



# OFFICIAL NOTICE AND AGENDA

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

Meeting of: **FINANCE COMMITTEE**  
 Date/Time: **Tuesday, May 10, 2016 at 5:30 PM**  
 Location: **City Hall, 2nd Floor Board Room**  
 Members: Karen Kellbach, Dave Nutting, Lisa Rasmussen, Joe Gehin, Dennis Smith

## 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) (4/07/16, 4/12/16)
- 3 PowerPoint presentation regarding 2015 Pre-audit financial results all funds Groat
- 4 Discussion and possible action on modification of the budget policy to provide budget modification oversight of the Water and Sewer Utility Funds to the Water Utility Commission Lindman
- 5 Discussion and possible action to authorize the execution of a contract with Walker Parking Consultants for design and engineering services for the Dudley Sky Walk and the related sole source purchase and budget modification Lindman
- 6 Discussion and possible action regarding request by Man-of-Honor Society to waive the permit fee of \$100 for Fireworks Display and \$10 for a Temporary Class B (picnic) license.
- 7 Discussion and possible action on accepting the appraisals for properties for the Thomas Street Reconstruction project: Lindman
  - Parcel 19 -1207 W Thomas St
  - Parcel 27 - 1044 South 11th Ave
  - Parcel 336 - 910 W Thomas St
  - Parcel 49 - 702 W Thomas St
  - Parcel 50 - 612 W Thomas St
  - Parcel 58 - 1040 South 5th Ave Lindman
- 8 **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  
 Accepting the appraisals for the following properties for the Thomas Street Reconstruction project:
  - Parcel 19 -1207 W Thomas St
  - Parcel 27 - 1044 South 11th Ave
  - Parcel 336 - 910 W Thomas St
  - Parcel 49 - 702 W Thomas St
  - Parcel 50 - 612 W Thomas St
  - Parcel 58 - 1040 South 5th Ave

Adjournment

Lisa Rasmussen Chair

**IMPORTANT: THREE (3) MEMBERS NEEDED FOR A QUORUM:** If you are unable to attend the meeting, please notify Mary by calling (715)261-6621 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 05/04/16 @ 4:00 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: Peckham, Wagner, Neal, Gisselman, McElhaney, Abitz), \*Mielke, \*Jacobson, \*Groat, Rayala, Department Heads

**JOINT FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE**

Date and Time: Thursday, April 7, 2016 @ 5:00 pm., Board Room

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

ED Members Present: Nagle (C), Rasmussen, Nutting, Wagner, Neal

Others Present: Tipple, Groat, Lindman, Jacobson, Ray, Kujawa, Schock, Stratz, Lepinski, Goede, and other interested parties.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. The Economic Development Committee was in session when the Finance Committee joined the meeting and was called to order by Chairperson Oberbeck.

**8. JOINT ITEM: Discussion and Possible Action on the East Riverfront Frantz Community Investors Final Plan and Proposal**

Frantz and Schock updated the committee on the progress of the East River Front proposal. They are currently working on the financials for leasing and construction of the project. Frantz stated there is lots of interest already in the office space available and some good interest in the retail and residential part as well.

*ED Committee*

Motion by Rasmussen, second by Neal motioned to accept this concept as the plan document and at future meetings detail analysis of financials and any requests of the City can be brought forward. Motion carried unanimously 5-0.

*Finance Committee* - No action taken.

**7. JOINT ITEM: Presentation and Discussion on the Proposed Greenwood Hills Senior Living Complex Opportunity.**

There was a lengthy presentation given by Sebe Fust on a proposed resort style senior living facility at Greenwood Hills. He indicated they were still in the discovery phase and needed to have a market study done. They are looking for TIF financing for a proposed 90 unit complex; 36 units will be independent living and 54 will be assisted living. Rents would start at \$3500 a month; private pay, no Medicare. He reviewed all of the amenities that will be provided. Rasmussen noted that Greenwood Hills is not in a TID, so one would have to be created. Further discussion will be done in closed session.

**9. JOINT ITEM: Discussion and Possible Action on the Request for Assistance for the Properties at 601-607 North Third Street**

Dave Johnson and Kevin Korpela of Downtown Grocery were present and indicated they got the final bank commitment today and needed some additional help from the city. They provided three different funding options for committee consideration. One request of the commitment is that payments be deferred for three years and money is committed up front. Schock indicated we have the funds in the commercial rehabilitation account to facilitate this project. He stated they are looking to fill a gap that is \$250,000; which would be \$150,000 loan from the city and \$100,000 from McDevco. Further discussion will be done in closed session.

**10. JOINT ITEM: Discussion and Possible Action on the Proposal Received for the River East Brownstones Project (1304-1308 Third Street)**

Jason Blenker summarized they put together two additional options in addition to the one included in our original proposal. Both are similar, asking for a 0% construction loan in varying amounts depending on which option, with balances to be repaid and some of it to be forgiven. In our final option we are looking to possibly increase the size of the project, understanding that there are some other properties that we may be able to gain access to. Further discussion will take place in closed session.

**11. JOINT 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:**

- **Proposed Greenwood Hills Senior Living Complex Opportunity**
- **Request for Assistance for the Properties at 601-607 North Third Street**
- **Proposal Received for the River East Brownstones Project (1304-1308 Third Street)**

ED Committee

Motion by Neal, second by Nutting for Economic Development Committee to convene in Closed Session. Roll Call Vote: Ayes: Nagle, Nutting, Rasmussen, Wagner, Neal. Noes: 0. Motion carried 5-0.

Finance Committee

Motion by Nutting, second by Kellbach for Finance committee to convene into Closed Session. Roll Call Vote: Ayes: Nagle, Nutting, Mielke, Kellbach, Oberbeck. Noes: 0. Motion carried 5-0

**RECONVENED into Open Session to take action on Closed Session items.**

**Request for Assistance for the Properties at 601-607 North Third Street**

ED Committee

Motion by Rasmussen, second by Neal to approve Option C as presented under the current terms of the Commercial Rehab program for the project at 601-607 N 3<sup>rd</sup> St. (Downtown Grocery). Motion carried 5-0.

Finance Committee - No action taken.

**Proposal Received for the River East Brownstones Project (1304-1308 Third Street)**

ED Committee

Motion by Rasmussen, second by Neal to approve Option #3 for Blenker as presented, funds will be split from TID #2 housing stock funds and the fund account set up from the refinance of the mall; and recommend to the Plan Commission as part of the UDD zoning that they incorporate varied design elements into the façade. Motion carried 5-0.

Finance Committee

Motion by Kellbach, second by Nutting to approve Option #3 for Blenker as presented, funds will be split from TID #2 housing stock funds and the fund account set up from the refinance of the mall; and recommend to the Plan Commission as part of the UDD zoning that they incorporate varied design elements into the façade. Motion carried 5-0.

**Adjournment of ED Committee**

Motion by Wagner, second by Neal to adjourn the Economic Development Committee. Motion carried unanimously. ED adjourned at 6:40 pm.

**Public Comment**

None.

**Authorizing a Community Development Application to Wisconsin Housing and Economic Development Authority's (WHEDA) Foundation Grant**

Tammy Stratz stated the city owns a property at 1408 Bissell Street which is a group home facility of six units for severely disabled males. She explained in the back of the property there is a back deck that residents have utilized for getting outdoors and it is also a handicapped accessible exit. The deck porch area has been deteriorating and we have been maintaining it, but it needs to be rebuilt. She indicated we have an opportunity to apply for WHEDA Foundation funds of up to \$25,000 and if we are successful we would like to rebuild the deck in a composite type, maintenance free material so we don't have to continue to put money into it. She requested permission to apply for the grant.

Motion by Mielke, second by Kellbach to approve the application to WHEDA grant. Motion carried 5-0.

**Discussion and possible action regarding the 2016 room tax grant awards and related budget modification**

Groat stated we have a two times per year allocation process; continuing appropriations received approval last fall which were incorporated into the 2016 budget. She referred to the summary of those that have submitted requests through the spring of 2016. She indicated there are a couple of new requests: Wausau Events has submitted a request for a Beer & Bacon Festival; Wausau Symphony Band has submitted a request for \$4,000; and Main Street Dining Week submitted a request for \$2,000. She stated if they funded all of the requests there would be a projected deficit of \$26,000, based on estimated revenue of \$750,000. She noted the 2015 Room Tax collection was \$845,000, so we do have a very conservative revenue estimate.

Groat pointed out this is the last year they will be giving grants because effective January 1, 2017, it is taken out of the city's hands. The CVB will be receiving the funds, but the city will keep 30%. Discussion followed.

Motion by Nagle, second by Mielke to allocate the room tax requests as presented and approve the related budget modification. Motion carried 5-0.

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

Chief Kujawa requested direction as to what she should do to get this project on the calendar. Rasmussen suggested taking it back through CIP again. Kujawa was concerned it would not be ranked high enough in CIP, delaying it even longer. Discussion followed.

Motion by Nagle, second by Nutting to approve a resolution authorizing the procurement of consulting services beginning in 2017, and commit to putting it in the budget. Motion carried 5-0

**Discussion and possible action on modification of the budget policy to provide budget modification oversight of the Water and Sewer Utility Funds to the Water Utility Commission**

Oberbeck questioned why the city council would not have oversight of the Water Commission when they modify the budget. Groat stated the purpose of this item is to start a conversation, because the state statutes seem to give utility commissions more authority than the City of Wausau has recognized in the past, particularly when it comes to the finances of the utility. Currently the utility commission approves the budget modification as it's outlined in the state statutes and in our municipal code; then it comes to Finance Committee and then, on to Common Council. She questioned if they would like to mitigate some of that red tape by taking it directly from the commission to Council, eliminating one step. Another option would be to delegate all of the authority for budget modification to the Water and Sewer Commission.

Lindman stated the ordinance states that the utility commission has the financial authority to do this; they can let bids and do contracts. He felt if they were going to make the decisions come through Finance, then they would need to amend the ordinance. He noted the utilities generate revenue for the utility; they maintain their own financial records and they are brought monthly to the commission meetings. He recommended taking modifications from the commission directly to Council.

Motion by Mielke, second by Kellbach to remove the Finance Committee from the process and go directly from the commission to the Council. Approved 5-0.

**Discussion and possible action regarding budget modification Walgreens 2015 excessive taxes**

Groat explained when they approved the agreement for excessive taxes with Walgreens the 2015 tax bills weren't developed yet, so we didn't know what the taxes were going to be. The agreement stated that we will pay them any increase in value over \$2.2 million, which will represent about a \$60,058.47 refund. We did not anticipate this in the budget because it was already approved, so this is a modification. She noted the law now states we will be reimbursed by the other taxing entities, so our share is actually approximately \$20,000. She indicated it would come from the Contingency Fund for our net amount.

Motion by Nagle, second by Mielke to approve the budget modification for Walgreens excessive taxes. Motion carried 5-0.

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

Groat stated they haven't seen a big change from the preliminary requests; revenue is exceeding the budget by \$24,825. Our profit for the year is approximately \$562,000 for the year. *The narrative report can be accessed on the city's website.*

**Adjournment**

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

## **FINANCE COMMITTEE**

Date and Time: Tuesday, April 12, 2016 @ 5:00 pm., Council Chambers

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

Others Present: Tipple, Groat, Lindman, Jacobson, Ray, Rubow, Stratz, Barnes, Hite, Gisselman, Goede

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**

- 1) Jessica Bargender, 1118 W Thomas St, spoke regarding the sale of her property for the Thomas Street Project and requested full buyout for safety reasons.
- 2) Chris Bargender, 1118 W Thomas St, pointed there have been several accidents in this area and he felt full buyout is the only option for them. He noted his job requires him to be a resident of that community.
- 3) Carol Wesley, Achieve Center, spoke regarding a refund of the unlawful 2015 tax for the Achieve Center.
- 4) Attorney David Edquist, spoke on behalf of the Achieve Center, asserting that it is a benevolent organization.

### **Minutes of previous meeting(s). (3/22/2016)**

*Withdrawn.*

### **Presentation on Perpetual Care Trust Fund – Wausau Cemetery Association**

Jacobson stated on October 5, 2015 they selected Associated Bank as the new trustee for our cemetery trust fund agreement. She explained paragraph 8 of that agreement states that there shall be an annual review of the trust account and the investment guidelines conducted by the trustee, a representative of the city and a representative of the Wausau Cemetery Association. She noted although they have only been trustee for about a quarter, they wanted to provide an updated report. She introduced Tyson Kane and Robin Bedessem from Associated Bank who provided a detailed report on the portfolio.

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

Jeremy Ray provided a history of the time and research given to the Achieve Center's exemption request. It was determined that the good work of the Achieve Center does not rise to the levels required by statutes and case law to be considered "benevolent." Due to the Achieve Center's filing of unlawful tax, they did even more research and consulted outside counsel and again it was determined they should not be considered exempt. He stated it was the Assessment Department's recommendation that this claim be disallowed.

Oberbeck questioned what level the center has to achieve before it would be considered exempt. Ray stated the statutes and case law really don't give a specific percentage of free services or income from donations, but based on discussion with other assessors, it would need to be in the majority of their services, not the minority. Rick Rubow pointed out the information they requested from the Achieve Center has changed multiple times. We kept on getting different information on the financing and the percentage of free services and some information regarding a sliding scale we did not receive at all. Rubow pointed out 89% of Achieve Center's monies received comes from market rates and only 11% are at a sliding scale or reduced. He explained typically organizations claiming exemption have more than 50% of their monies comes from gifts or contributions and they are offering more of a free service. Nagle felt they met the benevolent test because they reinvest the profit back into the services.

