,000.00		
TOTAL COSTS	330,000.00		

CORPORATE DOCUMENTATION to be included with the Application

Submit one copy of the following documents: (*only* if not provide in previous years)

1. Articles of Incorporation with the corporate seal affixed to the document
2. Corporate By-Laws
3. A roster of the current Board of Directors
4. Corporate Organizational Chart
5. Federal Tax Exemption determination letter
6. State Sales Tax Exemption Status Letter with Tax Exempt number indicated
7. Accounting policies and procedures

Note: If you have submitted a previous application with City of Wausau, Community Development Department, we may have the above information on file, please confirm with staff.

AFFIRMATION:

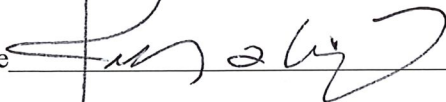
We affirm that we have reviewed this application and to the best of our knowledge, the information furnished is true, correct and complete.

Board Chair/President

JEFFREY S. VOIGT
Print Name

Term: SEPT 2018 - SEPT 2020

Signature

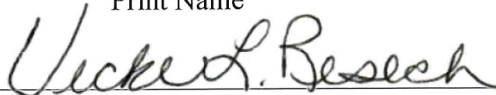


Executive Director:

Vicki L. Resech

Print Name

Signature





COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF WAUSAU

2020 BLOCK GRANT- CARES
FUNDING APPLICATION

(Date Received by City)

NOTE: Separate applications are required for each type of funding and activity for which you are applying. Combined applications and budgets will not be accepted and will be returned.

Name of Program: COVID-19 RENT AND UTILITY RELIEF Amount Requesting: \$ 58,000

Applicant Organization Name: NORTH CENTRAL COMMUNITY ACTION PROGRAM, INC.
Organization Address: 911 JACKSON ST City WAUSAU WI Zip 54403
Contact Person: DIANE SENNHOLZ Title EXECUTIVE DIRECTOR
Contact Person's Telephone Number: 715-301-1863 Fax Number: 715-845-5101
E-Mail address: DSENNHOLZ@NCCAPIINC.COM
Is applicant a 501(C)(3) organization? Yes X No _____
Federal Employer Identification number: 39-1080179 DUNS #: 096826086
Executive Director: DIANE SENNHOLZ Phone Number 715-301-1863
Board President: DONNA ROZAR Phone Number 715-424-2581

Check One: Organization has received funds from Community Development Block Grant in the past X
Organization has not received funds from Community Development Block Grant in past _____

NOTICE:

If a false statement or misrepresentation occurs in this proposal and if funds are awarded, all funds and the contract will be in default. The City may declare all or any part of the awarded funds to be due and repayable immediately to the City and the contract will be voided.

All applications are due to Community Development by April 24, 2020 at 4:30 p.m.

PROGRAM DESIGN SPECIFICATIONS:

Describe the work to be performed, including the activities to be undertaken, the goals and objectives, method of approach and the implementation timetable. All activities MUST be a direct relation to the COVID-19 pandemic and how it will assist those affected.

North Central Community Action Program, Inc. (NCCAP) is expecting to see people who have never before required assistance with rent or a mortgage. Due to the current health crisis because of the Corona Virus, The COVID-19 Emergency Housing Assistance Program and Utility relief intends to provide rental support (and mortgage payments to financial institutions who can accept a physical check) and utility relief, to individuals and families who are threatened with eviction because of losing employment due to 'Safer at Home' or because they are employed in a position that has been designated 'non-essential'. One of our major housing programs for the last 24 years have been to assist households with Emergency Rental Assistance. We work with low-income households to assist those who have had a crisis and are unable to make their normal rent payment. We are experts at discerning true needs and gathering required data to facilitate assistance and we track this data as well. We are already hearing from those who lost employment as of March 14th and have helped three families so far.

RESPONSE LIMITED TO THIS SPACE ONLY

ACHIEVEMENT INDICATOR:

Estimated number of clients to be served? 48 Households Or

Estimated number of units? _____ Or

Estimated number of jobs to be created? _____

TARGET POPULATION:

Describe the households/persons to be served and the outreach/client selection process.

Target Population are individuals and families who are threatened with eviction or can't their current mortgage payment because of losing employment due to 'Safer at Home' or because they are employed in a position that has been designated 'non-essential'.

RESPONSE LIMITED TO THIS SPACE ONLY

COLLABORATION:

Describe existing collaborations with residents, institutions, other organizations and agencies within the area for which you are applying as well as those necessary for performance of activities.

_____ We currently work with an existing collaboration of agencies in the community. Agencies who typically
_____ refer clients and that we partner with to fully assist individuals include the United Way's 2-1-1, St.
_____ Vincent de Paul, The Salvation Army, County Social Services and County Health officers, North Central
_____ Health Care, Catholic Charities, The Women's Community, Veteran's affairs, and others.

RESPONSE LIMITED TO THIS SPACE ONLY

EXPERIENCE:

Describe your agency's specific experience in providing the requested services, accomplishments and successes specific to the proposal, including staff expertise.

- One of our major housing programs for the last 24 years have been to assist households with Emergency _____
- Rental Assistance. We work with low-income households to assist those who have had a crisis and are _____
- unable to make their normal rent payment. We are experts at discerning true needs and gathering _____
- required data to facilitate assistance and we track this data as well. We have two experienced full time _____
- case workers who directly with clients (during COVID-19 we are working via phone, e-mail, fax) to assess _____
- their financial situation, barriers (current and future), and other situations that we may be able to help _____
- with or refer to one of our local partners for further assistance.

RESPONSE LIMITED TO THIS SPACE ONLY

TOTAL PROGRAM BUDGET: REVENUE
(Inclusive of all programs operated by your agency)

Organization Name: NCCAP

Program Name: COVID-19 RENT & UTILITY RELIEF

Show the proposed budget for this proposed program.

