

*** All present are expected to conduct themselves in accordance with our City's Core Values ***



OFFICIAL NOTICE AND AGENDA - REVISED

Notice is hereby given that the Common Council of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Meeting of the: **COMMON COUNCIL OF THE CITY OF WAUSAU**
Date/Time: **Tuesday, November 11, 2014 at 6:00 pm.**
Location: **City Hall (407 Grant Street, Wausau WI 54403) - Council Chambers**
Members: **Bill Nagle, Romey Wagner, David Nutting, Tom Neal, Gary Gisselman, Keene Winters, Lisa Rasmussen, Karen Kellbach, David Oberbeck, Sherry Abitz, Robert Mielke**

Call to Order

Pledge of Allegiance / Roll Call / Proclamations

Presentations:

Public Comment: (Pre-registered citizens for matters appearing on the agenda)

Communications: (Mayor / Alderpersons / Department Heads or designee)

Committee Reports: (All standing and non-standing committees, commissions or boards)

Capital Improvements & Street Maintenance Committee report and minutes of October 9, 2014 regarding the donation/sale of the recently acquired Wausau Cemetery Association property east of Curling Way to Marathon County.

File #	CMT	Consent Agenda	ACT
14-0901		Minutes of previous meetings. (9/09/14 & 9/23/14)	
14-1104	CISM	Initial Resolution setting a public hearing regarding vacating and discontinuing the alley abutting 720 and 724 Franklin Street and 715, 717 and 721 McIndoe Street	Approved 5-0
04-1006	FIN	Resolution Approving the 2015 Operating Plan for Business Improvement District (BID) No. 1	Approved 4-0
14-0108	PH&S	Resolution Approving or Denying Various Licenses as Indicated	Approved 5-0

File #	CMT	Resolutions and Ordinances	ACT
14-1103		Confirmation of Mayor's Appointments. Suspend Rule 1(D) Transmission of Committee Business to Council - (2/3 Vote required)	
14-1103	COUN	Resolution for Council Appointment to the Board of Public Works	
14-1109	FIN	Public Hearing: Proposed 2015 City of Wausau Budget and Fee Schedule	
99-1020	FIN	Resolution Approving lease agreement of city-owned property adjacent to 206 Grand Avenue (Koz Holdings LLC d/b/a Prop Players Sports Bar and Grill)	Pending
13-1109	FIN	Resolution Approving 2014 Budget Modification Animal Control Fund	Approved 4-0
13-1109	FIN	Resolution Approving 2014 Budget Modification Based upon 2014 Estimated Actual Projections	Approved 4-0
13-1109	FIN	Resolution Approving 2014 Budget Modification to finance additional costs for the Grand Avenue DOT Project	Approved 4-0

Public Comment & Suggestions - (for matters not appearing on the agenda)
Adjournment

Signed by James E. Tipple, Mayor

This Notice was posted at City Hall and faxed to the Daily Herald newsroom on 11/06/14 @ 2:00 pm. Questions regarding this agenda may be directed to the City Clerk.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids & services. For information or to request this service, contact the City Clerk at (715) 261-6620.

AGENDA ITEM
Discussion and possible action regarding the donation / sale of the recently acquired Wausau Cemetery Association property east of Curling Way to Marathon County
BACKGROUND
<p>The recently signed real estate agreement with the Wausau Cemetery Association included the swapping of the remnant property west of Curling Way for Cemetery-owned property east of Curling Way. The recently acquired property from the cemetery is highlighted blue on the attached map. Roughly half of the recently acquired property from the Cemetery is covered by the former Holtz Krause Landfill.</p> <p>For landfill closure and maintenance purposes, Marathon County is requesting ownership of all properties located east of Curling Way from E. Kent Street north to the northern limits of the former landfill.</p>
FISCAL IMPACT
Prior to the land swap the property was valued at roughly \$10,000.
STAFF RECOMMENDATION
Staff recommends approving the transfer of property to the County.
Staff contact: Sean Gehin 715-261-6748

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: October 9, 2014, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Rasmussen, Gisselman, Kellbach, Mielke, Abitz

Also Present: Mayor Tipple, Lenz, Wesolowski, Gehin, Jacobson.

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

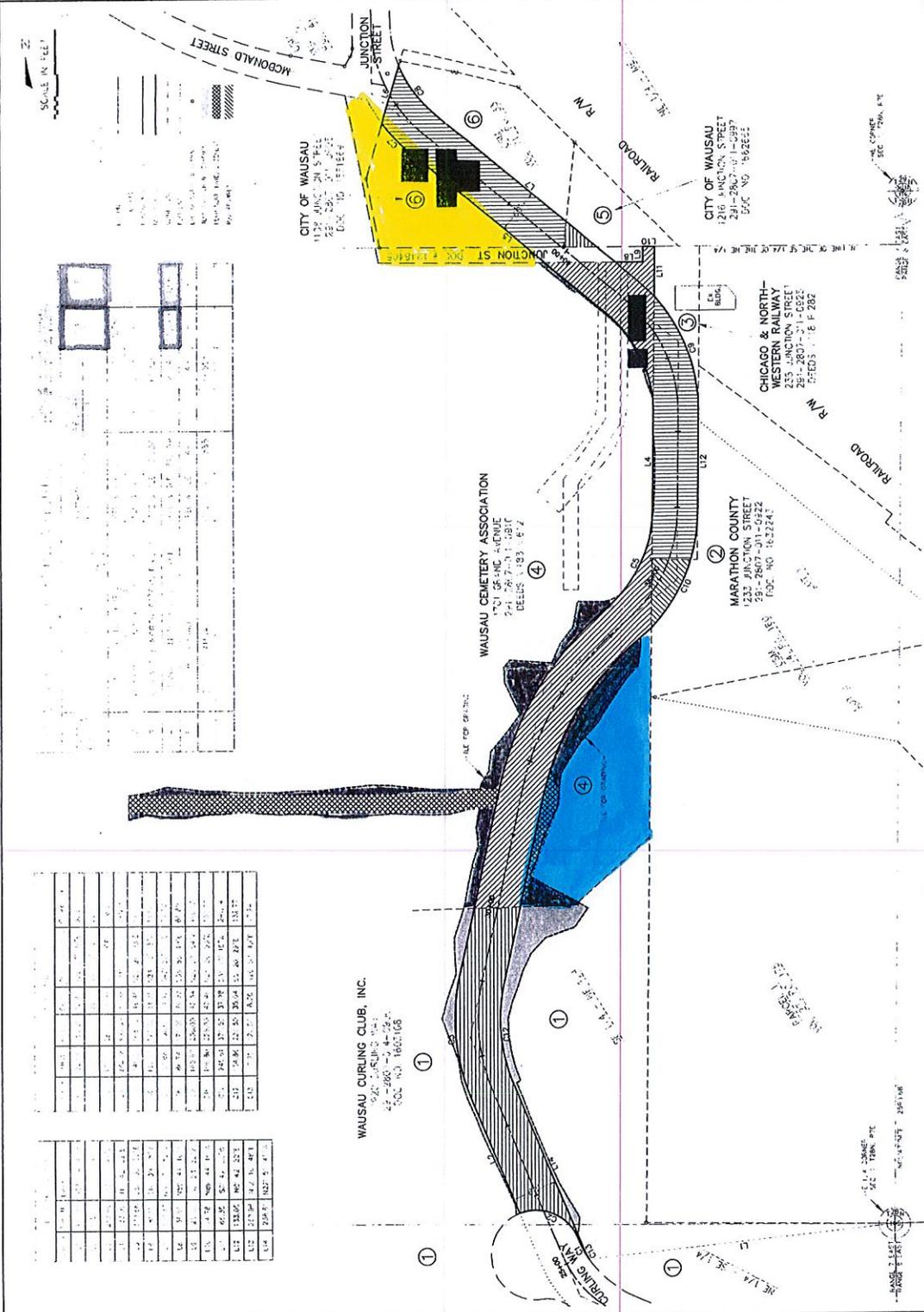
Noting the presence of a quorum, at approximately 5:30 p.m. Chairperson Rasmussen called the meeting to order.

Discussion and possible action regarding the donation / sale of the recently acquired Wausau Cemetery Association property east of Curling Way to Marathon County

Gehin explained that Marathon County is interested in obtaining the property on the east side of Curling Way from Kent Street north to the northern limits of the soccer complex for landfill closure and maintenance purposes. At this point, the County does not know if it would be easier to donate the property or sell it for a minimal amount. The city recently acquired the property through the real estate agreement with the cemetery. Gehin stated over half of the property is covered by the landfill and Scott Corbett with the County will make the determination if the property should be donated or sold.

Mielke moved to approve the staff recommendation to transfer the property to Marathon County and direct staff to execute the appropriate method of transfer. Abitz seconded and the motion carried unanimously 5-0.

Abitz questioned if this would cause a problem with the Finance Committee as the property is valued at \$10,000. Mayor Tipple stated although he is not a legal authority, we have partnered with the County all along and it would make sense to transfer the property rather than sell it. Gehin indicate the City may not want to own the property as over half of it is covered by the landfill. The County needs the property to file closure documents with the DNR and the long term maintenance for the landfill.



ISSUED FOR: []
 REC'D BY: []
 REVISIONS: []
 DATE: 05/07/2014
 PREPARED BY: []
 CHECKED BY: []
 APPROVED BY: []
 CITY OF WAUSAU
 ENGINEERING DEPARTMENT
 1216 JUNCTION STREET
 WAUSAU, WI 54983
 PHONE: (715) 838-1234
 FAX: (715) 838-1234

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OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL
held on Tuesday, September 9, 2014, at 7:00 pm in the Council Chambers at City Hall.
Mayor Tipple presiding.

Roll Call

09/09/2014 7:02:07 PM

Roll call indicated 11 members present.

<u>District</u>	<u>Aldersperson</u>	<u>Present</u>
1	Nagle, William P.	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

Presentations: Wausau Region Chamber of Commerce

Mayor Tipple stated he reached out to area community leaders regarding his plan to develop an advisory committee to study, review and recommend the best form of government for the future of the City of Wausau. He introduced Aaron Kapellusch, President of Wausau Region Chamber of Commerce, who indicated they would be working with an independent consultant concerning what would be the best form of city governance. Kapellusch indicated their board has unanimously approved the creation of an unbiased committee of community members to work with a consultant. He proposed the establishment of a City of Wausau Governance Committee and noted it would include a chairperson chosen by the Chamber Board to work with other business community leaders.

Romey Wagner, Council President, commented he supported and applauded the efforts of the Chamber and he was committed to assist the effort in any way they may request. He stated the results will be reported to and discussed by the Council and used to help educate us and the residents of Wausau.

Public Comment (Pre-registered citizens for matters appearing on the agenda.)

- 1) Chris Menard, 2209 Four Mile Rd, Marathon, spoke on behalf of Linetec in regard to their proposal for Council consideration. He explained the benefits and asked the city to partner with them on this historic \$15 million investment.
- 2) A.J. Gordon, 911 E. Lakeshore Dr., President of Gordon Aluminum Industries, spoke in support of the Linetec proposal and explained how it helps their business as well.

Consent Agenda

09/09/2014 7:16:25 PM

Motion by Nutting, second by Neal to approve all items on consent as follows:

Tipple indicated he was asked to pull file number 14-0908 from the Consent Agenda for discussion.

14-0701 Minutes of previous meetings. (07/08/2014)

14-0904 Resolution of the Capital Improvements and Street Maintenance Committee approving storm sewer easement on 80th Avenue (Wausau Coated Enterprises, LLC)

14-0905 Resolution of the Capital Improvements and Street Maintenance Committee approving Agreement for the Management and Maintenance of a Stormwater facility (VNA Inc.)

14-0909 Resolution of the Capital Improvements and Street Maintenance Committee Approving Temporary Easement and Hold Harmless Agreement for the operation of a paintball facility on the unused portion of Grandview Drive.

14-0105 Final Resolution of the Capital Improvements and Street Maintenance Committee Levying Special Assessments for 2014 Street Improvement Projects.

14-0106 Final Resolution of the Capital Improvements and Street Maintenance Committee Levying Special Assessments for 2014 Street Reconstruction Projects.

03-1006 Resolution of the Finance Committee approving authorization for the execution and terms of airport ground lease to Kocourek Holdings, LLC.

81-1241 Ordinance of the Finance Committee Amending Section 3.25.030 Collection and distribution, to reflect a change in the quarter room tax remittance to monthly and allow hotels to retain 1% of their room tax collections.

14-0906 Resolution of the Plan Commission approving a conditional use at 707 North Third Street to allow for three illuminated wall signs, in a R4, General Residence District (Fish).

14-0907 Resolution of the Plan Commission approving a conditional use at 1015 North Sixth Street to allow for a massage therapy school in a professional building with licensed professionals, in a B2, Community Service District (Serenity Now School of Massage)

14-0108 Resolution of the Public Health & Safety Committee Approving or Denying Various licenses as Indicated.

00-0920 Ordinance of the Public Health & Safety Committee amending Section 8.08.200 Dangerous animals relative to micro-chipping.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

14-0908 09/09/2014 7:20:12 PM

Motion by Nutting, second by Mielke to adopt a Resolution of the Plan Commission approving a conditional use at 2800 Stewart Avenue to allow for two retail establishments both in excess of 7,000 square feet of floor area (Ghidorzi).

Abitz questioned if this needed to be approved tonight because there is going to be discussion with the county on this on Thursday. Chris Ghidorzi, petitioner, stated they are continuing to market this 9 acres to multiple retailer uses and are asking the Council to support it as they continue to market it. Brad Lenz agreed the conditional use was not contingent upon the county decision.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

Suspend the Rules 09/09/2014 7:21:17 PM

Motion by Wagner, second by Rasmussen to suspend Rule 1(D) Transmission of Committee Business to Council - regarding items marked "Pending" (2/3 Vote required)

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

Introduction to 14-0812 and 14-0813

Phil Cosson, Ehlers & Associates, stated the city retained their very strong Aa2 rating from Moody's Investor Service. There is a \$6,405,000 General Obligation Promissory Note that took into account two different purposes, one was to finance the city's capital projects for this year, as well as refinancing two debt issues (2007A and 2007B). He indicated there were 10 bids on this issue, which is excellent. The low bidder was FTN Financial Capital Markets out of Memphis, Tennessee; their bid was 1.388%. He stated they were able to downsize the issue, or reduce the amount of debt that was originally authorized at \$6,560,000 and are now asking the Council to award \$6,405,000. He noted we are about \$255,000 less than what the projections were over that 10 year period as a result of bids that were received.

Cosson stated the second issue was a bond issue at a 15 year amortization on behalf of tax increment districts #3 and #10. He indicated we received four bids with the low bid of 2.4964% from Raymond James & Associates Inc., Memphis, Tennessee. The amount of this issue at \$1,495,000 stays the same. He stated they will be able to retain an additional \$26,000 of project funds that can be used in either district in the future. He further explained the Moody's rating.

14-0812

09/09/2014 7:31:56 PM

Motion by Winters, second by Abitz to adopt a Resolution of the Finance Committee awarding the Sale of \$1,495,000 General Obligation Community Development Bonds, Series 2014B.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

14-0813 Amendment

09/09/2014 7:33:29 PM

Motion by Winters, second by Oberbeck to amend the Resolution of the Finance Committee Awarding the Sale of \$6,560,000 General Obligation Promissory Notes, Series 2014A, to reduce the bond sale by \$155,000 to \$6,405,000 as presented.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES

6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

14-0813

09/09/2014 7:34:12 PM

Motion by Nutting, second by Kellbach to adopt a Resolution of the Finance Committee Awarding the Sale of \$6,405,000 General Obligation Promissory Notes, Series 2014A, as amended on council floor.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

92-1009

09/09/2014 7:35:08 PM

Motion by Winters, second by Kellbach to adopt a Resolution of the Finance Committee approving purchase of refuse and recycling services and amendment of Recyclable and Nonrecyclable Solid Waste Collection Service Agreements, extending current contract for one additional year.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

13-1109

09/09/2014 7:36:29 PM

Motion by Neal, second by Kellbach to adopt a Resolution of the Finance Committee Authorizing a 2014 Budget Modification to Reflect Parking Agreement City of Wausau and Murdock Wausau Limited Properties.

Abitz questioned if the parking study, which was not completed yet, would have any effect on this down the road. Groat explained that is why the committee approved it for only one year so that they could take into account the results of the study in the future.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES

5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

13-1109

09/09/2014 7:37:18 PM

Motion by Nutting, second by Abitz to adopt a Resolution of the Finance Committee approving 2014 Budget Modification - Department of Public Works Hot Mix.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

14-0910 Amendment

09/09/2014 8:12:51 PM

Motion by Rasmussen, second by Winters to amend the development agreement between City of Wausau and Linetec to include a financial claw back provision on both the jobs and increment to be created in Economic Development Committee and direct staff appropriately.

Winters indicated he voted no in committee because 18 years was a really long time for a payback and we are financing this for 15 years. He commented when time intervenes there is a lot of risk and this is public money. He felt he could support this agreement if there was a claw back provision that if there is no delivery of the actual services, jobs or tax base, that we get our money back. He moved to for an amendment that Linetec will guarantee a minimum incremental value of \$3.7 million for calendar years 2016 to 2033 and will pay taxes on the minimum incremental value or the actual incremental value, whichever is greater. *(The motion was later seconded by Neal)* Linetec will commit to keeping specified minimum jobs in Wausau over the 18-year payback period or will return a portion of the grant.

Ann Werth stated they hired Attorney Jackman when they did the Apogee agreement which includes a claw back provision and we would be requesting the same provision for Linetec. This would keep us consistent with what we have done in the past. Rasmussen commented she is a fan of claw back provisions and agreed they should be consistent. She indicated she would be in favor of the provision as drafted by Attorney Jackman. Winters did not like that this provision was only five years long and was not satisfied with it for Linetec with an 18 year payback. Rasmussen stated the ED Committee can make adjustments to the agreements after review.

Chris Menard summarized his presentation to the Finance Committee. Rasmussen reiterated she liked claw backs; they should be used all the time and in a common format. Winters indicated he was willing to withdraw his motion to amend if we are specifying direction that there will be both minimum guaranteed increment for the entire length of the 18 year payback term and that there be a job proportionate claw back provision as well. Neal agreed to withdraw the second.

Nagle stated Linetec was fine with the job claw back, but he did not agree adding a money claw back because he felt we should trust our partners. He stated this was not the way we should conduct business with our industries. Oberbeck pointed out the development agreement itself is not before us tonight, only the development incentive. Winters referred to instructions in the resolution.

Vote on motion as put forth by Rasmussen above:

Yes Votes: 9 No Votes: 2 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	NO
2	Wagner, Romey	YES
3	Nutting, David E.	NO
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

14-0910

09/09/2014 8:13:11 PM

Motion by Wagner, second by Nutting to adopt a Joint Resolution of the Economic Development and the Finance Committees approving a Development Agreement between the City of Wausau and Linetec (a division of Apogee Wausau Group, Inc) to finance facility and equipment expansion located at 7500 Stewart Avenue, Wausau WI 54401

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

12-0807

09/09/2014 8:33:50 PM

Motion by Wagner, second by Rasmussen to adopt an Ordinance of the Public Health & Safety Committee Amending Section 8.08.120 Number of dogs and cats limited in reference to a pet fancier permit.

Nagle felt many of the residential lots in the city were too small for multiple dogs. Winters pointed out Weston has a pet fancier permit program and we have pledged to work together with them to streamline our ordinances to help our animal control officer with consistent enforcement.

Nutting agreed there are some small lot sizes in the city and questioned if there was a provision in the ordinance regarding lot size. Rasmussen responded there was not because they felt a responsible owner compliant with our regulations could manage their pets without issues. Oberbeck also felt four or five dogs on close small lots would not be good for neighbors. Neal questioned if there was a provision to revoke the permit if there were problems with neighbors. Rasmussen stated the permit can be revoked and we have animal control responding to complaint calls relatively quickly. Wagner noted there have not been complaints on people with four or five dogs now and this allows people to come forward and be honest.

Oberbeck commented the animal control budget is not sustaining itself and we have the cat problem as well, he did not feel we should pass the ordinance until we get this situation under control.

Yes Votes: 9 No Votes: 2 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	NO
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES

6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	NO
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

13-0309

09/09/2014 8:34:29 PM

Motion by Nutting, second by Wagner to adopt a Resolution of the Public Health & Safety Committee Authorizing the addition of fees to the City of Wausau Fees and Licenses Schedule adopted pursuant to Wausau Municipal Code Section 3.40.010(a) for pet fancier permit.

Yes Votes: 9 No Votes: 2 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	NO
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	NO
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

14-0911

09/09/2014 8:36:11 PM

Motion by Wagner, second by Abitz to adopt a Resolution of the Finance Committee approving Acquisition and Demolition/Rehabilitation of Residential Property 206 N. 6th Avenue and 1212 S. 9th Avenue.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

13-1115

09/09/2014 8:37:18 PM

Motion by Mielke, second by Wagner to move into CLOSED SESSION pursuant to 19.85(1)(g) of the Wisconsin Statutes for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: BC II Properties LLC. et al. Marathon County Circuit Court Case No. 14CV533 (Rental Licensing).

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES

6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

13-1115

09/09/2014 8:48:52 PM

Motion by Nutting, second by Mielke to adopt an ordinance of the Public Health & Safety Committee amending Section 16.04.039 Residential Rental Licensing relative to refusal of tenant or other person in charge of dwelling unit to admit Chief Inspector and refuse to reschedule inspection or reinspection and delete subsection (e)(4)(B) and renumber subsection accordingly.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

Adjournment

09/09/2014 8:49:20 PM

Motion by Neal, second by Mielke to adjourn. Meeting adjourned at 8:49 pm.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

James E. Tipple, Mayor
Toni Rayala, City Clerk

OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL
held on Tuesday, September 23, 2014, at 7:00 pm in the Council Chambers at City Hall.
Mayor Tipple presiding.

