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

Meeting of the: COMMON COUNCIL OF THE CITY OF WAUSAU
Date/Time: Tuesday, September 12, 2017 at 7:00 pm.
Location: City Hall (407 Grant Street, Wausau WI 54403) - Council Chambers
Members: Patrick Peckham, Romey Wagner, David Nutting, Tom Neal, Gary Gisselman, Becky McElhaney, Lisa Rasmussen, Karen Kellbach, Joe Gehin, Sherry Abitz, Dennis Smith

Pledge of Allegiance / Roll Call / Proclamations
Presentations: Hmong Festival (Yee Leng Xiong - Hmong American Center)
Public Comment:
Committee Reports: McCleary's Solar Energy Report (Peckham)

### Call to Order

**Public Comment:**

**Committee Reports:**

<table>
<thead>
<tr>
<th>File #</th>
<th>CMT</th>
<th>Consent Agenda ACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>17-0801</td>
<td>CMT</td>
<td>Minutes of previous meeting(s). (8/08/17) Approved 4-0</td>
</tr>
<tr>
<td>17-0904</td>
<td>CISM</td>
<td>Resolution authorizing a Driveway in Excess of Forty-Four Feet at 650 South 7th Avenue (Wausau School District) Approved 4-0</td>
</tr>
<tr>
<td>17-0905</td>
<td>CISM</td>
<td>Resolution accepting Utility Easement on South 22nd Avenue, south of Nehring Street – LN Real Estate, LLC Approved 4-0</td>
</tr>
<tr>
<td>17-0906</td>
<td>CISM</td>
<td>Resolution accepting Easement for the Installation of Gas and Electrical Utilities for the Development of the East Riverfront – Wisconsin Public Service Approved 4-0</td>
</tr>
<tr>
<td>17-0105</td>
<td>CISM</td>
<td>Final Resolution Levying Special Assessments for the 2017 Street Construction Projects Approved 4-0</td>
</tr>
<tr>
<td>17-0311</td>
<td>CISM</td>
<td>Final Resolution Levying Special Assessments for the 2017 Street Construction Project of Plaza Drive from Pine Ridge Boulevard to 28th Avenue Approved 4-0</td>
</tr>
<tr>
<td>17-0908</td>
<td>CISM</td>
<td>Ordinance authorizing the removal of yield signs and the installation of stop signs at the railroad crossing on S. 5th Avenue between Sherman Street and West Street Approved 4-0</td>
</tr>
<tr>
<td>99-0916</td>
<td>FIN</td>
<td>Resolution Authorizing Continued Membership in CVMIC for policy years 2019 and 2020 Approved 5-0</td>
</tr>
<tr>
<td>97-0313</td>
<td>FIN</td>
<td>Resolution Authorizing City Officials to enter into an Enterprise Banking Services Contract Participation Agreement for Wisconsin Local Governments with US Bank Approved 5-0</td>
</tr>
<tr>
<td>16-1109</td>
<td>FIN</td>
<td>Resolution Approving Modification of the 2017 Budget for Police Testimony Services Approved 5-0</td>
</tr>
<tr>
<td>17-0910</td>
<td>CISM &amp; PLAN</td>
<td>Joint Resolution accepting dedication of land along South 22nd Avenue south of Helmke Street from 729 South 24th Avenue for public right-of-way (ProBuild/LN Real Estate LLC) Approved 4-0 Approved 6-0</td>
</tr>
<tr>
<td>80-0828</td>
<td>P&amp;R, PH&amp;S</td>
<td>Joint Ordinance Repealing Section 9.04.025 Consumption or possession of intoxicants on streets subsection (e) Repeal and amending Section 9.20.020(s) Regulation of persons Approved 5-0 Approved 5-0</td>
</tr>
</tbody>
</table>

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<tr>
<th>File #</th>
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</thead>
<tbody>
<tr>
<td>17-0903</td>
<td>PH&amp;S</td>
<td>Confirmation of Mayor's Appointments Approved 5-0</td>
</tr>
<tr>
<td>17-0108</td>
<td>PH&amp;S</td>
<td>Resolution approving or denying various licenses as indicated Approved 5-0</td>
</tr>
<tr>
<td>17-0707</td>
<td>PH&amp;S</td>
<td>Ordinance Amending Section 5.62.045 Special Youth Vending License subsection (c) Insurance No action</td>
</tr>
<tr>
<td>17-0707</td>
<td>PH&amp;S</td>
<td>Ordinance Repealing Section 5.62.045 Special Youth Vending License subsection (c) Insurance Approved 4-0</td>
</tr>
<tr>
<td>17-0909</td>
<td>CISM</td>
<td>Resolution approving State/Municipal Agreement for the Rehabilitation of Bridge B-37-0100, Railroad Bridge on Grand Avenue Approved 4-0</td>
</tr>
<tr>
<td>17-0907</td>
<td>CISM</td>
<td>Ordinance establishing a mid-block crosswalk on 5th Street between Washington Street and Forest Street Approved 3-1</td>
</tr>
<tr>
<td>17-0911</td>
<td>ED</td>
<td>Resolution approving the sale of approximately 3+/- acres of to be surveyed Wausau Business Campus land from parcel PIN#291-2906-362-0952 to Pickruhn Limited Partnership or their assigns for the construction of a 10,000 sq.ft. office and warehouse building at 84th Avenue and Enterprise Drive Approved 5-0</td>
</tr>
<tr>
<td>15-0708</td>
<td>ED</td>
<td>Resolution approving City to include Barker Financial as developer of the Riverlife Villages (Phase 1) project and amend the development agreement and finalize groundlease documents for construction to begin this year Approved 5-0</td>
</tr>
<tr>
<td>16-1109</td>
<td>FIN</td>
<td>Resolution Approving Modification of the 2017 Budget for Wausau Business Campus Expansion Approved 3-1-1</td>
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<tr>
<td>16-1109</td>
<td>FIN</td>
<td>Resolution Approving Modification of the 2017 Budget for the Compensation Study Approved 5-0</td>
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<tr>
<td>12-0217</td>
<td>HR</td>
<td>Resolution Authorizing selection of a vendor to conduct a compensation study Approved 5-0</td>
</tr>
<tr>
<td>04-0306</td>
<td>HR</td>
<td>Resolution approving bargaining agreement between the City of Wausau and Amalgamated Transit Union, ALF-CIO Local 1168 for July 1, 2017 – December 31, 2019 Approved 5-0</td>
</tr>
<tr>
<td>12-0219</td>
<td>HR</td>
<td>Resolution Amending Employee Handbook Section 8.02 Paid Holidays and Section 8.05 Perfect Attendance Leave Approved 5-0</td>
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<tr>
<td>12-0219</td>
<td>HR</td>
<td>Resolution Amending Employee Handbook Section 8.04 Vacation; 8.03 Personal Holidays; and Section 8.12 Separation Benefits for Vacation, Compensatory and Perfect Attendance Leave Approved 5-0</td>
</tr>
<tr>
<td>12-0220</td>
<td>HR</td>
<td>Resolution Authorizing Mert Increase for Introductory Period Completion Approved 2-1</td>
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Suspend the Rules (2/3 vote required)

<table>
<thead>
<tr>
<th>Resolution</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>17-0912 FIN</td>
<td>Resolution Supporting the use of Marathon County resources for the benefit of all county highways</td>
<td>Pending</td>
</tr>
<tr>
<td>99-1104 FIN</td>
<td>Resolution amending the Procurement Policy regarding approval of attorney professional services</td>
<td>Pending</td>
</tr>
<tr>
<td>16-1109 FIN</td>
<td>Resolution Approving Modification of the 2017 Budget for Police Fitness Services</td>
<td>Pending</td>
</tr>
<tr>
<td>02-1005 CISM</td>
<td>Resolution clarifying the August 8, 2017 resolution approving the Thomas Street design concept from 4th Avenue to the Wisconsin River Bridge</td>
<td>Pending</td>
</tr>
</tbody>
</table>

Public Comment & Suggestions

Adjournment

Signed by Robert B. Mielke, Mayor

Closed Session pursuant to Wis. Stat. Section 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, for the purpose of conferring with legal counsel regarding pending tax litigation involving Menard, Inc., Case No. 15CV850 and 16CV861

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

Adjourment

This Notice was posted at City Hall and transmitted to the Daily Herald newsroom on 9/07/17 @ 3:00 pm. Questions regarding this agenda may be directed to the City Clerk.

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

<table>
<thead>
<tr>
<th>File #</th>
<th>CMT</th>
<th>Resolutions and Ordinances</th>
<th>ACT</th>
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</thead>
<tbody>
<tr>
<td>17-0807</td>
<td>PARK &amp; REC, PLAN</td>
<td>Joint Resolution Authorizing the dedication of parkland.</td>
<td>Approved 4-0</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Approved 6-0</td>
</tr>
</tbody>
</table>

Adjournment

Signed by Robert B. Mielke, Mayor

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This Revised Agenda was posted at City Hall and faxed to the Daily Herald newsroom on 9/11/2017 @ 10:00 a.m.

Questions regarding this agenda may be directed to the City Clerk.

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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.
Key points from Jay McCleary's solar energy presentation Wednesday, Aug. 30, at Wausau City Hall:

(from Alderman Pat Peckham)

McCleary is a recently retired employee of the City of Red Wing, Minn.

As they installed solar arrays and made other changes, they calculated their energy costs, electricity and natural gas combined, for their buildings on a per-square foot basis. Those costs went from $2.27 in 2011 to $1.06 in 2016. That's a reduction of 54%.

They have six solar arrays of photovoltaic panels and expect the systems to produce electricity for 40 years. During that time, assuming utility rates for electricity continue to creep up, those panels are expected to generate $2.5 million worth of electricity.

We do not expect to be as fortunate as they were in terms of initial costs. A big reason for that is they have Xcel Energy as their electric utility and Xcel has some of the most generous assistance programs in the nation. At the time, Minnesota also had an incentive program that was more generous than what's available in Wisconsin.

Red Wing's adoption of solar energy has encouraged local residents and business owners to do the same. Some of their systems are expected to pay for themselves in 3.5 years. One business owner told him that the business couldn't afford not to buy the system. Another business reported a payback in 4.6 years. That means the electricity produced has been worth
the cost of the system and, after the payback, the electricity generated is nearly free.

Of their six arrays, only one is on a rooftop. Some are ground-mounted and most serve as carports. They have had almost no problems requiring repairs and the city gets almosts all of its electricity from solar.

They have used a financing method for much of the work that involves private investment. The investor is the actual owner of the system for the first 6.5 years, but sells power to the city for below-market rates, producing immediate savings for local taxpayers. Before the system is 7 years old, the contract with the investor requires the sale of the system to the city for $1, resulting in even greater savings for the taxpayers.

The solar equipment vendor that worked with Red Wing has contacted Wausau, but the city has also been in touch with a Stevens Point firm. The city has no firm plans on what comes next. Mayor Robert Mielke wants to learn more before acting but if the city does get serious about solar, a consultant has identified which city building would be best for a roof-top system or the first project could be a vehicle shelter at the Department of Public Works. If a new fire station is built in the near future, the hope is that solar can be a part of that new construction.
OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL
held on Tuesday, August 8 2017, at 7:00 pm in the Council Chambers at City Hall.
Mayor Robert Mielke presiding.

Roll Call

Roll call indicated 10 members present.

<table>
<thead>
<tr>
<th>District</th>
<th>Alderperson</th>
<th>Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Peckham, Patrick</td>
<td>NV</td>
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<tr>
<td>2</td>
<td>Wagner, Romey</td>
<td>YES</td>
</tr>
<tr>
<td>3</td>
<td>Nutting, David E.</td>
<td>YES</td>
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<td>4</td>
<td>Neal, Tom</td>
<td>YES</td>
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<tr>
<td>5</td>
<td>Gisselman, Gary</td>
<td>YES</td>
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<td>6</td>
<td>McElhaney, Becky</td>
<td>YES</td>
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<td>7</td>
<td>Rasmussen, Lisa</td>
<td>YES</td>
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<td>8</td>
<td>Kellbach, Karen</td>
<td>YES</td>
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<td>9</td>
<td>Gehin, Joe</td>
<td>YES</td>
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<tr>
<td>10</td>
<td>Abitz, Sherry</td>
<td>YES</td>
</tr>
<tr>
<td>11</td>
<td>Smith, Dennis</td>
<td>YES</td>
</tr>
</tbody>
</table>

Public Comment for Pre-registered citizens for matters appearing on the agenda and other public comment

1) Louis Larson, 904 S 21st Pl, spoke in opposition to the Thomas Street plan of a 3 lane road and was concerned about the environmental impact; he did not think homes should be torn down and people relocated; he wanted it to go to referendum.
2) Thomas Kilian, 133 E Thomas St, referred to traffic data on Thomas Street and felt Council needed to look at it more closely. He also spoke about concerns with contamination on Thomas Street.
3) Jay Kronenwetter, 903 ½ Park Ave, addressed the Council regarding contaminated properties on Thomas Street and felt they should listen to residents that live there who are against this project.

Consent Agenda

Motion by Neal, second by Kellbach to adopt all items on the Consent Agenda as follows:

17-0701 Minutes of previous meeting(s). (07/18/2017)
17-0507 Final Resolution of the Capital Improvements and Street Maintenance Committee and the Plan Commission vacating and discontinuing E. Lakeview Drive east of Grand Avenue
17-0411 Final Resolution of the Capital Improvements and Street Maintenance Committee and the Plan Commission vacating and discontinuing a portion of S. 17th Avenue south of Pardee Street.
17-0804 Joint Resolution of the Capital Improvement and Street Maintenance Committee and the Plan Commission accepting dedication of right-of-way north of Highland Drive and east of County Road 0
17-0108 Resolution of the Public Health & Safety Committee approving or denying various licenses as indicated

Yes Votes: 10  No Votes: 0  Not Voting: 1  Result: PASS

17-0803 Communication to Council
Mayor Mielke stated Karen Kellbach has agreed to finish out the remaining term on the Human Resources Committee, replacing Dennis Smith.

02-1005
Motion by Rasmussen, second by Abitz to adopt a resolution of the Capital Improvement and Street Maintenance Committee approving Thomas Street design concept from 4th Avenue to the Wisconsin River Bridge.

Rasmussen clarified that this resolution is only giving permission for AECOM to draw up a 30% plan set, which draws up the plan to 30% cross section so that we can see what the impacts are and what the effects are on the residents and the community. It lets us know what property might need to be acquired or not in total or in strip taking and also helps us to analyze where conflicts exist with driveway access or business access. She stated once the plan set is complete it goes back to CISM Committee where there are more public engagement sessions and opportunities to work out compromises. She added they will be able to lay the plan over the map and
figure out what the real environmental challenges are, figure out what areas may need to be managed by the DNR, and how to mitigate any hazards. She pointed out if we don’t approve the permission to draw that 30% plan tonight, none of these talks can happen in earnest with anyone who is affected. This vote is not a final blessing to move forward with a design; it is not a relocation plan that causes buy-outs; it’s not permission from this Council to buy anybody’s house.

Gisselman stated we are still asking the city to spend money on a plan that may or may not be what the city wants at this point in time. There is always an opportunity to proceed and he indicated he voted against it in CISM because the plan is not want the residents want. He stated we really don’t have a clear understanding of what kind of contamination is in this area and there are enough questions being brought out by a variety of people to stop and get more information before proceeding.

Lengthy discussion and debate followed; meeting can be viewed online.

Eric Lindman stated if we don’t move forward tonight, we really don’t have a direction to go; we need a footprint identified that we are going to be working in and then we can have additional discussions.

Call the question 8/8/2017 8:02:12 PM
Motion by Gehin, second by Abitz to call the question however, allowing Gisselman and Nutting to continue their concerns after calling the question.

Yes Votes: 10 No Votes: 0 Not Voting: 1 Result: PASS

Nutting pointed out that Thomas Street is not an ordinary street, it is an urban principal arterial roadway and as such, it cannot stay as it is; it would be required to be brought up to today’s standards. Lindman agreed we must meet highway guidelines for this road and it is eligible for federal/state funding. He noted it has significant safety issues and currently has a crash rate twice what it should be.

Vote on the main motion: 8/8/2017 8:06:07 PM

Yes Votes: 6 No Votes: 4 Abstain: 0 Not Voting: 1 Result: PASS

<table>
<thead>
<tr>
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<td>Smith, Dennis</td>
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17-0805 8/8/2017 8:06:42 PM
Motion by Gehin, second by Abitz to adopt an ordinance of the Plan Commission rezoning 1101 South 12th Avenue and 1207 West Thomas Street from R2, Single Family Residence District, to B2, Community Service District

Yes Votes: 10 No Votes: 0 Not Voting: 1 Result: PASS

17-0805 8/8/2017 8:07:10 PM
Motion by Kellbach, second by Abitz to adopt a resolution of the Plan Commission approving a conditional use at 1101 South 12th Avenue and 1207 West Thomas Street to allow for a parking lot, in a B2, Community Service District

Yes Votes: 10 No Votes: 0 Not Voting: 1 Result: PASS

17-0807 Joint Resolution of the Park & Recreation Committee and the Plan Commission authorizing the dedication of parkland. Withdrawn – will be brought back in September.

02-0432 8/8/2017 8:18:59 PM
Motion by Nutting, second by Abitz to adopt an ordinance of the Committee of the Whole Amending Chapter 2.16 Standing Rules of the Common Council, Rule 4 - Conduct of Members
Rasmussen stated the Code of Conduct idea originally came out of a Council Retreat following some very contentious times. We agreed to consider a Code of Conduct, but we are not bound to adopt one. The City Attorney in an email indicated she felt the plan as drafted was too vague, difficult to enforce, uses concepts that are difficult to verify, and invites frivolous claims or complaints; her recommendation to the Council is not to adopt it. Rasmussen felt conditions have so much improved from what they were two years ago and as a group they work, debate and compromise well. She commented the environment here at City Hall is now largely positive so this may no longer be necessary. She noted a new Council can always take up the issue and make their rules.

Wagner commented it might be better to have a seasoned Council look into and set a Code of Conduct in a positive atmosphere rather then waiting until after the election of a new Council. He suggested tabling this and send it back to the HR Committee for more discussion or vote it down because he did not feel it was ready to be passed now. Rasmussen stated the entire draft should be scrapped and start fresh with the City Attorney as an advisor.

Yes Votes: 0 No Votes: 10 Not Voting: 1 Result: FAIL

17-0808 8/8/2017 8:19:33 PM
Motion by Nutting, second by Kellbach to approve a resolution of the Committee of the Whole adopting Council Code of Conduct

Yes Votes: 0 No Votes: 10 Not Voting: 1 Result: FAIL

Suspend the Rules 8/8/2017 8:20:20 PM
Motion by Neal, second by Rasmussen to suspend the Rules (2/3 vote required)

Yes Votes: 10 No Votes: 0 Not Voting: 1 Result: PASS

04-1212 8/8/2017 8:21:59 PM
Motion by Nutting, second by Gehin to adopt a resolution of the Finance Committee approving an Emergency Medical Services Contract to provide emergency ambulance services to surrounding municipalities.

Yes Votes: 10 No Votes: 0 Not Voting: 1 Result: PASS

16-1109 8/8/2017 8:22:32 PM
Motion by Rasmussen, second by Wagner to adopt a resolution of the Finance Committee approving modification of the 2017 Budget for Motor Pool Facilities Improvements and Sidewalk Improvements

Yes Votes: 9 No Votes: 1 Abstain: 0 Not Voting: 1 Result: PASS

District Alderperson Vote
1 Peckham, Patrick NV
2 Wagner, Romey YES
3 Nutting, David E. YES
4 Neal, Tom YES
5 Gisselman, Gary YES
6 McElhaney, Becky YES
7 Rasmussen, Lisa YES
8 Kellbach, Karen YES
9 Gehin, Joe YES
10 Abitz, Sherry YES
11 Smith, Dennis NO

17-0711 8/8/2017 8:23:14 PM
Motion by Nutting, second by Rasmussen to adopt a resolution of the Common Council clarifying the July 18, 2017 resolution approving the acquisition and relocation of Great Lakes Cheese at 101 DeVoe Street and associated parcels and the transfer of land for a new facility.

Yes Votes: 8 No Votes: 2 Abstain: 0 Not Voting: 1 Result: PASS

District Alderperson Vote
1 Peckham, Patrick NV
2 Wagner, Romey YES
3 Nutting, David E. YES
4 Neal, Tom YES

Page 3 of 4
17-0809  8/8/2017 8:24:05 PM

Motion by Wagner, second by Kellbach to adopt a resolution of the Human Resources Committee approving the reallocation of the Water Distribution Maintainer Position from Salary Grade 14 to Salary Grade 13. Also approves the establishment of a salary increase for Water Distribution Maintainers upon proof of completion of required certifications

Yes Votes: 10  No Votes: 0  Not Voting: 1  Result: PASS

Public Comment or Suggestions:

1) Wagner questioned why the item “Committee Reports” was no longer on the agenda at the beginning of the meeting. Attorney Jacobson stated removing that item was her suggestion because it was not following the rules. It was listed every month without specifics agendized and then people would use it to make whatever comments. She stated it did not comply with the open meeting law. If there are committee reports that anyone would like to make they need to give it to the clerk in advance so we can agendize it.

Adjournment  8/8/2017 8:27:30 PM

Motion by Gehin, second by Kellbach to adjourn. Motion carried. Meeting adjourned at 8:30 p.m.

Robert B. Mielke, Mayor
Toni Rayala, City Clerk
RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET MAINTENANCE COMMITTEE

Authorizing a Driveway in Excess of Forty-Four Feet at 650 South 7th Avenue (Wausau School District)

Committee Action: Approved 4-0
Fiscal Impact: None
File Number: 17-0904 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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<td></td>
</tr>
<tr>
<td>Debt Financed:</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Amount:</td>
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<tr>
<td>Annual Retirement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TID Financed:</td>
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<td>No</td>
</tr>
<tr>
<td>Amount:</td>
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<tr>
<td>TID Source: Increment Revenue</td>
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<td></td>
</tr>
<tr>
<td>Debt</td>
<td>Funds on Hand</td>
<td>Interfund Loan</td>
</tr>
</tbody>
</table>

RESOLUTION

WHEREAS, in order to accommodate a new truck dock, the Wausau School District is proposing to widen the driveway for their maintenance building at 650 South 7th Avenue from 58 feet to 80 feet; and

WHEREAS, in accordance with Wausau Municipal Code Section 12.20.040 Width and Distance, driveways in excess of forty-four feet may be permitted if approved by the Common Council; and

WHEREAS, your Capital Improvements and Street Maintenance Committee met on August 10, 2017 to review the proposed alterations to the driveway and recommends approval; now therefore

BE IT RESOLVED the Common Council of the City of Wausau does hereby authorize a driveway in excess of forty-four feet at 650 South 7th Avenue.

Approved:

Robert B. Mielke, Mayor
Date of Meeting: August 10, 2017, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Abitz, Kellbach, McElhaney (Rasmussen was excused.)

Also Present: Mayor Mielke, Lindman, Wesolowski, Gehin, Buckner, Jacobson, Hebert

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

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

**Discussion and possible action on alterations to the driveway for the Wausau School District Maintenance Building at 650 South 7th Avenue**

Gehin stated the Wausau School District is looking to add a truck dock to their maintenance building off of South 7th Avenue. The existing driveway is 58’ and they would like to widen it to 80’ to accommodate the new truck dock. CISM and Council approval is required for a driveway width exceeding 44’. Gehin has reviewed the widening, sees no issues and recommends approval.

Kellbach moved to approve the altered driveway at 650 South 7th Avenue. Abitz seconded.

Abitz asked if there would be an increase in the number of trucks. Gehin does not know the specifics. He does not believe they have a truck dock there now but does not foresee a huge increase in truck traffic. It is unlikely there would be large interstate semi-trucks but rather smaller single-axle trucks. He believes they are adding the truck dock to better accommodate the trucks that go there now.

There being a motion and a second, motion to approve the altered driveway at 650 South 7th Avenue carried unanimously 4-0.
<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussion and possible action on alterations to the driveway for the Wausau School District Maintenance Building at 650 South 7th Avenue</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BACKGROUND</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Wausau School District is altering their Maintenance Building driveway located at 650 South 7th Avenue. The driveway alterations will widen the driveway entrance opening at 7th Avenue from approximately 58-feet to 80-feet. Driveway alterations are necessary to accommodate a new truck dock. See attached plan. Permit approval of driveway widths in excess of 44-feet require Council approval.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FISCAL IMPACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
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<table>
<thead>
<tr>
<th>STAFF RECOMMENDATION</th>
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</thead>
<tbody>
<tr>
<td>Staff recommends approval of altered driveway width.</td>
</tr>
</tbody>
</table>

Staff contact: Sean Gehin 715-261-6748
RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET MAINTENANCE COMMITTEE

Accepting Utility Easement on South 22nd Avenue, south of Nehring Street – LN Real Estate, LLC

Committee Action: Approved 4-0
Fiscal Impact: None

File Number: 17-0905 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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<tr>
<td></td>
<td>Grant Financed:</td>
<td>Yes [ ] No [x] Amount:</td>
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<tr>
<td></td>
<td>Debt Financed:</td>
<td>Yes [ ] No [x] Amount: Annual Retirement</td>
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<td></td>
<td>TID Financed:</td>
<td>Yes [ ] No [x] Amount:</td>
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<tr>
<td></td>
<td>TID Source: Increment Revenue [ ] Debt [ ] Funds on Hand [ ] Interfund Loan [x]</td>
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RESOLUTION

WHEREAS, it was recently discovered that the west half of 22nd Avenue, south of Nehring Street, was not public right-of-way; and

WHEREAS, the City owns and maintains public utilities underneath South 22nd Avenue, south of Nehring Street; and

WHEREAS, your Capital Improvements and Street Maintenance Committee met on August 10, 2017 to review the easement and recommends approval; now therefore

BE IT RESOLVED the Common Council of the City of Wausau does hereby approve the easement agreement, a copy of which is attached hereto and incorporated herein by reference, and the City Clerk is hereby instructed to have the easement recorded in the office of the Marathon County Register of Deeds.

