



## OFFICIAL NOTICE AND AGENDA

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

**Meeting:** CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

**Members:** Gary Gisselman (C), Sherry Abitz, Karen Kellbach, Lisa Rasmussen, Rebecca McElhaney.

**Location:** Council Chambers, City Hall, 407 Grant Street.

**Date/Time:** Thursday, October 13, 2016, at 5:30 p.m.

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1. Public Comment for matters not appearing on the agenda. (Comments relating to an agenda item will be allowed when the specific item is considered.)
  2. CONSENT AGENDA (Any item can be removed from the Consent Agenda at the request of a Committee member.)
    - A. Approve minutes of the September 8, 2016 meeting.
    - B. Action authorizing Downtown Snow/Ice Removal.
    - C. Action on Stormwater Maintenance Agreement for NWA Holdings LLC at 2130 Northwestern Avenue.
  3. Presentation on the proposed Wheel Tax.
  4. Discussion and possible action on realignment of Curling Way.
  5. Update on Phase I of the Thomas Street Project.
  6. Discussion and possible action regarding design and funding of proposed bump out in front of the CVA along North 4<sup>th</sup> Street.
  7. Discussion and possible action on proposed neighborhood signage.
  8. Discussion and possible action on ordinance designating no parking, standing or stopping on the north side of Kickbusch Street from a point 1,100 feet east of its intersection with South 13<sup>th</sup> Street, to South 13<sup>th</sup> Street.
  9. Discussion and possible action to designate the following parking stalls as handicapped parking: 400 block of Scott Street, north side, third and fourth parking stalls west of N 5<sup>th</sup> Street.
  10. Discussion and possible action on a preliminary resolution for paving the alley bounded by Callon Street, Clark Street, 2<sup>nd</sup> Avenue and 3<sup>rd</sup> Avenue.
  11. Discussion and possible action on dedication of land - Hiawatha.
  12. Update on electrical usage information provided to a solar energy expert.
  13. Update on 2016 Street Construction Projects.
  14. Future agenda items for consideration.
- Adjourn.

***The next regular meeting is scheduled for November 10, 2016.***

GARY GISSELMAN, Chairperson

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THIS NOTICE POSTED AT CITY HALL AND FAXED TO CITY PAGES AND DAILY HERALD: October 7, 2016 at 3:30 p.m.

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

Upon reasonable notice, effort will be made to accommodate the needs of disabled individuals through appropriate aids and services. For information or to request this service, contact the City Clerk at (715) 261-6620.

Agenda distribution: Committee members, Council members, Assessor, Attorney, Clerk, Community Development, Engineering, Finance, Inspections, Mayor, Parks, Planning, Public Works, County Planning, Police Department, Daily Herald, City Pages, Wausau School District, Wausau Area Events, Becher-Hoppe Associates, AECOM, Mi-Tech, REI, Glenn Speich, Judy Bayba, Scholfield Group, Evergreen Civil Engineering, Clark Dietz, Inc.

## CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

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Date of Meeting: September 8, 2016, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Kellbach, McElhaney, Rasmussen

Also Present: Lindman, Wesolowski, Sean Gehin, Graham, Nutting

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. Chairman Gisselman called the meeting to order.

### **Public Comment for matters not appearing on the agenda**

No one came forward to offer public comment.

### **CONSENT AGENDA**

**A. Approve minutes of the August 11, 2016 meeting**

**B. Action on Stormwater Maintenance Agreement for Elder Sanctuary LLC at 215 E. Thomas**

Kellbach moved to approve the consent agenda items. McElhaney seconded and the motion carried unanimously 4-0.

### **Discussion and possible action on the installation of an event sign on the 400 Block at the corner of 3<sup>rd</sup> Street and Scott Street**

This item was taken out of agenda order.

Elizabeth Field, Executive Director of Wausau River District, stated they are proposing an event sign, which is fully funded between the Dudley Foundation and WPS. This would be a kiosk sign that they could administer by opening the front and placing posters describing upcoming events. She feels this would be a benefit as she often receives inquiries about what is going on on the 400 Block. The sign would be backlit and is proposed to be placed on the corner of 3<sup>rd</sup> and Scott Street near the concrete planter. It would be set up so that cars coming down Scott Street would see the sign.

Gisselman believes the Park and Rec Committee would also have a say in placement of this sign. Rasmussen said if the sign is going in the interior confines of the 400 Block, then it would go to Park and Rec. Because this will be in the right-of-way, she believes CISM can approve the sign. Rasmussen asked if there are renderings of the sign. Field did not have the renderings with her and did not know the size of the sign. The sign would be set back and aligned with the concrete planter so it should not cause visibility issues.

Rasmussen moved to approve the installation of an event sign for the 400 Block at the corner of 3<sup>rd</sup> Street and Scott Street. Kellbach seconded.

Lindman questioned if the intent is to have the City install the sign or provide power. Field stated Finishing Touch will be doing the install and should be able to work out the details. Field added that power for the sign would come from the planter.

Lenz stated by looking at the rendering, the sign appears to be located outside of the right-of-way. Wesolowski believes it will be located on Park property outside of the right-of-way and suggested this go to Park and Rec as well. Nutting would also like to see this item go to Park and Rec. After viewing the

rendering, Rasmussen said the sign is set back far enough that it should not impact the use of the sidewalk, the 400 Block or traffic flow.

There being a motion and a second, motion to approve the installation of an event sign for the 400 Block at the corner of 3<sup>rd</sup> Street and Scott Street carried unanimously 4-0. This item will be forwarded to the Park and Rec Committee for consideration as well.

### **Discussion and possible action on design alternatives for South 1<sup>st</sup> Avenue from Thomas Street to Stewart Avenue**

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Wesolowski explained that 1<sup>st</sup> Avenue from Thomas Street to Stewart Avenue is proposed for construction in 2019. We are receiving STP Urban funding for the project. Ayres has been hired as a consultant for this project. Ayres has started the design work and is coming to the committee with options for moving forward. Ayres provided a traffic safety analysis and design considerations.

Eric Sorenson, Ayres, explained that part of the design process is gathering data. The project is from Thomas Street to just south of the railroad tracks and is about 0.80 of a mile in length. Currently, it is a two-lane, one-way, north bound roadway. There is sidewalk on both the east and west sides of the roadway from Thomas Street to West Street. From there sidewalk remains on the west side and extends north to Stewart Place. Sidewalk is proposed on both sides of the roadway for the last block of the north end. Sherman Street is signed as a bike route. South of Sherman there is no identification of a bike route or on-street bike accommodations provided. There are on-street bike accommodations north of Sherman Street on the east side of the roadway. There is on-street parking on both sides of the roadway from Thomas Street to West Street. There is single-lane parking on the west side throughout the remaining portion of the roadway to north of Garfield. There is no on-street parking available on the north end of the project. Currently, the roadway sees approximately 2,700 vehicles a day on the south end. With 3M there is a fair amount of truck traffic at about 100 to 250 vehicles per day. 3M traffic comes down 3<sup>rd</sup> Avenue, across Rosecrans Street to the plant. Traffic leaves the plant at Sherman Street and proceeds north. Existing volumes on the roadway are approximately 4,500 vehicles a day. When designing, roads are designed for 20 years out. The southern portion of the project is projected to have volumes of approximately 3,000 vehicles per day in 2039 and the north section about 5,100 vehicles per day. The typical section is normally dictated by the current roadway right-of-way available. From Thomas Street to Sherman Street there is approximately 60' of right-of-way. From Sherman Street to West Street the right-of-way narrows to 58'. From West Street to Porter Street, the roadway narrows to 43' in some areas. North of Porter Street the right-of-way goes back to 58'. One of the objectives of the project is to minimize impacts of right-of-way acquisition with the understanding temporary easements would be needed for construction. There may be the need for fee right-of-way acquisitions at the intersections for the installation of ADA curb ramps. However, the intent is to keep the footprint within the existing right-of-way as much as possible. A historic evaluation is part of the process when using federal money on an improvement project such as this. An initial review has been completed and identified a property on the southwest quadrant of the Porter Street intersection that has a potential for being a property on the historic register. Additionally, there is a hydroelectric historic district that has been established. Typically a determination of no adverse impact is received when reconstructing an urban street and not doing dramatic improvements in front of the property. There are also very large transmission lines along the east side of the roadway. The large concrete bases are located a foot or two behind the curb. This is a physical constraint and we would like to avoid impacting these as it would be very costly to relocate. As part of the design process, soil borings have been taken. Some areas have been identified with geotechnical stability issues. An area has been identified with a potential for slope failure. Soils around the posts have eroded down the slope and there are inlets and concrete panels that have dropped. This poses challenges from a design perspective. However, the purpose of this meeting is to determine the

need for bicycle and pedestrian accommodations and number of lanes while keeping in mind the constraints. As the design goes further, Ayres can come up with a cost effective way to provide the desired accommodations while addressing the geotechnical issue. One of the options regarding the geotechnical issue is stabilizing with geosynthetics. This is not a good long-term solution due to existing utilities. Another option is to use a sheet pile wall, which is quite costly. An alternative is to construct 2:1 slopes, which has challenges with permitting for filling into the river. These options will be evaluated by Ayres.

Sorenson went on to discuss crash data from 2011 to 2015. There were 23 reported crashes from north of Thomas Street to south of the railroad tracks. Crashes that occurred at the intersections of Thomas Street and Stewart Avenue were excluded as this will be part of future improvements. This data is converted into a crash rate based on 108 million vehicle miles traveled. The crash rate is 383 with the state-wide average for a similar-type urban facility being 332. The intersection with the most crashes was Porter Street with 7. There also seems to be a lot of speeding, fix object crashes, and side swipes.

Sorenson noted that the rail that serves 3M has two trains per day that come in and out. The trains do periodically block traffic on South 1<sup>st</sup> Avenue. He will be working with the DOT Rail Coordinator regarding this.

Sorenson stated again that sidewalk is on both sides of the roadway from Thomas Street to West Street. This is a good end point for sidewalk as it is an intersection. The east side does provide a good view of the river; however, there are no destinations on the east side. It would be a lot of sidewalk to maintain and there are no residential properties it would be serving. From his perspective there is not a need for sidewalk on the east side. With the parking for fishing at the dam entrance, it would make sense to possibly extend the sidewalk on the east side from Stewart Place to the south to service anyone who is on foot coming from the northwest crossing the street. Otherwise it would be a mid-block crossing, which is undesirable.

Rasmussen said that from around Thomas Street to West Street, the garages are often behind the homes with parking off of the alley. She feels it is critical to protect on-street parking at least on one side. She took the liberty of informing Nutting, the Alderman of the area, to get his opinion as he lives down there and has experienced this for decades. Sorenson noted that a lot of the homes between West Street and Porter Street are very close to the street with only room for two vehicles in the driveway. Without on-street parking, visitors would have to park on side streets, which is not desirable. Nutting added that a number of the homes are multi-family, which could have between two to four cars per residence. The house next to his is a multi-family with four to five cars that are constantly parking on the street. He feels taking away any parking would be a great inconvenience and added continuing on-street parking where it currently is not would be a benefit. Sorenson questioned the thoughts for continuing parking on both sides where it currently exists. Nutting said the Gas Light Inn/Knight of Columbus would frequently hold meetings which off-street parking was not able to accommodate. While the future of the club is unknown, he would be in favor of on-street parking on both sides in this area if it is safe and capable. He would also be in favor of uniformity the entire stretch. He added that some of the sidewalks are so close to the street that there is no place for snow storage and the plow pushes snow onto the sidewalks. If the sidewalk and boulevard could be addressed it would be helpful, especially in the area of West Street. Sorenson said this is one area where the boulevard is approximately 1.5 to 2 feet. The preliminary sections drawn to accommodate on-street parking, sidewalk and bicycle accommodations for this stretch have the sidewalk directly behind the curb. This is undesirable from a snow removal perspective as well as signage. There are some limitations with respect to the available right-of-way. There may be about 5' of excess right-of-way on the east side. However, due to geotechnical issues with slope stability, the west right-of-way line was held as a fixed point, particularly between West Street and Porter Street. The further the typical section is pushed out, the more fill or more retaining wall will be needed to address

stability issues. It would be ideal to minimize the footprint in this area yet provide necessary accommodations.

Rasmussen is intrigued with the concept of the proposed road diet. The City of Wausau has three points at which one can cross the river. If at some point traffic needs to be rerouted to Thomas Street down 1<sup>st</sup> Avenue, we need to be able to flow the traffic. If this can be done using the road diet proposal, perhaps that is the answer. We want to be as bike and ped friendly as possible, which has been shown on every other road project completed. The eastern-most lane is currently not a safe bike environment. If the DOT believes the road diet design would function properly in the urban scheme, she feels this would be the answer. This is not something that has been done in the City before as we are loaded with large infrastructure. The redesign of Thomas Street has been leaned down. If something similar can be done on 1<sup>st</sup> Avenue that creates an area for snow storage and also calms the area without having bottlenecks, we need to consider it. Nutting added that he has witnessed the area as an urban racetrack for 30 plus years. It would be a positive to calming the area while allowing the traffic to flow easily and safely. Rasmussen said in reality currently one lane amounts to be a passing lane. She added that the area does get heavy traffic and the vehicles are heavy as ordinances have been passed to allow 3M to haul trucks that are heavier than the normal tolerance. This infrastructure also has to be able to take that abuse. Sorenson noted that one of the traffic engineers who worked on this has 50 plus years experience and therefore has confidence in his analysis. The engineer is confident that the typical section included in the memo would provide an acceptable level of service for the amount of traffic projected. Based upon data available in the State's design manuals a two lane bidirectional can handle up to 22,000 vehicles per day. If this is down to one lane, it would be approximately 10,000 vehicles per day. 1<sup>st</sup> Avenue has a design year of 5,100 vehicles, with some conservancy in the estimation as far as being able to handle 5,100 vehicles in the design year. Sorenson indicated if there was a 6' sidewalk on the westerly right-of-way line, there would be about 6' of excess right-of-way on the east side. Anything done pushing the east curb line to the east will require filling in the drop off or having a taller retaining wall to address the slope. We may be able to provide a 4' terrace which may not be a possibility if we try to maintain the two lanes rather than the single lane option. Having the 3' buffer between the 12' travel lane and bike lane provides truck traffic a better feel than just the 12' lane. Having parking on the west side and the bike lane on the east side allows bicyclists not to worry about car doors swinging open. On the south end, if parking is not provided on the east side it will allow for more green space. The terrace could be 12' wide if desired. Rasmussen asked if there would be cost savings on construction by using the diet section. Sorenson confirmed as there would be less pavement.

Gisselman is hearing from the committee that traffic calming and the proposal presented should be moved forward. He feels it is a creative way to improve the street. The report from Ayres identifies some of the great advantages. He does not see a reason for parking on the east side of the street and asked about 3M traffic. Sorenson said their traffic comes from the north and enters the plant. The traffic exits the plant from Sherman Street and heads north. There are about 100 to 250 vehicles per day. They do have some non-3M traffic which is estimated at 50 to 80 vehicles entering off of Thomas Street or Rosecrans Street. Some of their concerns were on-street parking. But with a 12' lane and a 3' buffer theoretically their trucks would have 15'. In the same sense we want them to feel a little constrained so they are not driving at excessive speeds. He talked with 3M about their needs during construction as certain access points will have to be shut down during utility work. Rasmussen said the same trucks are sharing roads with bicycles further north on 1<sup>st</sup> Avenue, and all the way down 3<sup>rd</sup> Avenue. She believes it does make their drivers uneasy when bicycles are that close to them. The buffer would give the truck drivers and the bicyclists some comfort. She feels if we proceed with the diet section, there will be a positive reaction from the Bike/Ped Committee. She added that parking on the west side needs to be protected for the residents. Sorenson can provide an exhibit at a future meeting showing where the curb line would be without parking and the bike lane and where the curb line would be with on-street parking and bike lane on the east side. Sorenson asked if the committee agreed that there is no benefit in extending the sidewalk on the

east side where none currently exists. The committee agreed. Sorenson questioned if sidewalk should be extended in the one block section near the parking lot for fishing. Nutting feels sidewalk is needed near West Side Battery as people currently walk on the grass and there is a considerable amount of fishing activity. Rasmussen added that development may be proposed in that area as well. Nutting noted that there are a considerable amount of pedestrians who use 1<sup>st</sup> Avenue to filter into the neighborhood and existing walkways are well used on the west side of the street.

Andrew Plath, member of the Bike/Ped Advisory Committee, stated they reviewed the proposed project and did have a suggestion for a model with a single lane, a bike lane and on-street parking. Growing up he remembers this section of 1<sup>st</sup> Avenue as being a single-lane road. Rasmussen added that even though it is a corridor the traffic study has demonstrated the roadway can still flow properly and handle what it needs to. It would also give it more of a feel of being a neighborhood street, which now it does not.

Andrew Lynch, Wausau MPO, has read the report. The recommendation falls in line with the Wausau MPO Bike Plan, which calls for a bike lane and road diet. It is easy to recognize the area is right for this condition with the low traffic volume and amount of room available. It provides an important connection between Thomas Street and Stewart Avenue. A buffer bike lane is a step up in infrastructure from the regular bike lane. The more space from traffic, the safer the bicyclist feels. He supports the single travel lane with the buffered bike lane and on-street parking on the west side. He feels on-street parking is essential to the residents and since there is enough room there is no reason to take it away.

Rasmussen moved to proceed as recommended with the road diet section with further input from the committee to be provided from the committee as needed. Kellbach seconded.

Nutting indicated he also supports Rasmussen's motion. He noted that this once was a very scenic drive. He suggested clear cutting the wild growth to provide a view to the river.

There being a motion and a second, motion to proceed as recommended with the road diet section with further input to be provided from the committee as needed carried unanimously 4-0.

#### **Discussion and possible action on second revision to the State/Municipal Agreement for South 1<sup>st</sup> Avenue from Thomas Street to Stewart Avenue**

Wesolowski stated during the design process it was determined that the railroad crossing north of Sherman Street is in need of gates. This revision includes the installation of the gates at \$181,000, which would be the City's responsibility.

Rasmussen moved to approve the second revision to the State/Municipal Agreement for South 1<sup>st</sup> Avenue from Thomas Street to Stewart Avenue. McElhaney seconded and the motion carried unanimously 4-0.

#### **Discussion and possible action on second revision to the State/Municipal Agreement for Townline Road from Grand Avenue to Easthill Drive**

Wesolowski stated during the design process it was determined that the railroad crossing by Kraft will need to be updated. Due to the complexity of these signals, the cost is estimated at \$222,000. He noted that the staff report indicates construction will take place in 2019. This project is scheduled for 2018; however, the City is making a request to the DOT to revise the construction date to 2019. This is based upon the complications with the railroad and possibly some real estate issues. Another revision would come forward to change the year of construction.

Rasmussen moved to approve the second revision to the State/Municipal Agreement for Townline Road from Grand Avenue to Easthill Drive. Kellbach seconded and the motion carried unanimously 4-0.

**Discussion and possible action on initial resolution to hold a public hearing to vacate the right-of-way located at Single Avenue and Prospect Avenue**

Wesolowski reminded the committee that the alley abutting this parcel was vacated. The lot was purchased when the intersection of Single Avenue and Prospect Avenue was upgraded years ago and the lot is access right-of-way. Community Development would like to develop a tot lot on this parcel. To do so it is recommended that the right-of-way be vacated and become a City-owned parcel. This resolution would set up a public hearing to vacate the right-of-way.

Kellbach moved to approve the initial resolution to hold a public hearing to vacate the right-of-way located at Single Avenue and Prospect Avenue. McElhaney seconded and the motion carried unanimously 4-0.

**Discussion and possible action on ordinance designating no parking, standing or stopping (excluding buses) on the north side of Randolph Street from a point 66 feet west of North 4<sup>th</sup> Avenue to 386 feet west of North 4<sup>th</sup> Avenue**

Graham explained there are three elementary schools that have, in cooperation with the City of Wausau, constructed bump-in locations that were designed specifically for school bus drop off. To be able to take enforcement action against vehicles choosing to take advantage of these locations, the areas need to be signed. In order for the area to be signed, Council has to draft an ordinance adding these locations. Agenda Items 7, 8 and 9 deal specifically with these locations. Agenda Item 10 is to repeal the existing ordinance because at one point the north side of the street was designated as no parking, which was the traditional bus drop off location. This area will now be used as a parent pick up location.

Rasmussen said the Randolph Street bus bump-in is working very well. It is a great safe haven to get the kids in and out. There has been a huge effort undertaken by the school to educate the parents to stop parking there, although she is uncertain of how successful this was. She stated the school district was hoping not to sign the area as it would be easier for snow removal. However, it is difficult to get people to change their habits. She explained that at Jefferson, even though school is out at 3:30, parents are lined up in front of the school waiting at 2:00.

Rasmussen moved to approve an ordinance designating no parking, standing or stopping (excluding buses) on the north side of Randolph Street from a point 66 feet west of North 4<sup>th</sup> Avenue to 386 feet west of North 4<sup>th</sup> Avenue. Kellbach seconded and the motion carried unanimously 4-0.

**Discussion and possible action on ordinance designating no parking, standing or stopping (excluding buses) on the west side of South 12<sup>th</sup> Avenue from a point 84 feet south of Rosecrans Street to 356 feet south of Rosecrans Street**

McElhaney moved to approve an ordinance designating no parking, standing or stopping (excluding buses) on the west side of South 12<sup>th</sup> Avenue from a point 84 feet south of Rosecrans Street to 356 feet south of Rosecrans Street. Rasmussen seconded and the motion carried unanimously 4-0.

**Discussion and possible action on ordinance designating no parking, standing or stopping (excluding buses) on the west side of Lamont Street from a point 116 feet north of Broadway Avenue to 400 feet north of Broadway Avenue**

McElhaney moved to approve an ordinance designating no parking, standing or stopping (excluding buses) on the west side of Lamont Street from a point 116 feet north of Broadway Avenue to 400 feet north of Broadway Avenue. Kellbach seconded and the motion carried unanimously 4-0.

**Discussion and possible action on repeal of ordinance designating no parking on the north side of Broadway Avenue from a point 240 feet west of its intersection with Lamont Street, to Lamont Street during school hours**

Rasmussen moved to repeal the ordinance designating no parking on the north side of Broadway Avenue from a point 240 feet west of its intersection with Lamont Street, to Lamont Street during school hours. McElhaney seconded and the motion carried unanimously 4-0.

**Establish assessment rates for 2017 construction projects**

Wesolowski explained that every year a resolution is passed to set the special assessment rate. In the past, approximately 60% of the roadway construction costs are assessed. Sometimes this is difficult to pinpoint but he believes we are around the 60% range as there has not been a significant increase in cost. Last year it was approved to increase the rate from \$36 per foot to \$42 per foot. However, the \$42 per foot rate was not implemented last year because some of the projects were deferred from the year before and the property owners were previously notified of the old rate. If approved, 2017 would be the first year with an assessment rate of \$42 per foot.

As people have had time to adjust to the new rate, Rasmussen moved to approve setting the special assessment rate at \$42 per foot and the sewer lateral replacement rate at \$500. McElhaney seconded and the motion carried unanimously 4-0.

**Update on compiling information on electrical usage to provide to a solar energy expert**

Lindman has made several requests to Wisconsin Public Service for power usage information for different City-owned buildings. They initially provided information regarding City Hall, but it was not exactly what the solar energy expert was looking for. Lindman went back to WPS, who then broke everything down per hour. It took a couple of months to receive this information, which was then forwarded to the solar energy expert. The expert is looking for information on several other City-owned buildings. After the third request to WPS, they indicated they are having issues because each building has several electrical meters, some single-phase and some three-phase. WPS needs to know specifically what meters. It may take several more months to obtain additional information. Lindman is unsure why the expert is not willing to look at City Hall on its own. Lindman will continue to work with WPS and the Electrical Department to identify the single-phase meters. The solar company wanted the City to purchase meter loggers to gather the information on their own. If the meter loggers were purchased they would probably only be used once and cost between \$1,000 to \$1,200 each. Lindman does not feel this is a good use of funds. Alderman Peckham had asked for an update on this item. The process is slow, but we will continue to work on this. Lindman will reach out to the solar expert again to see if they can at least start with the data on City Hall. Lindman will also continue to work with WPS. Gisselman feels it would be better to start with City Hall and take one location at a time versus several at once. Rasmussen said there was talk about a clinical trial with a storage building at DPW, but we need to know what our savings would be based upon the investment made. She feels they should at least start with City Hall as it is a

huge user of electricity. She added that it is good to keep Peckham in the loop as he has contacts with the solar expert. He may also be able to help with getting them to start on the information regarding City Hall.

### **Update on 2016 Street Construction Projects**

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Wesolowski indicated the underground work on 2<sup>nd</sup> Avenue has been completed and approximately 75% of the sidewalk is completed. There is a completion date of October 15. The trees will be planted and the brick will begin to be placed in the boulevards next week. The DOT project on Stewart Avenue has a completion date of October 31. The western most three blocks of this project have been completed. As part of this project, 1<sup>st</sup> Avenue will be detoured for a week for railroad improvements. This is anticipated to begin the week of September 26. The detour will run from Sherman Street to 17<sup>th</sup>, 17<sup>th</sup> to Stewart. A storm sewer upgrade at 52 Parkway and Stewart is also part of this project. This is scheduled to begin the middle of this month with completion by October 31.

Gehin stated the first layer of asphalt has been placed on the west half of the Kent Street Project. Curb and gutter will be placed next week. On Chicago Avenue, the west half of the project has been completed. Sewer and water laterals are being installed on the east half. By the end of next week the subgrade should be cut and they will begin prepping for curb and gutter. A \$125,000 of Community Development Block Grant funding will be used for sidewalk replacement. This will begin next week with a completion date of the middle of October. The Pavement Marking Project is currently being bid and has a completion date of the middle of October. The Sewer Repair Project will start next week. This work will be completed by the middle of October. This is a spot repair project to replace failed sewer and manholes. Kellbach questioned if this included the 1000 block of North 6<sup>th</sup> Avenue as the street is marked with blue paint. Gehin will look into this and get back to Kellbach.

Rasmussen noted that she did not realize what it takes to adjust sunken manholes. There was a problem on Randolph Street from the school to Burek Avenue. DPW did a phenomenal job cutting out, raising and paving around the manholes and the neighborhood thanks them.

### **Future agenda items for consideration**

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Gisselman stated the Mayor has requested a presentation on the wheel tax at the October CISM meeting. Rasmussen believes this should be billed as a public information meeting. Gisselman indicated this will also be on Public Access. Rasmussen suggested that information on the wheel tax be included in the fall newsletter as well.

### **Adjourn**

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Kellbach moved to adjourn the meeting. McElhaney seconded and the motion carried unanimously 4-0. Meeting adjourned at approximately 6:35 p.m.

Agenda Item No.

2B

*STAFF REPORT TO CISM COMMITTEE – October 13, 2016*

**AGENDA ITEM**

Action authorizing Downtown Snow/Ice Removal

**BACKGROUND**

Each year the Council adopts a resolution authorizing the removal of snow and ice from specific sidewalks in the downtown area. In the spring of each year, the abutting property owners are sent an invoice for the actual cost of snow/ice removal.

Following are the rates for the past five winters:

2015-2016	\$3.25/foot
2014-2015	\$2.60/foot
2013-2014	\$4.13/foot
2012-2013	\$4.87/foot
2011-2012	\$3.91/foot

Example: A downtown property with 60 feet of frontage had a cost of \$195.00 for snow/ice removal for 2015-2016.

**FISCAL IMPACT**

Property owners are charged the City's actual cost for snow/ice removal.

**STAFF RECOMMENDATION**

Forward a resolution to the Common Council authorizing snow/ice removal for the 2016-2017 winter.

Staff contact: Allen Wesolowski 715-261-6762

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

**RESOLUTION OF THE CAPITAL IMPROVEMENTS AND STREET  
MAINTENANCE COMMITTEE**

Authorizing Downtown Snow/Ice Removal 2016-2017

Committee Action:

Fiscal Impact: Revenue will be actual cost of work performed

File Number:

Date Introduced: October 25, 2016

**FISCAL IMPACT SUMMARY**

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

**RESOLUTION**

**WHEREAS**, the City will remove snow and ice from sidewalks on the following streets:

- 3rd Street from Grant Street to Washington Street
- Washington Street from 1<sup>st</sup> to 4<sup>th</sup> Street
- Jefferson Street from 1<sup>st</sup> to 4<sup>th</sup> Street
- Scott Street from 3<sup>rd</sup> to 4<sup>th</sup> Street
- North side of Jefferson Street between 4<sup>th</sup> and 5<sup>th</sup> Street
- East side of 1<sup>st</sup> Street between Jefferson and Washington Street
- East side of 4<sup>th</sup> Street between Jefferson and Scott Street
- East side of 2<sup>nd</sup> Street between Jefferson and Scott Street
- North side of McClellan Street from 3<sup>rd</sup> Street to 120 feet west
- North side of McClellan Street from 3<sup>rd</sup> Street to 120 feet east
- South side of Grant Street from 3<sup>rd</sup> Street to 120 feet east
- North side of Forest Street from 1<sup>st</sup> to 5<sup>th</sup> Street
- South side of the 100 block of Scott Street

- 1<sup>st</sup> Street and Scott Street abutting 11 Scott Street and 500 and 520 North 1<sup>st</sup> Street
- South side of Washington Street from 4<sup>th</sup> Street to 5<sup>th</sup> Street

**WHEREAS**, the intent of this resolution and its effect shall be to authorize the removal by the City of snow and ice from the sidewalks listed above, and the cost of such shall be charged to the owners of the abutting property, now therefore

**BE IT RESOLVED** by the Common Council of the City of Wausau:

1. The Director of Public Works and Utilities shall cause the snow and ice to be removed from the sidewalks listed above.
2. The cost of this work at the City's standard rate shall be charged to the property served.
3. All special charges shall be due and payable within 30 days of the date of the invoice, with interest to be charged on past due accounts. Any charge, plus accumulated interest, not paid on or before September 30, 2017 shall become a lien upon the property and shall be extended on the current tax roll as a delinquent tax against the property.
4. The Department of Public Works shall mail a copy of this resolution to the owner of each parcel charged for the cost of the removal, together with a statement of the amount charged against the particular parcel.

