



## OFFICIAL NOTICE AND AGENDA

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

Notice is hereby given that the CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Meeting of the:

**CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE OF THE CITY OF WAUSAU**

Date/Time:

**Thursday, December 14, 2023 at 5:15 p.m.**

Location:

**City Hall (407 Grant Street, Wausau WI 54403) - COUNCIL CHAMBERS**

Members:

Lou Larson (C), Doug Diny, Gary Gisselman, Chad Henke, Lisa Rasmussen

### AGENDA ITEMS FOR CONSIDERATION

1. Presentation by Barrientos on Fleet Maintenance Facility.
2. CONSENT AGENDA (Any item can be removed from the Consent Agenda at the request of a Committee member.)
  - A. Approval of minutes of the October 12, 2023 meeting.
  - B. Action on Stormwater Maintenance Agreement with Wausau School District at 1200 West Wausau Avenue.
  - C. Action on Stormwater Maintenance Agreement with Green Bay Packaging Inc. at 6845 Packer Drive.
3. 2024 Street Reconstruction Projects: Discuss public hearing results and make recommendation.
4. Discussion and possible action on approving the WisDOT Transportation Alternatives Program (TAP) grant application to create a section of the Business Campus Trail system between 84th Avenue and Innovation Way.
5. Discussion and possible action on approving the WisDOT Transportation Alternatives Program (TAP) grant application to create a section of the Business Campus Trail system on 72nd Avenue between Stewart Avenue and Packer Drive.
6. Discussion and possible action on revised Winter Street Maintenance Policy.
7. Discussion and possible action on why the CISM committee has been excluded from its civic duties.
8. Update regarding Frontier installation of fiber throughout the City in 2024.

Adjournment

LOU LARSON - Committee Chair

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 [lori.wunsch@ci.wausau.wi.us](mailto:lori.wunsch@ci.wausau.wi.us) with "CISM public comment" in the subject line prior to the meeting start. All public comment, either by email or in person, if agendaized, 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 transmitted to the Daily Herald newsroom on 12/08/23 @ 1:45 p.m. Questions regarding this agenda may be directed to the Engineering Department at (715) 261-6740.

It is possible that members of and possibly a quorum of the Common Council and/or members of and possibly a quorum of other committees of the Common Council of the City of Wausau may be in attendance at this meeting to gather information. No action will be taken by any such groups at this meeting other than the committee specifically referred to in this notice.

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) 261-6622 or [ADAServices@ci.wausau.wi.us](mailto: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.

Distribution List: City Website, Media, Committee Members, Mayor, Council Members, Assessor, Attorney, City Clerk, Community Development, Engineering, Finance, Inspections, Park Dept., Planning, Public Works, County Planning, Police Department, Wausau School District, Becher Hoppe Associates, REI, Judy Bayba, Scholfeld Group, Clark Dietz, Inc., Brown and Caldwell.

## CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

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Date of Meeting: October 12, 2023, at 5:15 p.m. in the Council Chambers of City Hall.

Members Present: Lou Larson, Lisa Rasmussen, Gary Gisselman, Doug Diny, Chad Henke

Also Present: Allen Wesolowski, Tara Alfonso, Jill Kurtzhals, Andrew Lynch, Dustin Kraege, Solomon King, Lori Wunsch, Nathan Wincentsen – Riverside Land Surveying

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and received by the *Wausau Daily Herald* in the proper manner.

Noting the presence of a quorum, at approximately 5:15 p.m. Chair Larson called the meeting to order.

### **Approval of minutes of the September 14, 2023 meeting**

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Diny moved to approve the minutes of the previous meeting. Gisselman seconded and the motion carried 5-0.

### **Update on Fleet Maintenance Facility Design and proposed property purchase**

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This item was taken out of agenda order.

Larson asked for this to be on the agenda as a monthly item in case there were any updates. Rasmussen said from this committee's standpoint we are in a bit of a holding pattern waiting to hear an outcome from Finance. There has been some back and forth about the site acquisition, but all of that is taking place in closed session until we come to an agreement or not. Diny added that there was a counteroffer; the owner is analyzing that but has not gotten back to us yet.

Gisselman asked what role this committee has and felt the committee should be involved in the purchase. He believes this committee, in closed session, should make the decision to purchase or not to purchase with negotiations to happen afterwards. Rasmussen stated this committee did the vetting of a host of sites and picked the one that is now in negotiation. Staff was directed to begin design with the assumption that that site or a similarly sized one would be the plan. Staff was directed to start the back and forth, and the money part all happens in Finance. Finance is having closed session meetings about that acquisition. The setting of the parameters of how much they are willing to spend or not is happening in Finance. Eventually there will be a recommendation to either accept, counter, or move on. If they are at an impasse and that decision is move on, it will come back to CISM to consider different sites. If the negotiations are fruitful, CISM is basically done as they have picked a plan and have seen a preliminary design.

Gisselman said it was in closed session on September 12<sup>th</sup> and there was no reporting from that meeting. We really do not know where negotiations are at. Rasmussen explained there was a proposed price. Staff was directed to go back and propose a counter. There has not yet been a response to that. This will continue to happen in Finance until there is an agreement or not. Gisselman thought at one point the owners were amenable to selling and thought we were on a good path. He wondered where things were at. Rasmussen stated we are in real negotiations with actual numbers. There will be at least one more closed session at Finance before we know anything.

### **Discussion and possible action on Connecting Highway Recission and Connecting Highway Designation regarding the rerouting of STH 52 and Business Hwy 51 in the City of Wausau**

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Wesolowski explained this is through the DOT. There is a document to rescind existing highway designations. A map was provided showing the areas on 52 Parkway, Stewart Avenue, 1<sup>st</sup> Street, Forest Street that would be rescinded. The second document shows the areas that would become state highways. Bridge Street would now be designated as a highway from 6<sup>th</sup> Street to Highway 51. Business Highway 51 would use 1<sup>st</sup> and 3<sup>rd</sup> Avenues to Thomas Street, Thomas Street to Grand Avenue.

The DOT did a traffic study and found that the associated traffic changes were minimal. The DOT was also looking to complete an environmental document; however, they decided not to complete this as the project does not involve any construction. The DOT requested that the City hold a public comment meeting, which took place at the last CISM meeting. The meeting did not yield any comments. The DOT felt comfortable with drafting the recission and designation documents. The City would collect about \$33,000 less in connecting highway aids. At one time the DOT was asking the City to contribute to the cost of the sign changes. They are bidding out a major sign project for the corridor and have agreed to add new signs and take down existing signs related to this project. They had estimated that cost to be \$130,000 that the DOT is now willing to pay for with no contribution from the City.

Rasmussen said when a connecting highway designation is accepted, it comes with a stream of road aid dollars. When those roads need work or rebuild, we can expect there would be sharing or help from the State. Wesolowski explained that connecting highway designation means we still maintain them. We get connecting highway aids to plow, patch, etc. If it needs to be reconstructed, the DOT pays for the reconstruction. This leads Rasmussen to believe this is a fantastic deal as the new route contains two bridges that are not new. If it comes to the point where these bridges need work or replacement, having them designated as a connecting highway should help us. Wesolowski explained that the bridges are different. The City is the maintaining authority on all the bridges. Now the connecting highway goes across the Stewart Ave/Scott Street bridges. If those needed to be reconstructed, they would be reconstructed by the DOT under their program. With this proposed change, those bridges would revert to a local bridge program. The bridges would be replaced by the City under the local bridge program. The local bridge program is very well funded and usually has an excess of funds. From what we have been told by the DOT, the bridges would probably get replaced quicker under the local bridge aid program. The Bridge Street Bridge would still be owned by the City but would fall under the DOT's program to replace and under the local bridge aid program. The Thomas Street Bridge is owned by the DOT. Under these agreements, the DOT has a commitment to rebuild the Thomas Street Bridge once and then turn it over to the City.

Rasmussen asked if we are better off in this scenario in terms of replacement, repair, or reconstruction. If not on the local bridge aid program, she asked if it would be a situation where the DOT would let the bridge decay to a point where it is unsafe and failing testing before they will do anything. We have seen them let other bridges go way past their useful life, such as in Brokaw. Wesolowski said the DOT has indicated the bridges would probably get replaced quicker on the local bridge aid program versus under the DOT program. Discussion followed.

Wesolowski indicated the incentive to the DOT is that they would have less highway miles through the City. The advantage to the City is removing the highway designations from the downtown. A portion of Grand Avenue, 5<sup>th</sup> Street, and 6<sup>th</sup> Street will now be the City's responsibility to reconstruct, but that would open up other funding sources, such as the STP Urban Fund and LRIP Funding.

Henke asked what the GTA payments are used for now. Wesolowski feels that may be a better question for Groat but it is used for maintenance, plowing, and reconstruction. The General Transportation Aids are used for transportation purposes. It is part of the money that pays for our transportation system.

Henke moved to approve. Rasmussen seconded and the motion carried 5-0.

### **Discussion and possible action on Preliminary Plat for Vistas at Greenwood Hills First Addition**

Wesolowski explained there are concerns with the plat. The plat would go from Osswald Road to Green Vistas Drive, which is a private road at this point but under consideration to turn public. Typically, a plat would not be approved this way; it would need a cul-de-sac on the end for a turnaround. If Green Vistas Drive does become public right-of-way, this issue would go away. Another way to get around it would be to grant an easement on Green Vistas Drive to get to Osswald or an easement is given around the existing roundabout so that plow trucks could get around. This would have to be addressed in the final plat. This area is also currently zoned as UDD. The request is to rezone to a SR3. The zoning change would have to go through as part of this plat. Park Land Dedication would have to be reviewed as part of the Developer Agreement. Trails were put in that are requested to be moved. Park Land Dedication fees may or may not apply. This should be reviewed by the Park Director.

Rasmussen feels that developers want private driveways and private roads until it is time to rebuild them. When it comes time to rebuild, there is a fight if it is theirs or ours. We want future building lots and to build up tax base, but the Plan Commission will have to address the cul-de-sac issue. She feels an easement is not enough. If our trucks are allowed through, when it comes time to rebuild the road they could claim our plow trucks caused the wear and tear. If this is approved, a direction needs to be sent to the Plan Commission to push a cul-de-sac.

For clarification, Wesolowski said Reserve Drive would be public right-of-way. The concern is that on the east end you would dead end into a private roadway at this point. Turning the private roadway into public is currently with the Attorney's Office.

Nathan Wincentsen, Riverside Land Surveying, is representing Jim Wanserski as he is out of town. Wanserski's attorney and the City Attorney are working through things. As far as the rezoning, they are only looking to rezone 6 lots on the north end. Those lots were originally set up to be condos, but the Greenwood Vistas Development Group has decided to make them single-family residential lots like they are along the golf course. The golf course single-family lots are zoned SR3 and the request is to do the same for the 6 lots. The remaining would stay UDD. All the infrastructure is in place other than the road is not built.

Diny asked if the process would be hindered if this is approved with the condition that the access issue is resolved. Wincentsen said a temporary cul-de-sac may be an option with the temporary going away once the private/public issue is resolved. He added that the existing roundabout could be used as a turn around. He does not know if it would make sense to build a turnaround with the roundabout 200' away.

Rasmussen is concerned about getting our equipment in and out and turned around without complication. She referred to a previous development with a similar private/public situation. They wanted to drive around with golf carts and did not want anyone else on the road except them. When the road started to decay, half of the people involved had a different recollection of the discussion. She does not want us in a similar pickle. If we need a cul-de-sac to get our equipment turned around, it should be demanded up front.

Wesolowski explained that Green Vistas Drive is currently a private drive. They have requested it to be public, which is currently being handled by the Attorney's Office. This plat dead ends into a private street. The infrastructure is there for development. Discussion followed.

Wesolowski noted that this is a preliminary plat. The final plat would come back to committee. Wincentsen stated they would address any recommendations or concerns.

Rasmussen moved to approve contingent upon resolution of all the concerns voiced by the Engineering Department, including the issue of the cul-de-sac and the end point emptying into a private road. Seconded by Diny.

Henke asked if this could be pushed back. Wesolowski noted that by ordinance the City has 90 days to review the plat. If the plat was held another month it would be up against the 90 days.

Diny asked if there would be an issue with dumping snow as presumably we could be dumping on private property. Wesolowski said that is one of the concerns. If approved the way it is now, plow trucks would have to back up and have no place to push the snow. That will have to be resolved on the final plat. Wincentsen said that is something they can have conversations on.

There being a motion and a second, motion to approve contingent upon resolution of all the concerns voiced by the Engineering Department, including the issue of the cul-de-sac and the end point emptying into a private road carried 5-0.

#### **Discussion and possible action on approving Northcentral Wisconsin Stormwater Coalition Cooperative Agreement**

The City has been part of this organization with surrounding communities for 20 to 25 years. This is part of the

MS4 WDNR permit. It is mainly a collaboration effort with all the communities for public outreach and education. Approval is recommended so we can keep working with surrounding communities and avoid duplication of efforts.

Rasmussen moved to approve. Gisselman seconded and the motion carried 5-0.

#### **Discussion and possible action on authorizing downtown snow/ice removal**

This is yearly authorization to complete snow removal in the downtown area and assess the business owners.

Gisselman moved to approve. Seconded by Henke and the motion carried 5-0.

#### **Discussion and possible action on preliminary resolution levying special assessments for 2024 Street Construction Projects**

This is the preliminary resolution to levy special assessments for next year's projects. Eau Claire Boulevard, Emerson Street, Mount View Boulevard, Pied Piper Lane, and Short Street are proposed for the 2024 budget. The preliminary resolution includes dates on billing assessments. What has been happening is people are getting bills now with a due date of October 31. If not paid by then, it goes on the tax bill. Payment is then due with the first installment, which is January 31. For instance, today is October 12<sup>th</sup> and we are sending out letters saying assessments are due by October 31<sup>st</sup>. This is a reoccurring theme over the years. People are not happy about getting a bill mid-October that is due by October 31<sup>st</sup>, even though this is not their first notice. Notices go out ahead of time and we have special assessment hearings, but we cannot send out the bills until the projects are done. Wesolowski spoke with Groat about billings for future years. It is proposed that billings for roads built next summer would not be sent out until the following spring and due October of 2025. Groat was supportive of this proposal. This would leave a one-year lag as no special assessment would be sent out next year. These projects push up against October deadlines. Sometimes we are sending bills out and the street are not even done yet. This puts us in a tough spot. This would also give residents a little longer to pay the bill. Wesolowski also noted that people can pay over 5 years. We never know how quickly people will pay their assessment as they can pay over 5 years. Sending out bills the following spring after construction would make things cleaner in the Engineering Department. We will have all the final driveway measurements and people would not be getting their bill as the project is ending.

Larson is in favor of anything that makes it less painful and less of a surprise for people involved. Rasmussen agrees and feels it is fair, especially with projects that wrap up late. It's not uncommon for us to have a project end this time of the year. For someone to get a bill even though they know one is coming, and then tell them they have three weeks to pay does not seem fair.

Rasmussen moved to approve amending the resolution to adjust the payment date to November 1, 2025 and pursue the same strategy thereafter. Seconded by Henke.

Gisselman noted that in 2024 the amount of money that is typically expected to come in, will not. This will have to be configured into the budget. Wesolowski confirmed and said there would be less revenue as assessments would be shifted to the following year. Rasmussen said Finance would either cover that spread with cash on hand surplus or project savings. She does not feel it would present a hardship as there is usually enough wiggly room in those funds to cover and then pay the fund back the following year.

There being a motion and second to approve amending the resolution to adjust the payment date to November 1, 2025 and pursue the same strategy thereafter carried 5-0.

#### **Discussion on WISLR Road Ratings**

It was requested to look at how pavement ratings changed from 2021 to 2023. Wesolowski provided a memo showing the ratings. The lower the rating the worse the street is. Staff considers anything 4 and under for reconstruction.

Rasmussen said when this discussion started we had talked about a plan of attack. Ordinarily we would not do a mill and overlay or short-term intervention on 2 and 3 rated streets. We discussed asking for \$600,000 in the 2024 budget. Assuming that makes it through the budget process, one strategy would be to attack the 2 and 3 rated roads to buy time. Typically, we would not have done this, but we get enough complaints that we may have to shift our thinking to get out of the hole.

Wesolowski said most streets rated 2 and 3 are going to be part of the lead service replacement program. We want to wait until the lead services are replaced, which will be an aggressive program over the next 5 years. The last thing he wants to do is overlay a street only to have it ripped up.

Gisselman asked about the correlation with overlay and lead pipe needs. Wesolowski indicated majority of streets rated 2, 3 and 4 do have lead service laterals. Larson asked if roads rated 2 and 3 are bumped up on the priority list for lead service lines. Staff is still working on this, but the first year we are trying to concentrate on streets where the laterals on the City side have been replaced. That way we do not have to go into the street and will be able to do more as we will only need to replace a portion of the line. Rasmussen feels it makes sense to go back to these neighborhoods. It is possible a lot of homeowners opted out of lateral replacement at the time of street construction if they could not afford it. It sounds like this new program will take care of the costs for the owners and should be well-received for these neighborhoods.

Henke asked how long a new road stays rated as 10. Wesolowski said it takes preventative maintenance on the top end and traffic is a factor. A typical mill and overlay should last 15 years. A concrete road with joint repair should last 30 years before needing a major rehab.

Diny asked if the budget request for 2024 was adjusted to \$600,000. Wesolowski confirmed and also noted that \$60,000 was added for real estate services related to the West Wausau Avenue project. We were not originally anticipating these costs in 2024 but the consultants schedule has this starting in 2024. The infrastructure budget for 2024 is higher than 2023 and will need support.

## **Adjourn**

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Henke moved to adjourn the meeting. Diny seconded and the motion carried 5-0. Meeting adjourned at approximately 6:15 p.m.

| AGENDA ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Presentation by Barrientos on Fleet Maintenance Facility                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| BACKGROUND                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <p>Barrientos will be providing a presentation and update of the facility layout and estimates.</p> <p>Purchase of 1100 West St property is still under discussion with the owner. I have been in touch with the owner through email and have asked the owner if the city can expect a counteroffer. I have provided the future dates of the CISM and finance committee meetings for his information and requested he keep staff up to date on any decisions. I have been reaching out to him about every 2-weeks to just stay in touch and have not had any commitments or offers from the owner. The owner stated he is working with REI and the DNR to look at beginning the cleanup process for the lead/asbestos and the chlorides that were found on the site. The last contact I had with the owner was on November 19, 2023.</p> |
| FISCAL IMPACT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| None at this time, ongoing design work is currently budgeted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| STAFF RECOMMENDATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| None at this time.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Staff contact: Eric Lindman 715-261-6745                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |



# City of Wausau

## Department of Public Works

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Repair Facility 100% Preliminary Design  
Package & Update.



- **Team Members:**
  - City of Wausau: Client
  - Barrientos: Architect
  - Clark Dietz: Engineering Consultant
- **Scope of Work: Barrientos**
  - Assess existing structures.
  - Create a final design package including all plans for design.
  - Develop a cost estimate for building & demolition.
- **Scope of Work: Clark Dietz**
  - Civil:
    - Preliminary Plans & Calculations for grading and drainage.
  - Mechanical, Electrical, Plumbing:
    - Document Demolition
    - Create systems narratives for future development.
  - Structural:
    - Assess existing buildings.
    - Create systems narrative for future development.