Approved:

Robert B. Mielke, Mayor
Date of Meeting: August 10, 2017, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Abitz, Kellbach, McElhaney (Rasmussen was excused.)

Also Present: Mayor Mielke, Lindman, Wesolowski, Gehin, Buckner, Jacobson, Hebert

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

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

CONSENT AGENDA

A. Approve minutes of the July 12, 2017 meeting
B. Action on final resolutions to levy special assessments for 2017 Street Construction Projects
C. Action on WPS easement for East Riverfront
D. Action on utility easement on South 22nd Avenue south of Nehring Street
E. Action on dedication of land along South 22nd Avenue south of Helmke Street from 729 South 24th Avenue for public right-of-way (ProBuild/LN Real Estate LLC)

Kellbach moved to approve the consent agenda items. McElhaney seconded and the motion carried unanimously 4-0.
<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action on utility easement on South 22&lt;sup&gt;nd&lt;/sup&gt; Avenue, south of Nehring Street</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BACKGROUND</th>
</tr>
</thead>
<tbody>
<tr>
<td>The City owns and maintains public utilities underneath S. 22&lt;sup&gt;nd&lt;/sup&gt; Avenue south of Nehring Street. The publicly-owned utilities are storm sewer, sanitary sewer and watermain. It was recently discovered that the west half of 22&lt;sup&gt;nd&lt;/sup&gt; Avenue south of Nehring Street was not public right-of-way but privately owned by LN Real Estate, LLC. LN Real Estate has recently provided the City with a 25-foot utility easement. The recorded easement along with exhibit is attached for your reference.</td>
</tr>
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<table>
<thead>
<tr>
<th>FISCAL IMPACT</th>
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<tr>
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<table>
<thead>
<tr>
<th>STAFF RECOMMENDATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff recommends approval of the utility easement.</td>
</tr>
</tbody>
</table>

Staff contact: Sean Gehin  715-261-6748
EASEMENT AGREEMENT

THIS AGREEMENT, made this 15th day of June, 2017, by and between LN REAL ESTATE, LLC, Grantor, and the CITY OF WAUSAU, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, Grantee;

WITNESSETH:

That in consideration of the sum of one dollar ($1.00) and other good and valuable consideration paid to Grantor by Grantee, receipt of which is hereby acknowledged, Grantor, has this day conveyed, transferred, and delivered unto Grantee a permanent easement and right-of-way and perpetual right to enter upon the real estate hereinafter described at any time to construct, reconstruct, maintain, inspect and/or repair sanitary sewer and storm sewer which may be constructed through and under the lands hereinafter described.

The permanent easement and perpetual right of entry is described as follows:

Part of Certified Survey Map Number 1955 recorded in the Office of Register of Deeds for Marathon County in Volume 8 of Certified Survey Maps on Page 39, being part of the Southeast ¼ of the Northwest ¼, Section 34, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, described as follows:

The East 25 feet of said Certified Survey Map Number 1955, lying South of the South right-of-way of Nehring Street extended Westerly.

In further consideration of this easement by Grantor, Grantee forever agrees to hold Grantor harmless from all damages, loss, or claims which may arise from the existence, use, and/or maintenance of said permanent easement. Grantee further agrees that it will attempt to return the disturbed lands subject to this easement to a similar condition which existed prior to the construction.

No buildings or structures except surface improvements such as, but not limited to, asphalt pavement, sidewalk, curb and gutter, etc. shall be constructed upon or across the permanent easement lands; nor shall large trees be planted upon the permanent easement lands, but small trees and shrubs not exceeding approximately eight feet in height at maturity are permitted.

Grantor covenants that it is lawfully seized and possessed of the real estate above described and that it will defend the title thereto against the lawful claims of all persons whomsoever.

This agreement shall run with the land, encumbering the property encompassed by the easement in perpetuity, and shall be binding upon and shall inure to the benefit of the parties hereto and to their respective successors and assigns.
IN WITNESS WHEREOF, this agreement has been duly executed the day and year first above written.

CITY OF WAUSAU BY:

Robert B. Mielke, Mayor

Toni-Rayna, Clerk

STATE OF WISCONSIN )
COUNTY OF MARATHON) ss.

Personally came before me this 3rd day of July, 2017, the above named Robert B. Mielke, Mayor, and Toni-Rayna, Clerk for the City of Wausau, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
My commission expires: 7/25/17

LN REAL ESTATE, LLC BY:

Laird Norton Real Estate, Inc., as Its Manager

By: Gabe Levin, Its President

VICE

STATE OF Washington )
COUNTY OF King ) ss.

Personally came before me this 20th day of June, 2017, the above named Gabe Levin, President of Laird Norton Real Estate, Inc., manager of LN REAL ESTATE, LLC, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin
Washington
My commission expires: 10/26/18

This instrument was drafted by
Anne L. Jacobson, City Attorney
for the City of Wausau
407 Grant Street
Wausau WI 54403-4783
RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET MAINTENANCE COMMITTEE

Accepting Easement for the Installation of Gas and Electrical Utilities for the Development of the East Riverfront – Wisconsin Public Service

Committee Action: Approved 4-0
Fiscal Impact: None
File Number: 17-0906 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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<thead>
<tr>
<th>COSTS</th>
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<tbody>
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<td>Included in Budget: Yes No Budget Source:</td>
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<td>TID Financed:  Yes No Amount:</td>
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</tr>
<tr>
<td>TID Source: Increment Revenue Debt Funds on Hand Interfund Loan</td>
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</tbody>
</table>

RESOLUTION

WHEREAS, the development of the East Riverfront has been an ongoing project; and

WHEREAS, the installation of electrical and gas utilities is needed to serve proposed development as well as to serve City street lights and other facilities such as the wharf and Adirondack area; and

WHEREAS, your Capital Improvements and Street Maintenance Committee met on August 10, 2017 to review the proposed easement and recommends approval; now therefore

BE IT RESOLVED the Common Council of the City of Wausau does hereby approve the easement agreement, a copy of which is attached hereto and incorporated herein by reference, and the City Clerk is hereby instructed to have the easement recorded in the office of the Marathon County Register of Deeds.

Approved:

Robert B. Mielke, Mayor
Date of Meeting: August 10, 2017, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Abitz, Kellbach, McElhaney (Rasmussen was excused.)

Also Present: Mayor Mielke, Lindman, Wesolowski, Gehin, Buckner, Jacobson, Hebert

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

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

CONSENT AGENDA
A. Approve minutes of the July 12, 2017 meeting
B. Action on final resolutions to levy special assessments for 2017 Street Construction Projects
C. Action on WPS easement for East Riverfront
D. Action on utility easement on South 22nd Avenue south of Nehring Street
E. Action on dedication of land along South 22nd Avenue south of Helmke Street from 729 South 24th Avenue for public right-of-way (ProBuild/LN Real Estate LLC)

Kellbach moved to approve the consent agenda items. McElhaney seconded and the motion carried unanimously 4-0.
<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
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<tr>
<td>Action on WPS easement for East Riverfront</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BACKGROUND</th>
</tr>
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<tbody>
<tr>
<td>The development of the East Riverfront required the installation of utilities to serve the proposed development as well as to serve the City street lights and facilities such as the Wharf and Adirondack area. The City worked with WPS to have gas and electrical utilities installed as shown in the proposed easement document maps and as described in the legal descriptions.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FISCAL IMPACT</th>
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</thead>
<tbody>
<tr>
<td>The City would be granting the easement to WPS at no cost.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STAFF RECOMMENDATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff recommends approving the WPS easement along the East Riverfront.</td>
</tr>
</tbody>
</table>

Staff contact: Allen Wesolowski  715-261-6762
ELECTRIC UNDERGROUND & GAS EASEMENT / CORPORATION

THIS INDENTURE is made this ______ day of ____________, ______, by and between City of Wausau, a municipal corporation, ("Grantor") and WISCONSIN PUBLIC SERVICE CORPORATION, a Wisconsin Corporation, along with its successors and assigns (collectively, "Grantee") for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor, owner of land, hereby grants and warrants to, Grantee, a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area" more particularly described as follows:

That part of Lot 2 of Certified Survey Map 17367, recorded as Document No. 1711959, located in the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 26, Township 29 North, Range 7 East, and the Northwest 1/4 of the Southwest 1/4 and the Southwest 1/4 of the Northwest 1/4 of Section 25, Township 29 North, Range 7 East,

That part of Lot 2 of Certified Survey Map No. 5761, recorded as Document No. 919715, located in the Northeast 1/4 of the Southeast 1/4 of Section 26, Township 29 North, Range 7 East, That part of Government Lot 5 lying north of the North line of Bridge Street and west of the West line of North River Drive located in the Southwest 1/4 of the Northwest 1/4 of Section 25, Township 29 North, Range 7 East, and the Southeast 1/4 and the Northeast 1/4 of the Northeast 1/4 of Section 26, Township 29 North, Range 7 East,

That part of East Bridge Street lying west of North River Drive, located in the Southwest 1/4 of the Northwest 1/4 of Section 25, Township 29 North, Range 7 East, and the Southeast 1/4 and the Northeast 1/4 of the Northeast 1/4 of Section 26, Township 29 North, Range 7 East,

City of Wausau, County of Marathon, State of Wisconsin, described as follows, to-wit:

as shown on the attached Exhibit "A".

more particularly described on the attached Exhibit "B".

1. Purpose: ELECTRIC UNDERGROUND & GAS

The purpose of this easement is to construct, install, operate, maintain repair, replace and extend underground utility facilities, conduit and cables, electric pad-mounted transformers, manhole, electric pad-mounted vacuum fault interrupter, concrete slabs, power pedestals, riser equipment, terminals and markers, together with all necessary and appurtenant equipment under and above ground, as well as pipeline or pipelines with valves, tieovers, main laterals and service laterals, together with all necessary and appurtenant equipment under and above ground, including cathodic protection apparatus used for corrosion control, as deemed necessary by Grantee, for the transmission and distribution of electric energy, signals, television and telecommunications services; natural gas and all by-products thereof, or any liquids, gases, or substances which can or may be transported or distributed through a pipeline, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. Access: Grantee shall have the right to enter on and across any of the Grantor’s property outside of the easement area as may be reasonably necessary to gain access to the easement area and as may be reasonably necessary for the construction, installation, operation, maintenance, inspection, removal or replacement of the Grantee’s facilities.

3. Buildings or Other Structures: Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric and gas codes or any amendments thereto.

4. Elevation: Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.

5. Restoration: Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.

6. Exercise of Rights: It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.

7. Binding on Future Parties: This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

8. Easement Review: Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document or voluntarily waives the five day review period.

[Remainder of page intentionally left blank]
WITNESS the hand and seal of the Grantor the day and year first above written.

City of Wausau, a municipal corporation
Corporate Name

Sign Name
Print name & title

Sign Name
Print name & title

STATE OF __________________________
)SS

COUNTY OF __________________________
)

This instrument was acknowledged before me this ______ day of _________________________, ______, by the above-named ________________________________ of the City of Wausau, a municipal corporation, to me known to be the Grantor(s) who executed the foregoing instrument on behalf of said Grantor(s) and acknowledged the same

Sign Name
Print Name

Notary Public, State of ________________________________
My Commission expires: ________________________________

This instrument drafted by: Eric Vilhauer
Wisconsin Public Service Corporation

<table>
<thead>
<tr>
<th>Date</th>
<th>County</th>
<th>Municipality</th>
<th>Site Address</th>
<th>Parcel Identification Number</th>
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<tbody>
<tr>
<td>March 15, 2017</td>
<td>Marathon</td>
<td>City of Wausau</td>
<td>1200 N River Dr</td>
<td>291-2907-252-0981</td>
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<td>WR#</td>
<td>WR Type</td>
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<td>061</td>
<td>Wausau</td>
<td>224988</td>
<td>JSUB Joint Subdivision</td>
</tr>
</tbody>
</table>
EXHIBIT B
LEGAL DESCRIPTION

That part of Lot 2 of Certified Survey Map 17367, recorded as Document No. 1711959, located in the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 26, Township 29 North, Range 7 East, and the Northwest 1/4 of the Southwest 1/4 and the Southwest 1/4 of the Northwest 1/4 of Section 25, Township 29 North, Range 7 East,
That part Lot 2 of Certified Survey Map No. 5761, recorded as Document No. 919715, located in the Northeast 1/4 of the Southeast 1/4 of Section 26, Township 29 North, Range 7 East,
That part of Government Lot 5 lying north of the North line of Bridge Street and west of the West line of North River Drive located in the Southwest 1/4 of the Northwest 1/4 of Section 25, Township 29 North, Range 7 East, and the Southeast 1/4 and the Northeast 1/4 of the Northeast 1/4 of Section 26, Township 29 North, Range 7 East,
That part of East Bridge Street lying west of North River Drive, located in the Southwest 1/4 of the Northwest 1/4 of Section 25, Township 29 North, Range 7 East, and the Southeast 1/4 and the Northeast 1/4 of the Northeast 1/4 of Section 26, Township 29 North, Range 7 East, in the City of Wausau, County of Marathon, State of Wisconsin, described as follows:

A 12.00 foot wide utility easement the centerline of which are described as follows:
Commencing at the southwest corner of the Southeast 1/4 of Section 26, Township 29 North, Range 7 East;
Thence North 89°00’45” East, 2552.60 feet, along the south line of said Southeast 1/4 to the Southeast corner said Southeast 1/4;
Thence North 04°28’32” East, 2574.72 feet, to a point of the west line of North River Drive;
Thence North 04°57’01” West, 5.05 feet, along said west line to the point of beginning;
Thence South 86°26’50” West, 4.18 feet;
Thence along the arc of a curve to left 76.36 feet, with a radius of 223.20 feet, and a chord bearing and distance of South 76°22’42” West, 75.99 feet, to a point of reverse curvature;
Thence along the arc of a curve to the right 29.78 feet, with a radius of 122.93 feet, and a chord bearing and distance of South 73°31’05” West, 29.71 feet, to a point of compound curvature;
Thence along the arc of a curve to the right 51.21 feet, with a radius of 160.58 feet, and a chord bearing and distance of South 89°35’44” West, 51.00 feet, to a point of reverse curvature;
Thence along the arc of a curve to the left 31.58 feet, with a radius of 271.00 feet, and a chord bearing and distance of North 84°36’25” West, 31.57 feet, to a point of compound curvature;
Thence along the arc of a curve to the left 27.16 feet, with a radius of 123.61 feet, and a chord bearing and distance of South 85°45’33” West, 27.11 feet, to a point of compound curvature;
Thence along the arc of a curve to the left 81.05 feet, with a radius of 590.30 feet, and a chord bearing and distance of South 75°31’49” West, 80.99 feet, to a point of reverse curvature;
Thence along the arc of a curve to the right 82.89 feet, with a radius of 111.14 feet, and a chord bearing and distance of North 87°02’16 West, 80.98 feet, to Point A;
Thence continue along the arc of a curve to the right 5.58 feet, with a radius of 111.14 feet, and a chord bearing and distance of North 64°14’03 West, 5.58 feet,
Thence North 37°50’31” West, 31.35 feet,
Thence along the arc of a curve to the right 32.20 feet, with a radius of 44.00 feet, and a chord bearing and distance of North 16°52’40” West, 31.48 feet;
Thence North 04°05’10” East, 31.90 feet;
Thence along the arc of a curve to the right 40.46 feet, with a radius of 250.00 feet, and a chord bearing and distance of North 08°43’21” East, 40.52 feet;
Thence North 20°27’19” East, 39.30 feet;
Thence North 10°23’12” East, 33.21 feet; Thence North 14°44’03” East, 21.34 feet;
WR2249898 02/09/17 Utility Easements
EXHIBIT B
LEGAL DESCRIPTION

Thence along the arc of a curve to the right 11.96 feet, with a radius of 56.00 feet, and a chord bearing and distance of North 20°51'10" East, 11.94 feet;
Thence North 28°32'14" East, 14.73 feet;
Thence along the arc of a curve to the left 20.67 feet, with a radius of 31.00 feet, and a chord bearing and distance of North 09°26'19" East, 20.29 feet;
Thence North 09°39'36" West, 19.07 feet;
Thence along the arc of a curve to the right 6.11 feet, with a radius of 19.00 feet, and a chord bearing and distance of North 00°27'11" West, 6.08 feet;
Thence North 10°37'59" East, 27.67 feet;
Thence North 07°52'08" East, 40.33 feet;
Thence along the arc of a curve to the right 49.70 feet, with a radius of 315.15 feet, and a chord bearing and distance of North 12°29'37" East, 49.65 feet;
Thence North 15°58'27" East, 67.98 feet;
Thence along the arc of a curve to the right 58.18 feet, with a radius of 500.00 feet, and a chord bearing and distance of North 19°17'45" East, 58.15 feet;
Thence North 22°37'46" East, 22.64 feet;
Thence along the arc of a curve to the left 98.70 feet, with a radius of 500.00 feet, and a chord bearing and distance of North 16°58'28" East, 98.54 feet, to Point B;
Thence continue along the arc of a curve to the left 8.79 feet, with a radius of 500.00 feet, and a chord bearing and distance of North 10°48'55" East, 8.79 feet;
Thence North 10°18'42" East, 45.08 feet;
Thence along the arc of a curve to the right 24.13 feet, with a radius of 200.00 feet, and a chord bearing and distance of North 13°46'05" East, 24.12 feet;
Thence North 17°13'27" East, 55.38 feet;
Thence along the arc of a curve to the left 25.29 feet, with a radius of 200.00 feet, and a chord bearing and distance of North 13°36'08" East, 25.27 feet;
Thence North 09°58'48" East, 28.67 feet;
Thence along the arc of a curve to the left 52.38 feet, with a radius of 200.00 feet, and a chord bearing and distance of North 02°28'39" East, 52.23 feet;
Thence North 05°01'29" West, 40.96 feet;
Thence North 04°37'50" West, 91.54 feet;
Thence along the arc of a curve to the right 11.85 feet, with a radius of 60.00 feet, and a chord bearing and distance of North 01°01'42" East, 11.83 feet;
Thence North 06°41'14" East, 10.27 feet, to Point C;
Thence continue North 06°41'14" East, 9.42 feet,
Thence along the arc of a curve to the left 17.30 feet, with a radius of 60.00 feet, and a chord bearing and distance of North 01°34'23" West, 17.24 feet;
Thence North 09°50'01" West, 7.92 feet, to Point D;
Thence continue North 09°50'01" West, 2.24 feet;
Thence along the arc of a curve to the right 63.49 feet, with a radius of 150.00 feet, and a chord bearing and distance of North 02°17'34" East, 63.02 feet;
Thence North 14°25'09" East, 4.05 feet;
Thence along the arc of a curve to the left 20.75 feet, with a radius of 90.00 feet, and a chord bearing and distance of North 07°48'48" East, 20.71 feet, to Point E;
Thence continue along the arc of a curve to the left 37.49 feet, with a radius of 90.00 feet, and a chord bearing and distance of North 10°43'35" West, 37.22 feet, to Point F;
Thence continue along the arc of a curve to the left 12.69 feet, with a radius of 90.00 feet, and a chord bearing and distance of North 26°42'01" West, 12.68 feet;
EXHIBIT B
LEGAL DESCRIPTION

Thence North 30°44'26" West, 13.61 feet;
Thence along the arc of a curve to the right 27.46 feet, with a radius of 44.95 feet, and a chord bearing and distance of North 13°14'16" West, 27.04 feet;
Thence North 04°15'53" East, 1.15 feet;
Thence along the arc of a curve to the left 30.51 feet, with a radius of 89.99 feet, and a chord bearing and distance of North 05°26'49" West, 30.36 feet;
Thence North 15°09'32" West, 26.59 feet;
Thence along the arc of a curve to the right 23.24 feet, with a radius of 89.92 feet, and a chord bearing and distance of North 07°45'14" West, 23.18 feet;
Thence North 01°20'57" West, 1.02 feet;
Thence along the arc of a curve to the left 16.82 feet, with a radius of 90.00 feet, and a chord bearing and distance of North 05°42'13" West, 16.80 feet;
Thence North 11°03'28" West, 8.10 feet;
Thence along the arc of a curve to the right 24.01 feet, with a radius of 92.77 feet, and a chord bearing and distance of North 03°38'38" West, 23.94 feet;
Thence North 03°46'12" East, 69.14 feet, to the point of termination.
The east sideline of said easement is to terminate at the west line of North River Drive.

And a 30.00 foot wide utility easement the centerline of which is described as follows:
Beginning at said Point A; Thence South 06°35'37" West, 97.29 feet, to the point of termination.

And a 12.00 foot wide utility easement the centerline of which is described as follows:
Beginning at said Point B; Thence South 71°36'53" East, 71.72 feet, to the point of termination.

And a utility easement described as follows; Beginning at said Point C;
Thence South 83°18'46" East, 6.00 feet; Thence North 35°34'47" East, 15.03 feet;
Thence North 19°14'28" East, 8.00 feet; Thence North 36°39'34" West, 20.36 feet;
Thence South 06°09'59" West, 6.00 feet, to said Point D;
Thence North 09°50'01" East, 7.92 feet;
Thence along the arc of a curve to the right 17.30 feet, with a radius of 60.00 feet, and a chord bearing and distance of South 01°34'23" East, 17.24 feet;
Thence South 06°41'14" West, 9.42 feet, to Point C and the point of beginning.

And a utility easement described as follows, Beginning at said Point E;
Thence South 88°47'33" East, 6.00 feet; Thence North 19°25'02" East, 20.00 feet;
Thence along the arc of a curve to the left 24.22 feet, with a radius of 104.00 feet, and a chord bearing and distance of North 15°59'21" West, 24.16 feet;
Thence South 67°20'24" West, 14.00 feet, to said Point F;
Thence along the arc of a curve to the right 37.49 feet, with a radius of 90.00 feet, and a chord bearing and distance of South 10°43'35" East, 37.22 feet, to Point E and the point of beginning.

And a 12.00 foot wide utility easement the centerline of which is described as follows:
Beginning at said Point F; Thence North 67°20'24" East, 38.33 feet;
Thence along the arc of a curve to the right 21.62 feet, with a radius of 20.00 feet, and a chord bearing and distance of South 81°41'10" East, 20.59 feet;
Thence South 50°42'43" East, 14.12 feet, to the west line of North River Drive and the point of termination. The sidelines of said easement are to be extended and truncated to terminate at the west line of North River Drive.
RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET MAINTENANCE COMMITTEE

Levying Special Assessments for the 2017 Street Construction Projects

Committee Action: Approved 4-0
Fiscal Impact: Estimated construction cost $1,206,000; estimated special assessments $238,000

File Number: 17-0105  Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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RESOLUTION

WHEREAS, on January 10, 2017, a preliminary resolution was adopted for the proposed public street construction project which included the removal and replacement of bituminous concrete and/or Portland cement concrete pavement, curb and gutter, drive approaches, installation and/or replacement of sidewalk and sanitary sewer, water and storm sewer laterals where necessary, on the following streets during 2017:

Washington Street from the railroad tracks to 13th Street
2nd Street from Bridge Street to East Wausau Avenue

WHEREAS, the Engineer's report was filed in the office of the City Clerk; a public hearing was held January 31, 2017 for the project; and the Board of Public Works reported upon the hearing to the Capital Improvements and Street Maintenance Committee regarding the comments of those who appeared at said hearing and

WHEREAS, the Capital Improvements and Street Maintenance Committee did recommend to the Common Council that the project be constructed during 2017, and the Common Council accepted the Committee's report at its meeting of February 28, 2017 and ordered that the project be advertised for bid; and
WHEREAS, bids were received by the Board of Public Works and the low bidder was awarded the street construction projects and

WHEREAS, the street construction project special assessments for each property affected are attached hereto and made a part hereof;

NOW THEREFORE, BE IT RESOLVED,

1. That payment for said public improvements shall be made through an assessment against the real estate property described above.

2. That the assessments be and are hereby levied in the amount set forth above.

3. That such levy is made by the exercise of the City's police powers.

4. That the assessments are hereby determined to be fair and equitable, allocated amongst the property on a reasonable basis, and are in the public interest.

5. That any interested property owner may contest all or any part of such assessment in the manner provided in Section 3.24.020 of the Wausau Municipal Code.

6. That the special assessments shall be paid as follows:

   **Assessments under $300:** If payment is not made prior to November 1, 2017, the special assessment will be placed on the 2017 real estate tax bill and be due in full on or before January 31, 2018. There is no interest charged when paid in full. Assessments totaling less than $300 must be paid in full and do not qualify for a payment schedule.

   **Assessments totaling $300 but less than $20,000:** If full payment is not made prior to November 1, 2017, assessments totaling $300 but less than $20,000 will automatically be placed on the five-year payment schedule on the 2017 real estate tax bill. Property owners may then pay their special assessment under either of two options:

   A. Payment in full without interest with the 2017 real estate taxes OR
   B. Payment of the first one-fifth of the assessment with the 2017 real estate taxes without interest. The remaining balance is paid in equal installments on the next four real estate tax bills and carries an interest charge of the borrowed fund rate plus 1% (the 2016 rate was 2.55%) beginning February 1, 2018, on the unpaid balance. The remaining balance may be paid at any time with interest calculated through the month of payment.

   **Assessments over $20,000:** If payment is not made prior to November 1, 2017, assessments totaling $20,000 or more will automatically be placed on the ten-year payment schedule on the 2017 real estate tax bill. Property owners may then pay their special assessment under either of two options:

   A. Payment in full without interest with the 2017 real estate taxes OR
B. Payment of the first one-tenth of the assessment with the 2017 real estate taxes without interest. The remaining balance is paid in equal installments on the next nine real estate tax bills and carries an interest charge of the borrowed fund rate plus 1% (the 2016 rate was 2.55%) beginning February 1, 2018, on the unpaid balance. The remaining balance may be paid at any time with interest calculated through the month of payment.

