



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, May 9, 2023 at 6:30 p.m.
Location:	City Hall (407 Grant Street, Wausau WI 54403) - Council Chambers
Members:	Carol Lukens, Michael Martens, Tom Kilian, Doug Diny, Gary Gisselman, Becky McElhaney, Lisa Rasmussen, Sarah Watson, Dawn Herbst, Lou Larson, Chad Henke

Call to Order

Pledge of Allegiance / Roll Call / Proclamations

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

File #	CMT	Consent Agenda	ACT
23-0401	COUN	Minutes of previous meeting (4/25/23)	Place on file
23-0204	CISM & PLAN	Final Resolution Vacating and discontinuing a portion of an alley that abuts 300 West Knox Street, 1110 North 3rd Avenue, 1114 North 3rd Avenue, and 1111 North 4th Avenue	Approved 4-0 Approved 6-0
23-0205	CISM & PLAN	Final Resolution Vacating and discontinuing right-of-way located east of 1610 Meadowview Road, 1615 Meadowview Road, and 1612 Evergreen Road, which abuts the boundary of Parcels 080-2908-074-0992 and 156001 Forest Valley Road in the Town of Wausau	Approved 4-0 Approved 6-0
23-0505	HR & FIN	Joint Resolution Allowing raises and promotions to be started at the beginning of the pay period	Approved 5-0 Approved 5-0
23-0108	PH&S	Resolution Approving or Denying Various Licenses as Indicated	Approved 5-0
23-0504	PH&S	Ordinance Amending the title and provisions of Chapter 5.63 Obstructions within the Central Business District Public Rights-of-Way, Section 12.44.040 Exceptions, Section 5.64.035 Alcohol licensing and serving of alcohol beverages, and Section 1.01.025 Issuance of citations; creating Chapter 5.65 Sidewalk Cafés	Approved 5-0
94-0828	RTCO & FIN	Joint Resolution Approving Tourism Entity Agreement between the City of Wausau, Room Tax Commission and the Wausau Central Wisconsin Convention & Visitors Bureau, Inc.	Approved 4-0 Approved 5-0

File #	CMT	Resolutions and Ordinances	ACT
23-0503		Mayor's Appointments	
23-0507	CISM & FIN	Joint Resolution Approving the closure of the McClellan Parking Ramp	Approved 5-0 Approved 5-0
23-0508	ED	Resolution Approving sale of 1316 and 1407 N. 2nd Street	Approved 5-0
22-1109	FIN	Resolution Approving carryover funding of \$40,000 for the 2022 Scott Street Bridge Fencing Project to 2023	Approved 5-0
22-1109A	FIN	Resolution Approving 2023 Budget Modifications – Police Facilities	Approved 5-0
23-0506	HR & FIN	Joint Resolution Creating and Classifying Fleet Analyst position in DPW	Approved 5-0 Approved 5-0
21-0507	P&REC	Resolution Approving contract with Main Line Trail Construction, LLC for 2023 Maintenance Improvements to Sylvan Hill Bike Park	Approved 4-0
Suspend Rule 6(B) Filing (2/3 vote required)			
23-0510	FIN	Resolution providing for the sale of a \$17,550,000 Note Anticipation Note, Series 2023A	Pending
23-0509	FIN	Resolution Approving City's accepted Offer to Purchase 103, 105 111 Winton Street and that portion of 402-406 Winton Street lying west of the railroad tracks and related budget modification	Pending
Public Comment & Suggestions			

CLOSED SESSION pursuant to Wis. Stat. Section 19.85(1)(e) of the Wisconsin Statutes for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: relating to approval of accepted Offer to Purchase properties located at 103, 105, 111 Winton Street and that portion of 402-406 Winton Street lying west of the railroad tracks

CLOSED SESSION pursuant to s. 19.85(1)(g) of the Wisconsin Statutes for 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: relating to implementation of Council Resolution File No. 04-1115 adopted August 10, 2010 and modification of Agreement between the City of Wausau, Wausau Water Works, and Green Acres at Greenwood Hills, LLC (subdivision owner) and an Agreement between the City of Wausau and Green Acres at Greenwood Hills, LLC

RECONVENE into Open session to take action, if any, on closed session items.

Adjournment

Signed by Mayor Katie Rosenberg

Members of the public who do not wish to appear in person may view the meeting live on live on the Internet, 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 kaitlyn.bernarde@ci.wausau.wi.us with "Common Council public comment" in the subject line prior to the meeting start.

This Notice was posted at City Hall and transmitted to the Daily Herald newsroom on 5/09/23 @ 4:00 PM Questions regarding this agenda may be directed to the City Clerk.

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.

OFFICIAL PROCEEDINGS OF THE WAUSAU COMMON COUNCIL

held on Tuesday, April 25, 2023 in Council Chambers, beginning at 6:30 p.m.,
Mayor Katie Rosenberg presiding.

Roll Call

4/25/2023

Roll Call indicated 10 members present.

<u>District</u>	<u>Aldersperson</u>	<u>Present</u>
1	Lukens, Carol	YES
2	Martens, Michael	YES
3	Kilian, Tom	YES
4	Diny, Doug	YES
5	Gisselman, Gary	YES
6	McElhaney, Becky	NV
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	YES
11	Henke, Chad	YES

Presentation: Update on ECDC Multicultural Community Center in Wausau – Adam VanNoord and Eric Yonke

Eric Yonke, ECDE, Refugee Resettlement Office, in Washington Square, provided an update to the Council.