Roll Call

09/23/2014 7:00:42 PM

Roll call indicated 11 members present.

<u>District</u>	<u>Aldersperson</u>	<u>Present</u>
1	Nagle, William P.	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

Public Comment (Pre-registered citizens for matters appearing on the agenda.)

None.

14-0912

09/23/2014 7:07:56 PM

Motion by Wagner, second by Rasmussen to adopt a Resolution of the Capital Improvements and Street Maintenance Committee approving modifications to 28th Avenue to address traffic access and flow pending development at 2800 Stewart Avenue.

Abitz questioned if it was necessary to vote on this tonight or if they should wait until they hear from the county. Rasmussen indicated they needed to move the project forward tonight because excavation needs to begin to get the foundation of these two businesses poured before winter. She noted she attended the county's infrastructure committee meeting where they considered this same item and approved it unanimously. The decision left is up to the DOT because they as part of the jurisdictional transfer of the area retained access control. The DOT gets to make the final decision as to whether or not they will allow the turn lane; however, the feedback so far has been positive.

Abitz commented some of the neighbors were not pleased with this construction because it is going to obscure their vision of Rib Mountain, as well as being unhappy about the trees that were taken down. Rasmussen responded that parcel was acquired by the Ghidorzi's for development and has been zoned and marketed as such for over two years. Oberbeck noted the landscaping will improve the look and it will be a nice addition to the neighborhood.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

13-1109

09/23/2014 7:08:32 PM

Motion by Mielke, second by Neal to adopt a Resolution of the Finance Committee authorizing a 2014 Budget Modification Due to Mid-Year Review.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

Suspend Rule

09/23/2014 7:09:11 PM

Motion by Nagle, second by Rasmussen to suspend the Standing Rule of the Common Council 1(D) Transmission of Committee Business to Council in reference to File #08-0710 (2/3 Vote required).

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

08-0710

09/23/2014 7:14:19 PM

Motion by Wagner, second by Oberbeck to adopt a Resolution of the Finance Committee approving amendment to Parking Space Lease Agreement between City of Wausau and Murdock Wausau Limited Properties.

Winters stated he voted no because of the process more so than the product. He commented we will be giving up \$168,000 in parking revenue to Murdock in exchange for Compass Properties renovating the building. He noted Compass Properties is not a party to this contract and all we have is a promise of future investment with no guarantee. Nagle commented Mr. Noel is an integral part of our downtown and has always fulfilled what he has said he will do.

Abitz pointed out the parking study reviewing parking rates has not been concluded yet and she questioned if we should sign a five year lease with a 2008 rate. Tipple stated the five year rate is needed for the bank financing. Groat indicated she does a survey of parking rates of other comparable communities and did not feel our current parking rates were really lagging in that regard. She did not have a big expectation of changes in that parking study.

Yes Votes: 9 No Votes: 2 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	NO
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	NO

14-0913

09/23/2014 7:39:27 PM

Motion by Nutting, second by Neal to adopt an ordinance of the Plan Commission Rezoning 1100 South Twenty-Fifth Street from RI, Single Family Residence District, to UDD, Unified Development District (Wood).

Rasmussen stated this multi-family housing complex is a substantial departure from what the original plan for the area was which was for single family dwellings. She indicated she opposed it the last time it came to Council and intended to oppose it again.

Wagner commented there is a petition in opposition from a high percentage of the people that live up McIntosh. Traffic is already heavy on this residential street with Fountain Hills and the apartment complex. He did not feel it was a good idea to put another 70 units of apartments on Twenty-Fifth Street which is not a city street and is not paved. He felt the city should accept the responsibility for paving Twenty-Fifth Street and getting the traffic controlled on McIntosh. He indicated he will oppose the plan as it stands now.

James Riehle, Town of Wausau Chairman, questioned the exact boundaries of the annexation. Brad Lenz explained there was no annexation being proposed with this development. The development is currently in the City of Wausau; however, Twenty-Fifth Street is entirely in the Town of Wausau.

Abitz questioned if the project could be delayed and be sent back to committee. Chris Slater, Premier Real Estate Management, indicated they would like to get the rezoning tonight, but they wouldn't be starting the project until next spring. Rasmussen stated she would not support a referral back to committee because everyone involved needs to have a decision one way or the other.

Yes Votes: 2 No Votes: 9 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	NO
3	Nutting, David E.	YES
4	Neal, Tom	NO
5	Gisselman, Gary	NO
6	Winters, Keene	NO
7	Rasmussen, Lisa	NO
8	Kellbach, Karen	NO
9	Oberbeck, David	NO
10	Abitz, Sherry	NO
11	Mielke, Robert	NO

Adjourn

09/23/2014 7:39:57 PM

Motion by Mielke, second by Nutting to adjourn. Meeting adjourned at 7:40 p.m.

Yes Votes: 11 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Nagle, William	YES
2	Wagner, Romey	YES
3	Nutting, David E.	YES
4	Neal, Tom	YES
5	Gisselman, Gary	YES
6	Winters, Keene	YES
7	Rasmussen, Lisa	YES
8	Kellbach, Karen	YES
9	Oberbeck, David	YES
10	Abitz, Sherry	YES
11	Mielke, Robert	YES

James E. Tipple, Mayor
Toni Rayala, City Clerk

**INITIAL RESOLUTION OF CAPITAL IMPROVEMENTS & STREET
MAINTENANCE COMMITTEE**

Setting a public hearing regarding vacating and discontinuing the alley abutting 720 and 724 Franklin Street and 715, 717 and 721 McIndoe Street

Committee Action: Approved 5-0

Fiscal Impact: None

File Number: 14-1104

Date Introduced: November 11, 2014

RESOLUTION

WHEREAS, pursuant to Wis. Stats. 66.1003(4)(a), it is declared that since the public interest requires it, the following described portion of alley in the City of Wausau be vacated and discontinued:

Part of Block 1, Dunbar & Parcher's 1st Addition to Wausau, being part of Section 25, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, described as follows:

All of the 12 foot alley in said Block 1, except any portions previously vacated.

WHEREAS, the Capital Improvements and Street Maintenance Committee at its October 9, 2014 meeting recommended that a hearing be held.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Wausau, that a hearing on the passage of the foregoing resolution shall be held before the Capital Improvements and Street Maintenance Committee of the City of Wausau in the Council Chambers of City Hall, 407 Grant Street, Wausau, Marathon County, Wisconsin, on the 8th day of January, 2015, at 5:30 p.m., on said day, and the proper City officials are hereby authorized and directed to give notice of said hearing by personal service and publication of said hearing as provided by law.

Approved:

James E. Tipple, Mayor

AGENDA ITEM
<p>Discussion and possible action on an initial resolution to hold a public hearing to vacate the alley abutting 720 Franklin Street, 724 Franklin Street, 715 McIndoe Street, 717 McIndoe Street, and 721 McIndoe Street</p>
BACKGROUND
<p>The City has received interest from the owners of 721 McIndoe Street and 724 Franklin Street regarding vacating the alley abutting their properties. The alley also abuts 720 Franklin Street, 715 McIndoe Street and 717 McIndoe Street. The City would like to vacate the alley abutting each property.</p>
FISCAL IMPACT
<p>The fiscal impact for vacating the alley is none.</p>
STAFF RECOMMENDATION
<p>Staff recommends approval of the initial resolution to hold a public hearing for the purpose of vacating the alley abutting 720 Franklin Street, 724 Franklin Street, 715 McIndoe Street, 717 McIndoe Street and 721 McIndoe Street.</p>
<p>Staff contact: Allen Wesolowski 715-261-6762</p>

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: October 9, 2014, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Rasmussen, Gisselman, Kellbach, Mielke, Abitz

Also Present: Mayor Tipple, Lenz, Wesolowski, Gehin, Jacobson.

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

Noting the presence of a quorum, at approximately 5:30 p.m. Chairperson Rasmussen called the meeting to order.

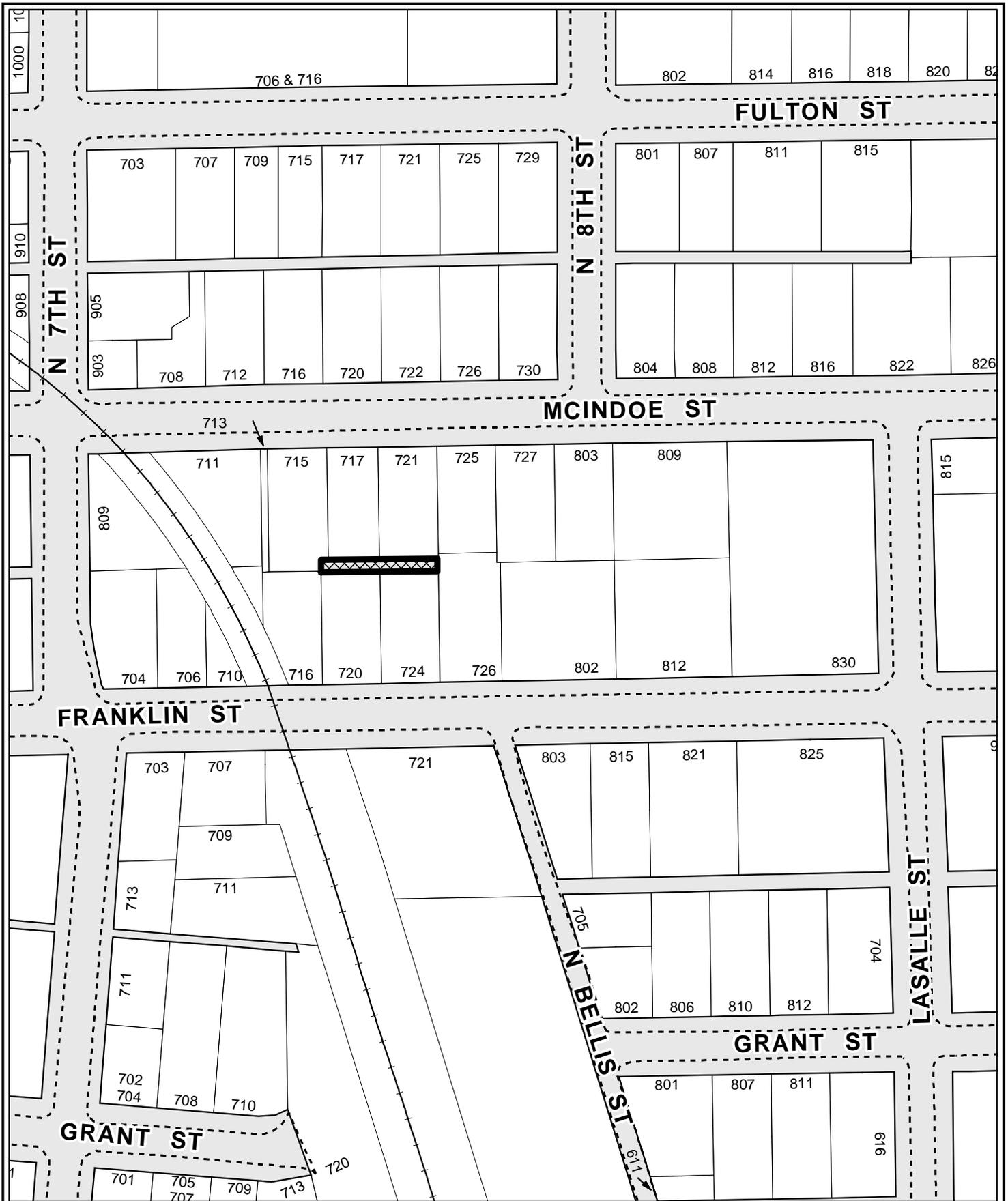
Discussion and possible action on an initial resolution to hold a public hearing to vacate the alley abutting 720 Franklin Street, 724 Franklin Street, 715 McIndoe Street, 717 McIndoe Street and 721 McIndoe Street

Wesolowski stated staff is not sure why this portion of the alley has not been vacated. The property owners have expressed interest in vacating.

Abitz moved to approve an initial resolution to hold a public hearing to vacate the alley abutting 720 Franklin Street, 724 Franklin Street, 715 McIndoe Street, 717 McIndoe Street and 721 McIndoe Street. Gisselman seconded.

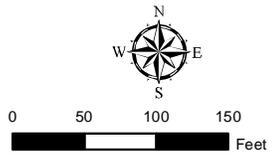
Abitz was surprised this was not already done as she went looking for the alley and could not find it. She wondered how the alley, if vacated, would be divided between the property owners. Wesolowski indicated the City Surveyor would look into how the land would get divided.

There being a motion and a second, motion to approve an initial resolution to hold a public hearing to vacate the alley abutting 720 Franklin Street, 724 Franklin Street, 715 McIndoe Street, 717 McIndoe Street and 721 McIndoe Street carried unanimously 5-0.

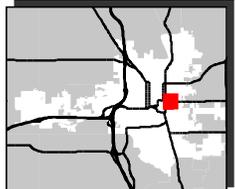


CITY OF WAUSAU

Marathon County, Wisconsin



 Vacate  Road (Paved)



Map Date: October 20, 2014

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving the 2015 Operating Plan for Business Improvement District (BID) No. 1

Committee Action: Approved 4-0

Fiscal Impact: \$0 The Bid plan allows businesses within the district to establish assessments to fund activities that develop, manage, and promote the district

File Number: 04-1006

Date Introduced: November 11, 2014

WHEREAS, the Business Improvement District Board met on October 22, 2014 and approved the 2015 operating plan which provides for special assessments of \$60,000 to fund Main Street activities; and

WHEREAS, state statutes require approval by the local legislative body; now therefore

BE IT RESOLVED, by the Common Council of the City of Wausau that the 2015 operating plan for Business Improvement District No 1 is hereby adopted; and

BE IT FURTHER RESOLVED, that the proper City officials are hereby authorized and directed to meet the city's obligation under the plan including, but not limited do the levy of special assessments.

Approved:

James E. Tipple, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, October 28, 2014 @ 5:00 pm., Board Room

Members Present: Winters, Kellbach, Nagle, Oberbeck

Members Excused: Nutting

Others Present: Tipple, Groat, Giese, Jacobson, Hite, Kujawa, Barnes, Bliven, Wesolowski, Wagner, Gisselman, Mielke, Abitz, Goede

Approval of the 2015 BID Operating Plan – Groat

Groat stated the BID Board met last week and adopted the plan without any significant change. The plan has that the BID would continue to generate \$60,000 of special assessments which go to Main Street to help finance the Main Street Program. She explained the taxing method has a minimum amount of \$250 and a maximum amount of \$2,500, which is based on value.

Motion by Nagle, second by Kellbach to approve the 2015 BID Operating Plan. Motion carried 4-0.

**OPERATING PLAN
FOR
CALENDAR YEAR 2015
BUSINESS IMPROVEMENT DISTRICT NO. 1
OF THE CITY OF
WAUSAU, WISCONSIN**

**OPERATING PLAN FOR CALENDAR YEAR 2015
BUSINESS IMPROVEMENT DISTRICT NO. 1
OF THE CITY OF WAUSAU, WISCONSIN**

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**OPERATING PLAN FOR CALENDAR YEAR 2015
BUSINESS IMPROVEMENT DISTRICT NO. 1
OF THE CITY OF WAUSAU, WISCONSIN**

I. INTRODUCTION

Under Wisconsin Statute section 66.1109, (the “BID Law”) cities are authorized to create Business Improvement Districts (“BIDs”) upon the petition of at least one owner of property used for commercial purposes within the District. The purpose of the BID Law is “. . .to allow businesses within those districts to develop, to manage and promote the districts and to establish an assessment method to fund these activities.” 1983 Wis. Act 184, Section 1, legislative declaration.

BID assessments are similar to traditional special assessments wherein property owners are assessed for improvements or services that benefit them. Unlike the traditional special assessments, however, BID assessments can be used to finance a wider range of activities, services and improvements such as The River District activities, special events, business retention, expansion and recruitment, promotions and marketing, and seasonal street decorations.

Pursuant to BID Law, an operating plan (“Operating Plan”) must be presented to all property owners of the proposed City of Wausau, Wisconsin Business Improvement District No. 1 (the “District”). The Operating Plan must show the services to be offered by the District, expenditures by the District, the special assessment method applicable to properties within the District for the second year of the BID, and other requirements of the BID Law.

II. DISTRICT BOUNDARIES

The Business Improvement District area shown in the map located in Appendix A, which is attached hereto and incorporated herein by this reference. This entire area represents the heart of Wausau’s central business district. The area also encompasses the area designated as the River District Wausau.

III. OPERATING PLAN

A. Plan Objectives

The objective of the Main Street Wausau, Inc. is to further promote the development, redevelopment, operation and promotion of the River District for the physical and economic benefit of all business and property owners within the BID as well as the entire Wausau community through the partial financing of the operating budget of Main Street Wausau, Inc. This is to occur in conjunction with the continued funding of these efforts by the City of Wausau.

Main Street Wausau, Inc. was accepted into the Wisconsin Main Street Program in 2002. Each year the program is provided three Architectural drawings, available to any business or commercial property owner in the River District, by the Wisconsin Main Street Program. The Program also provides a maximum of two on-site business assistance visits and a one-day technical assistance visit, available to any business or commercial property owner in the River District. In addition, Main Street Wausau, Inc. holds monthly four point approach committee meetings and listening sessions.

In conjunction with Wausau Events, Inc., the Main Street Program assists the organization of many beneficial and enjoyable events, such as Concerts on the Square, Winter Fest, and the Holiday Parade. These events have attracted locals and visitors alike to the River District.

Main Street Wausau, Inc. continues to adopt and undertake work plans to develop and promote the River District as an exciting place to live, learn, work and play, through collaborative efforts that involve area businesses, public and private institutions and property owners.

B. Proposed Activities

With the funding from the BID, the Main Street Program is planning for 2015 the following programs, either directly, or through cooperative efforts with Wausau Events, Inc. and the City of Wausau:

I. Organization

- a. Maintain website, database and inventory of properties, businesses, and District stakeholders.
- b. Research various revenue streams through which to additionally support organizational operations.
- c. Develop partnerships with and among Wausau River District stakeholders by gathering members bi-annually for River District In4mation Breakfast.
- d. Develop and distribute State of the Wausau River District Report
- e. Coordinate customer satisfaction survey of Wausau River District stakeholders to measure organization's progress on meeting the business and property development needs as established with the baseline set of data in 2014.
- f. Communicate regularly with Wausau River District stakeholders in person and via electronic and mail correspondence.
- g. Recruit, train, and orient new board and committee members.
- h. Promote the Main Street program via the website, press releases, presentations with community groups, informational brochures, e-newsletters, etc.
- i. Recognize volunteer contributions to the Program by highlighting volunteer accomplishments via a variety of marketing channels.
- j. Support legal name change of Main Street Wausau, Inc. to Wausau River District, Inc.
- k. Pursue National Main Street Accreditation

II. Promotions/Marketing

- a. Promote the District to residents and visitors. This includes advertisements in the CVB Visitor Magazine and other in- and out-of-market advertising channels.
- b. Develop promotional campaign and marketing materials to support Near West Side businesses during 2015 street reconstruction.
- c. Publish weekly promotional emails (Hot Happenings In The River District)
- d. Assist the development and launch of First Thursdays.
- e. Introduce and market Wausau River District brand with new positioning statement.
- f. Coordinate seasonal promotions and advertising campaigns through the development and placement of print, online, television and/or radio

advertisements for Sidewalk Sales, Christmas on First Open House and Trick or Treat.

- g. Financially assist the reproduction of pedestrian oriented signage (e.g. ‘map kiosks’ along Third Street) in accordance with recommendations made through the City of Wausau Wayfinding Master Planning
- h. Support special events.

III. Economic Development

- a. Lead and/or support redevelopment initiatives on the District’s Near West Side.
- b. Update, reprint and redistribute River District Market Profile.
- c. Conduct Market Survey.
- d. Administer Property Improvement Grant.
- e. Facilitate and/or secure resources needed for individual business development.

IV. Design

- a. Administer Sign Grant Program
- b. Support City/Metro Area Wayfinding Signage initiative
- c. Coordinate stakeholder input on planning for neighborhood design on the west side of the Wausau River District.
- d. Support and/or facilitate incorporation of artwork into the District’s landscape

Based on resources, time and BID Board discretion, some of these programs may not be fully implemented. The BID Board acknowledges that the Main Street Program may conduct other activities similar to those above, to carry out the objectives identified above. The BID Board further acknowledges that the Main Street Program may not achieve full completion of all of the activities outlined above. In addition, the BID shall have all powers granted under the BID Law, including to collect the assessments provided herein, and to carry out the purposes of this Operating Plan.

C. Expenditures and Financing Method

The operating budget for the District is \$60,000.00 which will be collected through the BID assessment. The BID expenditure represents the partial funding of the 2015 Main Street Program. This funding will be made upon written request from Main Street Wausau, Inc. to the extent of funds collected by the City of Wausau pursuant to the assessment levied hereby. The projected revenue and expenditures for year 2015 of the Main Street Program are identified on Appendix B, which is attached hereto and incorporated herein. The actual budget will be adjusted if the actual revenue received is less than projected. The adjustments could include revising or eliminating individual budget line items as determined by the BID Board of Directors. Expenditures are intended to be made in a fair and equitable basis throughout and for the benefit of the entire District. In the event that a surplus exists at the end of any fiscal year, the monies may be carried over for expenditures in subsequent years.