CATEGORY	2020
Government Grants (list sources)	
A. CITY OF WAUSAU - CARES FUNDING	\$ 58,000
B. COMMUNITY SERVICES BLOCK GRANT	5500
C.	
D.	
Subtotal	\$ 63500
Foundation Grants (list sources)	
A. COMMUNITY FOUNDATION - FOR COVID-19	10,000
B.	
C.	
D.	
Subtotal	10,000
Other Revenue (list sources)	
A.	
B.	
C.	
D.	
Subtotal	
TOTAL REVENUE	\$ 73,500

PROGRAM BUDGET: EXPENSES
(Specific to program you are applying for)

Organization: NCCAP

Program Name: COVID 19 RENT AND UTILITY RELIEF

Prepare a proposed budget for the program for which you are applying. Include all committed and pending funds to operate this program.

Category	Requested Funds	Committed Funds (list source)	Pending Funds (list source)
Personnel	5415	CSBG 2888	
Fringe Benefits	4585	CSBG 1312	
Occupancy/Utilities		CSBG 1020	
General Services (training, travel, printing, advertising, memberships)			
Supplies (office products, postage, computer and cleaning supplies, publications)		CSBG 280	
Contractual Services (accounting, legal, consulting, insurance)			
Equipment (purchase/rental)			
Other Costs (please describe) <u>BENEFICIARY</u> <u>HOUSING 40,000 RENT 8,000</u>	48,000	<u>COMMUNITY FOUNDATION</u> 10,000	
TOTAL COSTS	58,000	15,500	

CORPORATE DOCUMENTATION to be included with the Application

Submit one copy of the following documents: (*only* if not provide in previous years)

1. Articles of Incorporation with the corporate seal affixed to the document
2. Corporate By-Laws
3. A roster of the current Board of Directors
4. Corporate Organizational Chart
5. Federal Tax Exemption determination letter
6. State Sales Tax Exemption Status Letter with Tax Exempt number indicated
7. Accounting policies and procedures

Note: If you have submitted a previous application with City of Wausau, Community Development Department, we may have the above information on file, please confirm with staff.

AFFIRMATION:

We affirm that we have reviewed this application and to the best of our knowledge the information furnished is true, correct and complete.

Board Chair/President: DONNA ROZAR Term: AUGUST 2020
Print Name

Signature 151 Diane Sennholz

Executive Director: DIANE SENNHOLZ
Print Name

Signature Diane Sennholz

2020 COVID-19 CARES Program

Activity Code	Applicant/Agency	Requested	Cit. Adv. Recommended	Finance Recommend	Common Council Approval
A - 570.206	CD Administration	\$ 70,000	\$ 70,000		
ED - 570.203 (b)	McDevco - Economic Development-new	\$ 330,000	\$ 261,804		
ED - 570.203 (b)	McDevco - Economic Development- reprog.	-	\$ 75,000		
PS - 570.201 (e)	North Central Community Action -new	\$ 58,000	\$39,804		
PS - 570.201 (e)	North Central Community Action -reprog.		\$25,000		
	Total	\$ 458,000	\$ 471,608	\$ -	\$ -
				new allocation	\$ 371,608.00
				reprogrammed	\$ 100,000.00
				Total funds	\$ 471,608.00

Administration Cap 20%

amount remain \$ -

Code Definitions:

A Administration/Planning
 C Clearance
 ED Economic Development
 H Housing
 PF Public Facility
 PS Public Service
 SB Slum & Blight

COMMUNITY DEVELOPMENT CITIZENS ADVISORY COMMITTEE

Date and Time: Thursday, April 30, 2020 @ 4:30 pm in Council Chambers, 1st floor, City Hall, 407 Grant St.

Citizens Advisory Committee Members Present: Bohlken (C), Freiberg, Thao, S. Ackerman, Peckham, Jackson, Xiong, Dudley Shannon, Clark Zavadoski

Members Excused: Berg, Olafsson, Her

Others Present: Tammy Stratz, Michelle Van Krey, Katie Rosenberg, Ben Lee, Diane Sennholz, Vicki Resech

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

COMMUNITY DEVELOPMENT CITIZENS ADVISORY COMMITTEE

Agenda Item #1 – Call to Order

The Community Development Citizens Advisory Committee meeting was called to order by Chairperson Bohlken at 4:32 pm.

Agenda Item #2 – PUBLIC HEARING to receive comments on Addendum for Citizen's Participation Plan's Addendum.

Bohlken opened the public hearing to receive comments on the Addendum to the Citizen's Participation Plan.

Stratz explained that because the City is receiving CDBG-CV funding from the CARES Act to be used for COVID-19 response the process we normally use for CDBG allocation can be shortened to ensure efficient distribution of funds. The Addendum to the participation plan includes allowing the public to attend meetings via WebEx or phone, applications can be submitted electronically, the working session and public hearings will be held during the same meeting, the public comment period for the projected use of funds will be changed to 5 days, the plan will not be available at the library if the library is closed and the public comment period for the consolidated plan will be changed to 5 days.

Agenda Item#3 – Close of Public Hearing

Bohlken asked for any other comments three times before closing the public hearing.

Agenda Item#4 – Discussion and Approval of Citizen's Participation Plan's Addendum

Motion by Freiberg, second by Peckham to approve the addendum to the Citizen's Participation Plan.

Motion passes 9-0

Agenda Item #5 – PUBLIC HEARING to receive comments and applications on COVID-19, CARES Community Development Block Grant funding.

Bohlken opened the public hearing to receive comments and applications on COVID-19 CARES Community Block Grant Funding (CDBG-CV). Stratz explained that three applications were received

and invited the applicants to present their applications to the committee.

Diane Sennholz, executive director for North Central Community Action Program (NCCAP), shared their application first. NCCAP applied for \$58,000 to be used for with rent and mortgage payments to help low income individuals who have been threatened with eviction because of losing employment during the COVID-19 pandemic. The estimated number of clients to be served is 48 households.

Vicki Resech, executive director of MCDEVCO, shared their application second. MCDEVCO applied for \$330,000 to be used for small business (20 or less employees) assistance in the form of micro-grants and forgivable loans. 70 businesses could apply for \$1,500 grants for a total of \$105,000. The forgivable loan fund would have \$225,000 in which businesses could apply for a loan of up to \$20,000. The loan would be forgiven if one low to moderate income (per HUD requirements) fulltime employee was hired or reinstated for every \$5,000 received.