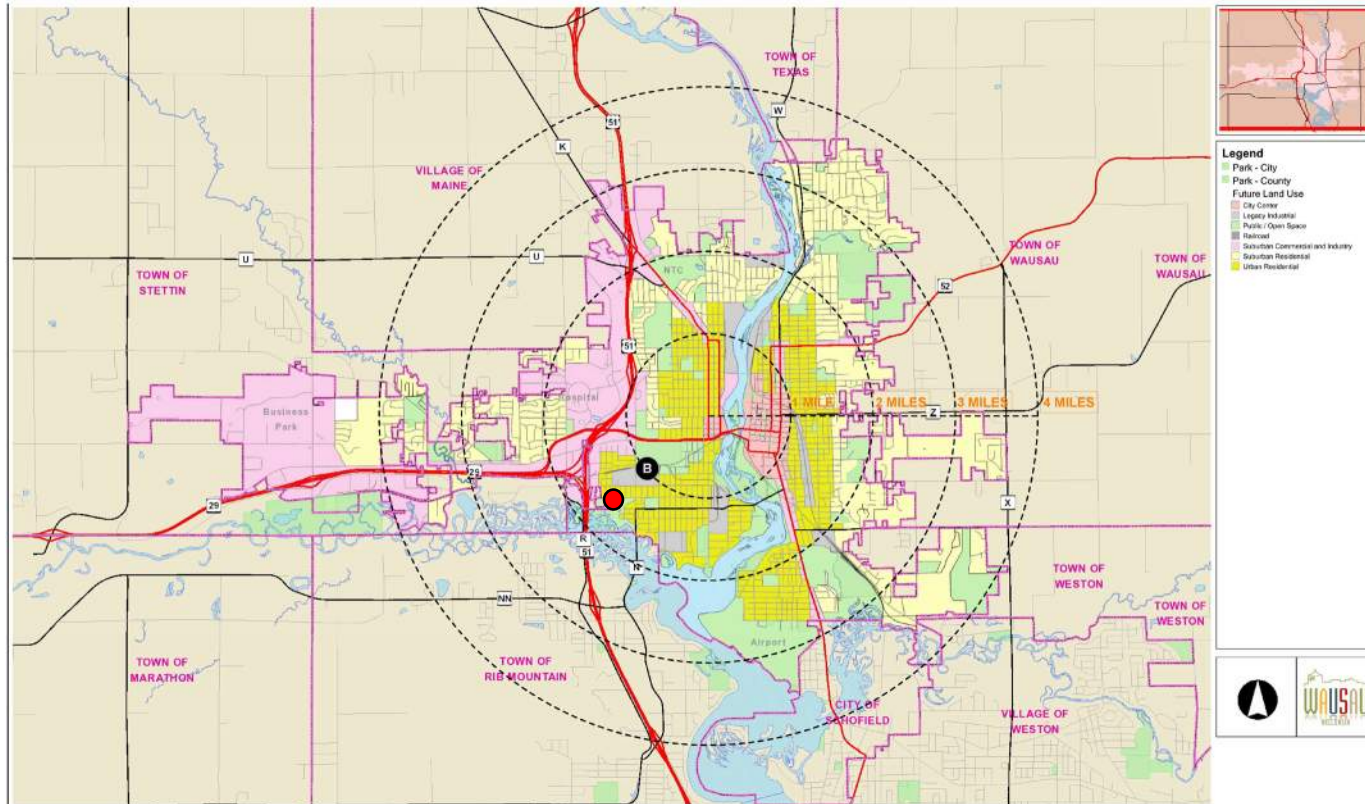


Clark>Dietz

- Develop a separate Repair Facility for the Department of Public Works



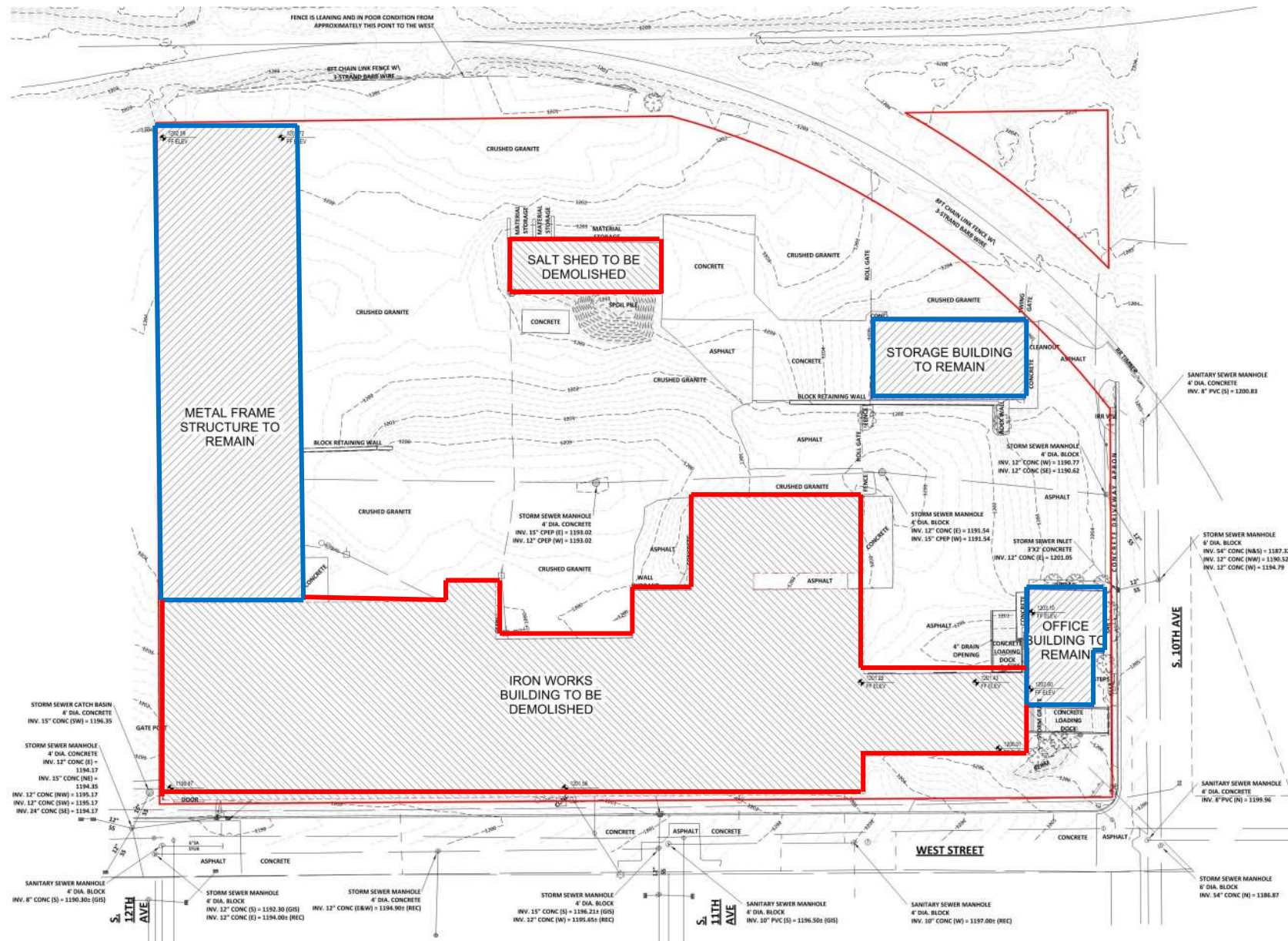
- **Project Location:**
  - 1100 West St.
  - 6 Acres
  - Zone: Medium & Heavy Industrial
- **Project Schedule:**
  - April 1<sup>st</sup> – September 30<sup>th</sup>.
  - Barrientos & Clark Dietz submitted the final draft November 30<sup>th</sup>.



## Site Overview



# Site Demo Plan



# Architectural Site Plan

**Architectural Site Plan**

**North**

**SITE PLAN**  
Scale: 1" = 30'-0"

**BUILDING SF:**

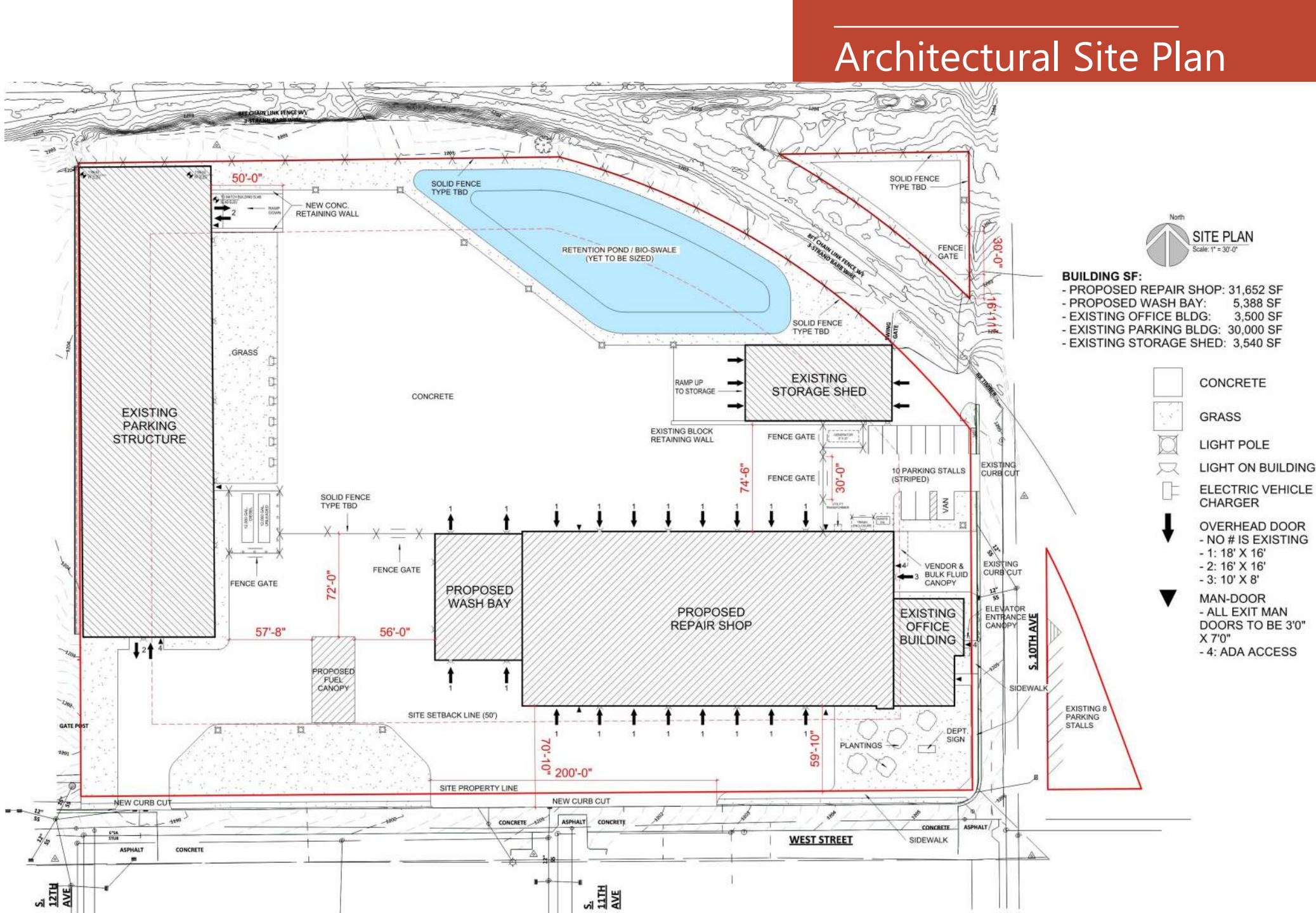
- PROPOSED REPAIR SHOP: 31,652 SF
- PROPOSED WASH BAY: 5,388 SF
- EXISTING OFFICE BLDG: 3,500 SF
- EXISTING PARKING BLDG: 30,000 SF
- EXISTING STORAGE SHED: 3,540 SF

**Legend:**

- CONCRETE
- GRASS
- LIGHT POLE
- LIGHT ON BUILDING
- ELECTRIC VEHICLE CHARGER
- OVERHEAD DOOR
  - NO # IS EXISTING
  - 1: 18' X 16'
  - 2: 16' X 16'
  - 3: 10' X 8'
- MAN-DOOR
  - ALL EXIT MAN DOORS TO BE 3'0" X 7'0"
  - 4: ADA ACCESS

**Site Plan Details:**

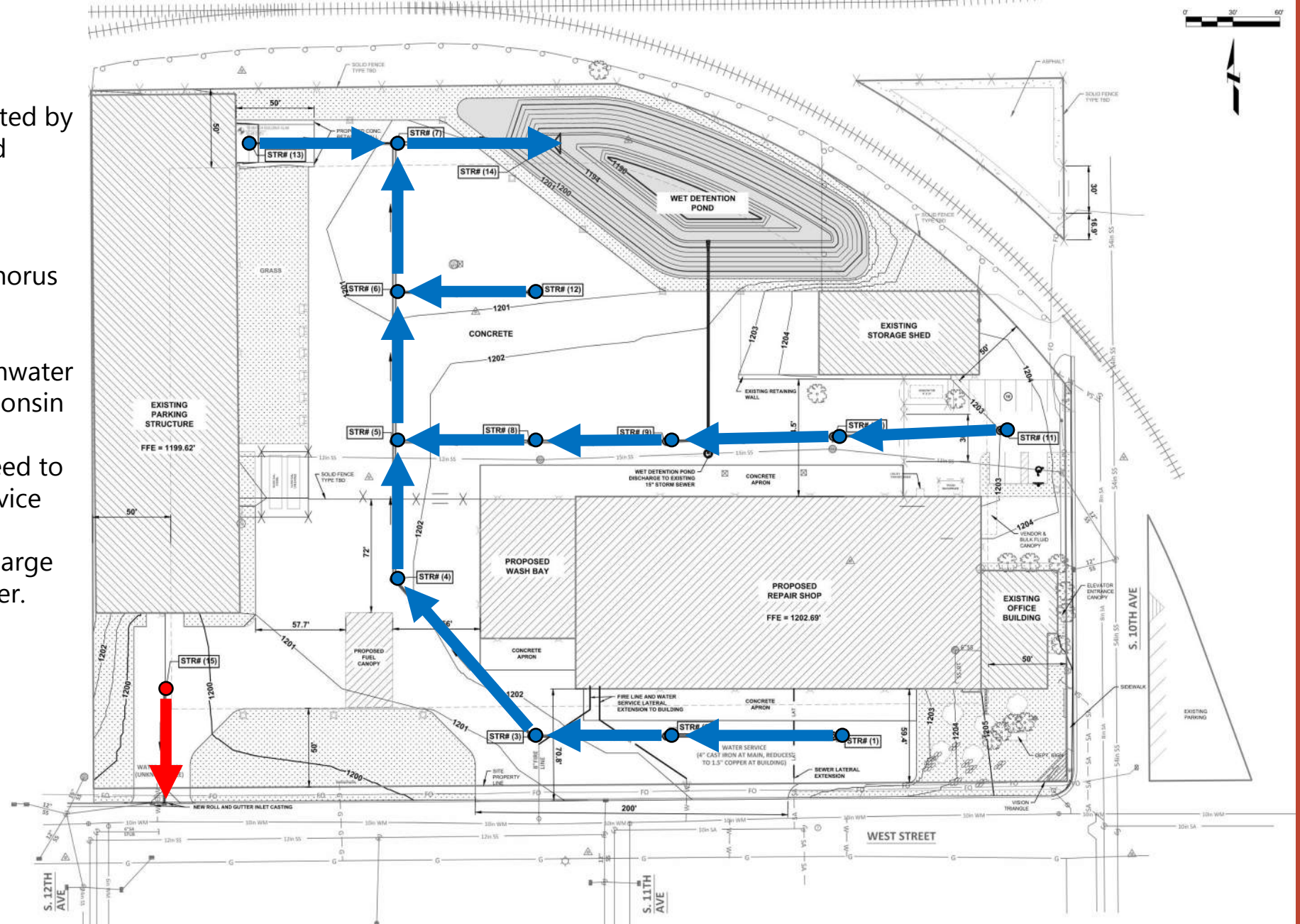
- SOLID FENCE TYPE TBD
- FENCE GATE
- 30'-0"
- 16'-11"
- EXISTING STORAGE SHED
- GATE
- 30'-0"
- 10 PARKING STALLS (STRIPED)
- VAN
- EXISTING CURB CUT
- VENDOR & BULK FLUID CANOPY
- EXISTING CURB CUT
- ELEVATOR ENTRANCE CANOPY
- EXISTING OFFICE BUILDING
- DEPT. SIGN
- PLANTINGS
- 59'-10"
- 1'
- CONCRETE
- ASPHALT
- SIDEWALK
- S. 10TH AVE
- EXISTING 8 PARKING STALLS
- WEST STREET



# Civil Site Plan

## Site Development:

- Stormwater will be a management system treated by a wet detention pond and discharge into the City's existing sewer system.
- Wet Pond is preferred to manage the City's phosphorus discharge reduction.
- Detention Pond size is acceptable for peak stormwater requirements by the Wisconsin DNR.
- Only 1 storm drain will need to tie into existing water service (red).
- Detention Pond will discharge to existing 15" storm sewer.



# Site Isometric



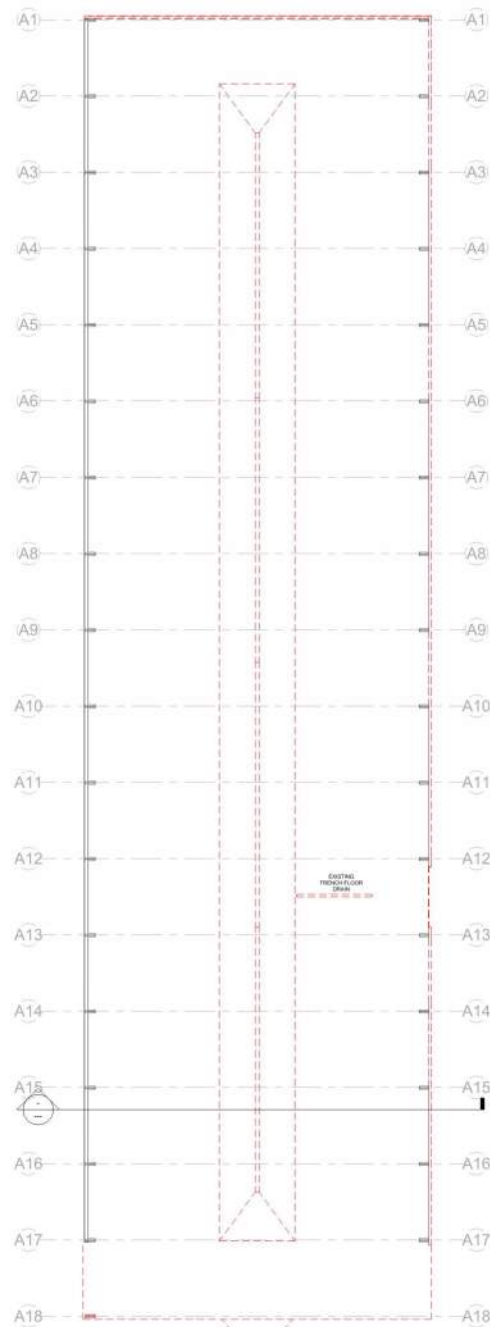
- **Parking Structure Description**

- The facility will use this structure as parking for their seasonal vehicles. Vehicles inside will change depending on the time of year.
- Tempered Temperature, maintaining 55 degrees.
- Building is constructed from Metal Frame.
- CMU Block & Metal Panel Wall Assembly.
- Fiber – Cement Roof.
- Concrete Slab



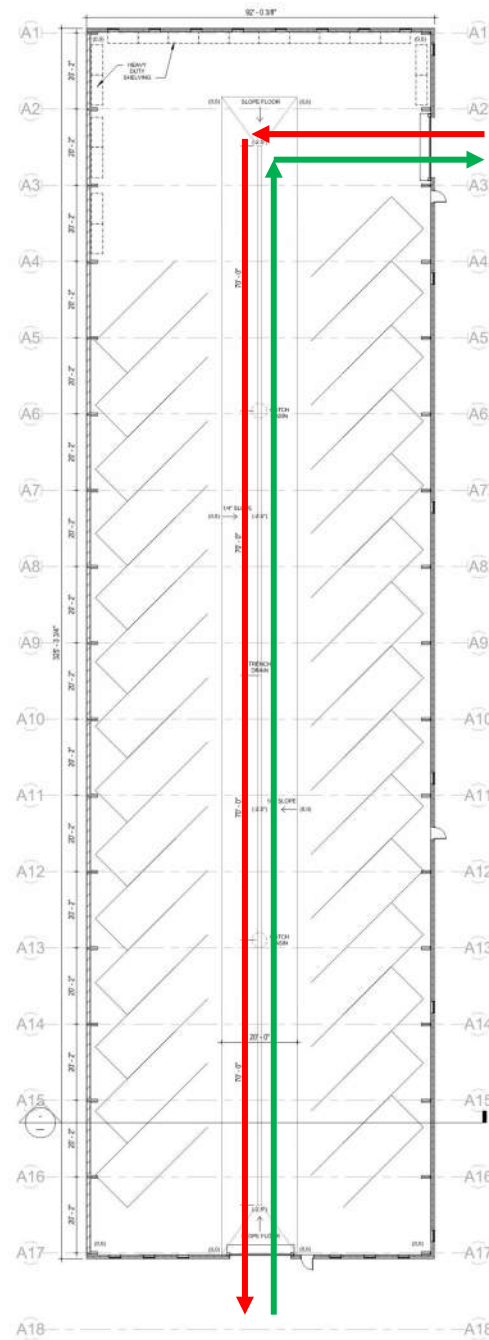
# 1: Existing Parking Structure





#### DEMO FLOOR PLAN - NOTES

- EXISTING SLAB AND STRUCTURAL MEMBERS ARE TO REMAIN.
- STRUCTURAL MEMBER ON A18 TO BE DEMOLISHED.
- 20' WIDE SECTION TO BE CUT FROM EXISTING FLOOR SLAB FOR TRENCH DRAIN.
- NORTH AND EAST EXTERIOR WALLS TO BE DEMOLISHED.
- ALL WALL-MOUNTED ITEMS AND THE CRANE SHALL BE DEMOLISHED.
- WEST WALL TO REMAIN. FILL CMU WITH SPRAY FOAM INSULATION. INSERT 4" R-30 INSULATION TO METAL PANEL. INTERIOR FINISH OF METAL PANEL SHALL BE 1/4" CORRUGATED METAL PANEL.
- ALL EXISTING DOORS ARE TO BE DEMOLISHED.
- EXISTING TRENCH DRAIN TO BE DEMOLISHED.



## Parking Structure Floor Plan



GRID LINE 18 COLUMN.



- **Parking Structure Evaluation**

- Existing Frame is in good condition with minor repairs needed.
  - Remove Rusting
  - Straightening or replacing a bent cross-bracing angle
- New foundations & columns will be installed to frame south wall.
- CMU Walls are non-load bearing. May be removed.
- Existing cranes can remain or be removed without compromising the structure.
- Secondary steel members installed at various locations to support insulated roof assembly.
  - Final Design will assess for steel member locations.

