



OFFICIAL NOTICE AND AGENDA

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

JOINT MEETING: FINANCE COMMITTEE and HUMAN RESOURCES COMMITTEES

Date/Time: **Tuesday, November 22, 2022 at 5:00 PM**

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

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

HR Members: Becky McElhaney, Gary Gisselman, Dawn Herbst, Tom Kilian, Michael Martens

AGENDA ITEMS

Joint Finance & HR Item:

CLOSED SESSION pursuant to Section 19.85(1)(b) of the Wisconsin State statutes for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of considering the following: Discussion of committee recommendation regarding upcoming negotiations of City Employee Union contracts with:

Wausau Firefighters Association, Local 415 / Wausau Professional Police Association

(HR adjourns in closed session)

Finance Reconvenes in Open Session:

- 1 Minutes of the previous meeting(s): (11/09/22)
- 2 Discussion and possible action regarding ARPA funding requests and related budget modification
- 3 Discussion and possible action regarding establishing the 2022 Tax Equivalent for water utility
- 4 Discussion and possible action regarding Adoption of Purchase of Animal Impoundment Services Agreement for the impoundment, care, treatment and/or humane disposal of non-dog strays taken into custody by law enforcement or humane officers between the Humane Society of Marathon County, Inc. and the City of Wausau, from January 1, 2023 through December 31, 2023
- 5 Discussion and possible action regarding 2023 fee schedule adopted pursuant to Wausau Municipal Code 3.40.010(a)
- 6 Discussion and possible action regarding Approving of Intergovernmental Humane Officer Services Agreement between the City of Wausau and Everest Metropolitan Police Department from January 1, 2023 through December 31, 2023
- 7 Discussion and possible action regarding reclassification of the Payroll Coordinator to Accountant (Payroll)
- 8 Discussion and possible action regarding reclassification of Wastewater Plant Operations Supervisor

Adjourn

Lisa Rasmussen, Finance Chair

Becky McElhaney, HR Chair

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

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

This Notice was posted at City Hall and faxed to the Daily Herald newsroom 11/18/22 at 12:00 pm

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

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

JOINT FINANCE COMMITTEE and HUMAN RESOURCES COMMITTEE

Date and Time: Wednesday, November 9, 2022 @ 6:30 pm., Council Chambers

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

HR Members Present: Becky McElhaney, Michael Martens, Tom Kilian, Gary Gisselman, Dawn Herbst

Others Present: Maryanne Groat, Eric Lindman, Anne Jacobson, Anne Keenan, Ben Bliven, Liz Brodek, Kaitlyn Bernarde, Mary Goede, Solomon King, Dustin Kraege

Joint HR & Finance Items:

Discussion and possible action amending the Extended Retirement Notice Incentive

Anne Keenan stated this was a timing basically a timing issue. She explained the incentive was approved by HR Committee and the Finance Committee in June but was adopted by the Council in July. Between June and July there had been some retirement notices given, especially by union employees and now that we are in negotiations with the unions, we feel it would be fair to backdate the retirement notice to June.

Doug Diny questioned if there was a sunset to this incentive. Keenan indicated there was no sunset. Rasmussen commented the goal was primarily for succession planning and the ability to have time to train with the person retiring from the position.

Becky McElhaney pointed out succession planning is something HR Committee looks at all the time, not just in a tight job market. It takes a long time to recruit and hire, so if a short retirement notice is given a department may be short a person for an extended period.

Finance Committee

Motion by Watson, second by Diny to approve the amendment to the Extended Retirement Incentive. Motion carried 5-0.

HR Committee

Motion by Gisselman, second by Martens to approve the amendment to the Extended Retirement Incentive. Motion carried 5-0.

CLOSED SESSION pursuant to Section 19.85(1)(b) of the Wisconsin State statutes for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of considering the following: Discussion of committee recommendation regarding upcoming negotiations of City Employee Union contracts with: Wausau Firefighters Association, Local 415 / Wausau Professional Police Association

Motion by Watson, second by Lukens to convene the Finance Committee into Closed Session. Roll Call Vote: Ayes: Watson, Lukens, Martens, Diny, and Rasmussen. Motion carried unanimously.

Motion by Kilian, second by Herbst to convene the Human Resources Committee into Closed Session. Roll Call Vote: Ayes: Herbst, Martens, Kilian, Gisselman, and McElhaney. Motion carried unanimously.

HR adjourned in closed session.

Watson exited the meeting after Closed Session. FINANCE RECONVENED into Open Session.

Discussion and possible action approving sale of 110 S. 84th Avenue in the Business Campus to Wausau Coated Enterprises II, LLC (Fifrick)

Rasmussen indicated this is the piece that Wausau Coated wanted to purchase for expansion which is a parcel adjacent to their property. Liz Brodek commented it appeared to be a land locked parcel that nothing else could really be done with it. It would be for parking currently with the option of expanding the facility later.

Motion by Diny, second by Lukens to approve the sale. Motion carried 4-0.

Discussion and possible action regarding EMS Flex Grant Award and related budget modification

Rasmussen indicated Chief Barteck was unable to attend but his memo in the packet explains that much like the State ARPA grant the Police Department received; the Fire Department is set to receive this Flex Grant which is an

allocation of some of the State's ARPA funds. One of their intended uses was the early purchase of an ambulance on their replacement schedule.

Motion by Diny, second by Martens to approve the acceptance of the grant and related budget modification. Motion carried 4-0.

Discussion and possible action regarding the change of ARPA project classifications to "revenue replacement" to allow for greater flexibility and reduced compliance.

Maryanne Groat explained the committee previously authorized setting a \$10 million threshold of what we were going to consider as revenue loss. She indicated the federal government subsequently created quite a bit of relaxation of the rules for those things that are categorized as revenue loss. The city was successful in getting state ARPA dollars for two projects: \$1.5 million for the Community Partners Project (CPC) and Affordable Housing with Gorman on the west side. Community Development has been working with the state to get the contract for CPC signed and was successful towards the end of October. That project was part of the Neighborhood Investment Project, so they had targeted Negative Economic Impact. Recently the state wanted to submit a contract amendment because they were changing the classification of that grant from Negative Economic Impact to the Revenue Loss category. She explained one of the rules the federal government recently changed was if we give revenue replacement money to another entity, they are not considered a subrecipient of federal dollars because it is technically our money as revenue replacement and therefore, does not establish that subrecipient relationship. This eliminates a lot of the compliance requirements. She recommended they move as many of these projects into the Revenue Replacement category as possible.

Motion by Diny, second by Lukens to change ARPA project classifications to revenue replacement. Motion carried 4-0.

Discussion and possible action regarding budget modification for Hot Mix

Rasmussen indicated this was a transfer of \$10,000 from cold mix to hot mix.

Motion by Lukens, second by Martens to approve. Motion carried 4-0.

Budget Discussions and Actions regarding Recommending a 2023 Budget including setting the 2023 Fee Schedule

Groat stated it was discussed at a previous meeting that the tax equivalent for the water utility is a formula governed by the PSC and because the new plant is coming on, it has increased the tax equivalent. This is a payment made by the water utility to the city. In the 2022 budget the city would get just under \$1.6 million from the water utility. Groat's estimate for what is still owed for 2022 is just under \$2 million—\$400,000 more than the budget was relying on. The 2023 budget would be about \$2.1 million but she did not increase the 2023 budget from the 2022 budgeted amount. To give rate payers time to adjust to the rate increase, they could pass a resolution that would set aside what the utility owes in 2022 and set \$1.59 million for 2023, that would bring \$400,000 to water utility to help with new rates being contemplated.

Rasmussen asked if the committee would consider \$500,000 in the 2023 budget, and Groat create a resolution with the amount for 2022 that was included in the budget and remove the excess.

Diny asked if the water utility general fund has a shortfall in 2023. Groat confirmed the shortfall for 2022 and 2023. Rasmussen stated that the Council controls the sewer rate, the PSC controls the water rate. We are lifting off the financial obligations the utility is shouldering, forgiving the unforeseen revenue, the utility generated.

Groat stated the PSC determines what the rate increase is for the water utility. The city is submitting the rate study to the PSC next week after Council, because if you approve the 2023 capital grants out of ARPA, that will be included in projections. We will submit another rate study once pfas costs are known and could reconsider it year by year.

Rasmussen mentioned that the 2022 budget modification was not agendaized, so will hold for a future meeting. By consensus, agree \$500,000 forgiveness on the pilot for the 2023 budget.

Groat noted the draft budget was published in the newspaper per state statutes and that publication will be in the packet for the public hearing on November 15th.

Motion by Diny, second by Martens to approve the draft 2023 Budget and forward to Council. Motion carried 3-1.
(*Diny was the dissenting vote.*)

Adjourn

Motion by Diny, second by Lukens to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:03 pm.

DRAFT

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

Water Sewer and Broad Band Infrastructure

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

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



Project Title	4th St (McClellan St- Scott St) & 4th Ave (Bridge St - Knox St)		
Department	DPWU	Contact Name:	Eric Lindman
Priority 1-6 (low-high)	5		

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

Project Type (Check all that apply)

☒	Sewage Infrastructure	☐	Broadband Infrastructure
	Stormwater Infrastructure		Cybersecurity Investment
☒	Water Infrastructure		

PROJECT DESCRIPTION

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

2022 road reconstruction project. This is a complete road reconstruction project to include street, curb/gutter, sidewalk, storm sewer, water and sanitary sewer. The roadway and stormwater portions of the project are being funded through the CIP for 2022. Due to expenditure strains within the utility it is recommended the W&S portions of this project be funded with ARPA funds rather than through utility borrowing. This would help alleviate expenditure strains on the utility while the new rates are allowed to be put in place.

WATER, SEWAGE AND STORMWATER PROJECT- CHECK THOSE THAT APPLY

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

PROJECT OR PURCHASE JUSTIFICATION

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

The water and sanitary sewer are beyond their design life and need to be replaced to mitigate the high risk of failure. Failure of water and sanitary sewer infrastructure is expensive and creates public safety issues to residents due to lack of potable water or it may create sanitary sewer overflows.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

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

Failure of water and sanitary sewer infrastructure is expensive and creates public safety issues to residents due to loss of potable water and/or sanitary sewer overflows. Deferral of the replacement of water and sanitary sewer lines will cost more and would need to be done as an emergency versus a planned project.

RETURN ON INVESTMENT

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

Replacement of the water and sewer mains will mitigate the risks of broken water mains and sanitary sewer line failures. These repairs/replacement will also include, at a minimum, the replacement of the public side lead service line. Full replacement of these lines will also prevent the need for cutting into a newly constructed street to repair old water and sanitary sewer mains.

WATER, SEWER, STORMWATER AND BROADBAND INFRASTRUCTURE - FINANCIAL DETAIL									
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DPWU

ONE TIME EXPENSE	2022	2023	2023	2025	2026	Total
Planning /Design						-
LandAcquisition						-
Construction/Maintenance	834,232					834,232
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	\$ 834,232		-	\$ -	\$ -	\$834,232

FUNDING SOURCES

ARPA Funding	-
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Donations	-
User Fees	-
Debt Issuance	-
Other Grant Income	-
Other (Describe)	-
Total Sources	\$ - \$ - \$ - \$ - \$ - \$ -

Shortfall	\$ 834,232	-	\$ -	\$ -	\$834,232
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ONGOING NEW OPERATIONAL EXP	2022	2022	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES

ARPA Funding	-
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Donations	-
User Fees	-
Other Grant Income	-
Other (Describe)	-
Total Funding Sources	\$ - \$ - \$ - \$ - \$ - \$ -

Shortfall	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

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

These funds would be expended in 2022.

WATER, SEWER, STORMWATER AND BROADBAND INFRASTRUCTURE - CALENDAR
DPWU

[illegible]

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

Water Sewer and Broad Band Infrastructure

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

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



Project Title	Bugbee Ave (Burek Ave - Tierney Rd), Burek Ave (Campus Dr - Bugbee Ave) & Campus Dr (Cherry St to Burek Ave)		
Department	DPWU	Contact Name:	Eric Lindman
Priority 1-6 (low-high)	5		

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

Project Type (Check all that apply)

☒	Sewage Infrastructure	☐	Broadband Infrastructure
☐	Stormwater Infrastructure	☐	Cybersecurity Investment
☒	Water Infrastructure		

PROJECT DESCRIPTION

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

2022 road reconstruction project. This is a complete road reconstruction project to include street, curb/gutter, sidewalk, storm sewer, water and sanitary sewer. The roadway and stormwater portions of the project are being funded through the CIP for 2022. Due to expenditure strains within the utility it is recommended the W&S portions of this project be funded with ARPA funds rather than through utility borrowing. This would help alleviate expenditure strains on the utility while the new rates are allowed to be put in place.

WATER, SEWAGE AND STORMWATER PROJECT- CHECK THOSE THAT APPLY

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

PROJECT OR PURCHASE JUSTIFICATION

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

The water and sanitary sewer are beyond their design life and need to be replaced to mitigate the high risk of failure. Failure of water and sanitary sewer infrastructure is expensive and creates public safety issues to residents due to lack of potable water or it may create sanitary sewer overflows.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

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

Failure of water and sanitary sewer infrastructure is expensive and creates public safety issues to residents due to loss of potable water and/or sanitary sewer overflows. Deferral of the replacement of water and sanitary sewer lines will cost more and would need to be done as an emergency versus a planned project.

RETURN ON INVESTMENT

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

Replacement of the water and sewer mains will mitigate the risks of broken water mains and sanitary sewer line failures. These repairs/replacement will also include, at a minimum, the replacement of the public side lead service line. Full replacement of these lines will also prevent the need for cutting into a newly constructed street to repair old water and sanitary sewer mains.

WATER, SEWER, STORMWATER AND BROADBAND INFRASTRUCTURE - FINANCIAL DETAIL

DPWU

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design						-
LandAcquisition						-
Construction/Maintenance	963,935					963,935
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	- \$ 963,935		- \$	- \$	- \$	\$963,935

FUNDING SOURCES

ARPA Funding	-
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Donations	-
User Fees	-
Debt Issuance	-
Other Grant Income	-
Other (Describe)	-
Total Sources	\$ - \$ - \$ - \$ - \$ - \$ -

Shortfall	\$ 963,935	-	\$ -	\$ -	\$963,935
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ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES

ARPA Funding	-
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Donations	-
User Fees	-
Other Grant Income	-
Other (Describe)	-
Total Funding Sources	\$ - \$ - \$ - \$ - \$ - \$ -

Shortfall	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD

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

These funds would be expended in 2022.

WATER, SEWER, STORMWATER AND BROADBAND INFRASTRUCTURE - CALENDAR
DPWU

[illegible]

CITY OF WAUSAU

AMERICAN RESCUE PLAN - SLFRF APPLICATION

Water Sewer and Broad Band Infrastructure

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

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



Project Title	Torney Ave (Mcdonald St - Townline Rd)		
Department	DPWU	Contact Name:	Eric Lindman
Priority 1-6 (low-high)	5		

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

Project Type (Check all that apply)

☒	Sewage Infrastructure	☐	Broadband Infrastructure
	Stormwater Infrastructure		Cybersecurity Investment
☒	Water Infrastructure		

PROJECT DESCRIPTION

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

2022 road reconstruction project. This is a complete road reconstruction project to include street, curb/gutter, sidewalk, storm sewer, water and sanitary sewer. The roadway and stormwater portions of the project are being funded through the CIP for 2022. Due to expenditure strains within the utility it is recommended the W&S portions of this project be funded with ARPA funds rather than through utility borrowing. This would help alleviate expenditure strains on the utility while the new rates are allowed to be put in place.

WATER, SEWAGE AND STORMWATER PROJECT- CHECK THOSE THAT APPLY

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

PROJECT OR PURCHASE JUSTIFICATION

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

The water and sanitary sewer are beyond their design life and need to be replaced to mitigate the high risk of failure. Failure of water and sanitary sewer infrastructure is expensive and creates public safety issues to residents due to lack of potable water or it may create sanitary sewer overflows.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

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

Failure of water and sanitary sewer infrastructure is expensive and creates public safety issues to residents due to loss of potable water and/or sanitary sewer overflows. Deferral of the replacement of water and sanitary sewer lines will cost more and would need to be done as an emergency versus a planned project.

