



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

OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department, Committee, Agency, Corporation, Quasi-Municipal Corporation,

Meeting of: **FINANCE COMMITTEE**
 Date/Time: **Tuesday, September 8, 2015 at 5:30 PM**
 Location: **City Hall, 2nd Floor Board Room**
 Members: David Oberbeck (C), Karen Kellbach, Dave Nutting, Bill Nagle, Robert Mielke

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

Presenter

- | | | |
|----|--|----------|
| 1 | Public Comment on matters appearing on the agenda. | |
| 2 | Minutes of previous meeting(s). (7/14/15 & 7/28/15) | |
| 3 | Discussion and possible action regarding sole source request Wausau/Everest Snow and Ice Plows \$57,996 | Hanson |
| 4 | Discussion and possible action on Post Issuance Compliance Policy for Tax Exempt and Tax-Advantaged Obligations and Continuing Disclosure | Groat |
| 5 | Discussion and possible action on Budget Modification for the Purchase of Used Buses \$22,000 | Seubert |
| 6 | Discussion and possible action regarding July 2015 General Fund Monthly Financial Report | Groat |
| 7 | Discussion and possible action on approving Pierringer Release and Settlement of Claims – Heather Detjens vs. Lorrie Jehn et al (City of Wausau), Marathon County Case No. 13CV401 and approving 2015 budget modification for same | Jacobson |
| 8 | Discussion and possible action on Budget Modification Street and Utility Projects | Lindman |
| 9 | Discussion and possible action on budget modification public access | Groat |
| 10 | Presentation and discussion regarding TID #5 closure | Groat |
| 11 | Informational Report on Budget Transfers below \$5,000 | Groat |
| 12 | 2016 Budget Update | Groat |

David Oberbeck, Chair

IMPORTANT: THREE (3) MEMBERS NEEDED FOR A QUORUM: If you are unable to attend the meeting, please notify Mary by calling (715)261-6645 or via email mgoede@ci.wausau.wi.us

It is possible and likely that members of, and possibly a quorum of the Council and/or members of other committees of the Common Council of the City of Wausau may be in attendance at the above-mentioned meeting to gather information. **No action will be taken by any such groups.**

This Notice was posted at City Hall and faxed to the Daily Herald newsroom on 9/04/15 @ 2:30 PM

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

Other Distribution: Media, (Alderspersons: Wagner, Neal, Gisselman, Winters, Rasmussen, Abitz), *Tipple, *Jacobson, *Groat, Rayala, Department Heads

FINANCE COMMITTEE

Date and Time: Tuesday, July 14, 2015 @ 5:30 pm., Board Room

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

Members Not Present: Nagle

Others Present: Groat, Jacobson, Giese, Kujawa, Lindman, Krohn, Schock, Werth, Tipple, Neal, Wagner, Phil Cossan, Carol Wesley.

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). (5/26/15 & 6/10/15)

Motion by Mielke, second by Kellbach to approved the minutes from 5/26/15 and 6/10/15. Motion carried 4-0.

Discussion and Possible Action regarding tax abatement request from Achieve Center of Marathon County Carol Wesley

Mayor Tipple explained he met with Brad Karger and Carol Wesley in June to discuss the issue of taxes because on January 2, 2014 they purchased the current building (520 N 28th Avenue) of which there is a profit and a non-profit portion. They were charged the full tax on the property for 2014 because the papers for the non-profit portion were not filed by January 1st due to the sale not being completed until the 2nd. For the profit side of the building they paid \$11,188.06 and they were looking for other solutions since we are not able to forgive the tax for the non-profit portion. There is a remainder due of \$22,376.

Carol Wesley distributed information about the Achieve Center explaining what they do serving families with children with disabilities. She indicated they were told to apply for the tax exempt status following the purchase of the building and that the property exemption form was due by March 1, 2014. Once it was determined that we met all the requirements for tax exempt status we scheduled the closing of the purchase for the last week of December, but because of the holiday it was re-scheduled for January 2nd. She indicated she filed the tax exemption form with the City Assessor on February 28, 2014 and received a denial.

Nan Giese stated according to the State Statues taxes must be paid on the property as it exists on January 1st. Mielke put forth a motion to forgive the remainder of the tax due because they are a non-profit organization. Anne Jacobson clarified that it is not legal to forgive the tax. Mielke withdrew the motion. Oberbeck pointed out the agenda item is specifically for tax abatement, which we cannot legally do, so our hands are tied and the item dies.

Discussion and Possible Action approving a two year contract for insurance broker consultant services – Hite

Elyse Krohn indicated the HR Department strongly recommends moving to a new broker through the RFP process and was asking the Finance Committee to approve going forward to the next step. There were eight responses to the RFP, which were charted by HR and Finance based on the qualifications asked for. The recommendation is to move forward with Associated Financial Group, which came in at the lowest cost, is local, and has a lot of benefits to offer. Wagner indicated as chair of HR he was in support of immediate acceptance.

Motion by Nutting, second by Mielke to approve a two year contract with Associated Financial Group. Motion carried 4-0.

Discussion and Possible Action regarding 2015 budget modification for CVMIC Safety Grant Program – Hite

Groat indicated the city applied for Safety Grants from CVMIC which offers up to \$7,000 annually. The departments submitted safety requests to HR and they were ranked. Based on those rankings, the list included: Fire Department – tank lifter; a hose roller; Electrical – flash suits and rain gear; and DPW – confined space entry equipment and material data sheets. Groat indicated Hite was offering to transfer funds out of HR Professional Services, Legal and Other Professional Services to Safety Supplies and then recognize this new revenue we will get from CVMIC to fund the safety purchases for the city.

Motion by Mielke, second by Kellbach to approve the transfer of funds as presented. Motion carried 4-0.

Discussion and possible action regarding sole source purchase for Contractual Services Cross Connection Compliance – Lindman

Lindman explained each municipality in Wisconsin that has a community water system is required to have a cross connection control program for the non-residential units. For the past couple years the water department has struggled to come in compliance as the DNR has started enacting their legislation as far as enforcement. They struggled with the resources in order to do the inspections as well as to administer the program. Another option is to contract out the work, so over the past couple months they have looked at some contractual services for the work. He indicated there is only company nearby in Wisconsin that will handle a municipality of this size and that is HydroCorp. He estimated it would require two employees to meet the two year deadline given by the DNR and it would actually cost the city more than a two year contract for the services. After the two years when we have come into compliance the city could either continue contractual services as a lesser amount or reevaluate if the city could take over the program. He noted some of the ordinances may need to be amended in order for us to recoup some of the inspection costs. He stated this would be put into the operating budget for the water department.

Motion by Kellbach, second by Mielke to approve the sole source purchase for Contractual Services Cross Connection Compliance.

Discussion and possible action regarding the budget modification necessary to fund mall consulting services - JLL in the amount of \$24,000 – Schock

Chris Schock stated last year we solicited proposals from consultants to advise the city for real estate purposes in relation to discussions with the mall. He indicated we received four proposals at that time, but the city did not act upon those proposals as discussions with CBL had fallen silent. Discussions have begun again and CBL has presented a proposal which has been reviewed by ED Committee in closed session and we continue to collect more information. He felt it was timely now to have a consultant, an expert in the commercial realty business and very knowledgeable about malls. After reviewing the proposals again, the ED Committee recommended that we choose of the consulting services of JLL for a maximum of six months.

Motion by Mielke, second by Nutting to approve the budget modification. Motion carried 4-0.

Presentation of the 2014 audit - Schenck CPA's Jon Trautman/ Groat

Tabled to the July 28th meeting.

Discussion and possible action regarding the May 2015 General Fund Budget Report – Groat

Groat noted there were some revenues in which she anticipated shortfalls. The narrative report can be accessed online at: <http://www.ci.wausau.wi.us/Departments/Finance/MonthlyReports.aspx>

Motion by Mielke, second by Kellbach to accept the May 2015 monthly report. Motion carried 4-0.

Resolution Authorizing the Issuance and Sale of \$3,930,000 General Obligation Promissory Notes, Series 2015A – Elhers

Phil Cossan, Elhers and Associates, commented it was a little more challenging this year as there was quite an extensive capital list that wasn't just capital projects for the city, but also TIF projects related to TIDs #3, #8, and #10. One of the goals was to make sure the city stayed bank qualified as well, which it did because of the taxable debt. He indicated the city retained its Aa2 rating by Moody's Investor Service. There were three different bond issues and three different sale results.