The presentation can be viewed online at: <https://www.youtube.com/watch?v=02QVNCAISVo>

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

- 1) Dave Eckmann, 209 W Washington, Chamber of Commerce CEO, spoke on behalf of the Chamber in strong support of the S.C. Swiderski Riverlife development.

Consent Agenda

4/25/2023

Motion by Larson, second by Kilian to adopt all the items on the Consent Agenda as follows:

23-0401 COUN Minutes of previous meeting (4/11/23)

23-0405 CISM Preliminary Resolution Levying Special Assessments for 2023 Alley Paving Project

21-0414 PH&S Resolution Designating the Month of May, 2023, as "No Mow May" and suspending enforcement of W.M.C. §6.48.010 Mowing Required and §6.48.040 Penalty from May 1, 2023 through May 31, 2023.

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

23-0403

4/25/2023

Motion by Lukens, second by Watson to confirm the Mayor's Appointments to the Community Development Authority, Historic Preservation Commission, Plan Commission, Police & Fire Commission, Sustainability, Energy, & Environment Commission, Transit Commission, and the Wausau Arts Commission.

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

23-0406

4/25/2023

Motion by Henke, second by Herbst to adopt the Joint Resolution of the Capital Improvements & Street Maintenance Committee and the Plan Commission Authorizing the Sale of City-Owned Property at 123 West Thomas Street.

Tom Kilian clarified there is one parcel ID for two addresses: 123 West Thomas Street and 1300 Cleveland Avenue. He questioned if 1300 Cleveland Avenue was an open DNR ERP site but does not include 123 West Thomas Street because it has a second address and Eric Lindman confirmed that to be correct. Kilian questioned City Assessor Rick Rubow if someone had purchased 1300 Cleveland Avenue six months ago would it have included this secondary parcel. Rubow explained properties are typically sold by legal description rather than property address, so even though you have real estate PIN they are conveyed by legal description which could have been created for just 1300 Cleveland Avenue. Kilian questioned if the zoning would include the entire parcel ID. Rubow stated the zoning historically has stuck with the property unless a rezone is requested.

Kilian requested the buyer be given environmental disclosure of ground water impact on the property. Attorney Anne Jacobson indicated she could inform the buyer, St. Vincent De Paul's. Kilian stated because of what appears to be some unknowns with some of the implications of this connected to 1300 Cleveland Ave, he would not support it.

Lisa Rasmussen pointed out this is a tiny little strip of land that St. Vincent De Paul's electronic sign already exists on, so they would like to own it. She stated CISM reviewed the address description and 1300 Cleveland Avenue is not associated with it and no one is talking about selling or building anything on 1300 Cleveland Ave. Kilian still believed there was an obligation to disclose the ground water impacts no matter how small the property.

Michael Martens questioned how the city ended up owning this strip of land. Lindman stated the city always owned the piece of property along the north side of S. Vincent De Paul as well as the piece that is 1300 Cleveland Ave. He explained including St. Vincent De Paul it was once all one piece of property that the city owned. St. Vincent De Paul was cut out from the legal description and the piece on the north side was left over right-of-way when the new Thomas Street corridor was approved. He noted the DNR sent a letter that the area was approved, which he indicated he passed along to St. Vincent De Paul, as well as information on the soil borings along that corridor.

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

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Lukens, Carol	YES
2	Martens, Michael	YES
3	Kilian, Tom	NO
4	Diny, Doug	NO
5	Gisselman, Gary	YES
6	McElhaney, Becky	NV
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	YES
11	Henke, Chad	YES

23-0407

4/25/2023

Motion by Henke, second by Gisselman to adopt the Ordinance of the Capital Improvement & Street Maintenance Committee Amending Section 10.20.080(a) designating no parking on north side of Sherman Street between S. 3rd Avenue and S. 8th Avenue.

Lou Larson stated this is nothing more than a housekeeping item. He explained when considering the no parking on Sherman Street from S. 3rd to S. 4th Avenue we discovered there were signs already on the north side of the street from S. 3rd Ave to S. 8th Ave, but no ordinance to support it.

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

94-0907

4/25/2023

Motion by Watson, second by Rasmussen to adopt the Joint Resolution of the Plan Commission, Finance Committee and Economic Development Committee Approving the Project Plan Amendment #5 Tax Incremental Financing District Number 3, City of Wausau (TIC #3).

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

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Lukens, Carol	YES
2	Martens, Michael	YES
3	Kilian, Tom	NO
4	Diny, Doug	YES
5	Gisselman, Gary	YES
6	McElhaney, Becky	NV
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	NO
11	Henke, Chad	YES

Motion by Watson, second by Lukens to adopt the Joint Resolution of the Plan Commission, Finance Committee and Economic Development Committee Approving the Project Plan Amendment Tax Incremental Financing District Number 8 Amendment #3, City of Wausau (TID #8)

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

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Lukens, Carol	YES
2	Martens, Michael	YES
3	Kilian, Tom	NO
4	Diny, Doug	YES
5	Gisselman, Gary	YES
6	McElhaney, Becky	NV
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	NO
11	Henke, Chad	YES

Motion by Rasmussen, second by Watson to adopt the Joint Resolution of the Plan Commission, Finance Committee and Economic Development Committee Approving the Boundaries and Project Plan for Amendment Two to Tax Incremental Financing District Number 12, City of Wausau (TID #12).