RETURN ON INVESTMENT

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

Replacement of the water and sewer mains will mitigate the risks of broken water mains and sanitary sewer line failures. These repairs/replacement will also include, at a minimum, the replacement of the public side lead service line. Full replacement of these lines will also prevent the need for cutting into a newly constructed street to repair old water and sanitary sewer mains.

WATER, SEWER, STORMWATER AND BROADBAND INFRASTRUCTURE - FINANCIAL DETAIL						
DPWU						
ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design						-
LandAcquisition						-
Construction/Maintenance	307,341					307,341
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	\$ 307,341		-	\$ -	\$ -	\$307,341
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shortfall	\$ 307,341	\$ -	\$ -	\$ -	\$ -	\$307,341
ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shortfall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD						
DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed						
These funds would be expended in 2022.						

WATER, SEWER, STORMWATER AND BROADBAND INFRASTRUCTURE - CALENDAR
DPWU

[illegible]

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

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

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



Project Title	Industrial Park Lift Station		
Department	DPWU	Contact Name:	Eric Lindman
Priority 1-6 (low-high)	5		

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

Project Type (Check all that apply)

☒	Sewage Infrastructure	☐	Broadband Infrastructure
☐	Stormwater Infrastructure	☐	Cybersecurity Investment
☐	Water Infrastructure		

PROJECT DESCRIPTION

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

Install access points along the industrial park force main to properly clean and maintain the line.

WATER, SEWAGE AND STORMWATER PROJECT- CHECK THOSE THAT APPLY

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

PROJECT OR PURCHASE JUSTIFICATION

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

Force main lines are inherent to build up of solids over time. When solids build up in the line the pumps do not function properly due to the restrictions in the line. These restrictions reduce the amount of sewage that can be pumped and creates more work for the pump and motor leading to premature failure. The access points installed with this project will allow the line to be properly cleaned on a regular schedule.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

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

Potential pump failure and sewage back up could occur if the force main line is not properly cleaned and maintained.

RETURN ON INVESTMENT

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

Properly maintained force mains allow for pumps to last longer and reduce maintenance.

DPWU

ONE TIME EXPENSE	2022	2023	2024	2025	2026	Total
Planning /Design						-
LandAcquisition						-
Construction/Maintenance	359,184					359,184
Equipment/Vehicle/Furnishings Purchase						-
Other(Describe)						-
Total Costs	\$ 359,184	\$ -	\$ -	\$ -	\$ -	\$ 359,184
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Debt Issuance						-
Other Grant Income						-
Other (Describe)						-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shortfall	\$ 359,184	\$ -	\$ -	\$ -	\$ -	\$ 359,184
ONGOING NEW OPERATIONAL EXP	2022	2023	2024	2025	2026	Total
Staff Costs						-
Contractual Services						-
Supplies/Materials						-
Maintenance						-
Other (Describe)						-
Total Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FUNDING SOURCES						
ARPA Funding						-
Donations						-
User Fees						-
Other Grant Income						-
Other (Describe)						-
Total Funding Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shortfall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IDENTIFY ONGOING FUNDING SOURCE FOR NEW OPERATIONAL EXPENSES AFTER THE ARPA GRANT PERIOD						
DESCRIBE EVENTS OR CIRCUMSTANCES THAT WOULD PREVENT COSTS FROM BEING OBLIGATED BY DECEMBER 31, 2024 AND EXPENDED BY DECEMBER 31, 2026 attach additional information if needed						

DPWU

[illegible]

CITY OF WAUSAU ARPA FUNDS EVALUATION CRITERIA							
CRITERIA	POSSIBLE SCORE						
	0 points	1-5 points	6-10 points	4th Street and 4th Ave Water and Sewer Improvements \$834,232	Bugbee Ave and Campus Drive Water and Sewer Improvements \$963,935	Torney Avenue Water and Sewer Improvements \$307,341	Industrial Park Sewer Lift Station \$359,184
ALIGN WITH PRIORITIES: How well does the proposal align with the community's funding priorities? Does it support a livable community, fiscally sustainable government, environmentally sustainable community, and an improved & equitable quality of life?	Project is inconsistent with community priorities and does not advance community service.	Project is partly consistent with priorities but does not significantly advance community service.	Project is directly related to the community priorities and community service.				
OTHER FUNDING SOURCES: Are there other federal/state ARPA alternative funding opportunities (such as the federal infrastructure bill) that could replace or supplement the request? Have these other funding sources been considered? Could the project/proposal be phased to accommodate other federal/state ARPA sources?	Alternative funding sources may be available but have not been explored, considered or leveraged.	Alternative funding sources may be available and will be leveraged if possible.	No alternate funding sources exist or alternative funding sources have already been leveraged to maximize the investment.				
TIMELINE : Can the proposal be implemented and completed within the ARPA program deadlines? Obligated by 12/31/2024 and expended by 12/31/2026	Project timeline is not well defined and does not clearly establish a work completion within the timeline. Project completion is near the end the ARPA requirements	Project timeline is lengthy but demonstrates that completion is within the ARPA requirements.	Project timeline clearly demonstrates that work will conclude within the short term (1 year or less).				
COST: While projects funded with ARPA should be impactful best practices indicate the funds should be spread over the qualifying period to enhance budgetary and financial stability. Does the proposal represent a reasonable allocation of resources relative to other community proposals?	Project exhausts all or the majority of funds immediately.	Project ARPA funding request is requires a significant ARPA allocation. However, the project provides for phases which allows for flexibility of unexpected City needs and priorities.	Project ARPA funding request is reasonable to the City overall ARPA allocation. The funding request allows the City to diversify the ARPA investments. Significant projects may be allocated in phases to provide future flexibility of unexpected needs and priorities.				
RESIDENT IMPACT: What portion of the community would benefit from this proposal?	Proposal fails to identify positive impact nor identifies populations benefitted	Proposal demonstrates a positive impact on a material portion of the population 25-75%	Project demonstrates a strong positive impact on a significant portion of the				
IMPACT ON FUTURE BUDGETS: Will this proposal require ongoing funding? Will it reduce or increase ongoing operating expenses? Will the project produce additional annual revenues?	Project creates a new funding dependency and future tax levy pressure.	Project would have a neutral impact on personnel or other operating costs or revenues. Project is budget neutral.	Project decreases future operating costs, increase operating revenues, decreases future debt				
COMPLEXITY AND READINESS: Is the project or proposal complex with multiple phases before implementation can begin? Does the project or proposal require outside approvals or oversight? Does a clear implementation plan exist? What complications could arise to prevent this project from achieving its intended goals?	Project is unable to proceed due to obstacles such as land acquisition, easements, designs and other approvals. Project is not shovel ready.	Minor obstacles, plans or details exist but should not impact a timely implementation.	Project is entirely ready to proceed. No obstacles exist.				
CENSUS TRACT ELIBILITY: Does the proposal/project fall within a census tract or benefit those vulnerable popuations and those disproportionately negatively impacted by COVID19?	This project/proposal is not located in a census tract and not designed to benefit those disporportionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is not located in a census tract but will benefit all citizens including those disporportionately negatively impacted by COVID as interpreted by ARPA regulations?	This project/proposal is located in a census tract or is considered to benefit those disporportionately negatively impacted by COVID as interpreted by ARPA regulations?				
IMPACT OF DEFERRAL: What is the impact of the deferral? Will costs go up? Will the City be out of compliance with mandates or regulations? Are there health and safety risks impacting residents that will remain unaddressed? Does this proposal improve the environmental quality of the city?	Deferral causes limited impact to service or disruptions.	Deferral will have limited impact on regulatory mandates, health and safety risks or environmental qualities.	Deferral will have a detrimental impact on regulatory mandates, health and safety risks or environmental qualities.				
PROJECT PRIORITY AND IMPACT: Regardless of any other scores, do you believe this project should be a priority? Do you believe that the project is transformational for the community? Do you believe that the project will make a big impact?	Low priority, impact, transformational power	Some priority, impact and transformational power	High priority, impact and transformational power				
			TOTAL	0	0	0	

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

RESOLUTION OF THE FINANCE COMMITTEE

Establishing the 2022 Property Tax Equivalent for Wausau Water Works Wausau Wisconsin

Committee Action:

Fiscal Impact: Approximately \$500,000

File Number:

Date Introduced: December 13, 2022

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes ☒ No ☐	
	<i>Included in Budget:</i>	Yes ☒ No ☐	<i>Budget Source: Wausau Water Works</i>
	<i>One-time Costs:</i>	Yes ☒ No ☐	<i>Amount: \$1,590,000</i>
	<i>Recurring Costs:</i>	Yes ☐ No ☒	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes ☒ No ☐	<i>Amount: Financed through user fees</i>
	<i>Grant Financed:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes ☐ No ☒	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes ☐ No ☒	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> ☐ <i>Debt</i> ☐ <i>Funds on Hand</i> ☐ <i>Interfund Loan</i> ☐		

RESOLUTION

WHEREAS, Wisconsin Statute Section 66.0811(2) provides that the income of a municipal public utility is to be used to make payments to meet operation, maintenance, depreciation, interest and debt service fund requirements, local and school tax equivalents, additions and improvements and other necessary disbursements or indebtedness; and

WHEREAS, Wisconsin Administrative Code, Section PSC 109.02, establishes a methodology for calculating the local tax equivalent a municipality is to pay to a municipality; and

WHEREAS, a municipality's governing body may adopt a resolution authorizing the collection of a lower tax equivalent payment than allowed under PSC 109.02, Wis. Administrative Code; and

WHEREAS, the City of Wausau Finance Committee recognizes the financial limitations of the Wausau Water Works water utility due to the new treatment plant and wishes to smooth the user rate structure; and

WHEREAS, your Finance Committee has developed a 2022 budget that establishes a tax equivalent revenue budget for the general fund in the amount of \$1,315,000 and wishes to establish the 2022 tax equivalent for the same; and

WHEREAS, for clarification, the flat tax equivalent of \$1,315,000 authorized in this resolution, is the tax equivalent reported to the Public Service commission for the year 2022; and

NOW THERE BE IT RESOLVED, by the Common Council of the City of Wausau that the tax equivalent payment from the water utility be set at \$1,315,000 for the year 2022; and

BE IT FURTHER RESOLVED, that future tax equivalent will revert to the methodology established by Wisconsin Administrative Code, Section PSC 109.2.

Approved:

Katie Rosenberg, Mayor



WAUSAU

*...as the standard of
excellence in policing*

Memorandum

From: Captain Melinda Pauls, Police Department

To: Finance Committee

Date: November 11, 2022

Re: Renewal of Animal Impoundment Services Agreement (Non-dog stray contract) with HSMC

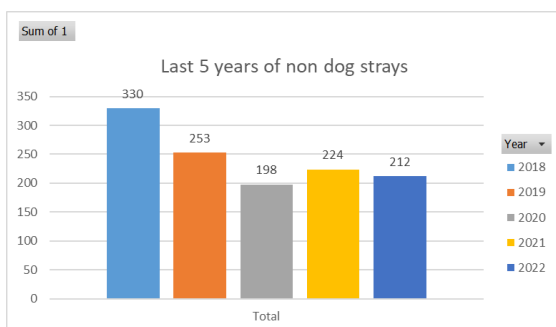
Purpose:

Requesting renewal of the one year Animal Impoundment Services Agreement with the Humane Society of Marathon County.

Background:

The City of Wausau has held an animal impoundment services agreement since 2014, with HSMC. The agreement has allowed us to impound, care, treat, and/or facilitate the humane disposal of non-dog strays for the city of Wausau.

The 2023 agreement is for 250 non-dog strays, remaining the same from the 2022 contract. A five-year average of city of Wausau non-dog stray numbers averaged 250. If less than 250 non-dog strays are brought in during the 2023 contract, a credit shall be given to the city of Wausau in the form of a carry over, applied to the following year.



Impact:

\$46,250 for the contract, for up to 250 non-dog strays (LESS 2021 Return to Owner credits of \$1270.00 and LESS 2021 animals received less than 250 of \$5180.00) for a NET contract amount of \$39,800 for 2023. For any non-dog stray brought in beyond 250, the flat fee shall be \$200 per non-dog stray. The contracted per animal rate is \$180 per non-dog stray.

Recommendation:

Department recommends approving the renewal of the one year contract.

PURCHASE OF ANIMAL IMPOUNDMENT SERVICES AGREEMENT

**BETWEEN
THE HUMANE SOCIETY OF MARATHON COUNTY, INC.
AND CITY OF WAUSAU**

Municipality Address: Mayor Katie Rosenberg
City of Wausau
407 Grant Street
Wausau WI 54403

Humane Society: Executive Director
7001 Packer Drive
Wausau WI 54401

THIS SERVICES AGREEMENT (the "Agreement"), is made and entered into, by and between the City of Wausau (the "MUNICIPALITY") and the Humane Society of Marathon County, Inc. ("HSMC"),

RECITALS

WHEREAS, MUNICIPALITY, desires to purchase services from HSMC (a not-for-profit corporation under the laws of the State of Wisconsin) for the impoundment, care, treatment and/or humane disposal of non-dog strays; and

WHEREAS, HSMC, is presently situated and capable to provide services to MUNICIPALITY for professional and ethical impoundment, animal shelter, care services, treatment and humane disposal of an animal; and

WHEREAS, at all times this Agreement shall be construed in a manner consistent with Wisconsin Statutes and pursuant to the terms of this Agreement; and

WHEREAS, HSMC maintains a principal place of business located at 7001 Packer Drive, Wausau, Wisconsin 54401, but periodically uses third party facilities to fulfill the services provided in this Agreement; and

WHEREAS, HSMC is a not-for-profit private corporation (a private entity) entering into an Agreement with a political subdivision as defined in Wis. Stat. §173.15(1) and acknowledges its obligations under Wis. Stat. §173.15(2) in relation to this Agreement; and

WHEREAS, MUNICIPALITY and HSMC desire that this Agreement is for the impoundment, care and treatment of non-dog strays for the Term of this Agreement.

NOW THEREFORE, in consideration of the above Recitals which are acknowledged to be true and correct and are incorporated into this Agreement and the promises and

agreements hereinafter contained and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged by each party to this Agreement, it is agreed by the MUNICIPALITY and HSMC as follows:

AGREEMENT

1.0 TYPE AND GEOGRAPHIC SCOPE OF SERVICES. HSMC agrees to provide the services detailed herein with respect to stray animals (EXCLUDING DOGS) in response to a request by MUNICIPALITY.

1.1 Stray Animals (EXCLUDING DOGS). HSMC will operate an impoundment facility to care for, and/or humanely dispose of non-dog strays as defined per this Agreement as well as keep accurate records thereof pursuant to the provisions of Wis. Stats. §173.15(2)(b) of all of the animals brought to HSMC under the terms of this Agreement.

1.2 Animals Held for Cause. This Agreement does not include impoundment services for animals taken into custody pursuant to §173.13, Wis. Stats., by law enforcement or humane officers of any political subdivision. Furthermore, this Agreement does not include impoundment services for animals withheld from their owner for cause by any political subdivision, pursuant to §173.21, Wis. Stats., et seq. MUNICIPALITY and HSMC agree that any such services to be performed on behalf of the MUNICIPALITY, shall be subject to a separate agreement.

1.3 HSMC will attempt to locate the owners of stray animals and if found, inform the owners of the cost of holding, care, and treatment of that owner's animal.

1.4 HSMC will obtain ownership of a stray animal if they are unclaimed within the statutory 7 days for eventual adoption or relocation. Disposition costs of an animal that was brought in as a stray shall be borne by the MUNICIPALITY pursuant to the terms of Compensation set forth herein at 2.0 and be included in the flat fee contract price.

