



OFFICIAL NOTICE & AGENDA

REGULAR MEETING

MEETING: Finance Committee
DATE/TIME: Tuesday, July 14, 2026, at 5:15 PM
LOCATION: Wausau City Hall — Council Chambers
407 Grant Street, Wausau WI, 54403

MEMBERS:
Michael Martens (C) Vicki Tierney
Sarah Watson (VC) Matt Hoenecke
Tom Neal

1 Public comment on agenda items and reading of the City of Wausau Public Comment Statement.

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

June 23, 2026 Regular Finance Committee Minutes

3 Discussion and possible action.

- a. April 2026 General Fund Financial Report review.
- b. Approving a Human Resources Coordinator position and related Budget Modification.
- c. Approving bargaining agreement between the City of Wausau and Local 1168 Amalgamated Transit Union, AFL-CIO for July 1, 2026 through June 30, 2028.
- d. Approving of Firefighter/Paramedic Apprenticeship Partnership with Northcentral Technical College.
- e. Approving Sales Study for Business 51/CTH N Project and Business 51/Sturgeon Eddy Road Project, Project ID 3700-40-40, 3700-40-41, 3700-40-42, and 3700-40-43.
- f. Approving Nominal Payment Parcel Report for the Business 51/CTH N Project and Business 51/Sturgeon Eddy Road Project, Project ID 3700-40-40, 3700-40-41, 3700-40-42, and 3700-40-43, for the following properties: Parcel 1 – 105, 107, and 111 Sturgeon Eddy Road, Parcel 2 – 1320 Grand Ave, Parcel 3 – 1300 Grand Ave, Parcel 4 – 1225 Grand Ave, Parcel 5 – 1303 Grand Ave, Parcel 6 – 1339 Grand Ave and 1343 Grand Ave, Parcel 7 – 1403 Grand Ave.

4 Closed Session.

Adjourn to Closed Session pursuant to Wisconsin State Statute § 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of Approving Nominal Payment Parcel Report for the Business 51/CTH N Project and Business 51/Sturgeon Eddy Road Project, Project ID 3700-40-40, 3700-40-41, 3700-40-42, and 3700-40-43, for the following properties: Parcel 1 – 105, 107, and 111 Sturgeon Eddy Road, Parcel 2 – 1320 Grand Ave, Parcel 3 – 1300 Grand Ave, Parcel 4 – 1225 Grand Ave, Parcel 5 – 1303 Grand Ave, Parcel 6 – 1339 Grand Ave and 1343 Grand Ave, Parcel 7 – 1403 Grand Ave.

5 Reconvene into Open Session, if necessary, to take action on Closed Session items.

6 Adjournment.

Michael Martens, Chairperson

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

DATE: 07/08/2026

TIME: 6:30 PM

POSTED BY: Kody Hart



This meeting can be viewed on
YouTube and Channel 981 on Cable TV

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City of Wausau
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wausauwi.gov





OFFICIAL MINUTES REGULAR MEETING

MEETING: Finance Committee
DATE/TIME: Tuesday, June 23, 2026, at 5:15 PM
LOCATION: Wausau City Hall — Council Chambers
407 Grant Street, Wausau WI, 54403

MEMBERS:
Michael Martens (C) Vicki Tierney
Sarah Watson (VC) Matt Hoenecke
Tom Neal

Members Present: Sarah Watson, Tom Neal, Michael Martens, Vicki Tierney, Matt Hoenecke

Members Not Present:

Members Excused:

Present 5, Not Present 0, Excused 0

Noting the presence of a quorum, the Chairperson called the meeting to order at 05:16 PM.

1 Public comment on agenda items and reading of the City of Wausau Public Comment Statement.

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

Motion by Watson, seconded by Tierney, to approve all items outlined below. Motion Passed, 4-0.

June 9, 2026 Joint Finance Committee and Economic Development Committee Minutes

3 Discussion and possible action.

a. Consider request for additional Human Resources Department staff member.

Tierney stated that there were funds that had been allocated to the Human Resources Department to support staffing for the hiring of seasonal employees for crossing guards.

Neal questioned if this position could be combined with an existing part-time administrative assistant position to make it into a full-time position. It was stated that due to the specialized nature of the work required, it was not advisable to combine this position with other positions in the city outside of the Human Resources Department.

Martens questioned if there was a source of funding. It was stated that because there was no fiscal impact on the documentation, a funding source was not found. It was further stated that the funding source would be determined at a later time. It was further stated that a funding source must be determined prior to approval.

Watson stated hesitation about adding this position during the mid-budget time period and continuation of the funding sources into the next budget period. It was further stated that other departments had been requesting administrative assistant positions as well.

Martens stated this position could be Human Resources centric but have the ability to work among other departments doing administrative duties as well.

Hoenecke was present for the rest of the meeting.

Motion by Neal, seconded by Tierney, to approve contingent upon an established salary grade.

Watson stated a preference for knowing the fiscal impact of the new position prior to approval.

Neal withdrew the motion. Tierney withdrew the second to the motion.

Without objection, this item was postponed until the next meeting.

- b.** Approving Sole Source Request for the purchase of video laryngoscopes from Karl Storz Co. for Wausau Fire Department.

Motion by Watson, seconded by Neal, to approve the Sole Source Request for the purchase of video laryngoscopes for Wausau Fire Department. Motion Passed, 5-0.

- c.** Approving consent to transfer title to building and improvements and waiver of first right of refusal to purchase the buildings and improvements at 931 Woods Place.

Motion by Watson, seconded by Neal, to approve. Motion Passed 5-0.

- d.** Terminating Airport Ground Lease with Beachwind Limited Partnership at 931 Woods Place.

Motion by Neal, seconded by Watson, to approve. Motion Passed 5-0.

- e.** Approving Airport Ground Lease with A75N1 LLC at 931 Woods Place.

Motion by Watson, seconded by Neal, to approve. Motion Passed 5-0.

- f.** April 2026 General Fund Financial Report review.

Without objection, this item was postponed until the next meeting.

- g.** Approving the final budget for the Financial Assistant Agreement to close Safe Drinking Water Loan for the 2026 Lead Service Line Replacement Project.

Motion by Neal, seconded by Watson, to approve. Motion Passed 5-0.

- h.** Consideration of the purchase of property at 8101 International Drive for the Business Campus Trail E/W Connector.

4 Closed Session.

Adjourn to Closed Session pursuant to Wisconsin State Statute § 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of the purpose of approving counteroffer for the purchase of property at 8101 International Drive for the Business Campus Trail E/W Connector.

Motion by Watson, seconded by Neal, to adjourn into Closed Session pursuant to Wisconsin State Statute § 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of the purpose of approving counteroffer for the purchase of property at 8101 International Drive for the Business Campus Trail E/W Connector.

Yes - Watson, Neal, Martens, Tierney, Hoenecke

No - None

Abstained - None

Yes 5, No 0, Abstained 0

MOTION PASSED.

The Finance Committee convened into Closed Session.

The Finance Committee did not reconvene into Open Session.

5 Reconvene into Open Session, if necessary, to take action on Closed Session items.

6 Adjournment.

Motion by Neal, seconded by Tierney, to adjourn in closed session. Motion carried. Meeting adjourned at 05:52 AM.

The recording of this meeting may be viewed on
YouTube [@CityofWausauMeetings](#)



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Finance

DATE: July 14, 2026
TO: Finance Committee
SUBJECT: If no historical c-file number exists, leave blank... April 2026 General Fund Financial Report review.

PURPOSE

To provide a financial update on the 2026 General Fund budget

BACKGROUND

Attached is a review of the April 2026 General Fund Financial Report. The financial report compares actual results to the 2026 budget and the prior year.

Notable expenditure results include:

- We have not yet received the equipment utilization billing for March and April from the Motor Pool Fund, which understates current expenses. The significant March snowfalls are expected to result in higher-than-anticipated costs for winter maintenance.
- The financial report contains only two months of Parks billing, which typically lags due to the county billing cycle.
- Refuse costs will exceed the budget. The city is incurring additional refuse charges as a result of the fuel escalator clause in the new contract. The escalator is calculated monthly so fuel price decreases may eliminate the escalator.
- CCITC expenses do not occur evenly throughout the year due to the software renewals that occur in the beginning of the year.

Notable revenue results are as follows:

- Tax revenue and many grants are recognized at specific times of the year and do not accrue evenly throughout the year, skewing budget-to-actual results early in the fiscal year.
- The State of Wisconsin increased the maximum municipal court costs from \$38 to \$48 in the first quarter of 2026, which will positively impact revenue collected from new citations issued.
- The SAFER grant was extended and will offset additional firefighter costs in 2026. Although the grant expired at the beginning of February, funds had not been fully utilized due to delays in hiring candidates.

RECOMMENDATION

This is provided for informational purposes only.

GENERAL FUND BUDGET TO ACTUAL APRIL 2026

	Sum of Original 2026 Budget	Sum of Amended 2026 Budget	Sum of Actuals April 2026 (YTD)	Sum of Actuals April 2025 (YTD)	Sum of Budget Remaining	Sum of % of Budget
REVENUES						
Taxes	24,273,083	24,273,083	24,181,529	23,606,099	91,554	99.62%
Intergovernmental Revenue	12,707,838	12,707,838	3,551,683	3,419,070	9,156,155	27.95%
Licenses and Permits	996,680	996,680	354,911	374,977	641,769	35.61%
Fines, Forfeits and Penalties	296,000	296,000	76,231	112,028	219,769	25.75%
Public Charges for Services	3,974,066	3,974,066	1,443,941	1,054,895	2,530,125	36.33%
Intergovernmental Charges fc	1,515,279	1,515,279	83,400	79,508	1,431,879	5.50%
Miscellaneous Revenue	1,278,915	1,278,915	708,384	1,030,512	570,531	55.39%
Other Financing Sources	2,672,336	2,672,336	-	-	2,672,336	0.00%
Total Revenues	47,714,197	47,714,197	30,400,080	29,677,089	17,314,117	63.71%
EXPENDITURES						
Assessment Department	928,826	928,826	291,280	242,201	637,546	31.36%
CCITC	1,524,680	1,524,680	655,732	633,389	868,948	43.01%
City Attorney	680,675	680,675	214,637	217,337	466,038	31.53%
City Council	84,928	84,928	25,284	30,840	59,644	29.77%
Department of Public Works	12,818,442	12,818,442	3,602,476	4,283,060	9,215,966	28.10%
Finance Department	1,375,526	1,375,526	443,196	456,188	932,330	32.22%
Fire Department	11,413,332	11,413,332	3,651,821	3,490,213	7,761,511	32.00%
Human Resources	561,416	561,416	166,080	130,774	395,336	29.58%
Mayor	326,549	326,549	113,133	90,678	213,416	34.64%
Municipal Court	142,094	142,094	49,137	49,992	92,957	34.58%
Other General Government	39,150	39,150	14,526	13,690	24,624	37.10%
Parks and Recreation	3,641,286	3,641,286	577,091	806,141	3,064,195	15.85%
Police Department	14,477,296	14,477,296	4,726,501	4,635,392	9,750,795	32.65%
Total Expenditures	48,014,200	48,014,200	14,530,894	15,079,894	33,483,306	30.26%
Net Income (Loss)	(300,003)	(300,003)	15,869,186	14,597,195		



Human Resource Committee Packet Memo

June 8, 2026

Agenda Item

Discussion and Possible Action: Approval of Human Resources Department staff member

Background

Human Resources has communicated over this past year that the department's body of work is unsustainable, and meeting the City's needs is unrealistic with the current headcount. Enclosed is packet information from September's HRC outlining this ask in-part, an outline of duties parsed between current staff and the requested HR Coordinator role (Full-Time is the ask, but Part-Time if necessary), and information supporting the need.

The 2026 budgetary constraints are a reality that is understood; however, the request will also be sent to the Finance Committee to modify the budget and identify funds to support the City's operational growth.

Fiscal Impact

TBD - inclusive of \$10,000 PD allocation from 5/26 Council Meeting Resolution

Staff Recommendation

Approve an additional staff member to assist the City with the growing and evolving needs of the Human Resources Department.

Staff contact: Lisa Nowak 715-261-6634 lisa.nowak@wausauwi.gov

HR Coordinator — Position Analysis & Draft Job Description

June 8, 2026
Prepared for HR Committee and Council Budget Consideration

PART I — PURPOSE AND BACKGROUND

This document supports a Council request for a new HR Coordinator position within the City of Wausau Human Resources Department. The HR team currently operates with a Director, an Assistant HR Director, and one HR Specialist. As workload volume has grown across labor relations, compliance, benefits administration, HRIS transition, and recruitment, a significant share of time at the Specialist and Assistant Director levels is consumed by transactional, entry-level tasks that do not require their training or experience.

The HR Coordinator would serve as the department's primary front desk presence and first point of contact for employees and visitors, while absorbing the high-volume administrative tasks currently distributed across the team. This frees the Specialist and Assistant Director to perform the intermediate and advanced functions their roles require, and enables the Director to focus on strategic and high-impact work.

PART II — DUTY TRANSFER ANALYSIS

The table below identifies specific duties currently assigned to the Assistant HR Director and HR Specialist that are appropriate for reassignment to an entry-level HR Coordinator, along with the rationale for each transfer.

Source	Duty / Task	Why This Belongs at Coordinator Level
— Lifted from Assistant HR Director JD —		
Asst. Dir.	HRIS routine data entry and monthly standard report pulls	Compliance reporting and analysis belong at Asst. Dir.; routine data entry and standard scheduled reports are entry-level tasks with no independent judgment required.
Asst. Dir.	COBRA and WRS packet distribution, tracking receipt, filing executed documents	The Asst. Dir. manages compliance and eligibility determinations; packet assembly, distribution, and filing are administrative tasks suitable for a Coordinator.
Asst. Dir.	Benefits inquiry intake and routing to appropriate team member	First-line employee inquiries ("how do I enroll?", "where's my card?") can be triaged and routed by a Coordinator; substantive interpretation stays with the Asst. Dir.
Asst. Dir.	Employee Engagement Committee logistics (scheduling, room, materials, minutes)	Committee leadership and agenda strategy belong at the Asst. Dir. level; logistics, notice, distribution, and minute-taking are Coordinator functions.
Asst. Dir.	Training program scheduling coordination and attendance tracking	Program design and facilitation remain with the Asst. Dir.; calendar coordination, registration, room setup, and tracking completions are administrative support tasks.

— Lifted from HR Specialist JD —		
HR Specialist	Front desk reception: greeting employees and visitors, answering and routing main HR phone line	Currently assigned to the Specialist but adds no value at that level; a dedicated front desk presence at the Coordinator level improves service and keeps the Specialist available for substantive work.
HR Specialist	Application status communications and candidate scheduling for assessments and interviews	Screening, evaluation, and recommendations belong with the Specialist; scheduling coordination and status updates are entry-level administrative tasks.
HR Specialist	New hire document preparation: I-9 packets, onboarding checklists, offer letter merges, and benefits enrollment packets	Document preparation and packet assembly are clerical functions; the Specialist retains responsibility for reviewing completeness and handling exceptions.
HR Specialist	Employee file creation, maintenance, scanning, and digital upload to personnel records system	File management and document indexing are entry-level with defined procedures; the Specialist maintains oversight of retention compliance.
HR Specialist	Annual hearing test coordination and scheduling logistics	Program management and OSHA compliance analysis stay with the Specialist; scheduling vendors, notifying employees, and tracking completion are Coordinator tasks.
HR Specialist	DOT drug testing logistics and CDL/PARS record maintenance and tracking updates	Regulatory interpretation and enforcement belong with the Specialist; routine log maintenance, tracking alerts, and notification routing are administrative.
HR Specialist	HR Committee meeting materials preparation: agendas, background packets, minutes distribution	Agenda content strategy and recommendations stay with the Director; assembly, formatting, printing, and distribution of meeting materials are entry-level.
HR Specialist	Purchase orders and payment vouchers	Routine procurement paperwork with established vendors follows a defined process; no independent judgment required beyond data entry and matching to invoices.
HR Specialist	HRIS new hire data entry (basic demographic, position, pay grade fields)	The Specialist's HRIS role involves auditing and process oversight; transactional data entry for standard new hires is routine and suitable for a Coordinator.
— Net-New Duties from Market Research (Capacity-Building) —		
Net-New	Employment verification responses: written, verbal, and electronic (e.g., The Work Number, direct employer requests)	Currently handled ad hoc by multiple team members; centralizing at the Coordinator level ensures consistency and frees all others.
Net-New	Organizational chart maintenance: routing updates from departments, formatting, and publishing to SharePoint	Org charts require no analytical skill to maintain; a Coordinator can own the update workflow end-to-end.
Net-New	NEOGOV/ATS queue monitoring: candidate status flags, incomplete application follow-up, and posting expiration tracking	ATS administration is routine system maintenance; with NEOGOV as the intended SOR, this is a natural Coordinator responsibility.
Net-New	Exit interview scheduling, packet distribution, and data entry of completed surveys	Exit interview analysis and trending belong with the Director; logistics and data entry are appropriate for a Coordinator.

Net-New	HR SharePoint / intranet page content updates: forms library, policy links, employee FAQs	With SharePoint as the City's document governance platform, a Coordinator can maintain the public-facing HR content under the Director's editorial direction.
Net-New	Employee ID badge coordination and supply/inventory management for the HR office	Identified in comparable municipal HR Coordinator roles (e.g., Manatee County) as a natural Coordinator function.
Net-New	Unemployment claim intake: gathering relevant records and transmitting to Asst. Dir. for review and response	Providing a consistent intake handoff reduces the chance of missed deadlines; response and advocacy remain with the Asst. Dir.

PART III — DRAFT JOB DESCRIPTION

JOB DESCRIPTION HR Coordinator

Job Title:	HR Coordinator	Reports To:	Director of Human Resources
Department:	Human Resources	FLSA Status:	Non-Exempt
Division:	Administrative	EEO Code:	6-Administrative Support
Salary Grade:	TBD	Job Code:	TBD
Employee Group:	General Employee	Training Category:	D-Staff
Created:	May 28, 2026	Last Revision:	May 28, 2026

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

Purpose of the Position

The HR Coordinator serves as the primary front-facing presence of the Human Resources Department, providing welcoming, professional service to employees, applicants, and visitors while performing a broad range of entry-level administrative and HR support functions. This position is responsible for transactional HR tasks across recruitment, onboarding, records management, benefits administration support, and department operations, allowing the HR Specialist and Assistant HR Director to focus on higher-complexity functions. The HR Coordinator works under the direction of the HR Director and does not exercise independent supervisory authority.

Supervisory Responsibilities

This position has no direct supervisory responsibilities.

Essential Duties and Responsibilities

- Serves as the primary front desk presence for the Human Resources Department; greets and assists employees, applicants, and the public; answers and routes incoming calls and general HR email inquiries; and maintains the department reception area and shared calendar.
- Supports the full-cycle recruitment process by posting positions, monitoring the applicant tracking system (NEOGOV), scheduling candidate assessments and interviews, communicating status updates to applicants, and coordinating pre-employment logistics with the HR Specialist.
- Coordinates new employee onboarding and orientation, including preparation of new hire document packages (I-9, onboarding checklists, benefits enrollment materials), HRIS data entry for standard new hire records, and scheduling of onboarding activities with hiring departments.
- Establishes and maintains physical and electronic personnel files; scans, indexes, and uploads HR documents to the records management system in accordance with the City's retention schedule and applicable law.
- Performs routine HRIS data entry and standard report pulls; processes employment verification requests; and maintains departmental organizational charts, publishing approved updates to SharePoint and the City intranet.
- Provides administrative support for benefits and leave programs by assembling and distributing COBRA and Wisconsin Retirement System (WRS) documentation, responding to routine employee benefits inquiries, and routing complex questions to the Assistant HR Director.
- Coordinates logistics for mandatory compliance programs including the annual hearing test program, DOT drug testing program, and CDL driver record monitoring; schedules vendors and employees, tracks completions, and routes flagged results to HR staff for review.
- Prepares and distributes HR Committee and Employee Engagement Committee meeting materials including agendas, background packets, and minutes; provides logistical support for training programs and department events; and coordinates exit interview scheduling and data collection.
- Manages HR department office operations including preparation of purchase orders and payment vouchers, supply inventory and mail distribution.
- Performs other duties and special projects as assigned by the HR Director.

Education and Experience Requirements

- High school diploma or GED equivalent required;
- Associate's degree or coursework in Human Resources, Business Administration, or a related field preferred; and
- Two (2) or more years of administrative support experience, preferably in a human resources, public sector, or professional services environment; or
- A combination of education and experience that provides equivalent knowledge, skills, and abilities may be considered.

Knowledge, Skills, and Abilities

- Demonstrated ability to maintain a high degree of confidentiality with employee and applicant information.
- Strong organizational, communication, and interpersonal skills with a welcoming, professional demeanor at the front desk.
- Ability to manage multiple concurrent administrative tasks, prioritize competing requests, and meet deadlines with accuracy.
- Technology proficiency including Microsoft Word (Intermediate), Excel (Basic), Outlook, and experience or aptitude with HRIS/ATS platforms (NEOGOV experience a plus).
- Ability to communicate clearly and professionally with City employees, elected officials, applicants, and members of the public both verbally and in writing.
- Ability to classify, record, transcribe, and maintain data and information with accuracy and attention to detail.

- Ability to follow established policies, procedures, and standard operating procedures with minimal supervision while recognizing when matters require escalation.
- Establishes and maintains effective working relationships with co-workers, supervisors, department personnel, and the public.

Physical and Working Environment

Normal office working conditions within minimal exposure to disagreeable elements. The position involves consistent front desk presence during business hours. Normal mental and visual attention is required. Minimal physical demands with minimal exposure to workplace hazards. Light lifting (up to 20 lbs.) may be required.

Acknowledgement

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

Signature of Department Director: _____ Date: _____

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

Printed Name: _____ Signature: _____ Date: _____

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

CITY OF WAUSAU
Human Resources Department
JOB DESCRIPTION
HR Coordinator (Part-Time)

Job Title:	HR Coordinator (Part-Time)	Reports To:	Director of Human Resources
Department:	Human Resources	FLSA Status:	Non-Exempt
Division:	Administrative	EEO Code:	6-Administrative Support
Salary Grade:	TBD	Scheduled Hours:	Part-Time / Hours TBD
Employee Group:	General Employee	Job Code:	TBD
Created:	May 2026	Last Revision:	May 2026

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

Purpose of the Position

The part-time HR Coordinator provides administrative and clerical support to the Human Resources Department with a primary focus on front desk operations, personnel records, document management, and routine HR processing. This position serves as the department's first point of contact for employees and visitors during scheduled hours, allowing the HR Specialist and Assistant HR Director to dedicate their time to higher-complexity functions. The HR Coordinator works under the direct supervision of the HR Director and exercises no independent supervisory authority.

This is a part-time, non-exempt position. Specific scheduled hours will be determined based on department need and budget authorization.

Supervisory Responsibilities

This position has no direct supervisory responsibilities.

Essential Duties and Responsibilities

- Serves as the front desk presence for the Human Resources Department during scheduled hours; greets and assists employees, applicants, and members of the public; answers and routes incoming calls and general HR email inquiries; and maintains the reception area and supply inventory.
- Establishes and maintains physical and electronic personnel files; scans, indexes, and uploads HR documents to the records management system in accordance with the City's retention schedule; and processes routine employment verification requests.
- Assists with new hire document preparation, including assembling onboarding packets, I-9 verification materials, and benefits enrollment forms; and performs standard HRIS data entry for new hire records under the direction of the HR Specialist.
- Assists with talent acquisition process including uploading new requisitions, scheduling phone and on-site interviews and communicating with applicants during the process.

- Provides administrative support for benefits programs by assembling and distributing COBRA and Wisconsin Retirement System (WRS) documentation and directing routine employee benefits inquiries to the appropriate HR team member.
- Prepares and distributes HR Committee meeting materials including agendas, background packets, and minutes; and provides logistical support for compliance programs such as the annual hearing test and DOT drug testing schedule.
- Performs routine office operations including preparation of purchase orders and payment vouchers, mail distribution and supply tracking.
- Performs other duties as assigned.

Additional Duties and Responsibilities

- Performs other duties and special projects as assigned by the HR Director.

Education and Experience Requirements

- High school diploma or GED equivalent required;
- Associate's degree or coursework in Human Resources, Business Administration, or a related field preferred; and
- One (1) or more years of administrative or office support experience; or
- A combination of education and experience that provides equivalent knowledge, skills, and abilities may be considered.

Knowledge, Skills, and Abilities

- Demonstrated ability to maintain a high degree of confidentiality with sensitive employee and applicant information.
- Strong organizational skills and attention to detail with the ability to manage multiple tasks accurately within scheduled hours.
- Professional, welcoming demeanor with effective verbal and written communication skills; ability to interact courteously with City employees, applicants, and the public.
- Proficiency in Microsoft Word, Outlook, and Excel; aptitude for learning HRIS and applicant tracking platforms (NEOGOV experience a plus).
- Ability to follow established policies, procedures, and standard operating procedures with minimal supervision and to recognize when matters require escalation to HR staff.