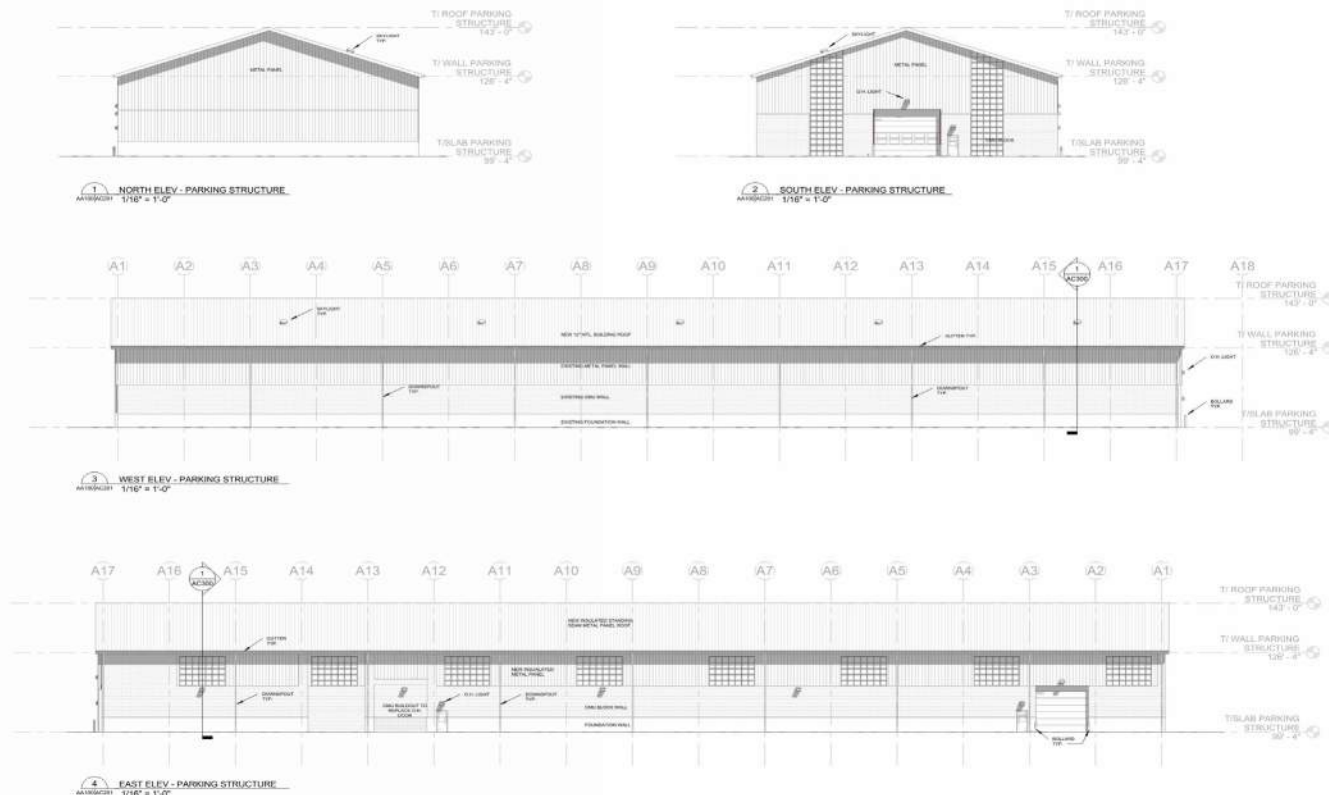


## Parking Structure Structural Evaluation



- **Parking Structure Demolition**

- Keep the metal frame structure & portions of the slab.
- Keep the north & west walls of the parking structure
- Replace all doors and other walls and roof.
- Remove all existing utilities.
- Crane & Heating Units may remain.



# Parking Structure Demo & Elevations





## Site Isometric



- **Office Building Description**

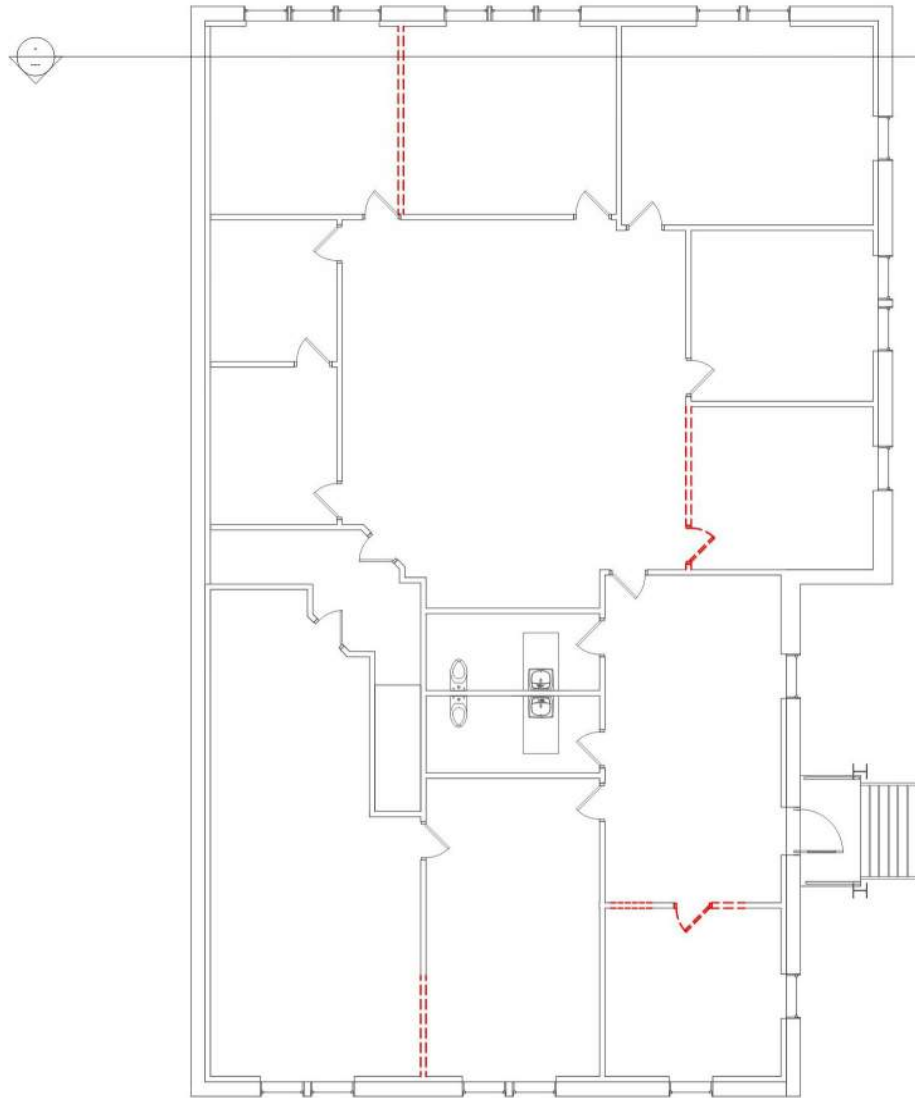
- This portion of the building will service all admin & crew functions for the repair facility
- Elevator needed to make building ADA compliant
- **First Floor:**
  - Crew Functions
  - Access to shop
- **Second Floor:**
  - Administration
  - Private offices
  - Reception



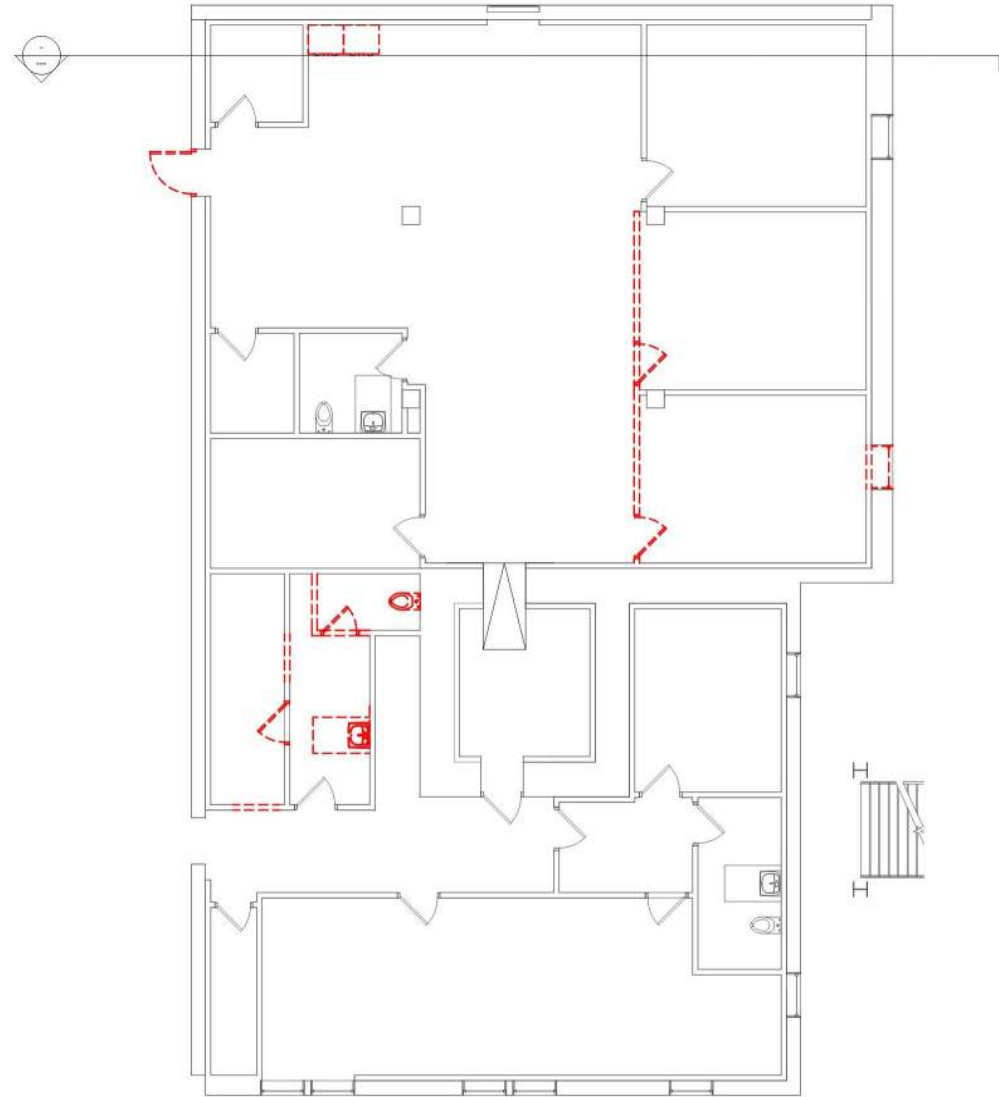
## 2: Existing Office Building



# Office Build Demo Plan

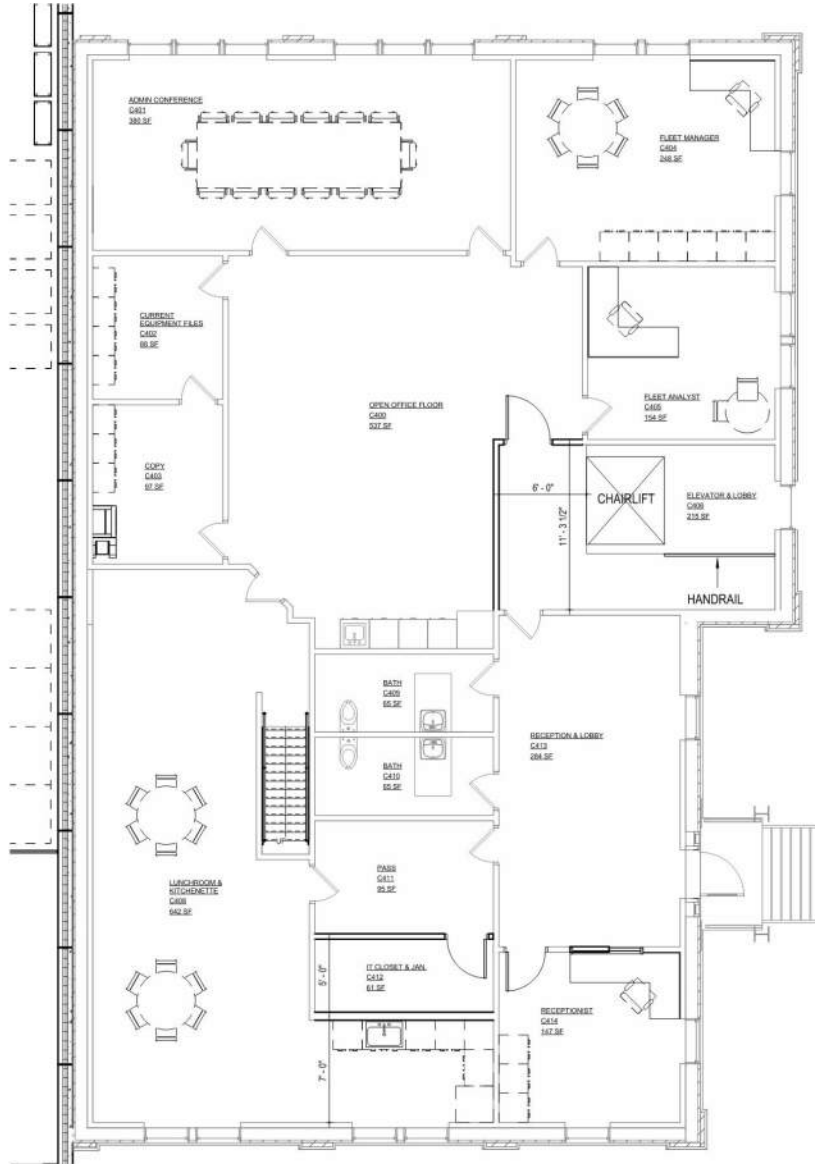


2 AREA B - ADMIN OFFICES DEMO  
A200(A)103 3/16" = 1'-0"

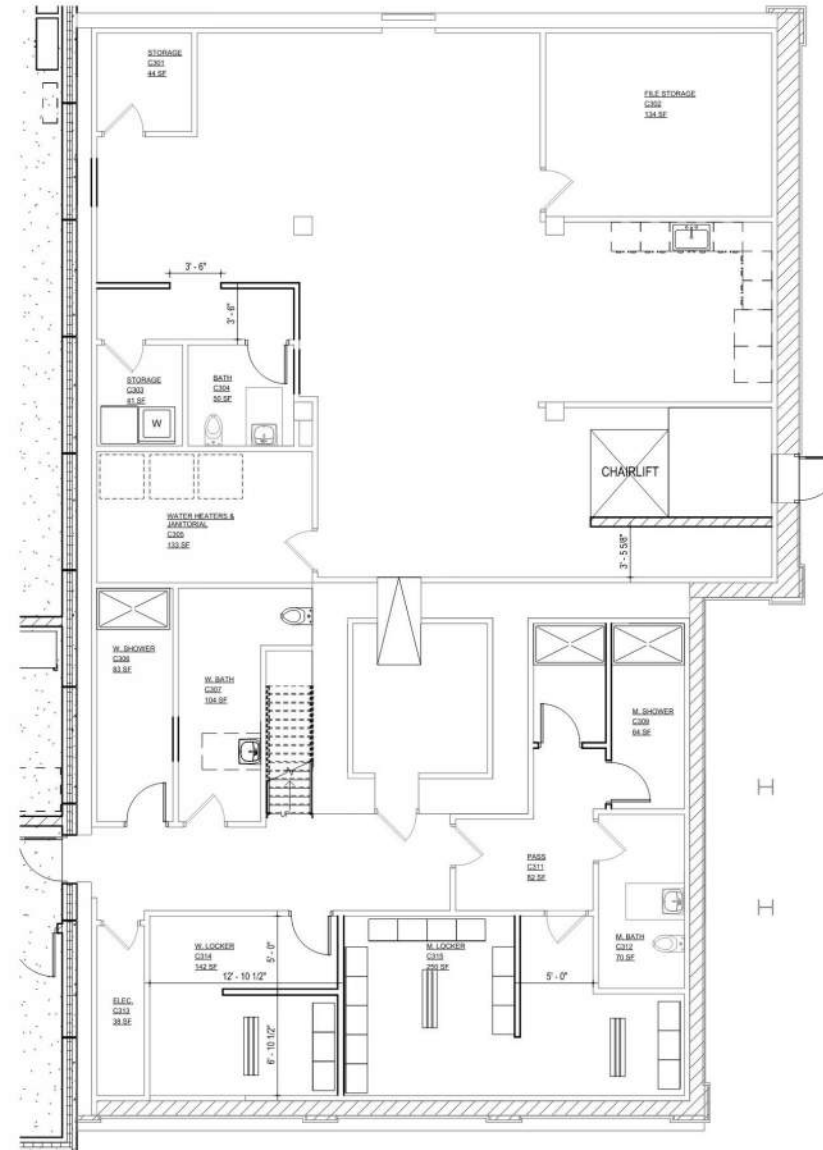


1 AREA B - CREW FUNCTIONS DEMO  
A200(A)103 3/16" = 1'-0"

# Office Build Completed Plan



North  
 **AREA B - ADMIN OFFICES**  
Scale: 3/16" = 1'-0"



North  
 **AREA B - CREW FUNCTIONS**  
Scale: 3/16" = 1'-0"

## Site Isometric



## 3: Repair Facility

- **Repair Facility Description**

- The facility will include all repair functions including repair bays, wash bays, and welding.
- Full heating and cooling temperature control.
  - 2 Wash Bays
  - 2 Welding Bays
  - 14 Service Bays
    - 10 Heavy
    - 4 Light
  - Parts Storage
  - Hydraulic Hose Shop
  - Bulk Fluids
  - Mezzanine