1.5 This Agreement does not include impoundment services for stray dogs. Marathon County has entered into a separate one year agreement with HSMC for impoundment services for stray dogs.

2.0 COMPENSATION. MUNICIPALITY shall compensate HSMC for services detailed in this Agreement as follows:

CY 2023 - \$46,250 for the contract, for up to 250 non-dog strays **LESS** 2021 Return To Owner credits of \$1,270 and 2021 credit of \$5,180 for animals received less than 250 for a **NET contract amount of \$39,800 for 2023.**

For any non-dog stray brought in beyond 250, the flat fee shall be \$200 per non-dog stray. The fees include **any** non-dog stray brought in under MUNICIPALITY's "INTERGOVERNMENTAL HUMANE OFFICER SERVICES AGREEMENT BETWEEN THE CITY OF WAUSAU" entered into January 1, 2014.

2.1 The NET 2023 contract price of \$39,800 shall be due and paid in full on or before January 30, 2023.

2.2 HSMC will bill MUNICIPALITY for animals beyond 250 non-dog strays regardless of whether Wausau Police/Humane Officer delivers the animals to HSMC.

2.3 If less than 250 non-dog strays are brought in during the calendar year 2023 of this contract, a credit shall be given MUNICIPALITY for the difference between the amount due HSMC at \$185 per animal and the full amount paid under the contract, which shall be carried over and applied the following year to the MUNICIPALITY's obligation, in the event the parties renew this Agreement. If the parties do not renew this Agreement by December 31, 2023 a refund, rather than a credit, shall be due MUNICIPALITY on the same terms, payable by February 16, 2024.

2.4 HSMC will credit MUNICIPALITY for any non-dog stray brought in under the 2021 contract and which was "Returned to Owner" prior to the end of the statutory 7-day hold period. The credit will be calculated by HSMC based on days of care and disposition costs NOT incurred by HSMC for the holding of said animal. Additionally, if the Owner paid a reclaim fee to HSMC for the animal, that fee will also be credited to MUNICIPALITY.

In 2021, there were 45 cats and one chicken that qualified for a credit of \$1,270 in "Return To Owner" fees for WAUSAU. **THE TOTAL CREDIT TO BE APPLIED TO CY2023 FOR 2021 RETURN TO OWNER ANIMALS IS \$1,270.**

3.0 TERM OF AGREEMENT.

3.1 Term. Unless otherwise agreed in writing, the term of this Agreement shall be for one (1) years commencing January 1, 2023 through December 31, 2023. This Agreement can only be renewed by mutual agreement of the two parties. The Agreement may also be terminated subject to termination provisions under Section 6.0.

4.0 DEFINITIONS. As used in this Agreement the following words shall have the meanings provided below:

4.1 Stray Non-Dog Animal: A non-dog animal whose owner or custodian is unknown or cannot be ascertained immediately with reasonable effort. A stray non-dog animal may be brought to HSMC only by the MUNICIPALITY's humane or law enforcement officers.

4.2 Surrender: Is any animal that has been voluntarily delivered to HSMC by its owner, handler or other person entitled to do so. Surrender animals are NOT within the scope of this Agreement.

4.3 Unclaimed: Any animal whose owner has failed to reclaim the animal within the statutory time frames under State laws.

4.4 Wild Animal: The definition of “wild animal” is to include all nature-born, non-domesticated, non-owned free animals of all and any species even if living in and around humans or other domesticated, exotic or livestock animal. Wild animals are NOT within the scope of this Agreement. “Wild animals” does not include feral cats.

5.0 EXECUTION AND PERFORMANCE OF SERVICES.

5.1 Cooperation. HSMC agrees to use reasonable methods in working with all MUNICIPAL departments, agencies, employees and officers. MUNICIPALITY agrees to use reasonable methods in working with HSMC in order to enable HSMC to perform the services described herein.

5.2 HSMC Personnel. HSMC agrees to secure, at its own expense, all personnel necessary to carry out its obligations under this Agreement. Such personnel shall not be employees of MUNICIPALITY. HSMC shall ensure that its personnel are instructed that they do not have any direct contractual relationship with MUNICIPALITY. MUNICIPALITY shall have no authority over any aspect of HSMC’s personnel practices and policies and shall not be liable for actions arising from such policies and practices.

5.3 Transportation of Animals. MUNICIPALITY is NOT purchasing transportation services to or from HSMC, and HSMC shall have no obligation to pick up or transport ANY animal covered by this Agreement.

5.4 Facility Access. HSMC will provide, or assure the availability of an appropriate facility that will provide admitting stray non-dog animals 24 hours a day, 7 days a week, that are delivered by humane and/or law enforcement officers employed by the City of Wausau.

5.5 Services for Animals. HSMC agrees to provide for the professional, humane and ethical impoundment, animal shelter, care services, and humane disposal of any animal within the scope of this Agreement.

5.6 Reclaiming Services. HSMC shall use reasonable attempts to identify, locate, and make contact with the animal’s owner in order to arrange for either the surrender or the return of the animal. Said efforts will be made within the statutory 7 day holding period. Notwithstanding the foregoing, the parties acknowledge that the owners of some stray non-dog animals are never known or even identified such that HSMC’s ability to find the owner is a legal impossibility.

5.7 Ethical and Humane Treatment. HSMC agrees it will use the best practices for care, housing, adoption or final disposition (euthanize, transfer or adoption) of all animals within the scope of this Agreement and in compliance with all federal, state and local laws.

5.8 Not an Exterminator. MUNICIPALITY agrees that HSMC does not provide services for any animal that would be best handled by a “pest” exterminator.

5.9 Disposition of Stray Non-Dog Animals. After the statutory waiting time, seven (7) days, the parties agree that HSMC will obtain exclusive possession of all strays covered by this Agreement. However, and at the HSMC's sole discretion, the HSMC may not desire to take possession of certain animals and shall have the legal right to terminate the animal and dispose of the animals remains.

5.10 Protocols. Both parties will mutually create and agree upon protocols to follow in order to accomplish the efficient execution of this Agreement with a minimum of confusion or disagreement.

5.11 Records. HSMC agrees to keep statistical records of all animals, including origin (jurisdiction), admittance, disposition, care, treatment, redemption records and those additional records as may be required under Wis. Stats. §173.15(2)(b). Such records shall be made available to MUNICIPALITY. Such records will be available for review, copying or inspection at HSMC by appointment with Executive Director or designee.

6.0 TERMINATION OF AGREEMENT.

6.1 Termination: No Cause. Either party may terminate this Agreement, for any reason, at any time upon 30 days written notice to the other party.

6.2 In the event this Agreement is terminated, HSMC shall reimburse the MUNICIPALITY for the Compensation paid by the MUNICIPALITY prescribed under Section 2.0 of this Agreement less either the amount of animals turned into HSMC by the MUNICIPALITY multiplied by \$185 or 1/12th for each month that the Agreement is in effect whichever is greater.

7.0 INSURANCE AND INDEMNIFICATION.

7.1 Insurance. In order to protect itself, MUNICIPALITY, its officers, boards commissions, agencies, employees and representatives under the indemnity provisions of this Agreement, HSMC shall obtain and at all times during the term of this Agreement keep in full force and effect comprehensive general liability insurance policies (as well as professional malpractice or errors and omissions coverage, if the services being provided are professional services) issued by a company or companies authorized to do business in the State of Wisconsin and licensed by the Wisconsin Insurance Department, with liability coverage provided for therein in the amounts of at least:

- Commercial General Liability - \$1,000,000.00 combined single limit.
- Workers Compensation Insurance as required by Wisconsin Statutes of all employees engaged in work.

7.2 Indemnification.

A. Immunity. The MUNICIPALITY is a governmental entity entitled to governmental immunity under law, including Wis. Stat. §893.80. Nothing contained herein

shall waive the rights and defenses to which the MUNICIPALITY may be entitled under law, including all of the immunities, limitations, and defenses under Wis. Stats. §893.80 or any subsequent amendments thereof.

B. Responsible for Own Actions. HSMC and MUNICIPALITY shall bear the risk of its own actions, as it does with its day-to-day operations.

C. Employee Claims. The employees of the parties hereto shall be covered by his or her employing entity for purposes of worker's compensation, under Ch. 102, Wisconsin Statutes, unemployment insurance, and benefits under Ch. 40 Wisconsin Statutes. Both parties waive subrogation rights each may have against the other party for claim payments under Ch. 102, Wisconsin Statutes.

D. HSMC shall indemnify, hold harmless and defend MUNICIPALITY, its boards, commissions, agencies, officers, employees and representatives against any and all liability, loss (including, but not limited to, property damage, bodily injury and loss of life), damages, costs or expenses which MUNICIPALITY, its officers, employees, agencies boards, commissions and representatives may sustain, incur or be required to pay by reason of HSMC furnishing the services or goods required to be provided under this Agreement, provided, however, that the provisions of this paragraph shall not apply to liabilities, losses, charges, costs, or expenses caused by or resulting from the willful or intentional acts or omissions of MUNICIPALITY, its agencies, boards, commissions, officers, employees or representatives. The obligations of HSMC and MUNICIPALITY under this paragraph shall survive the expiration or termination of this agreement.

8.0 NOTICE TO PUBLIC AND PRIVATE ON NONAFFILIATION. HSMC may employ at various times outside contractors or promoters to assist it with all types and levels of products or services. HSMC agrees that it shall inform all outside contractors, promoters, and the public that the HSMC is not a legal entity, agency or subdivision of MUNICIPALITY.

9.0 NOTICES.

9.1 Notices to the MUNICIPALITY. Except as more specifically provided by the terms of this Agreement, notice to the MUNICIPALITY shall be delivered via first class mail as follows:

Mayor Katie Rosenberg
City of Wausau
407 Grant Street
Wausau WI 54403

Kaitlyn Bernarde
City Clerk
407 Grant Street
Wausau WI 54403

9.2 Notices to HSMC. Except as more specifically provided by the terms of this Agreement, notice to HSMC shall be delivered via first class mail as follows:

Lisa Leitermann
Executive Director
Humane Society of Marathon Co.
7001 Packer Drive
Wausau WI 54401

Mary Tubbs
President of the Board of Directors
Humane Society of Marathon Co.
7001 Packer Drive
Wausau WI 54401

10.0 MISCELLANEOUS.

10.1 Integrated Agreement. This Agreement together with any all instruments, exhibits, schedules or addenda attached hereto sets forth the complete understanding of the parties relating to the matters which are the subject hereof and supersede any and all prior or contemporaneous written or oral agreements, understandings and representations relating thereto.

10.2 Modifications. This Agreement may only be modified in writing signed by the parties or any officers of such parties with authority to bind the party. No oral statements, representations, or course of conduct inconsistent with the provisions of this Agreement shall be effective or binding on any party regardless of any reliance thereon by the other.

10.3 Choice of Law and Venue. This Agreement shall be construed and enforced in accordance with the laws of the State of Wisconsin. In the event of any disagreement or controversy between the parties over this Agreement, the parties agree that the sole and exclusive venue for any legal proceedings related to it shall be in the Marathon County Circuit Court, State of Wisconsin.

10.4 Construction.

10.4.1 Construction against the Drafter. Provisions for which ambiguity is found shall not be construed against any party by virtue of that party having drafted or prepared the same.

10.4.2 Captions. Captions or any section or paragraph of this Agreement are for the convenience of reference only and shall not define or limit the scope of any provisions contained therein.

10.4.3 Severability. Whenever possible, each provision of this Agreement shall be interpreted in such a manner so as to be effective and valid under applicable law. However, if any provision is prohibited by or found to be invalid or unenforceable under applicable law or for any other reason or under particular circumstances the same shall not affect the validity or enforceability of such provision under any other circumstances or of the remaining provisions of the Agreement. Such provision shall be deemed automatically amended with the least changes necessary so as to be valid and enforceable and consistent with the intent of such provision as originally stated.

10.4.4 Tense. Use of the singular number shall include the plural and one gender shall include all others.

11.0 ASSIGNMENT. No party shall assign nor transfer any interest or obligation under this Agreement without the prior written consent of the other.

12.0 THIRD-PARTY BENEFICIARIES. This Agreement is intended to be an Agreement solely between the parties hereto and for their benefit only. No part of this Agreement shall be construed to add to, supplement, amend, abridge or appeal existing duties, rights, benefits or privileges of any third-party or parties, including, without limitation, employees of either party and any other municipality located within the geographic limits of the County.

13.0 EXECUTION IN COUNTERPARTS. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall constitute one and the same agreement.

14.0 REPRESENTATION OF COMPREHENSION OF DOCUMENT. In entering into this Agreement, the parties represent that they have relied upon the advice of their attorneys, who are the attorneys of their choice, concerning the legal consequences of this Agreement. They further agree that the terms of this Agreement have been completely read and explained to them and they are fully understood and voluntarily accepted.

15.0 WARRANTY OF CAPACITY TO EXECUTE.

15.1 I, Katie Rosenberg, in my capacity as MUNICIPALITY Mayor, and acting as the MUNICIPALITY Contract Administrator for the City of Wausau, and I, Kaitlyn Bernarde, City Clerk, warrant that we have the legal authority to execute this Agreement on behalf of the City of Wausau and to receive the consideration specified in it, and that neither we nor the City of Wausau sold, assigned, transferred, conveyed or otherwise disposed of any rights subject to this Agreement.

15.2 I, Lisa Leitermann, Executive Director, Humane Society of Marathon County, Inc., and I, Mary Tubbs, President of the Board of Directors of HSMC warrant that we have the legal authority to execute this Agreement of behalf of the HSMC and that neither they nor HSMC have sold, assigned, transferred, conveyed or otherwise disposed of any rights subject to this Agreement.

FOR HUMANE SOCIETY OF MARATHON COUNTY, INC.:

LISA LEITERMANN Executive Director, HSMC	Date
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MARY TUBBS President Board of Directors, HSMC	Date
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FOR MUNICIPALITY:

KATIE ROSENBERG Mayor, MUNICIPALITY Contract Administrator	Date
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KAITLYN A. BERNARDE City Clerk	Date
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TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: NOVEMBER 16, 2022

RE: 2023 FEE SCHEDULE

Attached is the proposed 2023 Fee Schedule. Departments have reviewed the fees and provided recommendations.

A few changes worth noting:

- Retail liquor licenses – Return to historic rate after several years of COVID discounts.
- The Inspection Department is proposing several rate changes.
- The City has not modified EMS rates for several years. Our billing provider developed a rate comparison and recommended 2023 rates.
- Increases throughout the park fee schedule.

The fees would be considered by the Common Council on December 13th and enacted for 2023.

RESOLUTION OF THE FINANCE COMMITTEE

Authorizing the modification of fees to the City of Wausau Fees and Licenses Schedule adopted pursuant to Wausau Municipal Code §3.40.010(a) (2022 Comprehensive Fee Schedule)

Committee Action: Approved

Fiscal Impact: The fiscal impact will depend on the amount of activity such as inspections permits

File Number: 22-1109

Date Introduced: December 13, 2022

RESOLUTION

WHEREAS, the City of Wausau has adopted a comprehensive Fees and License Schedule at W.M.C. §3.40.010; and

WHEREAS, the Finance Committee has reviewed proposed changes to the schedule for the 2023 budget as set forth in the attached Exhibit and incorporate these as part of the City of Wausau Fees and Licenses Schedule.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau, that the fees set forth in the attached Exhibit are hereby adopted and incorporated into the City of Wausau Fees and Licenses Schedule adopted pursuant to W.M.C. §3.40.010.

