OFFICIAL NOTICE AND AGENDA

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

Meeting of the:	**FINANCE COMMITTEE**
Date/Time:	**Tuesday, November 9, 2021 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 Minutes of the previous meeting(s): (10/14/21, 10/20/21, 10/26/21)
2 Discussion and action on a budget transfer to complete an Intersection Screening Report for HSIP funding grant applications
3 Discussion and possible action regarding the 2022 Budget.
4 Discussion and possible action regarding resolution opposing new assessment laws
5 Discussion and possible action regarding the State of Wisconsin Neighborhood Investment Fund Program
6 Discussion and possible action regarding budget modification for new freezer Police Department
7 Discussion and possible action regarding September 2021 financial report

Adjourn

Lisa Rasmussen, Chairperson

This meeting is being held in person and via teleconference. The lines of those public members monitoring the meeting by phone will be muted during the meeting. Members of the media and the public may attend in person or by calling **1-408-418-9388**.

The Access Code is: 2485 134 0075 Password: wausau1

Members of the public who do not wish to appear in person may view the meeting live over the internet 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 11/05/21 at 11:30 AM

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

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

FINANCE COMMITTEE – BUDGET SESSION #1
Date and Time: Thursday, October 14, 2021 @ 6:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, Michael Martens, Deb Ryan
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Katie Rosenberg, Liz Brodek, Mary Goede

Meeting Video: https://www.youtube.com/watch?v=YvbseqGvZ0w

2022 Budget Deliberations
Maryanne Groat, Finance Director, started the budget session with an in-depth PowerPoint on the 2022 Budget.
Link to PowerPoint:
https://www.ci.wausau.wi.us/Portals/0/Departments/Council/Archives/Standing%20Committees/Finance%20Committee/2021/FINC_20211014_Packet.pdf

Lisa Rasmussen stated she expected to see more supplemental requests than there have been in the past couple years. Typically, the Department Heads present on their supplemental requests, as well as new initiatives, and answer any questions. This helps us to prioritize based on each department's needs and contractual obligations. The requests will subsequently be ranked and scored as we do at CIP.

Mayor Katie Rosenberg commented she liked this process, and it also gives the opportunity to think about the ARPA funds in a different way and to think more broadly of what we have access to. Groat indicated in attending the League Finance Directors meeting she learned that a lot of cities are using ARPA in their budget; looking at their capital plans and seeing if there are things that would qualify. She noted the County Administrator made recommendations of things he felt were an appropriate use of ARPA funding for the County budget.

Groat pointed out in the ARPA rules there is a lost revenue component that gives more flexibility of how to use the funds. She indicated last year's lost revenue computation came to just over $2 million, so that can basically be used for any government purpose.

Rasmussen stated the departmental Supplemental Requests will be considered at the budget meeting next week and the committee ranking/scoring will be done over the weekend, with results for the October 26th Finance Committee meeting.

Adjourn
Motion by Watson, second by Herbst to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:40 pm.

FINANCE COMMITTEE – BUDGET SESSION #2
Date and Time: Wednesday, October 20, 2021 @ 5:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, Michael Martens, Deb Ryan
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Bob Barteck, Eric Lindman, Matt Barnes, Toni Vanderboom, Jamie Polley, Greg Seubert, Liz Brodek, Mary Goede, Michelle Van Krey, Katie Rosenberg

Link to video of Budget Session #2: https://www.youtube.com/watch?v=2t_-2JPOFeU

Discussion and possible action approving recruitment and retention initiatives
Toni Vanderboom, HR Director, summarized the HR committee discussed two different types of recommendations; things to implement immediately and things to be considered for the 2022 budget because they are more expensive.

Vanderboom stated the immediate recommendations are to temporarily suspend usage of pay steps 1 & 2. Any employees who are currently on these pay steps would be moved to Step 3 and future recruitments would start at Step 3. The fiscal impact to implement is $16,000. The other immediate recommendation is adjusting the vacation policy so that new hires can borrow up to a week of vacation in their first six months instead having to wait for that time to accrue to allow people to take paid time off a little bit earlier. She stated they were also looking at ways to amend the vacation accrual schedule for people to advance and to start with more vacation time. She indicated they would draft something separate on this and bring it directly to Council.

Vaderboom stated the recommendations to be considered for next year's budget were to move people to midpoint faster by giving people a six month increase and a year increase until they reach midpoint of the salary range. Employees below midpoint would receive two 3% increases until they reach midpoint. This would shorten the time to get to midpoint from eight years to four years. Because that only benefits employees below midpoint, or the less senior employees, we are also looking at something to balance that out and to recognize our more tenured employees. The consideration is for a onetime lump sum bonus for employees above midpoint and is likely to come before the Council as an ARPA request because it is a onetime payment.

Vanderboom stated another item for consideration in next year's budget is a culture survey. One of the items that was heard most from feedback from the employee survey was that there are some culture issues going on. The culture survey is like the process the County has be undergoing for several years and would give us a good baseline of where we are at now, as well as identifying areas most needing improvement.

Lisa Rasmussen questioned if there was another fund source other than ARPA for the onetime lump sum payment for more tenured employees. She indicated she did not feel they should use rescue plan funding for bonuses because that funding, as it relates to workers and employees, is to recover the loss for responding to the pandemic and exposure to hazardous situations on the job. She felt ARPA funds should be used to make an impact in our community that taxpayers can see and feel. She suggested looking at carryover or surplus as fund sources in planning for 2022. Vanderboom stated she would resubmit it as a supplemental request. Longevity pay was discussed as a possible alternative to a onetime bonus.

Motion by Martens, second by Herbst to temporarily suspend Step 1 and 2 on the wage scale; move current employees in those steps to Step 3; recruit employees starting at Step 3; and adjust vacation policy to allow new hires to borrow up to a week of vacation in their first six months. Motion carried 5-0.

2022 Budget Deliberations
Maryanne Groat stated Transit received funds in 2020 available for not only capital, but also operating. In the 2021 budgeting the city levied for MetroRide similar to prior years. $889,000 was levied, but at that point we didn't know if it would all be needed or not because of CARES funds.

Greg Seubert, Transit Director, stated in 2020 MetroRide received approximately $3.2 million in CARES funds. The use of funds for Transit was pretty broad and allows us to address lost revenues and increased expenses for the response to Covid. The overall definition was assumed that any expenditures after January 20, 2020, were in response to Covid. He indicated CARES funds were applied in 2020 to reduce the levy amount for Transit and create a larger amount in their reserve fund. He stated in 2021, they received a second round of $1.3 million, but have not yet applied for those funds or determined exactly what they will be used for. He proposed to draw down the city's levy amount for Transit again in 2021 and 2022, and most likely again in 2023. His only concern was that when the CARES funds are exhausted in 2023 or 2024, that the Metro levy be restored.

Supplemental Budget Requests:
https://www.ci.wausau.wi.us/Portals/0/Departments/Finance/Documents/2022%20Supplemental%20Requests.pdf
Groat explained because of the structural gap in the budget we took out the increase of non-personnel costs and asked department heads to submit supplemental requests, so the first two pages are those items. It was each department's prerogative to determine how much they wanted to highlight was critical to add back in. They classified them as contractual obligations, anticipated inflation, service demands, or an administrative need. She indicated the total impact to the general fund of all of those are $177,412. The departments are asking to have their budgets reinstated with those amounts. The third page of the Summary are what are called traditional supplemental requests; enhancements or something new to the budget.

Summary of committee consensus following discussion and departmental input:
Requests 1 – 6 Contractual Obligations of $84,625 – remove and build back into the budget.
Requests 7 – 13 Inflation of $41,500 – remove and build back into the budget
Request 14 – Subtract $10,000 for a Service Demand of $4,412 to build back into the budget
Requests 15 – 16 Service Demands of $5,450 build back into the budget
Strike Item 17 from list - $44,825 - funded by Wausau School District
Request 18 – Service Demands $50,000 for Hot Mix will remain on list for ranking/scoring.
Strike Item 19 – Covered in HR request
Strike Items 20 – 22 from list - funded by Central Capital Purchasing.
Request 23 – Administrative Need of $6,500 – remove and build back into the budget
Request 24 – Administrative Need of $25,500 for Wage Study – fund it out of carryover
Strike Item 25 – Fund from PC Replacement

Rasmussen indicated the committee would score and rank #18 Hot Mix request along with all 10 items on New Supplemental Requests list for next meeting.

Groat noted health insurance numbers are in, but still waiting on values and the levies from the other taxing jurisdictions, as well one grant amount Municipal Service Aid revenue.

NOTE: *Budget Session #3 scheduled for Thursday, November 21st was canceled. The next meeting is Tuesday, October 26, 2021.*

Adjourn
Motion by Watson, second by Martens to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:40 pm.

FINANCE COMMITTEE
Date and Time: Tuesday, October 26, 2021 @ 5:15 pm., Council Chambers
Members Present: Lisa Rasmussen, Dawn Herbst, Sarah Watson, and Michael Martens
Members Excused: Deb Ryan
Others Present: Maryanne Groat, Emily Ley, Anne Jacobson, Bob Barteck, Eric Lindman, Katie Rosenberg, Ben Bliven, Greg Seubert, Jamie Polley, Toni Vanderboom, Mary Goede

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. The meeting was called to order by Chair, Lisa Rasmussen.

Minutes of the previous meeting(s): (10/12/21)
Motion by Watson, second by Herbst to approve the minutes of the previous meeting (10/12/21). Motion carried 4-0.

Discussion and possible action regarding budget modification Metro Ride Fuel Tank Project $21,200.25
Lisa Rasmussen explained Metro Ride is under a mandate to do fuel tank work as soon as possible. She indicated Metro Ride has the funds and just needs a line-item transfer to take care of it in this budget year.

Motion by Watson, second by Herbst to approve the budget modification of $21,200.25. Motion carried 4-0.

Discussion and possible action regarding the 2022 Budget.
Rasmussen stated the supplemental requests have been ranked by the committee and can be accessed in the packet: https://www.ci.wausau.wi.us/Portals/0/Departments/Council/Archives/Standing%20Committees/Finance%20Committee/2021/FINC_20211026_Packet.pdf

Maryanne Groat stated since the last meeting she has received the city's assessed value from the State of Wisconsin. *Update Budget PowerPoint Presentation*: https://www.youtube.com/watch?v=iYFghQwCewo
She indicated she had used an estimate of a 1.5% increase in assessed value, but it came in at 2.34%, which will automatically reduce the tax rate impact of the budget. The city's share of the School District, County and Technical College will go down. With the supplemental items added back in, the current levy is at a 7.23% increase. The assessed tax rate based on the budget today is a rate of $10.17 versus $9.71 last year, or a $0.46 increase or 4.79%.

Discussion on the site for the DPW facility and the remaining supplemental requests as ranked. Groat stated the total of the rest of the requests is $535,064 which would add another $0.21 onto the tax rate. She recommended they give a very critical eye to the supplemental requests because many of them are ongoing expenses and there are several unknowns in the 2022 budget.

Following discussion these items were removed from the budget: CDL Training will be funded out of savings from vacancies; Closed Captioning's $49,000 to come from ARPA; Culture Survey put on hold and have HR go our for RFP for a consultant; positions for Admin Assistant for Police/Fire, Arborist for Parks, and Admin Assistant for Economic Development; bonuses for employees past mid-point – fund by surplus; increase for Emerald Ash Boer management; hold on extended swimming pool hours; and hold off on the Sesquicentennial Celebration. It was noted that $50,000 for Hot Mix will be included in the budget.

Recap with adjustments: $0.49 or $10.20 mill rate increase; the annual impact to $100,000 homeowner is approximately $50. Groat noted this includes the full implementation of Option 3, a 2% Cost of Living increase, implementing accelerated step increase for new employees, absorbing an 8.8% increase in health insurance, and the Tax Increment correction from last year.

Motion by Herbst, second by Watson to approve the 2022 draft budget with the changes agreed to and forward to the Council meeting on November 9th for the Public Hearing. Motion carried 4-0.

Discussion and possible action regarding the 2020 Budget surplus $141,962
Groat commented Deb Ryan had been focused on more street related projects and there was also discussion of its use for contingency. She noted if it flows to surplus it is sitting in reserve and contingency is like a reserve. She stated they did not have to decide on it tonight if they chose not to.

Rasmussen suggested they take $87,000 for the bonuses as previously discussed, which leaves $54,962. Watson felt they should let this amount sit rather than allocating it now to see what it may be needed for in the future.