Physical and Working Environment

Normal office working conditions with minimal exposure to disagreeable elements. The position requires consistent front desk presence during scheduled hours. Normal mental and visual attention required. Minimal physical demands; light lifting (up to 20 lbs.) may occasionally be required.

Acknowledgement

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

Signature of Department Director: _____ Date: _____

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

Printed Name: _____ Signature: _____ Date: _____

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

Lisa M. Nowak
Human Resources Director



TEL: (715) 261-6634
FAX: (715) 261-4138

Date: September 2, 2025

To: Human Resources Committee
Mayor Doug Diny

From: Lisa Nowak, Human Resources Director

Re: Human Resources Department Adjustments

Background

For more than twenty years, the Human Resources Department has operated with the same limited structure of two support staff and one Director, despite dramatic changes in workforce expectations and organizational complexity. The scope of responsibilities of what was once a manageable administrative function has grown to a level that is unattainable and workload that is unsustainable. The volume of day-to-day tasks is overwhelming, leaving little capacity to provide the proactive, value-added services our city departments require. As a result, the steady stream of day-to-day service requests consume nearly all available capacity, leaving the HR team struggling to maintain core administrative responsibilities and unable to advance critical initiatives such as process improvements, efficiency gains, and data-driven workforce strategies. Currently, HR's capacity is at its limit. With the existing staffing levels, the department is unable to provide strategic, tailored support to employees and leaders while also maintaining compliance and essential administrative functions. This lack of capacity prevents HR from fully advancing key initiatives such as retention, succession planning, and workforce engagement. In addition, new responsibilities tied to the Workday platform and SharePoint launch have added to the workload, leaving the department unable to manage these systems effectively or realize the efficiency benefits they are intended to provide.

Since stepping into this role, I have uncovered foundational gaps that must be addressed immediately just to maintain stability. Without additional resources, HR cannot meet the city's current needs—let alone position itself as the strategic partner necessary to attract, retain, and develop a modern workforce. To keep pace with evolving demands and ensure compliance, efficiency, and long-term organizational success, expanding HR staffing is no longer optional; it is essential.

Survey Findings

As part of a recent HR Department Survey distributed to leadership across city departments, several consistent themes emerged:

- The need for greater support from the Human Resources department in managing day-to-day workforce challenges.
- The demand for strategic recruiting, including proactive outreach campaigns rather than reliance on passive job postings.
- The Interest in HR developing internal growth opportunities and promoting career latticing to increase retention and reduce turnover.
- Opportunities for HR to provide departments with improvements in data reporting (turnover, recruitment metrics), onboarding consistency and efficiency, and policy development collaboration.
- Comprehensive succession planning to ensure tacit knowledge is captured and documented, while successors will be adequately prepared to fill future vacancies.
- Identify skills gaps and prepare our future workforce through leadership development opportunities and training.

Recommendation

To address these gaps, I recommend reclassifying our Senior HR Generalist position to an Assistant HR Director, as well as adding the position of HR Business Partner to the department in 2026 should funding become available. This role would provide dedicated, department-facing support by:

- Embedding a resource within departments to anticipate workforce needs.
- Leading strategic recruiting campaigns to attract high-quality candidates.
- Support career development initiatives, career latticing job design / frameworks, Workday utilization, and assist the HR Director with projects as needed (e.g. succession planning preparation.)
- Enhancing HR's ability to provide actionable workforce analytics and policy insights.

Fiscal & Strategic Considerations

While adding staff represents an expense, it is best viewed as an investment in human capital. Building internal HR capacity will:

- Strengthen retention by fostering stronger connections and providing consistent support.
- Preserve and leverage institutional knowledge that is otherwise lost through attrition.
- Reduce reliance on external, transactional hiring approaches by building proactive pipelines of talent.

- Enable HR to align with the “build vs. buy” philosophy—retaining internal expertise while remaining flexible when outside solutions are needed.

Conclusion

The city’s workforce is its most valuable asset. To support and retain that workforce, HR must evolve from an administrative office to a strategic partner. The reclassification of the Senior HR Generalist is just the first step toward that transformation. This is the first step towards achieving our goal of positioning the city to better recruit, develop, and retain top talent in a competitive labor market.

Respectfully submitted,

Lisa M. Nowak, M.S. HRD, SHRM-CP
Director of Human Resources

A handwritten signature in black ink, appearing to be 'L. Nowak', followed by a long horizontal line extending to the right.

Lisa M. Nowak, MS HRD, SHRM-CP
City of Wausau Human Resources Director

CITY OF WAUSAU
407 Grant Street, Wausau, WI 54403

Joint Resolution from the Human Resources and Finance Committees Approving a Human Resources Coordinator Position.

Committee Action: Human Resources Committee 5-0; Finance Committee *PENDING*

File Number: 26-0707

Date Introduced: July 14, 2026

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral:</i>	YES []	NO [X]	Grade 19 minimum \$46,508.80, Mid \$57,241.60, Max \$65,145.60	
	<i>Included in Budget:</i>	YES []	NO []	<i>Budget Source:</i>	
	<i>One-time Costs:</i>	YES []	NO [X]	<i>Amount: \$57,000</i>	
	<i>Recurring Costs:</i>	YES [X]	NO []	<i>Amount:</i>	
SOURCE	<i>Fee Financed:</i>	YES []	NO []	<i>Amount:</i>	
	<i>Grant Financed:</i>	YES []	NO []	<i>Amount:</i>	
	<i>Debt Finance:</i>	YES []	NO []	<i>Amount:</i>	<i>Annual Retirement:</i>
	<i>TID Financed:</i>	YES []	NO []	<i>Amount:</i>	
	<i>TID Source:</i>	<i>Increment Revenue [] Debt [] Funds on Hand [] Interfund Loan []</i>			

RESOLUTION

WHEREAS, The Director of Human Resources is requesting an HR Coordinator position to assist with the evolving body of work necessary to keep City business running and;

WHEREAS, your Human Resources and Finance Committees reviewed and approved an add to staff for a Human Resources Coordinator at Grade 19, minimum \$46,508, midpoint \$57,241.60 maximum \$65,145.60 and;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that the position of Human Resources Coordinator is established for recruiting, effective immediately as approved by this resolution.

Approved:

Doug Diny, Mayor

SUMMARY
OF
TRANSIT COLLECTIVE BARGAINING AGREEMENT
CHANGES

- Term: July 1, 2026, to June 30, 2028.
- For PP14 2026, Step A in all classifications except Lead Maintenance Tech received a \$1.00 increase. Then all classifications and steps received a two percent (2%) increase for PP14 2026 only. All employment classifications and steps then received a one and a half percent (1.5%) increase at PP1 2027, PP14 2027, and PP1 2028.
- General correction of typos, other grammatical errors, language clean up to ensure accurate references to job titles.
- Clarified that all employees of the bargaining unit could have their probationary period extended.
- Clarified eligible benefits available to part-time and full-time employees during the probationary period.
- Updated part-time employees' vacation usage to accurately reflect their work schedule. Increase the maximum number of vacation hours for part-time employees to carry over to the next year from 20 hours to 40 hours.
- Converted the number of working days required to earn vacation in a pay period to hours worked for full-time and part-time employees.
- Sick time usage will now reflect the actual number of hours assigned to work.
- The Perfect Attendance Leave accrual policy will be discontinued if the City discontinues it City-wide for the non-represented employees. Accrued PAL leave will remain, and employees will be able to use it as before until it has been exhausted.
- Clarifying what a day of funeral leave means for full-time employees.
- Moved scheduling language from Article 10 to Article 19 and removed language that made these two Articles conflict.
- Removed unnecessary language regarding part-time employee call in pay.
- Increased the number of bottoms provided to Bus Operators. Added language indicating all City-purchased items with the Metro Ride logo on them need to be returned to the City

upon employment separation. Garage employee uniforms also must be returned to the City upon employment separation.

- Employee utilizing employer funds to purchase safety shoes must reimburse the City in the event the employee purchases shoes and then leaves employment within the next 30 days.
- Removed references to “fair share contributions” due to Wisconsin being a right to work state, and the U.S. Supreme Court decision *Janus v. American Federation of State, County, and Municipal Employees*, 585 U.S. 878 (2018).
- Article 31 – Savings Clause was updated to reflect the steps to take in the event language in the Collective Bargaining Agreement is found unlawful.
- The Federal Medical Card requirements and obligations after being hired have been removed.
- Employees not honoring the entire notice of separation period they provided to the City will forfeit that accrued but unused leave banks.
- Language was added that prior years of service in a different classification are not lost if the employee remains with the City, and returns to that prior classification in the future.
- *Facilities Maintenance* employees will receive a \$1.50 increase per hour to their base wage when they act as a *Bus Operator*.
- Deleted Side Letter #2, as it was no longer applicable.

**Amalgamated Transit Union
Summary of Tentative Agreement, June 22, 2026**

Article	Agreement
Entire Agreement	Updating outdated information. EX; dental insurance beginning date. Also clean up typos.
10 – Vacation	Adjust language for full-time employees to work 48 hours and part-time employees to work 24 hours to earn vacation and sick time balances. Increasing maximum carryover limits for part-time employees to 40 hours.
11 – Sick Leave	Using sick and vacation time in .25-hour increments.
11 – Sick Leave	Defined hours paid for full-time and part-time employees.
12- Perfect Attendance Leave	To follow the City's PAL leave policy in the event the city discontinues.
20 - Uniforms	Adjusting the number of bottoms and defining type of shirts. Also asking for items to be returned upon departure. And if separated must reimburse for boots if under 30 days.
32- Entire Memorandum of Agreement	Removal of Federal Medical Card requirements.
35 – Voluntary Separation	Added language to define what a 2-week notice is.
Appendix A	Adjusted wages start wages will receive a \$1.00 increase 06/21/26 along with the respective percentage increases. 06/21/26 2% Increase 12/20/26 1.5% Increase 06/20/27 1.5% Increase 12/19/27 1.5% Increase

**AGREEMENT
BETWEEN THE
CITY OF WAUSAU**



**AND
LOCAL 1168
AMALGAMATED TRANSIT UNION, AFL-CIO**

JULY 1, 2026, TO JUNE 30, 2028

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MEMORANDUM OF AGREEMENT
BETWEEN
WAUSAU AREA TRANSIT SYSTEM, INC.
AND
LOCAL DIVISION NO. 1168, AMALGAMATED TRANSIT UNION, AFL-CIO

This Memorandum of Agreement made and entered into by and between the Wausau Area Transit System (WATS), d.b.a Metro Ride, operating the bus and intervening territory, their successors, lessees and assignees, hereinafter referred to as "Employer", and Local Division 1168, Amalgamated Transit Union, AFL-CIO, hereinafter referred to as "Union".

WHEREAS, the Employer and the Union have reached an amicable understanding with respect to the employer-employee relationship which exists between them and desire to enter into a complete agreement covering the rates of pay, hours of work, and conditions of employment.

WHEREAS, the Employer and the Union recognize that by increasing productivity and efficiency of operations, the Wausau Area Transit System will continue to prosper and grow.

NOW, THEREFORE, in consideration of the premises and in consideration of the promises hereinafter contained and other good and valuable considerations, the receipt of which is hereby irrevocably acknowledged.

IT IS AGREED AS FOLLOWS:

ARTICLE 1 - POLICIES OF EMPLOYER AND UNION

The mutual interest of the Employer and employees is recognized by this agreement for the operation of transit operations under methods that will promote safety, economy of operations, cleanliness, proper care of equipment and protection of property and the ethical conduct of business and labor relations between the Employer and the employees. The Union pledges that it will cooperate with the Employer in a concerted effort for more productivity. Every employee shall endeavor to increase their individual productivity and make use of all suggestions relative thereto from the Employer.

ARTICLE 2 – RECOGNITION

The Employer continues to recognize the Union as the sole and exclusive bargaining agent for the purposes of engaging in conferences and negotiations establishing wages, hours, and conditions of employment for the employees set forth in Appendix "A" of this agreement, which is incorporated herein by reference.

Expressly excluded from the bargaining unit of the Amalgamated Transit Union, Local Division 1168, AFL-CIO, are the Transit Director, Deputy Director, Transit Operations Supervisor, Transit

Maintenance Supervisor, Administrative Assistant III, and other managerial, supervisory, and confidential employees.

ARTICLE 3 - EMPLOYEES COVERED BY THIS AGREEMENT

Whenever the term "Employee" is used in this Memorandum of Agreement, it shall mean and include only those employees set forth in Appendix "A" of the Agreement. Article 8 through and including Article 21 of this Agreement, except as otherwise specified, apply only to regular full-time employees.

ARTICLE 4 – PROBATION

- A. **Probationary Period:** All full-time and part-time employees shall serve a probationary period of six (6) months from date of hire. The probationary period for any new employee hired may be extended not to exceed an additional six (6) months at the discretion of the Employer. In the event the employee becomes a permanent employee, seniority and other benefits under this contract shall accrue to the original date of hire providing such employee was continuously employed by the Employer in this bargaining unit. A probationary employee is any non-permanent employee who receives no rights or benefits except as specifically set forth in this contract.

During the probationary period, the employee shall attain no seniority rights and be subject to dismissal for any reason without recourse to the arbitration procedure.

- B. **Probationary Employee Benefits:** All probationary employees shall receive the same holidays, funeral leave, and retirement benefits as those received by regular employees. Full-time employee usage will be based on hours equal to assigned work or 8 hours, whichever is greater. Part-time usage will be based on 6 hours.

ARTICLE 5 - MANAGEMENT RIGHTS

The Employer possesses the sole right to operate its operations and all management rights repose in it but such rights must be exercised consistently with the other provisions of this contract. These rights include but are not limited to the following:

- A. To direct all transit operations and operations incidental thereto.
- B. To hire, promote, transfer, assign and retain employees in positions with the Employer, including the right to hire specialists, on either a temporary or permanent basis.

- C. To suspend, demote, discharge and take other disciplinary action against employees for just cause.
- D. To relieve employees from their duties because of lack of work or other legitimate reasons.
- E. To maintain efficiency of transit operations entrusted to it.
- F. To take whatever action is necessary to comply with State or Federal law.
- G. To introduce new or improved methods or facilities.
- H. To change existing methods or facilities.
- I. To contract out for goods or services.
- J. To determine the methods, means and personnel by which such operations are to be conducted.
- K. To take whatever action is necessary to carry out the functions of the operations in situations of emergency.
- L. To establish work rules and schedules of work.

ARTICLE 6 - SENIORITY RIGHTS

- A. Seniority List: The Employer agrees to keep posted in an acceptable place, in the operator's room and garage, an up-to-date seniority list showing the seniority standing of each and every employee, and the work classification.
- B. Roll of Seniority: It shall be the policy of the Employer to recognize seniority and qualifications as two (2) of its criteria in making promotions.
- C. Definition of Seniority: Subject to successful completion of the probationary period, seniority shall commence upon date of hire and be based upon the actual continuous length of service for which payment has been received by the employee, provided, however, that it is herein agreed that the agreement covers all employees who were previously employees of the Wisconsin Public Service Corporation and Wausau Transit Lines, Inc. and that such employees shall be given full credit for all time of continuous service with said previous employer in calculating seniority under this agreement. Employees shall hold seniority only in their respective department, which at the present time consists of bus operators, garage employees, and part-time employees. If an employee chooses to change departments they shall go to the bottom of the seniority list in that department; this shall not affect any other rights and/or benefits, only picking of work and vacation.

- D. Notification of Union: When a promotion within the bargaining unit is to be made, the Employer will notify the President of the Union at least five (5) days prior to making the promotion. All new jobs or promotions within the bargaining unit shall be posted on the bulletin board with notification first to the Union.
- E. Qualifications: The initial determination as to an employee's qualifications shall be made by the Employer. However, if there is a difference of opinion as to the qualifications of an employee, the Union may take the matter up for adjustment under the grievance procedure.
- F. Evaluation Following Change in Classification: An employee being promoted to a higher classification within the bargaining unit shall serve an evaluation period of six (6) months in the new classification. This evaluation period does not apply to employees moving from Mechanic I to Mechanic II. Any employee who does not complete the evaluation period successfully shall be returned to his/her former classification at his/her former rate of pay. The employee promoted may disqualify himself/herself during the evaluation period and return to his/her former classification at his/her former rate of pay with accumulated seniority. In the event that the Employer promotes a member of the bargaining unit to a supervisory or managerial position with the Employer, such employee shall retain his/her bargaining unit seniority for a period not to exceed six (6) months from the date of said promotion.

However, in the event that the Employer promotes a member of the bargaining unit to a supervisory or managerial position with the Employer, and that employee's position is subsequently eliminated, that individual may return to a bargaining unit position and shall retain seniority rights in the bargaining unit to the extent accumulated as of the date of the promotion to the supervisory or management position.

- G. Loss of Seniority: Seniority and the employment relationship shall be broken and terminated if an employee:
1. Quits
 2. Is discharged for just cause
 3. Is absent from work for three (3) consecutive working days without notification to the employer
 4. Fails to report to work within five (5) working days after receiving notice of recall
 5. Fails to report for work at the termination of a leave of absence
 6. Is on a leave of absence for personal or health reasons and accepts other employment without permission
 7. Retires

8. Is not re-employed for a period of two (2) years after being laid off.
- H. Notice of Recall: The notice of recall for any Employee who has been laid off shall be sent by certified mail to the last address of the employee.
- I. Notice of Lay Off: Each employee to be laid off shall be given written notice in person at least ten (10) days prior to the date of the layoff. The notice shall indicate the date on which the layoff is to be effective and to contact the Human Resources Department immediately to exercise any layoff rights. A copy of the notice shall be sent to the Human Resources Department.
- J. Order of Lay Off: Prior to the layoff of any members of the bargaining unit, non-bargaining unit seasonal and temporary employees shall be laid off first. Should additional layoffs be necessary, part-time employees shall be laid off next. Should additional layoffs be necessary, full-time probationary employees shall be laid off next. Should additional layoffs be necessary, the oldest in point of departmental seniority shall be retained, if the employer determines him/her qualified to perform the available work. A recall of employees that have been laid off shall be in reverse order of that of laying off, providing the recalled employees are qualified to perform the available work.

The full-time operators have the first opportunity to accept employment according to seniority in a part-time bus operator position under the terms of this section. All rights to recall as a full-time operator will be retained. The full-time operators may choose to accept the layoff rather than the part-time position. In the event that no full-time operators accept the part-time operator positions, a part-time operator may be returned to fill the position.

Full-time operators who accept employment in part-time operator positions shall continue to receive the employee's then existing rate and prorated fringe benefits for a period of six (6) months while serving in the part-time position. In the event the full-time employee continues in the part-time position beyond six (6) months, the employee shall receive the normal wage rate and fringe benefits for a part-time position.

- K. Time Limitations: The recall list shall be valid up to two (2) years following layoff. After two (2) years from the date of the layoff, all recall rights are terminated.
- L. Voluntary Layoff: Whenever layoffs of bargaining unit employees are necessary, members having greater seniority than those employees being laid off may volunteer to be laid off in their place. The request for voluntary layoff must be in writing and shall be irrevocable during the period of layoff. It is agreed and understood that the employer has no control over the decision as to whether the employee on voluntary layoff is entitled to unemployment compensation under the laws of the State of Wisconsin, and that the employee requesting voluntary layoff does so at his/her own risk.

During the period of a voluntary layoff, no vacation, sick leave or other benefits (other than seniority) shall accrue to the employee. Provided however that in no event shall seniority be allowed to keep accruing in an excess of four (4) months from the date of the voluntary layoff. The employer shall allow any employee on a voluntary layoff to continue his/her medical, dental and life insurance coverage; however, the employee shall pay the full cost through COBRA.

ARTICLE 7 - GRIEVANCE PROCEDURE

A. Definitions:

Grievance: A grievance shall mean only any controversy which exists because of an unsatisfactory adjustment or failure to adjust a claim or dispute of any employee or group of employees concerning the interpretation or application of this contract.

Proper Submission of Grievance and Response: Received in person and time stamped by the recipient or sent via electronic mail and timestamped by the computer.

Written Notice: Hard copy notice including but not limited to letter, memo, or note.

Workday: A day on which normal bus routes are scheduled to operate, 12:00 a.m. to 11:59 p.m., excluding Saturday, Sunday and all holidays as identified in Article 9.

Union Representative: Union is allowed to have 2 representatives. Union Attorney is not included as a Union representative.

B. Settlement of Grievance: Any grievance shall be considered settled at the completion of any step in the procedure, if all parties concerned are mutually satisfied. Dissatisfaction is implied in recourse from one step to the next.

C. Time Limitations: The failure of either party to file a grievance, process a grievance, or appeal a grievance in a timely fashion as provided herein shall be deemed a complete settlement and waiver of the grievance. If the Union fails to receive a reply in a timely fashion, they shall have the right to automatically proceed to the next step of the grievance procedure. However, if it is impossible to comply with the time limitations specified in the procedure because of work schedules, illness, vacation, etc., these limitations may be extended by mutual consent of the parties confirmed in writing.

D. Steps in Procedure:

Step 1: All grievances must be submitted in writing to the Transit Director or his/her designee promptly on forms supplied by the Union and no later than ten (10) workdays from the date the employee knew or should have known of the cause of such grievance. The written grievance shall contain a clear and concise statement of the grievance and

indicate the issue involved, the relief sought, the date the incident or violation took place, and the specific section of the contract involved. In the event of a grievance the employee shall perform his/her assigned task and grieve his/her complaint later. The employee with one (1) union representative will explain his/her written grievance to the Transit Director (or his/her designee). The Transit Director or his/her designee shall within ten (10) working days inform the union, in writing, of his/her decision on the grievance.

Step 2: If the grievance is not settled in the first step, the employee and the grievance committee will appeal the written grievance by submitting a letter, memo, or note to the Director of Human Resources within five (5) workdays after the decision of the Transit Director. The Director of Human Resources will review the record and further investigate the grievance including a meeting with the grievant. At this meeting, the employee may be represented by up to (but not to exceed) two (2) members of the Union.

This will probably be a member of the grievance committee and the president of the Union, but this determination is in the discretion of the Union. The Director of Human Resources will then inform the Union in writing of his/her decision within five (5) working days after the meeting on the grievance.

Step 3: If the grievance is not settled in the first or second step, the employee and the grievance committee will appeal the decision in writing to the Human Resources Committee of the Employer. This appeal must be made within five (5) working days after receipt of the written decision of the Director of Human Resources. The Human Resources Committee will review the records and further investigate the grievance. The Union shall have the privilege to meet and discuss a grievance with the Human Resources Committee and shall receive written invitation to discuss the matter with the Human Resources Committee at least 24 hours prior to the scheduled meeting. The Human Resources Committee will inform the Union in writing of its decision within ten (10) working days after meeting on the grievance.

E. Arbitration:

1. Time Limit: If a satisfactory settlement is not reached in Step 3, the employee and grievance committee must notify the Human Resources Director in writing within five (5) working days after the union's regularly scheduled monthly meeting but no more than twenty (20) working days from receipt of written notice of the Human Resources Committee decision that they intend to process the grievance in arbitration.
2. Methods of Selection: Before the initial arbitration hearing, the employer and the union grievance committee shall use their best efforts to select a mutually agreeable arbitrator. If the employer and the union grievance committee are unable to agree on an arbitrator within ten (10) working days after receipt of the employee and grievance committee's written notice, either party may request the Wisconsin Employment Relations Commission to prepare a slate of seven (7) impartial arbitrators. The union grievance committee and the employer shall then alternately strike three (3) parties each on the

slate with the party initiating the grievance exercising the first strike. The union and the employer shall exercise their strikes within five (5) days following receipt of the slate from the Wisconsin Employment Relations Commission. The remaining arbitrator on the slate after the strikes shall then be notified of his/her appointment in a joint statement from the employer and the union.

3. Arbitration Hearing: The arbitrator shall use his/her best efforts to mediate the grievance before the formal arbitration hearing. The parties shall agree in advance upon procedures to be used at the hearing and the hearing shall follow a quasi-judicial format. The arbitrator selected or appointed shall meet with the parties as soon as a mutually agreeable date can be set to review the evidence and hear testimony relating to the grievance. Upon completion of this review and hearing, the arbitrator shall render a written decision as soon as possible to both the Employer and the Union which shall be final and binding upon both parties.
 4. Costs: Each party shall share equally in the cost of the arbitrator and transcript costs. All other expenses will be paid by the party incurring them.
 5. Decision of Arbitrator: The decision of the arbitrator shall be limited to the subject matter of the grievance and shall be restricted solely to interpretation or application of the contract in the area where the alleged breach occurred. The arbitrator shall not amend, modify, nullify, ignore or add to the provisions of the agreement. Any modification of addition to or deletion from the express terms of this agreement by the arbitrator, shall be considered a per se violation of Section 788.10 of the Wisconsin Statutes. If a discharged employee is found to have been unjustly discharged, he/she may be reinstated to his/her former position and receive pay for all lost time or some other appropriate action as the arbitrator may decide.
- F. Place of Hearing: Although the Employer consents to provide facilities for grievance and grievance arbitration, such meetings and hearings, where possible, shall be held outside the normal workday.