Approved:

Katie Rosenberg, Mayor

CITY OF WAUSAU				
2023				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
DEPARTMENT: AIRPORT				
T-hangars 1-10		2016	\$88.97	\$88.97
T-hangars 12-15 & 17-19		2016	\$118.60	\$118.60
T-hangar 11, 16, 20		2016	\$133.44	\$133.44
T-hangars 21 & 30		2016	\$148.26	\$148.26
T-hangars 22-24 & 27-29		2016	\$129.75	\$129.75
T-hangars 25 & 26		2016	\$177.91	\$177.91
T-hangars 31 & 40		2016	\$155.57	\$155.57
T-hangars 32-34 & 37-39		2016	\$137.73	\$137.73
T-hangars 35 & 36		2016	\$188.79	\$188.79
DEPARTMENT: ASSESSMENT				
Open Records Request per page Black and White	Attorney General Opinion	2020	\$0.035	\$0.035
Open Records Request per page - Color	Attorney General Opinion	2020	\$0.0039	\$0.0039
Copies of Property Record Cards		2009	\$1.00	\$1.00
DEPARTMENT: ATTORNEYS				
DVD copies of traffic stops			\$5.00	\$5.00
DEPARTMENT: COMMUNITY DEVELOPMENT				
TID Application		unknown	\$1,000.00	\$1,000.00
Development Agreement Amendment		new	\$500.00	\$500.00
DEPARTMENT: ENGINEERING/PLANNING/GIS/PUBLIC WORKS				
SPECIAL ASSESSMENTS				
Street Improvement Projects		2016	\$42.00	\$55.00
Drive Approach			Actual cost	Actual cost
Sidewalk Replacement			25% of Actual Cost	25% of Actual Cost
Sewer			Actual cost	Actual cost
Water			Actual cost	Actual cost
New Sidewalk				50% of Actual Cost
PERMIT				
Drive Approach		2014	\$26.00	\$30.00
Street Privilege Permits		2014	\$75.00	\$75.00
STORMWATER PERMITS				
Permit applications with only construction site erosion control				
Less than 1 acre (per site)			\$40.00	\$40.00
Greater than 1 acre (per site)			\$40.00 + \$25 for each additional acre	\$40.00 + \$25 for each additional acre
Permit applications with a post-construction stormwater management plan				
Residential Subdivision Plats (per lot)			\$25.00	\$25.00
All other site (per site)			\$25.00 per lot	\$25.00 per lot
Note: No fees shall exceed \$500			\$150 per site + \$25 per acre > 1 acre	\$150 per site + \$25 per acre > 1 acre
PARKING				
McClellan Ramp 1 - 530 N 2nd Street				
Parking 7 days per week; 24 hours per day		2018	Permit: Monthly = \$38 Annual \$418	Permit: Monthly = \$38 Annual \$418
Hours of Operation 8AM-6PM Monday - Friday		2019		
Overnight Parking Allowed				

CITY OF WAUSAU					
2023					
COMPREHENSIVE FEE SCHEDULE					
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION			DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
JeffersonRamp 2 - 425 N 1st Street			2019		
Parking 7 days per week; 24 hours per day				Permit: Monthly Levels 3-6 = \$38 Annual \$418	Permit: Monthly Levels 3-6 = \$38 Annual \$418
Hours of Operation 8AM-6PM Monday - Friday				Permit Level 5: Monthly = \$15 Annual \$165	Permit Level 5: Monthly = \$15 Annual \$165
Overnight Parking Allowed				Permit Level 6: Monthly = \$5 Annual \$55	Permit Level 6: Monthly = \$5 Annual \$55
				0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration
				Additional hours = \$1.00	Additional hours = \$1.00
Ramp 3-Penneys Ramps 101 Washington Street			2009		
Parking 7 days per week; 24 hours per day				Permit: Monthly=\$38, Annual \$418	Permit: Monthly=\$38, Annual \$418
Hours of Operation 8AM-6PM Monday - Friday				0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration
Overnight Parking Allowed				Registration	Registration
				Additional hours = \$1.00	Additional hours = \$1.00
Ramp 4-Sears 400 Forest Street			2009		
Parking 7 days per week; 24 hours per day				Permit: Monthly=\$28, Annual \$308	Permit: Monthly=\$28, Annual \$308
Hours of Operation 8AM-6PM Monday - Friday				0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration
Overnight Parking Allowed				Registration	Registration
				Additional hours = \$1.00	Additional hours = \$1.00
3rd & Grant Street Lot 5			2019		
Parking 7 days per week; 6AM - 2:30AM				Permit: Monthly = \$33 Annual \$363	Permit: Monthly = \$33 Annual \$363
Hours of Operation 8AM-6PM Monday - Friday				0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration
				Additional hours = \$1.00	Additional hours = \$1.00
4th & Washington/3rd & McClellan Street - Lot 6			2019		
Parking 7 days per week; 6AM - 2:30AM				0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration
Hours of Operation 8AM-6PM Monday - Friday				Additional hours = \$1.00	Additional hours = \$1.00
Lower Library Lot 7			2019		
Parking 7 days per week; 6AM - 2:30AM				Permit: Monthly = \$38 Annual \$418	Permit: Monthly = \$38 Annual \$418
Hours of Operation 8AM-6PM Monday - Friday				0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration
				Additional hours = \$1.00	Additional hours = \$1.00
River Drive - Lot 8			2018		
Parking 7 days per week; 24 hours per day				Permit : Monthly = \$15 Annual \$165 Passenger cars and pickup trucks	Permit : Monthly = \$15 Annual \$165 Passenger cars and pickup trucks
Hours of Operation 8AM-6PM Monday - Friday				Permit : Monthly = \$40 Annual \$440 Campers, trailers and Recreational Vehicles	Permit : Monthly = \$40 Annual \$440 Campers, trailers and Recreational Vehicles
Overnight Parking Allowed					
Jefferson Street - Lot 9			2018		
Parking 7 days per week; 24 hours per day				Permit : Monthly = \$25 Annual \$275	Permit : Monthly = \$25 Annual \$275
Hours of Operation 8AM-6PM Monday - Friday			2019	0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration

CITY OF WAUSAU				
2023				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
Overnight Parking Allowed			Additional hours = \$1.00	Additional hours = \$1.00
McClellan Street - Lot 10				
Parking 7 days per week; 24 hours per day		2018	Monthly permit = \$18	Monthly permit = \$18
Permit Parking Only - 8AM-6PM Monday - Friday				
Overnight Parking Allowed				
3rd & McClellan Street - Lot 13				
Parking 7 days per week; 6AM - 2:30AM			0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration
Hours of Operation 8AM-6PM Monday - Friday			Additional hours = \$1.00	Additional hours = \$1.00
1st and Grant Street - Lot 14				
Parking 7 days per week; 6AM - 2:30AM		2018	Permit: Monthly = \$33 Annual \$363	Permit: Monthly = \$33 Annual \$363
Permit Parking Only - 8AM-6PM Monday - Friday				
Jefferson Street Inn/Federal Bldg. Lot 17				
Parking 7 days per week; 24 hours per day		2019	0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration
Hours of Operation 8AM-6PM Monday - Friday			Additional hours = \$1.00	Additional hours = \$1.00
Overnight Parking Allowed		2018		
First Wausau Tower - Lot 15				
Parking 7 days per week; 24 hours per day			Free evenings & weekends	Free evenings & weekends
Permit Parking Only - 8AM-6PM Monday - Friday				
Overnight Parking Allowed				
Penneys Forest Street Lot- Lot 18				
Parking 7 days per week; 6AM - 2:30AM			Permit: Monthly=\$38, Annual \$418	Permit: Monthly=\$38, Annual \$418
Hours of Operation 8AM-6PM Monday - Friday				
Scott Street Lot 20				
Parking 7 days per week; 6AM - 2:30AM		2019	Permit: Monthly = \$38 Annual \$418	Permit: Monthly = \$38 Annual \$418
Hours of Operation 8AM-6PM Monday - Friday			0-2 Hours = No charge with Plate Registration	0-2 Hours = No charge with Plate Registration
			Additional hours = \$1.00	Additional hours = \$1.00
All Day Value Pass - 15 Uses good for parking in Sears, Penneys and Jefferson Ramps and Lots 5,7,9,20			\$35.00	\$35.00
Contractor Downtown Street Parking Permit		2020	\$10.00 Daily Rate	\$10.00 Daily Rate
GIS MAP FEES				
Color Official City Map (36"x56")		2020	\$11.40	\$11.40
Color Annexation Map (36"x56")		2020	\$11.40	\$11.40
Color Zoning Map (36"x56")		2020	\$11.40	\$11.40
Color Aldermanic District Map (36"x56")		2020	\$11.40	\$11.40
Black and White Official City Map (36"x56")		2020	\$7.20	\$7.20
MISCELLANEOUS FEES & PERMITS				
Block Party Permit		2016	\$31.50	\$31.50
Weed Trimming (Private Residence) Minimum Charge		2016	\$108.12	\$108.12
Snow Removal (Private Residence) Minimum Charge		2016	\$94.44	\$94.44
Snow Removal (Downtown) per foot		2020	Actual Costs	Actual Costs

CITY OF WAUSAU				
2023				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
Yard Waste Permit for Contractors		2021	\$250.00	\$250.00
Steaming Private Laterals		2016	\$126.98	\$126.98
DEPARTMENT: FINANCE				
NSF Check Return Charge		11/09/2010	\$45.00	\$45.00
Photo Copies per page - color		01/29/2020	\$0.04	\$0.04
Photo Copies per page - black and white		01/29/2020	\$0.0039	\$0.0039
Open Records Request - CD		11/09/2010	\$15.00	\$15.00
Tax Exempt Biennial Report Fee		11/09/2010	\$50.00	\$50.00
Special Assessment Exam Fee		2016	\$75.00	\$75.00
Special Assessment Exam Fee - Rush Order		2016	\$82.00	\$82.00
Amended Applications		2016	\$10.50	\$10.50
PET/ANIMAL FEES	8.08			
Spayed/Neutered Dog or Cat		11/01/2013	\$20.00	\$20.00
Microchip Discount		2016	-\$8.00	-\$8.00
Not Spayed/Neutered Dog or Cat		11/01/2013	\$62.00	\$62.00
Dangerous Animal License		05/14/2007	\$200.00	\$200.00
Dangerous Animal License Issued after July 1			\$100.00	\$100.00
Annual Pet License Late Fee		2021	\$5.00	\$5.00
Pet Fancier Permit		2014	\$35.00	\$35.00
Chicken Permit Fee	8.08.012	07/18/2017	\$35.00	\$35.00
Honey Bee Permit		2014	\$20.00	\$20.00
Honey Bee Permit -Late Fee		2014	Double the permit fee	Double the permit fee
Sale of live poultry or farm raised game birds at a marketplace	8.080.010(d)	2016	\$25.00	\$25.00
ALCOHOLIC BEVERAGES/CIGARETTE LICENSES AND FEES				
Class A Beer Retailer		01/01/2004	\$350.00	\$350.00
Class A Liquor Retailer	125.51(2)(d)	01/01/2004	\$500.00	\$500.00
Class A Beer & Liquor Retailer		01/01/2004	\$850.00	\$850.00
Class B Beer Retailer	125.26(3)	01/01/2004	\$50.00	\$100.00
Class B Beer & Liquor Retailer	125.51(2)(D) & 125.26(3)	01/01/2004	\$100.00	\$600.00
Class B Beer & Class C Wine		01/01/2006	\$100.00	\$200.00
Class B Beer - Picnic	125.26(6)	01/01/1998	\$10.00	\$10.00
Class C Wine	125.51(3m)(e)	01/01/2006	\$50.00	\$100.00
Provisional Retail License	125.17(5)(c)	01/01/1998	\$15.00	\$15.00
Reserve Class B Liquor Retailer License	125.51(3)(e)2	01/01/2004	\$10,000.00	\$10,000.00
Tavern Entertainment License		01/01/2004	\$250.00	\$250.00
Liquor Establishment Publication Fee - Group			\$30.00	\$30.00
Liquor Establishment Publication Fee - Single			\$65.00	\$65.00
Change of Agent/Officer Processing	125.06(2)(e)	01/01/1998	\$10.00	\$10.00
Alcohol Premise Transfer	(moving buildings)	01/01/1998	\$10.00	\$10.00

CITY OF WAUSAU				
2023				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
Alcohol Premise Amendment			\$150.00	\$150.00
Cigarette Sales	134.65(2)(a)	01/01/1998	\$100.00	\$100.00
Alcoholic Beverage/Cigarette Application Late Filing Fee			\$50.00	\$50.00
Bartender Fees				
1 Year Operator - New Applicant		01/01/2004	\$70.00	\$70.00
1 Year Operator - Restricted		01/01/2004	\$70.00	\$70.00
2 Year Operator - Renewal		01/01/2004	\$110.00	\$110.00
2 Year Operator - Restricted		01/01/2004	\$110.00	\$110.00
2 Year Operator - Lapsed (Within 2 licensing periods)		01/01/2004	\$125.00	\$125.00
Operator License Duplicate		01/01/2004	\$5.00	\$5.00
Temporary Operator -Event Bartender		01/01/1998	\$10.00	\$10.00
TRANSIENT MERCHANT LICENSES				
Direct Seller - Cash/Surety Bond		01/01/1998	\$0.00	\$0.00
Direct Seller Business Registration License 30 Days		01/01/1998	\$50.00	\$50.00
Direct Seller Business Registration License 60 Days		01/01/1998	\$100.00	\$100.00
Direct Seller Business Registration License 90 Days		01/01/1998	\$150.00	\$150.00
Direct Seller Business Registration License 120 Days		01/01/1998	\$200.00	\$200.00
Direct Seller- Employee Registration License 30 Days		05/22/2012	\$25.00	\$25.00
Direct Seller - Employee Registration License 60 Days		05/22/2012	\$50.00	\$50.00
Direct Seller - Employee Registration License 90 Days		05/22/2012	\$75.00	\$75.00
Direct Seller - Employee Registration License 120 Days		05/22/2012	\$100.00	\$100.00
SECOND HAND DEALERS				
Second Hand Dealer - Article		05/22/2012	\$225.00	\$225.00
Second Hand Dealer - Jewelry		05/22/2012	\$225.00	\$225.00
Second Hand Dealer Mall/Flea Market License/Yr.		05/22/2012	\$180.00	\$180.00
Second Hand Dealer Mall/Flea Market License/Day		05/22/2012	\$55.00	\$55.00
Pawn Brokers License		05/22/2012	\$225.00	\$225.00
Special Event Second Hand Dealer (mall or flea market)		05/22/2012	\$55.00	\$55.00
Flea Market License		05/22/2012	\$180.00	\$180.00
PUBLIC TRANSPORTATION				
Taxicab/Limo Transportation Companies		01/01/2004	\$200.00	\$200.00
Taxicab/Limo Operator License - New & Renewal		01/01/2004	\$50.00	\$50.00
Taxicab/Limo Operator License - Duplicate ID			\$10.00	\$10.00
Commerical Quadricycle Business License Fee		11/14/2017	\$200.00	\$200.00
Commerical Quadricycle Driver's License Fee		11/14/2017	\$50.00	\$50.00
ESCORT AND ESCORT SERVICES	5.19			
Escort License Application Fee		2014	\$500.00	\$500.00
Escort License Late Fee		2014	\$1,000.00	\$1,000.00
Escort License Registration Fee for Operators, Employees and Independent Contractors		2014	\$500.00	\$500.00
STREET VENDING				
Annual License		2013	\$100.00	\$100.00
Semi Annual License		2013	\$75.00	\$75.00