Tammy Stratz shared the Community Development's application last. Traditionally, 20% of the City's CDBG allocation can be used for admin expenses. The Community Development Department is requesting \$70,000 (18.8%) to be allocated to administration. These funds will also be shared with MCDEVCO for the operation of the grant and forgivable loan program.

Ben Lee, Director of Community Impact with United Way of Marathon County, offered comments on behalf of different agencies in Marathon County. After talking with Blake Opal-Wahoske, Executive Director of the Wausau River District, and Diane Sennholz, NCCAP, the United Way is encouraging the committee to allocate funds to small business relief and housing assistance. Lee also highlighted the need for assistance for child care facilities/businesses due to a loss of revenue from the increased vacancies during the COVID-19 pandemic.

Agenda Item#6 – Close of Public Hearing

Bohlken asked for any other comments three times before closing the public hearing.

Agenda Item#7 – PUBLIC HEARING to receive comments on reprogramming Homeowner Rehabilitation Loan Program revolving loan funds into approved CDBG-19, CARES Program(s)

Bohlken opened the public hearing to receive comments on reprogramming Homeowner Rehabilitation Loan Program revolving loan funds into approved CDBG-19, CARES Program(s).

Stratz explained that staff is looking to reprogram \$100,000 from our Homeowner Rehab revolving loan fund to be used with the CDBG-CV funding for COVID-19 response. Since the Safer At Home orders put a stop to our rehab work this loan has a large fund that isn't being used currently. With the reprogramming of these funds we will be able to get some money to the agencies who have applied quicker than if we were to wait for the CDBG-CV funds to be released to us. Staff recommends that the funds be split between NCCAP and MCDEVCO.

Peckham asked if during this process we could fund the applicants for what they asked for and then sit on the rest of the money to be used later. Stratz explained that when we submit our plan to HUD we have to account for how we plan to use every dollar so we have to allocate all of the money.

Agenda Item #8 – Close of Public Hearing

Bohlken asked for any other comments three times before closing the public hearing.

Agenda Item#9 – Discussion and Approval of reprogramming Homeowner Rehabilitation Loan Program revolving loan funds into approved COVID-19, CARES Program(s)

Motion by Jackson, second by Ackerman to approve the reprogramming of Homeowner Rehabilitation Loan Program revolving loan funds into approved COVID-19, CARES Program(s).

Motion passes 9-0

Agenda Item#10 – Development of a proposed statement of objectives and use of funds in connection with the City of Wausau COVID-19 CARES funding for the Community Development Block Grant Program

The committee agreed to fund all three applicants for the full amount they were asking for. This left \$13,608 in excess to be allocated. The remainder was split equally between MCDEVCO and NCCAP. The committee discussed how to split the \$100,000 of reprogrammed funds between the applicants. Stratz suggested giving MCDEVCO 75% and NCCAP 25% which was somewhat proportionate to their funding requests.

After discussion the following funding recommendations were made:

Administration –\$70,000

MCDEVCO - \$336,804 (\$75,000 of reprogrammed funds, \$261,804 of CDBG-CV funds)

NCCAP - \$64,804 (\$25,000 of reprogrammed funds, \$39,804 of CDBG-CV funds)

Motion by Peckham, second by Xiong to approve the proposed use of funds.

Motion passes 9-0

Adjournment

Motion by Xiong, second by Dudley Shannon to adjourn the meeting. Adjourned at 5:15 pm.



Memorandum

From: Robert Barteck, Deputy Fire Chief
To: Finance Committee
Date: May 5, 2020
Subject: Assistance to Firefighters Grant for COVID-19 Response (AFG-S)

Purpose:

To gain approval to apply for an Assistance for Firefighters Grant Supplemental (AFG-S).

Recommendation:

The Wausau Fire Department would like to apply for an AFG-S which is a funded by Department of Homeland Security (DHS) through the Federal Emergency Management Agency (FEMA). The purpose of the AFG-S Program is to enhance, through direct financial assistance, the health and safety of the public and firefighting personnel and to provide a continuum of support for emergency responders regarding fire, medical and all-hazard events. This supplemental grant is intended to help provide personal protective equipment (PPE) to firefighters and first responders who are managing emergencies during the Coronavirus pandemic. The grant requires a 10% match from the City toward the cost of purchase the PPE requested in the grant. This minimal percentage is of benefit to the City to attain needed equipment through this grant process.

Facts OR Considerations:

The Wausau Fire Department would like to submit a grant to purchase PPE such as N95 respirators, face shields, gloves, gowns and boot covers that will be used in response to COVID-19 and any other viruses requiring isolation precautions. Currently the WFD Paramedics are reusing PPE following a strict reuse policy to reduce exposures as much as possible. If we were to receive this grant it would allow paramedics to utilize PPE as single use as it is designed. Currently 11.5% of EMS calls Wausau Paramedics respond to require this level of protection.

Impact:

The cost to purchase the PPE needed for 2020 is \$17,559.58. This grant is a 90/10 grant and therefore the financial impact to the City would be 10% of the total cost which would be approximately \$1,755.96.

Drafted by: Robert Barteck Deputy Fire Chief

Cc: Mayor
Finance Director



Memorandum

From: William D. Hebert

To: Finance Committee

Date: 05/08/2020

Re: 2020 Inspections Division Proposed Fee Schedule

Staff has reviewed the fee schedule for 2020. We have updated some of the Wausau municipal code references since the zoning code rewrite. Additional fees to be added to the fee schedule include home occupation permits and Tourist Rooming Houses (VRBOs AirBNB). Both of these uses are now codified and regulated in the zoning code. They also serve as a protection to residents making the investment in their home.

We have proposed triple fees for work started without permits. We have had some issues with contractors starting projects without permits. Double permit fees have not been enough to dissuade this behavior so we are proposing triple fees.

