



OFFICIAL NOTICE AND AGENDA

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

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

Meeting of the: **INFRASTRUCTURE AND FACILITIES COMMITTEE OF THE CITY OF WAUSAU**
Date/Time: **Thursday, October 10, 2024 at 5:15 p.m.**
Location: **City Hall (407 Grant Street, Wausau WI 54403) - COUNCIL CHAMBERS**
Members: **Chad Henke, Lou Larson, Michael Martens, Tom Neal, Sarah Watson**

AGENDA ITEMS FOR CONSIDERATION

1. Approval of minutes of the September 12, 2024 meeting.
2. Public Comment/Discussion on the closure of 28th Avenue between Madonna Drive and West Wausau Avenue.
3. Public Hearing: Vacating and discontinuing certain right-of-way along East Thomas Street abutting a portion of 700 Grand Avenue and vacating a portion of right-of-way formerly known as 804-806 Grand Avenue, 810 Grand Avenue, 814 Grand Avenue, and 816 Grand Avenue.
4. Discussion and possible action on vacating and discontinuing certain right-of-way along East Thomas Street abutting a portion of 700 Grand Avenue and vacating a portion of right-of-way formerly known as 804-806 Grand Avenue, 810 Grand Avenue, 814 Grand Avenue, and 816 Grand Avenue.
5. Discussion and possible action on first revision to the State/Municipal Agreement for Grand Avenue, Kent Street to Thomas Street.
6. Discussion and possible action on assessment rates for 2025 construction projects.
7. Discussion and possible action on preliminary resolution levying special assessments for 2025 Street Construction Projects.
8. Discussion and possible action on preliminary resolution levying special assessments for 2025 Alley Paving Project.

Adjournment

CHAD HENKE - Committee Chair

Members of the public who do not wish to appear in person may view the meeting live over the internet, live by cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/WausauCityCouncil>. Any person wishing to offer public comment who does not appear in person to do so, may e-mail lori.wunsch@wausauwi.gov with "Infrastructure & Facilities public comment" in the subject line prior to the meeting start. All public comment, either by email or in person, if agendaized, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

This Notice was posted at City Hall and transmitted to the Daily Herald newsroom on 10/04/24 @ 8:30 a.m. Questions regarding this agenda may be directed to the Engineering Department at (715) 261-6740.

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

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6622 or ADAServices@ci.wausau.wi.us to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.

Distribution List: City Website, Media, Committee Members, Mayor, Council Members, Assessor, Attorney, City Clerk, Community Development, Engineering, Finance, Inspections, Park Dept., Planning, Public Works, County Planning, Police Department, Wausau School District, Becher Hoppe Associates, REI, Judy Bayba, Scholfield Group, Clark Dietz, Inc.

INFRASTRUCTURE AND FACILITIES COMMITTEE

Date of Meeting: September 12, 2024, at 5:15 p.m. in the Council Chambers of City Hall.

Members Present: Chad Henke, Lou Larson, Michael Martens, Sarah Watson, Tom Neal

Also Present: Mayor Diny, Eric Lindman, Anne Jacobson, Allen Wesolowski, TJ Niksich, Jillian Kurtzhals, Dustin Kraege, Lori Wunsch, Mark Thuot – City of Schofield, Dan Borchardt – MSA, Eric Jones – CIP

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 5:15 p.m. Chair Henke called the meeting to order.

Discussion and possible action approving Temporary Lease Agreement with Woodson YMCA Foundation Inc. (Yawkey Park)

This item was taken out of agenda order.

Jacobson explained that recently the City sold a portion of the vacated Franklin Street right-of-way to the YMCA for their upcoming expansion project. They had a permanent lease agreement with the City for the use of their childcare facility on the west end of Franklin Street. That lease was terminated since the entire area that was being leased to them was contained within the property we just sold to them. Now they need to move their childcare facility temporarily while they stage their construction project south of The Landing. They needed a minimum of 870 square feet to meet childcare regulations. A map is attached to the proposed lease showing 1,960 square feet that would not encumber any access, the sidewalk or fountain. This will be temporary. They expect to finish in the spring and the proposed lease ends in May. The YMCA paid the City approximately \$2,900 a year under the old lease. They proposed one dollar for consideration and that we do not charge them a monthly lease payment for the temporary lease since they are providing a critical service to our community. Approval of the temporary lease is recommended to move their childcare facilities during their construction.

Neal moved to approve. Larson seconded and the motion passed 5-0.

Discussion and possible action on Development Agreement with STS Investments LLC, west of Birchwood Drive and west of Old Coach Road

This item was taken out of agenda order.

This item comes back to committee from Council to give the developer a chance to speak. Sid Sorensen explained that in past agreements the lift station and park fees were paid when the property was sold. The problem he has with paying upfront is he will have a lot of expense into the property. There is no expense to the city other than originally collecting about \$50 per parcel versus \$1,000 a year in property tax after he puts \$30,000 to \$40,000 into the parcel for sewer, water, gas, electric, etc. By putting off the fees it is not such a burden to him or any other developer.