CITY OF WAUSAU				
2023				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
Special Youth Vending License	5.62.045	07/18/2017	\$15.00	\$15.00
MOBILE HOME LICENSE				
Mobile Home - per month	5.68.020/ 66.0435		\$10.00	\$10.00
Mobile Home Park (for each fifty spaces or fraction thereof within each mobile home park)	5.68.020/ 66.0435		\$100.00	\$100.00
PUBLIC AMUSEMENTS				
Public exhibitions (per performance)		01/01/2004	\$45.00	\$45.00
Public exhibitions (per year)		01/01/2004	\$200.00	\$200.00
Entertainment facility		09/22/2005	\$475.00	\$475.00
Entertainment facility operator		09/22/2005	\$45.00	\$45.00
Temporary entertainment facility		11/14/2004	\$50.00	\$50.00
Amusement device distributor		01/01/2004	\$250.00	\$250.00
Amusement devices (per unit)		01/01/2004	\$40.00	\$40.00
Coin-operated music machines (per unit)			\$40.00	\$40.00
Public dance hall		01/01/2004	\$35.00	\$35.00
Teen dance hall		01/01/2004	\$50.00	\$50.00
Private teen club		01/01/2004	\$50.00	\$50.00
Theater		01/01/2004	\$185.00	\$185.00
Adult-Oriented Establishments		01/01/2004	\$600.00	\$600.00
Amended Application		01/01/2015	\$250.00	\$250.00
Late Fee		01/01/2015	\$100.00	\$100.00
SIDEWALK CAFÉ				
Initial permit application per location without alcohol expansion		2013	\$45.00	\$45.00
Initial permit application per location with alcohol expansion		2013	\$80.00	\$80.00
Renewal per location without alcohol expansion		2013	\$20.00	\$20.00
Renewal per location with alcohol expansion		2013	\$40.00	\$40.00
SPECIAL EVENTS				
Category 1		01/01/2015	\$200.00	\$200.00
Category 2		01/01/2015	\$60.00	\$60.00
Category 3		01/01/2015	\$40.00	\$40.00
Multiple Day Event			125% of event rate	125% of event rate
Serial Day Event Rate			200% of the event rate	200% of the event rate
Late Filing Fee				
Category 1		01/01/2015	\$200.00	\$200.00
Category 1		01/01/2015	\$100.00	\$100.00
MISCELLANEOUS LICENSES AND PERMITS				
Christmas Tree Sales License		01/01/2004	\$25.00	\$25.00
Sidewalk Layers License			\$600.00	\$600.00
Horse-Drawn Carriage License		01/01/1998	\$25.00	\$25.00
Bituminous Concrete License		01/01/2004	\$60.00	\$60.00
Cement Contractors License		01/01/2004	\$90.00	\$90.00

CITY OF WAUSAU				
2023				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
Electrical Contractors License		01/01/2009	\$150.00	\$150.00
Garbage Haulers License		01/01/2004	\$125.00	\$125.00
Newsrack Permit	5.61.050	01/01/2004	\$40.00	\$40.00
Newsrack Inspection Fee	5.61.050		\$10.00	\$10.00
Hotel/Motel Permit	3.25.050		\$10.00	\$10.00
Hotel/Motel Permit Reinstatement Fee	3.25.050		\$10.00	\$10.00
DEPARTMENT: FIRE				
Variance w/no position statement		2007	\$35.00	\$35.00
Variance w/position statement/no site visit		2007	\$75.00	\$75.00
Variance w/o position statement/with a site visit		2007	\$125.00	\$125.00
Fireworks/Pyrotechnics Permits		2014	\$100.00	\$100.00
Fireworks/Pyrotechnics Standbys		2014	\$300.00	\$300.00
Tent Permit		2014	\$30.00	\$30.00
Controlled Burning Permit		2007	\$250.00	\$250.00
Wood Fired Apparatus inspections		2006	\$20.00	\$20.00
Recreational Burning Permit (5 years)		2014	\$30.00	\$30.00
False Alarms: First Two False Alarm Calls		2006	No Fee	No Fee
False Alarms: Third and Fourth False Alarms		2014	\$60.00	\$60.00
False Alarms: Fifth thru Eighth False Alarms		2006	\$400.00	\$400.00
False Alarms: Ninth and Subsequent Alarms		2006	\$800.00	\$800.00
General Request Standby Fees (Dedicated)		Never Done	\$500.00	\$500.00
General Request Standby Fees (On-Duty)		Never Done	\$100.00	\$100.00
Professional Sports Standby (Dedicated)		Never Done	\$500.00	\$500.00
Professional Sports Standby (On-Duty)		Never Done	\$100.00	\$100.00
School Event Standbys (On-Duty)		Never Done	\$50.00	\$50.00
School Event Standbys (Dedicated)		Never Done	\$500.00	\$500.00
Church Sponsored Event Inspections		Never Done	\$25.00	\$25.00
Church Sponsored Event Standbys (Dedicated)		Never Done	\$500.00	\$500.00
Church Sponsored Event Standbys (On-Duty)		Never Done	\$100.00	\$100.00
City Sponsored Events Standbys (Dedicated)		Never Done	\$500.00	\$500.00
City Sponsored Events Standbys (On-Duty)		Never Done	\$50.00	\$50.00
Private Events Standbys (Dedicated)		Never Done	\$500.00	\$500.00
Private Events Standbys (On-Duty)		Never Done	\$75.00	\$75.00
Large Special Events Standbys (Dedicated)		Never Done	\$500.00	\$500.00
Large Special Events Standbys (On-Duty)		Never Done	\$300.00	\$300.00
Confined Space Entry Standbys (Dedicated)		Never Done	\$500.00	\$500.00
Confined Space Entry Standbys (On-Duty)		2006	\$50.00	\$50.00
Other City Department Standbys (Dedicated)		Never Done	\$500.00	\$500.00
Ambulance Standby			\$106.00	\$106.00
Engine Standby			\$150.00	\$150.00
Tank Removal Permit Fee		2009	\$100.00	\$100.00
Tank Removal/Installation Fee				
Training classes		2014	\$50.00	\$50.00
Transport to Health Care Facility		2014	\$100.00	\$100.00

CITY OF WAUSAU				
2023				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
Transport Surcharge for Bariatric Patients		2014	\$50.00	\$50.00
Inspection Fees				
Initial Inspection Fee		2017	\$0.00	\$0.00
1 st Re-inspection		2017	\$0.00	\$0.00
2 nd Re-inspection		2017	\$30.00	\$30.00
3 rd Re-inspection		2017	\$60.00	\$60.00
4 th Re-inspection		2017	\$90.00	\$90.00
5 th Re-inspection		2017	\$120.00	\$120.00
6 th Re-inspection		2017	\$150.00	\$150.00
Additional Re-inspections		2017	\$150.00	\$150.00
EMS				
BLS Resident		2019	\$900.00	\$1,300.00
BLS - Non Resident		2019	\$1,050.00	\$1,300.00
ALS1 - Resident		2019	\$1,075.00	\$1,450.00
ALS1 - Nonresident		2019	\$1,225.00	\$1,450.00
ALS2 - Resident		2019	\$1,475.00	\$1,800.00
ALS2 - Nonresident		2019	\$1,625.00	\$1,800.00
SCT Resident		2019	\$1,475.00	\$1,800.00
SCT Nonresident		2019	\$1,625.00	\$1,800.00
Mileage - Resident		2011	\$20.00	\$23.00
Mileage - Nonresident		2011	\$20.00	\$23.00
BLS - On Scene Care -Resident		2011	\$300.00	\$500.00
BLS - On Scene Care - Nonresident		2011	\$375.00	\$500.00
ALS - On Scene Care		2019	\$425.00	\$1,100.00
ALS On Scene Care - Nonresident		2019	\$500.00	\$1,100.00
Lift Assist				
First two			\$0.00	\$0.00
Each additional assist over two			\$275.00	\$275.00
DEPARTMENT: PARKS/RECREATION/FORESTRY				
Boat Launch - Annual Sticker		01/01/2018	\$30.00	\$30.00
Boat Launch - Business Sticker		01/01/2014	\$50.00	\$50.00
Boat Launch - Daily Pass		01/01/2017	\$6.00	\$6.00
Boat Launch - Replacement Sticker		01/01/2015	\$10.00	\$10.00
Violation Notice		01/01/2018	\$50.00	\$50.00
Recreation and swim program participants are charged fees to cover a portion of the costs associated with the program. Youth programs are subsidized at a rate of 50%, while contracted recreation services, adult recreation and special events are set up to recover 100% of their expense including a 15% mark up for administrative costs associated with the program. Non-residents pay increased fees to participate in programs funded by resident tax payers. Concessions are set up to recover costs with a markup of 200% to 600% depending upon the item.				
Private Rentals - \$450 minimum (\$750-2 tows) <u>or</u> \$8.00 per youth (min 42" tall to 13 yrs.) and \$10.50 per adult whichever is greater. Hours of operation for Private Rentals - Tues., 6pm-9pm, Wed. or Thurs.-11:30am-2pm or 6-9pm, Fri.-11:30am-2pm, Sun.-6pm-9pm				
Tubing - Daily - Youth - Public		01/01/2019	\$7.50	\$8.00
Tubing - Daily - Youth 4 Admissions		01/01/2019	\$28.50	\$30.00
Tubing - Daily - Youth 8 Admissions		01/01/2019	\$55.50	\$58.00

CITY OF WAUSAU				
2023				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
Tubing - Daily - Youth 12 Admissions		01/01/2019	\$82.50	\$90.00
Tubing - Daily - Adult - Public		01/01/2019	\$10.00	\$11.00
Tubing - Daily - Adult 12 Admissions		01/01/2019	\$110.00	\$126.00
Tubing Private Rental - 1 Tow (Higher \$8 Youth and \$10.50 Adult Rates Apply)		01/01/2018	\$450.00	\$450.00
Tubing Private Rental - 2 Tows (Higher \$8 Youth and \$10.50 Adult Rates Apply)		01/01/2018	\$750.00	\$750.00
Swim Season Pass - Early Bird Rate (01/04/2023 - 4/15/2023)			10% discount	10% discount
Swim - Season Pass - Resident - Youth		01/01/2022	\$35.00	\$35.00
Swim - Season Pass - Resident - Adult		01/01/2022	\$50.00	\$50.00
Swim - Season Pass - Resident - Family (1st two members)		01/01/2022	\$50+(30% off each addtl)	\$50+(30% off each addtl)
Swim - Season Pass - NonResident - Youth		01/01/2022	\$45.00	\$45.00
Swim - Season Pass - NonResident - Adult		01/01/2022	\$65.00	\$65.00
Swim - Season Pass - NonResident - Family		01/01/2022	\$65+(30% off each addtl)	\$65+(30% off each addtl)
Swim - Agency Pass		01/01/2017	\$35.00	\$35.00
Swim - Agency Pass per visit Kaiser, Memorial & Schulenburg each person		01/01/2022	\$2.00	\$2.00
Fee to Replace Lost Pass (1st One is FREE)		01/01/2022	\$2.00	\$2.00
Swim-Daily Admittance-Youth(1-17)-1p-7:50p Kaiser, Memorial, Schulenburg		01/01/2022	\$4.00	\$4.00
Swim-Daily Admittance-Adult(18-59)-1p-7:50p Kaiser, Memorial, Schulenburg		01/01/2022	\$5.00	\$5.00
Swim-Daily Admittance-Senior(60+)-1p-7:50p Kaiser, Memorial, Schulenburg		01/01/2022	\$2.00	\$2.00
Swim-Daily Admittance (after 6pm)-Youth(1-17)-6p-7:50p Kaiser, Memorial, Schulenburg		01/01/2022	\$2.00	\$2.00
Swim-Daily Admittance-(after 6pm)Adult(18-59)-6p-7:50p Kaiser, Memorial, Schulenburg		01/01/2022	\$3.00	\$3.00
Swim-Daily Admittance-(after 6pm)Senior(60+)-6p-7:50p Kaiser, Memorial, Schulenburg		01/01/2015	\$1.00	\$1.00
Swim - Daily Admittance - Infants <1 - 1p-7:50p All pools			Free	Free
Swimming Pool Rental no Waterslides		01/01/2022	\$361.00	\$375.00
Swimming Pool Rental with Waterslides		01/01/2022	\$412.00	\$425.00
Parks - Non-Exclusive Use - NonCommrcl/day		01/01/2022	\$156.00	\$161.00
Parks - Non-Exclusive Use - Commercial/day		01/01/2022	\$320.00	\$330.00
Parks - Non-Exclusive Use - NonCommrcl 1/2 day		01/01/2022	\$104.00	\$107.00
Parks - Non-Exclusive Use - Commercial 1/2 day		01/01/2022	\$213.00	\$220.00
Parks - Oak Island Shelter - NonCommrcl/day		01/01/2022	\$166.00	\$171.00
Parks - Oak Island Shelter - Commercial/day		01/01/2022	\$346.00	\$356.00
Parks - PleasantView Shelter - NonComm/day		01/01/2022	\$111.00	\$114.00
Parks - PleasantView Shelter-Commercial/day		01/01/2022	\$224.00	\$231.00
Parks - Riverside Shelter-NonComm-1-200/day		01/01/2022	\$247.00	\$254.00
Parks - Riverside Shelter - Comm - 1-200 /day		01/01/2022	\$510.00	\$525.00
Parks - Riverside Shelter - NonComm - 201-300		01/01/2022	\$410.00	\$422.00
Parks - Riverside Shelter - Comm - 201-300/day		01/01/2022	\$850.00	\$876.00
Parks - Riverside Shelter - NonComm - 301-400		01/01/2022	\$580.00	\$597.00
Parks - Riverside Shelter - Comm - 301-400/day		01/01/2022	\$1,197.00	\$1,233.00
Parks - Riverside Shelter - Meeting		01/01/2022	\$55.00	\$57.00
Parks - Sylvan Hill Chalet - Non-Commercl/day		01/01/2022	\$247.00	\$254.00
Parks - Sylvan Hill Chalet - Commercial/day		01/01/2022	\$510.00	\$525.00
Parks - Sylvan Hill Chalet - Meeting 1-50/hr		01/01/2022	\$44.00	\$45.00
Parks - Sylvan Hill Chalet - Meeting 50+/hr		01/01/2022	\$55.00	\$57.00
Parks - Open Shelter Prior to 8am; 1 Hour minimum; cost per hour		01/01/2022	\$57.00	\$59.00
Athletic Park Baseball w/o admission / game		01/01/2022	\$195.00	\$195.00
Athletic Park Baseball with admission/game		01/01/2022	\$195.00	\$195.00
plus 10% of gross admission				

CITY OF WAUSAU				
2023				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
Athletic Park Field Lights / hour		01/01/2017	\$27.00	\$27.00
Athletic Park - Non-Baseball Activities		01/01/2016	Negotiable	Negotiable
Ball Diamonds - Organized Adult or Comm Use or High School		01/01/2022	\$34.00	\$34.00
Ball Diamonds - Organized Youth Use		01/01/2022	\$28.00	\$28.00
Sports Fields - Organized Adult or Comm Use or High School		01/01/2022	\$32.00	\$32.00
Sports Fields - Organized Youth or Comm Use or High School		01/01/2022	\$22.00	\$22.00
Sports Fields - Organized Youth Use Weekly Rate		09/08/2020	\$125/field/week	\$125/field/week
Additional time		01/01/2022	\$12/hour	\$12/hour
Pickleball/Tennis Courts - Public Use			Free	Free
Pickleball/Tennis Courts - Reserved Use - Non Comm			Free	Free
Pickleball/Tennis Courts - Commercial or Private Use /court/hr		01/01/2022	\$12.00	\$12.00
School Cross Country Running Races		01/01/2022	\$420	\$420
Event/Races - under 100 participants		01/01/2020	\$5.25/Participant	\$5.25/Participant
Event/Races - 100+ participants		01/01/2020	Negotiable	Negotiable
Event Fees - Snow Fence 50" Roll including stakes and ties		01/01/2020	\$12.00/roll	\$12.00/roll
Event Fees - Portable Stage		01/01/2020	\$200.00/each	\$200.00/each
Event Fees - Portable Stage Canopy		01/01/2020	\$100.00/each	\$100.00/each
Event Fees - Barricades		01/01/2020	\$7.00/each	\$7.00/each
Event Fees - Picnic Tables		01/01/2020	\$20.00/each	\$20.00/each
Event Fees - Manual Post Pounder		01/01/2020	\$35.00	\$35.00
Event Fees - Water Stand Pipes		01/01/2020	\$50.00/each	\$50.00/each
Event Fees - Backflow Preventers		01/01/2020	\$12.00/each	\$12.00/each
Event Fees - Bleacher Planks		01/01/2020	\$7.00/each	\$7.00/each
Event Fees - Portable Electrical Panels (Spider Box)		01/01/2020	\$165/panel/event	\$165/panel/event
Event Fees - Staff - Week Day		01/01/2020	\$45.00/hr/person	\$45.00/hr/person
Event Fees - Staff - Weekend and Evenings		01/01/2020	\$70.00/hr/person	\$70.00/hr/person
Concession/Merchandise Sales		01/01/2020	10% gross excluding taxes	10% gross excluding taxes
Key Security Deposit		01/01/2021	\$50.00	\$50.00
Facility Rental Deposit - Alcohol/Amplified Music		01/01/2019	\$200.00	\$200.00
Tent, Temporary Stucture, Etc Deposit		01/01/2019	\$200.00	\$200.00
Staff Time for Cleaning/repairs/etc.		01/01/2019	\$40/hour	\$40/hour
Key Replacement Fee		01/01/2021	\$50.00	\$50.00
Fire/Police Department Fees		01/01/2019	\$125 + Labor & Materials	\$125 + Labor & Materials
Misc		01/01/2019	Negotiable	Negotiable
Payment in Lieu of Tree Replacement		01/01/2022	\$375.00	\$400.00
Memorial Bench		01/01/2022	\$1,700.00	\$1,700.00
400 Block Rental Fees***				
Private Event Sponsored by a Private Group:				
Less than four hours per day		01/01/2015	\$200.00	\$210.00
Greater than four hours per day		01/01/2015	\$400.00	\$420.00
Admission Event:				
Less than four hours per day		01/01/2015	\$200.00	\$210.00
Greater than four hours per day		01/01/2015	\$400.00	\$420.00
Free Event Open to the Public				
Less than four hours per day		01/01/2015	\$75.00	\$79.00
Greater than four hours per day		01/01/2015	\$150.00	\$158.00
Sound and Lighting System Daily Rental		01/01/2015	\$165.00	\$165.00