Yes Votes: 7 No Votes: 3 Abstain: 0 Not Voting: 1 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Lukens, Carol	YES
2	Martens, Michael	YES
3	Kilian, Tom	NO
4	Diny, Doug	YES
5	Gisselman, Gary	NO
6	McElhaney, Becky	NV
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	NO
11	Henke, Chad	YES

Motion by Lukens, second by Herbst to adopt the Joint Resolution of the Economic Development Committee and the Finance Committee Approving Development Agreement with S.C. Swiderski, LLC and SCS Wausau, LLC for a mixed-use development at approximately 1200 N. River Drive, including Lots 6, 7 and 8, and sale of property.

The S.C. Swiderski team recapped the project called SCS Wausau that introduces a mixed-use newly designed seven-story Sterling Building that has 200 market rate apartments. There is a wide range of floor plans and sizes inside and units were chosen based on research within the community. The main level of the Sterling Building will also contain two commercial spaces as well as parking. Other spaces within the building include a yoga studio, fitness center, conference room, outdoor patio space and rooftop terrace. A Development Agreement has been worked through with staff and the consultant. It is a \$52 million investment by S.C. Swiderski and they have agreed to an appraised value of \$29.4 million. If approved, they can finish through the due diligence period and then plan to purchase the property for \$400,000 at the end of the year. Construction would start summer of 2024 and open the building in early 2027.

Randy Fifrick, Economic Development, stated the city engaged Ehler’s to assist in reviewing the Development Agreement, looking at their application and determining the appropriate funds required to close the financial gap. The city in this case has proposed a PayGo or Reverse TIF, in which they get a portion of the tax revenue they generate based on their development being completed.

Keith Dahl, Ehlers, explained their process to perform an analysis that entailed reviewing the developer’s budget to ensure they were maximizing their private sources, financing through lenders and equity, and costs of construction, land acquisition, financing costs.

Part of the analysis also looks at Performa and cashflow over time, rents, revenues, and operating expenses as compared to other projects in the Wausau area. Ultimately, we are looking at their return on investment because with the public dollars being provided, we do not to unduly enrich the developer and investors. Dahl stated the amount of public assistance currently being recommended in the Development Agreement makes this project financially feasible for it to move forward. He stated they felt confident it is the best position for the city.

Lengthy Council discussion followed. The presentation and full discussion can be accessed online at: <https://www.youtube.com/watch?v=02QVNCA1SVo>

Yes Votes: 7 No Votes: 3 Abstain: 0 Not Voting: 1 Result: PASS

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Lukens, Carol	YES
2	Martens, Michael	YES
3	Kilian, Tom	NO
4	Diny, Doug	YES
5	Gisselman, Gary	NO
6	McElhaney, Becky	NV
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	NO
11	Henke, Chad	YES

Suspend the Rules 4/25/2023

Motion by Watson, second by Lukens to Suspend Rule 6(B) Filing.

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

03-0306 4/25/2023

Motion by Watson, second by Lukens to adopt the Resolution of the Finance Committee Authorizing the write-off of certain uncollectible delinquent personal property tax accounts from the City's accounting records.

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

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Lukens, Carol	YES
2	Martens, Michael	YES
3	Kilian, Tom	YES
4	Diny, Doug	YES
5	Gisselman, Gary	YES
6	McElhaney, Becky	NV
7	Rasmussen, Lisa	YES
8	Watson, Sarah	YES
9	Herbst, Dawn	YES
10	Larson, Lou	NO
11	Henke, Chad	YES

12-1118 4/25/2023

Motion by Watson, second by Lukens to adopt the Resolution of the Finance Committee Approving Production Agreement between Wausau School District Board of Education and Administration and City of Wausau.

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

22-1109 4/25/2023

Motion by Watson, second by Herbst to adopt the Resolution of the Finance Committee Approving 2023 Budget Modifications -- 48th Avenue Intercept Project.

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

22-1109A

4/25/2023

Motion by Herbst, second by Rasmussen to adopt the Resolution of the Finance Committee Approving 2023 Budget Modifications -- Riverside Park Remediation.

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

23-0408 Refer

4/25/2023

Motion by Larson, second by Kilian to refer the Resolution of the Finance Committee Approving the closure of the McClellan Parking Ramp to the CISM Committee.

Doug Diny questioned if the Dudley Tower management was informed of this and what their reaction was. Mayor Rosenberg thought they wanted a new ramp to be constructed.

Lou Larson felt this has suddenly come up and as Chairperson of the CISM Committee was surprised that it did not come through CISM first before coming to Council. He stated there is a certain protocol to go through to get things done that should be followed.

Eric Lindman stated this has come because of the recent analysis done by the Walker Parking Engineers. He explained it is coming forward quickly because of significant work that has to be done to keep the ramp viable and safe. A decision needs to be made as to whether they want to spend a lot of money based on that report to gain just a few more months or if they are going to move ahead to shut the ramp down. He stated the ramp is deteriorating more quickly than we expected and that is why it is before them tonight.

Lisa Rasmussen stated Finance Committee considered it because it involves money. She felt we are gambling with people’s safety and risking liability and can’t run the ramp to collapse. She did not feel there was anything to gain by referring it to CISM, only delay of action, and if we are being told by the parking experts that it needs to be out of service, then it needs to be out of service.

Gary Gisselman suggested calling a special meeting of CISM so as not to delay a decision. He wanted more discussion on how we are going to see the rest of parking downtown in the future and if there was enough parking for the people that will be displaced. He also wanted to hear from the Dudley Tower’s legal team.