Real estate taxes may be paid in full or in three installments (January 31, April 30, July 31). Regardless of how real estate taxes are paid, special assessments must be paid on or before January 31, 2018. No payments can be applied to real estate taxes if special assessments are not paid. Section 74.12(11)(a), Wisconsin Statutes, specifically states that if a treasurer receives a payment from a taxpayer which is not sufficient to pay all general property taxes, special assessments and special taxes due, the treasurer shall apply the payment to the amounts due, including interest and penalties, in the following order: (1) personal property taxes; (2) delinquent utility charges; (3) special charges; (4) special assessments; (5) special taxes; (6) general property taxes.

BE IT FURTHER RESOLVED that this final assessment resolution shall be published as a Class I notice in the official City newspaper; and

BE IT FURTHER RESOLVED, the Clerk shall cause to be mailed a copy of this resolution and a statement of the final assessment against the property to every property owner whose name appears on the assessment roll, whose post office address is known or can with reasonable diligence be ascertained.

Approved:

______________________________
Robert B. Mielke, Mayor
Date of Meeting: August 10, 2017, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Abitz, Kellbach, McElhaney (Rasmussen was excused.)

Also Present: Mayor Mielke, Lindman, Wesolowski, Gehin, Buckner, Jacobson, Hebert

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

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

CONSENT AGENDA
A. Approve minutes of the July 12, 2017 meeting
B. Action on final resolutions to levy special assessments for 2017 Street Construction Projects
C. Action on WPS easement for East Riverfront
D. Action on utility easement on South 22nd Avenue south of Nehring Street
E. Action on dedication of land along South 22nd Avenue south of Helmke Street from 729 South 24th Avenue for public right-of-way (ProBuild/LN Real Estate LLC)

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

Action on final resolutions to levy special assessments for 2017 Street Construction Projects

BACKGROUND

In the fall of each year, the Common Council adopts resolutions to levy special assessment for street construction projects. Special assessments for 2017 street construction projects to be levied this year include the following:

2nd Street from Bridge Street to East Wausau Avenue
Washington Street from RR tracks to 13th Street
Plaza Drive from Pine Ridge Boulevard to 28th Avenue

FISCAL IMPACT

Estimated special assessments:
- 2nd Street: $87,000
- Washington Street: $150,700
- Plaza Drive: $125,000

STAFF RECOMMENDATION

Staff recommends the resolutions be forwarded to the Common Council to levy the special assessments for the various projects.

Staff contact: Allen Wesolowski 715-261-6762
CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

FINAL RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET MAINTENANCE COMMITTEE

Levying Special Assessments for the 2017 Street Construction Project of Plaza Drive from Pine Ridge Boulevard to 28th Avenue

Committee Action: Approved 4-0
Fiscal Impact: Estimated construction cost $650,000; estimated special assessments $125,000

File Number: 17-0311 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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RESOLUTION

WHEREAS, on April 25, 2017, a preliminary resolution was adopted for the proposed public street construction project which included the removal and replacement of bituminous concrete and/or Portland cement concrete pavement, curb and gutter, drive approaches, installation and/or replacement of sidewalk and sanitary sewer, water and storm sewer laterals where necessary, on the following street during 2017:

Plaza Drive from Pine Ridge Boulevard to 28th Avenue

WHEREAS, the Engineer's report was filed in the office of the City Clerk; a public hearing was held April 11, 2017 for the project; and the Board of Public Works reported upon the hearing to the Capital Improvements and Street Maintenance Committee regarding the comments of those who appeared at said hearing and

WHEREAS, the Capital Improvements and Street Maintenance Committee did recommend to the Common Council that the project be constructed during 2017, and the Common Council accepted the Committee's report at its meeting of April 25, 2017 and ordered that the project be advertised for bid; and

WHEREAS, bids were received by the Board of Public Works and the low bidder was awarded the street construction projects and
WHEREAS, the street construction project special assessments for each property affected are attached hereto and made a part hereof;

NOW THEREFORE, BE IT RESOLVED,

1. That payment for said public improvements shall be made through an assessment against the real estate property described above.

2. That the assessments be and are hereby levied in the amount set forth above.

3. That such levy is made by the exercise of the City's police powers.

4. That the assessments are hereby determined to be fair and equitable, allocated amongst the property on a reasonable basis, and are in the public interest.

5. That any interested property owner may contest all or any part of such assessment in the manner provided in Section 3.24.020 of the Wausau Municipal Code.

6. That the special assessments shall be paid as follows:

**Assessments under $300:** If payment is not made prior to November 1, 2017, the special assessment will be placed on the 2017 real estate tax bill and be due in full on or before January 31, 2018. There is no interest charged when paid in full. Assessments totaling less than $300 must be paid in full and do not qualify for a payment schedule.

**Assessments totaling $300 but less than $20,000:** If full payment is not made prior to November 1, 2017, assessments totaling $300 but less than $20,000 will automatically be placed on the five-year payment schedule on the 2017 real estate tax bill. Property owners may then pay their special assessment under either of two options:

A. Payment in full without interest with the 2017 real estate taxes OR

B. Payment of the first one-fifth of the assessment with the 2017 real estate taxes without interest. The remaining balance is paid in equal installments on the next four real estate tax bills and carries an interest charge of the borrowed fund rate plus 1% (the 2016 rate was 2.55%) beginning February 1, 2018, on the unpaid balance. The remaining balance may be paid at any time with interest calculated through the month of payment.

**Assessments over $20,000:** If payment is not made prior to November 1, 2017, assessments totaling $20,000 or more will automatically be placed on the ten-year payment schedule on the 2017 real estate tax bill. Property owners may then pay their special assessment under either of two options:

A. Payment in full without interest with the 2017 real estate taxes OR

B. Payment of the first one-tenth of the assessment with the 2017 real estate taxes without interest. The remaining balance is paid in equal installments on the next nine real estate tax bills and carries an interest charge of the
borrowed fund rate plus 1% (the 2016 rate was 2.55%) beginning February 1, 2018, on the unpaid balance. The remaining balance may be paid at any time with interest calculated through the month of payment.

Real estate taxes may be paid in full or in three installments (January 31, April 30, July 31). Regardless of how real estate taxes are paid, special assessments must be paid on or before January 31, 2018. No payments can be applied to real estate taxes if special assessments are not paid. Section 74.12(11)(a), Wisconsin Statutes, specifically states that if a treasurer receives a payment from a taxpayer which is not sufficient to pay all general property taxes, special assessments and special taxes due, the treasurer shall apply the payment to the amounts due, including interest and penalties, in the following order: (1) personal property taxes; (2) delinquent utility charges; (3) special charges; (4) special assessments; (5) special taxes; (6) general property taxes.

BE IT FURTHER RESOLVED that this final assessment resolution shall be published as a Class I notice in the official City newspaper; and

BE IT FURTHER RESOLVED, the Clerk shall cause to be mailed a copy of this resolution and a statement of the final assessment against the property to every property owner whose name appears on the assessment roll, whose post office address is known or can with reasonable diligence be ascertained.

Approved:

________________________________________
Robert B. Mielke, Mayor
Date of Meeting: August 10, 2017, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Abitz, Kellbach, McElhaney (Rasmussen was excused.)

Also Present: Mayor Mielke, Lindman, Wesolowski, Gehin, Buckner, Jacobson, Hebert

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

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

CONSENT AGENDA

A. Approve minutes of the July 12, 2017 meeting
B. Action on final resolutions to levy special assessments for 2017 Street Construction Projects
C. Action on WPS easement for East Riverfront
D. Action on utility easement on South 22nd Avenue south of Nehring Street
E. Action on dedication of land along South 22nd Avenue south of Helmke Street from 729 South 24th Avenue for public right-of-way (ProBuild/LN Real Estate LLC)

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

Action on final resolutions to levy special assessments for 2017 Street Construction Projects

**BACKGROUND**

In the fall of each year, the Common Council adopts resolutions to levy special assessment for street construction projects. Special assessments for 2017 street construction projects to be levied this year include the following:

- 2nd Street from Bridge Street to East Wausau Avenue
- Washington Street from RR tracks to 13th Street
- Plaza Drive from Pine Ridge Boulevard to 28th Avenue

**FISCAL IMPACT**

Estimated special assessments:

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<td>$125,000</td>
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**STAFF RECOMMENDATION**

Staff recommends the resolutions be forwarded to the Common Council to levy the special assessments for the various projects.

Staff contact: Allen Wesolowski  715-261-6762
WHEREAS, there have been a number of accidents on S. 5th Avenue between Sherman Street and West Street at the railroad tracks; and

WHEREAS, your Capital Improvements and Street Maintenance Committee has examined the need for stop signs rather than yield signs; and

WHEREAS, Wis. Stat. §349.085 authorizes local authorities to install official stop signs at public traveled railroad grade crossings on highways maintained by those authorities; and

WHEREAS, based upon the examination of this area, your Capital Improvements and Street Maintenance Committee recommends that the yield signs should be replaced with stop signs at the herein stated locations.

NOW, THEREFORE, the Common Council of the City of Wausau do ordain as follows:

Section 1. Repeal existing yield signs on S. 5th Avenue between Sherman Street and West Street at the railroad crossing.

Section 2. Stop signs shall be installed at the following location:

S. 5th Avenue between Sherman Street and West Street at the railroad crossing

The stop sign inventory maintained by the GIS department and on file in the City Clerk’s office shall be amended to include said locations.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall be in full force and effect on the day after its publication.
Date of Meeting: August 10, 2017, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Abitz, Kellbach, McElhaney (Rasmussen was excused.)

Also Present: Mayor Mielke, Lindman, Wesolowski, Gehin, Buckner, Jacobson, Hebert

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

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

**Discussion and possible action on the installation of stop signs at the 5th Avenue railroad crossing**

Gehin stated due to motorists’ failure to yield at this railroad crossing, there have been a number of accidents. To improve the situation, staff is proposing adding stop signs. This has been discussed with the railroad. The City will furnish two stop signs at a cost of approximately $300 and the railroad will install them. He recommends approval to improve safety.

Kellbach moved to approve the installation of stop signs at the 5th Avenue railroad crossing. McElhaney seconded and the motion carried unanimously 4-0.
AGENDA ITEM

Discussion and possible action on the installation of stop signs at the 5th Avenue railroad crossing

BACKGROUND

Due to motorist’s failure to yield at the 5th Avenue railroad crossing (DOT Crossing No. 182045H, RR Milepost 0023.80), there have been a number of accidents. Records dating back to 1997 from the City’s Police Department and WDOT indicate that 7 accidents have occurred at the crossing. Most recently two of the seven accidents occurred October of 2016 and February of 2017. The average daily traffic (ADT) and posted speed limit on the local roadway are 840 vehicles per day and 25 mph respectively.

To improve the safety at the railroad crossing, City staff is recommending removing and replacing the existing yield signs at the crossing with stops signs. In accordance with State Statue 192.29 (5) the railroad is required to install and maintain the crossbuck and yield signs at all passive railroad crossings. If approved, City staff will work with CN Railroad to replace the existing yield signs with stop signs. The City will furnish CN Railroad with the stop signs.

FISCAL IMPACT

The cost to furnish two stop signs is approximately $300.

STAFF RECOMMENDATION

To improve safety, staff recommends the placement of the stop signs.

Staff contact: Sean Gehin  715-261-6748
DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depictions herein or for use which ignores this warning.

THIS MAP IS NOT TO BE USED FOR NAVIGATION
Looking south at the 5th Avenue railroad crossing.

Looking north at the 5th Avenue railroad crossing.
RESOLUTION OF THE FINANCE COMMITTEE

Authorizing Continued Membership in CVMIC for policy years 2019 and 2020

Committee Action:  Approved 5-0
Fiscal Impact:   Guaranteed Maximum Premiums 2018  177,884, 2019 186,262 and 2020 189,987
File Number: 99-0916    Date Introduced:  September 12, 2017

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RESOLUTION

WHEREAS, the City of Wausau became a member of Cities and Villages Mutual Insurance Company (CVMIC) in 2007 after completing an extensive casualty and workers compensation insurance proposal process, and

WHEREAS, the City of Wausau has been satisfied with the coverage and loss prevention services provided by CVMIC, and

WHEREAS, Cities and Villages Mutual Insurance Company (CVMIC) has guaranteed premiums for 2019 and 2020 for General Liability, Auto Liability, Excess Liability, Public Officials Liability and Law Enforcement Liability, in exchange for a two year membership commitment and

WHEREAS, your Finance Committee considered the agreement and recommends approval with a continued Self Insured Retention of $50,000, and now therefore

BE IT RESOLVED, by the Common Council of the City of Wausau, that the proper City Official(s) be hereby authorized to accept the Liability Insurance Proposal dated June 30 2017 from Cities and Villages Mutual Insurance Company (“CVMIC”) and agrees to continue its membership in CVMIC for policy years 2019 and 2020 based upon the premium guaranteed by CVMIC for said policy years.

Approved:

__________________________
Robert B Mielke, Mayor
Finance Committee
Date and Time: Tuesday, August 22, 2017 @ 5:15 pm., Council Chambers
Members Present: Rasmussen (C), Smith, Nutting, Kellbach, Gehin
Others Present: Groat, Jacobson, Kujawa, Mielke, Schock, Lindman, Jon Trautman

Discussion and Possible Action on authorizing continued membership in CVMIC for policy years 2019 and 2020 and establishing a recommended self-insured retention of $50,000
Groat stated we have been a member of Cities, Villages, Mutual Insurance Company for a number of years and found them to be very beneficial. She indicated CVMIC is asking us to commit to another two years. We currently have a $50,000 retention for self-insurance and she recommended we stay with that.

Motion by Gehin, second by Kellbach to continue membership in CVMIC for two more years and establish the recommended self-insured retention of $50,000. Motion carried 5-0.
TO: FINANCE COMMITTEE MEMBERS

FROM: MARYANNE GROOT

DATE: August 14, 2017

SUBJECT: CVMIC Renewals

**Purpose:** To obtain approval to enter into the Third Party Administrative Services Agreement for the self-insured workers compensation program and the two year liability program for the years 2019 and 2020.

**Background Information:**

Cities and Villages Mutual Insurance Company (CVMIC) provides insurance, risk management services and human resources and safety training. The City has been a member since 2006. The company is uniquely designed to meet the insurance and risk challenges facing communities. They are composed of approximately 50 Wisconsin communities. We have been very satisfied with the services offered. The procurement policy currently provides a sole source exemption for services provided by CVMIC.

CVMIC has submitted their two year liability renewal package and their third party administrative workers compensation self-insurance program agreement amendment.

**Recommendation:**

I would recommend executing the amendment to the third party administrative services agreement and to continue as a member of CVMIC for the policy years 2019 and 2020 as outlined in option 1 electing the $50,000 SIR.
June 30, 2017

Ms. Anne Jacobson
City of Wausau
407 Grant Street
Wausau, WI 54403

RE: Two-Year Liability Renewal Package
    2019-2020

Dear Anne:

Cities and Villages Mutual Insurance Company (CVMIC) is pleased to provide
your community with its two (2) year liability renewal package. CVMIC continues
to provide your community with the best possible public entity, general liability
and auto liability protection available in Wisconsin. This re-pricing continues
CVMIC’s approach of providing a long-term solution to your liability insurance
needs.

Bickmore Risk Services has completed an actuarial review of CVMIC losses from
1988 to present. Their analysis has indicated that we continue to have very
stable losses. The Board of Directors requested that Bickmore Risk Services
review 2019-2020 premiums for both the current and next higher self-insured
retention (SIR). Premium calculations were developed utilizing current loss data
and the underwriting information members provided last fall for the reinsurance
renewal.

The proposed pricing limits the experience modification to premium increases no
greater than 15% and reductions no greater than 10% for 2018. Increases for
2018 will be as quoted in 2015.

Your premium options for the 2019 and 2020 policy years are set forth in
Attachment One. These premiums are guaranteed for the two-year period,
assuming that we achieve an adequate level of commitment for the renewal. In
order to lock in these rates, we are asking that each member make their renewal
commitment by September 15, 2017. Our general counsel, Mark Kircher of
Quarles & Brady, has provided instructions for making this two-year commitment to CVMIC (Attachment Two).

The Board implemented the two-year pricing cycle to ensure members will always know their liability insurance cost before beginning the budget process.

To confirm your community’s commitment to CVMIC for the 2019-2020 policy years as outlined in Attachment One, it will be necessary to complete and sign the acceptance form at the bottom of Attachment One and return one signed copy in the postage paid envelope provided.

We look forward to continuing working with you. If you have any questions regarding re-pricing, please contact either Michelle Voskuil or myself.

Yours very cordially,

CITIES AND VILLAGES MUTUAL INSURANCE CO.

Kenneth Horner
Chief Executive Officer

Michelle Voskuil
Finance Director/CFO

KAH:mjv
Enc.
City of Wausau

ANNUAL PREMIUMS
Policy Years 2018, 2019, 2020

- **Coverage includes:**
  
  - General Liability
  - Auto Liability
  - Excess Liability
  - Public Officials Liability
  - Law Enforcement Liability

- **Self-Insured Retention ("SIR")** is available at several levels.

- **Limits of Liability:**
  
  $5,000,000 per occurrence excess of SIR.

- **Defense Costs are included in the SIR.**

**ANNUAL PREMIUMS:**

**SIR Occurrence/Aggregate**

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<th>Current SIR</th>
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<td>2019</td>
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<td>2020</td>
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**Option 1**

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<tbody>
<tr>
<td>2018</td>
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<td>$170,768</td>
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<td>2020</td>
<td>$189,987</td>
<td>$182,387</td>
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**Option 2**

- **NOTE:** The premiums stated herein are based on an expected number of renewals and are subject to review, depending on the actual number of renewals. With that qualification, they are guaranteed for the three-year policy period 2018, 2019 and 2020.
ACCEPTANCE

The City of Wausau agrees to continue as a member of CVMIC for the policy years 2018, 2019 and 2020 as outlined in Option 1 ____ ($50,000) [or] as outlined in Option 2 ____ ($75,000) (please indicate) at the corresponding guaranteed premiums set forth on the previous page.

ACCEPTED AND AGREED TO this ______ day of ______________________, 2017.
City of Wausau

By ___________________________
Name

Its ___________________________
Title
RESOLUTION OF THE FINANCE COMMITTEE

Authorizing City Officials to enter into an Enterprise Banking Services Contract Participation Agreement for Wisconsin Local Governments with US Bank

Committee Action: Approved 5-0
Fiscal Impact: Actual savings will be based upon number of transactions processed. Fee schedule attached

File Number: 97-0313 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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<tbody>
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<td>Amount:</td>
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<tr>
<td>Debt Financed:</td>
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<td>Amount: Annual Retirement</td>
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<td>Amount:</td>
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<td>Debt</td>
<td>Funds on Hand</td>
<td>Interfund Loan</td>
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RESOLUTION

WHEREAS, the City of Wausau procurement policy encourages the use of cooperative purchasing programs sponsored by the State of Wisconsin or other jurisdictions and

WHEREAS, the State of Wisconsin competitively considered enterprise banking services and selected US Bank, and

WHEREAS, the State of Wisconsin contract allows local governments to participate in the enterprise banking services contract and enjoy the competitive fees secured; and

WHEREAS, your Finance Committee has considered and approves the recommendation to move enterprise banking services to US Bank, NOW THEREFORE

BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to enter into a participation agreement with US Bank.

Approved:

Robert B. Mielke, Mayor
Discussion and Possible Action regarding banking contract with US Bank

Groat requested that the city move its primary banking services contract from BMO Harris Bank to US Bank. She explained at the end of June 2017 BMO informed us that as of August 1st they would no longer count coin. She questioned BMO that given the amount of money we run through their system each year, if they would reconsider. BMO’s offer was for them to purchase for us a coiner counter and sorter, a mechanism to either sleeve the coins or one that uses a Fed bag. They would pay for a subscription to a company such as Loomis for one year to come and pick up the coin. She stated when we looked at how we as staff would manage that, it seemed like it was going to be a giant inconvenience. She noted the city collects a lot of coin from the meters and Metro Ride has significant coin each week.

Groat stated we have been contemplating going out for RFP or looking at how to evaluate our banking services. She indicated she received proposals from three consulting firms that do this kind of work, one of which is called Portfolio Services for Government with a price estimate of $12,450; Public Funds Consulting Service at $9,450; and Ehlers a quote for $3,500. She noted our Procurement Policy allows us to piggyback on other government entities RFP process. The State of Wisconsin did an RFP for banking services and awarded to US Bank. She pointed out an advantage is that the county and CCIT use US Bank and would not have to manage two systems. They are very centrally located for us and they have a niche in government work.

Motion by Gehin, second by Kellbach to approve the banking contract with US Bank. Motion carried 5-0.
TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: August 2, 2017

RE: BANKING SERVICES CONTRACT WITH US BANK

At the end of June 2017 I received notification from BMO Harris Bank that beginning August 1, 2017, they would no longer count coin for the City of Wausau. This change is disruptive to City operations for MetroRide, Parking Ramp and Meter Collections. Each one of these operations deposit significant coin on a daily or weekly basis. BMO rules require large amounts of coin be submitted in rolls or fed-ready bags. BMO offered to purchase a coin counter/sorter for the City or fund a one year coin management services contract with a company such as Loomis. These solutions will result in extra cost and/or time for city staff.

I am requesting authority to move the City’s banking to US Bank. US Bank was awarded the State of Wisconsin banking services contract after a competitive selection process. The City’s procurement policy encourages the use of cooperative purchasing programs sponsored by the State of Wisconsin or other jurisdictions. The State of Wisconsin banking RFP required the resulting contract services and pricing be available to any Wisconsin municipality through a participation agreement. In addition, the County and CCITC currently bank with US Bank. Since the City, County and CCITC use the same financial and payroll software a number of banking technology integrations will have already been established.

Examples of technology integration currently used by the City include:

1. Remote deposit daily file transmission to BMO Harris Bank of check images for deposit. This transmission replaces paper checks delivered to the bank within the daily deposit.
2. Daily file transmission from BMO Harris Bank to the City of Wausau for retail lockbox collections.
3. Weekly file transmission to BMO Harris Bank of the accounts payable checks issued. This is known as positive pay and prevents fictitious checks from being presented on our account.
4. Biweekly file transmission of the ACH of payroll to all employee accounts.
5. Monthly file transmission of the ACH of water bill to be withdrawn from customer accounts.
6. Monthly file transmission of the ACH of CDBG loans, parking fees, EEC and other customers of regular monthly rent, loan payments and other fees.
7. Many other regularly scheduled electronic payments for insurance, regulatory payments and taxes.
8. Daily file transmission from Checkfree, FISglobal, MARS of online bill pay.
9. Monthly file from BMO Harris Bank to the City of Wausau of checks cleared in our account.

10. Variety of wire templates set up for regulatory payments such as debt payments.

I did receive prices from consultants who specialize in assisting communities with banking services RFP’s the quotes I received were:

- Portfolio Services for Government $12,450
- Public Funds Consulting Services $9,450
- Ehlers $3,500

I believe relying on the State of Wisconsin’s competitive process and contracting with US Bank will result in: competitive pricing, comprehensive banking services and efficient utilization of staff and IT resources during and after conversion.
The State's banking contract leverages a processing volume that exceeds 28 million payments per year in order to achieve the lowest possible fees. Credit/debit card transactions are processed for $.05/transaction + the nationally-published interchange fees. The State's contract is available to any local government (including school districts and technical colleges) within the State of Wisconsin. Depending on the services needed, the government will need to sign one or both of the Participation Agreements below. Please contact one of the following U.S. Bank representatives with any questions:

Credit/Debit Card Processing: Lynn Dederich, 414-747-9465, lynn.dederich@elavon.com

All other services: Teresa McBride, 414-765-4419, teresa.mcbride@usbank.com

Description of Contract Services

The State Controllers Office administers the Enterprise Banking Services Contract. The contract provides banking services for agencies to use in collecting and disbursing state moneys. The major service areas covered under the contract are:

- Depository and Check Presentment;
- Disbursement;
- Paper Lockbox;
- Electronic Lockbox (online acceptance of credit/debit card and e-check payments);
- Credit and debit card processing;
- Electronic Funds Transfer (includes ACH and Wire Transfer);
- Information Reporting.

Current Provider and Contract Term

The current Enterprise Banking Services provider is U.S. Bank. The contract has been extended until June 30, 2018.

Contract Pricing

A current price list is available in the .pdf file below. The prices are fixed for the duration of the contract.

Contract Documents

The following documents comprise the Enterprise Banking Services Contract:

- Renewal Contract Terms
- RFP
- Main Contract and Appendices:
  - Appendix 2 - Electronic Payment Gateway Services
  - Appendix 3 - Additional Cost Items (included in current contract pricing below)
  - Appendix 4 - U.S. Bank Treasury Mgmt Svcs Terms and Conditions
  - Appendix 4-Elavon Terms of Service
  - Appendix 4-Elavon Terms of Service
  - Appendix 4-Elavon Participation Agreement
  - Appendix 4-Elavon Merchant Processing Fees
  - Appendix 4-Elavon Merchant Equipment Price List (contact the State Controller's Office)
  - Appendix 4-Current Interchange Rates-April 2012
  - Appendix 5 - Participation Agreement for Local Governments
  - Contract Pricing

Performance/Contract Administrators

The largest user state agencies meet quarterly with the Contractor to discuss performance issues. The Contractor receives a quarterly performance score. Agencies should contact one of the following Contract Administrators with questions, or to report performance problems:
<table>
<thead>
<tr>
<th>Day-to-day Treasury Operational Issues</th>
<th>(608) 267-2724</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance management</td>
<td>(608) 266-8347</td>
</tr>
</tbody>
</table>
This instrument, (the "Participation Agreement"), is between U.S. Bank National Association, ("the Contractor") and the [LOCAL GOVERNMENT OF __________] ("Participant")

For good and valuable consideration, receipt of which is hereby acknowledged, both parties agree as follows:

1. The terms and conditions of the Enterprise Banking Services Contract ("Master Agreement") shall be incorporated herein by this reference as if fully set forth herein.

2. All terms used herein shall have the same meaning as in the Master Agreement, unless specified to the contrary.

3. For purposes of this Participation Agreement, the terms "you" and "your" under the Master Agreement shall mean the Participant.