CITY OF WAUSAU					
2023					
COMPREHENSIVE FEE SCHEDULE					
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION		STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
Rental fee includes daily setup and take down by City staff. Events requiring more than two hours of City staff time per day (as determined by the City) shall pay the hourly City staff fee for additional time beyond the initial 2 hours of staff time.					
Electrical System - Stage and Planter Pedestals			01/01/2015	\$35.00	\$35.00
Includes 8 planter receptacles and 2 stage receptacles. Each has 1-50 amp plug in and 2-20 amp circuits.					
Portable Electrical Panels (Spider Box)			01/01/2015	\$165.00	\$165.00
Each panel includes 6-20 amp and 1-30 amp 240v Circuits and set up and removal by City staff					
Deposit - Sound, Light and Electrical Panels - payable to City atleast 3 days prior to the event			01/01/2015	\$550.00	\$550.00
Equipment Rental					
Deposit - (Water Tank, trailer & Water stand pipes)			01/01/2015	\$75/unit	\$75/unit
Snow Fence 50' Roll including stakes and ties**			01/01/2015	\$12/roll	\$12/roll
Portable Stage**			01/01/2015	\$200/each	\$200/each
Portable Stage Canopy**			01/01/2015	\$100each	\$100each
Barricades**			01/01/2015	\$7/each	\$7/each
Picnic Tables**			01/01/2015	\$20/each	\$20/each
Manual Post Pounder			01/01/2015	\$35.00	\$35.00
Backflow Preventers			01/01/2015	\$12/each	\$12/each
Portable Bleachers			01/01/2015	\$130/each	\$130/each
Bleacher Planks			01/01/2015	\$7/each	\$7/each
** Set up, delivery and pick up of equipment are not included in the daily rental rates and will be charged per hourly rate based on actual time spent. Delivery and pickup needs to be scheduled at least two weeks in advance and will not always be available for all items					
Labor:					
Operations and Maintenance Staff Week day			01/01/2015	\$45/hr/person	\$45/hr/person
Weekend and Evenings			01/01/2015	\$70/hr/person	\$70/hr/person
Electrical Staff - Week day			01/01/2015	\$55/hr/person	\$55/hr/person
Weekend and Evenings			01/01/2015	\$70/hr/person	\$70/hr/person
*** Cancellation of Reservations - You may be entitled to a partial refund of your reservation fee if you notify the City in writing of your cancellation at least 2 weeks prior to the reserved date. The City will retain an administrative fee of the lesser of 25% or \$25 of the total fee paid. No refunds will be issued after the fact(ie. the event did not take place) or for late cancellations within 2 weeks of the reserved date.					
DEPARTMENT: POLICE					
Open Records					
Accident and incident reports black and white			01/29/2020	\$0.0039	\$0.0039
Accident and incident reports color		Attorney General Opinion	01/29/2020	\$0.0350	\$0.0350
Postage, use actual for large envelopes				Actual Cost	Actual Cost
In-house Records Checks				\$5.00	\$5.00
CD/DVD copies				\$5.00	\$5.00
Fingerprinting				\$30.00	\$30.00

CITY OF WAUSAU					
2023					
COMPREHENSIVE FEE SCHEDULE					
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION		STATUTE/ORDINANCE	DATE OF LAST INCREASE	2022 Rate	2023 Proposed Rate
False Alarms			2013		No charge
first 2 in rolling year				No charge	
3-4 alarms in rolling year				\$60.00	
5-8 alarms in rolling year				\$115.00	
9 & subsequent in rolling year				\$225.00	
Police Services per hour			01/01/2016	\$72.00	\$72.00

City of Wausau Building, Housing and Zoning Fee Schedule

2023
City of Wausau
City of Schofield

ONE- AND TWO-FAMILY:	2022 Fee	2023 Proposed Fee
Plan Review - New one- and two-family dwellings - Additions and alterations to one- and two-family dwellings (not including garages) 500 sq. ft. or less - Over 500 sq. ft. - New accessory buildings or additions thereto over 160 sq. ft.	\$.03/sq ft; \$65 minimum \$.03/sq ft; \$60 minimum \$.03/sq ft; \$30 minimum	\$.03/sq ft; \$80 minimum \$.03/sq ft; \$68 minimum \$.03/sq ft; \$35 minimum
Inspection Fees - New one- and two-family dwellings - New accessory buildings for one- and two-family dwellings 160 sq. ft. or less - Over 160 sq. ft. - Additions to one- and two-family dwellings - Alterations to one- and two-family dwellings - Siding, soffits, fascia, roofing, window replacement, and retaining walls over 4' in height - All other buildings, structures, alterations, repairs, where the square footage cannot be determined	\$.11/sq ft; \$205 minimum \$50 \$.11/sq ft; \$75 minimum \$.11/sq ft; \$75 minimum \$.11/sq ft; \$50 minimum \$50 \$10/\$1,000 valuation; \$50 minimum	\$.11/sq ft; \$229 minimum \$50 \$.11/sq ft; \$100 minimum \$.11/sq ft; \$100 minimum \$.11/sq ft; \$75 minimum \$55 \$10/\$1,000 valuation; \$55 minimum
Heating, Ventilating, and Air Conditioning - Heating—residential one- and two-family dwellings and accessory buildings (including duct work) - Air conditioning (permanent installation)	\$50/unit up to and including 150,000 BTU units; additional fee of \$6.00 per each 50,000 BTUs or fraction thereof \$50/unit	\$50/unit up to and including 150,000 BTU units; additional fee of \$6.00 per each 50,000 BTUs or fraction thereof \$50/unit
Certificates of Occupancy Per residential unit	\$25/unit	\$25/unit
*Projects outside the City of Wausau limits will be assessed a 10 percent surcharge for all fees		

City of Wausau Building, Housing and Zoning Fee Schedule

2023
City of Wausau
City of Schofield

ONE- AND TWO-FAMILY:	2022 Fee	2023 Proposed Fee
Special Fees - Land Use Permit (Zoning Certificate) \$26 \$30 - State of Wisconsin seal (when required) \$40 \$42 - Early Start — Footings/Foundation \$105 \$105 - Razing - One- and two-family dwellings \$70 \$75 - Accessory buildings ≤ 500 sq. ft. \$50 \$50 - Accessory buildings > 500 sq. ft. \$70 \$70 - Same day or Reinspection fee \$65 \$65 - Administrative fee (application not completed/additional review required) 10% of permit fee; \$30 minimum 10% of permit fee; \$30 minimum - Failure to obtain permit prior to commencement of work. Payment of any fee in this subsection, however, shall in no way relieve any person of the penalties that may be imposed for violation of this chapter. Triple fees Triple fees		
COMMERCIAL:	2022 Fee	
Plan Review - All categories \$0.10/sq ft; \$100 minimum \$0.10/sq ft; \$105 minimum - Separate submittals after initial approval (HVAC, trusses, etc.) \$100 \$100		
Inspection Fees - Residential and institutional \$.13/sq ft; \$95 minimum \$.13/sq ft; \$100 minimum - Offices and mercantile \$.11/sq ft; \$95 minimum \$.11/sq ft; \$100 minimum - Warehouses, factories and building shells \$.095/sq ft; \$95 minimum \$.095/sq ft; \$100 minimum - Reroofing; and all occupancies where the square footage cannot be determined \$10/\$1,000 valuation; \$95 minimum \$10/\$1,000 valuation; \$100 minimum		
Heating, Ventilating, and Air Conditioning - Heating (including duct work) - Kitchen Hood(s) - AHU	\$50/unit, up to and including 150,000 BTU units; additional fee of \$6.00 per each 50,000 BTUs or fraction thereof;	\$50/unit, up to and including 150,000 BTU units; additional fee of \$6.00 per each 50,000 BTUs or fraction thereof;
- Duct work only or alterations to existing duct work \$.02/sq ft; \$100 minimum - Air conditioning (permanent installation) \$50/unit		\$.03/sq ft; \$100 minimum \$50/unit
*Projects outside the City of Wausau limits will be assessed a 10 percent surcharge for all fees		

City of Wausau Building, Housing and Zoning Fee Schedule

2023

City of Wausau
City of Schofield

COMMERCIAL:	2022 Fee	2023 Proposed Fee
Certificates of Occupancy - Residential units - Other occupancies	\$16.50/unit \$38	
Special Fees - Land Use Permit (Zoning Certificate) - Early Start — Footings/Foundation; Structural Framing - Razing — commercial structures - Parking lot permits (15.52.020) - Same day or Reinspection fee - Failure to obtain permit prior to commencement of work. Payment of any fees in this subsection, however, shall in no way relieve any person of the penalties that may be imposed for violation of this chapter.	\$75 \$120 \$120 \$75 \$75 Triple fees	\$75 \$120 \$120 \$75 \$75 Triple fees
MISCELLANEOUS FEES:	2022 Fee	2023 Proposed Fee
Tourist Rooming House (VRBO, airBNB)	\$60	\$60
Application and Publication Fee for Building Advisory Board (Class 1 Notice) (15.04.080)	\$200	\$200
Application and Publication Fees (WMC Chapters 23.10.13, 23.10.31, 23.10.32) - Zoning Board of Appeals – Variances, Appeals - Plan Commission -- Amendments, Conditional Uses, UDD Petitions - Plan Commission (special meeting requested)	\$200 \$400 \$550	\$200 \$400 \$550
Central Business District (Downtown) Obstruction Permit	\$20	\$20
Drive Approach Permits (12.20.010)	\$26	\$30
Excavation Permits (12.40.010)	\$65	\$70
Fences	\$50	\$50
Home Occupation	\$20	\$20
Moving Buildings Over Public Ways (15.40.010) - Garages - Houses or other buildings	\$50 \$215	\$50 \$215
*Projects outside the City of Wausau limits will be assessed a 10 percent surcharge for all fees		

City of Wausau Building, Housing and Zoning Fee Schedule

2023
City of Wausau
City of Schofield

MISCELLANEOUS FEES (continued):	2022 Fee	2023 Proposed Fee
Parkland Dedication Fees: (WMC Chapter 21.16) - SR-2, SR-3, SR-5, and SR-7 Districts - DR-8, TF-10 and TF-12 Districts - MRL-12, MRM-20 and MRH-50 Districts - Planned and Unified Developments	\$400 /lot \$500 /lot \$200 /unit \$400 /single-family unit; \$500 /duplex unit; and \$200 /apartment unit	\$400 /lot \$500 /lot \$200 /unit \$400 /single-family unit; \$500 /duplex unit; and \$200 /apartment unit
Additional Residential Building Lots Created by Replat or Certified Survey	\$400 /additional lot	\$400 /additional lot
Plat Review Fees: (WMC Chapter 21) - Preliminary Plat Fee - Final Plat Fee	\$150 + \$25/lot \$100	\$150 + \$25/lot \$100 + \$10/lot \$100 + \$25/lot
Condominium Plat Fee		
Certified Survey Map Review	\$100	\$100
Extraterritorial Reviews	\$75	\$75
Portable Storage Containers (23.03.30)	\$55	\$55
Resubmittal Fee (for revised plans and requires new permits)	\$100 + plan review	\$100 + plan review
Signs (15.48.050) Where signs have two or more faces, the permit fee shall be computed on each face of such sign. Also, the charge is per sign. - Business signs - Advertising signs - Temporary signs (fee is per month)	\$1.10 per square foot of gross area; minimum fee \$40/sign \$1.30 per square foot of gross area; minimum fee \$60/sign \$1.10 per square foot of gross area; minimum fee \$40/sign	\$1.10 per square foot of gross area; minimum fee \$40/sign \$1.30 per square foot of gross area; minimum fee \$60/sign \$1.10 per square foot of gross area; minimum fee \$40/sign
Special Inspection Fees Community-based residential facilities, taverns, day care centers, massage establishments, inspection for new tenant/change of tenant for certificate of occupancy, etc.	\$155	\$160
Storm Water Management (WMC Chapter 15.56)	Established by Resolution	Established by Resolution
Street Privilege Permits (12.44.050)	\$75	\$75
Swimming Pools (19.32.020)	\$60	\$60
Zoning Verification Letters, Combine Parcel Requests, Building Code Compliance Letters, Address Change Requests, Other Forms Requiring Zoning Review, etc. - Residential - Commercial	\$35 \$65	\$39 \$70
*Projects outside the City of Wausau limits will be assessed a 10 percent surcharge for all fees		

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

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

City of Wausau Building, Housing and Zoning Fee Schedule

2023

City of Wausau
City of Schofield

HOUSING CODE (Title 16):	2022 Fee	2023 Proposed Fee
Reinspection Fee (16.04.025)	\$65	\$65
Rent Abatement Application Fee (for authorization of) [16.04.037 (d)]	\$25	\$25

RESIDENTIAL RENTAL REGISTRATION (16.04.030):	2022 Fee	2023 Proposed Fee
Rental Registration Fee (per building)	\$10	\$10
Residential rental license inspection fees:		
- First inspection - Second inspection	No charge No charge if violation corrected; \$65 if not corrected	No charge No charge if violation corrected; \$65 if not corrected
Missed inspection appointments/failure to allow access	\$35	\$35