Approved:

---

Robert B. Mielke, Mayor

DowntownSnowRem

Agenda Item No.

2C

*STAFF REPORT TO CISM COMMITTEE - October 13, 2016*

**AGENDA ITEM**

Action on Stormwater Maintenance Agreement for NWA Holdings LLC at 2130 Northwestern Avenue

**BACKGROUND**

NWA Holdings, LLC has prepared a stormwater management plan for a future multi-family residential development located at 2130 Northwestern Avenue in the City of Wausau. The proposed development will consist of twelve multi-family residential buildings, paved driveway and parking areas, landscaping and stormwater facilities. The proposed on-site stormwater facilities include swales, wet detention basins and storm sewer. To ensure properly functioning stormwater facilities year after year, the City requires the owner to sign a maintenance agreement, making the owner inspect and maintain the facilities on a bi-annual basis. The maintenance agreement is attached for your review.

**FISCAL IMPACT**

None

**STAFF RECOMMENDATION**

Staff recommends approval of the stormwater maintenance agreement.

Staff contact: Sean Gehin 715-261-6748

Document No.

**AGREEMENT**

Document Title

**AGREEMENT FOR THE MANAGEMENT AND MAINTENANCE OF A STORMWATER FACILITY**

THIS AGREEMENT made this 12<sup>th</sup> day of September, 2016, by and between the City of Wausau, a municipal corporation of the State of Wisconsin, hereinafter referred to as "CITY", and NWA Holdings LLC, a corporation organized under the laws of the State of Wisconsin, hereinafter referred to as "OWNER";

**WITNESSETH:**

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

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

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

NOW, THEREFORE, the parties hereto agree as follows:

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

Recording Area

Name and Return Address  
City of Wausau Engineering Dept.  
407 Grant Street  
Wausau, WI 54403

PIN:





## **EXHIBIT A**

See Grading & Drainage Exhibit

## **EXHIBIT B**

### **STORM WATER FACILITIES MAINTENANCE AGREEMENT FOR EAU CLAIRE CROSSING**

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

Part of the Southwest 1/4 of the Southeast 1/4, Section 6, Township 28 North, Range 8 East, City of Wausau, Marathon County, Wisconsin.

#### **RESPONSIBLE PARTY:**

The Owner, NWA Holdings, LLC, their successors, and assigns, shall inspect and maintain the following structural and/or non-structural measures.

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

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

Maintenance and inspection shall be performed within the wet detention pond, the pond's outlet structure, and water quality swales.

1. **DEBRIS:** Removal of trash, debris, and noxious weeds should be done on a regular basis to maintain aesthetics and functionality of the wet detention pond and the pond outlet pipe.
2. **OUTLET STRUCTURES:** Remove accumulated sediment and/or debris from the outlet structure of the wet detention facility.
3. **RIPRAP:** Inspect riprap and replace as may be needed to maintain integrity and a clean appearance of riprap.
4. **MOWING:** Mow the side slopes, swales, and embankments to promote aesthetics and control weed growth.
5. **WATER QUALITY SWALES:** Maintain free-drainage within the water quality swales on the site.
6. **SWALE AND POND EMBANKMENTS:** Inspect embankments on the site for settlement, sloughing, holes and the presence of burrowing animals.
7. **WET DETENTION POND:** A permanent pool depth of 5 feet has been designed for the pond. A sediment clean out cycle is recommended once the permanent pool depth is less than 3.5 feet in depth, which typically will have to be done every 10 to 20 years depending upon the cleanliness of the upstream source water.

Agenda Item No.

3

*STAFF REPORT TO CISM COMMITTEE - October 13, 2016*

<b>AGENDA ITEM</b>
Presentation on the proposed Wheel Tax
<b>BACKGROUND</b>
A presentation will be provided on the proposed Wheel Tax.
<b>FISCAL IMPACT</b>
N/A
<b>STAFF RECOMMENDATION</b>
N/A
Staff contact: Eric Lindman 715-261-6745

# City of Wausau

## Vehicle Registration Fee (Wheel Tax)

Presented by:

Eric Lindman, P.E.

Director of Public Works & Utilities

## Infrastructure Need

210 Miles of paved road

- 41% are below standard ranking of 7

194 Miles of sidewalk

13 Bridges

- Deferred deck and expansion joint maintenance due to lack of funding.
- Deferred concrete repairs until catastrophic repairs required.
- Currently all in fair to good condition.



## Increased Costs

### Salt prices

- 2013/2014 \$66.99/ton
- 2014/2015 \$78.49/ton
- 2015/2016 \$79.34/ton
- 2016/2017 \$77.00/ton

### Road paving (County)

- 1993 \$75,000 per mile
- 2006 \$85,000 per mile
- 2015 \$208,000 per mile

### Road/Storm Sewer (City)

- 2011 \$993,000 per mile
- 2016 \$1.1 million per mile

### Road Only (City)

- 2011 \$634,000 per mile
- 2016 \$927,000 per mile



# Cost Reductions In-House

- Use of liquid or Brine vs. Salt (2/3 cost)
- Salt and Brine mixers in trucks – reduces need for salt
- Use of liquids reduces need for sand
- Bailing leaves – reduces truck hauling miles by almost 30%
- Engineered Stormwater Grates – Reduced maintenance



# Design Life of a Street (1-mile)

Year	Life Year	Type of Maintenance	Cost	
	2016	0	Newly Constructed	\$1,000,000
2017	2020	4	Minimal	\$0
	2021	5	GSB 88 Rejuvenator	\$25,000
2022	2030	14	Crack Sealing	\$13,500
	2031	15	Seal Coat (Microseal)	\$60,000
2032	2040	24	Crack Sealing	\$13,500
	2041	25	Seal Coat (Slag Seal)	\$40,000
2042	2050	34	Crack Sealing	\$13,500
	2051	35	Mill & overlay	\$274,000
2052	2060	44	Crack Sealing	\$13,500
	2061	45	Reconstruct	
			45 yr Cost of Street =	\$1,453,000
			45 yr Maintenance Cost =	<b>\$453,000</b>
			Maintenance Cost per year =	<b>\$10,067</b>
Year	Life Year	Type of Maintenance	Cost	
	2016	0	Newly Constructed	\$1,000,000
2017	2025	9	Crack Sealing	\$13,500
	2026	10	Seal Coat (3/8" Slag Seal)	\$120,000
2027	2035	19	Crack Sealing	\$13,500
	2036	20	Mill & overlay	\$274,000
2037	2045	29	Crack Sealing	\$13,500
	2046	30	Reconstruct	
			30 yr Cost of Street =	\$1,434,500
			30 yr Maintenance Cost =	<b>\$434,500</b>
			Maintenance Cost per year =	<b>\$14,483.33</b>



Annual Road Cost Comparison	
45 year road Cost per year Includes Construction =	<b>\$32,289</b>
30 year road Cost per year Includes Construction =	<b>\$47,817</b>

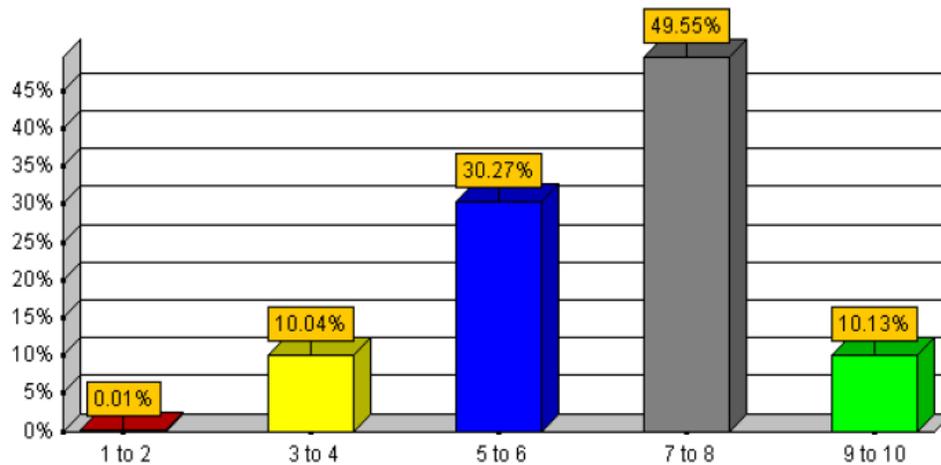
# Maintenance Budget Required

## WDOT PASER Ratings

## Funding Shortfall

### Condition Frequency Report - Paved City of Wausau

Generated on 05/17/2016 05:18:19 PM



#### Rating Range

- Based on 209.81 miles of rated roadways.
- There are 0.13 miles of unrated roadways.
- Paved: 45,50,52,55,57,60,65,70,75

Determine Needed Maintenance Costs	
WDOT PASER 75% at rating 4-8	158 Miles
Needed Maintenance Costs =	\$1,590,533 Annually
Average Budgets (2010 to 2017) =	\$800,000 Annually
Current 2017 Budget	\$700,000
Average Funding shortfall =	(\$790,533)
<b>Proposed Wheel Tax =</b>	<b>\$ 650,000</b>

# Overall Infrastructure Budgets

Infrastructure Budget	
<b>History</b>	
2010	\$4,077,500
2011	\$2,444,550
2012	\$2,630,000
2013	\$2,892,000
2014	\$3,674,657
2015	\$2,878,575
2016	\$2,523,423
2017	\$2,572,565
<b>Average =</b>	<b>\$2,961,659</b>
<b>Recommended Funding</b>	
Street Reconstruct	\$1,400,000
Asphalt Overlay	\$700,000
Sidewalks	\$300,000
Storm Sewer	\$500,000
Parking	\$350,000
Concrete Pavement	\$400,000
Miscellaneous	\$500,000
	<b>\$4,150,000</b>
<b>Shortfall =</b>	<b>(\$1,188,341)</b>



# Failures – Deferred Maintenance

page 13

Structure No.:B-37-273

**Document Comment/Description**

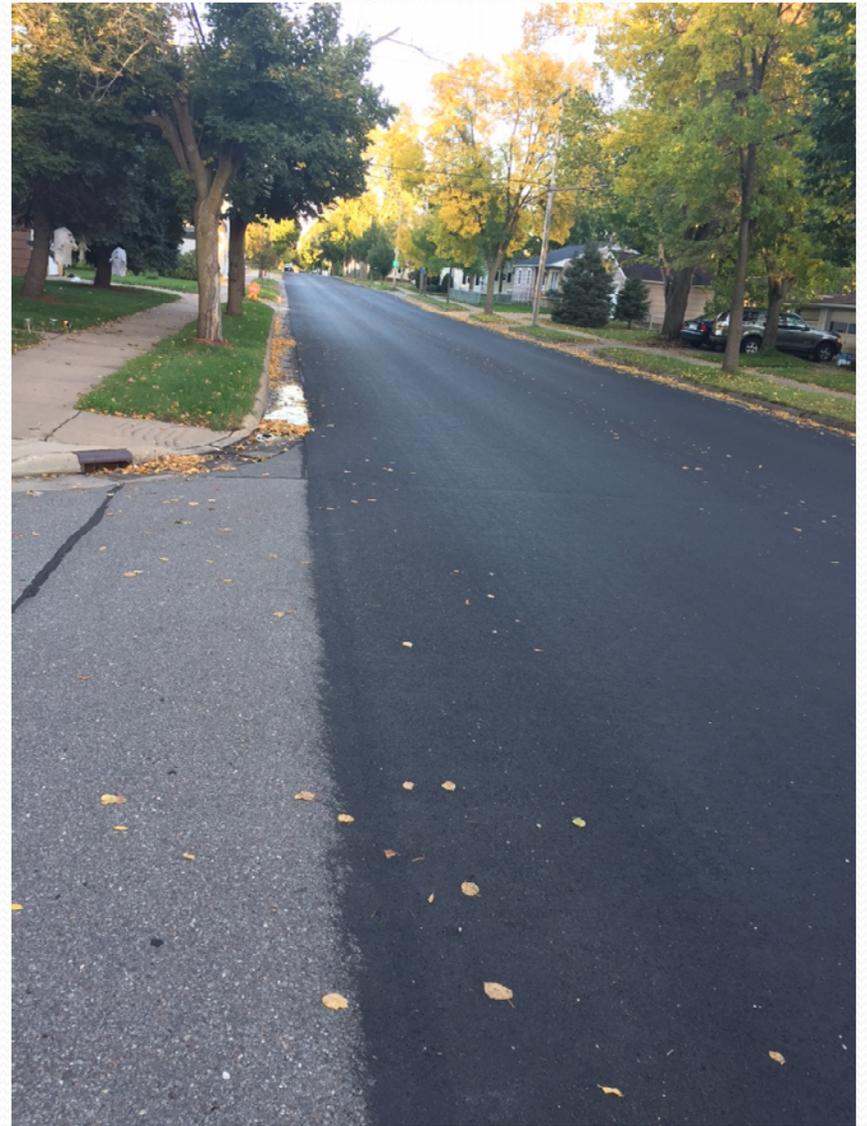
Broken NE corner, picture above is in the crack looking up. It needs to be fixed ASAP.

File: b37-273\_14\_Rd8.jpg



# SUMMARY

- Life of a road – 40+ years
- Increased construction costs of ~40%
- Increased material costs for maintenance
- Implementation of In-House Cost Savings
- Annual Funding Shortfall – (\$790,000 )
- Wheel Tax Revenue -\$650,000



**AGENDA ITEM**

Discussion and possible action on realignment of Curling Way

**BACKGROUND**

The reconstruction of Townline Road is planned for 2019 to accommodate the appropriate timelines for real estate acquisition and railroad coordination. The project limits extend from Grand Avenue to Easthill Drive. The scope of the project also includes improvements to the City’s public utilities, replacement of railroad equipment, replacement of deteriorated storm sewer, and a review of the existing pedestrian accommodations.

The realignment of Curling Way at Townline Road is currently being considered by City staff. The current scope and budget does not include any improvements at the intersection. City staff was directed by the Capital Improvements and Street Maintenance Committee (CISM) in February to continue with the realignment planning efforts. The proposed realignment of the intersection would improve the angle of the intersection and increase the distance from the intersection to the railroad crossing. The suggested improvements would improve the intersection geometry and safety of the intersection. See attached map showing the realignment of Curling Way.

Nearby future residential, multi-family and recreational developments along 25<sup>th</sup> Street, at Greenwood Hills, and along Curling Way will likely increase the traffic at the Curling Way and Townline Road Intersection. A 2015 DOT traffic report forecasts that the existing average daily traffic will increase from 7500 to 8400 vehicles a day by year 2038.

The Wausau Police Department has reviewed the crash history at the Curling Way (formerly Junction Street) and Townline Road intersection. Over the past 9 years (09/01/2006 to 12/31/15) four accidents have occurred at the intersection resulting in one injury.

The realignment of Curling Way would require the acquisition of right-of-way from 929 Townline Road and 1328 Curling Way (Small Triangular Piece). The cost to acquire property and relocate businesses is estimated to be approximately \$400,000. Staff assumed that the entire 929 Townline Road parcel would need to be purchased. The listed sale price of the impacted parcel is \$295,000.

Before proceeding further with the design and preparation of the DOT design reports, City staff is seeking Committee input and approval on the realignment of Curling Way. If approved the corresponding funding will need approval.

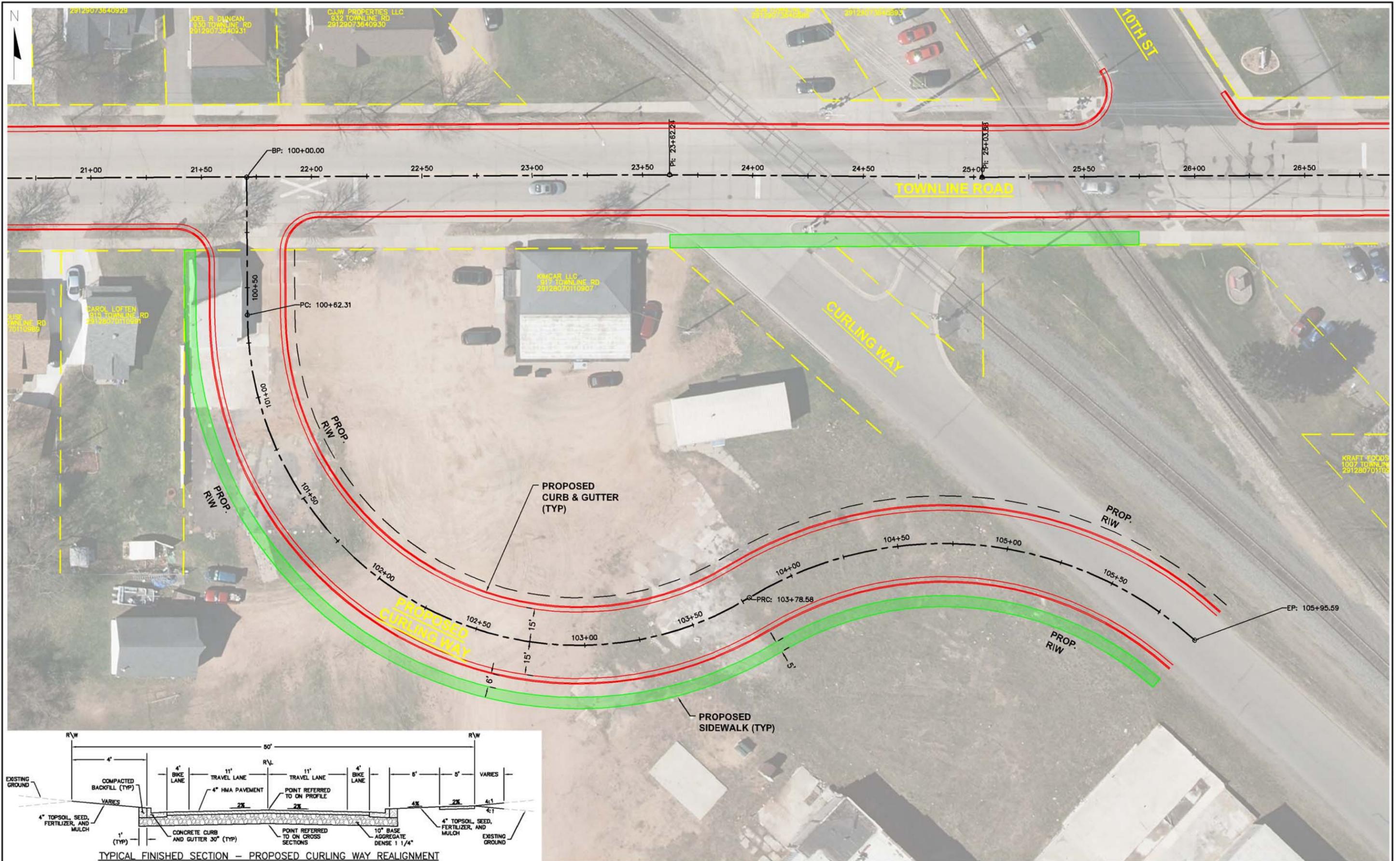
**FISCAL IMPACT**

The estimated cost to construct and acquire property for the realignment of Curling Way is approximately \$600,000. It is also anticipated that in-kind services (by the City) will be necessary with costs upward of \$50,000. The scope of the federally funded project does not include the realignment of Curling Way. It is anticipated that the cost to realign Curling Way will be 100% funded by the City.

**STAFF RECOMMENDATION**

The decision to move forward with the realignment of Curling Way will be based on input and action received from CISM Committee members.

Staff contact: Sean Gehin 715-261-6748



PROJECT NO: **6999-18-71** | HWY: **CURLING WAY** | COUNTY: **MARATHON** | PLAN VIEW - PROPOSED REALIGNMENT | SCALE, FEET 0 10 20 40 | SHEET **1 of 1** E

**Cost Estimate  
Curling Way Realignment  
WisDOT - 0927 Townline Rd.  
10/3/2016  
City of Wausau**

WisDOT Spec Section No.	Item	Unit	Unit Cost	Total Quantity	Costs	Comments
<b>Estimated Construction Costs</b>						
204.0100	Removing Pavement	sy	\$5.00	62	\$310	
204.0150	Removing Curb & Gutter	lf	\$3.00	255	\$765	
201.0155.S	Removing Concrete Sidewalk	sy	\$4.00	56	\$224	
205.0100	Excavation Common	cy	\$15.00	824	\$12,360	
209.0100.S	Granular Backfill	cy	\$20.00	760	\$15,200	
305.0125.S	Base Aggregate Dense 1¼ inch	cy	\$25.00	561	\$14,025	
455.0105	Asphaltic Material PG 58-28	ton	\$105.00	25	\$2,625	
455.0605	Tack Coat	gal	\$6.00	44	\$264	
460.1101	HMA Pavement Type E-1.0	ton	\$63.00	408	\$25,704	
601.0411	Concrete Curb & Gutter 30-inch Type D	lf	\$12.00	1,050	\$12,600	
602.0405.S	Concrete Sidewalk 4-Inch	sf	\$4.00	2,764	\$11,056	
602.0515	Curb Ramp Detectable Warning Field Natural Patina	sf	\$40.00	16	\$640	
-	Storm Sewer	ls	\$30,000.00	1	\$30,000	
619.1000.S	Mobilization	ls	\$20,000.00	1	\$20,000	
624.0100	Water	Mgal	\$40.00	10	\$400	
628.7005	Inlet Protection, Type A	ea	\$50.00	3	\$150	
628.7015	Inlet Protection, Type C	ea	\$50.00	3	\$150	
628.7560	Tracking Pad	ea	\$500.00	2	\$1,000	
643.0100.S	Temporary Traffic Control	ls	\$2,500.00	1	\$2,500	
-	Water For Seeded Areas	Mgal	\$40.00	10	\$400	
-	Topsoil, Seed and Fertilizer	sy	\$7.00	2,300	\$16,100	
-	Mulch	sy	\$0.50	2,300	\$1,150	
690.0150	Sawing Asphalt	lf	\$3.00	28	\$84	
					Construction Costs w/ 20% Contingency	\$200,000
<b>Anticipated Property Acquisition Costs</b>						
Property Acquisition with Relocation		ls	\$400,000.00	1	\$400,000	
					Property Acquisition Costs	\$400,000
<b>Total Estimated Construction Cost</b>					<b>\$600,000</b>	

<b>In-Kind Services Provided by Others</b>	
Raze buildings w/ restoration (City of Wausau DPW)	\$40,000
Asbestos Testing	\$2,000
Asbestos Removal	\$8,000
DNR Notification	\$160
Demolition Permit	\$70
<b>Total</b>	<b>\$50,000</b>

**WisDOT TRAFFIC FORECAST REPORT**

Region/COUNTY(IES): NC / Marathon

Developed by: Kory Dercks

PROJECT ID(S): 6999-18-01/71

LOCATION: Grand Avenue - Easthill Drive

Phone: (608) 266-1379

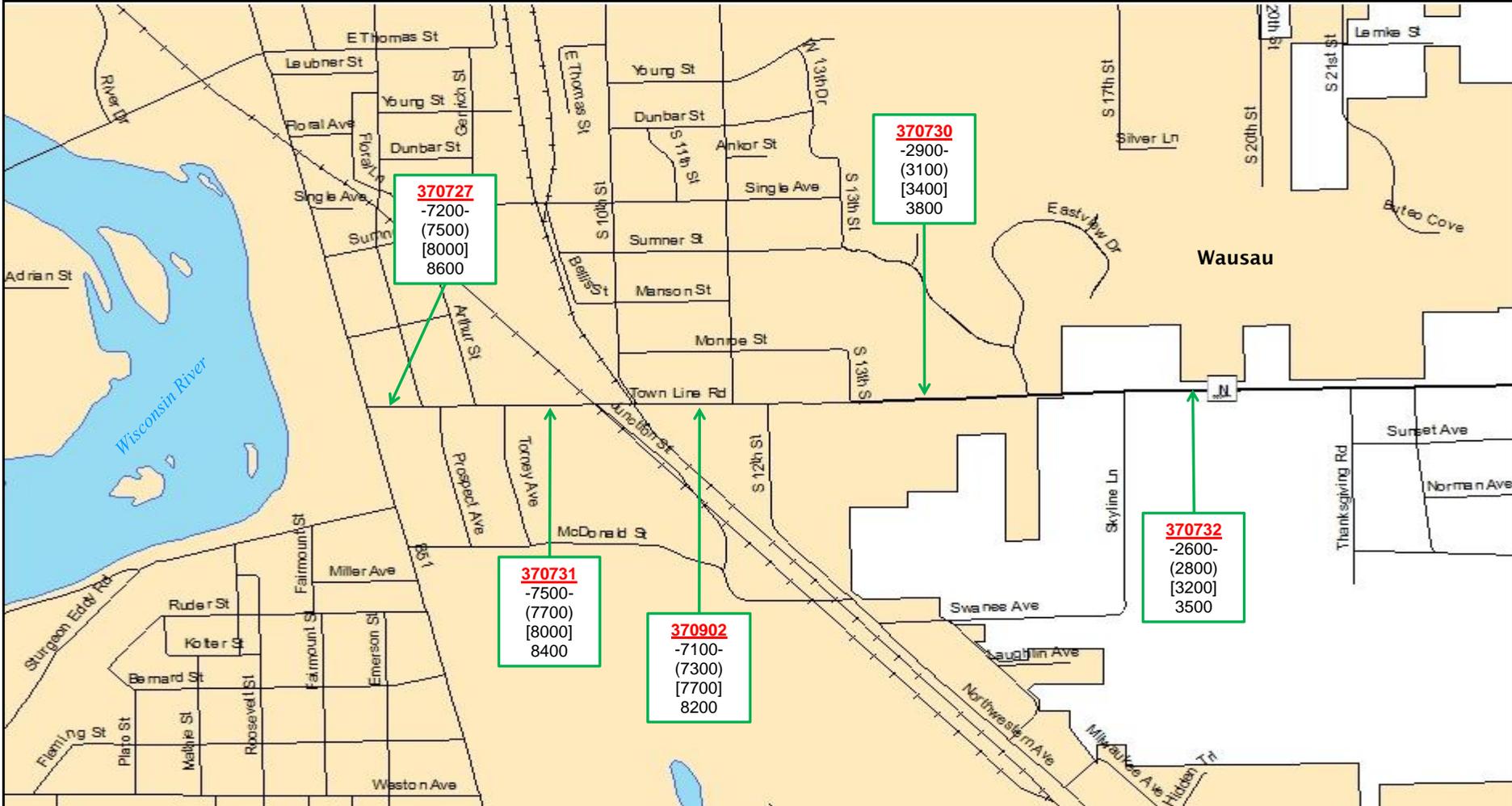
ROUTE(S): Townline Road

COMPLETED: 3/11/2015

FAX #: (608) 267-0294

Traffic Forecasting Section; Bureau of Planning and Economic Development; Division of Transportation Investment Management

E-Mail: kory.dercks@dot.wi.gov



Design Values (%)	
Site(s)	370727
Route(s)	Townline Rd
Volume(s)	8580
Site Growth %	0.78%
K250	10.7
K100	11.3
K30	11.9
P	13.2
D(Dsgn. Hr.)	59/41
T(DHV)	3.2
T(PHV)	2.8

	-000- 2013 Count	(000) 2018 AADT	[000] 2028 AADT	000 2038 AADT
<b>Site IDs are Colored, Bolded, and Underlined</b>				
<b>Trucks</b>	<b>370727</b>			
AADTT	270			
2D	1.4			
3AX	1.2			
2S1+2S2	0.5			
3-S2	0.5			
DBL-BTM	0.1			
Total %	3.7%			

**NOTES ON THE FORECAST:**

1. This projection assumes that no major new traffic generators will be added to the development already included in the 2010/2050 Marathon County Travel Demand Model Version 1.
2. Truck classification percentages were taken from a table representative of similar facilities and locations throughout the state of Wisconsin.
3. Townline Road is a Factor Group II (Urban-Other) roadway (indicating low to moderate fluctuation in traffic from a seasonal perspective). It is functionally classified as an Urban Minor Arterial (16) for count purposes.

**MORE NOTES ON THE FORECAST:**

4. The 2010/2050 Marathon County Travel Demand Model was used to complete this forecast. The Traffic Analysis Forecasting Information System output was used as a comparison tool to check against the model output. Adjustments were made as needed.
5. Roadway improvements coded within the existing plus committed (E+C) network of the 2010/2050 Marathon County Travel Demand Model Version 1 were assumed to be in place for the purposes of developing this forecast.