The Operating Budget for any BID year will be subject to the approval of the City of Wausau, as set forth in Wisconsin Statutes section 66.1109. While this budget does not, the BID Board acknowledges that if any year’s annual operating budget exceeds the prior year’s annual operating budget by 4% or more, such budget must be approved by a 2/3 majority of the entire District Board. No capital improvements are currently planned by the District. For the purpose of this Operating Plan, “capital improvement” means any physical item that is permanently

affixed to real estate including, without limitation, street lighting and sidewalk improvements. The term “capital improvement” shall not include, among other things, any maintenance equipment or supply, any communications equipment, any vehicles, any seasonal improvement or any holiday lighting or decoration. After the District Board has approved the annual operating plan and budget, they will be sent to the City for approval, adoption and inclusion in the City’s annual budget for the following year.

The District may not borrow funds.

The District will continue to support the Main Street Program’s efforts to solicit gifts, grants and other voluntary contributions from parties outside the Main Street Program boundaries.

D. Organization of the District Board

The Mayor shall appoint members, who will culturally represent Wausau’s diverse communities, to the District Board (the “Board”), and the Wausau City Council will act on the confirmation of such appointments. The Board shall be responsible for implementation of this Operating Plan. This requires the Board to negotiate with providers of services and materials to carry out the Operating Plan; to enter into various contracts; to monitor the effectiveness of the District’s activities, to aid compliance with the provisions of applicable statutes and regulations; and to make reimbursements for any overpayments of District assessments.

Wisconsin Statutes section 66.1109(3)(a) requires that the Board be composed of at least five members and that a majority of the Board members shall either own or occupy real property in the District. If the actual property or business owner is an entity, that entity shall designate a representative to act on its behalf.

The Board shall be structured and operate as follows:

1. Board Size – 11 members.

2. Composition –

Business Owners – four members, representing owners of commercial business in the area;

Property Owners – five members, representing owners of commercial property in the area;

Government – one member, representing the City of Wausau; and

Wausau Events, Inc. – one member, representing Wausau Events, Inc., Inc.

In addition, the following representatives shall be appointed by the Mayor who shall not be formal members of the Board and therefore cannot vote, but who will represent the following constituency, and advise the Board, and shall be notified of all Board meetings, shall be able to attend such Board meetings and give input to the Board:

Board of Main Street Wausau, Inc. – all members (without votes) of the Board of Directors of Main Street Wausau, Inc.

3. Term – Appointments to the Board shall be two classes (of five and six members per class respectively) for staggered periods of two years.
4. Compensation – None.
5. Open Meetings Law – All meetings of the Board shall be governed by the Wisconsin Open Meetings Law if and as legally required.
6. Record Keeping – Files and records of the Board’s affairs shall be kept pursuant to the Wisconsin Public Records Law.
7. Staffing and Office – To be determined as necessary.
8. Meetings – The Board shall meet regularly, at least once every three months. An annual meeting will be planned for all property/business owners.
9. Executive Committee – The Board shall elect from its members a chair, a vice-chair, a secretary, and a treasurer who shall comprise an Executive Committee of the Board. The Executive Committee of the Board shall be authorized to oversee the day-to-day operations of the District, including the execution of minor contracts, and the signing of checks, subject to the controls adopted by the Board.
10. Committees – To be determined as necessary.
11. Non-Voting Advisors – The Board will have non-voting advisors, as identified above.
12. Powers – The Board shall have all powers necessary and convenient to implement the Operating Plan, including the power to contract.
13. Annual Report – The Board shall prepare and make available to the public annual reports, including an independent certified audit conducted by the City of Wausau, as required by the BID Law.

IV. METHOD OF ASSESSMENT

A. Annual Assessment Rate and Method

The annual assessment for District operating expenses will be in direct proportion to the equalized assessed value of that property within the District.

The total assessment for each assessed parcel is formulated as follows:

1. Divide the proposed annual District budget by the total assessed valuation (as reflected on the City’s tax rolls) of all property within the District that is subject to assessment as provided by law.

(Note - this quotient shall expressed to the nearest 1/10,000 and be referred to so the “BID Mil Rate”)

2. Multiplying the BID Mil Rate by the assessed valuation of each Assessable Property (as defined herein), the product of which shall be the District’s initial assessment of that Assessable Property, but shall be subject to the adjustments set forth in Section IV.A.3 below.
3. Notwithstanding the foregoing, the total of the District’s assessment for each Assessable Property shall not exceed \$2,500.00 nor be less than \$250.00, which is computed using the following steps:
 - a. first, all Assessable Properties whose initial assessment is less than \$250.00 shall have their assessment adjusted to \$250.00;
 - b. second, any excess assessment created by the adjustment made in subsection a. shall be applied to reduce the initial assessment of all other Assessable Properties within the District;
 - c. third, all Assessable Properties whose initial assessment is greater than \$2,500.00 shall have their initial assessment adjusted to \$2,500.00;
 - d. fourth, any deficit of assessment created by the adjustments made in subsection c. shall be allocated among all other Assessable Properties on a proportionate basis, this basis being equivalent to what the total assessed value of Assessable Property bears to the total assessed value of all Assessable Properties in the District.
4. Use of each Assessable Property as of January 1 in the year of assessment, as reflected in the records of the Assessor for the City of Wausau, shall control for purpose of the District’s assessment.

For purposes of this Operating Plan, an “Assessable Property” shall be defined as a parcel of land subject to assessment hereunder and under the BID Law, with a separate Tax Key Number, as identified in the City of Wausau’s Assessor’s Office.

The BID assessment is hereby levied by the City of Wausau, which shall be a lien against each of the tax parcels of real property contained in the District, unless exempted as identified herein, under the power of Wisconsin Statutes Chapter 66. Such special assessments are hereby levied by the City of Wausau by adoption of this BID Plan. The city comptroller is authorized to include the BID assessment on bills for properties subject to the assessment within the designated Improvement District for calendar year 2015.

The City of Wausau shall collect such BID assessments and shall provide to the BID Board an accounting of the amounts received and the tax key numbers for which they are collected. All assessments shall be placed in a segregated account in the City’s treasury. The City shall disburse the funds when the BID Board requisitions payments for its expenses that are authorized by the BID Operating Plan. All interest earned by virtue of temporary investment of funds in the BID account shall remain in the account for activities delineated in the BID Operating Plan.

All assessments hereby levied shall be due and payable on or before the due date of the first installment of real estate taxes on the properties assessed hereby. No assessments levied hereby may be paid in installments.

B. Excluded and Exempt Property

The BID statute requires explicit consideration of certain classes of property. In compliance with the law, the following statements are provided.

1. Wisconsin Statutes section 66.1109(1)(f) 1m: The District will not contain property used exclusively for manufacturing purposes.
2. Wisconsin Statutes section 66.1109(5)(a): Property used exclusively for residential purposes will not be assessed.

Property exempt from general real estate taxes, for the calendar year in which the BID Operating Plan is adopted, are hereby excluded from the District by definition, even though the boundaries of the District would otherwise include them. Owners of tax exempt property adjoining the District and expected to benefit from District activities will be asked to make a financial contribution to the District on a voluntary basis. In addition, those tax exempt properties adjoining the District which are later determined no longer to be exempt from general property taxes, and tax exempt properties whose owners consent in writing to be assessed, shall automatically become included within the District and subject to assessment under any current operating plan without necessity to undertake any other act.

V. PROMOTION OF ORDERLY DEVELOPMENT OF THE CITY

Under Wisconsin Statutes section 66.1109(1)(f) 4, this Operating Plan is required to specify how the creation of the District promotes the orderly development of the City. The District will increase the vitality of the Main Street Program Area and central business district and, consequently, encourage commerce in the City. Increased business activity in the City will increase sales tax revenues and property tax base.

City Role in District Operation

The City has committed to assisting owners and occupants in the District to promote its objectives. To this end, the City has played a significant role in creation of the District and in the implementation of the Operating Plan. In furtherance of its commitment, the City shall:

1. Maintain services to the Main Street at their current levels;
2. Maintain the City's current financial commitment to the Main Street Program for \$30,000.00 per year in funding;
3. Handle the billing and collection of the BID assessment as provided herein;
4. Have the City Attorney make a legal opinion that the BID Operating Plan complies with the requirements of the BID Law; and

5. Annually perform an independent certified audit of the implementation and operating plan pursuant to section 66.1109(3)(c) of the BID Law.

VII. FUTURE YEAR OPERATING PLANS

A. Changes

This Operating Plan is designed to authorize and control the BID for only its 2015 activities.

Wisconsin Statutes Section 66.1109(3)(b) requires the Board and the City to annually review, approve, and make changes as appropriate in the Operating Plan. Therefore, while this document outlines in general terms proposed activities, information on specific properties, budget amounts and expenditures are based solely upon current conditions. Subsequent years' activities, budget, and assessments will be provided in the required annual plan updates, and approval by the Common Council of such plan updates shall be conclusive evidence of compliance with this Operating Plan and the BID Law.

B. Amendment, Severability and Expansion

The District has been created under authority of Wisconsin Statutes section 66.1109. Should any court find any portion of this Operating Plan, or the BID Law invalid or unconstitutional its decision will not invalidate or terminate the District and this Operating Plan shall be amended to conform to the law without need of re-establishment.

C. Automatic Termination Unless Affirmatively Extended

The District Board shall not incur obligations extending beyond 2015.

VI. GENERAL

All exhibits referenced herein are incorporated herein by reference.

APPENDIX B

	MAIN STREET WAUSAU, INC.					
	General Fund	Organization	Promotion	Economic Dev.	Design	TOTAL
REVENUES						
Grants	\$ 30,000					30,000
BID Funds	\$ 60,000					60,000
Other						
Total Revenues	\$ 90,000	\$ -	\$ -	\$ -	\$ -	90,000
EXPENDITURES						
Administration:		55,670				55,670
Projects:		5,650	49,685	2,600	5,100	60,035
TOTAL EXPENDITURES		61,320	49,685	2,600	5,100	120,550
Excess (Deficiency) of Revenues over Expenses						(30,555)*

* Deficit is funded through Main Street Wausau, Inc.'s budget carryover and/or grants that may be secured.

RESOLUTION OF THE PUBLIC HEALTH & SAFETY COMMITTEE

Approving or Denying Various Licenses as Indicated

Committee Action: Approved 5-0

Fiscal Impact: None

File Number: 14-0108

Date Introduced: November 11, 2014

RESOLUTION

WHEREAS, your Public Health and Safety Committee considered certain license applications at its October 20, 2014 meeting and has made recommendations that are attached hereto in the meeting minutes and recommends these actions to the Council for its approval, now therefore

BE IT RESOLVED by the Common Council of the City of Wausau that the City Clerk be hereby authorized to issue the licenses on the attached list, incorporated as part of this resolution, according to recommendations made by the Public Health & Safety Committee and upon successful completion and acceptable proof that all applicable state and municipal regulations and requirements have been met by the applicants.

Approved:

James E. Tipple, Mayor

CLERK'S REPORT TO PUBLIC HEALTH & SAFETY COMMITTEE

October 20, 2014 Meeting

AGENDA ITEM # 3

Approve or deny various licenses as indicated on the attached summary report of all applications received.

ADDITIONAL INFORMATION

Applications as listed have or will have a background check run by staff and reviewed by the Police Chief or his designee. Applications marked pending will have a status update at the meeting. In accordance with city ordinance, **all permits approved are held for debts owed to the city until the debt is paid in full.**

1. The application of Shawn Bauer, for a Public Transport Driver, has received a denial recommendation per Chief Hardel due to a lengthy record, including felony convictions and three OWI convictions.
2. Lil' Ole Winemaker Shoppe, LLC has applied for a Class B Beer license to add to their premises at 602 Jefferson Street. They currently hold a Class B Liquor -Wine only (they cannot serve any hard liquor) license permitted for wineries. The Dept. of Justice informed us at our conference that they now allow wineries to also hold a Class B Beer license.
3. Hmong Eggrolls, LLC, has applied for a Class B Beer license for their premise located at 1040 S. 10th Avenue, Wausau
4. There are three applications for Pet Fancier Permits (attached). Background checks were conducted for animal cruelty or violations of the animal code; none were found.
5. Downtown Grocery.Com, LLC is renewing for a Sidewalk Café relative to their four outside tables. They have a Class A license and do not serve alcohol.
6. Class I Special Event applications from Wausau Area Events for the annual Holiday Parade on December 5, 2014; and Eastbay (with Capture Marketing LLC) for the 2014 Eastbay Turkey Trot, on Thanksgiving Day.

STAFF RECOMMENDATION

Staff recommendation is to approve or deny as indicated on the summary report including those that may be introduced at the meeting. Please let me know if you have any question regarding any license applications listed.

Mary Goede, Deputy Clerk

Date of Report: October 15, 2014

(715) 261-6621

PUBLIC HEALTH & SAFETY COMMITTEE

Date and Time: Monday, October 20, 2014, at 5:15 pm, (Council Chambers)

Members Present: Rasmussen (C), Gisselman, Kellbach, Wagner, Neal

Others Present: Alfonso, Hardel, Barnes, Bishop, Kujawa, Rayala, Hebert, Goede, Linda Karger, other interested parties.

Consider various license applications.

Rasmussen indicated Shawn Bauer's application for a Public Transport Driver was recommended for denial. Bauer addressed the committee stating he has a bad record but has been trying to change his life and hold down a job. He commented he had his back fused and it has been very hard for him to find work, but this is something he can do.

Chief Hardel stated Bauer's record includes one felony conviction in 2006 and three OWI convictions. Bauer indicated he has not had any criminal convictions since 2006. Hardel stated the three OWI convictions greatly concerned him and he has never recommended approval for a public transport driver with three OWIs. Rasmussen commented she was also concerned with the number of operating after revocation citations, which told her he did not take it seriously and drove anyway. Bauer stated he understood their concerns but was really trying to be a good citizen. He agreed he had a real problem with his driver's license but finally got it back after paying over \$10,000 in fines. He felt he paid his debt and has learned from his mistakes.

Rasmussen noted there was a special event application for the 2014 Eastbay Turkey Trot. Goede noted that Rob Andringa, DPW, temporarily objects until a meeting is scheduled with the police department regarding the route. Lt. Barnes stated there were several concerns with the Turkey Trot, specifically that it is held on Thanksgiving. He stated last year we required that Bridge Street and 5th Street and a portion of Scott Street have a lane closure because it would not be safe to run the sidewalks with 1500 – 2000 people. They are anticipating the same turnout this year, so he has a meeting scheduled with DPW to address who will put out the cones and staffing. He indicated they would work out the details and recommended approval.

Motion by Neal, second by Wagner to approve or deny licenses as recommended by staff, with the exception of Shawn Bauer for Public Transport Driver, to be voted separately. Motion carried 5-0.

Neal commented he understood the Chief's recommendation regarding Bauer, but felt he paid his dues by not having any history the last five years and he deserved a chance. Wagner commended him for trying to turn his life around, but felt this was not a job he qualified for based on his record.

Motion by Neal, second by Gisselman to approve Shawn Bauer for a Public Transport Driver license. Motion failed 1-4.

HEALTH AND SAFETY LIST
ALL LICENSES
OCTOBER 20, 2014REPORT ID: LRS530I
RUN DATE: 11/05/14
RUN TIME: 12:22:01

<u>NAME</u> <u>ADDRESS</u>	<u>RECORD</u> <u>YEAR</u>	<u>APPLICATION</u> <u>DATE</u>	<u>EVENT START</u> <u>DATE</u>	<u>EXPIRATION</u> <u>DATE</u>	<u>REVOCAION</u> <u>DATE</u>	<u>BUSINESS NAME</u>	<u>LICENSE TYPE</u>	<u>APR</u>	<u>DEN</u>	<u>PEN</u>	<u>OWES</u> <u>DEBT</u>
HMONG EGGROLLS, LLC 1040 S 10TH AVE WAUSAU, WI 54401	2014	10/14/2014	11/01/2014	6/30/2015		HMONG EGGROLLS	CLASS B BEER	___	___	___	___
LIL' OLE WINEMAKER SHOPPE, LLC 602 JEFFERSON ST WAUSAU, WI 54403	2014	10/15/2014	11/01/2014	6/30/2015		LIL' OLE WINEMAKER S	CLASS B BEER	___	___	___	___
AMBASSADORS CLUB OF WAUSAU CHA PO BOX 6190 WAUSAU, WI 54402-6190	2014	10/01/2014	12/04/2014	12/04/2014		BUSINESS PM - FERGUS	TEMP CLASS B RETAILER	___	___	___	___
CENTER FOR THE VISUAL ARTS 427 N 4TH ST WAUSAU, WI 54403	2014	9/22/2014	10/11/2014	10/11/2014		THE ART OF WINE	TEMP CLASS B RETAILER	___	___	___	___
ANTONUK, ADAM J 1502 N 1ST ST APT 123 WAUSAU, WI 54403	2014	10/01/2014	9/30/2014	6/30/2015		R STORE #8	OPERATOR NEW	___	___	___	___
EMERY, CARRIE L PO BOX 212 ROSHOLT, WI 54473	2014	9/09/2014		6/30/2015		ITS OUR CLUBHOUSE	OPERATOR NEW	___	___	___	___
FISH, TERRANCE J 909 TURNER STREET WAUSAU, WI 54403	2014	9/16/2014		6/30/2015		R STORE #8	OPERATOR NEW	___	___	___	___
GOERS, JENNIFER M 1431 N 1ST AVE WAUSAU, WI 54401	2014	10/08/2014		6/30/2015		WALGREEN'S STORE #07	OPERATOR NEW	___	___	___	___
GROSS, KELSEY M 529 1/2 3RD ST APT 1 WAUSAU, WI 54403	2014	10/06/2014		6/30/2015		BUFFALO WILD WINGS	OPERATOR NEW	___	___	___	___
JAEGER, HAILEE R 321 1/2 N 4TH AVE WAUSAU, WI 54401	2014	9/17/2014		6/30/2015		ITS OUR CLUBHOUSE	OPERATOR NEW	___	___	___	___
KICKLAND, JAMIE L 1221 N 2ND AVE #9 WAUSAU, WI 54401	2014	10/07/2014		6/30/2015		WALGREEN'S STORE #07	OPERATOR NEW	___	___	___	___
KUNKEL, DAWN M 912 ARNOLD ST ROTHSCHILD, WI 54474	2014	10/02/2014		6/30/2015		WAUSAU AREA JAYCEES	OPERATOR NEW	___	___	___	___
LAMB, JAMES R 201 GREENWOOD DRIVE ROTHSCHILD, WI 54474	2014	10/02/2014		6/30/2015		QUALITY FOODS	OPERATOR NEW	___	___	___	___
LARSON, BRIAN 602 JEFFERSON ST WAUSAU, WI 54403	2014	10/15/2014		6/30/2015		LIL' OLE WINEMAKER S	OPERATOR NEW	___	___	___	___

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LAUCKNER, SAMANTHA B 1004 PHLOX LN WAUSAU, WI 54401	2014	9/15/2014		6/30/2015		VINO LATTE	OPERATOR NEW	___	___	___	___
LEE, KAITLIN E 1930 N 10TH AVENUE WAUSAU, WI 54401	2014	9/12/2014		6/30/2015		APPLEBEE'S NEIGHBORH	OPERATOR NEW	___	___	___	___
MCMULLIN, WALKER N 221 SCOTT ST APT 245 WAUSAU, WI 54403	2014	10/09/2014	9/06/2014	6/30/2015		PEKING RESTAURANT	OPERATOR NEW	___	___	___	___
MENGEL, JENNIFER K 507 S GRAND AVE APT 4 ROTHSCHILD, WI 54474	2014	10/10/2014		6/30/2015		KWIK TRIP #735	OPERATOR NEW	___	___	___	___
MUSSFELDT, ALEXANDER J 602 NINA AVE WAUSAU, WI 54403	2014	9/23/2014		6/30/2015		CRUSIN 1724	OPERATOR NEW	___	___	___	___
NEITZEL, TERI L 1124 PROSPECT AVE WAUSAU, WI 54403	2014	9/11/2014		6/30/2015		MILWAUKEE BURGER COM	OPERATOR NEW	___	___	___	___
PINTOR HERNANDEZ, MAYRA VERONI 1304 HOLUB ST WAUSAU, WI 54401	2014	10/01/2014		6/30/2015		TAQUERIA TRES HERMAN	OPERATOR NEW	___	___	___	___
ROWE-NITZSCHE, ERIC A 811 KICKBUSCH STREET WAUSAU, WI 54403	2014	9/17/2014		6/30/2015		R STORE #5	OPERATOR NEW	___	___	___	___
SCHROTH, MARY J 270 CROSSBOW DR PLOVER, WI 54467	2014	9/29/2014		6/30/2015		TOBACCO OUTLET PLUS	OPERATOR NEW	___	___	___	___
VAUGHN, ALICIA M 717 FULTON ST WAUSAU, WI 54403	2014	9/15/2014		6/30/2015		TRIG'S WAUSAU	OPERATOR NEW	___	___	___	___
WURTZ, JOSHUA G 2308 UNIVERSITY AVE MADISON, WI 53726	2014	9/26/2014		6/30/2015		TOBACCO OUTLET PLUS	OPERATOR NEW	___	___	___	___
LANG, ALICIA C 1721 EL SEGUNDO AVE SCHOFIELD, WI 54476	2014	9/26/2014		6/30/2016		2510 RESTAURANT	OPERATOR LAPSED	___	___	___	___
LEPAK, FELICIA F 2503 PARKWAY LN SCHOFIELD, WI 54476	2014	9/12/2014		6/30/2016		TREU'S TIC TOC	OPERATOR LAPSED	___	___	___	___
SANDRINI, KATELIN M 1109 S 4TH AVE WAUSAU, WI 54401	2014	9/15/2014		6/30/2016		TREMOR'S BAR	OPERATOR LAPSED	___	___	___	___