Motion by Watson, second by Martens to use $87,000 of surplus for bonuses and let the remainder sit. Motion carried 4-0.

Discussion and possible action regarding budget modification Public Works Sign Shop Operations $8,164
Rasmussen stated they would transfer money from Signs & Lines Paint to Sign Parts & Supplies.

Motion by Herbst, second by Watson to approve the budget modification. Motion carried 4-0.

Discussion and possible action regarding September 2021 financial report
Deferred to the next meeting.

Adjourn
Motion by Herbst, second by Watson to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:22 pm.

Department of Public Works

Eric Lindman, P.E.
Director of Public Works and Utilities

TO: Finance Committee

FROM: Eric Lindman, P.E.
Director of Public Works & Utilities

DATE: November 9, 2021

SUBJECT: Intersection Safety Screening – HSIP Funding

Staff has received a proposal to review up to an additional 15 intersections for safety related to traffic accidents. Depending on the frequency and types of crashes improvements may be eligible for Highway Safety Improvement Program (HSIP) funding. HSIP is a grant that only requires a 10% match so it is a great way to address significant safety issues with minimal local contribution.

Staff is proposing to contract with Traffic Analysis & Design (TADI) to perform the intersection screening report. TADI is the engineering firm the City hired for the Scott Street intersection improvements which were funded through HSIP.

Staff is proposing to transfer money from the 2021 Curb & Gutter account to Professional Services account in order to begin this work and be able to meet the grant application deadlines.

If it is determined to review less intersections the cost of the services will be reduced appropriately. Engineering staff will work with TADI engineers to determine, based on crash data, which intersections within the City will be worth evaluating for potential grant funding.

TRANSFER OF FUNDS/CHANGE OF PURPOSE REQUEST FORM

Requested: Eric Lindman Dept: Public Works & Utilities Date: 11/02/21

Reviewed by Finance: Date:

Reviewed by Mayor: Date:

Transfer Explanation and Justification:

Transfer of funds to complete engineering services to identify potential opportunities to pursue Highway Safety Improvement Program (HSIP) funding at up to 15 intersections. Projects that qualify for HSIP funding can get a 90% Federal contribution with a 10% local match program for safety improvements.

FROM / TO	ACCOUNT NUMBER	ACCOUNT NAME	$ AMOUNT
	TRANSFER OF FUNDS		
From	140-300298230	Curb and Gutter	$19,000
From			
To	150-236592190	Other Professional Services	$19,000
To			

COMMENTS:

Fin. Committee Approval ☐ Denial ☐ Date:____________ Council Approval ☐ Denial ☐ Date:__________________

Submit three copies of form to Finance Department - Upon Council Action: 1 - Council File 2 - Department 3 - Finance Department

AGREEMENT FOR ENGINEERING SERVICES

THIS AGREEMENT is entered into between **City of Wausau** (Client) and **Traffic Analysis & Design, Inc.** (Engineer), based upon Client's intention to conduct an intersection safety screening in City of Wausau, Wisconsin (the Project) and Client's requirement for certain engineering services in connection with the Project (the Services) which Engineer is prepared to provide.

1. Engineer shall provide the Services described in Attachment A, "Scope of Services", according to Attachment A, "Schedule".

2. Client shall pay Engineer in accordance with Attachment A, "Compensation". Invoices shall be due and payable upon receipt. Invoice amounts not paid within 30 days after receipt shall accrue interest at the rate of 1.5% per month (or the maximum rate permitted by law, if less), with payments applied first to accrued interest and then to unpaid principal.

3. The same degree of care, skill, and diligence shall be exercised in the performance of the Services as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this Agreement or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the Services.

4. Engineer shall not be liable to Client for any consequential damages resulting in any way from the performance of the Services. To the fullest extent permitted by law, Engineer's liability under this Agreement shall not exceed Engineer's total compensation actually received under this Agreement.

5. Engineer and Client waive all rights against each other for damages covered by property insurance during and after the completion of the Services.

6. Not withstanding anything to the contrary in any Attachments hereto, Engineer has no responsibility for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project; or (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to Engineer, to fulfill contractual responsibilities to Client or to comply with federal, state, or local laws, regulations, and codes.

7. Engineer does not guarantee that proposals, bids, or actual Project costs will not vary from Engineer's cost estimates or that actual schedules will not vary from Engineer's projected schedules.

8. This Agreement may be terminated upon written notice at Client's convenience or by either party in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. Engineer shall terminate performance of Services on a schedule acceptable to Client, and Client shall pay Engineer for all Services performed and reasonable termination expenses. Paragraphs 4 and 5 shall survive any termination or completion of this Agreement.

9. All documents prepared by Engineer pursuant to this Agreement are instruments of service in respect to the Project. Any use except for the specific purpose intended by this Agreement will be at the user's sole risk and without liability or legal exposure to Engineer. Engineer shall retain its ownership in its data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of Engineer.

10. The Services provided for in this Agreement are for the sole use and benefit of Client and Engineer. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than Client and Engineer.

11. Any notice required by this Agreement shall be made in writing to the address specified below:

Client: City of Wausau
407 Grant Street
Wausau WI 54403
Attn: Allen M. Wesolowski, PE, City Engineer

Engineer: Traffic Analysis & Design, Inc.
PO Box 128
Cedarburg, WI 53012
Attn: John A. Bieberitz, P.E., PTOE

IN WITNESS WHEREOF, Client and Engineer have executed this Agreement, effective as of August 31, 2021.

City of Wausau (Client)	**Traffic Analysis & Design, Inc. (Engineer)**
By:______________________________	By: John A. Bieberitz, P.E., PTOE
Title: ______________________________	
Date: ______________________________	Date: 8/31/21

ATTACHMENT A

SCOPE OF SERVICES

Intersection Screening Report

Engineer will prepare a safety screening report for fifteen (15) local* intersections in the City of Wausau (*local intersections include connecting highway intersections but not state highway intersections). The purpose of the safety screening report is:

1. To identify potential opportunities to pursue Highway Safety Improvement Program (HSIP) funding at up to fifteen (15) intersections. Projects that qualify for HSIP funding can get a 90 percent Federal contribution with a 10 percent local match program for safety improvements.
2. To provide a planning tool summarizing the number and type of crashes occurring at locations throughout the city, including potential safety improvements. The intersection collision diagrams will be provided in a report and made available on Google Maps and/or your local GIS system.

Data Retrieval
Engineer will retrieve the lasts five years of electronic crash data (2016-2020) from the Wisconsin Department of Transportation (WisDOT) via the WisTransPortal.

Sorting and Evaluation of Crash Data
Engineer will do an initial screening of intersections to help assist the CLIENT in the selection of intersections to include. Only local (non-state) intersections will be included in the screening.

Crash Statistics & Analysis
Engineer will compile crash statistics and analysis for the specified intersections and corridors. The following tables of information will be provided:

- Intersection Inventory (Traffic Control, # of Legs, AADT, GPS coordinates)
- Economic Loss Ranking
- Crash Frequency Ranking
- Crash Rate Ranking
- Pedestrian & Bicycle Crashes
- Top Crash Types

HSIP Opportunities
Engineer will identify the potential HSIP eligibility for improvements at up to fifteen (15) intersections. The intersections will be determined in the screening process and will include only local (non-state) intersections. Improvements will be identified and classified into the following categories (good chance of HSIP eligibility, maybe chance of HSIP eligibility, and low chance of HSIP eligibility).

Crash Vetting
While electronic crash data has improved in recent years, vetting the crashes by reviewing the narrative is necessary for accuracy. Engineer will vet all injury and fatal crashes at intersections evaluated for HSIP potential.

Intersection Collision Diagrams
Engineer will provide collision diagrams for all intersections included in the study. The collision diagrams also include statistical analysis and will be available for viewing in the report and online via Google Maps or local GIS interface.

Improvement Recommendations
Based on the crash data, Engineer will determine safety improvement recommendations to potentially mitigate observed safety issues at the intersections and corridors included in the screening.

ADDITIONAL WORK

One (virtual) meeting is included in the scope to discuss the results of the analysis. Additional meetings would be out of scope and require an amendment.

This analysis is a pre-curser to the actual preparation of a HSIP application, which would need to be covered under an additional contract or amendment. The preparation of HSIP applications is not covered in this scope.

SCHEDULE

Engineer will complete the intersection safety screening within eight weeks of authorization, or sooner if possible.

COMPENSATION

Compensation for the services described above, CLIENT shall pay Engineer a lump sum fee of Nineteen Thousand, Nine-Hundred and Seventeen Dollars ($19,917.00).

All services not cited in Attachment A, Scope of Services, will be conducted as additional services under an Amendment to this Agreement.

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

RESOLUTION OF THE FINANCE COMMITTEE

Adopting the 2022 City of Wausau Budget and General Property Tax to Support Same.

Committee Action:	Approved 5-0
Fiscal Impact:	Levy of $32,886,391 including tax increment

File Number:	21-1109	**Date Introduced:**	November 23, 2021

WHEREAS, the City of Wausau's Finance Committee conducted multiple budget meetings to review the budget for the City of Wausau and evaluate project and services additions and deletions, and

WHEREAS, a summary of the proposed budget for the year 2022 has been posted on the City's web site, is available for review in the City Clerk's office and was published in the official newspaper on October 24 2021, together with the notice of public hearing; and

WHEREAS, a public hearing was conducted at the November 9, 2021 Common Council meeting to obtain public input,

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau, the 2022 budget, a summary of which is attached, is hereby adopted, and

BE IT FURTHER RESOLVED, that this summary is supported by a line item detail budget which by this reference is made part of this resolution and represents the official city budget, and

BE IT FURTHER RESOLVED, that budget control is maintained pursuant to the City's budget policy for fund, program department and projects; and

BE IT FURTHER RESOLVED, there is hereby levied a tax of $32,886,391 including TIF Increment upon all taxable property within the City of Wausau, as returned by the Assessor in the year 2021, for the uses and purposes as set forth in said budget; and the City Treasurer be and is hereby authorized and directed to spread the tax levy upon the current tax roll of the City of Wausau, and

BE IT FURTHER RESOLVED, the City Treasurer be and is hereby authorized and directed to spread the additionally certified State, County, and Schools tax levies upon the current tax roll of the City of Wausau as indicated in the tax levy certifications.

Approved:

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Katie Rosenberg, Mayor

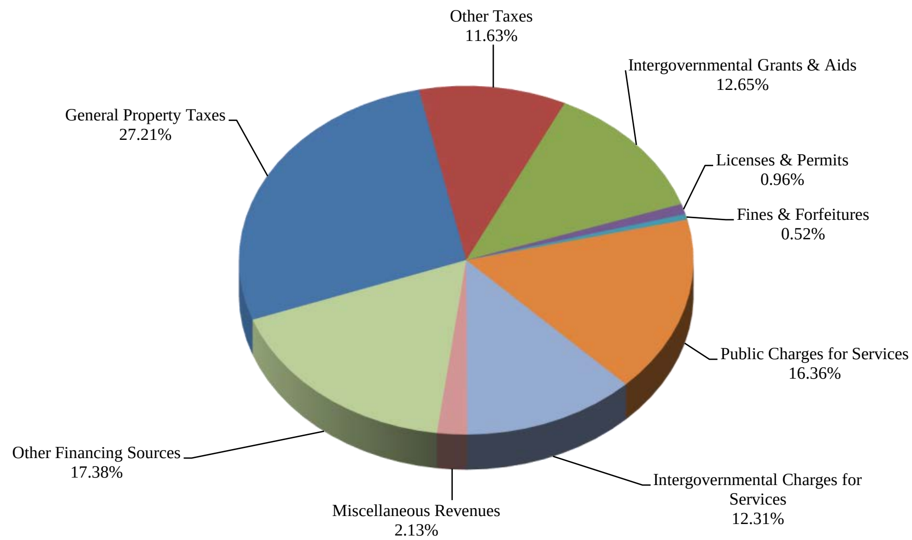
CITY OF WAUSAU
2022 ADOPTED BUDGET ANALYSIS- LEVY DEPENDENT FUNDS