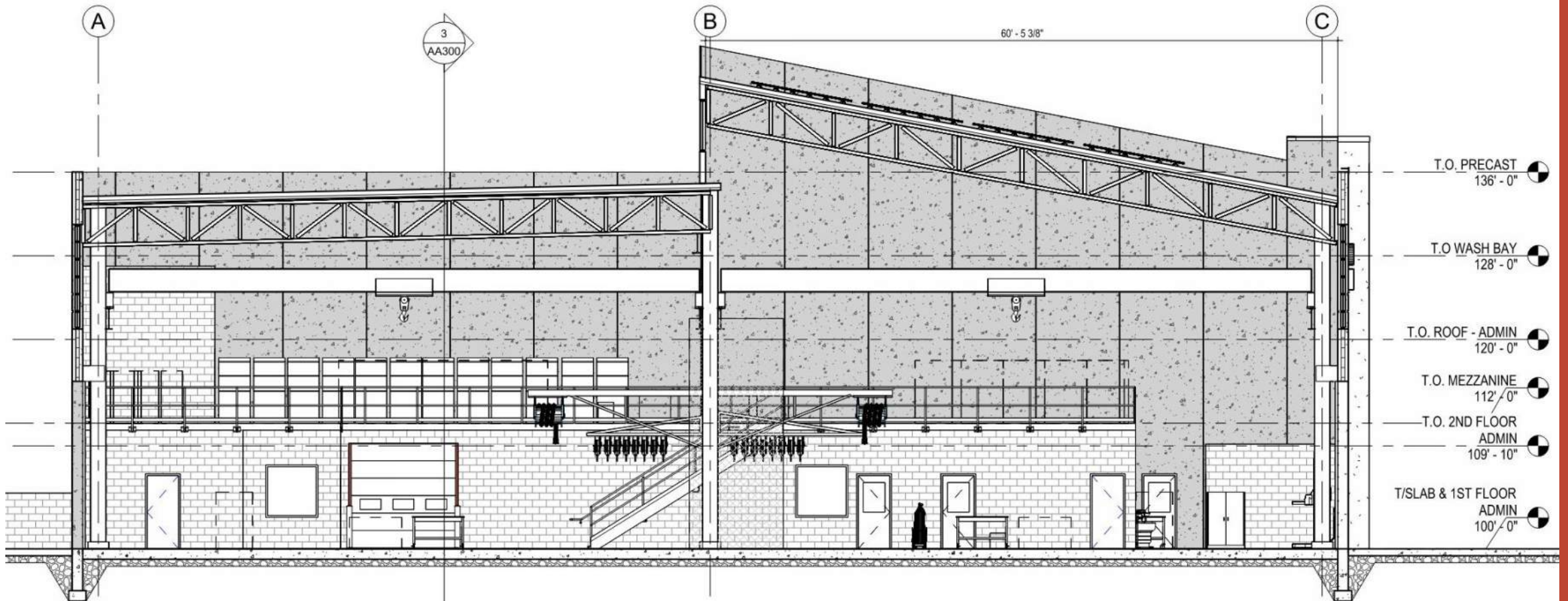




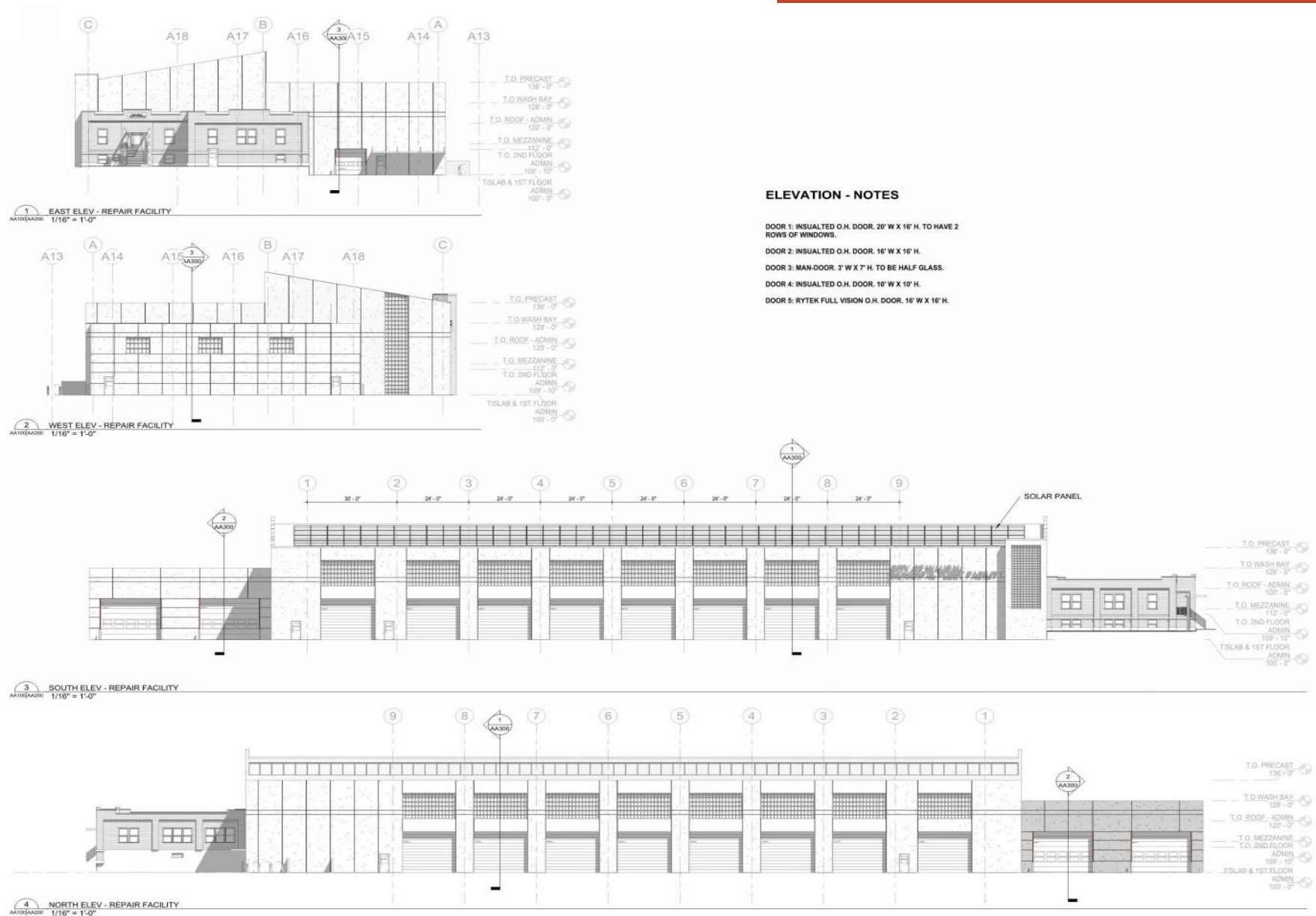
- **Parking Structure Evaluation**

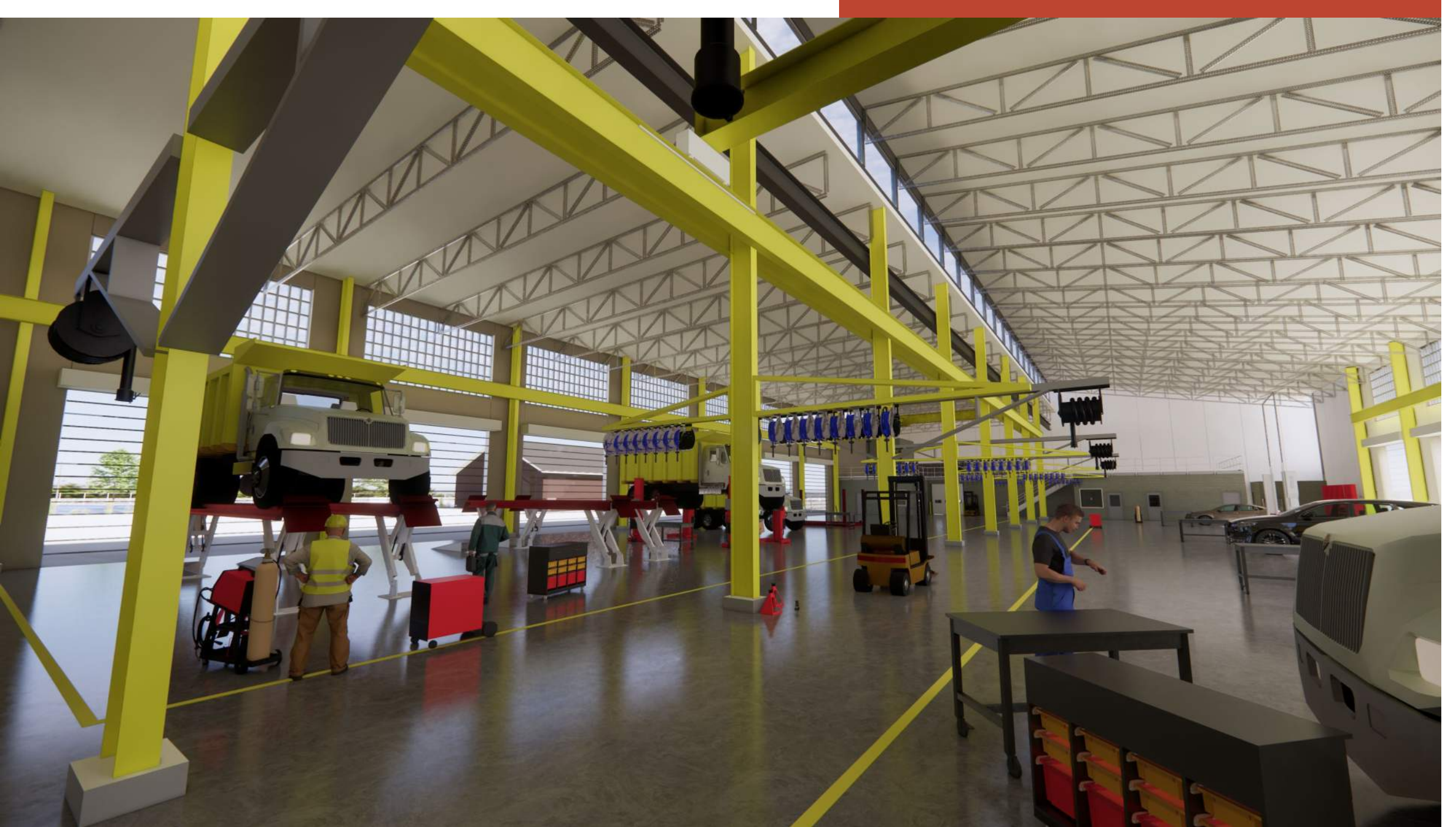
- Structure will consist of Pre-Cast wall panels & Steel Columns.
- Structural Steel column needed to support clear story.
- Pre-Cast will provide lateral support for wind and seismic loads.
- The repair shop abuts the office building but will be structural isolated with an expansion joint.
- Roof will be supported by steel joists.

## Repair Garage Structural Evaluation



# Repair Garage Elevations







## Site Comparison



## Site Comparison



## Cost Estimate By Area & Discipline

### Site Development

- Pavement
- Fencing
- Grading
- Stormwater

Total:  
**\$4,802,299**

### Parking Structure:

- Demolition
- Doors, Wall Construction
- New Roof assembly
- Additional Structure
- Temperature Control

Total:  
**\$2,939,126**

### Office Remodel:

- Demolition
- Chair Lift for ADA Compliance
- Doors, Wall Construction
- Plumbing & HVAC Redesign

Total:  
**\$1,256,706**

### Fuel Depot:

- Canopy
- 2 Tanks
- 4-6 Pumps
- All Materials

Total:  
**\$632,000.00**

### Repair Garage:

- Pre-Cast Walls
- Structural Steel
- Shop Equipment
- Temperature Control

Total:  
**\$10,779,846**

### Wash Bay:

- Pre-Cast Walls
- Structural Steel
- Automatic Wash Bay
- Manual Wash Bay

Total:  
**\$2,002,696**

### Solar Panel System:

- 200kw Overlaid on both sections of roof.
- Installation
- All Materials

Total:  
**\$450,000**

### Electric Vehicle Charging:

- 6 Stations
- Light – Medium Duty Vehicles
- Installation
- All Materials

Total:  
**\$16,500**

Demolition Cost Estimate

Total: \$1,297,650.00

**Wolverine Construction**  
147680 County Road N  
Wausau, Wisconsin 54401  
7155819430  
zach.wolverineconstruction@gmail.com |  
<https://www.wolverineconstructionusa.com/contact>

**WOLVERINE  
CONSTRUCTION**  
(715) 581-9430

RECIPIENT:  
**Neil Bierwirth**  
1100 West Street  
Wausau, Wisconsin 54401

**Quote #12**  
Sent on Jun 30, 2023  
**Total \$1,297,650.00**

| PRODUCT / SERVICE | DESCRIPTION                                                       | QTY. | UNIT PRICE   | TOTAL        |
|-------------------|-------------------------------------------------------------------|------|--------------|--------------|
|                   | Dismantling of existing structures specified in plans             | 1    | \$365,000.00 | \$365,000.00 |
|                   | Trucking materials off site                                       | 1    | \$285,000.00 | \$285,000.00 |
|                   | Dismantling of parking structures walls, roof, excluding skeleton | 1    | \$280,000.00 | \$280,000.00 |
|                   | Disposal cost                                                     | 1    | \$155,000.00 | \$155,000.00 |
|                   | Incidentals                                                       | 1    | \$65,000.00  | \$65,000.00  |
|                   | Testing abatement allowance                                       | 1    | \$30,000.00  | \$30,000.00  |
|                   | Fencing storm sewer protection                                    | 1    | \$25,000.00  | \$25,000.00  |
|                   | Trench drain concrete removal                                     | 1    | \$10,000.00  | \$10,000.00  |
|                   | Interior Demolition Office building                               | 1    | \$10,000.00  | \$10,000.00  |
|                   | Permitting and utilities                                          | 1    | \$5,000.00   | \$5,000.00   |

DISCLAIMER

Subtotal

\$1,230,000.00

sales tax (5.5%)

\$67,650.00

Total

\$1,297,650.00

1/3 of total to schedule 1/3 to start 1/3 upon completion.

Change orders are due upon the time of request.

Subjected to an 18% Late Fee if not paid upon completion of construction.

All work is final non warrantied.

1 of 2 pages

\$23,383,823

- Does not include:
- Purchase of Property
  - Consultant Fees

Cost Estimates

Building Cost Estimate

Total: \$22,086,173

**KRAUS-ANDERSON®**

Client: City of Wausau  
Architect: Barriento's Design & Consulting  
Location: Wausau, WI

Wausau DPW Repair Garage DD 100%  
Site: 274,870 GSF  
Repair Garage: 31,625 GSF  
Wash Bays: 5,388 GSF  
Parking Structure Remodel: 30,000 GSF  
2-Story Office Remodel: 7,084 GSF

Date: 10.24.2023  
Project Start:  
Document Date: 09/29/2023  
Design Development 100%

| Item Description                         | QTY       | UOM | Total Unit Price | Grand Total  |
|------------------------------------------|-----------|-----|------------------|--------------|
| 02 - Existing Conditions                 | 74,097.00 | GSF | \$6.02           | \$446,120    |
| 03 - Concrete                            | 74,097.00 | GSF | \$29.80          | \$2,208,376  |
| 04 - Masonry                             | 74,097.00 | GSF | \$3.32           | \$245,924    |
| 05 - Metals                              | 74,097.00 | GSF | \$32.87          | \$2,435,600  |
| 06 - Wood, Plastics, and Composites      | 74,097.00 | GSF | \$3.71           | \$275,184    |
| 07 - Thermal and Moisture Protection     | 74,097.00 | GSF | \$18.09          | \$1,340,187  |
| 08 - Openings                            | 74,097.00 | GSF | \$23.08          | \$1,710,064  |
| 09 - Finishes                            | 74,097.00 | GSF | \$5.53           | \$410,078    |
| 10 - Specialties                         | 74,097.00 | GSF | \$0.31           | \$23,330     |
| 11 - Equipment                           | 74,097.00 | GSF | \$21.19          | \$1,569,997  |
| 12 - Furnishings                         | 74,097.00 | GSF | \$0.48           | \$35,840     |
| 14 - Conveying Equipment                 | 74,097.00 | GSF | \$1.13           | \$83,787     |
| 21 - Fire Suppression                    | 74,097.00 | GSF | \$4.00           | \$296,361    |
| 22 - Plumbing                            | 74,097.00 | GSF | \$12.10          | \$896,411    |
| 23 - HVAC                                | 74,097.00 | GSF | \$34.95          | \$2,589,816  |
| 26 - Electrical                          | 74,097.00 | GSF | \$26.54          | \$1,966,880  |
| 27 - Communications                      | 74,097.00 | GSF | \$2.48           | \$183,759    |
| 28 - Electronic Safety and Security      | 74,097.00 | GSF | \$4.42           | \$327,545    |
| 31 - Earthwork                           | 74,097.00 | GSF | \$20.64          | \$1,529,526  |
| 32 - Exterior Improvements               | 74,097.00 | GSF | \$18.28          | \$1,354,661  |
| 33 - Utilities                           | 74,097.00 | GSF | \$20.39          | \$1,510,686  |
| 50 - Testing & Inspection                | 74,097.00 | GSF | \$1.41           | \$104,137    |
| 55 - Scaffolding                         | 74,097.00 | GSF | \$0.54           | \$40,000     |
| 56 - Fence & Barriers                    | 74,097.00 | GSF | \$0.32           | \$24,000     |
| 57 - SWPPP                               | 74,097.00 | GSF | \$0.30           | \$22,085     |
| 58 - Field Engineering                   | 74,097.00 | GSF | \$1.20           | \$88,849     |
| 59 - Construction Clean/Waste Management | 74,097.00 | GSF | \$0.46           | \$34,169     |
| 60 - Final Clean                         | 74,097.00 | GSF | \$0.37           | \$27,302     |
| 79 - General Requirements                | 74,097.00 | GSF | \$4.12           | \$305,500    |
| Subtotal                                 | 74,097.00 | GSF | \$298.07         | \$22,086,173 |

| Rate | Item Description | Cost/GSF | Total |
|------|------------------|----------|-------|
|------|------------------|----------|-------|

Agenda Item No.

2B

***STAFF REPORT TO CISM COMMITTEE – December 14, 2023***

| AGENDA ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Action on Stormwater Maintenance Agreement with Wausau School District at 1200 West Wausau Avenue                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| BACKGROUND                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <p>The Wausau School District is proposing improvements to the Wausau West High School Campus at 1200 W. Wausau Avenue. This redevelopment project will include three (3) building additions, new and reconfigured parking, driveways, and sidewalks. The stormwater will be managed by the addition of an underground detention system.</p> <p>To ensure properly functioning post-stormwater facilities year after year, the City requires the owner to sign a maintenance agreement, making the owner inspect and maintain the facilities on a biennial basis. The maintenance agreement is attached for your review.</p> |
| FISCAL IMPACT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| STAFF RECOMMENDATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Staff recommends approval of the stormwater maintenance agreement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Staff contact: TJ Niksich 715-261-6748                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

# AGREEMENT FOR THE MANAGEMENT AND MAINTENANCE OF A STORMWATER FACILITY

THIS AGREEMENT made this 28 day of SEPT, 2023 by and between the City of Wausau, a municipal corporation of the State of Wisconsin, hereinafter referred to as "CITY", and Wausau School District A School District, a corporation organized under the laws of the State of Wisconsin, hereinafter referred to as "OWNER";

## WITNESSETH:

WHEREAS, CITY has an interest in and an obligation for the development, management, and maintenance of stormwater facilities within the corporate limits of the City of Wausau, which interest and obligation is evidenced in CITY's stormwater management ordinance and in this agreement which is being entered into pursuant to that ordinance; and

WHEREAS, OWNER wishes to construct certain buildings on land in the City of Wausau, and as an inducement for CITY to grant to OWNER a permit to construct these improvements, OWNER wishes to enter into this agreement for the management and maintenance of a stormwater facility; and

WHEREAS, the specific provision of the Wausau Municipal Code which provides for stormwater management is Chapter 15.56 of the Wausau Municipal Code, which code provides for the routine and extraordinary post construction maintenance of a stormwater management facility, and such a facility is being herein installed for the use and benefit of the development of OWNER's property, and this agreement will specifically provide for the management and maintenance of that stormwater facility.

NOW, THEREFORE, the parties hereto agree as follows:

1. That attached hereto, and incorporated herein by reference, is "Exhibit A," a map upon which there is located certain improvements and storm water facilities, which are the subject of this agreement.
2. OWNER specifically agrees to maintain the storm water facilities in accordance with the schedules and procedures set forth in "Exhibit B" attached hereto and incorporated herein by reference.
3. OWNER specifically grants CITY access to, from and across the property encompassed in "Exhibit A" in order to evaluate and inspect the pond and, in addition to the detention pond, any other stormwater facilities, which evaluation and inspection will, from time to time, be necessary in order to ascertain that the practices concerning management and maintenance are being followed pursuant to CITY's stormwater management ordinances; CITY shall maintain, as a public record, the results of all site inspections, and shall recommend any corrective actions required to bring the stormwater management practices into proper operating condition.
4. Upon notification to OWNER that maintenance deficiencies exist on property, any corrective actions shall be undertaken by OWNER within a time frame as set forth by CITY, which time frame will be reasonable; should OWNER not satisfactorily complete any directives of CITY, as identified in any inspection report or directive, within the time frame provided by CITY, then the parties agree that CITY shall complete any corrective actions and the cost of those actions, including any administrative charges, shall be paid in full by OWNER or, in lieu thereof, shall be placed as a special assessment on the tax rolls of all of the property described on "Exhibit A" pursuant to Wisconsin Statutes.

Recording Area

Name and Return Address

City of Wausau Engineering Dept.  
407 Grant Street  
Wausau, WI 54403

PIN:

5. This agreement is being entered into pursuant to the provisions of Chapter 15.56 of the city ordinances of the City of Wausau, and the parties agree that OWNER will be bound by these provisions or any future amendments to these provisions or any separate provisions relating to stormwater management.
6. These covenants, agreements, and obligations provided for in this agreement shall travel with the land and be binding upon OWNER, its successors and assigns in perpetuity.

OWNER:

By: [Signature]

By: [Signature]

CITY OF WAUSAU:

By: \_\_\_\_\_

Katie Rosenberg, Mayor

By: \_\_\_\_\_

Leslie Kremer, Clerk

STATE OF WISCONSIN    )  
                                          ) ss.  
COUNTY OF MARATHON)

Personally came before me this 28 day of September, 2023 the above-named Ryan Urmanicki  
and Josh Viegut of Wausau School District, to me known to be  
the person(s) who executed the foregoing instrument and acknowledged the same.

Cassie Peel

Notary Public, Wisconsin

My commission: 10/24/24

STATE OF WISCONSIN    )  
                                          ) ss.  
COUNTY OF MARATHON)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the above-named Katie Rosenberg, Mayor,  
and Leslie Kremer, Clerk of the City of Wausau, to me known to be the persons who executed the foregoing instrument  
and acknowledged the same.