Jacobson noted the Council does not have the authority to declare them exempt from future property taxes but they can grant the claim this year for unlawful taxes paid. She reiterated the burden of proof is on them and we accepted a late filing as well as kept asking for information from them that was unsubstantiated by any financial reports or policies. She indicated she agreed with staff and it was also her recommendation that they disallow the claim.

Motion by Nutting, second by Nagle to approve the alleged claim by Achieve Center, Inc., for recovery of unlawful tax. Motion failed 2-3.

**Resolution Awarding the Sale of \$8,825,000 General Obligation Promissory Notes, Series 2016A**

Jim Mann, Ehlers & Associates, provided the financial results of the three sales conducted today on the city's behalf. He stated they received four bids on Series 2016A, the low bidder was Hutchinson, Schokey Erley & Co., out of Chicago, IL, at true interest cost of 1.55%. The results will end up impacting the city taxpayers approximately \$140,000 less than what we had shown in our planning document. He noted these notes were for general city projects, street improvements, etc.

Motion by Mielke, second by Nagle to approve the sale of \$8,825,000 General Obligation Promissory Notes, Series 2016A. Motion carried 5-0.

**Resolution Awarding the Sale of \$6,630,000 General Obligation Corporate Purpose Bonds, Series 2016B**

Mann stated the purpose for these bonds was for tax increment district related as well as the refurbishment of one of the pools. We received five bids on Series 2016B, with the low bidder, Bank of America Merrill Lynch, with a true interest cost of 2.45%. The overall interest rate ended up being approximately \$270,000 less in cost than what we originally showed in the planning document.

Motion by Nutting, second by Mielke to approve the sale of \$6,630,000 General Obligation Corporate Purpose Bonds, Series 2016B. Motion carried 5-0.

**Resolution Awarding the Sale of \$4,755,000 Taxable General Obligation Community Development Bonds, Series 2016C**

Mann stated this taxable issue was primarily for tax increment work in the city. We received seven bids, with the low bidder being Piper Jaffrey & Co., with a blended rate of 2.05%. This resulted in approximately \$250,000 less in overall costs.

Motion by Kellbach, second by Nutting to approve the sale of \$4,755,000 Taxable General Obligation Community Development Bonds, Series 2016C. Motion carried 5-0.

**Discussion and possible action regarding the sale of excess personal property of the Police Department and the commitment of the proceeds for the Wausau Police Dpt Firearms Range**

Captain Matt Barnes stated we have an ordinance in the WMC that dictates how we can sell property in the Wausau Police Department. He explained it requires auctions to be used and some different advertising that would have to happen in order for a sale to occur. He stated one of the items that the police department purchased somewhere in 1931 to 1933, is a Thompson submachine gun. It has been sitting in our armory and is in mint condition. He indicated they would like to sell this firearm and use the proceeds to serve the needs of our department and our training requirements. He indicated the sale could fund a new building at our training facility that would allow us to have heat, water, and an indoor bathroom. He referred to the pictures of the current facility that lacks these things. He estimated \$35,000 - \$50,000 to build and insulate a garage with water and a small bathroom.

Barnes stated the ordinance requires us to use this auction, but they went to numerous dealers and research on the Internet and found that the value of the gun is \$15,000 to \$35,000. He did not want to use an action because an auction would cost \$5,000 to \$10,000. They were given an estimate of \$25,000 at auction, leaving us with \$15,000. He stated we have a third party offer to purchase it for \$35,000, who has the correct FFL license to purchase it through the ATF. The authorization to bypass the municipal code would allow us to sell this at the absolute best value to the city, without paying \$5,000 and \$10,000 fees to auction houses. He noted the pool of individuals who are capable of purchasing a submachine gun legally in the United States is very small, so advertising the sale in the newspaper would be throwing the money away.

Motion by Nagle, second by Mielke to authorize the sale of the Thompson submachine gun and gas grenade launcher exempt from Section 3.14.020 of the municipal code, and put the funds into the appropriate account of the Police Department to further the development of the firearms range. Motion carried 5-0.

**Discussion and possible action regarding a disposal policy for excess or obsolete police department firearms**

Cpt Barnes stated the police currently utilize two types of long guns: shotguns and rifles; each squad is equipped with one of each. We went to AR15 assault rifles about a decade ago and since then very rarely does an officer ever pick a shotgun over the rifle; however, we spend a significant amount of money qualifying ourselves to use a shotgun through the Department of Justice training and standards. He indicated they are interested in selling all the department's shotguns; in addition, we have two types of rifles, both AR15's, one is a short barrel and one is a long barrel. We want to get consistent and have them all be the same and since the long barrel is the oldest, we would like to sell them and replace with 24 new short barrel rifles. He questioned if they wanted to send things like this through an auction, costing about 20%, or would they like the department to ascertain the best price and legal way possible to do it. He noted in this case we already know they are worth \$200-\$300 and all our outlets to sell them are offering us \$50-\$75 less. Barnes was looking for guidance and permission to do business when we have old equipment to replace with new, to be able to sell it without coming to Council or losing the value to an auction.

Jacobson suggested amending the ordinance to create an exemption to allow for sale at the best price to occur. Nutting stated it appears to be obsolete training for obsolete weapons and we should create a one-time exemption.

Motion by Nutting, second by Mielke to authorize a one-time exemption to facilitate the sale of the weapons at the best price. Motion carried 5-0.

**Discussion and possible action on purchasing the following properties for the Thomas Street Reconstruction project: Parcel 9 – 1102 South 13th Ave, Parcel 22 – 1105 West Thomas St, Parcel 24 – 1118 West Thomas St, Parcel 25 – 1112 West Thomas St, Parcel 26 – 1110 West Thomas St, Parcel 27 – 1044 South 11th Ave, Parcels 22-27 - 1100 block of Thomas St.**

Lindman indicated there were six appraisals to consider, noting that Parcel #9 has been approved for a full taking. There are five that are on the 1100 block, which the Finance Committee in September had delayed until the appraisals were done. He pointed out the map shows all of the properties that are proposed for takings, but it doesn't show the strip takings. He stated taking strips along the 1100 block will bring the sidewalk less than 12 feet from the homes and even closer to the stoops and the porches. Oberbeck indicated the committee would meet with the consultant regarding the negotiations of the properties 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 9 – 1102 South 13th Ave, Parcel 22 – 1105 West Thomas St, Parcel 24 – 1118 West Thomas St, Parcel 25 – 1112 West Thomas St, Parcel 26 – 1110 West Thomas St, Parcel 27 – 1044 South 11th Ave, Parcels 22-27 - 1100 block of Thomas St.**

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

**RECONVENED into Open Session to take action deemed necessary on the closed session item.**

Motion by Mielke, second by Nutting to amend the Relocation Plan for the Thomas Street Reconstruction Project to include: Parcel 9 – 1102 South 13th Ave, Parcel 22 – 1105 West Thomas St, Parcel 24 – 1118 West Thomas St, Parcel 25 – 1112 West Thomas St, Parcel 26 – 1110 West Thomas St, Parcel 27 – 1044 South 11th Ave., Parcels 22-27 1100 block of Thomas St. Motion carried 5-0.

**Adjourn**

Motion by Mielke, second by Kellbach to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:45 pm.



**TO: FINANCE COMMITTEE**

**FROM: MARYANNE GROAT**

**DATE: May 5, 2016**

**RE: BUDGET POLICY**

**BACK GROUND INFORMATION**

The Finance Committee and Common Council recently enacted a budget policy change that partially acknowledged the budget authority provided to the Water Commission by the Municipal Code and Wisconsin Statutes. The Director of Public Works is asking the Committee to reconsider the policy modification so that the Water Commission has full authority for budget modifications. This change will align the policy with the Wisconsin Statutes and Municipal Code and all Utility construction projects and operations to be managed in the most efficient manner possible. The portion of the policy to change is shown below and the entire policy is attached.

- In consideration of Wausau Municipal Code Chapter 13.04.030 budget amendments of the Water and Sewer Utility Funds shall be considered by the Water and Sewer Commission without additional approval by the Common Council:
  - New appropriations funded by grants, user fees or other non tax revenues of \$5,001 to 15,000,
  - Transfers of \$5,001 to 15,000 between programs or departments within a fund,
  - Transfers of \$5,001 to 15,000 between projects in the capital budget,
  
- ~~In consideration of Wausau Municipal Code Chapter 13.04 Section 13.04.030 budget amendments of the Water and Sewer Utility Funds shall be considered by the Water and Sewer Commission and require Common Council Approval:~~
  - ~~New appropriations in excess of \$15,000 funded by grants, user fees, or other non tax revenues,~~
  - ~~Transfers in excess of \$15,000 between programs or departments within a fund,~~
  - ~~Transfer in excess of \$15,000 between projects in the capital budget,~~
  - ~~All transfers between funds,~~
  - ~~Transfer from the Contingency Account,~~
  - ~~Transfers from personnel costs to other budgetary line items.~~

# City of Wausau Policies

## **BUDGETARY AND FINANCIAL**

The following policies guide the development of the City annual budget and help manage the financial pressures due to growing demands on city resources and services, while preserving the long-term fiscal stability.

### Budget Communication

Public involvement shall be encouraged in the annual budget process to ensure that the budget aligns with citizen priorities and to promote a well-informed community. An annual budget calendar will be adopted by the Finance Committee to communicate the process and timelines involved.

### Budget Priorities

The City Council shall develop and pass a formal statement of budget priorities at the beginning of each annual budget cycle. The City's annual budget will be developed in accordance with the policies and priorities set forth in the comprehensive plan, the five year strategic financial plan, city council goals, the needs of the community and federal and state laws.

### Budget Process

1. Annually, the Common Council acting as a Committee of the Whole will convene, at their first meeting in March to develop a formal statement of budget priorities for the ensuing year.
2. The Mayor will develop budget directives reflecting the priorities established which will guide departments with the development of their budgets.
3. Department directors have primary responsibility for preparing their budgets in compliance with budget directives.
4. The Mayor will review the departmental budget requests to determine whether they fulfill the budget priorities.
5. The Mayor and staff will develop a proposed budget and submit to the Finance Committee for consideration at the first meeting in October.
6. The Finance Committee will review the budget and make recommendations to the Common Council for approval.
7. A public hearing in compliance with Wisconsin State Statutes will be conducted to obtain final input on the budget prior to Council consideration.

### Basis of Budgeting

The City's budget shall be prepared on a basis consistent with generally accepted accounting principles. Budgets shall be adopted for all funds except trust and agency funds.

### Budget Document

The budget document is an important device for communicating the City's budget priorities and policy decisions. The budget shall be a detailed comprehensive document that outlines council priorities, and provides adequate detail on departmental responsibilities, mission, organizational structure, goals and objectives and financial information. The budget document shall also include a narrative summarizing the major budget issues, a summary of personnel changes and staffing levels, historical information on property taxes and rates and a review of state aids. The budget document will contain detail on the outstanding debt and a summary of the debt retirement by year along with the capital budget.

### Budget Monitoring

The Finance Director will prepare and submit to the Finance Committee a monthly financial report providing a statement of combined revenues and expenses for all funds. The financial report will provide a budget, actual and prior year comparison along with narrative outlining areas of concern or points of interest.

The Finance Director will prepare and submit to the Finance Committee on a quarterly basis a financial forecast of personnel service costs compared to budget accompanied by a narrative outlining areas of concern or interest.

### Five Year Financial Plan

Long term financial forecasts provide insight into potential future financial problems so that action can be taken on a proactive basis. The Finance Department shall maintain a long-term financial forecast of the General Fund and present the report to the Common Council at the beginning of the annual budget process.

### Balanced Budget

General Fund- The General Fund, which is the main operating fund of the City, is required to have a balanced budget, meaning that total anticipated recurring revenues will equal total budgeted recurring expenditures.

Other Funds - Non-general funds shall be considered balanced when budgeted expenditures are equal to or less than the amount of budgeted revenues plus available fund balance. If sufficient funds are not available (such as in a Tax Increment District) a cash flow will be presented to demonstrate the long range financial impact of the deficit.

### Budget Control

The City shall maintain a budgetary control system to ensure adherence to the budget. Department heads are responsible for monitoring their budget and reporting expected budget difficulties to the Finance Director. Budget control is maintained as follows:

- At the overall fund level for all funds,
- At the program level for special revenue, enterprise and internal service funds,
- At the department level for the General Fund,
- At the level of total personnel expense and total other operating expense within each program or department for all operating budgets,
- At the project level for capital budgets.

Proprietary Fund Budgets generally serve as a financial plan with revenues and costs varying with the demand for services.

### Contingency Account

A contingency account of 1.5% of the general fund budget shall be maintained in the operating budget for unanticipated expenditures. If sufficient unexpended balance remains in the current year's contingency account, these funds may be carried over to the following year's budget to meet this requirement.