ARTICLE 8 - LEAVE OF ABSENCE

- A. Normal Reason for Leave: Written leave of absence, without pay, for periods not in excess of six (6) months in any year may be granted in the discretion of the Employer to any full-time employee to further his/her education, for a long continuous illness or accident or where sick leave is exhausted or where the Employer will directly benefit from the leave, providing said employee does not accept employment elsewhere or become self-employed. The Employer at the end of the six (6) month period shall, upon written request of the employee, review any leave to determine whether an additional six (6) month period will be granted. The employee to whom written leave of absence has been granted, shall be entitled, at the expiration of the time stated in such leave, to be reinstated to the position in which he/she was employed at the time the leave was granted. During the period of leave

of absence, no vacation, sick leave or other benefits (other than seniority) shall accrue to the employee. The Employer shall allow any employee on a leave of absence to continue his/her medical and life insurance coverage; however, the employee shall pay the full cost through COBRA.

B. Military Leave:

1. Reserve Training: Employees who are members of a reserve component of the military forces of the United States or the State of Wisconsin shall promptly notify the Transit Director and will be granted a leave of absence if required to participate in training duties. Such employees shall be paid the difference, if any, between their regular pay and their military pay for the training period involved, but not to exceed two (2) weeks in the calendar year.
2. Active Duty: In the event of a national or state emergency, employees may take an extended military leave of absence without pay if ordered to active duty. Any employee on military leave of absence may continue health, dental and life insurance program coverages; the payment therefore to be as follows:
 1. Employee shall pay full cost of the life insurance.
 2. For the first three (3) months of Active Duty, premiums for health, vision, and dental insurance shall be paid as provided for under this agreement; thereafter, the employee shall pay the full cost.

- C. Union Business: Unpaid leaves of absence may be granted to members of the bargaining unit (Union officers) to attend necessary or mandated Union functions (i.e. conventions, conferences, seminars). The granting of such leave shall be within the sole discretion of the Transit Director.
- D. Benefits While on Leave of Absence: Whenever any employee is on an unpaid leave of absence more than ten (10) working days in any thirty (30) day period, the employee shall reimburse the employer for the cost of his/her medical/dental/vision costs or premiums for the period of absence. No accumulation of sick leave and vacation will occur during such absences.

ARTICLE 9 – HOLIDAYS

- A. Holiday Schedule: All permanent full-time employees shall be granted the following holidays off with pay:

New Year's Day
Memorial Day

Independence Day
Labor Day

Thanksgiving Day
Christmas Day

- B. Full-time employees shall receive an allowance equal to their picked run or regular work schedule, in addition to regular hours worked on working holidays; ATU Friday, Day after Thanksgiving, December 24th, and New Year's Eve Day. Full-time employees who do not have a regular work schedule shall receive an allowance equal to their assigned work schedule, or a minimum of eight (8) hours pay, whichever is greater, in addition to regular hours worked on working holidays; ATU Friday, Day after Thanksgiving, December 24th, and New Year's Eve Day.

If the City adds MLK and/or Juneteenth to City holidays, ATU will receive the same.

- C. Work on Holidays: Any employee who is required to work on any of the above-mentioned holidays shall be paid at the rate of time and one-half (1 1/2) his/her regular classification rate in addition to receiving the holiday allowance. Work on ATU Friday, Day after Thanksgiving, December 24th, and New Year's Eve Day are excluded from this section.
- D. Holiday Pay Rate: Full-time employees shall receive an allowance equal to their picked run or assigned work schedule, or a minimum of eight (8) hours' pay, whichever is greater.
- E. Holiday Pay Eligibility: In order to be eligible for holiday pay, an employee must be on the active payroll of the Employer and must have worked his/her full regularly scheduled workday before and after the holiday, unless excused by the Employer. Employees scheduled to work on a holiday must work the holiday to qualify for holiday pay. Employees shall be eligible for holiday pay even though the employee does not work his/her full regularly scheduled workday before and after the holiday if the employee is excused from work because of the following reasons:
1. Inpatient hospitalization.
 2. Recuperating from inpatient hospitalization.
 3. Vacation.
 4. Scheduled days off.
 5. Unavailable for work due to non-elective outpatient surgery verified by a surgery report.
 6. Unavailable for work due to properly reported illness/injury arising on the job as a potential or actual worker's compensation claim.
 7. Unavailable for work for at least three (3) consecutive scheduled workdays in total either immediately prior to or immediately after the holiday with the employee providing a doctor's verification of the employee's inability to perform the duties of

the position held by the employee. Rotating days off shall count in determining the three (3) consecutive scheduled workdays unless the rotating day off is the first day of the three (3) consecutive scheduled work days before or the last day of the three (3) consecutive scheduled work days after the holiday. The Employer may require an examination by a physician of the Employer's choosing, and at the Employer's expense to determine the extent of the injury or illness of the employee.

Example: If a holiday lands on a Monday, and the Employee's rotating day off falls on a Tuesday, and then is unavailable for the next three days with a doctor's verification, the Employee would be eligible for the holiday pay.

8. FMLA Certified absence of three or more days.

F. Personal Holidays: Each full-time Employee shall receive a total of three (3) personal holidays per calendar year. Regular part-time employees shall receive three (3) days as personal holidays per calendar year. New employees shall receive three (3) personal holidays upon hire and may utilize this benefit at time of hire, pending supervisor's approval.

The choice of personal holidays must be approved by the Transit Director and must be taken as full days. Personal holidays must be used within the calendar year they are received.

G. Holidays for Part-Time Employees: All part-time employees shall receive six (6) hours holiday pay for each holiday allowed by this agreement.

ARTICLE 10 – VACATIONS

A. Regular full-time employees shall earn paid vacation based on the number of years of service with the City in accordance with the following schedule:

Years of Service	Annual Vacation	Bi-weekly Accrual	Max. Vacation Accumulation Allowed
At time of hire	15 days	4.6154 hours	160 hours
Upon completion of 5 years of service	20 days	6.1540 hours	200 hours
Upon completion of 10 years of service	25 days	7.6924 hours	240 hours
Upon completion of 15 years of service	30 days	9.2308 hours	280 hours

Part-time employees' vacation earning schedule shall be based on 4 hours/day and 20 hours/week. Part-time employees shall be able to carryover vacation hours from one year to the next, with a maximum carryover limit of 40 hours.

New employees accrue but may not use vacation benefits during the first six (6) months of employment. Full-time employees must have forty-eight (48) hours of paid time (hours worked or paid leave) in a pay period to earn vacation during that pay period. Part-time employees must have twenty-four (24) hours of paid time (hours worked or paid leave) in a pay period to earn vacation during that pay period. This does not apply to employees who are on approved family medical leave.

Annual vacation shall be credited according to an employee's anniversary date. The scheduling and limitations on the number of employees permitted to be on vacation at the same time shall be scheduled according to the policy established by individual departments as determined by the Department Head and based on the needs of the City.

Vacation must be used in a minimum of 2 hours. An employee's vacation balance can never have a deficit. Full-time employee usage will be based on hours equal to assigned work or 8 hours, whichever is greater. Part-time employee usage will be based on 4 hours.

- B. Vacation Payout: Employees may be paid out for up to forty (40) hours annually of unused and unscheduled vacation upon ten (10) days advance written notice to the employer. Employees shall be paid at their current wage rate. Vacation hours paid shall not be used in the calculation of overtime.

C. Scheduling Procedures:

1. Administration shall post, no later than October 1st each year, a vacation roster in order that the employees may schedule in advance and have knowledge of those weeks available. Choice of vacation shall be by department seniority, with each eligible employee having up to two (2) scheduled workdays to pick their vacation. Employees who fail to pick their vacation within the aforesaid two (2) days shall forfeit their pick until all less senior employees have had the opportunity to make their vacation pick. Special arrangements may be made in the case of extreme necessity (i.e., illness, injury, vacation, etc.) at the discretion of the Deputy Transit Director or Transit Director, or their designee. Their designee may only act in the absence of the Deputy Transit Director and Transit Director. Employees may not trade scheduled vacation periods. Single vacation day, single PAL day, and personal holiday selections shall be picked after the full week selection procedure has been completed. Employees may not change their vacation pick until after the entire picking process has been completed. All unpicked vacation days may be retained by the employee to be chosen later. Management will post a notice that the picking process is complete and that single day requests will be accepted and considered by seniority on the first specified date. Thereafter, unpicked vacation days shall be available on a first come first served basis after the formal block week and single day picks have been made by seniority.

ARTICLE 11 - SICK LEAVE

The City of Wausau's sick leave policy is designed to compensate for unavoidable absences from work caused by injury or illness. This policy's intent is to prevent the financial hardship of loss of wages for an extended period.

- A. Accumulation: Regular full-time employees shall receive an amount equal to 8 hours per month of service which will accrue on a bi-weekly basis at 3.6923 hours. Sick leave will accrue up to a maximum of 133 days (1,064 hours).

Regular part-time employees shall receive a proration of the bi-weekly accrual equal to 4 hours per month of service, which will accrue on a bi-weekly basis at 1.85 hours. Sick leave will accrue up to a maximum of 66 days (528 hours).

Employees earn sick leave immediately upon starting employment with the City. Employees must have six (6) days of paid time (hours worked or paid leave) in a pay period in order to earn sick leave during that pay period.

- B. Use of Sick Leave: An employee may use sick leave when, due to sickness or temporary disability, the employee is unable to perform the duties of employment. In addition, an employee may use sick leave to attend his or her medical and dental appointments. An employee may also use sick leave for a member of his/her family. The immediate family is defined as the employee's spouse, child, parent or a relative living in the same household as the employee. Sick leave use for an immediate family member is allowable only where the immediate family member requires the constant attention of the employee. Generally, employees who will be missing work due to illness or injury must notify their immediate supervisor as soon as reasonably practical but not later than seventy-five (75) minutes prior to the start of their scheduled workday. Employees should consult their immediate supervisor to learn the proper procedure for notifying the City of the need to use sick leave as notification policies may differ between departments. The employee shall provide, upon request of the employer, a statement from a physician verifying the need for leave when requested by the City at any time. Sick leave must be used in a minimum of two (2) hours. Full-time and part-time employee usage will be based on hours equal to assigned work (.25 hour increments).
- C. Sick Leave during Vacation: In the event that an illness or injury should occur during vacation, unless a written request is made to change vacation leave to sick leave prior to the vacation period, vacation leave shall be charged.
- D. Post Employment Health Plan - Sick Leave Conversion. Sick Leave Conversion upon Retirement: There shall be the following option for regular full-time employees upon retirement or medical disability retirement:

When a full-time employee, with less than 25 years of service, retires or is forced to retire due to medical disability, a maximum of 60 percent (60%) of the sick leave remaining in

the employee's accumulated sick leave account may be converted to its monetary value (employee's hourly rate, exclusive of longevity and shift differential rates) and shall be contributed to the participant's Post Employment Health Plan (PEHP). In order to determine the employee's sick leave conversion benefit, the following formula would be applied:

Years of Service + Age = Credits

EXAMPLE: 20 Years of Service + 55 = 75 Credits

For credits above 68 but below 80, deduct 5 percent (5%) from the standard conversion for each year short of 80.

80 credits	= 60 percent conversion of sick leave to dollar credits.
79 credits	= 55 percent conversion
78 credits	= 50 percent conversion
77 credits	= 45 percent conversion
76 credits	= 40 percent conversion
75 credits	= 35 percent conversion
74 credits	= 30 percent conversion
73 credits	= 25 percent conversion
72 credits	= 20 percent conversion
71 credits	= 15 percent conversion
70 credits	= 10 percent conversion
69 credits	= 5 percent conversion
68 credits	= 0 percent conversion

Regular full-time employees who retire with at least 25 years of service shall have a monetary contribution of 80 percent (80%) of banked sick leave hours contributed to the participant's PEHP.

To be eligible for sick leave conversion upon retirement, an employee must meet all of the following conditions:

1. Have been hired prior to January 1st, 2013; and
2. Apply for Wisconsin Retirement Fund benefits at least thirty (30) days prior to the last day of work; and
3. In cases of voluntary retirement, the employee must have notified the employer at least three (3) months prior to the retirement date. An employee must submit the notice to the Human Resources department and give the anticipated retirement date. Upon receipt of notice the Department director shall sign the notice, accepting the retirement which becomes irrevocable unless an exception is approved by the Director of Human Resources.

ARTICLE 12 - PERFECT ATTENDANCE LEAVE

- A. **Earning Method:** **Full-time employees** covered by this agreement who do not use sick leave during a six (6) month period (since date of last sick leave usage), shall earn six (6) hours of Perfect Attendance Leave. If the employee does not use sick leave for an additional six (6) month period, the employee shall earn an additional six (6) hours of Perfect Attendance Leave. Full-time employees who continue not to use sick leave will earn eight (8) hours Perfect Attendance Leave for each consecutive six (6) month period following the first year and six months of no sick leave usage. Full-time employees who do not use sick leave for the fifth consecutive year shall earn twelve (12) hours PAL for each consecutive six (6) month period following the fifth year and six months of no sick leave usage. At no time may a full-time employee's P.A.L. account exceed forty (40) hours.

Earning Method: **Part-time employees** covered by this agreement who do not use sick leave during a six (6) month period (since date of last sick leave usage), shall earn four (4) hours Perfect Attendance Leave. If the employee does not use sick leave for an additional six (6) month period, the employee shall earn an additional four (4) hours Perfect Attendance Leave. Part Time employees who continue not to use sick leave will earn six (6) hours Perfect Attendance Leave for each consecutive six (6) month period following the first year and six months of no sick leave usage. Part-time employees who do not use sick leave for the fifth consecutive year shall earn nine (9) hours PAL for each consecutive six (6) month period following the fifth year and six months of no sick leave usage. At no time may a part-time employee's PAL account exceed thirty (30) hours.

- B. **Utilization:** Employees may request to use Perfect Attendance Leave, or be paid out for said leave, at any time following the year(s) in which it is earned. To facilitate use of PAL hours by an employee, management can utilize a part-time employee to cover vacancies if no other full-time employee is available at a regular rate of pay.

PAL shall be picked in conjunction with the department's single vacation pick procedure. PAL time not picked during the single vacation pick process shall be available on a first come first served basis.

The number of employees utilizing Perfect Attendance Leave at one time shall be limited subject to the ability of the employer to maintain normal operation.

- C. **Minimum/Maximum Usage:** Perfect Attendance Leave may be used with a minimum of two (2) hours. Full-time employee usage will be based on hours equal to assigned work or 8 hours, whichever is greater. Part-time employee usage will be based on 6 hours.
- D. Employees will be responsible for alerting the Human Resources Department each six (6) month period that PAL is to be accrued. The employee will have three (3) months following the date PAL was earned to advise the Human Resources Department of the employee's eligibility for the leave accrual or the employee will not be eligible for the accrual for that period. A six-month period without sick leave usage shall be counted toward an increased PAL accrual amount regardless of whether the employee forfeited PAL accrual for that period.

- E. In the event the City discontinues PAL for the non-represented employees, Sections A and D of this Article will be discontinued and eliminated effectively on the date the City-wide discontinuance takes effect. Section B (“Utilization”) and Section C (“Minimum/Maximum Usage”) shall remain. Employees will still be able to use any banked PAL.

ARTICLE 13 - INSURANCE

- A. Medical and Hospitalization Benefits: Employees will contribute monthly, twelve (12%) of the health insurance premium equivalent for the respective coverage selected. Employees who do not participate in the Health Risk Assessment shall pay twenty percent (20%) of the total monthly premium equivalent rate for the respective coverage selected.

The employer’s contribution to the premium cost of the medical and hospitalization program for part-time employees in the position of Bus Operator I is limited to and based on the single premium cost. The part-time employee in the position of Bus Operator I is responsible to pay the difference between the single premium and family premium if family coverage is selected. Probationary employees must indicate whether they desire to be covered by the City's medical and hospitalization program within the first thirty (30) days of employment, with coverage to be effective upon the first of the month following the thirty-first (31st) day of employment. No employee shall make any claim against the City for additional compensation in lieu of or in addition to the City's contribution because he/she does not qualify for the family plan. The City may change coverage, benefit levels, benefit providers, carriers, and/or self-fund its medical and hospitalization and insurance program.

The City may choose to implement a Health Reimbursement Account (HRA) to self fund deductible amounts. The City shall contract with a HRA administrator with the capacity for processing of electronic transmission of medical service information provided by the health insurance provider. Employees shall be responsible for paying medical service providers for medical services for which the employee is receiving a check from the HRA administrator.

- B. Dental Insurance Benefits: The City agrees to pay fifty percent (50%) of the cost of the dental insurance program. Part-time employees in the position of Bus Operator I are limited to employee-only dental insurance eligibility. Probationary employees must indicate whether they desire to be covered by the City's dental insurance program within the first thirty (30) days of employment, with coverage to be effective upon the first of the month following the thirty-first (31st) day of employment. No employee shall make any claim against the City for additional compensation in lieu of or in addition to the City's contribution because he/she does not qualify for the family plan. The City may change coverage, benefit levels, benefit providers, carriers and/or self-fund its dental program.

Upon receipt of any notices concerning any rate increase or decrease, the City shall provide the Secretary of the Union with a copy of such notice within ten (10) days.

The City's contribution towards dental insurance shall be limited to fifty percent (50%) of the premium rate for the plan.

- C. Life Insurance: Employees may also participate in the State Group Life Insurance Program upon eligibility thereunder.
- D. Felonious Assault Insurance: The Employer agrees to purchase a felonious assault insurance policy in the amount of one hundred thousand dollars (\$100,000) per covered individual, for all employees covered by this agreement to the extent it is possible under the current provider, however, that the premium thereon does not exceed ten dollars (\$10.00) for each covered individual per twelve (12) month period. This insurance coverage is to terminate with the termination of this agreement.
- E. Income Replacement Insurance: The City agrees to offer income replacement insurance for employees eligible to participate in the Wisconsin Retirement System. Employees who elect to participate shall pay the premium rate as established by the insurer.
- F. Pre-tax Insurance Premiums: All deductions from employees' pay for health and dental insurance will be taken on a pre-tax basis.
- G. Voluntary Benefits: The City offers a variety of voluntary benefits such as vision insurance, short-term disability insurance, long-term disability and deferred compensation programs. Complete details of these plans will be available to all employees and at various times during the year.

ARTICLE 14 - RETIREMENT

- A. Wisconsin Retirement Fund: The parties agree to follow the contribution rates established by law and the employee shall contribute the employee's share to the Wisconsin Retirement System.

ARTICLE 15 - LONGEVITY PAY

The Employer agrees that it shall pay longevity pay (in addition to regular job rates), on an annual basis on the 1st pay period in November, as a reward to employees who have completed continuous uninterrupted service as additional compensation as follows:

- A. From 5 to 10 years - a total of \$15.00 per month.
- B. From 10 to 15 years - a total of \$25.00 per month.

C. From 15 to 20 years - a total of \$35.00 per month.

D. From 20 to 25 years - a total of \$45.00 per month.

E. From 25 years and over - a total of \$55.00 per month

Part-time employees shall qualify for longevity based on seniority.

ARTICLE 16 - BEREAVEMENT LEAVE

The employer grants bereavement leaves to handle family matters and attend funerals when a close or extended member of their family dies.

- A. Immediate Family: In the event of a death in the immediate family of a full-time or part-time employee, such employee will be paid for the time lost from scheduled work at their regular rate of pay for up to three (3) days to handle family matters and attend the funeral. Immediate family shall mean the employee's: spouse, parent, stepparent, children, stepchildren, parent-in-law, siblings, or other person residing in the employee's home immediately prior to death. One (1) day funeral leave for full-time employees shall mean 8 hours or their regularly scheduled shift amount, whichever is greater.
- B. Other: The full-time or part-time employee shall receive one (1) day off with pay to handle family matters or attend the funeral of an extended family member. Extended family shall mean the employee's grandparents, grandchildren, siblings-in-law, aunts, uncles, nieces, and nephews.
- C. Extension: Additional time off requested, as paid or unpaid, may be available for use by employees if the circumstances warrant. Employees should contact their supervisor to discuss any requests and exceptions that may be granted at the discretion of the Department Director, in consultation with the Director of Human Resources. Bereavement leave shall be used no later than 6 months after the date of the loss unless extended by the Transit Director.
- D. Death of Fellow Employee: All employees may be granted up to four (4) hours leave without loss of pay to attend the funeral of a fellow employee or a retired employee of the Wausau Area Transit System, d.b.a. Metro Ride. The need for continuing service may limit the number of employees who may attend the funeral. In each instance, the employer may decide on the number of employees and the amount of time required to attend the funeral, up to four (4) hours.
- E. Part-Time Employee Benefit: One (1) day funeral leave for part-time employees shall mean six (6) hours.

ARTICLE 17 - SHIFT DIFFERENTIAL

Any Bus Operator or Mechanic I or II whose work schedule regularly requires work after 7:00 p.m. shall receive ten cents (\$.10) per hour above the regular pay rate for each hour worked after 7:00 p.m.

ARTICLE 18 - JOB RATES

Employees shall participate in the City's direct deposit program for payroll purposes. There shall be no cost to the employees for utilization of this program.

The job rates are specified in Appendix "A".

ARTICLE 19 - WORKING HOURS AND OVERTIME

- A. Normal Work Week: The normal work week for all employees shall be forty (40) hours per week, including reporting time. Shift schedules will be determined by the Transit Director. The Deputy Transit Director or Transit Director, or their designee, shall post a tentative schedule by the end of the business day on Wednesday for the following week. Any time off requests must be submitted to management no later than 2:30 p.m. the Monday before the tentative schedule is posted. Employees will be guaranteed the number of hours posted on the tentative schedule, unless they take time off without providing notice of said leave as described above.
- B. Overtime Pay: Any employee who is required to perform work more than forty (40) hours per week including reporting time shall be compensated at the rate of time and one-half (1 1/2) of his regular classified rate. Holiday pay hours will be used in the calculation of hours worked for overtime purposes when the holiday falls on a regularly scheduled workday. Holidays falling on a regularly scheduled off day will not be used in the calculation of hours worked for overtime purposes. For purposes of this provision, Saturday and Sunday shall be considered regularly scheduled off days. ATU Friday, Day after Thanksgiving, December 24th and New Year's Eve Day are excluded from this section.
- C. Overtime Work: The Employer has the right to schedule overtime time as required in a manner most advantageous to the Employer and consistent with the requirements of the transit operations and the public interest. The employees and the Union agree that overtime assignments must be accepted (unless such assignment would endanger the health or safety of the employee).
- D. Call-In Pay: Whenever a bus operator, garage employee, or part-time employee is called for work, they shall receive a minimum of two (2) hours pay time.

- E. Instructors: Operators acting as instructors shall receive in addition to their regular wages, one dollar fifty cents (\$1.50) for each hour worked while performing the duties of the driver instructor, or one dollar (\$1.00) per hour for each hour worked while performing the duties of a route trainer.
- F. Overtime Reports: Operators shall report, in writing, to the manager or immediate supervisor the reason for any time spent on runs in excess of the posted time for the run.
- G. Reporting Time: All full-time and part-time bus operators when required to work an additional fifteen (15) minutes each day, either prior to or after their regular shift, or any combination thereof, to attend to work related matters preceding or following their shift. Such time shall be considered in the calculation of overtime (as defined under the Fair Labor Standards Act, [29 USC 201]) and shall be paid in accordance with the provisions of the Fair Labor Standards Act.

To comply with the provisions of the Act, employees shall record the actual time they commence their work activities on their daily time reports. Likewise, employees will record the actual time they finish work. Under no circumstances may employees perform any unauthorized work more than the fifteen (15) minute reporting time provision. Specifically, this means that no work may be performed prior to sign in time or following sign out time. The allocation of the fifteen (15) minute reporting time provision between pre-shift and post-shift activity shall be made by the Transit Director.

- H. Garage Employees: Overtime for garage employees is defined as any hours worked more than any regular scheduled eight (8) hour day or forty (40) hours per week and shall be compensated at the rate of time and one-half (1 ½). Regularly scheduled hours of work will not be reduced to minimize the costs of such overtime.
- I. Overtime Pay: Overtime shall not be paid more than once for the same hours worked. Employees will have the option to give back overtime in exchange for a reduced workday, in the same week, at the option of the employee and approved by management.

ARTICLE 20 - UNIFORMS

- A. Upon successfully completing the CDL program and obtaining a CDL license, new Employees will receive two (2) bottoms and three (3) shirts of the Employee's choice (short or long sleeve, pants or shorts), paid for by the Employer.

The Employer shall provide the uniform for all bus operators based on the below per contract year. The Employer reserves the right to set standards for and regulate items of uniform clothing to include but not to be limited to color, style, fabric, material, brand, and specifications. The Employer further reserves the right to determine the serviceability of any uniform item. The cost of maintenance of the uniform shall be borne by the Employee.

Bus Operators may wear any professional closed toe athletic or dress shoe.

If an employee voluntarily leaves the Employer during their probationary period, said employee will owe the Employer \$200.00 to cover the cost of the uniform provided to them.