Wesolowski stated we have not had a lot of developer agreements with subdivisions lately. It is true that in the past some of the fees were collected later. This did change with the latest agreement at Greenwood Hills and the fees were paid ahead of time. The reason behind this change is bookkeeping and tracking. If the lots do not sell for 3, 5, 10 years, etc. we do not have a great way to track. It is a bookkeeping thing to try and catch the properties when they sell. For this development, the park land dedication fee is \$1,600, and the lift and booster station fees are \$2,800 for the four lots. A precedent was set with the Greenwood Hills agreement, which was followed with this agreement.

Neal asked if this is a unique situation or setting a new precedent. Wesolowski explained that in the past when a subdivision came in fees were due when the lot sold or developed. Every time a lot sold, the outstanding fees would have to be noted on the checking letter/property questionnaire. The fee would then be paid at the time the

lot sold. It becomes a tracking nightmare. When the developer agreement came through for Green Vistas, it was changed to have the fees paid upfront. Wesolowski has seen some past agreements where fees were due in five years if the lots have not sold. That is less of a tracking issue but is still something that needs to be caught when a lot is sold.

Since there are dollars attached to this, Neal asked if it should go through Finance. Lindman explained that the developer agreement came before this committee because it is a subdivision. It is up to the committee to recommend having the fees paid upfront or as lots are sold. These fees are not like special assessments where they can be tracked automatically.

Neal asked if others have paid up front fees. Lindman said the only one has been Green Vistas, which came through recently. There is another subdivision in process. It would be up to the committee whether they want to change this agreement.

Neal moved to approve delaying payment until the lots are sold and to send to Finance for their consideration. Seconded by Larson.

Martens said there is already a monetary amount attached to the agreement and that is not changing. He is unsure if there is a need for it to go to Finance. However, if this committee would like Finance to bless delaying the fees, we can take it there.

Watson is hesitant to venture away from a process that staff wants to implement to help streamline a process. If we haven't had subdivisions in a number of years, having a new process go into effect is not a bad thing and would make it more efficient. She is not sure delaying collection is great unless there is undue financial hardship.

There being a motion and a second, motion to approve delaying payment until the lots are sold and to send to Finance for their consideration passed 3-2 with Watson and Henke the dissenting votes.

CONSENT AGENDA

- A. Approve minutes of the August 8, 2024 meeting**
 - B. Action on authorizing Downtown Snow/Ice removal**
 - C. Action on Stormwater Maintenance Agreement with ABC Supply Co. Inc. at 102 Fulton Street**
 - D. Action on Easement with Frontier Communications at 725 Woods Place**
-

There was a request to remove Item B from the consent agenda.

Watson moved to approve consent agenda Items A, C, and D. Neal seconded and the motion passed 5-0.

Item B – Neal questioned if the sidewalk on 2nd Street between Washington Street and Forest Street and the sidewalk in front of the Imaginarium and HOM Furniture should be added. Lindman explained this is contracted work and the businesses pay for it at the end of the year. Staff can reach out to those businesses to see if they will pay for it or if they want to take care of it themselves.

Neal moved to approve as presented and instructed staff to look at adding, if necessary, sections on 2nd Street and 3rd Street. Larson seconded and the motion passed 5-0.

Presentation by City of Schofield and MSA regarding the Eau Claire River Pedestrian Trail and Bridge

Mark Thuot, City of Schofield, and Dan Borchardt, MSA, presented on the Eau Claire River Pedestrian Trail and Bridge project. The entire presentation can be viewed at <https://www.youtube.com/watch?v=SYN0i7O-Bkk>.

This project falls within Martens district and he is familiar with the routes. He knows the importance of getting bicycle traffic off Grand Avenue and creating routes that gives cyclists reasons to go places. He loves the idea of connecting East Kent Street through the Eau Claire River to Grossman and also extending the trail along Northwestern. The hill on Northwestern Avenue is a pinch point. Alternative 1 has box culverts on the north and

south sides of the railroad trussell. He asked if the south box culvert gives the City of Schofield opportunity for future development along the trail. Borchardt confirmed as they are looking to improve recreational access along that stretch of the river. Right now anyone who goes underneath there is technically trespassing. Martens asked if putting both culverts in at the same time is a lot cheaper and Borchardt confirmed. This is a long route and Martens asked if there would be stops along the route for people to enjoy the scenery. Borchardt said that is open for discussion. From a DOT or transportation perspective, they are not worried about viewing stops at this stage, but rather looking at feasibility.

Borchardt referred to the cost for no build. The DOT puts a value of life at \$10 million per fatality. The number of fatalities on Business 51 that were bike or pedestrian related is valued at \$20 million in the last 10 years. That is why they are interested in this study; we are getting to a point where life is more valuable than the cost of the improvements.

Martens asked about lighting. He understands the safety aspect of street lighting but is concerned of the effect on wildlife and maintaining a dark sky exposure. If lighting does come into play, he suggested having a primary downward throw and also a color temperature that is more acceptable to wildlife and maintaining a dark sky.

Neal asked what keeps the box culverts passable in terms of incursion of water from heavy rain. Borchardt said there is a sloped side to them and they would be slightly above the floodplain. Neal questioned if the railroad is still adamant about not wanting crossings. Borchardt said they are willing to work on this crossing as it is not a direct crossing to the track, it is underneath the track. Crossing the track level would be trespassing.