	2022 PROPOSED BUDGET	BUDGET ADJUSTMENTS	POLICE RECLASSIFICATION	2022 PROPOSED BUDGET	2021 ADOPTED BUDGET	CHANGE INCREASE (DECREASE)	PERCENT CHANGE
GENERAL FUND							
Expenditures	$37,267,114	$306,614	$381,646	$37,955,374	$36,365,595	$1,589,779	4.372%
Revenues	16,350,265	55,602	381,646	16,787,513	16,131,768	655,745	4.065%
Fund Balance Application	-			-	48,639	(48,639)	-100.000%
Fund's Net Levy Requirement	20,916,849	$251,012		21,167,861	20,185,188	982,673	4.868%
RECYCLING FUND							
Expenditures	777,460			777,460	759,710	17,750	2.336%
Revenues	147,300			147,300	147,800	(500)	-0.338%
Fund Balance Application	0			0	25,000	(25,000)	-100.000%
Fund's Net Levy Requirement	630,160			630,160	586,910	43,250	7.369%
COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT FUND							
Expenditures	756,812	2,501		759,313	1,312,415	(553,102)	-42.144%
Revenues	264,051			264,051	869,875	(605,824)	-69.645%
Fund Balance Application	216,184			216,184	178,308	37,876	21.242%
Fund's Net Levy Requirement	276,577	2,501		279,078	264,232	14,846	5.619%
DEBT SERVICE FUND							
Expenditures	12,285,959			12,285,959	11,838,034	447,925	3.784%
Revenues	7,950,207			7,950,207	7,715,034	235,173	3.048%
Fund Balance Application	212,752			212,752	0	212,752	
Fund's Net Levy Requirement	4,123,000			4,123,000	4,123,000	-	0.000%
CAPITAL PROJECT FUND							
Expenditures	9,676,540	49,224		9,725,764	4,295,499	5,430,265	126.418%
Revenues	9,182,841	(451,785)		8,731,056	3,801,800	4,929,256	129.656%
Fund Balance Application	-			-	-	-	0.000%
Fund's Net Levy Requirement	493,699	501,009		994,708	493,699	501,009	101.481%
CENTRAL EQUIPMENT AND FACILITY CAPITAL FUND							
Expenditures	597,054			597,054	572,404	24,650	4.306%
Revenues	-			-	-	-	0.000%
Fund Balance Application	-			-	20,000	(20,000)	-100.000%
Fund's Net Levy Requirement	597,054	-		597,054	552,404	44,650	8.083%
METRO RIDE FUND							
Expenditures	3,690,924			3,690,924	3,668,131	22,793	0.621%
Revenues	2,801,032	501,009		3,302,041	2,778,239	523,802	18.854%
Fund Balance Application	-			-	0	0	
Fund's Net Levy Requirement	889,892	(501,009)		388,883	889,892	(501,009)	-56.300%
PARKING FUND							
Expenditures	833,146	900		834,046	727,759	106,287	14.605%
Revenues	602,709			602,709	577,759	24,950	4.318%
Fund Balance Noncash Depreciation	75,050			75,050	-	75,050	0.000%
Fund's Net Levy Requirement	155,387	900		156,287	150,000	6,287	4.191%
WAUSAU DOWNTOWN AIRPORT FUND							
Expenditures	471,186			471,186	443,874	27,312	6.153%
Revenues	170,967			170,967	146,200	24,767	16.940%
Fund Balance & Noncash Depreciation	140,000			140,000	152,000	(12,000)	-7.895%
Fund's Net Levy Requirement	160,219			160,219	145,674	14,545	9.985%
ANIMAL CONTROL							
Expenditures	232,903			232,903	229,074	3,829	1.672%
Revenues	173,210			173,210	164,090	9,120	5.558%
Fund Balance Application				0	19,737	(19,737)	-100.000%
Fund's Net Levy Requirement	59,693			59,693	45,247	14,446	31.927%
TOTAL LEVY BEFORE INCREMENT	**28,302,530**	254,413		**28,556,943**	**27,436,246**	**1,120,697**	4.085%
City's Share of TIF Increment	4,290,877	38,571		4,329,448	3,144,748	1,184,700	37.672%
TOTAL LEVY	**$32,593,407**	292,984		**$32,886,391**	**$30,580,994**	$2,305,397	7.539%
Assessed Value	**$3,197,754,963**	**$26,318,937**		**$3,224,073,900**	**$3,150,497,500**	**$73,576,399**	**2.335%**
Tax Rate Per $1,000 of Assessed Value	**$10.19259**			**$10.2002600**	**$9.706719**	**$0.49354**	**5.085%**

CITY OF WAUSAU 2022 BUDGET
COMBINED STATEMENT OF EXPENDITURES - BY ACTIVITY (ALL FUNDS)

	2019 ACTUAL	2020 ACTUAL	2021 ADOPTED BUDGET	2021 MODIFIED BUDGET	2021 ESTIMATED ACTUAL	2022 BUDGET REQUEST	2022 ADOPTED BUDGET	BUDGET INCREASE (DECREASE)	BUDGET PERCENT INC/(DECREASE
GENERAL GOVERNMENT									
Council	85,063	81,180	90,004	90,004	92,563	92,563	91,328	$ 1,324	1.47%
Mayor	190,005	192,638	179,360	179,360	178,445	179,328	182,213	2,853	1.59%
Customer Service	1,205,892	1,590,393	1,348,048	1,398,048	1,363,413	1,479,699	1,478,073	130,025	9.65%
City County Information Technology	749,028	810,178	886,694	886,694	810,178	965,115	965,115	78,421	8.84%
Property Assessment	467,414	484,680	583,842	583,842	577,083	602,704	610,584	26,742	2.83%
Legal Affairs	517,307	645,063	614,367	614,367	613,520	628,383	639,578	25,211	4.32%
Human Resources	340,686	349,308	391,890	391,890	354,452	436,789	440,742	48,852	7.95%
Municipal Court	120,516	115,289	152,989	152,989	144,100	158,748	142,326	(10,663)	-2.72%
Public Access Fund	68,915	62,498	69,943	69,943	45,858	71,503	77,498	7,555	10.80%
Liability Insurance Fund	897,642	1,026,161	936,135	936,135	682,320	951,450	951,450	15,315	1.64%
Employee Benefits Fund	5,780,610	5,624,378	6,014,739	6,014,739	5,921,933	6,401,027	6,401,027	386,288	6.42%
Unclassified	834,621	918,335	131,500	181,500	132,500	132,500	131,500	-	0.00%
Total General Government	11,257,699	11,900,101	11,399,511	11,499,511	10,916,365	12,099,809	12,111,434	711,923	6.25%
PUBLIC SAFETY									
Police Department	9,723,735	9,905,819	10,446,198	10,446,198	9,795,714	10,877,086	11,108,762	662,564	6.34%
Fire Department	7,338,012	7,948,283	8,059,375	8,059,375	7,393,225	8,235,549	8,200,212	140,837	1.75%
Hazardous Materials Contract Fund	61,102	51,921	56,800	56,800	84,100	63,800	63,800	7,000	12.32%
Emergency Government	-	233,127	10,000	20,000	10,000	-	-	(10,000)	-100.00%
Animal Control Fund	223,094	239,717	229,074	229,074	233,850	232,108	232,903	3,829	1.67%
EMS Grant Fund	9,451	10,543	10,500	10,500	2,000	11,000	11,000	500	4.76%
Total Public Safety	17,355,394	18,389,410	18,811,947	18,821,947	17,518,889	19,419,543	19,616,677	804,730	4.28%
TRANSPORTATION									
Airport Fund	466,809	454,103	443,874	443,874	468,357	471,138	471,186	27,312	6.15%
Public Works	10,119,275	8,794,224	9,417,643	9,411,643	9,142,768	9,876,316	9,825,880	408,237	4.33%
Metro Ride	3,692,416	3,405,659	3,668,131	3,788,131	3,184,300	3,690,924	3,690,924	22,793	0.62%
Motor Pool Fund	3,892,560	3,521,316	6,191,393	8,231,393	6,421,607	7,205,729	7,098,584	907,191	14.65%
Parking Fund	1,882,188	1,517,258	727,759	727,759	1,551,471	1,710,897	1,468,046	740,287	101.72%
Total Transportation	20,053,248	17,692,560	20,448,800	22,602,800	20,768,503	22,955,004	22,554,620	2,105,820	10.30%
SANITATION, HEALTH & WELFARE									
Refuse Collection	905,302	924,445	945,000	945,000	945,000	965,000	965,000	20,000	2.12%
Recycling Program	775,976	862,130	759,710	759,710	758,710	777,460	777,460	17,750	2.34%
Water Utility	5,631,207	5,712,346	6,109,736	6,104,736	6,848,211	7,149,291	7,507,635	1,397,899	22.88%
Waste Water Utility	5,663,763	5,434,450	5,544,416	5,539,416	5,883,313	6,452,379	6,478,628	934,212	16.85%
Environmental Clean Up Fund	154,781	269,196	145,823	262,323	351,688	181,523	181,523	35,700	24.48%
Total Sanitation, Health & Welfare	13,131,029	13,202,567	13,504,685	13,611,185	14,786,922	15,525,653	15,910,246	2,405,561	17.81%
ECONOMIC/COMMUNITY DEVELOPMENT									
TID Number Three Fund	7,840,961	7,808,129	2,806,144	2,912,954	2,875,908	3,012,935	3,012,935	206,791	7.37%
TID Number Five Fund	1,119,729	1,227,508	-	-	-	-	-	-	0.00%
TID Number Six Fund	10,096,383	5,210,523	3,208,245	3,208,245	5,922,068	2,886,148	2,886,148	(322,097)	-10.04%
TID Number Seven Fund	571,538	1,145,451	339,716	339,716	322,006	90,689	455,829	116,113	34.18%
TID Number Eight Fund	1,781,530	3,981,189	1,335,874	1,335,874	1,398,097	990,170	990,170	(345,704)	-25.88%
TID Number Nine Fund	73,590	67,271	66,275	66,275	66,275	64,730	64,730	(1,545)	-2.33%
TID Number Ten Fund	145,481	143,339	423,560	423,560	394,560	146,873	146,873	(276,687)	-65.32%
TID Number Eleven Fund	4,744,235	7,129,316	1,469,348	1,469,348	5,353,638	2,170,486	2,170,486	701,138	47.72%
TID Number Twelve Fund	4,811,404	641,523	5,240,190	5,240,190	5,572,987	5,154,444	5,464,444	224,254	4.28%
Community Development Fund	2,901,747	2,660,724	1,593,015	2,231,080	1,026,926	929,886	945,855	(647,160)	-40.62%
Economic Development Fund	38,331	1,620	5,000	5,000	5,000	5,000	5,000	-	0.00%
Housing Stock Improvement Fund	125,827	379,987	25,000	25,000	285,054	40,147	40,147	15,147	60.59%
400 Block/Riverlife Fund	40,269	26,732	103,000	103,000	55,600	85,389	85,389	(17,611)	-17.10%
Room Tax Fund	925,397	434,731	444,133	444,133	477,188	444,133	444,133	-	0.00%
Total Economic/Community Development	35,216,422	30,858,043	17,059,500	17,804,375	23,755,307	16,021,030	16,712,139	(347,361)	-2.04%
PARKS AND RECREATION	2,750,810	2,383,435	3,108,683	3,122,157	3,054,865	3,318,865	3,174,061	65,378	2.10%
DEBT SERVICE FUND	11,615,250	19,088,003	11,838,034	12,046,042	22,254,381	12,285,959	12,285,959	447,925	3.78%
CAPITAL PROJECTS FUNDS									
Capital Projects Fund	9,920,974	5,648,268	4,295,499	6,065,684	5,242,016	11,522,371	9,725,764	5,430,265	126.42%
Central Capital Purchasing Fund	370,311	503,975	572,404	749,602	623,404	597,054	597,054	24,650	4.31%
CAPITAL PROJECTS FUNDS	10,291,285	6,152,243	4,867,903	6,815,286	5,865,420	12,119,425	10,322,818	5,454,915	112.06%
TOTAL EXPENDITURES	**$121,671,137**	**$119,666,362**	**$101,039,063**	**$106,323,303**	**$118,920,652**	**$113,745,288**	**$112,687,954**	**$11,648,891**	11.53%

CITY OF WAUSAU
2022 REVENUES BY CATEGORY
ALL FUNDS



	2021 BUDGET	2022 BUDGET
General Property Taxes	$ 27,436,246	$ 28,556,943
Other Taxes	10,564,351	12,663,881
Intergovernmental Grants & Aids	12,757,256	16,327,118
Licenses & Permits	966,240	991,486
Fines & Forfeitures	519,989	554,989
Public Charges for Services	16,492,224	17,688,678
Intergovernmental Charges for Services	12,416,214	12,397,139
Miscellaneous Revenues	2,148,795	1,272,962
Other Financing Sources	17,527,575	19,192,913
Total Revenues	$ 100,828,890	$ 109,646,110

