



OFFICIAL NOTICE & AGENDA
REGULAR MEETING

MEETING: Citizen Advisory Committee
DATE/TIME: Wednesday, December 17, 2025 at 5:00 PM
LOCATION: Wausau City Hall – Maple Room
407 Grant Street, Wausau WI, 54403

MEMBERS:
Bruce Bohlken (C) Anayancy Williams
Chad Henke Kiley Berg
Karyn Powers Alora Koval
Quinton Bournes Ingrid Clark
Methuselah Thao Zavadoski
Pamela Jackson Andrew Dudley
Shannon

1 Public Hearing

- a. Regarding the reprogramming of returned funds from the 2024 Community Development Block Grant Granite House (public service activity) into Property Acquisition activity.

2 Consideration of the minutes of the preceding meeting(s).

- a. Approval of November 20, 2025 Minutes

3 Discussion and possible action.

- a. Discussion and possible action regarding the reprogramming of returned funds from the 2024 Community Development Block Grant Granite House (public service activity) into Property Acquisition activity.
- b. Discussion and possible action regarding the possible increase/decrease of 2026 CDBG funding and tentative funding of activities.
- c. Discussion and possible action on the recommendation to reduce the number of appointment members for the City of Wausau's Citizens Advisory Committee from 13 to 11.

4 Discussion.

- a. Proposed 2027 Community Development Block Grant funding and scheduling of 2027 program year.

5 Adjournment.

Bruce Bohlken, Chair

**NOTICE POSTED AT CITY HALL (407 GRANT STREET) AND
TRANSMITTED TO THE OFFICIALLY DESIGNATED NEWSPAPER**

DATE: December 11, 2025
TIME: 2:00PM
POSTED BY: Michelle Van Krey

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 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.



City of Wausau
(715) 261-6500 | clerk@wausauwi.gov
wausauwi.gov





TO: Citizens Advisory Committee members

FROM: Tammy Stratz, Community Development Manager

RE: Reprogramming of returned funds

DATE: December 11, 2025

As you will recall during the 2024 CDBG funding process, \$25,000 was allocated to assist with Granite House. The funds were disbursed and they reported as needed. However, since that time it was discovered that some issues have arisen and Granite House's board had deemed it necessary to close their doors. As a result, they wished to return the funds they received from the City – as well as other entities. This activity fell under the Public Service category. The funds were returned just prior to our November 20th working session.

Even though these funds were part of a public service activity in 2024, the funds cannot be used towards a public service activity in 2025 because we are already at the maximum 15% of the allocated funds to be used towards public service activities. They could be utilized as a public service activity in 2026; however, we would need to go back to our previously recommended 2026 public service allocations and decrease those recommendations by the \$25,000 in order to stay under the 15% maximum allocation amount.

The Community Development Department was tasked by City Council to develop new affordable, single-family homes to be made available to income-qualified homebuyers. The City has partnered with Habitat for Humanity on several parcels as well as utilizing CDBG funds for the acquisition of modular homes to be placed on city lots. Habitat purchased the first one – of which the ribbon cutting is being held on November 18th. Staff has also entered into an agreement with a modular home developer to have another home installed and finalized on a City-owned lot located on Bridge Street this spring. These items have depleted the current CDBG acquisition funding.

Therefore, we are requesting that the \$25,000 returned funds from Granite House be reprogrammed into the Acquisition/Housing Development program. This will allow the funds to assist with furthering the goal of additional modular/manufactured homes at other city lots.

If you have any questions or concerns before the meeting, please feel free to call me at 715-261-6682 or e-mail me at tammy.stratz@wausauwi.gov.

Thank you.



In Attendance

Members Present Bruce Bohlken (C), Chad Henke, Lah Thao, Annie Williams, Karyn Powers, Kiley Berg, Andrew Dudley-Shannon, Quinton Bournes, Annie Williams, Pamela Jackson

Members Dismissed: Alora Kloval, Ingrid Clark-Zavadoski

Others Present Tammy Stratz, Shannon Graff

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

AGENDA ITEM 1 - Call to Order

Meeting called to order by Chair Bohlken at 5:00 PM

AGENDA ITEM 2 – Approval of Minutes from September 15, October 23 and 29, 2025.

Motion by Powers, second by Dudley-Shannon to approve minutes from 9/15/25, 10/23/25 and 10/29/25.

AGENDA ITEM 3 – Development of a proposed statement of objectives and use of funds in connection with the City of Wausau Consolidated Plan for the 2026 Community Development Block Grant Program.