The uniform for the Bus Operators consists of the following allocation, with the Employee choosing the type:

- 5 bottoms (pants or shorts)
- 5 shirts (short or long sleeve polos)
- 1 jacket (winter coat or fleece jacket)
- 1 hat (winter hat or baseball hat)

Additional items of clothing may be purchased by the employee at their own expense. Upon separation of employment for any reason, employees shall return all items purchased by the City with the Metro Ride logo embroidered on the item.

- B. Maintain Present Uniform: The parts of the uniform including shirts shall be the same as those presently worn unless they are not available, in which case the Employer shall decide the kind to be worn for uniformity.
- C. Change of Uniform: The Employer further agrees that should Employer policy require a change in the type of uniform now considered standard, it will bear the entire cost of the first replacement of the completely new type.
- D. Uniforms - Garage Employees: The Employer agrees to provide uniform services for all garage employees. Uniforms are to always remain on Employer property except when an employee is on duty elsewhere on Employer business. The cost of replacement of uniforms due to negligence will be borne by the employee. All provided uniforms shall be turned in at the time of separation of employment with the City, except for footwear which shall remain the property of the Employee.
- E. Safety Shoes: Shop employees (mechanics and utility workers) are required to wear safety shoes during normal working hours. The Employer will pay fifty percent (50%) up to \$250, whichever is less, of the cost of two (2) pairs of safety shoes during the term of this Agreement, one (1) per contract year, to mean July 1 to June 30. The Employer will pay fifty percent (50%) up to \$250, whichever is less, of the cost of one (1) pair of rubberized snow boots, once per contract. Prior management approval is needed for all items discussed in this section. If an employee makes a purchase under this section, and voluntarily terminates employment within the next 30 days, the employee shall reimburse the Employer the full amount.
- F. Ear Protectors: A regular, full-time employee in the classification of garage employee is eligible for reimbursement up to \$75.00 maximum for molded ear protectors once every 24-

month period (including cost associated with office visit), with prior management approval. The employee may use any provider to obtain molded ear protectors.

- G. Eye Protectors: Shop employees (mechanics and utility workers) are required to wear eye protectors while in the shop. The City shall provide non-prescription safety eyewear that meet the ANSI (Z87.1) standards. Once per year, the employee shall be eligible for reimbursement of replacement prescription lenses up to \$150.00, with prior management approval, provided the eye protectors including frames and glass meet approved safety standards.

ARTICLE 21 - JURY DUTY

Employees covered by this agreement who serve on a jury or are subpoenaed to appear as a witness before a court or administrative tribunal shall be paid the difference between the jury or witness duty fees and their regular earnings. Employees, when released from jury or witness duties shall immediately return to their job and complete the scheduled workday. Employees shall not be entitled to overtime or shift differential under this provision.

ARTICLE 22 - UNION DUES CHECKOFF

- A. Union Dues Checkoff: Upon the employee's granting written authority to the Employer, on a form to be provided by the Union, the Employer agrees to deduct from the employee's earnings on the first and second payroll period of each month the amount sufficient to provide for the regular payment of the current rate of monthly union dues established by the Union. The amount shall be certified by the Union and any changes in such amount shall be so certified. The amount deducted shall be paid to the Treasurer of the Union once each month. Employees may revoke the checkoff authorizations at any time by providing written notice to the Employer and the Union. The Union agrees to indemnify and hold harmless the Employer for any damages or legal costs resulting from the checkoff of Union dues pursuant to this provision.
1. Union Representation: The Union, as the exclusive representative of all the employees in the bargaining unit, will represent all such employees, union and nonunion, fairly and equally. No employee shall be required to join the Union, but membership of the Union shall be made available to all employees who apply consistent with the Union constitution and bylaws. No employee shall be denied Union membership because of race, creed, color or sex. Employees have the right to maintain or drop their membership in the Union as they see fit.
- a. Present Employees: As to employees employed on the effective date of this agreement, such deductions shall be made and forwarded to the Treasurer of the Union only from the monthly earnings of those employees who are members of the Union on the effective date of this Agreement. However, should employees who are

not members of the Union on the effective date of this Agreement voluntarily become members of the Union after the effective date of this agreement they shall thereafter be subject to the provisions of this agreement.

2. Forfeiture: In the event that the Union, through its officers, authorizes or encourages its members to engage in any strike or work stoppage against the Employer, the deductions and payments of union dues made in accordance with this agreement, and including any voluntary dues deduction (checkoff) privileges, shall be terminated forthwith by the Employer. Thereafter, for a period of one year, measured from the date of the onset of the strike or work stoppage, no deductions whatsoever shall be made from the earnings of any employees, nor shall any payment whatsoever be made to the Treasurer of the Union by the Employer.

3. Responsibility of the Employer and the Union:

a. If an error is discovered with respect to deductions under this provision, the Employer shall correct said error by appropriate adjustments in the next paycheck of the employee or the next submission of funds to the Union. The Employer shall not be liable to the Union, employee or any party by reason of the requirements of this Article of the agreement for the remittance of or payment of any sum other than those constituting actual deductions made from employee's wages earned. The Employer will provide the Union with a list of employees from whom such deductions are made with each monthly remittance to the Union.

b. Indemnification and Hold Harmless Provision: The Union shall indemnify and save the Employer harmless against all claims, demands, suits, orders, judgments or other forms of liability including court costs or damages that arise out of or by reason of action taken by the Employer in compliance with the provisions of this union dues agreement.

c. Trust Account: During the pendency of any action brought challenging the provisions of this union dues agreement or the right of the Employer and the Union to enter into such agreement, all sums which the Employer has agreed to deduct from the earnings of the employees covered by this union dues agreement and transmit to the Treasurer of the Union shall be placed in trust pending the ultimate disposition of such action. Upon disposition of the action, if it is determined that the funds held in trust are to be paid to the Union, the Union shall be entitled to the interest which was earned on such funds during the pendency of the action.

B. Administrative Fee: The Union shall pay the Employer seventy-eight dollars (\$78.00) per year payable on or before October 1st to partially cover the administrative expense of the Employer in processing the dues deduction provision.

ARTICLE 23 - IN-SERVICE TRAINING

Employees required to attend in-service training meetings outside of normal working hours shall be paid a minimum of two (2) hours at straight time.

ARTICLE 24 - TRANSFER OF BENEFITS

Persons transferring into this bargaining unit from another City of Wausau Department shall be given credit for length of employment in the other department as it relates to all benefits, except as length of service applies to seniority. For example, such an employee may transfer existing vacation and sick leave balances to this department.

ARTICLE 25 - NEGOTIATING SESSIONS

Negotiating sessions shall be conducted outside the normal workday, unless the parties mutually agree otherwise.

ARTICLE 26 - SCHEDULING OF RUNS

- A. Schedule Changes: The Employer shall have the sole and exclusive right to schedule the routes and timing of all runs. The Employer agrees to discuss with the Union any changes in its schedules, but in no event shall the Employer be restricted to its right to implement such changes.
- B. Run Picks: The Employer will conduct general run picks (bids) in seniority order in which employees will have the opportunity to express their preference as to runs. Run picks shall be held fifteen (15) workdays prior to the first Monday of the months of June, October, and February. In the event of sickness, vacation, and/or circumstances beyond the individual's control, an extension of time may be granted, if mutually agreed upon by the Union Committee and the Employer.
- C. Assignment of New Runs: The assignment of employees to new runs or vacant runs shall be made by the Employer for the ten (10) days prior to the completion of run picks for that position.

ARTICLE 27 - UNION ACTIVITY

- A. Union Activity: Employees shall be prohibited from using Employer vehicles to attend any Union meetings or conferences. No Union business shall be transacted during on-duty hours unless prior approval from the Transit Director has been granted. All employees

when acting in an official capacity for the Union shall keep time records when this activity occurs during working hours. Union officers shall not be precluded from the proper conduct of the grievance procedures, however, in accordance with the terms of this agreement, the Employer reserves the right to exclude such meetings from all work areas. Union membership meetings shall not be conducted on the Employer's property. Time spent by representatives of the Union in the conduct of grievances with the Employer shall not be deducted from the pay of such persons.

- B. Union Officials: The Union agrees to provide written notification to the Transit Director within seven (7) days following the election or selection of Union officials, stewards, grievance committee members or other Union officials. The Employer agrees to advise the Union of the proper officials assigned to handle personnel matters involving the Union.
- C. Bulletin Boards: The City agrees to provide space for separate bulletin boards for the Union's use and allow them to be erected in locations to be agreed upon for the posting of notices regarding Union affairs, restricted to notices of Union meetings, notices of Union elections, notices of Union appointments and results of Union elections, notices of Union recreational and social events and notices concerning bona fide Union activities such as cooperatives, credit unions and Unemployment Compensation information and other notices concerning Union affairs which are not political or controversial in nature. Upon notice from the City, the Union shall promptly remove from such bulletin boards any material which is contrary to City policy, libelous, scurrilous or in any way detrimental to the labor-management relationship. The City shall retain ownership of the bulletin boards, and in the event the Union fails to remove materials in violation of this Article, the City reserves the right to remove said bulletin boards.
- D. Display Case: The City agrees to provide space for a Union display case that measures no larger than 18" wide by 18" deep and 68" high. The Union agrees to display materials that are workplace appropriate and, upon notice from the City, shall promptly remove any material which is contrary to City policy, libelous, scurrilous or in any way detrimental to the labor-management relationship. The Union will retain ownership of the display case and in the event the Union fails to remove materials in violation of this Article, the City reserves the right to remove it.

ARTICLE 28 - MAINTENANCE OF EQUIPMENT

The Employer agrees to maintain its equipment in a safe and healthy operating condition. The buses shall be treated in accordance with laws and ordinances covering such conditions.

ARTICLE 29 - NO-STRIKE AGREEMENT

- A. Strike Prohibited: Neither the Union nor any officers, agents or employees will instigate, promote, encourage, sponsor, engage in or condone any strike picketing, slowdown,

concerted work stoppage, or any other intentional interruption of work during the term of this agreement.

- B. Union Action: Upon notification by the Employer to the Union that certain of its members are engaged in a violation of this provision, the Union shall immediately in writing order such members to return to work, provide the Employer with a copy of such an order, and a responsible official of the Union shall publicly order them to return to work. If a strike or other violation not authorized by the Union occurs, the Union agrees to take all reasonable, effective and affirmative action to secure the members' return to work as promptly as possible. Failure of the Union to issue the orders and take the action required herein shall be considered in determining whether the Union caused or authorized the strike.
- C. Penalties: Any or all the employees who violate any of the provisions of this section may be discharged or disciplined by the Employer, including loss of compensation, vacation benefits and holiday pay. In any arbitration proceeding involving breach of this provision, the sole question for the arbitrator to determine is whether the employee engaged in the prohibited activity.

ARTICLE 30 - DURATION OF AGREEMENT

- A. Except as noted below, this Agreement shall be in effect as of July 1, 2026, and shall remain in full force and effect until and through June 30, 2028.
- B. Timetable for Negotiations:
 - Step 1: Submission of Union bargaining requests and City management proposals in writing on or before May 1, 2028.
 - Step 2: Negotiations shall begin after the bargaining proposals have been exchanged as outlined in Step one (1) above. Each party agrees to work in good faith towards reaching a successor agreement in a reasonable amount of time.
- C. Adjustment to Timetable: This timetable is subject to adjustment by mutual agreement of the parties consistent with the progress of negotiations.
- D. Extension of Agreement: In the event the parties are unable to reach agreement during the negotiations for renewal of this contract, the basic terms of conditions of this Agreement shall continue until the terms and conditions of the new Agreement are worked out by negotiation.

ARTICLE 31 - SAVINGS CLAUSE

Should any section or portion of this Collective Bargaining Agreement be held unlawful and unenforceable by a court of competent jurisdiction, operation of law, or by a Federal Executive Order, such decision shall apply only to the specific section or portion directly specified in the decision, the parties agree immediately to negotiate a substitute for the invalid section or portion.

ARTICLE 32 - ENTIRE MEMORANDUM OF AGREEMENT

This Agreement supersedes and cancels all previous agreements, verbal or written or based on alleged practices, between the Employer and the Union and constitutes the entire agreement between the parties. Any amendment or agreement supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto.

The parties further acknowledge that during the negotiations which resulted in this Agreement each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter referred to or covered by this Agreement and with respect to any subject or matter not specifically referred to or covered by this Agreement, even though such subject may not have been within the knowledge and contemplation of either or both of the parties at the time that they negotiated or signed this Agreement. Waiver of any breach of this Agreement by either party shall not constitute a waiver of any future breach of this Agreement.

Employees required to have a Commercial Driver's license are subject to Drug and Alcohol testing consistent with the Metro Ride Policy.

The parties agree to incorporate a side letter as part of the current labor agreement which would provide as follows:

The City of Wausau Human Resources Department shall continue to monitor the claims administration of the Employee Benefit Program and to make recommendations for improvement when administrative problems become apparent.

The parties agree to incorporate a side letter as part of the current labor agreement which would provide as follows:

The employer agrees to discuss with the Union the terms and conditions of any mandatory drug testing program adopted by WATS or the City of Wausau and to bargain the impact of such program before it is implemented.

(Four [4] copies of this instrument are being executed, all with the same force and effect as though each were an original.)

Employees hired after July 1, 2005, shall be required to have and maintain a CDL.

ARTICLE 33 - PAST PRACTICES

The City will not unilaterally change any benefit, practice or condition of employment which is mandatorily bargainable.

ARTICLE 34 – REIMBURSED EXPENSES

For employees for whom a Commercial Driver's License is a requirement of employment, the City shall pay up to \$50 toward obtaining a commercial driver's license, upon issuance and/or renewal.

ARTICLE 35 – VOLUNTARY SEPARATION

At time of voluntary separation (retirement or resignation), upon giving at least ten (10) working days' written notice to the Human Resources Department, shall receive payment for all remaining earned but unused vacation time, compensatory time, perfect attendance leave and longevity in accordance with this Agreement. In the event of an employee's death, the same payment shall be made to the employee's estate. Employees who fail to provide at least ten (10) working days' written notice to the Human Resources Department, or who provide notice but do not work the full notice period, shall forfeit earned, unused vacation, perfect attendance leave, and longevity (see example below). The employee's last day of work shall be the final day on the payroll. Employees must work their full scheduled shift unless approved by the Department Head. Employees will not be permitted to utilize vacation, sick, compensatory time and/or perfect attendance leave and stay on the payroll after the last day at work.

Employee provides 45 working days' written notice of resignation. After 20 days, the Employee decides to be done and not work the remaining 25 working days. Employee forfeited their earned unused vacation, perfect attendance, and longevity.

ARTICLE 36 – NON-DISCRIMINATION

Under this Agreement, neither party will discriminate against employees based on religion, age, sex, marital status, race, color, creed, national origin, political affiliation, status as a disabled veteran, sexual orientation, any real or perceived sensory, mental or physical disability, or any other protected class under law.

Both parties agree that unlawful harassment will not be tolerated.

Employees who feel they have been the subject of discrimination or harassment are encouraged to discuss such issues with their supervisor or other management staff or file a complaint through the

City's Human Resources Department. In cases where an employee files both a grievance and an internal complaint regarding the alleged discrimination, the grievance will be suspended until the internal complaint process has been completed.

Dated at Wausau, Wisconsin, this _____ day of _____, 2026

Doug Diny
Mayor

Kyle Hanson
President

Lisa Nowak, HR Director

Andrew Eberhardy, Vice President

Ron Schuenke, Transit Director

Jacob Heil, Secretary-Treasurer

Scott Burton, Member Bargaining Team

Roger Yauch, Member Bargaining Team

APPENDIX "A" WAGES AND CLASSIFICATIONS

Effective PP14 2026 \$1.00 increase to Step A + 2%

Classification	Step A Date of Hire	Step B 6 months	Step C 12 months	Step D 24 months	Step E 48 months
Bus Operator	25.55	27.20	28.40	29.78	30.67
Microtransit/Paratransit Operator	20.76	21.00	22.55	23.82	24.53
Facilities Maintenance	24.11	25.62	26.69	27.87	28.70
Mechanic I	25.97	27.48	29.01	30.30	31.21
Mechanic II	26.61	28.37	29.66	31.10	32.04
Lead Maintenance Tech					39.65

Effective PP1 2027 1.5%

Classification	Step A Date of Hire	Step B 6 months	Step C 12 months	Step D 24 months	Step E 48 months
Bus Operator	25.93	27.61	28.83	30.23	31.13
Microtransit/Paratransit Operator	21.07	21.32	22.89	24.18	24.90
Facilities Maintenance	24.47	26.00	27.09	28.29	29.13
Mechanic I	26.36	27.89	29.45	30.75	31.68
Mechanic II	27.01	28.80	30.10	31.57	32.52
Lead Maintenance Tech					40.24

Effective PP14 2027 1.5%

Classification	Step A Date of Hire	Step B 6 months	Step C 12 months	Step D 24 months	Step E 48 months
Bus Operator	26.32	28.02	29.26	30.68	31.60
Microtransit/Paratransit Operator	21.39	21.64	23.23	24.54	25.27
Facilities Maintenance	24.84	26.39	27.50	28.71	29.57
Mechanic I	26.76	28.31	29.89	31.21	32.16
Mechanic II	27.42	29.23	30.55	32.04	33.01
Lead Maintenance Tech					40.84

Effective PP1 2028 1.5%

Classification	Step A Date of Hire	Step B 6 months	Step C 12 months	Step D 24 months	Step E 48 months
Bus Operator	26.71	28.44	29.70	31.14	32.07
Microtransit/Paratransit Operator	21.71	21.96	23.58	24.91	25.65
Facilities Maintenance	25.21	26.79	27.91	29.14	30.01
Mechanic I	27.16	28.73	30.34	31.68	32.64
Mechanic II	27.83	29.67	31.01	32.52	33.51
Lead Maintenance Tech					41.45

For pay progression, months of service shall be based on the employees' latest date of hire for the classification unless the employee has prior experience in that classification, in which case employee will be credited with prior years of service.

Any individual hired as the Lead Maintenance Tech will automatically start at Step E.

For purposes of pay only, employees who retire and return to work in a part time position shall be paid at the same step in pay (at the appropriate rate in accordance with the current contract) they had attained prior to retirement and will continue to progress in the progression schedule. For purposes of all other benefits, these employees will be treated as a new employee.

Facilities Maintenance employees acting as Bus Operators shall receive in addition to their regular wages, one dollar fifty cents (\$1.50) for each hour worked while performing the duties of the Bus Operator.

LETTER OF AGREEMENT #1

ATU Local 1168 and the City of Wausau Transit Management agree that both parties shall follow the City of Wausau's Code of Conduct Policy and City of Wausau Employee Handbook. If there is a conflict between the Employee Handbook and this Agreement, this Agreement controls.

Dated at Wausau, Wisconsin, this _____ day of _____, 2026

Doug Diny, Mayor

Kyle Hanson, President

Lisa Nowak, HR Director

Andrew Eberhardy, Vice President

Ron Schuenke, Transit Director

Jacob Heil, Secretary-Treasurer

Scott Burton, Member Bargaining Team

Roger Yauch, Member Bargaining Team

MEMORANDUM OF AGREEMENT

By and Between

City of Wausau

AND

Amalgamated Transit Union

This Memorandum of Agreement is entered into this _____ day of _____, _____ between the City of Wausau and Local 1168, Amalgamated Transit Union, AFL-CIO in order to modify the terms of Article 14 - Retirement, effective July 1, 2026, through June 30, 2028, to add the following language:

When an Association member who is eligible for and applies for full Wisconsin Retirement System (WRS) no later than 30 days prior to the retirement benefits retires from service and the Association member provides six months' advance notice of intent to retire, the City agrees to pay a \$2,000 (subject to appropriate taxes and deductions) incentive in the associate's last payroll. Employees who change their separation date (subject to Department Head approval), will have the six-month timeframe restart from the new notice date. No time from the first notice to the next notice will be credited. Rehired retirees do not qualify for this payment.

If the City increases the incentive amount for non-represented employees, the ATU will receive the same. If the City discontinues this program with its non-represented employees, this program will also be discontinued with the ATU. If an Employee had already given the six months' notice prior to the City discontinuing the program, the Employee will still be entitled to the \$2,000.00.

FOR THE EMPLOYER:

Transit Director:

FOR THE UNION:

Union Title:

Ron Schuenke Date
Transit Director

Name Date
Title:

City of Wausau:

Union Title:

Lisa Nowak Date
Human Resources Director

Name Date
Title:

Doug Diny Date
Mayor

CITY OF WAUSAU
407 Grant Street, Wausau, WI 54403

Joint Resolution from the Human Resources and Finance Committees Approving Bargaining Agreement Between the City of Wausau and Local 1168 Amalgamated Transit Union, AFL-CIO for July 1, 2026, through June 30, 2028.

Committee Action: Human Resources Committee *PENDING*; Finance Committee *PENDING*

File Number: 04-0306

Date Introduced: July 14, 2026

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral:</i>	YES []	NO []	
	<i>Included in Budget:</i>	YES [X]	NO []	<i>Budget Source:</i>
	<i>One-time Costs:</i>	YES []	NO []	<i>Amount:</i>
	<i>Recurring Costs:</i>	YES []	NO []	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	YES []	NO []	<i>Amount:</i>
	<i>Grant Financed:</i>	YES []	NO []	<i>Amount:</i>
	<i>Debt Finance:</i>	YES []	NO []	<i>Amount:</i> <i>Annual Retirement:</i>
	<i>TID Financed:</i>	YES []	NO []	<i>Amount:</i>
	<i>TID Source:</i>	<i>Increment Revenue [] Debt [] Funds on Hand [] Interfund Loan []</i>		

RESOLUTION

WHEREAS, Representatives of the City of Wausau (hereby referred to as “City”) and the Local 1168 Amalgamated Transit Union, AFL-CIO (hereafter referred to as the “Transit Union”) have agreed to the provisions of a collective bargaining agreement encompassing the time period of July 1, 2026 to June 30, 2028, the summary of the agreement being attached; and

WHEREAS, your Human Resources Committee at their July 13th meeting and Finance Committee at their July 14th meeting recommend the adoption of this agreement.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that provisions as summarized on the attachments are approved for incorporation into the labor agreement between the City and the Transit Union, and that all of the remaining unchanged provisions in the latest current agreement shall continue to be in effect, and that the labor agreement shall be a two-year agreement, encompassing the periods of July 1, 2026 to June 30, 2028 inclusive and retroactive, and

BE IT FURTHER RESOLVED that the Mayor and other proper City officials and designees are hereby authorized and directed to execute the relevant labor agreement encompassing the attached provisions and all other unchanged provision in the latest current agreement.

Approved:

Doug Diny, Mayor



Cover Memo / Executive Summary

From: Deputy Fire Chief Justin Pluess
To: Members of the Human Resources Committee & Common Council
RE: Approval of Firefighter/Paramedic Apprenticeship Partnership with Northcentral Technical College

Background

The Wausau Fire Department, in partnership with Northcentral Technical College (NTC), is requesting approval to participate in the FireMedic Apprenticeship Program (FMAP). This program is being developed in coordination with the Wisconsin Department of Workforce Development Bureau of Apprenticeship Standards and is intended to create a sustainable workforce development pipeline for firefighter/paramedic staffing within the City of Wausau and surrounding regional departments.

The proposed apprenticeship program would provide participants with a 18-month paid training experience combining classroom instruction through NTC with real-world fire and EMS operational experience within the Wausau Fire Department. Apprentices would rotate through assignments at Wausau Fire Department Stations while completing required firefighter and paramedic certifications.

Goal

One of the primary goals of this apprenticeship program is to create a clear, structured, and financially realistic career pathway into the firefighter/paramedic profession. Currently, there is no simple or straightforward path for individuals seeking to become career firefighter/paramedic. Training courses are often offered at varying times, through multiple institutions, and over an extended period, frequently taking more than two years to complete. For many individuals already working full-time jobs or supporting families, leaving the workforce to attend school full-time is simply not financially possible.

The program allows participants to earn wages and benefits while receiving the required firefighter and paramedic education, certifications, and hands-on experience within a single

coordinated 18-month program. Apprentices are able to continue supporting themselves and their families while pursuing a career in public safety.

The program is not only intended to attract recent high school graduates, but also individuals already established in the workforce who may be seeking a meaningful career change and an opportunity to continue serving their communities. This model may be especially beneficial for military veterans transitioning back into civilian life who are looking for a profession centered around teamwork, service, discipline, leadership, and community protection. By creating an “earn while you learn” pathway, this apprenticeship program opens the door to highly qualified individuals who otherwise may never have had the opportunity to pursue a career in firefighting and emergency medical services.

Requested Action

The Public Health and Safety Committee, Human Resources Committee, Finance Committee, and ultimately the Common Council are being asked to approve the partnership framework between the City of Wausau and Northcentral Technical College to allow implementation of the grant-funded apprenticeship program.

Financial Impact and Long-Term Fiscal Responsibility

Significant planning has been conducted to ensure this program does not create a long-term financial burden for the City of Wausau. It is important to note that the concept for this apprenticeship program was originally developed and requested in 2024 during a period in which the Wausau Fire Department was experiencing approximately a 15% vacancy rate within its line staffing

The apprenticeship program is structured around congressional funding requested through Senator Tammy Baldwin’s office in the amount of approximately \$3.27 million. Funding includes apprentice wages, benefits, training costs, instructional support, equipment, uniforms, and educational expenses.