4. Participant represents that Participant has received all the necessary approvals to enter into this Participation Agreement and the undersigned represents that he or she is legally authorized to execute this Participation Agreement on behalf of the Participant.

5. Participant hereby agrees to pay its allocated share of the fees as set forth in the Fee Schedule in the Master Agreement, as determined by the Contractor.

6. The Participation Agreement shall commence on the effective date set forth below and remain in effect for the term of the State of Wisconsin contract.

7. All terms and conditions of the Master Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Participation Agreement to be executed effective as of ________________.
RESOLUTION OF THE FINANCE COMMITTEE

Approving Modification of the 2017 Budget for Police Testimony Services

Committee Action: Approved 5-0
Fiscal Impact (2017): $4,800 is a budget reallocation not an increase in the budget

File Number: 16-1109  Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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<td>Debt</td>
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RESOLUTION

WHEREAS, your Police Department proposes to collaborate with the Marathon County Sheriff’s Department to retain part time consulting services to provide testimony at preliminary hearings at court; and

WHEREAS, this arrangement will save overtime dollars of existing staff and allow officers to focus on higher priority items and is expected to save $32,400, and

WHEREAS, your Finance Committee has reviewed and recommends a budget modification to finance the this service; and

WHEREAS, the budget modification utilizes salary and fringe benefit savings due to vacancies; as noted on the attached transfer form which is considered an exhibit to this resolution.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City Officials be and are hereby authorized and directed to modify the 2017 and publish such transfer in the official newspaper.

Approved:

Robert B. Mielke, Mayor
FINANCE COMMITTEE
Date and Time: Tuesday, August 22, 2017 @ 5:15 pm., Council Chambers
Members Present: Rasmussen (C), Smith, Nutting, Kellbach, Gehin
Others Present: Groat, Jacobson, Kujawa, Mielke, Schock, Lindman, Jon Trautman

Discussion and Possible Action on transfer of funds for contracted police testimony services.
Rasmussen stated the Police Department has indicated they would like to contract with a former employee on a part-time basis to handle their court testimony, rather than bringing in a patrolman in and paying overtime. The contracted employee, Greg Hagenburcher, would be able to take their reports and testify credibly in court. The transfer would be $4,800. Groat noted that generally the Mayor can do transfers of up to $5,000, but the policy states that if it is related to payroll it needs to come to the Finance Committee.

Motion by Gehin, second by Nutting to approve the transfer of funds for contracted police testimony services. Motion carried 5-0.
In April, 2017, Greg Hagenbuchar was hired by the Marathon County Sheriff's Department as a reserve deputy. His role is to provide testimony at 10 and 20 day preliminary hearings in court. The purpose of this position is to significantly reduce the overtime cost with sworn officer testimony at these hearings. There was recently a change in procedure at these hearings allowing for hearsay testimony. This means that the officer who directly investigated does not have to be the one to testify at these hearings. Greg reads the criminal complaint and then testifies at the hearing on behalf of the officer.

Many of these hearings are either cancelled within 24 hours of the scheduled hearing or are waived by the defendant at the time of the scheduled hearing. In each of these scenarios, officers testifying off duty would be paid a minimum of 2 hours of overtime at an approximate rate of $45 per hour. When Greg testifies, these overtime costs are not incurred.

In the first 3 months since this program was implemented, there were 112 Wausau PD cases which were waived or cancelled in less than 24 hour notice or Greg actually testified. It is estimated 25-35% of these cases would have been off duty officers. This resulted in a savings of $8,100 in 3 months. Extrapolated for a one year period, this savings would be $32,400.

Accordingly, we have agreed to commit to funding our share of this position which equates to $9,800 annually. For the 2nd half of 2017, we will owe $4,800 for this position. I am requesting a transfer of funds from our personnel budget to pay the $4,800 to the Marathon County Sheriff's Department.

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<th>FROM TO</th>
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<td>Patrol Wages</td>
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<td>To 110 300 9 2560</td>
<td>Other Special Services</td>
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COMMENTS:

Fin. Committee Approval □ Denial □ Date: ___________ Council Approval □ Denial □ Date: ___________
CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

JOIN RESOLUTION OF THE CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE AND PLAN COMMISSION

Accepting dedication of land along South 22nd Avenue south of Helmke Street from 729 South 24th Avenue for public right-of-way (ProBuild/LN Real Estate LLC)

Committee Action:  CISM:  Approved 4-0
Plan:  Approved 6-0
Fiscal Impact:  None

File Number:  17-0910  Date Introduced:  September 12, 2017

FISCAL IMPACT SUMMARY

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<tr>
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<td>No</td>
<td>Amount</td>
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<tr>
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<td>No</td>
<td>Amount</td>
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<td>Amount</td>
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<tr>
<td>TID Source: Increment Revenue</td>
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<tr>
<td>Debt</td>
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<td>Funds on Hand</td>
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<tr>
<td>Interfund Loan</td>
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RESOLUTION

WHEREAS, while completing the survey map for the reconstruction project of South 22nd Avenue from Nehring Street to the cul-de-sac, it was discovered that road right-of-way had not been dedicated for the west half of 22nd Avenue at 729 South 24th Avenue; and

WHEREAS, a lawsuit was filed and ultimately resolved in the City’s favor by the City obtaining a Quit Claim Deed for the west half of 22nd Avenue at 729 south 24th Avenue; and

WHEREAS, the Quit Claim Deed has been recorded in the office of the Marathon County Register of Deeds as Document Number 1740318; and

WHEREAS, your Capital Improvements and Street Maintenance Committee reviewed the proposed dedication on August 10, 2017 and recommends the area as delineated on the attached map be dedicated for right-of-way; and

WHEREAS, your Plan Commission reviewed the proposed dedication on August 15, 2017 and recommends the area as delineated on the attached map be dedicated for right-of-way; now therefore
BE IT RESOLVED the Common Council of the City of Wausau does accept the dedication of right-of-way as shown on the accompanying map, and the City Clerk is hereby instructed to have this resolution recorded in the office of the Marathon County Register of Deeds.

Approved:

__________________________
Robert B. Mielke, Mayor
Date of Meeting: August 10, 2017, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Abitz, Kellbach, McElhaney (Rasmussen was excused.)

Also Present: Mayor Mielke, Lindman, Wesolowski, Gehin, Buckner, Jacobson, Hebert

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

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

CONSENT AGENDA
A. Approve minutes of the July 12, 2017 meeting
B. Action on final resolutions to levy special assessments for 2017 Street Construction Projects
C. Action on WPS easement for East Riverfront
D. Action on utility easement on South 22nd Avenue south of Nehring Street
E. Action on dedication of land along South 22nd Avenue south of Helmke Street from 729 South 24th Avenue for public right-of-way (ProBuild/LN Real Estate LLC)

Kellbach moved to approve the consent agenda items. McElhaney seconded and the motion carried unanimously 4-0.
The Plan Commission met on Tuesday, August 15, 2017, at 5:00 p.m. in the Council Chambers of Wausau City Hall.

Mayor Robert Mielke, Gary Gisselman, Andrew Brueggeman, Bruce Bohlken, Eric Lindman, Ron Zahrt

Brad Lenz, William Hebert, Brian Stahl, Faye Harder, Jim Schaefer, Jamie Luebke, Seth Luebke, Todd Nest, Rogelio Romano, Mike Tesch, Jason Roets, Steve Leopold, Sue Marquardt, Kate Krueger, Roxane Hagedorn, Pat Hruby, Philip Suckow, Sid Sorensen, Kristen Fish, Tim Sulzer, Amanda Sulzer, Chris Pfender

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

Mayor Mielke called the meeting to order at approximately 5:00 p.m. noting that a quorum was present.

Discussion and possible action on dedicating the land along South 22nd Avenue south of Helmke Street from 729 South 24th Avenue for public right-of-way.

Lindman said that the street was being reconstructed a couple of years ago and ran into a situation where ProBuild ran the property and construction needed to be stopped. This issue went back and forth legally and will now be dedicated as public right-of-way.

Zahrt motioned to dedicate the land along South 22nd Avenue south of Helmke Street from 729 South 24th Avenue for public right-of-way. Brueggeman seconded, and the motion carried unanimously 6-0. This item will go to Common Council on September 12, 2017.
<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action on dedication of land along South 22\textsuperscript{nd} Avenue south of Helmke Street from 729 South 24\textsuperscript{th} Avenue for public right-of-way (ProBuild/LN Real Estate LLC)</td>
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<table>
<thead>
<tr>
<th>BACKGROUND</th>
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<tbody>
<tr>
<td>Prior to the 2015 reconstruction project of S. 22\textsuperscript{nd} Avenue, it was discovered that the West ½ of the area currently used as roadway (S. 22\textsuperscript{nd} Avenue) was never deeded/dedicated to the Town or the City, even though a roadway has existed there for many decades. The owner of those lands, LN Real Estate (ProBuild), has deeded this area to the City. In order for this area to be fully utilized as public right-of-way, this area needs to be dedicated to the public by Resolution.</td>
</tr>
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<table>
<thead>
<tr>
<th>FISCAL IMPACT</th>
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<tr>
<th>STAFF RECOMMENDATION</th>
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</thead>
<tbody>
<tr>
<td>Staff recommends accepting the dedication.</td>
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</table>

Staff contact: Sean Gehin  715-261-6748
State Bar of Wisconsin Form 3-2003
QUIT CLAIM DEED

THIS DEED, made between LN Real Estate LLC

("Grantor," whether one or more), and City of Wausau, a municipal corporation of the State of Wisconsin

("Grantee," whether one or more).

Grantor quit claims to Grantee the following described real estate, together with the rents, profits, fixtures and other appurtenant interests, in Marathon County, State of Wisconsin ("Property") (if more space is needed, please attach addendum):

Part of Certified Survey Map Number 1955 recorded in the Office of Register of Deeds for Marathon County in Volume 8 of Certified Survey Maps on Page 39, being part of the Southeast ¼ of the Northwest ¼, Section 34, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, described as follows:

The East 25 feet of said Certified Survey Map Number 1955, lying North of the South right-of-way of Nehring Street extended Westerly.

FEE

#77.25 (2r)
EXEMPT

Dated June 15, 2017

By Laird Norton Real Estate Inc., a Washington corporation, as its Manager

(SEAL)

By Gabe Levin, its President

(SEAL)

(SEAL)

ACKNOWLEDGMENT

STATE OF WISCONSIN- Washington

King COUNTY

Personally came before me on June 20, 2017

the above-named Gabe Levin, President of Laird Norton Real Estate, Inc., which is Manager of LN Real Estate LLC

to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

* Jennifer Polson

Notary Public, State of Wisconsin Washington

My Commission is (permanent) (expires: 10/30/18)

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTE: THIS IS A STANDARD FORM. ANY MODIFICATIONS TO THIS FORM SHOULD BE CLEARLY IDENTIFIED.

QUIT CLAIM DEED

Type name below signatures.

© 2003 STATE BAR OF WISCONSIN

FORM NO. 3-2003
| File Number: | 17-0903 | Date Introduced: | September 12, 2017 |

**Bicycle & Pedestrian Advisory Committee**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term Exp.</th>
<th>Phone</th>
</tr>
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<tbody>
<tr>
<td>Paul Kage (N)</td>
<td>Bridge Clinic</td>
<td>4/30/18</td>
<td>715-261-2123</td>
</tr>
</tbody>
</table>

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

*(1)* Individual is in their own 1st full term

*(#)* Designates the term number appointed to

Approved:

______________________________________________
Robert B. Mielke, Mayor
The Common Council of the City of Wausau do ordain as follows:

Delete (———)

Section 1. That subsection (e) Repeal of Section 9.04.025 Consumption or possession of intoxicants on streets, is hereby repealed as follows:

\[ 9.04.025 \text{ Consumption or possession of intoxicants on streets.} \]

\[ \ldots \]

(e) Repeal. The restrictions contained in this ordinance concerning consumption or possession of intoxicating liquor or fermented malt beverages in or upon The 400 Block and sidewalks adjoining The 400 Block shall expire on October 1, 2017, unless reauthorized by the common council. The public health and safety committee shall evaluate and review the impact and effectiveness of The 400 Block restrictions and shall make its report along with recommendation in support of renewal or expiration to the common council prior to the expiration date.

Section 2. That subsection (s) of Section 9.20.020 Regulation of persons, is hereby amended to read as follows:

\[ (s) \text{ No person shall possess or consume intoxicating liquor or fermented malt beverages in or upon The 400 Block except between the hours of 4:00 p.m. and 11:00 p.m.; during a Class I, II, or III Special Event upon request of the event organizer and as approved under the City’s Special Events Policy and Procedures for a period beginning two (2) hours before the time for the Class I, II, or III Special and ending one (1) hour after the event if the event closes prior to 4:00 p.m., or such hours} \]
beginning before and ending after the event as may otherwise be approved by the public health and safety committee; or, as otherwise approved by the public health and safety committee and Common Council as provided in section 9.04.025(d). The restrictions contained in this subsection concerning possession or consumption of intoxicating liquor or fermented malt beverages in or upon The 400 Block and sidewalks adjoining The 400 Block shall expire on October 1, 2017, unless reauthorized by the common council.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall be in full force and effect from and after its date of publication.

Approved: 

________________________
Robert B. Mielke, Mayor

Attest: 

________________________
Toni Rayala, Clerk
COMMENTS ON PROPOSED REPEAL OF SUBSECTION (e) REPEAL, OF W.M.C.
§9.04.025, CONSUMPTION OR POSSESSION OF INTOXICANTS ON STREETS; AND
AMENDING W.M.C. §9.20.020(s) REGULATION OF PERSONS

- In 2016, the Common Council passed two ordinances restricting consumption of alcohol on The 400 Block to the period between 4:00 p.m. and 11:00 p.m. and during Special Events beginning two hours before the event and ending one hour after the event.
- W.M.C. §9.04.025 Consumption or possession of intoxicants on Streets subsection (e) provided that the restrictions contained in §9.04.025 relating to The 400 Block would expire on October 1, 2017 unless reauthorized by the common council.
- W.M.C. §9.04.025(e) further provided that the Public Health and Safety Committee should evaluate and review the impact and effectiveness of the restrictions and make a report to the Common Council prior to October 1, 2017.
- W.M.C. §9.20.020(s) contained parallel restrictions on alcohol consumption in The 400 Block, as well as a similar sunset provision for October 1, 2017, unless reauthorized by the common council.
- Both the Parks and Recreation Committee and the Public Health & Safety Committee considered the restrictions on alcohol consumption and both committees determined that the restrictions have been quite effective in managing difficulties previously experienced on the block due to day time alcohol consumption.
- The proposed ordinance therefore makes the changes necessary to both W.M.C. §9.04.025, Consumption or possession of intoxicants on streets subsection (e) and W.M.C. §9.04.025(s), Regulation of Persons to make the alcohol restrictions on The 400 Block permanent.
PUBLIC HEALTH & SAFETY COMMITTEE
Date and Time: Monday, August 21, 2017, at 5:15 pm, (Council Chambers)
Members Present: Rasmussen, Wagner, Kellbach, McElhaney, Peckham
Others Present: Alfonso, Rayala, Bliven, Kujawa, Goede, Mielke, Jameson Diedrich, Brian Fruend, Sara Ruffi

Evaluate and review the impact and effectiveness of alcohol restrictions on The 400 Block and adjoining sidewalks (W.M.C. s. 9.04.025 Consumption or possession of intoxicants on streets and 9.20.020 Regulation of persons.)
Rasmussen stated in response to a specific issue we were experiencing on The 400 Block last year, we changed the open alcohol hours to occur only after 4:00 pm., and that really has solved the problem. She indicated the Park & Recreation Committee met to review this as well and it is their recommendation that it continue the restrictions.

Motion by Kellbach, second by Peckham to continue the restrictions for alcohol consumption on The 400 Block. Motion carried 5-0.

Discussion and possible action on Repealing Section 9.04.025 Consumption or possession of intoxicants on streets subsection (e) Repeal; and Amending 9.20.020(s) Regulation of persons
Alfonso explained this is the ordinance that would remove the sunset and make the restrictions permanent as discussed under the previous item.

Motion by Peckham, second by McElhaney to approve the ordinance removing the sunset on alcohol restrictions on The 400 Block. Motion carried 5-0.
RESOLUTION OF THE PUBLIC HEALTH & SAFETY COMMITTEE

Approving or Denying Various Licenses as Indicated

Committee Action: Approved 5-0
Fiscal Impact: None
File Number: 17-0108 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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<tr>
<td>TID Source: Increment Revenue</td>
<td>Debt X Funds on Hand X Interfund Loan</td>
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</table>

RESOLUTION

WHEREAS, your Public Health and Safety Committee considered certain license applications at its August 21, 2017 meeting and has made recommendations that are attached hereto in the meeting minutes and recommends these actions to the Council for its approval, now therefore

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

Approved:

Robert B. Mielke, Mayor
AGENDA ITEM # 2

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

ADDITIONAL INFORMATION

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

1. Two Denial Recommendations by the Police Department: 1) Public Transport Diver, Jenna Heck, (Numerous prior charges/convictions for drugs, disorderly conduct, battery & other acts that would put others at risk). 2) Re-applying for Renewal of Operator’s License, Jameson Diedrich, (OWI (drugs) conviction April 2014, THC conviction January 2014 – 2 of these within 5 years).

2. AMG Sports Pub – Wausau, LP, dba Rosatis Pizza, 210 S. 1st Avenue, is requesting an Amendment of Premise Description to serve alcohol outside on a front patio.

3. New Chicken Keeping Permits: Sara Kpppa, 2815 N 12th St (Inspected and approved); MyJo Hang, 1621 Cleveland Ave. (Pending approval)

4. Special Events: Class I - Wausau Marathon (CVB Sports Authority); Class II - Walk to End Alzheimer’s (Alzheimer’s Association); and Run the Runway 5K (Southeast Side Neighborhood Group).

5. The list includes a couple of Change of Agents for Kwik Trip, Pick N Save and the Plaza Hotel; a picnic licenses and sidewalk café renewals.

STAFF RECOMMENDATION

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

Mary Goede, Deputy Clerk
Date of Report: August 17, 2017
(715) 261-6621
PUBLIC HEALTH & SAFETY COMMITTEE
Date and Time: Monday, August 21, 2017, at 5:15 pm, (Council Chambers)
Members Present: Rasmussen, Wagner, Kellbach, McElhaney, Peckham
Others Present: Alfonso, Rayala, Bliven, Kujawa, Goede, Mielke, Jameson Diedrich, Brian Fruend, Sara Ruffi

Consider various license applications
Rasmussen stated there were two denial recommendations, one was for a Public Transport Driver License for Jenna Heck. It was noted that Jenna Heck was not present. The second was for an Operator Renewal for Jameson Diedrich, who was present to appeal. She noted Mr. Diedrich was denied a year ago when he applied to renew because he had a pending 2nd OWI charge.

Jameson Diedrich stated the Council sent his application back to Public Health & Safety to be reconsidered after the outcome of the court case, however, the case dragged out a few weeks past that meeting date, so the license remained denied. He indicated the OWI was subsequently dismissed due to lack of evidence and it was his understanding that this was what had to occur in order for him to get his license approved. He stated he re-applied two weeks ago and was sent a letter that he was denied again for THC convictions from 2013 and 2014, which he already had when he was originally approved for a license.

Deputy Bliven acknowledged the 2nd OWI was dismissed. He stated that he recommended denial based on a combination of one OWI conviction and a THC conviction within the past five years, which is our criteria for denial. Wagner felt they should stay with the criteria that they set up. Alfonso noted that although the 2nd OWI was dismissed, he had an accompanying refusal in which a search warrant had to be obtained to draw the blood and that charge is counted as a third conviction within five years.

Diedrich reiterated that he already had these three convictions of an OWI and two THC misdemeanor convictions on his record when he was last approved for license. Rasmussen stated we have since redefined our criteria and appeal process. She stated absent a motion to consider this license separately, it will stay within the batch as a denial. (No motion was made to consider separately.) Mr. Diedrich has the right to appeal to the full Council.

Rasmussen stated AMG – Sports Pub Wausau LP, dba Rosatis, has applied for a Premise Description Amendment on their liquor license to add an outdoor patio. Brian Fruend, Agent for Rosatis, 210 S. 1st Avenue, explained they have four round patio tables with umbrellas outside the front entrance,

Motion by Peckham, second by Kellbach to approve or deny the licenses as recommended by staff. Motion carried 5-0.
Background regarding Denial Recommendation of Jameson Diedrich

Original application for New Operator license on 3/05/2014 and was approved 3/07/2014.
Renewed license on 5/20/2014 and was approved 5/23/2014.
Renewed license on 5/30/2016 and was recommended for denial on 5/31/2016.

PUBLIC HEALTH & SAFETY COMMITTEE
Date and Time: Monday, June 20, 2016 at 5:15 pm, (Council Chambers)
Members Present: Rasmussen, Wagner, Kellbach, McElhaney, Peckham

Consider various license applications
Rasmussen indicated there were a number of license applicants who were recommended for denial by Chief Hardel: Patrick Ambriz, Jameson Diedrich, Ryan Pecha, Erin Sobjeck, and Shawn Perkins. Rayala stated Sarah Krause who was originally recommended for denial, was now recommended for approval as it was determined that the record generated was not hers; it was a case of mistaken identity. Patrick Ambriz and Shawn Perkins were not present.

Jameson Diedrich, 517 N 7th Ave, stated he was picked up in November and charged with OWI with a court date is in July. He stated he spoke with the District Attorney who indicated to him that the charge will be dismissed. He had a report of the BAC of .07 and no drugs in his system. Barnes pointed out the presumptive alcohol concentration in Wisconsin that is considered illegal is .08.

Motion by Kellbach, second by Peckham to approve or deny the licenses as recommended by staff. Motion carried 5-0.

OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL
Tuesday, July 12, 2016

Public Comment (Pre-registered citizens for matters appearing on the agenda)
1) Jameson Diedrich, 518 N 7th Ave, appealed to the Council on the denial of his Operator’s License; he works at Day’s Bowl-a-Dome. He stated this was his only alcohol related offense and his BAC was only at .07. He has worked there three years without any problems and it is his livelihood. He requested the Council approve his license.

16-0108
07/12/2016
Motion by Neal, second by Gisselman to table the decision regarding approval or denial of the Operator’s License for Jameson Diedrich to be reconsidered at the August Council meeting.

Rasmussen stated PH&S has set criteria for denial recommendations. In this particular case, Mr. Diedrich’s violation was so new and so fresh that it hadn’t been to court yet. The committee was looking for him to re-apply once all the court process was completed.

McElhaney questioned if Jameson Diedrich was convicted of OWI. Diedrich stated his court date was tomorrow and he was told by an attorney the charge was going to be dismissed because he was not legally intoxicated. Rasmussen recommended we uphold the denial for Diedrich as well, and if his situation works out though court the committee would allow him to re-apply at that point. Diedrich pointed out that would mean he would have to pay the $100 license fee again and there is no refund if denied. Neal wanted to table this decision to the next Council meeting in order to bypass the reapplication fee. Rasmussen did not feel it would be fair to others who have had to repaid the application fee.

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**16-0108 Amendment**

Motion by Peckham, second by Neal to amend the Resolution of the Public Health & Safety Committee approving or denying various licenses as recommended, to remove Jameson Diedrich from the license list and send his application back to Public Health & Safety for reconsideration based on the outcome of his court hearing.

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**PUBLIC HEALTH & SAFETY COMMITTEE**

Date and Time: Monday, July 18, 2016 at 5:15 pm, (Council Chambers)

Members Present: Rasmussen, Wagner, Kellbach, McElhaney, Peckham

Consider various license applications

Rasmussen stated the denial recommendation for the Operator’s License of Jameson Diedrich was referred back to committee pending the outcome of his court hearing. It was noted that Jameson Diedrich was not present.

Motion by Kellbach, second by Peckham to approve or deny the licenses as recommended by staff. Motion carried 5-0.

NOTE: Rayala had stepped out of room for a phone call during this item but spoke later that she wanted the committee to know that Jameson Diedrich did contact her last Friday by email stating he had his court date, but there was still another one left on July 25th and questioned if this was after the PH&S meeting. She informed him the meeting was on the 18th and did not meet again until August 15th. Rasmussen stated he can always re-apply anytime following the conclusion of his case.

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**OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL**

Wednesday, August 10, 2016

**16-0108**

Motion by Rasmussen, second by Wagner to adopt a Resolution of the Public Health & Safety Committee approving or denying various licenses as indicated.

Neal questioned the status of Jameson Diedrich and the result of his court case. Rasmussen stated he was not present at the meeting to offer testimony regarding his case, so the committee does not know if it did not go his way or if he was no longer interested in pursuing a license. The committee upheld the denial recommendation, however, he can come back and re-apply should he wish.

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Total Licenses 54
ORDINANCE OF PUBLIC HEALTH & SAFETY COMMITTEE

Amending Section 5.62.045 Special Youth Vending License subsection (c) Insurance

Committee Action: No action

Ordinance Number:

Fiscal Impact: None

File Number: 17-0707

Date Introduced: September 12, 2017

The Common Council of the City of Wausau do ordain as follows:

Section 1. That Section 5.62.045 Special Youth Vending License, subsection (c) Insurance, is hereby amended to read as follows:

5.62.045 Special Youth Vending License.

. . .

(c) Insurance. The parent or legal guardian shall have in force adequate personal liability insurance in an amount of not less than $100,000.00 and shall comply with all other provisions of Section 5.62.040(d). Upon written request by the applicants for a special youth vending license, the Public Health & Safety Committee may consider waiver of any requirement of this subsection, including provisions of Section 5.62.040(d), on a case by case basis upon a satisfactory showing by the applicants that given the nature of the particular youth vending business such requirement is not necessary for the protection and safety of the public, reasonable alternatives to the provision for which the waiver is sought are available, and the applicants agree to release, indemnify, defend, and hold the city, its employees and agents harmless against all claims, liability, loss, damage, or expense incurred by the city as a result of any injury to or death of any person or damage to property caused by or resulting from the activities for which a license may be granted.

. . .

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. This ordinance shall be in full force and effect from and after its date of publication.