### Budget Amendments

- The following budget amendments require written approval by the Mayor and Finance Director and shall be reported to the Finance Committee as an informational item:
  - New appropriations funded by grants, user fees or other non-tax revenues of \$5,000 or less,
  - Transfers of \$5,000 or less between programs or departments within a fund,
  - Transfers of \$5,000 or less between projects in the capital budget,Authority granted in this section specifically excludes amendments to use money budgeted for personnel costs for any other purpose.
- The following budget amendments require written approval by the Mayor and Finance Director and approval by the Finance Committee:
  - New appropriations funded by grants, user fees or other non-tax revenues of \$5,001 to 15,000,
  - Transfers of \$5,001 to 15,000 between programs or departments within a fund,
  - Transfers of \$5,001 to 15,000 between projects in the capital budget,
- The following budget amendments shall be considered by the Finance Committee and require Common Council Approval
  - New appropriations in excess of \$15,000 funded by grants, user fees, or other non-tax revenues,
  - Transfers in excess of \$15,000 between programs or departments within a fund,
  - Transfer in excess of \$15,000 between projects in the capital budget,
  - All transfers between funds,
  - Transfer from the Contingency Account,
  - Transfers from personnel costs to other budgetary line items.

- In consideration of Wausau Municipal Code Chapter 13.04.030 budget amendments of the Water and Sewer Utility Funds shall be considered by the Water and Sewer Commission without additional approval by the Common Council:
  - New appropriations funded by grants, user fees or other non tax revenues of \$5,001 to 15,000,
  - Transfers of \$5,001 to 15,000 between programs or departments within a fund,
  - Transfers of \$5,001 to 15,000 between projects in the capital budget,
- ~~In consideration of Wausau Municipal Code Chapter 13.04 Section 13.04.030 budget amendments of the Water and Sewer Utility Funds shall be considered by the Water and Sewer Commission and require Common Council Approval:~~
  - ~~New appropriations in excess of \$15,000 funded by grants, user fees, or other non tax revenues,~~
  - ~~Transfers in excess of \$15,000 between programs or departments within a fund,~~
  - ~~Transfer in excess of \$15,000 between projects in the capital budget,~~
  - ~~All transfers between funds,~~
  - ~~Transfer from the Contingency Account,~~
  - ~~Transfers from personnel costs to other budgetary line items.~~

### Cost Allocations

The City employs cost allocation plan models for a variety of purposes including: the recovery of indirect costs from grants, aids, capital projects funds, internal service funds, enterprise funds and external work-for-others.

Cost allocation models should abide by grant agreements, contracts and other applicable Federal, State and local guidelines.

### Lapsing and Non-Lapsing Budgets

Budgets are classified as either lapsing (spending authority terminates at year end) or non-lapsing (spending authority continues through the life of the project). All funds are considered lapsing except, Capital Project Funds and Community Development Funds.

### Carryover of Prior Year Budgeted Expenditures

Carryover requests shall be considered by the Finance Committee and require Common Council approval. Re-appropriation of unspent prior year authorizations for purposes other than their original designations shall be specifically identified.

## **DEBT AND CAPITAL MANAGEMENT**

### Capital Plan

The City's long term capital and financing plan will be documented in a multi-year Capital Improvement Plan. The plan will be submitted to the Common Council for consideration and adoption as part of the annual budget process. Individual departments will prepare an annual multi-year plan, and assist in the coordination of the overall city-wide plan. The capital plan will represent a one year, capital improvement budget and a five-year, long term capital plan. The capital plan will contain a comprehensive description of the sources and uses of funds, and a forecast of future debt issuance. The plan will examine the long range implications of future debt issues on debt outstanding, annual principal and interest requirements, and the general property tax levy required for debt service payments.

### Uses of Debt and Other Forms of Borrowing

The City may use long term financing for the acquisition, maintenance, replacement, or expansion of capital assets and infrastructure. The City will not issue long term debt to fund current operations. The City will not issue long term debt with a longer amortization period than the life of the asset it is being used to finance

Financing options allowed under State of Wisconsin Statutes, including but not limited to: general obligation bonds and notes, State Trust Fund Loans, utility mortgage revenue bonds, capital or secured equipment leases, tax increment bonds, special obligation bonds and bond anticipation notes may be considered.

### Length of Debt and Timing of Bond Issue

Debt will be structured to provide for the shortest repayment period, while minimizing large fluctuations in property tax or other revenue requirements for debt retirement. The amortization period will be based upon a fair allocation of costs to current and future beneficiaries of the capital and infrastructure assets, and to revenue streams used to finance the annual debt service payments. Generally, the City issues promissory notes with a ten (10) year amortization for general capital improvement projects. Tax increment financing projects, and significant facility projects may warrant a longer term debt schedule, but in most cases not to exceed a twenty year repayment schedule. Call features may be included if appropriate and financially feasible. Under no situations will the financing term exceed the useful life or average useful lives of the assets to be financed. To help protect the City's bond rating, bond sales will be scheduled in an orderly schedule to assure the markets of the stability of the City's financial decisions.

#### Debt Service Schedule

City debt will be amortized for the shortest period consistent with a fair allocation of costs to current and future beneficiaries or users, or to match the useful life of the project, and in keeping with other related provisions of this policy. The City will show a preference for the use of level debt service payments, unless specific compelling reasons exist to structure the debt otherwise.

#### Capitalized Interest

The City will generally not capitalize interest on its general fixed assets and infrastructure assets. Capitalized interest will be considered an increased cost of the project for proprietary fund assets for which borrowing is used as a financing mechanism. Capitalization of interest will not be used for periods longer than it takes for the acquired asset to begin producing revenue, and will not be used as a means to relieve budgetary distress.

#### Debt Capacities

Utilizing the City's debt capacity will be used only after other financing options have been exhausted. Such debt issuance must comply with all other requirements of the debt policy. The increased use of debt shall not negatively impact the City's credit rating.

#### Debt Guarantees and Enhancements

The City may consider, on an individual basis, the use of bond insurance or other debt enhancements when it proves cost effective or otherwise desirable. Such guarantees could consider the commitment of assets, and other resources to secure the City's financial position. Fiscal analysis must indicate areas of risk and show that revenues are sufficient to cover annual debt requirements. Selection of credit enhancements will be recommended by the financial advisor and finance director.

#### Conduit Financing

Conduit financing is debt issued by the City of Wausau to finance a project of a non-city third party. The City may sponsor conduit financing for those activities (economic and industrial development, housing, health facilities, etc.) that have a general public purpose and are consistent with the City's overall goals. Unless a compelling public policy rationale exists, such conduit financing will not in any way pledge the City's faith and credit. Information regarding the financial feasibility of the project and financial capacity of the company may be reviewed by the City prior to the approval of such financing.

#### Credit Rating

The City will first consider whether a rating is necessary on new debt issues. When receiving a credit rating is desirable, the City of Wausau seeks to maintain the highest possible credit rating for all categories of debt that can be achieved without compromising the City's operational objectives. The City recognizes that its credit rating can be impacted by conditions of the economy which are out of its control, but will emphasize the published criteria that rating agencies investigate to achieve the best rating possible.

#### Financial Disclosure

Every financial report and bond prospectus will follow the City's commitment to complete and full disclosure in conformance with industry requirements. The City's intent is to provide necessary information to constituents, council members, investors, departments, financial institutions, rating agencies, grantors, governmental agencies, and other interested parties. This includes, but is not limited to, meeting the Securities and Exchange Commission Rule 15c2-12 secondary disclosure requirements.

### Debt Limits

The City will maintain outstanding debt in an amount not exceeding one-half of the City's aggregate statutory borrowing limit prescribed by State Statute 67.03(1)(a), in order to maintain a borrowing appropriate with our credit rating objectives, and the City's desire to preserve its financial flexibility by maintaining an adequate unused margin to be available for extreme emergencies.

The City will use an objective, analytical approach to determine the amount of debt to be considered for authorization and issuance. Based on debt-related ratios identified by rating agencies, the following will be measured:

1. Direct Debt Per Capita. This ratio measures the burden of debt placed on the City residents supporting the debt. Per Capita Direct General Obligation Debt and Per Capita Total Direct Debt are two measurements which will be evaluated. In terms of an upper limit for the City, the maximum amount of direct general obligation debt per capita is \$?? and the maximum total direct tax supported debt per capita is \$???. It is not the intent of the City to achieve these upper limits, but to maintain capacity to issue debt in the future, if necessary.
2. Debt Service in Governmental funds as a % of Operating Expenditures in Governmental funds. This ratio measures the debt service burden as a portion of operating expenditures. The maximum financial limit for this measure is ???%.
3. Debt Burden (Total Direct Tax Supported and Overlapping Debt as % of Fair Market Value). This ratio measures the City debt levels, as a whole, against the property tax base. Because this measure includes all tax supported debt that falls upon residents within the City limits (e.g., the county and the school system), the maximum financial limit is X%.

### PAY AS YOU GO FINANCING

The City will strive to provide pay as you go financing at levels appropriate to the current year's capital improvement budget. Using combinations of current year's property tax levy and previously unspent funds, the City will also commit an annual contribution of general property tax dollars equal to or greater than the previous years commitment.

### INDEPENDENCE, METHOD AND AWARD OF SALE

The City will select a method of sale that is most appropriate in light of the City's financial position, the market environment, project specific needs, and other related conditions. Unless specific situations exist, the City will issue its debt obligations through a competitive sale. Award of the sale will be based on the True Interest Cost Method (TIC). Under certain situations, it may be appropriate to seek financing through other methods such as negotiated sale, or private placement. All such alternative methods of sale will receive prior approval from the Finance Committee and Common Council.

The financial advisor shall maintain complete independence from the underwriting process. The financial advisor will be selected based on the following criteria: Experience with the type of issue under consideration, ability to commit sufficient time to accomplish necessary tasks in a timely fashion, and a lack of potential conflicts of interest.

### REFUNDING PRACTICES

Periodic reviews of all outstanding debt will be performed to determine refunding opportunities. Refunding will be considered when there is a net economic benefit, (as measured in "present value"), of the refunding, to improve restrictive debt covenants, or to improve debt structure.

The debt portfolio will be constantly monitored for such refunding opportunities.

### ARBITRAGE

The City's bond counsel will prepare a nonarbitrage certificate with each tax-exempt issue. It is the responsibility of the Finance Department to assure compliance with the most current arbitrage regulations. The City will segregate bond fund investments or, at a minimum, maintain monthly allocations of commingled bond investments. The City will plan projects carefully in advance to determine the applicability of the rebate exceptions and if necessary, will have rebate calculations performed annually during the construction period, and no less often than on a five year

basis thereafter, until the bonds mature.

#### INTERFUND BORROWING

The City's various accounting funds may borrow from another fund or loan to any other fund subject to the following limitations, as permitted by law:

1. The borrowing fund must pay a market rate of interest to the fund providing the loan;
2. The City's Finance Director must take into consideration the liquidity requirements in the fund providing the loan and may not execute loans that would adversely impact the loaning fund's capability to fulfill basic operational mission;
3. Loans may not be in existence for a period greater than 24 months; and,
4. Loans that span more than 90-days, or which carry across a fiscal year-end must be approved by the City Council.



**TO: FINANCE COMMITTEE**

**FROM: MARYANNE GROAT**

**DATE: May 5, 2016**

**SUBJECT: Dudley Skywalk**

**Purpose:** To consider the execution of a sole source contract with Walker Parking Consultants for the design services required to construct the Dudley Skywalk.

**Background:**

The City signed a development agreement with Dudley Investments LLC on September 13<sup>th</sup>, 2005 for the construction of the new office tower. The development agreement obligated the City to make available 500 parking stalls and to construct a skywalk from the McClellan Ramp to the Dudley Tower. The Dudley Tower representatives are requesting the City fulfill its obligation on the skywalk in a timely fashion.

Walker Parking Consultants provided the City with a schematic design of the skywalk for a total price of \$5,000. They have submitted a proposal to perform design work in the amount of \$77,800. Additional future professional service costs would be incurred for the bidding and construction administration services. The City recently purchased the property adjacent to the McClellan Ramp that will serve as the site for the skywalk pedestal. The goal is to create a permanent skywalk and pedestal that will accommodate a reconstructed parking ramp and an adjacent office building as shown on the concept plans. The life of the current McClellan ramp is estimated at 7 years. A total skywalk construction estimate is \$1,600,000-\$2,000,000.

The City would like to begin construction in the spring of 2017. Funding for the professional services would be provided through a transfer of funds outlined below:

Transfer to:	141-342198245	TID #3 Infrastructure Parking	\$80,000
Transfer from:	141-342898290	TID #3 Riverfront Improvements	\$80,000



1660 South Highway 100, Suite 424  
Minneapolis, MN 55416

Office: 952.595.9116  
Fax: 952.595.9518  
www.walkerparking.com

December 21, 2015

Eric Lindman  
Director of Public Works  
City of Wausau  
407 Grant St.  
Wausau, WI 54403-47-83

Re: *Proposal for Design Services  
McClellan Skyway  
Wausau, Wisconsin*

Dear Mr. Lindman:

Walker Parking Consultants delighted to submit this proposal to provide professional design services for the McClellan Skyway and connecting Stair Elevator Tower for the City of Wausau, Wisconsin.

## **PROJECT UNDERSTANDING**

We understand the City of Wausau is looking to develop a skyway to connect the Dudley Tower to the existing McClellan Parking Ramp. The skyway will span North 1<sup>st</sup> Street and connect the third level of the Dudley Tower to a new stair/elevator tower located on the surface parking lot at the southwest corner of the existing McClellan Street Parking Ramp. Provisions had been incorporated in the Dudley Tower for a future skyway connection, however, the location has changed and structural reinforcing in the Dudley Tower will be required. The new stair/elevator tower will provide the support across North 1<sup>st</sup> Street and also connect to the parking ramp. The parking ramp is precast pretopped double tee construction with precast façade panels and the panels will need to be modified to allow passage for pedestrians from the new tower.

The skyway is about 105' long and will remain as a link to the future development envisioned at the surface parking lot and McClellan Ramp site and to the future projected ramp north of McClellan Street.