Finally, we are recommending increases to the park dedication fees. Park Dedication fees are collected in lieu of land dedication when new development is proposed. The City's Comprehensive Outdoor Recreation Plan guides staff on park development. Park dedication fees are utilized to construct neighborhood parks in newly developed areas where park land is available. Fees are also utilized to purchase park land in areas where a park is identified as a need. Staff reviewed the current fees and the costs associated with providing neighborhood parks and identified that current fees cover a minimal portion of what it takes to build a park. We also gathered fees from neighboring communities and other similar sized municipalities in Wisconsin. Fees varied quite a bit. The recommended increases are in the attached fee schedule. The increase is recommended to further support the costs of providing parks to new subdivisions and multi-family developments.

Cc: Katie Rosenberg, Mayor
Eric Lindman, DPW & Utilities Director

City of Wausau Building, Housing and Zoning Fee Schedule 2020

ONE- AND TWO-FAMILY:	2020 Fee
Plan Review ▪ New one- and two-family dwellings ▪ Additions and alterations to one- and two-family dwellings (not including garages) ▪ 500 sq. ft. or less ▪ Over 500 sq. ft. ▪ New accessory buildings or additions thereto over 160 sq. ft.	\$.03/sq ft; \$65 minimum \$30 \$.03/sq ft; \$60 minimum \$.03/sq ft; \$30 minimum
Inspection Fees ▪ New one- and two-family dwellings ▪ New accessory buildings for one- and two-family dwellings ▪ 160 sq. ft. or less ▪ Over 160 sq. ft. ▪ Additions to one- and two-family dwellings ▪ Alterations to one- and two-family dwellings ▪ Siding, soffits, fascia, roofing, window replacement, and retaining walls over 4' in height ▪ All other buildings, structures, alterations, repairs, where the square footage cannot be determined	\$.11/sq ft; \$205 minimum \$50 \$.11/sq ft; \$75 minimum \$.11/sq ft; \$75 minimum \$.11/sq ft; \$50 minimum \$50 \$10/\$1,000 valuation; \$50 minimum
Heating, Ventilating, and Air Conditioning ▪ Heating—residential one- and two-family dwellings and accessory buildings (including duct work) ▪ Air conditioning (permanent installation)	\$43.75/unit up to and including 150,000 BTU units; additional fee of \$6.00 per each 50,000 BTUs or fraction thereof \$43.75/unit
Certificates of Occupancy ▪ Per residential unit	\$25/unit

City of Wausau Building, Housing and Zoning Fee Schedule 2020

ONE- AND TWO-FAMILY:	2020 Fee
Special Fees ▪ Land Use Permit (Zoning Certificate) \$26 ▪ State of Wisconsin seal (when required) \$40 ▪ Early Start — Footings/Foundation \$105 ▪ Razing ▪ One- and two-family dwellings \$70 ▪ Accessory buildings ≤ 500 sq. ft. \$50 ▪ Accessory buildings > 500 sq. ft. \$70 ▪ Same day or Reinspection fee \$65 ▪ Administrative fee (application not completed/additional review required) 10% of permit fee; \$30 minimum ▪ Failure to obtain permit prior to commencement of work. Payment of any fee in this subsection, however, shall in no way relieve any person of the penalties that may be imposed for violation of this chapter. Triple double fees	
COMMERCIAL:	2020 Fee
Plan Review ▪ All categories \$0.10/sq ft; \$80 minimum ▪ Separate submittals after initial approval (HVAC, trusses, etc.) \$80	
Inspection Fees ▪ Residential and institutional \$.13/sq ft; \$85 minimum ▪ Offices and mercantile \$.11/sq ft; \$85 minimum ▪ Warehouses, factories and building shells \$.09/sq ft; \$85 minimum ▪ Reroofing; and all occupancies where the square footage cannot be determined \$10/\$1,000 valuation; \$85 minimum	
Heating, Ventilating, and Air Conditioning ▪ Heating (including duct work) \$43.75/unit, up to and including 150,000 BTU units; additional fee of \$6.00 per each 50,000 BTUs or fraction thereof; \$87.50 minimum ▪ Duct work only or alterations to existing duct work \$.019/sq ft; \$87.50 minimum ▪ Air conditioning (permanent installation) \$43.75/unit	

City of Wausau Building, Housing and Zoning Fee Schedule 2020

COMMERCIAL:	2020 Fee
Certificates of Occupancy - Residential units - Other occupancies	\$16.50/unit \$36
Special Fees - Land Use Permit (Zoning Certificate) - Early Start — Footings/Foundation - Razing — commercial structures - Parking lot permits (15.52.020) - Same day or Reinspection fee - Failure to obtain permit prior to commencement of work. Payment of any fees in this subsection, however, shall in no way relieve any person of the penalties that may be imposed for violation of this chapter.	\$75 \$120 \$110 \$70 \$75 double fees
MISCELLANEOUS FEES:	2020 Fee
Tourist Rooming House (VRBO, airBNB)	\$60
Application and Publication Fee for Building Advisory Board (Class 1 Notice) (15.04.080)	\$200
Application and Publication Fees (WMC Chapters 23.56, 23.58, 23.78 and 23.90 23.10.13, 23.10.31, 23.10.32) - Zoning Board of Appeals – Variances, Appeals - Plan Commission -- Amendments, Conditional Uses, UDD Petitions	\$200 \$400 \$550
Central Business District (Downtown) Obstruction Permit	\$20
Certified Survey Map Review Extraterritorial Reviews	\$100 \$70
Drive Approach Permits (12.20.010)	\$26
Excavation Permits (12.40.010)	\$65
Fences	\$50
Home Occupation	\$20
Moving Buildings Over Public Ways (15.40.010) - Garages - Houses or other buildings	\$50 \$215