Unlike previous federal staffing grants, this program is not designed to supplement or replace minimum staffing levels within the Wausau Fire Department. The apprenticeship program is strictly a workforce development and training initiative intended to prepare future firefighter/paramedics for potential future employment opportunities.

The apprentices participating in this program will not count toward daily staffing requirements, minimum staffing levels, or front-line deployment staffing. Apprentices will not function as independently assigned firefighters/paramedics because they will still be in training and will not yet possess the certifications or qualifications required for full operational staffing assignments.

This apprenticeship program does not obligate the City to retain positions after the grant period expires, nor does it create future unfunded staffing liabilities for taxpayers.

A total of 18 apprentices would be classified as Limited Term Employees (LTEs) employed by the City of Wausau solely for participation in the apprenticeship program for a maximum duration of 18 months. Apprentices will be informed upon hire that participation in the program does not guarantee future employment with the City of Wausau.

If future firefighter/paramedic vacancies become available, apprentices may apply for those openings through the City's normal hiring process. However, there is no obligation or guarantee of employment following completion of the apprenticeship.

Operational and Workforce Benefits

While apprentices will not be used to supplement staffing, the program creates significant long-term operational benefits for the City.

The apprenticeship model allows the City to develop and train future firefighter/paramedics before vacancies occur. This creates a pipeline of highly trained and certified candidates who are already familiar with department operations, policies, equipment, and culture.

By having fully trained candidates available when openings occur, the City can reduce overtime expenditures associated with staffing shortages and avoid the lengthy delays and training costs associated with onboarding uncertified recruits after vacancies develop.

The apprenticeship structure also improves workforce readiness while helping address the growing regional shortage of firefighter/paramedics.

Program Structure

The apprenticeship program combines approximately 4,719 hours of combined field training and paid related instruction. The training model includes fire suppression operations, EMS and paramedic training, rescue operations, hazardous materials response, fire prevention activities, apparatus operations, and leadership development. See DWD Exhibit A for details.

Workforce Development and Community Benefit

The Wausau Fire Department continues to experience increasing service demands, responding to over 7,000 emergency incidents in 2025, while also facing regional recruitment and retention challenges.

The apprenticeship program directly addresses this workforce shortage by allowing individuals to earn wages and benefits while completing the required education and certifications needed to enter the profession.

Recommendation

Approval of this partnership and grant implementation framework is recommended as it provides a fiscally responsible workforce development solution that enhances long-term public safety readiness, supports recruitment and retention efforts, develops future firefighter/paramedics without increasing operational staffing commitments, and minimizes long-term financial exposure to the City of Wausau.

Grant Implementation Framework

The Central Wisconsin FireMedic Apprenticeship Program (FMAP) was intentionally designed to create a clear, affordable, and structured pathway into the firefighter/paramedic profession for:

- Recent high school graduates
- Individuals seeking career changes
- Military veterans transitioning into civilian service
- Working adults unable to leave full-time employment to attend traditional schooling

Partnership Structure

Northcentral Technical College (NTC)

Northcentral Technical College will serve as the lead educational institution and grant administrator. Responsibilities include:

- Educational instruction and curriculum delivery
- Grant management and reporting
- Student support services
- Educational compliance oversight
- Coordination with the Wisconsin Technical College System
- Coordination of apprenticeship-related instruction

NTC is currently seeking approval from the Wisconsin Technical College System (WTCS) for program implementation and educational alignment.

Wisconsin Department of Workforce Development – Bureau of Apprenticeship Standards

The apprenticeship standards and program structure are being developed in coordination with the Wisconsin Department of Workforce Development's Bureau of Apprenticeship Standards (BAS).

The BAS approval process includes:

- Review of apprenticeship standards
- Review of Exhibit A work process schedules
- Sponsor application review
- Registration of apprenticeship standards
- Issuance of apprenticeship certifications and credentials

The proposed apprenticeship includes approximately 4,719 hours of combined instruction and field training.

Wausau Fire Department

The Wausau Fire Department will provide:

- Operational mentorship
- Shift immersion experiences
- Hands-on training opportunities
- Fire and EMS operational experience
- Field supervision and evaluations
- Training coordination
- Station accommodations during assigned shifts

Employment Structure

Apprentices participating in the program will be classified as Limited Term Employees (LTEs) of the City of Wausau.

Key provisions include:

- Apprentices are employed solely for participation in the apprenticeship program
- Apprentices are limited to a maximum of 18 months of employment

- Apprentices are not guaranteed future employment with the City of Wausau
- Apprentices may apply for future vacancies through the normal hiring process
- Apprentices will not count toward minimum staffing levels or operational staffing requirements
- Apprentices will not replace fully certified firefighter/paramedics

The apprentices are considered trainees and workforce development participants rather than operational staffing positions.

Fiscal Impact and Grant Funding

The apprenticeship program is designed to minimize long-term financial exposure to the City of Wausau.

Congressional funding requested through Senator Tammy Baldwin's office totals approximately \$3.27 million and includes funding for:

- Apprentice wages and benefits for a total of 18 apprentices
- Training equipment
- Educational expenses
- Uniforms and PPE
- Instructional personnel
- Curriculum development
- Recruitment and outreach
- Training props and operational support

Unlike prior federal staffing grants, this apprenticeship initiative does not commit the City to permanent staffing obligations after the grant period concludes.

The program is intended to create a pipeline of trained firefighter/paramedics who may later compete for future openings as vacancies occur.

Proposed Timeline

Spring–Summer 2026

- Finalize apprenticeship standards
- Secure WTCS educational approval
- Secure Bureau of Apprenticeship Standards approval
- Finalize partnership agreements
- Complete recruitment and outreach efforts
- Develop operational schedules and onboarding processes

August–September 2026

- Apprentice candidate selection process
- Medical evaluations and background checks
- Orientation planning
- Final onboarding preparation

October 5, 2026

- Target start date for first apprenticeship cohort

Long-Term Vision

The long-term vision of the program is to create a sustainable, replicable firefighter/paramedic apprenticeship model that may eventually be expanded throughout Wisconsin.

The partnership between NTC, WFD, WTCS, and the Wisconsin Bureau of Apprenticeship Standards positions Central Wisconsin as a statewide leader in public safety workforce development and innovative firefighter/paramedic training pathways.

The program is intended to strengthen regional emergency response readiness while creating affordable career opportunities for future generations of firefighter/paramedics.

Attachments:

- Congressional Spending Request
- Proposed Budget
- Apprenticeship Exhibit A / Hours
- DWD Sponsor Application

Wausau Fire Department • Wausau WI • 54403
FireMedic • 03-373364010-02-T
Exhibit A - Program Provisions

Approved:

TERM OF APPRENTICESHIP: The term of apprenticeship shall be Time-based, which has been established to be 4,719 hours. Hours of labor shall be the same as established for other skilled employees in the occupation.

PROGRAM REQUIREMENTS: Successful completion of the CPAT (Candidate Physical Ability Test), possession of a valid Wisconsin driver's license, successful completion of a medical physical examination, successful completion of a psychological evaluation, and successful completion of a criminal background check.

PROBATIONARY PERIOD: The probationary period shall be the first 6 months of the apprenticeship. During the probationary period, this contract may be cancelled by the apprentice or the sponsor upon written notice to the Department.

PAID RELATED INSTRUCTION ATTENDANCE: The apprentice shall attend the Wisconsin Technical College System or other approved training provider, as assigned, for paid related instruction four hours per week or the equivalent and satisfactorily complete the prescribed course material for a minimum of 1,359 hours, unless otherwise approved by the Department. The employer must pay the apprentice for attended related instruction hours at the same rate per hour as for services performed.

WORK PROCESS SCHEDULE: In order to obtain well-rounded training and thereby qualify as a skilled worker in the occupation, the apprentice shall have experience and training in the following areas. This instruction and experience shall include the following operations but not necessarily in the sequence given. Time spent on specific operations need not be continuous.

<u>Work Process Area</u>	<u>Approximate Hours</u>
Orientation, Safety, Policies, and Physical Readiness	160
Fire Station Operations and Equipment Maintenance	150
Fire Suppression Operations	750
EMS and Basic Life Support Operations	300
Advanced Paramedic Patient Care	850
Rescue Operations and Extrication	200
Hazardous Materials Response	150
Fire Prevention, Inspection, and Public Education	100
Apparatus Operations and Driver/Operator Skills	250
Incident Command, Communications, and Documentation	150
Specialized Emergency Response Operations	200
Professional Development and Leadership Skills	100
TOTAL	3,360
 Paid Related Instruction	 1,359
<u>TOTAL</u>	<u>4,719</u>

The above schedule is to include all operations and such other work as is customary in the occupation.

DETAILED WORK PROCESS OUTLINE

1. Orientation, Safety, Policies, and Physical Readiness — 160 Hours

- Follow department rules, SOPs/SOGs, and safety procedures
- Demonstrate proper PPE use and SCBA operations
- Maintain physical fitness and wellness standards
- Apply OSHA, NFPA, and Wisconsin safety requirements
- Demonstrate infection control and bloodborne pathogen procedures
- Participate in department orientation and mentorship activities

2. Fire Station Operations and Equipment Maintenance — 150 Hours

- Maintain fire apparatus and EMS units
- Inspect, clean, test, and inventory equipment
- Perform hose, ladder, and tool maintenance
- Complete station duties and operational readiness checks
- Maintain EMS medication and supply inventories
- Document inspections and maintenance activities

3. Fire Suppression Operations — 750 Hours

- Respond to structure, vehicle, and wildland fires
- Deploy hose lines and water supply systems
- Conduct fire attack, ventilation, salvage, and overhaul
- Perform search and rescue operations
- Operate ladders and forcible entry tools
- Participate in rapid intervention and firefighter survival operations
- Utilize fire behavior knowledge in tactical operations
- Operate within ICS structure during emergency incidents

4. EMS and Basic Life Support Operations — 300 Hours

- Assess and stabilize patients
- Perform CPR and AED operations
- Conduct patient lifting and moving procedures
- Assist with emergency medical incidents
- Perform airway management techniques
- Complete patient care reports and EMS documentation

- Communicate with hospitals and medical control

5. Advanced Paramedic Patient Care — 850 Hours

- Conduct advanced patient assessments
- Administer medications and IV therapy
- Perform cardiac monitoring and interpretation
- Conduct advanced airway procedures
- Manage trauma and medical emergencies
- Perform pediatric and geriatric patient care
- Deliver advanced life support interventions
- Utilize evidence-based EMS protocols
- Coordinate patient transfer and continuity of care

6. Rescue Operations and Extrication — 200 Hours

- Perform vehicle extrication techniques
- Conduct rope, confined space, and technical rescue support
- Stabilize vehicles and hazardous scenes
- Operate rescue tools and lifting equipment
- Conduct victim disentanglement and packaging
- Participate in water and ice rescue awareness operations

7. Hazardous Materials Response — 150 Hours

- Identify hazardous materials and isolation zones
- Perform defensive hazmat operations
- Utilize decontamination procedures
- Interpret SDS and ERG materials
- Operate monitoring and detection equipment
- Participate in hazardous materials incident response

8. Fire Prevention, Inspection, and Public Education — 100 Hours

- Conduct basic fire inspections
- Identify common fire code violations
- Participate in public education programs
- Install and inspect smoke/carbon monoxide detectors
- Assist with pre-incident planning activities
- Complete inspection and prevention documentation

9. Apparatus Operations and Driver/Operator Skills — 250 Hours

- Operate fire apparatus safely
- Perform emergency vehicle driving operations
- Conduct pump operations and water supply management

- Operate aerial devices (if applicable)
- Back apparatus using spotters and safety procedures
- Perform apparatus inspections and documentation

10. Incident Command, Communications, and Documentation — 150 Hours

- Operate within the Incident Command System
- Utilize radio communication procedures
- Prepare incident and EMS reports
- Participate in tactical accountability systems
- Coordinate with law enforcement and mutual aid agencies
- Demonstrate emergency scene professionalism

11. Specialized Emergency Response Operations — 200 Hours

- Participate in mass casualty incident response
- Assist in disaster and emergency management operations
- Support active threat or unified command incidents
- Participate in community emergency preparedness activities
- Operate during severe weather and disaster response events

12. Professional Development and Leadership Skills — 100 Hours

- Demonstrate teamwork and leadership skills
- Participate in training instruction and mentoring
- Develop conflict resolution and customer service skills
- Maintain ethical and professional conduct
- Demonstrate cultural competency and community engagement

Recommended Credentials/Certifications

- Wisconsin Firefighter I
 - Wisconsin Firefighter II
 - Wisconsin EMT-Basic License
 - Wisconsin EMT-Paramedic License
 - Hazardous Materials Operations
 - CPR/BLS Provider
 - ACLS
 - PALS
 - PHTLS
 - NIMS/ICS 100, 200, 700, 800
 - Driver/Operator Pumper
-
-

Suggested RAP Structure Notes (Wisconsin)

- Progressive wage schedule tied to competencies and hours
- Mentor/journeyworker ratio
- Related Instruction provider agreement (WTCS preferred)
- Equal Employment Opportunity pledge
- Safety training plan
- Probationary period language
- Credit for prior experience/certifications
- Competency verification process

This occupation could be registered as a single combined occupation (Firefighter/Paramedic) or as a firefighter occupation with a paramedic specialization pathway, depending on sponsor preference and bargaining/unit structures.

MINIMUM COMPENSATION TO BE PAID: (Grant Funded Apprenticeship Wage Schedule)

Based on wages 60% of \$5,884.63/ monthly firefighter in available grant funding and an estimated 2,912 work/training hours per year:

The maximum average hourly wage that would keep the apprentice fully within the grant-funded amount is approximately \$14.55 per hour before considering overtime, benefits, FICA, retirement, workers compensation, or other employment costs. $2912 / 42,369 \text{ per year} = \14.55 hourly .

1st period of 6 months at \$14.00 per hour

2nd period of 6 months at \$14.25 per hour

3rd period of 6 months at \$15.00 per hour

If additional funding sources become available or if the apprentice transitions into a collective bargaining unit position, the employer may exceed the above wage schedule at its discretion.

An apprentice's rate of pay for overtime shall be compensated in accordance with applicable federal and state wage and hour requirements and City policy.

"Wages listed above are intended to reflect a training wage associated with a federally funded registered apprenticeship program."

CREDIT PROVISIONS: The apprentice, granted credit at the start or during the term of the apprenticeship, shall be paid the wage rate of the pay period to which such credit advanced the apprentice.

Work credit hours approved: TBD

Wausau Fire Department • Wausau WI • 54403
FireMedic • 03-373364010-02-T
Exhibit A - Program Provisions

School credit hours approved:

Paid related instruction: TBD

Unpaid related instruction: TBD

Total credit hours to be applied to the term of the apprenticeship: TBD

SPECIAL PROVISIONS:

The Paramedic registered apprenticeship program is aligned with the Paramedic Technical Diploma offered through Northcentral Technical College (NTC).

The apprentice must:

1. Satisfy all entrance requirements for the technical diploma prior to beginning the registered apprenticeship.
2. Obtain an Advanced Cardiovascular Life Support certification.
3. Obtain a Pediatric Advanced Life Support certification.
4. Successfully obtain NTC's Paramedic Technical Diploma.
5. Additionally, obtain certification for NREMT Exam and State of Wisconsin licensure.
6. Successfully complete the Transition to Trainer course in the final year of the registered apprenticeship.
7. Obtain State certification in Firefighter 1
8. Obtain State certification in Firefighter 2

SALES STUDY

Business 51/CTH N Project & Business 51/Sturgeon Eddy Road Project

City of Wausau, Marathon County

Project Numbers:

3700-40-40

3700-40-41

3700-40-42

3700-40-43

Prepared for: Allen M. Wesolowski, City Engineer - City of Wausau

Prepared By: Steven R. Kimble, WI CGA No. 2523

Effective Date: June 18, 2026

Submitted: July 7, 2026

BHA Project No. 2026.015



330 N. 4th Street, Wausau, WI 54403-5417
715-845-8000 | becherhoppe.com

PURPOSE AND INTENDED USE

The purpose of the Sales Study reported herein is to provide an overview of the project area and recent real estate activity as it applies to the City of Wausau and the upcoming Business 51/CTH N Project (Project Nos. 3700-40-40/41) and the Business 51/Sturgeon Eddy Road Project (3700-40-42/43).

The vacant land sales provided will help establish the unit value of vacant land affected by the projects. The client and intended user of this report is City of Wausau. This report may be used as support to a Nominal Payment Parcel Report (NPPR), which establishes offering price(s) made to property owner(s) whose real-property interests are being affected nominally by a highway project.

SCOPE

The scope of work for this assignment includes:

1. obtaining an overview of the area where the project is located;
2. determining which property types are impacted by the highway project;
3. gathering comparable sales of similar property types in close proximity to the highway project;
4. visiting each comparable sale to see how it compares to properties of the same type located on the project;
5. verifying sales data; and
6. compiling and summarizing the sales data in a format that is useful for the purposes of the project.

TYPE OF CONSULTING REPORT

This is a Sales Study Report presented in accordance with Standard Rule 2 of the Uniform Standards of Professional Appraisal Practice, 2024 – 2025 Edition.

MARKET VALUE

Market value is defined as the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. buyer and seller are typically motivated;
2. both parties are well informed or well advised and are acting in what they consider to be their best interest;
3. a reasonable time is allowed for exposure of the property in the open market;

4. payment is made in terms of cash in United States dollars or in terms of comparable financial arrangements; and
5. the price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.¹

CERTIFICATE OF APPRAISER

To the best of my knowledge and belief, the statements contained in this project data book are true and the information upon which the opinions expressed herein are based is correct, subject to the limiting conditions herein set forth.

The reported analyses, opinions and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, unbiased, professional analyses, opinions and conclusions.

I have no present or prospective interest in the properties that are the subject of this report or the properties for which these sales are being utilized to determine market value for, and I have no personal interest with respect to the parties involved.

I have performed no services, as an appraiser or in any other capacity, regarding the properties that are the subject of this report within the three-year period immediately preceding acceptance of this assignment.

I have no bias with respect to any property that is mentioned in this report or to the parties involved with this assignment.

Neither my compensation nor my employment are contingent upon the reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event.

Any decrease or increase in the fair market value of the properties affected by the transportation project prior to the date of valuation caused by the public improvement for which this property is to be acquired, or by the likelihood that this property would be acquired for such improvement, other than that due to physical deterioration within the reasonable control of the owner, was disregarded in determining compensation for this property.

My analyses, opinions and conclusions were developed, and this report has been prepared in conformity with the Uniform Standards of Professional Appraisal Practice. This report is regulated under Title XI of the "Relocation Assistance and Real Property Acquisition Policy Act of 1970."

¹ Dictionary of Real Estate Appraisal, 5th Edition, Appraisal Institute

SALES STUDY

No one else provided significant real property appraisal or consulting assistance to the signer of this report.

I have not revealed the findings and results of this sales study to anyone other than the proper officials of the acquiring agency or the Federal Highway Administration, and I will not do so until authorized by said officials, or until I am required to do so by due process of law, or until I am released from this obligation by having publicly testified as to such findings.

I have made field inspections of all the sales relied upon in making this project data book. The sales relied upon in making this project data book are as represented within this report.

I made a field inspection (exterior only) of the parcels impacted on June 18, 2026. I made field inspections (exterior only) of the comparable sales on January 8 and June 18, 2026. The effective date of this report is June 18, 2026.

Submitted July 7, 2026, by:

A handwritten signature in black ink, appearing to read 'S. Kimble', written over a horizontal line.

Steven R. Kimble
Wis. CGA 2523-10
Becher-Hoppe Associates, Inc

ASSUMPTIONS AND LIMITING CONDITIONS

The condition and terms of the sales were verified to the best of my ability. The appraiser has taken legal descriptions and dimensions from sources thought to be authoritative, but neither assumes nor suggests responsibility for either. The appraiser has not surveyed the properties. Maps, drawings, and pictures presented in this report are intended merely to assist the reader.

This report may not be used by any party other than the client and intended users, as so identified in this report, without the prior written consent of the appraiser. No portion of this report or addendum material may be photocopied and/or distributed to a third party without the prior consent of the appraiser.

Possession of all or any part of this report, or a copy thereof, does not confer the right of publication. Neither all nor any part of this report may be conveyed to the public through advertising, public relations, news releases, sales brochures, or other media without the written consent and approval of the appraiser. Nor shall the appraiser, firm, or professional organization of which the appraiser is a member be identified without prior written consent of the appraiser. This statement applies notwithstanding the requirements of the Freedom of Information Act.

This report may not be used for any purpose other than the purpose for which it was prepared. Its use is restricted to consideration of its entire contents. The preparation of this report shall not obligate the appraiser to testify or appear in court unless prior arrangements have been made with the appraiser.

Unless specified otherwise, the appraiser has not considered the existence of potentially hazardous material on the sales used in the construction or maintenance of improvements, if any, and the existence of toxic waste. The appraiser is not qualified to detect such substances. It is assumed the property sales are free of hazardous waste as that term is defined under both Federal and State statutes. The appraiser has not been provided with an environmental study, nor has the appraiser undertaken any environmental study. The reader is urged to consult experts in this field if appropriate.

The appraiser has not undertaken a soils analysis in conjunction with this study, and assumes subject property soils would support septic systems adequate to accommodate one or more improvements. Development activity undertaken should be based on a soils test conducted by a licensed site evaluator.

Opinions regarding zoning and other land use regulations rendered by local governments are not binding, although they may be used in this report to provide a reasonable analysis of uses to which the property may legally be put. Final decisions on questionable land use policies rest on a vote of the appropriate board.

PROJECT DESCRIPTION

The City of Wausau has been approved funding through the Signal and ITS Standalone Program (SISP) for traffic signal infrastructure improvements at two intersections: Business (BUS) 51 (Grand Avenue) and CTH N (Townline Road) and BUS 51 and Sturgeon Eddy Road.

The proposed improvements include a complete replacement of the traffic signal infrastructure to improve the safety, operations, and efficiency of these intersections.

Planned traffic signal improvements include:

- Replacing underground conduit, pull boxes and wiring
- Monotube arms and poles to provide signal heads over each approach lane of BUS 51
- Retroreflective backplates for improved signal conspicuity
- Add flashing yellow arrows for applicable left turns
- Add countdown pedestrian timers and audible pedestrian signals
- New traffic signal controller and cabinet with GPS clock for time-based coordination
- Vehicular video detection
- Reinstallation of emergency vehicle preemption
- Additionally, other project work includes:
- Excavation behind existing sidewalk for new concrete bases for traffic signals
- Remove small, raised islands (excavation within the existing roadway for raised island removal and
- overlay with asphalt pavement)
- Replace curb ramps, sidewalk, and adjust curb and gutter
- Adjust storm sewer
- Updated pavement marking and signing
- Temporary traffic signals during construction

Within these two projects the City right-of-way is typically at the back of existing 6-ft wide sidewalk that is directly abutting the back of curb. Permanent limited easements (PLE) are proposed behind the sidewalk to allow new signal pole bases to be constructed without encroaching on the abutting sidewalk. Additionally, temporary limited easements (TLE) are proposed for sidewalk replacement and grading along the existing right-of-way line. Location and need for PLEs and TLEs are as follows:

BUS 51 and CTH N intersection

- West side of BUS 51: PLEs are proposed for three (3) separate signal bases behind the sidewalk. All three are on one parcel. One of these bases is a 36-inch diameter monotube signal base. This base cannot be placed in the existing 6-ft abutting sidewalk without creating a pedestrian obstacle. Relocating these signal bases outside of the sidewalk will provide for a consistent sidewalk width within the project. Additional TLE is required to set temporary traffic signal wood poles and guy wires and replace sidewalk and curb ramps.

- Southeast corner: TLE is required for grading changes related to sidewalk, curb ramps, and curb line adjustments.
- Northeast corner: TLE is required for grading changes related to sidewalk, curb ramps, and curb line adjustments.

BUS 51 and Sturgeon Eddy Rd intersection

- East side of BUS 51: PLEs are proposed for three (3) separate signal bases behind the sidewalk. Each is located on a separate residential parcel. One of these bases is a 30-inch diameter monotube signal base. This base cannot be placed in the existing 6-ft abutting sidewalk without creating a pedestrian obstacle. Relocating these signal bases outside of the sidewalk will provide for a consistent sidewalk width within the project. Additional TLE is required to set temporary traffic signal wood poles and guy wires and replace sidewalk and curb ramps.
- Southwest corner: PLE is proposed to locate a monotube signal base and the traffic signal control cabinet behind the abutting 6-ft wide sidewalk. TLE is required for grading changes related to sidewalk and curb ramps.
- Northeast corner: TLE is required for grading changes related to sidewalk and curb ramps.

* The PLE areas originally planned to be used for the project were changed to fee acquisition areas

See Exhibit 1 for the Project Location Map, Neighborhood Aerial Photograph, Acquisition Plat, and Future Land Use – City of Wausau. See Exhibit 2 for a zoning map for the City of Wausau and project area respective zoning district descriptions.