He indicated nine bids were received for Series 2015A and the low bid was Banker's Bank, Madison, Wisconsin, for a 10 year note at 1.8786%. The city will end up with approximately \$55,000 of additional project funds available.

Motion by Nutting, second by Mielke to approve the Issuance and Sale of \$3,930,000 General Obligation Promissory Notes, Series 2015A. Motion carried 4-0.

Resolution Awarding the Sale of \$5,705,000 General Obligation Corporate Purpose Bonds, Series 2015B – Elhers

Cossan stated this issue deals with the costs of swimming pool projects as well as project costs related to TIDs #3 and #10. There were six bids; Raymond James & Associates, Memphis, Tennessee, was the low bid for 20 years at 2.66%. There will be approximately \$87,000 available for additional capital projects.

Motion by Mielke, second by Kellbach to approve the Sale of \$5,705,000 General Obligation Corporate Purpose Bonds, Series 2015B. Motion carried 4-0.

Resolution Awarding the Sale of \$2,655,000 Taxable General Obligation Community Development Bonds, Series 2015C – Elhers

Cossan explained this is a taxable debt issue because there are funding projects related to TID #3 that do not qualify as tax exempt, meaning there could be a benefit to a private entity or private business. He noted taxable debt typically has a little higher rate. There were three bids and Robert W. Baird, Milwaukee, Wisconsin, was the low bid at 3.3028%. There will be an approximate \$47,000 in additional project funds.

Motion by Kellbach, second by Nutting to approve the Sale of \$2,655,000 Taxable General Obligation Community Development Bonds, Series 2015C. Motion carried 4-0.

Discussion and possible action regarding State Trust Fund Loan for 2015 Water and Sewer Capital Projects

Groat explained historically we have been letting the Water & Sewer Utility participate in our general obligation debt, which allows them to enjoy our low rates. The city receives low rates on the GO's because by law we have unlimited taxing powers when it comes to paying debt, which means lower risk to the bond holders. She stated this year because we were up against our \$10 million threshold, we did not have an opportunity to offer that to the utility. We looked at three options to structure debt for the utility: 1) piggyback on the GO, which is not feasible because of the bank qualification limits; 2) add the Water & Sewer Utility to our borrowing calendar and go out to the market for revenue bonds; or 3) the State Trust Fund. The utility took this to the commission at their July meeting and they approved going to the State Trust Fund Loan. She indicated with Finance approval we will apply and they will send us the necessary resolutions for Council approval. Groat noted the State Trust Fund Loans are completely free of any repayment terms or early penalties. This option provides the lowest debt issuance cost and the greatest amount of flexibility.

Motion by Mielke, second by Kellbach to approve the process to apply for a State Trust Fund Loan for 2015 Water & Sewer Capital Projects. Motion carried 4-0.

Discussion and possible action regarding a five year parking lease with Compass Block 15 LLC for 60 stalls on the top floor of the Jefferson Parking Ramp with two five year renewal options

Groat stated Compass Properties contacted us because they have a possible tenant for the First American Center (the M&I building) and this tenant is sensitive to parking fees and is looking for inexpensive parking options. She indicated we have been offering parking on the roof of Jefferson Ramp at \$5 per month. This concept was endorsed by the parking study that was recently completed. Compass is asking to accommodate this possible long term tenant for \$5 per stall for a five-year term, with two five-year renewals at fair market value at the end of that term.

Motion by Mielke, second by Nutting to approve the five year parking lease with Compass Block 15 LLC. Motion carried 4-0.

Consider authorizing execution of a five (5) year lease between the City of Wausau and Trolley Quarter Flats Limited Partnership (“Lessee”) to provide additional parking for Lessee at City owned property at the Community Gardens

Ann Werth stated Parking & Traffic Committee has been working on a solution for this for quite some time. She explained 1st Street narrows way down by Trolley Quarter Flats. This is relief parking to be used by both the Community Gardens and Trolley Quarter Flats. The asphalt with cost approximately \$5,500 and Trolley Quarter Flats Metro Plains has agreed to pay \$2,500 for a five year lease; the city's cost would be \$3,000. She noted they understand if a commercial project comes in that they will have to vacate it.

Motion by Nutting, second by Mielke to approve the execution of a five year lease with Trolley Quarter Flats for additional parking. Motion carried 4-0.

Request for room tax funding for the cost for insurance coverage of the Annual Labor Day Parade. (Randy Radtke - Marathon County Central Labor Council AFL-CIO)

Mayor Tipple stated we have done this every year and it is a nominal cost. Oberbeck commented it is a worthwhile event with a lot of people attending.

Motion by Mielke, second by Kellbach to approve the room tax funding for the cost of insurance coverage. Motion carried 4-0.

Discussion and possible action regarding the execution of a one (1) year lease with Wausau Flying Service, Inc. for the location of a storage unit to accommodate camping and other related items for Boy Scouts of America, Troop 465 and Cub Scouts, Pack 465 at the Wausau Downtown Airport

Jacobson stated it is a short term lease agreement for one year. They will pay a rental fee of 12 cents per square foot of shed space occupied under the lease, which is consistent with what others pay.

Motion by Nutting, second by Mielke to approve the lease. Motion carried 4-0.

Update on 2016 Budget and Budget Projections – Groat

Groat stated Chief Hardel recently informed her he was notified that they will no longer be receiving any beat patrol grants for the Police Department; the last entitlement was \$166,000, which is a pretty big hit to the budget for 2016.

Discussion and Possible Action on the closure of TID #5 in 2016 – Groat

Held over to future meeting.

Procurement Policy Change – Groat

Groat explained the change is to designate Marathon County Landfill as a sole source without competitive purchasing because it is in our best interests to use and support Marathon County Landfill.

Motion by Kellbach, second by Mielke to approve the Procurement Policy change. Motion carried 4-0.

Update on 5 Year Financial Strategic Plan

Held over to future meeting.

Discussion and Possible Action regarding the July 28, 2015 meeting agenda item, " Developing a Sustainable Fiscal Plan - Balancing the 2016 Budget"

Held over to future meeting.

Update on the Finance Committee Meeting Schedule for 2015

Oberbeck stated they need to schedule future meetings to work through the process of the capital plan and operating budget. He distributed a schedule for them to review of suggested Finance meetings and Committee of the Whole meetings.

Update on City Wide Revaluation by Assessment Department

Nan Giese stated Vision is to receive our final pass of data for the conversion. Once the values are complete they will drop our numbers into the assessment history, which we need in order to create the notices. She indicated they are scheduled to go live on August 10, 2015. She stated they are working through some issues with Laserfiche and will have some savings there. Notices go out August 21st; Open Book will be for a month and then we go into the Board of Review. She commented they were done with the City of Schofield and they were very pleased with our services. She indicated they need to discuss a contract renewal which she will bring to a future meeting.

Adjourn

Motion by Mielke, second by Kellbach to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:00 p.m.

FINANCE COMMITTEE

Date and Time: Tuesday, July 28, 2015 @ 5:00 pm., Board Room

Members Present: Oberbeck(C), Kellbach, Mielke

Members Not Present: Nutting, Nagle

Others Present: Groat, Alfonso, Giese, Kujawa, Lindman, Schock, Werth, Tipple, Whalen, Wagner, Rayala, Jon Trautman

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 at 5:15 pm.

Public Comment

None

CLOSED SESSION: Pursuant to 19.85(1)(e) of Wisconsin Statutes for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session - for providing continuing Contract Assessment Services to the City of Schofield.

Held over to next meeting.

Presentation of the 2014 audit - Schenck CPA's Jon Trautman/ Groat

Trautman gave a brief summary of the Management Communication letter. He cited no difficulties and no errors. There were no material weaknesses or significant deficiencies in the internal control. There were a few recommendations regarding best practices.

Discussion and Possible Action on the consideration of the RESIDENTIAL SOLID WASTE AND RECYCLING SERVICE AGREEMENT

Groat stated the contract has been drafted by the Attorney's Office reflecting our RFP and the proposal that came back from Harter's. She indicated the Attorney's Office has also been developing the ordinances that govern how our residents will manage their refuse and recycling. The contract term is 10 years and 3 months so that renewal or changes would be considered in the month of March rather than January. She noted there is a 7 year renewal option available to Council. The carts will be delivered between Thanksgiving and Christmas and we will be staying with the current pickup days. A packet of information will be delivered with the carts to explain the program as well.

Motion by Oberbeck to amend the contract to remove the 7 year renewal option and to require that we go out for an RFP. Groat commented from an administrative standpoint, this option gives the future administration flexibility. Motion died for lack of a second.