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SCIDMORE, DANA J 10709 TESCH LANE APT 46 ROTHSCHILD, WI 54474	2014	9/26/2014		6/30/2016		JIM'S CORNER PUB	OPERATOR LAPSED	___	___	___	___
SEUBERT, TORI J 2816 LYNX RD WAUSAU, WI 54401	2014	10/10/2014		6/30/2016		CAMPUS PUB	OPERATOR LAPSED	___	___	___	___
YUNK, NICOLE L 517 BROADWAY AVE WAUSAU, WI 54403	2014	9/19/2014		6/30/2016		WAUSAU ELKS CLUB 248	OPERATOR LAPSED	___	___	___	___
LIL' OLE WINEMAKER SHOPPE, LLC 602 JEFFERSON ST WAUSAU, WI 54403	2014	10/15/2014				LIL' OLE WINEMAKER S CHANGE OF AGENT / OFFICER		___	___	___	___
NYBERG 435 OLD HWY 51 MOSINEE, WI 54455	2014	10/07/2014	11/15/2014	12/25/2014		WHITEHOUSE ENTERPRIS	CHRISTMAS TREE	___	___	___	___
DOWNTOWN GROCERY.COM LLC 607 3RD ST WAUSAU, WI 54403	2014	10/01/2014	7/01/2014	6/30/2015		DOWNTOWN GROCERY.COM	SIDEWALK CAFE- RENEWAL	___	___	___	___
BEDNARSKI, SUE E 4023 TROY ST WAUSAU, WI 54403	2014	9/29/2014	9/29/2014	12/31/2014		SUE BEDNARSKI	PET FANCIER PERMIT	___	___	___	___
HITE, MYLA D 4141 BRIARWOOD AVENUE WAUSAU, WI 54403	2014	9/19/2014	10/21/2014	12/31/2014		MYLA D. HITE / JENNI	PET FANCIER PERMIT	___	___	___	___
NORTON, DARLA S 3425 N 12TH ST WAUSAU, WI 54403	2014	10/06/2014	1/01/2014	12/31/2014		DARLA NORTON	PET FANCIER PERMIT	___	___	___	___
EASTBAY -WITH CAPTURE MARKETIN W329 N3490 PEWAUKEE RD STE 103 PEWAUKEE, WI 53072	2014	10/16/2014	11/27/2014	11/27/2014		2014 EASTBAY TURKEY	SPECIAL EVENT CATEGORY 1	___	___	___	___
WAUSAU AREA EVENTS 316 SCOTT ST WAUSAU, WI 54403	2014	9/17/2014	12/05/2014	12/05/2014		HOLIDAY PARADE 2014	SPECIAL EVENT CATEGORY 1	___	___	___	___
BAUER, SHAWN B 611 E THOMAS STREET WAUSAU, WI 54403	2014	9/08/2014	7/01/2014	6/30/2015		ALL AMERICAN TAXI	PUBLIC TRANS DRIVER-NEW	___	___	___	___
RICHMOND, CHARITY L 1527 BOPF ST WAUSAU, WI 54401	2014	10/01/2014	7/01/2014	6/30/2015		WAUSAU TAXI	PUBLIC TRANS DRIVER-NEW	___	___	___	___

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SCHLOEMER, AARON M 5207 SCOTT ST SCHOFIELD, WI 54476	2014	9/16/2014	7/01/2014	6/30/2015		METRO CAB OF WAUSAU	PUBLIC TRANS DRIVER-NEW	___	___	___	___

TOTAL LICENSES

42

CONFIRMATION OF MAYOR'S APPOINTMENTS

to Boards, Commissions and Committees: *Historic Preservation Commission*

File Number: 14-1103

Date Introduced: November 11, 2014

Historic Preservation Commission

Jean Gidlund (N) *Replacing Carol Lamansky	504 Franklin St	Term Exps 4/30/2015	262-225-1397
Patty Grimm (N) *Replacing Bill Forrest	3234 7th St	Term Exps 4/30/2015	715-571-3709

(N) Individual is filling the unexpired term of a former member

Approved:

James E. Tipple, Mayor

RESOLUTION OF THE COMMON COUNCIL

For Council Appointment to Board of Public Works

File Number: 14-1103

Date Introduced: November 11, 2014

RESOLUTION

WHEREAS, Wis.Stats. 62.14(1), requires that in cities other than those of the second class, the commissioners constituting the Board of Public Works shall consist of the city attorney, city comptroller and city engineer; and

WHEREAS, currently the Board of Public Works consists of those positions; however, the position of city engineer has been vacant since June 6, 2014, thus leaving two members of the Board of Public Works; and

WHEREAS, following the 2010 census, the City became a second class city, and a proclamation to that effect was read/recorded on July 9, 2013; and

WHEREAS, 62.14(1) states that in cities of the second class, the commissioners shall be appointed by the mayor and confirmed by the council at their first regular meeting or as soon thereafter as may be. The members of the first board shall hold their offices, 1, 2 and 3 years, respectively, and thereafter for 3 years or until their successors are qualified. The council, by a two-thirds vote, may determine that the board of public works shall consist of other public officers or persons and provide for the election or appointment of the members thereof, or it may, by a like vote, dispense with such board, in which case its duties and powers shall be exercised by the council; and

WHEREAS, since a majority of the Board shall constitute a quorum, both remaining members of the Board or their respective designees must attend each meeting; and

WHEREAS, until the city engineer position is filled, or the Council takes action to confirm appointments to the Board, consistent with its second-class city status, it would be convenient for the Mayor, as acting department head, supervising the department headed by the Director of Administration – Public Works and Utilities and City Engineer, to act as a voting member of the Board, appointed by the Council to fill the position on an interim basis.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor hereby be appointed to the Board of Public Works on an interim basis, until the position of Director of Administration – Public Works and Utilities and City Engineer position is filled, or until such time as the Mayor appoints three members to the Board of Public Works for Council confirmation.

Approved:

Romey Wagner, Council President



Office of the City Attorney

Anne L. Jacobson
City Attorney

Tara G. Alfonso
Assistant City Attorney

Memorandum

To: Members of the Common Council

From: Anne L. Jacobson, City Attorney

Date: November 5, 2014

Re: Staff analysis of Interim Council Appointment to the Board of Public Works

Purpose: To provide you information to assist your decision-making in taking action to approve appointments to the Board of Public Works consistent with statutory requirements

Facts:

1. **Background:** The issue to be resolved is whether to appoint an interim third member to the Board of Public Works until a Director of Administration- Public Works and Utilities and City Engineer is appointed, or until the process applicable to second-class cities can be implemented.
2. **History:** The City of Wausau was classified as a third-class city, for statutory interpretation purposes, until the 2010 Census results revealed the city achieved a population which defined it as a second-class city. The City proclaimed itself a second-class city by Council Proclamation on July 9, 2013. Prior to that time, Wis. Stats. 62.14(1) (a copy of a portion of the statute is attached), required that in cities other than those of the second class, the three commissioners constituting the Board of Public Works shall consist of the city attorney, city comptroller and city engineer. On June 6, 2014, the position of city engineer was vacated.

The Mayor attends the meetings of the Board, as acting department head, supervising the department headed by the Director of Administration – Public Works and Utilities and City Engineer, but cannot vote without approval of his appointment to the Board of Public Works by the Council, because he does not hold the position of city engineer nor have any other changes regarding the membership of the board been authorized by the Council since the city was proclaimed a second-class city. The Council, by a two-thirds vote, may determine that the board of public works shall consist of other public officers or persons.

Because of its second-class city status, the city is required to comply with s. 62.14, Wis. Stats., which requires that the three commissioners comprising the Board of Public Works be appointed by the Mayor and confirmed by the Council. However, the Council possesses other statutory options.

3. Discussion: Factors to be considered include: a) the remaining two members of the Board constitute a quorum and must be present and vote alike to take action on any item. If the vote is split, there is no way to break the tie; b) there is no voting member of the Board currently serving in a supervisory or engineering capacity in the absence of the city engineer; c) if the time it will take to recruit, hire and appoint a city engineer is short, it may be reasonable to make an interim appointment to give the Council an opportunity to weigh its other options before taking formal action to comply with the statute.

Options: The Council has several options:

1. Take no action and leave the city engineer position on the Board vacant.
2. Appoint the Mayor, for the reasons outlined above, on an interim basis until the city engineer position is filled.
3. As a second-class city, determine by a 2/3's vote, that the board of public works shall consist of other public officers or persons and provide for their election or appointment.
4. As a second-class city, determine by a 2/3's vote to dispense with the board, in which case its duties and powers shall be exercised by the council or a committee thereof, or by such officer, officers or boards as the council designates.
5. As a second-class city, confirm by a majority vote, the mayor's appointments to staggered terms on the board of public works (such appointments restricted only by a change implemented under 3., or elimination under 4.).

Recommendation: Your approval is requested for:

1. Until either the city engineer position is filled and such appointment is approved by the council, or the Council takes action under 3. (to name other positions or persons), 4., or 5. above, the Council either take no action to fill the vacant position

or appoint the Mayor or another person on an interim basis, until compliance with the requirements of a second-class city can be achieved.

2. It is recommended that compliance with the statute be achieved without delay.

Impact: If the attached Resolution is approved without amendment, the Council has chosen the fifth option outlined above (between 3., 4. and 5.) Once the Council determines which direction it wishes to go as a second-class city, the goal of statutory compliance will be achieved. In the interim, a process which has been in effect for a long time will not fail if action isn't taken, but membership is reduced to two members.

Coordination: I worked with the Mayor to determine what action would be legally required to allow him to act as a voting member of the board of public works.

cc Mayor Tipple
Myla Hite
Maryanne Groat

62.14 Board of public works.

62.14(1) **(1) HOW CONSTITUTED; TERMS.** There shall be a department known as the "Board of Public Works" to consist of 3 commissioners. In cities of the 2nd class the commissioners shall be appointed by the mayor and confirmed by the council at their first regular meeting or as soon thereafter as may be. The members of the first board shall hold their offices, 1, 2 and 3 years, respectively, and thereafter for 3 years or until their successors are qualified. In all other cities the board shall consist of the city attorney, city comptroller and city engineer. The council, by a two-thirds vote, may determine that the board of public works shall consist of other public officers or persons and provide for the election or appointment of the members thereof, or it may, by a like vote, dispense with such board, in which case its duties and powers shall be exercised by the council or a committee thereof, or by such officer, officers or boards as the council designates. The words "board of public works" wherever used in this subchapter shall include such officer, officers, or boards as shall be designated to discharge its duties.

(2) ORGANIZATION. The members of the board of public works shall, on the first Tuesday in May of each year, choose a president of the board from their number, and in cities of the first class a secretary; in other cities the city clerk shall be the secretary of the board.

(3) COMPENSATION. The commissioners of public works in cities of the second class shall receive a salary, but in all other cities the salaries of the attorney, comptroller and engineer respectively shall be in full for their services as members of such board.

(4) RULES FOR, BY COUNCIL. The council may make such rules as the council deems proper, not contravening this subchapter, for the government of the board of public works and the manner in which the business of said board shall be conducted.

(5) QUORUM; RECORD; REPORT. A majority of the board shall constitute a quorum for doing business. They shall keep a record of all their proceedings, which shall be open at all reasonable times to the inspection of any elector of such city, and shall make a report to the council on or before the first day of March in each year, and oftener if required.

CITY OF WAUSAU

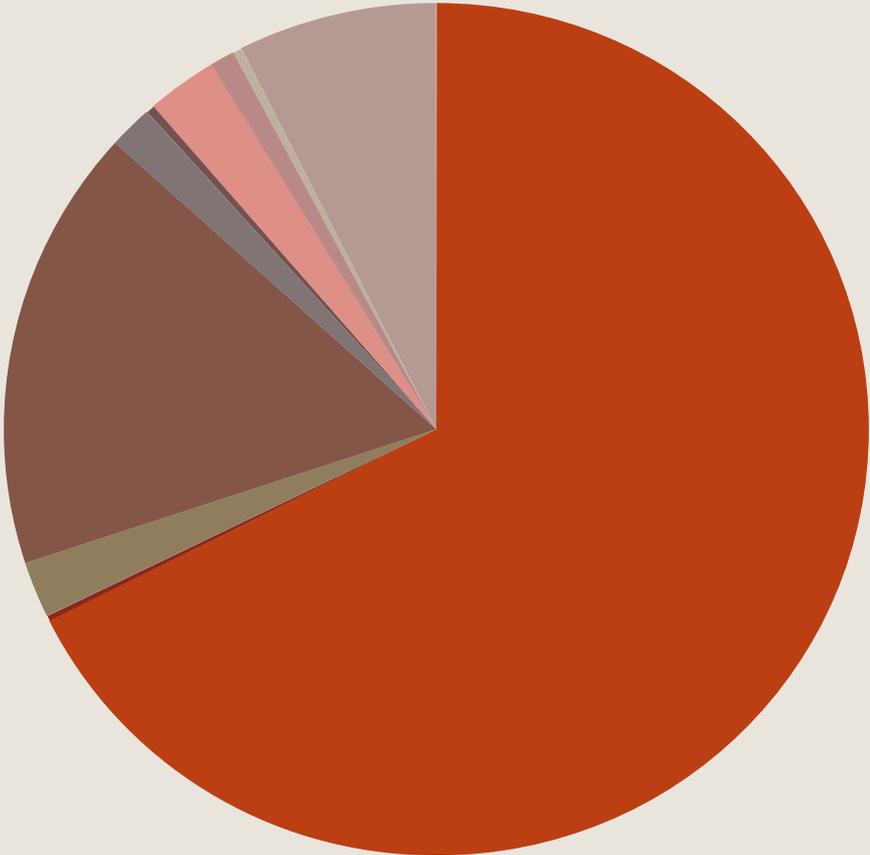
2015
BUDGET



TAX LEVY HISTORY

Budget Year	Levy	Change
2015	\$24,567,711	\$984,911
2014	\$23,582,800	\$404,530
2013	\$23,178,270	(\$55,751)
2012	\$23,234,021	\$47,417
2011	\$23,186,604	\$383,525

LEVY UTILIZATION



- General Fund \$16,604,220
- Economic Development Fund \$48,500
- Recycling Fund \$524,075
- Debt Service Fund \$4,123,000
- Capital Projects Fund \$406,090
- Animal Control Fund \$79,076
- MetroRide Fund \$649,289
- Parking Fund \$224,000
- Airport Fund \$80,000
- Tax Increment \$1,829,461

ASSESSED TAX RATE

Estimated Assessed Tax Rate of

\$8.93 versus \$8.61

Increase of .32 cents

**\$31.68 on a home with
a value of \$100,000**



EQUALIZED TAX RATE

Equalized Tax Rate of
\$9.25 versus \$9.36

Decrease of .11 cents



IT'S ALL ABOUT CITY SERVICES



SERVICE DEMANDS AND MAINTENANCE NEEDS INCREASING

	2006	2013
Police Calls for Service	50,519	54,487
Fire – Fire Responses	1,433	2,100
– Emergency Responses	4,003	4,436
– Inspections	4,018	4,105
Public Works – Miles of Streets Maintained	211	213
– Miles of Water Mains Maintained	230	233
– Miles of Sewer Mains Maintained	226	227
– Miles of Storm Sewer Maintained	124.2	130.8
– Parking Facilities & Lots Maintained	11	16
– Fire Hydrants Maintained	1,581	1,619
Park and Recreation Acreage Maintained	338	350
Transit - Passengers	865,988	672,224
- Route Miles	739,055	439,668

SERVICES RECEIVED FOR TAX DOLLARS \$100,000 HOME

Service	Annual	Monthly	Daily
Airport	\$2.23	\$.19	\$.006
Animal Control	\$2.87	\$.24	\$.008
Transit Services	\$18.10	\$1.51	\$.05
Refuse and Recycling	\$54.62	\$4.55	\$.15
Parks	\$59.87	\$4.99	\$.164
General Government	\$90.42	\$7.54	\$.248
Fire and EMS	\$127.04	\$10.59	\$.348
Streets, Parking and Inspections	\$133.91	\$11.16	\$.367
Capital and Debt Service Funds	\$177.29	\$14.77	\$.486
Police	<u>\$226.59</u>	<u>\$18.88</u>	<u>\$.621</u>
TOTAL	\$892.94	\$74.42	\$2.448

PROPERTY VALES

■ Equalized Value

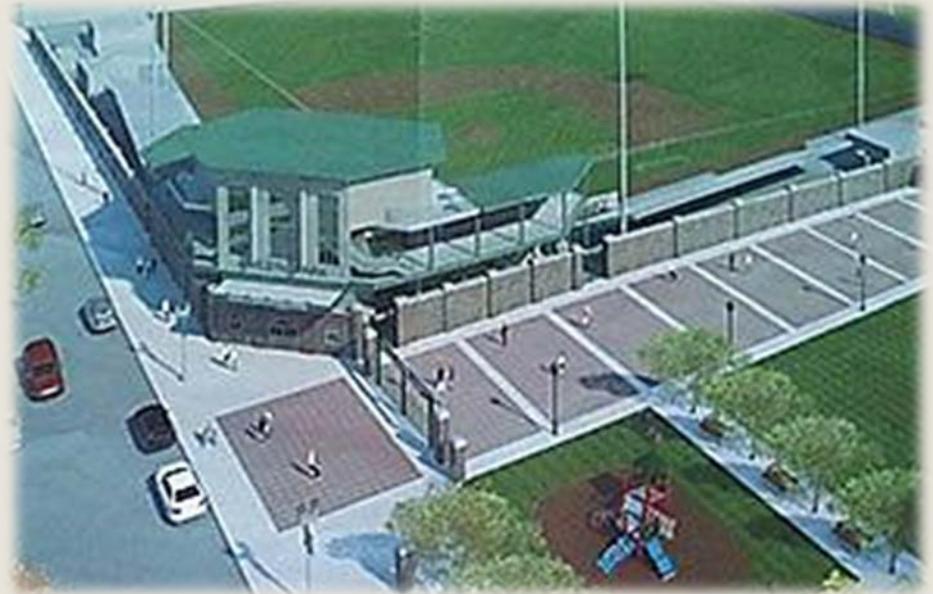
- Established by the State
- Available in August
- 2014 \$2,655,928,800
Increase \$135,011,000 or 5.356%

■ Assessed Value

- Established by Local Assessor
- Available End of November
- 2014 Estimate
\$2,751,343,862
Increase of \$13,143,362 or .48%

2014 INITIATIVES

- Animal Control
- 2 Additional Police Officers
- Rental Licensing Program – 1 Inspector
- Construction of Curling Way
- Construction of Kaiser Pool
- New Park – Athletic Park
- Riverfront Revitalization
- Grand Avenue pavement and lighting project



2015 INITIATIVES

- ❖ **Construction of 1st Street – Riverfront**
- ❖ **Memorial Pool Construction**
- ❖ **Reconstruction of 2nd Avenue and Clark Street**
- ❖ **Riverfront Trail Construction**
- ❖ **Thomas Street Design and Acquisition**
- ❖ **Business Campus Walkway**
- ❖ **2 Additional Police Officers**
- ❖ **Additional Technology Support – 2 Shared Positions CCITC**

CONTINUED BUDGET INFLUENCES

Service Demand

- Increasing Service Demands
- Increasing Asset Maintenance

Revenue

- Tax Rate Pressure
- Declining or Stagnant State Aids
- Declining Other Revenues

Employee Costs

- Staffing Level Pressures
- Affordable Insurance
- Cost of Living Increases

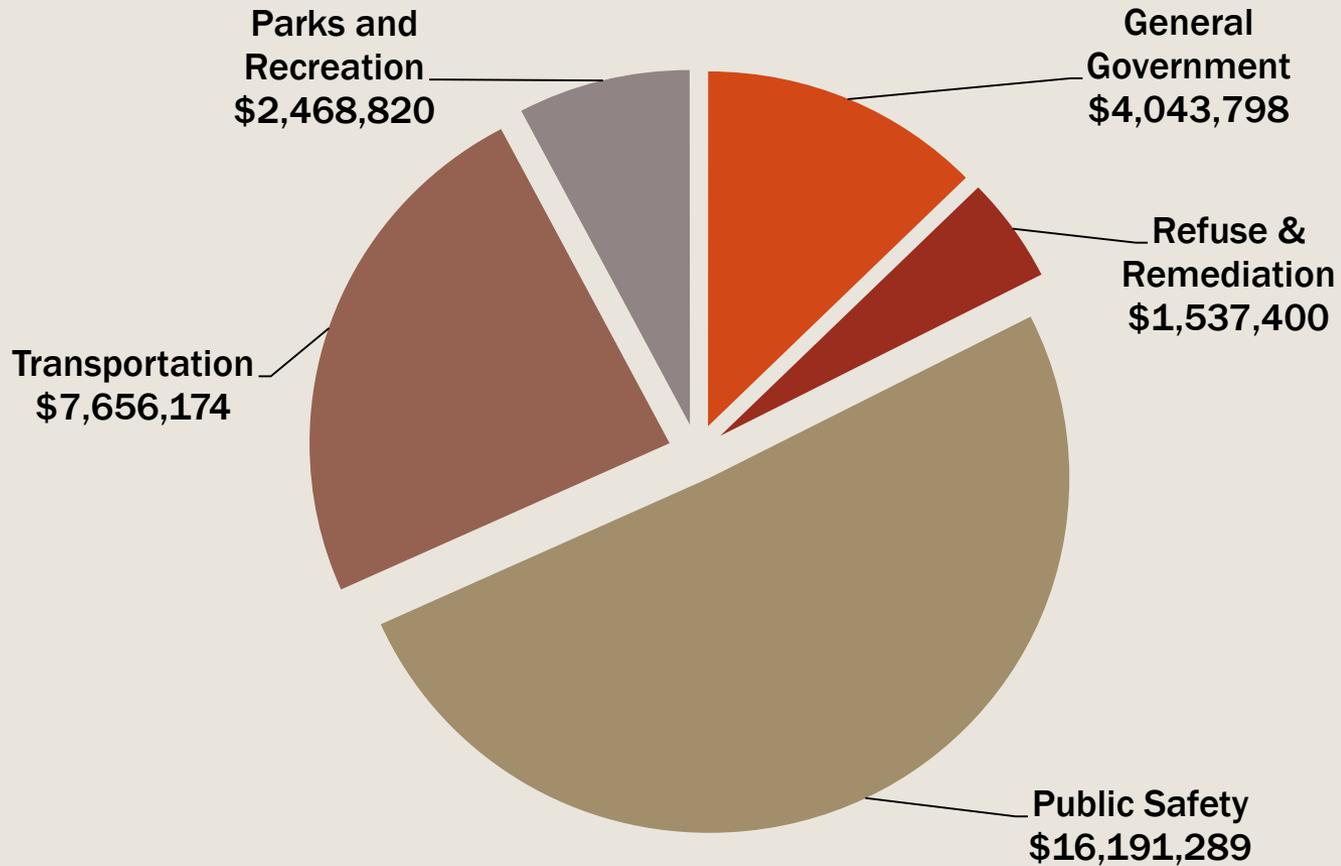
Capital Projects

- Growing Street Maintenance Deferral
- Affordable Debt
- Limited Special Assessment Income