City of Wausau Building, Housing and Zoning

Fee Schedule

2020

MISCELLANEOUS FEES (continued):	2020 Fee
Parkland Dedication Fees: (WMC Chapter 21.16)	
Portable Storage Containers (23.12.255 23.03.30)	\$400 \$310/lot \$500 \$370/lot \$200 \$150/unit \$400 \$310/single-family unit; \$500 \$185/duplex unit; and \$200 \$150/apartment unit \$400 \$310/additional lot \$150 + \$25/lot \$100
	\$55
Resubmittal Fee (for revised plans and requires new permits)	\$100 + plan review
Signs (15.48.050) Where signs have two or more faces, the permit fee shall be computed on each face of such sign. Also, the charge is per sign. - Business signs - Advertising signs - Temporary signs (fee is per month)	\$1.07 \$1.03 per square foot of gross area; minimum fee \$40/sign \$1.30 per square foot of gross area; minimum fee \$60/sign \$1.07 \$1.03 per square foot of gross area; minimum fee \$40/sign
Special Inspection Fees Community-based residential facilities, taverns, day care centers, massage establishments, inspection for new tenant/change of tenant for certificate of occupancy, etc.	\$155
Storm Water Management (WMC Chapter 15.56)	Established by Resolution
Street Privilege Permits (12.44.050)	\$75
Swimming Pools (19.32.020)	\$60 \$55
Zoning Verification Letters, Combine Parcel Requests, Building Code Compliance Letters, Other Forms Requiring Zoning Review, etc. - Residential - Commercial	 \$35 \$60

NOTE: In determining the square footage of a project, the square footage of all basements, attached garages or carports, and roofed over decks or porches shall be included.

NOTE: In determining costs, all construction shall be included with the exception of heating, air conditioning, electrical, or plumbing work. Electrical and plumbing fees shall be paid under Chapter 18.20 and Chapter 19.16, respectively.

City of Wausau Electrical Permit Fee Schedule 2020

RESIDENTIAL - ONE- AND TWO-FAMILY:	2020 Fee
Inspection	
▪ New one- and two-family dwellings	\$.11/sq ft;
▪ Additions and alterations to one- and two-family dwellings (including garages)	\$.14/sq ft;
▪ Rewiring of existing one- and two-family dwellings	\$50 + \$3.35/circuit
▪ Attached or detached garages	\$.075/sq ft
▪ New service only for existing one- and two-family dwellings	\$55

COMMERCIAL, INDUSTRIAL, AND MULTI-FAMILY:	2020 Fee
▪ New construction of apartments (three-family and over), row housing, and multi-family dwellings (or additions thereto)	\$.085/sq ft
▪ New construction of local business, institutional, and office buildings (or additions thereto)	\$.095/sq ft
▪ New construction of manufacturing and industrial buildings (or additions thereto)	\$.06/sq ft
▪ New construction of warehouses (or additions thereto)	\$.05/sq ft
▪ Electric sign wiring (any size)	\$90/sign
▪ Service changes for industrial, commercial, and multi-family structures	
▪ 200 Amps, one meter	\$75
▪ 400 Amps, one meter	\$90
▪ 600 Amps, one meter	\$105
▪ 800 Amps, one meter	\$120
▪ 1,000 Amps and over, one meter	\$135
▪ Additional meters	\$10/each
▪ Fire Alarm Systems (installations or additions/ modifications to existing)	
▪ Plan Review	\$50
▪ Inspection	\$.03/sq ft \$75 minimum

COMMERCIAL, INDUSTRIAL, AND MULTI-FAMILY (continued):	2020 Fee
▪ PV (Photovoltaic) Systems:	
▪ Residential	\$200
▪ Commercial (7½ KW or less)	\$200
▪ Commercial (more than 7½ KW)	\$300
▪ Lighting / Emergency Lighting:	
▪ Testing Fee	\$125

MISCELLANEOUS FEES:	2020 Fee
▪ Special inspections other than those listed above	\$55
▪ Administrative fee (application not completed/additional review required)	10% of Permit Fee; \$30 minimum
▪ Minimum permit fee (one- and two-family)	\$55
▪ Minimum permit fee (commercial, industrial, and multi-family)	\$75
▪ Same day or Reinspection fee	\$65
▪ Failure to obtain permit prior to commencement of work; starting work without State approved plans	Triple double fees

City of Wausau Plumbing Permit Fee Schedule | 2020

CATEGORY	2020 Fee
- New or reconstructed water service or private water main, from curb stop, two inches or less, each one hundred feet or fraction thereof; - For each additional inch in diameter.	\$25 \$10
New or reconstructed sanitary building sewer or private sewer main, from main, curb or lot line, any size, each one hundred feet or fraction thereof.	\$25
New or reconstructed building or area storm sewer extension from main, curb or lot line, any size, each one hundred feet or fraction thereof.	\$25
Catch Basin	\$10
Manhole	\$10
Retention / infiltration area (per 2,000 square feet)	\$25
For each fixture or fixture connection in a one- or two-family dwelling.	\$10
For each fixture or fixture connection in a commercial building.	\$10.50
New or reconstructed water distribution piping, any size, each one hundred feet or fraction thereof.	\$15
New or reconstructed building drain, soil waste, vent piping, or downspouts, any size, each one hundred feet or fraction thereof.	\$15
Water distribution and drain piping for manufacturing processes, each one hundred feet or fraction thereof.	\$15
Private sewage disposal system.	\$50
Clear water pit and pump	\$50
Swimming pool.	\$50
Private water well (five-year permit—issued by Wausau Water Works).	\$100
To abandon water or sewer systems when wrecking or moving a building.	\$50
To abandon a private well and/or septic system.	\$50
Administrative fee (application not completed/additional review required).	10% of permit fee; \$30 minimum
Minimum fee (for projects requiring one inspection).	\$50
Minimum fee (for projects requiring more than one inspection).	\$65
Same day or Reinspection fee.	\$65
Failure to obtain permit prior to commencement of work; starting work without State approved plans	Triple double fees
(b) Fixtures, appliances and appurtenances shall include but not be limited to: water closets, wash basins, bathtubs, shower stalls, urinals, service sinks, sinks, dishwashers, garbage grinders, disposals, laundry tubs, floor drains, site drains, drinking fountains, bar connections, soda fountains, water-cooled refrigerators, ice cube machines, dental cuspidors, all type water heaters, water-cooled motor connections, all water conditioning units, sumps, drain tile receivers, footing or subsoil drain discharge points, inside roof drains, catch basins, yard drains, grease and oil separators, pumps and ejectors, water or waste connection to machines, water or waste connection to any appliance, buried lawn sprinklers, drink dispensers, swimming pools, water-cooled air conditioners and connections, mobile home connections, fire protection installation, private sewage disposal, water wells and injection equipment, CCC assembly.	
Excavation Permits	\$65