Motion by Kellbach, second by Mielke to approve the contract for Residential Solid Waste and Recycling Service Agreement as presented. Motion carried 3-0.

Discussion and Possible Action regarding 2015 Budget Modification – Orthophotography

Groat stated the budget modification would transfer \$13,800 into GIS Contract Services from Street Improvements for the same amount to fund the GIS Imagery Project. Lindman noted this was brought to Finance in May and the committee directed us to find the funds and bring it back.

Motion by Kellbach, second by Mielke to approve the budget modification for Orthophotography. Motion carried 3-0.

Update on 5 Year Financial Strategic Plan

Groat feels that as we do the budget this is the perfect time to do some five year financial projections. We did ask the departments to prepare two year budgets so that we can plan for changes that won't be happening just next year, but the subsequent year. This is a great way to see trends.

The finance committee would like more specifics for a five year plan, including GFOA and Ehler's studies.

Update on 2016 Budget and Budget Projections – Groat

Groat said that some budgets are still trickling in. The county is also a bit behind in budgeting. We do not have any budget from the park's department at this time; Groat did put a place holder in the budget for the parks department for now. In April, Groat did an estimated projection of what the budget will look like. She noted a projected increase of \$976,000 in expenses in the general fund. Those have come in substantially higher than her projection. Her projection estimated the expenses at \$32,549,000, but requests from the departments (with the park's place holder, not actual) came in at \$33,405,000. Revenues were estimated at \$15,057,000, and they came in slightly lower at \$14,969,000. We are looking at about a two million dollar shortfall and that is with a three percent increase in the levy. Groat and the mayor have met with a just few departments: IT, finance, mayor's department, police department, animal control and other small, miscellaneous budgets that don't really belong to a specific department. Also, when the departments set up their requests, they need to communicate what types of deferrals are taking place. For example, with the street budgets, what *should* the city be doing? Their requests should reflect what is in the best interest of the city. We will be going through all of this. All budget meetings are set up. We will have more information as it becomes available.

Groat projected that the city would be using about \$500,000 of the levy for recycling. Marathon County's Solid Waste Fund is offering a onetime grant to offset the lost from the state grant cut.

Discussion and Possible Action on the closure of TID #5 in 2016 – Groat

Groat said that each year by May 15, we have to notify the state if we are going ask them to create another increment in that district. At this point, in July/August of 2015, we have until the spring of 2016 to make any firm decisions. We need to keep the district open for the 2016 increment to pay off the rest of the debt. There are two reasons to keep this district open for the 2016 increment. The first reason to get a project plan amendment so that we could use this district as a donor district to offset deficits in TID #3 or use it as a funding source if we were to do a project with the mall (if the mall was incorporated into District #3). The other reason to keep TID #5 open is to use that increment to improve housing in the city, like what was done with TID #2.

No action was taken on this issue.

Discussion and Possible Action regarding the topic "Developing a Sustainable Fiscal Plan - Balancing the 2016 Budget"... possible special meeting dedicated only to this topic

It was agreed to set up a special goal setting meeting among both the Finance and Economic Development Committees. It was agreed to meet in August.

Adjourn

Motion by Mielke, second by Kellbach to adjourn. Motion carried unanimously. Meeting adjourned at 7:30 pm.

CITY OF WAUSAU PURCHASE ORDER COVER SHEET

DEPARTMENT: <u>Public Works</u>	CONTACT NAME: <u>Mark Hanson</u>
VENDOR: <u>Wausau/Everest Snows</u>	COST: <u>\$57,996</u>
PURCHASE DESCRIPTION: <u>ice</u> <u>purchase 4 MF5.4 plows for 1049,1050,1220,1222</u>	



COMPETITIVE PURCHASING PROCESS DOCUMENTATION

PLEASE INDICATE YOUR QUOTE AND BID EFFORTS BELOW. THIS IS A MANDATORY FORM FOR ANY PURCHASES IN EXCESS OF \$5,000 AND SHOULD ACCOMPANY THE PURCHASE ORDER DOCUMENTATION AND BE REMITTED TO FINANCE

GOODS OR SERVICES REQUIRING CENTRALIZED PURCHASING INCLUDE: COPIERS, COMPUTER HARDWARE/SOFTWARE, INTERNET SERVICES, CELL PHONES, SECURITY CAMERAS, FURNITURE, PLOWING SERVICES, VEHICLES AND ROLLING STOCK, FACILITY MAINTENANCE

- PURCHASE OF GOODS OR CONTRACT SERVICES \$5,000 TO \$25,000 – WRITTEN QUOTES REQUIRED**
 - QUOTE SUMMARY AND AT LEAST 3 QUOTES (ATTACHED)
 - SOLE SOURCE JUSTIFICATION – APPROVED BY DEPT HEAD AND FINANCE DIRECTOR (ATTACHED)

- PURCHASE OF GOODS OR CONTRACT SERVICES GREATER THAN \$25,000 - FORMAL BID PROCESS REQUIRED**
 - PUBLIC CONSTRUCTION – FOLLOW STATE STATUTES
 - BIDS FORMALLY NOTICED
 - SEALED BIDS RECEIVED
 - BIDS OPENED AT BOARD OF PUBLIC WORKS
 - BID SUMMARY AND BIDS (ATTACHED)
 - SOLE SOURCE JUSTIFICATION APPROVED BY FINANCE COMMITTEE (ATTACHED)

- PURCHASE OF VOLATILE PRICING COMMODITIES \$5,000 TO \$50,000 – REQUIRES WRITTEN QUOTES**
 - QUOTE SUMMARY AND QUOTES (ATTACHED)
 - APPROVED SOLE SOURCE JUSTIFICATION (ATTACHED)

- PURCHASE OF COMBINED GOODS AND SERVICES OR PROFESSIONAL SERVICES UNDER \$25,000 - COMPETITIVE PROCESS ENCOURAGED**
 - QUOTE SUMMARY (ATTACHED)
 - QUOTES (ATTACHED)
 - OTHER PROCUREMENT DESCRIBE _____

- PURCHASE OF COMBINED GOODS AND SERVICES OR PROFESSIONAL SERVICES OVER \$25,000 – FORMAL RFP PROCESS REQUIRED**
 - FORMAL RFP (ATTACHED)
 - RFP FORMALLY NOTICED
 - PROPOSALS OPENED AT BOARD OF PUBLIC WORKS
 - PROPOSAL SUMMARY AND PROPOSALS (ATTACHED)
 - SOLE SOURCE JUSTIFICATION APPROVED BY FINANCE COMMITTEE (ATTACHED)

PURCHASING EXEMPTION – SOFTWARE MAINTENANCE AND SUPPORT PROCURED FROM PROPRIETARY OWNER, ORIGINAL MANUFACTURER MAINTENANCE AND PARTS, INSURANCE SERVICES AND PRODUCTS FROM CVMIC, TMIC AND LGPIF

ADDTL INFO: Budget # 170 1500 9 8155



CITY OF WAUSAU
SOLE SOURCE PURCHASE JUSTIFICATION
REQUIRED FORM PURCHASE OF GOODS OR SERVICES EXCEEDING \$5,000

Purchase of goods or services for no more than \$25,000 may be made without competition when it is agreed *in advance* between the Department Head and the Finance Director. Sole source purchasing allows for the procurement of goods and services from a single source without soliciting quotes or bids from multiple sources. Sole source procurement cannot be used to avoid competition, rather it is used in certain situations when it can be documented that a vendor or contractor holds a unique set of skills or expertise, that the services are highly specialized or unique in character or when alternate products are unavailable or unsuitable from any other source. Sole source purchasing should be avoided unless it is clearly necessary and justifiable. The justification must withstand public and legislative scrutiny. The Department Head is responsible for providing written documentation justifying the valid reason to purchase from one source or that only one source is available. Sole source purchasing criteria include: urgency due to public safety, serious injury financial or other, other unusual and compelling reasons, goods or service is available from only one source and no other good or service will satisfy the City's requirements, legal services provided by an attorney, lack of acceptable bids or quotes, an alternate product or manufacturer would not be compatible with current products resulting in additional operating or maintenance costs, standardization of a specific product or manufacturer will result in a more efficient or economical operation or aesthetics, or compatibility is an overriding consideration, the purchase is from another governmental body, continuity is achieved in a phased project, the supplier or service demonstrates a unique capability not found elsewhere, the purchase is more economical to the city on the basis of time and money of proposal development.