The skyway and stair/elevator tower will be heated, cooled, and ventilated similar to the typical city skyway system.

Walker will be responsible for all architecture and engineering services and contract directly with the city. The project will be traditional design-bid-build delivery.

## SCOPE OF SERVICES

### A. SCHEMATIC DESIGN

***THE INITIAL PHASE OF THE PROJECT HAS BEEN COMPLETED IN THE SCHEMATIC DESIGN PHASE AND INCLUDED:***

1. Meet with the City to confirm the program for the project.
2. Review available project site, survey, and geotechnical information and advise the City of additional information required.
3. Determine the location and size of the skyway.
4. Develop schematic layout of skyway including plans, elevations and sections.
5. Develop connections to Dudley Tower and McClellan Ramp.
6. Develop support concepts.
7. Develop Architectural image.
8. Develop MEP systems.
9. Perform preliminary code analysis.
10. Develop construction cost estimate.

### B. DESIGN DEVELOPMENT

***THE NEXT PHASE OF THE PROJECT INCLUDED IN THIS PROPOSAL WILL BE TO CONFIRM FINDINGS FROM THE SCHEMATIC DESIGN AND FURTHER DEVELOP THE CHOSEN OPTION "Eb" AND UPDATE THE CONSTRUCTION COST ESTIMATE.***

1. Architectural Design
  - a. Develop architectural elevations, sections, finish materials and outline specifications.
  - b. Prepare architectural rendering.
2. Structural Design
  - a. Prepare framing plans and details for the skyway structural system.
  - b. Determine structural reinforcing required in the Dudley Tower.
  - c. Determine and design the structural system for the new stair/elevator tower.
  - d. Provide structural modifications at the parking ramp to allow pedestrians direct connection to the parking floors.
  - e. Develop and design foundation system.
3. Mechanical:
  - a. Calculate loads and specify HVAC equipment.
  - b. Space plan for major equipment and coordinate routing of main trunk lines.
  - c. Provide equipment schedules.



4. Electrical:
  - a. Select lighting fixtures.
  - b. Provide lighting schematic plans indicating fixture locations and types.
  - c. Calculate size and coordinate space requirements for electrical service.
  - d. Provide power and system preliminary plans.
  - e. Provide fire alarm and detection system performance design.
  - f. Provide draft fixture schedules.
  
5. Plumbing:
  - a. Fire Sprinkler system to be performance design. Furnish performance outline specification only.
  - b. Calculate size and coordinate routing of roof drainage system.
  
6. Update construction cost estimate.

***FOLLOWING APPROVAL OF THE DESIGN DEVELOPMENT PHASE DELIVERABLE, THE FINAL CONSTRUCTION DOCUMENTS PHASE WOULD PROCEED, FOLLOWED BY BIDDING AND CONSTRUCTION ADMINISTRATION SERVICES.***

## **SCHEDULE**

We will meet the schedule requirements of the project which includes completing Design Development by end of February 2016. The Construction Documents could be completed by May 2016 with Construction start (earliest) June or July 2016.

## **PROFESSIONAL FEE**

We propose to perform the Design Development Phase work for a lump sum fee of Seventy Seven Thousand Eight Hundred Dollars (\$77,800).

In addition, reimbursable expenses will be billed at 1.15 times the cost of travel and living expenses, photographs and renderings, document reproduction, postage and delivery costs, long distance telephone and facsimile charges, and other project related expenses. We anticipate up to five trips to Wausau in this project phase. Any additional trips would be invoiced at standard hourly rates plus expenses.

We thank you for the opportunity to serve the City of Wausau. We look forward to providing you with the high level of responsiveness and professionalism you expect from Walker. Please review this proposal and let me know if you would like any modifications.



Sincerely,

WALKER PARKING CONSULTANTS

A handwritten signature in blue ink, appearing to read "Terrence A. Hakkola", is written over the company name.

Terrence A. Hakkola, P.E.  
Vice President

Enclosures: *General Conditions of Agreement for Design Services*

CC:

**AUTHORIZATION**

Trusting that this meets with your approval, we ask that you sign in the space below to acknowledge your acceptance of the terms contained herein, and to confirm your authorization for us to proceed. Please return one signed original of this agreement for our records.

**CITY OF WAUSAU**

Accepted by (Signature):

Printed Name:

Title:

Date:

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# GENERAL CONDITIONS OF AGREEMENT

FOR DESIGN SERVICES



PAGE 5 OF 5

## SERVICES

Walker Parking Consultants ("WALKER") will provide the CLIENT professional services that are limited to the work described in the attached letter ("the services"). Any additional services requested will be provided at our standard hourly rates or for a mutually agreed lump sum fee. The services are provided solely in accordance with written information and documents supplied by the CLIENT, and are limited to and furnished solely for the specific use disclosed to us in writing by the CLIENT. No third-party beneficiary is contemplated. All documents prepared or provided by WALKER are its instruments of service, and any use for modifications or extensions of this work, for new projects, or for completion of this project by others without WALKER's specific written consent will be at CLIENT's sole risk.

## PAYMENT FOR SERVICES

Reimbursable expenses will be billed at 1.15 times the cost of travel and living expenses, purchase or rental of specialized equipment, photographs and renderings, document reproduction, postage and delivery costs, long distance telephone and facsimile charges, additional service consultants, and other project related expenses. Payment is due upon receipt of invoice. If for any reason the CLIENT does not pay WALKER within thirty (30) days of date of invoice, WALKER may, at its option, suspend or withhold services. The CLIENT agrees to pay WALKER a monthly late charge of one and one half percent (1½%) per month of any unpaid balance of the invoice.

## STANDARD OF CARE

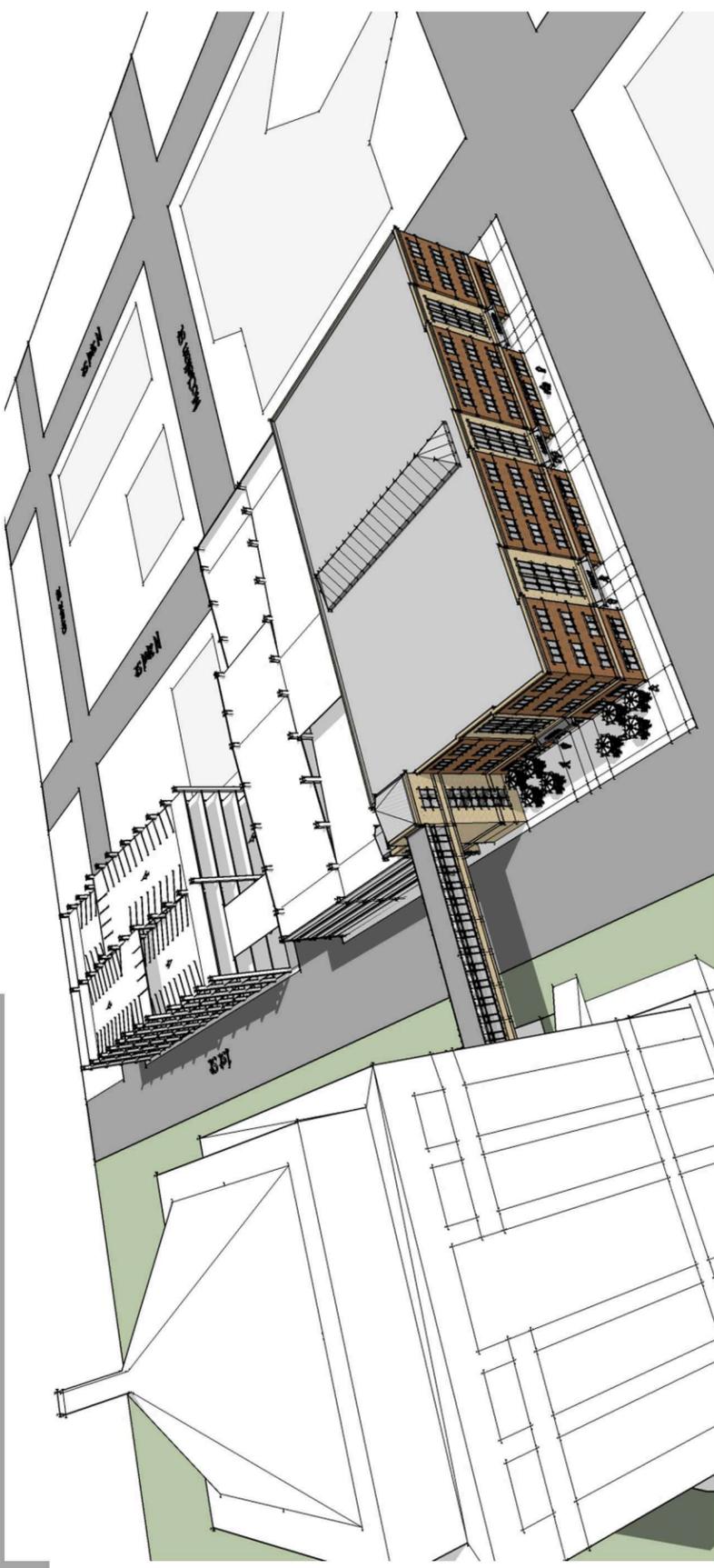
WALKER will perform the services in accordance with generally accepted standards of the profession using applicable building codes in effect at time of execution of this Agreement. WALKER's liability caused by its acts, errors or omissions shall be limited to \$1,000,000.

## PERIOD OF SERVICE

In the event that no contract administration phase services are to be provided by WALKER, services shall be complete the earlier of (1) the date when final documents are accepted by the CLIENT or (2) thirty days after final documents are delivered to the CLIENT. If contract administration phase services are provided by WALKER, services shall be complete upon the earlier of (1) the time of approval by WALKER of final payment to the contractor or (2) thirty (30) days after completion of the work designed by WALKER.

# Scott St / 1st St Infill Concept

Wausau, Wisconsin - March 7th, 2016

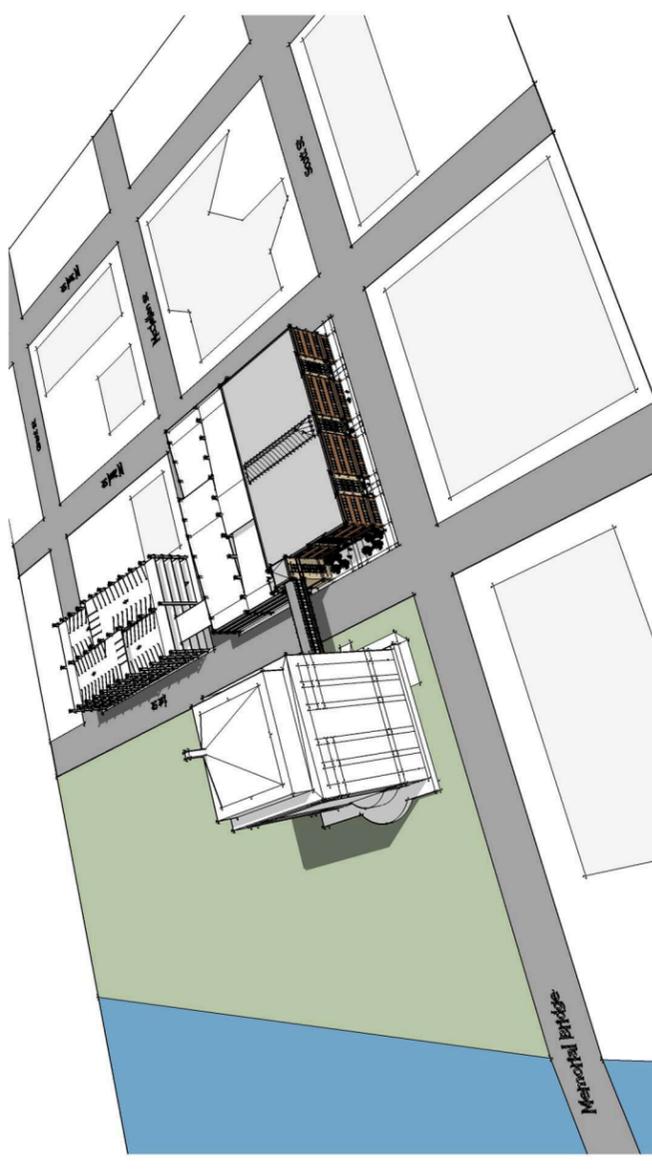
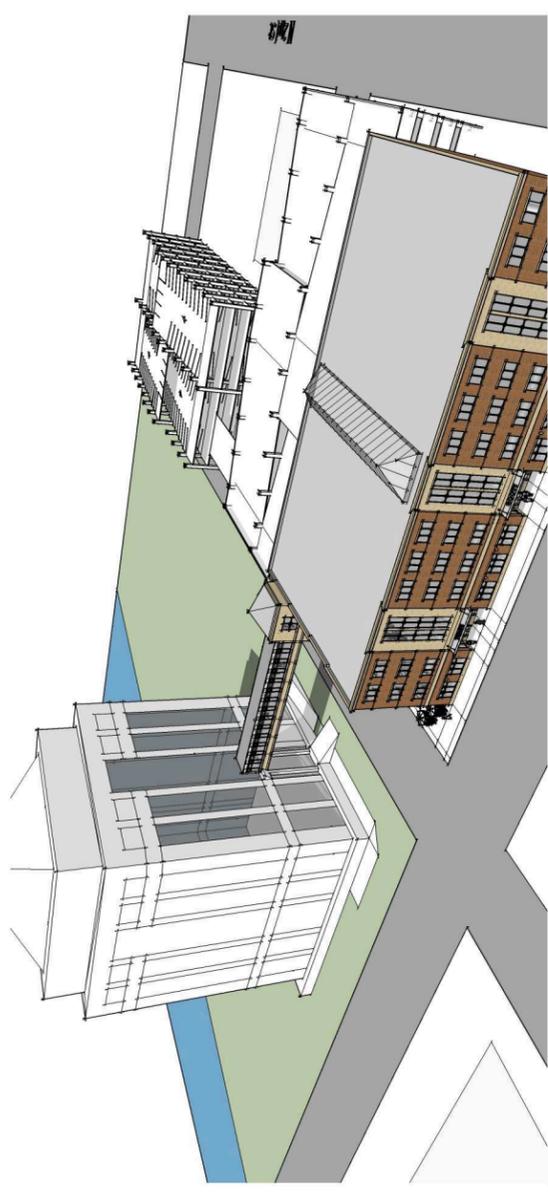