## Preface

The following is an accident history for the intersection located at Townline Road and Curling Way (formerly Junction Street) from January 1, 2011 through December 31, 2015.

## Accident History

Date	Time	Number of Vehicles	Number of Injuries	Number of Fatalities	Cause
01/24/2015	1057	2	1 (Complaint of neck/shoulder pain)	0	Fail to Yield Right of Way from Stop Sign
11/05/2014	1912	1	0	0	Semi struck Railroad Lights while negotiating turn

## Summary

Between January 1, 2011 and December 31, 2015, there were 2 accidents at the intersection of Townline Road and Curling Way resulting in 1 injury.

**AGENDA ITEM**

Update on Phase I of the Thomas Street Project

**BACKGROUND**

Last update was April of 2016.

**FISCAL IMPACT**

All work and discussion of work being performed in this update is already budgeted for in 2016 and 2017.

**STAFF RECOMMENDATION**

All full takings related to property have accepted offers. The last three closings are currently being scheduled with Runkel. The strip takings are moving forward with about six hold outs. MSA is continuing to work with owners. The first demolitions will be started and others will follow into the fall.

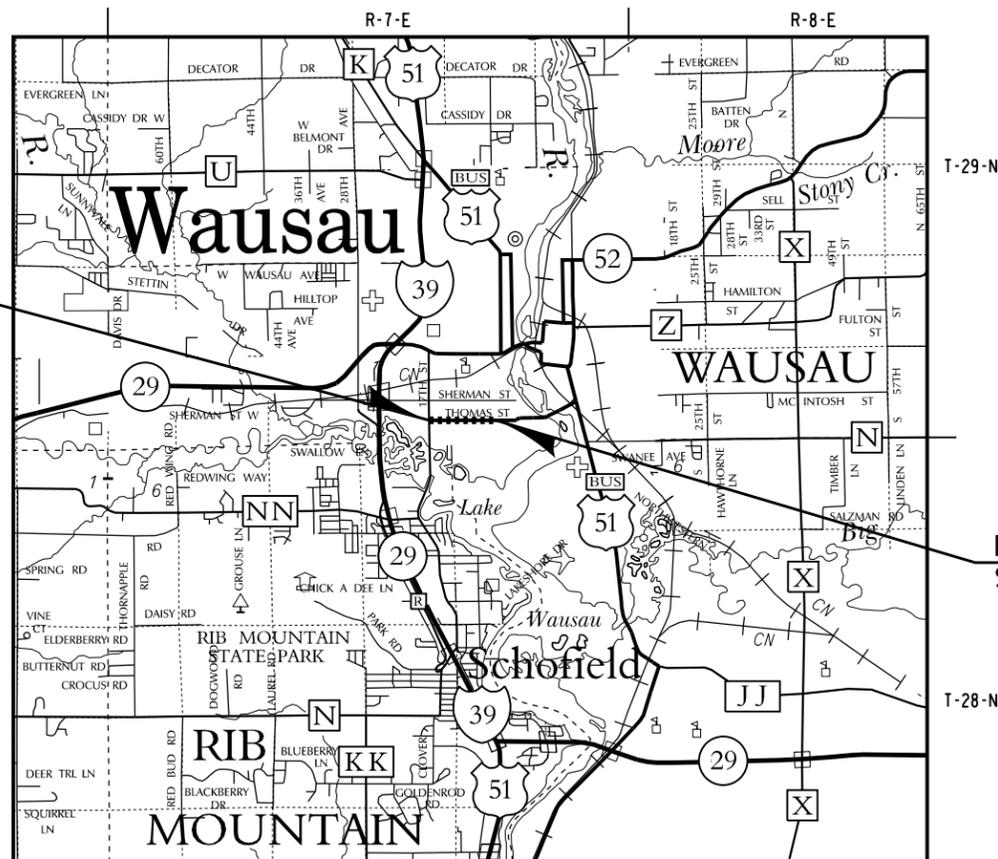
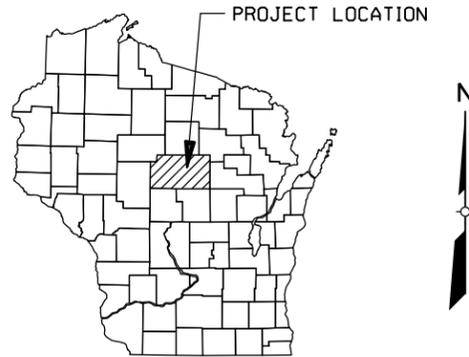
AECOM will present design plans and provide a timeline update.

Staff contact: Eric Lindman 715-261-6745

# THOMAS STREET 17TH AVENUE TO 4TH AVENUE

## CITY OF WAUSAU MARATHON COUNTY XXXX 2016

-- PRELIMINARY --  
OCT 2016



LOCATION MAP

### LEGEND

- EXISTING POWER POLE
- EXISTING TREE
- EXISTING FENCE
- EXISTING GRAVEL
- EXISTING ELECTRIC
- EXISTING TELEPHONE
- EXISTING TELEPHONE
- EXISTING SIGNAL CONTROL CABLE
- EXISTING PEDESTAL
- EXISTING DITCH
- EXISTING TOP OR TOE OF SLOPE
- EXISTING WOODS
- EXISTING WATER VALVE
- EXISTING MANHOLE
- EXISTING SIGN
- WETLANDS
- PROPOSED RESIDENTIAL ACQUISITION (SEE PLAN AND PROFILE)
- PROPOSED COMMERCIAL ACQUISITION (SEE PLAN AND PROFILE)
- HISTORIC BOUNDARY (SEE PLAN AND PROFILE)

### STANDARD DETAIL DRAWING INDEX

08E09 SILT FENCE  
08E14 TRACKING PAD

### INDEX

DRAWING NO.	SHEET NO.	DESCRIPTION
C-1	1	GENERAL NOTES AND UTILITIES
C-2 - C-2	2	TYPICAL SECTIONS
C - C	-	CONSTRUCTION DETAILS
C - C	-	TRAFFIC SIGNAL PLAN
C - C	-	PLAN AND PROFILE



Dial 811 or (800) 242-8511

www.DiggersHotline.com

PREPARED FOR

**CITY OF WAUSAU**

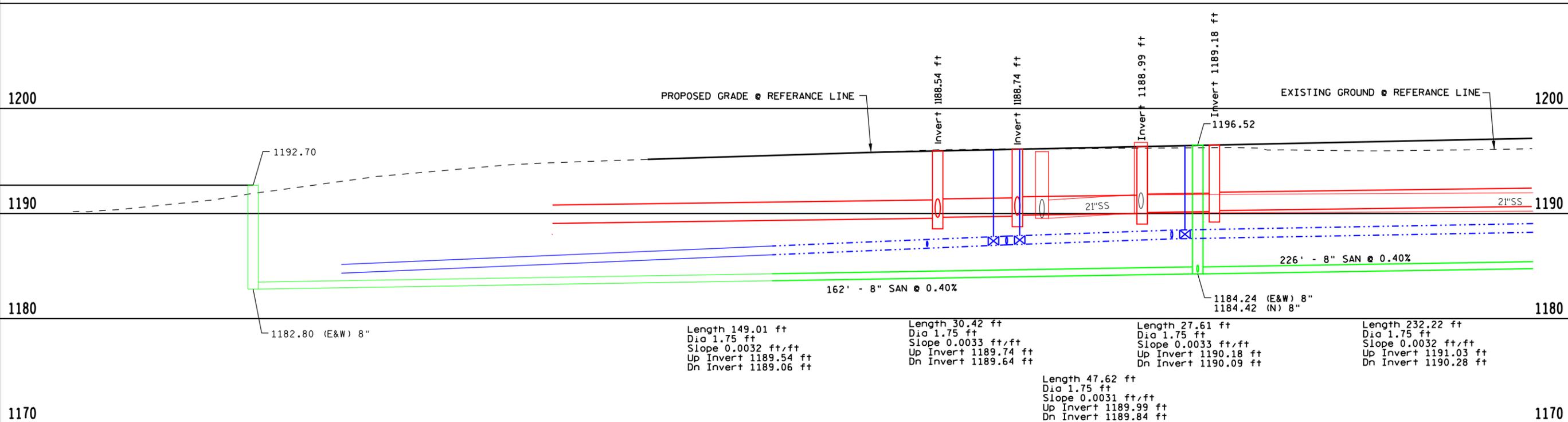
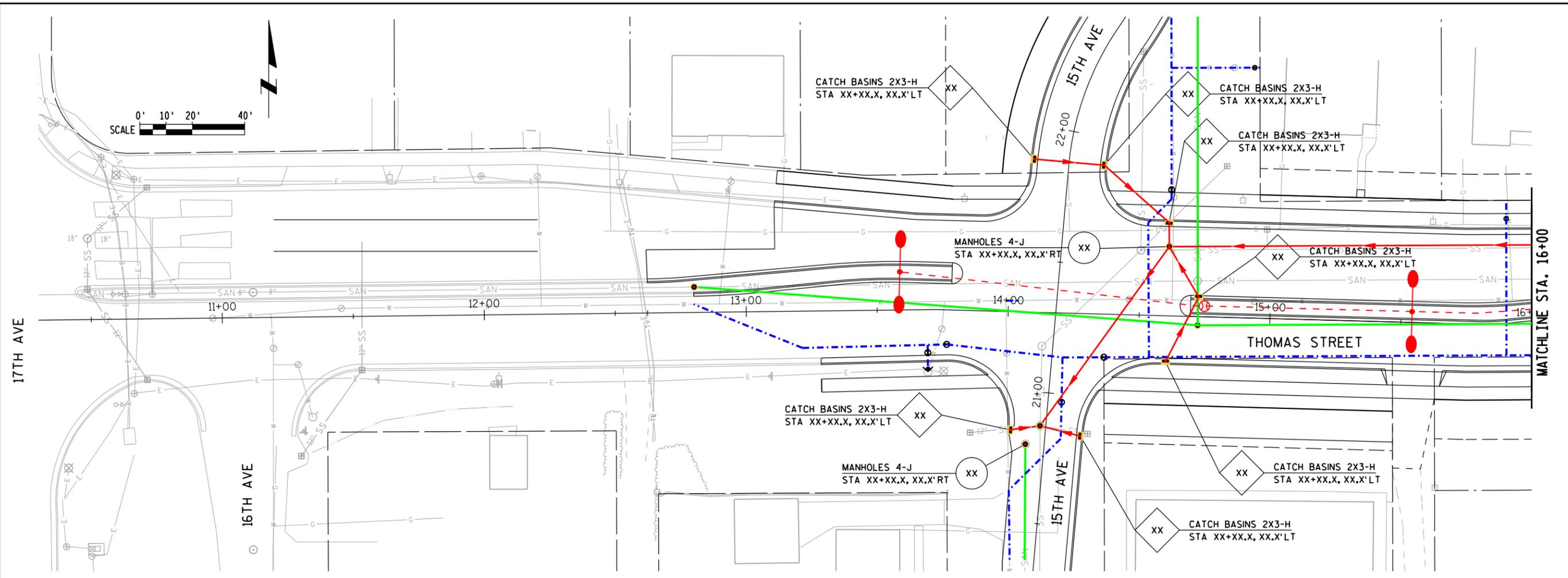
407 GRANT STREET  
WAUSAU, WI 54403  
715-261-6740

PREPARED BY

**AECOM**

200 Indiana Avenue  
Stevens Point, WI 54481  
T 715.341.8110 F 715.341.7390  
WWW.AECOM.COM

FILE NAME: L:\Work\Projects\99979\Gr\022501.ssdgn



NOTE:  
 EXISTING UTILITIES SHOWN IN PLAN AND PROFILE ARE INDICATED IN ACCORDANCE WITH AVAILABLE RECORDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING EXACT LOCATIONS AND ELEVATIONS OF ALL UTILITIES, INCLUDING SEWER AND WATER FROM THE OWNERS OF THE RESPECTIVE UTILITIES. ALL UTILITY OWNERS SHALL BE NOTIFIED BY THE CONTRACTOR 3 WORKING DAYS PRIOR TO EXCAVATION.

**AECOM**  
 200 Indiana Avenue  
 Suite 100, Wauwatosa, WI 53087  
 T 715.341.8110 F 715.341.7390  
 WWW.AECOM.COM

DRN BY:	DES BY:	CHK BY:	APP BY:	REV	DESCRIPTION	DRN	CHK	DATE (MDY)

**CITY OF WAUSAU**  
**THOMAS ST (17TH AVE TO 4TH AVE)**  
**WAUSAU, WISCONSIN**

THOMAS STREET  
 STORM SEWER

PROJECT START DATE (M/Y)  
 XXXX 2015

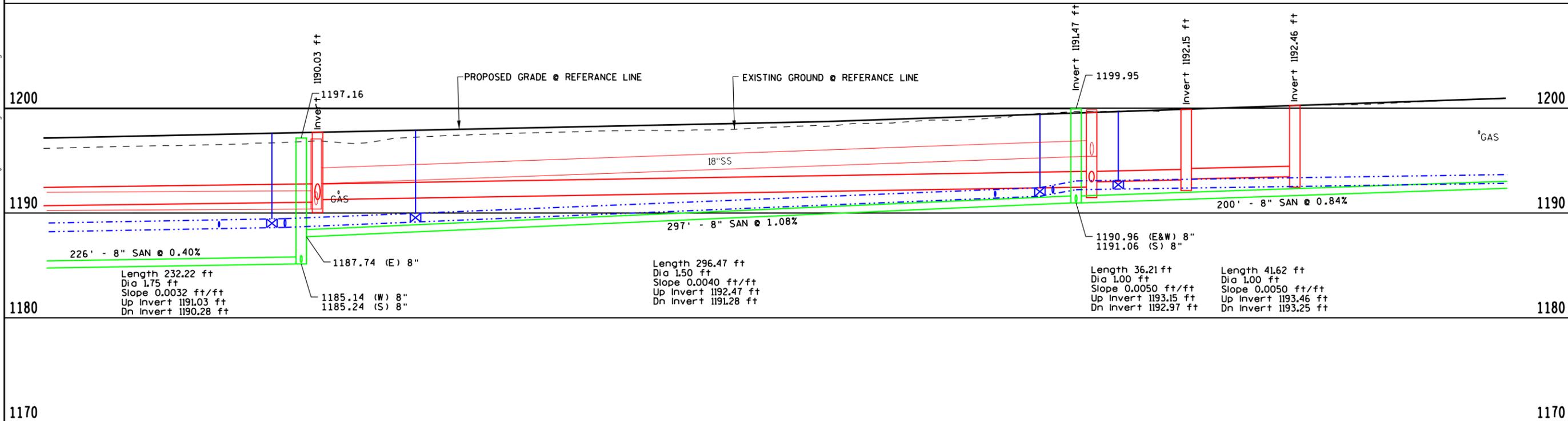
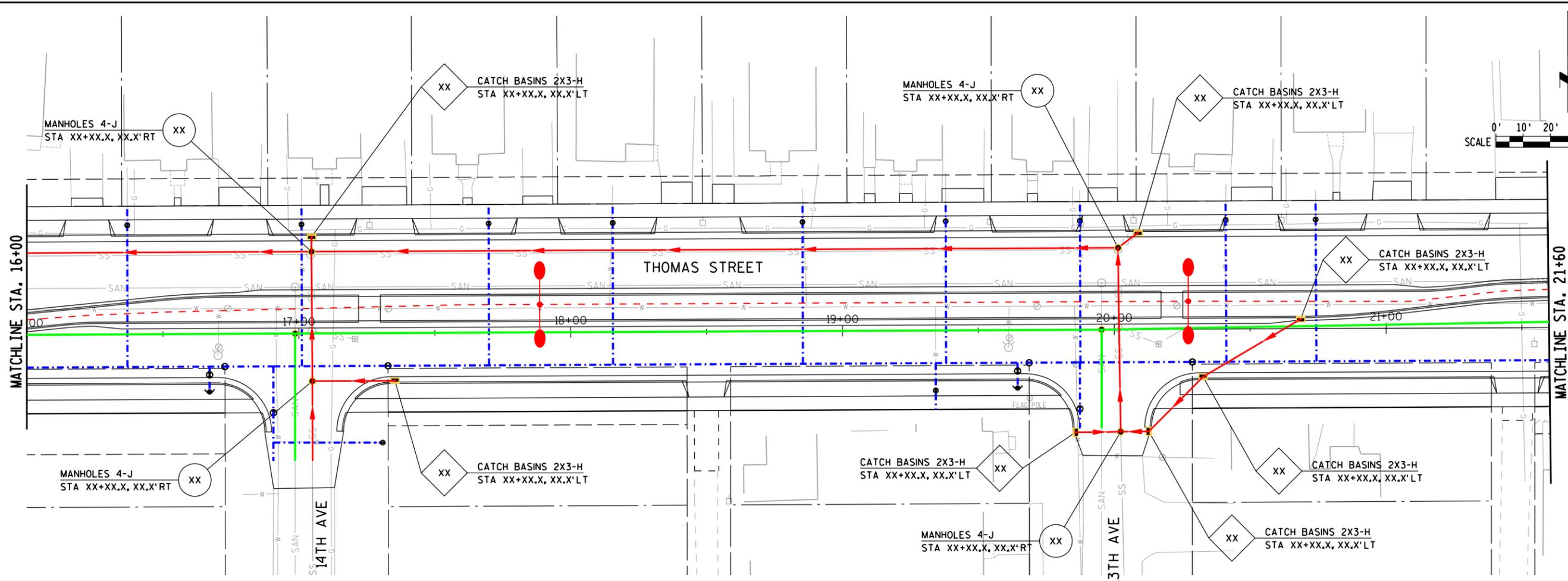
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SHEET NO.  
 XX-Y-Z

DRAWING NO.  
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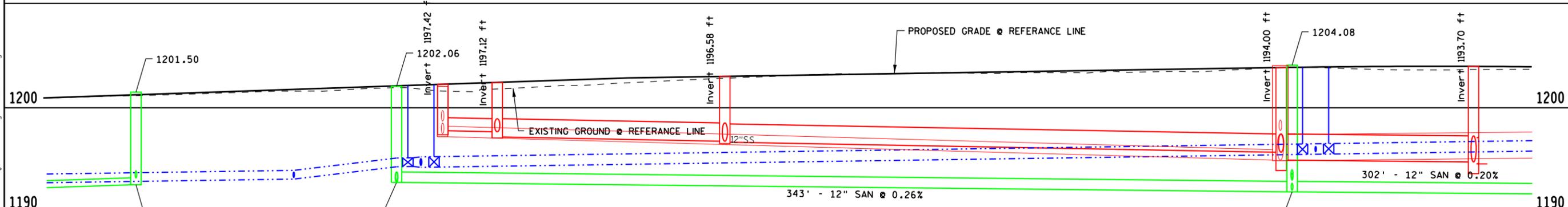
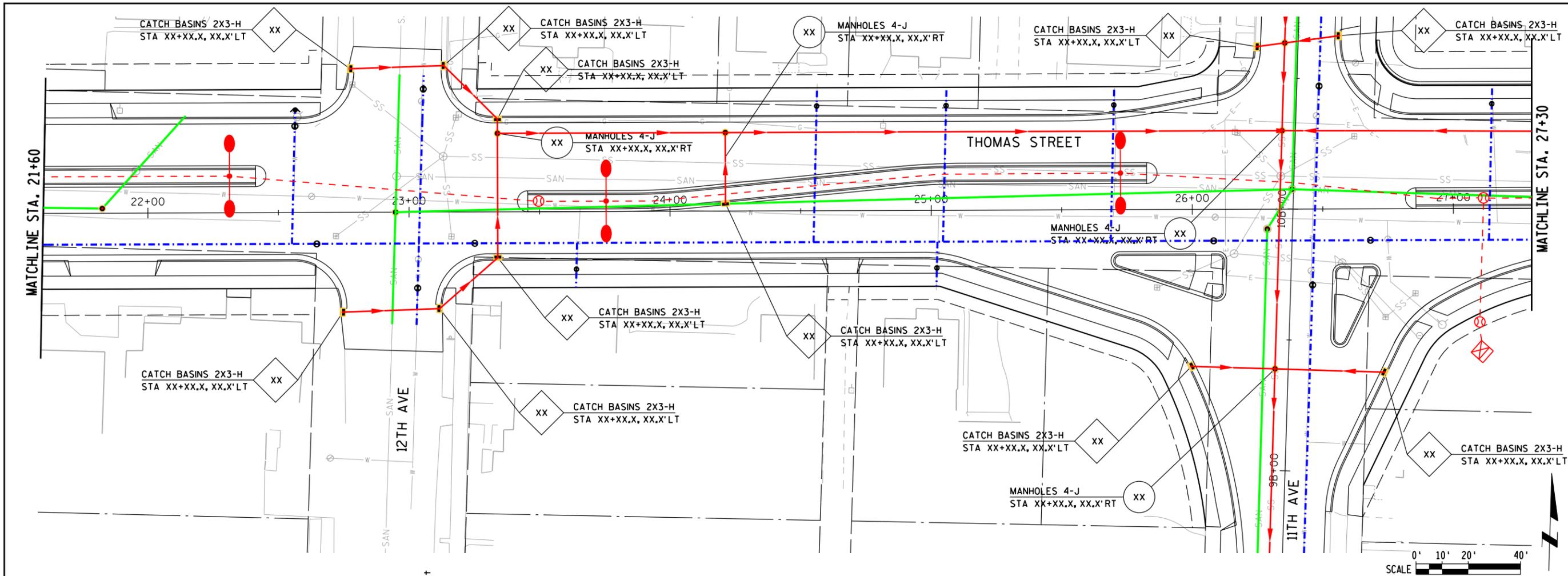
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**AECOM**  
 200 Indiana Avenue  
 Suite 100, Wauwatosa, WI 53095  
 T 715.341.8110 F 715.341.7390  
 WWW.AECOM.COM

CITY OF WAUSAU  
 THOMAS ST (17TH AVE TO 4TH AVE)  
 WAUSAU, WISCONSIN  
 THOMAS STREET  
 STORM SEWER

PROJECT START DATE (M/Y)	XXXX 2015
PROJECT NO.	99979
FILENAME	S:\getvar, "dwgname"
SHEET NO.	XX-Y-Z
DRAWING NO.	000

FILE NAME: L:\Work\Projects\99979\Gr\022503.ssdgn



1180	<p>1192.64 (W) 8"</p> <p>1193.30 (NE) 6"</p> <p>1192.86 (E) 12"</p> <p>1192.86 (N) 12"</p> <p>1193.01 (S) 10"</p>	<p>Length 20.81 ft</p> <p>Dia 1.25 ft</p> <p>Slope 0.0046 ft/ft</p> <p>Up Invert 1197.80 ft</p> <p>Dn Invert 1197.70 ft</p>	<p>Length 87.18 ft</p> <p>Dia 1.75 ft</p> <p>Slope 0.0045 ft/ft</p> <p>Up Invert 1197.21 ft</p> <p>Dn Invert 1196.81 ft</p>	<p>Length 213.03 ft</p> <p>Dia 1.75 ft</p> <p>Slope 0.0045 ft/ft</p> <p>Up Invert 1196.71 ft</p> <p>Dn Invert 1195.75 ft</p>	<p>1191.96 (E&amp;W) 12"</p> <p>1193.23 (S) 10"</p> <p>1192.13 (N) 8"</p> <p>1193.08 (SW) 8"</p>	<p>Length 73.72 ft</p> <p>Dia 2.50 ft</p> <p>Slope 0.0025 ft/ft</p> <p>Up Invert 1195.00 ft</p> <p>Dn Invert 1194.82 ft</p>	<p>Length 3.18 ft</p> <p>Dia 2.50 ft</p> <p>Slope 0.0252 ft/ft</p> <p>Up Invert 1194.70 ft</p> <p>Dn Invert 1194.62 ft</p>	1180
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1170								1170
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**THOMAS ST (17TH AVE TO 4TH AVE)**  
**WAUSAU, WISCONSIN**

THOMAS STREET  
 STORM SEWER

PROJECT START DATE (M/Y)  
 XXXX 2015

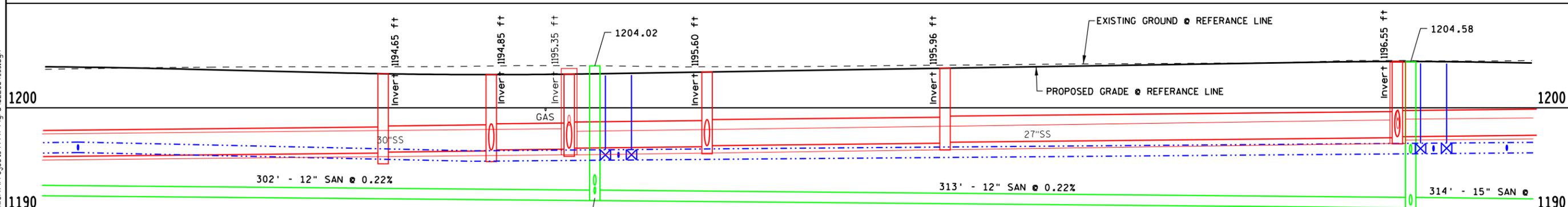
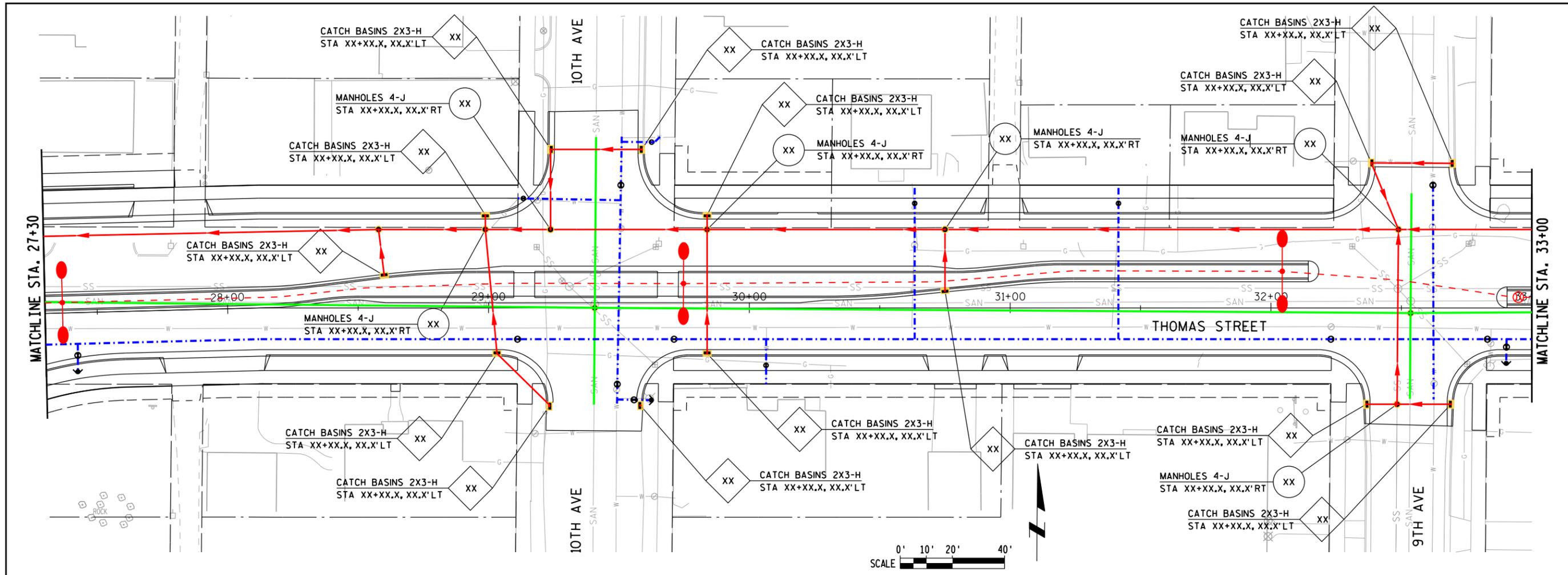
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 99979

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SHEET NO.  
 XX-Y-Z

DRAWING NO.  
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FILE NAME: L:\Work\Projects\99979\gr\022504\_ss.dgn



<p>Length 226.00 ft Dia 2.50 ft Slope 0.0025 ft/ft Up Invert 1195.66 ft Dn Invert 1195.10 ft</p>	<p>Length 41.48 ft Dia 2.50 ft Slope 0.0025 ft/ft Up Invert 1195.87 ft Dn Invert 1195.77 ft</p>	<p>Length 29.87 ft Dia 2.50 ft Slope 0.0025 ft/ft Up Invert 1196.04 ft Dn Invert 1195.97 ft</p>	<p>Length 52.86 ft Dia 2.50 ft Slope 0.0025 ft/ft Up Invert 1196.28 ft Dn Invert 1196.15 ft</p>	<p>Length 91.25 ft Dia 2.50 ft Slope 0.0025 ft/ft Up Invert 1196.60 ft Dn Invert 1196.37 ft</p>	<p>Length 173.43 ft Dia 2.50 ft Slope 0.0025 ft/ft Up Invert 1197.14 ft Dn Invert 1196.71 ft</p>	<p>Length 119.80 ft Dia 2.50 ft Slope 0.0025 ft/ft Up Invert 1197.54 ft Dn Invert 1197.24 ft</p>
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1170