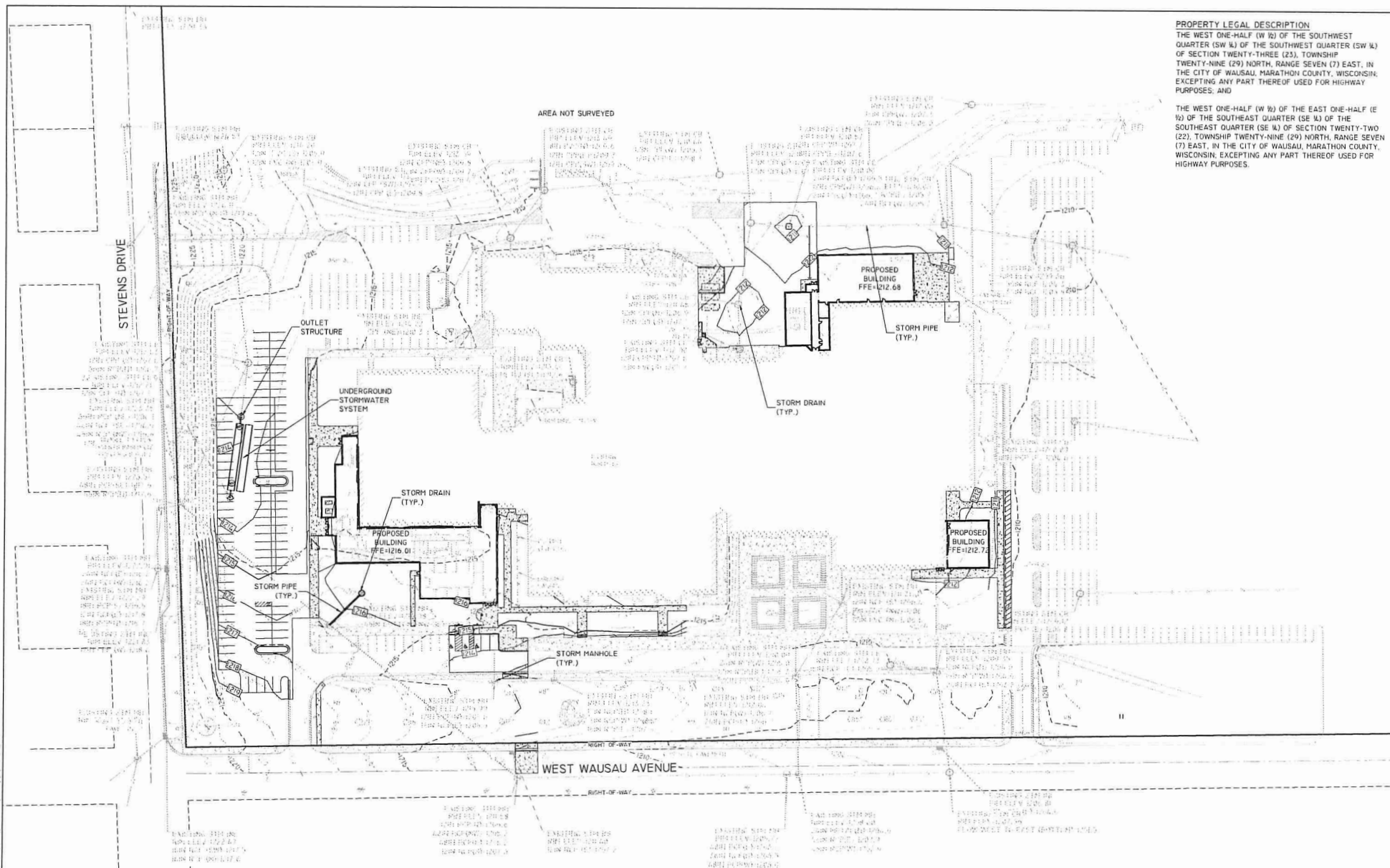
\_\_\_\_\_  
Notary Public, Wisconsin

My commission: \_\_\_\_\_

This instrument was drafted by the Engineering  
Department, City of Wausau, 407 Grant  
Street, Wausau, WI 54403.

PROPERTY LEGAL DESCRIPTION  
THE WEST ONE-HALF (W 1/2) OF THE SOUTHWEST QUARTER (SW 1/4) OF SECTION TWENTY-THREE (23), TOWNSHIP TWENTY-NINE (29) NORTH, RANGE SEVEN (7) EAST, IN THE CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN, EXCEPTING ANY PART THEREOF USED FOR HIGHWAY PURPOSES, AND

THE WEST ONE-HALF (W 1/2) OF THE EAST ONE-HALF (E 1/2) OF THE SOUTHEAST QUARTER (SE 1/4) OF SECTION TWENTY-TWO (22), TOWNSHIP TWENTY-NINE (29) NORTH, RANGE SEVEN (7) EAST, IN THE CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN, EXCEPTING ANY PART THEREOF USED FOR HIGHWAY PURPOSES.



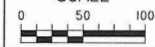
REI Engineering, Inc.  
4080 N. 20TH AVENUE  
WAUSAU, WISCONSIN 54401  
PHONE: 76.675.9161 FAX: 76.675.6000  
EMAIL: MAIL@REIENGINEERING.COM



**REI**

CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING

SCALE



| DATE | REVISION | BY | CHKD | SURVEYED BY: REI | DESIGNED BY: MEM | SURVEY DATE:         |
|------|----------|----|------|------------------|------------------|----------------------|
|      |          |    |      | SURVEY CHKD BY:  | CIVIL CHKD BY:   | CIVIL DATE: 06/29/23 |
|      |          |    |      | SURVEY APVD BY:  | CIVIL APVD BY:   | DRAWN BY: GSW        |

EXHIBIT A: GRADING & DRAINAGE  
WAUSAU WEST HIGH SCHOOL  
2607 N. 18TH STREET  
WAUSAU, WISCONSIN 54403

REI  
REI No. 1485C  
SHEET EXH A

**EXHIBIT B**  
**Stormwater Management Facilities Maintenance Schedule & Procedures**  
**For**  
**Wausau West High School Expansion**  
**1200 West Wausau Avenue**  
**City of Wausau**  
**Marathon County, WI**

**Property Legal Description:**

The West one-half (W ½) of the Southwest quarter (SW ¼) of the Southwest quarter (SW ¼) of Section twenty-three (23), Township twenty-nine (29) North, Range seven (7) East, in the City of Wausau, Marathon County, Wisconsin; excepting any part thereof used for highway purposes; and

The West one-half (W ½) of the East one-half (E ½) of the Southeast quarter (SE ¼) of the Southeast quarter (SE ¼) of Section twenty-two (22), Township twenty-nine (29) North, Range seven (7) East, in the City of Wausau, Marathon County, Wisconsin; excepting any part thereof used for highway purposes.

**Responsible Party:** Wausau School District

The Owner, their successors, and assigns, shall inspect and maintain the structural and non-structural measures that function to facilitate compliance with stormwater management regulations.

**Maintenance Schedule and Procedures:**

Maintenance inspections by the Owner shall take place at a minimum of twice per year, following Owner's acceptance of the Project from the Site Contractor. Owner shall maintain a written inspection and maintenance log.

Maintenance and inspection shall be performed as follows:

- 1) **DEBRIS:** Removal of trash, debris, and noxious weeds should be done on a regular basis to maintain aesthetics and functionality of the underground stormwater system, outlet structure, and storm sewer on the site.
- 2) **STORM AND OUTLET STRUCTURES:** Remove accumulated sediment and/or debris from the outlet structure of the underground system and storm sewer pipe.
- 3) **UNDERGROUND STORMWATER SYSTEM:** Remove accumulated sediment and/or debris from the sumped portion of the underground stormwater system a minimum of every other year.
- 4) **MOWING:** Conduct regular mowing of greenspace areas to promote aesthetics. Keep clippings from entering storm sewer systems.

Agenda Item No.

2C

***STAFF REPORT TO CISM COMMITTEE – December 14, 2023***

| AGENDA ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Action on Stormwater Maintenance Agreement with Green Bay Packaging Inc. at 6845 Packer Drive                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| BACKGROUND                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p>Green Bay Packaging is proposing an expansion to their existing site at 6845 Packer Drive. This redevelopment project consists of the construction of a building addition, a new parking lot, landscaping, and stormwater facilities. Stormwater is proposed to be managed for this site by installing a dry detention pond and a water quality swale.</p> <p>To ensure properly functioning post-stormwater facilities year after year, the City requires the owner to sign a maintenance agreement, making the owner inspect and maintain the facilities on a biennial basis. The maintenance agreement is attached for your review.</p> |
| FISCAL IMPACT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| STAFF RECOMMENDATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Staff recommends approval of the stormwater maintenance agreement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Staff contact: TJ Niksich 715-261-6748                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

| Document No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | AGREEMENT<br>Document Title |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| <p style="text-align: center;"><b>AGREEMENT FOR THE MANAGEMENT AND<br/>MAINTENANCE OF A STORMWATER FACILITY</b></p> <p>THIS AGREEMENT made this <u>13</u> day of <u>SEPTEMBER</u>, 20<u>23</u>, by and between the City of Wausau, a municipal corporation of the State of Wisconsin, hereinafter referred to as "CITY", and <u>Green Bay Packaging</u>, a corporation organized under the laws of the State of Wisconsin, hereinafter referred to as "OWNER";</p> <p>WITNESSETH:</p> <p>WHEREAS, CITY has an interest in and an obligation for the development, management, and maintenance of stormwater facilities within the corporate limits of the City of Wausau, which interest and obligation is evidenced in CITY's stormwater management ordinance and in this agreement which is being entered into pursuant to that ordinance; and</p> <p>WHEREAS, OWNER wishes to construct certain buildings on land in the City of Wausau, and as an inducement for CITY to grant to OWNER a permit to construct these improvements, OWNER wishes to enter into this agreement for the management and maintenance of a stormwater facility; and</p> |                             |
| Recording Area                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             |
| Name and Return Address<br>City of Wausau Engineering Dept.<br>407 Grant Street<br>Wausau, WI 54403                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                             |
| PIN:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                             |

WHEREAS, the specific provision of the Wausau Municipal Code which provides for stormwater management is Chapter 15.56 of the Wausau Municipal Code, which code provides for the routine and extraordinary post construction maintenance of a stormwater management facility, and such a facility is being herein installed for the use and benefit of the development of OWNER's property, and this agreement will specifically provide for the management and maintenance of that stormwater facility.

NOW, THEREFORE, the parties hereto agree as follows:

1. That attached hereto, and incorporated herein by reference, is "Exhibit A," a map upon which there is located certain improvements and storm water facilities, which are the subject of this agreement.
2. OWNER specifically agrees to maintain the storm water facilities in accordance with the schedules and procedures set forth in "Exhibit B" attached hereto and incorporated herein by reference.
3. OWNER specifically grants CITY access to, from and across the property encompassed in "Exhibit A" in order to evaluate and inspect the pond and, in addition to the detention pond, any other stormwater facilities, which evaluation and inspection will, from time to time, be necessary in order to ascertain that the practices concerning management and maintenance are being followed pursuant to CITY's stormwater management ordinances; CITY shall maintain, as a public record, the results of all site inspections, and shall recommend any corrective actions required to bring the stormwater management practices into proper operating condition.
4. Upon notification to OWNER that maintenance deficiencies exist on property, any corrective actions shall be undertaken by OWNER within a time frame as set forth by CITY, which time frame will be reasonable; should OWNER not satisfactorily complete any directives of CITY, as identified in any inspection report or directive, within the time frame provided by CITY, then the parties agree that CITY shall complete any corrective actions and the cost of those actions, including any administrative charges, shall be paid in full by OWNER or, in lieu thereof, shall be placed as a special assessment on the tax rolls of all of the property described on "Exhibit A" pursuant to Wisconsin Statutes.

5. This agreement is being entered into pursuant to the provisions of Chapter 15.56 of the city ordinances of the City of Wausau, and the parties agree that OWNER will be bound by these provisions or any future amendments to these provisions or any separate provisions relating to stormwater management.
6. These covenants, agreements, and obligations provided for in this agreement shall travel with the land and be binding upon OWNER, its successors and assigns in perpetuity.

OWNER:

By: \_\_\_\_\_

By: \_\_\_\_\_

CITY OF WAUSAU:

By: \_\_\_\_\_

Katie Rosenberg, Mayor

By: \_\_\_\_\_

Leslie Kremer, Clerk

STATE OF WISCONSIN )  
 ) ss.  
COUNTY OF MARATHON)

Personally came before me this 13 day of September, 2023, the above-named Jeffrey Rasmussen and \_\_\_\_\_ of Greenbay Packaging, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.



Eric Kunkel

Notary Public, Wisconsin

My commission: 06/12/2027

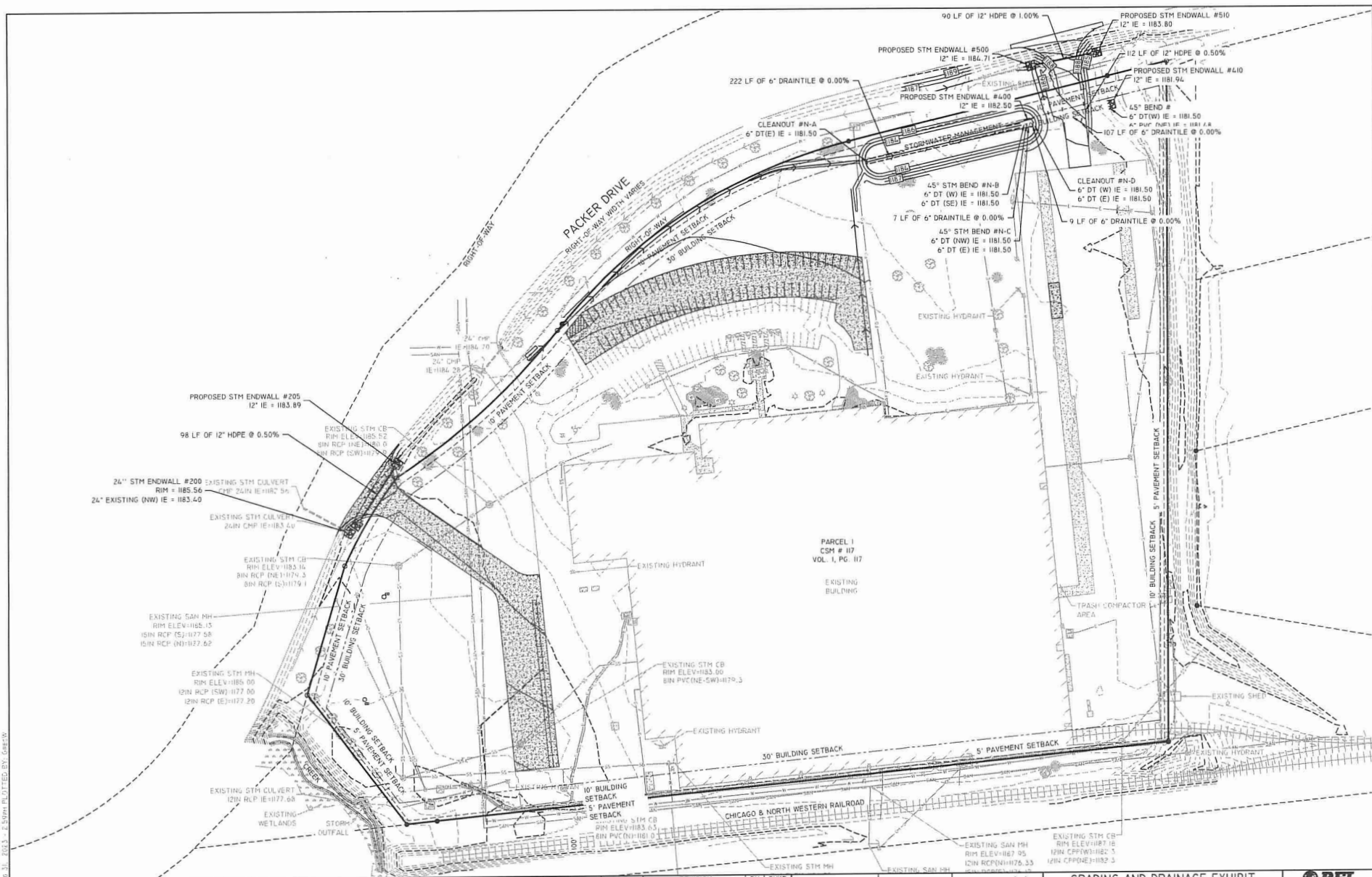
STATE OF WISCONSIN )  
 ) ss.  
COUNTY OF MARATHON)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above-named Katie Rosenberg, Mayor, and Leslie Kremer, Clerk of the City of Wausau, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin

My commission: \_\_\_\_\_

DRAWING FILE: P:\100\1185B-GP\DWG\1185B-GP.dwg User: jay A sng LAYOUT: G&D EX.  
PLOTTED: Aug 31, 2013 - 2:50 PM PLOTTED BY: GSW

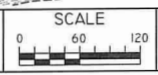


REI Engineering, Inc.  
400 N. 20th Avenue  
Wausau, Wisconsin 54401  
Phone 765.76.8743 Fax 765.76.8742  
Email: MAIL@REIENGINEERING.COM



**REI**

CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING



| DATE | REVISION | BY | CHKD | SURVEYED BY: AIB    | DESIGNED BY: DDD   | SURVEY DATE: 04/16/20 |
|------|----------|----|------|---------------------|--------------------|-----------------------|
|      |          |    |      | SURVEY CHKD BY: JWP | CIVIL CHKD BY: JJB | CIVIL DATE: 8/31/23   |
|      |          |    |      | SURVEY APVD BY: JWP | CIVIL APVD BY: JJB | DRAWN BY: NAP         |

GRADING AND DRAINAGE EXHIBIT  
GREEN BAY PACKAGING INC.  
6545 PACKER DRIVE  
WAUSAU, WISCONSIN 54401

REI  
REI No. 1185B  
SHEET G & D

## **EXHIBIT A**

See Grading & Drainage Exhibit

## **EXHIBIT B**

### **STORM WATER FACILITIES MANAGEMENT MAINTENANCE SCHEDULE & PROCEDURES FOR GREEN BAY PACKAGING 6845 Packer Drive City of Wausau, Marathon County, WI**

#### **PROPERTY LEGAL DESCRIPTION:**

All of Certified Survey Map number 6017, recorded in Volume 22 of Certified Survey Maps on page 95 as document number 930586 in the Marathon County Register of Deeds office, and Part of Lot 1 of Certified Survey Map number 117, recorded in Volume 1 of Certified Survey Maps on page 117, in the Marathon County Register of Deeds office, being part of the South half of the Fractional Northwest 1/4 of Section 31, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin.

#### **RESPONSIBLE PARTY:**

The Owner, Green Bay Packaging, their successors, and assigns, shall inspect and maintain the following structural and/or non-structural measures.

#### **MAINTENANCE SCHEDULE AND PROCEDURES:**

Maintenance inspections by the Owner shall take place at a minimum of twice per year, following Owner's acceptance of the Project from the Site Contractor. Owner shall maintain a written inspection and maintenance log.

Maintenance and inspection shall be performed within the vegetated and drainage swales, dry detention pond and culverts.

1. **DEBRIS:** Removal of trash, debris, and noxious weeds should be done on a regular basis to maintain aesthetics and functionality of the vegetated swales, dry detention pond, and culverts on the site.
2. **RIPRAP:** Inspect riprap and replace as may be needed to maintain integrity and a clean appearance of riprap.
3. **MOWING:** Seasonally mow the swales and pond side slopes to promote aesthetics and control weed growth. Perimeter areas around the storm water management facilities may have native no-mow seed mixes.
4. **WATER QUALITY SWALES:** Maintain free-drainage within the swales on the site.
5. **DRY DETENTION POND:** Following rainfall events, verify the ability for the dry detention pond to drain. If standing surface water is regularly present within the facility following 48 hours of dry weather, the underlying soils may need to be loosened or replaced to restore the infiltration rate. Restore vegetation following soil rework. The draintile may also be clogged. Verify water

discharging from draintile outlet. Repair or replacement of the draintile may be needed if clogged.

6. SNOW PLOWING: Do not plow snow into the dry detention pond as this will cause premature failure of the device.

**AGENDA ITEM**

2024 Street Reconstruction Projects: Discuss public hearing results and make recommendation

**BACKGROUND**

The public hearing regarding special assessments for the following streets was held by the Board of Public Works on December 13<sup>th</sup>, 2023:

|                 |                                                       |
|-----------------|-------------------------------------------------------|
| Eau Claire Blvd | (Grand Ave – West Termini)                            |
| Emerson Street  | (Eau Claire - Kent Street)                            |
| Mount View Blvd | (Eau Claire - Kent Street)                            |
| Pied Piper Lane | (Eau Claire – Kent Street)                            |
| Short Street    | (N. 1 <sup>st</sup> Street-N. 3 <sup>rd</sup> Street) |

Staff will provide comments from the hearing.

**FISCAL IMPACT**

Streets have been included in the 2024 budget.

**STAFF RECOMMENDATION**

Staff recommends approving moving ahead with special assessments on the listed projects pending review of public hearing comments.

Staff contact: Allen Wesolowski 715-261-6762

## BOARD OF PUBLIC WORKS

---

Date of Meeting: December 13, 2023, at 4:00 p.m. in the Council Chambers

Members Present: Eric Lindman, Anne Jacobson

Also Present: Carol Lukens, Allen Wesolowski, TJ Niksich, Dustin Kraege, Lori Wunsch

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and received by the *Wausau Daily Herald* in the proper manner.

### **PUBLIC HEARING: 2024 Street Construction Projects**

**Eau Claire Boulevard from Grand Avenue to west termini**

**Emerson Street from Eau Claire Boulevard to Kent Street**

**Mount View Boulevard from Eau Claire Boulevard to Kent Street**

**Pied Piper Lane from Eau Claire Boulevard to Kent Street**

**Short Street from North 1<sup>st</sup> Street to North 3<sup>rd</sup> Street**

---

Lindman explained the purpose of the meeting is to take comments from property owners regarding special assessments. The comments received are forwarded to the Capital Improvements and Street Maintenance Committee (CISM) which will meet December 14, 2023 at 5:15 p.m. CISM will approve, disapprove, or modify the plans or assessments for the project and forward a recommendation to the Common Council. It is anticipated the Common Council will take action at the December 19, 2023 meeting. There were no objections to dispense with the reading of the official hearing notice.