1. Sole source purchase under \$5,000 shall be evaluated and determined by the Department Head.
2. Sole source purchase of \$5,000 to \$25,000 a formal written justification shall be forwarded to the Finance Director who will concur with the sole source or assist in locating additional competitive sources.
3. Sole source purchase exceeding \$25,000 must be approved by the Finance Committee.

Ongoing Sole Source – 365 days One Time Sole Source Request

1. Provide a detailed explanation of the good or service to be purchased and vendor.
*purchase (4) Wausau Everest MF5.4 Street Smart plows.
 Direct purchase from the manufacturer - Wausau Everest snow & ice.*
2. Provide a brief description of the intended application for the service or goods to be purchased.
Replacement snow plows for truck 1049, 1050, 1220, & 1222
3. State why other products or services that compete in the market will not or do not meet your needs or comply with your specifications.
These plows have been in service since 1992, and work the best in our salt routes, and other plow routes. No other manufacturer builds a plow like this. Wausau/Everest holds the patent rights to this particular plow. Changing to a different type of plow requires a lot of work & expense & would not be feasible
4. Describe your efforts to identify other vendors to furnish the product or services.
I have contacted dealers that can sell these plows, but not at factory direct pricing.
5. How did you determine that the sole source vendor's price was reasonable?
They are the manufacturer. This price has increased by approximately \$4000 over the past 23 years, which equates to

6. Which of the following best describes this sole source procurement? Select all that apply.

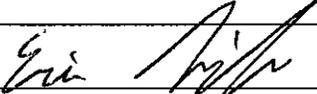
- Product or vendor is uniquely qualified with capability not found elsewhere.
- Urgency due to public safety, serious financial injury or other. (explain)
- The procurement is of such a specialized nature that by virtue of experience, expertise, proximity or ownership of intellectual property
- Lack of acceptable quotes or bids.
- Product compatibility or the standardization of a product.
- Continuation of a phased project.
- Proposal development is uneconomical.

Department: Public Works

Preparer: Mark Hanson

Vendor Name: Wausau Everest Snow and Ice Control

Expected amount of purchase or contract: \$57,996

Department Head Signature:  Date: 8/13/15

Finance Director Signature:  Date: 8/14/15



***** **PRICE CONFIRMATION** *****

TO: City of Wausau ATTENTION: Mr. Mark Hanson
400 Myron Street REF: _____
Wausau, WI 54401 DATE: August 4, 2015

In reply to your inquiry dated 8/3 we are pleased to offer you the following pricing which will remain in effect for 45 days from this date.

QTY	DESCRIPTION	PRICE
(Ea.)	Wausau model MF 5.4 Multi-Section "Street Smart" plow equipped with power reverse SQH Quick Hitch, steel cutting edges, rubber snow deflectors,	
	Total Price Each.....	\$14,499.00
		(delivered to Wausau)

Above prices are: Your Cost F.O.B. Wausau, WI

Delivery: 90-120 days Terms: 30 days

Comments: _____

John Lemke
Regional Sales Manager

e-mail: jlemke@wausau-everest.com

Corporate Headquarters:
Wausau-Everest L.P.
 1905 South Moorland Road
 New Berlin, WI 53151-2321 U.S.A.
 800-788-6066
 262-784-6066
 262-784-6720 fax
 www.wausau-everest.com

Wausau Equipment Company, Inc.
 1905 South Moorland Road
 New Berlin, WI 53151-2321 U.S.A.
 800-788-6066
 262-784-6066
 262-784-6720 fax
 www.wausau-everest.com
ISO 9001:2000 Certified

Everest Equipment Co.
 1077 Westmount
 Ayer's Cliff, Quebec J0B 1C0
 CANADA
 819-838-4257
 819-838-5653 fax
 www.wausau-everest.com

Mark Hanson

From: John Lemke <jlemke@wausau-everest.com>
Sent: Tuesday, August 04, 2015 3:19 PM
To: Mark Hanson
Subject: Plow Quote
Attachments: City of Wausau 15.doc

Dear Mark:

I have attached a quotation for a couple MF 5.4 Multi-Section snowplows. As in the past I am offering you factory direct pricing which actually means the City of Wausau is getting dealer net pricing. Not only that, but I applied an additional discount to your quote because you requested two plows. You just can't get a better price anywhere.

Mark, thanks for all your feedback over the years and all of us here at Wausau Equipment appreciated the City's business on your snow removal needs. Let me know if you have any questions.

Regards,

John Lemke

Regional Sales Manager

Hand Held 262-894-0510

Office Direct 262-796-6129

e-mail jlemke@wausau-everest.com



ISO 9000:2008 Certified



ALAMO GROUP

NJPA Contract Holder

Post-Issuance Compliance Policy for Tax-Exempt and Tax-Advantaged Obligations and Continuing Disclosure

Adopted: _____, 20_____

Statement of Purpose

This Post-Issuance Compliance Policy (the "Policy") sets forth specific policies of the _____, Wisconsin (the "Issuer") designed to monitor post-issuance compliance:

- (i) with applicable provisions of the Internal Revenue Code of 1986, as amended (the "Code"), and regulations promulgated thereunder ("Treasury Regulations") for obligations issued by the Issuer on tax-exempt or tax-advantaged basis ("Obligations"); and
- (ii) with applicable requirements set forth in certificates and agreement(s) ("Continuing Disclosure Agreements") providing for ongoing disclosure in connection with the offering of obligations to investors ("Offerings"), for obligations (whether or not tax-exempt / tax-advantaged) subject to the continuing disclosure requirements of Rule 15c2-12(b)(5) (the "Rule") promulgated by the Securities and Exchange Commission ("SEC") under the Securities Exchange Act of 1934.

This Policy documents practices and describes various procedures and systems designed to identify on a timely basis facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations in order that the interest on such Obligations continue to be eligible to be excluded from gross income for federal income tax purposes or that the Obligations continue to receive tax-advantaged treatment. The federal tax law requirements applicable to each particular issue of Obligations will be detailed in the arbitrage or tax certificate prepared by bond counsel and signed by officials of the Issuer and the post-closing compliance checklist provided by bond counsel with respect to that issue. This Policy establishes a permanent, ongoing structure of practices and procedures that will facilitate compliance with the requirements for individual borrowings.

This Policy similarly documents practices and describes various procedures and systems designed to ensure compliance with Continuing Disclosure Agreements, by preparing and disseminated related reports and information and reporting "material events" for the benefit of the holders of the Issuer's obligations and to assist the Participating Underwriters (within the meaning of the Rule) in complying with the Rule.

The Issuer recognizes that compliance with pertinent law is an on-going process, necessary during the entire term of the obligations, and is an integral component of the Issuer's debt management. Accordingly, the analysis of those facts and implementation of the Policy will require on-going monitoring and consultation with bond counsel and the Issuer's accountants and advisors.

General Policies and Procedures

The following policies relate to procedures and systems for monitoring post-issuance compliance generally.

- A. The Finance Director (the "Compliance Officer") shall be responsible for monitoring post-issuance compliance issues
- B. The Compliance Officer will coordinate procedures for record retention and review of such records.
- C. All documents and other records relating to Obligations issued by the Issuer shall be maintained by or at the direction of the Compliance Officer. In maintaining such documents and records, the Compliance Officer will comply with applicable Internal Revenue Service ("IRS") requirements, such as those contained in Revenue Procedure 97-22.
- D. The Compliance Officer shall be aware of options for voluntary corrections for failure to comply with post-issuance compliance requirements (such as remedial actions under Section 1.141-12 of the Regulations and the Treasury's Tax-Exempt Bonds Voluntary Closing Agreement Program) and take such corrective action when necessary and appropriate.
- E. The Compliance Officer will review post-issuance compliance procedures and systems on a periodic basis, but not less than annually.

Issuance of Obligations - Documents and Records

With respect to each issue of Obligations, the Compliance Officer will:

- A. Obtain and store a closing binder and/or CD or other electronic copy of the relevant and customary transaction documents (the "Transcript").
- B. Confirm that bond counsel has filed the applicable information report (e.g., Form 8038, Form 8038-G, Form 8038-CP) for such issue with the IRS on a timely basis.
- C. Coordinate receipt and retention of relevant books and records with respect to the investment and expenditure of the proceeds of such Obligations with other applicable staff members of the Issuer.

Arbitrage

The following policies relate to the monitoring and calculating of arbitrage and compliance with specific arbitrage rules and regulations.