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving Reallocation of \$25,000 Budgeted for Brockmeyer Park Parking Lot to JoJo's Jungle Playground in Brockmeyer Park

Committee Action: Approved 5-0

Fiscal Impact: \$25,000

File Number: 19-1109

Date Introduced: May 13, 2020

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☒ No ☐	
	<i>Included in Budget:</i>	Yes ☒ No ☐	<i>Budget Source: TID 7</i>
	<i>One-time Costs:</i>	Yes ☒ No ☐	<i>Amount: \$25,000</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: \$25,000</i>
	<i>TID Source: Increment Revenue ☒ Debt ☐ Funds on Hand ☐ Interfund Loan ☐</i>		

RESOLUTION

WHEREAS, the city has supported the installation of a community fundraised Inclusive Playground to be constructed in Brockmeyer Park; and

WHEREAS, the City allocated \$100,000 from TID 7 to upgrade the parking lot to be ADA accessible as part of the playground project; and

WHEREAS, costs for the parking lot upgrade will use a portion of the \$100,000 allocated; and

WHEREAS, JoJo's Jungle has requested \$25,000 from the City to add a water feature back into the project that can now be completed with funds remaining from the group's project budget; and

WHEREAS, the TID 7 project plan includes landscaping and payments made at the discretion of the Common Council as project costs; and

WHEREAS, the Parks and Recreation Committee is recommending the reallocation of the unused budgeted parking lot TID 7 funds to contribute the \$25,000 to add the amenity of the water feature to JoJo's Jungle Inclusive Playground; and

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized to reallocate \$25,000 from the TID 7 funds allocated for the Brockmeyer Park parking lot upgrade to JoJo's Jungle Inclusive Playground water feature; and

Approved:

Katie Rosenberg, Mayor

DRAFT

CITY OF WAUSAU – PARK AND RECREATION COMMITTEE MEETING MINUTES

Date/Time: May 4, 2020 at 4:30 p.m. Location: Council Chambers, City Hall

Members Present: Tom Kilian, Lou Larson, Tom Neal, Pat Peckham (c), Sarah Watson

7. Discussion and Possible Approving a Request to Contribute Funds to a Water Feature within JoJo's Jungle Playground – Organizers of JoJo's Jungle successfully raised over \$2 Million dollars to construct a very special inclusive playground for the community. The original goal for fundraising was \$2.4 Million dollars. A decision was made last year to reduce the scope of the project slightly to get the project budget plus a contingency within the funds raised. One of the items taken out of the project was a spray area and water labyrinth (illustration attached) totaling approximately \$162,817.00. Now that the project is almost complete funds set aside as part of the contingency were not needed and account for all but \$25,000 of the funding needed to add the water features back in to the project. Mr. Patrick Hoerter who has led the fundraising and planning of the playground is asking the City to consider contributing \$25,000 to the project to add the spray feature to the playground. The playground will be a City playground and the water features are an added amenity for the community to enjoy. As part of the project the City Council budgeted \$100,000 from TID 7 funding to add ADA accessibility to the parking lot at Brockmeyer Park. The cost to update the parking lot has come in significantly lower than expected and approximately \$70,000 will not be utilized. A recommendation can be made to the Finance Committee, to utilize the unused funds allocated to Brockmeyer Park parking lot as a contribution to the completion of JoJo's Jungle Inclusive Playground. **Motion** by Neal, second by Larson to approve the reallocation of the unused budgeted parking lot TID 7 funds to contribute the \$25,000 to the completion of the JoJo's Jungle Inclusive Playground and to look into the possibility of a city bus stop being added to the park. Motion **carried** by voice vote, vote reflected as 5-0.

CITY OF WAUSAU 2020 BUDGET
GENERAL FUND STATEMENT OF REVENUES AND EXPENDITURES
BUDGET AND ACTUAL
MARCH 31, 2020
NARRATIVE

REVENUES

When comparing current year to prior year some revenue timing differences are apparent, yet not indicative of problems.

Permits – Permit revenue, for the fourth year in a row, is on the incline. Revenues through March 2020 are up 46% from March 2019. Please note, permit revenues can significantly vary from one month to the next depending on what individual large projects are going on at the time. Early in 2020 a majority of these revenues stemmed from the Mountain Lanes Apartments project.

Interest on General Investments – 2020 was off to a great start regarding interest earned on investments. However, due to the global pandemic COVID-19 crashing markets in March and continuing into April, we are skeptical on how the City's investments will perform the rest of the year. Fortunately, the City does not invest in riskier assets such as stocks. Actually, about 20% of the interest earned to date is on simple and safe cash deposits in the City's LGIP account, which earned almost \$90,000 through March. The interest rate in the LGIP currently is 1.14%, which is a drop of 0.5% from February, and we expect this rate to be cut significantly in the coming months. The City has other investments in federal agency bonds, CD's and other municipal bonds, which are adjusted to market value on a monthly basis. Those investments netted the City total realized and unrealized gains of over \$400,000 through March.

EXPENSES

Elections – There are 5 elections planned for 2020, with the local spring primary already complete. In April, the City carried over funds from 2019's surplus to cover expenditures expected in 2020. Next month's report will reflect that adjustment.

Department of Public Works – In the early months of 2019 we experienced record breaking snowfall. In 2020 we've witnessed far less snowfall and you will see that DPW's overall spending correlates directly to that. DPW's overall spending is 26% (just over \$650,000) lower than that of 2019 through March.