Lindman indicated the 2024 street assessment rate is set at \$55 per foot. The sewer lateral is \$500 if replaced. Drive approach replacement is estimated at \$7.00 per square foot. Installation of new sidewalk is estimated at \$16.00 per lineal foot.

Lindman stated staff from the Engineering Department will be available after the public hearing if there are specific questions about individual properties or the work to be done under the project.

Niksich explained there are two projects; Short Street from 1<sup>st</sup> Street to 3<sup>rd</sup> Street and Eau Claire Boulevard from Grand Avenue to the cul-de-sac. The projects are complete reconstruction, which includes replacing the water and sewer, roadway, curb, gutter, drive approaches, and extending water and sanitary services from the main to the right of way, which is typically the back of sidewalk. The look of the roadways in the field should remain the same. However, there are some proposed additions on both projects. Short Street is proposed to have sidewalk added on the south side of the road. Eau Claire Boulevard is proposed to have sidewalk added in the final block to the cul-de-sac on both sides.

Short Street is estimated to take 45 working days to complete. Eau Claire Boulevard is estimated to take 4 months to complete. During the project, residents should be able to get to and from their homes every day. However, there will be periods residents will not get to their homes. At the end of the day, the contractor will clean up the site to where residents can get back to their house. The working hours are 6:00 am to 9:00 pm. Vehicles are requested to be removed from your driveway by 6:00 am.

If the garbage truck cannot get to the homes for collection, the contractor will take the bins from your driveway to a nearby intersection and return them after collection.

Mail delivery has sometimes been abruptly stopped during construction. To avoid this, we will set up temporary mailboxes in a cluster. Short Street will likely have one location of mailboxes. Eau Claire Boulevard will probably have two to three locations. This will be throughout the length of the project. Parcels will not be delivered and will be kept at the post office. You will receive a notice to pick up your parcel at the post office.

During construction temporary water service will be provided. The contractor will dig down to the service connection at the right-of-way. A temporary water line will run the length of the project while the main is replaced.

There will be periods of time where you will not be able to use your driveway. This will be while concrete curb, and/or sidewalk and drive approaches are being installed. Typically, there is a seven-day cure time for new concrete. At this point the road should be in a gravel state and residents can park on the street.

A letter will be sent out one to two weeks before construction begins that goes over a lot of this information. Site safety is a key and we ask that everyone stay away from active construction.

Trees on Eau Claire Boulevard have been marked that will need to come out. Staff has worked with the City Forester to determine which trees are going to be removed. A lot of the trees marked for removal are due to service replacements, they are damaged, old, or too large for the boulevard. If the tree is marked with a white dot it will likely be removed. Eau Claire Boulevard has streetlights down the center median. The streetlights will be replaced with similar poles.

Sewer and water services will be replaced to the right-of-way. There is also an upcoming Lead Line Replacement Program. This will be under a separate contract. Property owners will be receiving more information from Wausau Water Works on this program. This project is scheduled to replace all lead lines from the main into the home.

At this time, Lindman opened the public hearing and asked for persons in attendance who wished to speak regarding special assessments to come to the podium and give their name, address, and comments.

John Case, 113 Eau Claire Boulevard, shares a driveway with his neighbor. He asked how that gets assessed and if they would be receiving separate bills.

Roger Kohn, 912 Eau Claire Boulevard, shared concerns he and his neighbors have. It looks like they will be losing all of the trees in the cul-de-sac. Some are not that old and large. He noticed that over 30 trees were left on Kent Street. He wondered if there are any trees that could be saved. They get a flood on the cul-de-sac area because there is not a drain on the west end. He gets a lake in front of his driveway when there is heavy rain or spring thaw. He asked if that could be addressed by adding another drain. The drive approaches are in good condition and he does not know why they have to be redone. He has lived here for 55 years and there has never been a need for sidewalk. This is a peaceful, quiet neighborhood. They feel they would get a lot of additional children on skateboards and things of that nature coming into the neighborhood. He asked for consideration of not putting in the sidewalk and saving the city and residents money.

Theran Peterson, 416 Eau Claire Boulevard, has been in contact with City Forester John Kahon. In his professional career, Peterson teaches at Wausau West High School. They have a portable sawmill and request giving the trees a second life by allowing them to process and potentially offer them back to the residents as lumber.

Carol Lukens, Alder for District 1, was contacted by two residents who could not attend. The first resident is Gary Hayes of 905 Eau Claire Boulevard. He has concerns about sidewalk installation. He gave examples of the west side of Marshall Street that has no sidewalk; it is a paved path that is not usually plowed in the winter. Residents walk on the street. The east end of Marshall from Kent to Lake View does not have sidewalk. He feels that burden of extra cost for sidewalk is not warranted. The second resident is Zach Freiberg and Rachel Rhyner of 2401 Pied Piper Lane. They are concerned about the portion of Pied Piper not being redone with this project. They asked if the part from Lake View Drive to Eau Claire Boulevard could be included because the entire area from Lake View to Kent Street is in bad condition.

Case noted that improvements to the median were mentioned. He asked what the plan was. Lindman stated the center median will remain the same with the same width.

Lukens added that this is a huge job. She has received communications from many residents who are grateful for this.

Marshall Weidman, 147 Eau Claire Boulevard, works second shift. 6:00 am does not work for him to move his vehicle. He had heard there might be access by Firestone to park and asked if that would require a permit so he is not ticketed. Staff will speak with him individually to discuss.

No further comments were received, and the public hearing was closed.

Wesolowski explained that shared driveways are split at the property line. Assessments are sent to each property owner and they are billed separately. Regarding a drain at the end of the cul-de-sac, the curb and gutter and storm sewer will be replaced. The curb and gutter will be sloped so water drains out of the cul-de-sac. The remainder of Pied Piper will eventually be done but is not included in this budget. The center boulevard will remain at the same width. We will try to preserve the existing crab apple trees as the City Forester feels they are in good shape. They may need to be trimmed back but the intent is to save as many as we can. People are encouraged to park on side streets. We will notify the Police Department to not ticket cars on the side streets. If anyone has extenuating circumstances, there will be a full-time inspector on site who can be contacted to work out issues or concerns.

Wesolowski added that all comments will be forwarded to the CISM, who will make a recommendation to go ahead with sidewalk or not. Jurisdiction regarding the installation of sidewalk is with the Board of Public Works. If CISM recommends installing the sidewalk, it will come back to the Board of Public Works to order the sidewalk in. Staff feels it does not make sense to have sidewalk around the cul-de-sac that does not connect to anything. There have been calls from residents who want the sidewalk added.

Jacobson moved to adjourn the meeting. Seconded by Lindman and the motion passed. Meeting adjourned at approximately 4:30 pm.



# STAFF REPORT

**To:** Capital Improvements and Street Maintenance Committee  
**Prepared By:** Andrew Lynch, AICP Asst City Planner  
**Date:** December 5, 2023

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## Agenda Items 4 & 5:

Resolutions supporting applications for Transportation Alternatives Program funds for two Business Campus trail sections.

### Background:

The City of Wausau has submitted two applications for the 2024-2028 cycle of the Transportation Alternatives Program (TAP) for Business Campus multi-use trails. TAP funds are federal dollars administered by the state to build bicycle and pedestrian infrastructure and programs. An application requirement is a demonstration of local support in the form of a resolution. Previously, TAP funds were successfully awarded for the 72<sup>nd</sup> Ave trail project and the upcoming trail between 72<sup>nd</sup> Ave and 84<sup>th</sup> Ave.

### The two projects applied for:

- 72<sup>nd</sup> Ave South Extension: This would extend the current trail south from Stewart Ave, under Highway 29, and provide access to Packer Dr and Sunnyvale Park.
- East West Connection: Connect 84<sup>th</sup> Ave to Innovation Way. This would provide an alternative to Highland Drive or Stettin Drive to access CTH O.

### Fiscal Impact:

City would be responsible for the 20% local share in a budget year beyond 2024.

- 72<sup>nd</sup> Ave South Extension: \$215,372 local share
- 84<sup>th</sup> Ave to Innovation Way: \$395,336 local share

### Staff Recommendation:

Staff recommends approval of both resolutions.

# TAP 2024-28 City of Wausau

ArcGIS Web Map

City of Wausau  
DPW

Date Printed: 10/30/2023



Mile Marker

Highway Exit

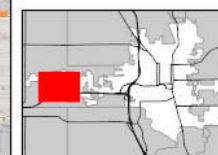
Parcel

Wetlands >2 Acres (WI DNR)

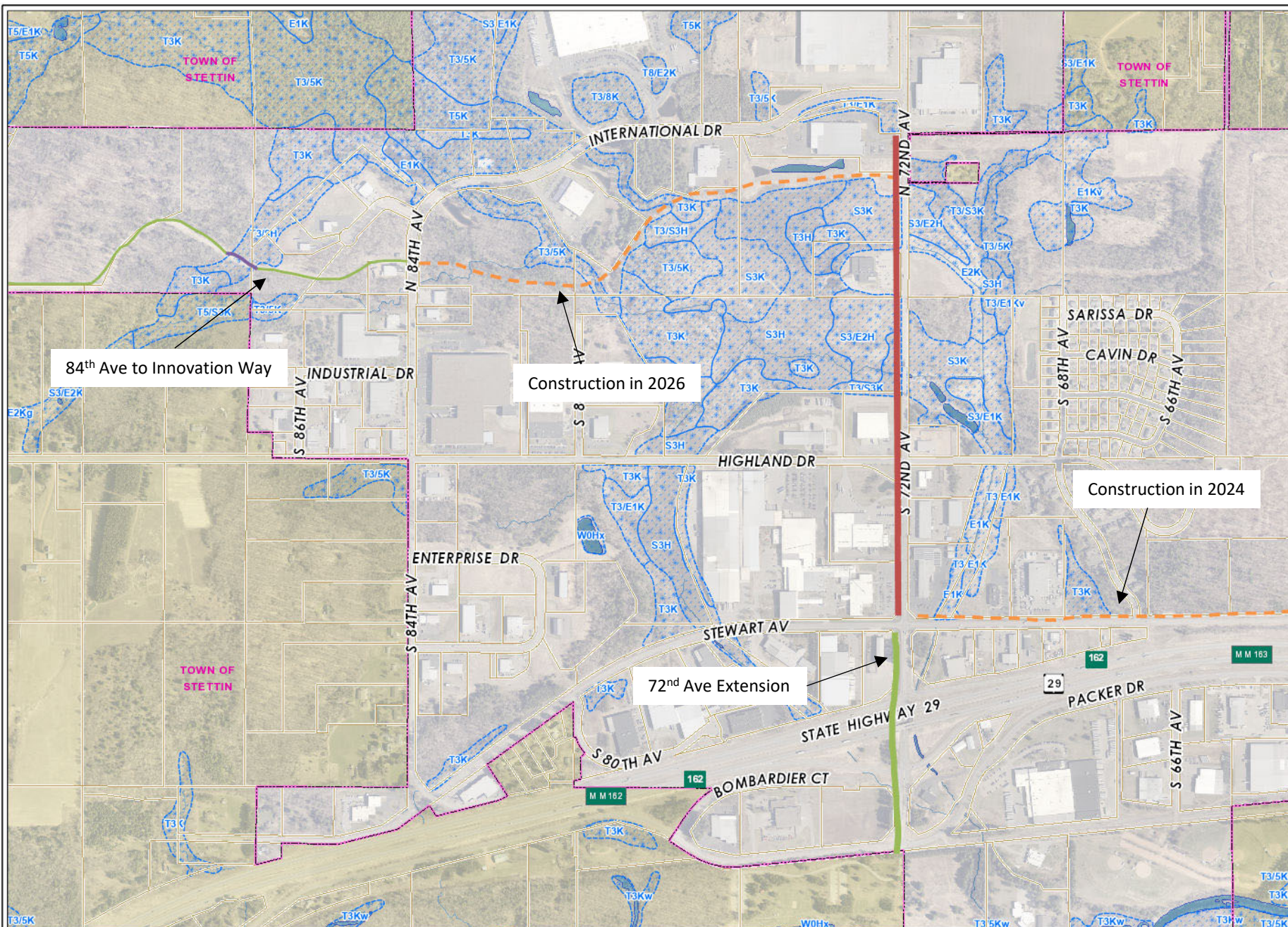
Future Trail Construction

TAP 2024-28 Projects

Completed Trail



NOTES:  
1. Duplication of this map is prohibited without the written consent of the City of Wausau DPW / GIS Dept.  
2. This map was compiled and developed by the City of Wausau and Marathon County GIS. The City and County assume no responsibility for the accuracy of the information contained herein.  
3. City of Wausau  
Public Works / GIS Division  
407 Grant St  
Wausau, WI 54403  
www.ci.wausau.wi.us



## RESOLUTION OF THE CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Approving the WisDOT Transportation Alternatives Program (TAP) grant application to create a section of the Business Campus Trail system between 84th Avenue and Innovation Way.

Committee Action:

Fiscal Impact:                      If grant is not awarded: none  
                                               If grant is awarded: future commitment of 20% (\$395,336) of approved construction costs, design costs, and state review fees between 2024 and 2028.  
                                               Total project cost estimated at \$1,976,678.

**File Number:**

**Date Introduced:**

### FISCAL IMPACT SUMMARY

|               |                                                                                                                                                                            |                                                                     |                                                      |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|------------------------------------------------------|
| <b>COSTS</b>  | <i>Budget Neutral</i>                                                                                                                                                      | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                      |
|               | <i>Included in Budget:</i>                                                                                                                                                 | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Budget Source:</i>                                |
|               | <i>One-time Costs:</i>                                                                                                                                                     | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | <i>Amount: \$395,336</i>                             |
|               | <i>Recurring Costs:</i>                                                                                                                                                    | Yes <input type="checkbox"/> No <input type="checkbox"/>            | <i>Amount:</i>                                       |
| <b>SOURCE</b> | <i>Fee Financed:</i>                                                                                                                                                       | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Amount:</i>                                       |
|               | <i>Grant Financed:</i>                                                                                                                                                     | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | <i>Amount: \$1,581,342</i>                           |
|               | <i>Debt Financed:</i>                                                                                                                                                      | Yes <input type="checkbox"/> No <input type="checkbox"/>            | <i>Amount                      Annual Retirement</i> |
|               | <i>TID Financed:</i>                                                                                                                                                       | Yes <input type="checkbox"/> No <input type="checkbox"/>            | <i>Amount:</i>                                       |
|               | <i>TID Source: Increment Revenue <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i> |                                                                     |                                                      |

## RESOLUTION

**WHEREAS**, the Wisconsin Department of Transportation has made Transportation Alternatives Program (TAP) grant funding available for the 2024-2028 grant cycle; and

**WHEREAS**, the TAP grants are awarded to communities to improve alternative transportation infrastructure; and

**WHEREAS**, the Wausau business campus is growing and the City has planned for improvements to the business campus to ensure that jobs are retained and expanded; and

**WHEREAS**, this would complete the connection between 72<sup>nd</sup> Ave and County Highway O and create a safe and enjoyable east to west bicycle and pedestrian accommodation in the business campus; and

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

**WHEREAS**, the development of bicycle and pedestrian trails would enhance the environment for

employees, businesses and visitors to the Wausau Business Campus, and improve the transportation options and connectivity for employees of the business campus and nearby residents; and

**WHEREAS**, the proposed project is part of the adopted Business Campus Trail Conceptual Master Plan; and

**WHEREAS**, the segment of trail on 72nd Avenue from International Drive to Stewart Ave has been constructed and is now open; and

**WHEREAS**, the city's Bicycle and Pedestrian Advisory Committee reviewed the proposed project and is supportive of the plan; and

**WHEREAS**, the City has received letters of support of the business campus trail system from businesses in the business campus; and

**WHEREAS**, the Transportation Alternative Program (TAP) of the Wisconsin Department of Transportation would cover up to 80% of approved project costs; now therefore

**BE IT RESOLVED** that the Common Council of the City of Wausau hereby supports the proposed project of the Business Campus Trail, from 84th Avenue to Innovation Way; and

**BE IT FURTHER RESOLVED** that the Common Council supports the application of this project to the Wisconsin Department of Transportation's 2024-2028 Transportation Alternative Program, including local cost share requirements of the program.

Approved:

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Katie Rosenberg, Mayor

## RESOLUTION OF THE CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Approving the WisDOT Transportation Alternatives Program (TAP) grant application to create a section of the Business Campus Trail system on 72<sup>nd</sup> Avenue between Stewart Ave and Packer Dr.

Committee Action:

Fiscal Impact:                      If grant is not awarded: none  
                                               If grant is awarded: future commitment of 20% (\$215,372) of approved construction costs, design costs, and state review fees between 2024 and 2028.  
                                               Total project cost estimated at \$1,076,862.

**File Number:**

**Date Introduced:**

### FISCAL IMPACT SUMMARY

|               |                                                                                                                                                                            |                                                                     |                                                      |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|------------------------------------------------------|
| <b>COSTS</b>  | <i>Budget Neutral</i>                                                                                                                                                      | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                      |
|               | <i>Included in Budget:</i>                                                                                                                                                 | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Budget Source:</i>                                |
|               | <i>One-time Costs:</i>                                                                                                                                                     | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | <i>Amount: \$215,372</i>                             |
|               | <i>Recurring Costs:</i>                                                                                                                                                    | Yes <input type="checkbox"/> No <input type="checkbox"/>            | <i>Amount:</i>                                       |
| <b>SOURCE</b> | <i>Fee Financed:</i>                                                                                                                                                       | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Amount:</i>                                       |
|               | <i>Grant Financed:</i>                                                                                                                                                     | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | <i>Amount: \$861,490</i>                             |
|               | <i>Debt Financed:</i>                                                                                                                                                      | Yes <input type="checkbox"/> No <input type="checkbox"/>            | <i>Amount                      Annual Retirement</i> |
|               | <i>TID Financed:</i>                                                                                                                                                       | Yes <input type="checkbox"/> No <input type="checkbox"/>            | <i>Amount:</i>                                       |
|               | <i>TID Source: Increment Revenue <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i> |                                                                     |                                                      |

## RESOLUTION

**WHEREAS**, the Wisconsin Department of Transportation has made Transportation Alternatives Program (TAP) grant funding available for the 2024-2028 grant cycle; and

**WHEREAS**, the TAP grants are awarded to communities to improve alternative transportation infrastructure; and

**WHEREAS**, the Wausau business campus is growing and the City has planned for improvements to the business campus to ensure that jobs are retained and expanded; and

**WHEREAS**, the segment of trail on 72nd Avenue from International Drive to Stewart Ave has been constructed and is now open; and

**WHEREAS**, there are no bicycle and pedestrian accommodations at the Highway 29 interchange; and

**WHEREAS**, the proposed segment of trail would extend the 72<sup>nd</sup> Ave trail and create safe access to Sunnyvale Park for area employees and residents; and

**WHEREAS**, the development of bicycle and pedestrian trails would enhance the environment for employees, businesses and visitors to the Wausau Business Campus, and improve the transportation options and connectivity for employees of the business campus; and

**WHEREAS**, the proposed project is part of the adopted Business Campus Trail Conceptual Master Plan; and

**WHEREAS**, the city's Bicycle and Pedestrian Advisory Committee reviewed the proposed project and is supportive of the plan; and

**WHEREAS**, the City has received letters of support of the business campus trail system from businesses in the business campus; and

**WHEREAS**, the Transportation Alternative Program (TAP) of the Wisconsin Department of Transportation would cover up to 80% of approved project costs; now therefore

**BE IT RESOLVED** that the Common Council of the City of Wausau hereby supports the proposed project of the Business Campus Trail, from on 72<sup>nd</sup> Avenue from Stewart Ave to Packer Drive; and

**BE IT FURTHER RESOLVED** that the Common Council supports the application of this project to the Wisconsin Department of Transportation's 2024-2028 Transportation Alternative Program, including local cost share requirements of the program.

Approved:

---

Katie Rosenberg, Mayor

| AGENDA ITEM                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Discussion and possible action on revised Winter Street Maintenance Policy                                                                                                                                   |
| BACKGROUND                                                                                                                                                                                                   |
| The current policy was implemented in 1996. A lot has changed since then. Policies should be reviewed and updated regularly to make sure that they provide accurate guidance for city departments to follow. |
| FISCAL IMPACT                                                                                                                                                                                                |
| The proposed policy would have no fiscal impact. It reflects the service level; public works currently provides. Any changes to this policy will have a fiscal impact.                                       |
| STAFF RECOMMENDATION                                                                                                                                                                                         |
| Adopt the proposed winter maintenance policy as is. Provide staff with directives for any future changes to the policy.                                                                                      |
| Staff contact: Dustin Kraege 715-261-6963                                                                                                                                                                    |



## **CITY OF WAUSAU**

# **WINTER STREET MAINTENANCE**

## **POLICY**

**1996**

**ORIGINALLY ADOPTED BY COMMON COUNCIL MARCH 12, 1991**

**REVISED OCTOBER, 1996**

**ADOPTED BY COMMON COUNCIL NOVEMBER 12, 1996**

O:\DPW\POLICIES - Dept\Winter Policy.doc

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## PART I PURPOSE AND OVERVIEW

### A. PURPOSE OF A WINTER MAINTENANCE POLICY

The City of Wausau Department of Public Works (DPW) is the governmental agency responsible for winter snow and ice control. The Department's goal is to provide a timely and efficient response to winter storm conditions with trained personnel and adequate equipment to ensure safe and convenient travel on the streets of Wausau.