Adopted: Approved:
Approved:
Published:
Attest:

Robert B. Mielke, Mayor

Attest:

Toni Rayala, Clerk
COMMENTS ON PROPOSED AMENDMENT TO
W.M.C. SECTION 5.62.045(c), SPECIAL YOUTH VENDING LICENSE

- Two alternatives are proposed for the Special Youth Vending License. The first alternative proposes to amend Subsection (c) of W.M.C. §5.62.045 to permit the Public Health and Safety Committee to consider waiver of any provision of the Special Youth Vending License related to insurance upon a satisfactory showing by the applicants that given the nature of the particular youth vending business such a requirement is not necessary for the protection and safety of the public, reasonable alternatives to the provision for which the waiver is sought are available, and the applicants agree to release and indemnification of the City.

- At the August 21, 2017, Public Health & Safety Committee meeting, after some discussion, a motion was passed to prepare an alternative proposal (“Alternative B”) and present both options to the Council for its consideration. The alternative proposal was to remove the insurance requirement for all youth vendors selling individually wrapped, sealed food items that are prepared and packaged by a licensed processor or vending goods, wares, or merchandise. In reviewing the Special Youth Vending License ordinance, however, it became apparent that a Special Youth Vending License limits a youth vendor to selling only those “food or beverage items that are individually wrapped and sealed and prepared and packaged by a licensed processor, or goods, wares, or merchandise.” Therefore, the only alternative needed to implement the change discussed at the committee meeting would be to repeal the insurance requirement altogether.
PUBLIC HEALTH & SAFETY COMMITTEE
Date and Time: Monday, August 21, 2017, at 5:15 pm, (Council Chambers)
Members Present: Rasmussen, Wagner, Kellbach, McElhaney, Peckham
Others Present: Alfonso, Rayala, Bliven, Kujawa, Goede, Mielke, Jameson Diedrich, Brian Fruend, Sara Ruffi

Discussion and possible action regarding amending Section 5.62.045 Special Youth Vending License subsection (c) Insurance
Rasmussen stated although the Special Youth Vending License has been created and approved, the requirement for insurance drew some ire from the youth vendors so we looked for a compromise solution. She indicated the she asked the Assistant City Attorney to look at the feasibility of allowing the committee on a case-by-case basis to waive the insurance requirement. She noted the application has been revised to include some hold harmless and disclaimer language. If the applicant is willing to hold the city harmless and to accept responsibility for the activity being conducted, it becomes less important to us to require the insurance.

Alfonso reviewed the ordinance amendment she was proposing provides for an applicant to request that a particular part of the insurance requirement be waived, such as the amount or the additional insured language. They would come before the committee to explain why it isn’t needed and that reasonable alternatives exist. Wagner felt all applicants would ask for a waiver. Discussion took place regarding liability.

Wagner suggested the license have an option for year round instead of just April – September.

Sara Ruffi addressed the committee stating the problem with the insurance requirement, even with the provision for a waiver, is that we called and tried to get the insurance rider and it can’t be done. She questioned why they would include an impossibility in the ordinance that would then require a request for a waiver before the committee. She felt if the parents are willing to sign an indemnification they shouldn’t have to request a waiver because you can’t get the insurance anyway. Rasmussen commented the insurance is out there and there are markets that will permit it, but all insurance companies are different and have different requirements.

Rasmussen stated we could try the indemnification and release for a year and then review it after a year to see how it is working for both the vendors and the clerk’s office.

Discussion took place regarding including the language “youths selling individually wrapped, sealed food items prepared and packaged by a licensed processor and any non-food items are exempt.”

Motion by Wagner, second by McElhaney to amend the proposed ordinance to remove the insurance requirement and allow the indemnification requirement and release. Motion carried 5-0.
The Common Council of the City of Wausau do ordain as follows:

Section 1. That Section 5.62.045 Special Youth Vending License, subsection (c) Insurance, is hereby repealed as follows:

5.62.045 Special Youth Vending License.

... 

(c) Insurance. The parent or legal guardian shall have in force adequate personal liability insurance in an amount of not less than $100,000.00 and shall comply with all other provisions of Section 5.62.040(d).

(Dec) Fee. The applicants shall pay an application fee as set forth in section 3.40.010(a).

(ed) Term. The license shall be issued for a period from April 1 through September 30.

(ef) License.

... 

(gf) No special youth vending license is required under the circumstances as set forth in section 5.62.030.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. This ordinance shall be in full force and effect from and after its date of publication.
ALTERNATE B

Adopted: Approved: Published: Attest:

Approved:

________________________________________

Robert B. Mielke, Mayor

Attest:

________________________________________

Toni Rayala, Clerk
RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET MAINTENANCE COMMITTEE

Approving State/Municipal Agreement for the Rehabilitation of Bridge B-37-0100, Railroad Bridge on Grand Avenue

Committee Action: Approved 4-0
Fiscal Impact:
This is a cost share for which the City is responsible for $22,750 for preliminary engineering and $268,000 for maintenance items. The State will pay $541,250 of the $832,000 total cost estimate.

File Number: 17-0909 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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RESOLUTION

WHEREAS, the Grand Avenue Railroad Bridge structure was built in 1964 and was re-decked and widened in 1995; and

WHEREAS, the Wisconsin Department of Transportation is proposing rehabilitation improvements to the bridge, which includes a concrete overlay, joint replacement, and painting; and

WHEREAS, a State/Municipal agreement between the City and Wisconsin Department of Transportation must be executed; and

WHEREAS, per the agreement, the City of Wausau has a responsibility to finance 25 percent of the cost of the preliminary engineering plan for this project, which is estimated at $22,750, and 100 percent of the cost of structure maintenance items, which is estimated at $268,000; and

WHEREAS, the Capital Improvements and Street Maintenance Committee met on August 10, 2017 to review this State/Municipal agreement which details the responsibilities of both the State and Municipality for this project; now therefore
BE IT RESOLVED by the Common Council of the City of Wausau that the appropriate City officials are hereby authorized and directed to execute the attached State/Municipal agreement for the work related to the rehabilitation of Bridge B-37-0100, Railroad Bridge on Grand Avenue.

Approved:

________________________________
Robert B. Mielke, Mayor
Date of Meeting: August 10, 2017, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Abitz, Kellbach, McElhaney (Rasmussen was excused.)

Also Present: Mayor Mielke, Lindman, Wesolowski, Gehin, Buckner, Jacobson, Hebert

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

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

Discussion and possible action on a State/Municipal Agreement for rehabilitation of Bridge B-37-0100, Railroad Bridge on Grand Avenue

Wesolowski stated the DOT is looking to do repairs on the bridge south of Thomas Street on Grand Avenue. The cost sharing on the State/Municipal Agreement seemed high to Wesolowski. He contacted the DOT and asked for the program manual, which was attached to the staff report. The agreement is in line with the DOT’s policy. The major repairs include replacement of the bearing pads and painting. The City’s cost is listed at $290,750. Preliminary design costs would have to be included in the 2018 budget with construction anticipated in 2021.

Kellbach moved to approve the State/Municipal Agreement for rehabilitation of Bridge B-37-100, Railroad Bridge on Grand Avenue. McElhaney seconded and the motion carried unanimously 4-0.
**AGENDA ITEM**

Discussion and possible action on State Municipal Agreement for rehabilitation of Bridge B-37-0100, Railroad Bridge on Grand Avenue

**BACKGROUND**

The Wisconsin Department of Transportation is proposing to rehabilitate structure B-37-0100 over the CN railroad on Grand Avenue. The structure is approximately 500 feet south of Thomas Street. The work would include a concrete overlay, joint replacement and painting.

**FISCAL IMPACT**

In accordance with the WDOT cost sharing policy on connecting highways (attached), the City is responsible for 25% of the preliminary engineering cost and 100% of the maintenance items such as painting, joint repair and bearing pad replacement. From the attached SMA, the total budget impact to the City is estimated at $290,750. The $22,750 for preliminary engineering would need to be added to the 2018 CIP budget. The $268,000 for construction would need to be budgeted in 2021.

**STAFF RECOMMENDATION**

Staff recommends approving the SMA.

Staff contact: Allen Wesolowski  715-261-6762
**Bridges on Connecting Highways**

**Definition**

In accordance with § 86.32, Wis. Stats., WisDOT may designate certain marked routes of the State Trunk Highway system over the streets or highways in any municipality as **Connecting Highways** (see PMM 03-25-05), for which the municipality will be responsible for maintenance and traffic control of the marked route. Bridges located on those designated routes may also have a connecting highway designation and be considered for rehabilitation and replacement along with bridges on the state system.
Cost Share

A cost share of 25% of the design costs is the responsibility of the municipality.

WisDOT is responsible for 100% of the cost of rehabilitating or replacing an existing bridge that is deemed deficient unless additional capacity, replacement or placement of new amenities are requested by the municipality.

A municipal cost share equal to 25% of the identifiable costs of additional lanes is required for a bridge being replaced because it is deficient, if the new lanes are added at the time of reconstruction and the bridge/roadway meets the “significant local traffic” criterion. The identifiable costs are computed by comparing the estimate of the cost of the replacement bridge without the additional lanes to the estimate of the cost of the replacement bridge with the additional lanes.

A municipal cost share equal to 25% of the identifiable costs of the additional lanes, plus the costs of the remaining life of the bridge being replaced, is required for a structurally sound bridge being replaced due to the need for additional lanes if the traffic on the bridge/roadway meets the “significant local traffic” criterion.

A municipal cost share of 25% of the identifiable costs to lengthen the connecting highway bridge being replaced because it is deficient, to accommodate an expanded local roadway if the local roadway has already been expanded (i.e., additional traffic lanes), and the existing system bridge is a constraint to the local system. WisDOT may also participate in that portion of the cost to upgrade the local system in the close proximity of the bridge (i.e., the minimum distance necessary to safely transition from the narrower roadway under the system bridge to the existing widened roadway approaching the system bridge).

A municipal cost share of 25% of the identifiable costs to lengthen an existing connecting highway bridge due to a planned or scheduled local system expansion will be required when the existing bridge is being replaced because it is deficient.

A municipal cost share of 25% of the project costs is required for a structurally sound bridge being replaced and lengthened for a local roadway system expansion, plus the costs of the salvage value of the bridge being replaced.

Maintenance

In accordance with s. 86.32, Wis. Stats., bridges located on, and having the designation of a connecting highway, are the responsibility of the municipality. WisDOT retains responsibility for overlays (asphalt or concrete), joint replacements, deck replacements, and bridge replacement. The local entity is responsible for all maintenance, which includes but is not limited to painting, joint repair, bearing replacement, rail repair or replacement, crack sealing, spalling or pothole repair, snow and ice removal, sweeping and maintaining the lighting system. The local entity, according to Trans 212 - Standards for the Inspection of Bridges in Wisconsin, also assumes inspection responsibility. The maintenance, operation, and traffic control of the connecting highway and bridges shall be subject to review and approval by WisDOT.
The signatory **city of Wausau**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

**NEEDS AND ESTIMATE SUMMARY:**

**Existing Facility - Describe and give reason for request:** This structure is owned and maintained by the City of Wausau; the city inspects and maintains the bridge. The bridge was built in 1964 and was re-decked and widened in 1995.

**Proposed Improvement - Nature of work:** Bridge improvement will be rehabilitation to include a concrete overlay, joint replacement and painting.

**Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality:** A nominal amount is included to cover items in paragraph 3 (to be adjusted in the final plan).

**TABLE 1: SUMMARY OF COSTS**

<table>
<thead>
<tr>
<th>Phase</th>
<th>Total Est. Cost</th>
<th>Federal/State Funds</th>
<th>%</th>
<th>Municipal Funds</th>
<th>%</th>
</tr>
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<tbody>
<tr>
<td>Preliminary Engineering</td>
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<td>$68,250</td>
<td>75%</td>
<td>$22,750</td>
<td>25%</td>
</tr>
<tr>
<td>6999-03-63</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roadway cat 0010</td>
<td>$66,000</td>
<td>$66,000</td>
<td>100%</td>
<td>$ -</td>
<td>-</td>
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<tr>
<td>Structure cat 0020</td>
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<td>$407,000</td>
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<td>-</td>
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<tr>
<td>Structure Maint Items cat 0030</td>
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<td>$ -</td>
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<td>$268,000</td>
<td>100%</td>
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<tr>
<td>Subtotal:</td>
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<td>$473,000</td>
<td>$268,000</td>
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<tr>
<td>Non-Participating</td>
<td>$ -</td>
<td>-</td>
<td>-</td>
<td>$ -</td>
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<tr>
<td><strong>Total Cost Distribution</strong></td>
<td><strong>$832,000</strong></td>
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<td><strong>$290,750</strong></td>
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*Estimates include construction engineering*

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages 2 – 4); is made by the undersigned under proper authority to make such request for the designated Municipality, upon signature by the State, and delivery to the Municipality. The initiation and accomplishment of the improvement will be subject to the applicable federal and state regulations. No term or provision of neither the State/Municipal Financial Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Financial Agreement.
Signed for and in behalf of the **city of Wausau** (please sign in blue ink)

<table>
<thead>
<tr>
<th>Name (print)</th>
<th>Title</th>
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<table>
<thead>
<tr>
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<th>Date</th>
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Signed for and in behalf of the **State** (please sign in blue ink)

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Gaber</td>
<td>WisDOT North Central Region Planning Chief</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
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</thead>
</table>

**TERMS AND CONDITIONS:**

1. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceeds federal/state financing commitments or are ineligible for federal/state financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality’s foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from General Transportation Aids or any moneys otherwise due and payable by the State to the Municipality.

2. Funding of each project phase is subject to inclusion in an approved program and per the State’s Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
   
   (a) Design engineering and state review services.
   
   (b) Real Estate necessitated for the improvement.
   
   (c) Compensable utility adjustment and railroad force work necessitated for the project.
   
   (d) The grading, base, pavement, curb and gutter, and structure costs to State standards, excluding the cost of parking areas.
   
   (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
   
   (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
   
   (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
   
   (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the time of construction. Sidewalk is considered to be new if it’s constructed in a location where it has not existed before.
   
   (i) Replacement of existing driveways, in kind, necessitated by the project.
   
   (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:

(a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.

(b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.

(c) Roadway and bridge width in excess of standards.

(d) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.

(e) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.

(f) Parking lane costs.

(g) Coordinate, clean up, and fund any hazardous materials encountered during construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.

(h) Damages to abutting property due to change in street or sidewalk widths, grades, or drainage.

(i) Conditioning, if required, and maintenance of detour routes.

(j) Repair of damages to roads or streets caused by reason of their use in hauling materials incidental to the improvement.

4. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.

5. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.

6. The work will be administered by the State and may include items not eligible for federal/state participation.

7. The Municipality shall assume general responsibility for all public information and public relations for the project and to make a fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the projects.

8. Basis for local participation:

   (a) **Preliminary Engineering - 6999-03-33:** In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 75% and the Municipality is responsible for 25% of all design engineering costs necessary for State construction projects on a connecting highway.

   (b) **Participating Construction – 6999-03-63:**

      1. **Roadway Items (Cat 0010):** In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 100% of the costs necessitated by the roadway project (grading, paving, etc.) unless otherwise noted in the sections below.
2. **Structure - (Cat 0020):** In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for all costs associated with the usual items of roadway and structure construction (bridge replacement, grading, paving, etc.), which are an integral part of the construction project.

3. **Non-Participating Structure Maintenance Items – (Cat 0030):** In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the Municipality is responsible for all maintenance, including but not limited to painting, joint repair, bearing replacement, rail repair or replacement, crack sealing, spalling or pothole repair, snow and ice removal, sweeping and maintaining the lighting system. The Municipality agrees to pay 100% of all costs associated with the maintenance responsibility items associated with this category.

**Hazmat:** In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the Municipality agrees to pay 100% of the costs associated with excavating and transporting hazardous material for which the Municipality has been identified as the responsible party. The Municipality is responsible for securing a suitable site to store the material.

**Comments and Clarification:** This agreement is an active agreement that may need to be amended as the project is designed. It is understood that these amendments may be needed as some issues have not been fully evaluated or resolved. The purpose of this agreement is to specify the local and state involvement in funding the project. A signed agreement is required before the State will prepare or participate in the preparation of detailed designs, acquire right of way, or participate in construction of a project that merits local involvement.
CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

ORDINANCE OF CAPITAL IMPROVEMENTS & STREET MAINTENANCE COMMITTEE

Establishing mid-block crosswalk on 5th Street between Washington Street and Forest Street

Committee Action: Approved 3-1
Ordinance Number:

Fiscal Impact: $20,000 total with County paying $15,000 and City paying $5,000
File Number: 17-0907 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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<tr>
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<tr>
<td>Debt</td>
<td>Funds on Hand</td>
<td>Interfund Loan</td>
</tr>
</tbody>
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ORDINANCE

WHEREAS, a request was received by Marathon County for the installation of a mid-block crosswalk on 5th Street between Washington Street and Forest Street to assist their employees who park in the ramp and due to changing the entrance to the Courthouse to the west side off of 5th Street; and

WHEREAS, your Capital Improvements and Street Maintenance Committee has reviewed the request and recommends that a mid-block crosswalk with Rapid Response Flashing Beacon (RRFB) pedestrian signals with push buttons be installed on N. 5th Street between Washington Street and Forest Street with the County providing 75% of the cost and the City providing 25%.

NOW, THEREFORE, the Common Council of the City of Wausau do ordain as follows:

Section 1. A mid-block pedestrian crossing is hereby designated on 5th Street between Washington Street and Forest Street. Proper signage and RRFB pedestrian signals with push buttons to be installed at locations and marks/lines designated upon the roadway as determined by the traffic lieutenant and director of public works.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. This ordinance shall be in full force and effect on the day after its publication.
CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: August 10, 2017, at 5:30 p.m. in the Council Chambers of City Hall.

Members Present: Gisselman, Abitz, Kellbach, McElhaney (Rasmussen was excused.)

Also Present: Mayor Mielke, Lindman, Wesolowski, Gehin, Buckner, Jacobson, Hebert

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

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

Discussion and possible action on the installation of a mid-block crosswalk on 5th Street between Washington Street and Forest Street

Wesolowski and Lindman met with County representatives. The County has changed their security for the Courthouse and the only public access if from the 5th Street side. All the public parking will be in the parking lot off of 5th Street. They believe the parking lot will be overcrowded. Overflow parking will be directed to use the Sears Ramp. The County leases spaces in the Sears Ramp for employee parking. Not only will their employees be parking in the ramp, but they also anticipate the general public parking in the ramp. Those parking in the ramp have to cross 5th Street to get to the Courthouse. A proposed location was determined, which would require modifications to the sidewalk with a curb cut, installation of domes, marking of the crosswalk and installation of sidewalk. The project is estimated at $20,000, which includes installation of push button activated pedestrian signals.

Abitz wants to make sure there will be good visual signage warning of the pedestrian crosswalk. Wesolowski stated advance warning signs could be installed. He added that mid-block crosswalks are not always recommended as they are unanticipated to drivers. This is a long block, there is good visibility and it is a one-way street.

Gisselman said there are several other buildings in the downtown area where the employees cut mid-block. He would hope this would not set precedence. However, he feels there are reasons to justify this specific crosswalk. He hopes there will be enough handicap parking in the Courthouse parking lot. Abitz said the Sheriff’s Department will now be parking on the other side of the Courthouse and believes there will be 5 handicap stalls.

Lindman stated the Mayor has contacted the County. Lindman would like the motion to be contingent upon the County cost sharing the installation of the crosswalk as they are requesting it. Abitz believes the County thought the City would be taking care of it. Discussion followed.

McElhaney moved to approve the installation of a mid-block crosswalk on 5th Street between Washington Street and Forest Street, contingent upon the County covering 75% of the costs. Seconded by Kellbach and the motion carried 3-1 with Abitz the opposing vote.
AGENDA ITEM

Discussion and possible action on the installation of a mid-block crosswalk on 5th Street between Washington Street and Forest Street

BACKGROUND

The Engineering Department has received a request from Marathon County to create a mid-block crosswalk on 5th Street between Washington Street and Forest Street. Please see the attachments for the location and the preliminary design. Marathon County is requesting this mid-block crosswalk to assist their current employees who park in the ramp and because they are changing the entrance to the building to the west side off of 5th Street. The general public will not be able to access the building from the east side. The parking lot on the west side of the building will not be big enough to handle parking needs and overflow parking will be directed to the Sears Ramp. This is anticipated to substantially increase the number of pedestrians crossing 5th Street.

Mid-block crosswalks are not typically recommended because they are generally unexpected by motorists. When a mid-block crosswalk is utilized it should be signed with warning signs. At a minimum standard pedestrian crossing signs. Upgraded warning signs such as blinking pedestrian signs or RRFB (Rapid Response Flashing Beacon) signs can be installed to increase awareness.

FISCAL IMPACT

The cost to construct the mid-block crosswalk is approximately $20,000. The work would include the construction of curb ramps and removal and replacement of the curbs. The cost also includes the installation of push button activated RRFB pedestrian signals.

STAFF RECOMMENDATION

Staff has reviewed the proposed location of the mid-block crossing. This block of 5th Street is a long block. Sight distance for the pedestrian and the motorists is good at this location. If CISM approves the mid-block crosswalk, staff would recommend the installation of the RRFB pedestrian signals with push buttons to significantly increase the driver’s attention to the pedestrian crossing.

Staff contact: Allen Wesolowski 715-261-6762
DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depictions herein or for use which ignores this warning.
RESOLUTION OF THE ECONOMIC DEVELOPMENT COMMITTEE

Approving the sale of approximately 3+/- acres of to be surveyed Wausau Business Campus land from parcel PIN#291-2906-362-0952 to Pickruhn Limited Partnership or their assigns for the construction of a 10,000 sq.ft. office and warehouse building at 84th Avenue and Enterprise Drive.

Committee Action: Approved 5-0

Fiscal Impact:

FISCAL IMPACT SUMMARY

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<thead>
<tr>
<th>COSTS</th>
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<th></th>
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</tr>
<tr>
<td>Included in Budget</td>
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<tr>
<td>One-time Costs</td>
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<tr>
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<td>Amount</td>
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TID Source: Increment Revenue [ ] Debt Funds on Hand [ ] Interfund Loan [ ]

WHEREAS, the City originally established the Wausau Business Campus to encourage job growth and facilitate quality commercial infrastructure;

WHEREAS, the City has a long and successful track record of public-private partnerships for development throughout the City and within the Wausau Business Campus which includes the sale and optioning of land for industrial and commercial growth; and

WHEREAS, Bay Towel has been examining sites for a new commercial building which would relocate their existing business and construct a 10,000 sq.ft. commercial building.

NOW THEREFORE BE IT RESOLVED, the Common Council of the City of Wausau instructs staff to survey and sell a to be determined parcel of land from PIN#291-2906-362-0952 to Pickruhn Limited Partnership or their assigns for the equivalent of $12,500 an acre when the final parcel size is determined.

Approved:

Robert B. Mielke, Mayor
ECONOMIC DEVELOPMENT COMMITTEE
Date and Time: Tuesday, September 5, 2017 @ 4:30 pm., Council Chambers
Economic Development Members Present: Neal (C), Rasmussen, Gehin, Wagner & Peckham.
Others Present: Schock, Plaisance and other interested parties.

Discussion and possible action on the Proposed Sale of Business Campus Property at Approximately 625 S. 84th Street.

Dale Pickruhn of Urban Construction Company attended the meeting representing Bay Towel as a current tenant in the Business Campus. They have sold their current space and are looking to move into a larger facility. Peckham asked if there would be jobs created with this move and Schock replied with it being a straight land sale and no TIF request it would not be required information. Pickruhn commented that he didn’t think there would be any immediate jobs created, but possibly down the road. Wagner also commented that he was impressed with the straight offer posted amount and it was an easy decision.

Motion by Wagner, second by Rasmussen to approve the land sale for the new Bay Towel building. Motion passed 5-0.
No closed session was necessary.
RESOLUTION OF THE
ECONOMIC DEVELOPMENT COMMITTEE

City to include Barker Financial as developer of the Riverlife Villages (Phase 1) project and amend the development agreement and finalize groundlease documents for construction to begin this year.

Committee Action: Approved 5-0

Fiscal Impact:

File Number: 15-0708 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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</table>

RESOLUTION

WHEREAS, the City of Wausau has a long track record of successful public-private partnerships to facilitate quality redevelopment activities that increase economic benefits to the City of Wausau and further economic development goals; and

WHEREAS, the City requested proposals through a public Request For Proposal (RFP) process from July 29th through November 2nd of 2015, then selected Frantz Community Investors to proceed on February 23rd, 2016 and final plan and proposal was approved on July 12th, 2016, and

WHEREAS, the Frantz Community Investors (FCI) team has worked to design a plan and buildings with community, staff and Council input through a series of meetings including consultation with the Economic Development Committee and Planning Commission to develop the Riverlife Villages master plan; and

WHEREAS, the Riverlife Villages master plan and loan incentives were approved and Council reviewed the development incentive request and found the following:
• That the Riverlife Villages project proposed for the East Riverfront Redevelopment Area would not occur without the financial assistance from the City of Wausau financed from Tax Increment District Number Three and Twelve.
• That the financial assistance will be supported by a development agreement and other related documents signed by Barker Financial.
• That the development incentives such as loans and developer payments are eligible expenses under the tax increment financing laws.
• That the Riverlife Villages plan furthers the purposes of tax increment financing and the objectives of Tax Increment District Number Three and Twelve.
• That the development incentives were listed as project plan costs within the Tax Increment District Three and Twelve Project Plans.
• That the City’s developer incentive to Barker Financial is necessary and convenient to effectuate the purposes for which Tax Increment District Number Three and Twelve were created and amended.
• That redevelopment of the East Riverfront Redevelopment Area in the long and short term is in the vital and best interest of the City and its residents in accordance with the public purpose and conditions of applicable state and local laws and the standards under which the tax increment district was undertaken and implemented; and

**BE IT RESOLVED,** that the Mayor and other proper city officials are authorized and directed to work on behalf of the City of Wausau to complete the groundlease documents for Phase 1 and amend the existing development agreement between the City and Frantz Community Investors to reflect new commencement and completion dates with Barker Financial.