Wesolowski questioned the cost breakdown. He noted the engineer/administrative cost is almost double the cost of the actual project. He also asked how MSA arrived at the 60.6% cost share for the City of Wausau. He asked why the City of Wausau has \$5 million in contingencies and the other two municipalities have \$1.2 million and \$1.9 million. Borchardt has this broken out in a detailed estimate that he can provide to Wesolowski.

A gentleman from the audience asked if MSA has done this type of evaluation anywhere else in Wisconsin. MSA has done feasibility studies for other communities in the State. He asked how the amount projected for those projects compared. Borchardt stated every site situation is different. This is a longer span bridge than most bridges. He asked how the final costs on the other projects came in. Borchardt said the cost is based on the current bid average and he could not think of an instance where they were off on their estimate.

Update on construction of the Lead Service Line Replacements

Eric Jones, CIP, stated they have currently replaced about 257 service lines. The goal for this first year is 553. They have identified 545 lines for replacement and are still canvassing to find the rest. 505 consent forms have been returned, so they are getting closer to the goal of 553. They are continuing to knock on doors. Next week Five Star Energy Services plans to bring in another crew and some administrative support. For the most part they are on schedule. They are currently working in the GD Jones and Werle Park areas. They are doing a couple of replacements tomorrow on 1st and 3rd Avenues. They will have flaggers and plan to take safety seriously. They do have a bi-monthly newsletter that just came out. They are sending out letters to unverified homes and leaving door stickers. They attend events at Community Partners Campus during the food bank. This has also been a great opportunity to try to employ some Wausau residents.

As the budget season approaches, Henke suggested providing an update in front of the full Council. Lindman will work with CIP to determine the best time for that update; it will probably be after the funding source comes out with the DNR.

Discussion and possible action on first revision to the State/Municipal Agreement for Grand Avenue, Kent Street to Thomas Street

This item was pulled from the agenda.

Discussion and possible action on State/Municipal Agreement for North 3rd Avenue, West Union Avenue to West Bridge Street

When looking at streets for concrete pavement repair, staff noticed this section of 3rd Avenue had significant decay for its age. Staff met with the DOT and did core samples. The pavement was exhibiting ASR, which degrades the concrete faster. The DOT has agreed to replace the section of roadway.

Neal moved to approve. Seconded by Watson and the motion passed 5-0.

Discussion and possible action on closing 28th Avenue between Madonna Drive and West Wausau Avenue

Wesolowski indicated that 28th Avenue is closed from Maryann Lane on the north end and Maple Creek Road on the south end. There are road closed notifications and detours posted at West Wausau and at Madonna Drive. In talking with Henke, it was suggested to move the detour down to Madonna Drive instead of Maple Creek. Madonna Drive brings people to 32nd Avenue. 32nd Avenue is reconstructed and in better shape. The issue with using Maple Creek is traffic is going up 29th Avenue or 30th Avenue, which are not in great condition.

Henke has received comments from people on Maple Creek and 29th Avenue saying the road is deteriorating and they do not like the extra traffic. If the closure is moved to Madonna, it would be a good test run of what Option 2 would look like in the future. The current closure has been a good test of Option 1. Henke is putting an article in the newsletter to lay this out. This will probably be discussed at every meeting going forward. There will be a presentation at the Werle Park December meeting.

Larson assumes the neighborhood is acclimated to the road being closed and using alternative routes. He is concerned that this might make it more of an inconvenience. It is a matter of 100'. Henke is going off what residents in the area have told him. Even though the detour signs say to use 32nd Avenue, traffic is still using 29th Avenue and cutting down Maple Creek Drive. Neither of those roads are in the greatest condition.

Larson moved to accept. Seconded by Neal.

Martens asked if moving the road closure south a block would affect any businesses or properties. Wesolowski said the are no driveways off 28th Avenue between Maple Creek and Madonna.

There being a motion and a second, motion to accept passed 5-0.

Adjourn

Watson moved to adjourn the meeting. Larson seconded and the motion carried 5-0. Meeting adjourned at approximately 6:30 p.m.

Agenda Item No.

2

STAFF REPORT TO INFRASTRUCTURE AND FACILITIES

COMMITTEE – October 10, 2024

AGENDA ITEM

Public Comment/Discussion on the closure of 28th Avenue between Madonna Drive and West Wausau Avenue

BACKGROUND

28th Avenue continues to be closed between Madonna Drive and Mary Ann Lane. Staff sent out a letter and maps to surrounding residents. An article was also published in the City Newsletter. Staff has been taking calls regarding the closure on a daily basis.

FISCAL IMPACT

Minimal at this point, just the sign maintenance.

Reconstruction costs for the final roadway configuration are scheduled to occur in 2026.

STAFF RECOMMENDATION

None, discussion item only.

Staff contact: Allen Wesolowski 715-261-6762

Agenda Item No.

3 & 4

**STAFF REPORT TO INFRASTRUCTURE & FACILITIES
COMMITTEE – October 10, 2024**

AGENDA ITEM

#3 - Public Hearing: Vacating and discontinuing certain right-of-way along East Thomas Street abutting a portion of 700 Grand Avenue and vacating a portion of right-of-way formerly known as 804-806 Grand Avenue, 810 Grand Avenue, 814 Grand Avenue, and 816 Grand Avenue

#4 – Discussion and possible action on vacating and discontinuing certain right-of-way along East Thomas Street abutting a portion of 700 Grand Avenue and vacating a portion of right-of-way formerly known as 804-806 Grand Avenue, 810 Grand Avenue, 814 Grand Avenue, and 816 Grand Avenue

BACKGROUND

A map is attached showing the proposed right of way to be vacated. The majority of this was dedicated by a Relocation order in 2007.