GENERAL FUND

	2015 BUDGET	2014 BUDGET	\$ CHANGE	% CHANGE
Expenditures	\$31,897,481	\$31,375,352	\$522,129	1.664%
Revenues	\$15,293,261	\$15,531,469	(\$238,208)	(1.534%)
Levy	\$16,604,220	\$15,843,883	\$760,337	4.799%

GENERAL FUND BY ACTIVITY



GENERAL GOVERNMENT

DEPARTMENT	2015 BUDGET	INCREASE (DECREASE) PRIOR YEAR
COUNCIL	\$112,122	(\$3,176)
MAYOR	204,196	(25,484)
CUSTOMER SRV/FINANCE	1,338,695	(34,182)
CCITC	706,535	30,738
ASSESSMENT	603,515	(25,533)
LEGAL	495,184	(13,717)
HUMAN RESOURCES	297,502	3,905
MUNICIPAL COURT	129,448	4,517
UNCLASSIFIED	<u>156,600</u>	<u>(9,075)</u>
TOTAL	\$4,043,798	(72,005)

PUBLIC SAFETY

DEPARTMENT/DIVISION	2015 BUDGET	INCREASE -PRIOR YEAR
POLICE	\$9,010,530	353,030
FIRE	6,468,745	161,369
INSPECTIONS	<u>712,015</u>	<u>110,103</u>
TOTAL	\$16,191,289	\$624,502

OTHER

DEPARTMENT/DIVISION	2015 BUDGET	INCREASE (DECREASE) PRIOR YEAR
PARKS	\$2,468,820	49,788
REFUSE/REMEDICATION	1,537,400	56,100
PUBLIC WORKS/ELECTRICAL	<u>7,656,174</u>	<u>(136,256)</u>
TOTAL	\$11,662,394	(\$30,368)

GENERAL FUND BY CATEGORY

		2015 BUDGET	BUDGET INCREASE (DECREASE)
Personal Services	Salaries and Wages	\$16,030,770	\$386,118
	Benefits	6,531,951	(\$73,993)
Contractual Services	Motor Pool	2,662,094	208,910
	Professional Services	1,385,177	20,734
	Utility Services	1,026,355	55,552
	Repairs and Maintenance	353,729	(77,100)
	Other	1,626,495	45,395
Supplies and Expenses		1,069,608	(3,037)
Building Materials		655,712	(38,073)
Other		442,221	11,725
Capital Outlay		<u>113,370</u>	<u>(14,102)</u>
TOTAL		31,897,481	522,129

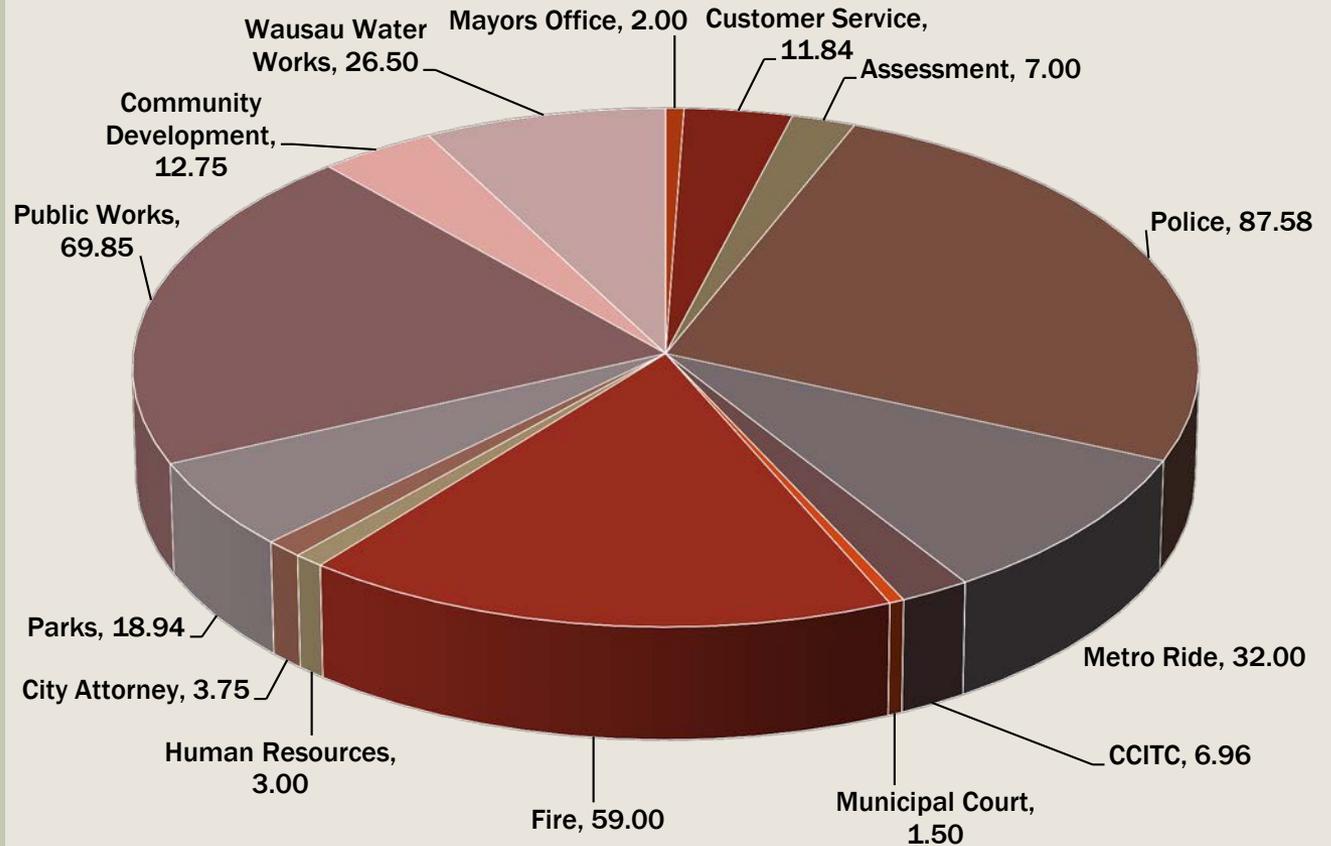
GENERAL FUND REVENUE

	2015 BUDGET	CHANGE INCREASE (DECREASE)	DESCRIPTION
OTHER TAXES	\$210,709	(\$19,827)	Interest and Penalty on Taxes
GOVT GRANTS & AID	8,171,194	117,702	Transportation Aids \$164,936 , Police Grants (80,166)
LICENSES & PERMITS	728,050	4,701	
FINES & FORFEITURES	398,000	(7,000)	Municipal Court Fines
PUBLIC CHARGES	1,765,179	(40,286)	EMS Revenues (57,575)
INTGOVT REVENUES	1,496,507	(63,116)	Charges to Utility for Street Repair
MISCELLANEOUS	626,622	(58,888)	Donations for Officer Salaries (47,388) Special Assessment Interest (18,000)
OTHER FINANCING SOURCES	1,897,000	(171,494)	Pilot payment reduction (50,000) Room Tax (\$15,000), Motor Pool Transfer (22,000) TID 2 Transfer (84,494)
TOTAL	\$15,293,261	(\$238,208)	

PERSONNEL SUMMARY

PERSONNEL CHANGES:

2 POLICE OFFICERS
2 CCITC STAFF (city funds 23%)



TAX ALLOCATION CHANGES

GENERAL FUND	760,337
RECYCLING FUND	26,325
ECONOMIC DEVELOPMENT FUND	(1,500)
DEBT SERVICE FUND	35,000
CAPITAL PROJECTS FUND	35,010
METRORIDE FUND	(30,000)
AIRPORT FUND	10,000
ANIMAL CONTROL FUND	79,076
TAX INCREMENT	<u>70,663</u>
TOTAL CHANGES	984,911

SPECIAL REVENUE FUNDS

2015 Budgets	Expenditures	Revenues	Tax Revenue
Community Development Fund	\$1,435,689	\$1,466,987	
Recycling Fund	672,375	148,300	\$524,075
Room Tax Fund	749,280	727,000	
Public Access Fund	47,348	51,390	
Economic Development Fund	77,912		48,500
Hazardous Materials Fund	73,330	81,000	
Holtz Krause Fund	69,981	62,410	
EMS Grant Fund	5,000	5,000	
Rental Licensing Fund	144,009	130,000	
400 Block Fund	35,000	35,000	

DEBT SERVICE FUND

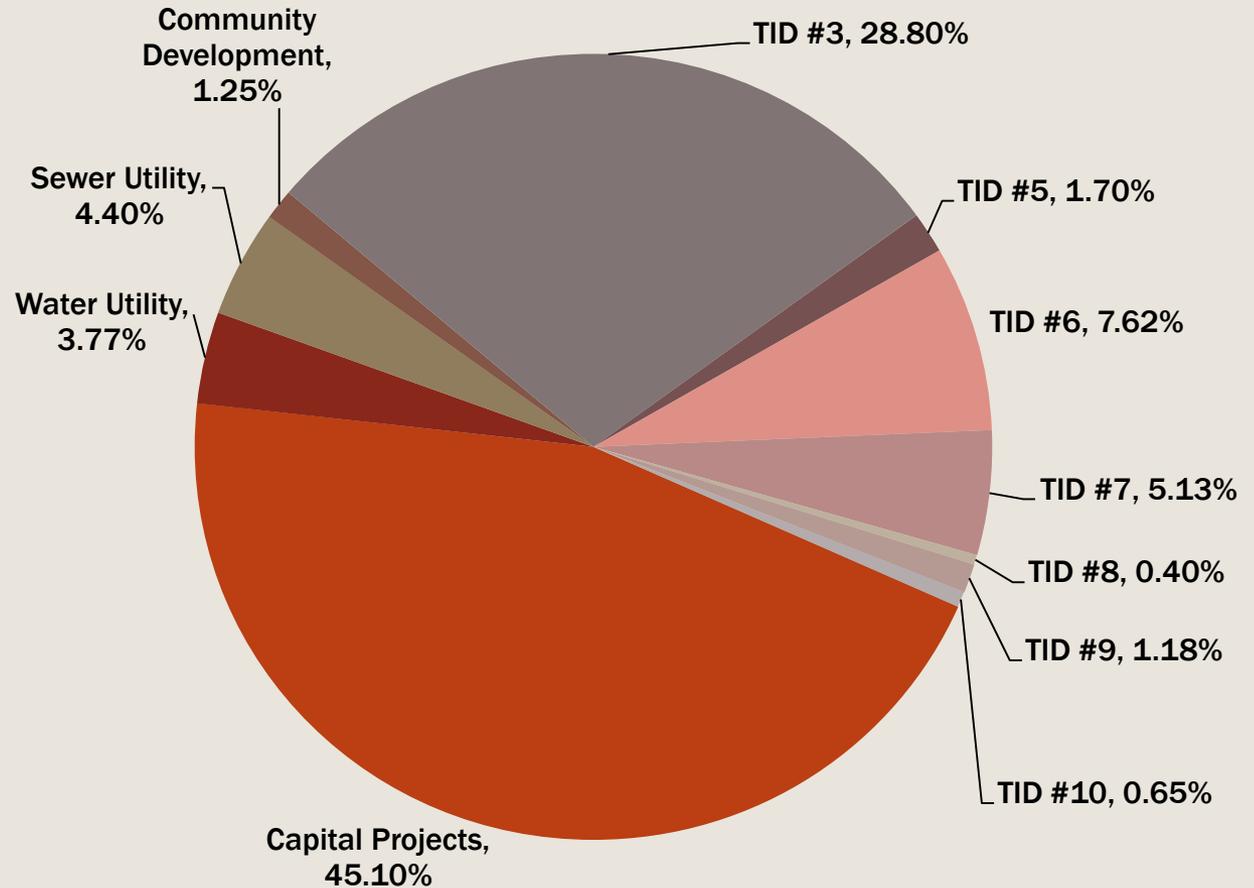
	2015 Budget
Principal	\$7,022,550
Interest	<u>994,250</u>
Total Expense	\$8,016,800
Levy	\$4,123,000
Transfers TID and Utilities	\$3,893,800

Accounts For
The Payment
Of General
Obligation
Debt

OUTSTANDING DEBT BY PURPOSE

12/31/2014

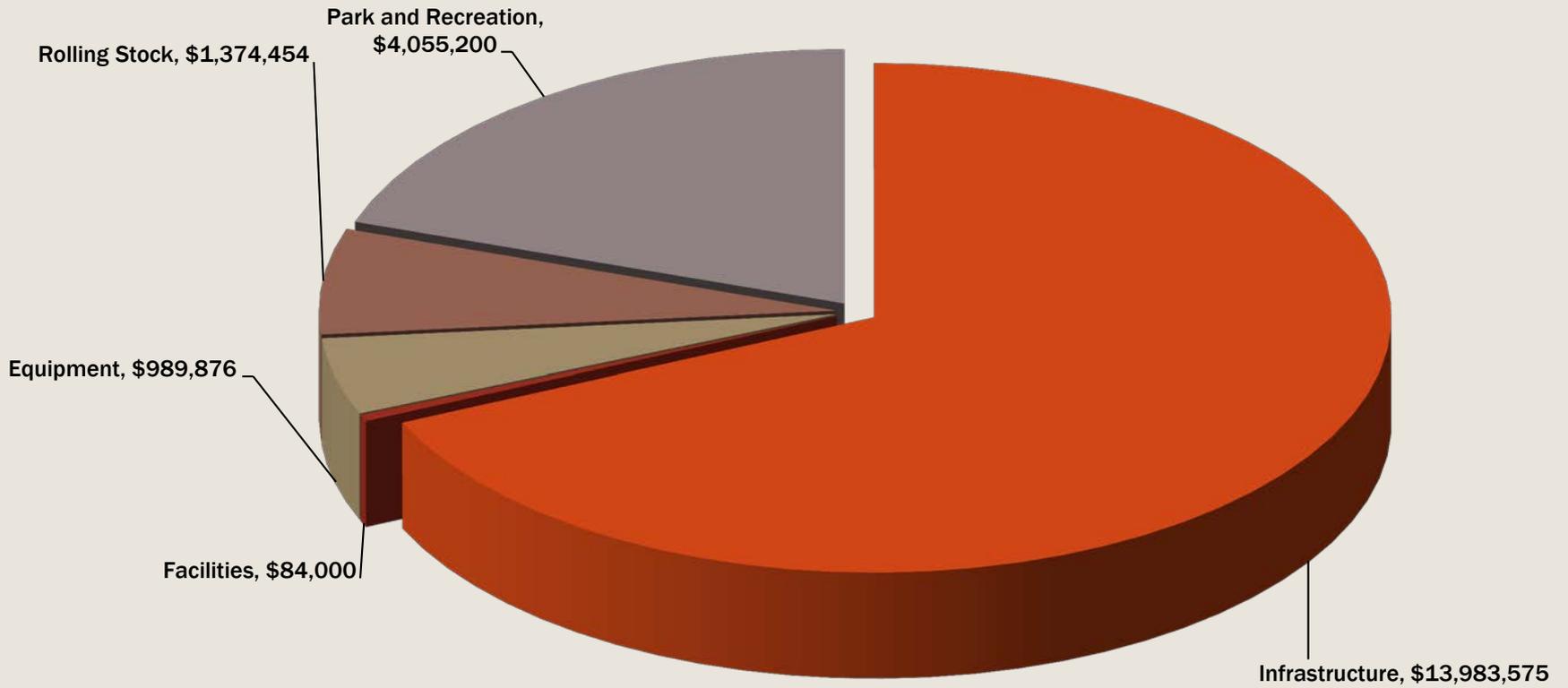
Composite of Outstanding Debt is changing. In 2005 48.9% of Debt was related to Capital Projects Fund Debt.



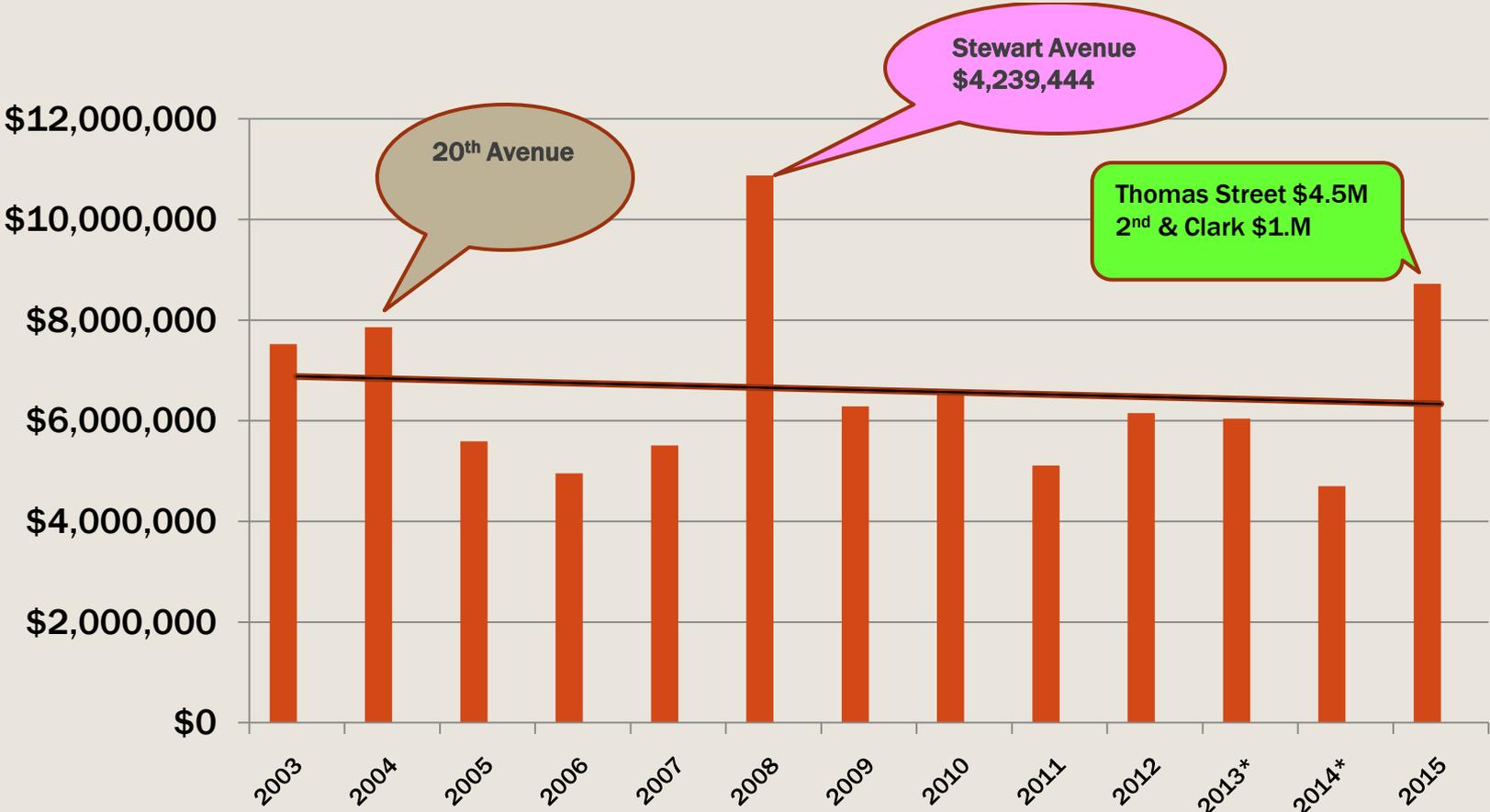
OUTSTANDING DEBT PROPOSED CHANGE

	Bonds	Notes	Total
Balance 1/1/2015	\$6,760,000	\$41,178,575	\$47,938,575
Capital Plan		2,850,000	2,850,000
Pool Borrowing	6,000,000		3,000,000
TID #3		3,000,000	3,000,000
TID #6	4,500,000		4,500,000
TID #7		305,000	305,000
TID #8		1,400,000	1,400,000
TID #10	1,200,000		1,200,000
RETIREMENTS	<u>(1,080,000)</u>	<u>(6,775,000)</u>	<u>(7,855,000)</u>
Balance 12/31/2015	17,380,000	41,958,575	\$59,338,575
ALLOWABLE DEBT			\$136,750,000
DEBT LIMIT			43.39%