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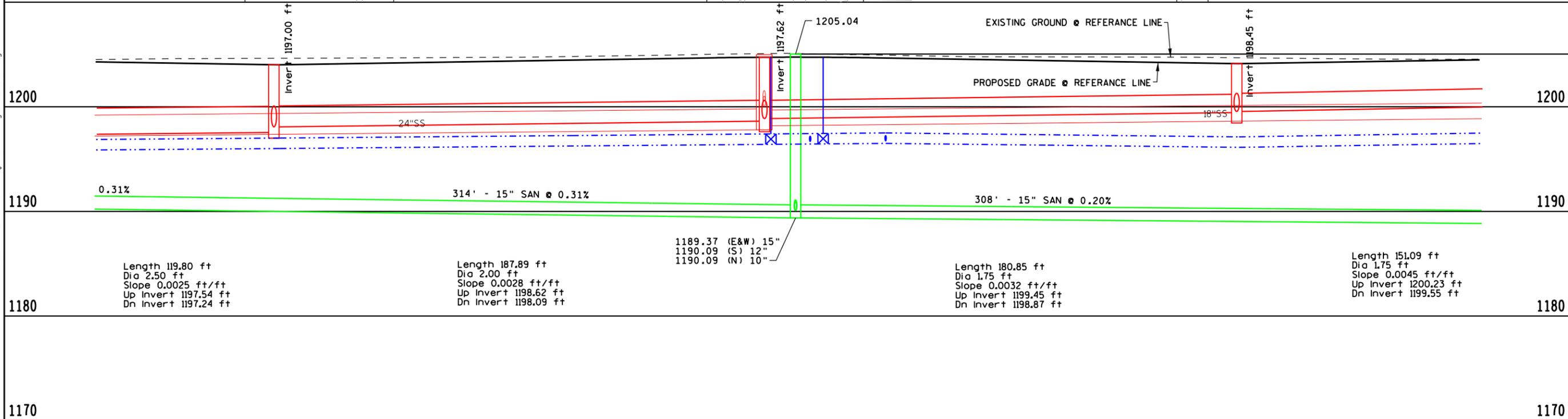
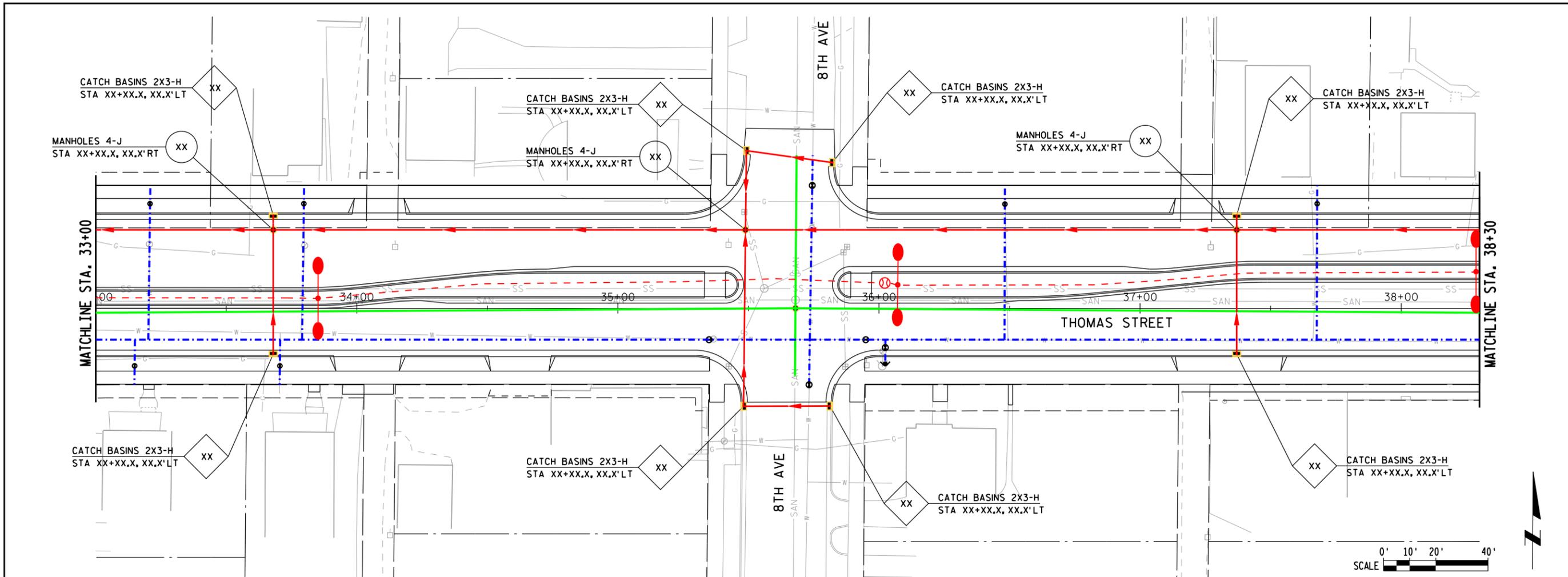
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CITY OF WAUSAU  
 THOMAS ST (17TH AVE TO 4TH AVE)  
 WAUSAU, WISCONSIN  
 THOMAS STREET  
 STORM SEWER

PROJECT START DATE (M/Y)	XXXX 2015
PROJECT NO.	99979
FILENAME	\$[getvar, "dwgname"]
SHEET NO.	XX-Y-Z
DRAWING NO.	000

FILE NAME: L:\Work\Projects\99979\gr\022505\_ss.dgn



Station	Length (ft)	Dia (ft)	Slope (ft/ft)	Up Invert (ft)	Dn Invert (ft)
1180	119.80	2.50	0.0025	1197.54	1197.24
1180	187.89	2.00	0.0028	1198.62	1198.09
1180	180.85	1.75	0.0032	1199.45	1198.87
1180	151.09	1.75	0.0045	1200.23	1199.55

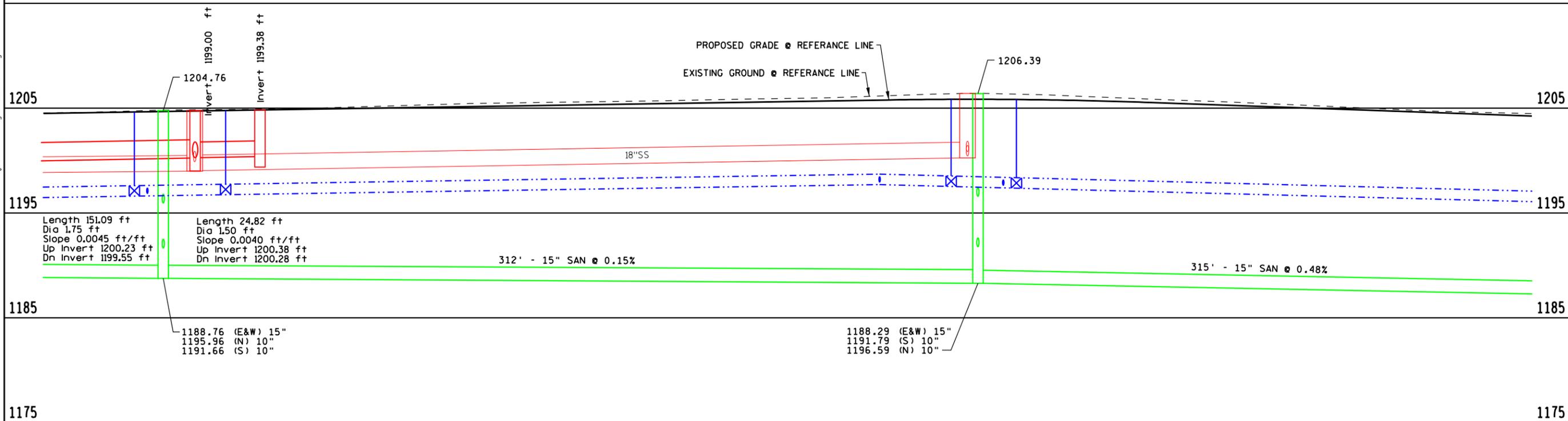
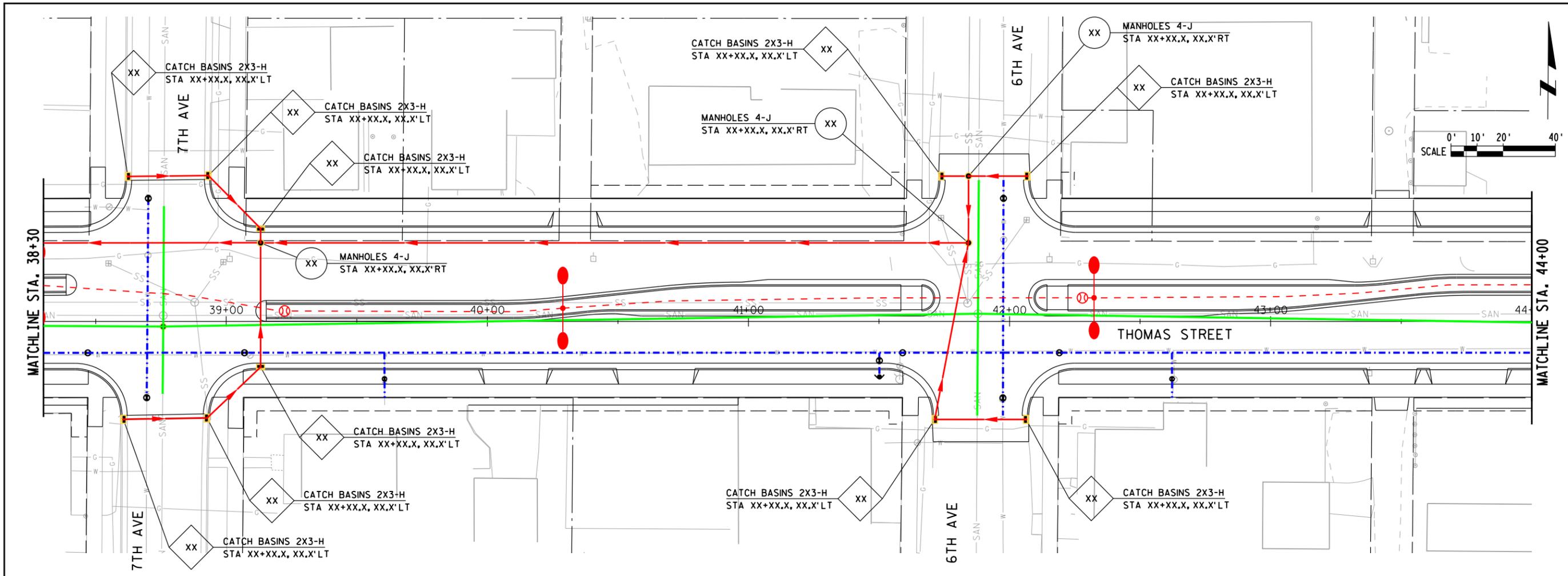
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CITY OF WAUSAU THOMAS ST (17TH AVE TO 4TH AVE) WAUSAU, WISCONSIN	THOMAS STREET STORM SEWER
PROJECT START DATE (M/Y)	XXXX 2015
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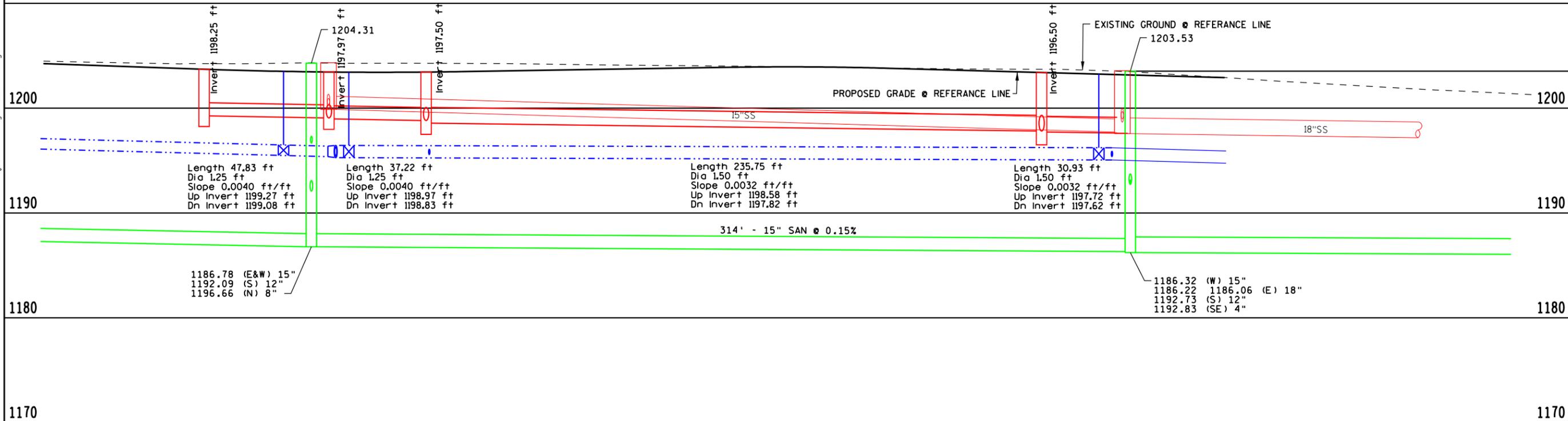
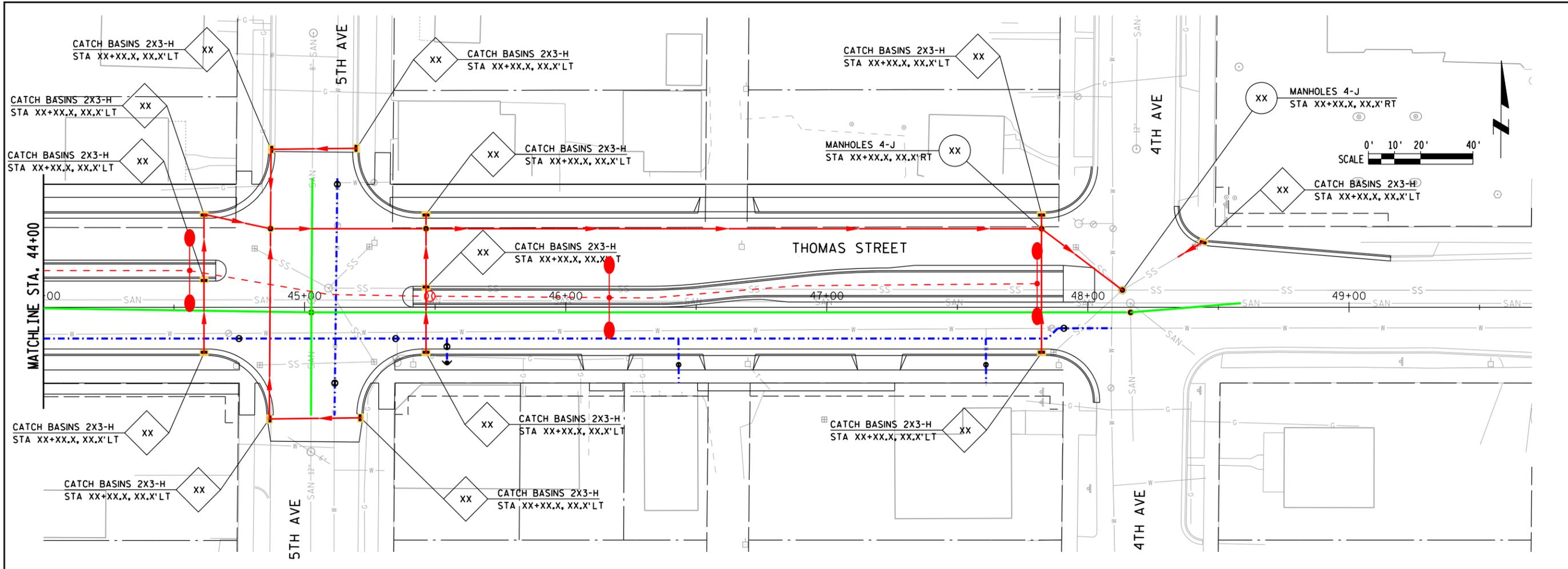
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**CITY OF WAUSAU**  
**THOMAS ST (7TH AVE TO 4TH AVE)**  
**WAUSAU, WISCONSIN**  
 THOMAS STREET  
 STORM SEWER

PROJECT START DATE (M/Y)	XXXX 2015
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**CITY OF WAUSAU**  
**THOMAS ST (17TH AVE TO 4TH AVE)**  
**WAUSAU, WISCONSIN**  
 THOMAS STREET  
 STORM SEWER

1170

PROJECT START DATE (M/Y) XXXX 2015

PROJECT NO. 99979

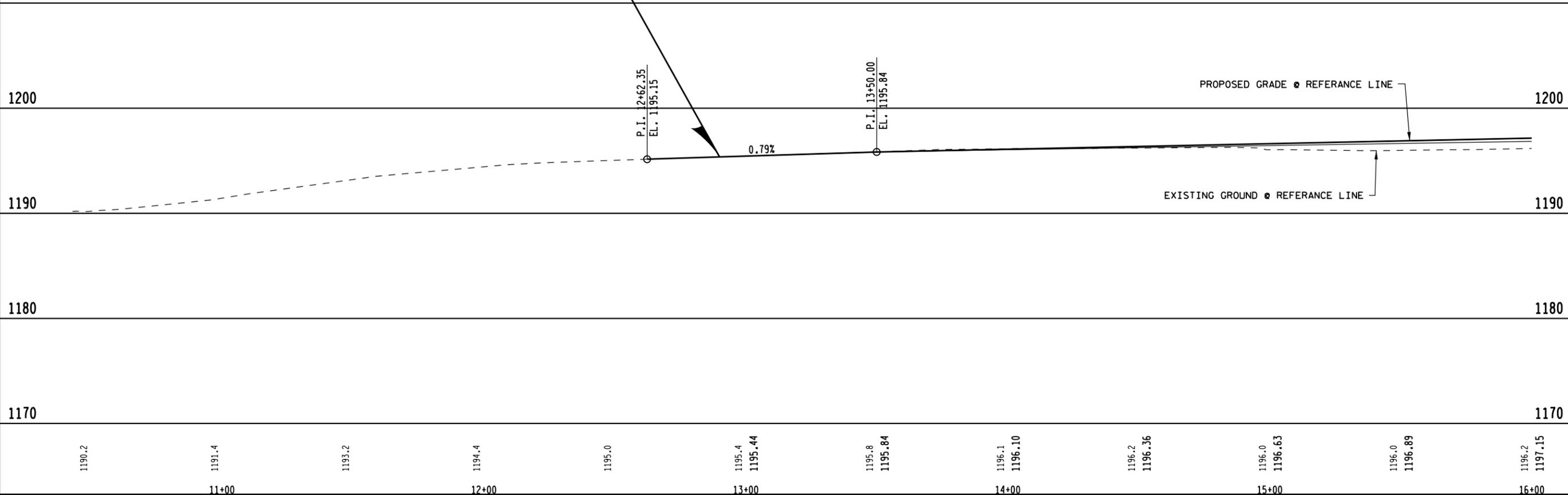
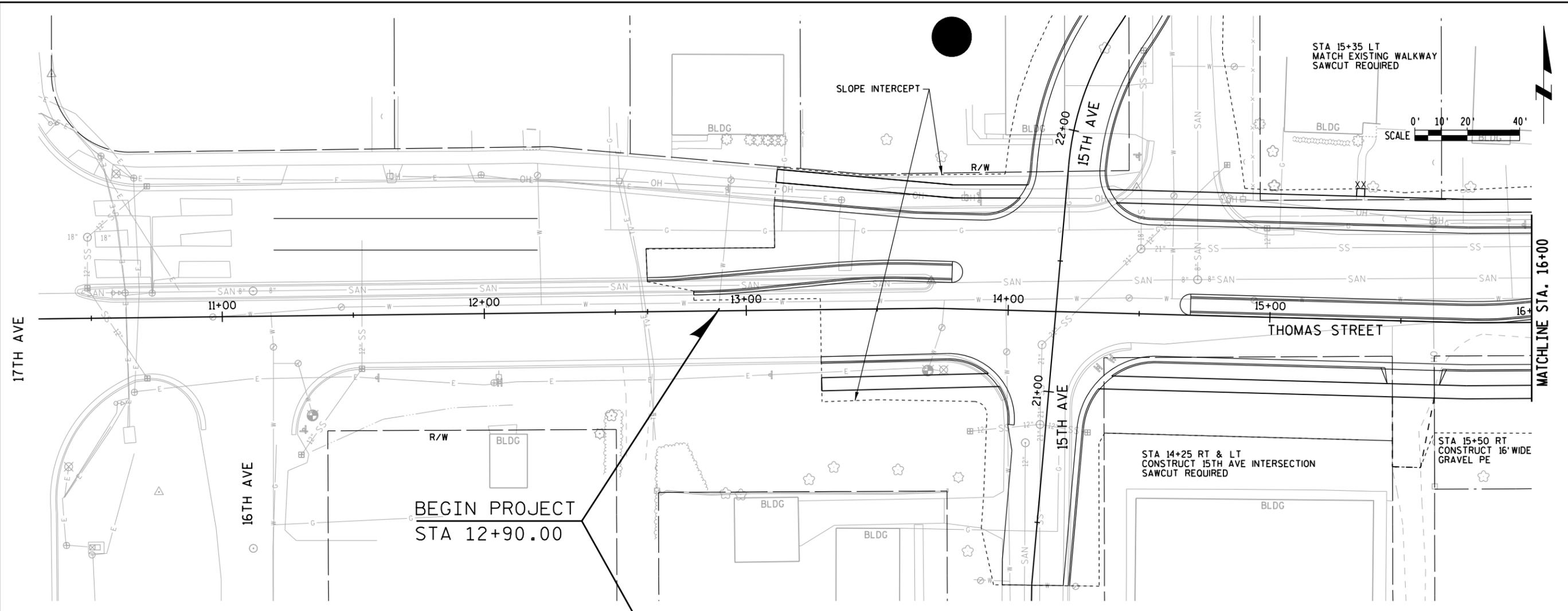
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**WAUSAU, WISCONSIN**

THOMAS STREET  
 PLAN AND PROFILE

PROJECT START DATE (M/Y)  
 XXXX 2015

PROJECT NO.  
 99979

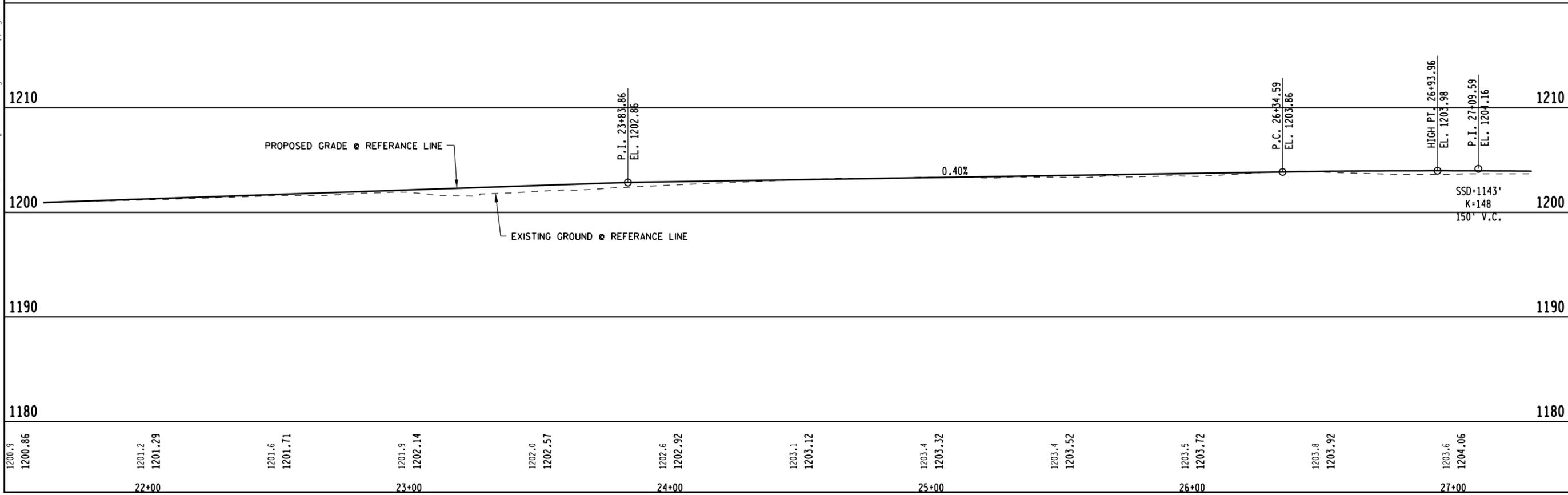
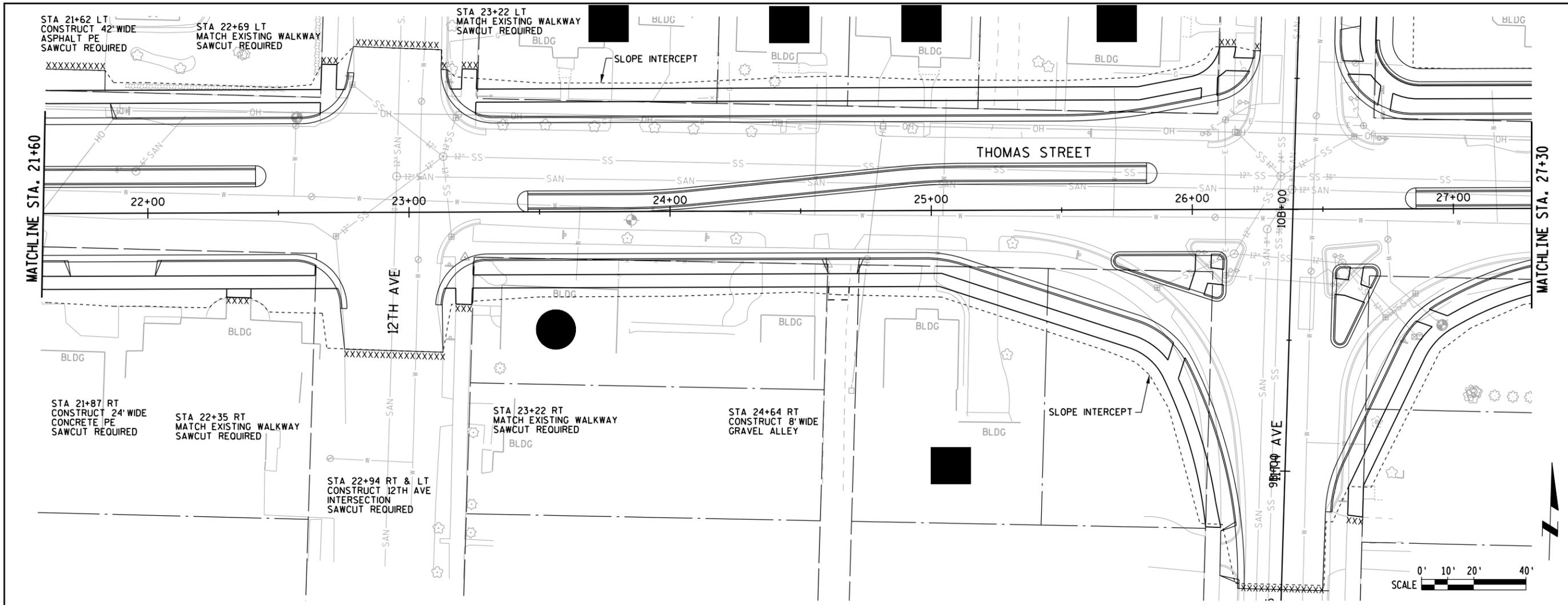
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 XX-Y-Z

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FILE NAME: L:\Work\Projects\99979\grd\050103.dwg



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 DES BY: ...  
 CHK BY: ...  
 APP BY: ...