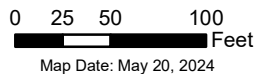
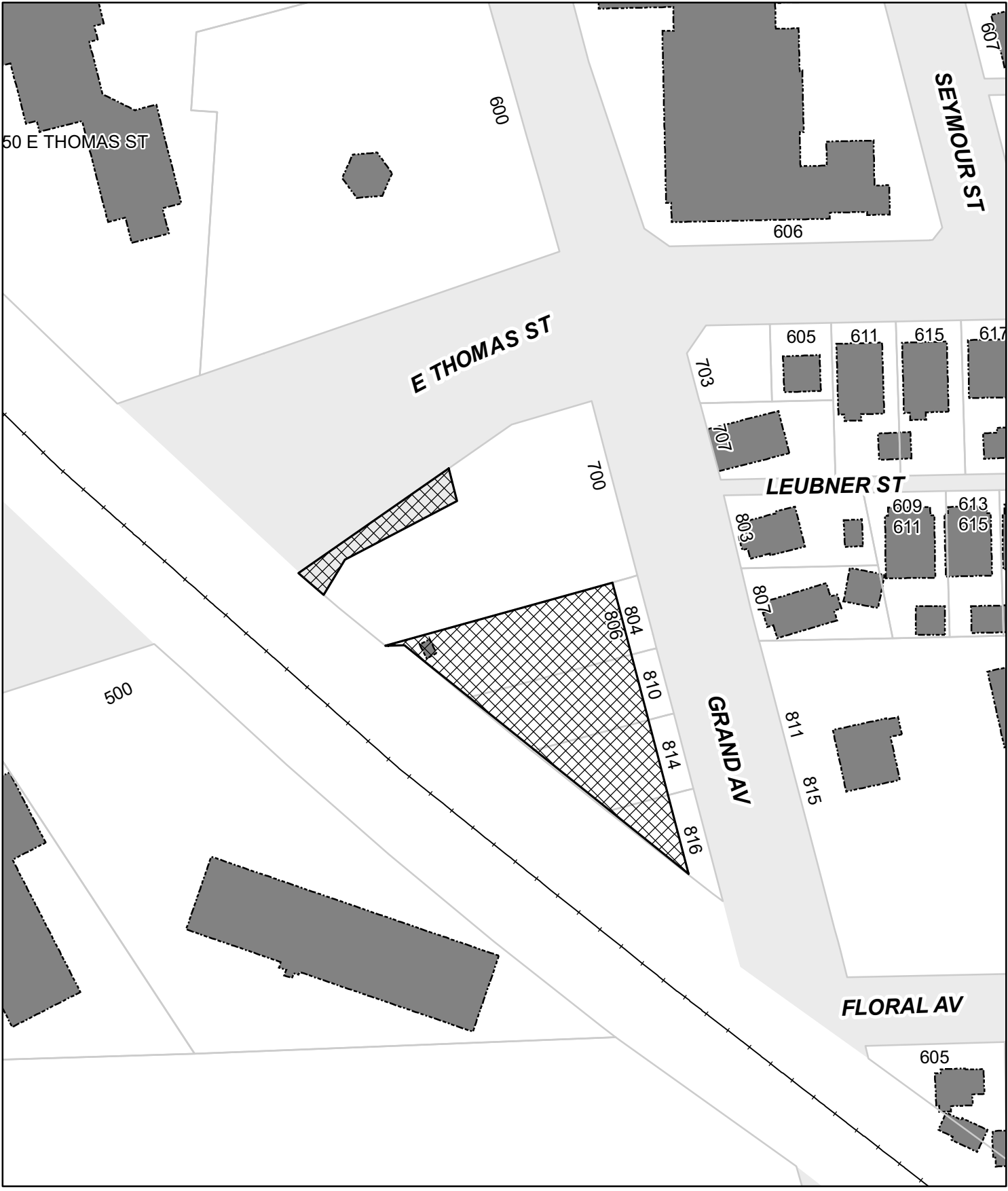
FISCAL IMPACT

Vacating this right of way will allow for the development of the parcels.

STAFF RECOMMENDATION

None

Staff contact: Allen Wesolowski 715-261-6762






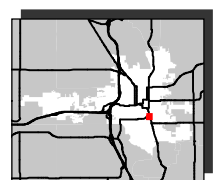
Map Date: May 20, 2024

CITY OF WAUSAU

Marathon County, Wisconsin

Legend

-  Existing Building
-  Existing Right-of-Way
-  Proposed ROW Vacation



Agenda Item No.

5

**STAFF REPORT TO INFRASTRUCTURE & FACILITIES
COMMITTEE – October 10, 2024**

AGENDA ITEM

Discussion and possible action on first revision to the State/Municipal Agreement for Grand Avenue, Kent Street to Thomas Street

BACKGROUND

Grand Avenue from Kent Street to Thomas Street is a connecting highway (Business 51). Being a connecting highway means the Wisconsin Department of Transportation (WDOT) is responsible for the reconstruction of the roadway. The WDOT has evaluated this segment of roadway and determined it is in need of reconstruction based upon the pavement condition. The State/Municipal agreement is attached. The WDOT will fund the reconstruction in accordance with the agreement.