CAPITAL PLAN

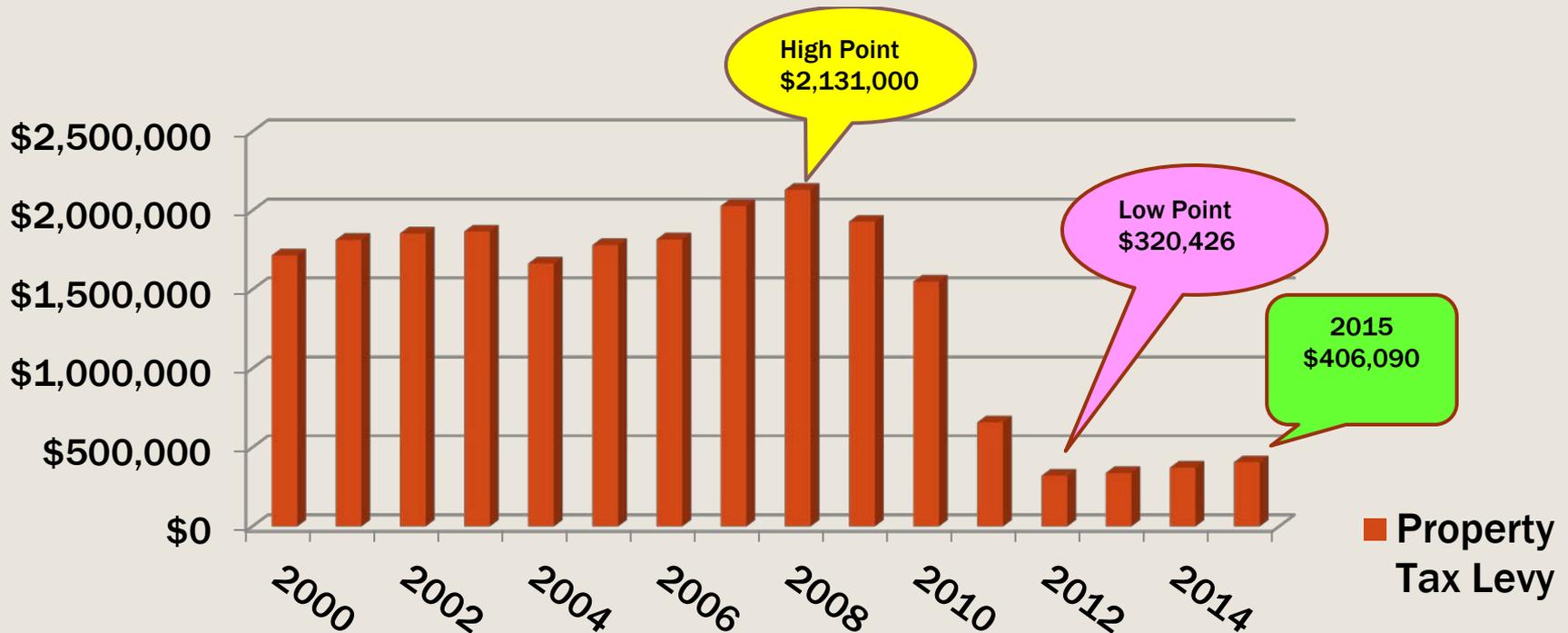


INFRASTRUCTURE HISTORY



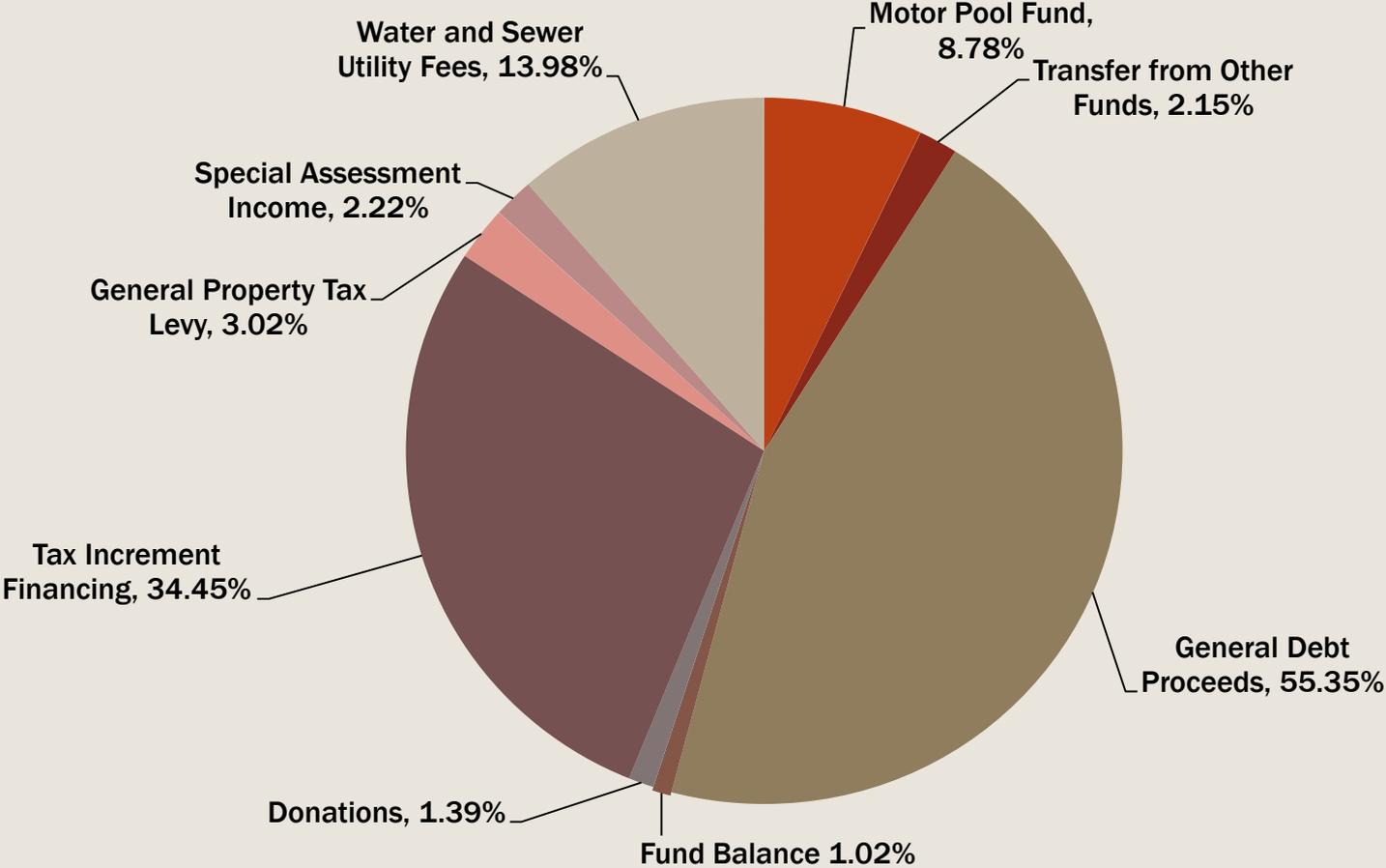
CAPITAL PROJECTS FUND

Pressure from the operating budget due to reduced state aids and increased costs has resulted in less general property tax allocated to capital projects.



CAPITAL PLAN FINANCING SOURCES

Other Financing Sources



TAX INCREMENT DISTRICTS

Supporting Economic
Development through
Infrastructure
Investment and the
Elimination of
Obstacles in Private
Investment



TAX INCREMENT DISTRICT 3

Created: 1994

Mandated

Closure: 2031

Equalized Value:

\$113,066,800

**6.63% increase
from 2014**

- Projected Deficit 12/31/2014
\$1,614,315.
- Outstanding Debt 12/31/2014
\$13,808,447
- Projected 2015 Increment \$1,850,692.
- 2015 Projects:
 - \$1,000,000 Riverbank Improvements
 - \$60,000 Wayfinding
 - \$1,325,000 River Edge Trail
 - \$170,000 Administration/Contractual
 - \$600,000 1st Street Construction
 - \$200,000 McClellan and Grant Street
 - \$200,000 Riverfront Parking Lot
 - \$400,000 Wharf
 - \$1,000,000 Utility Relocation

TAX INCREMENT DISTRICT 5

Created: 1997
Mandated
Closure: 2020
Equalized Value:
\$49,545,600
10.31% increase.

- **Projected Deficit 12/31/2014**
\$670,208.
- **Outstanding Debt 12/31/2014**
\$815,000.
- **Projected 2015 Increment**
\$1,182,063.
- **2015 Projects**
 - **Walkway \$1,174,000**
 - **Contractual and Administrative \$40,000**

TAX INCREMENT DISTRICT 6

- Projected Deficit 12/31/2014
\$1,009,519.
- Projected 2015 Increment
\$1,528,014.
- Outstanding Debt 12/31/2014
\$3,654,667.

2015 Projects:

- Developer Payments \$328,600
- Wayfinding \$60,000
- Thomas Street \$4,500,000
- Design and Engineering \$150,000
- Administration/Contractual
Services \$32,150

Created: 2005

**Mandated Closure:
2025**

Equalized Value:

\$136,362,600

11.64% increase.

TAX INCREMENT DISTRICT 7

Created: 2006
Mandated
Closure: 2026
Equalized Value:
\$49,545,600
11.18% increase.

- **Projected Deficit 12/31/2014**
\$1,796,871.
- **Outstanding Debt 12/31/2014**
\$2,452,540.
- **Projected 2015 Increment \$522,457.**
2015 Projects –
 - Wayfinding Project \$60,000**
 - Stormwater Study \$15,000**
 - Stormwater Construction \$185,000**
 - Administration/Contractual \$17,000**

TAX INCREMENT DISTRICT 8

- Projected Balance 12/31/2014
\$100,624.
- Projected 2015 Increment
\$265,299.
- Outstanding Debt 12/31/2014
\$190,000.

2015 Projects:

- Near West Side 2nd Avenue and
Clark Street \$1,000,000
- Remediation and Utility
Relocation \$350,000
- Other Miscellaneous Projects
\$200,000
- Administration \$25,000

Created: 2012

**Mandated Closure:
2039**

**Equalized Value:
\$40,684,200
15.72% increase.**

TAX INCREMENT DISTRICT 9

Created: 2012
Mandated
Closure: 2039
Equalized Value:
\$1,688,400
increase 59.99%

- **Projected Deficit Balance 12/31/2014 \$91,509.**
- **Outstanding Debt 12/31/2014 \$565,000.**
- **Projected 2015 Increment \$11,695.**
2015 Projects –
None

TAX INCREMENT DISTRICT 10

- Projected Deficit Balance
12/31/2014 \$1,323,120.
- Projected 2015 Increment
\$14,265.
- Outstanding Debt 12/31/2014
\$310,000.

2015 Projects:

Conclusion of the Linetec obligations.

Created: 2013

**Mandated Closure:
2033**

**Equalized Value:
\$47,065,400**

1.20% Increase

INTERNAL SERVICE FUNDS

INSURANCE FUND – Account for claims, premiums, and administration of property, workers compensation and casualty risk. Funded by departmental charges. 2015 Budget \$895,448.
2013 Working Capital \$296,857

MOTOR POOL FUND- Account for maintenance of rolling stock funded by departmental charges.
2015 Budget \$2,925,974
2013 Working Capital \$807,770

EMPLOYEE BENEFIT FUNDS- Dental Insurance, Self Funded Health, HRA and wellness \$5,994,859.

ENTERPRISE FUNDS

Wausau Water Works – Accounts for the water supply, treatment and distribution of drinking water.

- 2014 expected loss \$206,725
- 2015 expected profit \$594,304
- Working capital 12/31/2013 \$724,186.

ENTERPRISE FUNDS

Wausau Water Works Wastewater – Accounts for the collection, treatment and discharge of Waste Water.

- 2014 expected profit \$627,513
- 2015 expected profit \$361,854
- Working capital 12/31/2013 \$2,765,660.

ENTERPRISE FUNDS

- Levy \$649,289.
- Budget includes City only service
- Accumulated Reserve Applied to Budget \$161,555
- Working Capital 12/31/2013 \$229,303

**Metro Ride Fund –
Accounts for public
transportation
including fixed-route
bus service and
paratransit services
for the disabled.**

**New Enterprise Fund
2011**

ENTERPRISE FUNDS

- Levy \$224,000.
- Parking revenues
\$1,052,700
- Expenses including
depreciation
\$1,925,476.
- Working capital
12/31/2013
\$580,969.

Parking Fund
Accounts for overall operation of City's parking facilities, parking enforcement and revenue management efforts

ENTERPRISE FUNDS

Wausau Downtown
Airport Fund –
Account for overall
operation at the
airport.

New Enterprise Fund
2012.

- Expenses \$382,605.
- Revenues \$137,100.
- Levy \$80,000.
- Working Capital
12/31/2013 \$55,142

ENTERPRISE FUNDS

Animal Control Fund– Account for overall operation at the animal enforcement activity.

New Enterprise Fund 2013.

- Expenses \$205,510.
- Revenues \$126,434.
- Tax Levy \$79,076



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

RESOLUTION OF FINANCE COMMITTEE

Authorizing Lease Agreement of City-Owned Property Adjacent to 206 Grand Avenue, Wausau, (Koz Holdings LLC d/b/a Pro Players Sports Bar and Grill)

Committee Action: Pending

Fiscal Impact:

File Number: 99-1020

Date Introduced: November 11, 2014

WHEREAS, the City of Wausau owns the lot adjacent to 206 Grand Avenue, Wausau, (Koz Holdings LLC d/b/a Pro Players Sports Bar and Grill), which lot is part of the Wausau Downtown Airport and is in the flight pattern of landing aircraft, and

WHEREAS, T & E Ventures d/b/a Pro Players Sports Bar and Grill previously held a lease with the City to utilize the lot for parking purposes which expires November 11, 2014; and

WHEREAS, Koz Holdings LLC, the new owner of Pro Players Sports Bar and Grill currently utilizes the lot for parking purposes and wishes to continue utilizing the lot for parking purposes, and

WHEREAS, your Finance Committee recommends that a lease agreement between the City and Koz Holdings LLC d/b/a Pro Players Sports Bar and Grill for parking be approved under the terms and conditions outlined in the lease agreement attached hereto, conditioned upon any necessary approval of the Bureau of Aeronautics for use of this airport property for non-airport purposes.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to execute a lease agreement with Koz Holdings LLC d/b/a Pro Players Sports Bar and Grill for a one-year term, renewable for additional one-year terms upon notice.

James E. Tipple, Mayor



Office of the City Attorney

Anne L. Jacobson
City Attorney

Tara G. Alfonso
Assistant City Attorney

Memorandum

To: Members of the Common Council

From: Anne L. Jacobson, City Attorney

Date: November 5, 2014

Re: Staff analysis of Lease Agreement between KOZ Holdings LLC d/b/a Pro Players Sports Bar and Grill and the City of Wausau

Purpose: To provide you information to aid in your decision whether or not to approve this Lease Agreement.

Facts:

1. Background: The issue is whether to approve the attached Lease, contingent upon Compliance Review by the Bureau of Aeronautics (BOA).
2. History: By way of background information:
 - The City of Wausau executed a lease with GHH of Wausau, Inc., d/b/a Wendy's Old Fashion Hamburgers, located at 206 Grand Avenue, on April 25, 1994, for use of city airport property as an outdoor seating area.
 - On October 26, 1999, the Council approved a lease agreement with T & E Ventures d/b/a Pro Players Sports Bar and Grill and Sherwin Williams Company (244 Grand Avenue). At that time, the BOA approved the lease terms on September 21, 1999. The lease was executed December 13, 1999 and expired on September 15, 2004. The two businesses were located on either side of the lot owned by the City and wished to have it paved and share it for parking for Pro Players and for access to the rear of its store for Sherwin Williams.
 - The property in question is part of the Downtown Airport property and is in the flight pattern of landing aircraft.

- On November 8, 2005, the renewal of the lease with T & E Ventures was approved for another 5 years. It was executed by the lessee on March 27, 2006.
- On November 10, 2009, Council authorized another renewal for a 5 year term of the lease with T & E Ventures.
- On October 29, 2012, T & E transferred their property by Warranty Deed to Koz Territories LLC.
- On November 11, 2014, the current lease expires. KOZ Holdings LLC, who has been operating the business for the past two years, has asked to: 1) purchase the lot outright from the city; 2) in the alternative, enter into a lease agreement with the city to continue to use the city lot for parking purposes; and 3) request that the City plow the leased parking lot.

3. Discussion: There are several factors to consider in renewing this lease upon the same terms. First, implemented within the last 5 years, was the “Compliance Assistance Review Program” by the BOA which provided a thorough review of the operation of municipal airports. This program was implemented to ensure airports were complying with grant assurances made by them.

A call to the Compliance Manager of the BOA indicated that property owned by the City may still be leased to another entity, if it is not being used for airport purposes, as long as certain protections are placed in the lease that would 1) obligate the city to a short term lease (preferably an initial term of one year, with one-year renewals so that if the property were needed for airport development purposes, the city would not be restricted by a long-term lease; 2) be approved by BOA and FAA; and 3) would generate revenue based upon fair market value if the space is not needed for aeronautical purposes.

Options: After contacting the BOA, the attached lease was revised in the following respects:

- The effective date was changed to November 11, 2014
- The Lessee name was changed to KOZ Holdings LLC
- The term of the lease was changed to an initial term of one year, renewable indefinitely upon notice by Lessee for additional one-year terms
- Narrowing the use from truck access, parking and maneuvering (which was needed for Sherwin Williams) and additional parking space to use as parking space for Pro Players
- The lease payment was not changed; however, a history of the revenue generated from this lease is attached, and could be amended as long as justification exists for the establishment of the charge as the fair market value of the property
- A highlighted amendment was inserted at the Lessee’s request, that the City assume the snow removal from the parking lot.

Recommendation: Your approval is requested for:

1. Approval of the attached lease for an initial term of one-year with indefinite automatic renewals of one year, to allow the current owner and operator of Pro Players Sports Bar and Grill, KOZ Holdings LLC, to utilize the city owned lot, not used for airport purposes, as a parking lot.
2. No recommendation is made with regard to the payment, use, or whether the city should assume the responsibility of plowing the parking lot.

Impact: If adopted, the lease will generate revenue for the city. If the City agrees to assuming snow plowing of the lot, the cost of providing this service will offset the revenue generated from the lease payment.

LEASE AGREEMENT

THIS AGREEMENT OF LEASE, made this ____ day of _____, 2014, between the City of Wausau, a municipal corporation, located in Marathon County, Wisconsin, hereinafter referred to as "LESSOR", and Koz Holdings LLC d/b/a Pro Players Sports Bar and Grill, located at 206 Grand Avenue, Schofield, Wisconsin, in Marathon County, hereinafter referred to as "LESSEE";

WITNESSETH:

WHEREAS, the City of Wausau is the owner of certain premises further described on Appendix A attached hereto and incorporated herein which is adjacent to LESSEE's property and which is a part of the Wausau Downtown Airport; and

WHEREAS, said premises are in the flight pattern of landing aircraft; and

WHEREAS, said premises are presently not in use for airport purposes; and

WHEREAS, LESSEE has requested LESSOR allow LESSEE to use this parcel as a parking area; and

WHEREAS, said premises are within the City of Wausau and immediately adjoining to the municipal boundary of the City of Schofield.

NOW, THEREFORE, it is covenanted and agreed, between the parties as follows:

1. Term. Subject to the termination provisions contained in paragraph 8 of this lease, LESSOR hereby leases to LESSEE the following premises described below, located in the City of Wausau, for a term of ~~five (5) years~~ **one year** renewable on the execution date indicated on this lease for additional ~~five~~ **one-year** terms, **unless if either party gives notice to the other 30 days prior to the expiration of that term of that party's intent to terminate said lease** upon 30-day notice by LESSEE to LESSOR of LESSEE's intent to renew said lease. This lease shall commence on the 11th day of November, 2014, to-wit: See Attached Appendix A for premises description.

2. Fees. LESSEE shall be held liable to LESSOR, in return for the use of this property, an amount equaling what LESSOR's portion of the tax revenue would be for the demised premises as determined by the City Assessor, payment to be made upon execution of this agreement, and annually thereafter. Initially, the assessed value will be determined by multiplying Four Dollars (\$4) per square foot by the number of square feet used by LESSEE, and taxed at the rate of Twenty-seven and 42/100 (\$27.42) per thousand. Thereafter, LESSOR reserves the right to adjust rent annually based on any changes in the assessed value of the subject premises or the tax rate.

3. Use. LESSEE shall use the premises exclusively ~~for truck parking, access and maneuvering, and additional~~ parking space and shall be permitted to modify a portion of the lot for formal parking. LESSEE agrees to comply with all codes, ordinances, and other regulations of the City of Wausau, including but not limited to parking regulations, grass cutting, snow and

ice removal, paving and drainage, and regulations regarding dust and debris. LESSOR agrees to provide snow and ice removal from the leased premises at its expense. Any use other than a parking area shall automatically terminate this lease. LESSEE, as part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that:

- A. No person on the ground of race, color, national origin, creed, sex, or residency shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facility;
- B. That in the placing of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the grounds of race, color, national origin, creed, sex, or residency shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; and
- C. That LESSEE shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation/Effectuation of Title 6 of the Civil Rights Act of 1964, and as said regulations may be amended; and pursuant to Section 30, Civil Rights (49 U.S.C. 1730) of the Airport and Airway Development Act Amendments of 1976.