VERIFY SCALE IF PLAN SHEET IS REDUCED

1"=40'

SCALE 0' 10' 20' 40'

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REV	DESCRIPTION	CHK	DATE (M/Y)

**CITY OF WAUSAU**  
**THOMAS ST (17TH AVE TO 4TH AVE)**  
**WAUSAU, WISCONSIN**

THOMAS STREET  
 PLAN AND PROFILE

PROJECT START DATE (M/Y)  
 XXXX 2015

PROJECT NO.  
 99979

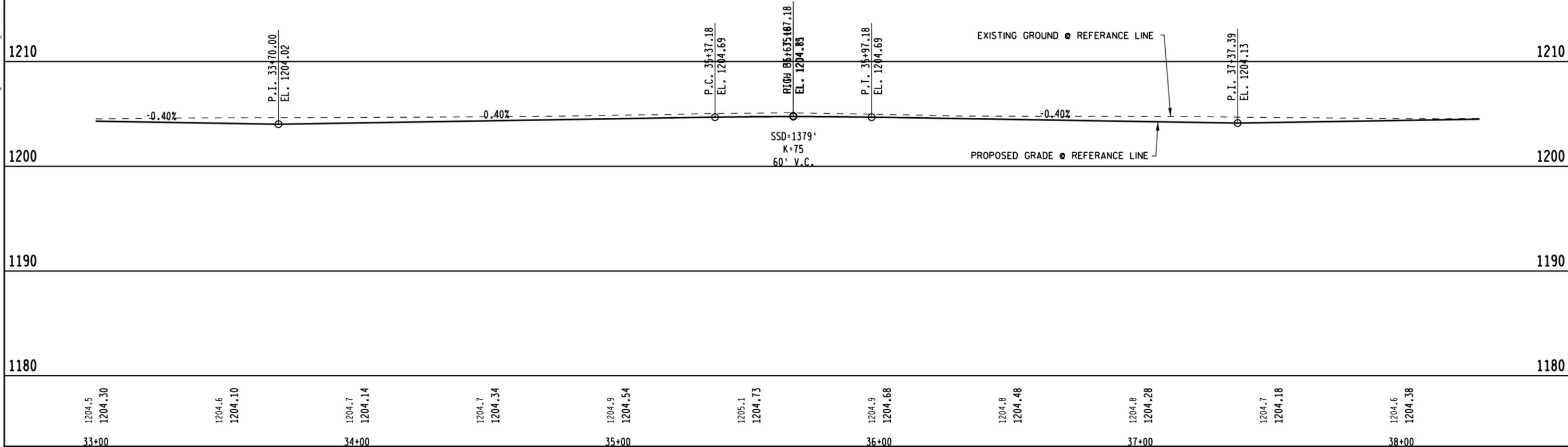
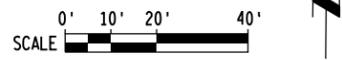
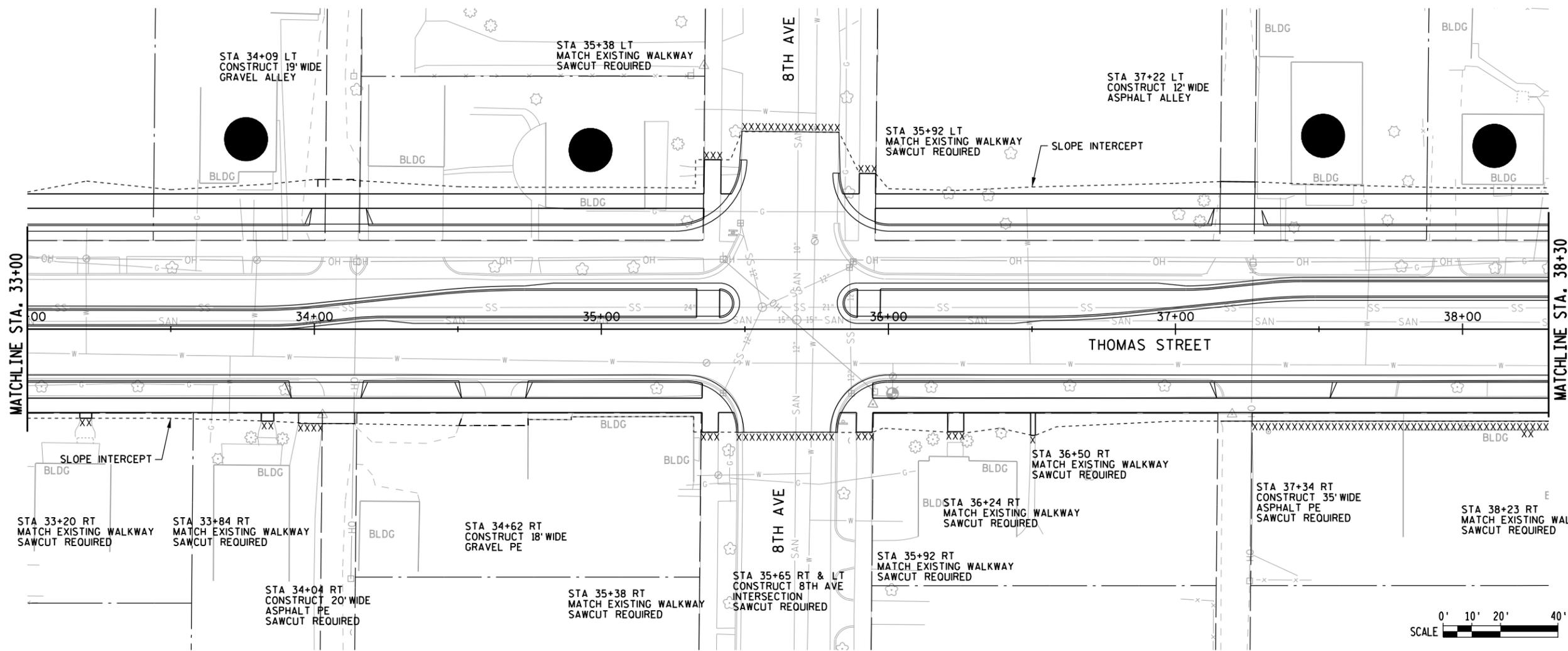
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 XX-Y-Z

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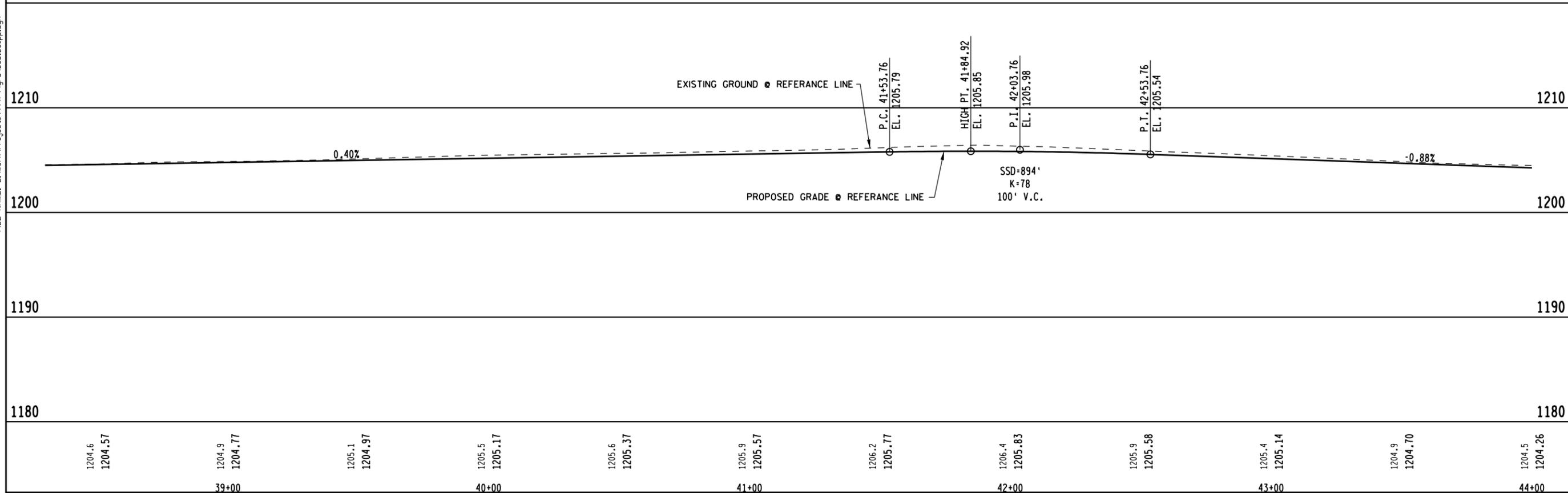
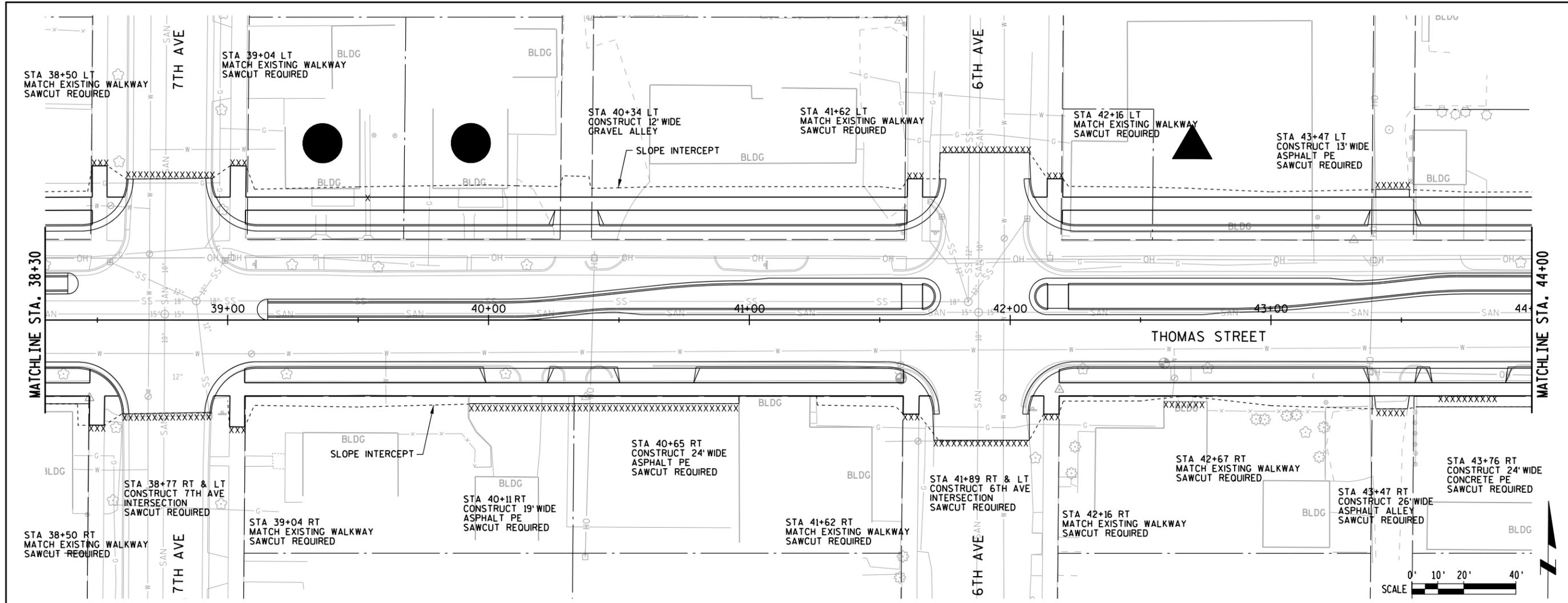
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**CITY OF WAUSAU**  
**THOMAS ST (17TH AVE TO 4TH AVE)**  
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 THOMAS STREET  
 PLAN AND PROFILE

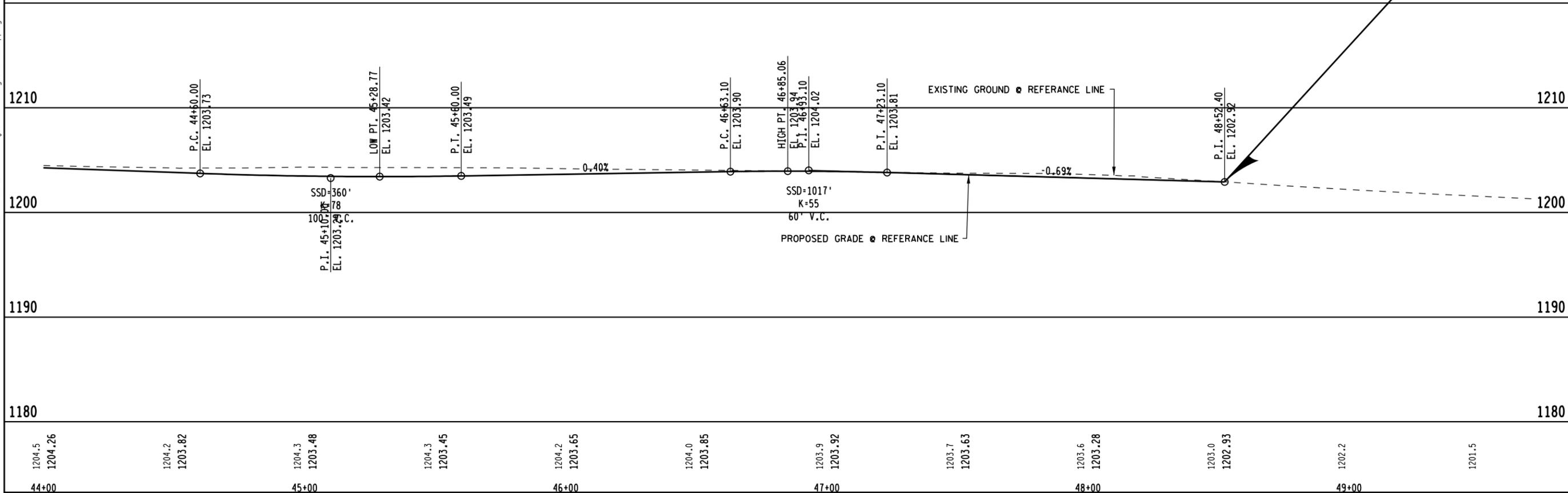
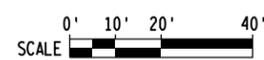
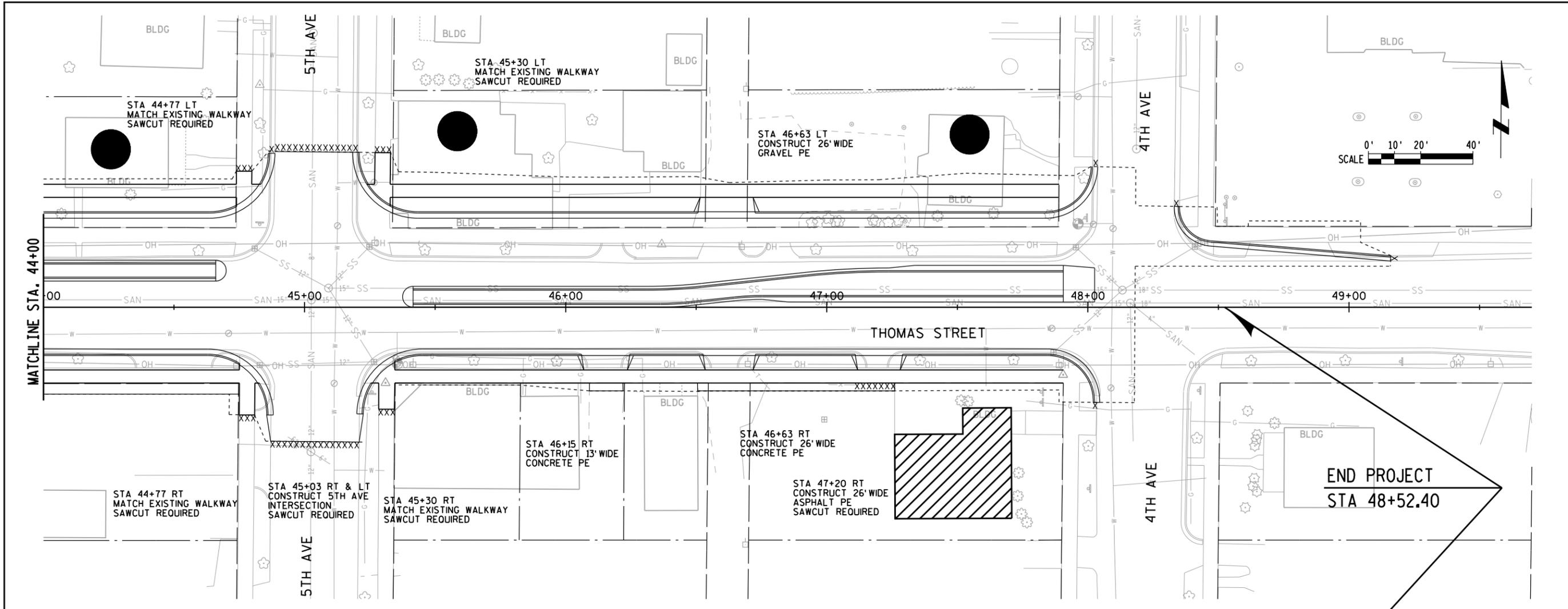
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<b>CITY OF WAUSAU</b> <b>THOMAS ST (17TH AVE TO 4TH AVE)</b> <b>WAUSAU, WISCONSIN</b>						THOMAS STREET PLAN AND PROFILE		
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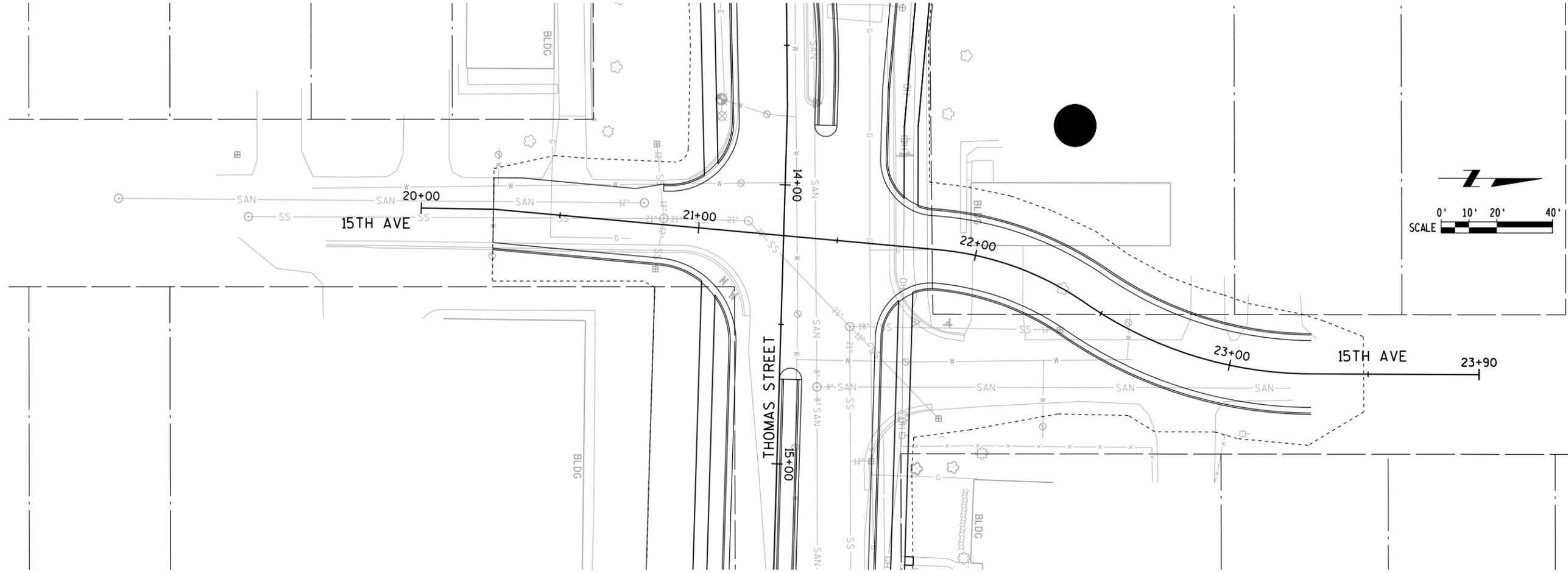
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THOMAS STREET  
 PLAN AND PROFILE

PROJECT START DATE (M/Y) XXXX 2015  
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 WAUSAU, WISCONSIN  
 15TH AVE  
 PLAN AND PROFILE**

PROJECT START DATE (M/Y)	XXXX 2015
PROJECT NO.	99979
FILENAME	{getvar, "dwgname"}
SHEET NO.	XX-Y-Z
DRAWING NO.	<b>000</b>

**AGENDA ITEM**

Discussion and possible action regarding design and funding of proposed bump out in front of the CVA along North 4<sup>th</sup> Street

**BACKGROUND**

This item came before CISM in January and March. There was an agreement that the CVA would complete the design and bid documents then turn them over to the City for bidding and construction. Both CISM and Finance approved funding to pay for the construction of the bump out. Since that time the CVA has stated they do not have any additional funding available to complete the design and bidding documents and have requested the City pay for remaining design through REI Engineering. REI has provided a cost to the City for the work in the amount of \$2,400.

**FISCAL IMPACT**

\$2,400 for final design and bidding documents.

**STAFF RECOMMENDATION**

Staff recommends this be approved if TID 3 funding is available. Since the construction is not going to be able to be completed in 2016, I would propose to use \$2,400 from the construction budget, bid the project this winter and determine if additional funds would be needed once bids are received.

Staff contact: Eric Lindman 715-261-6745



# REI

**CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING**

## **Survey and Civil Design Services**

**Fourth Street Sidewalk Improvements  
Wausau, WI**



**Submitted To:**  
City of Wausau  
Eric Lindman  
407 Grant Street  
Wausau, WI 54403  
September 30, 2016

**Proposal Prepared By:**  
REI Engineering, Inc.  
4080 N 20th Avenue  
Wausau, WI 54401  
(715) 675-9784

# **COMPREHENSIVE SERVICES WITH PRACTICAL SOLUTIONS**



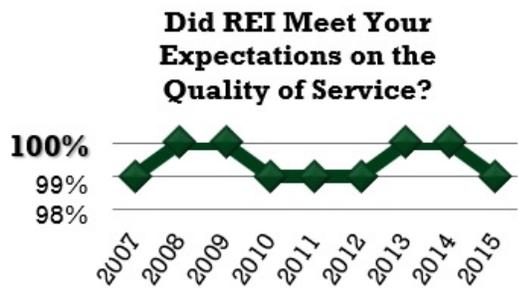
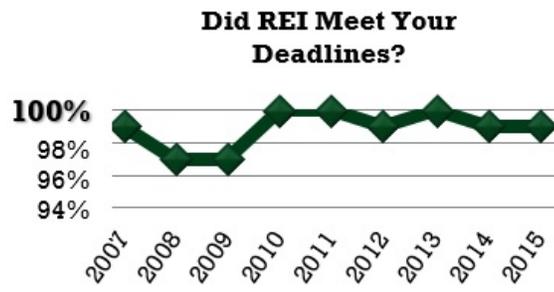


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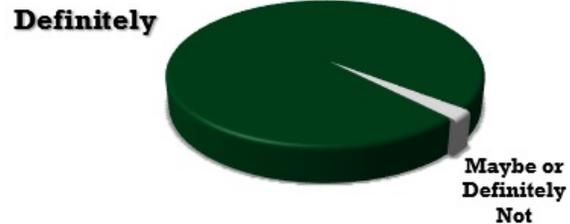
Thank you for requesting a proposal from REI Engineering, Inc. (REI). We have enclosed a copy of **REI's Professional Services Agreement**. If the Agreement is acceptable, please sign and return to our office. We will begin our services upon receipt of the executed agreement and your authorization.

### **REI Does It Your Way**

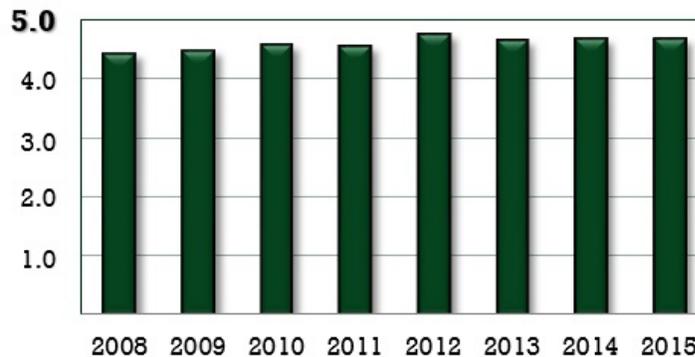
We listen to you and offer solutions according to your expectations. At REI, your opinion matters. We contact every client to evaluate and improve our services. The following demonstrates the results of our commitment to exceeding your expectations.



### **Would You Hire REI Again?**



### **How Would You Rate REI on a Scale of 1 to 5, 5 Being the Highest?**





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We offer **comprehensive services** with **practical solutions**. Client satisfaction is achieved through a clear understanding of the regulatory process and applying it to your project.



**REI OFFERS  
QUALITY  
SERVICES THAT EXCEED  
CLIENT EXPECTATIONS**

### **Our Clients Are Saying:**

“From the initial contact and continued direction...I have found REI to be an absolute asset to set the pace of my projections and projects to be fully completed on time. Very knowledgeable and professional.”  
*Northcentral Technical College*



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**Safety  
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Identifying economic solutions to comply with safety and regulatory compliance, implementing plans and executing training

**To learn more, please visit [REIengineering.com](http://REIengineering.com).**



# Professional Services Agreement

Project: Survey and Civil Design Services  
 Site Name: Fourth Street Sidewalk Improvements  
 Client: City of Wausau

REI Project No.: New  
 Date: September 30, 2016

REI's services will be specifically limited to the following work scope:

	Provided by Client	Not Included	Included
1.00 Information Gathering			X

**Information Gathering Fee: Previously Completed**

	Provided by Client	Not Included	Included
2.00 Land Surveying			X

**Land Surveying Fee: Previously Completed**

	Provided by Client	Not Included	Included
3.00 Conceptual Design			X

**Conceptual Design Fee: Previously Completed**

	Provided by Client	Not Included	Included
4.00 Final Design			X
4.01 Technical Specifications for REI Design			X
4.01.01 Within Drawing Set			X
4.01.02 Document Format ( <del>REI, CSI, AIA, Client</del> )		X	
4.01.03 Special Requirements		X	
4.02 Project Manual		X	
4.03 Title Sheet			X
4.04 Existing Conditions Plan			X
4.05 Demolition Plan			X
4.06 Construction Phasing Plan		X	
4.07 Project Overview Plan		X	
4.08 Site Layout Plan			X
4.09 Site Grading & Drainage Plan			X
4.10 Spot Grading Detail			X
4.11 Site Utility Plan			X
4.11.01 Sanitary Sewer Service		X	
4.11.02 Water Service		X	
4.11.03 Storm Sewer			X
4.11.04 Roof Drainage (5' beyond foundation)		X	
4.11.05 Dry Utilities		X	
4.12 Construction Details			X
4.13 Roadway Plans		X	
4.14 Landscape Plan		X	
4.15 Site Lighting Plan		X	
4.16 Cut/Fill Analysis		X	
4.17 Pavement Section Recommendation		X	
4.18 Deliverables			X
4.18.01 Construction Drawings (Hardcopy)		X	
4.18.02 Electronic Copies			X
PDF Format			X
DWG Format			X
4.18.03 Erosion Control Inspection Form Template		X	
4.19 QA/QC Independent Review			X

**Final Design Fee: \$2,400**



## Professional Services Agreement

Project: Survey and Civil Design Services  
Site Name: Fourth Street Sidewalk Improvements  
Client: City of Wausau

REI Project No.: New  
Date: September 30, 2016

### 5.00 Representations

REI has relied on the following project understanding and representations by the Client in preparing the Scope of Services and fee estimate.

- 5.01 The "Project" consists of replacing existing sidewalk in front of the Center for Visual Arts. The existing slopes will be improved by eliminating street parking and creating a sidewalk "bump out." The City of Wausau will facilitate bidding and construction administration for the project.
- 5.02 REI's design services do not include design of exterior stairs or retaining walls other than the assignment of surface elevation. REI's design will typically terminate at a point 5' outside of the building exterior.
- 5.03 REI will not be required to attend public meetings in connection with the Project. If attendance at public meetings is requested, REI can prepare and attend those meetings on a Time and Materials basis.
- 5.04 REI's scope of services does not include traffic studies, access permitting, offsite improvements, or issues pertaining to environmental contamination.
- 5.05 Changes to the "final layout plan" (provided by Client), as requested by the Client, will be performed as Additional Services.
- 5.06 Additional Services as requested by the Client will be included to REI's base contract as a contract amendment (or change order). REI will supply the Client with fee estimates associated with the request for Additional Services if requested.
- 5.07 All electronic data used to prepare deliverable documents is the property of REI Engineering, Inc. and will be transferred only to the Client in relation to the preparation of the project deliverables. REI reserves the right to control the release of the electronic data following the completion of our scope of services.
- 5.08 Reimbursable expenses such as application, review, recording, publication, and permit fees are not included in REI's base contract and will be obtained directly from the Client or added to the contract. REI can provide a budgetary estimate for these fees as requested.
- 5.09 REI would be pleased to provide any bidding or construction-related services to the Client under future agreement.



# Professional Services Agreement

Project: Survey and Civil Design Services  
 Site Name: Fourth Street Sidewalk Improvements  
 Client: City of Wausau

REI Project No.: New  
 Date: September 30, 2016

<b>6.00 Payment</b>																
<p>Services provided by REI will be reimbursed by the Client at the estimated lump sum fee "Project Base Total" listed below in addition to any Subcontracted Services, Reimbursable Expenses, approved Alternates or Additional Services. The fee will be invoiced monthly on a prorated basis as services are provided.</p> <p>The following breakdown is provided for informational purposes.</p> <table> <tr> <td>1.00</td> <td>Information Gathering</td> <td>Previously Completed</td> </tr> <tr> <td>2.00</td> <td>Land Surveying</td> <td>Previously Completed</td> </tr> <tr> <td>3.00</td> <td>Conceptual Design</td> <td>Previously Completed</td> </tr> <tr> <td>4.00</td> <td>Final Design</td> <td>\$2,400</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>Project Base Total</b></td> <td><b>\$2,400</b></td> </tr> </table> <p>General Conditions: See Final Page          Advanced Payment: _____</p> <p>Note: This cost estimate does not include fees assessed or charged by an approving authority such as review fees, advertising fees, permit application fees, or recording fees. These shall be paid for directly by the client.</p>		1.00	Information Gathering	Previously Completed	2.00	Land Surveying	Previously Completed	3.00	Conceptual Design	Previously Completed	4.00	Final Design	\$2,400	<b>Project Base Total</b>		<b>\$2,400</b>
1.00	Information Gathering	Previously Completed														
2.00	Land Surveying	Previously Completed														
3.00	Conceptual Design	Previously Completed														
4.00	Final Design	\$2,400														
<b>Project Base Total</b>		<b>\$2,400</b>														

By executing this Agreement, the Client and REI acknowledge that this Agreement is limited to the expressly enumerated Scope of Services and Deliverables; that it is premised upon the Client representations set forth herein; and that it is subject to the general and supplemental conditions (if any) incorporated herein.