FISCAL IMPACT

The fiscal impacts are outlined in the SMA. The City would pay 25% of the design cost, estimated to be \$187,575. The City would also be 100% responsible for any sewer or water costs on the project. The estimate for this work is \$936,000.

STAFF RECOMMENDATION

Staff recommends approval.

Staff contact: Allen Wesolowski 715-261-6762



1st Revision
**STATE/MUNICIPAL
FINANCIAL
AGREEMENT**

This agreement supersedes the agreement signed by the Municipality on 09/14/2016 and signed by the State on 09/20/2016.

Date: July 24, 2024
I.D.: 6999-02-09/28/79/89
Road Name: BUS 51
Title: C Wausau, Grand Avenue
Limits: Kent Street to East Thomas Street
County: Marathon
Roadway Length: 1.21 miles

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: Grand Avenue is a four-lane undivided urban roadway located within the connecting street limits in the city of Wausau. The intersections of Sturgeon Eddy Road and Grand Avenue, Townline Road and Grand Avenue, and East Thomas Road and Grand Avenues have impediments located within the roadway lateral clearance.

FHWA eventually eliminated roadway lateral clearance as a controlling criteria item; therefore, the State decided to delay the improvement project and mark as inactive until the pavement called for an improvement need.

In 2023, the city of Wausau requested that Business 51 be relocated away from the downtown mall. The department and the city worked together to complete a study and the department agreed to relocate Business 51 to be along Grand Avenue, East Thomas Street, and South 1st Avenue/South 3rd Avenue to Stewart Avenue.

The existing pavement has alligator cracking, longitudinal and transverse cracking, and the roadway is approaching the end of its service life. The existing crosswalk curb ramps may not meet current Americans with Disabilities Act (ADA) Standards.

Proposed Improvement - Nature of work: The initial proposed improvement was to complete the necessary work to remove the lateral clearance issues. The new improvement is a reconstruct. Work will consist of removing and replacing the existing pavement structure. The project will also upgrade crosswalk curb ramps, complete curb and gutter replacement, storm sewer improvements, and evaluate intersection improvements at Sturgeon Eddy, Townline Road and East Thomas Street intersections. The project will also include sanitary sewer and water main improvements as requested by the Municipality.

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 4 (to be adjusted in the final plan).

TABLE 1: SUMMARY OF COSTS

Phase	Total Est. Cost	Federal/State Funds	%	Municipal Funds	%
6999-02-09 ² Preliminary Engineering:	\$ 750,300	\$ 562,725	75%	\$ 187,575	25%
6999-02-28 ² Real Estate Acquisition:	\$ 425,000	\$ 425,000	100%	\$ -	0%
6999-02-79 ¹ Construction: ² Roadway (cat 0010)	\$ 6,624,600	\$ 6,624,600	100%	\$ -	0%
Subtotal:	\$ 6,624,600	\$ 6,624,600		\$ -	
6999-02-89 ¹ Construction: ² Non-Participating Local Utility	\$ 936,000	\$ -	0%	\$ 936,000	100%
Subtotal:	\$ 936,000	\$ -		\$ 936,000	
Total Cost Distribution	\$ 8,735,900	\$ 7,612,325		\$ 1,123,575	

¹Estimates include construction engineering

²See number 8 of Terms and Conditions

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages 2 – 6); 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)	
Name (print)	Title
Signature	Date
Signed for and in behalf of the State (please sign in blue ink)	
Name Shannon P Riley	Title WisDOT North Central Region Planning Chief
Signature	Date

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 – 6999-02-09:** 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) **Real Estate Acquisition – 6999-02-28:** 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 acquisition of necessary real estate. However, it shall be the responsibility of the Municipality to provide all of the real estate work and payments necessary to acquire the rights, interests, and/or releases for this project.

When State or Federal dollars are to be used to reimburse the Municipality for any real estate acquisition related costs, all real estate activities are subject to reviews and approvals by the State. Required State reviews and approvals are identified in the Local Public Agency manual. Examples of some review and approval items are listed in the following table.

Contract services & fee for consultant services	Nominal Value approvals
Capability statement for consultant services	Administrative revisions
Appraisal reviews	Revised offers
Offering price approvals	Acquisition Stage Relocation Plan
Relocation computations	Revised relocation computations
Relocation claims	Sales Studies

The Municipality will be given a direct cash reimbursement for the approved real estate costs of this project. Reimbursement will be limited to one payment request for the total real estate expenditures when all real estate activities have been completed.

In order for the Municipality to receive reimbursement for acquiring the real estate, the State must be given copies of all the related documents for review and approval. The reimbursement will be based on detailed invoices and supporting documents provided by the Municipality to the State, which show actual expenditures.

Approved real estate costs are those actual costs appropriately documented by the Municipality, and further approved by the State for reimbursement.