LESSOR reserves, for the use and benefit of the public, a right of flight for the passage of aircraft in the airspace above the surface of real property herein described, together with the right to cause in said airspace such noise as may be inherent in the operation of aircraft, now known, or hereafter used, for navigation of or flight in the said airspace, and for use of said airspace for landing, taking off from, or operating from the airport.

4. Restrictions on Use. LESSEE expressly agrees to prevent any use of the herein described real property which would interfere with or be a hazard to the flight of aircraft over the property, or to and from the airport, or interfere with air navigation and communication facilities presently or in the future serving the airport.

LESSEE shall not create any hazard which would interfere with the use of the Wausau Downtown Airport or which is contrary to the regulations of the Federal Aviation Administration or the State of Wisconsin or the City of Wausau.

5. Right of Entry. LESSOR shall have free access to the demised premises at all reasonable times for the purpose of examining or investigating the condition thereof, in order to exercise any right or power reserved to LESSOR under the terms and provisions of this lease agreement.

6. Assignment. LESSEE shall not sell or assign this lease or sublet the demised premises or any part thereof.

7. Insurance. LESSEE shall provide a certificate of liability insurance sufficient to LESSOR naming LESSOR as an additional insured.

8. Termination of Lease. LESSOR shall have the right to terminate this lease upon 30-days' written notice to LESSEE at any time during the term of this lease and for any reason whatsoever, such reasons including but not being limited to LESSOR's determination, at its sole discretion, that the premises are required by LESSOR for a higher and better use, such as airport expansion, sale of the premises, or any other reason whatsoever.

9. Liability. LESSEE agrees to assume all liability for any and all injuries or damages that may arise from any accident or anything whatsoever that occurs on or about the demised premises, including injury and/or damages from falling aircraft and/or objects falling therefrom; LESSEE hereby releases the City of Wausau and any officers, agents, employees, and/or designees of the City of Wausau, and of any other city agency, from all debts, claims, demands, damages, actions and causes of action, whatsoever, which may result from any actions of anyone in the construction, maintenance, and/or in the utilization of or in the use of the demised premises as a park or as anything else, or which may result from any actions whatsoever of anyone relating to or regarding the demised premises, whether or not they are on the premises pursuant to permission of LESSEE; and LESSEE further agrees to indemnify and to save and hold the City of Wausau, and any officers, agents, employees and/or designees of the City of Wausau, and of any other city agency, free and harmless from and against any damages, loss, costs, claims, expenses, suits, demands, actions and/or causes of action of any kind or of any nature, which may be sustained, made, and/or occasioned to the City of Wausau, and any officers, agents, employees, and/or designees of the City of Wausau, and of any other city agency, at any time by reason of damage or damages or injury to persons or property, or death to any person, or by reason of any other liability imposed by law or by anything or by anyone else upon the City of Wausau, and any officers, agents, employees, and/or designees of the City of Wausau, and of any other city agency, as the result of and/or due to anything occurring on, about, or relating to the demised premises and/or anything occurring pursuant to this Lease, whether or not those actions and/or occurrences occurred pursuant to authorization and/or acquiesce of LESSEE.

10. Notices. All notices required by this Lease shall be in writing and personally delivered or sent First Class Mail to LESSOR, in care of the City Clerk, City Hall, 407 Grant Street, Wausau, Wisconsin 54403; and to LESSEE, Koz Holdings LLC d/b/a Pro Players Sports Bar and Grill, 206 Grand Avenue, Schofield, Wisconsin 54476.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first above written.

CITY OF WAUSAU (LESSOR)

BY _____
James E. Tipple, Mayor

Witness

Attest:

Witness

Toni Rayala, Clerk

KOZ HOLDINGS LLC d/b/a Pro Players
Sports Bar and Grill (LESSEE)

Witness

BY _____

Witness

BY _____

RESOLUTION OF THE FINANCE COMMITTEE

Approving 2014 Budget Modification Animal Control Fund

Committee Action: Approved 4-0

Fiscal Impact: \$63,500

File Number: 13-1109

Date Introduced: November 11, 2014

RESOLUTION

WHEREAS, the 2014 Animal Control Budget was adopted based without general property tax support and

WHEREAS, a budget shortfall is predicted due to less revenues and increased animal service costs; and

WHEREAS, the Finance Department considered the original budget and the 2014 estimated actual and recommends a transfer from Contingency in the amount of \$63,500;

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City Officials be and are hereby authorized and directed to modify and increase the 2014 budget the animal control budget in the amount of \$63,500 and transfer the funds from contingency in the same amount.

BE IT FURTHER RESOLVED this budget modification be published in the official newspaper as required.

Approved:

James E. Tipple, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, October 28, 2014 @ 5:00 pm., Board Room

Members Present: Winters, Kellbach, Nagle, Oberbeck

Members Excused: Nutting

Others Present: Tipple, Groat, Giese, Jacobson, Hite, Kujawa, Barnes, Bliven, Wesolowski, Wagner, Gisselman, Mielke, Abitz, Goede

Discussion and possible action regarding budget modification to transfer funds to the Animal Control Fund.

Groat stated when the 2014 budget was adopted there was a goal that it would be self-sustaining, however, we find ourselves with need for property taxes. She indicated we will need approximately \$79,500 for 2014 to balance the budget without dipping into the fund balance too much. She stated if we remove the \$14,500 that was designated for purchasing cages and tables to run our own cat shelter and include some extra license revenue generated, we could reduce this amount down to \$63,500.

Motion by Kellbach, second by Winters to approve the transfer of \$63,500 from contingency to the Animal Control Fund. Motion carried 4-0.



TO: FINANCE COMMITTEE MEMBERS

FROM: MARYANNE GROAT

DATE: October 7, 2014

SUBJECT: ANIMAL CONTROL FUND

Purpose: To comply with the finance committee request to provide a budget modification for the projected loss in the Animal Control fund in the amount of \$65,000 along with \$14,500 to finance the purchase of cages and a table for cat kennel activity.

Facts:

I have attached an updated 2014 projected budget and 2015 budget which are attached. The budget continues to indicate the need for the entire \$65,000 of operating funds and \$14,500 for the capital outlay. I would recommend funding the transfer from the Contingency Fund which has a balance of \$329,750.

ANIMAL CONTROL BUDGET

	923 - 2013 Actual	2014 - 2014 Adopted Budget	2014 - 2014 Modified Budget	922 - Sept 2014 Actual	254 - 2014 Estimated Actual	20151 - 2015 Budget Dept Request	Recommended Modifications by K Winters	Adjusted Budget
EXPENSES								
ANIMAL LICENSING COSTS								
167.00000000270092190 - OTHER PROFESSIONAL SERVICES	780	-	-	120	200	-		-
167.00000000270092945 - MARATHON COUNTY LICENSE FEES	18,919	19,210	19,210	19,561	19,632	20,000	2,100	22,100
167.00000000270092990 - SUNDRY CONTRACTUAL SERVICES	21,472	22,740	22,740	21,697	21,755	22,000		22,000
167.00000000270093190 - OTHER OFFICE SUPPLIES	1,411	2,500	2,500	1,500	2,000	2,500		2,500
167.00000000270095930 - FEES & PERMITS	500	-	-	-	-	-		-
TOTAL LICENSING COSTS	43,082	44,450	44,450	42,878	43,587	44,500	2,100	46,600
ANIMAL CONTROL PROGRAM COSTS								
167.00000000271091110 - SALARIES-PERMANENT-REGULAR F/T	13,345	29,263	29,263	19,805	30,638	31,001	-	31,001
167.00000000271091250 - WAGES-TEMPORARY-REGULAR	-	13,438	13,438	8,665	13,438	27,349		27,349
167.00000000271091510 - SOCIAL SECURITY	889	3,267	3,267	2,243	3,365	4,464		4,464
167.00000000271091520 - RETIREMENT EMPLOYERS SHARE	835	2,048	2,048	1,563	2,127	2,108		2,108
167.00000000271091540 - HOSPITAL/HEALTH INSURANCE	7,820	21,028	21,028	15,275	19,367	20,096		20,096
167.00000000271091550 - LIFE INSURANCE	-	-	-	2	8	5		5
167.00000000271091560 - WORKERS COMPENSATION	-	770	770	-	770	2,264		2,264
167.00000000271092000 - MOTOR POOL CHARGES	320	6,500	6,500	7,091	9,891	11,600		11,600
167.00000000271092171 - ANIMAL SERVICES	-	-	32,400	32,400	54,400	57,750	(5,250)	52,500
167.00000000271092189 - TRAINING	1,619	1,225	1,225	1,440	2,000	2,000		2,000
167.00000000271092190 - OTHER PROFESSIONAL SERVICES	10	125	125	18	25	24		24
167.00000000271093460 - CLOTHING/UNIFORM	1,263	1,500	1,500	-	500	1,500		1,500
167.00000000271093490 - OTHER OPERATING SUPPLIES	899	4,000	4,000	4,160	6,560	4,000		4,000
167.00000000271098190 - OTHER CAPITAL OUTLAY	-	-	14,500	-	14,500	-		-
TOTAL ANIMAL CONTROL PROGRAM COSTS	27,001	83,165	115,565	92,664	157,590	164,161	(5,250)	158,911
TOTAL EXPENSES	70,083	127,615	160,015	135,541	201,178	208,661	(3,150)	205,511
REVENUES								
167.00000000270081110 - GENERAL PROPERTY TAXES			79,500		79,500	86,343	(7,267)	79,076
167.00000000270083180 - DOG LICENSES & COUNTY REFUND	39,629	40,600	40,600	41,206	41,500	41,261	4,200	45,461
167.00000000270083185 - CAT LICENSES	16,610	18,000	18,000	16,935	17,000	16,900	4,000	20,900
167.00000000270083190 - PET FANCIER LICENSE	-	-	-	35	-	-	3,500	3,500
167.00000000270084110 - FINES & FORFEITURES	5,245	27,495	27,495	8,127	13,000	18,000		18,000
167.00000000270084190 - LICENSE & PERMIT VIOLAT PENALT	6,660	6,000	6,000	4,020	4,380	4,000	300	4,300
167.00000000270085120 - TREASURER FEES	-	-	-	35	35	-		-
167.00000000270085130 - ACCOUNTING FEES	3,276	2,200	2,200	1,889	3,000	3,000	210	3,210
167.00000000270087232 - CONTRACTS FOR SERVICE	-	11,481	17,313	17,307	17,307	17,313	1,841	19,154
167.00000000270088416 - GRANT PROCEEDS	-	-	25,419	25,419	25,419	12,710		12,710
TOTAL REVENUES	71,420	105,776	216,527	114,973	201,141	199,527	6,784	206,311
NET INCOME (LOSS)								
BEGINNING NET POSITION	18,893				20,231			20,194
ENDING NET POSITION	20,231				20,194			20,994

RESOLUTION OF THE FINANCE COMMITTEE

Approving 2014 Budget Modification Based upon 2014 Estimated Actual Projections

Committee Action: Approved 4-0

Fiscal Impact: None

File Number: 13-1109

Date Introduced: November 11, 2014

RESOLUTION

WHEREAS, as part of the 2015 budget preparation, 2014 estimated actuals were calculated; and

WHEREAS, these estimates included payroll projections; and

WHEREAS, these predictions indicated several department budgets would be overdrawn due to a variety of issues including yearend retirement payouts, extraordinary winter costs or unexpected contractual services; and

WHEREAS, the Finance Committee considered these projections and the proposed budget adjustment and recommends the budget modification;

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City Officials be and are hereby authorized and directed to modify the 2014 budget as presented:

TRANSFER TO:

HUMAN RESOURCES \$10,531
MUNICIPAL COURT..... \$4,602
UNCLASSIFIED \$8,375
FIRE DEPARTMENT \$189,574
DEPARTMENT OF PUBLIC WORKS..... \$92,114

TRANSFER FROM:

POLICE DEPARTMENT \$305,196

BE IT FURTHER RESOLVED this budget modification be published in the official newspaper as required.

Approved:

James E. Tipple, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, October 28, 2014 @ 5:00 pm., Board Room

Members Present: Winters, Kellbach, Nagle, Oberbeck

Members Excused: Nutting

Others Present: Tipple, Groat, Giese, Jacobson, Hite, Kujawa, Barnes, Bliven, Wesolowski, Wagner, Gisselman, Mielke, Abitz, Goede

Discussion and possible action on 2014 budget amendment based upon estimated actual projections

Groat explained as part of the 2015 budget we asked departments to project their spending for the balance of the year. We took those numbers and combined them with the payroll projections including any staffing changes and overtime projections or seasonal projections based on actual at this point. Based on these projections these departments will be overdrawn by the end of the year: Human Resources Department, Municipal Court, Fire Department, Unclassified, and the Department of Public Works. She reiterated these departments are not currently over budget but projections show that they will be by the end of the year. As part of that projection she noted that there were departments that would have excess money at the end of the year, the main one being the Police Department due to significant vacancies they have right now. She proposed transferring money from the Police Department into these other funds to cover their possible deficits.

Groat stated the other item is the Capital Projects Fund in which it appears we were under budgeted for the Grand Avenue Project. The budget contained \$521,102 which was based on the original contract we had with the State of Wisconsin. She explained subsequent to that in October 2013 we received notification that the amount was just under \$620,000, leaving us about \$99,000 short. She stated the state can be a very slow biller so we have a separate line item for each of the state projects and then carry forward whatever is left in the project. She indicated we have two project accounts that we have not been billed anything from 2007 or 2008, which are the Merrill Avenue Project and the Thomas Street Railroad Bridge Project. She suggested taking it out of these accounts to fund this overage. The other option would be to borrow for it next year.

Motion by Nagle, second by Oberbeck to approve transferring \$305,196 from the Police Department to cover the year end budget adjustments as presented. Motion carried 4-0.

Motion by Nagle, second by Kellbach to take \$98,675 proportionately from the 2007 Merrill Avenue Project fund and the 2007 Thomas Street Railroad Bridge Project fund to cover the Grand Avenue Project. Motion carried 4-0.



TO: FINANCE COMMITTEE MEMBERS

FROM: MARYANNE GROAT

DATE: October 21, 2025

SUBJECT: 2014 Budget Amendment Based Upon Estimated Actual Projections

Purpose: To comply with the finance committee request to provide a budget modification based upon the estimated actual projections included within the 2015 budget.

Facts:

General Fund

Finance Staff prepared a 2014 payroll projection based upon staffing levels throughout the year, projected overtime earnings and known terminations and retirements. This projection was combined with the departments spending expectations of their non-payroll budget line items to formulate projected expenses through December 31, 2014. The combined projection was compared to the 2014 modified budget and the following departments indicate that they will exceed budget at December 31, 2014:

Human Resources \$10,531
Municipal Court \$4,602
Unclassified \$8,375
Fire Department \$189,574
Department of Public Works \$92,114

In addition, the budget projection showed that the police department will have unused funds due to vacancies experienced during the year. The recommendation is to process a transfer from the Police Department salaries to finance these overages.

Capital Projects Fund

The Board of Public Works received a request to authorize payment for the work to the Wisconsin DOT completed on Grand Avenue. I noted that the request would place us over expended on the account and asked that the projected total costs be obtained from the state. Staff found correspondence that the project costs had increased for the project but that this increase was not forwarded to be included within the budget. We will need to increase the budget from \$521,102 to \$619,780. The documentation is attached.

CITY OF WAUSAU 2014 BUDGET PROJECTIONS

	927 - 2012 Actual (Final)	923 - 2013 Actual	20143 - 2014 Adopted Budget	2014 - 2014 Modified Budget	254 - 2014 Estimated Actual	Adopted Budget to Actual Variance
EXPENSES						
100.110.005 - ELECTED OFFICIALS-COUNCIL	\$ 104,687	\$ 93,090	\$ 115,298	\$ 106,098	\$ 96,762	\$ 9,336
100.110.010 - ELECTED OFFICIALS-MAYOR	234,385	224,721	229,680	229,680	228,002	1,678
100.110.020 - FINANCE DEPARTMENT	1,439,821	1,255,693	1,372,877	1,391,877	1,385,904	5,974
100.110.026 - CITY COUNTY DATA CENTER	572,724	570,942	675,797	675,797	664,315	11,482
100.110.030 - HEALTH & WELFARE	1,402,297	1,447,936	1,481,300	1,481,300	1,481,000	300
100.110.040 - ASSESSMENT DEPARTMENT	557,815	586,806	629,047	629,047	600,202	28,845
100.110.050 - LEGAL AFFAIRS	460,202	513,228	508,901	508,901	487,430	21,471
100.110.051 - HUMAN RESOURCES	362,264	305,420	293,597	293,597	304,128	(10,531)
100.110.052 - MUNICIPAL COURT	124,588	124,721	124,931	124,931	129,533	(4,602)
100.110.080 - UNCLASSIFIED	253,991	193,976	165,675	146,675	155,050	(8,375)
100.110.090 - POLICE DEPARTMENT	8,413,303	8,687,532	8,657,499	8,672,374	8,334,025	338,349
100.110.100 - FIRE DEPARTMENT	6,402,731	6,391,820	6,307,376	6,307,376	6,496,949	(189,574)
100.110.120 - INSPECTIONS & ELECTRICAL SYSTM	576,848	572,368	601,912	611,112	602,862	8,250
100.110.139 - DEPARTMENT OF PUBLIC WORKS	7,421,519	7,675,360	7,792,430	7,807,349	7,899,463	(92,114)
100.110.160 - PARKS DEPARTMENT	2,264,693	2,249,653	2,419,032	2,437,790	2,425,007	12,783
TOTAL EXPENSES	30,591,867	30,893,264	31,375,352	31,423,904	31,290,632	84,720

REVENUES						
100.110.020 - FINANCE DEPARTMENT	25,012,549	24,771,542	25,471,568	25,471,568	25,642,222	170,654
100.110.030 - HEALTH & WELFARE	27,961	44,191	28,407	28,407	44,191	15,784
100.110.040 - ASSESSMENT DEPARTMENT	-	24,300	24,000	24,000	24,300	300
100.110.052 - MUNICIPAL COURT	386,871	353,662	405,000	405,000	382,000	(23,000)
100.110.080 - UNCLASSIFIED	16,749	11,291	-	-	-	-
100.110.090 - POLICE DEPARTMENT	629,948	663,176	757,606	765,043	717,340	(40,266)
100.110.100 - FIRE DEPARTMENT	1,618,823	1,454,613	1,514,735	1,514,735	1,468,776	(45,959)
100.110.120 - INSPECTIONS & ELECTRICAL SYSTM	249,282	223,127	247,325	247,325	199,730	(47,595)
100.110.139 - DEPARTMENT OF PUBLIC WORKS	2,656,910	2,481,132	2,679,413	2,679,413	2,570,027	(109,386)
100.110.160 - PARKS DEPARTMENT	256,005	263,707	247,298	257,413	247,738	440
TOTAL REVENUE	\$ 30,855,098	\$ 30,290,740	\$ 31,375,352	\$ 31,392,904	\$ 31,296,324	\$ (79,028)

NET BUDGET PROFIT (SHORTFALL)

\$ 5,693

EXPENSES

HUMAN RESOURCES - UNANTICIPATED PROFESSIONAL SERVICES

MUNICIPAL COURT - BUDGET DID NOT REFLECT HISTORICAL SPENDING

FIRE DEPARTMENT - PERSONNEL SHORT \$120,000 DUE TO A COMBINATION OF OVERTIME FOR PARAMEDIC TRAINING, 4 SICK LEAVE PAYOUTS IN DECEMBER, MOTOR POOL SHORT FALL \$60,000

REVENUES

MUNICIPAL COURT - REVENUE ANTICIPATED \$37,000 INCREASE DUE TO FEE HIKES - NOT REALIZED

POLICE - GRANT INCOME DOMESTIC VIOLENCE GRANT ENDED JUNE 2014 BUDGET FOR A FULL YEAR

FIRE DEPARTMENT - AMBULANCE REVENUE BUDGETED AT \$1,400,000 REVISED ESTIMATE IS \$1,345,000

INSPECTIONS DEPARTMENT - PERMIT REVENUE BUDGETED BASED UPON 2012 EXPERIENCE

DEPARTMENT OF PUBLIC WORKS - ANTICIPATES PATCHING INCOME FROM UTILITY - THIS WAS CONTRACTED OUT IN 2014



MEMORANDUM

DATE: October 21, 2014

TO: Finance Committee

CC: Alderpersons, Department Heads

FROM: James Tipple, Mayor *James E. Tipple*

RE: 2014 Fire Department Memos dated 10/21/14 sent to Finance Committee

I have reviewed the recommendation from the Wausau Fire Department memo's sent to the Finance Committee on October 21, 2014.

I recommend the Finance Committee reject the Fire Chief's recommendation to lay-off 5 to 6 personnel per day during the months of November and December due to the devastating impact this would have on the Department, the City and the citizens of the City of Wausau.

Based on the ramifications to the Fire Department in their ability to absorb a deficit of this magnitude, I would recommend the Wausau Police Department's 2014 Operational Budget to transfer the amount of \$175,000 to the Wausau Fire Department's 2014 Operational Budget. It is projected, the Wausau Police Department will be under budget by \$338,349, as the result of the lag in the recruitment of four (4) police officers.

Memorandum



From: Tracey Kujawa, Thru: Jim Tipple, Mayor
To: Finance Committee
Date: October 21, 2014
Re: 2015 Budget

Purpose: to provide the Finance Committee with an action plan to cut approximately \$40,000 from the proposed 2015 Operational Budget for the Wausau Fire Department (WFD).