Overall, the expenses to date appear in line with the annual budget with 23.0% of the budget spent and 25.0% of the year complete. This pace is a bit lower than last year as 23.8% of the budget was spent through March 2019.

CITY OF WAUSAU, WISCONSIN
GENERAL FUND
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL
Period Ended March 31, 2020

	Budgeted Amounts			Variance with	2019
	Original	Final	Actual	Final Budget	Actual
TAXES					
General property taxes	\$ 18,863,394	\$ 18,863,394	\$ 18,863,394	\$ -	\$ 18,232,895
Mobile home parking fees	27,900	27,900	5,144	(22,756)	12,570
Payments in lieu of taxes	113,000	113,000	400	(112,600)	600
Other taxes	67,684	67,684	24,101	(43,583)	15,678
Total Taxes	19,071,978	19,071,978	18,893,039	(178,939)	18,261,743
INTERGOVERNMENTAL					
State shared taxes	4,599,391	4,599,391	-	(4,599,391)	-
Expenditure restraint	854,574	854,574	-	(854,574)	-
Fire insurance tax	130,000	130,000	-	(130,000)	-
Municipal services	161,711	161,711	161,404	(307)	148,232
Transportation aids	2,984,793	2,984,793	745,269	(2,239,524)	681,147
Other grants	184,000	184,000	15,777	(168,223)	14,243
Total Intergovernmental	8,914,469	8,914,469	922,450	(7,992,019)	843,622
LICENSES AND PERMITS					
Licenses	193,420	193,420	12,367	(181,053)	38,043
Franchise fees	337,402	337,402	-	(337,402)	-
Permits	275,235	275,235	151,753	(123,482)	103,799
Total Licenses and Permits	806,057	806,057	164,120	(641,937)	141,842
FINES, FORFEITURES AND PENALTIES	380,030	380,030	99,754	(280,276)	105,544
PUBLIC CHARGES FOR SERVICES					
General government	91,830	91,830	25,810	(66,020)	20,433
Public safety	1,744,170	1,744,170	324,963	(1,419,207)	303,447
Streets and related facilities	139,950	139,950	34,396	(105,554)	17,673
Recreation	179,800	179,800	31,820	(147,980)	56,401
Public areas	140,010	140,010	6,478	(133,532)	20,900
Total Public Charges for Services	2,295,760	2,295,760	423,467	(1,872,293)	418,854
INTERGOVERNMENTAL CHARGES FOR SERVICES					
State and federal reimbursements	11,350	11,350	-	(11,350)	-
County and other municipalities	240,373	240,373	45,831	(194,542)	44,418
City departments	780,825	780,825	71,245	(709,580)	129,899
Total Intergovernmental Charges for Services	1,032,548	1,032,548	117,076	(915,472)	174,317

CITY OF WAUSAU, WISCONSIN
GENERAL FUND
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL (Continued)
Period Ended March 31, 2020

	<u>Budgeted Amounts</u>			Variance with	2019
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	<u>Final Budget</u>	<u>Actual</u>
COMMERCIAL					
Interest on general investments	\$ 500,000	\$ 500,000	\$ 515,735	\$ 15,735	\$ 499,947
Interest on special assessments	7,000	7,000	30	(6,970)	7
Other interest	<u>18,000</u>	<u>18,000</u>	<u>40,242</u>	<u>22,242</u>	<u>45,505</u>
Total Commercial	<u>525,000</u>	<u>525,000</u>	<u>556,007</u>	<u>31,007</u>	<u>545,459</u>
MISCELLANEOUS REVENUES					
Rent of land and buildings	127,333	127,333	57,600	(69,733)	51,367
Sale of City property/loss compensation	20,600	20,600	1,277	(19,323)	2,418
Other miscellaneous revenues	<u>30,605</u>	<u>30,605</u>	<u>7,678</u>	<u>(22,927)</u>	<u>3,848</u>
Total Miscellaneous Revenues	<u>178,538</u>	<u>178,538</u>	<u>66,555</u>	<u>(111,983)</u>	<u>57,633</u>
OTHER FINANCING SOURCES					
Transfers in	<u>1,876,355</u>	<u>1,876,355</u>	<u>423,665</u>	<u>(1,452,690)</u>	<u>442,165</u>
TOTAL REVENUES AND OTHER FINANCING SOURCES	<u>\$ 35,080,735</u>	<u>\$ 35,080,735</u>	<u>\$ 21,666,133</u>	<u>\$ (13,414,602)</u>	<u>\$ 20,991,179</u>

CITY OF WAUSAU, WISCONSIN
GENERAL FUND
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
Period Ended March 31, 2020

	<u>Budgeted Amounts</u>			Variance with	2019
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	<u>Final Budget</u>	<u>Actual</u>
GENERAL GOVERNMENT					
City Council	\$ 93,336	\$ 93,336	\$ 17,681	\$ 75,655	\$ 18,415
Mayor	198,304	198,304	45,860	152,444	46,065
City Promotion	105,000	105,000	21,098	83,902	30,917
Finance department	553,436	553,436	129,893	423,543	114,420
Data processing	800,586	800,586	146,459	654,127	187,059
City clerk/customer service	427,600	427,600	107,836	319,764	100,860
Elections	70,543	70,543	44,321	26,222	4,586
Assessor	513,902	513,902	119,640	394,262	100,784
City attorney	620,171	620,171	159,480	460,691	112,592
Municipal court	151,106	151,106	31,029	120,077	27,850
Human resources	386,975	386,975	80,306	306,669	75,855
City hall and other municipal buildings	301,014	301,014	78,024	222,990	91,188
Unclassified	76,000	90,353	63,086	27,267	12,512
Total General Government	<u>4,297,973</u>	<u>4,312,326</u>	<u>1,044,713</u>	<u>3,267,613</u>	<u>923,103</u>
PUBLIC SAFETY					
Police department	10,050,381	10,070,381	2,350,564	7,719,817	2,207,044
Fire department	4,314,282	4,314,282	1,007,425	3,306,857	942,531
Ambulance	3,268,675	3,268,675	757,746	2,510,929	695,070
Inspections	883,600	883,600	217,897	665,703	222,262
Total Public Safety	<u>18,516,938</u>	<u>18,536,938</u>	<u>4,333,632</u>	<u>14,203,306</u>	<u>4,066,907</u>
TRANSPORTATION AND STREETS					
Engineering	1,364,111	1,364,111	310,664	1,053,447	310,397
Department of public works	6,963,084	6,963,084	1,819,418	5,143,666	2,473,128
Total Transportation and Streets	<u>8,327,195</u>	<u>8,327,195</u>	<u>2,130,082</u>	<u>6,197,113</u>	<u>2,783,525</u>
SANITATION, HEALTH AND WELFARE					
Garbage and refuse collection	929,000	929,000	231,053	697,947	225,794
NATURAL RESOURCES/RECREATION					
Parks and recreation	3,074,171	3,074,171	347,966	2,726,205	461,194
TOTAL EXPENDITURES AND OTHER					
FINANCING USES	<u>\$ 35,145,277</u>	<u>\$ 35,179,630</u>	<u>\$ 8,087,446</u>	<u>\$ 27,092,184</u>	<u>\$ 8,460,523</u>