Real Estate Remnant Parcels: Any remnant properties created by partial acquisitions and acquired as part of this public improvement project, or any additional lands deemed unnecessary for the project, will be acquired by the Municipality. Such remnants or additional lands will not be considered for reimbursement of their acquisition costs and must be purchased with Municipal funds. Post project disposal and/or use of these remnants and additional lands will be at the sole discretion of the Municipality.

All municipal lands, owned by the Municipality being party to this agreement, required for this improvement project shall be dedicated/donated as right of way by specific resolution of the municipal governing body at no cost to the State. Exceptions to this dedication are those lands held by the Municipality under 4F and 6F Park lands.

c) **Participating Construction – 6999-02-79:**

1. **Roadway Items (Category 010):** In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 100% for the costs necessitated by the roadway project (grading, paving, etc.) unless otherwise noted in the sections below.

Driveways: In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 100% of replacement driveways necessitated by roadway construction as follows: where there is no sidewalk, replacement in kind beyond the curb; where there is a sidewalk, concrete from curb to sidewalk and replacement in kind beyond the sidewalk. New driveways are not eligible for Federal/State funding.

Replacement Sidewalks: In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 100% of replacement sidewalks costs, in kind, necessitated by roadway construction if the Municipality agrees to accept responsibility for sidewalk maintenance and repair per the Maintenance agreement. The Municipality is responsible for 100% of any alternate design, over and above State standards and acceptable to the State.

New Sidewalks: In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 100% of continuous new sidewalk costs only if they are installed to WisDOT standards at the time of project construction, required through WisDOT design process and if the Municipality agrees to accept responsibility for sidewalk maintenance and repair per the Maintenance agreement.

If the new sidewalk is NOT required through WisDOT design process; the Municipality is responsible for 100% of continuous new sidewalk costs only if they are installed to WisDOT standards at the time of project construction and if the Municipality agrees to accept responsibility for sidewalk maintenance and repair per the Maintenance agreement. The Municipality is responsible for 100% of any alternate design, over and above State standards and acceptable to the State.

Bicycle Accommodations: In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 100% of the costs for bicycle accommodations, where recommended by the State's Facility's Development Manual.

Replacement Street Lighting: In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 100% of replacement lighting costs, in kind, necessitated by roadway construction if the Municipality agrees to accept responsibility for the energy, operation, maintenance and replacement of the lighting system per the Maintenance agreement. The Municipality is responsible for 100% of any alternate design, over and above State standards and acceptable to the State.

New Street Lighting: In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 50% and the Municipality agrees to pay 50% of continuous new street lighting costs if necessitated by the project and only if they are installed to WisDOT standards at the time of project construction and if the Municipality agrees to accept responsibility for the energy, operation, maintenance and replacement of the lighting system per the SMMA. The Municipality is responsible for 100% of any alternate design, over and above state standards and acceptable to the State.

Storm Sewers: In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 100% of costs necessary to construct a storm sewer system that accommodates roadway drainage, and surface water naturally flowing to the state trunk highway. The Municipality is responsible for 100% of the cost to over-size the storm sewer system to accommodate all additional local storm water caused by existing or future developments, and the Municipality agrees to pay these costs.

Parking Policy: In accordance with State statute 86.32(4), the Municipality is required to pay the actual construction costs and any associated costs (if applicable) of that part of the state trunk highway on which parking is permitted. The local cost share is the amount of the total project cost that represents the construction cost of the parking lane(s).

Traffic Signals: In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the State is responsible for 100% of traffic signals necessary and warranted for the safety and efficient flow of traffic within the construction limits.

- (d) **Non-Participating Construction Local Utilities – 6999-02-89:** The Municipality has requested to include sanitary sewer and water main improvements with the project. In accordance with the State's Local Cost Sharing Policy of the Program Management Manual, the Municipality is responsible for 100% of all costs associated with Municipal owned utilities or appurtenances, including but not limited to, new installation or alteration of sanitary sewer and water, including service connections. The Municipality is also responsible for 100% of all costs caused by changes to Municipal owned utilities related to other utilities (gas, electric, telephone, fire, or police alarm facilities, parking meters, irrigation systems and similar utilities).

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 responsibly 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.

**STAFF REPORT TO INFRASTRUCTURE AND FACILITIES
COMMITTEE – October 10, 2024**

AGENDA ITEM

Discussion and possible action on assessment rates for 2025 construction projects

BACKGROUND

Each year the city establishes assessment rates for street reconstruction projects. The past practice has been established to assess approximately 60% of the street reconstruction cost (excluding storm sewer or utilities). The assessment rate for the 2024 construction season is \$55 per assessable foot. This means a resident with a 60-foot-wide lot would be assessed \$3,300 (60' x \$55/ft). Assessable footage for each lot is determined for each individual lot.

Sewer lateral replacement during street projects was set at \$500 in 2024.

New sidewalk was assessed at 50% of the bid price in 2024.

Drive approach replacement is assessed out at 100% of the bid price in 2024.

FISCAL IMPACT

The total assessable footage for the street projects in 2025 is 14,005 feet. If the current rate of \$55 per foot is assessed the total would be \$770,275. The budget for the street reconstruction, not including storm sewer or sewer and water utilities is \$3,250,000. This equates to the abutting property owners paying for approximately 25% of the roadway reconstruction.