CITY OF WAUSAU
2022 BUDGET
SUMMARY OF PROPERTY TAXES BY FUND

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
GENERAL FUND	15,546,035	15,570,606	15,843,883	16,200,627	16,749,259	17,579,529	17,863,207	18,232,895	18,863,394	20,185,188	21,167,861
SPECIAL REVENUE FUNDS:											
Community Development	-	-	50,000	48,500	156,375	191,375	210,187	215,085	239,232	264,232	279,078
Recycling Fund	522,629	473,462	497,750	517,275	462,165	487,763	517,451	562,744	564,007	586,910	630,160
DEBT SERVICE FUND	4,088,000	4,088,000	4,088,000	4,123,000	4,123,000	4,123,000	4,123,000	4,123,000	4,123,000	4,123,000	4,123,000
CAPITAL PROJECTS FUNDS:											
Capital Projects Fund	320,426	337,345	371,080	406,090	450,000	505,828	498,890	498,890	446,865	493,699	994,708
Central Equipment Capital Fund	-	-	-	-	110,800	250,300	295,050	406,482	475,000	552,404	597,054
ENTERPRISE FUNDS:											
Animal Control	-	-	-	78,489	37,105	50,139	50,676	40,747	40,747	45,247	59,693
MetroRide Fund	715,289	679,289	679,289	647,342	547,342	601,600	809,906	830,413	1,114,341	889,892	388,883
Parking Fund	300,000	300,000	224,000	211,052	211,052	-	-	50,000	105,108	150,000	156,287
Wausau Downtown Airport Fund	-	68,677	70,000	80,000	80,000	90,000	94,000	101,000	125,000	145,674	160,219
SUBTOTAL	21,492,379	21,517,379	21,824,002	22,312,375	22,927,098	23,879,534	24,462,367	25,061,256	26,096,694	27,436,246	28,556,943
TAX INCREMENT	1,741,642	1,660,891	1,758,798	1,795,196	2,044,472	2,204,850	2,495,739	2,794,541	3,449,306	3,144,748	4,329,448
TOTAL LEVY	$23,234,021	$23,178,270	$23,582,800	$24,107,571	$24,971,570	$26,084,384	$26,958,106	$27,855,797	$29,546,000	$30,580,994	$32,886,391
INCREASE OVER PRIOR YEAR	47,417	($55,751)	$404,530	$524,771	$863,999	$1,112,814	$873,722	$897,691	$1,690,203	$1,034,994	$2,305,397
% INCREASE	0.20%	-0.24%	1.75%	2.23%	3.58%	4.46%	3.35%	3.33%	6.07%	3.50%	7.54%

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NOTICE OF PUBLIC HEARING CITY OF WAUSAU 2022 BUDGET

A public hearing on the City of Wausau 2022 budget is scheduled for Tuesday November 9, 2021 at 6:30PM in City Hall Council Chambers at 407 Grant Street, Wausau WI. The budget may be viewed at the Clerk/Customer Service Office from 8:00AM to 4:30PM Monday through Friday or on the City of Wausau's Web Site www.ci.wausau.wi.us. Below is a summary of the Proposed 2022 Budget.

	2020 ACTUAL	2021 BUDGET	2021 MODIFIED BUDGET	ACTUAL 9/30/2021	2021 PROJECTED	2022 PROPOSED BUDGET	DOLLAR CHANGE	% CHANGE
				GENERAL FUND				
GENERAL FUND REVENUES								
General Property Tax Levy	$19,861,334	$20,185,188	$20,185,188	$20,185,188	$20,185,188	**$20,881,719**	696,531	3.45%
Other Taxes	283,773	198,500	198,500	108,698	198,500	**198,500**	-	0.00%
Intergovernmental Grants & Aids	9,683,770	9,158,707	9,158,707	4,913,943	9,080,088	**9,319,600**	160,893	1.76%
Licenses & Permits	1,001,776	772,037	772,037	680,911	825,977	**795,722**	23,685	3.07%
Fines, Forfeitures and Penalties	246,706	306,030	306,030	383,536	487,646	**341,030**	35,000	11.44%
Public Charges for Services	2,141,327	2,386,936	2,386,936	1,431,538	2,298,843	**2,385,129**	(1,807)	-0.08%
Intergovernmental Charges for Services	1,290,058	863,198	863,198	325,713	778,195	**909,171**	45,973	5.33%
Miscellaneous Revenues	1,150,340	585,005	585,005	318,246	315,146	**494,758**	(90,247)	-15.43%
Other Financing Sources	1,735,488	1,861,355	1,861,355	1,251,495	1,786,355	**1,906,355**	45,000	2.42%
TOTAL GENERAL FUND REVENUES	38,418,812	36,316,958	36,316,958	29,597,268	35,955,949	**37,231,084**	915,026	
GENERAL FUND EXPENDITURES								
General Government	4,539,063	4,378,695	4,478,695	3,212,227	4,181,869	**4,617,402**	238,707	5.45%
Public Safety	18,587,289	19,426,812	19,436,812	12,690,068	18,118,516	**19,771,837**	345,025	1.78%
Transportation/Public Works	7,884,418	8,506,405	8,500,405	5,899,218	8,213,190	**8,759,253**	252,848	2.97%
Sanitation, Health and Human Services	924,445	945,000	945,000	631,350	945,000	**945,000**	-	0.00%
Parks, Recreation, Cultural and Education	2,383,435	3,108,683	3,122,157	2,154,227	3,054,865	**3,138,492**	29,809	0.96%
Other Financing Uses	988,000	-	902,000	900,000	900,000	**-**	-	0.00%
TOTAL GENERAL FUND EXPENDITURES	35,376,850	36,365,597	37,383,069	25,487,090	35,413,440	**37,231,984**	866,387	2.38%
Excess(Deficiency) of Revenues over Expenditures	1,841,962	(48,639)	(1,066,113)	4,110,178	542,500	**-**		
Total Fund Balance, January 1	13,831,075	14,673,037	14,673,037		14,673,037	**$15,215,537**		
Total Fund Balance, December 31	$14,673,037	$14,624,398	$13,606,924		$15,215,537	**$15,215,537**		
				SPECIAL REVENUE FUNDS				
COMMUNITY DEVELOPMENT FUNDS								
General Property Tax Levy	$239,232	$264,232	$264,232	$264,232	$264,232	**$276,577**	$12,345	4.67%
Other Revenues	1,358,112	1,316,205	1,954,270	1,675,888	471,563	**476,488**	(839,716)	-63.80%
Expenditures	1,733,594	1,593,015	2,231,060	1,410,827	1,205,897	**943,354**	(649,661)	-40.78%
Excess(Deficiency) of Revenues over Expenditures	57,750	(12,578)	(12,578)	529,093	(469,902)	**(190,289)**		
Fund Balance, January 1	3,944,574	4,002,324	4,002,324		4,002,324	**3,532,422**		
Committed Fund Balance, December 31	$4,002,324	$3,989,746	$3,989,746		$3,532,422	**$3,342,134**		
RECYCLING FUND								
General Property Tax Levy	$564,007	$586,910	$586,910	$586,910	$586,910	**$630,160**	$43,250	7.37%
Other Revenues	272,400	147,800	147,800	148,480	148,483	**147,300**	(500)	-0.34%
Expenditures	862,130	734,710	734,710	355,908	717,864	**777,460**	42,750	5.82%
Excess(Deficiency) of Revenues over Expenditures	(25,723)	-	-	378,488	17,529	**-**		
Fund Balance, January 1	8,194	17,529	(17,529)		(17,529)	**0**		
Committed Fund Balance, December 31	($17,529)	($17,529)	($17,529)		$0	**$0**		
ECONOMIC DEVELOPMENT FUND								
Other Revenues	$6,714	$5,000	$5,000	$26,190	$26,500	**$5,000**	$-	0.00%
Expenditures	1,620	5,714	5,714	$2,093	28,065	**5,000**	(714)	-12.50%
Excess (Deficiency) of Revenues over Expenditures	5,094	(714)	(714)	24,097	(1,565)	**$0**		
Fund Balance, January 1	256,569	261,663	261,663		261,663	**260,098**		
Committed Fund Balance, December 31	$261,663	$260,949	$260,949		$260,098	**$260,098**		
ENVIRONMENTAL CLEAN UP FUND								
Other Revenues	$90,369	$87,000	$87,000	$31,548	$40,000	**$40,000**	($47,000)	-54.02%
Expenditures	269,196	145,823	262,323	128,004	351,688	**181,533**	35,700	24.48%
(Deficiency) of Revenues over Expenditures	(178,827)	(58,823)	(175,323)	(96,456)	(311,688)	**(141,523)**		
Fund Balance, January 1	1,725,088	1,546,261	1,546,261		1,546,261	**1,234,573**		
Committed Fund Balance, December 31	$1,546,261	$1,487,438	$1,370,938		$1,234,573	**$1,093,050**		
HAZARDOUS MATERIALS FUND								
Other Revenues	$85,220	$81,000	$81,000	$59,075	$99,600	**$87,000**	$6,000	7.41%
Expenditures	51,921	56,800	56,800	78,772	84,100	**63,800**	7,000	12.32%
Excessof Revenues over Expenditures	33,299	24,200	24,200	(19,697)	15,500	**23,200**		
Fund Balance, January 1	199,963	233,262	233,262		233,262	**248,762**		
Committed Fund Balance, December 31	$233,262	$257,462	$257,462		$248,762	**$271,962**		
HOUSING STOCK IMPROVEMENT FUND								
Other Revenues	$316,610	$25,000	$25,000	$84,726	$311,015	**$40,147**	$15,147	60.59%
Expenditures	379,986	25,000	25,000	244,082	285,054	**40,147**	15,147	60.59%
Excess (Deficiency) of Revenues over Expenditures	(63,376)	0	0	(159,356)	25,961	**0**		
Fund Balance, January 1	374,960	311,584	311,584		311,584	**337,545**		
Committed Fund Balance, December 31	$311,584	$311,584	$311,584		$337,545	**$337,545**		
PUBLIC ACCESS CABLE FUND								
Other Revenues	$78,978	$69,943	$69,943	$39,033	$75,933	**$71,503**	$1,560	2.23%
Expenditures	62,500	69,943	69,943	30,539	45,858	**$71,503**	1,560	2.23%
Excess (Deficiency) of Revenues over Expenditures	16,478	0	0	8,494	30,075	**-**		
Fund Balance, January 1	3,567	20,045	20,045		20,045	**50,120**		
Committed Fund Balance, December 31	$20,045	$20,045	$20,045		$50,120	**$50,120**		
ROOM TAX FUND								
Other Revenues	$511,025	$510,000	$510,000	$458,126	$700,000	**$444,133**	($65,867)	-12.92%
Expenditures	434,731	444,133	444,133	185,570	477,188	**444,133**	-	0.00%
Excessof Revenues over Expenditures	76,294	65,867	65,867	272,556	222,812	**0**		
Fund Balance, January 1	76,882	153,176	153,176		153,176	**375,988**		
Committed Fund Balance, December 31	$153,176	$219,043	$219,043		$375,988	**$375,988**		
EMS GRANT FUND								
Other Revenues	$7,684	$10,500	$10,500	-	$2,000	**$11,000**	$500	4.76%
Expenditures	10,543	10,500	10,500	1,471	2,000	**11,000**	500	4.76%
Excess (Deficiency) of Revenues over Expenditures	(2,859)	-	-	(1,471)	-	**-**		
Fund Balance, January 1	40,009	37,150	37,150		37,150	**37,150**		
Committed Fund Balance, December 31	$37,150	$37,150	$37,150		$37,150	**$37,150**		
POLICE GRANT FUND								
Other Revenues	$312,811	$460,440	$460,440	$107,869	$212,764	**$460,440**	$-	0.00%
Expenditures	278,811	460,440	460,440	178,782	212,764	**460,440**	-	0.00%
Excess (Deficiency) of Revenues over Expenditures	34,000	-	-	(71,913)	-	**-**		
Fund Balance, January 1	183,851	-	-		217,851	**0**		
Committed Fund Balance, December 31	$217,851	$-	$-		$217,851	**$0**		
400 BLOCK FUND								
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess(Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance, January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance, December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
				DEBT SERVICE FUND				
General Property Tax Levy	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess(Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance, January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance, December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
				CAPITAL PROJECTS FUNDS				
CAPITAL IMPROVEMENT FUND								
General Property Tax Levy	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess (Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance, January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance, December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
CENTRAL CAPITAL PURCHASING FUND								
General Property Tax Levy	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess (Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance, January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance, December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
TAX INCREMENT DISTRICT NUMBER THREE								
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess(Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance(Deficit), January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance (Deficit), December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
TAX INCREMENT DISTRICT NUMBER SIX								
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess(Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance (Deficit), January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance (Deficit), December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
TAX INCREMENT DISTRICT NUMBER SEVEN								
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess (Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance(Deficit), January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance(Deficit), December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
TAX INCREMENT DISTRICT NUMBER EIGHT								
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess (Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance, January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance(Deficit), December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
TAX INCREMENT DISTRICT NUMBER NINE								
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess (Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance, January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance(Deficit), December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
TAX INCREMENT DISTRICT NUMBER TEN								
Other Revenues	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Excess (Deficiency) of Revenues over Expenditures	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		
Fund Balance, January 1	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		
Committed Fund Balance(Deficit), December 31	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		