Maryanne Groat stated there is approximately 795 stalls in the Jefferson Ramp which is at about 32% occupancy which would provide 500 stalls. She noted the city owns the lots to the north of the Dudley Tower with about 100 stalls and another lot immediately south of the McClellan Ramp with 60 stalls. She stated the 531 stall Penney’s Ramp is at approximately 11% occupancy and we have seen some movement out of the Jefferson Ramp into that ramp for large vehicles. She commented COVID has impacted the census of downtown businesses and the number of employees working downtown, as well as the mall closure, contributing significantly to the vacancies. It is a very expensive endeavor to build and maintain a ramp and we wouldn’t want to prematurely construct one unless demand justifies it.

Sarah Watson noted the resolution calls for the top two floors of the ramp to be closed immediately. She questioned if the motion to refer to CISM passes, would there still be a way to close those floors without the resolution. Lindman indicated he highly recommended shutting down those top two floors immediately. Diny, Gisselman, and Kilian felt the staff had the ability to act on an immediate safety hazard to close the top floors.

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

<u>District</u>	<u>Aldersperson</u>	<u>Vote</u>
1	Lukens, Carol	NO
2	Martens, Michael	NO
3	Kilian, Tom	YES
4	Diny, Doug	YES
5	Gisselman, Gary	YES
6	McElhaney, Becky	NV
7	Rasmussen, Lisa	NO
8	Watson, Sarah	YES
9	Herbst, Dawn	NO
10	Larson, Lou	YES
11	Henke, Chad	YES

22-1109B

4/25/2023

Motion by Watson, second by Rasmussen to adopt the Resolution of the Finance Committee Approving 2023 Budget Modifications -- Professional Services.

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

Public Comment or Suggestions:

None

Adjourn

4/25/2023

Motion by Watson, second by Henke to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:13 pm.

Katie Rosenberg, Mayor
Kaitlyn Bernarde, City Clerk

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

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

Vacating and discontinuing a portion of an alley that abuts 300 West Knox Street, 1110 North 3rd Avenue, 1114 North 3rd Avenue, and 1111 North 4th Avenue

Committee Action: CISM: Approved 4-0
Plan: Approved 6-0

Fiscal Impact: None

File Number: 23-0204

Date Introduced: May 9, 2023

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

WHEREAS, pursuant to Section 66.1003(4) of the Wisconsin Statutes, the Common Council has heretofore initiated proceedings on February 14, 2023, at a regular meeting of the Common Council to vacate and discontinue the following described alley in the City of Wausau:

Part of Block 10, Columbian Addition to Wausau, being part of the Southwest ¼ of the Southeast ¼, Section 23, Township 29 North, Range 7 East, City of Wausau, Marathon County, Wisconsin, described as follows:

All that portion of the public alley in said Block 10 lying Southerly of a line between the Northeast corner of Lot 11, said Block 10, and the Northwest corner of Lot 4, said Block 10.

WHEREAS, the above legally described portion of alley is further depicted on Exhibit 1 attached hereto; and

WHEREAS, a public hearing on the passage of such resolution was set by the Common Council for 5:15 p.m. in the Council Chambers of City Hall, Wausau, Wisconsin, on the 13th day of April, 2023, written notice of such meeting was duly served on the owners of all of the frontage of the lots and lands

abutting upon the alley sought to be discontinued as provided by law, and notice was published in the newspaper as provided by law; and

WHEREAS, a public hearing was duly held pursuant to said notice at the time and place therefor affixed and all persons so served and interested were then and there given an opportunity to be heard; and

WHEREAS, a proper notice of the pendency of said petition for vacation and discontinuance and map covering the proposed vacation was duly filed in the Office of Register of Deeds for Marathon County, as required by the Wisconsin Statutes; and

WHEREAS, your Capital Improvements and Street Maintenance Committee and your Plan Commission, after considering the matter, have recommended that the aforescribed alley be vacated and discontinued; and

WHEREAS, Wisconsin Public Service Corporation has requested that they be granted easement and ingress and egress rights over, across and under the alley prior to it being vacated.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Wausau that it is hereby declared that since the public interest requires it, the herein described alley is hereby vacated and discontinued; provided, however, this resolution shall take effect and have validity only after the granting by the City to requesting utilities of any and all permanent easement and ingress and egress rights deemed necessary by them.

BE IT FURTHER RESOLVED, that the proper City officials are hereby authorized and directed to execute an easement to Wisconsin Public Service Corporation, if they wish, approved by the City Attorney, granting all necessary easement and ingress and egress rights, all within and/or over the alley to be vacated, and that these entities shall have until June 10, 2023, to get this easement recorded.

BE IT FURTHER RESOLVED, that the City Clerk, upon the recording of the above-referenced easements, but no earlier than June 10, 2023, shall record a certified copy of this resolution accompanied with a map showing the location of said vacated alley in the Office of the Register of Deeds for Marathon County, and that the City Clerk shall notify the City Engineer as to when this resolution has been recorded.

Approved:

Katie Rosenberg, Mayor

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: April 13, 2023, at 5:15 p.m. in the Council Chambers of City Hall.

Members Present: Chad Henke, Lisa Rasmussen, Gary Gisselman, Doug Diny (Lou Larson was excused)

Also Present: Eric Lindman, Allen Wesolowski, Tara Alfonso, Jill Kurtzhals, Dustin Kraege, Chad Abbiehl, Lori Wunsch

Public Hearing: Discussion and possible action on vacating and discontinuing the portion of an alley that abuts 300 West Knox Street, 1110 North 3rd Avenue, 1114 North 3rd Avenue, and 1111 North 4th Avenue

No one appeared and the public hearing was closed.

This is in Rasmussen's district. She noted that one property owner owns all of the abutting property. This alley runs behind Blue Willow Café and is not real functional.

Rasmussen moved to approve the vacation. Henke seconded and the motion carried 4-0.