***Projects outside the City of Wausau limits will be assessed a 10 percent surcharge for all fees**

Electrical Permit Fee Schedule

2022

City of Wausau
City of Schofield

RESIDENTIAL - ONE- AND TWO-FAMILY:	2022 Fee	2023 Proposed Fee
Inspection		
▪ New one- and two-family dwellings	\$.11/sq ft;	\$.11/sq ft;
▪ Additions and alterations to one- and two-family dwellings (including garages)	\$.14/sq ft;	\$.14/sq ft;
▪ Rewiring of existing one- and two-family dwellings	\$50 + \$3.35/circuit	\$65 \$3.35/circuit
▪ Attached or detached garages	\$.075/sq ft	\$.075/sq ft
▪ New service only for existing one- and two-family dwellings	\$60	\$65
COMMERCIAL, INDUSTRIAL, AND MULTI-FAMILY:	2022 Fee	2023 Proposed Fee
▪ New construction of apartments (three-family and over), row housing, and multi- family dwellings (or additions thereto)	\$.085/sq ft	\$.088 /sq ft
▪ New construction of local business, institutional, and office buildings (or additions thereto)	\$.095/sq ft	\$.098 /sq ft
▪ New construction of manufacturing and industrial buildings (or additions thereto)	\$.07/sq ft	\$.072 /sq ft
▪ New construction of warehouses (or additions thereto)	\$.06/sq ft	\$.062 /sq ft
▪ Electric sign wiring (any size)	\$90/sign	\$90/sign
▪ Service changes for industrial, commercial, and multi-family structures		
▪ 200 Amps, one meter	\$80	\$83
▪ 400 Amps, one meter	\$95	\$98
▪ 600 Amps, one meter	\$110	\$115
▪ 800 Amps, one meter	\$125	\$130
▪ 1,000 Amps and over, one meter	\$140	\$145
▪ Additional meters	\$10/each	\$11 /each
▪ Fire Alarm Systems (installations or additions/ modifications to existing)		
▪ Plan Review	\$50	\$55
▪ Inspection	\$.03/sq ft \$75 minimum	\$.03/sq ft \$75 minimum
▪ PV (Photovoltaic) Systems:		
▪ Residential	\$200	\$210
▪ Commercial (7½ KW or less)	\$200	\$225
▪ Commercial (more than 7½ KW)	\$300	\$330
▪ Lighting / Emergency Lighting:		
▪ Testing Fee	\$125	\$140
MISCELLANEOUS FEES:	2022 Fee	2023 Proposed Fee
▪ Special inspections other than those listed above	\$55	\$65
▪ Administrative fee (application not completed/additional review required)	10% of Permit Fee; \$30 minimum	10% of Permit Fee; \$30 minimum
▪ Minimum permit fee (one- and two-family)	\$60	\$65
▪ Minimum permit fee (commercial, industrial, and multi-family)	\$75	\$77.25
▪ Same day or Reinspection fee	\$75	\$77.25
▪ Failure to obtain permit prior to commencement of work; starting work without State approved plans	Triple fees	Triple fees
*Projects outside the City of Wausau limits will be assessed a 10 percent surcharge for all fees		

Plumbing Permit Fee Schedule

2023
City of Wausau
City of Schofield

CATEGORY	2022 Fee	2023 Proposed Fee
- New or reconstructed water service or private water main, from curb stop, two inches or less, each one hundred feet or fraction thereof; - For each additional inch in diameter.	\$50 \$10	\$51.50 \$10.30
New or reconstructed sanitary building sewer or private sewer main, from main, curb or lot line, any size, each one hundred feet or fraction thereof.	\$50	\$51.50
New or reconstructed building or area storm sewer extension from main, curb or lot line, any size, each one hundred feet or fraction thereof.	\$50	\$51.50
Catch Basin	\$10	\$10
Manhole	\$10	\$10
Retention / infiltration area (per 2,000 square feet)	\$25	\$25
For each fixture or fixture connection in a one- or two-family dwelling.	\$10	\$10.25
For each fixture or fixture connection in a commercial building.	\$10.50	\$10.75
New or reconstructed water distribution piping, any size, each one hundred feet or fraction thereof.	\$15	\$15
New or reconstructed building drain, soil waste, vent piping, or downspouts, any size, each one hundred feet or fraction thereof.	\$15	\$15
Water distribution and drain piping for manufacturing processes, each one hundred feet or fraction thereof.	\$15	\$15
Private sewage disposal system.	\$50	\$50
Clear water pit and pump	\$50	\$50
Swimming pool.	\$50	\$50
Private water well (five-year permit—issued by Wausau Water Works).	\$100	\$100
To abandon water or sewer systems when wrecking or moving a building.	\$50	\$50
To abandon a private well and/or septic system.	\$50	\$50
Administrative fee (application not completed/additional review required).	10% of permit fee; \$30 minimum	10% of permit fee; \$30 minimum
Minimum fee (for projects requiring one inspection).	\$60	\$61.75
Minimum fee (for projects requiring more than one inspection).	\$75	\$77.25
Same day or Reinspection fee.	\$75	\$77.25
Failure to obtain permit prior to commencement of work; starting work without State approved plans	Triple fees	Triple fees
(b) Fixtures, appliances and appurtenances shall include but not be limited to: water closets, wash basins, bathtubs, shower stalls, urinals, service sinks, sinks, dishwashers, garbage grinders, disposals, laundry tubs, floor drains, site drains, drinking fountains, bar connections, soda fountains, water-cooled refrigerators, ice cube machines, dental cuspidors, all type water heaters, water-cooled motor connections, all water conditioning units, sumps, drain tile receivers, footing or subsoil drain discharge points, inside roof drains, catch basins, yard drains, grease and oil separators, pumps and ejectors, water or waste connection to machines, water or waste connection to any appliance, buried lawn sprinklers, drink dispensers, swimming pools, water-cooled air conditioners and connections, mobile home connections, fire protection installation, private sewage disposal, water wells and injection equipment, CCC assembly.	Per Fixture \$10 Residential \$10.50 Commercial	Per Fixture \$10.25 Residential \$10.75 Commercial
Excavation Permits	\$65	\$67
Plan Review Fees (Commercial) per State Schedule (SBD-6154) Early Start Fee		\$80
*Projects outside the City of Wausau limits will be assessed a 10 percent surcharge for all fees		

Wausau Fire Department Rate Survey

Service	Marshfield Fire and Rescue	Chippewa Fire Protection District	City of Eau Claire Fire and Rescue	Rhineland Fire Department	Green Bay Metro Fire Department	Wausau Fire Department	Average	Recommended Rate
Description								
BLS - Resident	\$ 1,200	\$ 1,495	\$ 1,150	\$ 1,000	\$ 1,300	\$ 900	\$ 1,229	\$ 1,300
BLS - Non Resident	\$ 1,200	\$ 1,625	\$ 1,350	\$ 1,100	\$ 1,300	\$ 1,050	\$ 1,315	\$ 1,300
ALS - Resident	\$ 1,300	\$ 1,595	\$ 1,300	\$ 1,175	\$ 1,400	\$ 1,075	\$ 1,354	\$ 1,450
ALS - Non Resident	\$ 1,300	\$ 1,725	\$ 1,500	\$ 1,325	\$ 1,400	\$ 1,225	\$ 1,450	\$ 1,450
ALS2 - Resident	\$ 1,600	\$ 1,795	\$ 1,500	\$ 2,085	\$ 1,700	\$ 1,475	\$ 1,736	\$ 1,800
ALS2 - Non Resident	\$ 1,600	\$ 1,995	\$ 1,700	\$ 2,185	\$ 1,700	\$ 1,625	\$ 1,836	\$ 1,800
BLS On Scene Care - Resident	\$ 300	\$ 400	NC	\$ 425	\$ 600	\$ 300	\$ 431	\$ 500
BLS On Scene Care - Non Resident	\$ 300	\$ 400	NC	\$ 425	\$ 600	\$ 375	\$ 431	\$ 500
ALS On Scene Care - Resident	\$ 1,000	\$ 1,440	\$ 1,275	\$ 850	\$ 1,000	\$ 425	\$ 1,113	\$ 1,100
ALS On Scene Care - Non Resident	\$ 1,000	\$ 1,440	\$ 1,475	\$ 950	\$ 1,000	\$ 500	\$ 1,173	\$ 1,100
Mileage - Resident	\$ 21	\$ 27	\$ 20	\$ 18	\$ 22	\$ 20	\$ 22	\$ 23
Mileage - Non Resident	\$ 21	\$ 27	\$ 20	\$ 18	\$ 22	\$ 20	\$ 22	\$ 23

NC = Service does not have this charge

Recommendations include bundled prices



Authorization of Recommended Rates / Date

Printed Name / Title



WAUSAU

*...as the standard of
excellence in policing*

Memorandum

From: Lt. Melinda Pauls, Police Department

To: Finance Committee

Date: November 11, 2022

Re: Renewal of Intergovernmental Humane Officer Services Agreement with Everest Metropolitan Police Department

Purpose:

Requesting renewal of the one year Animal Intergovernmental Humane Officer Services Agreement between the City of Wausau and Everest Metropolitan Police Department.

Background:

The City of Wausau and Everest Metro Police Department have held an intergovernmental agreement since 2014. The agreement extends the Humane Officer's jurisdiction to areas covered by the Everest Metro Police Department and allows the Humane Officer to pick up stray dogs, impound animals or return them to the owner, and issue citations as appropriate. The Humane Officer may also investigate complaints of alleged violations of state statutes and local ordinances relating to animals and, in the course of the investigations, may execute inspection warrants pursuant to Wis. Stat. §66.0119. The agreement further enables duties, investigations, abatement and exercise of powers related to animals as set forth in Wis. Stat. §§ 173.07, 173.09, 173.10, 173.11, and 173.13.

Impact:

Everest Metro shall pay \$16,860 to the City for the services provided in this Agreement. The City agrees that all funds paid by Everest Metro pursuant to this Agreement will be used only to fulfill the terms of this Agreement.

Recommendation:

Department recommends approving the renewal of the one year contract.

**INTERGOVERNMENTAL HUMANE OFFICER
SERVICES AGREEMENT
BETWEEN THE CITY OF WAUSAU AND
EVEREST METROPOLITAN POLICE DEPARTMENT**

THIS AGREEMENT, entered into this 1st day of January, 2023, by and between the CITY OF WAUSAU, a municipal corporation of the State of Wisconsin, hereinafter referred to as "CITY" and the Everest Metropolitan Police Department, hereinafter referred to as "EVEREST METRO";

WHEREAS, the CITY has appointed a Humane Officer certified pursuant to Wis. Stat. §173.05, who provides animal control services pursuant to Wis. Stat. Ch. 173 including, but not limited to, vaccination of animals, reporting human exposure to rabies, quarantine and testing of biting animals, reduction of stray animal population, restraint of dangerous animals, protecting persons from the dangers associated with animals at large, inhumane treatment of animals, and other related services; and

WHEREAS, EVEREST METRO is responsible for enforcing local ordinances governing the regulation, licensing and impounding of certain animals within its territorial limits; and

WHEREAS, EVEREST METRO wishes to enter into an Agreement with the CITY for the providing of Humane Officer services as more fully hereinafter set forth; and

WHEREAS, CITY is agreeable to rendering such services on the terms and conditions as hereinafter enumerated; and

WHEREAS, the CITY and EVEREST METRO are authorized pursuant to Wis. Stat. §66.0301 to enter into this Agreement which proves a governmental function and/or service that each party is authorized to perform and in which the parties are mutually interested, such as police protection and public health and welfare.

NOW, THEREFORE, the parties hereto agree as follows:

1. **SCOPE OF ANIMAL SERVICES**. Subject to the provisions hereinafter contained in this Agreement, the CITY shall provide the following animal control services to EVEREST METRO:
 - a. Pick up stray dogs; impound animals or returning them to the owner; and issue citations as appropriate.
 - b. Investigate complaints of alleged violations of state statutes and local ordinances relating to animals and, in the course of the investigations, may execute inspection warrants pursuant to Wis. Stat. §66.0119.
 - c. Provide those duties, investigations, abatement and exercise those powers related to animals as set forth in Wis. Stat. §§173.07, 173.09, 173.10, 173.11, and 173.13.

2. STAFFING. Humane Officer hours shall be on average 40 hours per week which said schedule shall be flexible. However, the Humane Officer or his/her designee shall still respond to those calls for services in the times set forth on Exhibit A.
3. PRIORITIZATION. Upon receiving a telephone call or other communication from an EVEREST METRO police officer, or from a designated municipal staff member from the City of Schofield or Village of Weston, related to those duties set forth in ¶1. a-c. above, such matter will be handled on a priority basis. The CITY reserves the right to prioritize responses according to the attached animal response prioritization set forth on Exhibit A attached hereto and incorporated herein.
4. COMMENCEMENT, TERM, AND TERMINATION. The term of this Agreement shall commence on January 1, 2023 ("Commencement Date") and terminate on December 31, 2023 ("Termination Date").
5. COMPENSATION. EVEREST METRO shall pay \$16,860 to the CITY for the services provided in this Agreement. Payment will be due no later than July 5, 2023 to the Treasurer of the CITY. The CITY agrees that all funds paid by EVEREST METRO pursuant to this Agreement will be used only to fulfill the terms of this Agreement.
6. HOLD HARMLESS/INDEMNIFICATION & INSURANCE.
 - a. The CITY shall maintain insurance coverage to protect against claims, demands, actions and causes of action, arising from any act or omission of the Humane Officer, the CITY'S agents and employees in the execution of this Agreement. Certificates of insurance by a company authorized to transact business in the State of Wisconsin shall be supplied to EVEREST METRO with EVEREST METRO as an additional insured. All insurance coverage shall contain a 10-day advance notice of cancellation to EVEREST METRO. The CITY shall timely pay all insurance premiums. Limits of liability shall not be less than:

Worker's Compensation Statutory Coverage

General Liability Insurance Coverage:

Bodily Injury – Per Person	\$ 500,000
– Per Occurrence	\$ 1,000,000
Property Damage – Per Occurrence	\$ 250,000
Comprehensive Auto Liability Including Non-Ownership Coverage	
Per Person	\$ 100,000
Per Occurrence	\$ 300,000
Property Damage	
Per Occurrence	\$ 50,000

b. Liability for any damages or bodily injury, disability, and/or death of employees or any person or for damage to property caused in any way by the services of the CITY in this Agreement shall be assumed by the CITY which shall indemnify and hold harmless EVEREST METRO against all claims, actions, proceedings, damages, and liabilities, including reasonable attorney's fees, arising from or connected to the activities provided to EVEREST METRO, including but not limited to, any acts or omissions of the Humane Officer, the CITY's employees, agent, representatives, and any other person doing business with the Humane Officer.

7. EVEREST METRO shall fully cooperate with the Humane Officer including but not limited to the furnishing of any and all information in its possession about the ownership of a suspected rabid animal, including rabies vaccination certificates, any history of the animal or the name and address of any possible victims of an animal bite or injury.
8. ANIMAL TREATMENT FEES. All animal care, impoundment, treatment, or disposal shall be the sole responsibility and at the direction of EVEREST METRO.
9. ENFORCEMENT. All citations issued by the Humane Officer within the jurisdiction of EVEREST METRO shall be prosecuted in the Everest Metro Municipal Court at EVEREST METRO's sole expense. However all forfeitures collected therefrom will be retained by EVEREST METRO's municipalities. EVEREST METRO shall be responsible for the payment of legal services for the prosecution of offenses occurring in EVEREST METRO'S jurisdiction.
10. NOTICES. Any notice required or permitted by this Agreement shall be deemed effective when personally delivered in writing, or three (3) days after notice is deposited with the U.S. Postal Service, postage prepaid, certified, and return receipt requested, and addressed as follows:

CITY:	EVEREST METRO
City of Wausau	Attn: Chief of Police
Attn: City Clerk	5303 Mesker Street
407 Grant Street	Weston, WI 54476
Wausau, WI 54403	

11. ASSIGNMENT. The parties acknowledge that the services provided herein are unique. Accordingly, neither party may assign their rights or delegate the duties or obligations under this Agreement.
12. AMENDMENTS. This Agreement contains the entire Agreement of the parties and supersedes any prior agreements or understandings, whether oral or in writing, between them. This Agreement may not be changed or modified except by a written instrument in accordance with the provisions herein.

13. JURISDICTION. Personal jurisdiction and venue for any civil action commenced by either party arising out of this Agreement shall be deemed to be proper only if such action is commenced in the Circuit Court of Marathon County unless it is determined that such Court lacks jurisdiction. The parties expressly waive the right to bring such action in, or to remove such action to any other court whether state or federal, unless it is determined that the Circuit Court for Marathon County lacks jurisdiction. This Agreement shall be construed under the laws of the State of Wisconsin.
14. SEVERABILITY. If any part, term, or provision of this Agreement is held by a court of competent jurisdiction to be illegal, unenforceable, or void, such illegality or unenforceability shall not affect the validity of any other part, term or provision and the rights of the parties will be construed as if the invalid part, term or provision was never part of the Agreement.
15. IMMUNITY. Nothing contained in this Agreement constitutes a waiver of either party's sovereign immunity under applicable law.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the first date written above and by so signing this Agreement, certify that they have been duly and properly authorized by their respective boards and councils to make the commitments contained herein, intending them to be binding upon their respective entities and to execute this Agreement on their behalf.