The Compliance Officer will:

- A. Confirm that a certification of the initial offering prices of the Obligations with such supporting data, if any, required by bond counsel, is included in the Transcript.
- B. Confirm that a computation of the yield on such issue from the Issuer's financial advisor or bond counsel (or an outside arbitrage rebate specialist) is contained in the Transcript.
- C. Maintain a system for tracking investment earnings on the proceeds of the Obligations.
- D. Coordinate the tracking of expenditures, including the expenditure of any investment earnings. If the project(s) to be financed with the proceeds of the Obligations will be funded with multiple sources of funds, confirm that the Issuer has adopted an accounting methodology that maintains each source of financing separately and monitors the actual expenditure of proceeds of the Obligations.
- E. Maintain a procedure for the allocation of proceeds of the issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures. This procedure shall include an examination of the expenditures made with proceeds of the Obligations within 18 months after each project financed by the Obligations is placed in service and, if necessary, a reallocation of expenditures in accordance with Section 1.148-6(d) of the Treasury Regulations.
- F. Monitor compliance with the applicable "temporary period" (as defined in the Code and Treasury Regulations) exceptions for the expenditure of proceeds of the issue, and provide for yield restriction on the investment of such proceeds if such exceptions are not satisfied.
- G. Ensure that investments acquired with proceeds of such issue are purchased at fair market value. In determining whether an investment is purchased at fair market value, any applicable Treasury Regulation safe harbor may be used.
- H. Avoid formal or informal creation of funds reasonably expected to be used to pay debt service on such issue without determining in advance whether such funds must be invested at a restricted yield.
- I. Consult with bond counsel prior to engaging in any post-issuance credit enhancement transactions or investments in guaranteed investment contracts.
- J. Identify situations in which compliance with applicable yield restrictions depends upon later investments and monitor implementation of any such restrictions.
- K. Monitor compliance with six-month, 18-month or 2-year spending exceptions to the rebate requirement, as applicable.
- L. Procure a timely computation of any rebate liability and, if rebate is due, to file a Form 8038-T and to arrange for payment of such rebate liability.

- M. Arrange for timely computation and payment of "yield reduction payments" (as such term is defined in the Code and Treasury Regulations), if applicable.

Private Activity Concerns

The following polices relate to the monitoring and tracking of private uses and private payments with respect to facilities financed with the Obligations.

The Compliance Officer will:

- A. Maintain records determining and tracking facilities financed with specific Obligations and the amount of proceeds spent on each facility.
- B. Maintain records, which should be consistent with those used for arbitrage purposes, to allocate the proceeds of an issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures.
- C. Maintain records allocating to a project financed with Obligations any funds from other sources that will be used for otherwise non-qualifying costs.
- D. Monitor the expenditure of proceeds of an issue and investment earnings for qualifying costs.
- E. Monitor private use of financed facilities to ensure compliance with applicable limitations on such use. Examples of potential private use include:
 - 1. Sale of the facilities, including sale of capacity rights;
 - 2. Lease or sub-lease of the facilities (including leases, easements or use arrangements for areas outside the four walls, e.g., hosting of cell phone towers) or leasehold improvement contracts;
 - 3. Management contracts (in which the Issuer authorizes a third party to operate a facility, e.g., cafeteria) and research contracts;
 - 4. Preference arrangements (in which the Issuer permits a third party preference, such as parking in a public parking lot);
 - 5. Joint-ventures, limited liability companies or partnership arrangements;
 - 6. Output contracts or other contracts for use of utility facilities (including contracts with large utility users);
 - 7. Development agreements which provide for guaranteed payments or property values from a developer;
 - 8. Grants or loans made to private entities, including special assessment agreements; and

9. Naming rights arrangements.

Monitoring of private use should include the following:

1. Procedures to review the amount of existing private use on a periodic basis; and
2. Procedures for identifying in advance any new sale, lease or license, management contract, sponsored research arrangement, output or utility contract, development agreement or other arrangement involving private use of financed facilities and for obtaining copies of any sale agreement, lease, license, management contract, research arrangement or other arrangement for review by bond counsel.

If the Compliance Officer identifies private use of facilities financed with tax-exempt or tax-advantaged debt, the Compliance Officer will consult with the Issuer's bond counsel to determine whether private use will adversely affect the tax status of the issue and if so, what remedial action is appropriate. The Compliance Officer should retain all documents related to any of the above potential private uses.

Qualified Tax-Exempt Obligations

If the Issuer issues "qualified tax-exempt obligations" in any year, the Compliance Officer shall monitor all tax-exempt financings (including lease purchase arrangements and other similar financing arrangements and conduit financings on behalf of 501(c)(3) organizations) to assure that the \$10,000,000 "small issuer" limit is not exceeded.

Federal Subsidy Payments

The Compliance Officer shall be responsible for the calculation of the amount of any federal subsidy payments and the timely preparation and submission of the applicable tax form and application for federal subsidy payments for tax-advantaged obligations such as Build America Bonds, New Clean Renewable Energy Bonds and Qualified School Construction Bonds.

Reissuance

The following policies relate to compliance with rules and regulations regarding the reissuance of Obligations for federal law purposes.

The Compliance Officer will identify and consult with bond counsel regarding any post-issuance change to any terms of an issue of Obligations which could potentially be treated as a reissuance for federal tax purposes.

Record Retention

The following policies relate to retention of records relating to the Obligations issued.

The Compliance Officer will:

- A. Coordinate with staff regarding the records to be maintained by the Issuer to establish and ensure that an issue remains in compliance with applicable federal tax requirements for the life of such issue.
- B. Coordinate with staff to comply with provisions imposing specific recordkeeping requirements and cause compliance with such provisions, where applicable.
- C. Coordinate with staff to generally maintain the following:
 - 1. The Transcript relating to the transaction (including any arbitrage or other tax certificate and the bond counsel opinion);
 - 2. Documentation evidencing expenditure of proceeds of the issue;
 - 3. Documentation regarding the types of facilities financed with the proceeds of an issue, including, but not limited to, whether such facilities are land, buildings or equipment, economic life calculations and information regarding depreciation.
 - 4. Documentation evidencing use of financed property by public and private entities (e.g., copies of leases, management contracts, utility user agreements, developer agreements and research agreements);
 - 5. Documentation evidencing all sources of payment or security for the issue; and
 - 6. Documentation pertaining to any investment of proceeds of the issue (including the purchase and sale of securities, SLGs subscriptions, yield calculations for each class of investments, actual investment income received by the investment of proceeds, guaranteed investment contracts, and rebate calculations).
- D. Coordinate the retention of all records in a manner that ensures their complete access to the IRS.
- E. Keep all material records for so long as the issue is outstanding (including any refunding), plus seven years.

Conduit Bond Financings

In conduit bond financings, such as industrial revenue bonds or Midwestern Disaster Area Bonds, the Issuer is not in a position to directly monitor compliance with arbitrage requirements and qualified use requirements because information concerning and control of those activities lies with the private borrower. The Issuer's policy in connection with conduit financings is to require that the bond documents in such financings impose on the borrower (and trustee or other applicable party) responsibility to monitor compliance with qualified use rules and arbitrage and other federal tax requirements and to take necessary action if remediation of nonqualified bonds is required.

Continuing Disclosure

Under the provisions of SEC Rule 15c2-12 (the "Rule"), Participating Underwriters (as defined in the Rule) are required to determine that issuers (such as the Issuer) have entered into written Continuing Disclosure Agreements to make ongoing disclosure in connection with Offerings subject to the Rule. Unless the Issuer is exempt from compliance with the Rule or the continuing disclosure provisions of the Rule as a result of certain permitted exemptions, the Transcript for each issue of related obligations will include a Continuing Disclosure Agreement executed by the Issuer.

In order to monitor compliance by the Issuer with its Continuing Disclosure Agreements, the Compliance Officer will take the actions listed below, if and as required by such Continuing Disclosure Agreements. The Compliance Officer may coordinate with staff, and may engage a dissemination agent, counsel, and/or other professionals to assist in discharging the Compliance Officer's duties under these Procedures as the Compliance Officer deems necessary.

A. Compilation of Currently Effective Continuing Disclosure Agreements

The Compliance Officer shall compile and maintain a set of all currently effective Continuing Disclosure Agreements of the Issuer. Such agreements are included in the transcript of proceedings for the Issuer's respective bond or note issue. Continuing Disclosure Agreements are "Currently Effective" for purposes of these Procedures (and hence shall be included in the set of Currently Effective Continuing Disclosure Agreements) for so long as the bonds or notes to which they relate are outstanding. As bonds or notes are completely repaid or redeemed, the Compliance Officer shall remove the related continuing disclosure agreements from the set of Currently Effective Continuing Disclosure Agreements.