PLAN COMMISSION

Time and Date: The Plan Commission met on Tuesday, April 18, 2023, at 5:00 p.m. in the Common Council Chambers of Wausau City Hall.

Members Present: Mayor Katie Rosenberg, Eric Lindman, Dawn Herbst, Bruce Bohlken, Andrew Brueggeman, George Bornemann.

Others Present: Brad Lenz, Andrew Lynch, Tara Alfonso, Maryanne Groat

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

Discussion and possible action on vacating and discontinuing the portion of an alley that abuts 300 West Knox Street, 1110 North 3rd Avenue, 1114 North 3rd Avenue, and 1111 North 3rd Avenue.

Brueggeman motioned to vacate and discontinue the portion of an alley that abuts 300 West Knox, 1110 North 3rd Avenue, 1114 North 3rd Avenue, and 1111 North 3rd Avenue. Herbst seconded, and the motion carried unanimously 6-0.

AGENDA ITEM

Public Hearing: Discussion and possible action on vacating and discontinuing the portion of an alley that abuts 300 West Knox Street, 1110 North 3rd Avenue, 1114 North 3rd Avenue, and 1111 North 4th Avenue.

BACKGROUND

The attached petition was received to vacate the right-of-way for the above properties. A map is attached. Engineering has reviewed the layout of the adjacent streets and the potential for future use of this right-of-way.

FISCAL IMPACT

Minimal, the vacated right-of-way would go back to abutting owners.

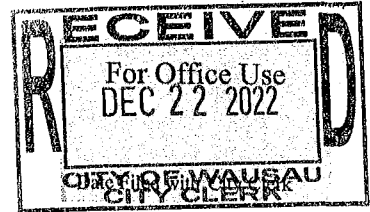
STAFF RECOMMENDATION

Recommend approving vacating the right-of-way.

Staff contact: Allen Wesolowski 715-261-6762

PETITION

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



A Petition For:

- Alley Vacation
- Blacktop Paving
- Curb and Gutter
- Sanitary Sewer
- Street Light
- Street Vacation
- Storm Sewer
- Watermain
- Zoning Change
- Other as Follows: _____

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

public alleyway to the East of 1111 N 4th Avenue to be vacated
and placed with Parcel #29129072340011. Please refer to attached
map, alleyway to be vacated is highlighted in blue.

Signature of Electors	Print Name Clearly	Print Home Address	Date of Signing
1.	Adi Shabani	1111 N 4th Ave	12-22-22
2.	Adi Shabani	1114 N 3rd Ave	12-22-22
3.	Adi Shabani	1110 N 3rd Ave	12-22-22
4.	Adi Shabani	300 w Knox St	12-22-22
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

AFFIDAVIT OF CIRCULATOR

STATE OF WISCONSIN
CITY OF WAUSAU Cory Holzhauser being duly sworn disposes and says that he is a resident of the affected area, residing at 223160 Bluebonnet Rd. 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 22 day of December, 2023

Kathleen J. Bernarde
Signature of City Clerk or designee

(Signature of Circulator)
223160 Bluebonnet Rd.
(Address of Circulator)
Wausau, WI 54401



Legend

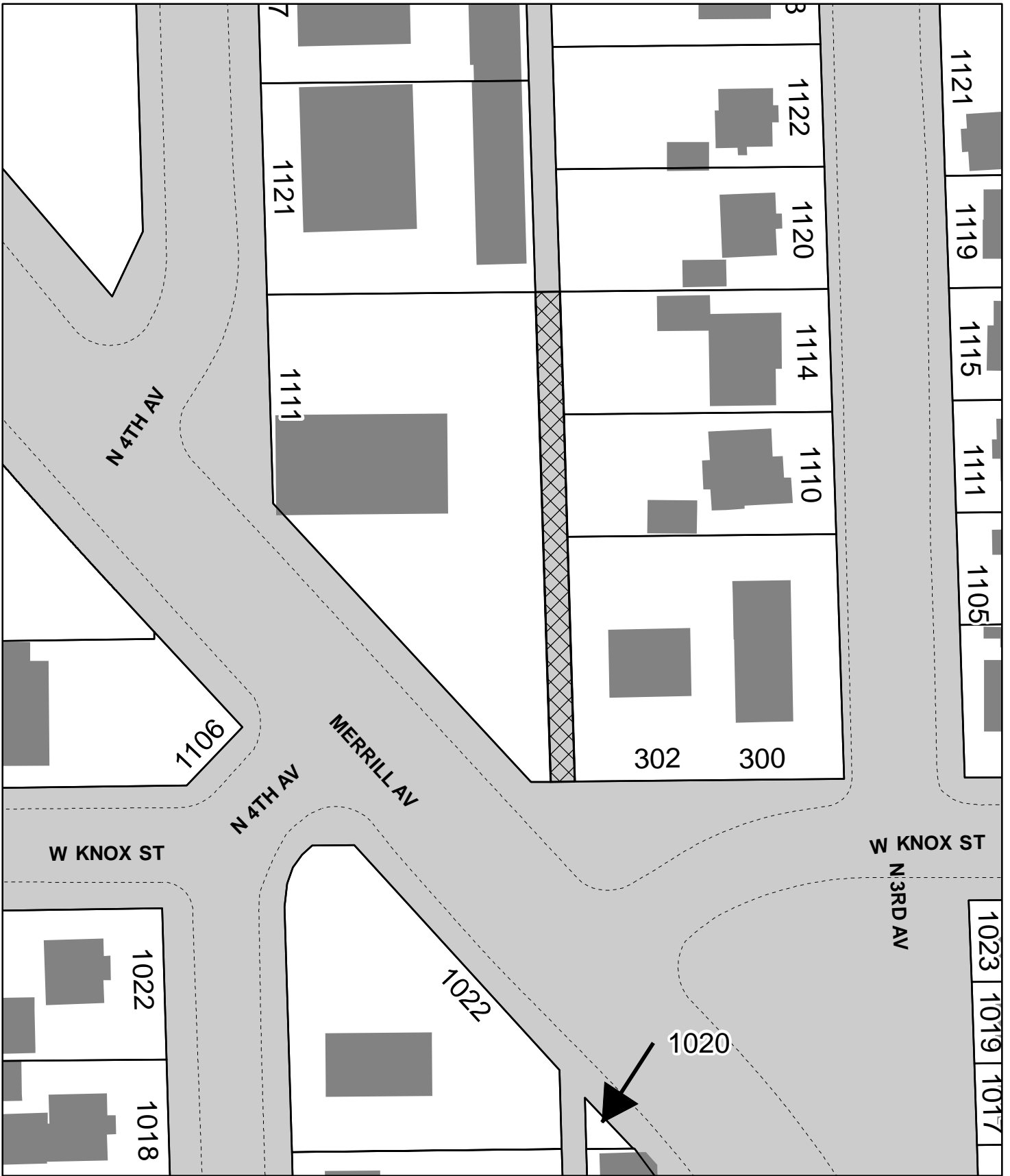
- Road Names
- Parcels
- Parcel Lot Lines
- Land Hooks
- Section Lines/Numbers
- Right Of Ways
- Named Places
- Municipalities
- 2020 Orhos Countywide
 - Red: Band_1
 - Green: Band_2
 - Blue: Band_3