The Department of Public Works is guided by the directives of the Common Council through this Winter Maintenance Policy designed to:

1. Establish a public awareness of how the weather, traffic, and snowplowing operations interact with each other during a snowstorm.
2. Establish operating policies which influence decisions whether to sand, salt, or plow streets, and implementation of associated traffic and parking controls during emergency conditions.
3. Establish priority snowplow routes, priority sand, and priority salt routes.
4. Establish a snow policy and develop a list of the various streets, businesses, churches, schools, etc., where snow is removed as warranted.

The intent of this Winter Maintenance Policy is not to provide inflexible mandates, but rather to provide general policy statements intended to guide operational decisions.

The Director of Public Works will make changes in the Winter Maintenance Policy as necessary to accommodate changes in traffic, expansion of the street system, changes in business districts, or changes which may be directed by the Common Council.

The Common Council, through the Capital Improvements and Street Maintenance Committee, may review the Winter Maintenance Policy and modify it at any time.

### B. SNOW AND ICE STORMS

Wausau, Wisconsin is located at the 45th Parallel, one-half way between the Equator and North Pole. Three of the four seasons--fall, winter and spring--can produce snow and ice storms resulting in slippery streets and hazardous driving conditions.

Ice storms are often fast developing, resulting from a combination of rain and falling temperatures. Once the temperature drops below 32°F, freezing rain can glaze streets in a matter of minutes. An emergency condition exists and the normal response requires the application of salt and sand to the streets.

Typically, it is the snow storm rather than the ice storm which is most frequent during our winter season, and it is, therefore, the major subject of this Winter Maintenance Policy. The City of Wausau may expect an average annual snowfall of 51 inches.

Each snow storm has its own characteristics, which may include:

1. The intensity of the storm, ranging from heavy snow to light flurries.
2. The type of snow, whether it is wet or dry.
3. The amount of wind, which can produce drifting snow and clogged streets long after the snow has stopped falling.
4. The temperature, which provides an indicator of the effectiveness of sanding and salting operations.
5. The timing of the snowstorm, which may determine how traffic is affected and dictate the type of snowplowing activity.

#### **C. DPW ALERTING PROCEDURES**

The Department of Public Works recognizes its responsibility to assist the public by either anticipating or reacting to changing weather conditions and hazardous driving conditions as quickly and as efficiently possible. For that reason, there is a supervisor (or lead worker) on call 24 hours a day, seven days a week.

In addition to the normal weather broadcasts, supervisors monitor the State weather network and receive additional weather information and storm warnings through the Marathon County Emergency Government Office.

During normal off-duty hours at the DPW, the Wausau Police Department will contact the on-call supervisor whenever street conditions become hazardous. The on-call supervisor must then determine whether the hazardous condition exists only in an isolated area or whether hazardous conditions will continue to develop throughout the City. If the decision is made to salt, sand, or plow, the supervisor contacts personnel according to seniority and operator classification for the equipment necessary to perform the task.

#### **D. TYPICAL RESPONSE TO A SNOWSTORM**

The purpose of this section is to explain rather briefly the normal actions involved in responding to a snowstorm. Obviously, depending on the timing and intensity of the storm, certain operations will be modified to meet the specific conditions.

At the onset of a storm, particularly one which is rather slow in developing, as little as one-quarter to one-half inch of snow will cause a glazed pavement condition on arterial streets and bridges. The problem generally develops quickest where traffic is the heaviest, but also becomes more acute in the hilly areas of Wausau where even a slight slippery condition may cause loss of driver control for a considerable distance.

If the slippery conditions develop during the late night hours, they would normally be reported by police officers to the on-call supervisor. The first response of the DPW is usually an effort to alleviate the slippery conditions by spreading salt on specified streets and abrasive sand on hills

and at other residential street intersections. Oftentimes, in very light snow, no further action would be taken.

However, if the snow continues to accumulate and the weather prediction calls for snow in excess of two inches, the spreading of salt and abrasive sand will be limited to only those areas necessary to keep traffic flowing safely, and plans will be made to plow the streets.

If snowplows are called out early in the morning (after 2:00 a.m.), the snowplows will first plow an established Priority Snowplow Route (see Appendix). The Priority Snowplow Route consists of a network of arterial and collector streets which penetrate into residential areas so most residents will have to travel a maximum of three blocks to a plowed streets. Once on a plowed street, access should be possible to all other arterial streets within the City, including the core of the City and all emergency facilities. After the Priority Snowplow Route is completed, snowplow operators will return to the remainder of their regular snowplow route.

During most snowfalls, the plowing operation will be scheduled for the evening following the snowfall. If the snow is particularly heavy, in excess of four inches, it will be necessary to keep snowplows operating on arterial streets throughout the daytime hours in an effort to keep traffic moving. The cleanup plowing is then generally scheduled for that evening.

A nighttime snowplowing operation usually begins at 10 or 11 p.m. In this case, drivers do not plow the Priority Snowplow Route first but instead plow streets in their designated areas in the manner which they find to be most efficient. The advantages of plowing at night are reduced interference from traffic and fewer parked cars, resulting in a more efficient snowplowing operation. All streets are plowed as wide as possible and intersections are cleaned. In addition, all City parking lots in the downtown area are plowed as well as certain sidewalks.

Following a snowplowing operation, and before all snowplows have completed their entire routes, the sand and salt spreading trucks are returned to service to apply salt on designated streets and sand on the hills and at intersections.

If no further snowfall occurs but the accumulation was significant, snow removal operations commence on the second night after the snowstorm. This consists of loading and hauling snow from the downtown area, bridges, and various business places. The operation will be discussed in detail in Part III.

## PART II

### WINTER SNOW AND ICE CONTROL POLICIES

#### A. SALTING AND SANDING OPERATIONS

##### 1. General

Anytime snow is subjected to the pressure of a tire, the snow melts and immediately refreezes when the pressure of the tire is removed. When temperature conditions are below 32°F, intersection pavements quickly become glazed with ice from the starting and stopping of vehicles.

The application of salt and a sand/salt mixture are the two most common and economical methods of preventing slippery conditions on streets and highways. When applied in the early phases of a snowstorm, the salt melts the snow and creates a brine which prevents ice from freezing to the pavement beneath. The action of traffic accelerates the melting action of the salt brine and creates a slush which is thrown to the side of the travel lanes. Continued applications of salt, if necessary, and/or drying weather create a bare pavement condition.

Recently the State Legislature has enacted several laws and is considering others which will limit the amount of salt used by street and highway maintenance personnel. The laws also govern how salt and sand/salt mixture are to be stored. Currently the City of Wausau complies with all applicable State laws.

##### 2. Policy for Application of Salt

It shall be the policy of the City of Wausau to minimize the application of salt by utilizing recommended techniques and modern equipment. Salt spreaders shall be calibrated to spread salt within the recognized guidelines of 200 to 600 pounds per lane mile. Salt shall be applied at the minimum rate necessary to reduce slippery conditions and provide safe travel for the public.

Salt Routes shall be established as indicated in the Appendix of this report, and the application of salt shall be confined to those streets located on the Salt Route map. The Director of Public Works may amend or modify the Salt Route map as necessary to accommodate changing traffic conditions. Also, in the event of an ice emergency, salt may be applied on any streets within the City as ordered by the Director of Public Works.

Sodium chloride, common rock salt, is the material most often used to control snow and ice on pavements and is generally effective at temperature ranges between 32°F and 15°F. When temperatures fall below 15°F, it is necessary to pre-wet the sodium chloride with liquid calcium chloride, thereby extending the effectiveness of the salt to a temperature of approximately 0°F. The advantage of pre-wetting the rock salt and extending its effectiveness is that less salt is necessary at the lower temperature ranges and deicing occurs more quickly. Deicing of pavements, therefore, can be achieved more economically and efficiently through the addition of liquid calcium chloride than by the use of sodium chloride alone.

### 3. Policy for Application of Sand/Salt Mixture

By definition in the Wisconsin Statutes, a sand/salt mixture should contain 5% salt or less. The purpose of the salt is to keep the stockpile of sand from freezing solid during the winter months. The sand/salt mixture is referred to as sand throughout this report.

Sand is applied to non-salted streets when the pavement is reported to be slippery. Throughout the winter, sand is routinely applied to streets on Wausau's many hills and on other residential street intersections following snowplowing operations, or whenever weather conditions cause continual icing of pavements at intersections. It shall be the policy of the City of Wausau to spread sand as necessary to reduce slippery conditions and provide safe travel to the public. The application of sand shall be made first on the Priority Sand Routes, then the hillside intersections and other major collector and arterial streets. Residential streets shall receive a lower priority for the application of sand. The Priority Sand Route is identified in the Appendix of this report and may be changed by the Director of Public Works as necessary to accommodate changing traffic conditions. In an emergency condition, such as an ice storm, sand may be applied to any street in the City at the direction of the Director of Public Works.

The City is also responsible for maintenance of parking ramps and surface parking lots, certain sidewalks, and bridges. Sand shall be applied as required to minimize slippery conditions in parking ramps, surface lots, sidewalks abutting City property, and all bridges.

## **B. SNOWPLOWING OPERATIONS**

### 1. General

Snowplowing operations involve a large amount of personal, equipment, and a considerable expenditure. The level of service will be established by the people of Wausau through their representatives on the Common Council. The following paragraphs provide general guidelines under which the Department now operates and will continue to operate until directed otherwise.

Following a snowfall, the DPW must plow snow from approximately 180 miles of streets, nine miles of sidewalks, four parking structures, eight surface parking lots of varying sizes, and the Wausau Municipal Airport. Also, the City provides snowplowing services for the sidewalks in the downtown area adjacent to the pedestrian mall on Washington Street and Third Street; sidewalks along Third Street from Jefferson Street to Grant Street, Jefferson Street from Second Street to Fourth Street, and Scott Street from Third Street to Fourth Street.

The 180 miles of streets are divided into thirteen plow routes, three of which are grader routes in the hills. Each truck plow route usually has two units assigned to it, unless there are personnel absences due to sickness or injury. Cul-de-sacs, certain narrow streets, and certain streets with very steep grades are plowed by endloaders which circulate throughout the City on an assigned route, plowing street segments which are otherwise difficult to plow with the normal patrol trucks or graders.

### 2. Policy for Snowplowing Procedures

- (a) Snowplowing may commence on arterial streets or on hills when one inch or more of snow has accumulated from a single snowstorm or successive snowfalls. Plowing may commence on all residential streets when two more inches of snow have accumulated from a single snowfall or successive snowfalls.

- (b) When plowing operations commence early in the morning and it is necessary to provide a network of plowed streets to move traffic from the residential areas into the business and industrial areas of the City, streets designated as the Priority Snowplow Route will be plowed first. Other streets will be plowed after the Priority Snowplow Route has been completed.

When snowplowing operations commence during the late evening hours, the Priority Snowplow Route will not be plowed first.

- (c) In the event of a heavy snowfall, generally six inches or more, the Director of Public Works and/or the Chief of Police may declare a snow emergency. In a snow emergency, cars shall not be parked on City streets for the period of time specified during the snow emergency.
- (d) When the accumulation of snow alongside streets constricts the normal street width and parked cars conflict with moving vehicles, thereby creating an unsafe condition, the Chief of Police and/or Director of Public Works may declare winter parking restrictions, during which period vehicles may park only on the odd-numbered side of the street on odd calendar days and on the even-numbered side of the street on even calendar days.
- (e) As stated in City Ordinance 12.52.020, it shall be unlawful for any person to deposit snow upon any street, sidewalk or alley within the City, except that snow from the sidewalk and drive approaches may be deposited on the boulevard area. Snow from private parking lots and wide commercial driveways may not be placed on the boulevard area, and it shall be the responsibility of the owners of those properties to have the snow removed at their expense.
- (f) The City will not remove snow from driveways, regardless of whether it is a natural accumulation or whether it had been deposited there by snowplows during the normal process of clearing the streets. An exception may be made in the event of an emergency.
- (g) If an emergency occurs during a snowstorm, the emergency call should be routed through the Police Department or Fire Department. The appropriate emergency agency should notify the DPW for assistance. Most plow units are equipped with two-way radios and can be dispatched from the DPW office to assist in snowplowing operations or the spreading of sand or salt according to the needs of the agency requesting emergency assistance. The Police Department may also contact DPW units directly through the police dispatcher.
- (h) Whenever possible, snowplowing operations are scheduled to begin at approximately 11 p.m. and continue through approximately 9 a.m. of the following morning. City Ordinance 10.20.020 currently requires there be no parking on City streets from 2 a.m. until 6 a.m. The subject ordinance shall be enforced by the Wausau Police Department to minimize interference and maximize efficiency of the snowplowing operations. Parked cars shall be issued a citation or towed away at the discretion of the Police Department.

### **C. PERSONNEL - RESPONSIBILITY AND STAFFING LEVEL**

Because snow accumulations and associated ice conditions on streets constitute a threat to the public health, safety, and welfare, snow and ice control is conducted as an emergency operation and the personnel of the DPW are expected to respond for duty when called. The Department is staffed at a level which will provide only one major snowplowing operation in any twelve hour

period. (Although once the major plowing effort is underway, many operators will continue working for twelve to fourteen hours if necessary to complete the plowing.)

If the snowstorm is of lengthy duration, the main work force will be called off after about eight hours for a rest while a skeleton crew continues plowing to keep major streets open and respond to emergency calls. The main work force will then return to begin a second major plowing operation. Typically, if weather conditions permit, the second operation will begin at approximately 11 p.m. and continue through the night hours. Mechanics also rotate in shifts according to the size of the plowing crew on the streets.

Presently the City operates with a smaller work force than it did several years ago. Since 1979 the work force has decreased 11% while the miles of streets have increased 18%. To offset the reduction of personnel, all truck units are equipped with side-mounted wing plows in addition to the front-mounted plows. These increase the volume of snow moved with each pass of the snowplow and increase the plowing efficiency per mile of street. Based on past experience, the present City staff can handle a continuous snowfall of fifteen inches without major problems, assuming there are very few persons absent from work and minimal equipment breakdowns.

Should the City experience a snowfall substantially in excess of fifteen inches or experience successive heavy accumulations of blowing and drifting snow, the City will call on personnel from other departments to staff snowplows on an emergency basis to keep arterial streets and the Priority Snowplow Routes open and to respond to emergency calls. Snowplow operators which may be recruited include the traffic maintainers, trade technicians, and service workers from the Construction and Maintenance Division; the Electrical Department; Sewer and Water Department; and Engineering Division. These personnel will be used only on an emergency basis according to the needs at the time.

It would be neither practical nor economical for the City to staff sufficient personnel and equipment for the worst possible snowstorm. The foregoing paragraphs provide a measure of the present capabilities of the DPW, and explain certain procedures which would be initiated in the event of a severe snowstorm beyond the capabilities of the Department's normal operations.

#### **D. EQUIPMENT**

Included in the Appendix is a list of equipment which is in use during and after a snowfall event. Also indicated are units of backup equipment placed into service at those times when regular equipment is down for repairs. All snowplowing units are subjected to severe stress on the plowing equipment, drive train, and hydraulics while pushing snow continuously for ten to twelve hours.

On-duty mechanics routinely service units during snowplow operations, repairing broken blades, replacing chains, and making repairs to hydraulic equipment. Serious breakdowns in the hydraulics, engines or drive train result in the snowplow being removed from service and a backup unit mobilized in its place. There are no backup units for the graders or loaders.

### PART III

## POLICY FOR SNOW REMOVAL OPERATIONS

After an accumulation of snow has developed, either through a significant snowfall or successive snowfalls, snow removal operations are initiated in accordance with established practice, safety considerations, or anticipation of weather conditions such as additional snowfall or spring thaw. Snow removal consists of loading snow into trucks and hauling it to a site where it is pushed into piles and left to thaw in the spring. Because snow removal involves numerous units of large equipment, it typically causes interference with traffic. Therefore, snow removal operations are usually conducted at night in the downtown area and on the busier arterial streets. A smaller crew operating during the daytime usually removes snow from the more isolated locations and in the residential areas where the night operation might cause too much disruption of sleep.

The snow removal policy has evolved over the years and is generally limited to the streets contained in the Snow Removal Schedules No. 1 through 8 in the Appendix of this report. The schedules may be modified by the Director of Public Works as necessary to accommodate changes in street conditions and business locations, while attempting to comply with the general guidelines and spirit of the City snow removal policy. The policy may be reviewed by the Common Council or a committee thereof, and specific changes to the policy or its intent may be made at any time.

"Significant snowfall" or "significant accumulation" occurs when 2 to 4 inches of snow has fallen or has accumulated from successive snowfalls and the snowbanks from plowing reach a height of 12 to 18 inches.

Following is a brief explanation of Snow Removal Schedules No. 1 through 8 in the Appendix.

Schedule No. 1: Streets from which snow is removed following each significant snowfall. Work generally begins in the center of the downtown area with Third Street and expands outwardly.

Schedule No. 2: Major arterial streets from which snow is removed following each significant snowfall.

Schedule No. 3: City-owned parking lots from which snow is removed after each significant snowfall. They are listed in order of general priority, although the actual priority may depend on the amount of customer use.

Schedule No. 4: Snow is removed from the vicinity of schools when the accumulation becomes a safety hazard for the school children. The areas in front of the schools and associated crosswalks receive a very high priority when the snow accumulation is sufficient to either constrict the streets or cause visibility problems.

Schedule No. 5: Business places from which snow is removed when it has reached significant accumulation.

Schedule No. 6: In addition to the churches which are associated with the parochial schools shown on Schedule No. 4, other churches are shown on Schedule 6. Normally snow is removed from churches as soon as possible following a significant accumulation. The priority would be the same as Schedule No. 5 and snow removal would normally be done jointly on these two schedules to minimize equipment travel.

Schedule No. 7: These streets have narrower than normal dimensions and must be widened usually at least once during the course of an average winter and perhaps twice during a winter with above average snowfall. These are usually a lower priority than all other preceding schedules and are done as time permits throughout the winter months.

Schedule No. 8: These streets normally experience considerable spring runoff problems. The problems may include very flat street grades where accumulated snow and ice around driveways traps sufficient water to make access to driveways difficult. In other cases, runoff water is diverted by the accumulation of snow and ice onto private property where it does damage. Generally it is desirable to remove standing water from street surfaces in the spring. Standing water has a greater opportunity to penetrate into cracks and joints in the pavement, and because it can't escape into the frozen base, the hydraulic action caused by passing vehicle tires causes potholes to develop as the trapped water is forced violently upward. Most of the streets in this list have exhibited historical problems, and snow removal operations are conducted as necessary to alleviate the specific problem.

|                                                                                                 |
|-------------------------------------------------------------------------------------------------|
| <p style="text-align: center;">PART IV<br/>POLICY FOR CITY SERVICES ON PRIVATE<br/>PROPERTY</p> |
|-------------------------------------------------------------------------------------------------|

Any time City personnel and equipment are used on private property for snowplowing, snow removal, or steamer services (thawing drains), the property owner shall be billed the actual full cost of those City services including an appropriate charge for administration and overhead.

City services on private property may be initiated at the request of the Sidewalk Inspector when property owners fail to remove snow or ice from sidewalks within a specified period of time, and the cost is levied against the abutting property owner in accordance with statutory requirements.

In other circumstances, private property owners may seek the assistance of the City. Generally, it shall be City policy that if similar services are provided by the private sector, the City does not do the work. In the case of storm sewer thawing with a steam boiler, the City often performs such services on private property because no firm in the private sector provides thawing services.

Other requests for work on private property are reviewed by a supervisor or department head prior to authorizing the work to proceed.