**WALKER**  
PARKING CONSULTANTS

michael huber  
**architects**

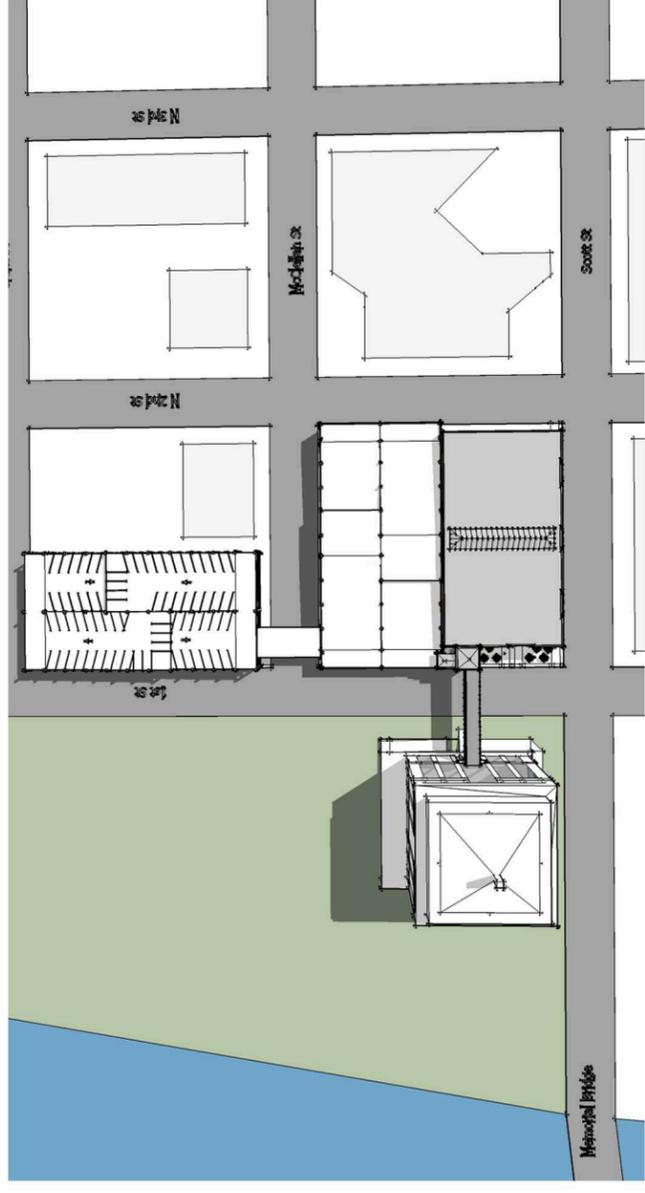
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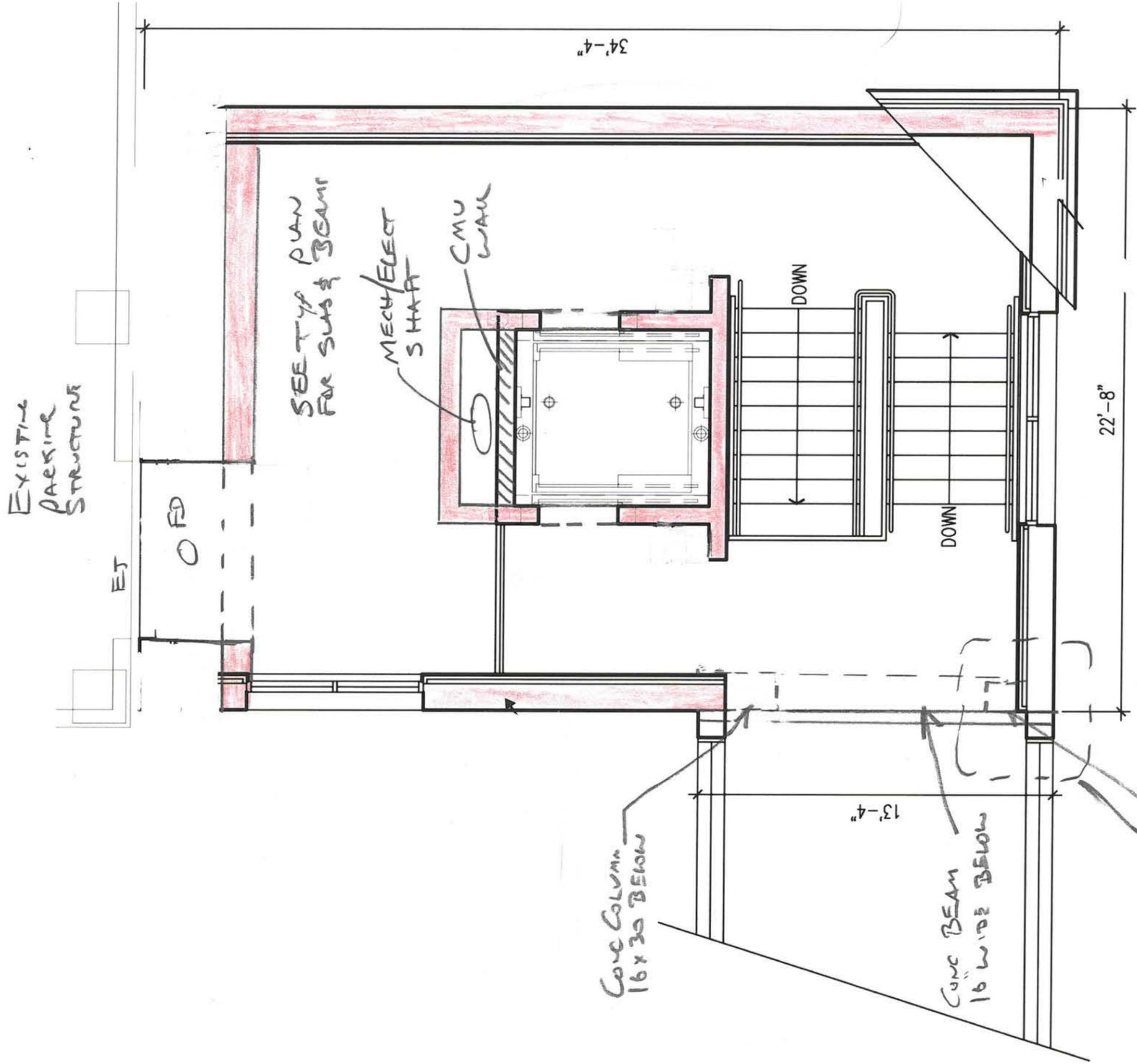
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# Scott St / 1st St Infill Concept

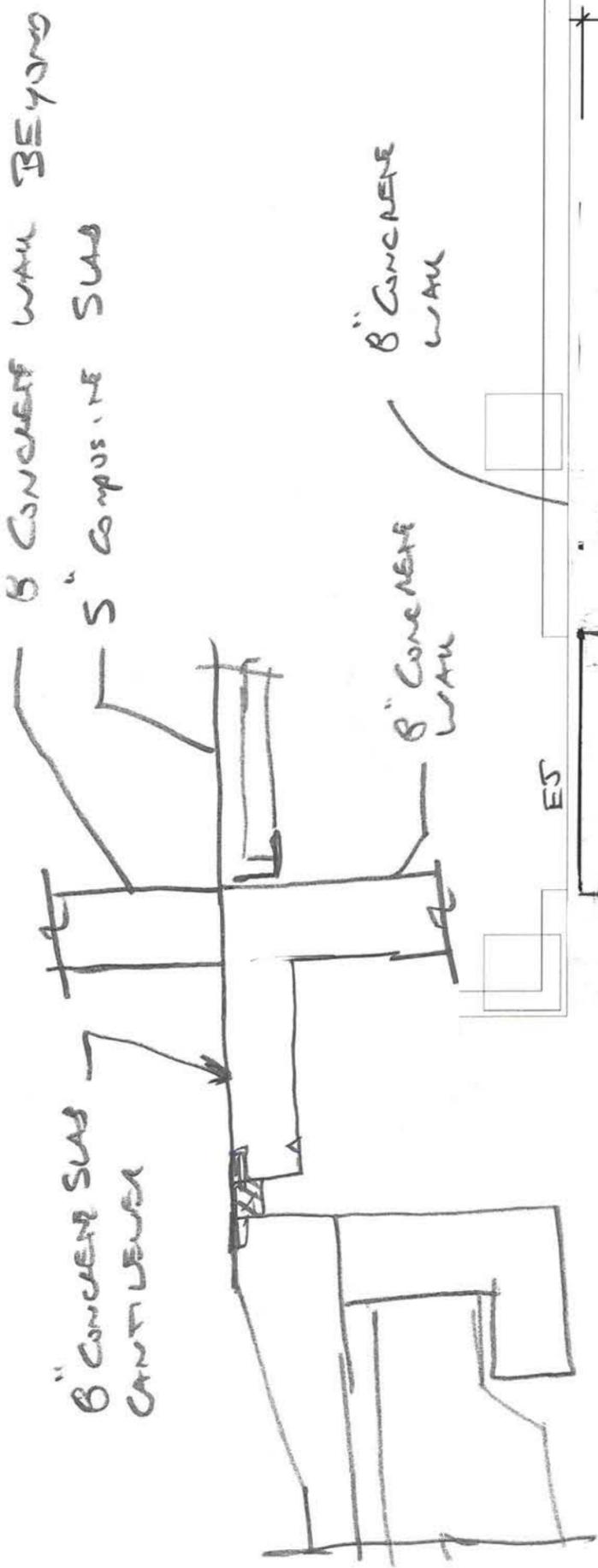
Wasau, Wisconsin - March 7th, 2016





**Study Ea & Eb Comparison**

Wausau Skywalk  
Walker Parking/michael huber architects  
3/16"=1'-0"  
11.05.15

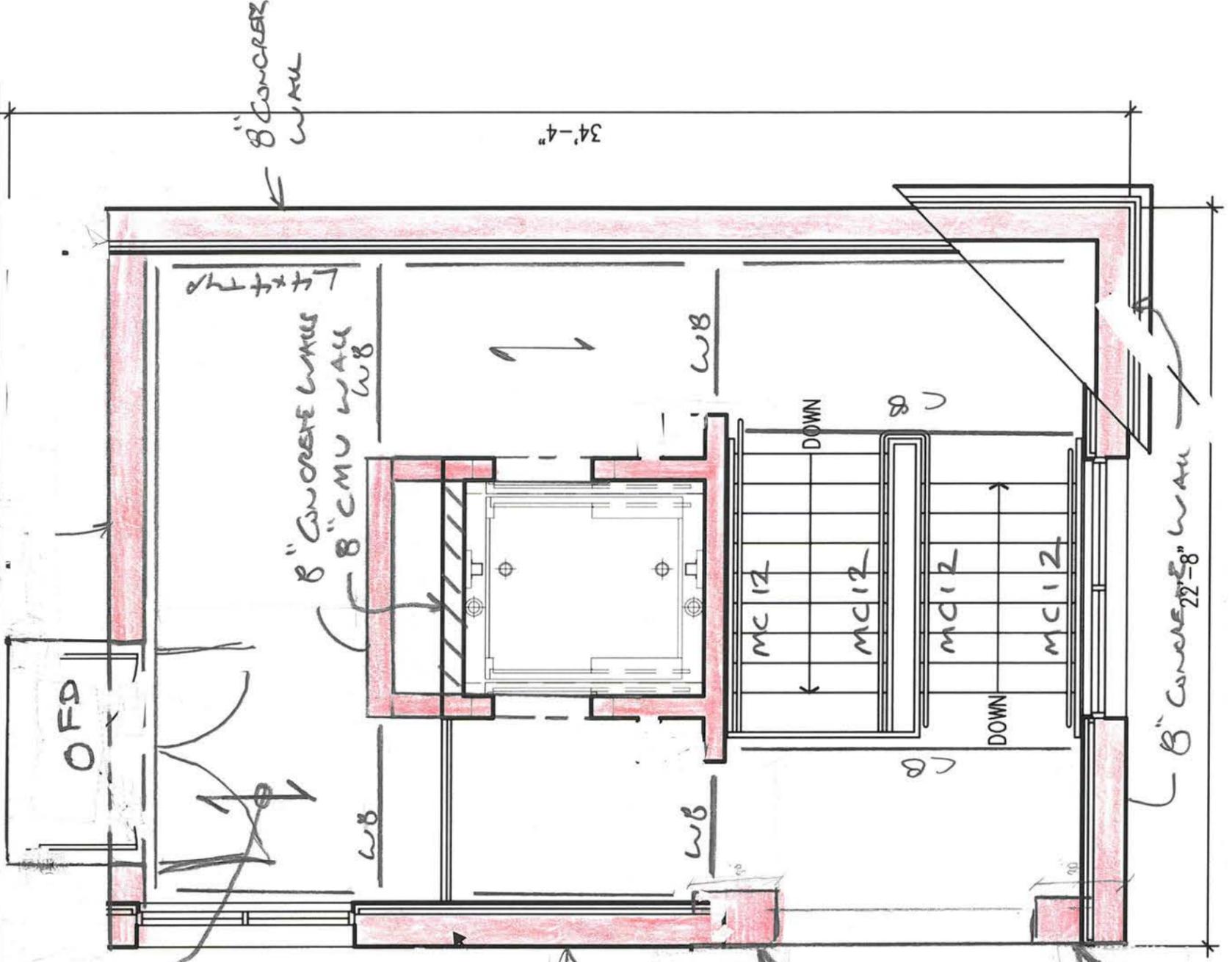


5" Composite Slab  
(Using 3" Steel Deck)