Notes

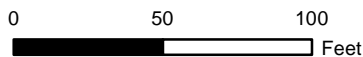
DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement 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

33.33 0 33.33 Feet
 NAD_1983_HARN_WISCRS_Marathon_County_Feet



Map Date: January 5, 2023

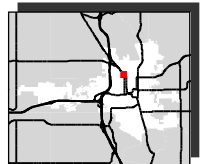
City of Wausau
Marathon County Wisconsin



Legend

- Parcels
- Right of Way
- Road Edge
- Proposed Vacation

Map Location



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

**FINAL RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET
MAINTENANCE COMMITTEE AND PLAN COMMISSION**

Vacating and discontinuing right-of-way located east of 1610 Meadowview Road, 1615 Meadowview Road, and 1612 Evergreen Road, which abuts the boundary of Parcels 080-2908-074-0992 and 156001 Forest Valley Road in the Town of Wausau

Committee Action: CISM Approved 4-0
Plan Approved 6-0

Fiscal Impact: None

File Number: 23-0205

Date Introduced: May 9, 2023

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

WHEREAS, pursuant to Section 66.1003(4) of the Wisconsin Statutes, the Common Council has heretofore initiated proceedings on February 14, 2023 at a regular meeting of the Common Council to vacate and discontinue the following-described portion of street in the City of Wausau:

Part of the 30 foot public right-of-way deeded to the City of Wausau for street purposes described in Document No. 675908 and recorded in the Office of Register of Deeds for Marathon County in Volume 198 of Micro-Records on Page 675, being part of City of Wausau Assessor's Plat No. 3, and part of the Fractional Southwest ¼, Section 7, Township 29 North, Range 8 East, City of Wausau, Marathon County, Wisconsin, described as follows:

That portion of said parcel described in Document No. 675908 lying Easterly of and adjacent to Lot 10, Block 2, Kordus Addition, lying South of the South line of Lot 1, said Block 2, extended Easterly, and lying North of the South line of said Block 2, extended Easterly.

and also;

That portion of said parcel described in Document No. 675908 lying Easterly of and adjacent to Lot 1, Block 1, said Kordus Addition, lying South of the North line of said Block 1, extended Easterly, and lying North of the South line of said Block 1, extended Easterly.

and also;

That portion of said parcel described in Document No. 675908 described as follows:

Commencing at the intersection of the North right-of-way of Evergreen Road and the East line of said Fractional Southwest $\frac{1}{4}$, the point of beginning;

Thence West, along said North right-of-way, 30 feet to the West line of said parcel described in Document No. 675908; thence North, along said West line, 120 feet to said South line of Block 1, Kordus Addition; thence Easterly, along said South line, extended Easterly, 30 feet to said East line of the Fractional Southwest $\frac{1}{4}$; thence South, along said East line, 120 feet to said North right-of-way of Evergreen Road, the point of beginning.

WHEREAS, the above legally described right-of-way is further depicted on Exhibit 1 attached hereto; and

WHEREAS, a public hearing on the passage of such resolution was set by the Common Council for 5:15 p.m. in the Council Chambers of City Hall, Wausau, Wisconsin, on the 13th day of April, 2023, written notice of such meeting was duly served on the owners of all of the frontage of the lots and lands abutting upon the portion of street sought to be discontinued as provided by law, and notice was published in the newspaper as provided by law; and

WHEREAS, a public hearing was duly held pursuant to said notice at the time and place therefor affixed and all persons so served and interested were then and there given an opportunity to be heard; and

WHEREAS, a proper notice of the pendency of said petition for vacation and discontinuance and map covering the proposed vacation was duly filed in the office of Register of Deeds for Marathon County, as required by the Wisconsin Statutes; and

WHEREAS, your Capital Improvements and Street Maintenance Committee and your Plan Commission, after considering the matter, have recommended that the aforescribed portion of street be vacated and discontinued; and

WHEREAS, Wisconsin Public Service Corporation has requested that they be granted easement and ingress and egress rights over, across and under the portion of street for the purpose of installing, maintaining, inspecting, repairing, and/or replacing any of their utilities.