PROJECT AREA DESCRIPTION

The City of Wausau is a municipality in Marathon County, Wisconsin. As of the 2020 U.S. Census, Wausau had a population of 39,994 residents. Wausau offers urban living with access to nearby rural activities.

PARCELS IMPACTED

The following table lists the parcels, owners, and size and type of right-of-way acquisition needed for the improvement of the street.

Parcels Affected

Plat No.	Owner	Property Size (Ac)	Property Size (SF)	Interest Acquired	Fee Area (sq. ft.)	TLE Area (sq. ft.)
1	Koble Properties LLC	0.74	32,234	Fee, TLE	109	321
2	Sturgeon Bluff LLC	4.15	180,774	TLE	N/A	170
3	Wausau Bible Church	2.45	106,722	Fee, TLE	78	826
4	David M. Dettman	0.17	7,405	TLE	N/A	473
5	Riverwoods Place LLC-Vendor, Craig Schultz & Claudia Gonzales - Vendees	0.15	6,534	TLE	N/A	357
6	D3E Reentals LLC - Tax Parcel 29128070110933	0.34	14,810	Fee, TLE	36	147
6	D3E Reentals LLC - Tax Parcel 29128070110932	0.2	8,712		23	393
7	Elizabeth Warnke	0.15	6,534	Fee, TLE	17	144

The affected parcels' uses are residential and commercial. The project is in a neighborhood where these uses are in close proximity to one another. The area of the project has been developed since the early 1900's with a small amount of new construction occurring. The impacted properties and their characteristics (parcel sizes, municipalities, zoning, present use) are listed in the following table.

Parcels Affected

Plat No.	Owner	Property Size (Ac)	Property Size (SF)	Zoning	Present Use
1	Koble Properties LLC	0.74	32,234	Planned Unit Development	Residential
2	Sturgeon Bluff LLC	4.15	180,774	Planned Unit Development	Residential
3	Wausau Bible Church	2.45	106,722	Institutional	Institutional
4	David M. Dettman	0.17	7,405	Two-Flat Residential - 10	Residential
5	Riverwoods Place LLC-Vendor, Craig Schultz & Claudia Gonzales - Vendees	0.15	6,534	Two-Flat Residential - 10	Residential
6	D3E Reentals LLC - Tax Parcel 29128070110933	0.34	14,810	Two-Flat Residential - 10	Residential
6	D3E Reentals LLC - Tax Parcel 29128070110932	0.2	8,712	Two-Flat Residential - 10	Residential
7	Elizabeth Warnke	0.15	6,534	Two-Flat Residential - 10	Residential

TREND ANALYSIS – VACANT LAND SALES

Based on the different zoning and differing uses of the properties affected by the improvement projects, sales of vacant residential and commercial properties were sought to demonstrate current market value. This is consistent with the current zoning and future land use plans of the project area. Arm's-length transactions of a wide array of properties in the Wausau area over recent years have been numerous. This is representative of the good economic activity in the area.

Vacant land sales/transfers for commercial and residential properties are summarized in individual tables. Individual sale data sheets and sale location maps follow.

SALES STUDY

Summary of Vacant Residential Sales

BHA #	Location	Municipality	Zoning	Sale Date	Sale Price	Time Adjustment (10% per year)	Time-Adjusted Sale Price	Property Size (SF)	Time-Adjusted Unit Price
VR-3734	Grand Avenue	Wausau	Two Flat Residential - 10	4/30/2021	\$ 5,000	\$ 2,542	\$ 7,542	6,970	\$ 1.08
VR-3654	E. Wausau Ave	Wausau	Duplex Residential 8	12/23/2024	\$ 15,000	\$ 2,125	\$ 17,125	9,583	\$ 1.79
VR-3658	Volkman St	Weston	Multi Family Residential	4/30/2024	\$ 45,000	\$ 9,375	\$ 54,375	18,731	\$ 2.90
VR-3735	E. Wausau Ave	Wausau	Two Flat Residential - 10	12/21/2023	\$ 10,000	\$ 2,417	\$ 12,417	19,166	\$ 0.65
VR-3736	Gaylee Ave	Rothschild	Residential 5	4/21/2023	\$ 33,000	\$ 10,175	\$ 43,175	21,780	\$ 1.98
VR-3659	Radtke Ave	Weston	Multi Family Residential	5/17/2024	\$ 46,000	\$ 9,583	\$ 55,583	23,522	\$ 2.36
VR-3737	Ross Ave	Weston	Multi Family Residential	10/29/2025	\$ 71,000	\$ 4,142	\$ 75,142	27,878	\$ 2.70
								Average	\$ 1.92
								Median	\$ 1.98

Summary of Vacant Commercial Sales

BHA #	Location	Municipality	Zoning	Sale Date	Sale Price	Time Adjustment (10% per year)	Time-Adjusted Sale Price	Property Size	Time-Adjusted Unit Price
VC-3738	Schofield Ave	Weston	B3-General Business	4/29/2024	\$ 155,000	\$ 32,292	\$ 187,292	75,794	\$ 2.47
VC-3739	Merrill Ave	Wausau	Suburban Mixed Use	4/6/2023	\$ 245,000	\$ 77,583	\$ 322,583	93,218	\$ 3.46
VC-3740	Birch St	Weston	B1-Neighborhood Business	10/22/2025	\$ 230,000	\$ 13,417	\$ 243,417	143,312	\$ 1.70
VC-3741	CTH U	Wausau	Suburban Mixed Use	8/20/2024	\$ 440,000	\$ 77,000	\$ 517,000	145,926	\$ 3.54
								Average	\$ 2.79
								Median	\$ 2.97

Summary of Vacant Large Parcel Multi-Family Residential Sales

BHA #	Location	Municipality	Zoning	Sale Date	Sale Price	Time Adjustment (10% per year)	Time-Adjusted Sale Price	Property Size	Time-Adjusted Unit Price
VMF-3743	N 8th Ave	Wausau	Muti-Family Res 20	4/14/2023	\$ 45,000	\$ 14,250	\$ 59,250	66,211	\$ 0.89
VMF-3744	Ross Ave	Weston	Multi-family Res	10/27/2022	\$ 70,000	\$ 25,083	\$ 95,083	81,022	\$ 1.17
VMF-3742	25th Street	Wausau	Transitional Ag	2/2/2024	\$ 87,500	\$ 37,917	\$ 125,417	133,294	\$ 0.94
VMF-3746	Snowflake Ln	Rib Mountain	Urban Neighborhood	1/24/2025	\$ 210,000	\$ 28,000	\$ 238,000	332,363	\$ 0.72
								Average	\$ 0.93
								Median	\$ 0.92

FEE SIMPLE VALUE CONCLUSION

Sales / land transfers were adjusted 10% annually for the residential and commercial property (based on Wisconsin Department of Revenue data) to account for changes in market conditions between the date of the transfer and the effective date of the sales study.

Residential sales - shows a wide range of prices. This is typical in the residential property market. Generally, the more desirable the location the more desirable the residential property. The spread of residential prices shows this trend. The following unit value was concluded:

- Residential Property - \$2.00 per sq. ft.

Commercial sales - shows a wide range of prices. This is typical in the commercial property market. Generally, the better the exposure of the property to high traffic volumes, the higher the value. The spread of commercial prices shows this trend. The following unit value (unit value given as a per-square-foot value to match the acquisition unit) was concluded:

- Commercial Property - \$2.80 per sq. ft.

Large Parcel Multi-Family Residential Sales - shows a tighter range of prices. Generally, the larger the property, the smaller the per-square-foot price. The spread of large parcel multi-family residential prices shows this trend. The following unit value was concluded:

- Residential Property - \$0.95 per sq. ft.

Parcels Affected

Plat No.	Owner	Property Size (Ac)	Property Size (SF)	Zoning	Present Use	Concluded Value (\$/SF)
1	Koble Properties LLC	0.74	32,234	Planned Unit Development	Residential	\$ 2.00
2	Sturgeon Bluff LLC	4.15	180,774	Planned Unit Development	Residential	\$ 0.95
3	Wausau Bible Church	2.45	106,722	Institutional	Institutional	\$ 2.80
4	David M. Dettman	0.17	7,405	Two-Flat Residential - 10	Residential	\$ 2.00
5	Riverwoods Place LLC-Vendor, Craig Schultz & Claudia Gonzales - Vendees	0.15	6,534	Two-Flat Residential - 10	Residential	\$ 2.00
6	D3E Rentals LLC - Tax Parcel 29128070110933	0.34	14,810	Two-Flat Residential - 10	Residential	\$ 2.00
6	D3E Rentals LLC - Tax Parcel 29128070110932	0.2	8,712	Two-Flat Residential - 10	Residential	\$ 2.00
7	Elizabeth Warnke	0.15	6,534	Two-Flat Residential - 10	Residential	\$ 2.00

TEMPORARY LIMITED EASEMENT (TLE) VALUATION

Typically, as part of project construction, any lawn within a TLE that is impacted is reseeded and any driveways that are impacted are restored in a manner similar to what had been present (e.g. asphalt replaced with asphalt and concrete replaced with concrete). Sometimes, the contractors can work around items (trees, fenceposts or signposts) if the grading isn't substantial. If there are items within the Temporary Limited Easement that cannot be avoided (trees, shrubs, lawn decorations), then the contributory value of those items are determined.

Temporary limited easements terminate at the end of project construction or within the warranty period of construction. An easement is the right to perform a specific action on a particular land parcel, or portion of a parcel of land without owning the land in fee. Easements can be permanent or temporary. Although temporary easements aren't bought, sold, or traded frequently, if at all, making the estimation of a market value more difficult, rate of returns can be derived. These return rates can then be used to estimate a market value.

WisDOT's recommended valuation for a Temporary Limited Easement is a market rent based on a "rate-building" methodology taking into account a safe rate of return (similar to a capitalization or "cap" rate or a Certificate of Deposit Rate), a current inflation rate (from the Consumer Price Index), and a risk adjustment rate (WisDOT's recommendation is from 2% to 4%). This Annual Rate is then multiplied by the size of the Temporary Limited Easement Area and the Unit Market Value as previously determined by comparable sales to calculate Annual Rent.

The inflation rate was researched using USInflationCalculator.com. Throughout 2025, the inflation rate has fluctuated from 2.3% to 3.0%. At the effective date, the latest rate (June of 2026) was 4.2%. This is the inflation rate that will be used.

The total rent stream is calculated based on the duration of the Temporary Limited Easement. In this case, the TLE duration is expected to be approximately 1.5 years. The first year's rent stream is not discounted (as it is considered to be present value).

A measure for the rate of return is to look at current Certificate of Deposit (CD) rates at online banks. The following table shows the Annual Percentage Yields for CDs of one- to two-year term lengths at five well-known online banks.

Certificate of Deposit Rates as of 06/18/2026

	Marcus	Popular Direct	Merrick	United Fidelity Bank
1.5-year CD Rate	4.10%	4.20%	4.25%	4.25%

Based on my observations of the rate of return for CDs, I am of the opinion that an appropriate safe rate, for the TLE to encumber the subject for approximately two years, is an annual rate of 4.20 percent.

For the duration of the project, property owners may suffer a non-compensable loss if there are any trees, crops, landscaping, or other improvements within the area encumbered by the TLE. Construction is expected to take place in the summer of 2027. Because a TLE expires at the completion of the public project, the exact term of the easement for valuation purposes is not well defined. Even if the work is completed in the summer of 2027, contractors usually have a grace period to touch up areas of the project if need be. At the project meeting for this project, it was determined that this date, and hence the expiration date of the TLE, will be December 31, 2027. This puts the duration of the TLE at about 1.5 years.

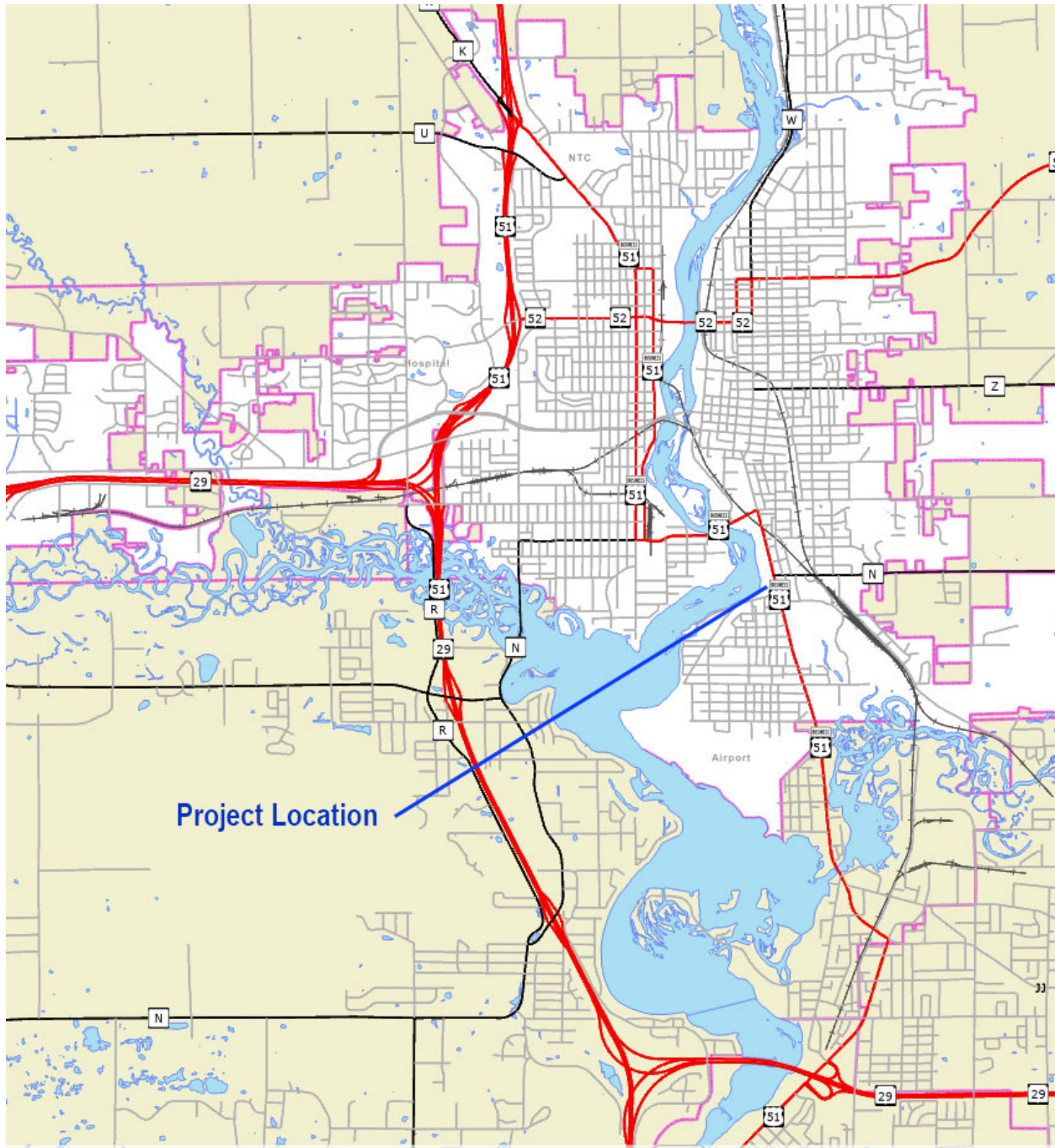
For the purposes of this valuation, *an extraordinary assumption is made that the term of the easement will expire at the end of December 2027.* Extraordinary assumptions presume as fact otherwise uncertain information about the subject or about conditions that are external to it. If an extraordinary assumption is found to be false it could alter the appraiser's opinions or conclusions. The use of this extraordinary assumption might have affected the results of this assignment. In this particular instance, it is reasonable to conclude that construction and the term of the easement will expire within the specified time frame.

Given a safe rate of 4.20%, an inflation rate of 4.20%, the total annual rate is calculated to be 6.15%. A sample for a TLE 1,000 sq. ft. in size for residential land in the City of Wausau (fee simple unit value of \$2.75 / sq. ft.) is calculated to be \$471.28 as shown with the following calculations.

Temporary Limited Easement:

Size of Temporary Limited Easement (TLE) :	1,000.00 SF
Unit value of the unencumbered fee within the TLE:	\$ 2.75
Effective Date of the Appraisal/Date of Expanded Sales Study (mm/dd/yyyy):	6/18/2026
Expiration Date of the TLE - (mm/dd/yyyy):	12/31/2027
Term of Encumbrance of TLE:	1.5370
<u>Annual Rental Rate</u>	
- Basic Safe Investment Rate (per year):	4.20%
- Expected Inflation Rate (per year):	4.20%
- Risk Adjustment (per year):	3.00%
Annual Yield Rate = Annual Rental Rate:	11.40%
Annual Rent for Land Within TLE:	\$ 313.50
<u>Payment of Annual Rent</u>	
- First Year:	\$ 313.50
- Second Year:	\$ 168.35
- Third Year:	\$ -
- Fourth Year:	\$ -
- Fifth Year:	\$ -
- Sixth Year:	\$ -
Total Compensation for Land Within the TLE:	\$ 481.85

SUBJECT MAPS



General Location Map

SUBJECT MAPS



Aerial Photograph

SUBJECT MAPS

STATE OF WISCONSIN - MARATHON COUNTY
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TPP 3700-40-40-4.01

Plat Cabinet 4

Page 611A

Acquisition Plat

PROJECT 3700-40-40

EXHIBIT 1-3

Grand Avenue SISP

SUBJECT MAPS

4

TRANSPORTATION PROJECT PLAT NO: 3700-40-40-4.01 EXTENSION

RELOCATION ORDER - COUNTY RD N; TURGEON EDDY RD, GRAND AVE INTERSECTION IMPROVEMENTS, BUSINESS S1, MARATHON COUNTY

R/W STATION & OFFSET TABLE			R/W STATION & OFFSET TABLE			R/W STATION & OFFSET TABLE		
POINT	STATION	OFFSET	POINT	STATION	OFFSET	POINT	STATION	OFFSET
100	16+39.73	146.49' RT	124	11+00.97	44.91' LT	T150	16+10.19	75.48' RT
101	16+06.85	138.58' RT	125	16+19.00	45.43' LT	T151	15+92.50	46.12' RT
102	16+15.27	102.09' RT	126	16+19.00	50.43' LT	T152	15+63.14	40.62' RT
103	15+46.15	32.64' RT	127	16+25.00	50.44' LT	T153	15+63.26	35.76' RT
104	10+32.49	33.16' RT	128	16+25.00	45.44' LT	T154	10+42.49	33.15' RT
105	10+32.50	39.16' RT	129	16+57.99	45.47' LT	T155	10+42.49	41.15' RT
106	10+26.50	39.17' RT	130	16+57.99	49.47' LT	T156	9+47.48	41.25' RT
107	10+26.49	33.17' RT	131	16+61.99	49.47' LT	T157	9+47.47	33.25' RT
108	9+91.00	33.20' RT	132	16+61.99	45.47' LT	T158	9+44.43	32.85' LT
109	9+90.95	38.20' RT	133	16+98.00	45.51' LT	T159	9+44.42	37.75' LT
110	9+87.00	38.21' RT	134	16+98.00	49.51' LT	T160	9+54.69	37.76' LT
111	9+87.00	33.21' RT	135	17+06.00	49.52' LT	T161	9+65.70	49.78' LT
112	9+68.55	33.23' RT	136	17+05.93	45.54' LT	T162	9+65.34	83.87' LT
113	9+68.55	38.23' RT	137	17+51.32	45.56' LT	T163	9+70.33	84.04' LT
114	9+64.55	38.23' RT	138	17+51.37	0.00'	T164	10+30.24	93.42' LT
115	9+64.55	33.23' RT	139	17+51.40	32.46' RT	T165	10+33.24	93.45' LT
116	9+58.07	33.24' RT	140	16+86.42	87.31' RT	T166	10+33.33	84.47' LT
117	9+58.03	0.00'	141	16+88.85	87.88' RT	T167	10+67.79	55.02' LT
118	9+58.00	32.76' LT	142	16+88.18	90.80' RT	T168	10+66.58	52.27' LT
119	9+58.00	37.12' LT	143	16+71.23	153.45' RT	T169	16+12.00	45.42' LT
120	9+60.88	37.11' LT	1002	16+15.16	76.06' RT			
121	9+70.72	47.86' LT	1003	15+93.84	41.28' RT			
122	9+70.35	82.94' LT	1010	16+85.74	90.24' RT			
123	10+30.34	83.57' LT	1011	16+72.87	145.86' RT			

EXISTING MONUMENTS TABLE			R/W COURSE TABLE		
POINT	Y	X	COURSE	BEARING	DISTANCE
IP1000	196671.384	284033.964	1" IRON PIPE	122-123	N14°32'45"W 60.00'
IP1001	196671.384	284038.797	1" IRON PIPE	123-124	SEE CURVE TABLE
IP1002	196662.063	283839.121	1" IRON PIPE	124-125	N13°59'51"W 518.03'
IP1003	196632.996	283810.504	1" IRON PIPE	125-126	S76°01'46"W 5.00'
IP1004	196332.257	283876.953	1" IRON PIPE	126-127	N13°59'51"W 6.00'
IP1005	196210.481	283907.256	1" IRON PIPE	127-128	N76°01'46"E 5.00'
IP1006	196133.725	283845.134	1" IRON PIPE	128-129	N13°59'51"W 32.89'
IP1007	196583.156	283333.500	1" IRON PIPE	129-130	S76°01'46"W 4.00'
IP1008	196786.794	283763.944	1" IRON PIPE	130-131	N13°59'51"W 4.00'
IP1009	196733.988	283835.880	1" IRON PIPE	131-132	N76°01'46"E 4.00'
IP1010	196734.889	283892.963	1" IRON PIPE	132-133	N13°59'51"W 36.01'
IP1011	196735.173	283905.273	1" IRON PIPE	133-134	S76°01'46"W 4.00'
IP1012	196736.660	284002.140	1" IRON PIPE	134-135	N13°59'51"W 8.00'
IP1013			1" IRON PIPE	135-136	N76°02'24"E 4.00'
			1" IRON PIPE	136-137	N13°59'51"W 45.32'
			1" IRON PIPE	137-138	N76°00'09"E 45.56'
			1" IRON PIPE	138-139	N76°00'09"E 32.46'
			1" IRON PIPE	139-1009	SEE CURVE TABLE
			1" IRON PIPE	1009-140	N89°03'25"E 2.23'
			1" IRON PIPE	140-141	N00°56'32"W 2.50'
			1" IRON PIPE	141-142	N89°03'25"E 3.00'
			1" IRON PIPE	142-1010	S00°56'32"E 2.50'
			1" IRON PIPE	1010-1011	N89°03'25"E 57.08'
			1" IRON PIPE	1011-143	N89°03'25"E 7.78'
			1" IRON PIPE	143-100	S01°27'52"E 32.19'

R/W AND TILE CURVE TABLE		
CURVE	LENGTH	RADIUS
1002-1003	43.97'	33.00'
123-124	84.01'	83.69'
139-1009	89.61'	68.00'
T150-T151	36.90'	28.00'
T166-T167	45.96'	80.69'
T173-T174	82.88'	63.00'

NOTES:
1. ALL MONUMENTS INFORMATION REFERRED TO THIS SHEET, IS RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS, MARATHON COUNTY, AS SHEET 3 OF 3 OF DOCUMENT XXXX.
2. POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM (WISCRS), NAD 83, ZONE 16N, UTM PROJECTION, EARTH TIDAL CORRECTIONS, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

FILE NAME: I:\NAS\0778 GRAND AVE WALSH SIGNALS\CDRAW\3700-40-40_0401.DWG
APPROVAL PLAT DATE: MARCH 4, 2026

PLOT NAME: TACAMER, JILL

PLOT DATE: 3/4/2026 8:09 AM

PLOT BY:

PLOT SCALE:

PROJECT NUMBER 3700-40-40-4.01
SHEET 3 OF 3
AMENDMENT NO:

XXXXXX.XX

3700-40-40-4.01

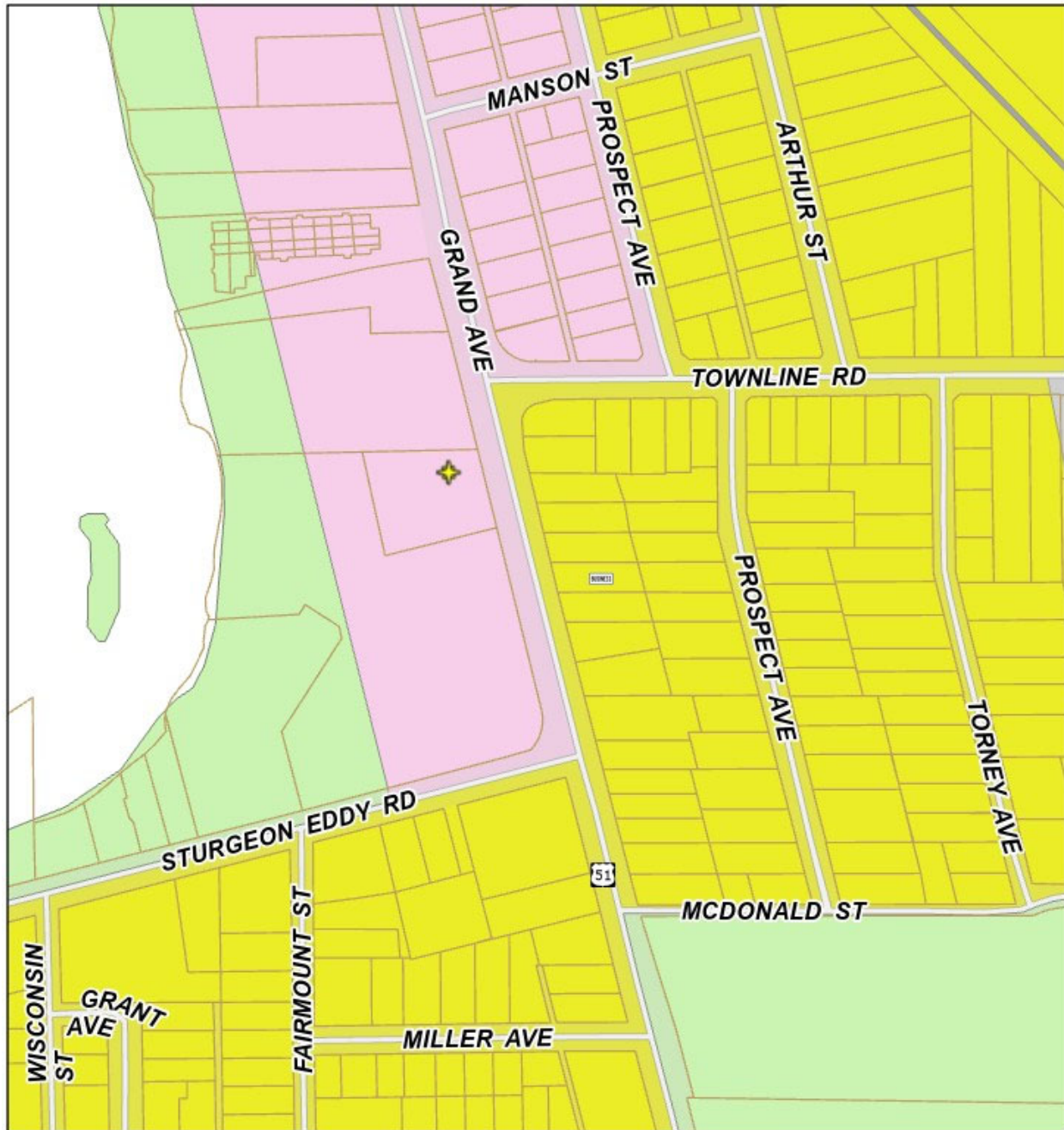
Acquisition Plat

PROJECT 3700-40-40

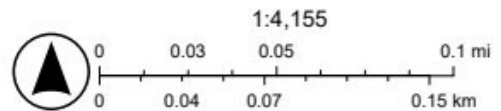
EXHIBIT 1-6

Grand Avenue SISP

SUBJECT MAPS



6/25/2026, 7:38:56 AM



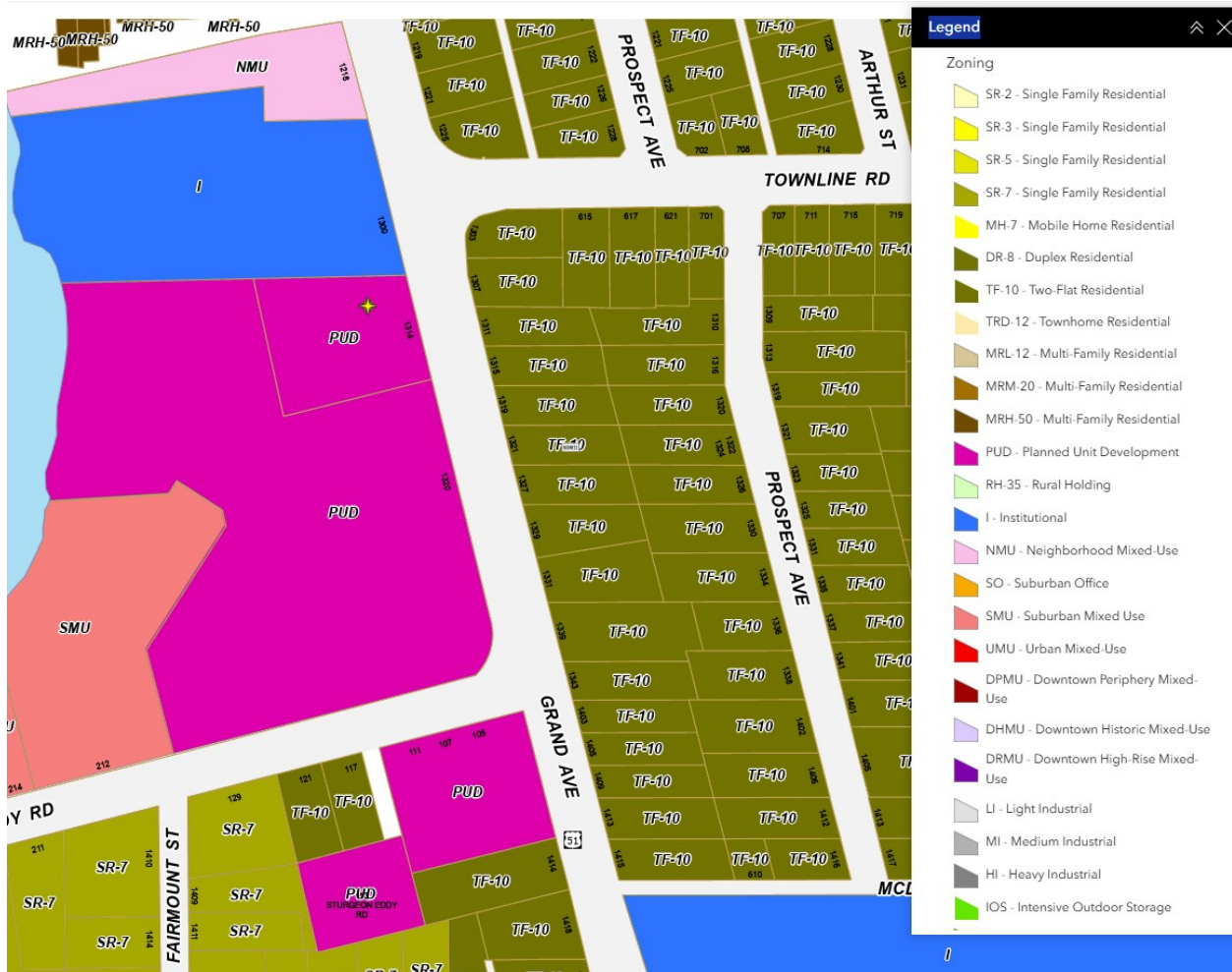
Future Land Use

PROJECT 3700-40-40

EXHIBIT 1-7

Grand Avenue SISP

PROJECT AREA ZONING



PROJECT AREA ZONING

23.02.41 - (TF-10) Two Flat Residential-10 Zoning District.

- (1) *Intent.* This district intended to create, preserve, and enhance areas for single family detached and two flat dwellings at an approximate density of ten dwelling units per acre.
- (2) *Principal uses permitted by right.* Refer to article III for detailed definitions and requirements for each of the following land uses.
 - (a) Single family dwelling unit (15,000 square feet).
 - (b) Single family dwelling unit (10,000 square feet).
 - (c) Single family dwelling unit (7,000 square feet).
 - (d) Single family dwelling unit (4,000 square feet).
 - (e) Two flat (7,000 square feet).
 - (f) Single family living arrangement.
 - (g) Outdoor open space institutional.
 - (h) Passive outdoor recreation.
 - (i) Active outdoor recreation.
 - (j) Essential services.
 - (k) Community living arrangement (one to eight residents) meeting the requirements of section 23.03.12(7).
 - (l) Community garden.
- (3) *Principal uses permitted as conditional use.* Refer to article III for detailed definitions and requirements for each of the following land uses.
 - (a) Townhouse (five to eight units per building).
 - (b) Multiplex (three to four units per building).
 - (c) Multiplex (five to eight units per building).
 - (d) Apartment (three to four units per building).
 - (e) Apartment (five to eight units per building).
 - (f) Boarding house living arrangement.
 - (g) Live/work unit.
 - (h) Group day care.
 - (i) Community living arrangement (nine to 15 residents) meeting the requirements of section 23.03.12(8).
 - (j)

PROJECT AREA ZONING

Community living arrangement (16+ residents) meeting the requirements of section 23.03.12(9).

(k) Institutional residential (assisted living).

(l) Transit center.

(m) Communication tower.

(n) Cultivation.

(4) *Accessory uses permitted by right.* Refer to article III for detailed definitions and requirements for each of the following land uses.

(a) Arbor/trellis.

(b) Basketball hoop.

(c) Clothes line.

(d) Flag pole.

(e) Fountain.

(f) Little library.

(g) Little food pantry.

(h) Picnic table.

(i) Bench.

(j) Gazebo/picnic shelter.

(k) Patio.

(l) Freestanding deck.

(m) Seasonal decorations.

(n) Shed/storage building.

(o) Statue/art object.

(p) Swimming pool/recreational court.

(q) Swingset/play equipment/playhouse.

(r) Paved play court (basketball, tennis, pickle ball, etc.).

(s) Walkways/steps.

(t) Refuse enclosure.

(u) Outdoor kitchen.

(v) Pond.

(w) Garden, raised garden bed, landscape area, rain garden, or bioswale.

(x) Birdbath, birdhouse, or birdfeeder.

PROJECT AREA ZONING

- (y) Detached accessory building.
- (z) Residential kennel.
- (aa) Home occupation.
- (bb) In-home daycare (four to eight children).
- (cc) Boathouse.
- (dd) In-family suite.
- (ee) Tourist rooming house.
- (ff) Nonresidential accessory structure.
- (gg) On-site parking lot.
- (hh) Satellite dish.
- (ii) Personal antenna and towers.
- (jj) Small solar energy system.
- (5) *Accessory uses permitted as conditional use.* Refer to article III for detailed definitions and requirements for each of the following land uses.
 - (a) Accessory dwelling unit.
 - (b) Communication antenna.
 - (c) Small wind energy system.
- (6) *Temporary uses.* Most temporary uses are limited to 90 days per calendar year. Temporary uses below marked with an asterisk (*) may be extended in duration through the conditional use process. Refer to section 23.03.30 for detailed definitions and requirements for each of the following land uses.
 - (a) Temporary moving container (residential).
 - (b) Garage or estate sale.
 - (c) Temporary outdoor assembly*.
 - (d) Temporary on-site construction storage*.
 - (e) Temporary contractor's project office*.
 - (f) Temporary on-site real estate sales office*.
 - (g) Temporary shelter structure.
 - (h) Temporary vehicle sales*.
- (7) *Density, intensity, and bulk regulations for the (TF-10) Two Flat Residential-10 District.*

	Requirement
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PROJECT AREA ZONING

Minimum Lot Area	7,000 square feet
Maximum Impervious Surface Ratio	55 percent
Minimum Lot Width	60 feet
Minimum Lot Depth	110 feet
Minimum Lot Frontage at Right-of-Way	30 feet
Minimum Front Setback	17 feet
Minimum Attached Garage Setback	17 feet
Minimum Porch Setback (front and side yard)	10 feet
Minimum Street Side Setback (on corner lots)	25 feet
Minimum Side Setback	8 feet
Minimum Rear Setback	25 feet
Maximum Principal Building Height	35 feet
Minimum Number of Stories	1 story
Minimum Principal Building Separation	10 feet

PROJECT AREA ZONING

Minimum Pavement Setback (lot line to pavement, excludes driveway entrances)	2 feet on side and rear yards 10 feet from any street right-of-way	
Minimum Parking Required	See article III	
Minimum Dwelling Unit Structure Area	800 square feet	
Accessory Buildings:	Residential	Nonresidential
Minimum Front Setback	Even with or behind the principal structure	60 feet and at least 5 feet behind the principal structure
Minimum Side Setback	8 feet; 3 feet if in rear 50% of lot	5 feet
Minimum Side Setback (on corner)	Even with or behind the principal structure	60 feet and at least 5 feet behind the principal structure
Minimum Rear Setback	3 feet	5 feet
Maximum Height	22 feet	18 feet

(Ord. No. 61-5883, § 10, 5-11-2021; Ord. No. 61-4057-747, § 6, 2-24-2026)

23.02.50 - (I) Institutional Zoning District.

- (1) *Intent.* This district is intended to permit both large- and small-scale institutional development including those on single sites within larger areas of both residential and nonresidential zoning districts. Residential uses are intended to occur at an approximate

PROJECT AREA ZONING

density of one dwelling unit per acre or a density similar to the adjacent zoning districts, whichever is less restrictive. This district avoids the creation of commercial spot zone intrusions in primarily residential or industrial areas where spots of commercial zoning may be incompatible.

- (2) *Principal uses permitted by right.* Refer to article III for detailed definitions and requirements for each of the following land uses.
 - (a) Office.
 - (b) Personal or professional service.
 - (c) Artisan production shop.
 - (d) Group daycare center.
 - (e) Water-related recreation.
 - (f) Indoor institutional.
 - (g) Outdoor open space institutional.
 - (h) Passive outdoor recreation.
 - (i) Active outdoor recreation.
 - (j) Essential services.
 - (k) Community living arrangement (one to eight residents) meeting the requirements of section 23.03.12(7).
 - (l) Cultivation.
 - (m) Community garden.
- (3) *Principal uses permitted as conditional use.* Refer to article III for detailed definitions and requirements for each of the following land uses.
 - (a) Physical activity studio.
 - (b) Commercial kitchen.
 - (c) Indoor maintenance service.
 - (d) Large scale public service and utilities.
 - (e) Community living arrangement (nine to 15 residents) meeting the requirements of section 23.03.12(8).
 - (f) Community living arrangement (16+ residents) meeting the requirements of section 23.03.12(9).
 - (g) Institutional residential (assisted living).
 - (h) Off-site parking lot.

PROJECT AREA ZONING

- (i) Off-site structured parking.
- (j) Communication tower.
- (k) Market garden.
- (4) *Accessory uses permitted by right.* Refer to article III for detailed definitions and requirements for each of the following land uses.
 - (a) Arbor/trellis.
 - (b) Basketball hoop.
 - (c) Clothes line.
 - (d) Flag pole.
 - (e) Fountain.
 - (f) Little library.
 - (g) Little food pantry.
 - (h) Picnic table.
 - (i) Bench.
 - (j) Gazebo/picnic shelter.
 - (k) Patio.
 - (l) Freestanding deck.
 - (m) Seasonal decorations.
 - (n) Shed/storage building.
 - (o) Statue/art object.
 - (p) Swimming pool/recreational court.
 - (q) Swingset/play equipment/playhouse.
 - (r) Paved play court (basketball, tennis, pickle ball, etc.).
 - (s) Walkways/steps.
 - (t) Refuse enclosure.
 - (u) Outdoor kitchen.
 - (v) Pond.
 - (w) Garden, raised garden bed, landscape area, rain garden, or bioswale.
 - (x) Birdbath, birdhouse, or birdfeeder.
 - (y) Detached accessory building.
 - (z) Home occupation.

PROJECT AREA ZONING

- (aa) In-home daycare (four to eight children).
 - (bb) Boathouse.
 - (cc) In-family suite.
 - (dd) Tourist rooming house.
 - (ee) Nonresidential accessory structure.
 - (ff) On-site parking lot.
 - (gg) On-Site structured parking.
 - (hh) Company cafeteria.
 - (ii) Incidental indoor sales.
 - (jj) Incidental light industrial.
 - (kk) Incidental outdoor storage.
 - (ll) Satellite dish.
 - (mm) Personal antenna and towers.
 - (nn) Small solar energy system.
- (5) *Accessory uses permitted as conditional use.* Refer to article III for detailed definitions and requirements for each of the following land uses.
- (a) Communication antenna.
 - (b) Small wind energy system.
 - (c) Helipad.
- (6) *Temporary uses.* Most temporary uses are limited to 90 days per calendar year. Temporary uses below marked with an asterisk (*) may be extended in duration through the conditional use process. Refer to section 23-87 for detailed definitions and requirements for each of the following land uses.
- (a) Temporary moving container (residential).
 - (b) Temporary outdoor storage container (nonresidential).
 - (c) Farmer's market.
 - (d) Temporary Outdoor Sales*.
 - (e) Temporary outdoor assembly*.
 - (f) Temporary on-site construction storage*.
 - (g) Temporary contractor's project office*.
 - (h) Temporary on-site real estate sales office*.

PROJECT AREA ZONING

(i) Temporary relocatable building*.

(j) Temporary shelter structure.

(k) Temporary vehicle sales*.

(7) *Density, intensity, and bulk regulations for the (I) Institutional District.*

	Requirement
Minimum Lot Area	7,000 square feet lot
Maximum Impervious Surface Ratio	75 percent
Minimum Lot Width	60 feet
Minimum Lot Depth	120 feet
Minimum Lot Frontage at Right-of-Way	30 feet
Minimum Front Setback	20 feet
Minimum Attached Garage Setback	2 feet behind the plane of the building
Minimum Porch Setback (front and side yard)	12 feet
Minimum Street Side Setback (on corner lots)	20 feet
Minimum Side Setback	8 feet
Minimum Rear Setback	25 feet
Maximum Principal Building Height	35 feet
Minimum Number of Stories	1 story

PROJECT AREA ZONING

Minimum Principal Building Separation	10 feet	
Minimum Pavement Setback (lot line to pavement, excludes driveway entrances)	5 feet on side and rear yards 10 feet from any street right-of-way	
Minimum Parking Required	See article III	
Minimum Dwelling Unit Structure Area	800 square feet per dwelling unit	
Accessory Buildings:	Residential	Nonresidential
Minimum Front Setback	Even with or behind the principal structure	60 feet and at least 5 feet behind the principal structure
Minimum Side Setback	5 feet	5 feet
Minimum Side Setback (on corner)	Even with or behind the principal structure	60 feet and at least 5 feet behind the principal structure
Minimum Rear Setback	5 feet	5 feet
Maximum Height	18 feet	18 feet

23.02.81 - Planned Unit Development Overlay Zoning District.

PROJECT AREA ZONING

- (1) *Purpose.* The purpose of this overlay district is to provide for the possible relaxation of certain development standards pertaining to the underlying standard zoning district. In exchange for such flexibility, it is anticipated that development within a Planned Unit Development Overlay District will reflect the City's planning policies as set forth in the City's Comprehensive Plan and offer one or more of the following advantages:
 - (a) Positively contribute to the appearance and function of land uses and site design in the area
 - (b) Promote a greater level of architectural quality and be compatible with other structures in the area
 - (c) Conserve and protect environmentally sensitive areas, areas of natural beauty, and natural green spaces
 - (d) Preserve the cultural and historic character and significance of existing structures or areas
 - (e) Provide substantial buffers and transitions between incompatible land uses and densities
 - (f) Reduce congestion on streets and improve pedestrian and bicycle circulation
 - (g) Development would not conflict with or cause overload on such facilities as schools, highways, police, fire, or utility services.
 - (h) Insure proper maintenance and preservation of any common areas for recreation and esthetic enhancement.
- (2) *Intent.* Planned Unit Developments are intended to encourage, promote, and provide improved environmental design by allowing for greater freedom, imagination, and flexibility in the development of land, while ensuring substantial compliance with the basic intent of this title and the City of Wausau Comprehensive Plan. To this end, planned unit developments allow diversification and variation in the relationship of uses, structures, open spaces, and heights of structures in developments conceived and implemented as comprehensive and cohesive unified projects. The Planned Unit Development Overlay District shall allow development to be designed, reviewed, approved, constructed, and managed as approved by the Common Council rather than required by the underlying zoning district.
 - (a)

PROJECT AREA ZONING

The City may permit flexibility in the types of uses, area and yard requirements, off-street parking, and/or other regulations set forth in this title by use of exceptions/base standard modifications subject to the demonstration of their appropriateness for the area under consideration.

- (b) It is not intended that the City will automatically grant exceptions/base standard modifications in a Planned Unit Development Overlay District, and it is expected the City will grant only such exceptions when they are consistent and comparable with benefits to the community that result from the Planned Unit Development.
 - (c) The City may require, as conditions of approval, any reasonable stipulation, limitation, or design factor which will promote suitable development in the Planned Unit Development Overlay District.
 - (d) A public hearing process is required to review a request for a Planned Unit Development. This process will essentially combine the process for a Zoning Map Amendment (for the General Development Plan (GDP) Step) with that required for a Conditional Use (for the Specific Implementation Plan (SIP) Step), with several additional requirements. See section 23.10.44 for the General Development Plan and Specific Implementation Plan requirements.
- (3) *Provision of flexible development standards for Planned Unit Developments.*
- (a) *Permitted location.*
 - 1. Planned Unit Developments shall be permitted with the approval of a Planned Unit Development Overlay Zoning District, specific to the approved Planned Unit Development, within all zoning districts.
 - (b) *Flexible development standards.*
 - 1. The following exemptions to the development standards of the underlying zoning district may be provided with the approval of a Planned Unit Development.
 - a. *Land use requirements.*
 - i. All land uses listed as Residential Land Uses under 23.03.06, Institutional Land Uses under 23.03.12, Mixed-Use Buildings under 23.03.08, or Commercial Land Uses under 23.03.10 in article III may be permitted within a Planned Unit Development.
 - b. *Density, intensity, and bulk requirements.*
 - i. All requirements listed in article IV, bulk regulations and article II for density, intensity, and bulk regulations within the SR-2, SR-3, SR-5, SR-7, DR-8, TF-10, TDR-12, MRL-12, MRM-20, MRH-50, I, NMU, SO, SMU, UMU, DPMU, DHMU,

PROJECT AREA ZONING

and DRMU Zoning Districts may be waived within a Planned Unit Development.

c. Landscaping requirements.

- i. All requirements listed in article VIII may be waived within a Planned Unit Development.

d. Parking and loading requirements.

- i. All requirements listed in section 23.06.06 and 23.06.07 may be waived within a Planned Unit Development.

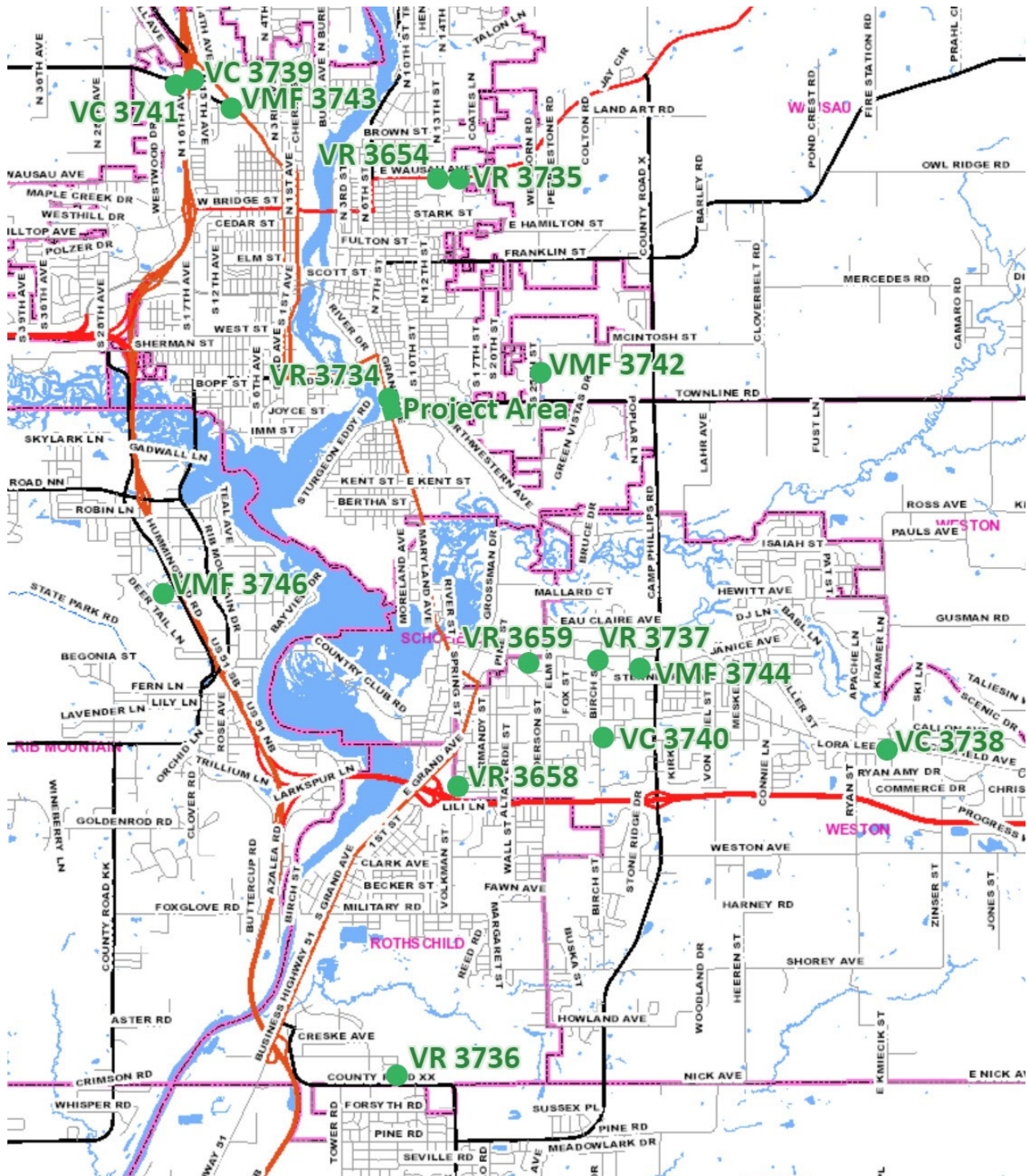
(4) *Applicability.* Locations that may be deemed appropriate for a Planned Unit Development Overlay District include, but are not limited to:

- (a) Transitional locations that involve a mix of different land uses where new development is proposed in a location of preexisting uses and buildings
- (b) Infill locations in a developed area that involve parcels that may have been bypassed during the normal course of urbanization or that have been cleared
- (c) Redevelopment locations where first or subsequent uses and/or structures are to be replaced by new uses and/or structures
- (d) Development locations where base zoning standards may not be appropriate and/or needed, and where the developer and community will benefit from a greater level of flexibility in land use and bulk controls

(5) [*Reference for requirements.*] See section 23.10.44 for the General Development Plan and Specific Implementation Plan requirements.