TAX INCREMENT DISTRICT NUMBER ELEVEN								
Other Revenues	$7,586,975	$1,611,755	$1,611,755	$5,611,626	$5,611,824	**$1,670,200**	$58,445	3.63%
Expenditures	7,129,317	1,469,348	1,469,348	4,645,511	5,353,638	**2,170,486**	701,138	47.72%
Excess (Deficiency) of Revenues over Expenditures	457,658	142,407	142,407	966,115	258,186	**(500,286)**		
Fund Balance, January 1	(530,514)	(72,856)	(72,856)		(72,856)	**185,530**		
Committed Fund Balance(Deficit), December 31	($72,856)	$69,551	$69,551		$185,330	**($314,956)**		
TAX INCREMENT DISTRICT NUMBER TWELVE								
Other Revenues	$377,819	$5,090,000	$489,140	$5,650,241	$5,650,300	**$3,950,819**	($1,139,181)	-22.38%
Expenditures	641,522	5,240,190	5,240,190	5,427,236	5,572,987	**5,154,444**	(85,746)	-1.64%
Excess (Deficiency) of Revenues over Expenditures	(263,703)	(150,190)	(150,190)	223,005	77,313	**(1,203,625)**		
Fund Balance, January 1	(795,237)	(1,058,940)	(1,058,940)		(1,058,940)	**(981,627)**		
Committed Fund Balance(Deficit), December 31	($1,058,940)	($1,209,130)	($1,209,130)		($981,627)	**($2,185,252)**		
				INTERNAL SERVICE FUNDS				
MOTOR POOL FUND								
Revenues	$3,705,953	$3,975,000	$6,015,000	$3,271,860	$5,740,100	**$3,231,000**	($744,000)	-18.72%
Expenses	3,521,316	6,191,393	8,231,393	3,690,319	6,421,607	**7,076,169**	884,776	14.29%
Excess (Deficiency) of Revenues over Expenses	184,637	(2,216,393)	(2,216,393)	(418,459)	(681,507)	**(3,845,169)**		
Net Assets, January 1	8,293,652	8,478,289	8,478,289		8,478,289	**7,796,782**		
Net Assets, December 31	$8,478,289	$6,261,896	$6,261,896		$7,796,782	**$3,951,613**		
LIABILITY INSURANCE FUND								
Other Revenues	$936,682	$938,200	$938,200	$576,612	$870,220	**$951,200**	$13,000	1.39%
Expenses	1,026,161	936,135	963,135	615,883	682,320	**946,450**	10,315	1.10%
Excess (Deficiency) of Revenues over Expenses	(89,479)	2,065	2,065	(39,271)	187,900	**4,750**		
Net Assets, January 1	377,734	288,255	288,255		288,255	**476,155**		
Net Assets, December 31	$288,255	$290,320	$290,320		$476,155	**$480,905**		
EMPLOYEE BENEFITS AND HRA FUND								
Other Revenues	$5,652,568	$6,016,372	$6,016,372	$4,496,349	$5,964,133	**$6,438,526**	$422,154	7.02%
Expenses	5,624,376	6,014,739	6,014,739	4,891,315	5,921,933	**6,401,027**	386,288	6.42%
Excess (Deficiency) of Revenues over Expenses	28,192	1,633	1,633	(394,966)	42,200	**37,499**		
Net Assets, January 1	1,349,479	1,377,671	1,377,671		1,377,671	**1,419,871**		
Net Assets, December 31	$1,377,671	$1,379,304	$1,379,304		$1,419,871	**$1,457,370**		
				ENTERPRISE FUNDS				
WAUSAU DOWNTOWN AIRPORT FUND								
General Property Tax Levy	$125,000	$145,674	$145,674	$145,674	$145,674	**$160,219**	$14,545	9.98%
Other Revenues	183,948	146,200	146,200	130,700	170,967	**170,967**	24,767	16.94%
Expenses	454,103	443,874	443,874	347,975	468,357	**471,186**	27,312	6.15%
(Deficiency) of Revenues over Expenses	(145,155)	(152,000)	(152,000)	(71,601)	(151,716)	**(140,000)**		
Net Assets, January 1	1,754,477	1,609,322	1,609,322		1,609,322	**1,457,606**		
Net Assets, December 31	$1,609,322	$1,457,322	$1,457,322		$1,457,606	**$1,317,606**		
METRO RIDE TRANSIT FUND								
General Property Tax Levy	$1,114,341	$889,892	$889,892	$667,419	$889,892	**$889,892**	$0	0.00%
Other Revenues	2,932,699	2,778,239	2,778,239	1,596,668	2,294,408	**2,801,032**	22,793	0.82%
Expenses	3,405,659	3,668,131	3,778,131	2,360,398	4,212,723	**3,690,924**	22,793	0.62%
Excess (Deficiency) of Revenues over Expenses	641,381	0	(110,000)	(96,311)	(1,028,423)	**0**		
Net Assets, January 1	2,535,691	3,177,072	3,177,072		3,177,072	**2,148,649**		
Net Assets, December 31	$3,177,072	$3,177,072	$3,067,072		$2,148,649	**$2,148,649**		
PARKING FUND								
General Property Tax Levy	$105,108	$150,000	$150,000	$150,000	$150,000	**$155,387**	$5,387	3.59%
Other Revenues	1,218,099	577,759	577,759	312,019	577,759	**602,709**	24,950	4.32%
Expenses	1,517,258	727,759	727,759	615,002	1,344,024	**1,467,146**	739,387	101.60%
Excess (Deficiency) of Revenues over Expenses	(194,051)	0	0	(152,983)	(616,265)	**(709,050)**		
Net Assets, January 1	17,425,171	17,231,120	17,231,120		17,231,120	**16,614,855**		
Net Assets, December 31	$17,231,120	$17,231,120	$17,231,120		$16,614,855	**$15,905,805**		
WATER WORKS - Water Utility								
Revenues	$7,200,796	$6,881,600	$6,881,600	$5,629,858	$7,522,960	**$7,576,400**	$694,800	10.10%
Expenses	5,712,345	6,109,736	6,104,736	4,519,619	6,848,211	**7,473,844**	1,364,108	22.33%
Excess (Deficiency) of Revenues over Expenses	1,488,451	771,864	776,864	1,110,239	674,749	**102,556**		
Net Assets, January 1	37,395,157	38,883,608	38,883,608		38,883,608	**39,558,357**		
Net Assets, December 31	$38,883,608	$39,655,472	$39,660,472		$39,558,357	**$39,660,913**		
WATER WORKS - WasteWater Utility								
Revenues	$8,670,632	$6,338,960	$6,338,960	$5,490,416	$6,371,000	**$6,855,000**	$516,040	8.14%
Expenses	5,434,450	5,544,416	5,539,416	3,914,809	5,883,313	**6,467,450**	923,034	16.65%
Excess of Revenues over Expenses	3,236,182	794,544	799,544	1,575,607	487,687	**387,550**		
Net Assets, January 1	42,402,131	45,638,313	45,638,313		45,638,313	**46,126,000**		
Net Assets, December 31	$45,638,313	$46,432,857	$46,437,857		$46,126,000	**$46,513,550**		
ANIMAL CONTROL FUND								
General Property Tax Levy	40,747	$45,247	$45,247	$45,247	$45,247	**$59,693**	$14,446	31.93%
Revenues	166,121	173,210	173,210	176,051	179,936	**173,210**	-	0.00%
Expenses	239,718	229,074	229,074	169,645	233,850	**232,903**	3,829	1.67%
Excess (Deficiency) of Revenues over Expenses	(32,850)	(10,617)	(10,617)	51,653	(8,667)	**-**		
Net Assets, January 1	82,052	49,202	49,202		49,202	**40,535**		
Net Assets, December 31	$49,202	$38,585	$38,585		$40,535	**$40,535**		
				COMBINED TOTALS				
Tax Increment General Property Tax	$3,449,306	$3,144,748	$3,144,748	$3,144,748	$3,144,748	**$4,285,551**	$1,140,803	36.28%
General Property Taxes All Funds	$29,546,000	$30,580,994	$30,580,994	$30,358,521	$30,580,994	**$32,552,951**	$1,971,957	6.45%
Revenues All Funds	$93,752,215	$73,344,839	$76,022,904	$77,296,800	$91,730,832	**$78,524,141**	$5,179,302	7.06%
Expenditures/Expenses All Funds	$117,796,784	$101,475,219	$107,264,459	$96,140,101	$120,920,996	**$111,618,860**	$10,143,642	10.00%

Budget increases or decreases due to new or discontinued activities or functions: None

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To: Assembly Committee on Housing and Real Estate

From: Curt Witynski, J.D., Deputy Director, League of Wisconsin Municipalities
Toni Herkert, Government Affairs Director, League of Wisconsin Municipalities

Date: October 12, 2021

Re: AB 610, Prohibiting Certain Property Tax Assessment Practices

The League of Wisconsin Municipalities opposes AB 610, radically changing current law governing how assessors determine the fair market value of property for property tax purposes. If enacted, AB 610 would greatly undermine the ability of assessors to determine fair market value of properties and hinder the ability of property owners themselves to use common sources of information, like bank appraisals, to convince the assessor that their property has been over assessed.

Listed below are our two greatest, but not exclusive, concerns with the bill:

1. <u>Prohibition on using mortgages or bank appraisals, or any portion thereof, to determine the assessed value</u>:

The assessor is legally obligated to determine the fair market value of a property. It makes no sense to deny assessors data and information, such as how other appraisers valued a particular property, that could help the assessor make that determination. Moreover, sometimes bank appraisals include narration or background that the assessor was otherwise unaware, and which can help the assessor more accurately value the property.

Second, the prohibition on bank appraisals probably has an unintended effect of hurting taxpayers. Homeowners and other taxpayers routinely rely on appraisals commissioned by banks for mortgage refinancing and other purposes to argue to assessors and boards of review that their property was incorrectly assessed. Under this bill, the taxpayer would not be able to rely on an appraisal commissioned by the bank because an assessor could not make the change because he/she could not use a bank appraisal when assessing property.

Also, there seems no rational basis to limit appraisal use on who purchases the appraisal. An appraisal purchased by a bank cannot be used, but if it purchased by anyone else, it could apparently be used for assessment purposes.

2. <u>Prohibition on using price trends to determine fair market value in order to increase the value of multiple properties by a general amount or percentage</u>

Assessors must value all property in the State at full value. Generally, to comply with that statutory requirement, assessors value properties in groups using mass appraisal. Mass appraisal relies on standardized procedures and statistical testing. Values are increased or decreased by the statistical amount appropriate for each group. Mass appraisal has been codified in state law, and validated by the Wisconsin Property Assessment Manual, and case law. It has been specifically upheld as an appraisal practice by the Wisconsin Supreme Court.

The fiscal impact of banning mass appraisal would be extraordinary. For example, Milwaukee has the largest assessor office in Wisconsin, with 20 in-house appraisers (most other municipalities may have 1 contracted assessor). Milwaukee values 160,000+ parcels every year. If mass appraisal was banned, each Milwaukee appraiser would need to value 8,000 properties each year, or 21 properties each day (assuming no weekends or time off) (8,000/365). That is impossible.

We urge the committee to vote against recommending passage of AB 610. Thanks for considering our comments.

TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: November 4, 2021

RE: Neighborhood Investment Fund Grant

The State of Wisconsin released the Neighborhood Investment Fund Grant Program on September 30, 2021. The application period was extended to November 11, 2021.

Attached is a PowerPoint presentation on the grant along with a Q and A document.