Committee members received the full application binder in advance of the working session and were required to review and score each request prior to the meeting. The binders included the full applications with project descriptions, national objectives, organizational budgets, a 10-year CDBG funding history detailing prior awards, and remaining balances of active CDBG funds. Members brought their completed scoring sheets to the working session for group discussion.

Staff estimated the City’s 2026 CDBG allocation at **\$549,000**. A total of **\$709,000** in requests were submitted, resulting in a funding shortfall of approximately **\$160,000**. All applicants provided presentations at one of two Public Hearings, and members used that information along with the other information provided in their binder to score the applications - to consider project impacts, community needs, and alignment with CDBG goals.

The committee conducted a comprehensive review of the applications, comparing priorities against the 2025–2029 Consolidated Plan and discussing how to balance housing, public facility, and public service activities within federal limitations. Particular attention was given to the significant gap between available funding and total requests.

Below is a summary of the funding requests and the Committee’s guidance for the 2026 program year:

Applicant/Agency	Amt Requested	Recommendation
Community Development Dept – <i>Administration</i>	\$100,000	\$100,000
Community Development Dept – <i>Homeowner Rehabilitation</i>	\$50,000	\$40,000
Community Development Dept – <i>Acquisition</i>	\$250,000	\$198,000
City of Wausau Eng – <i>John Muir Sidewalk Improvements</i>	\$90,000	\$90,000
Adaptive Communities – <i>Wheelchair Elevator</i>	\$40,000	\$40,000
Big Brothers Big Sisters – <i>The Nest Mentoring Center</i>	\$25,000	\$0
Boys & Girls Club – <i>Wausau Area Elementary Center</i>	\$25,000	\$0
CASA – <i>Volunteer Supervision Growth & Program Sustainability</i>	\$25,000	\$24,000
Children’s Imaginarium – <i>The STEM Journey: Discover, Create, Share</i>	\$10,000	\$0
Community Center of Hope – <i>Food Pantry</i>	\$10,000	\$0
Community Partners Campus – <i>Support & Resources Program</i>	\$25,000	\$24,000
New Beginnings for Refugees – <i>R.E.A.C.H. Program</i>	\$25,000	\$24,000
Wausau School Foundation – <i>Student Emergency Program</i>	\$9,000	\$9,000
Wisconsin Judicare – <i>Community Law Clinic</i>	\$25,000	\$0

During discussion, members highlighted:

- Strong support for essential housing activities, including administration, homeowner rehabilitation, and acquisition.
- The importance of public facility projects that promote safety, accessibility, and community infrastructure.
- The need to carefully manage public service funding due to the federal 15% cap on public service activities.

- Recognition that many public service proposals demonstrated meaningful community benefit, but limited funding and differing levels of organizational capacity affected the ability to recommend awards.

The Committee's funding recommendations will be forwarded to the Finance Committee and City Council once the final 2026 CDBG award amount is confirmed.

Motion by Dudley-Shannon, seconded by Thao to approve the 2026 Community Development Block Grant Program committee recommendations.

AGENDA ITEM 4 – Update on current block grant activities.

Stratz informed the Committee that Granite House has closed its doors and returned its 2024 allocation of \$25,000. She recommended reprogramming these funds to the Acquisition activity, which would increase the City's capacity to purchase additional parcels for future affordable housing development.

Stratz noted that a public hearing will be required in December for the Committee to consider and approve the reprogramming of these funds. She also advised that the Committee would need to discuss and schedule the required public hearings and working session for the 2027 CDBG program.

ADJOURNMENT

Motion by Jackson to adjourn, seconded by Dudley-Shannon. Meeting Adjourned 6:25 PM