B. Annual Review and Annual Reporting Requirements

The Compliance Officer shall ensure that all necessary financial statements, financial information and operating data is filed in the manner and by the filing dates set forth in the Currently Effective Continuing Disclosure Agreements. The Compliance Officer shall review the set of Currently Effective Continuing Disclosure Agreements annually, prior to each annual filing, keeping in mind:

- The financial information and operating data required to be reported under a particular Continuing Disclosure Agreement may differ from the financial information and operating data required to be reported under another Continuing Disclosure Agreement; and
- The timing requirements for reporting under a particular Continuing Disclosure Agreement may differ from the timing requirements for filing under another Continuing Disclosure Agreement.

C. Calendar; EMMA Notification System

The Compliance Officer shall keep a calendar of all pertinent filing dates required under the Issuer's Currently Effective Continuing Disclosure Agreements. The Compliance Officer shall also subscribe to notification services made available through the EMMA system.

D. Annual Review of Prior Filings

As part of the annual review process, the Compliance Officer shall also review prior filings made within the past five years subsequent to the last such review of prior filings. If the Compliance Officer discovers any late or missing filings, the Compliance Officer (after discussing the circumstances with the Issuer's dissemination agent, counsel or other agents as necessary) shall "remedy" such prior failures by ensuring that the missing information is filed.

E. Monitoring of Material Events

The Compliance Officer shall monitor the occurrence of any of the following events and/or other events set forth in the Currently Effective Continuing Disclosure Agreements and shall provide notice of the same in the required manner and by the relevant reporting deadline (likely within 10 days of the occurrence):

- Principal and interest payment delinquencies;
- Non-payment related defaults, if material;
- Unscheduled draws on debt service reserves reflecting financial difficulties;
- Unscheduled draws on credit enhancements reflecting financial difficulties;
- Substitution of credit or liquidity providers, or their failure to perform;
- Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Issuer's bonds or notes, or other material events affecting the tax status of the Issuer's bonds or notes;

- Modification to rights of holders of the Issuer's bonds or notes, if material;
- Calls of the Issuer's bonds or notes, if material, and tender offers;
- Defeasances of the Issuer's bonds or notes;
- Release, substitution or sale of property securing repayment of the Issuer's bonds or notes, if material;
- Rating changes;
- Bankruptcy, insolvency, receivership or similar event of the Issuer;
- The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- Appointment of a successor or additional trustee or the change of name of a trustee, if material.

F. Review of Official Statements

The Compliance Officer shall review drafts of any Official Statement for a new offering of bonds or notes, with assistance from its dissemination agent, counsel or other agents of the Issuer as necessary, and shall determine that the Official Statement accurately and completely describes the Issuer's continuing disclosure compliance history within the five years prior to the date of the respective Official Statement. This compliance review is not meant to limit the Issuer's other reviews of or diligence procedures relating to its Official Statements.

G. Municipalities Continuing Disclosure Cooperative Initiative

If the Issuer has previously reported to the Division of Enforcement (the "Division") of the U.S. Securities and Exchange Commission (the "Commission") under the *Municipalities Continuing Disclosure Cooperative Initiative* (the "MCDC Initiative") and if the Division recommended enforcement proceedings and settlement terms in that connection, then the Compliance Officer shall also be responsible, with assistance from its dissemination agent, counsel, and/or other agents of the Issuer, for implementing the undertakings required by such settlement. A list of these "undertakings" is set forth in the Division's announcement describing the MCDC Initiative: <http://www.sec.gov/divisions/enforce/municipalities-continuing-disclosure-cooperation-initiative.shtml>.

H. Record Retention

The Compliance Officer shall retain documentation evidencing the Issuer's annual reviews and its reviews of Official Statements in connection with new offerings as set forth above. This Issuer shall retain this documentation, for each Continuing Disclosure Agreement, for the period that the related bonds or notes are outstanding.

I. Annual Review Checklist

The Compliance Officer may (or may not) choose to use and retain the attached Annual Review Checklist to assist in implementing these Procedures.

CONTINUING DISCLOSURE ANNUAL REVIEW CHECKLIST

1. Fiscal Year Ending: _____

2. Compliance Officer: _____

3. Checklist Completion Date: _____

4. Bonds/Notes for which there are Currently Effective Continuing Disclosure Agreements
- Attach Agreements:

\$ _____, _____, dated _____, 20__

5. Have any new Bonds or Notes subject to Continuing Disclosure Been Issued this Year?

_____ No

_____ Yes (Add Agreement to Set of Currently Effective Continuing Disclosure Agreements)

If Yes, did the Compliance Officer review the Official Statement's Description of the Issuer's Continuing Disclosure Compliance History within the Prior 5 Years? **Circle: Y / N** (If N, review and discuss any issues with counsel.)

6. Have any Bonds or Notes subject to Continuing Disclosure Been Completely Paid or Redeemed this Year?

_____ No

_____ Yes (Remove Agreement from Set of Currently Effective Continuing Disclosure Agreements)

7. (a) Has the Compliance Officer Review the Annual Continuing Disclosure Filing to Ensure that all Necessary Financial Statements, Financial Information and Operating Data is Included?

_____ Yes

_____ No (Compliance Officer must review the Annual Continuing Disclosure Filing)

(b) For purposes of this review, please keep in mind:

	Checked?
Different Continuing Disclosure Agreements may require different information to be file (so check each one)	Y / N
Different Continuing Disclosure Agreements may have different filing timing requirements (so check each one).	Y / N

Have any of the Following Events Occurred this Year?

Event	Circle
1. Principal and interest payment delinquencies	Y / N
2. Non-payment related defaults, if material	Y / N
3. Unscheduled draws on debt service reserves reflecting financial difficulties	Y / N
4. Unscheduled draws on credit enhancements reflecting financial difficulties	Y / N
5. Substitution of credit or liquidity providers, or their failure to perform	Y / N
6. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Issuer's bonds or notes, or other material events affecting the tax status of the Issuer's bonds or notes	Y / N
7. Modification to rights of holders of the Issuer's bonds or notes, if material	Y / N
8. Calls of the Issuer's bonds or notes, if material, and tender offers	Y / N
9. Defeasances of the Issuer's bonds or notes	Y / N
10. Release, substitution or sale of property securing repayment of the Issuer's bonds or notes, if material	Y / N
11. Rating changes	Y / N

12. Bankruptcy, insolvency, receivership or similar event of the Issuer Y / N
13. The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material Y / N
14. Appointment of a successor or additional trustee or the change of name of a trustee, if material Y / N

If any such Event Occurred, was Proper Notice Provided?

_____ Yes

_____ No (Call your dissemination agent or counsel immediately to discuss)

_____ N/A

Has the Issuer Retained a Dissemination Agent? (i.e., a Paid Third Party that Assists with Filings)

_____ Yes: Name/Contact: _____

_____ No

RESOLUTION OF THE FINANCE COMMITTEE

Authorizing a 2015 Budget Modification to Fund the Purchase of up to 5 used buses for a total not to exceed \$22,000

Committee Action:

Fiscal Impact: \$22,000

File Number:

Date Introduced:

RESOLUTION

WHEREAS, the Metro Ride bus fleet consists of 19 transit buses; and

WHEREAS, 20 transit buses are necessary to provide Metro Ride bus routes during the school year; and

WHEREAS, insufficient spare buses are available to facilitate preventive maintenance tasks and unscheduled mechanical failures; and

WHEREAS, Metro Ride desires to bid on used buses when they become available; and

WHEREAS, the Finance Committee has reviewed and recommends a budget amendment to purchase up to 5 buses at a cost not to exceed \$22,000 to be funded by Metro Ride Fund reserves;

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau, that the proper City Official(s) be hereby authorized and directed to fund the purchase of up to 5 used buses for an amount not to exceed \$22,000 164-11650 and funding to come from Metro Ride Fund reserves 164-30003.

BE IT FURTHER RESOLVED these Vehicles shall be included in City of Wausau equipment inventory records and maintained in accordance and in compliance with FTA requirements.

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

Approved:

James E. Tipple, Mayor

CITY OF WAUSAU 2015 BUDGET
GENERAL FUND STATEMENT OF REVENUES AND EXPENDITURES
BUDGET AND ACTUAL
June 30, 2015
NARRATIVE

REVENUES

Below is a description of notable items.