BE IT RESOLVED by the Common Council of the City of Wausau that it is hereby declared that since the public interest requires it, the herein described portion of street is hereby vacated and discontinued; provided, however, this resolution shall take effect and have validity only after the granting by the City to requesting utilities of any and all permanent easement and ingress and egress rights deemed necessary by them.

BE IT FURTHER RESOLVED that the proper City officials are hereby authorized and directed to execute an easement to Wisconsin Public Service Corporation, if they wish, approved by the City Attorney, granting all necessary easement and ingress and egress rights, all within and/or over the portion of street to be vacated, and that these entities shall have until June 10, 2023 to get the easement recorded.

BE IT FURTHER RESOLVED, that the City Clerk, upon the recording of the above-referenced easement, but no earlier than June 10, 2023, shall record a certified copy of this resolution accompanied with a map showing the location of said vacated portion of street in the office of the Register of Deeds for Marathon County, and that the City Clerk shall notify the Engineering Department as to when this resolution has been recorded.

Approved:

Katie Rosenberg, Mayor

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: April 13, 2023, at 5:15 p.m. in the Council Chambers of City Hall.

Members Present: Chad Henke, Lisa Rasmussen, Gary Gisselman, Doug Diny (Lou Larson was excused)

Also Present: Eric Lindman, Allen Wesolowski, Tara Alfonso, Jill Kurtzhals, Dustin Kraege, Chad Abbiehl, Lori Wunsch

Public Hearing: Discussion and possible action on vacating and discontinuing right-of-way located east of 1610 Meadowview Road, 1615 Meadowview Road, and 1612 Evergreen Road, which abuts the boundary of Parcels 080-2908-074-0992 and 156001 Forest Valley Road in the Town of Wausau

No one appeared and the public hearing was closed.

Noting the petition received from the abutting property owners and no one appearing to testify against the vacation, Rasmussen moved to approve the vacation. Diny seconded and the motion carried 4-0.

PLAN COMMISSION

Time and Date: The Plan Commission met on Tuesday, April 18, 2023, at 5:00 p.m. in the Common Council Chambers of Wausau City Hall.

Members Present: Mayor Katie Rosenberg, Eric Lindman, Dawn Herbst, Bruce Bohlken, Andrew Brueggeman, George Bornemann.

Others Present: Brad Lenz, Andrew Lynch, Tara Alfonso, Maryanne Groat

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

Discussion and possible action on vacating and discontinuing right-of-way located east of 1610 Meadowview Road, 1615 Meadowview Road, and 1612 Evergreen Road, which abuts the boundary of Parcels 080-2908-074-0992 and 156001 Forest Valley Road in the Town of Wausau.

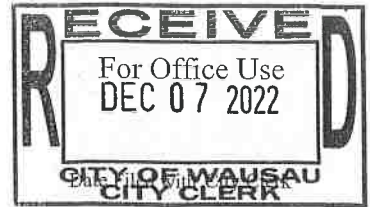
Lindman said that a petition was received from the property owners to vacate the alley.

Brueggeman motioned to vacate and discontinue the right-of-way located east of 1610 Meadowview Road, 1615 Meadowview Road, and 1612 Evergreen Road, which abuts the boundary of Parcels 080-2908-074-0992 and 156001 Forest Valley Road in the Town of Wausau. Bohlken seconded, and the motion carried unanimously 6-0.

COPY

PETITION

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



A Petition For:

- Alley Vacation Sanitary Sewer Storm Sewer Other as Follows: _____
- Blacktop Paving Street Light Watermain
- Curb and Gutter Street Vacation Zoning Change _____

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

The right of way east of 1610 Meadowview Road, 1615
Meadowview Road and 1612 Evergreen Road.

Signature of Electors	Print Name Clearly	Print Home Address	Date of Signing
1. <i>Helen M. Vance</i>	Helen M. Vance	WAUSAU, WI 54403 1615 Meadowview Rd	11-30-22
2. <i>Jerry P. Coffey</i>	JERRY P. COFFEY	1612 EVERGREEN RD	11-30-22
3. <i>William Buchberger</i>	WILLIAM BUCHBERGER	1610 MEADOWVIEW RD	11-30-22
4. <i>Quang Dao</i>	Quang Dao	901 Green Hill Dr	12/6-22
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

AFFIDAVIT OF CIRCULATOR

STATE OF WISCONSIN

CITY OF WAUSAU Helen M. Vance being duly sworn disposes and says that he is a resident of the affected area, residing at 1615 Meadowview Rd, Wausau, WI 54403 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 7 day of December, 2022

Kathleen J. Bernarde
Signature of City Clerk or designee

Helen M. Vance
(Signature of Circulator)

1615 Meadowview Rd
(Address of Circulator)
Wausau, WI
54403

AGENDA ITEM

Public Hearing: Discussion and possible action on vacating and discontinuing right-of-way located east of 1610 Meadowview Road, 1615 Meadowview Road, and 1612 Evergreen Road, which abuts the boundary of Parcels 080-2908-074-0992 and 156001 Forest Valley Road in the Town of Wausau.

BACKGROUND

A petition was received, signed by abutting owners, to vacate the right-of-way for the above properties. A map is attached. Engineering has reviewed the layout of the adjacent streets and the potential for future use of this right-of-way.