<b>MISC. PROJECT RESPONSIBILITIES (Mark Off as Required)</b>			
	By Client	By REI	None
C-1 Title Opinion/Abstract depicting Deed Restrictions & Easements			<b>X</b>
C-2 Provide or Approve Final Layout Plan for REI's Use in Engineering Design			<b>X</b>

Client: _____	<b>REI Engineering, Inc.</b>
Signature: _____	Signature: _____
Printed Name: _____	Printed Name: <u>Michael Mohr</u>
Title: _____	Title: <u>Project Engineer</u>
Date: _____	Date: _____



# Professional Services Agreement

Project: Survey and Civil Design Services  
 Site Name: Fourth Street Sidewalk Improvements  
 Client: City of Wausau

REI Project No.: New  
 Date: September 30, 2016

Additional services will be reimbursed based upon REI's standard hourly and unit rates in effect when the services are provided. The fee schedule is subject to annual adjustment. The hourly rates for 2016 are:

Project Manager	\$124	Professional Land Surveyor	\$105
Project Engineer	\$114	Land Survey Technician	\$75
Engineer	\$90	CAD Technician	\$80
Designer	\$86	Surveyor Field Time - 1	\$105
Engineering Technician	\$67	Surveyor Field Time - 2	\$150
Senior Engineering Technician	\$80	Administrative	\$56
Senior Consultant	\$130	Travel Time	\$75

Additional direct expenses will be reimbursed at REI's cost, multiplied by ten percent. Mileage will be reimbursed at \$0.62/mile. Miscellaneous expenses including paper, in-house reproductions (excluding subcontracted printing costs), telephone calls, surveying supplies, and drafting supplies will be reimbursed by means of a 4 percent surcharge added to REI's invoices.

REI will notify the Client of Additional Services performed prior to invoicing.



## General Conditions

### PART 1: TERMS OF AGREEMENT

REI agrees to provide to the Client the deliverables and services enumerated in the attached Scope of Services and Deliverables. Amendments to the Scope of Services and Deliverables shall be in writing and approved by the Client or may be as verbally requested by the Client if subsequently confirmed by REI in writing and actually provided or performed by REI. The Agreement may be considered withdrawn by REI unless executed by the Client and returned to REI within 30 days of date of offering.

### PART 2: FEES FOR SERVICES

Client agrees to compensate REI for services by REI, its subcontractors, or subconsultants in accordance with the Basis of Payment. Any amendments to the Basis of Payment shall be made by mutual consent of REI and the Client. REI will submit invoices to Client approximately monthly, and a final invoice upon completion of services. Invoices will show charges based on the agreed Basis of Payment. A detailed itemization of charges will be provided at the Client's request for a reasonable charge.

The Client will pay the balance stated on the invoice unless the Client notifies REI in writing of the particular item that is alleged to be incorrect within fifteen (15) days from the invoice date. All unchallenged items on the invoice shall be paid within 15 days. Payment is due upon receipt of invoice and is past due thirty (30) days from invoice date. On past due accounts, Client will pay finance charge of 1.5% per month.

REI will notify you in advance if schedule costs are expected to exceed the estimates. In such events, you may wish to: Authorize additional funds to complete the work as originally defined, redefine the scope of work in order to fit the remaining funds, or request the work is stopped at a specific expenditure level. If the third option is chosen REI will turn over such data, results, and material completed at the authorized level without further obligation or liability to either party except for payment of work performed.

### PART 3: SITE INFORMATION/SITE ACCESS/DELIVERABLES

The Client shall inform REI of all known information regarding existing and proposed conditions of the property that may affect REI's completion of the Scope of Services and Deliverables. The Client will immediately provide to REI any new such information of which the Client becomes aware during the course of the Project.

**(Utilities)** The Client agrees to provide REI, prior to starting its services, all information known or available to the Client regarding the presence and location of any buried or concealed pipes, tanks, cables, utilities, or other manmade objects on or beneath the property that may affect or be affected by REI in completing the Scope of Services. Client agrees to waive any claim against REI and to indemnify, defend, and hold harmless REI, its subcontractors, consultants, agents, and employees from any claim or liability for injury or loss arising from damaged utilities, concealed pipes, tanks, cables, or other manmade objects not made known to REI by the Client. The Client agrees to hold harmless and indemnify REI from any claim or liability arising from damage to buried pipes, cables, or utilities improperly marked or designated by "Diggers Hotline" or similar other utility location service.

**(Property Lines)** The Client shall have responsibility to provide to REI accurate and reliable information regarding property lines and property ownership, unless ascertainment of the same is expressly included within the Scope of Services. The Client agrees to indemnify and hold harmless REI from any and all damages, claims, penalties, forfeitures, or other losses arising from inaccurate or incomplete information provided hereunder or otherwise failing to comply with the requirements of this section.

The Client shall furnish right of entry to REI, its subcontractors, employees, and agents as deemed necessary by REI to complete the Scope of Services and Deliverables. Client agrees to cooperate with REI such that the Scope of Services and Deliverables can be completed. The Client agrees to hold REI harmless from any losses or penalties due to delays in the completion of the Scope of Services and Deliverables arising from Client's failure to comply with this section.

REI provides the Scope of Services and Deliverables enumerated in this Agreement to the Client for the Client's sole and exclusive use only in connection with the Project and only for the Deliverables' intended purpose.

While REI will take reasonable precautions to minimize any damage to property, it is understood by the Client that in the normal course of REI's services, some damage may occur. The restoration of any damage is the responsibility of the Client. If the Client directs REI to restore property to its former condition, the costs associated with restoration will be added to REI's fee.

**Ownership of Documents.** In accepting and utilizing any drawings, specifications, reports, work product, or other data, including data on any form of electronic media (all hereafter referred to as drawings and data) generated and provided by Engineer, Client covenants and agrees that all such drawings and data are instruments of service of Engineer, who shall be deemed the author of the drawings and data, and shall retain all common law, statutory law and other rights, including copyrights, whether the Project is completed or not. In the event of conflict between electronic media and sealed drawings, sealed drawings govern. Client further agrees not to use the drawings and data, in whole or in part, for any purpose or project other than the Project which is the subject of this Agreement. Client shall make no claim against Engineer resulting in any way from unauthorized changes or reuse of the drawings and data for any other project by anyone. In addition, Client agrees, to the fullest extent permitted by law, to indemnify and hold Engineer harmless from any damage, liability or cost, including reasonable attorney's fees and costs of defense, arising from any changes made by anyone other than Engineer or from any reuse of the drawings and data without prior written consent of Engineer. Under no circumstances shall transfer of the drawings and data and other instruments of service on electronic media for use by Client be deemed a sale by Engineer, and Engineer makes no warranties, either expresses or implied, of merchantability and fitness for any particular purpose.

### PART 4: HAZARDOUS MATERIALS

The Client shall inform REI of any and all hazardous waste or toxic substances located or present on the property, the disposal or discharge of which requires notification to the Wisconsin Department of Natural Resources pursuant to sec. 292.11, Wisconsin State Statutes, or any other applicable environmental law or regulation. The Client agrees to indemnify and hold harmless REI from any and all claims, liabilities, penalties, or remediation orders arising from the discharge, disposal, or spill of any hazardous or toxic substance on the property not identified by the Client and made known to REI.

The Client and REI acknowledge that, prior to the starting its services, REI has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic or hazardous substance or other material found, identified, or as yet unknown on the property.

If, while performing the services, hazardous or toxic substances are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Scope of Services, Deliverables, time schedule, and Payment Schedule will become subject to renegotiation or termination at the discretion of REI. The Client agrees to hold harmless REI from all claims, penalties, losses, or liabilities arising from a delay in the completion of the services or work due to the unanticipated discovery of hazardous or toxic substances.

The Client releases REI from any claim for damages, penalties, or remedial orders resulting from or arising out of any pre-existing environmental conditions at the site where the services or work is being performed which was not directly or indirectly caused by and did not result from, in whole or in part, any error or omission of REI, its subcontractors, agents, employees, and representatives.

Nothing contained within this Agreement shall be construed or interpreted as requiring REI and its subcontractors to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state or local statute, regulation, or rule governing treatment storage, transport, and/or disposal of hazardous or toxic materials.

### PART 5: SUBCONTRACTORS

The Client hereby acknowledges that REI may use the services and goods of subcontractors to perform the Scope of Services and Deliverables set forth in this Agreement. To the extent the subcontractors are chosen and utilized at the full discretion of REI, REI shall remain responsible to the Client for the work and services of its subcontractors. If the Client exercises any control over the selection of Subcontractors utilized to complete the Scope of Services or utilizes or arranges for other contractors to perform work and services relating to, associated with, or otherwise affecting the Scope of Services or Deliverables provided by REI, REI shall not be liable or responsible for the means, methods, and quality of the work performed by such contractors and the Client agrees to hold harmless and indemnify REI from all claims, damages, or other losses arising from or due to, in whole or in part, such contractor's work.

### PART 6: LIMITATIONS OF LIABILITY

The Client agrees to limit any and all liability, claim for damages, cost of defense, or expenses levied against REI, including its employees, agents, directors, officers and subcontractors, whether based upon negligence, errors or omissions, strict liability, breach of warranty or contract, performance of services or otherwise, to a sum not to exceed the amount of REI's professional liability insurance coverage at the time such claim, cost, or levy is made.

Notwithstanding any other provision contained herein, in no event shall REI be responsible for any incidental, indirect or consequential damages (including loss of profits) incurred by the Client as a result of REI's negligence, errors or omissions, strict liability, breach of contract or warranty, performance of any Services of this Agreement or otherwise, except in the event of REI's willful misconduct.

The Client or the Client's construction contractor shall have sole and complete responsibility for job site conditions during the course of construction, including construction means and methods, and safety of all persons and property continuously and not limited to normal working hours.

The Client agrees to hold harmless, indemnify and defend REI from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of, or in any way connected with: (1) the presence, discharge, release, or escape of contaminants of any kind and (2) the acts, omissions or work of the Client or third parties, except for such liability as may arise out of REI's own negligence or willful misconduct in the performance of services under this Agreement.

### PART 7: INSURANCE

REI will carry workers compensation insurance and public liability and property damage insurance policies which REI considers adequate. Certificates of insurance will be provided to the Client upon request. REI will not be responsible for liability beyond the limits and conditions of the insurance. REI will not be responsible for any loss or liability arising from negligence, actions, or omissions by the Client or by others.

### PART 8: FORCE MAJEURE

Neither party shall be deemed in default of the Agreement to the extent that any delay or failure in the performance of its obligations (other than the payment) results, without its fault or negligence, from any cause beyond its reasonable control including, without limitation, acts of God, acts of civil or military authority, embargoes, epidemics, war, riots, insurrections, fires, explosions, earthquakes, floods, adverse weather conditions, strikes, or lock-outs. Should unanticipated conditions develop necessitating changes in the work scope, we will notify you immediately. REI will take any and all measures to preserve and protect the safety of REI's personnel, the public, and/or environment, and the client agrees to waive any claim against REI.

### PART 9: PERMITS

The Client agrees to obtain all necessary permits, licenses, and approvals required for completion of the Scope of Services and Deliverables unless acquisition of the same is expressly included in the Scope of Services. REI makes no guarantee or promises regarding approval of any petition, application, or request for permits, licenses, or approvals necessary for the completion of the Scope of Services and Deliverables. The Client agrees to hold REI harmless from all losses or damages arising from the denial of any petition, application, or request for necessary permits, licenses, or approvals unless said denial is due solely to the negligence of REI.

REI will assist the Client in applying for permits from regulatory agencies to the extent stated in the Scope of Services.

Services required by regulatory agencies as a condition of permit approval, but which are not included in the Scope of Services, will be considered additional services for which the Client will pay REI additional compensation. REI will not perform additional services without the Client's consent.

It is understood that REI's services are limited to the items in the Scope of Services. REI has and will have no additional responsibility for compliance with Wisconsin State Statutes and the Wisconsin Administrative Code, including but not limited to State Statutes Chapters 30 and 31 and Administrative Code Sections NR151, NR216, and TRANS 233, or the site erosion control plan, to whatever extent each applies to the Project. The Client agrees to indemnify, defend, and hold REI harmless for all penalties and actions resulting from noncompliance with the requirements of Wisconsin State Statutes and of the Wisconsin Administrative Code other than for tasks specifically identified in the Scope of Services to be performed by REI.

### PART 10: TERMINATION

This Agreement may be terminated by the Client upon not less than seven days' written notice to REI in the event the Project is permanently abandoned. If the Project is abandoned by the Client for more than 90 consecutive days, REI may terminate this Agreement by giving written notice. In the event of termination, the Client will compensate REI in full for services performed prior to termination, together with additional services that are made necessary by the termination. Such compensation will be on the basis of REI's standard hourly rates in effect at the time of termination.

### PART 11: ENTIRE AGREEMENT

This represents the entire Agreement between the parties and supersedes all prior representations or agreement. No alterations to, or modification of, the terms and conditions of this Agreement shall be effective except as specifically authorized by this Agreement.

### PART 12: STANDARD OF CARE

Services performed by REI under this Agreement will be with the level of care and skill ordinarily exercised by members of the profession currently practicing in similar conditions, time, and location. No

## CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

---

Date of Meeting: January 14, 2016, at 5:30 p.m. in the Council Chambers of City Hall.

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

Also Present: Lindman, Jacobson, Wesolowski, Gehin, Graham

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 the proposed bump out in front of the Grand Theater along North 4<sup>th</sup> Street**

---

Lindman stated the Grand Theater and Center for Visual Arts (CVA) is looking to add a sidewalk bump out along 4<sup>th</sup> Street. This would push the sidewalk out and eliminate two parking stalls. An additional two parking stalls would be added on Scott Street. The bump out would make it safer for pedestrians leaving the CVA. Rasmussen added it would also make for a shorter cross to the 400 Block. Abitz stated more bump outs are being added in the City and noted they cause difficulty for plowing in the winter. Lindman said the downtown area already has plenty of obstacles and DPW felt a bump out is not a significant issue. Rasmussen stated traffic northbound on 4<sup>th</sup> Street approaching the stop sign is blocked by the building and with cars parked on Scott Street it is difficult to see. She wonders if visibility would improve if cars are out a few feet away from the structure. Abitz asked if this would cause issues with busses during events. While Lindman has not looked into that he feels there would still be plenty of room. Gisselman asked why the bump out is being requested. Lindman replied they feel that when people are walking along the sidewalk and others are exiting the CVA, some end up in the parking area next to the cars. The bump out would increase the walk area for pedestrians. Gisselman does not believe there are more people exiting the CVA than the Grand and the Great Hall. Rasmussen thinks it may be the position of the steps in the right-of-way and may be a bigger issue during the Chalk Fest. Gisselman asked if the funding side would be going to the Finance Committee. Lindman replied that they were going back to their engineering firm for costs and hoping the City would consider a 50/50 cost share. Rasmussen questioned if a cost share is considered, could the City's portion could come from room tax. Abitz would like the item brought back after more financial information is received. It was agreed that this item will be deferred to next month.

**AGENDA ITEM**

Discussion and possible action on the proposed bump out in front of the Grand Theater along North 4<sup>th</sup> Street

**BACKGROUND**

The Center for Visual Arts (CVA) is completing an exterior renovation and one of the proposed design considerations is to complete a sidewalk bump out along N. 4<sup>th</sup> St. (See attached images). The bump out would allow for additional pedestrian space when exiting the CVA and help keep pedestrians out of traffic and parking areas. The bump out would take away two parking spaces along N. 4<sup>th</sup> St. CVA is proposing to close off a driveway entrance on Scott St. which would create two parking spaces; overall no parking will be lost.

CVA is requesting funding to help pay for the additional sidewalk work, they are asking for a 50/50 match. CVA is going to have REI prepare and provide cost estimates for the work. Once we receive this information we will discuss the possibility of funding with finance.

**FISCAL IMPACT**

Possible 50/50 match of proposed construction cost.

**STAFF RECOMMENDATION**

Staff recommends approval of the design concept. Estimates will need to be provided by REI in order to determine if the City is able to contribute to the project; this would need to be approved through finance and council.

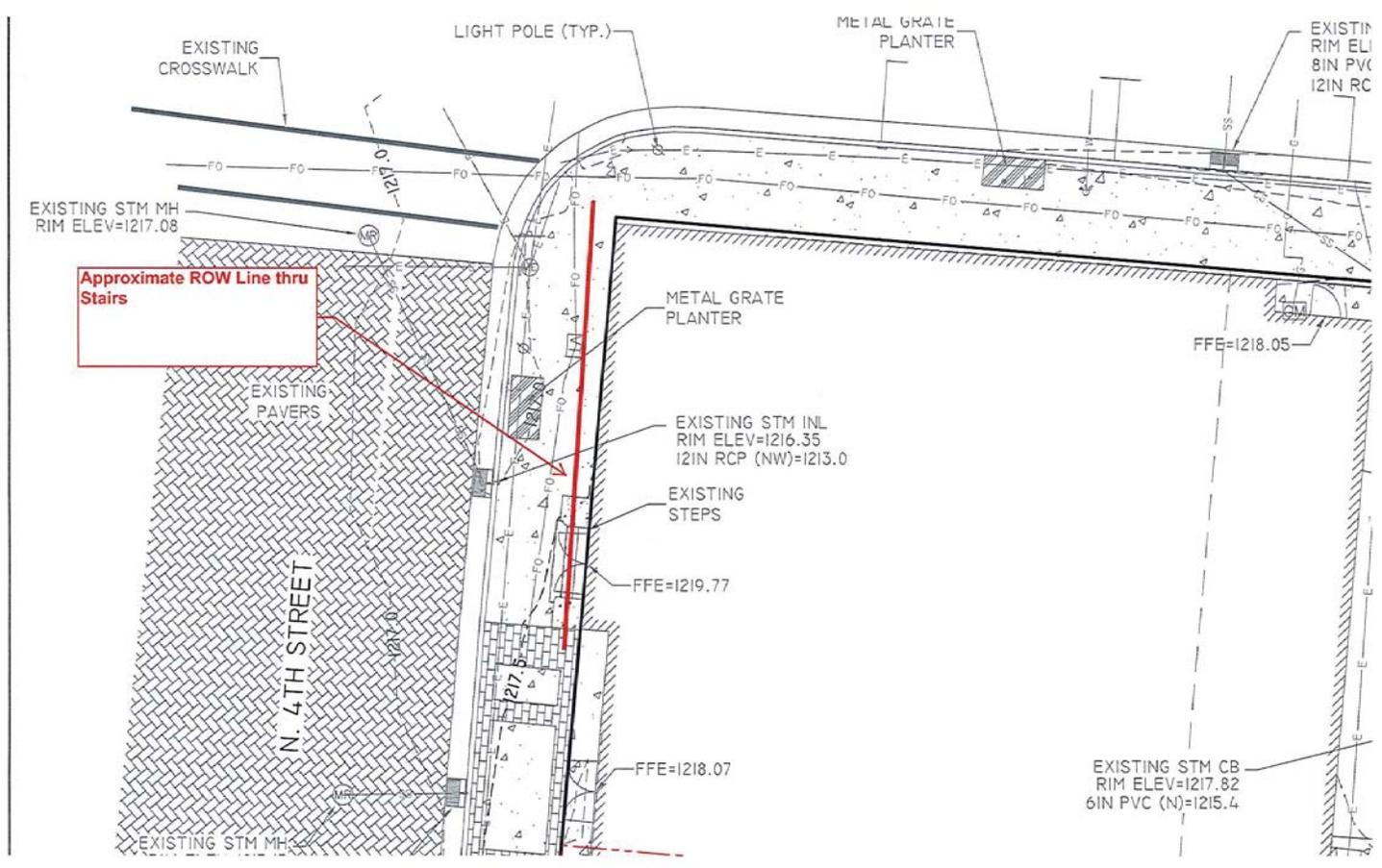
Staff contact: Eric Lindman 715-261-6745

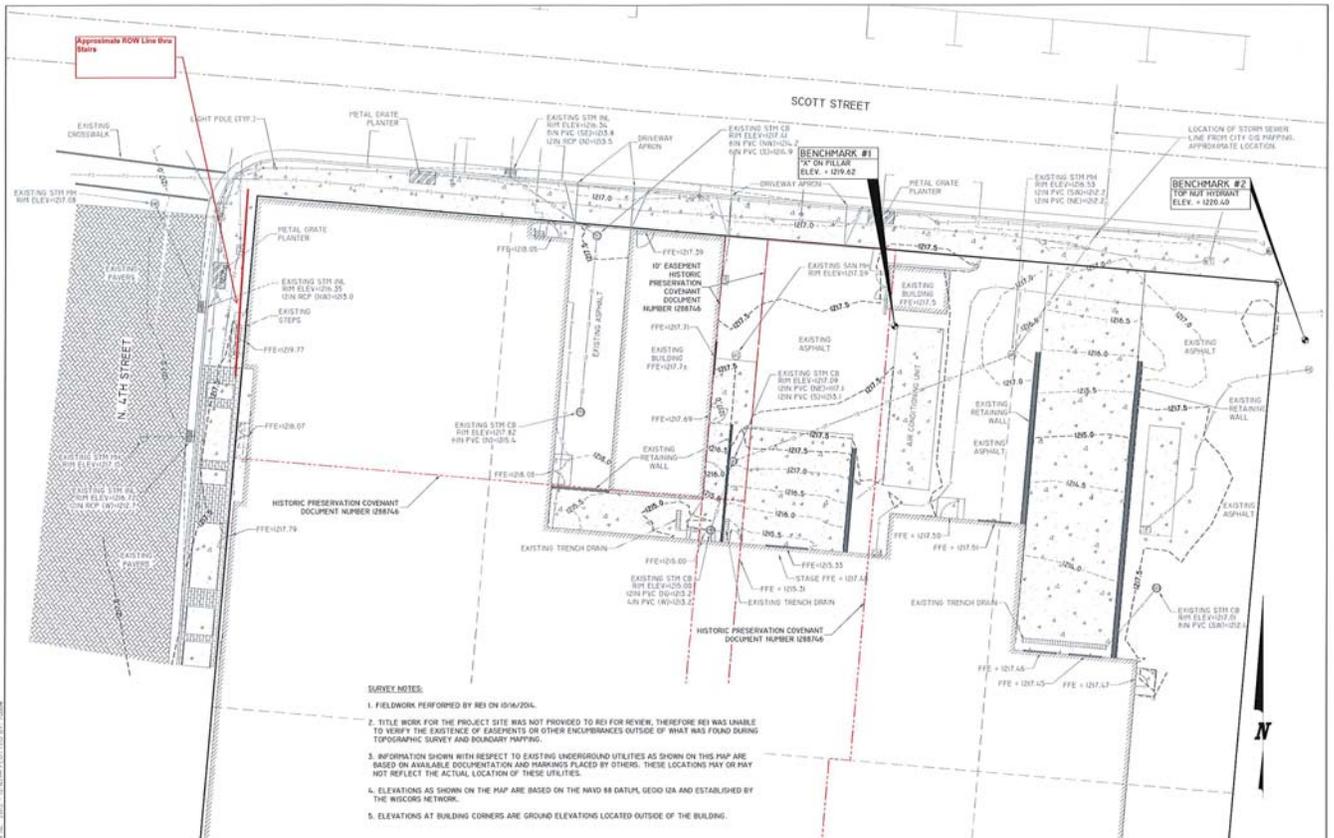
EXISTING



PROPOSED







- SURVEY NOTES:**
1. FIELDWORK PERFORMED BY REI ON 05/02/2014.
  2. TITLE WORK FOR THE PROJECT SITE WAS NOT PROVIDED TO REI FOR REVIEW, THEREFORE REI WAS UNABLE TO VERIFY THE EXISTENCE OF EASEMENTS OR OTHER ENCUMBRANCES OUTSIDE OF WHAT WAS FOUND DURING TOPOGRAPHIC SURVEY AND BOUNDARY MAPPING.
  3. INFORMATION SHOWN WITH RESPECT TO EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS MAP ARE BASED ON AVAILABLE DOCUMENTATION AND MARKINGS PLACED BY OTHERS. THESE LOCATIONS MAY OR MAY NOT REFLECT THE ACTUAL LOCATION OF THESE UTILITIES.
  4. ELEVATIONS AS SHOWN ON THE MAP ARE BASED ON THE NAVD 88 DATUM, GEOID 12A AND ESTABLISHED BY THE WIGGERS NETWORK.
  5. ELEVATIONS AT BUILDING CORNERS ARE GROUND ELEVATIONS LOCATED OUTSIDE OF THE BUILDING.

REI Engineering, Inc.  
 400 N. 20th Avenue  
 Wausau, Wisconsin 54980  
 PHONE: 715.836.5100 FAX: 715.836.5101  
 EMAIL: MAIL@REIENGINEERING.COM

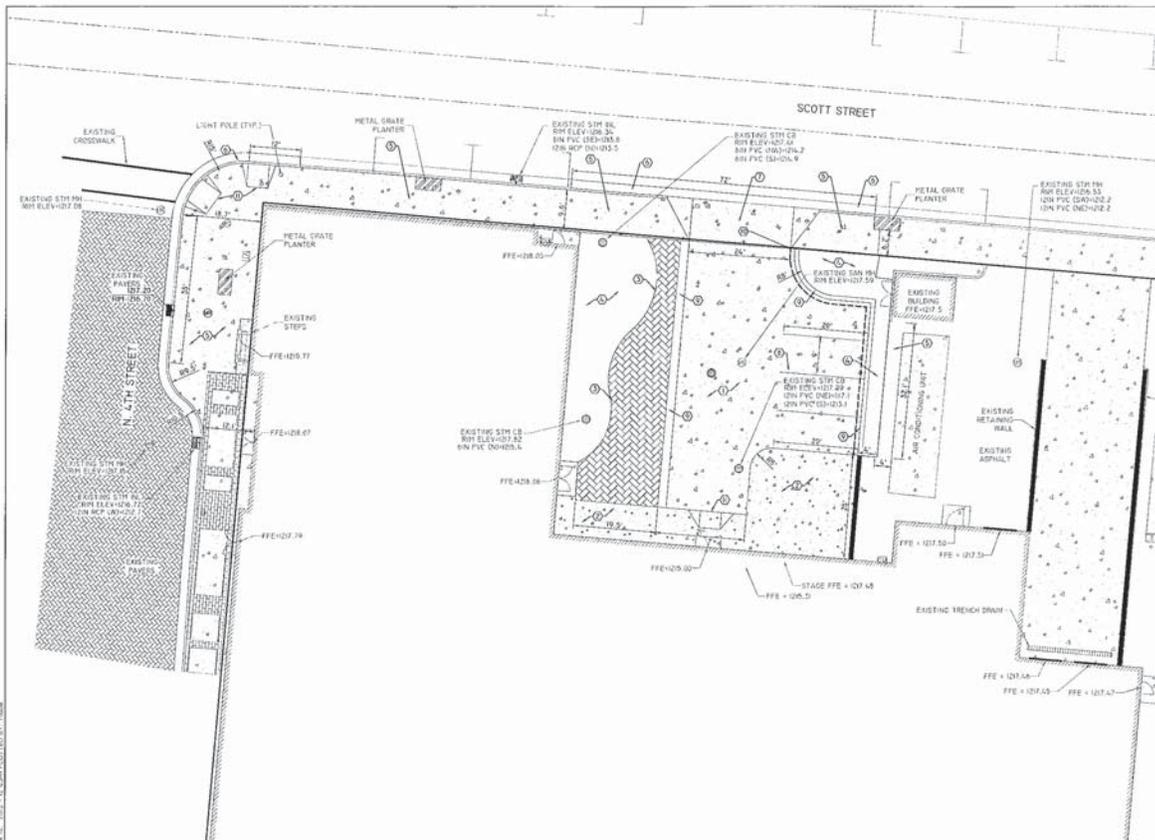


DATE	REVISION	BY	CHK'D

DESIGNED BY: MEM	CHECKED BY: JJB
SURVEYED BY: DFD	APPROVED BY: MEM
DRAWN BY: NAP	DATE: 04/11/13

**EXISTING CONDITIONS**  
 GRAND THEATER CAMPUS  
 415 NORTH 4TH STREET  
 WAUSAU, WISCONSIN 54980

REI No. 6797  
 SHEET C0



**KEYED NOTES**

1. CONCRETE PAVEMENT.
2. COLORED CONCRETE SIDEWALK WITH INTEGRAL CURB.
3. BRICK PAVERS, CONFIRM COLOR AND MATERIAL WITH OWNER.
4. LANDSCAPED AREA, SEE LANDSCAPE PLAN BY OTHERS.
5. 4" CONCRETE SIDEWALK.
6. 30" CURB AND GUTTER.
7. CONCRETE DRIVEWAY APRON.
8. PAVEMENT MARKING.
9. 24" RIBBON CURB.
10. CURB TYPEDRAWING.
11. CURB RAMP.