Approved:

__________________________
Robert B. Mielke, Mayor
ECONOMIC DEVELOPMENT COMMITTEE
Date and Time: Tuesday, September 5, 2017 @ 4:30 pm., Council Chambers
Economic Development Members Present: Neal (C), Rasmussen, Gehin, Wagner & Peckham.
Others Present: Schock, Plaisance and other interested parties.

Discussion and possible action on the Amended Resolution for the Riverlife Villages project phase one.

Schock reported that in the last meeting we introduced Barker Financial into the Riverlife project as a partner and investor. After reviewing the resolution it was suggested that we revise and pass a new resolution including Barker Financial through the ED Committee.

Motion by Rasmussen, second by Peckham to approve amended resolution including Barker Financial.
Motion passed 5-0.
RESOLUTION OF THE FINANCE COMMITTEE

Approving Modification of the 2017 Budget for Wausau Business Campus Expansion

Committee Action: Approved 3-1-1
Fiscal Impact (2017): $178,200 is a budget reallocation not an increase in the budget
File Number: 16-1109 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

<table>
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<th>One-time Costs</th>
<th>Amount: $178,200</th>
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<td>No</td>
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<td></td>
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<td>Annual Retirement</td>
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</tbody>
</table>

RESOLUTION

WHEREAS, the City of Wausau purchased property, created a tax increment district and budget and undertook planning efforts to expand the Wausau Business Campus; and

WHEREAS, the City of Wausau retained the services of Becher Hoppe to design the utility, street and pedestrian infrastructure to support development within the expansion area; and

WHEREAS, the engineering department has requested a budget modification to fund additional engineering services required for the project; and

WHEREAS, your Finance Committee has reviewed this proposal and recommends a 2017 budget modification to fund the additional engineering services and correspondingly reduce the budget for the construction costs based upon bids received

TAX INCREMENT DISTRICT ELEVEN

Increase 149-352192190 Professional Services $178,200
Decrease 149-352298230 Street Construction ($178,200)

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City Officials be and are hereby authorized and directed to modify the 2017 and publish such transfer in the official newspaper.
Approved:

Robert B. Mielke, Mayor
FINANCE COMMITTEE
Date and Time: Tuesday, August 22, 2017 @ 5:15 pm., Council Chambers
Members Present: Rasmussen (C), Smith, Nutting, Kellbach, Gehin
Others Present: Groat, Jacobson, Kujawa, Mielke, Schock, Lindman, Jon Trautman

Discussion and possible action regarding Business Campus Expansion Budget modification
Groat stated there were three project bid openings today for this project, with an established budget of $4.6 million for the infrastructure work and $200,000 for professional services. She noted Becher-Hoppe’s contract was $373,200. She requested a transfer of $178,200 to give us a small contingency for any additional staking or miscellaneous work. She indicated the transfer would come from the $4.6 million street component budget to the $200,000 professional services budget; we are not asking for new money or additional borrowing, just realign the budget to properly reflect how much we will be spending on professional services.

Motion by Nutting, second by Kellbach to approve the budget modification for the Business Campus Expansion. Motion carried 4-0-1. (Gehin abstained)
TO:          Finance Committee
FROM:        Eric Lindman, P.E.
             Director of Public Works & Utilities
DATE:        August 18, 2017
SUBJECT:     West Business Campus Engineering Services – Budget Modification

In 2016 the City received proposals from engineering firms to prepare conceptual drawings for the West Business Campus. These drawings have been used to help market the West Business Campus and currently two businesses are proposing to relocate to this area, GLC and Wausau Chemical. In May of 2017 the City approved sole sourcing the engineering design services to Becher Hoppe due to their work and intimate knowledge of the site.

In June of 2017 initial approval of engineering professional services was approved in the amount of $235,500. This was approved to begin design of the infrastructure to support the GLC development and the relocation of Wausau Chemical. At this time, the actual site locations had not been fully determined and the needs of each facility were not fully determined. GLC had not provided a detailed site or needed property boundary and the actual Wausau Chemical site was not yet determined. It was important for the City to begin our design process however due to regulatory requirements and their required timelines. These requirements included PSC review and approval, DNR review and approval, and wetland mitigation requirements.

As the private development (GLC and Wausau Chemical) site requirements were delineated the City was able to determine what additional design requirements were needed to accommodate the Business Campus. Phase 2 and Phase 3 on the attached addendum request show the additional design costs as they were determined over the past couple of months. The additional costs are $137,700 which brings the total contract amount to $373,200.
<table>
<thead>
<tr>
<th>Phase</th>
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<td>City of Wausau - Business Campus Expansion</td>
<td>Phase 1</td>
<td>Phase 2</td>
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<td>- Phase 1 Design, construction documents and bidding services.</td>
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<td>- Additional Phase 2 Design, construction documents and bidding services.</td>
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<td>- Additional Phase 3 Design, construction documents and bidding services for a Water Tower &amp; Lift Station</td>
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RESOLUTION OF THE FINANCE COMMITTEE

Approving Modification of the 2017 Budget for the Compensation Study

Committee Action: Approved 5-0
Fiscal Impact (2017): $55,000 is a budget reallocation not an increase in the budget

File Number: 16-1109  Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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<td>Annual Retirement:</td>
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RESOLUTION

WHEREAS, your Human Resources Committee reviewed, selected and recommends retaining a consultant to review the employee compensation plan; and

WHEREAS, your Finance Committee has reviewed and recommends a budget modification to finance the compensation study; and

WHEREAS, the budget modification utilizes salary and fringe benefit savings due to vacancies; as noted on the attached transfer form.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City Officials be and are hereby authorized and directed to modify the 2017 and publish such transfer in the official newspaper.

Approved:

Robert B. Mielke, Mayor
Discussion and possible action transfer of funds Human Resources Budget for Salary Study
Rasmussen stated the transfer amount is $55,000 from Health & Salary to put into Professional Services to complete the salary study.

Motion by Kellbach, second by Gehin to approve the budget modification for Human Resources. Motion carried 5-0.
Transfer of Funds/Change of Purpose Request Form

Requested: Toni Vanderboom
Dept: Human Resources
Date: 8/17/2017

Reviewed by Finance:
Date:

Reviewed by Mayor:
Date:

Transfer Explanation and Justification:

The Human Resources Committee has reviewed and recommended a consultant to conduct a salary study. Partial funding was provided in the 2017 Budget. This transfer of funds utilizes savings generated by the Human Resources Director and HR specialist vacancies to fund the balance of the service costs.

<table>
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<tr>
<th>FROM/TO</th>
<th>ACCOUNT NUMBER</th>
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<td>HUMAN RESOURCES - PROFESSIONAL SERVICES</td>
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Comments:

Fin. Committee Approval □ Denial □ Date: __________  Council Approval □ Denial □ Date: __________

Submit three copies of form to Finance Department - Upon Council Action:
1 - Council File
2 - Department
3 - Finance Department
RESOLUTION OF THE HUMAN RESOURCES COMMITTEE

Authorizing selection of a vendor to conduct a compensation study.

Committee Action: Approved 5-0
Fiscal Impact:

| File Number: | 12-0217 | Date Introduced: | September 12, 2017 |

FISCAL IMPACT SUMMARY

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</tr>
<tr>
<td>TID Source</td>
<td>Increment Revenue</td>
<td>Debt</td>
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RESOLUTION

WHEREAS, the City of Wausau’s compensation philosophy is to maintain position classifications and compensation levels that are internally consistent and responsive to changes in local economic conditions and strategic priorities,

WHEREAS, a full review of market data for all City jobs will be conducted approximately once every five years,

WHEREAS, the City of Wausau solicited and received proposals for a compensation study,

WHEREAS, the proposals were reviewed by a staff committee consisting of the Human Resources Director, Finance Director, and City Attorney,

WHEREAS, the staff committee recommended the consulting company of Arthur J. Gallagher & Co. be selected to complete a compensation study,

WHEREAS, your Human Resources Committee has reviewed and approved the consulting company of Arthur J. Gallagher & Co. to complete a compensation study for the City of Wausau

BE IT RESOLVED by the Common Council of the City of Wausau that Arthur J. Gallagher & Co. be selected to complete a compensation study for the City of Wausau as specified above and in supporting documents, upon action of this Council.
Approved:

__________________________
Robert B. Mielke, Mayor
CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION

DATE/TIME: June 12, 2017 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: R. Wagner (C), T. Neal, D. Smith
MEMBERS ABSENT: G. Gisselman, R. McElhaney
Also Present: Mayor Mielke, S. Boers, M. Groat, T. Kujawa, E. Lindman, T. Vanderboom

Discussion and Possible Action on City of Wausau Wage Study.
Vanderboom stated that responses to the Wage Study Request for Proposals issued in 2016 were reviewed by Vanderboom, Finance Director Groat, and City Attorney Jacobson. That group reviewed the responses based on the categories of the scope of the study, size of firm, previous experience of the firm, and references. While the project team and cost were considered, they were not calculated into the final score; project team could be subject to change considering the amount of time passed since submission, and cost while important is secondary to product and services. The firm of Gallagher Benefit Services was unanimously recommended by the ad hoc review committee. Smith stated that he believed that a new RFP was to be issued. Vanderboom stated that at the last HR Committee it had been stated that the previous RFPs would be reviewed to evaluate whether a recommendation could be reached without issuing a new RPF. Neal stated that he believed the proposals were too dissimilar to compare, especially related to the scope of service. Vanderboom stated that she created a list of actions as part of the review process under scope of service to quantify this category. Vanderboom stated that the wage study would evaluate Wausau’s wages compared to market rates, as well as evaluate the salary grades, job classifications, and develop recommendations for annual wage increases. Wagner stated that he believed the recommended firm was the most qualified to perform the duties, but that it was precipitous to grant the contract. He requested a presentation from the firm regarding how they would conduct the study. Vanderboom stated that a presentation could likely be scheduled for the next HR Committee Meeting.
CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION

DATE/TIME: August 14, 2017 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: R. Wagner (C), G. Gisselman, K. Kellbach, R. McElhaney, T. Neal
MEMBERS ABSENT:
Also Present: Mayor Mielke, A. Jacobson, T. Kujawa, T. Larsen, E. Lindman, S. Lipscomb, J. Schara, G. Seubert, T. Vanderboom, M. Verdoorn

Presentation by Arthur Gallagher & Co. on City of Wausau Wage Study.
Mike Verdoorn from Arthur Gallagher & Co. provided an overview of Arthur Gallagher & Co. along with its scope of projects and the staff’s experience level. Verdoorn then gave a presentation on the scope of work the company can provide and their recommendation for the City of Wausau wage study project. Gisselman questioned if the comparable organizations used had to use the same job analysis method in order for the information to be relevant. Verdoorn explained how all the information collected is used to for comparison purposes. Neal questioned the terminology of pay compression and Verdoorn provides an example of pay compression within an organization to define. Neal questioned why, on the proposal, the job evaluation process was listed as optional. Verdoorn said that the RFP did not specifically state to include job evaluations and therefore it is listed as optional in the presentation. Vanderboom said that she would recommend job evaluations be included as part of the process. Gisselman asked how long the results of the study would last; Verdoorn said that as long as the information is updated, there is no time limit on how long the results will last. Gisselman asked what the council should know in order to make the results of the study work. Verdoorn said that the council needs to understand that adjustments to the salary ranges should be kept separate from pay increases. Additionally, job descriptions should be reviewed on an annual basis to properly manage the compensation structure. Lastly, ownership of the process needs to be taken to ensure the process stays cohesive. Wagner stated that after listening to Verdoorn’s presentation he understands that the wage study is a needed process. Wagner also said that it would be helpful to have an understanding of the budget needs for the process so that council doesn’t have to guess at how much to budget for increases. Wagner ended by saying that he feels this is a great choice and it was a great presentation. Neal questioned the job evaluation process and asked how the people doing the study will be able to understand each job within the organization. Verdoorn described how the job evaluation process works and who is included in the process.

Discussion and Possible Action on City of Wausau Wage Study.
Neal indicated that in past meetings he’s raised concerns and questions of his own and he felt comfortable that the information he’s been wanting will be a product of what was presented. Gisselman agreed with Neal. Wagner said that he appreciates the professionalism of the company and also that the team was able to review the proposals and come up with this one. Wagner said that he would support this company and the proposed project, but remove the word “optional” from the job evaluation process.

Motion by Neal to accept the Wausau wage study proposal presented by Arthur Gallagher & Co. Second by Gisselman. All ayes. Motion passes 5-0.
RESOLUTION

WHEREAS, Representatives of the City of Wausau (hereafter referred to as “City”) and the Amalgamated Transit Union, AFL-CIO Local 1168 (hereafter referred to as the “Association”) have agreed to the provisions of a collective bargaining agreement encompassing the fiscal years of 2017-2019, the summary of the agreement being attached, and

WHEREAS, your Human Resources Committee recommends the adoption of this agreement, and

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the provisions as summarized on the attachments are approved for incorporation into the labor agreement between the City and the Association, and that all of the remaining unchanged provisions in the latest current agreement shall continue to be in effect, and that the labor agreement shall be a two and a half-year agreement, encompassing the periods of July 1, 2017 through December 31, 2017 inclusive and retroactive, and

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

Approved:

Robert B. Mielke, Mayor
## Amalgamated Transit Union, AFL-CIO Local 1168
### Summary of Tentative Agreement, August 14, 2017

<table>
<thead>
<tr>
<th>Article</th>
<th>Agreement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entire Agreement</td>
<td>Updating outdated information. EX; if the CBA stated Effective July 1, 2015 deleted dates reference and replacing with current dates.</td>
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<tr>
<td>2 – Recognition</td>
<td>Replace Confidential Administrative Specialist with Administrative Assistant III.</td>
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<tr>
<td>19 – Holidays</td>
<td>Adding language clarifying holiday pay for full-time employees with a regular work schedule and assigned work schedules.</td>
</tr>
<tr>
<td>20 – Uniforms</td>
<td>Adding reimbursement of up to 80% of cost up to $50 for molded ear protection for garage employees once every 24 months.</td>
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<tr>
<td>30 – Duration</td>
<td>Term of Agreement July 1, 2017 – December 31, 2019. Adding language that each party will work in good faith toward reaching a successor agreement in a timely manner.</td>
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<tr>
<td>Appendix A</td>
<td>Salary Increases: July 2, 2017 – 0.5% December 31, 2017 – 2% December 23, 2018 – 2%</td>
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CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION

DATE/TIME: August 14, 2017 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: R. Wagner (C), G. Gisselman, K. Kellbach, R. McElhaney, T. Neal
MEMBERS ABSENT: 
Also Present: Mayor Mielke, A. Jacobson, T. Kujawa, T. Larsen, E. Lindman, S. Lipscomb, J. Schara, G. Seubert, T. Vanderboom, M. Verdoorn

CLOSED SESSION pursuant to Section 19.85(1)(e) of the Wisconsin State statutes for bargaining reasons requiring a closed session for the purpose of considering the following: Amalgamated Transit Union (ATU) Local 1168 Bargaining.
Motion by Neal to enter into closed session. Second by Kellbach. Roll call was taken to include McElhaney, Gisselman, Neal, Kellbach, and Wagner.

Reconvene into Open Session, and Possible Action on Closed Session Item of Amalgamated Transit Union (ATU) Local 1168 Bargaining.
Motion by Neal to accept proposal for the union contract with 1168. Second by McElhaney. All ayes. Motion passes 5-0. Wagner thanked both sides for negotiating in good faith.
RESOLUTION OF THE HUMAN RESOURCES COMMITTEE

Amending Employee Handbook Section 8.02 Paid Holidays and Section 8.05 Perfect Attendance Leave

Committee Action: Approved 5-0
Fiscal Impact: Approved 5-0

File Number: 12-0219 Date Introduced: August 8, 2017

FISCAL IMPACT SUMMARY

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RESOLUTION

WHEREAS, the City of Wausau’s Employee Handbook is intended to provide City of Wausau employees with convenient access to the operating policies and practices of the City,

WHEREAS, the Employee Handbook contains guidance regarding part time employee accrual proration of Vacation and Personal Holidays,

WHEREAS, it is the current practice of the City of Wausau to prorate paid Holidays and Perfect Attendance Leave of part time, non-represented employees,

WHEREAS, your Human Resources Committee has reviewed and approved the recommendation to add language to the Employee Handbook to clarify the proration of paid Holidays and Perfect Attendance Leave of part time, non-represented employees,

BE IT RESOLVED by the Common Council of the City of Wausau that the Employee Handbook Sections 8.02 Paid Holidays and 8.05 Perfect Attendance Leave be amended, as specified above and in supporting documents, upon action of this Council.

Approved:

Robert B. Mielke, Mayor
Discussion and Possible Action on City of Wausau Employee Handbook (Section 8.02 Paid Holidays, and Section 8.05 Perfect Attendance Leave).
Vanderboom said that this is an item that was brought to her attention. These two sections in the current Employee Handbook are silent on the pay practice of paid holidays and perfect attendance leave for part-time employees, which are currently prorated for part-time employees; this amendment would add language to reflect this current process. McElhaney asked for clarification that this is the current practice. Vanderboom confirmed that it is the current process but is not outlined in the Employee Handbook. Vanderboom said that the only new specification is that part-time employees must work the week of the holiday in order to get the holiday pay. Mayor Mielke said that he wants to make sure everything is covered and therefore more clarifications like this will most likely be happening moving forward. Wagner agreed that this is a housekeeping item.

Motion by McElhaney to approve the proposed revisions to the City of Wausau Employee Handbook (Section 8.02 Paid Holidays, and Section 8.05 Perfect Attendance Leave). Second by Kellbach. All ayes. Motion passes 5-0.
HUMAN RESOURCES DEPARTMENT

MEMO

TO: Human Resources Committee
   Mayor Mielke

FROM: Human Resources Department

DATE: August 14, 2017

RE: Recommendation to Amend Employee Handbook (8.02 – Paid Holidays, and 8.05 – Perfect Attendance Leave)

The City of Wausau’s current pay practices for part-time, non-represented employees provides for prorated leave time accrual in a number of areas, including vacation time accrual, paid holidays, personal holidays, and perfect attendance leave.

However, upon review of the Employee Handbook, language pertaining to part time employee accrual proration is included in Section 8.04 – Vacation and in Section 8.03 Personal Holidays, but is absent in the remaining two sections.

Recommendation: The Human Resources Department recommends adding language to clarify the proration of part-time non-represented employee benefits to the affected sections of the Employee Handbook.

Specifically, add the following language to Section 8.02 – Paid Holidays:
   Regular part-time employees shall receive a proration of holiday pay based on their number of hours worked. In order to be eligible for holiday pay, a part-time employee must be on the active payroll the week of the holiday.

Add the following language to Section 8.05 – Perfect Attendance Leave
   Regular part-time employees shall receive a proration of perfect attendance leave based on their number of hours worked.
RESOLUTION OF THE HUMAN RESOURCES COMMITTEE

Amending Employee Handbook Section 8.04 Vacation; 8.03 Personal Holidays; and Section 8.12 Separation Benefits for Vacation, Compensatory and Perfect Attendance Leave.

Committee Action: Approved 5-0

Fiscal Impact:

File Number: 12-0219  Date Introduced: August 8, 2017

FISCAL IMPACT SUMMARY

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<td>TID Source: Increment Revenue</td>
<td>Debt</td>
<td>Funds on Hand</td>
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RESOLUTION

WHEREAS, at the request of the Mayor the Human Resources Department surveyed the vacation policies of municipalities throughout the state,

WHEREAS, upon completion of the survey the Human Resources Department recommended amending the vacation policy and other affected policies, to ensure that the City of Wausau’s policy remains competitive in the local market,

WHEREAS, your Human Resources Committee has reviewed and approved the recommendation to amend the vacation policy as follows:

To allow employees to utilize vacation as it is accrued, subject to supervisor approval;
To allow employees to accrue 10 days of vacation, at a biweekly accrual rate of 3.0770 hours, from their date of hire through 4 years of service;
To allow employees to accrue 15 days of vacation, at a biweekly accrual rate of 4.6154 hours, from their 5th anniversary through 8 years of service;
To allow employees to accrue 20 days of vacation, at a biweekly accrual rate of 6.1540 hours, from their 9th anniversary through 17 years of service;
To allow employees to accrue 25 days of vacation, at a biweekly accrual rate of 7.6924 hours, from their 18th anniversary through 24 years of service;
To allow employees to accrue 30 days of vacation, at a biweekly accrual rate of 9.2308 hours, beginning on the anniversary date of 25 years of service,

WHEREAS, your Human Resources Committee has also reviewed and approved the recommendation to grant personal holidays to employees at the time of hire,

WHEREAS, your Human Resources Committee has also reviewed and approved the recommendation to grant a pay out of accrued vacation time, compensatory time, and perfect leave attendance upon voluntary termination (resignation or retirement) to employees who provide ten working days written notice of voluntary termination,

WHEREAS, Department Directors hired before the establishment of this resolution shall maintain their seniority status for vacation purpose,

WHEREAS, Department Directors hired after the establishment of this resolution shall accrue vacation time as a 5th anniversary employee, regardless of their length of service, or shall accrue vacation time according to their actual length of service, whichever is greater,

BE IT RESOLVED by the Common Council of the City of Wausau that the Employee Handbook Sections 8.04 Vacation; 8.03 Personal Holidays; and Section 8.12 Separation Benefits for Vacation, Compensatory and Perfect Attendance Leave be amended, as specified above and in supporting documents, upon action of this Council.

Approved:

________________________________________
Robert B. Mielke, Mayor
CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION

DATE/TIME: August 14, 2017 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: R. Wagner (C), G. Gisselman, K. Kellbach, R. McElhaney, T. Neal
MEMBERS ABSENT:
Also Present: Mayor Mielke, A. Jacobson, T. Kujawa, T. Larsen, E. Lindman, S. Lipscomb, J. Schara, G. Seubert, T. Vanderboom, M. Verdoorn

Discussion and Possible Action on City of Wausau Employee Handbook (Section 8.04 Vacation; 8.03 Personal Holidays; and Section 8.12 Separation Benefits for Vacation, Compensatory and Perfect Attendance Leave).

Vanderboom said that, at the request of the mayor, the Human Resources Department surveyed twelve different municipalities on their vacation policies to determine if Wausau is competitive in the market of other governments. This was also asked for on behalf of some department heads. The survey specifically looked at how long an employee has to work in order to receive increased vacation amounts, as well as the fact that new employees have a six month waiting period before they can use vacation time.

Vanderboom said that the time that 3 and 4 weeks are granted to employees is a little behind curve of those surveyed, and the waiting period for using vacation was less in 50% of those surveyed. Vanderboom proposed to eliminate the six month waiting period to use vacation and allow employees to use it as it is accrued, subject to approval by the supervisor. Next, Vanderboom proposed moving up the time that employees receive 3 weeks of vacation from 7 years to 5 years, and the time that employees receive 4 weeks of vacation from 13 years to 9 years; all other accrual rates would remain the same.

Mielke said that this will help keep the City competitive and attract employees. The other minor changes proposed include removing the waiting period for use of personal holidays, and amending section 8.12 regarding payout of benefits.

Neal questioned whether the proposed changes were competitive enough. Vanderboom explained that these are moderate changes that would put the City of Wausau in the top 10-20% of the municipalities surveyed. Vanderboom went on to say that municipalities were surveyed in the Wausau area and statewide, and noticed that in the local area, employees have to work longer before accruing more vacation. She also said that none of the municipalities surveyed offered 3 weeks of vacation to start except for high level executive positions. Gisselman questioned if the City operations, such as snow plowing, are impacted by employees who have 6 weeks of vacation. Lindman said that vacations are granted by the supervisors and the number of people allowed to be off during certain times is limited. Wagner asked how vacations are granted in the non-union environment. Lindman explained that the supervisors will try to be fair in handling requests; for example, rotating vacations during holidays so that the same people aren’t always off. Vanderboom explained that a certain number of hours are allowed to be carried over every year depending on what vacation accrual tier the employee is in, and therefore if an employee cannot use all their vacation during the year, a certain amount will carry over. Wagner asked if employees can use vacation time in amounts less than 1 day; Vanderboom indicated that yes, employees can use vacation in ¼ hour increments. Neal questioned if the City would be able to look at adding vacation days in between the anniversary dates outlines to further incentivize employees. Vanderboom said that 2 or 3 municipalities did offer this. Wagner said that this could possibly be included as part of the wage study and future changes.

Motion by Neal to approve the proposed changes to the City of Wausau Employee Handbook (Section 8.04 Vacation; 8.03 Personal Holidays; and Section 8.12 Separation Benefits for Vacation, Compensatory and Perfect Attendance Leave). Second by McElhaney. All ayes. Motion passes 5-0. Vanderboom was directed by Wagner to ask Arthur Gallagher & Co. to review vacation leave as part of the wage study process.
HUMAN RESOURCES DEPARTMENT

MEMO

TO: Human Resources Committee
   Mayor Mielke

FROM: Human Resources Department

DATE: August 14, 2017

RE: Recommendation to Amend the City of Wausau Vacation Policy and Personal Holiday Policy

The City of Wausau Human Resources Department undertook an evaluation of the City’s vacation policy for non-represented employees, at the request of the Mayor and various Department heads. Two areas of concern were specifically mentioned. First, that the City of Wausau remains competitive regarding its vacation policy, as this can have an impact on recruitment. And second, that the current 6 month waiting period for vacation usage creates a hardship for new employees, particularly new employees who may be relocating the Wausau area as a result of their employment with the City.

Background
Twelve municipalities in the state of Wisconsin provided copies of their vacation policies to the City for comparative purposes, or posted their vacation policies on their public websites. Specifically, we evaluated when vacation time is granted (i.e. how long employees need to work before they are granted additional vacation time) and when employees may begin utilizing vacation time.

Of the twelve municipalities that were surveyed, two municipalities (Marathon County and the City of Sheboygan) utilize a PTO style of time off. As they do not separate vacation time off from other forms of paid leave, their usefulness for policy comparison was limited.