8" Concrete Wall

ES

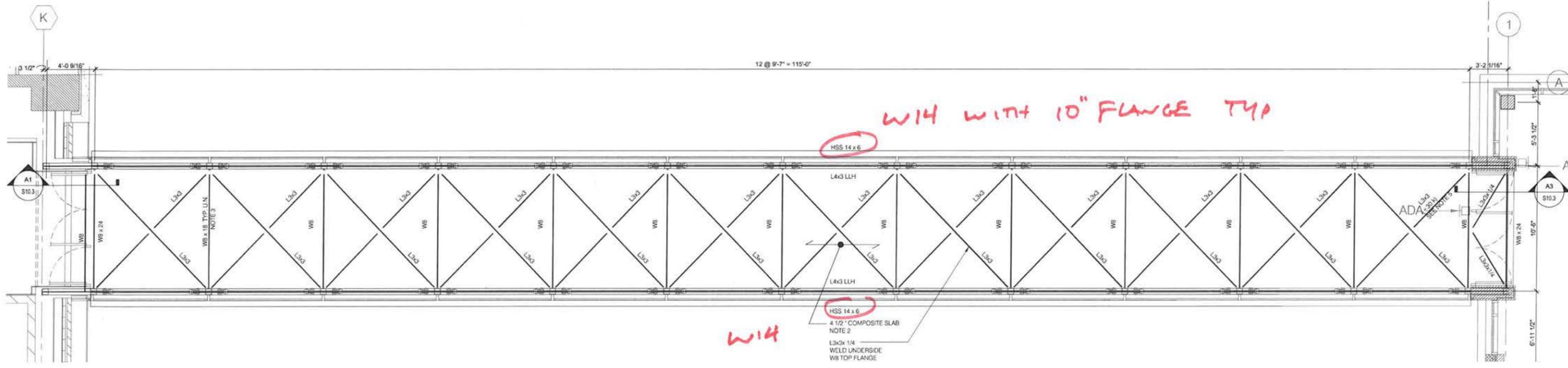


8" Concrete Wall

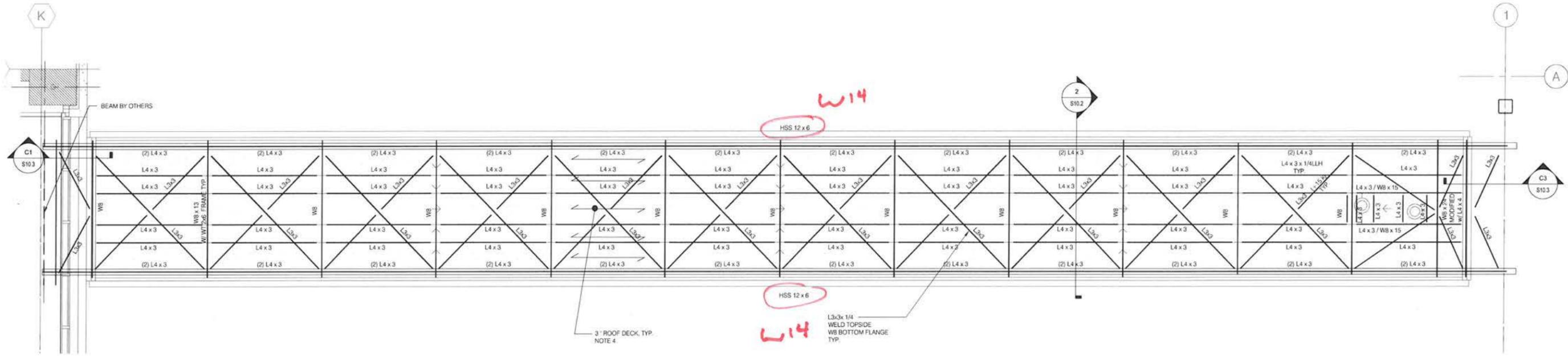
Core Column  
16 x 30 INSTEAD  
WITH Core Wall

**Study Ea & Eb Comparison**  
Wausau Skywalk  
Walker Parking/michael huber architects  
3/16" = 1'-0"  
11.05.15

Typical Level



**1 FLOOR PLAN**  
SCALE: 1/4" = 1'-0"



**2 ROOF PLAN**  
SCALE: 1/4" = 1'-0"

**SHEET NOTES**

- REFER TO SHEET S0 01 AND S0 02 FOR GENERAL NOTES
- 4 1/2" COMPOSITE SLAB WITH 2" STEEL FLOOR DECK 20 GA. (GALV) SP = 0.334 IN<sup>3</sup> SN = 0.337 IN
- WB COMPOSITE BEAM WITH (6) 5/8" Ø H.A.S. x 3" EQ SPACING
- 3" ROOF DECK 22 GA. (GALV), MIN. SECTION PROPERTIES: SP = 0.390 IN<sup>3</sup>, SN = 0.439 IN<sup>3</sup>, WARP ROOF DECK AS REQUIRED
- PERFORMANCE DESIGN CONNECTIONS: FACTORED LOADS INDICATE "T" TENSION AND "C" COMPRESSION
- 2" STRUCTURAL ROD SYSTEM - ARSAMS6 BY RONSTAN TENSILE ARCHITECTURE OR EQUIVALENT. PERFORMANCE DESIGN CARBON STEEL, (GALV) GRADE 520 Fy MIN. WITH THREADED ENDS/CLAVIS END CONNECTIONS. TENSION WITH STRUCTURE IN PLACE AS REQUIRED PER PERFORMANCE DESIGN ENGINEER REQUIREMENTS
- POT BEARING 100k CAPACITY, MULTI-DIRECTIONAL TYPE, 10% LATERAL LOAD
- POT BEARING 100k CAPACITY, FIXED TYPE, 10% LATERAL LOAD

**NOVAK DESIGN GROUP**  
3801 River Ridge Drive NE  
Cedar Rapids, IA 52402  
Tel: 319.393.9334  
Fax: 319.393.9331  
www.novakdesigngroup.com

NDG PROJECT NUMBER: 11-031  
PROJECT NAME:

**CEDAR RAPIDS**  
City of Five Seasons

**Cedar Rapids Convention Complex Parking Ramp**  
335 First Avenue SE  
Cedar Rapids, IA 52401

**CONSULTANTS:**

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319.366.8321  
Email

ISSUE DATE: APRIL 10 2012

**REVISIONS:**

Number	Date	Description
001	00.00.00	Documents

DRAWN BY: LP  
CHECKED BY: DLW

SHEET TITLE:  
PEDESTRIAN WALKWAY PLAN

SHEET NUMBER:

**S10.0**





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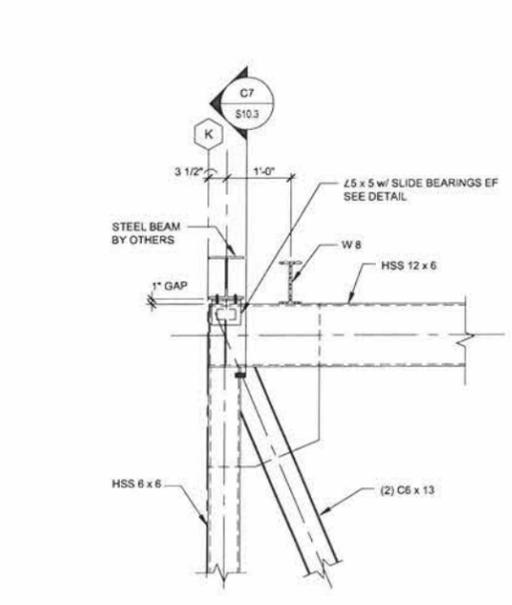
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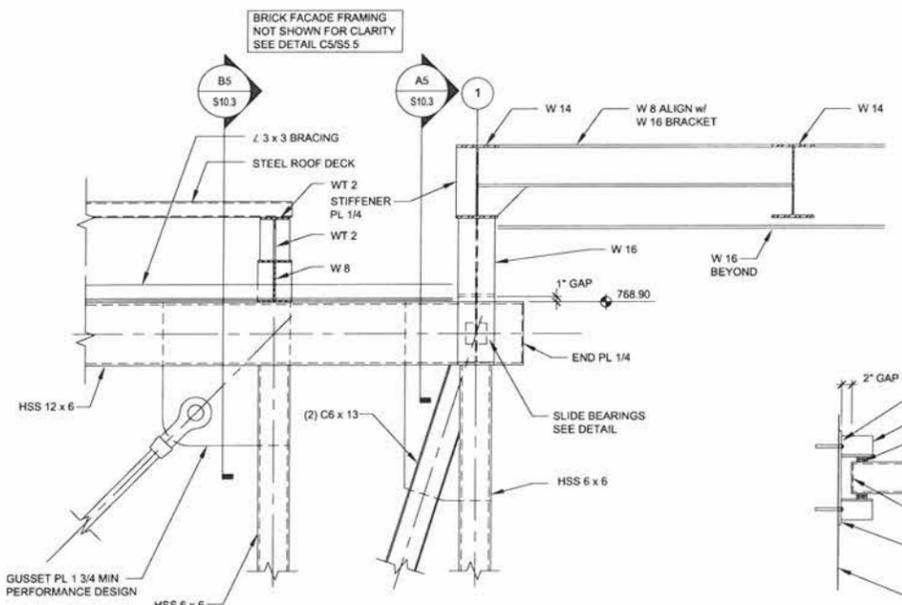
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CHECKED BY: DLM

SHEET TITLE:  
**PEDESTRIAN WALKWAY  
DETAILS**

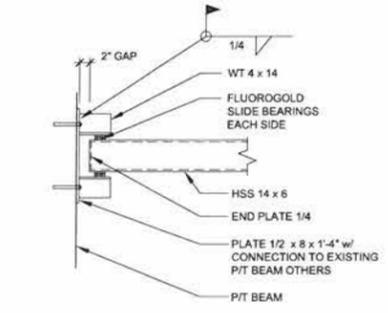
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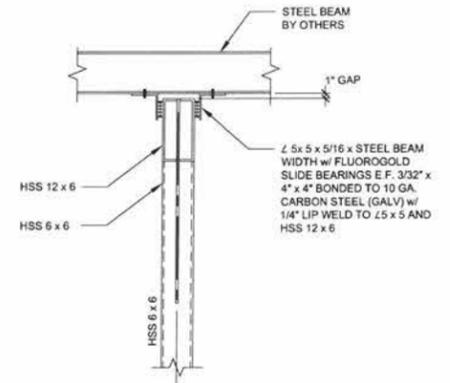
**C1 SECTION**