**NOTES:**  
 (A) ALL DIMENSIONS ARE TO THE BACK OF CURB OR FACE OF INTERNAL CURB, UNLESS OTHERWISE NOTED.  
 (B) PRIVATE UTILITY COORDINATION INCLUDING GAS, ELECTRIC, AND TELECOMMUNICATIONS SHALL BE COORDINATED BY THE CONTRACTOR.



DRAWING FILE: P:\1500\1500\1500 - Grand Theater Campus\1500-0101.dwg, LAYOUT: 1  
 PLOT DATE: 04/11/13 10:05:43 AM PLOT BY: JMB

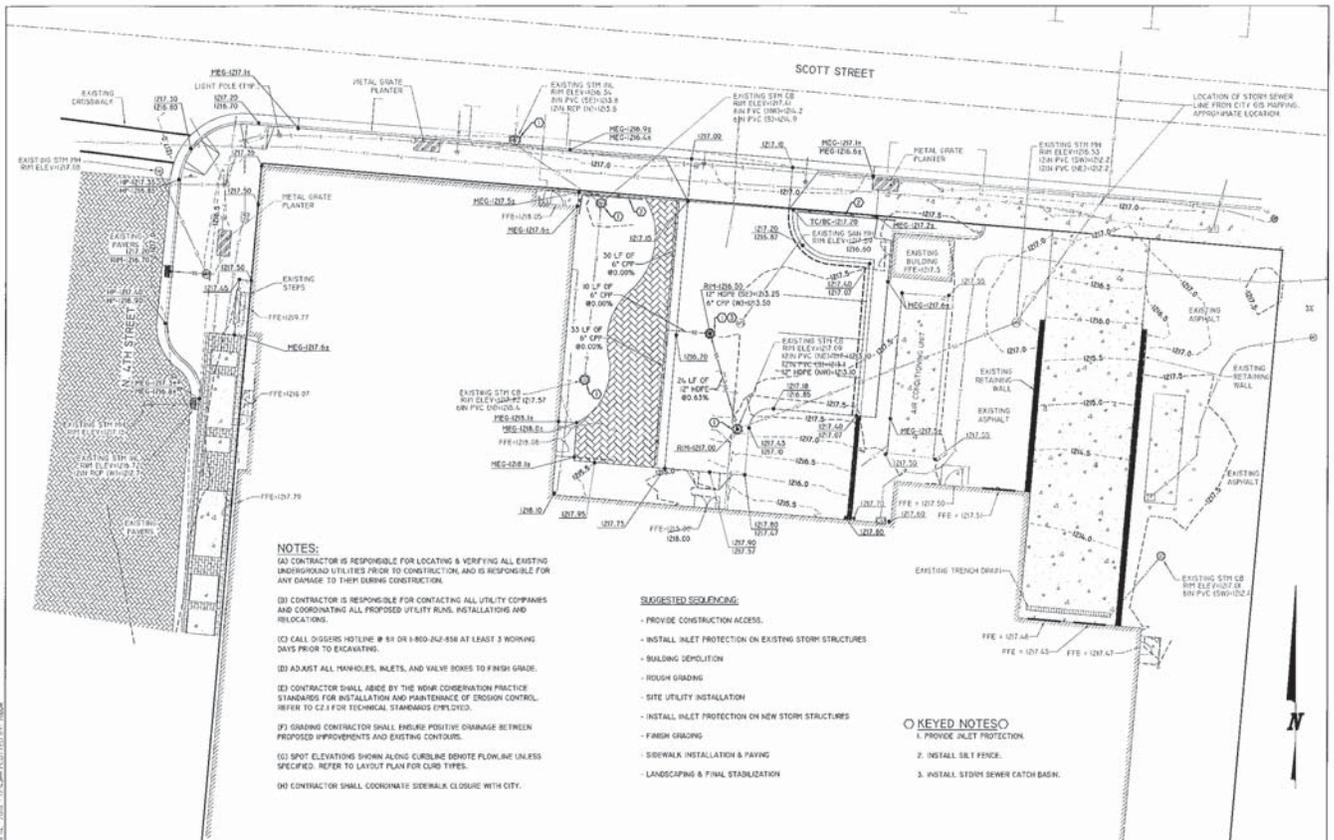
**REI Engineering, Inc.**  
 400 N. 20th Street  
 WAUSAU, WISCONSIN 54980  
 PHONE: 715.835.5700 FAX: 715.835.5701  
 E-MAIL: PLS@REIENGINEERING.COM

**REI CIVIL & ENVIRONMENTAL ENGINEERING, SURVEYING**

SCALE	DATE	REVISION	BY	CHK'D	DESIGNED BY: VEM	CHECKED BY: JMB
0 10 20					SURVEYED BY: DHD	APPROVED BY: JMB
					DRAWN BY: NWP	DATE: 04/11/13

**SITE PLAN**  
 GRAND THEATER CAMPUS  
 405 NORTH 4TH STREET  
 WAUSAU, WISCONSIN 54980

**REI**  
 REI No. 6797  
 SHEET 11



- NOTES:**
- (A) CONTRACTOR IS RESPONSIBLE FOR LOCATING & VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.
  - (B) CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES AND COORDINATING ALL PROPOSED UTILITY RUNS, INSTALLATIONS AND RELOCATIONS.
  - (C) CALL DIGGERS HOTLINE # 811 OR 1-800-222-5828 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATING.
  - (D) ADJUST ALL MANHOLES, INLETS, AND VALVE BOXES TO FINISH GRADE.
  - (E) CONTRACTOR SHALL ABIDE BY THE WORK CONSERVATION PRACTICE STANDARDS FOR INSTALLATION AND MAINTENANCE OF EROSION CONTROL. REFER TO C2.1 FOR TECHNICAL STANDARDS EMPLOYED.
  - (F) GRADING CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE BETWEEN PROPOSED IMPROVEMENTS AND EXISTING CONTOURS.
  - (G) SPOT ELEVATIONS SHOWN ALONG CURBLINE DENOTE FLOWLINE UNLESS SPECIFIED. REFER TO LAYOUT PLAN FOR CURB TYPES.
  - (H) CONTRACTOR SHALL COORDINATE SIDEWALK CLOSURE WITH CITY.

**SUGGESTED SCHEDULING:**

- PROVIDE CONSTRUCTION ACCESS.
- INSTALL INLET PROTECTION ON EXISTING STORY STRUCTURES
- BUILDING DEMOLITION
- ROUGH GRADING
- SITE UTILITY INSTALLATION
- INSTALL INLET PROTECTION ON NEW STORY STRUCTURES
- FINISH GRADING
- SIDEWALK INSTALLATION & PAVING
- LANDSCAPING & FINAL STABILIZATION

**KEYED NOTES**

1. PROVIDE INLET PROTECTION.
2. INSTALL SILT FENCE.
3. INSTALL STORY SEWER CATCH BASIN.

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 PLOT DATE: 04/14/13 10:25:14 AM  
 PLOT BY: JWB  
 PLOT SCALE: 1/8"=1'-0"  
 PLOT SHEET: 1 OF 1

**REI Engineering, Inc.**  
 4500 W. WISCONSIN  
 WAUSAU, WISCONSIN 54980  
 PHONE: 715.838.1111 FAX: 715.838.1115  
 EMAIL: MAIL@REIENGINEERING.COM



SCALE: 0 10 20  
 DATE: \_\_\_\_\_  
 REVISION: \_\_\_\_\_  
 BY: \_\_\_\_\_  
 CHK'D: \_\_\_\_\_

DESIGNED BY: MEM  
 CHECKED BY: JWB  
 SURVEYED BY: DFD  
 APPROVED BY: MEM  
 DRAWN BY: MAP  
 DATE: 04/14/13

**GRADING, EROSION CONTROL, & UTILITY PLAN**  
 GRAND THEATER CAMPUS  
 450 NORTH 4TH STREET  
 WAUSAU, WISCONSIN 54980

**REI**  
 REI NO. 6797  
 SHEET C2

## CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

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Date of Meeting: March 10, 2016, at 5:30 p.m. in the Council Chambers of City Hall.

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

Also Present: Oberbeck, Lindman, Wesolowski, Lenz

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.

### **CONSENT AGENDA**

**A. Approve minutes of the February 11, 2016 and February 23, 2016 meetings**

**B. Action on a Stormwater Maintenance Agreement for the Wausau School District at 4303 Troy Street (Riverview Elementary School)**

**C. Action on a Sanitary Sewer Easement at 1201 Westwood Drive**

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Mielke moved to approve the consent agenda items. Gisselman seconded and the motion carried unanimously 5-0.

### **Discussion and possible action on compiling information on electrical usage to provide to a solar energy expert**

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Lindman stated the Electrical Department has started to work with WPS to gather the number of meters as well as additional information. Rasmussen indicated the analysis of the solar capabilities is free. She recalled that for years through the CIP process DPW has been looking for a storage building for equipment that is currently stored outside. However, the idea of building a large facility has not ranked as high as other priorities. There have been very introductory discussions about the possibility of using a solar component on a carport-type structure to house equipment. Depending upon where the analysis goes, we may be able to find some alternatives or relief in some of the CIP requests as we move forward into 2017 talks.

Pat Peckham, 1618 Emerson Street, stated the carport idea was mentioned to him by Ric Mohelnitzky as there are Street Department vehicles that are parked outside during the winter. He mentioned the shelter at RedEye that is generating solar energy. He has also seen pictures of similar parking shelters in the southwest. The thought was if something is going to be built it could have photovoltaic panels on it. Abitz stated the Madison Fire Department has a solar panel and had suggested to Chief Buchberger to take that into consideration when the new fire station is built on the west side. Rasmussen believes that depending upon what comes out of the analysis we could uncover all sorts of new possibilities as we expand. She added that some communities have worked with developers to offer incentives for new projects to consider alternative energy as either a companion source or as a sole source.

Lindman stated staff will continue to gather information and an update will be provided at a later date.

Oberbeck indicated this was of his interest in school when he obtained a Bachelor in Environmental Design. He noted low slope roofs. On flat slopes the snow sticks and zero energy buildings will require maintenance and the placement of solar units needs to be considered. Sometimes they are located on the ground so penetrations are not made in the roof. There is a need to be careful when supporting these types of units as far as water leaks on roof systems.

**Discussion and possible action on the proposed bump out in front of the CVA along North 4<sup>th</sup> Street**

Lindman stated that staff had met with the CVA on site in December to discuss the proposed plan. A cost estimate has now been received for the proposed bump out.

Neil Slamka stated he is the Building Chair for the Grand Theater Foundation. Through their renovation project, it has occurred to them that it would be very helpful and appropriate to have a bump out. This would be on the north end of 4th Street at Scott Street. They began the renovation project with budget numbers but unfortunately once they got into tearing the building apart the project has gone considerably over the budget. He feels they are giving a lot back to Wausau. As you drive down Scott Street the first thing you see is the deplorable building and the mess behind it of the old Foster Building, which has been torn down. That site will be turned into a beautiful green space and parking area with fencing around the HVAC unit. He feels the bump out will not only be nice to have but it is also a safety concern. He noted that the parking spots lost on 4th Street would be gained on Scott Street as they will be closing off a drive. When the Grand Theater lets out there is a frenzy of people running up and down 4<sup>th</sup> Street. The angle of the sidewalk near the CVA building is severe and the fiber optic cover is sticking up higher than the sidewalk causing a trip hazard. Pedestrians forget as they go by the CVA building that there is nothing there but 4' of sidewalk and then Scott Street. He hasn't seen anyone get hit, but has seen vehicles have to stop on a dime to avoid an accident.

Randy Williams, Holster Construction, 2808 East Franklin Street, stated Holster is the construction manager for this project. He noted that during the design process of the bump out, they met with Grand Theater staff and questioned if the bump out would preclude closing of the street when children and buses are present. The staff indicated they would prefer to have this additional space to provide a buffer area for the children. Williams indicated there were a lot of unforeseen and unsafe issues inside of the building. Flammable material (wood framing) has been removed and will be replaced with fireproof materials. The deteriorated stone on the outside has been cleaned and repaired. A new roof and trim will be installed and the building has been stabilized with new concrete. Granite will be installed along the bottom portion of the building.

Mike Moore, REI, 4080 North 20<sup>th</sup> Avenue, explained the existing sidewalk in front of the CVA has a cross slope from the building towards the street of 6% to 6½%. Standard practice is approximately 2%. By bumping out the sidewalk an extra 9½ feet away from the building, the slope will be between 1½% and 2%. This will be flatter, which is something to consider in the winter when it is icy. Two parking stalls would be eliminated on 4<sup>th</sup> Street, but two stalls will be gained on Scott Street by closing off an alley.

Lindman stated back in December a 50-50 cost share was proposed and now it appears the request is for the City to cover the entire cost. Slamka stated the project is completely out of cash. He further stated this is the City's sidewalk and feels it is the responsibility of the City to install a proper sidewalk. If the City does not want to install a bump out, he believes the sidewalk should be flat without the fiber optic cover sticking up. Lindman questioned if REI would be completing the engineering design and if the Grand Theater Foundation would be hiring a contractor for the work. Slamka confirmed REI would complete the design but expected the City to hire a contractor. Rasmussen questioned if the City could do the bump out cheaper than the estimate provided due to the volume of materials the City purchases during a season. Lindman will check to see if the work can be done in-house. Rasmussen stated there has been some feedback received regarding pedestrian staging at 4<sup>th</sup> Street and Scott Street during events at the Grand. Crowd management and pedestrian crossing during 400 Block events has also been talked about at Public Health and Safety. The bump out would make the cross between streets shorter for pedestrians. In the interest of safety, this does seem safer than what is there today as there is not a lot of room between

the corner of the building and the intersection. Abitz stated the intersection was looked at by Parking and Traffic. She believes the bump out would push the cars out further and allow a better site view down the street. Rasmussen said in the grand scheme of things the estimate provided by REI is not shocking in terms of projects but using our own resources and bulk purchasing could possibly get the project done for less.

Oberbeck indicated he began working with the CVA about a year and a half ago when they started formulating a series of projects within the Grand Theater. REI was brought on for civil engineering of the project. There are quite a few improvements that will happen alongside the building. He stated it is his project, but he is not trying to influence the committee. A lot of money has been spent on the exterior and will soon be unveiled once the granite is installed. Gisselman questioned if the red granite is from Marathon County and Williams confirmed. He stated the PAF office building also has red granite and they are trying to tie the two corners together aesthetically.

Mielke moved to approve the plan in concept and direct staff to work on a means of participation in the work, funding or both, and forward a recommendation to Finance. Abitz seconded and the motion carried unanimously 5-0.

#### **Discussion and possible action on resolutions approving 2016-2020 Transportation Alternatives Program (TAP) projects**

Lenz explained there are three separate resolutions for the three applications prepared for TAP funding from the DOT. Applications were submitted for three projects, which are the Riveredge Parkway on Bridge Street to West Wausau Avenue, Stettin Drive from Brockmeyer Park to Stettin Elementary School, and the Business Campus Trail from Packer Drive underneath the Hwy. 29 overpass on 72nd Avenue to Highland Drive. These are projects that are for multiuse transportation such as bikes, pedestrians and other non-motorized vehicles. He reminded the committee that TAP funding is an 80% grant with the DOT paying for 80% of the cost and the remaining 20% would be the City's responsibility. The committee previously approved applying for the funding. The next step in the process is to approve resolutions of support. The resolutions do not include a budgetary commitment because we do not know yet if the grants will be received and this would not be for this budget year but for a future year.

Mielke moved to approve the three resolutions approving 2016-2020 Transportation Alternatives Program (TAP) projects. Kellbach seconded.

Abitz questioned where we would stand if the grant is not received. Lenz indicated a funding source has not been identified for any of the projects. Rasmussen stated that assuming a grant was not received, Safe Routes to Schools may be an option for the project on Stettin Drive. Lenz explained that Safe Routes is part of this grant program. If the City was to apply specifically for Safe Routes funding, often a Safe Routes Plan is to be completed first along with other requirements. Gisselman questioned if negotiations have begun regarding easements on the Riveredge Trail. Lenz replied for this particular section there is one property owner and there have been preliminary discussions. This would also give momentum for other sections of the trail.

There being a motion and a second, motion to approve the three resolutions approving 2016-2020 Transportation Alternatives Program (TAP) projects carried unanimously 5-0.

**Discussion and possible action on the updated Fourth Revision to the State/Municipal Agreement for State Project ID 6999-03-09, 28, 59, 79, 80, 81, STH 52 (Stewart Avenue)**

Wesolowski explained that the fourth revision provided by the DOT was before the committee last month and was not accurate as the DOT had not included several design amendments. An update revision has been provided with a new cost share of \$295,841.

Abitz moved to approve the updated Fourth Revision to the State/Municipal Agreement for State Project ID 6999-03-09, 28, 59, 79, 80, 81, STH 52 (Stewart Avenue.) Mielke seconded and the motion carried unanimously 5-0.

**Discussion and possible action on petition for annexation from the Town of Maine: Niemeyer (petitioner) – Territory bounded by W. Cassidy Drive, N. 4<sup>th</sup> Avenue and Decator Drive**

Lindman provided an updated map showing the proposed parcel in relation to previous annexations. Abitz questioned how several small parcels shown on the map fit in. Lindman stated those are parcels owned by others that are not annexed. Lenz further explained that the annexations to date have been direct unanimous annexations. Those parcels are owned by people who have not petitioned to be in the City. How those parcels will be served with utilities in the future is up for debate as they are not within the City. Rasmussen said this committee has been clear on the fact that we have not gone out soliciting for annexations but rather reacted when people came to us.

Gisselman moved to approve the petition for annexation from Niemeyer for territory bounded by West Cassidy Drive, North 4<sup>th</sup> Avenue and Decator Drive. Kellbach seconded.

Gisselman asked if an update will be received regarding the recent annexations. Rasmussen stated a legal update will be provided by the City Attorney at a future Council meeting.

There being a motion and a second, motion to approve the petition for annexation from Niemeyer for territory bounded by West Cassidy Drive, North 4<sup>th</sup> Avenue and Decator Drive carried unanimously 5-0.

**Future agenda items for consideration**

Because of CISM and Parking and Traffic merging, Abitz noted that Parking and Traffic will meet prior to the next Council meeting to take care of housekeeping items. Rasmussen added that the City Attorney's Office is working on a joint resolution and the code revisions. Gisselman questioned if an April meeting will be held. Rasmussen replied there will be one more CISM meeting of this group in April.

**Adjourn**

Mielke moved to adjourn the meeting. Abitz seconded and the motion carried unanimously 5-0. Meeting adjourned at approximately 6:10 p.m.

## **FINANCE COMMITTEE**

Date and Time: Tuesday, March 22, 2016 @ 5:15 pm., Board Room

Members Present: Oberbeck (C), Mielke, Nagle, Kellbach, Nutting

Others Present: Tipple, Groat, Lindman, Alfonso, Ray, Rubow, Kujawa, Schock, Werth, Klein, Henrichs, Mohelnitzky, Seubert, Goede, Abitz, Gisselman, Pat Peckham.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Chairperson Oberbeck.

### **Public Comment**

None.

### **Minutes of previous meeting(s). (3/08/2016)**

Motion by Nagle, second by Kellbach to approve the minutes of previous meeting of 3/08/2016. Motion carried 5-0.

### **Discussion and possible action regarding indirect cost policy Transit**

Groat explained for many years the city has conducted an Indirect Cost Allocation Plan through a private contractor that specializes in this work. They look at all of the departments and see what kind of work each one of them is doing and then try to allocate those that are considered more central services, using methodology that is considered logical and defensible to the service departments. This is important to the city for Transit because we consider those costs an expense of Transit and we get federal and state aids based on those expenses. The federal government reviews this plan triennially. She indicated the federal government has made a number of changes in their compliance law to help streamline the bureaucracy when it comes to these federal grants. She explained they are now allowing for grantees to participate in a 10% De Minimus Indirect Cost Allocation Plan, which allows us to sign and turn in this document and would no longer need this consultant to do the work. She noted the City of Green Bay has recently moved in this direction.

Groat recommended the city do this because there is a lot of administration on the part of all the departments to compile the Indirect Allocation Plan. It would also eliminate the cost of the consultant of approximately \$5,000 and reduce risk because different auditors have different opinions on what is eligible.

Greg Seubert, Transit Director, stated this is a headache for them every triennial review because although the FTA allows us to allocate these costs, they want us to have an approved cost allocation plan. The approving agency is not the FTA; it is the agency that provides the most federal funding to the city, which is HUD. HUD however, does not require the plan to be submitted and approved, so every time they come in we don't have an approved cost allocation plan, which puts us at risk.

Motion by Nagle, second by Mielke to approve the use of the 10% De Minimus plan. Motion carried 5-0.

### **Sole Source approval purchase environmental services with GHD Services, Inc. Previously Conestoga Rovers- Wausau Water Supply PRP Group**

Groat noted the committee approved this sole source last year when the company was known as Conestoga Rover. She explained when Wausau Chemical and Marathon Electric were initially listed as PRP's to the Wausau Superfund Site, Attorney Lonsdorf set up a trust so that the environmental work was done on behalf of all three organizations. The Lonsdorf Law Firm would bill each one of the entities based on where the work was performed. She indicated when Jim Lonsdorf retired he suggested the city serve as the fiscal agent, which we did. Part of that responsibility is paying GHD (formerly Conestoga Rovers) for their services. She noted they have been working with this for many, many years and has all of the historical and institutional knowledge on the environmental issues, as well as a relationship with the EPA. She stated for this reason we are asking for a sole source. The EPA has notified us of some additional work they are going to do costing \$90,000; our share being \$30,000, which is in addition to the general work.

Motion by Nutting, second by Mielke to approve the sole source for environmental services with GHD. Motion carried 5-0.

### **Budget Modification Sidewalk Improvements CVA**

Oberbeck indicated he would pass the gavel to Vice Chair Kellbach for this item and abstain from the discussion and the vote because he has worked for the Grand Theater Foundation for several years on this project.

Lindman explained the CVA is proposing to bump out the sidewalk along 4<sup>th</sup> Street (the corner of 4<sup>th</sup> & Scott) to increase the walkway and decrease the slope of the sidewalk out to the roadway. This will make it easier to walk on in the winter and make it safer in general. He noted they have done some extensive work on the exterior of their building and they are asking the city to fund the cost of the bump out. Groat indicated this would be an eligible expense to TID #3 because these types of costs are in the project plan.

Motion by Nagle, second by Mielke to approve the budget modification for the sidewalk improvements. Motion carried 4-0, with one abstention.

### **Consider wording for donor tiles (bricks) surrounding The Hmong Veterans Memorial**

Mayor Tipple stated the committee committed \$5,000 toward the memorial that is going to be erected at the courthouse. He noted these are just suggestions for wording from Mort McBain, but the committee can come up with any wording that it wants. Abitz stated the dedication of the memorial has been delayed to late June or July. Tipple indicated he would follow up and find out the exact date and bring this back to the committee.

### **Discussion on project performance since the February update and possible action regarding the contract between VGSI and City-County Information Technology Commission (CCITC) involving the purchase of assessment software**

Jeremy Ray stated that he attended a continuing education conference last week and had an opportunity to speak with some of the other communities that had also contracted with VGSI. He commented as noted in his staff report, people are jumping ship and it is not looking good for VGSI in Wisconsin. He pointed out one of the reasons they pursued a product like this was so that we could share resources, reports and training with our peer cities in Wisconsin; that advantage is rapidly diminishing. Ray recommended not continuing with the Vision project.

Oberbeck questioned if VGSI has done any work on the project. Ray stated there were meetings on what has been done to this point and they appear to be bringing a new employee up to speed on the project, however, we have not seen any progress in the last month. Klein stated VGSI has indicated they cannot give us a project plan with a schedule. Discussion followed regarding termination of the contract for default. Klein offered to discuss the details with the Attorney's Office.

Motion by Nutting, second by Nagle to direct staff to pursue terminating the contract and to send out an RFP. Motion failed 2-3.

### **Discussion and possible action on alleged claim for excessive assessment – CVS Pharmacy**

Ray stated staff recommends the claim for excessive assessment for CVS Pharmacy be disallowed because they do not meet all of the conditions set forth by State Stats. 74.37.

Motion by Nagle, second by Kellbach to approve the resolution for claim of excessive assessment for CVS Pharmacy. Motion failed 0-5.

### **Discussion and possible action on alleged claim for excessive assessment – Patrick and Amanda France (226 Fountain Hills Blvd.)**

Ray stated staff recommends the claim for excessive assessment for Patrick and Amanda France be disallowed for failure to meet the conditions of the claim.

Motion by Kellbach, second by Nutting to approve the resolution for claim of excessive assessment for Patrick and Amanda France (226 Fountain Hills Blvd). Motion failed 0-5.

### **Discussion and possible action on alleged claim for excessive assessment – US Bank**

Ray stated staff recommends the claim for excessive assessment for be disallowed for failure to meet the conditions set forth in State Stats. 74.37.

Motion by Nagle, second by Mielke to approve the resolution for claim of excessive assessment for US Bank. Motion failed 0-5.

**Discussion and possible action on alleged claim for excessive assessment – Wisconsin Hospitality Group (Applebees)**

Ray stated staff recommends the claim for excessive assessment for be disallowed based on failure to meet the criteria set forth in State Stats 74.37.

Motion by Nagle, second by Mielke, to approve the resolution for claim of excessive assessment for Wisconsin Hospitality Group (Applebees). Motion failed 0-5.

**Discussion and possible action on alleged claim for unlawful tax – Achieve Center, Inc.**

Alfonso stated the Attorney's Office is recommending this item be held over to the next Finance Committee meeting because Jacobson indicated she would like more time to research the position of the attorneys representing the Achieve Center. Motion by Nagle, second by Mielke to move this item to the next meeting. Motion carried unanimously. Oberbeck noted it would be brought to the special meeting being held on April 7, 2016.

**Discussion on plans to release RFP and select a cellular provider - current contract expires October 2016**

Oberbeck stated at the last meeting the initial discussion was to bring about a timeline with the intent was to get ahead of the schedule and begin discussions on what the actual city needs are. There was also discussion about Cellcom looking at what the city currently uses and what capabilities are available.

Gerry Klein stated he was planning to work the Finance Director and Council and to get an RFP written. He noted there is a state contract out with AT&T and Verizon as the providers, which Cellcom either meets or beats. He anticipated getting the RFP out in May and having a decision well before the renewal deadline.

**Discussion and possible action on resolution authorizing the carryover of funds to 2016 and related 2016 Budget modification and discussion about the creation of an encumbrance policy**

Groat explained typically every year we take budgeted funds from one year and move them to the next because we have projects and contractual obligations that span multiple budget years and need to be completed. She provided a listing of those accounts and reviewed them. She noted all of them were in capital budgets, including the tax increment districts, but for one that is in general fund.

She suggested they consider establishing an encumbrance policy that would basically turn this into more of an administrative task where we would look at the outstanding purchase orders and contracts and carry those over on an administrative basis rather than bring them to Finance Committee. She indicated she would also look at a replacement policy. She noted they would be evaluating the status of projects through the quarterly CIP reports.

Motion by Nutting, second by Mielke to approve the carryover resolution and list; and to direct Groat to create an encumbrance policy and bring it back to committee for consideration at a future date. Motion carried 5-0.

**Discussion and possible action regarding budget modification for the purchase and installation of an exhaust system in the City fire stations funded 90% with grant funds**

Kujawa stated in 2014 she requested approval to put in an application for this 90/10 grant and it was successful. The grant awarded is approximately \$135,000 so she was requesting the allocation of \$13,000 from the city to complete those exhaust systems in all three fire stations. Groat noted the funds would come from the capital projects - unreserved fund balance.

Motion by Mielke, second by Kellbach to approve the budget modification for the installation of the exhaust system in the fire stations. Motion carried 5-0.

**Discussion and possible action on Station 2 replacement**

*Deferred to April 7, 2016 meeting.*

**December 31, 2015 General Fund Financial Report**

*Deferred to April 7, 2016 meeting.*

**Discussion and possible action on purchasing 120 Scott Street from Marathon County Development Corporation McDevco**

Groat stated from 2005 to 2008 McDevco and the Judd S. Alexander Foundation collaborated to purchase all of the property on the 100 block of Scott Street. They demolished all of the buildings and entered into a long term parking agreement with the city. The city constructed a parking lot on that area and the Judd S. Alexander Foundation gave us a grant to do the landscaping. Their land assembly and demolition costs totaled \$1,609,779. She commented we have been working collaboratively with McDevco and Alexander Foundation in the areas of redevelopment and blight elimination, noting several examples. She indicated they are asking that we purchase this property from them at this time and recognizing that we have other priorities, such as the riverfront and mall redevelopment, they have put together an extremely favorable financing plan. The plan would allow us to make interest only payments from one to five years with an interest rate of 2.57%. She noted the land assembly would be an eligible cost of TID #3 and if we were able to secure redevelopment of that site, then we would be required to pay off that loan at that time. Groat stated we are currently making annual payments to McDevco of approximately \$16,000 for the rent of the building. Schock noted this will be a valuable parcel for redevelopment.

Motion by Nutting, second by Kellbach to approve the purchase of 120 Scott Street. Motion carried 5-0.