STAFF RECOMMENDATION

Staff recommends keeping the rate at \$500 per sewer lateral, 50% on new sidewalk, and 100% on driveway approaches for 2025 street construction projects. Staff suggests I&F review the rates for assessable footage.

Staff contact: Allen Wesolowski 715-261-6762

Agenda Item No.

7

**STAFF REPORT TO INFRASTRUCTURE & FACILITIES
COMMITTEE – October 10, 2024**

AGENDA ITEM

Discussion and possible action on preliminary resolution levying special assessments for 2025 Street Construction Projects

BACKGROUND

The following streets are proposed for reconstruction in the 2025 budget:

Cherry Street (West Wausau Ave – Randolph Street)

Randolph Street (Burek Ave – Merrill Avenue)

Fulton Street (N. 1st Street – N. 7th Street)

1st Street/River Drive (McIndoe Street – 300' north of Fulton Street)

2nd Street (Short Street – Dekalb Street)

FISCAL IMPACT

The street reconstruction budget for these street projects is \$3,500,000. The storm sewer budget for these streets is \$1,550,000. Special assessments will cover a portion of the street reconstruction budget.

STAFF RECOMMENDATION

Staff recommends approving the preliminary resolution levying special assessments for the 2025 street construction projects contingent upon budget approval. Public hearings would be scheduled in December or January.

Staff contact: Allen Wesolowski 715-261-6762

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

RESOLUTION OF THE CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE	
Preliminary Resolution Levying Special Assessments for 2025 Street Construction Projects	
Committee Action:	
Fiscal Impact:	None at this time. Construction would take place in 2025 and the special assessments would be levied when the project is substantially completed.
File Number:	Date Introduced:

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

RESOLUTION

BE IT RESOLVED by the Common Council of the City of Wausau as follows:

1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703 of the Wisconsin Statutes and Section 3.24.020 of the Wausau Municipal Code to levy special assessments upon property for special benefits conferred upon such property by the improvement of the following streets under Street Construction projects to take place in 2025:

- Cherry Street from West Wausau Avenue to Randolph Street
- West Randolph Street from Burek Avenue to Merrill Avenue
- Fulton Street from North 1st Street to North 7th Street
- 1st Street/River Drive from McIndoe Street to 300' north of Fulton Street
- 2nd Street from Short Street to Dekalb Street

2. The public improvement shall include 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.

3. The total amount assessed against the properties in the defined assessment district shall not exceed the total cost of the City's share of the improvements. The City Council determines that the improvements constitute an exercise of the police power and the assessment against each parcel shall be upon a reasonable basis. The final assessment bill will be sent to property owners upon substantial completion of the project.

4. Unless other installment plans are determined at the hereinafter stated public hearing, the assessment against any parcel shall be paid as follows:

Assessments under \$300: If payment is not made prior to November 1, 2026, the special assessment will be placed on the 2026 real estate tax bill and be due in full on or before January 31, 2027. There is no interest charged when paid in full. Assessments totaling less than \$300 must be paid in full and do not qualify for the five-year payment schedule.

Assessments totaling \$300 but less than \$20,000: If full payment is not made prior to November 1, 2026, assessments totaling \$300 but less than \$20,000 will automatically be placed on the five-year payment schedule on the 2026 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 2026 real estate taxes **OR**
- B. Payment of the first one-fifth of the assessment with the 2026 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% beginning February 1, 2027, on the unpaid balance. (The 2023 rate was 4.517%.) 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, 2026, assessments totaling \$20,000 or more will automatically be placed on the ten-year payment schedule on the 2026 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 2026 real estate taxes **OR**
- B. Payment of the first one-tenth of the assessment with the 2026 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% beginning February 1, 2027, on the unpaid balance. (The 2023 rate was 4.517%.) 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), however, the special assessments must be paid on or before January 31, 2027. No payments can be applied to real estate taxes if the special assessments are not paid. Section 74.12(11)(a), Wisconsin Statutes, specifically states 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) real property taxes.

5. The Engineering Department shall prepare a report which shall consist of the preliminary plans for the proposed work, an estimate of the cost of the work, a schedule of the proposed assessments for each parcel; a copy of the report shall be filed with the City Clerk for public inspection. In accordance with Section 66.0703(7)(a), Wisconsin Statutes, notice shall be given of a public hearing on the project; the hearing shall be held by the Board of Public Works in the Council Chambers of City Hall and will be scheduled early in late 2024 or early 2025.

6. The installation of said improvements shall be accomplished according to the provisions of Title 12 and Chapter 3.24 of the Wausau Municipal Code, where applicable.

Approved:

Doug Diny, Mayor

Agenda Item No.

8

**STAFF REPORT TO INFRASTRUCTURE & FACILITIES
COMMITTEE – October 10, 2024**

AGENDA ITEM

Discussion and possible action on preliminary resolution levying special assessments for 2025 Alley Paving Project

BACKGROUND

A petition was received to pave the following alley:

Alley bounded by S. 1st Avenue, S. 3rd Avenue, Sherman Street, and Rosecrans Street.

FISCAL IMPACT

The alley paving budget is \$35,000. Traditionally, special assessments have covered the actual cost of the asphalt based on the front footage of each parcel abutting the alley. The estimated special assessment to pay for the asphalt is estimated at \$15 per foot. The general budget would cover the excavation, removals, base course, and additional items.