CITY OF WAUSAU

EVEREST METRO POLICE DEPT.

Katie Rosenberg, Mayor

Clayton Schulz, Chief of Police

Kaitlyn A. Bernarde, City Clerk

Mark Maloney, Chairman – Everest Metro
Joint Finance Committee

EXHIBIT A

Call Type	Response Level (Immediate/Delayed)
Animal cruelty or neglect	Delayed--respond within 24 hours.
Domestic animal at-large	Immediate if in traffic or threat to any person(s) or property. Delayed- Response within eight (8) hours.
Found or unwanted animals to be picked up	Delayed-Train Officers to handle outside normal hours, if unavailable or specialized recover and transportation needs are required it may be necessary outside normal hours to call-in animal control staff.
Animal sanitation complaints	Delayed-Response within 24 hours
At-large animal that is sick, injured or in danger	Immediate
Aggressive animal	Immediate
Barking dogs	Delayed
Other animal noise complaints	Delayed
Animal attacks on other animals or people	Immediate
Deceased animals that pose no risk to safety	Delayed-Response within 24 hours.
Deceased animals that pose a risk to safety	Delayed-Response within 24 hours.
Other Calls not set forth herein.	Response shall be at the discretion of the Humane Officer.

Human Resource Committee Packet

November 14, 2022

Agenda Item
Discussion and Possible Action Reclassifying the Payroll Coordinator position in the Finance Department to Accountant (Payroll).
Background
The Finance Department has revised the Payroll Coordinator position to the Accountant (Payroll) job description, revising the responsibilities for this position. Attached, please find a copy of the updated responsibilities for this position. The current incumbent in the Payroll Coordinator position has taken on many responsibilities that were vacant when the Financial Systems Analyst employee retired. The position requested is a hybrid of the Payroll Coordinator and the Financial Systems Analyst position. With the implantation of Workday, the need has risen for the Payroll Coordinator to take on more responsibilities, thus justifying the reclassification and job description adjustment.
Fiscal Impact
Changing position from non-exempt to exempt also changing pay grade from 18 to pay grade 15.
Staff Recommendation
Approve the reclassification request, including a compensation adjustment for the incumbent.
Staff contact: Anne Keenan (715)261-6632



JOB DESCRIPTION

Accountant (Payroll)

Job Title:	Accountant (Payroll)	Reports To:	Assistant Finance Director
Department:	Finance	FLSA Status:	Exempt
Division:	Finance	EEO Code:	2-Professionals
Salary Grade:	15	Occupational Code:	
Employee Group:	General Employee	Training Category:	C-Professionals
Created:		Last Revision:	November 2022

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

Purpose of the Position

The purpose of this classification, under general direction, performs professional accounting work with emphasis in managing the automated and integrated payroll and time keeping systems and related filings and financial reports; formulating and evaluating personnel service budgets and special financial analysis and accounting. Employee will provide technical and specialized assistance to departments regarding accounting, payroll, and fiscal activities. Employee will follow complex accounting principles, contracts and regulations. Employee will develop and manage automated systems that comply with human resource contracts, laws, policies and procedures.

Essential Duties and Responsibilities

1. Manages and implements city-wide accounting functions specifically in the payroll, human resource and timekeeping areas.
2. Collaborates with and advises Human Resources with confidential matters as it pertains to payroll, union contract negotiations and budget preparation.
3. Advises department managers regarding accounting functions, financial reporting, contracts and agreements.
4. Develops solutions to work issues that improve processes and efficiencies.
5. Coordinates professional financial and accounting activities particularly in the areas of the City's payroll and timekeeping systems; including processing, reviewing, researching and analyzing financial data and transactions; specifically payroll and time keeping.
6. Establishes, implements, and maintains methods and procedures to assure all personnel actions are processed correctly and in a timely manner.
7. Advises and trains city department staff regarding the timekeeping systems and payroll entry.
8. Calculates partial pay, retroactive pay for late contract settlements, final termination checks, clothing allowance payments, etc.
9. Answers questions, addresses concerns, and provides information to employees and the public regarding City payroll and other related tax, retirement, and benefit components.
10. Performs professional accounting work including, preparing, maintaining, analyzing, verifying and reconciling , complex financial transactions, statements, records and reports, maintaining the accuracy of the City's financial records and general ledger; prepares financial and statistical reports, provides information to City staff regarding accounting practices and procedures; prepares year-end reports,

returns and schedules; trains and provides technical advice to departments and staff, and performs related work as required.

11. Prepares and remits a variety of regulatory returns, filings and related deposits including but not limited tax deposits, 941 monthly filings, W-2's, annual retirement reconciliations and monthly payments, other payroll related deductions and taxes.
12. Maintains and updates employee leave records and distributes related reports to departments on a regular basis.
13. Researches and analyzes regulatory updates and other information impacting the payroll system; implements required changes to system.
14. Aids independent auditors in their performance of annual audit.
15. Participates in the development of the City's annual budget; including but not limited to preparing payroll budgets for each department on an individual employee basis; prepare revenue and expense projections and analyze budget variances; provide support and assistance to individual departments on budget development; and prepare financial reports and correspondence as required.
16. Maintains effective cooperative relationships both internally and with external entities.
17. Assists in completing various accounting projects by conducting research, gathering information and
18. Statistics, performing reconciliations and generating reports.

Job Requirements

Bachelor's degree in Accounting with four to six years of experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities.

Technical Skills

MS Word and Excel -**Intermediate**

Financial Systems – **Intermediate**

Crystal Report Writing - **Proficient**

10 Key Calculator – **Proficient**

Performance Specifications

- Knowledge of professional standards including governmental accounting and financial reporting standards, generally accepted accounting principles and audit standards.
- Knowledge of internal financial control practices.
- Knowledge of applicable federal, state, and local laws, rules, and regulations and the ability to apply them to specific circumstances.
- Knowledge of Federal, State and local policies, procedures, laws and regulations as it pertains to employee pay, deductions and income.
- Knowledge of the State of Wisconsin Retirement system rules, regulations and processes.
- Ability to decide the time, place and sequence of operations within an organizational framework, as well as the ability to oversee their execution. Ability to analyze and categorize data and information using established criteria, in order to determine consequences and to identify and select alternatives.
- Ability to persuade and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.
- Ability to utilize a variety of advisory data and information such as union contracts and handbooks and regulatory documents.
- Ability to communicate orally and in writing with City Finance personnel, bankers, City residents/taxpayers, collection agency personnel, bond consultants, other City department personnel, attorneys, City Council members and auditors.

- Ability to calculate percentages, fractions, decimals, volumes, ratios, present values, and spatial relationships. Ability to interpret basic descriptive statistical reports.
- Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, directing and controlling.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable criteria.
- Ability to operate equipment and machinery with some requiring complex and rapid adjustments, such as computer keyboard, computer printer, calculator, and telephone and fax machine.

Work Environment

The employee must have the ability to work under safe and comfortable conditions where exposure to environmental factors is minimal and poses little to no risk of injury.

Acknowledgement

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

Signature of Department Director: _____ Date: _____

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

Printed Name: _____ Signature: _____ Date: _____

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

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

**JOINT RESOLUTION OF THE FINANCE AND HUMAN RESOURCES
COMMITTEES**

Resolution to Reclassify the Payroll Coordinator to Accountant (Payroll).

Committee Action:

Fiscal Impact: \$

File Number:

Date Introduced: November 22, 2022

FISCAL IMPACT SUMMARY

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

RESOLUTION

WHEREAS, the Finance Department currently has position authority for Payroll Coordinator; and

WHEREAS, the Finance Department has recently revised the responsibilities and job description of the Payroll Coordinator position to Accountant (Payroll) due to responsibilities with the implementation of Workday software; and

WHEREAS, the new decision-making responsibilities were evaluated according to the Decision Band Matrix used to classify the city's non-represented positions; and

WHEREAS, upon reevaluation, the position is recommended to be titled Accountant (Payroll) and placed in salary grade 15 (\$54,974 -\$82,430); and

WHEREAS, your Human Resources Department recommends the reclassification and adjusted job description position;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the Finance Department Payroll Coordinator position be reclassified to Accountant (Payroll).

Approved:

Katie Rosenberg, Mayor

Human Resource Committee Packet

November 14, 2022

Agenda Item
Discussion and Possible Action Reclassifying the Wastewater Plant Operations Supervisor Position.
Background
The current Wastewater Plant Operations Supervisor (salary grade 17 \$49,171-\$68,868) has given retirement notice. The Director of Public Works is proposing to reclassify the position and to expand the position to include responsibilities beyond the current incumbent. If expanded, the Wastewater Plant Operations Supervisor position would assume responsibility for preparing budgets, preparing RFP's, managing the bi-annual bio-solids land applications and WDNR approval applications along with the daily operations of the treatment facility. The Human Resources Department has evaluated the new responsibilities under the Decision Band Matrix and recommends the Wastewater Plant Operations Supervisor position be classified at salary grade 16 (\$53,601-\$75,004).
Fiscal Impact
Staff Recommendation
Approve the reclassification as recommended.
Staff contact: Anne Keenan (715-261-6632) and Eric Lindman (715-261-6745)



JOB DESCRIPTION

Wastewater Plant Operations Supervisor

Job Title:	Wastewater Plant Operations Supervisor	Reports To:	Wastewater Superintendent
Department:	Public Works & Utilities	FLSA Status:	Exempt
Division:	Wastewater Operations	EEO Code:	7-Skilled Craft
Salary Grade:	16	Occupational Code:	3211
Employee Group:	General Employee	Training Category:	E-Specialized
Created:		Last Revision:	November 2022

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

Purpose of the Position

The Wastewater Plant Supervisor manages schedules all work on the wastewater treatment plant and lift stations. This position supervises the wastewater treatment facility operations and maintenance staff.

Essential Duties and Responsibilities

1. Responsible for the daily operations and maintenance of the Wastewater Treatment Facility.
2. Supervise the plant operations and maintenance staff, prioritize work assignments, coordinate equipment for jobs, and review work performance.
3. Assists in employee hiring, training, performance evaluations, discipline; recommends personnel actions according to City policies and procedures.
4. Respond to emergency call-in as necessary; manage and direct work of the maintenance crew in emergency situations to mitigate damage and violations.
5. Responsible for the accuracy of the employee's time records, approves vacations and leaves under the City's policies.
6. Prepare short-term and long-term work plans. Establish work and project priorities, schedule and coordinate repairs/projects.
7. Assists the Superintendent with the organization and preparation of the annual and capital budgets.
8. Track maintenance costs and expenses; authorize expenditures within the approved budget.
9. Prepare RFP's for professional service work including specifications, scope of service, deliverables, cost, selection process, and evaluations.
10. Manage and schedule bi-annual bio-solids land application, obtain WDNR approvals for field applications.
11. Seek to identify problems with plant processes, determine a solution, and make adjustments to correct.
12. Review proposed changes to plant equipment with superintendent, consulting engineers, and contractors to assure the equipment will function as intended and is compatible with existing equipment and processes.

13. Review treatment plant and lift station design plans by private contractors and ensure policies and ordinances are followed. Comment and request plan changes as required.
14. Maintain work order system to document maintenance and repair activities.
15. Respond to public complaints, service requests, and inquiries regarding wastewater projects.
16. Monitor equipment, and safety equipment inventory. Determine equipment replacement needs, repairs, and maintain inventory of spare parts for critical equipment.
17. Maintain policies that ensures compliance with industry standards and OSHA safety policies and procedures.
18. May perform maintenance and repairs of lift station and wastewater plant equipment.
19. Troubleshoot and make adjustments to SCADA controls.
20. Review work completed by other mechanics or contractors to assure compliance with safety and operational standards.

Additional Duties and Responsibilities

1. Write S.O. P's/outlines for equipment operation and job task procedures
2. Participate in staff/employee and public meetings
3. Research and schedule demonstrations of specialized tools and equipment
4. Properly maintain safety equipment and schedule training as required for crew members
5. Repair gas detectors and ensure a safe work environment

Education and Experience Requirements

High school diploma or equivalent and four or more years of experience related to wastewater plant operations and maintenance. Working knowledge of wiring, electrical codes, and digital control systems.

Ability to obtain Wisconsin Wastewater Operator Certification for all subclasses as required for the wastewater plant and collection system within 3 years of hire.

Necessary Requirements: Possession of a valid State of Wisconsin Commercial Driver's license (CDL) class B with N endorsement within 1 year of hire.

Preferred Qualifications: Supervisory experience

Knowledge, Skills and Abilities

- Detailed knowledge of wastewater treatment operations and processes. Ability to adjust plant operations to optimize effluent quality, energy efficiency, and maintenance requirements.
- Ability to direct crews and maintain a safety culture.
- Working knowledge of mechanical equipment such as vehicles, engines, and pumps. Ability to diagnose and repair equipment.
- Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards. Ability to compare, count, differentiate, measure, and/or sort data, as well as assemble, copy, record, and transcribe data and information. Ability to classify, compute, and tabulate data.
- Ability to counsel, mediate, and provide first line supervision. Ability to persuade, convince, and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.

- Ability to utilize a wide variety of descriptive data and information, such as timecards, complaints, work requests, permits, blueprints, spreadsheets, work sheets, lists, purchase orders, maps, accident/incident forms, and general operating manuals.
- Ability to communicate effectively with City staff and personnel, residents, inspectors, vendor representatives and utility company personnel.
- Ability to add and subtract, multiply and divide, and calculate percentages, fractions, and decimals.
- Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, directing, and controlling.
- Ability to exercise the judgement, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.
- Ability to operate equipment and machinery requiring complex and rapid adjustments, such as motor vehicle, calculator, two-way radio, computer keyboard/terminal, copier, and fax machine.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as construction equipment operation.
- Ability to exert mildly heavy physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.
- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms, sounds, and odors associated with job-related objects, materials, and tasks.
- Computer proficiency to use programs such as Word, Excel, and SCADA interface. Knowledge of PLC programming.

Physical and Working Environment

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

Close mental and visual attention is continuously required. Moderate physical demands typically found in trades work with moderate exposure to workplace hazards. Requires regular lifting, bending, twisting, turning, and use of power equipment

Acknowledgement

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

Signature of Department Director: _____ Date: _____

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

Printed Name: _____ Signature: _____ Date: _____

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

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

JOINT RESOLUTION OF THE HUMAN RESOURCES AND FINANCE COMMITTEES

Authorize reclassification of Wastewater Plant Operations Supervisor.

Committee Action:

Fiscal Impact:

File Number:

Date Introduced: November 22, 2022

FISCAL IMPACT SUMMARY

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

RESOLUTION

WHEREAS, the City of Wausau Wastewater Department of the Utility is currently authorized for one (1) full time Wastewater Plant Operations Supervisor position classified in Salary Grade 17 (\$49,171 - \$68,868); and

WHEREAS, the current incumbent in the position has notified the City of her intent to retire and has retired; and

WHEREAS, the Superintendent and Director of Public Works have reviewed the position and added responsibility for preparing budges, preparing RFP's, managing the bi-annual bio-solids land applications and WDNR approval applications with daily operations of the treatment plant; and

WHEREAS, the Human Resources Department evaluated the Wastewater Plant Operations Supervisor position using the Decision Band Matrix and classified the position into salary grade 16 (\$53,601 – \$75,004); and

WHEREAS, your Human Resources Committees reviewed the position and support the reclassification request; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau to reclassify the Wastewater Plant Operations Supervisor position Salary grade 17, \$49,171 - \$68,868, to Salary grade 16 \$53,601 – \$75,004.

Approved:

Katie Rosenberg, Mayor