The City of Wausau currently grants vacation according to the following schedule:

<table>
<thead>
<tr>
<th>Years of Service</th>
<th>Amount of vacation time granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-6 months</td>
<td>Prorated (3.0770 hours per pay period)</td>
</tr>
<tr>
<td>6 months – 6 years</td>
<td>2 weeks</td>
</tr>
<tr>
<td>7 years – 12 years</td>
<td>3 weeks</td>
</tr>
<tr>
<td>13 years – 17 years</td>
<td>4 weeks</td>
</tr>
<tr>
<td>18 years +</td>
<td>5 weeks</td>
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The City’s current vacation policy was found to be neither the most nor least generous when compared to the other cities surveyed.

<table>
<thead>
<tr>
<th>Amount of vacation time granted</th>
<th>10% of those surveyed have more generous policies</th>
<th>50% of those surveyed have more generous policies</th>
<th>20% of those surveyed have more generous policies</th>
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We also evaluated when employees are first allowed to use vacation time. Under the City’s current policy, employees accrue vacation as soon as they are hired, but must wait 6 months before they may use any vacation time. Of the twelve municipalities surveyed, six municipalities allowed employees to use accrue and use vacation immediately, subject to supervisory approval. The remaining six department had varying lengths of time an employee must complete before being eligible to use vacation time.

<table>
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<th>Number of Municipalities</th>
<th>Waiting Period for Vacation Usage</th>
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<tr>
<td>6</td>
<td>No wait</td>
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<tr>
<td>1</td>
<td>90 day wait</td>
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<td>2</td>
<td>6 month wait</td>
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<td>2</td>
<td>1 year wait</td>
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**Recommendation**

The evaluation of the vacation policy found that the City of Wausau is moderately positioned regarding its current vacation policy, particularly in this region of Wisconsin. However, a balance of work/life balance is increasingly important to potential employees. For this reason, we have proposed a few adjustments to the vacation policy, as outlined below:

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<th>Years of Service</th>
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<tr>
<td>Hire date until 1 year of service</td>
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<tr>
<td>On 1&lt;sup&gt;st&lt;/sup&gt; anniversary date thru 4 years of service</td>
<td>10 days</td>
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<td>On 5&lt;sup&gt;th&lt;/sup&gt; anniversary thru 8 years of service</td>
<td>15 days</td>
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<td>On 9&lt;sup&gt;th&lt;/sup&gt; anniversary thru 17 years of service</td>
<td>20 days</td>
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<tr>
<td>On 18&lt;sup&gt;th&lt;/sup&gt; anniversary thru 24 years of service</td>
<td>25 days</td>
</tr>
<tr>
<td>Beginning on the anniversary date of 25 years</td>
<td>30 days</td>
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</table>

Under the proposed vacation policy, employees would begin accruing three weeks of vacation 2 years earlier than the current schedule (5<sup>th</sup> anniversary instead of 7<sup>th</sup> anniversary). They would begin accruing four weeks of vacation 4 years earlier than they would under the current schedule (9<sup>th</sup> anniversary instead of 13<sup>th</sup> anniversary). There would be no change to the allotment of the 5 weeks of vacation. The changes outlined above would place the city of Wausau in the top 20-30% of those municipalities surveyed.

The proposed changes to the vacation policy include allowing employees to utilize vacation time as it is earned, without waiting to complete a six month period of service. This would align the City with the
majority of the municipalities surveyed. Vacation time would remain subject to supervisor approval, and vacation could be denied based on the needs of the department.

In keeping with the spirit of removing the waiting period regarding paid time off for new employees, it is recommended to amend Section 8.03 – Personal Holiday to allow new employees to utilize this benefit at time of hire, pending supervisor approval. The current policy requires completion of six months of service before this time may be used.

Finally, Section 8.12 states that employees must currently have one year of service before their accrued vacation time, compensatory time, and perfect attendance leave may be paid out upon voluntary termination (resignation or retirement). In keeping with the spirit of the above changes, it is recommended that earned leave balance be paid out to employees who provide ten working days written notice of voluntary termination.

**Fiscal Impact**

If the above changes were made, a number of non-represented employees would be immediately affected. Approximately 20 non-represented employees have been hired in the past six months; they would immediately be eligible for vacation usage. Approximately 30 non-represented employees would begin accruing vacation at a higher amount. This change would be budget neutral.

Allowing paid leave balances to be paid out upon voluntary termination could have a fiscal impact; however, it is expected to be minor.
RESOLUTION OF THE HUMAN RESOURCES COMMITTEE

Authorizing Merit Increase for Introductory Period Completion.

Committee Action: Approved 2-1
Fiscal Impact:

File Number: 12-0220 Date Introduced: September 12, 2017

RESOLUTION

WHEREAS, on August 10, 2015 the Human Resources Committee provided direction and approved $100,000 to fund both Compensation Plan Administration as well as Merit Pay. To ensure coverage for fringe and employee benefit costs, ultimately $120,000 General Fund dollars were included in the Contingency portion of the General Fund budget earmarked for this purpose; and

WHEREAS, employees not represented under the terms of a collective bargaining agreement last received salary increases via the City’s Pay-for-Performance Plan and compensation study in July 2014; and

WHEREAS, salaries for non-represented staff were frozen for 2015 by Common Council; and

WHEREAS, as a result of the July 2014 pay plan implementation and subsequent salary freeze for non-represented staff, employees who were hired after March 2014 and have completed their introductory period after the first pay period in July of 2014 through December 31, 2016 were given a 2% merit pay adjustment, effective April 24, 2016; and

WHEREAS, pay increases after successful introductory period completion are common to recognize a successful integration into the organization and serve as a retention measure by conveying recognition and value to the affected employees by providing monetary reward; and

WHEREAS, on October 25, 2016 the Human Resources Committee approved a proposal to provide a 2% increase for new employees hired after December 31, 2015, who completed their review period after December 31, 2016, effective January 2, 2017 and going forward, the 2% increase after successful completion of the introductory period shall be managed by staff and incorporated within the budget without future intervention or approval by Committee or Council.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that merit pay adjustments of 2% be given to new employees hired after December 31, 2015, who complete their introductory period after December 31, 2016, effective January 1, 2017, with a total cost to the General Fund for 2017 of $10,749.75, and going forward the merit pay
adjustments of 2% for new employees upon completion of their introductory period shall be managed by staff and incorporated within the budget without future intervention or approval by Committee or Council.

Approved:

____________________________________
Robert B. Mielke, Mayor
Discussion and Possible Action to update Resolution 12-0220 Authorize Merit Increase for Introductory Period Completion.

Vanderboom stated that in 2016 the Finance and HR Committees passed a resolution granting a 2% increase to employees upon completion of a one year introductory period; shortly after the resolution was passed, the probationary period was changed to 6 months. Vanderboom requested clarifying the language in the resolution to either 1 year or the duration of the introductory period. Vanderboom recommended utilizing introductory period instead of a set timeline. Thus, if an introductory period is extended an employee will not receive an increase until said introductory period has been successfully completed.

Vanderboom also requested clarification as to whether it was intended to apply to new hires only, or any time an introductory period is completed. While new hires were clearly covered by the resolution, the language was unclear whether promoted employees were also intended to receive a 2% increase upon completing an introductory period. Vanderboom clarified that promoted employees receive an increase in salary upon promotion.

Mielke said that is item is being brought forward for clarification. Neal questioned the options as only the original resolution was included in the packet. Vanderboom said that she did not provide a draft resolution as it will be determined upon the outcome of the committee’s discussion and action. Groat spoke to advocate for all newly hired and newly promoted employees to receive a 2% increase after completion of their six month introductory period. Smith asked for clarification if promoted employees receive a raise; Vanderboom said that is correct. Neal questioned if this type of process would be looked at as part of the wage study; Vanderboom first clarified that any City employee that receives a promotion immediately receives a pay increase when they begin their new duties; the question at hand is when an employee is promoted, should they receive a 2% increase in pay after their six month introductory period as if they are a new employee. Vanderboom went on to answer Neal’s question, saying that the wage study will look at ways of how to institute annual increases for non-represented employees but most likely will not weigh in on this issue unless asked to do so. Wagner said that the process as it is in place is how he understood it to be and makes sense to him.

Motion by Smith to clarify that merit increase for introductory period completion is for new hires only and not promoted employees. Second by Neal and request for Mayor to provide his input. Mielke said that he can see both sides of the issue but is in agreement to keep it as it is. Chief Kujawa spoke about difficulties at the Fire Department with their promotional process from union to non-represented positions and pay compression. Groat stated that in the past promoted employees received an introductory increase. Wagner suggested that this item should go before the whole council for consideration. Motion passes 2-1.
RESOLUTION OF THE FINANCE COMMITTEE

Supporting the use of Marathon County resources for the benefit of all county highways

Committee Action: Pending
Fiscal Impact: None

File Number: 17-0912  Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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<td>Debt</td>
<td>Funds on Hand</td>
<td>Interfund Loan</td>
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RESOLUTION

WHEREAS, Marathon County enacted a temporary, one year Vehicle Registration Fee last year to address decreases in state and federal aid for transportation, which have affected all local governments in Wisconsin; and

WHEREAS, State leaders have attempted to address the challenge of decreased revenue sharing for transportation, upon which every local government is reliant, but more progress must still be made; and

WHEREAS, the City of Wausau constitutes nearly 1/3 of the County’s population and is home to most of the County’s governmental operations and the City maintains over 10 miles of County highways within its borders and receives no support for reconstruction of these roadways from the County; and

WHEREAS, all Wausau and other incorporated area residents pay Marathon County’s vehicle registration fee but receive no benefit for their local roads; and

WHEREAS, Marathon County identified the vehicle registration fee as a one year only fee applicable to county residents, with no benefit to incorporated area roadways lying within the County; and
WHEREAS, the City of Wausau strongly urges Marathon County to implement a process whereby eligible incorporated areas lying within the county may request a cost share of road reconstruction projects for county highways that pass through the incorporated areas in order to better utilize assets and jointly improve roads both in incorporated areas and within unincorporated areas; and

WHEREAS, the road reconstruction projects would be reviewed and priorities determined by the County on an annual basis for purposes of eligibility for cost sharing.

NOW, THEREFORE, BE IT RESOLVED, the Common Council of the City of Wausau strongly urges Marathon County to protect the interests of all county residents in receiving direct benefits and improvements to all county highways lying both within incorporated and unincorporated areas, by implementing a process: 1) whereby representatives of incorporated areas may have the opportunity to coordinate the reconstruction of county highways within incorporated areas through a cost sharing formula at the same time the County is reconstructing these highways in unincorporated areas, and 2) whereby undesignated funds representing a proportionate share of the revenues realized through the vehicle registration fee be made available for the reconstruction of county highways lying within incorporated areas, thereby more evenly distributing resources to all tax payers.

Approved:

__________________________
Robert B. Mielke, Mayor
RESOLUTION OF THE FINANCE COMMITTEE

Amending the Procurement Policy regarding the approval of attorney professional services

Committee Action: Pending
Fiscal Impact: None
File Number: 99-1104
Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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RESOLUTION

WHEREAS, your Finance Committee, at their September 12, 2017 meeting, considered and recommends the attached revision to the Procurement Policy regarding the approval of attorney professional services.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the Procurement Policy which is attached hereto and incorporated herein by reference is hereby adopted as the Procurement Policy of the City of Wausau and that its administration and enforcement shall be done under the direction of the Mayor and department heads.

Approved:

Robert B. Mielke, Mayor
CITY OF WAUSAU, WISCONSIN
PROCUREMENT POLICY

POLICY OBJECTIVE
The City of Wausau has adopted this procurement policy in order to provide City employees with uniform guidance in the purchase of supplies, equipment, services and property. The controls and procedures set forth are intended to provide reasonable assurance that the lowest cost, highest quality good or service is obtained, while balancing the need for flexibility and efficiency in departmental operations.

COVERAGE
This policy applies to the purchases of all departments and divisions of the City of Wausau. The provisions of Wisconsin Statutes s 62.15 and Wausau Municipal Code 12.08 apply to the procurement of public construction and take precedence over any portion of this policy that may conflict with that statute. Procurement activities for MetroRide are subject to the provisions of the Federal Transit Administration and take precedence over any portion of this policy which may conflict with their guidelines. More restrictive procurement procedures required by grants, aids, statutes or other external requirements or funding sources will take precedence.

GOALS
1. To encourage open and free competition to the greatest extent possible.
2. To receive maximum value and benefits for each public dollar spent.
3. To ensure that all purchases are made in compliance with federal, state and local laws.
4. To prevent potential waste, fraud, abuse and conflicts of interest in the procurement process.
5. To assure proper approvals are secured prior to the purchase and disbursement of public funds.

ETHICAL STANDARDS
1. All procurement shall comply with applicable federal, state and local laws, regulations, policies and procedures. Municipal Code 2.03 Code of Ethics for Public Officials and Employees provides general ethical standards and conduct expectations.
2. In general, employees are not to engage in any procurement related activities that would actually or potentially create a conflict of interest, or which might reasonably be expected to contribute to the appearance of such a conflict.
3. No employee shall participate in the selection, award or administration of a contract if a conflict of interest would be involved. Such a conflict would arise when the employee, any member of his immediate family, business partner or any organization that employs, or is about to employ, any of the above, has a financial interest or other interest in the firm selected for award.
4. To promote free and open competition, technical specifications shall be prepared to meet the minimum legitimate need of the City and to the extent possible, will not exclude or discriminate against any qualified
5. No employee shall solicit or accept favors, gratuities, or gifts of monetary value from actual or potential contractors or subcontractors.

6. Employees must maintain strict confidentiality in the procurement process and shall not impart privileged information to any contractors that would give them advantage over other potential contractors.

7. Personal purchases for employees by the City are prohibited. City employees are also prohibited from using the City’s name or the employee’s position to obtain special consideration in personal purchases. Employee purchase programs may be established with vendors with prior approval from the Mayor, provided that the vendor provides similar programs to employees of other private entities.

**GENERAL GUIDELINES**

These general guidelines shall be adhered to as closely as possible by all departments in the procurement of goods and services.

1. Procurements are classified into the following two major categories:
   - Purchasing Goods is defined as equipment, furnishings, supplies, materials and vehicles or other rolling stock. The rental, leasing of these items is also considered to fall within this category and the cost shall be determined by considering the maximum total expenditure over the term of the agreement.
   - Purchase of Services is classified into additional categories of professional services, contractor services, construction services and combined goods and service contracts.

2. **Buy Local** - It is the desire of the City to purchase locally when possible. This can be accomplished by ensuring that local vendors who have goods or services available are included in the competitive solicitation process that will precede major purchases. It is also the desire of the City to purchase from disadvantaged enterprise businesses whenever possible as defined by Wisconsin Statute 84.06(1).

3. **Cooperative Procurement Programs** – Departments are encouraged to use cooperative purchasing programs sponsored by the State of Wisconsin or other jurisdictions. Purchases of goods and services secured through these programs are considered to have met the requirements of competitive procurement outlined in this policy. Additionally, if identical products can be obtained at a lower price than current cooperative purchasing contracts, no additional quotes are required.

4. **Purchasing Oversight** – Department heads have the responsibility for procurement issues in their individual departments. A department head is defined as the City employee having responsibility for the department on behalf of which moneys were appropriated in the City budget for purchases.

5. **Emergencies** – When an emergency situation does not permit the use of the competitive process outlined in the policy, the applicable department head, Finance Director and Mayor may determine the procurement methodology most appropriate to the situation. Appropriate documentation of the basis for the emergency should be maintained and filed with the City Clerk. All emergency purchases exceeding $50,000 shall require the Department Head to provide written notice to the Common Council.

6. **Identical Quotes or Bids** – If two or more qualified bids/quotes are for the same total amount or unit price, and quality or service is considered equal the contract shall be awarded to the local bidder. Where this is not practical the contract will be awarded by drawing lots in public.
7. **Serial Contracting** – No contract or purchase shall be subdivided to avoid the requirements of this policy. Serial contracting is the practice of issuing multiple purchase order to the same vendor for the same good or service in any 90 day period in order to avoid the requirements of the procurement policy.

8. **Purchase Orders and Purchase Order Cover Sheet** – Shall be issued for all purchases of goods and services in excess of $5,000.

9. **Policy Review** – This policy will be reviewed by the Finance Committee every two years or sooner at the discretion of the Common Council.

10. **Protest Procedures** – Any interested party who wishes to protest at any point in the procurement process, evaluation, award, or post-award, may do so. An “interested party” must, however, be an actual or prospective bidder or offeror whose direct economic interest would be affected by the award of the contract or by failure to award the contract. Protests must be submitted timely, in writing to the City Clerk, 407 Grant Street, Wausau WI 54403 but no later than five (5) working days following the City’s procurement decision. The protest must contain a detailed statement of the grounds for the protest and any supporting documentation. Upon the receipt of the written protest, the City Clerk will notify the City Attorney and Finance Director who will work to resolve the matter within five (5) working days. If the protester is not satisfied and indicates the intention to appeal to the next step the award will be temporarily suspended unless it is determined that: 1) the item to be procured is urgently required; 2) delivery or performance will be unduly delayed by failure to make the award promptly; 3) Failure to make the prompt award will otherwise cause harm to the City; or 4) The protest has no merit. If the protester wishes to appeal the decision of the City Attorney and Finance Director the matter will be forwarded to the City of Wausau Finance Committee and the Common Council for the ultimate local disposition.

**PURCHASE OF GOODS**

1. Purchase of Goods under $5,000 – may be made based on the best judgment of the department head or division director. However, it is recommended that competitive quotes be obtained. Specific procurement documentation is not required.

2. Purchase of Goods $5,000 to $25,000 – requires department head approval PRIOR to placing the order and the issuance of a purchase order. The cost of the purchase must have been included within the approved department budget. The department MUST obtain (3) three written quotations, if possible. Quote summary, request for quote documentation and written quotes must be submitted to the Finance Department with the purchase order request. Purchase orders will not be processed without the proper documentation.

3. Purchase of Goods in excess of $25,000 – a formal bid process is required.
   a. Requests for such bids shall be formally noticed. All notices and solicitations of bids shall state the time and place of the bid opening.
   b. All bids shall be submitted sealed to the City Official designated in the bid packet and shall have the bid name and date identified on the envelope.
   c. All sealed bids shall be opened and recorded by the Board of Public Works. The department head shall be responsible for the preparation of all plans, bid specifications, notices and advertising. Prequalification of bidders may be done at the discretion of the department head. A tabulation of bids received shall be available for public inspection. The Board of Public Works shall have the authority to award the contract when the costs of the purchase have been included within the approved City budget. Purchases that do not meet this criteria and are not otherwise authorized by law, rule or regulation, shall be authorized separately by the Common Council. All bid documentation shall be placed on file with the City Clerk.

*City of Wausau Procurement Policy* 3

*SQAU 9/12/17*
d. In general, the contract shall be awarded to the lowest priced responsible bid, taking into consideration the following factors: the qualities of the goods supplied, conformity with specifications, product compatibility, maintenance costs, vendor support and delivery terms. Written documentation or explanation shall be required if the contract is awarded to other than the lowest responsible bidder. This documentation will include a justification as to why it was in the City’s best interest to award the contract to other than the lowest responsible bidder.

4. Commodities $5,000-$50,000 – Commodities subject volatile pricing such as fuel may through via written quotes. These purchases require department head approval prior to placing the order and the issuance of a purchase order. The cost of the purchase must have been included within the approved department budget. The department must obtain (3) written quotations, if possible. Quote summary, written quotes and any other available documentation must be submitted to the Finance Department with the purchase order request.

5. The department head shall administer the purchase.

6. The following items must be purchased using a centralized purchasing process:
   a. Copiers - coordinated by the CCITC.
   b. Computer hardware/software - coordinated by CCITC.
   c. Cellular telephone, telephones, security cameras and similar communication and technology equipment – coordinated by CCITC.
   d. Furniture – coordinated by Department of Public Works.
   e. Office Supplies – coordinated by the Finance Department.
   f. Janitorial Services – coordinated by Department of Public Works.
   g. Vehicles and other rolling Stock – coordinated by Department of Public Works.
   h. Facility Maintenance, Repair and Improvement – coordinated by Department of Public Works.

PURCHASE OF SERVICES

Whenever practical the purchase of services should be conducted based upon a competitive process:

- Contractor services is defined as the furnishing of labor, time or effort by a contractor, usually not involving the delivery of specific goods or products other than those that are the end result of and incidental to the required performance. Examples of contractor service include: refuse and recycling collection, snow removal, EMS billing services, janitorial, elevator maintenance, mailing, or delivery services. Contractor services shall follow the competitive procurement policy for the Purchase of Goods subject to the same spending guidelines. The cost shall be determined by considering the maximum total expenditure over the term of the contract.

- Construction services is defined as substantial repair, remodeling, enhancement construction or other changes to any City owned land, building or infrastructure. Procedures found within State of Wisconsin Statute 62.15 and Wausau Municipal Code 12.08 shall take precedence. In absence of guidance in these areas, construction services shall follow the competitive procurement policy for the Purchase of Goods subject to the same spending guidelines.

- Combined Goods and Services in situations where the purchase combines goods and services (exclusive of construction and contractor services), such as many technology projects, the purchase shall be treated as a purchase of professional services.

- Professional services is defined as consulting and expert services provided by a company, organization or individual. Examples of professional services include: attorneys, certified public accountants, appraiser, financial and economic advisors, engineers, architect, planning and design. Professional services are generally measured by the professional competence and expertise of the provider rather than cost alone.
1. Request for Proposal Required

a) If it is estimated that the service being solicited has a total cost of over $25,000 a formal Request for Proposal shall be used to solicit vendor responses. The department head shall be responsible for the preparation of all Requests for Proposal specifications, notices and advertising. Prequalification of proposers may be done at the discretion of the department head.

b) The Purpose of an RFP is to solicit proposals with specific information on the proposer and the service offered which will allow the City to select the best proposal. The best proposal is not necessarily the proposal with the lowest cost.

c) Based upon the services or project and the magnitude of the outcome a selection committee may be advisable.

d) Requests for proposals shall be formally noticed. All notices and solicitations of proposals shall state the time and place of the proposal opening.

e) Information to be requested of the proposer should include: Years of experience in the area desired services, financial strength of the company, examples of similar services/projects completed, resumes of staff associated with the project/service, list of references, insurance information. In addition the proposal should provide information about the City, scope of services requested and desired outcomes or deliverables. The proposal should also identify evaluation factors and relative importance.

f) Establish selection criteria and include this information with the RFP. It is generally advisable to establish a numeric ranking matrix. This reduces the subjective nature of the rating process.

g) Proposals should be solicited from an adequate number of qualified sources. Requests for proposal should be formally noticed. All notices and solicitations should provide the issue date, response due date, date and time of opening responses and a contact person.

h) Proposals shall be opened and recorded by the Board of Public Works. A tabulation of proposals received shall be available for public inspection. All proposal documentation shall be placed on file with the City Clerk. The Department Head and selection committee (if applicable) will then review the proposals and make a selection.


a) The City Attorney shall hire and manage all outside legal counsel engaged to represent and/or advise the city regarding all matters of any character, in which the city is interested, before any court or tribunal.

b) The City may enter into negotiated contracts without a competitive selection process for the procurement of services if the services are for professional services to be provided by attorneys who charge on an hourly basis, or who are designated by the city’s liability insurance carriers. When retention of legal services to perform ongoing services in one type of matter, such as bond counsel or prosecution services, is required, the procurement policy, for professional services shall be followed. The City Attorney shall have authority to sign engagement letters on behalf of the City.
c) The invoices of Counsel designated or engaged by the City’s insurance carriers shall be monitored by the City Attorney and paid by the City up to the City’s self-insured retention level for that matter, without further approval from the Finance Committee or Common Council. In all other matters, where the aggregate legal fees exceed $25,000, the City Attorney shall notify the Finance Committee of the status of the matter and seek approval for additional expenditures.

d) Billing Frequency and Format

i) Time Changes. Actual time should be billed in one-tenth (.10) hour increments.

ii) Billing Frequency. Invoices for legal services or expense shall be invoiced every 30 days from the date of initial suit assignment and monthly thereafter.

In any event, invoices submitted more than 60 days after the last date of legal services will require explanation of the billing delay to the City Attorney.

Invoices submitted more than one (1) year after the last date of legal services or expense will be rejected.

• Service contracts or agreements should be reviewed by the City Attorney and placed on file with the City Clerk.

SOLE SOURCE

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. In advance of the purchase, 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, 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, aesthetic purposes or compatibility is an overriding consideration, the purchase is from another governmental body, continuity achieved in a phased project, the supplier or service demonstrates a unique capability not found elsewhere, 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 in advance of the purchase, who will concur with the sole source or assist in locating additional competitive sources.
3. Except for the purchases related to the Water and Sewer Utility, sole source purchase exceeding $25,000 must be approved by the Finance Committee.
4. Sole source purchases related to the Water and Sewer Utility exceeding $25,000 must be approved by the Wausau Waterworks Commission.

Sole Source Exemptions: The following purchases are exempt from competitive purchasing requirements and sole source documentation:

City of Wausau Procurement Policy
1. Software maintenance and support services when procured from the proprietary owner of the software.
2. Original equipment manufacturer maintenance service contracts, and parts purchases when procured directly from the original manufacturer/authorized dealer or representative.
3. Insurance policy purchases and services through CVMIC and TMIC of Wisconsin.
4. Property Insurance purchases from the Local Property Insurance Fund.
5. Utility Services and Charges.
6. Marathon County Landfill
7. Services and products purchased from CCITC.
8. Neptune water meters.

**BUDGET**

All purchases shall be made in accordance with the budget approved by the Common Council. The department head has the responsibility for managing departmental spending to ensure the line item budget is not overspent and for initiating Transfer of Funds Requests when appropriate.

**CONTRACT AUTHORIZATION**

The Mayor is authorized to enter into contracts on behalf of the City of Wausau without additional council approval if the contracts meet the following criteria:

1. Purchase of Goods – The City may purchase equipment, furnishings, goods, supplies materials and rolling stock when the costs of the same have been included in the approved City Budget.