STAFF RECOMMENDATION

Staff recommends approving the preliminary resolution levying special assessments for the 2025 alley paving project contingent upon budget approval. Public hearings would be scheduled in December or January.

Staff contact: Allen Wesolowski 715-261-6762

PETITION

For Office Use

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

06/13/2024

Date Filed with City Clerk

A Petition For:

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Alley Vacation | <input type="checkbox"/> Sanitary Sewer | <input type="checkbox"/> Storm Sewer | <input type="checkbox"/> Other as Follows: _____ |
| <input checked="" type="checkbox"/> Blacktop Paving | <input type="checkbox"/> Street Light | <input type="checkbox"/> Watermain | |
| <input type="checkbox"/> Curb and Gutter | <input type="checkbox"/> Street Vacation | <input type="checkbox"/> Zoning Change | _____ |

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

alley between S. 1st Ave. and S. 3rd Ave. to be paved with black top from Sherman St. to Rosecrans St.

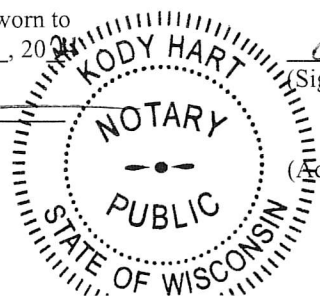
Signature of Electors	Print Name Clearly	Print Home Address	Date of Signing
	R. Stacy Rausch	902 S 1st Ave	4-6-24
	Pete Rausch	902 S. 1st Ave	4-6-24
	Yong Thao	905 1/2 S. 3rd Ave	4-8-24
	CHOU HANG	905 S 3rd Ave	4-19-24
	Benjamin Pross	909 S 3rd Ave	4/20/2024
	Tub Joshua Thao	914 S 1st Ave	5/12/24
	Xuy X Thao	914 S 1st Ave	5/12/24
	Seng Kao Thao	914 S 1st Ave	5/12/24
	Lao Thao	914 S 1st Ave	5/12/24
	Julie Thao	914 S 1st Ave	5/12/24
	Tyrise Cottrell	910 S 1st Ave	5/28/24
	Tessa Hoffman	910 S 1st Ave	5/28/24
	Lynn D. Keen	906 S. 1st Ave	5/28/24
	Virginia Cope	915 S. 3rd Ave	6/13/24
	Tzuak Mithstat	915 S. 3rd Ave	6/13/24

AFFIDAVIT OF CIRCULATOR

STATE OF WISCONSIN
CITY OF WAUSAU Ronald Keen being duly sworn disposes and says that he is a resident of the affected area, residing at 906 So. 1st Ave, WAUSAU, WI, 54401 in the City of Wausau; that he is personally acquainted with the persons who have signed the foregoing petition; that he knows them to be residents of the affected area; that they signed the same with full knowledge of the contents thereof; that their respective residents are stated therein; that each signer signed the same on the date stated opposite his name; and that he intends to support the petition.

Filed in the Office of the City Clerk and sworn to before me this 13 day of June, 2024

Signature of City Clerk or designee



Ronald W. Keen
(Signature of Circulator)
906 So. 1st Ave
(Address of Circulator)

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

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

Preliminary Resolution Levying Special Assessments for 2025 Alley Paving Project

Committee Action:

Fiscal Impact: None at this time. Construction would take place in 2025 and the special assessments would be levied when the project is substantially completed.

File Number:

Date Introduced:

FISCAL IMPACT SUMMARY

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

RESOLUTION

BE IT RESOLVED by the Common Council of the City of Wausau as follows:

1. The Common Council hereby declares its intention to exercise its police power under Section 66.0701 of the Wisconsin Statutes and Section 3.24.020 of the Wausau Municipal Code to levy special assessments for special benefits conferred upon abutting properties by improvement of:

Alley bounded by South 1st Avenue, South 3rd Avenue, Sherman Street and Rosecrans Street
2. The public improvement shall include bituminous concrete paving.
3. The total amount assessed against the properties in the defined assessment district shall not exceed the total cost of the City's share of the improvements. The City Council determines that the improvements constitute an exercise of the police power and that the assessment against each parcel shall be upon a reasonable basis.
4. Unless other installment plans are determined at the hereinafter stated public hearing, the assessment against any parcel shall be paid as follows:

Assessments under \$300: If payment is not made prior to November 1, 2025, the special assessment will be placed on the 2025 real estate tax bill and be due in full on or before January 31, 2026. There is no interest charged when paid in full. Assessments totaling less than \$300 must be paid in full and do not qualify for the five-year payment schedule.

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- 5. The Engineering Department shall prepare a report which shall consist of the preliminary plans for the proposed work, an estimate of the cost of the work, a schedule of the proposed assessments for each parcel; a copy of the report shall be filed with the City Clerk for public inspection. In accordance with Section 66.0703(7)(a), Wisconsin Statutes, notice shall be given of a public hearing on the project; the hearing shall be held by the Board of Public Works in the Council Chambers of City Hall and will be scheduled in late 2024 or early 2025.

6. The installation of said improvements shall be accomplished according to the provisions of Title 12 and Chapter 3.24 of the Wausau Municipal Code, where applicable.

Approved:

Doug Diny, Mayor

DRAFT