2026 CDBG Program Allocation

Activity Code	Applicant/Agency	Funding Requests	CAC Guidance	Actual Allocation	Finance Approval
A - 570.206	Community Development Department <i>*Administration</i>	\$ 100,000	\$ 100,000		
H - 570.202(b)	Community Development Department <i>*Homeowner Rehabilitation</i>	\$ 50,000	\$ 40,000		
H - 570.202(a)	Community Development Department <i>*Acquisition</i>	\$ 250,000	\$ 198,000		
PF - 570.201 (c)	City of Wausau - Engineering (Present: 10/23/25) <i>*John Muir Middle School Sidewalk Improvements</i>	\$ 90,000	\$ 90,000		
PF - 570.201 (c)	Adaptive Communities (Present: 10/29/25) <i>*Wheelchair Elevator for Adaptive</i>	\$ 40,000	\$ 40,000		
PS - 570.201 (e)	Big Brothers Big Sisters of Northcentral WI (Present: 10/23/25) <i>*The Nest Mentoring Center</i>	\$ 25,000	\$ -		
PS - 570.201 (e)	Boys & Girls Club of the Wausau Area (Present: 10/29/25) <i>*Wausau Area Elementary Center</i>	\$ 25,000			
PS - 570.201 (e)	CASA of Marathon County, Inc. (Present: 10/29/25) <i>*Volunteer Supervision Growth & Program Sustainability Initiative</i>	\$ 25,000	\$ 24,000		
PS - 570.201 (e)	Children's Imaginarium (Present: 10/9/25) <i>*The STEM Journey: Discover, Create, Share</i>	\$ 10,000	\$ -		
PS - 570.201 (e)	Community Center of Hope (Present 10/29/25) <i>*Food Pantry</i>	\$ 10,000	\$ -		
PS - 570.201 (e)	Community Partners Campus (Present: 10/29/25) <i>*Support & Resources Program</i>	\$ 25,000	\$ 24,000		
PS - 570.201 (e)	New Beginnings for Refugees, Inc. (Present: 10/29/25) <i>*R.E.A.C.H. Resiliency, Empowerment, Advocacy, Community Engagment, Hope</i>	\$ 25,000	\$ 24,000		
PS - 570.201 (e)	Wausau School Foundation (Present: 10/23/25) <i>*Waldron Student Emergency Program</i>	\$ 9,000	\$ 9,000		
PS - 570.201 (e)	Wisconsin Judicare, Inc (Present: 10/23/25) <i>*Judicare Community Law Clinic</i>	\$ 25,000	\$ -		
TOTAL		\$ 709,000	\$ 549,000	\$ -	\$ -

Note: Public Service Funding is Capped at 15% of Entitlement

Estimated 2026 Entitlement **\$ 549,000**

Actual 2026 Entitlement **\$ -**

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

	Cap %	Cap Est.	Cap Actual	Requested
Administration	20%	\$ 109,800	\$ -	\$ 100,000
Public Service	15%	\$ 82,350	\$ -	\$ 179,000
Public Facility	0%	N/A	N/A	\$ 130,000
Housing	0%	N/A	N/A	\$ 300,000
Slum & Blight	0%	N/A	N/A	\$ 709,000

CITY OF WAUSAU, WISCONSIN

A RESOLUTION of the Public Health & Safety Committee designating the Citizen Advisory Committee as the responsible committee for community development activities.

FILE NO. 89-0919
Introduced 9-12-89
Referred
Reported Back
Adopted 9-12-89
Other

RESOLUTION

WHEREAS, the City of Wausau has been operating a Community Development Block Grant Program under the Housing and Community Development 'Act' of 1974, and

WHEREAS, it is the responsibility of local government to prepare and execute a community development program in accordance with the 'Act' and governing regulations, and

WHEREAS, the Citizen Advisory Committee on Community Development has planned and executed community development programs and related activities,

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

- 1. That the Citizen Advisory Committee on Community Development is designated the committee responsible for administering the Community Development Block Grant Program and other related community development and housing activities.
2. The Committee will consist of members, appointed by the Mayor and subject to confirmation by the Common Council and operate according to established procedures.
3. That the Common Council of the City of Wausau shall serve as the approving body for the Community Development Block Grant Program.

89-0919

October 2026

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Sustainability	2
5 Public Hearing? Parks & Recreation	6 Economic Development	7 Public Hearing?	8 Public Hearing?	9 Public Hearing? Infrastructure & Facilities
12 Public Hearing?	13 Finance Committee City Council	14 Public Hearing?	15 Public Hearing? Transit Commission	16
19 Public Hearing? Public Health & Safety	20 Plan Commission	21	22	23
26 Bike/Pedestrian Committee	27 Finance Committee City Council	28	29	30

November 2026

Monday	Tuesday	Wednesday	Thursday	Friday
2 Parks & Recreation	3 Economic Development	4	5 Sustainability (Maple Room)	6
9 Working Session? Human Resources	10 Finance Committee City Council	11 Working Session?	12 Working Session? Infrastructure & Facilities	13
16 Working Session? Human Resources	17 Plan Commission	18 Working Session?	19 Working Session?	20
23 Bike/Pedestrian (Maple Room)	24 Finance Committee City Council	25	25 THANKSGIVING 	26 THANKSGIVING 
28	29	30		