2. Purchase of Services – The City may contract for the purchase of services without Council resolution when the following conditions have been met:
   a) The funds for services are included in the approved City budget.
   b) The procurement for services complies with the procurement policy.
   c) The City Attorney has reviewed and approved the form of the contract.
   d) The contract complies with other laws, resolutions and ordinances.
   e) The contract term meets one of the following criteria:
      1. The contract is for a period of one year or less, or
      2. The contract is for a specific project, or
      3. The contract is for a period of not more than three years and the annual average cost of the services does not exceed $25,000.

3. The following contracts require council approval:
   a) Collective Bargaining Agreements – Any contract between the City of Wausau and any collective bargaining unit representing City employees.
   b) Real Estate Purchases – Contracts for the sale or purchase of real estate where the City of Wausau is the proposed seller or purchaser. Council approval is **not** required for commencement of foreclosure action to collect a loan or other debt owed to the City when the debtor has failed to cure any default in payment of the loan or other obligation.
   c) Leases – Contracts for lease of real estate where the City is either a proposed landlord or a proposed tenant exclusive of airport hangar, parking stall rentals and short term park facilities rentals.
   d) Easements and Land Use Restrictions – Contracts for easements, restrictive covenants or other limitations which may be placed upon the use of any City-owned property.
   e) Intergovernmental Contracts in excess of $5,000 – Contracts between the City of Wausau and
and other local, state or federal governments or agencies except, cooperative purchasing agreements.

(f) Development Agreements – Contracts for the provision of infrastructure, financial assistance or other incentives by the City for the benefit of a developer or business venture.

(g) City Services – Contracts whereby the City of Wausau agrees to provide services to another party.

(h) Managed competition, outsourcing contracts – Contracts for labor or personal services to be performed by persons who are not city employees for work that has been performed by city employees within the past five (5) years and the contract will result in the elimination of positions and the layoff of personnel.

4. The common council delegates contract approval to the department level for the following:

(a) Community Development Housing and Commercial Development Loans and Grants issued from grants and related program income.

Contracts shall be signed by the Mayor and counter-signed by the City Clerk, City Finance Director and City Attorney. The City Finance Director shall certify that funds have been provided by the Council to pay the liability that may be incurred under the contract. The City Attorney shall approve the contract as to form and the City Clerk shall attest to the Mayor’s signature. Contract change orders may be signed by the Board of Public Works as long as the change order does not materially change the work performed and funds are available within the budget. Purchase contracts for goods or services valued at $5,000 or less may be signed by individual department directors as long as the purchase is provided in the budget.
MEMO

TO: Mayor Robert B. Mielke
Finance Committee Members

FROM: Anne Jacobson, City Attorney

RE: Approval of Fees in Compliance with the Procurement Policy

DATE: September 2, 2017

**Purpose:** To obtain approval from the Finance Committee for legal fee expenditures which exceed $25,000 in any one matter.

**Background Information:**

The City's Procurement Policy was last amended on 5/24/16, regarding the procurement of professional attorney services. While the Council has been informed on various matters as each exceeded $25,000 in costs and fees, both through written communications and oral communications, formal Finance Committee approval is needed, according to the Procurement Policy.

The policy does not differentiate between matters depending upon the length of time each matter is open, or from which account the fees are paid.

Also, the City has different Self Insured Retention (SIR) levels that are applicable to the defense of all cases covered by insurance. Those levels are typically in excess of $25,000. Designated defense counsel will continue to defend the City once a matter is started, whether or not Finance Committee approval is obtained to exceed $25,000 in costs and fees. Therefore, it makes sense for the Finance Committee to approve fees up to the City's SIR level in any given matter. An amendment to the policy is simultaneously being sought from Finance, as well as Council.
To date, the open matters which have exceeded $25,000 in fees include:

- Mall and Sears redevelopment (2015-2017)
- Walgreens litigation over 6 years for two separate property locations
- Applebee's litigation over three years
- Brent Zocher litigation over three years
- Derrick Sangster continues although the City has paid its $50,000 deductible
- Ronda Rydbom litigation over three years
- I. C. Willy litigation over two years

The above matters are paid out of the following accounts:

**Claims 171-155092120**

- Brent Zocher
- Derrick Sangster
- Ronda Rydbom

**Attorney Legal Account 110-13092120**

- Maine litigation
- I.C. Willy
- Walgreens (50% split)
- Applebee's

**TIF #6 Contractual Services 144-344092120**

- Walgreens (50% split)

**ED Contractual Services 125-225492190**

- Mall and Sears

**Recommendation**

It is recommended that the Procurement Policy be amended to approve the expenditure of fees up to the City’s Self Insured Retention level (up to $50,000) to provide for the seamless defense of these cases. It is also recommended that approval be given for those matters in which the fees have exceeded $25,000 or are closely approximating that amount.
RESOLUTION OF THE FINANCE COMMITTEE

Approving Modification of the 2017 Budget for Police Fitness Services

Committee Action: Pending

Fiscal Impact (2017): $9,000 is a budget reallocation not an increase in the budget

File Number: 16-1109 Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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TID Source: Increment Revenue Debt | Funds on Hand | Interfund Loan |

RESOLUTION

WHEREAS, the fitness and wellness of police personnel is critical to the police force and the success in achieving the mission of the department, and

WHEREAS, your Police Department proposes to collaborate with the Marathon County Sheriff’s Department on a health and wellness program for staff by entering into a contract with Train 4 Your Best; and

WHEREAS, the budget modification utilizes salary and fringe benefit savings due to vacancies, and

WHEREAS, your Finance Committee has reviewed and recommends a budget modification to finance the this service; and

Transfer From: Patrol Salaries 110-36091110 $9,000
Transfer To: Police Admin Special Services 110-30092560 $9,000

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City Officials be and are hereby authorized and directed to modify the 2017 and publish such transfer in the official newspaper.

Approved:

Robert B. Mielke, Mayor
The police department is requesting the transfer of $9,000 from our patrol salary line in our 2017 budget to expend on a corporate fitness and wellness plan.

In partnership with the Marathon County Sheriff’s Office, we have worked with Train 4 Your Best to develop a plan to improve the health and wellness of our staff. I have attached the proposal submitted by Joe Tofferi, owner of Train 4 Your Best. Here is a synopsis of the proposal plan:

1) Individual employee evaluation/consultation (includes visit, evaluation, development of individualized fitness and nutrition plan, video program, and follow up)
2) Group workout classes
3) Workouts of the month developed for our work group
4) Challenges (These are challenges developed by Train 4 Your Best to drive participation and encourage friendly competition amongst staff)
5) Monthly webcasts
6) Quarterly tracking reports (to monitor consultations, workouts, attendance, etc for review of participation)

As police officers, it is imperative we remain a good level of fitness. We go from sitting in a squad car to running or fighting in a moment’s notice. Often these types of situations result in muscle strains, joint sprains, and other injuries which impact officer safety directly and result in lost time. Maintenance of a good level of fitness has not been a focus in the past and it is our plan to change that moving forward.

Following are the goals we plan to achieve through this expenditure:

1) Improve overall fitness
2) Reduce on duty (and off duty) injuries that result in lost time (sick time/work comp)
3) Reduce health care expenses
4) Train proper techniques for physical fitness activities
5) Enhance employee engagement

Our goal is to begin this program November 1, 2017. We will provide a report on the successes of the program to the Council if it is requested.

Joe Tofferi is well recognized in the area of physical fitness. He has past and current clients who are professional athletes. Here is a link to a Washington Post article from August 21, 2017, in which Mr. Tofferi was interviewed about working with an NFL quarterback (who is a current client):


Below is a link to his website:

http://train4yourbest.com/

In conclusion, we need to be proactive in maintaining the health of our employees and mitigating costs associated with poor health and lack of fitness. We are sharing the cost of this program with the Marathon County Sheriff’s Office to offer an efficient program to our employees to improve their health. The Marathon County Sheriff’s Office will be managing the contract with Train 4 Your Best.
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COMMENTS:

- Fin. Committee Approval: □ Denial: □ Date:__________
- Council Approval: □ Denial: □ Date:______________

Submit three copies of form to Finance Department: 1 - Council File 2 - Department 3 - Finance Department
Corporate Fitness & Wellness Proposal
Prepared for: Wausau Public Safety
Prepared by: Joe Tofferi
August 22, 2017
Mission

To deliver the most scientifically proven health and wellness platform enabling employees to reach their individual potential while building a culture that is positive, educational, and encouraging.

What makes Train 4 Your Best different

Train 4 Your Best is a facility dedicated to human movement. It includes several services: Sports Performance, Fitness & Wellness, and Injury Recovery. Train 4 Your Best is for anyone looking to be coached to achieve their goals. Whether you are trying to take pain away from an injury, lose weight, or jump higher, Train 4 Your Best has something for you.

Train 4 Your Best clients include professional athletes, college athletes, and young athletes. We also work with the general population: both healthy and injured. Train 4 Your Best is also involved in corporate fitness and rehabilitation settings, partnering with other health businesses to help others.

We create motivating environments for clients to reach your full potential. Train 4 Your Best believes that everyone is an individual, so each client is evaluated and put on a customized program that is personalized, innovative, and effective.

Why Corporate Fitness & Wellness is Important and How Train 4 Your Best Can Help

According to the Occupational Safety and Health Administration (OSHA)

- Nationally, employers spend up to $20 billion a year on musculoskeletal work related injuries; five times that for indirect costs (hiring, training replacements).
- Work-related musculoskeletal disorders in the U.S. account for more than 600,000 injuries or (34% of lost workdays).

Median lost time for specific disorders include:

- carpal tunnel syndrome (27 days);
- tendonitis (14 days);
- musculoskeletal disorders (11 days);
- sprains, strains and tears (10 days);
- soreness or back pain (8 days).
Exercise and individualized training programs provided by the personal trainer benefits companies in the following ways:

Injury prevention and identification:
As an experienced athletic trainer, Joe Tofferi’s expertise in musculoskeletal health helps team members set goals and create individualized plans that:

- Take team member level of fitness and limitations into consideration
- Allow team members to learn **proper techniques and exercising methods that they would not learn from working out alone**
- Help **identify injury or chronic illness (high blood pressure)** and refer to Physical Therapists or other health services.
- **Cut health care expenses:** The US National Library of Medicine National Institutes of Health cites lack of exercise as the primary cause of most chronic diseases. Onsite fitness programs are a smart and engaging way for companies to cut health care costs through preventative services:
  - Employees at high risk for metabolic syndrome who worked out regularly lower their average healthcare costs to the same level as healthy employees with no risk. (University of Michigan)
  - **Cardiac training with high-risk participants:** In one workplace personal training setting, 57% of participants classified as “high risk” converted to low risk by the end of six months. Medical claim costs declined by $1,421 per participant, compared with those from the previous year. A control group showed no such improvements.
  - **Every dollar invested in the intervention yielded $6 in health care savings.**
Corporate wellness/scaling programs beyond just the onsite gym:

Use of online training programs allow any team members regardless of location to access information:

- Personal training videos
- Exercise of the Week
- Health Coaching topics (Weight loss, staying with a program)
- Motivational Vlogs
- Remote individualized training sessions (via Skype and email)

Filling in wellness program gaps: Train 4 Your Best brings a fresh, engaging perspective to wellness programming and onsite challenges.

Breaking the “I have no time” barrier to exercise: Americans spend more time at work than anyone else in the industrialized world. Onsite personal training and classes offered drive traffic to the onsite gym facility, but more importantly fitness wherever is logistically possible for each employee.

Employee engagement and retention: Employees who are healthy and active are more satisfied in their positions and are more productive as a result. Companies who continue to offer effective wellness programming report significantly lower voluntary attrition than do those whose programs have low effectiveness (9% vs. 15%)

Deliverables

Orientation
Train 4 Your Best would do a “One Time Orientation” (once a year) to meet and great employees held at desired spot. This would allow employees to come in and meet the staff as well as go over all the offerings, resources, goals, etc. This could last anywhere from 2-4 hours.

Nutrition
Nutrition might be the most important piece to the whole puzzle. Part of the consultation will be designed around nutrition and tracking it. Train 4 Your Best has extensive knowledge and materials such as PowerPoints, handouts, videos, presentations, etc. This material will be made available to the employees year-round.

Consultation/Movement Evaluation
If you are looking for the region’s very best to assess your body and create an efficient plan to reach your goals, this is it!
Our award-winning specialists will evaluate you using a strategic method designed to uncover your body’s specific mobility and strength deficits. Perfect for adult athletes at every level, including pro athletes. As the only Strength and Conditioning Coaches in Central Wisconsin using this method, you can feel confident you are getting the most thorough assessment available.

We use video documentation to explain our findings to you and to use for re-assessment down the road. You will receive the highlights of your video assessment with detailed explanations of what we find. Expect to have a clear understanding of where you stand to gain the most and the specific training program you should follow to get there. Your customized training program is delivered to you electronically in written and video format to accommodate your preferred learning style.

Here are some of the clients that are raving about the Athletic Performance Assessment:

- People looking for a starting point to get back in shape.
- People who are ready for a workout change and better quality of life.
- Post physical therapy clients that want to progress their exercise routine.
- Physical therapy clients whose health insurance is up and still wants to work on recovery.
- Athletes of all levels that want to train on their own, but need a solid plan to follow.
- Athletes that don’t live locally, but want the assessment. Yes, we can do the assessment remotely!

**Workouts of the Month**

Each month we will have 2 different workouts (High Intensity and Low Intensity) for staff to do. Each workout will be on the Vimeo for employees to be able to use on a device either on their own or in the fitness center. You can choose to do a 20, 40, or 60 minutes workout. The workouts are fun and challenging.

**Classes**

The Train 4 Your Best Certified Trainers will offer fitness classes to all the employees and will conduct a survey of what type of classes, times of classes, locations, days etc. are most desired. For example the classes could pertain to flexibility, high intensity boot camp type classes, nutritional education, etc.

**Challenges**

Quarterly Train 4 Your Best will run “Challenged” for the staff to participate in. These bring a ton of value as it brings the group together and adds competition to the environment. For example, 2 departments compete against each other and whoever does the most “workouts of the month” receives a Gift Card. Train 4 Your Best is responsible for recording the data. Promotion of the challenges will be shared amongst both departments.

**Personal Training**

Discounted personal training will be available to the staff either on site or off-site. It can range from 30 to 60 minutes.

**Webcast**

Train 4 Your Best will do a Monthly webcast that we send out to all employees (3-7 minutes) to discuss how last month went, thoughts, concerns, motivation, culture change, etc.) It may also add in some advice on important factors to the job. Example being “3 stretches to do after sitting for a while”.
Logistics

**Term** - Due to the upfront work of the contract, Train 4 Your Best would like a contract at 24-month length. There will always be items to work out throughout the contract, so this is pivotal for its success.

**Branding** - Would want to the possibility to brand within the weight or other places as possible with signage paid for by Train 4 Your Best.

**Commencement** – Train 4 Your Best recommends a 21 day advance on launching the program.

**Termination** – We may only terminate this arrangement in writing with cause – i.e. breach of agreement, failure to deliver, change of ownership, bankruptcy, or criminal activity.

**Intellectual Properties** – Ownership of all intellectual properties, systems, materials, methods and formularies shall be retained by the originating party unless otherwise agreed to in writing.

**Independent Entities** – We shall not make commitments on behalf of the other. We will each be fully responsible for its own financial matters and expenses.

**Confidentiality** – We will be exposed to certain proprietary materials and intellectual property of each other’s. We promise to keep such material and property strictly confidential. Additionally, we promise to keep the terms and details of this agreement confidential.
Financial  This is a breakdown of the cost for each item of interest. There is a true cost and a discounted price. The discounted price would be your price.

Orientation (1 Time Fee)-  **Regular Price= $700, Discounted Price= $500**

Administration Fee (Yearly fee for setup, take down, communications, meetings, training of staff, and everything outside the norms).  
**Regular Price= $2000 Discounted Price= $1000**

Consultation/Evaluations Per Person
(this includes initial visit, evaluation, video program, follow-up, nutritional follow-up)
**Regular Price= $150, Discounted Price $115**
* Program changes are same cost as a personal training session

Classes (per 1 hour class done at desired location)
**Regular Price $100, Discounted Price= $75**

Workouts of the Month (this price includes the whole year of 2 workouts a month)
**Regular Price= $1200, Discount Price= $800**

Challenges (4 per year, rice includes whole year)
**Regular Price= $1600, Discount Price= $1200**

Personal Training (includes family of employees)
**Regular Price= $75, Discount Price $50**

Webcasts (one per month/price is for all 12)
**Regular Price= $1200, Discount Price= $800**

Tracking Report Done Quarterly (this includes how many consults, classes, attendance, video hits, etc.) *Price includes whole years’ worth of tracking
**Regular Price= $800, Discount Price= $400**

Equipment Consultations/Relationships
**Free of Charge!**

Insurance Added Coverage
**Free of Charge!**
Added Value (potential items of interest)
Relationship with Greenshank Fieldhouse
Relationship w/Chad Bogdonovich (physical therapy)

Recommended Yearly Costs per 100 employees:
Orientation Discounted Price= $500
Administration Discounted Price= $1000
Consultation/Evaluations Per Person Discounted Price $11,500
Classes (24 a year) Discounted Price= $1800
Workouts of the Month (24 total) Discount Price= $800
Challenges (4 per year, price includes whole year) Discount Price= $1200
Personal Training (recommended that EXTRA personal training paid by employees)
Webcasts (one per month/price is for all 12) Discount Price= $800
Tracking Report Done Quarterly (Yearly Price) Discount Price= $400
Equipment Consultations/Relationships Free of Charge!
Insurance Added Coverage Free of Charge!
Total Yearly Cost= $18,000
We are super excited about the possibility to be a part of the Wausau Public Safety community. It’s always about the right fit. We believe we are the right fit if you are looking for energy, change, commitment of excellence, and a model that is withstanding and proven to work. Please feel free to contact me with any questions you may have.

Joe Tofferi
Owner and Performance Coach
Train 4 Your Best
(313)595-4822
joe@train4yourbest.com

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RESOLUTION OF THE COMMON COUNCIL

Resolution clarifying the August 8, 2017 resolution approving the Thomas Street design concept from 4th Avenue to the Wisconsin River Bridge

Committee Action: Pending
Fiscal Impact: None at this time.

File Number: 02-1005  Date Introduced: September 12, 2017

FISCAL IMPACT SUMMARY

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RESOLUTION

WHEREAS, Thomas Street functions as an urban principle arterial roadway and is used by many regional and local travelers who need to cross the Wisconsin River; and

WHEREAS, the reconstruction of Thomas Street has been discussed for 10 plus years; and

WHEREAS, the water, sanitary sewer, and storm sewer utilities have reached or exceeded their expected design life; and

WHEREAS, the existing pavement structure has reached its service life; and

WHEREAS, the City’s design consultant, AECOM, prepared two alternatives for Phase II of the Thomas Street Reconstruction Project, one being a four lane option and the other a two lane option with turn lanes; and

WHEREAS, on June 26, 2017, a Public Information Meeting was held regarding the proposed two alternatives; and

WHEREAS, public comments were compiled for consideration at the July 12, 2017 meeting of
the Capital Improvements and Street Maintenance Committee and extensive public comment was given; and

**WHEREAS**, on July 12, 2017 your Capital Improvements and Street Maintenance Committee also reviewed the need for the project, which includes replacement of water, sanitary sewer, and storm sewer utilities; replacement of the existing pavement structure; improved safety due to vehicle accidents; and improved traffic operations due to current and projected traffic volumes; and

**WHEREAS**, in addition, on July 12, 2017 your Capital Improvements and Street Maintenance Committee reviewed the proposed two alternatives; and

**WHEREAS**, in order to analyze impacts to properties, a 30% design plan is needed; and

**WHEREAS**, your Capital Improvements and Street Maintenance Committee recommends proceeding to 30% design plans with the second alternative, consisting of two lanes with turn lanes, following which it will be presented at a public information meeting, and be brought to committee and Council for approval.

**NOW THEREFORE, BE IT RESOLVED**, the Common Council of the City of Wausau does hereby approve the City’s design consultant, AECOM, to proceed with the preparation of 30% design plans for the second design alternative for Phase II of the Thomas Street Reconstruction Project, from 4th Avenue to the Wisconsin River Bridge, and directs the presentation of the design plans at a public information meeting, after which the design concept will be considered by the Capital Improvements and Street Maintenance Committee and the Common Council.

Approved:

______________________________
Robert B. Mielke, Mayor
RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET MAINTENANCE COMMITTEE

Applying Thomas Street design concept from 4th Avenue to the Wisconsin River Bridge

Committee Action: Approved 3-2
Fiscal Impact: None at this time.
File Number: 02-1005 Date Introduced: August 8, 2017

FISCAL IMPACT SUMMARY

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RESOLUTION

WHEREAS, Thomas Street functions as an urban principle arterial roadway and is used by many regional and local travelers who need to cross the Wisconsin River; and

WHEREAS, the reconstruction of Thomas Street has been discussed for 10 plus years; and

WHEREAS, the water, sanitary sewer, and storm sewer utilities have reached or exceeded their expected design life; and

WHEREAS, the existing pavement structure has reached its service life; and

WHEREAS, the City’s design consultant, AECOM, prepared two alternatives for Phase II of the Thomas Street Reconstruction Project, one being a four lane option and the other a two lane option with turn lanes; and

WHEREAS, on June 26, 2017, a Public Information Meeting was held regarding the proposed two alternatives; and
WHEREAS, public comments were compiled for consideration at the July 12, 2017 meeting of the Capital Improvements and Street Maintenance Committee and extensive public comment was given; and

WHEREAS, on July 12, 2017 your Capital Improvements and Street Maintenance Committee also reviewed the need for the project, which includes replacement of water, sanitary sewer, and storm sewer utilities; replacement of the existing pavement structure; improved safety due to vehicle accidents; and improved traffic operations due to current and projected traffic volumes; and

WHEREAS, in addition, on July 12, 2017 your Capital Improvements and Street Maintenance Committee reviewed the proposed two alternatives; and

WHEREAS, in order to analyze impacts to properties, a 30% design plan is needed; and

WHEREAS, your Capital Improvements and Street Maintenance Committee recommends proceeding to 30% design plans with the alternative of two lanes with turn lanes; now therefore

BE IT RESOLVED the Common Council of the City of Wausau does hereby approve moving forward to 30% design plans of two lanes with turn lanes for Thomas Street from 4th Avenue to the Wisconsin River Bridge.

Approved:

Robert B. Mielke, Mayor
OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL
held on Tuesday, August 8 2017, at 7:00 pm in the Council Chambers at City Hall. Mayor Robert Mielke presiding.

Item # 081704  
02-1005 Thomas St design  
8/8/2017 8:06:07 PM

Motion by Rasmussen, second by Abitz to adopt a resolution of the Capital Improvement and Street Maintenance Committee approving Thomas Street design concept from 4th Avenue to the Wisconsin River Bridge

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RESOLUTION

WHEREAS, the City of Wausau has undertaken the East Riverfront Redevelopment Project with the objective of providing high quality public spaces and facilities to complement adjoining high quality private commercial, office and residential development and serve as an attractor to downtown Wausau, and

WHEREAS, in addition to the River Edge Trail traversing the public land there are numerous parklike facilities including overlooks, seating areas, picnic areas, and a wharf with boat docks and kayak and paddleboard launches, and

WHEREAS, in 2017 construction will begin on a park that will include a unique playground, outdoor exercise equipment, a climbing wall, interactive fountain, challenge course, hard surface games area, picnic facilities and a restroom/concession building, now therefore

BE IT RESOLVED that the Common Council of the City of Wausau hereby resolves to designate that part of the public lands in the East Riverfront Redevelopment Project Area that are planned to serve park functions as illustrated on the attached Exhibit A as City parkland.

Approved:

______
Robert B. Mielke, Mayor
East Riverfront Land Classification and Utilization – Discussion and Possible Action on Whether to Designate Portions of the East Riverfront Redevelopment Area as Parkland, and if so, What Use Regulations Would be Appropriate – Knotek said the areas marked in green on the map of the East Riverfront Redevelopment area indicate public areas that staff recommends be dedicated as park land. There is potentially an exception of the north side of the road right-of-way where the area is extremely thin. The marked area is essentially park land, it is going to function as park land and will be maintained by the Park Department. By designating it as park land it increases our options on what we can allow to happen there and what we can prevent from happening there. Knotek said for example in terms of alcohol the Committee can decide to allow alcohol in its entirety or in designated areas. Also the Committee can set hours when people should and should not be in there. Committee can also make decisions about pets. This area will probably be similar to the 400 Block as far as how it is operated and functions. Knotek said the Committee will have future discussions on what it thinks should and should not be allowed there which will be written as ordinances and moved on to Public Health and Safety Committee and City Council. Motion by Gisselman, second by Nutting to designate certain areas of the Wausau East Riverfront Area as indicated in green on the image provided as park land. Motion carried by voice vote.
Time and Date: The Plan Commission met on Wednesday, July 19, 2017, at 5:00 p.m. in the Board Room of Wausau City Hall.

Members Present: Mayor Robert Mielke, Patrick Peckham, Gary Gisselman, Andrew Brueggeman, Bruce Bohlken, Eric Lindman

Others Present: Brad Lenz, William Hebert, Bill Greenwood, Lavonne Jordan, Jim Treu, Bill Duncanson

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

Mayor Mielke called the meeting to order at approximately 5:00 p.m. noting that a quorum was present.

**Designate 1101 North River Drive and all River Edge Parkway Right-of-Way from 1701 North River Drive to 1100 North 1st Street as City of Wausau Parkland.**

Lenz said that this would create the parkland along the new river edge trail.

Bohlken asked if it would extend up to the kayak launch. Lenz answered that it would. Bohlken asked where the parking area is for the kayak launch. Lenz answered that it is shared with the meter shop.

Brueggeman motioned to designate 1101 North River Drive and all River Edge Parkway Right-of-Way from 1701 North River Drive to 1100 North 1st Street as City of Wausau Parkland. Bohlken seconded, and the motion carried unanimously 6-0. This item will go to Common Council on August 8, 2017.