Other Taxes – In 2014 the City received an omitted tax payment of \$42,340 which is not a regularly occurring payment.

Municipal Services – The City receives an annual payment for the state and this account will fall short of budget by \$10,990.

Other Grants – The 2014 included the tree grant the parks department received which is not a recurring grant. The balance of the short fall from 2014 YTD is due to the ending of the police department domestic violence abuse grant that ended June 2014.

Licenses – Last year the City had a significant number of the five year burning permits renew \$13,500. Fewer burning permit licenses will be expiring this year. The budget for burning permits is \$8,000 the actual revenue to date is \$10,000.

Permits – Building permits are showing a positive variance from 2014 but it is unknown at this time whether they will meet the budget projections. 2014 total revenue was \$181,803.

Fines, Forfeitures and Penalties – This revenue is down \$5,000 from the collections of June 2014. We dropped the 2015 budget as compared to the 2014 budget but this may not have been sufficient as the 2014 actual revenues were \$355,000. Based upon the past two year trends this revenue will fall short of budget by \$40,000.

Public Charges General Government – 2014 revenues included the fee for exempt not-for-profit reports which are a biennial filing. No budget problems are expected.

Public Charges Public Safety – Currently revenues looking good exceeding both 2014 and budget projections. Strong EMS Collections to date.

Public Charges Streets – 2015 revenues appear down from 2014 and represents a sidewalk shoveling charged to downtown property owners. The amount billed is down due to lack of snow.

Public Charges Recreation – it appears that 2015 revenues will lag 2014 revenues for winter recreation by about \$12,000. This is likely due to the cold weather, limited snow and the abrupt end to winter. Overall we did not meet the 2014 revenue budget of \$139,800 and could experience greater shortages in 2015 due to an increased budget. The unanticipated closing of Memorial Pool will also decrease revenues but expenses should also decrease mitigating the financial impact to the city. In addition, while the County has not turned over revenues yet it appears that concessions and attendance at Kaiser is exceeding all expectations. The 2015 revenues are also exceeding 2014 due to timing of revenue payment from the County.

Public Charges Public Areas –This area contains a budget of \$60,000 for sponsorship revenue. No revenues have been realized to date. The timing of 2015 payments from the county is ahead of 2014.

Intergovernmental Charges for Services – No expected budget difficulties expected at this time.

Interest on General Investments – The 2014 and 2015 interest reflects timing of maturities and related interest. This income could produce a budget shortfall.

Miscellaneous Revenues – No expected budget difficulties expected at this time.

Other Financing Sources - No expected budget difficulties expected at this time. PILOT from the utility is being posted monthly in 2015 rather than at yearend.

EXPENSES

The budget to date appears in line with the budget with 51% of the budget spent and 58% of the year complete. In addition the expenses to date of \$16,452,784 are \$934,158 less than July of 2014. One cause for this positive variance is the delay in park reimbursements of \$261,369 which would shrink the prior to current year variance.

Unclassified – This account contains that tax payment to Sears for \$86,419.

Fire – May have a few line items with issues. Other professional services funds the billing costs for EMS which is a percent of revenues. Since revenues are running high this account will too.

Ambulance – Lab supplies are nearly exhausted.

Transportation and Streets – These accounts reflect the minimal snowfall in 2015. Expenses are in excess of \$700,000 less than 2014.

BUDGET RISKS - \$257,409

- Sponsorship Revenues \$60,000
- Municipal Service Revenues \$10,990
- Building Permit Revenue \$Unknown
- Fines and Forfeitures \$40,000
- Park Revenue \$15,000
- Tax Payments \$86,419
- EMS Lab Supplies \$25,000
- Ambulance Billing Costs will depend upon continued high collections
- Interest Income \$20,000

CITY OF WAUSAU, WISCONSIN
GENERAL FUND
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL
Period Ended July 31, 2015

	Budgeted Amounts		Actual	Variance with	2014
	Original	Final		Final Budget	Actual
TAXES					
General property taxes	\$ 16,200,627	\$ 16,200,627	\$ 16,200,627	\$ -	\$ 15,843,883
Mobile home parking fees	28,000	28,000	17,848	(10,152)	18,990
Payments in lieu of taxes	115,000	115,000	2,900	(112,100)	2,024
Other taxes	<u>67,709</u>	<u>67,709</u>	<u>63,100</u>	<u>(4,609)</u>	<u>101,421</u>
Total Taxes	<u>16,411,336</u>	<u>16,411,336</u>	<u>16,284,475</u>	<u>(126,861)</u>	<u>15,966,318</u>
INTERGOVERNMENTAL					
State shared taxes	4,434,045	4,434,045	986,256	(3,447,789)	1,059,633
Expenditure restraint	771,566	771,566	771,566	-	755,879
Fire insurance tax	105,000	105,000	102,678	(2,322)	104,834
Municipal services	195,000	195,000	184,010	(10,990)	195,507
Transportation aids	2,541,749	2,541,749	1,902,988	(638,761)	1,781,293
Other grants	<u>123,834</u>	<u>123,834</u>	<u>121,440</u>	<u>(2,394)</u>	<u>160,753</u>
Total Intergovernmental	<u>8,171,194</u>	<u>8,171,194</u>	<u>4,068,938</u>	<u>(4,102,256)</u>	<u>4,057,899</u>
LICENSES AND PERMITS					
Licenses	175,531	175,531	161,904	(13,627)	166,545
Franchise fees	340,000	340,000	60,360	(279,640)	95,694
Permits	<u>227,519</u>	<u>227,519</u>	<u>118,641</u>	<u>(108,878)</u>	<u>98,067</u>
Total Licenses and Permits	<u>743,050</u>	<u>743,050</u>	<u>340,905</u>	<u>(402,145)</u>	<u>360,306</u>
FINES, FORFEITURES AND PENALTIES					
	<u>398,000</u>	<u>398,000</u>	<u>212,966</u>	<u>(185,034)</u>	<u>242,422</u>
PUBLIC CHARGES FOR SERVICES					
General government	67,300	67,300	47,116	(20,184)	42,993
Public safety	1,377,200	1,377,200	883,725	(493,475)	745,959
Streets and related facilities	79,971	79,971	99,886	19,915	106,883
Recreation	144,700	144,700	83,178	(61,522)	63,834
Public areas	<u>159,479</u>	<u>159,479</u>	<u>50,070</u>	<u>(109,409)</u>	<u>33,075</u>
Total Public Charges for Services	<u>1,828,650</u>	<u>1,828,650</u>	<u>1,163,975</u>	<u>(664,675)</u>	<u>992,744</u>
INTERGOVERNMENTAL CHARGES FOR SERVICES					
State and federal reimbursements	11,340	11,340	180	(11,160)	160
County and other municipalities	236,264	239,514	67,109	(172,405)	62,773
City departments	<u>1,249,432</u>	<u>1,249,432</u>	<u>11,374</u>	<u>(1,238,058)</u>	<u>18,956</u>
Total Intergovernmental Charges for Services	<u>1,497,036</u>	<u>1,500,286</u>	<u>78,663</u>	<u>(1,421,623)</u>	<u>81,889</u>

CITY OF WAUSAU, WISCONSIN
GENERAL FUND
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL (Continued)
Period Ended July 31, 2015

	Budgeted Amounts		Actual	Variance with	2014
	Original	Final		Final Budget	Actual
COMMERCIAL					
Interest on general investments	\$ 260,000	\$ 260,000	\$ 121,499	\$ (138,501)	\$ 172,699
Interest on special assessments	15,000	15,000	599	(14,401)	91
Other interest	<u>19,000</u>	<u>19,000</u>	<u>25,103</u>	<u>6,103</u>	<u>7,482</u>
Total Commercial	<u>294,000</u>	<u>294,000</u>	<u>147,201</u>	<u>(146,799)</u>	<u>180,272</u>
MISCELLANEOUS REVENUES					
Rent of land and buildings	210,100	210,100	144,346	(65,754)	116,583
Sale of City property/loss compensation	12,500	12,500	17,859	5,359	9,563
Other miscellaneous revenues	<u>110,022</u>	<u>110,022</u>	<u>23,620</u>	<u>(86,402)</u>	<u>15,480</u>
Total Miscellaneous Revenues	<u>332,622</u>	<u>332,622</u>	<u>185,825</u>	<u>(146,797)</u>	<u>141,626</u>
OTHER FINANCING SOURCES					
Transfers in	<u>1,897,000</u>	<u>1,897,000</u>	<u>869,962</u>	<u>(1,027,038)</u>	<u>-</u>
TOTAL REVENUES AND OTHER FINANCING SOURCES					
	<u>\$ 31,572,888</u>	<u>\$ 31,576,138</u>	<u>\$ 23,352,910</u>	<u>\$ (8,223,228)</u>	<u>\$ 22,023,476</u>