A summary is as follows:

Grants for locate and tribal governments for making significant investments with long-term benefits in order to help neighborhoods recover from negative effects of COVID-19 pandemic.

The state intends to award up to $200 million in grants through this program with funding from the Federal American Rescue Plan.

Project requests between **$1,000,000 and $15,000,000** will be considered.

- Small projects of less than $1,000,000 can not be bundled together to meet the minimum threshold.
- Each project must be submitted on a separate application.
- The maximum available to each community is $15,000,000.
- Awards are competitive.
- Expenses must be incurred between March 3, 2021 and December 31, 2024.
- Projects must be completed by December 31, 2024.
- Expenses must comply with American Rescue Plan provisions.
- Project is in a community disproportionately impacted by the pandemic or is adjacent to a qualified census tract or will serve residents who live or work in a QCT.
- Examples of projects provided by the state include:
    - Innovation centers
    - Workforce housing initiatives
    - Transit solutions
    - Childcare initiatives
    - Public Space Development
- Award notification expected in December 2021

NEIGHBORHOOD INVESTMENT FUND GRANT PROGRAM WEBINAR

OCTOBER 12, 2021

WISCONSIN
DEPARTMENT OF ADMINISTRATION
DOA.WI.GOV

WELCOME

- Brief introduction to the program, followed by Q&A
- Your audio is muted
- Please enter questions or comments in the Q&A dialog box
- Recording and presentation will be made available on the Program website

DIVISION OF ENTERPRISE OPERATIONS GRANT ADMINISTRATION TEAM

Jana Steinmetz
Administrator

Ashleigh Herrera
Executive Staff Assistant

Amy Charles
Program and Policy Analyst-Advanced

Erin Smith
Grants Specialist-Advanced

DIVISION OF ENERGY, HOUSING, AND COMMUNITY RESOURCES

Susan Brown
Administrator

David Pawlisch
Bureau Director, Community Development

FUNDING

- $200 million available
- Source: Federal American Rescue Plan Act
- Administered by the Division of Enterprise Operations and Division of Energy, Housing and Community Resources

PROGRAM DATES

EVENT	DUE DATE
Grant Announcement Issue Date	Thursday, September 30, 2021
Application Open	Thursday, September 30, 2021
Webinar	Tuesday, October 12, 2021 at 11:30 CT
Questions Due	Monday, October 18, 2021 at 2:00 PM CT
Applications Due	Thursday, November 4, 2021 at 2:00 PM CT
Notification of Award Issue Date	December 2021 (estimate)
Grant Agreement Execution	December 2021 (estimate)
Final Report	See section 1.8 of Grant Announcement

WISCONSIN DEPARTMENT OF ADMINISTRATION DOA.WI.GOV

PROGRAM SUMMARY

- Awards are made on a competitive basis (not first-come, first-served).
- Awards will range between $1,000,000 and $15,000,000
- Expenses must be incurred between March 3, 2021 and December 31, 2024 and all projects completed by December 31, 2024.
- Priority will be given to programs that are not funded through other State of Wisconsin American Rescue Plan Act initiatives (i.e., Workforce Innovation Grant Program).
- Payments will be made directly to eligible organizations.

Further details can be found in the Grant Announcement and Application.

WISCONSIN DEPARTMENT OF ADMINISTRATION DOA.WI.GOV

ELIGIBLE APPLICANTS

- Wisconsin local governmental units
- Federally recognized Wisconsin Tribal governments

ELIGIBLE EXPENSES

- All use of funds shall be compliant with applicable provisions of the federal American Rescue Plan Act and Program provisions.

- The proposed project is in a community disproportionately impacted by the COVID-19 pandemic or is adjacent to a Qualified Census Tract (QCT) or will serve residents who live or work in the QCT.

EXAMPLES OF ELIGIBLE EXPENDITURES *(NOT EXHAUSTIVE)*

- Innovation centers to support small businesses with financial resources or subsidized lease space
- Workforce housing initiatives using grants for developers to build housing accessible to families earning working-wages
- Transit solutions
- Expanded childcare initiatives/centers
- Public space development

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APPLICATION CHECKLIST

- Application Form (required) – online, via DocuSign
  - Attachment A: Site Plan
  - Attachment B: Project Budget
  - Attachment C: Match Funding Supporting Documentation (Only required for project utilizing Match Funds)
- Appendix A (required) – Form IRS W-9
- Appendix B (optional) – Form DOA 3027 Designation of Confidential Information

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APPLICATION SECTIONS

Section 1. Applicant Information

- Complete all required fields
- Ensures we have accurate organization and contact information for the applicant

APPLICATION SECTIONS (CONT.)

Section 2. Narrative

- Five questions. Answer questions fully. Do not exceed maximum character count.
- Question topics:

  2.1.1 Project Description

  2.1.2 Project Need

  2.1.3 Project Readiness

  2.1.4 Capacity to Deliver

  2.1.5 Project Location

APPLICATION SECTIONS (CONT.)

Section 3. Budget

- Identify eligible expenses for which funding is requested
- Include description and amount
- If matching funds are a component of your project, provide information on the funding status, source and amount

APPLICATION SECTIONS (CONT.)

Section 3.2 Budget Summary

- Copy the totals from the Sub-total row of the Project Budget
  - Check the box if project has Match Funds
- Remaining field (Total Costs) are auto-populated

- Refer to Grant Announcement with questions

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APPLICATION SECTIONS (CONT.)

Section 4. Attestations and Required Signature

- Eligible applicants must certify compliance with all statements
- Signature of the organization's Authorized Representative is required, as well as date and contact information

APPLICATION DEMO

Walk through of Application and Instructions

ADDITIONAL NOTES

- Organization is solely responsible for documenting expenses are eligible under the American Rescue Plan Act.
- Ineligible cost determinations made by State or Federal audits must be repaid to the State.
- Organizations must keep records of eligible costs for 5 years.
- Withdrawal and resubmittal of applications allowed until deadline.
  - Contact Program email to withdraw an application.

NEXT STEPS

- Applications due 2:00PM CDT, Thursday, November 4, 2021
- Award Announcement December 2021
- Successful applicants will complete a grant agreement prior to receiving funds
- Reports summarizing the use of funds and describing the impact on the neighborhood targeted the by the grantee will be due semi-annually (DOA will supply reporting document and due dates)
- Sign up for email distribution list at https://doa.wi.gov/Pages/NeighborhoodInvestment.aspx

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Q & A

Enter questions in the Q&A dialog box.

Q&A document will be published on the program website with additional questions and answers

CONTACT

NeighborhoodInvestmentFundProgram@wisconsin.gov

NEIGHBORHOOD INVESTMENT FUND GRANT PROGRAM

QUESTIONS AND ANSWERS

October 26, 2021

Program Summary

The purpose of the Neighborhood Investment Fund is to provide grants to local and Tribal governments for making significant investments with long-term benefits to help neighborhoods recover from negative effects of the COVID-19 pandemic. The program is particularly focused on addressing the needs of residents living in communities disproportionately impacted by the pandemic. The State intends to award up to $200 million in grants through this Program. Funding is provided by the Federal American Rescue Plan Act of 2021. The program is administered by the Department of Administration (DOA). Additional details are available on the Program website.

Prior to contacting DOA please consult the Grant Announcement, Grant Application and this Question and Answer document available on the Program Website.

U.S. Department of the Treasury American Rescue Plan Act guidance can be found here.

FOR ALL QUESTIONS RELATED TO ALLOWABLE EXPENSES

DOA will execute grant agreements with successful applicants only after DOA determines that the proposed project and associated expenses included in an application are reasonably consistent with guidance from the US Department of Treasury for use of State and Local Fiscal Recovery Funds under the American Rescue Plan Act, and Program provisions. DOA's execution of grant agreements, however, is not dispositive as to whether any particular cost meets the criteria. Applicants retain responsibility for demonstrating eligibility of expenses to DOA and are required to hold DOA harmless for any audit disallowance related to the eligibility of costs, including repayment of ineligible amounts.

FOR ALL QUESTIONS RELATED TO APPLICANT ELIGIBLITY

DOA will not respond to inquiries regarding an applicant's specific eligibility. Each applicant is required to determine its eligibility based on program requirements provided in the Grant Announcement. However, DOA will accept and answer questions seeking clarification of eligibility requirements. DOA will determine applicant eligibility only as a routine matter during the application review process after the application deadline has passed. Applicants should carefully review Section 4: Eligibility Requirements of the Grant Announcement prior to applying.

Applicant Eligibility

Please see page 1 of this document for a statement on determination of applicant eligibility.

1. After looking at the requirements, it appears that our county does not fall into the Census Tract as listed on the link. Do we not qualify for this potential grant?

   Response: **All Wisconsin local governmental units and federally recognized Wisconsin Tribal Governments are eligible to apply for funds for projects that respond to a negative impact of COVID-19.** Whether a particular proposed project will serve people in Qualified Census Tracts is just one aspect of how a project will be evaluated.

2. Is a Tribal government application required to be for current Tribal sovereign land, or could it be for Native Nation historic homelands so long as the project is located in one of the eligible census tracts designated in the grant guidance?

   Response: Tribal Governments are eligible to apply, and the location of projects is not limited to tribal sovereign land.

3. If a tribe applies as an individual entity and they are also part of a collaborative application put in by another tribe, would their solo project be ineligible?

   Response: No

4. If a project is not in a Qualified Census Tract, what type of documentation is the program looking for to prove disproportionate COVID impacts?

   Response: All Wisconsin local governmental units and federally recognized Wisconsin Tribal governments are eligible to apply for projects that respond to the negative impacts of COVID-19, including where pre-existing disparities may have been exacerbated. If a project does not serve individuals in a qualified census tract, then to receive maximum points for the relevant evaluation criteria, the applicant should supply information in the narrative section to demonstrate that the community (geographic, ethnic, or based on other demographics) was disproportionately impacted by COVID-19. Examples could include the amount of layoffs/level of unemployment, reduction in tourism revenue in a tourism-dependent community, or higher incidence of COVID-related health impacts, etc.

5. What is considered a community impacted by COVID-19 if the applicant is not in a qualified census tract?

   Response: The program is specifically not providing direction on how to determine the negative impacts of COVID-19 nor is it providing a definition of a community negatively impacted by COVID-19. Applicants are encouraged to provide their own reasoning and evidence as to how COVID has negatively impacted their respective communities and how the proposed project will respond to such negative impacts.

6. I am seeking eligibility clarification. Is a school district considered a Wisconsin local government unit?

Response: No, school districts are not considered eligible applicants for this grant.

7. If a municipality is not in the Qualified Census Tract are they unable to apply for the grant?

   Response: Please see the response to question #1.

8. I am inquiring about this grant. Is it primarily for city, town and county governments or non-profits as well? If I am reading it correctly it does not apply to non-profits.

   Response: Per Section 4.2 of the Grant Announcement, nonprofit organizations, standing alone, do not qualify for this program.

9. We have a swimming pool that the school runs, but it's a separate Community Center. We run the pool separately from the school district, but if we submit an application with the local Parks and Recreation Department for this project would it qualify for the Neighborhood Investment program?

   Response: Local government entities must apply to be considered for an award and may partner with another eligible organization in the application.

10. Are families able to apply for this grant?

    Response: No, families are not eligible to apply for these funds.

11. There is an outstanding project pending that is located in a qualified tract. The project sponsor would like to start construction in early 2022 at the latest. The project is located in a township that is scheduled to dissolve in November 2022, with the area taken over by a nearby City. Question: May the City apply in support of the project knowing that the subject property is not yet within the City's boundaries?

    Response: While the criteria don't expressly limit a project to within an applicant's own municipal boundaries, applicants must be able to demonstrate that they have the authority and ability to complete the project. In this instance, the applicant should consider partnering on the grant application with all relevant entities that exist today which are necessary to ensure this is the case.

Eligible Expenses

Please see page 1 of this document for a statement on determination of eligible expenses.

12. Can you provide a list of examples of eligible projects?

    Response: Examples of potentially eligible projects include innovation centers to support small businesses with financial resources or subsidized lease space, workforce housing initiatives using grants for developers to build housing accessible to families earning working-wages, transit solutions, expanded childcare initiatives/centers, and public space development. Maintenance of existing or construction of new general purpose government buildings (e.g., city hall) is not eligible.

13. Are subawards to other organizations allowed?

Response: Applicants may not apply for funds that are intended to be distributed via subawards as part of an applicant's own grant program or other initiative. However, certain subawards or transfer of funds to another organization may be allowed if, for example, an applicant's proposed project relies on a partnership with a nearby municipality or non-profit. Applicants are encouraged to describe any such necessary subawards or transfer of funds as part of their project proposal.