(6) [*Exempt.*] Planned Unit Developments are exempt from the requirements of section 23.06.02 Group and Large Developments.

SALE LOCATIONS



COMPARABLE SALE VR-3654



LOCATION: 1145 E Wausau Ave in Wausau

SALE PRICE: \$15,000

DATE: 12/23/2024

NET SIZE: 0.22 ac.

UNIT PRICE: \$68,182 / ac.

GRANTOR: CHRISTOPHER M. & K

GRANTEE: VEERABHADRA R AND

INTENDED USE: Residential

ZONING: Duplex Residential 8

DOCUMENT TYPE: Warranty Deed

RECORDING DATA: Doc. # 1910246

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lot 1 of CSM No. 11683, Volume 49, Page 165, Document No. 1226202; being part of the NE1/4 of the NE1/4 of Section 25, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin.

VERIFIED BY: Samantha Cricks (realtor)

TO: Steve Kimble

PHONE NUMBER: (715) 370-3037

DATE VERIFIED: 1/5/2026

DESCRIPTION: The property is all upland and has level topography. It was listed for \$15,000 and sold after 55 days on the market.



COMPARABLE SALE VR-3658



LOCATION: 1309 Heuss Ave in Weston

SALE PRICE: \$45,000

DATE: 4/30/2024

NET SIZE: 0.43 ac.

UNIT PRICE: \$104,651 / ac.

GRANTOR: VILAS E. MACHMUELLER & ROSE W. BYHOLM T

GRANTEE: KURT HAMANN

INTENDED USE: Residential

ZONING: Multi Family Residential

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1898178

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lot 2 in Block 30 of the D.C. Everest School 3rd Addition to the Town (now Village) of Weston, Marathon County, Wisconsin.

VERIFIED BY: MARY K NINNEMANN (Realtor **TO:** Steve Kimble

PHONE NUMBER: (715) 581-3283

DATE VERIFIED: 1/5/2026

DESCRIPTION: The property is all upland and has level topography. It is located on the corner of Huess Ave and Volkman St in an area of mixed residential and commercial uses.

COMPARABLE SALE VR-3659



LOCATION: End of Radtke Ln in Weston

SALE PRICE: \$46,000

DATE: 5/17/2024

NET SIZE: 0.54 ac.

UNIT PRICE: \$85,185 / ac.

GRANTOR: THERESA BORNHEIMER

GRANTEE: SETH JOZWIAK CONSTRUCTION INC.

INTENDED USE: Residential

ZONING: Multi-Family Residential

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1898753

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lot 1 of CSM #16595, Vol 77, Pg 94, Doc No. 1651259; being part of Lot 32 of Assessor's Plat No. 2, in the Village of Weston, Marathon County, Wisconsin; together with a 30-foot private drive across Outlot 1 of CSM #16595, Vol 77, Pg 94, Doc No. 1651259, for access.

VERIFIED BY: CLINT SZYMANSKI

TO: Steve Kimble

PHONE NUMBER: (715) 393-5218

DATE VERIFIED: 1/5/2026

DESCRIPTION: The property is all upland and has level topography. It is access via an easement off of Radtke Ave.

COMPARABLE SALE VR-3734



LOCATION: 1209 Grand Avenue in Wausau

SALE PRICE: \$5,000

DATE: 4/30/2021

NET SIZE: 0.16 ac.

UNIT PRICE: \$31,250 / ac.

GRANTOR: Barbara Banals

GRANTEE: Kristy Medo

INTENDED USE: Residential

ZONING: Two-Flat Residential - 10

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1834275

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lot 3 in Block 2 of Elizabeth Singles Addition, City of Wausau, Marathon County, Wisconsin.

VERIFIED BY: DOR

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property has frontage on Grand Avenue south of Wausau's downtown. It has level topography, is open grass, and is entirely upland.

COMPARABLE SALE VR-3735



LOCATION: 1409 E Wausau Ave in the City of Wausau.

SALE PRICE: \$10,000

DATE: 12/21/2023

NET SIZE: 0.44 ac.

UNIT PRICE: \$22,727 / ac.

GRANTOR: Vern's Vending Service, Inc.

GRANTEE: Justin Gaffney Construction LLC

INTENDED USE: Residential

ZONING: TF10 Two Flat Residential

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1892272

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lot 1 of CSM No. 9299, Volume 37, Page 122, as Document No. 1085164; being a part of the N 1/2 of the NW Fr'l 1/4, Section 30, Township 29 North, Range 8 East, City of Wausau, Marathon County, Wisconsin.

VERIFIED BY: DOR

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property has sloping topography, is entirely upland, and is all wooded with pines.

COMPARABLE SALE VR-3736



LOCATION: Corner of Gaylee Ave & Benaszkeski St, Village of Rothschild.

SALE PRICE: \$33,000

DATE: 4/21/2023

NET SIZE: 0.5 ac.

UNIT PRICE: \$66,000 / ac.

GRANTOR: Randy & Ross Christiansen

GRANTEE: Holzhauer Homes, LLC

INTENDED USE: Residential

ZONING: Residential 5

DOCUMENT TYPE: Warranty Deed

RECORDING DATA: Doc. # 1880279

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lot 15 in Block 1 of the First Addition to Benaszkeski Subdivision, in the Village of Rothschild, Marathon County, Wisconsin.



VERIFIED BY: DOR & MLS

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property has level topography, is all upland, and is partially wooded.

COMPARABLE SALE VR-3737



LOCATION: On the corner of Ross Avenue and Birch Street in the Village of Weston

SALE PRICE: \$71,000

DATE: 10/29/2025

NET SIZE: 0.64 ac.

UNIT PRICE: \$110,938 / ac.

GRANTOR: The Yach Family Trust

GRANTEE: Seth Jozwiak Construction Inc.

INTENDED USE: Residential

ZONING: Multiple Family Residential

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1926386

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lot 2 of CSM No. 17449, Volume 83, Page 106, Document No. 1716618; being part of the SE of the NW of Section 17, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.

VERIFIED BY: DOR & MLS

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property has level topography, is all upland, and is mostly wooded.

COMPARABLE SALE VR-3738



LOCATION: 7411 Schofield Avenue in Weston.

SALE PRICE: \$155,000

DATE: 4/29/2024

NET SIZE: 1.74 ac.

UNIT PRICE: \$89,080 / ac.

GRANTOR: Lori Laporte

GRANTEE: Gregory T. and Valrie E. Marty

INTENDED USE: Commercial

ZONING: B3 - General Business

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1897679

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lots 1, 2, and 3, Block 1 of George Hunt's Subdivision, Village of Weston, Marathon County, Wisconsin

VERIFIED BY: DOR & MLS

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property has frontage on and access from Schofield Avenue. It has level topography, is all upland, and is mostly wooded. The daily traffic on Schofield Ave is approximately 8,000 vehicles per day.

COMPARABLE SALE VR-3739



LOCATION: 1735 Merrill Avenue (CTH U) in the City of Wausau.

SALE PRICE: \$245,000

DATE: 4/6/2023

NET SIZE: 2.14 ac.

UNIT PRICE: \$114,486 / ac.

GRANTOR: T Bird Enterprises, LLP

GRANTEE: Business 1740, LLC

INTENDED USE: Commercial

ZONING: Suburban Mixed Use

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1879895

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: LOT 2 OF CSM NO. 18505, VOLUME 91, PAGE 136, DOCUMENT NO. 1794159; BEING PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 22, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

VERIFIED BY: DOR

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property is located on USH 51 at the CTH U interchange. Northbound USH 51 has an off ramp to CTH U. There is also access to southbound USH 51 from CTH U. The daily traffic is on CTH U at the property is 5,500 vehicles. The daily traffic on USH 51 is 34,500 vehicles. The property is all upland, has level topography, and is almost entirely open grass.

COMPARABLE SALE VR-3740



LOCATION: 6001 Birch Street in Weston.

SALE PRICE: \$230,000

DATE: 10/22/2025

NET SIZE: 3.29 ac.

UNIT PRICE: \$69,909 / ac.

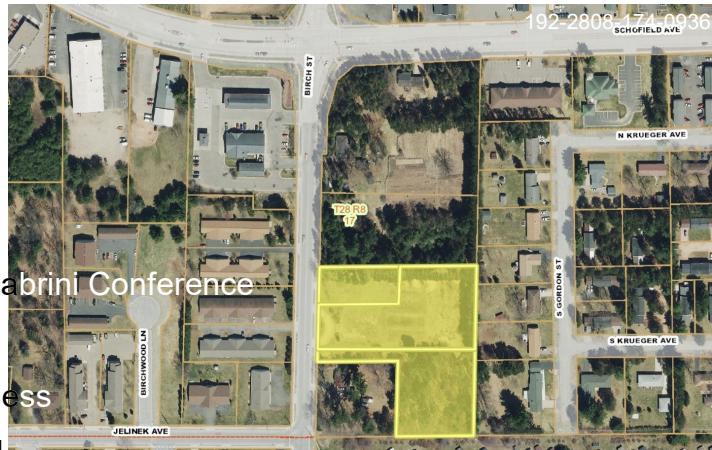
GRANTOR: Elizabeth Ehrhardt

GRANTEE: Saint Vincent DePaul Cabrini Conference

INTENDED USE: Commercial

ZONING: B1 - Neighborhood Business

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1926021

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Parcel I: Part of the SW ¼ of the SE ¼ of Section 17, Township 28 North, Range 8 East, Parcel II: Parcels 1, 2, and Outlot 1 of CSM No. 12648, Volume 54, page 156, Document No. 1299300, all in the Village of Weston, Marathon County, Wisconsin.

VERIFIED BY: DOR & MLS

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property is on Birch Street just south of Schofield Avenue. The daily traffic on Birch Street is 4,400 vehicles, and on Schofield Avenue it is 14,900 vehicles. The topography is level, it is all upland, and is about half wooded/half open grass.

COMPARABLE SALE VR-3742



LOCATION: On S 25th St between Townline Rd and McIntosh St.

SALE PRICE: \$87,500

DATE: 2/2/2024

NET SIZE: 3.06 ac.

UNIT PRICE: \$28,595 / ac.

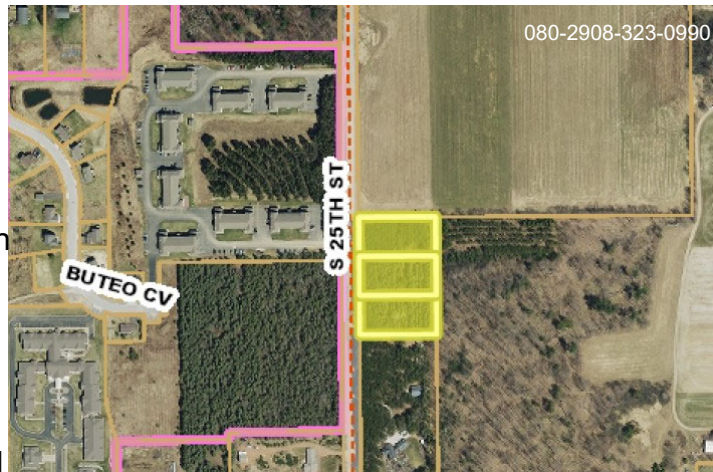
GRANTOR: Scott & Peggy Buckman

GRANTEE: Christopher Olson

INTENDED USE: Residential

ZONING: AT-1/40 Transitional Ag

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1893993

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lots 2, 3, 4 of CSM #15929, Volume 73, Page 33, Document No. 1583132; being part of the SW1/4 of the SW1/4 of Section 32, Township 29 North, Range 8 East, Town of Wausau, Marathon County, Wisconsin.

VERIFIED BY: DOR

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/6/2026

DESCRIPTION: The property is across S 25th St from the City of Wausau and an apartment complex. The land is all upland, all wooded with pines, has level topography and is outside of any flood zone.

COMPARABLE SALE VR-3743



LOCATION: 1350 N 8th Ave, corner of Merrill Ave and W. Randolph St, Wausau

SALE PRICE: \$45,000

DATE: 4/14/2023

NET SIZE: 1.52 ac.

UNIT PRICE: \$29,605 / ac.

GRANTOR: Bernice R. Cohan Trust

GRANTEE: Holzhauer Homes LLC

INTENDED USE: Residential

ZONING: Multi-Family Res 20

DOCUMENT TYPE: Trustee's Deed



RECORDING DATA: Doc. # 1879919

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Part of the NE 1/4 of the SW 1/4 of Section 23,
Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin.

VERIFIED BY: DOR

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/6/2026

DESCRIPTION: The property is all upland, has level to slope topography, is 90% grass/10% wooded, and is outside any flood zone.

COMPARABLE SALE VR-3744



LOCATION: On the corner of Crestwood Dr. and Ross Ave. in the Village of Weston.

SALE PRICE: \$70,000

DATE: 10/27/2022

NET SIZE: 1.86 ac.

UNIT PRICE: \$37,634 / ac.

GRANTOR: Eugene and Ruby King

GRANTEE: Denyon Homes, Inc.

INTENDED USE: Residential

ZONING: Multi-Family Residential

DOCUMENT TYPE: Trustee's Deed



RECORDING DATA: Doc. # 1872079

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lots 5 and 6 in Block 15 of Crestwood Acres 5th Addition, in the Village of Weston, Marathon County, Wisconsin.

VERIFIED BY: DOR

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/6/2026

DESCRIPTION: The property is all upland, has level topography, is 70% grass/30% woods, and is outside of all flood zones.

COMPARABLE SALE VR-3746



LOCATION: Vacant land w/ frontage on Snowflake Ln and Kingfisher Ln

SALE PRICE: \$210,000

DATE: 1/24/2025

NET SIZE: 7.63 ac.

UNIT PRICE: \$27,523 / ac.

GRANTOR: Austin Living Trust

GRANTEE: The Village Church, Inc.

INTENDED USE: Residential

ZONING: Urban Neighborhood

DOCUMENT TYPE: Trustee's Deed



RECORDING DATA: Doc. # 1911689

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Parcel 1: Lot 4 of CSM 15364, Vol 69, Pg 106, Doc No. 1525270, being a part of the NE 1/4 of the SW 1/4 of Sec 10, T28N-R 7E. Parcel 2: Outlot 3 of Eastview Village, all in the Village of Rib Mountain, Marathon County, Wisconsin.

VERIFIED BY: DOR

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/9/2026

DESCRIPTION: The property is all upland, has sloping topography, is 90% wooded with hardwoods, and is entirely outside of any flood zone.

COMPARABLE SALE VC-3738



LOCATION: 7411 Schofield Avenue in Weston.

SALE PRICE: \$155,000

DATE: 4/29/2024

NET SIZE: 1.74 ac.

UNIT PRICE: \$89,080 / ac.

GRANTOR: Lori Laporte

GRANTEE: Gregory T. and Valrie E. Marty

INTENDED USE: Commercial

ZONING: B3 - General Business

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1897679

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Lots 1, 2, and 3, Block 1 of George Hunt's Subdivision, Village of Weston, Marathon County, Wisconsin

VERIFIED BY: DOR & MLS

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property has frontage on and access from Schofield Avenue. It has level topography, is all upland, and is mostly wooded. The daily traffic on Schofield Ave is approximately 8,000 vehicles per day.

COMPARABLE SALE VC-3739



LOCATION: 1735 Merrill Avenue (CTH U) in the City of Wausau.

SALE PRICE: \$245,000

DATE: 4/6/2023

NET SIZE: 2.14 ac.

UNIT PRICE: \$114,486 / ac.

GRANTOR: T Bird Enterprises, LLP

GRANTEE: Business 1740, LLC

INTENDED USE: Commercial

ZONING: Suburban Mixed Use

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1879895

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: LOT 2 OF CSM NO. 18505, VOLUME 91, PAGE 136, DOCUMENT NO. 1794159; BEING PART OF THE NE 1/4 OF THE NE 1/4 OF SECTION 22, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

VERIFIED BY: DOR

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property is located on USH 51 at the CTH U interchange. Northbound USH 51 has an off ramp to CTH U. There is also access to southbound USH 51 from CTH U. The daily traffic is on CTH U at the property is 5,500 vehicles. The daily traffic on USH 51 is 34,500 vehicles. The property is all upland, has level topography, and is almost entirely open grass.

COMPARABLE SALE VC-3740



LOCATION: 6001 Birch Street in Weston.

SALE PRICE: \$230,000

DATE: 10/22/2025

NET SIZE: 3.29 ac.

UNIT PRICE: \$69,909 / ac.

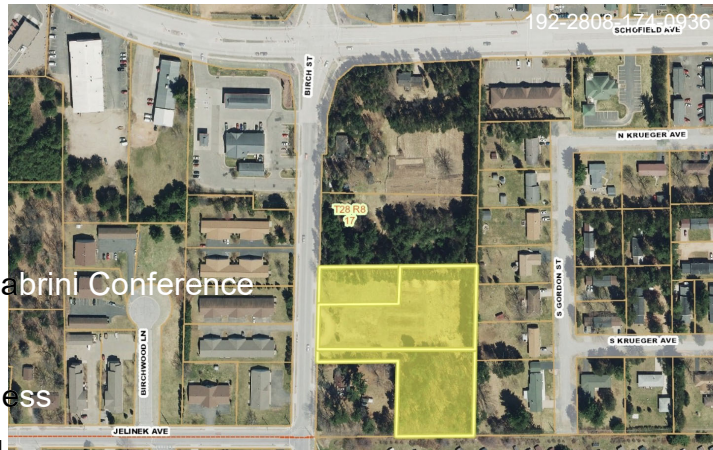
GRANTOR: Elizabeth Ehrhardt

GRANTEE: Saint Vincent DePaul Cabrini Conference

INTENDED USE: Commercial

ZONING: B1 - Neighborhood Business

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1926021

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Parcel I: Part of the SW ¼ of the SE ¼ of Section 17, Township 28 North, Range 8 East, Parcel II: Parcels 1, 2, and Outlot 1 of CSM No. 12648, Volume 54, page 156, Document No. 1299300, all in the Village of Weston, Marathon County, Wisconsin.

VERIFIED BY: DOR & MLS

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property is on Birch Street just south of Schofield Avenue. The daily traffic on Birch Street is 4,400 vehicles, and on Schofield Avenue it is 14,900 vehicles. The topography is level, it is all upland, and is about half wooded/half open grass.

COMPARABLE SALE VC-3741



LOCATION: At the intersection of Arthur Dr and CTH U with frontage on USH 51.

SALE PRICE: \$440,000

DATE: 8/20/2024

NET SIZE: 3.35 ac.

UNIT PRICE: \$131,343 / ac.

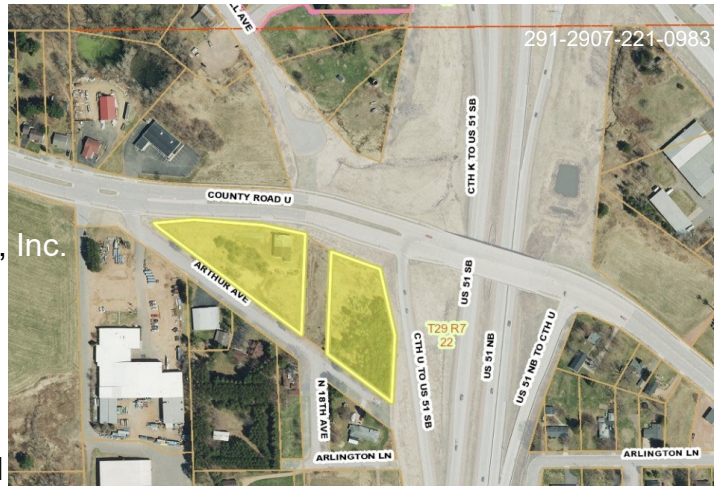
GRANTOR: HCC Holding Company, Inc.

GRANTEE: John Joanis Drive, LLC

INTENDED USE: Commercial

ZONING: Suburban Mixed-Use

DOCUMENT TYPE: Warranty Deed



RECORDING DATA: Doc. # 1903612

FINANCING: Cash Equivalent

LEGAL DESCRIPTION: Parcels 2 and 3 of CSM No. 5184, Volume 19, page 52, Document No. 896885; being part of the NW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 22, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin.

VERIFIED BY: DOR & MLS

TO: Steve Kimble

PHONE NUMBER: Not Listed

DATE VERIFIED: 3/2/2026

DESCRIPTION: The property is located on USH 51 at the CTH U interchange. Northbound USH 51 has an off ramp to CTH U. There is also access to southbound USH 51 from CTH U. The daily traffic is on CTH U at the property is 5,500 vehicles. The daily traffic on USH 51 is 34,500 vehicles. The property is all upland, has sloping topography, and is mostly open grass.

QUALIFICATIONS

Steve R. Kimble Real Estate Specialist

Years of Experience: 16

Education

*Bachelor of Science – Geography
UW Stevens Point*

Professional Registration

*Wisconsin Certified General
Appraiser No. 2523*

*Minnesota Certified General
Appraiser No. 40849200*

*Michigan Certified General
Appraiser No. 1205078216*

Continuing Education

*Uniform Appraisal Standards for
Federal Land Acquisitions
(Yellow Book)*

7-hour USPAP Update

*Fair Housing, Bias and
Discrimination*

Land and Site Valuation

Michigan Appraisal Law

*Valuation of Residential
Green Buildings*

*Hot Topics for
Midwest Ag Professionals*

Memberships

*International
Right of Way Association*

*American Society of Farm
Managers and Rural Appraisers*



Mr. Kimble provides real estate appraisal services for real estate acquisition projects, in the transportation and energy sectors, and woodland and recreational land appraisals.

Steve appraises for the Wisconsin Department of Transportation - Highways, Wisconsin Department of Transportation - Bureau of Aeronautics, Local Public Agencies (LPA), energy companies (ATC, Xcel Energy, etc.), Board of Commissioners of Public Lands (BCPL), the Wisconsin Department of Natural Resources, and several conservation organizations. He has served as an expert witness for numerous jury trials and condemnation commission hearings. Steve is on the WisDOT Statewide List of Approved LPA fee appraisal consultants.

Projects

WisDOT Project 1500-68-21 USH 10

Appraisal for a property along USH 10 just east of the City of Brillion at the Long Lake Rd/USH 10 intersection. The project was done to modify the intersection to improve safety, and one agricultural property was affected. This property was subject to a small TLE and a large fee acquisition. The fee acquisition left a small remnant off the northeast corner of the property. Appraisal issues encountered were: remnant valuation, privately owned land within a highway right of way, access concerns.

WisDOT Projects 1146-01-22 & T02-3(25) – Surplus Land Appraisals

Two properties were appraised, one along CTH JJ just west of the City of Hortonville and one along STH 57 south of the City of Plymouth. The appraisals were to estimate the change in value of the properties due to a change in access status. The property on CTH JJ was adding access from CTH JJ which had been acquired by WisDOT. The property on STH 57 was having its access upgraded from agricultural to commercial. Appraisal issues encountered were: effect on value due to changes in access, defining all access types.

WisDOT Project 9150-08-00 STH 32

Two appraisals for properties along STH 32 north of Lakewood, one privately owned and one for several narrow tax parcels owned by the WI DNR. The properties were subject to small TLE's. The WDNR-owned property's appraisal was accomplished in a three-in-one format to value three tax parcels that were not adjacent to one another. Appraisal issues encountered were: three-in-one appraisal format, ownership complications, across-the-fence valuation.

WisDOT Project 4140-37-20 STH 42

Five appraisals for properties along STH 42 at its intersection with CTH BB north of Sturgeon Bay. Of the five appraisals, three are single-property appraisals, one is a two-in-one appraisal, and one is a three-in-one appraisal. The properties are subject to fee acquisitions and TLE's. Appraisal issues encountered were: two-in-one appraisal format, three-in-one appraisal format, small market area.