CITY OF WAUSAU, WISCONSIN
GENERAL FUND
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
Period Ended July 31, 2015

	Budgeted Amounts		Actual	Variance with Final Budget	2014 Actual
	Original	Final			
GENERAL GOVERNMENT					
City Council	\$ 112,122	\$ 102,122	\$ 45,034	\$ 57,088	\$ 47,164
Mayor	203,263	203,263	110,249	93,014	128,003
City Promotion	124,600	124,600	57,801	66,799	86,992
Finance department	471,638	471,638	290,751	180,887	270,401
Data processing	696,369	696,369	412,610	283,759	430,322
City clerk/customer service	492,398	492,398	272,162	220,236	272,867
Elections	34,950	34,950	17,802	17,148	22,457
Assessor	595,907	595,907	302,151	293,756	344,622
City attorney	490,025	490,025	237,976	252,049	254,499
Municipal court	128,529	128,529	64,364	64,165	74,878
Human resources	293,937	293,937	181,114	112,823	196,487
City hall and other municipal buildings	321,523	321,523	163,996	157,527	170,094
Unclassified	32,000	135,192	112,216	22,976	13,006
Total General Government	3,997,261	4,090,453	2,268,226	1,822,227	2,311,792
PUBLIC SAFETY					
Police department	8,973,536	8,968,536	4,843,570	4,124,966	4,674,881
Fire department	3,431,816	3,431,816	1,999,378	1,432,438	1,859,001
Ambulance	2,991,652	2,999,902	1,533,079	1,466,823	1,620,502
Inspections and electrical systems	705,394	705,394	371,261	334,133	360,551
Total Public Safety	16,102,398	16,105,648	8,747,288	7,358,360	8,514,935
TRANSPORTATION AND STREETS					
Engineering	1,401,003	1,401,003	745,992	655,011	793,597
Department of public works	6,082,730	6,084,430	3,176,358	2,908,072	3,956,135
Total Transportation and Streets	7,483,733	7,485,433	3,922,350	3,563,083	4,749,732
SANITATION, HEALTH AND WELFARE					
Garbage and refuse collection	1,537,400	1,537,400	761,071	776,329	741,138
NATURAL RESOURCES/RECREATION					
Parks and recreation	2,452,096	2,460,396	753,849	1,706,547	1,069,345
TOTAL EXPENDITURES	\$ 31,572,888	\$ 31,679,330	\$ 16,452,784	\$ 15,226,546	\$ 17,386,942

CITY OF WAUSAU, WISCONSIN
GENERAL FUND
SUMMARY OF BUDGET MODIFICATIONS
Period Ended July 31, 2015

BUDGET REVENUES RECONCILIATION

2015 ADOPTED BUDGET	\$ 31,572,888
Budget modification for Police Department for sale of sniper rifle	<u>3,250</u>
2015 MODIFIED BUDGET	<u>\$ 31,576,138</u>

BUDGET EXPENDITURES RECONCILIATION

2015 ADOPTED BUDGET	\$ 31,572,888
Resolution 12-0313 Budget modification for settlement of tax claims by Sears Holdings Corporation	86,419
Budget modification for Police Department for use of sniper rifle proceeds for SWAT equipment	3,250
Resolution 15-0406 Budget modification for settlement of tax claim by Associated Bank	<u>16,773</u>
2015 MODIFIED BUDGET	<u>\$ 31,679,330</u>

RESOLUTION OF THE FINANCE COMMITTEE

Approving Pierringer Release and Settlement of Claims – Heather Detjens vs. Lorrie Jehn et al (City of Wausau), Marathon County Case No. 13CV401 and approving 2015 budget modification for same

Committee Action: Pending

Fiscal Impact: \$17,500 payment to Plaintiff, Heather Detjens

File Number:

Date Introduced: September 8, 2015

FISCAL IMPACT SUMMARY

COSTS		Yes	No	Amount:
	<i>Budget Neutral</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<i>Included in Budget:</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Budget Source:</i>
	<i>One-time Costs:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Amount: \$17,500</i>
	<i>Recurring Costs:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Amount:</i>
SOURCE		Yes	No	Amount:
	<i>Fee Financed:</i>	<input type="checkbox"/>	<input type="checkbox"/>	
	<i>Grant Financed:</i>	<input type="checkbox"/>	<input type="checkbox"/>	
	<i>Debt Financed:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Annual Retirement</i>
	<i>TID Financed:</i>	<input type="checkbox"/>	<input type="checkbox"/>	
<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, a Notice of Injury was filed by Warshafsky, Rotter, Tarnoff & Bloch, S.C. on behalf of Heather Detjens with the city on September 28, 2010, regarding a dog bite; and

WHEREAS, a Claim for Damages dated May 16, 2013 was filed with the city; however no action was taken on this claim; and

WHEREAS, a Summons and Complaint was filed in Marathon County Circuit Court, Case No. 13CV401, on May 17, 2013 and a subsequent amended Summons and Complaint naming the City of Wausau was filed on September 16, 2013; and

WHEREAS, on August 11, 2015, the Common Council discussed, in closed session, a possible settlement offer; and

WHEREAS, on September 8, 2015, the Finance Committee recommended approval of the proposed Pierringer Release and Settlement of Claims and also a budget modification in the amount of \$17,500.

NOW, THEREFORE, BE IT RESOLVED the Common Council of the City of Wausau does hereby approve the settlement through the Pierringer Release and Settlement of Claims and authorizes the payment of such settlement.

BE IT FURTHER RESOLVED by the Common Council of the City of Wausau that the proper City officials be and are hereby authorized and directed to modify and increase the 2015 budget as follows:
171-155095195 Insurance Deductible Payments – General Liability \$17,500

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

Approved:

James E. Tipple, Mayor

TRANSFER OF FUNDS/CHANGE OF PURPOSE REQUEST FORM

Requested: Eric Lindman

Dept: DPWU

Date: 9/1/15

Reviewed by Finance:

Date:

Reviewed by Mayor:

Date:

Transfer Explanation and Justification:

Street Projects: Adjustments to allow proper management of projects and quantity adjustments as necessary for actual quantities installed.

Water Projects: Three proposed capital water projects are not going to be completed this year as budgeted. Distribute these funds to cover projects that came in over budget and complete a project of higher priority not originally budgeted for 2015.

FROM / TO	ACCOUNT NUMBER	ACCOUNT NAME	\$ AMOUNT
TRANSFER OF FUNDS			
From	150-232698230	Asphalt Paving Project	-\$32,154.00
To	150-236598290	Concrete Repair Project	\$17,054.00
To	150-232098230	Project A – Street Reconstruction	\$2,600.00
To	150-232098230	Project B – Street Reconstruction	\$3,000.00
To	150-232098230	Project B – Storm Sewer Construction	\$1,000.00
To	150-232098230	Project D – Street Reconstruction	\$2,500.00
To	150-232098230	Project D – Storm Sewer Construction	\$1,500.00
To	150-232098230	Project E – Street Reconstruction	\$2,000.00
To	150-232098230	Project E – Storm Sewer Construction	\$2,500.00
From	No Account #	17 th Ave Bridge St WM Repair 2 nd Ave (Stewart to Elm) WM Plant Computer/SCADA Upgrade	-\$85,000
To	161-14043	Brown Street Tower Painting	\$15,000.00
To	161-16462	Water Meter Replacement Project	\$15,000.00
To		Highland Tank Mixer (New Project)	\$55,000.00

COMMENTS:

Fin. Committee Approval Denial Date: _____ Council Approval Denial Date: _____

INFORMATIONAL REPORT ON BUDGET MODIFICATIONS OF \$5,000 OR LESS

Department	Budget	Budget Modification	Amount	Purpose
MetroRide	Capital Budget	Change of Purpose	\$3,979	To fund project shortage for Hoist Project
Assessment	Operating Budget	Transfer of Funds	\$2,000	To fund additional office supplies from Travel for Revaluation
Human Resources	Operating Budget	Transfer of Funds	\$2,000	To fund additional training from professional services