CITY OF WAUSAU, WISCONSIN
GENERAL FUND
SUMMARY OF BUDGET MODIFICATIONS
Period Ended March 31, 2020

BUDGET REVENUES RECONCILIATION

2020 ADOPTED BUDGET	\$ 35,080,735
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BUDGET EXPENDITURES RECONCILIATION

2020 ADOPTED BUDGET	\$ 35,145,277
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Police department - Physical therapy services for police department	20,000
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Unclassified - Net settlement of property tax challenges by US Bank N.A.	<u>14,353</u>
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2020 MODIFIED BUDGET	<u>\$ 35,179,630</u>
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RESOLUTION OF THE FINANCE COMMITTEE

Approving the 2020 budget modification for the Bridget Street bridge repair project

Committee Action: Pending

Fiscal Impact: \$123,041

File Number: 19-1109

Date Introduced: May 13, 2020

FISCAL IMPACT SUMMARY

COSTS	Budget Neutral	Yes ☒ No ☐	
	Included in Budget:	Yes ☒ No ☐	Budget Source: Street Improvement Budget
	One-time Costs:	Yes ☒ No ☐	Amount: \$123,041 (total project \$1,023,041
	Recurring Costs:	Yes ☐ No ☒	Amount:
SOURCE	Fee Financed:	Yes ☐ No ☒	Amount:
	Grant Financed:	Yes ☐ No ☒	Amount: \$450,000 County Bridge Aid
	Debt Financed:	Yes ☐ No ☒	Amount \$450,000 Annual Retirement
	TID Financed:	Yes ☒ No ☐	Amount: \$450,000
	TID Source: Increment Revenue ☐ Debt ☒ Funds on Hand ☐ Interfund Loan ☒		

WHEREAS, the 2020 budget provided \$900,000 for the repair of the Bridge Street bridge which was to be funded \$450,000 from the County Bridge Aid fund and \$450,000 of debt from TID #3; and

WHEREAS, bids were opened on May 5 that included a polymer overlay with an expected useful life of 7-10 years and a concrete overlay with an expected useful life of 15-20 years; and

WHEREAS, consulting engineers recommend the concrete overlay as it will further extend the life of the bridge deck delaying replacement which is expected to cost \$6 million dollars; and

WHEREAS, a budget modification of \$123,041 is necessary to fund the budget shortfall for the concrete overlay; and

WHEREAS, engineering staff recommend utilizing savings in the the Kickbusch Street improvements project which came in under budget by \$185,000; and

WHEREAS, your Finance Committee has reviewed and recommends a budget modification as follows:

Increase	Bridge Improvements	141-342198230	\$123,041
Decrease	Street Improvements	140-300298230	\$123,041

NOW, THEREFORE, BE IT RESOLVED, that the proper city officials modify the budget as presented above and publish the budget modification in the official city newspaper.

Approved:

 Katie Rosenberg, Mayor



TO: Common Council
Finance Committee

FROM: Allen M. Wesolowski, P.E.
City Engineer

DATE: May 12, 2020

SUBJECT: Bridge Street Bridge Repair Project

The Bridge Street Bridge is in need of repairs to preserve and extend the service life of the existing structure. The Engineering Department along with Ayres Associates developed a plan to bid the work. The bids were opened on May 5th. The City received 4 bids to perform the work. The bid tabulations are included.

The base bid work for the project includes repairing deteriorated concrete and replacing the expansion joints on the deck. All contractors were required to give a base bid number. The low bid on the base bid was Norcon Corporation at \$655,567.80. The contractors were also asked to give bids on the alternate items. The alternate items included a polymer overlay and a concrete overlay alternative. The alternates were not mandatory and the bids specifications were written to give the City the right to award the work to the lowest bidder based upon what alternates the City chose, based upon what was in the best interest to the City.

The low bidder with the polymer overlay alternative is Norcon Corporation at a bid total of \$815,962.80. The low bidder with the concrete masonry overlay is Lunda Corporation at \$1,023,040.64.

The budget for the project is \$900,000. The budget was based upon estimates developed last year prior to final design work being completed. The Engineering Department bid the work with alternates due to the uncertainty of the bidding climate and to make sure the City got the most amount of work out of the budget.

The base bid work and the polymer overlay is expected to extend the life of the deck of the bridge for approximately 7-10 years. The base bid and the concrete overlay is expected to extend the life of the deck approximately 15-20 years. Both of these are estimates based upon past experience with similar projects. These ranges will vary based upon the chloride levels in the deck and future winter conditions.

It should be noted the next step in maintaining the bridge is complete re-decking of the bridge. This work would include tearing off the existing deck, repainting the steel beams and pouring a new deck. This cost estimate for this work is approximately \$6 million in today's dollars.

Engineering recommends moving ahead with the concrete overlay option of the bid. This option is anticipated to extend the life of the deck by approximately 10 years. A budget modification of approximately \$123,000 would be needed to fund this option.