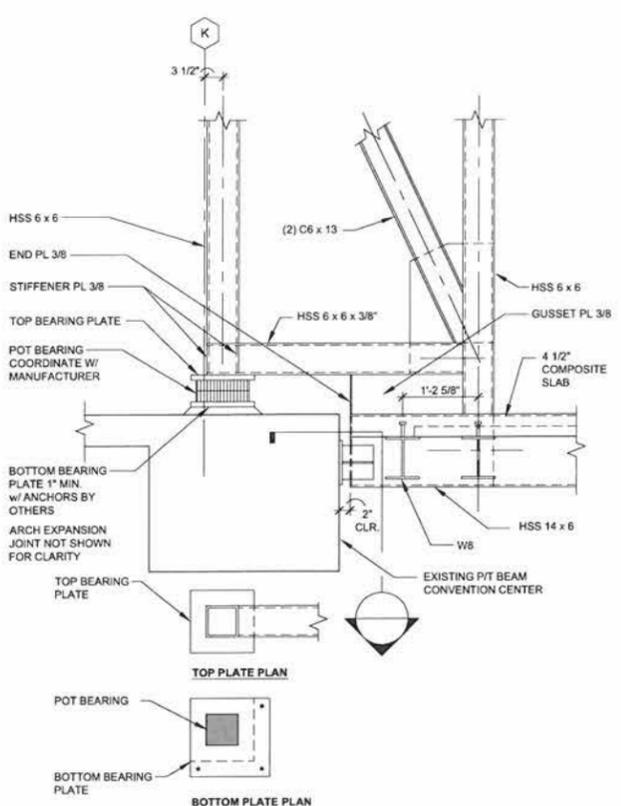
**C3 SECTION**



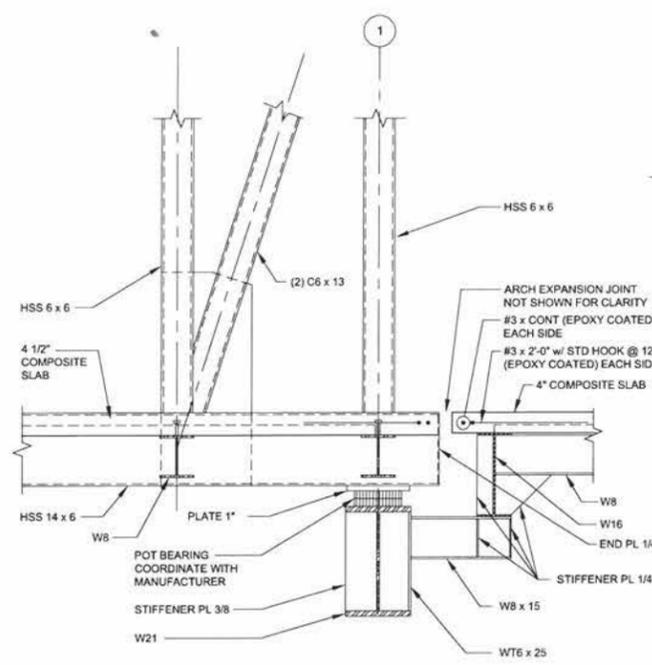
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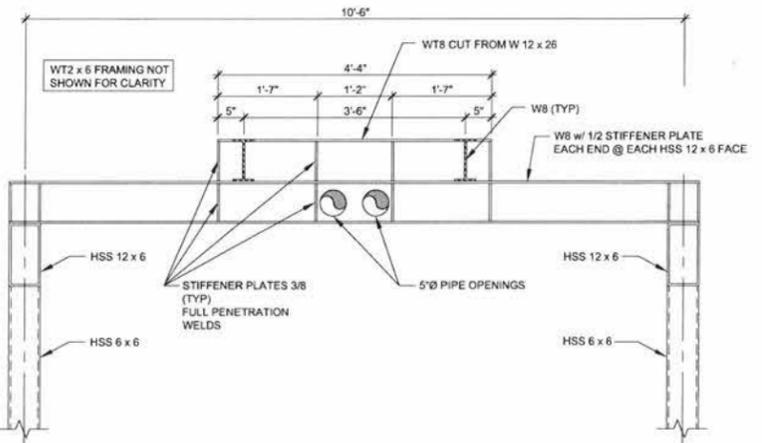
**C7 SECTION**



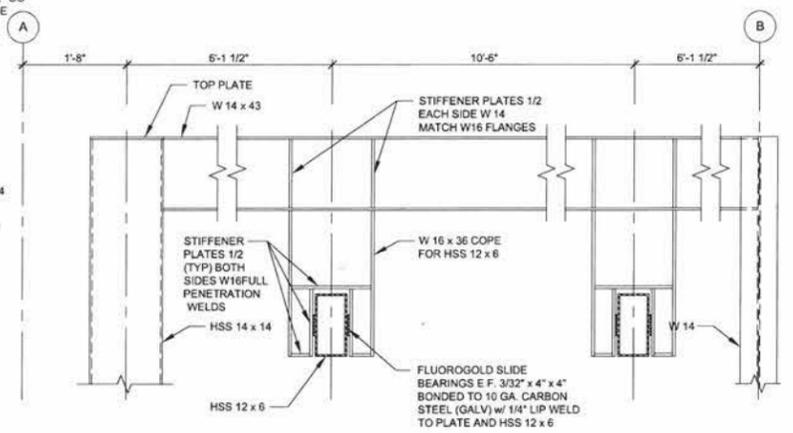
**A1 SECTION**



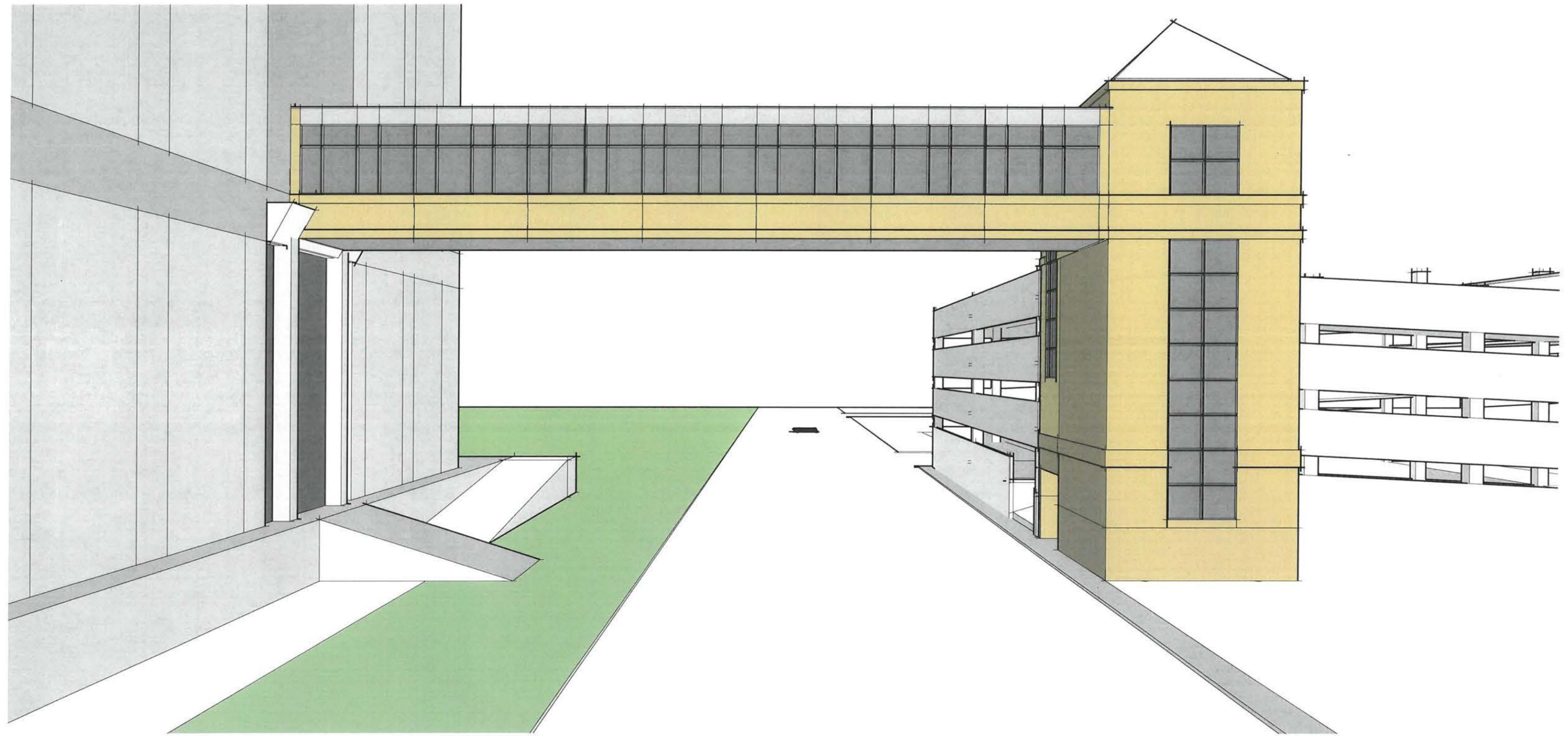
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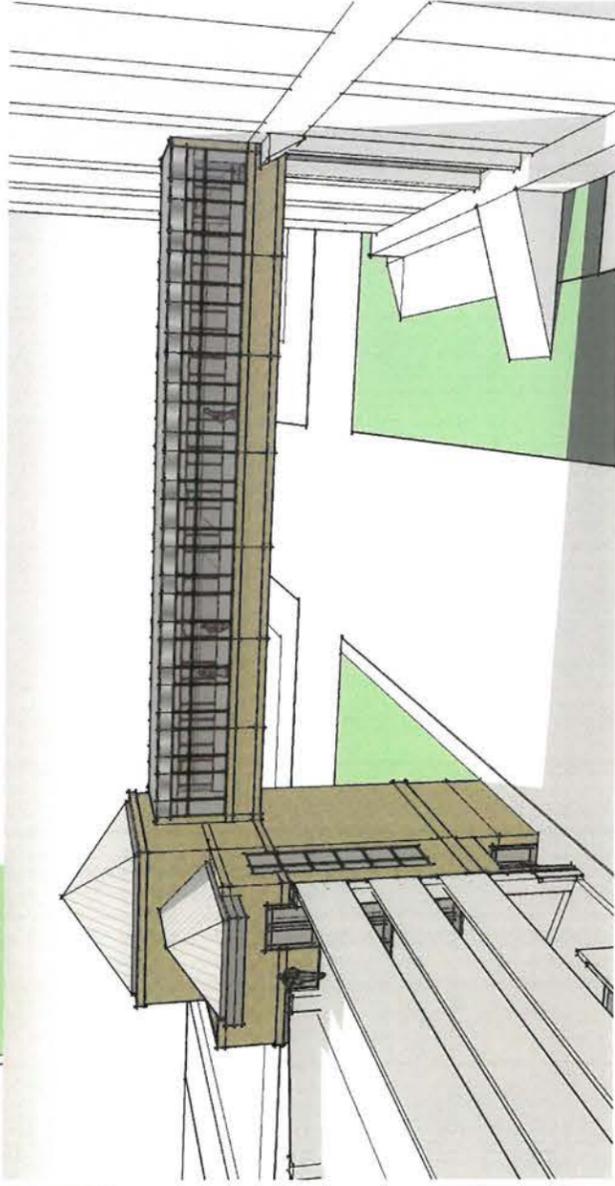
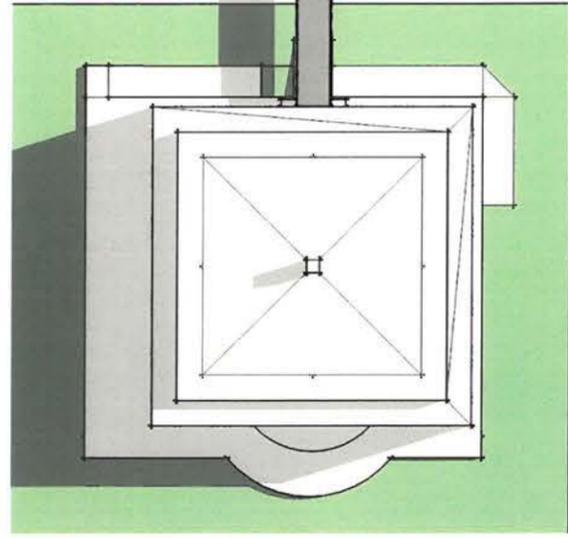
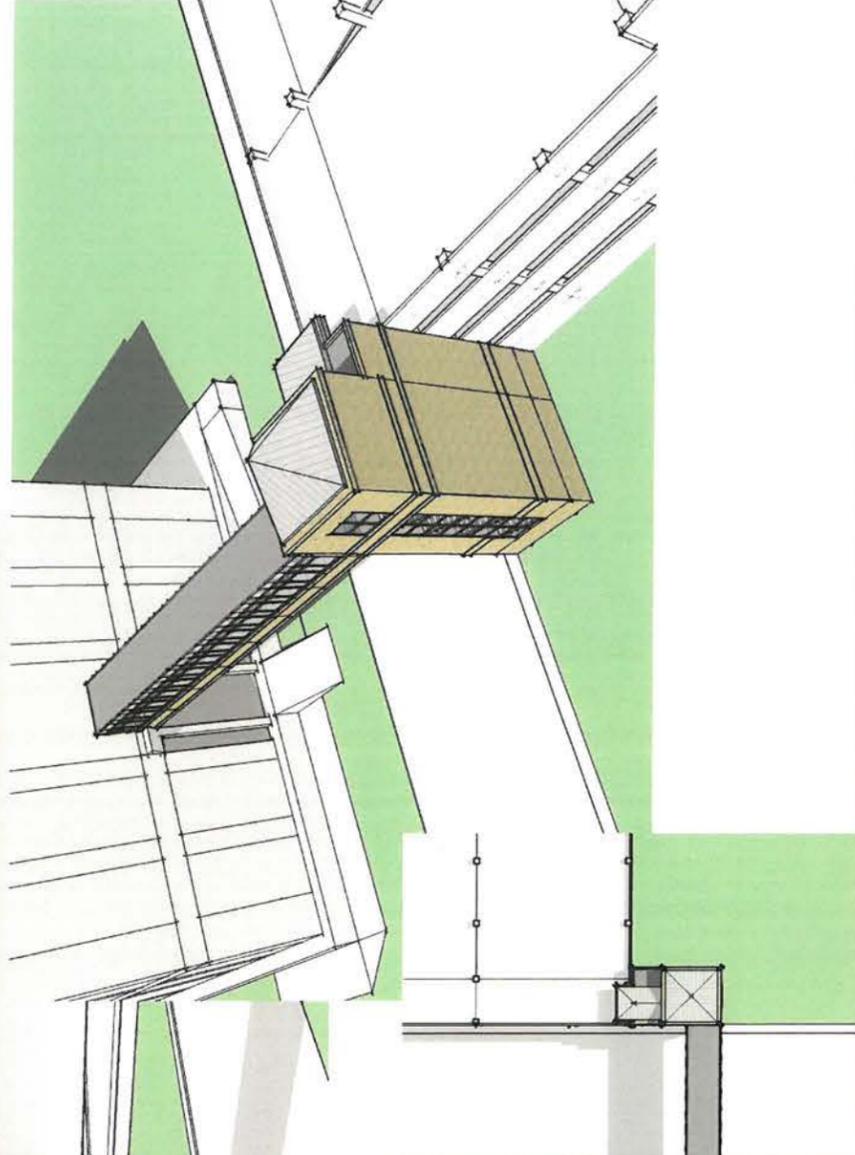
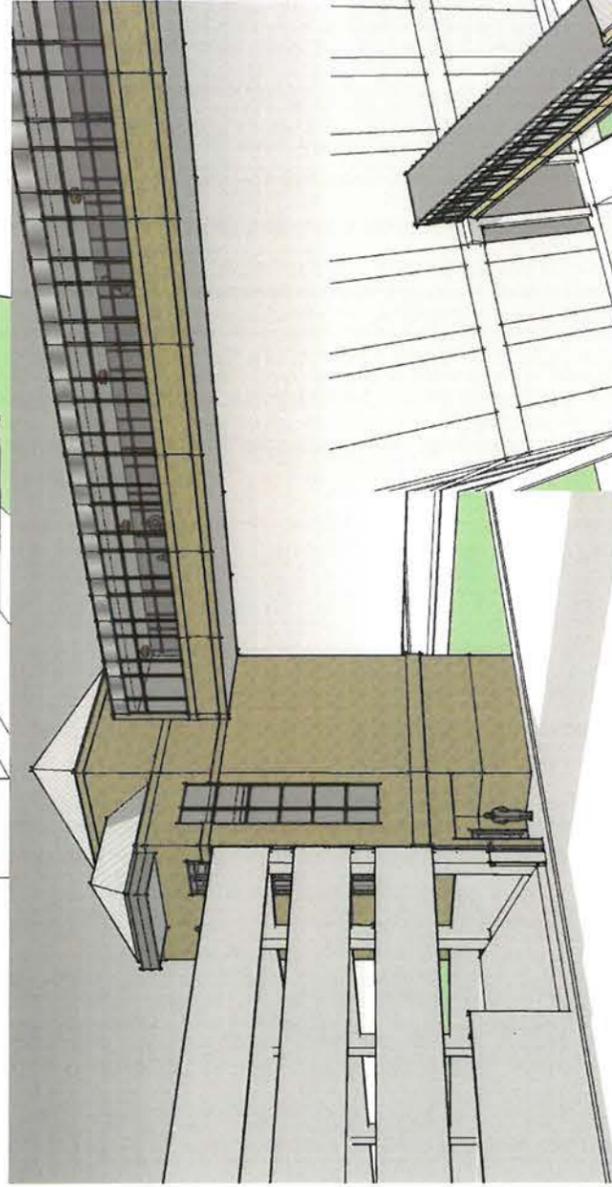
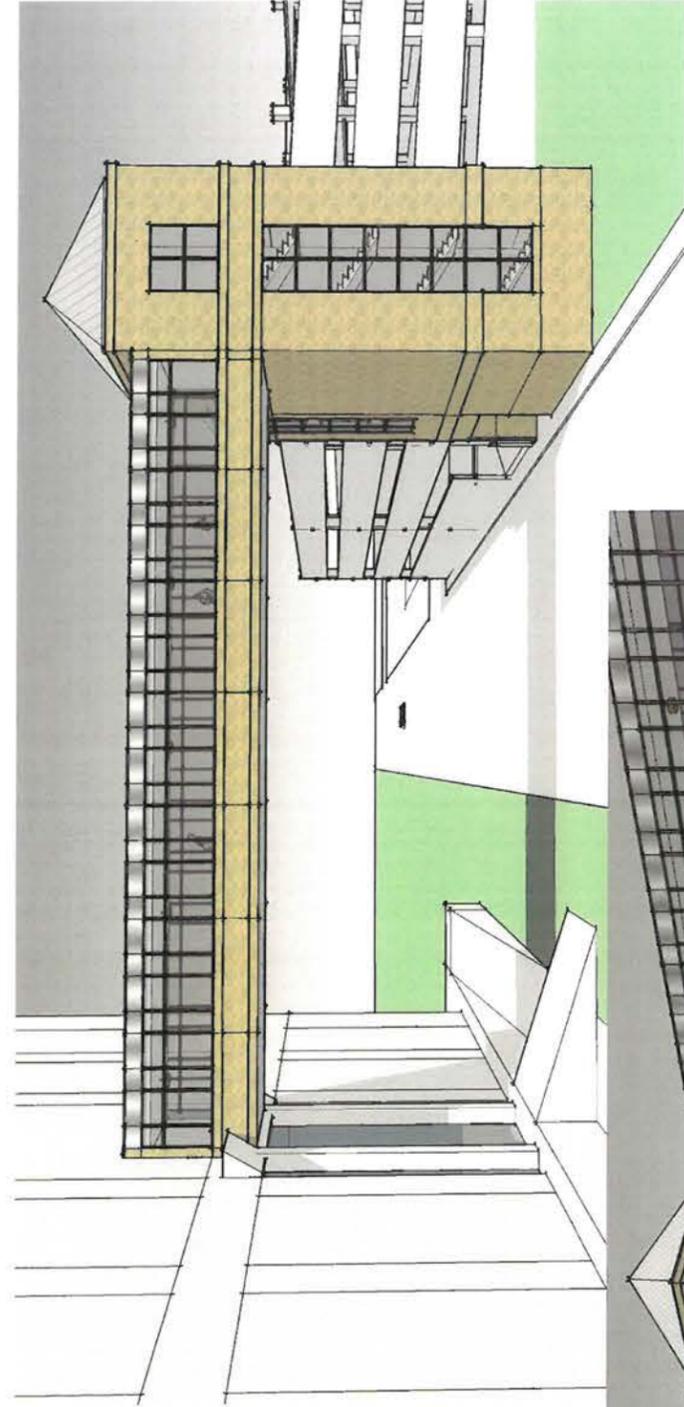