14. Do you have examples of "public space development" projects?

Response: The following are some examples, but certainly not an exhaustive list of possible "public space development" projects:

- Create a plaza within a downtown where a variety of activities such as concerts, farm markets, festivals, flea markets, art fairs, ice skating rink, can be held to attract people downtown to support local businesses impacted by COVID-19.
- Create open space within a downtown where employees and residents can support local restaurants impacted by COVID-19. The open space would support those businesses that cannot establish outdoor dining areas due to space constraints.
- Redevelop an underutilized area by removing vacant or blighted buildings to create park space, with park amenities for families living where outdoor recreation facilities are lacking.

15. Do Davis Bacon Rules apply with new construction?

Response: Davis Bacon rules are not required for projects funded by this program, but they are encouraged.

16. Section 9.0 of the Grant Announcement states "The Program utilizes federal funds provided under the American Rescue Plan Act of 2021. The Department of Administration provides the following information regarding the source of funds". And below, you list Indirect Cost Rate as N/A. Does this mean Indirect Costs are not ELIGIBLE? Or as I read it, does this section indicate Indirect Cost information and the source of funding will not be provided and IDC is eligible? Please provide clarification on the eligibility of IDC and if there is a maximum amount allowed.

Response: The indirect cost rate in Section 9.0 refers to the indirect cost rate for the State of Wisconsin in reference to the federal ARPA funds awarded. Indirect costs are an allowable cost for this program, any indirect costs should be explained in detail in the applicant's budget.

17. Can Neighborhood Investment Fund monies be used to reimburse costs already incurred, such as engineering design costs?

Response: Per Section 1.7 of the Grant Announcement, eligible expenses must be incurred between March 3, 2021 and December 31, 2024. If a project is awarded funds and eligible costs occurred within this time period, then they would be allowable.

18. We have preliminary budgets and site plans in place, but the only work that could be completed in 2022 is leveling a building and site-prep. Would this qualify?

Response: Yes, as long as the applicant is attesting that the entire proposed project can be completed by December 31, 2024.

19. Is reimbursement allowed for costs incurred, including land acquisition, design cost, and other items related to this project?

Response: See the answer to question 18.

20. Can you submit a project that spans multiple sites (for example, an outdoor recreation corridor with improvements at several different sites/locations along the way)?

Response: Yes. Note that there will need to be one applicant for the project, regardless of the number of municipalities impacted.

21. Can a developer perform the work, construction, installation of projects and get paid back by the community? Or does the municipality have to perform the work?

Response: While a private entity can do the work and be reimbursed by the program through the municipality, the municipality needs to be the grant applicant.

22. A municipality is working with a developer that would construct affordable workforce housing in a qualified census tract on privately-owned land. Can the municipality reimburse the developer for a portion of their construction cost as a way to bridge the financial gap?

Response: Yes, please refer to section 3.3 of the Grant Announcement.

23. Are construction projects already in progress but experiencing increased costs due to COVID-19 eligible?

Response: Yes, however only costs incurred during the grant period will be reimbursable.

24. We are looking for grant funds to complete paving a 3.3-mile bicycle trail, which is part of a larger bike trail. I would like to know if this project is eligible for these grant funds based on COVID issues with 1) fundraising and action on the trail 2) increased construction costs to partially fund project.

Response: Local and tribal governments are eligible to apply for funding for proposed projects that respond to a negative impact of COVID-19. The proposed project will then be evaluated based on the criteria listed in section 3.3 of the grant announcement.

25. If our proposal was for renovating the current senior center to accommodate the current and future needs of the rapidly growing senior population, besides construction, can we include updating equipment such as HVAC, commercial kitchen, and furnishings for the building?

Response: Please refer to section 3.3 of the grant announcement. There is nothing prohibiting the inclusion of the above items in the grant budget for an otherwise eligible project.

26. The city I work with is looking for funding to expand their current fire station to include EMS facilities and to provide EMS training and healthcare safety training. Is this an eligible project?

Response: Please refer to section 3.3 of the grant announcement. In addition, please note that applicants must identify how the proposed project responds to a negative impact of COVID-19. For example, the potential applicant here would need to include in their application information about how COVID-19 caused or exacerbated issues with the current EMS services in the community or other community health needs such that expanding the facility in this way would be reasonably likely to respond to those issues.

27. We have a working committee that is trying to work with the community to build a hotel. Our last one burnt to the ground in 2019. Would any of these funds be available for that purpose?

Response: Please refer to section 3.3 of the grant announcement to determine if a project will score well against the evaluation criteria. In addition, see question 27 above related to demonstrating that the project responds to a negative COVID-19 impact.

28. Since the building we are looking to renovate into a community senior center is located next to the county fairgrounds property (owned by the county), would it be acceptable to include an ADA walking trail that would go from the community building through the fairgrounds?

Response: There is nothing prohibiting the inclusion of the above items in the grant budget for an otherwise eligible project.

29. Our Village put an addition onto the library for a new Village Hall and meeting room. Our former Village Hall was very small and did not allow for distancing for COVID precautions. The Village Board moved forward with our new addition and ground-breaking occurred in April of 2021 and we just recently moved into the building. The funding was made available by our local bank and funds saved for this purpose. Would this project qualify? It is also possible that we would upgrade software to allow for bills to be emailed and payments to be made online so that residents no longer would need to leave their homes. We currently do not have an option for residents to participate in meetings by Zoom or another virtual option.

Response: Per section 3.3 of the grant announcement, maintenance of existing or construction of new general purpose government buildings is not eligible.

30. We have a Neighborhood Revitalization Initiative where we partner with municipalities to repair, rehab, or build workforce housing in specific neighborhoods so wanted some clarity around this issue. I would imagine that the city will be able to pay commercial construction sub-contractors for construction related work. Could we be considered the construction sub-contractor and receive these funds through the cities that have applied for this grant? The funds would help pay for the construction materials and labor to do this work.

Response: Possibly, the organization would need to consult the specific municipality it intends to partner with as DOA does not dictate municipal contracting rules or policies.

31. If the property, in which a grant is being pursued for is not currently owned by the entity that would enter in the grant agreement - would that project be considered ineligible? Would an MOU or a letter from the current owner (showing intent to sell the property to the applicant in the event of an award) be a satisfactory alternative?

Response: This arrangement is not necessarily ineligible, but such a scenario would be evaluated under Section 3.3 question number 3 of the grant announcement is in regard to project timing. Applicants should provide proof that the proposed site is under contract (an option contract would suffice).

32. Can the municipalities we serve use this grant to cover software that helps them manage existing facilities and make those facilities safely accessible to rent? This would allow them to drive additional usage and revenue to cover facility costs and do so in a manner that promotes less in person registration. We have several municipality clients interested in non-contact reservation with built-in buffer time for sanitization and cleaning between rentals. The City of Madison is already using this as well as several others who could use the funds to promote accessibility to all.

Response: Additional information is needed to provide an answer to this question.

33. Can grant funds be used to provide financial assistance to an affordable housing development if we can substantiate a tie between such needs in the community and COVID?

Response: Yes, if the project is otherwise eligible under the criteria.

34. Are public infrastructure such as roads, utilities and housing units eligible for funding?

Response: Roads and utilities are not eligible as standalone projects, but housing units could be eligible. Roads and utilities could be eligible as a part of a larger redevelopment project.

35. Would a project to increase the size of the Village's sanitary lines to accommodate a proposed workforce housing development be eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

36. Would supporting a municipally owned recreational center be eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

37. Would housing rehabilitation grants within Qualified Census Tracts to low to moderate income persons be considered an eligible project?

Response: Yes, if the project is otherwise eligible under the criteria.

38. Are public library renovations eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

39. Is construction of a new public library an eligible project?

Response: Yes, if the project is otherwise eligible under the criteria.

40. Would a homeless shelter be eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

41. Are senior/community centers eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

42. Is senior housing eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

43. If the senior housing project is private non-profit, could we potentially fund infrastructure?

Response: Yes, if the project is otherwise eligible under the criteria.

44. Would a DPW (Public Works) facility be eligible?

Response: Not enough information to provide a response, however , general purpose government buildings are not eligible under this program.

45. Is site engineering for a redevelopment project an eligible expense?

Response: Yes, if the project is otherwise eligible under the criteria.

46. Would a need for a large amount of fill to bring in a downtown housing project be eligible?

Response: Fill is eligible if it is part of a larger, otherwise eligible, project.

47. Does a bike trail project qualify for program? Project has had few delays due to Covid. Delayed fundraising due to covid and increased construction costs too.

Response: Yes, if the project is otherwise eligible under the criteria.

48. Our city has a privately owned blighted property in our downtown corridor that will be condemned soon. Would tearing it down and developing it into an open area for the public be a qualified project?

Response: Yes if the project is otherwise eligible under the criteria.

49. Can funds be used for demolition of buildings and construction of new housing units in on a redevelopment site?

Response: Yes, if the project is otherwise eligible under the criteria.

50. Would municipal parks/sports complexes be eligible?

Response: Yes, if the project is otherwise eligible under the criteria.

51. Would facility/building furniture, fixtures, and equipment be eligible project expenses?

Response: Not enough information is provided for a response from the program. Furniture, fixtures and equipment for existing buildings is not eligible, but could be included as part of new construction projects.

52. Would an ambulance (to support the project) be an eligible project expense?

Response: Please review section 3.3 of the grant announcement regarding eligibility criteria.

53. Are there any specific Environmental Requirements?

Response: here are no specific environmental requirements associated with the grant funds. The National Environmental Policy Act does not apply to these grant funds, as specified in Treasury Guidance.

54. Is there any component to preserve permanent affordability?

Response: No, however, if it is a part of your project, please include it in the application.

Neighborhood Investment Fund Grant Program – General Questions

55. I would like to speak with someone about the Neighborhood Investment Fund Grant Program. Who should I contact?

Response: All programmatic inquiries should be sent to the program email: NeighborhoodInvestmentFundProgram@wisconsin.gov

56. Must a project be designed to only serve those who have disproportionate impact to COVID-19 or could public space development serve a broader segment of the community as well?

Response: Projects must respond to the negative impacts of COVID-19. Whether a particular proposed project will serve people in Qualified Census Tracts or a disproportionately impacted community is one aspect of how a project will be evaluated. See section 3.3. of the grant announcement for other evaluation criteria.

57. Will projects qualify if they are below $1 million dollars?

Response: No, the minimum award for projects is $1 million.

58. What is the maximum amount that can be requested?

Response: The maximum amount that can be requested per project is $15 million dollars.

59. Can a City submit two $500k projects to reach the $1 million threshold?

Response: No, each project should be a minimum of $1 million, additionally section 2.5 of the grant announcement requires that each project have a separate application.

60. Can two units of government (city and county) apply together for a project?

Response: Yes, however, there needs to be one lead applicant.

61. Is there a preference for organizations that partner together on a project?

Response: No, there are no preference points awarded for projects that have partnering entities.

62. Can an applicant submit applications for more than one project?

Response: Per Section 2.5 of the Grant Announcement, multiple applications from an applicant will be considered. Each project should have a separate application.

63. If a municipality is applying to construct a facility for use by more than one nonprofit and services, would this be considered one project or two (one for facility space used by each nonprofit)?

Response: If it is one building it would be considered one project.

64. Can a public/private partnership that combines construction by the City and construction by a private entity be combined into one grant application?

Response: If the proposed partnership is for a single eligible project, then yes.

65. Can a City ask for a million dollars for more than one project?

Response: Yes, a City can request funding for multiple projects.

66. Does the $15 million applicant maximum award apply to each unit of government separately (city versus county)?

Response: Yes.

67. Is the $15 million the cap for all applications or per organization? (i.e., different departments from a single organization submitting various applications.)

Response: Each municipality is limited to a total of $15 million dollars in applications.

68. Will a project that still needs to go out for bids still count as shovel ready if we are committed to start the project in 2022?

Response: Yes.

69. Is there a detailed description of what is required as part of the site plan?

Response: The site plan does not need to be a final, approved site plan that is the result of a formal process. It should include a description of the site or an illustrative map, including the location and dimensions of any proposed project in relation to existing structures and buildings, and if available any notable environmental features or significant utility or transportation infrastructure.

70. Is it necessary for the municipality to own the property it is developing?

Response: No, the municipality does not need to own the property being developed.