The proposed action to decrease the 2015 operational budget by \$40,000 is to conserve monies allocated to salaries by not immediately filling an entry level position caused by a retirement.

Although, I believe the proficiency of a department suffers by not aggressively hiring when an opening occurs I feel this is the option that will affect Department operations the least. Other considerations with their anticipated consequences are as follows:

Consideration: decrease monies in the operational budget allocated for training, equipment replacement and purchase of personal protective equipment (PPE). Projected savings: \$10,000.
Consequences: not having the ability to prepare WFD personnel to perform their jobs safely and proficiently. The fire service is constantly changing and the risks and dangers faced by those in the fire service are continually increasing. Therefore it is imperative that we aggressively train our personnel to respond appropriately. It is also important to keep the safety of our personnel at the forefront by keeping them well equipped both through reliable equipment and PPE.

Consideration: discontinue providing tactical emergency medical support (TEMS) for law enforcement. Projected savings: \$10,000.
Consequences: TEMS is an essential component of tactical law enforcement teams and helps maintain a safer environment for both law enforcement and the public. It is a unique subspecialty that responds with SWAT and provides emergency care under extreme and potentially dangerous situations. This is a partnership between fire/EMS and law enforcement that we feel is very important to preserve.

Consideration: change minimum staffing. Projected savings: dependent on staffing.
Consequences: reduction in minimum staffing would be detrimental to the proficiency of the Department. WFD would fall further below the minimum standards set by NFPA 1710 which is the safety and response standard. WFD has also experienced increasing calls for service, service demands and EMS care standards all of which indicate the need to retain staffing.

Conclusion:
Upon the retirement of BC Krueger, in March, 2015, WFD would promote but would not hire immediately at the entry level and therefore would save salary and benefits. The WFD would not hire until mid-October which would be a savings of 7 ½ months of salary and benefits which would equate to over \$40,000 which was directed.

Cc: Jim Tipple, Mayor

Memorandum



From: Tracey Kujawa, Thru: Jim Tipple, Mayor
To: Finance Committee
Date: October 21, 2014
Re: 2014 Budget

Purpose: to provide information regarding the projection that the Operational Budget for the Wausau Fire Department (WFD) will be over budget by \$190,000 at the end of 2014 with the directive to procure \$175,000 from the 2014 budget to reimburse the City of Wausau to acquire a balanced operational budget.

Details for unanticipated budget overruns:

- Retirement costs (≈ \$150,000)
- Costs to hire a chief (≈ \$30,000)
- Critical Care Paramedic Costs (≈ \$20,000)
- Decision to strengthen minimum staffing while increasing skills through the Critical Care Paramedic education (≈ \$40,000)
- Tactical Emergency Medical Support (TEMS) (≈10,000)
- Line items which were not budgeted accurately (≈ \$10,000 ambulance supplies, ≈ \$45,000 motor pool, ≈ \$10,000 snow removal)

Budget composition:

Total Budget:	\$6,307,376
Less:	
Motor Pool	\$63,724
Salaries and Benefits	\$5,792,738
Ambulance Billing	\$141,434
Drugs and Paramedic Supplies	\$47,000
Utility Services	\$61,369
Fixed Charges	<u>\$56,878</u>
Other Spending	\$144,233*

*Represents funds available to the fire chief to spend on management priorities in 2014.

Approximately two percent (2%) of the operational budget (\$144,233) for the WFD is available to allocate to accounts such as equipment replacement, personal protective equipment, training, workplace safety, office supplies and building maintenance and supplies.

With the budget composition detailed above it can certainly be resolved that unfunded mandates or expenses charged to this operational budget would be very difficult to absorb. I don't believe that the WFD should have to live with the consequences of decisions that were made to our employees 25 years ago. The policymakers of the City, at that time, made the decision to pay out leave accounts upon retirement and therefore in 2014 with four retirements, the cost to the Department is approximately \$150,000. Should it be – because of a lack of planning on behalf of the City, the fire

service to our community should suffer? I express this assertion because the only resolve to the request of balancing this year's budget in the manner directed will ultimately have to come from salary accounts and therefore result in a reduction of services.

Currently, the WFD 2014 Operation Budget has limited dollars in the "other spending" monies remaining in the 2014 operational budget. These line items have been reserved to replace failing equipment such as hoses and nozzles (only discernible after the completion of annual fall hose testing), personal protective equipment – PPE (determined after end-of-year inspections), fire house upkeep, along with some end of the year training for our inspectors. If we don't use any more money in these identified line items for these essentials, the amount preserved will be approximately \$30,000.

The only manner in which we would be able to preserve any additional operational monies is in salaries which would result in the lay-off of 5 to 6 personnel every day during the months of November and December. Currently, minimum staffing at the WFD is 15 personnel; a lay-off of 5 to 6 personnel could result in a minimum staffing of 9 personnel which is a daily lay-off of over 1/3 of the Department's line personnel. This would require the closings of both Station 2 and Station 3 with all staff relocated to Station 1. The WFD would only be able to staff one Engine, two Ambulances, one Incident Commander and one person to a floating position.

Current Delegation of Daily Staffing

Station 1: Engine (3), Ambulance (2), Incident Commander (1), Floating Position* (1)

Station 2: Engine (2), Ambulance (2)

Station 3: Engine (2) Ambulance (2)

Lay-off Staffing Delegation

Station 1: Engine (3), 2 Ambulances (4), Incident Commander (1), Floating Position* (1)

Station 2: Closed

Station 3: Closed

* The individual assigned to this position could respond with the ladder, rescue, hazmat or tender depending on the emergency.

Table 1: Comparison of Current Minimum Staffing with Lay-off Staffing

	Current Staffing	Lay-off Staffing
Station 1		
Engine 1	3	3
Ambulance(s)	2	4
Truck, Rescue, Hazmat etc.	1	1
Incident Commander	1	1
Station 2		
Engine 2	2	0
Ambulance	2	0
Station 3		
Engine 3	2	0
Ambulance	2	0
Total	15	9

National Fire Protection Association (NFPA) 1710 sets criteria for the staffing of firefighter crews which are based on “minimum levels necessary for safe, effective and efficient emergency fire ground operations.” NFPA’s minimum recommended staffing requirements for each Engine Company, whose primary function is to pump and deliver water and perform basic fire fighting at fires, including search and rescue, is 4 on-duty personnel. NFPA’s minimum recommended staffing requirements for each Truck Company, whose primary functions are to perform the variety of services associated with truck work, such as forcible entry, ventilation, search and rescue, aerial operations for water delivery and rescue, utility work, illumination, overhaul and salvage work, has a minimum recommended staffing of 4 on-duty personnel as well.

Table 2: Comparison (NFPA Recommended Staffing/Current Staffing/Lay-off Staffing)

	NFPA Staffing Recommendations	Current Staffing Levels	Lay-off Staffing Levels
Engine 1	4	3	3
Engine 2	4	2	0
Engine 3	4	2	0
Truck 1	4	1	1
IC	1	1	1
Total:	17	9*	5^

*Supplemental staffing of 6 when ambulances are available for a total of 15.

^Supplemental staffing of 4 when ambulances are available for a total of 9.

The initial full fire alarm assignments described in NFPA 1710 apply only to fires in low-hazard residential structures which can be defined as a structure fire in a typical 2000 ft², two story single-family dwelling without basement and with no exposures. The following is what NFPA states shall be provided for this type of low hazard structure:

1. Establishment of Incident Command (staffing = 1)
2. Establishment of a water supply (staffing = 1)
3. Establishments of an effective water flow application rate of 300 gpm from two handlines (minimum staffing = 2/handline)
4. Provision of one support person for each attack and backup line deployed to provide hydrant hookup and to assist in laying of hose lines, utility control and forcible entry (minimum staffing = 2)
5. Provision of at least one victim search and rescue team (minimum staffing = 2)
6. Provision of at least one team to raise ladders and perform ventilation (minimum staffing = 2)
7. If an aerial device is used in operations an aerial operator to maintain primary control of the aerial device (staffing = 1)
8. Establishment of a Rapid Intervention Team (minimum staffing = 4)
9. EMS rehabilitation (minimum = 1)

It has been established above that an initial fire attack requires, at minimum, two engine companies with adequate staffing (which equates to 8 fire fighters) to run the lines and operate the nozzles and pumps, plus a truck company capable of simultaneously performing forcible entry, search and rescue, ventilation, raising of ladders, salvage operations and operation of various power tools carried on the

truck (which equates to 4 fire fighters). The number of fire fighters normally required to respond with the apparatus to achieve this level of performance is 16 which includes the Incident Commander. This is so hose streams and equipment can be properly staffed; a two-person crew can be designated as a Rapid Intervention Crew in case personnel become trapped or injured and are unable to exit the structure; and personnel can be assigned to rehabilitation to make certain staff can continue in the fire fight. The current minimum staffing levels at the WFD allows for this first alarm response if all ambulances are available, which unfortunately is most often not the case. But with lay-offs, we would obviously have a much higher gap between the staffing recommendations by NFPA and our actual daily staffing. WFD would be staffed with 8 staff and an Incident Commander; if both staffed ambulances are available. If ambulance personnel are not available initial response could be as few as 5.

A first alarm response, with an initial fire attack which has dangerously undermanned fire companies may seriously limit the ability to make a prompt fire attack jeopardizing both the safety of responding personnel and the safety of the community. In my opinion, the lay-offs required to achieve the dollar amount requested by the Finance Committee would certainly fall into the category of "dangerously undermanned" which has the high potential to have dire consequences.

The location of the WFD fire stations allows the Department to deliver proficient and timely services to our customers; the tax payers. The recent ESCi study endorses the current locations of the stations and response times are appropriate. NFPA 1710 states that "the fire department shall have the capabilities to provide for the arrival of an engine company within a 240-second travel time to 90% of incidents and an initial full alarm assignment within a 480 second travel time, 90 percent of the time." Lay-offs would close both outside stations, Station 1 and Station 2, which would result in response times doubling or tripling at a minimum, with the likelihood of being four to five times longer; if not more. First-in areas of Station 2, which currently have a two minute response time, could have an increased response time of 10 to 12 minutes when responding from Station 1. Of course, this increase in response time could have a deadly outcome when one considers that biological death occurs in 4 to 6 minutes of cardiac arrest and fires grow exponentially every minute; consequentially each minute of delay is critical to the safety of the occupants and firefighters and is directly related to property damage.

If the Finance Committee decides to recommend the execution of lay-offs, I would be remiss if I didn't mention the financial strain which would be burdened by the employees at the WFD; again, through no fault of their own. There would be a loss of income to every employee of approximately \$3,000. This unanticipated loss of income could be devastating. This dollar amount would result in a decrease of income, on average, of one-third of the employee's monthly income, which would have to be endured simultaneously with a holiday season that most often results in additional expenses.

I believe the final element for consideration is the harm that would result to the reputation of the WFD. When looking for employment most will explore the overall security of the department. It is very hard to attract high caliber recruits when there is any indication there is instability present, particularly when it has a financial focus.

I would also like the Finance Committee to note that in addition to providing structure fire response we also provide the following: emergency medical services (EMS), TEMS (tactical emergency medical support), technical rescue (confined space, high and low angle rescue, trench rescue and collapse rescue), swift water rescue, ice water rescue, extrication, fire prevention inspections (commercial and multi-unit residential twice/year) and fire prevention education.

Table 3: Calls for Service and Number of Inspections Annually

	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003
Fire Responses	2100	1618	1493	1333	1285	1437	1393	1433	1478	1455	1648
Emergency Responses	4436	4311	4224	4161	4074	4617	4185	4003	3734	3565	3350
Inspections	4105	3922	3919	4004	3951	3640	4043	4018	4438	3816	4183

Cc: Jim Tipple, Mayor

RESOLUTION OF THE FINANCE COMMITTEE

Approving 2014 Budget Modification to finance additional costs for the Grand Avenue DOT Project

Committee Action: Approved 4-0

Fiscal Impact: None

File Number: 13-1109

Date Introduced: November 11, 2014

RESOLUTION

WHEREAS, as the City received notice of an increase in the DOT Grand Avenue project costs that had not been included within the 2014 budget necessitating a budget modification; and

WHEREAS, the review of the 2014 budget shows that two old DOT projects have budgeted funds remaining that have not been utilized since 2007 and 2008; and

WHEREAS, staff recommends a budget modification from these project accounts to the Grand Avenue DOT account; and

WHEREAS, the Finance Committee considered and recommends the proposed budget modification;

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City Officials be and are hereby authorized and directed to modify the 2014 budget as presented:

TRANSFER TO:

DOT GRAND AVENUE \$98,678

TRANSFER FROM:

DOT MERRILL AVENUE DESIGN \$49,000

DOT THOMAS ST RAILROAD BRIDGE \$49,678

BE IT FURTHER RESOLVED this budget modification be published in the official newspaper as required.

Approved:

James E. Tipple, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, October 28, 2014 @ 5:00 pm., Board Room

Members Present: Winters, Kellbach, Nagle, Oberbeck

Members Excused: Nutting

Others Present: Tipple, Groat, Giese, Jacobson, Hite, Kujawa, Barnes, Bliven, Wesolowski, Wagner, Gisselman, Mielke, Abitz, Goede

Discussion and possible action on 2014 budget amendment based upon estimated actual projections

Groat explained as part of the 2015 budget we asked departments to project their spending for the balance of the year. We took those numbers and combined them with the payroll projections including any staffing changes and overtime projections or seasonal projections based on actual at this point. Based on these projections these departments will be overdrawn by the end of the year: Human Resources Department, Municipal Court, Fire Department, Unclassified, and the Department of Public Works. She reiterated these departments are not currently over budget but projections show that they will be by the end of the year. As part of that projection she noted that there were departments that would have excess money at the end of the year, the main one being the Police Department due to significant vacancies they have right now. She proposed transferring money from the Police Department into these other funds to cover their possible deficits.

Groat stated the other item is the Capital Projects Fund in which it appears we were under budgeted for the Grand Avenue Project. The budget contained \$521,102 which was based on the original contract we had with the State of Wisconsin. She explained subsequent to that in October 2013 we received notification that the amount was just under \$620,000, leaving us about \$99,000 short. She stated the state can be a very slow biller so we have a separate line item for each of the state projects and then carry forward whatever is left in the project. She indicated we have two project accounts that we have not been billed anything from 2007 or 2008, which are the Merrill Avenue Project and the Thomas Street Railroad Bridge Project. She suggested taking it out of these accounts to fund this overage. The other option would be to borrow for it next year.

Motion by Nagle, second by Oberbeck to approve transferring \$305,196 from the Police Department to cover the year end budget adjustments as presented. Motion carried 4-0.

Motion by Nagle, second by Kellbach to take \$98,675 proportionately from the 2007 Merrill Avenue Project fund and the 2007 Thomas Street Railroad Bridge Project fund to cover the Grand Avenue Project. Motion carried 4-0.



TO: FINANCE COMMITTEE MEMBERS

FROM: MARYANNE GROAT

DATE: October 21, 2015

SUBJECT: 2014 Budget Amendment Based Upon Estimated Actual Projections

Purpose: To comply with the finance committee request to provide a budget modification based upon the estimated actual projections included within the 2015 budget.

Facts:

General Fund

Finance Staff prepared a 2014 payroll projection based upon staffing levels throughout the year, projected overtime earnings and known terminations and retirements. This projection was combined with the departments spending expectations of their non-payroll budget line items to formulate projected expenses through December 31, 2014. The combined projection was compared to the 2014 modified budget and the following departments indicate that they will exceed budget at December 31, 2014:

Human Resources \$10,531
Municipal Court \$4,602
Unclassified \$8,375
Fire Department \$189,574
Department of Public Works \$92,114

In addition, the budget projection showed that the police department will have unused funds due to vacancies experienced during the year. The recommendation is to process a transfer from the Police Department salaries to finance these overages.

Capital Projects Fund

* The Board of Public Works received a request to authorize payment for the work to the Wisconsin DOT completed on Grand Avenue. I noted that the request would place us over expended on the account and asked that the projected total costs be obtained from the state. Staff found correspondence that the project costs had increased for the project but that this increase was not forwarded to be included within the budget. We will need to increase the budget from \$521,102 to \$619,780. The documentation is attached.

MaryAnne Groat

From: Allen Wesolowski
Sent: Wednesday, October 22, 2014 3:59 PM
To: MaryAnne Groat; Anne Jacobson; Jim Tipple
Subject: Grand Avenue-DOT construction costs
Attachments: DOC102214-10222014144352.pdf

All,

Lori dug up the SMA for the project. A revised SMA is dated April 19, 2013. The estimated cost to the City on this version is \$521,102. However, based upon actual bids received, the DOT sent a revised cost estimate to the City of \$619,779.84. This letter is dated Oct 22, 2013. I attached the cover of the revised SMA and the bid letter from the DOT for reference..

At the last BPW you asked what the expected final budget would be. It appears the \$619,779.84 is the correct budget number for this project.

Allen M. Wesolowski, P.E.
Project Manager
City of Wausau
Office: 715-261-6762
Cell: 715-581-5774

REVISED
STATE/MUNICIPAL AGREEMENT
FOR A
HIGHWAY IMPROVEMENT PROJECT

DATE: April 19, 2013
 I.D.: 6999-02-08/78
 TITLE: Wausau, Grand Avenue
 SUBTITLE: Kent St to Division St
 COUNTY: Marathon
 ROADWAY: BUS 51
 LENGTH: 1.57 miles

This agreement supercedes the agreement signed on 1/6/2010.

The signatory, City of Wausau, hereinafter called the *Municipality*, through its undersigned duly authorized officers or officials, hereby requests the Wisconsin Department of Transportation (WDOT), hereinafter called the *State*, to initiate and effect the highway or street improvement hereinafter described. The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25 (1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility: The existing concrete pavement in the travel lanes is distressed, exhibiting deteriorated joints and cracks with faulting. In addition, there are extensive joint repairs present.

Proposed Improvement: It is proposed to perform a construction project that will extend the service life of the roadway. The project improvement concept is resurfacing. The project will repair concrete joints and overlay with asphalt.

The Municipality is responsible for any adjustments to their utilities necessary for completion of construction.

Estimated Project Costs

Phase	Estimated Cost				
	Total Estimated Cost	Federal/State funds	%	Municipal Funds	%
Preliminary Engineering (6999-02-08):	\$300,000	\$225,000	75	\$75,000	25
¹ Participating Construction (6999-02-78):					
Roadway Items (Cat 010)	\$1,560,096	\$1,560,096	100	\$0	0
Street Lighting and sidewalks (Cat 020)	\$784,628	\$392,314	50	\$392,314	50
Community Sensitive Solutions ² (Cat 030)	\$163,390	\$122,000	max	\$41,390	bal
Local Utilities (Cat 040)	\$12,398	\$0	0	\$12,398	100
Subtotal Construction costs	\$2,520,512	\$2,074,410		\$446,102	
Total Cost	\$2,820,512	\$2,299,410		\$521,102	

¹ Estimate includes construction engineering.

² Community Sensitive Solution (CSS) funding is capped at \$122,000 Fed/State dollar per number 9 of Basis for local participation. Any un-used CSS funds will be removed from the project upon contract LET.

The Municipality assumes full responsibility for the design, installation, testing and operation of the sanitary sewer and water main and relieves the State and all of its employees from liability for all suits, actions or claims resulting from the sanitary sewer and water main construction under this agreement.



Division of Transportation
System Development
 North Central Region
 510 North Hanson Lake Road
 Rhineland WI 54501

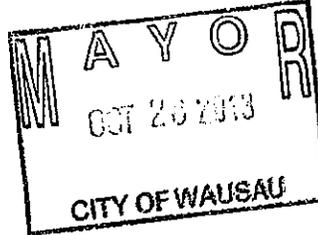
Scott Walker, Governor
 Mark Gottlieb, P.E., Secretary
 Internet: www.dot.wisconsin.gov

Telephone: (715) 365.3490
 Facsimile (FAX): (715) 365.5780

E-mail: ncr.dtsd@dot.wi.gov

October 22, 2013

THE HONORABLE JAMES TIPPLE
 MAYOR CITY OF WAUSAU
 407 GRANT STREET
 WAUSAU WI 54403



SUBJECT: Project ID 6999-02-78
 C Wausau, Grand Avenue
 Kent Street to Division Street
 BUS 51
 Marathon County

The Wisconsin Department of Transportation has awarded the contract for the improvement project listed above on the basis of the bids received on 9/10/13. A report of the contract letting is enclosed for your information. On the basis of the awarded bid, we have prepared the following estimate of costs and financing.

Note: This is only an estimate of work to be done. The actual project costs may vary depending on conditions encountered during the construction work. Variances may affect your budgeting process.
Estimate of Costs

American Asphalt of Wisconsin	\$2,856,082.09
Engineering & Contingencies	<u>\$ 371,290.67</u>
TOTAL ESTIMATED COST	\$3,227,372.76

Estimate of Financing

Federal Funding	\$2,194,219.18
State Funding	\$ 413,373.74
City of Wausau	<u>\$ 619,779.84</u>
TOTAL ESTIMATED FINANCING	\$3,227,372.76

You will receive interim billings throughout the life of the project based on actual costs incurred. The timing of the bills is dependent on the balance due. Bills are sent monthly if balance due exceeds \$100,000 and quarterly if the balance due exceeds \$5,000. A bill is sent at the end of the calendar year for all projects regardless of the project balance.

A final bill is sent after all costs have been determined, the project has been closed, and a final audit is performed on our contracts. The final bill may take one or more years after construction before it reaches you. All bills are due within 30 days of receipt.

If you have any questions, please feel free to call me at 715.365.5729.

Roxy Coppenger

Roxy Coppenger
 Financial Specialist, NC Region – Rhineland Office

Enclosure