**B5 SECTION**



**A5 SECTION**





**Study Eb**  
Wausau Skywalk  
Walker Parking  
michael huber architects  
11.05.15



# Man-of-Honor Society

Of Marathon County

P. O. Box 5112, Wausau, WI 54402

Tel (715) 212-1348

WAUSAU CITY COUNCIL

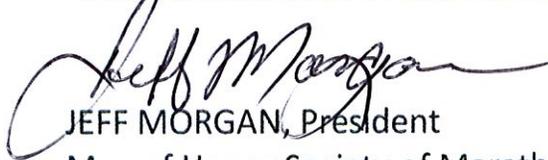
8 Feb 16

The Man of Honor Society of Marathon County is a local veterans group who raise funds to assist fellow veterans and their families in need. We will celebrate our 12<sup>th</sup> year of dedication to these veterans by holding a community raffle and celebration at the Eagles Club in Wausau on 10, 11 and 12 June 2016. We are a non-political, non-profit (501C3) organization and we have no dues in our society. We are also a member of the Wausau Chamber of Commerce.

On Saturday, 11 June we will have a fireworks display for all those who wish to attend as it is open to the public. The setup at the Eagles Club will be identical as the past two years and I have spoken to the Fire Department Officials and they were very satisfied the we handled the events the past two years.

Once again we are requesting the City Council waive any permit fees for the Fireworks Display on 11 June and for the Temporary Class B Retailers license for Beer on 10, 11 and 12 June as they so graciously have done the past two years. We anticipate hundreds of people from the surrounding area will be in attendance as they have been for the past two years and will be a great benefit to the local community. Again, we are a non-profit organization and we are all veterans helping veterans and their families in need. Local support from the surrounding area has been outstanding the past few years, for which we are extremely grateful.

Your consideration in this matter is greatly appreciated.



JEFF MORGAN, President

Man of Honor Society of Marathon County



# Man of Honor Society

Public Welcome - Free Admission



Grand Prize  
2016  
Chrysler 200

★ ★ June 10, 11, 12, 2016 ★ ★

1st Prize  
2016 Harley  
Forty-Eight

Celebrating 12 Years  
Of Dedicated Support to Veterans

**\$50.00 per Raffle Ticket**

(One prize per ticket)

To purchase a ticket contact:

Man of Honor Society at 715-203-3211



Drawing - Sunday, June 12 at 6 p.m.

Grand Prize: 2016 Chrysler 200

1st: Harley Forty-Eight

2nd: Camper 15'10" Sportsman Classic

3rd: Polaris Sportsman 4-wheeler w/trailer

4th: Toro 42" Zero Turn Riding Lawn  
Mower

5th - 20th: Various Cash Prizes

Public Welcome  
Free Admission

See our website for prizes:  
[manofhonor.org](http://manofhonor.org)

Friday - June 10th

Noon to 11:00 p.m.  
Food - 12 to 8 p.m.

Live Music

**Hyde**

6:00 to 10:00 p.m.

Saturday - June 11

Noon to 11:00 p.m.  
Food - 12 to 8 p.m.

**2016 Honor Run**

Registration opens at  
10:30 a.m. at  
Jim's Corner Pub

Paddle Wheel  
50/50 Drawings

Baskets

Booze Wagon  
and more!

Children's Activities

Live Music

**Whitehouse Players**

6:00 to 11:00 p.m.

Sunday - June 12

11:00 to 8:00 p.m.  
Food - 11 to 5 p.m.

**Chicken Dinner**

**\$5.00**

11 to 5 p.m.

50/50 Drawings  
Baskets

Mystery Prize  
Booze Wagon  
and more!

Live Music

**Polish Connection**

Noon to 5:00 p.m.

**Drawing at 6:00 p.m.**

All events will be held at:

**Eagles Club**

1703 S. 3rd Avenue  
Wausau, WI 54401

Boat Docking Available

Fireworks at  
Dusk!



Eagles Club  
Wausau, WI

**BRICKNER'S  
OF WAUSAU**



Wausau, WI

Central  
Beer

Major  
Supporters

Zastrow

Fabiano Brothers



Wausau, WI



Stratford, WI



Rib Mt. WI

Proceeds going to help members of the Military, Active Duty, Veteran, Reserve or Guard  
Units and their families of Marathon County.

Winner responsible for taxes, license, and registration.

**DRAYTON INSURANCE BROKERS, INC.**

2500 CENTER POINT ROAD, SUITE 301  
BIRMINGHAM, ALABAMA 35215  
PHONE: (205) 854-5806  
FAX: (205) 854-5899

POST OFFICE BOX 94067  
BIRMINGHAM, ALABAMA 35220  
EMAIL: dib@draytonins.com

**CERTIFICATE OF INSURANCE**

NO. 655001

We certify that insurance is afforded as stated below. This Certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the insurance policy and the insurance afforded is subject to all the terms, exclusions and conditions of the policy.

**INSURER** Admiral Insurance Company **POLICY NO.** CA000008890-11

**NAMED INSURED** Star Spangled Novelties, LLC  
995 South Park View Circle  
Mosinee, Wisconsin 54455

**POLICY TERM** April 6, 2016 to April 6, 2017; Both Days 12:01 A.M. Standard Time

**COVERAGE** Commercial General Liability:  Occurrence Basis  Claims Made Basis

**LIMIT OF LIABILITY** \$1,000,000 each occurrence, \$2,000,000 general aggregate, \$1,000,000 products/completed operations aggregate  
The limit of liability shall not be increased by the inclusion of more than one insured or additional insured.

**RESTRICTION** This policy applies only to displays which comprise solely Class "C" Fireworks (Explosives Classification 1.4), pyrotechnics special effects (including indoor pyrotechnics), propane, open flame effects, lasers and other non-pyrotechnic special effects. Excluding the use of Class "B" fireworks (Explosives Classification 1.3).

**INSURED OPERATIONS** Public fireworks display and special effects contractor

**It is certified that, if named below, this policy includes as Additional Insureds** 1) the sponsor(s), promoter(s), organizer(s) (including other entities having similar interests), of insured pyrotechnic events and/or 2) the owner(s) of real property (or barges) at which insured pyrotechnic events are held and/or 3) the owner(s), manager(s), tenant(s), mortgagee(s) (including other entities having similar interests), of buildings, stadiums, arenas and similar facilities at which insured pyrotechnic events are held and/or 4) the licensing or permitting authority, or other authority having jurisdiction, issuing licenses/permits for insured pyrotechnic events and/or 5) any other entity for which the insurance is required to be afforded under written contract. Coverage applies only as respects the legal liability of such Additional Insured(s) for bodily injury and property damage caused by the operations of the Named Insured. The insurance afforded any Additional Insured does not include coverage for any bodily injury or property damage arising from the failure of such Additional Insured to fulfill its obligations specified in its contract with the Named Insured.

**NAME(S) OF ADDITIONAL INSURED(S)**

Scott Zoromski  
Star Spangled Novelties  
995 S. Park View Circle  
Mosinee, WI 54455

Eagles Club  
Man of Honor Society & Officers  
City of Wausau  
Marathon County

**DISPLAY LOCATION:** DC Everest Park, 1800 S Third Ave., Wausau, WI 54401

**DISPLAY DATE(S):** Saturday, June, 11<sup>th</sup> 2016

It is certified that this policy requires a 30 day mutual notice of cancellation between the Insurer and the Named Insured. In the event of such cancellation we will endeavor to mail 10 days written notice to the Additional Insured(s), whose name and address is shown hereon, but failure to mail such notice shall impose no obligation or liability of any kind upon the insurer and/or the undersigned.

**DRAYTON INSURANCE BROKERS, INC.**

April, 11<sup>th</sup> 2016  
DATE OF ISSUE

  
A.J. STRINGER, PRESIDENT