71. Are funds allowed to be passed through to non-profit partners, and if so, are they considered sub-grantees?

Response: Pass through funding to non-profit partners may be allowable if necessary for the project, applicants should clearly describe the proposed relationship between the applicant and possible non-profit partners. Applicants are responsible for monitoring of and reporting for partner organizations.

72. Can a municipality apply for funds on behalf of a non-profit organization (i.e., on behalf of a non-profit day care/after school/youth center) to construct a new building?

Response: Yes. See response to question #71 about pass through funding to non-profit partners.

73. If a city applies for grant dollars to fund capital expenditures for a childcare center, does the center have to be owned by the city or can it be a facility owned by a non-profit entity?

Response: The project can be owned by a non-profit entity.

74. Our local non-profit is working with our local municipality on creating a youth center. Can the city designate funds from this grant to a 501(c)3 to support a project that addresses the needs of residents living in communities disproportionately impacted by the pandemic?

Response: Please see the response to question #71.

75. If building of a homeless shelter is a community need and a non-profit is willing to undertake that venture, can the county plan for applying for the funding and covering the costs of the build but have the non-profit actually do the project management piece? Other ideas about how to make such a project work?

Response: Please see the response to question #71.

76. If the municipality is awarded the grant and is working with a non-profit to redevelop/build a site for the non-profit to occupy, can the non-profit contract with construction services for the project, i.e. selecting the contractors, building design provided the municipality agrees?

Response: Yes, if the municipality is in agreement.

77. Can counties also sponsor a nonprofit?

Response: Please see the response to question #71.

78. Can a municipality request funds with a plan to do an RFP at a later date?

Response: Yes, but projects need to be completed by December 31, 2024.

79. Will the review committee make a decision based on the total application? Or is there potential that applications will be partially approved?

Response: Please refer to section 3.5 of the grant announcement, DOA reserves the right to negotiate, limit or amend awards in accordance with objectives of the program and available funding.

80. What defines disproportionately impacted populations? Rent burdened? Homeless?

Response: Treasury has used Qualified Census Tracts as a mechanism to identify communities that have been disproportionately impacted by the pandemic. Other measures may include homelessness, rent burdened or historically low-income communities. There may be other scenarios, e.g., a tourism-dependent community, where COVID-19 had impacts disproportionate to the rest of the state or country. Applicants using measures other than Qualified Census Tracts should provide justification using quantitative metrics for the relevant neighborhood or community.

81. Will housing authorities be able to apply for these funds or does their local city or county municipality have to apply on their behalf and then turn the project over if awarded?

Response: Please see question #1.

82. How does this grant define a local unit of government? Are municipal non-Tribal units of government defined as one entity (i.e., a city or county), or are divisions within municipal governments eligible to submit applications (i.e., municipal housing divisions, city development, public health, etc.) as well?

Response: Yes, local governmental units are considered a single entity for the purposes of this grant.

83. Our City is going to be submitting an application; however, since the Housing Authority is a separate entity from the City, could you please confirm that we (the Housing Authority) can submit an application separate from the City's request? Is there a cap for the number of applications that an organization can submit?

Response: No. The applicant must be a Wisconsin municipality or Tribe.

84. Can ARPA funds be used from various funding mechanisms to complete the capital stack? In other words, can this grant be used and the municipality also use their ARPA funds to bring the project to fruition?

Response: ARPA funds allocated directly by Treasury to a municipality may be used by the applicant as match funding; however, funds from other state-sponsored ARPA programs cannot be used as match. Funds cannot be requested from this program to supplant funds already received from any other program.

85. Is this a reimbursement program?

Response: No, it is not a reimbursement program, however, project progress reports will need to be completed in order to receive the full award amount.

86. In the past, some State programs have required an authorizing resolution from the City Council or Village Board <u>prior</u> to applying for funds. Will we need to include a resolution authorizing us to apply to the Neighborhood Investment Fund Program at the time we submit an application? I recognize that, if awarded funds, we will need an authorizing resolution to accept funds and execute a grant agreement; however, we would have a little more time available to seek this approval.

Response: No, you do not need to include a resolution from the City Council or Village Board prior to applying to funds.

87. Will projects be scored more favorably if they identify match?

Response: Matching funds are not required, but section 7.0 of the grant announcement addresses how match dollars will impact the overall application.

88. Can city-received American Rescue Plan Act Fiscal Recovery Fund money can be used as a match to the State DOA Neighborhood Investment Fund Program, which is funded with state American Rescue Plan Act Fiscal Recovery Fund money?

Response: Yes, please see response to question #85.

89. Do you consider the developer's other sources of funds the match? Would non-binding term sheets or letters of interest from lenders be helpful in the scoring? Do all sources of funds need to have a term sheet/LOI at the time of the application in order to be awarded points?

Response: Developer funds can be used as a match. The program will not require a term sheet for the application.

90. Can a nonprofit's property be considered as matching funds if contributed to the project?

Response: Yes.

91. If a city wishes to build a new facility on land owned by a nonprofit, would the nonprofit need to gift the land to the city as a match?

Response: The municipality does not need to own the land.

92. Can land acquisition costs be used as matching funds?

Response: Yes.

93. Which monies are used first, the grant funds or the matching funds?

Response: Matching funds are not required for the grant program.

94. Can the donation of land for the project come from a non-municipal, non-profit partner agency, who would operate programs out of it? Could the value of this donated property count towards matching funds?

Response: Yes to both questions.

95. Would labor of city staff for installation of components be considered matching funds?

Response: Yes it could qualify as match for an eligible project.

96. Would the City have to own the property?

Response: The city would not have to own the property at the end of the project.

97. Can a municipality partner with a private childcare provider to expand daycare services in the community? In other words, can the private provider own the building with the municipality providing grant monies to underwrite a facility expansion?

Response: Please see section 3.3 of the grant announcement regarding project eligibility.

98. Within the awarding agreement, is there anything that requires special construction standards or special maintenance of the project?

Response: There are no special construction standards associated with the grant funds.

99. Do all funding sources need to be committed at the time of the application?

Response: Please provide as many sources of funding as the applicant can supply at the time of the application.

100. Are any construction related documents required beyond the site plan?

Response: No.

101. Per the scoring criteria, what documentation will be necessary to demonstrate the project will be “shovel ready”?

Response: Please see section 6 of the grant announcement, “shovel-ready” is specifically addressed in question 3.

102. The scoring criteria requires the applicant to identify that sufficient staffing is in place to deliver the project. Does the staffing include both the municipality administering the project as well as the organization completing the project? Or just one of those entities?

Response: Please see section 6 of the grant announcement, staffing is specifically addressed in question 4, both entities should be properly staffed

103. In regards to the Evaluation Criteria, Timing: What constitutes substantial completion, are we looking at Design prep or Construction Prep?

Response: Each project will be evaluated independently, applicants are encouraged to demonstrate that the project will begin and have significant progress in 2022 and be completed by December 31, 2024.

104. If awarded, when are the funds available and how will they be disbursed?

Response: The program plans to announce awards in January 2022 and make awards following execution of grant agreements. Details on disbursement of awards will be made available to awardees following announcement of awards.

105. Do you have a sense of how competitive this funding will be?

Response: Based on inquiries, we believe that the funding will be competitive.

106. What is the disbursement timeline?

Response: Please see the response to question #106.

107. How do grantees receive the funds?

Response: Please see section 9.3 of the grant announcement regarding grant agreements.

108. What does the grant agreement look like?

Response: Grant agreements for these funds are in development. Note that grantees will be required to agree to certain federal pass through terms required by Treasury.

109. If awarded the grant, what are the total obligations outlined in the grant agreement and for how long?

Response: Grant agreements for these funds are in development.

110. What are the reporting requirements? Specifically, what is required and how often?

Response: Reporting requirements for the program will be at a minimum bi-annually and will require financial and construction progress updates. Additional project-specific metrics may be required such as number of individuals served or number of affordable housing units preserved or developed.

111. How long do you require grantees to provide grant reports?

Response: Grant agreements are still in development.

Technical Assistance Grant Questions

112. Does the character count requirement include spaces?

Response: Yes, the character count requirement does include spaces.

113. At the bottom of the Project Budget and Matching Funds Form it says that "Documentation to verify that all matching funds have been secured must be submitted in the Grant Application" but during the webinar it was explicitly stated that no additional documentation should be uploaded with the grant application. Also, it was noted during the webinar that any information related to a project resulting in an increase to the tax base should be included in the budget, but there is no place to include that information; please clarify how we should supply that information.

Response: Tax base increase should be highlighted in an applicant's narrative responses.

114. Is the budget form provided?

Response: Yes, a link to the budget form is included on page 1 of the application instructions. The completed budget needs to be saved and uploaded to the application.

115. What if the grant applicant/preparer is different than the City's Authorized Signer?

Response: We highly recommend that the City's Authorized Signer complete the document since there is not a way to reassign the signatory. A convenience copy of the application can be accessed via the program's webpage so that questions can be looked it and typed out before the actual application is completed.

116. Does the responsible local official need to formally prepare and submit the application or can staff do the work with the approval of the local official.

Response: A staff person can prepare the application and have the local official submit it.

117. Would weblinks in the application to a project page be allowed/useful for the reviewers?

Response: The program anticipates a high number of applications for this program, therefore, applicants are instructed to provide required responses and documentation only.

118. How is back up documentation regarding the effects of COVID, such as a developer's letter indicating they couldn't go through with their project due to COVID, be uploaded to the application.

Response: Those kinds of documents are not necessary and should not be uploaded to the application, but they should be described in the narrative section.

119. How do we provide supporting documentation? Are we able to upload it as part of our application?

Response: Yes the application instructions provide directions on how to upload supporting documentation, that link is here: Neighborhood Investment Fund Application Instructions.pdf (wi.gov).

120. Can we submit letters of support from our elected officials? If so, how can we submit these letters?

Response: Please only submit documentation listed in the application instructions.

121. Is Jana Steinmetz, Administrator of DOA Division of Enterprise Operations Grant Administration Team, the appropriate person to list on the Letters of Support from our partners?

Response: Yes.

122. Is the authorized signature a time-stamped autopen or an actual signature?

Response: There is an option to adopt several types of signatures, so applicants can choose to provide their own or have an autopen.

123. Is attachment B and C only one attachment combined into one form?

Response: Attachment B is the Project Budget Form, Attachment C will be the materials that an applicant submits for match funding supporting documentation. Please follow the application form instructions available here:
https://doa.wi.gov/DEO/Neighborhood%20Investment%20Fund%20Application%20Instructions.pdf

124. Section 2.15 does not allow me to type any information in the box. Am I unable to since we are not a QCT?

Response: Please try again, this issue has been addressed.

125. If there is a disk of the site, it is really a great visual, are we able to attach that? Or get that to the readers of the grant somehow.

Response: This additional information cannot be attached to the application. Please use the narrative section to describe the project.

126. When are the webinar slides from the 12th going to be available on the website?

Response: The webinar slides and recording are now available on the program website.

127. In Section 3.3 on page 6, it indicates a maximum score of 130 points; however, only 115 points are listed across the seven categories (25+25+20+10+15+5+15 = 115). Later, under 6.0 (Narrative), the document lists 105 points (25+25+30+10+15 = 105) plus the 20 points listed under 7.0 (Budget) for a total of 125. Could you please clarify what the actual scoring system will be?

Response: The total number of eligible points is 125. The numbers listed in section 6 and 7 of the grant announcement are correct. The program will re-issue the announcement with corrections to section 3.3 of the announcement to match the narrative and budget scoring in sections 6 and 7 of the grant announcement.

TRANSFER OF FUNDS/CHANGE OF PURPOSE REQUEST FORM

Requested: Deputy Chief Matt Barnes   Dept: Wausau Police Department   Date: 11/2/2021

Reviewed by Finance: Date:

Reviewed by Mayor: Date:

Transfer Explanation and Justification:

Evidence freezer broke and needed to be replaced. This transfer is to cover the cost of the new evidence freezer.

FROM / TO	ACCOUNT NUMBER	ACCOUNT NAME	$ AMOUNT
	TRANSFER OF FUNDS		
From	110 36091110	Patrol wages	-$4,295.00
From			
To	110 30092420	Other Machinery and Equipment	$4,295.00
To			

COMMENTS:

Fin. Committee Approval ☐ Denial ☐ Date:____________ Council Approval ☐ Denial ☐ Date:__________________

Submit three copies of form to Finance Department - Upon Council Action: 1 - Council File 2 - Department 3 - Finance Department