## **APPENDIX**

Priority Salt and Sand Routes - See Map

Priority Snowplow Routes - See Map

Equipment and Personnel

Snow Removal Schedules 1 - 8

- #1 Downtown Snow Removal and Westside Businesses
- #2 Major Arterial Streets
- #3 Parking Facilities
- #4 Schools
- #5 Business Places
- #6 Churches
- #7 Narrow Streets
- #8 Snow Must Be Removed Before Spring Thaw

## EQUIPMENT AND PERSONNEL

### OPERATOR I EQUIPMENT

|                                           |    |
|-------------------------------------------|----|
| Patrol trucks with plow, wing and sander  | 13 |
| Backup patrol trucks with plow and sander | 3  |
| Patrol trucks with plow and wing          | 2  |
| Salting trucks                            | 2  |

### OPERATOR I PERSONNEL

|                                                            |    |
|------------------------------------------------------------|----|
| Number of Operator I's on duty during a single snow event: | 17 |
| Laborers                                                   | 1  |
| Backup Operator I's for plowing/sanding                    | 2  |

\*\*\*\*\*

### OPERATOR III EQUIPMENT

|                                    |               |
|------------------------------------|---------------|
| Graders with wings                 | 3             |
| Front end loaders with plow        | 3             |
| Tandem trucks with plow and wing   | 5             |
| Bombardier (sidewalk)              | 2             |
| Holder (sidewalk broom - downtown) | 1             |
| Backup equipment                   | 1 yard loader |
|                                    | 1 tandem      |
|                                    | 1 tractor     |

### OPERATOR III PERSONNEL

|                                                                                                            |    |
|------------------------------------------------------------------------------------------------------------|----|
| Number of Operator III's on duty during a single snow event:                                               | 12 |
| Number of backup Operator III's<br>(usually on duty the day following a night time snow plowing operation) | 0  |

\*\*\*\*\*

### ADDITIONAL BACKUP PERSONNEL

|                                        |   |
|----------------------------------------|---|
| Traffic Maintainers, Trades Technician | 3 |
|----------------------------------------|---|

## **SCHEDULE #1**

### **DOWNTOWN SNOW REMOVAL**

|                   |                                     |
|-------------------|-------------------------------------|
| Forest Street     | 1st Street to 5th Street            |
| Franklin Street   | 4th Street to 7th Street            |
| Franklin Street   | 2nd Street to 3rd Street            |
| Fulton Street     | 1st Street to 6th Street            |
| Grant Street      | 1st Street to St. Paul Street       |
| Jackson Street    | Courthouse to Tracks                |
| Jefferson Street  | 1st Street to Tracks                |
| McClellan Street  | 1st Street to Tracks                |
| McIndoe Street    | 1st Street to 6th Street            |
| Scott Street      | Washington Street to Tracks         |
| Washington Street | Scott Street Bridge to 2nd Street   |
| Washington Street | 4th Street to Tracks                |
| 1st Street        | Forest Street to Tracks             |
| 2nd Street        | Franklin Street to Fulton Street    |
| 2nd Street        | Washington Street to Grant Street   |
| 3rd Street        | Jefferson Street to Short Street    |
| 4th Street        | Washington Street to McIndoe Street |
| 5th Street        | Grant Street to Scott Street        |

### **WESTSIDE BUSINESSES**

|                  |                                                |
|------------------|------------------------------------------------|
| Alexander Street | 1st Avenue to 4th Avenue                       |
| Callon Street    | 1st Avenue to 4th Avenue                       |
| Clark Street     | 4th Avenue to circle                           |
| Elm Street       | 1st Avenue to 4th Avenue                       |
| Norton Street    | 4th Avenue to Tracks                           |
| Quaw Street      | 1st Avenue to 4th Avenue                       |
| 2nd Avenue       | Bridge Street to Norton Street                 |
| 2nd Avenue       | Elm Street to Stewart Avenue                   |
| 3rd Avenue       | Knox Street to 100 yds. south of Bridge Street |
| 3rd Avenue       | Elm Street to Stewart Avenue                   |
| 4th Avenue       | Stewart Avenue to Elm Street                   |

## **SCHEDULE #2**

### **MAJOR ARTERIAL STREETS**

|                           |                                   |
|---------------------------|-----------------------------------|
| Bridge Street             | 6th Street to 17th Avenue         |
| Franklin Street           | 1st Street to 7th Street          |
| Grand Avenue              | Entire Avenue                     |
| Prospect Avenue           | Town Line Road to Forest Street   |
| Stewart Avenue            | Scott Street Bridge to 3rd Avenue |
| Sturgeon Eddy Road        | Grand Avenue to Kent Street       |
| Thomas Street             | Grand Avenue to 12th Avenue South |
| Union Avenue              | 1st Avenue to 3rd Avenue          |
| Wausau Avenue             | 6th Street to 13th Avenue         |
| 6th Street                | Grand Avenue to Parcher Street    |
| 7th Street                | Kickbusch Street to Spring Street |
| 10th Street               | McIntosh Street to Bridge Street  |
| 1st Avenue                | Thomas Street to Union Avenue     |
| 3rd Avenue/Merrill Avenue | Entire Avenue                     |
| 11th Avenue               | Thomas Street to Chellis Street   |

### **SCHEDULE #3**

#### **PARKING FACILITIES**

Ramp #1 McClellan Street

Ramp #2 Jefferson Street

Ramp #3 West Mall

Ramp #4 East Mall

Lot #7 W. Washington Street

Lot #8 River Drive

Lot #9 Jefferson Street (500 block)

Lot #10 McClellan Street (500 block)

Lot #11 McClellan Street (500 block)

Lot #12 Presbyterian Church

Lot #13 City Hall

Lot #14 500 block of Second Street

## **SCHEDULE #4**

### **SCHOOLS**

|                  |                                 |
|------------------|---------------------------------|
| G. D. Jones      | 12th Avenue & Rosecrans Street  |
| Grant            | 4th Avenue & Bridge Street      |
| Holy Name        | 9th Avenue & Thomas Street      |
| John Marshall    | Lamont Street                   |
| Lincoln          | 600 Block South 6th Avenue      |
| Longfellow       | Seymour Street                  |
| St. Mary's       | Church Street Side              |
| St. Michael's    | 6th Street & Steuben Street     |
| St. Anne's       | 6th Avenue & Quaw Street        |
| St. Mark's       | Strowbridge Street & 7th Avenue |
| Thomas Jefferson | Randolph Street                 |

## **SCHEDULE #5**

### **BUSINESS PLACES**

|                          |                                                     |
|--------------------------|-----------------------------------------------------|
| All Business Places      | Thomas Street from 3rd Avenue to 11th Avenue        |
| All Business Places      | Prospect Avenue                                     |
| All Stores               | North 3rd Street from Winton Street to Short Street |
| Beauty Shop              | 7th Street & Park Avenue                            |
| Beauty Shop              | 6th Street & Wausau Avenue                          |
| Bennie's Bar             | 316 E. Randolph Street                              |
| Brainard-McCunn          | 6th Street & Adams Street                           |
| Fire Station             | Seymour Street                                      |
| Fire Station             | 8th Street & Bridge Street                          |
| Garage                   | 1st Avenue North & Spruce Street                    |
| Grebe's                  | 2nd Avenue and Quaw Street                          |
| Helke's West             | 3rd Avenue & Spruce Street                          |
| Mark's Barber Shop       | 6th Street & Union Avenue                           |
| Peterson Funeral Home    | 6th Street & Steuben Street                         |
| Service Station          | 6th Street & Wausau Avenue                          |
| Store                    | 2nd Avenue & Maple Street                           |
| Store                    | 1300 block Cherry Street                            |
| Store                    | 328 North 2nd Avenue                                |
| Store                    | Town Line Road                                      |
| Store                    | 7th Street & Wausau Avenue                          |
| Wausau Municipal Airport |                                                     |
| Wausau Monument          | Grand Avenue and both sides Ruder Street            |

## **SCHEDULE #6**

### **CHURCHES**

|                    |                              |
|--------------------|------------------------------|
| Church of Nazarene | 1st Avenue & Knox Street     |
| First English      | 3rd Avenue & Cedar Street    |
| Grace              | 3rd Avenue & Garfield Avenue |
| Immanuel           | 7th Street & Adams Street    |
| Mount View         | 4th Avenue & Thomas Street   |
| Pilgrim            | Weston Avenue                |
| Salem              | 2812 North 6th Street        |
| Trinity            | 5th Avenue & Stewart Avenue  |
| United Pentecostal | 201 Broadway                 |
| Wesley Methodist   | 11th Avenue & Elm Street     |

## **SCHEDULE #7**

### **NARROW STREETS**

|                    |                                      |
|--------------------|--------------------------------------|
| Bellis Street      | Scott Street to Franklin Street      |
| Bellis Street      | Jackson Street to Jefferson Street   |
| Broadway Lane      | Broadway Avenue to Weston Avenue     |
| Church Street      | Grand Avenue to Seymour Street       |
| DeKalb Street      | 3rd Street to 5th Street             |
| Division Street    | 5th Street to 7th Street             |
| Fairmount Street   | Sturgeon Eddy Road to Ruder Street   |
| Fairmount Street   | Broadway Avenue to Weston Avenue     |
| Floral Avenue      | Prospect Avenue to Grand Avenue      |
| Frenzel Street     | Kickbusch Street to Henrietta Street |
| Geisler Street     | Kolter Street to Ruder Street        |
| Graves Avenue      | Zimmerman Street to Kings Court      |
| Gray Place         | Franklin Street to Scott Street      |
| Kings Court        | Weston Avenue to Graves Avenue       |
| Kolter Street      | Roosevelt Street to Geisler Street   |
| Langsdorf Street   | 3rd Street to 5th Street             |
| Luebner Street     | Grand Avenue to Prospect Avenue      |
| McDonald Street    | Grand Avenue to Torney Avenue        |
| McIntosh Street    | Prospect Avenue to Seymour Street    |
| Miller Street      | Grand Avenue to Fairmount Street     |
| Reservoir Avenue   | Maple Street to Spruce Street        |
| Roosevelt Street   | Weston Avenue to Broadway            |
| Ruder Street       | Geisler Street to Bernard Street     |
| Strowbridge Street | North 1st Avenue to 3rd Avenue       |
| Torney Avenue      | McDonald Street to Town Line Road    |
| Werle Avenue       | West Street to Garfield Avenue       |
| Wisconsin Street   | Sturgeon Eddy Road to Kolter Street  |
| Zimmerman Street   | Weston Avenue to Kent Street         |
| 4th Street         | Bridge Street to DeKalb Street       |
| 7th Avenue         | Stewart Avenue to Pardee Street      |

## **SCHEDULE #8**

### **SNOW MUST BE REMOVED BEFORE THE SPRING THAW**

All creeks coming into the City must be opened.

|                           |                                                             |
|---------------------------|-------------------------------------------------------------|
| Broadway                  | Lamont Street to Zimmerman Street (only two catchbasins)    |
| 1119 Brown Street         | Spring on south side of Brown Street - west of 12th Street  |
| Cedar Street              | 1st Avenue to 11th Avenue                                   |
| Cherry Street             | W. Wausau Avenue to Randolph Street                         |
| Crocker Street            | 7th Street to 11th Street                                   |
| Horseshoe Spring Road     |                                                             |
| Jefferson Street          | 10th Street to 11th Street                                  |
| Kickbusch Street          | 1100 and 1200 Block                                         |
| McIntosh Street           | 10th Street to 12th Street (spring on south side of street) |
| Parcher Street            | 9th Street to 11th Street                                   |
| Short Street              | 2nd Street to 3rd Street                                    |
| Spruce Street             | 3rd Avenue to 11th Avenue                                   |
| Stark Street              | 7th Street to 16th Street                                   |
| Steuben Street            | 12th Street to 16th Street                                  |
| Sylvan Street             |                                                             |
| 2nd Street                | Short Street to Bridge Street                               |
| 7th Street                | Spring Street to Crocker Street                             |
| 10th Street               | Spring Street to Crocker Street                             |
| 10th Street & Bird Street |                                                             |
| 11th Street               | Crocker Street to Sylvan Street                             |
| 12th Street               | Crocker Street to Sylvan Street                             |
| 12th Street               | At Town Line Road (spring spills water onto 12th Street)    |
| 13th Drive                | Single Avenue to Young Street                               |
| 4th Avenue                | Elm Street to Spruce Street                                 |



CITY OF WAUSAU

WINTER STREET MAINTENANCE

POLICY

Revised November 2023

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## PART I

### PURPOSE AND OVERVIEW

#### **A. PURPOSE OF WINTER MAINTENANCE POLICY**

The City of Wausau Department of Public Works (DPW) is the governmental agency responsible for winter snow and ice mitigation. The Department's goal is to provide a timely and efficient response to winter storm conditions.

The Department of Public Works is guided by the directives of the Common Council through this Winter Maintenance Policy designed to establish the priorities and level of service the department will provide.

The intent of this policy is not to provide inflexible mandates, but rather to provide general policy statements intended to guide operational decisions.

The Common Council, through the Capital Improvements and Street Maintenance Committee, may review and/or make changes to the Winter Maintenance Policy at any time.

#### **B. SNOW AND ICE STORMS**

Wausau, Wisconsin is located at the 45<sup>th</sup> parallel, halfway between the Equator and the North Pole. Three of the four seasons, fall, winter, and spring can produce snow and ice storms resulting in slippery streets and hazardous driving conditions.

Ice storms are often fast developing, resulting from a combination of rain, and falling temperatures. Once temperatures drop below 32°F, precipitation can glaze streets in minutes. The response will be to apply sand or salt on curves, hills, and intersections.

Snowstorms are much more common than ice storms. According to the National Weather Service, Wausau's 30-year average for annual snow fall is 59.6".

Each snowstorm has its own characteristics, which may include:

1. The intensity of the storm, ranging from heavy snow to light flurries.
2. The type of snow, whether wet or dry.
3. The amount of wind, which can produce drifting snow and clogged streets long after the snow has stopped falling.
4. The temperature, which influences the effectiveness of sand and salt.
5. The timing of the snowstorm, which may determine how traffic is affected and dictate the type of snowplowing activity.

### **C. DPW ALERTING PROCEDURES**

The Department of Public Works recognizes its responsibility to assist the public by either anticipating or reacting to changing weather conditions as quickly and efficiently as possible. For that reason, there is a supervisor or lead person on call 24 hours a day, seven days a week.

In addition to local weather broadcasts and alerts, staff monitors vendor supplied specialized weather forecasting information, and receives updates from the National Weather Service Forecast Office.

During normal off-duty hours at DPW, the Wausau Police Department will contact the on-call person at DPW whenever street conditions become hazardous. DPW will then investigate whether the hazardous conditions exist in isolated areas or city wide and determine the appropriate response.

### **D. PERSONNEL RESPONSIBILITY**

Snow and ice storms present a threat to public health, safety, and welfare. To reduce these threats, DPW staff are expected to respond for duty when called. This includes nights, weekends, and holidays. Normal work schedules may be adjusted to respond to changing weather conditions including but not limited to:

1. Starting Early
2. Staying Late
3. Changing or Staggering Shifts

Federal Motor Carrier regulations recommend that staff is limited by hours of service except during snow emergencies. For the safety of our drivers and other motorists, plow drivers will be limited to no more than 12 hours on duty and 10 hours driving, after which time they should be given 8 hours off to get proper rest before returning to work during normal winter operations.

During long duration storms, priority streets will be maintained by night shift staff or by staggering the plowing crews.

### **E. EMERGENCIES**

Public Works responds to many types of emergencies. In the interest of public safety there are times when operations will need to operate outside of established levels of service or priorities.

Emergencies are defined as follows, but not limited to:

1. Immediate need for Police, Fire, or Emergency Medical Assistance. If crews must leave the public right of way to respond to an emergency, public works may provide necessary assistance such as opening a driveway or parking area to provide access.
2. Isolated problem areas where access is urgently needed before other areas are handled.
3. Icy conditions due to a water main break, accidents, or vegetation and other types of debris blocking streets or access.

Any time there are emergencies, Public Works will adjust our operations to assist.

#### **F. SNOW EMERGENCY**

The Director of Public Works is authorized to declare a “Snow Emergency” when winter weather conditions require it. Typical reasons would be large snow accumulations or ice storms. Declarations can occur any time severe weather has happened or is highly likely to happen.

During snow emergencies, parking is restricted on all city streets. While a snow emergency declaration may be inconvenient and frustrating to residents, it affords Public Works the opportunity to plow the streets curb to curb in a timely manner, thus reducing the amount of snow and ice buildup on streets. During snow emergencies DPW drivers are authorized to be on duty for 16 hours and 14 hours driving, before being sent home for 8 hours to rest.

## **PART II**

### **PRIORITIES AND LEVEL OF SERVICE**

To promote operational awareness, priority and level of service, goals have been established for the various street classifications within the City. The purpose of these goals is to guide winter maintenance operations.

Factors such as service level expectations, responsible use of deicer chemicals, road safety, traffic levels, and industry “best practices” are just some of the criteria considered in the development of these goals. The City will strive to meet these goals. It is important to understand that the time it may take to achieve them will be dependent upon weather conditions, accidents, equipment down time, and other factors such as vacancies, staff sick or medical leave, vacations, emergency needs of Police and Fire or other departments.

All streets fall into one of the following classifications: arterial, collector, local, and residential only. The priority plowing map is posted on the City's website. The accumulation expectations and timing of the winter storm will normally dictate when plowing operations will begin.

To make the most efficient use of available resources, the City has established priorities to determine the type of ice control that is going to be used as well as the order of snow control operations if resources need to be limited.

**A. ARTERIAL STREETS**

Arterial streets have the highest levels of traffic. Connecting highways, and the main streets in the city make up these streets. The City's priority plowing map includes these streets.

The goal for winter maintenance of arterial streets is to plow through storms maintaining 24-hour coverage. Apply salt to maintain minimal snow or ice buildup after the storm.

**B. COLLECTOR STREETS**

Collector streets are highly traveled streets and those designated to aid in moving traffic out of local and residential areas during storms. The City's priority plowing map includes these streets as well.

The goal for winter maintenance of collector streets is to plow during storms when possible and clear as quickly as possible after the storm ends. Maintain a significant portion of bare pavement, especially in the wheel tracks. Apply salt or sand depending on route to achieve pavement or traction goals.

**C. LOCAL STREETS AND PARKING LOTS**

Local streets tend to only have traffic from within the neighborhood. These streets are not on the City's priority plowing map. Parking lots include only lots owned by the City.

The goal for winter maintenance of local streets and parking lots is to plow within 24 hours of the end of the storm. Snow and ice buildup are expected and will be sanded at intersections, curves, and hills.

**D.     RESIDENTIAL ONLY STREETS**

Residential only streets typically only have traffic from the residents who live on that street. Dead ends and cull de sac's fall into this category.

The goal for winter maintenance of residential only streets is to plow them within 24 hours of the end of the storm. Snow and ice buildup is expected, and will be sanded at intersections, curves, and hills.

**E.     SIDEWALKS**

The City maintains roughly 19 miles of sidewalk that falls on City owned property, or the City has agreed to maintain.

The goal for winter maintenance of sidewalks is to plow them within 72 hours of the end of the storm. This matches what is expected of property owners. Normally salt is not used on sidewalks because of damage to concrete and vegetation. Some snow and ice buildup are expected and will be addressed as needed. Extra effort is placed on mechanical removal and in most situations, will be done before the 72 hours. Heavily used sidewalks such as along Grand Avenue are prioritized over less used sidewalks.

**PART III**

**SNOW AND ICE CONTROL OPERATIONS**

**A.     PLOWING**

Plowing or mechanical snow removal can involve plowing, sweeping, and blowing snow from streets, lots, and sidewalks. Plowing is labor and equipment intensive. Mechanical removal is a preferred method for clearing snow because it reduces the amount of chemicals required to meet our pavement goals.

Plowing or other methods of removal may commence any time snow has accumulated or is starting to accumulate. Early removal reduces the amount of snow that can build up, further reducing the amount of chemicals needed.

## **B. SALTING**

Salting is the application of solid or liquid chemical products to aid in maintaining bare pavement by preventing or removing snow and ice buildup. The City uses modern equipment and techniques designed to reduce the amount of chemicals required.

Salting operations may commence prior to or during storms to meet pavement goals.

\*\*Salt is not applied to all streets because it is harmful to waterways.

## **C. SANDING**

Sanding is the application of an abrasive substance for the purpose of increasing traction. Sand does contain a small amount of salt to keep it from freezing into solid chunks. Sand is applied to areas requiring more traction such as intersections, curves, and hills.

Sanding operations may commence during or after storms to increase traction.

\*\*Sand is not applied to all areas with snow or ice buildup because it contains salt that can be harmful to waterways.

# **PART IV**

## **SNOW REMOVAL OPERATIONS**

### **A. OVERVIEW**

After “significant accumulation” of snow has developed, either through a large snowfall event or successive snow falls, snow removal operations are initiated in accordance with established practice, safety considerations, or anticipation of weather conditions such as additional snow or spring thaw.

Snow removal operations consist of loading snow into trucks and hauling it to a site where it is pushed into piles and left to thaw in the spring.

The purpose of snow removal is to reduce the issues associated with large snowbanks.

**B.     GOALS**

The goal of snow removal is to maintain proper visibility and parking space in designated areas of the City. To make room for future snow accumulation and reduce the flood risks associated with spring thaw.

**CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE**

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## **Capital Improvements and Street Maintenance Committee**

[\(View Minutes & Agendas\)](#)

It will be the duties of this committee to recommend the purchase, sale or leasing of real estate by the city and to recommend the use or disposition of vacant or unutilized city-owned real estate; to review certain plats; to locate and recommend the acquisition of areas for municipal purposes, such purposes to include the requirements for expansion of the city street system and improvements therefor, to conduct hearings on official map proceedings and street and alley vacations; to investigate, determine and recommend to the Common Council capital outlay improvements program for Public Works, such program to include the construction of new streets, sewers, watermains in conjunction with the Sewer and Water Commissions, and such other improvements to streets as the construction of curb and gutter, paving and sidewalks, and to determine priorities on locations therefor; and to handle street light and maintenance policies.

| AGENDA ITEM                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Update regarding Frontier installation of fiber throughout the City in 2024                                                                                                                                   |
| BACKGROUND                                                                                                                                                                                                    |
| City staff met with Frontier Communications to discuss plans from Frontier to install fiber optic cable to every home in the City in 2024. Staff will update CISM on impacts to City staff and infrastructure |
| FISCAL IMPACT                                                                                                                                                                                                 |
| Unknown, however, staff time for review of permits and utility locates will be significant.                                                                                                                   |
| STAFF RECOMMENDATION                                                                                                                                                                                          |
| None.                                                                                                                                                                                                         |
| Staff contact: Allen Wesolowski 715-261-6762                                                                                                                                                                  |