**Discussion and possible action on purchasing the following properties for the Thomas Street Reconstruction project: Parcel #1 - 1038 S 15th Avenue, Parcel #29 - 1040 South 10th Avenue, Parcel #51 - 610 West Thomas Street**

Lindman stated these are the first three appraisals for the full takings on Thomas Street that need to be discussed in closed session.

**CLOSED SESSION pursuant to 19.85(1)(e) of the Wisconsin Statutes for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session - purchasing the following properties for the Thomas Street Reconstruction project: Parcel #1 - 1038 S 15th Avenue, Parcel #29 - 1040 South 10th Avenue, Parcel #51 - 610 West Thomas Street**

Motion by Nutting, second by Mielke to convene in closed session. Roll Call Vote: Ayes: Nagle, Kellbach Nutting, Mielke, Oberbeck. Noes: 0. Motion carried 5-0.

**Adjourn**

Meeting adjourned in closed session at 7:00 pm.



**Center for Visual Arts  
4th Street Improvements  
March 3, 2016**

By: MEM  
Reviewed By: JJB

Item Description	Unit	Estimated Quantity	Unit Cost	Total Cost
<b>General</b>				
Mobilization	LS	1	\$3,000.00	\$3,000.00
Traffic Control	LS	1	\$2,000.00	\$2,000.00
Construction Staking	LS	1	\$1,000.00	\$1,000.00
			<b>Subtotal</b>	<b>\$6,000.00</b>
<b>Erosion Control</b>				
Inlet Protection	EA	2	\$50.00	\$100.00
			<b>Subtotal</b>	<b>\$100.00</b>
<b>Demolition</b>				
Sawcut Concrete Pavement, Full Depth	LF	50	\$10.00	\$500.00
Remove Concrete Pavement	SY	35	\$2.50	\$87.50
Remove Concrete Curb & Gutter	LF	80	\$3.00	\$240.00
Remove Concrete Sidewalk	SY	55	\$2.50	\$137.50
Remove & Salvage Pavers	SY	70	\$7.50	\$525.00
Remove Inlet Box & Salvage Grate	EA	1	\$1,000.00	\$1,000.00
			<b>Subtotal</b>	<b>\$2,490.00</b>
<b>Site Work</b>				
Common Excavation	CY	0	\$7.00	\$0.00
Base Aggregate Dense 1 1/4-Inch , 6 inch, sidewalk	CY	15	\$25.00	\$375.00
Export Excess Material	LS	1	\$500.00	\$500.00
Adjust Existing Tree Planter Grate	EA	1	\$500.00	\$500.00
			<b>Subtotal</b>	<b>\$1,375.00</b>
<b>Paving and Concrete</b>				
Concrete Pavement, 6 inch	SF	175	\$6.50	\$1,137.50
Concrete Curb & Gutter, 24 inch	LF	90	\$30.00	\$2,700.00
Concrete Sidewalk, 4 inch	SF	1,010	\$7.00	\$7,070.00
Salvaged Pavers - Bed & Reinstall	SF	185	\$15.00	\$2,775.00
Pavement Marking and Signing	LS	1	\$1,000.00	\$1,000.00
			<b>Subtotal</b>	<b>\$14,682.50</b>
<b>Utilities</b>				
RCP, Storm Sewer, 12 inch	LF	10	\$35.00	\$350.00
Connection to Existing Storm Sewer Structure	EA	1	\$750.00	\$750.00
Storm Sewer 2'x3' Inlet Box	EA	1	\$1,500.00	\$1,500.00
Storm Sewer Salvaged Inlet Frame & Grate	EA	1	\$250.00	\$250.00
Storm Sewer Manhole, Frame & Lid	EA	1	\$2,500.00	\$2,500.00
Adjust Existing Fiber Optic Vault	EA	1	\$500.00	\$500.00
Adjust Existing Electric Manhole Frame & Lid	EA	1	\$500.00	\$500.00
			<b>Subtotal</b>	<b>\$6,350.00</b>

Assumptions Made in Takeoff:  
Suitable Soils are Onsite (no EBS)

<b>Construction Base Total</b>	<b>\$30,997.50</b>
<b>20% Contingency</b>	<b>\$6,199.50</b>
<b>Project Total</b>	<b>\$37,197.00</b>

<b>AGENDA ITEM</b>
Discussion and possible action on proposed neighborhood signage
<b>BACKGROUND</b>
To date two neighborhood groups, Longfellow and East Towne, are proposing to put up signs on street light poles. These would be permanently mounted signs.
<b>FISCAL IMPACT</b>
Possible placement and installation of the signs.
<b>STAFF RECOMMENDATION</b>
Engineering/Electrical review the proposed signs and determine the proper method of installation.
Staff contact: Eric Lindman 715-261-6745

## Lori Wunsch

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**From:** Tammy Stratz  
**Sent:** Friday, October 07, 2016 10:23 AM  
**To:** Lori Wunsch  
**Subject:** FW: signage  
**Attachments:** Longfellow\_banner\_10-5-16.jpg

Attached are a couple of proposed sign designs for Longfellow. We are looking at the design with the blue color. I am asking that they change up the lettering color so the wording stands out more. But, it gives you a better idea of what they will look like.

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**From:** Rob Eriksen [<mailto:rob@wausaucanvas.com>]  
**Sent:** Wednesday, October 05, 2016 4:48 PM  
**To:** Tammy Stratz  
**Subject:** RE: signage

*Hi Tammy, I attached a couple of concept shapes as a starting point. We can weld these frame to accept a fabric or hard surface image. They can be bolted together to sandwich the post and not affect the structure. They can be left out indefinitely. Fabric can be changed out so frame can be reused. Not on a seasonal basis but if you want to change it out in the future or it is damaged. Let me know if what you think, they would be 1 inch thick like a picture frame. Thanks, Rob*

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**From:** Tammy Stratz [<mailto:Tammy.Stratz@ci.wausau.wi.us>]  
**Sent:** Friday, September 30, 2016 11:30 AM  
**To:** [rob@wausaucanvas.com](mailto:rob@wausaucanvas.com)  
**Subject:** signage

Hi Rob,

Attached it kind of what we thought the signage would read. Obviously we might need to tweak it because of sign of fonts and what we will be able to fit on each sign, but it gives you an idea of what we were envisioning.

Hope that helps you on your end.

Thanks,

Tammy Stratz  
Community Development  
City of Wausau  
407 Grant Street  
Wausau, WI 54403  
715-261-6682  
715-261-4192 (fax)

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Statement of Confidentiality



WELCOME TO  
LONGFELLOW  
NEIGHBORHOOD



WELCOME TO  
LONGFELLOW  
NEIGHBORHOOD



WELCOME TO  
LONGFELLOW  
NEIGHBORHOOD



WELCOME TO  
LONGFELLOW  
NEIGHBORHOOD

**AGENDA ITEM**

Discussion and possible action on ordinance designating no parking, standing or stopping on the north side of Kickbusch Street from a point 1,100 feet east of its intersection with South 13<sup>th</sup> Street, to South 13<sup>th</sup> Street

**BACKGROUND**

The Wausau School District has completed construction on the grounds of Hawthorn Hills Elementary. During construction, official traffic signs prohibiting parking along the north side of Kickbusch Street were removed and not replaced. Wausau School District staff have requested the reinstallation of signage in order to prohibit parking on the north side of Kickbusch Street from a point 1100 feet east of its intersection with South 13<sup>th</sup> Street, to South 13<sup>th</sup> Street.

It was discovered the former and proposed parking restriction has not been adopted into City ordinance and needs the approval of CISM and the Common Council.



**FISCAL IMPACT**

Minimal. Costs include production of 3 signs and staff time to install.

**STAFF RECOMMENDATION**

To adopt the parking restriction as listed in the Agenda Item section of this staff report.

Staff contact: Lt. Ben Graham – Wausau Police Department – (715) 261-7955

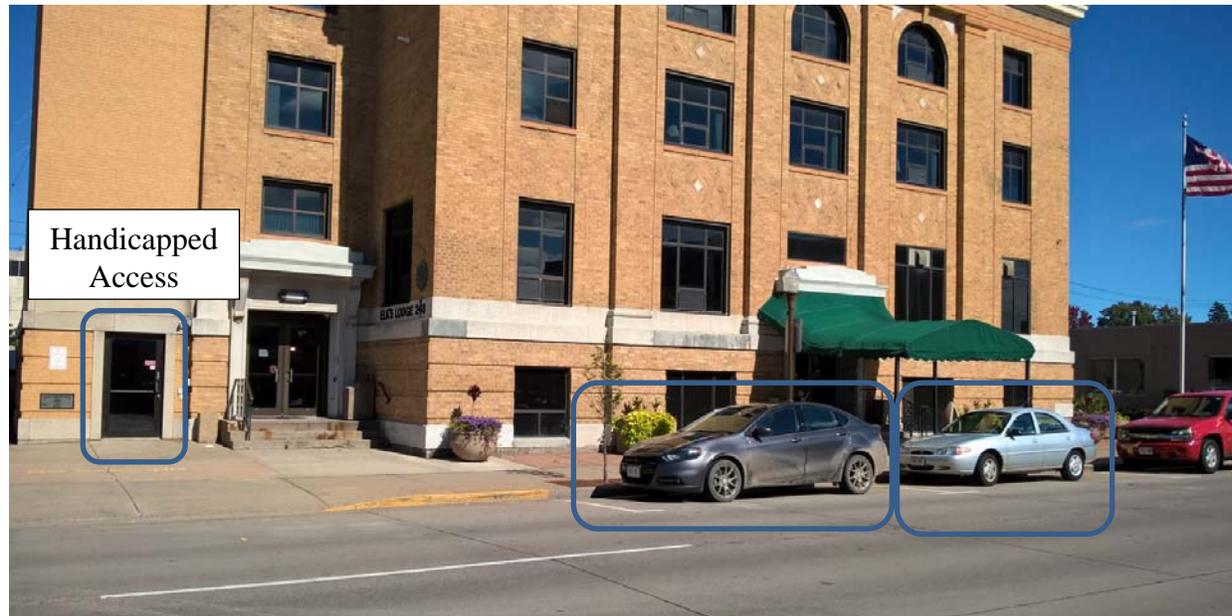
**AGENDA ITEM**

Discussion and possible action to designate the following parking stalls as handicapped parking: 400 block of Scott Street, north side, third and fourth parking stalls west of N 5<sup>th</sup> Street

**BACKGROUND**

A representative of the Wausau Elks Lodge, located at 414 Scott Street, has requested the designation of two (2) handicapped parking stalls on Scott Street in front of their building in order to meet the needs of their members. The Elks Lodge:

1. Does not have a parking lot and utilizes street parking, municipal lots and the adjacent lot owned by Associated Bank outside of normal business hours.
2. Has four (4) parking spaces located at the front of the building.
3. Has handicapped access to the building (see below).
4. Has general hours of operation that range from 3 PM – 11 PM, Sunday – Saturday.



**FISCAL IMPACT**

Minimal.

**STAFF RECOMMENDATION**

To designate a minimum of one parking stall as handicapped parking.

Staff contact: Lt. Ben Graham – Wausau Police Department – (715) 261-7955

Agenda Item No.

10

*STAFF REPORT TO CISM COMMITTEE - October 13, 2016*

**AGENDA ITEM**

Discussion and possible action on preliminary resolution for paving the alley bounded by Callon Street, Clark Street, 2<sup>nd</sup> Avenue and 3<sup>rd</sup> Avenue

**BACKGROUND**

A petition has been received to pave the alley bounded by Callon Street, Clark Street, 2<sup>nd</sup> Avenue and 3<sup>rd</sup> Avenue.

**FISCAL IMPACT**

The estimated cost to pave this alley is \$15,000. Property owners would be assessed the cost of the asphalt, which is estimated at \$5.00 per foot. Funds would need to be budgeted for 2017 construction.

**STAFF RECOMMENDATION**

Staff recommends authorizing a public hearing to levy special assessment for paving this alley.

Staff contact: Allen Wesolowski 715-261-6762

cc: Engineering Planner

For Office Use  
9/20/14  
Date Filed with City Clerk

Mayor

# PETITION

## TO THE MAYOR AND COMMON COUNCIL OF THE CITY OF WAUSAU, WISCONSIN

### A Petition For:

Alley Blacktop Paving & Storm Sewer

The undersigned petitioners respectfully request that your honorable body take such action as will cause the:

Re-pave the east-west alley lying north of Clark Street and lying south of Callon Street from South 2<sup>nd</sup> Avenue to South 3<sup>rd</sup> Avenue and include in the project storm water facilities as has been discussed with the City's engineering department. Currently storm water does not drain from this alley and backs up into the building located at 210 Clark Street.

The undersigned represents 100% of the property owners based on lineal footage on the south side of said alley and 50% of the property owners based on lineal footage on the north side of said alley (for a total of 75% of the affected adjacent property).

SIGNATURE OF PROPERTY OWNER: <u>Arden J. Emmerich</u>	DATE OF SIGNING: <u>9/14/16</u>
PRINTED NAME: Arden J. Emmerich, President, Emmerich & Associates, Inc.	
ADDRESS: 453 Grand Avenue, Schofield, WI 54476	
(PROPERTY ADDRESS: 210 Clark Street, Wausau, WI, 75% of impacted area)	
SIGNATURE OF PROPERTY OWNER: <u>J. K. Schaefer</u>	DATE OF SIGNING: <u>9/14/16</u>
PRINTED NAME: <u>Jim K. Schaefer</u>	
ADDRESS: <u>6205 STEWART DR WAUSAU WI 54401</u>	
(PROPERTY ADDRESS: 205 Callon Street, Wausau, WI, 12.5% of impacted area)	
SIGNATURE OF PROPERTY OWNER: <u>Jerry Henry</u>	DATE OF SIGNING: <u>9/15/16</u>
PRINTED NAME: <u>Jerry Henry</u>	
ADDRESS: <u>209 Callon St</u>	
(PROPERTY ADDRESS: 209 Callon Street, Wausau, WI, 12.5% of impacted area)	

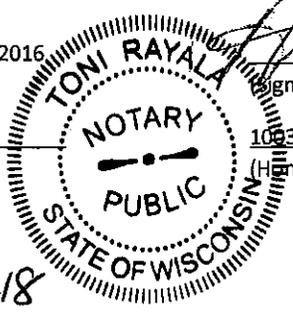
### AFFIDAVIT OF CIRCULATOR

#### STATE OF WISCONSIN CITY OF WAUSAU

Arden J. Emmerich, being duly sworn disposes and says that he is a property owner of the affected area, owning the property located at 210 Clark Street (Lots 1, 2, 3, 4, 5 & 8 in Block 7 of A Stewarts Addition, PIN 291-2907-264-0164) in the City of Wausau; that he is personally acquainted with the person(s) who have signed the foregoing petition; that he knows them to be property owners of the affected area; that they signed the same with full knowledge of the contents thereof; that each signer signed the same on the date stated opposite their name; and that they intend to support the petition.

Filed in the Office of the City Clerk and sworn to before me this 29 day of September, 2016

Ami Koziele  
Signature of City Clerk or designee



Arden J. Emmerich  
Signature of Circulator

1093 Tenth Street, Mosinee, WI 54455  
(Home Address of Circulator)

Expires  
12-21-18

Agenda Item No.

11

*STAFF REPORT TO CISM COMMITTEE - October 13, 2016*

<b>AGENDA ITEM</b>
Discussion and possible action on dedication of land – Hiawatha
<b>BACKGROUND</b>
The City recently recorded a deed for a small piece of property on St. Paul Street that will be used for right-of-way. This parcel of land shown on the attached map now needs to be dedicated for the use of road right-of-way.
<b>FISCAL IMPACT</b>
None, city owns the property.
<b>STAFF RECOMMENDATION</b>
Staff recommends approval of the dedication.
Staff contact: Eric Lindman 715-261-6745

## Lori Wunsch

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**From:** Lisa Parsch  
**Sent:** Friday, October 07, 2016 9:35 AM  
**To:** Eric Lindman  
**Cc:** Lori Wunsch  
**Subject:** Hiawatha

Eric,

Instead of attaching a long string of emails, I have cut and pasted the emails from Dave and Anne regarding the dedication. If you need anything further, please let us know.

**From:** Anne Jacobson  
**Sent:** Monday, August 29, 2016 10:14 AM  
**To:** David Huempfner  
**Cc:** Lisa Parsch  
**Subject:** RE: Shibilski  
**Importance:** High

Dave:

Did you provide the legal to begin with? It shouldn't have been executed without a legal description attached. Do you want me to check with Dan Varline to see what transpired? Yes, I would agree that it needs to be dedicated once recorded. We can see to the recording if we can get the legal description. Lisa, please follow up. Thanks all,

**From:** David Huempfner  
**Sent:** Friday, August 26, 2016 9:56 AM  
**To:** Anne Jacobson  
**Subject:** RE: Shibilski

This looks to be unrecorded (and the legal description's not attached)? Once it's recorded, we'll need to bring it to Committees/Council for dedication?

Dave

*Lisa Parsch*

Legal Assistant  
City of Wausau  
407 Grant Street  
Wausau WI 54403  
P: 715.261.6592  
F: 715.261.0314

[lisa.parsch@ci.wausau.wi.us](mailto:lisa.parsch@ci.wausau.wi.us)

AGENDA ITEM
Discussion and possible action regarding a Warranty Deed from 720 Grant Street for street purposes
BACKGROUND
The City was recently asked to determine if what appeared to be St. Paul Street, lying between Grant Street and McClellan Street, was a public right-of-way. It was determined that it was not. After this research was completed, the City Attorney's Office, along with the owners of 720 Grant Street, have requested that the area on the attached map be dedicated for public right-of-way. This would serve to dedicate the northeast quadrant of the intersection of McClellan Street and N. St. Paul Street as public right-of-way. A roadway currently being used by the public lies within this quadrant.
FISCAL IMPACT
None
STAFF RECOMMENDATION
Staff recommends approval contingent upon legal review.
Staff contact: Eric Lindman 715-261-6745

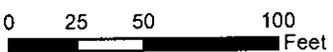
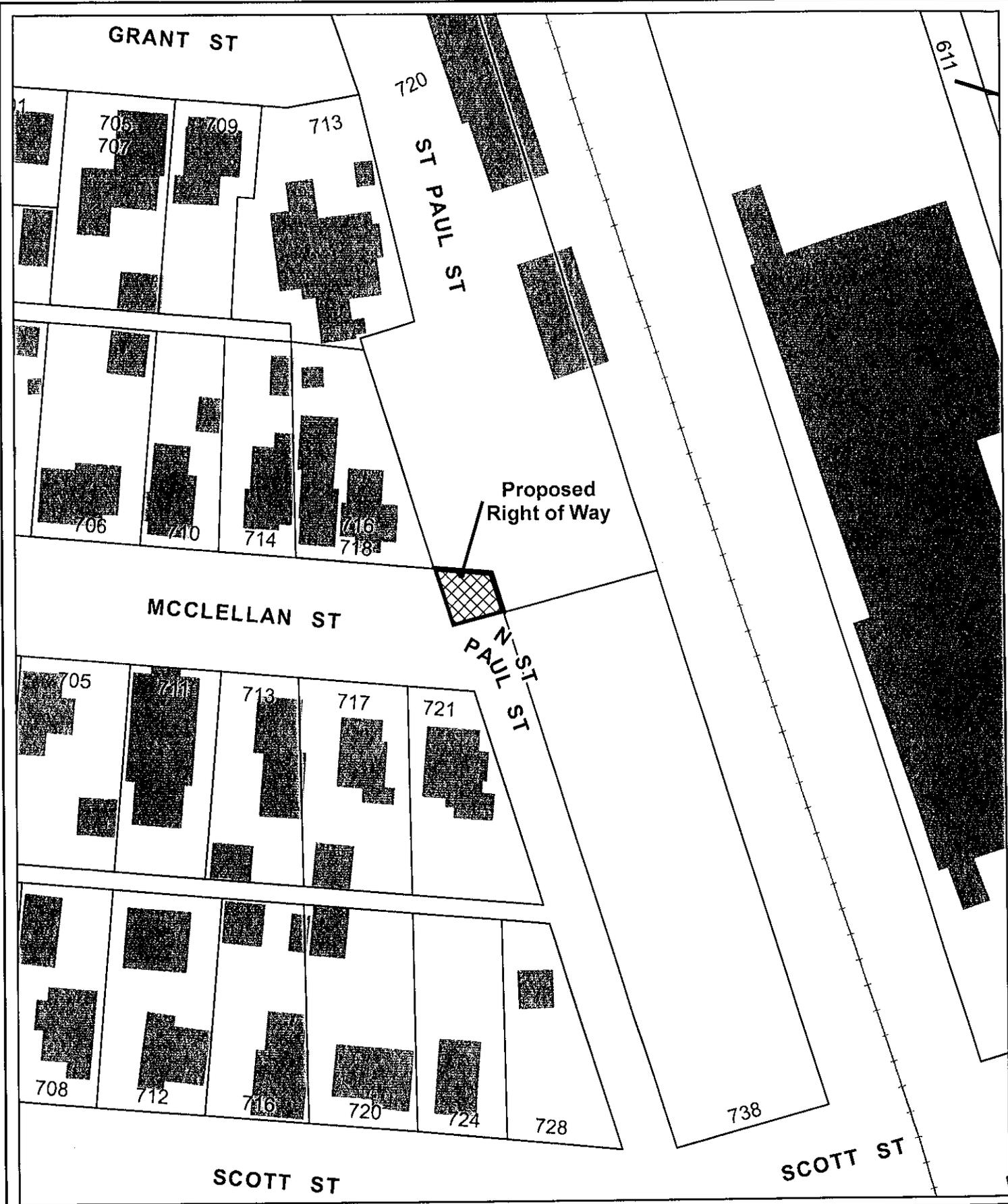


St. Paul Street  
Right-of-way Deed  
Shibilski  
720 Grant Street  
291-2907-254-0950

Part of the parcel described in Document No. 1489964 recorded in the Office of Register of Deeds for Marathon County, being part of the Southwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ , Section 25, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, described as follows:

Commencing at the Southwest corner of said parcel described in Document No. 1489964, said corner being the intersection of the centerline of Mc Clellan Street and the Westerly right-of-way of St. Paul Street extended Northerly, the point of beginning;

Thence North  $73^{\circ}56'02''$  East, along the southerly line of said parcel described in Document No. 1489964, 29 feet to the Easterly right-of-way of said St. Paul Street; thence Northerly, along said Easterly right-of-way extended Northerly, approximately 25 feet to the Northerly right-of-way of said Mc Clellan Street extended easterly; thence Westerly, along said Northerly right-of-way extended Easterly, approximately 30.8 feet to the Westerly line of said parcel described in Document No. 1489964; thence Southerly, along said Westerly line, 35.56 feet to said Southerly line of the parcel described in Document No. 1489964, the point of beginning.



Map Date: December 17, 2015

# CITY OF WAUSAU

Marathon County, Wisconsin

### Legend

-  Proposed Right-of-Way
-  Existing Right of Way
-  Railroad
-  Existing Building



AGENDA ITEM
Update on electrical usage information provided to a solar energy expert
BACKGROUND
<p>As requested by CISM in March 2016, staff has requested KW usage data from WPS. The data needed, according to the solar consultant, was hourly information usage. It took about 4-months to receive the initial data for City Hall. The consultant has reviewed the information and attached is their determination.</p> <p>The City has identified 3 other locations and submitted the request to WPS for the hourly usage data. WPS stated they would do their best to have the information to us by mid-October.</p>
FISCAL IMPACT
None
STAFF RECOMMENDATION
Update only.
Staff contact: Eric Lindman 715-261-6745

## Lori Wunsch

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**From:** Eric Lindman  
**Sent:** Thursday, October 06, 2016 7:39 AM  
**To:** Lori Wunsch  
**Subject:** Fwd: Any progress

Let's give another update to CISM related to the solar. Please include this email string. Thanks.

Sent from my iPhone

Begin forwarded message:

**From:** Josh Stolzenburg <[josh@northwindre.com](mailto:josh@northwindre.com)>  
**Date:** October 6, 2016 at 7:34:40 AM CDT  
**To:** Patrick Peckham <[Patrick.Peckham@ci.wausau.wi.us](mailto:Patrick.Peckham@ci.wausau.wi.us)>  
**Cc:** Eric Lindman <[Eric.Lindman@ci.wausau.wi.us](mailto:Eric.Lindman@ci.wausau.wi.us)>, Doug Stingle <[doug@northwindre.com](mailto:doug@northwindre.com)>  
**Subject: Re: Any progress**

Hi Pat,

I'd say there are two main reasons for the longer term return. First, the City is a non tax paying entity. The combined value of the 30% tax credit and 5 year accelerated depreciation can be 40-50% of the system cost, greatly reducing that up front cost over a short term. The second is the rate schedule the building is on. By partially billing for demand (instantaneous power draw into the building) instead of billing only for total energy used (kWh - power used through time) we are offsetting that energy at roughly half of retail rate. We can only expect a small amount of demand reduction and so there is little value there. If we could almost cut the total installed cost in half and close to double the value of the savings the return would clearly be much better.

At this point, I'm going to invite Doug Stingle to jump in and start to introduce the third party ownership option that I believe I mentioned briefly. We've been working with Legacy Solar Co-op in Madison to develop a number of projects for cities, schools, churches and other non-tax paying entities that face similar financial performance barriers that you are here. If that 40-50% total tax benefit can be realized and in large part passed through the city, we might still get this sort of project to cash flow neutral or positive from day one. Instead of buying the system outright you would lease the roof (of City Hall in this case) to a third party entity (newly created business), they would install the system and you would purchase energy from them. It really can be a good alternative route to get solar installed and members of the community can participate in the project by purchasing bonds. So it can have a nice community outreach and engagement piece to it as well.

I'll let Doug continue from here. But if you do get more data on other sites from WPS please do send them on and we'll see if there is a better place to try this.

Thanks

Josh

Josh Stolzenburg  
North Wind Renewable Energy  
[www.northwindre.com](http://www.northwindre.com)

On 10/3/16 11:49 PM, Patrick Peckham wrote:

Josh,

I'm copying in Director of Public Works Eric Lindman.

You put it very well, "not the lowest-hanging fruit."

It seems to me that a 22-year weight for a positive cash flow makes City Hall a non-starter right off the bat.

Could you provide a little more insight as to why the slow pay-off?

Let's see what turns up from the other sites.

Your charts were much easier to follow than I expected, by the way.

Pat Peckham

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**From:** Josh Stolzenburg <[josh@northwindre.com](mailto:josh@northwindre.com)>

**Sent:** Wednesday, September 28, 2016 2:33 PM

**To:** Patrick Peckham

**Subject:** Re: Any progress

Hi Pat,

Here's what we can do at City Hall; leaving aside the third party ownership option for now. I will reiterate that this is almost certainly not the lowest hanging fruit option for the City. This will probably become clear when looking at the attached numbers and seeing the cumulative cash flow go positive in year 22.

A turn key installation of a 64.1kW ballasted racking PV system arranged to face east and west to get the most capacity on the City Hall Roof would cost ~\$167,000 and offset ~67,000kWh in year one. I've included a couple of reports generated by the SAM program for additional information and can look at those with you over the phone or answer questions by email if you like.

A couple of notes.

1) Engineering evaluation costs estimated to be \$3000 in this figure, so that may change and the racking system cost is dependent upon that evaluation of the roofing structure. We'll also need to know how that flat rubber roof is mechanically attached or whether it is ballasted with rock. If rock, then we'll need to adjust labor to include removing that ballast to put in our racking trays and adding our own racking specific ballast.

2) Evaluation of the building's existing electrical infrastructure to determine how to interconnect with the utility is required before this becomes a firm price as well.

3) The value of production is estimated to be quite low because of the utility rate schedule that the building is on (demand billing). We've estimated peak demand

reduction monthly (based on the hourly utility data) using the National Renewable Energy Lab's SAM program, which is the most advanced program for estimating demand reduction that we are aware of at this time.

Thanks

Josh Stolzenburg  
North Wind Renewable Energy  
[www.northwindre.com](http://www.northwindre.com)

On 9/22/16 11:54 PM, Patrick Peckham wrote:

OK, we're trying.

Pat P.

---

**From:** Josh Stolzenburg <[josh@northwindre.com](mailto:josh@northwindre.com)>  
**Sent:** Thursday, September 22, 2016 11:28 PM  
**To:** Patrick Peckham  
**Subject:** Re: Any progress

Hi Pat.

I'm out of town at a wedding until next Wednesday. We have a system design for that sight and I'll try to make a brief on that when back, but we would really like to see the others to have a broader picture and pick a better scenario.

thanks

josh  
Josh Stolzenburg  
North Wind Renewable Energy  
[www.northwindre.com](http://www.northwindre.com)

On 9/22/16 10:20 PM, Patrick Peckham wrote:

I sent you an e-mail yesterday about the delay we've had in getting electric usage info.

Was what you've already been sent something you can use?

Any progress on it?

Pat P. in Wausau

=====  
Statement of Confidentiality

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Agenda Item No.

13

*STAFF REPORT TO CISM COMMITTEE - October 13, 2016*

<b>AGENDA ITEM</b>
Update on 2016 Street Construction Projects
<b>BACKGROUND</b>
The Engineering Department has several construction projects that are currently underway. Staff will give an update to the construction projects.
<b>FISCAL IMPACT</b>
None.
<b>STAFF RECOMMENDATION</b>
N/A
Staff contact: Allen Wesolowski 715-261-6762