FISCAL IMPACT

Minimal, the vacated right-of-way would go back to abutting owners.

STAFF RECOMMENDATION

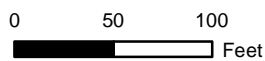
Recommend approving vacating the right-of-way.

Staff contact: Allen Wesolowski 715-261-6762




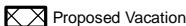


Map Date: January 5, 2023

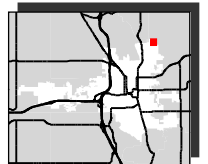
City of Wausau
Marathon County Wisconsin



Legend

-  Parcels
-  Right of Way
-  Road Edge
-  Proposed Vacation

Map Location



**JOINT RESOLUTION OF THE HUMAN RESOURCES COMMITTEE
AND FINANCE COMMITTEE**

Allowing raises and promotions to be started at the beginning of the pay period.

Committee Action: HR: Approved 5-0
Fin: Approved 5-0

Fiscal Impact:

File Number: 23-0505

Date Introduced: May 9, 2023

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Budget Source:</i>
	<i>One-time Costs:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount:</i>
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 <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i>			

RESOLUTION

WHEREAS, the implementation of Workday ERP has an issue with calculations for promotions and raises being processed mid pay period and;

WHEREAS, making raises and promotions effective the start of the pay period alleviates the problem and;

WHEREAS, the Human Resources Committees reviewed and approved making adjustments for raises and promotions effective the first day of the pay period and;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that raises and promotions will be effective the first day of the pay period.

Approved:

Kate Rosenberg, Mayor

Human Resource Committee Packet

January 20, 2023

Agenda Item
Request Human Resources Committee approve starting wage increases and promotions at the beginning of the pay period
Background
<p>In late December, the city installed Workday as the HRIS system for the city. The city shares implementation of the system with Marathon County. HR and Finance share the system to accommodate the needs of the city.</p> <p>We presently administer employee raises on their anniversary date. After completing our first payroll with Workday, we discovered Workday has an issue with the calculation for raises involving exempt employees when raises or promotions occur in a pay period that contains a holiday.</p> <p>To alleviate this issue, we propose administering raises at the beginning of the pay period relative to the employee's anniversary date. The practice of administering changes at the beginning of the pay period is an accepted industry standard and is currently the practice of Marathon County and CCIT.</p>
Fiscal Impact
The fiscal impact will be minimal. Instead of adjusting wages on anniversary date, we are asking committee to approve making changes at the beginning of the pay period.
Staff Recommendation
Approve making all wage/promotions effective the beginning of the pay period
Staff contact: James Henderson (715-261-6634)

DRAFT

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION**

DATE/TIME: February 13, 2023, at 4:45 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: Becky McElhaney, Gary Gisselman, Dawn Herbst, Tom Killian, Michael Martens
MEMBERS ABSENT:
Also Present: Mayor Rosenberg, J. Henderson

Discussion and Possible Action Approving Starting Wage Increases and Promotions at the Beginning of the Pay Period.

HR Director Henderson explained that when the City began using Workday this year, if employees received a change in position or pay when there is a holiday in the pay period, the system gets thrown off and can't handle it. Finance Director Groat suggested processing increases and promotion at the beginning of the pay period as a quick fix to this issue. Henderson said that the department is asking for the ability to implement any promotions or pay increases at the beginning of the pay period that it is to take effect.

Motion by Gissleman to approve starting wage increases and promotion and the beginning of the pay period. Second by Herbst. All ayes. Motion passed 5-0.

FINANCE COMMITTEE

Date and Time: Tuesday, April 25, 2023 @ 5:15 pm., Council Chambers

Finance Members Present: Lisa Rasmussen, Michael Martens, Carol Lukens, Sarah Watson, Doug Diny

Others Present: Maryanne Groat, Anne Jacobson, Eric Lindman, Matt Barnes, Ben Bliven, Randy Fifrick, Brad Lenz, Dustin Kraege, Allen Wesolowski, Gary Gisselman, Katie Rosenberg, Mary Goede

Discussion and Possible Action to Approve Starting Wage Increases and Promotions at the Beginning of the Pay Period

Rasmussen noted this comes from the HR Committee due to the switch over to Workday for easier tracking.

Motion by Diny, second by Martens to approve. Motion carried 5-0.

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

RESOLUTION OF THE PUBLIC HEALTH & SAFETY COMMITTEE	
Approving or Denying Various Licenses as Indicated	
Committee Action: Approved 5-0	
Fiscal Impact: None	
File Number: 23-0108	Date Introduced: May 9, 2023

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

WHEREAS, your Public Health and Safety Committee considered certain license applications at its April 17, 2023 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:

Katie Rosenberg, Mayor

CLERK'S REPORT TO PUBLIC HEATH & SAFETY COMMITTEE

April 17, 2023 Meeting

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.

- Denial Recommendations: Operator/Bartender:** 1) **Kristopherlee Firkus** Applicant has a battery conviction in 2018. In addition, applicant has two disorderly conduct and a 2nd offense OWI convictions since 2018. Applicant also has two more battery convictions from 2014. Applicant is also a convicted felon as a result of a felony bail jumping conviction from 2011.- 2) **Phillip Komosa** – Applicant has a 2015 Battery conviction which is an exempt offense by policy. In addition, applicant has a hit and run and a disorderly conduct conviction in 2019. **Public Transport Driver: Donald Alsteen:** Applicant has convictions for battery in 2011 and disorderly conduct with a dangerous weapon in 2012. Applicant also has a conviction for sex with a child 16 or older in 2011 and a conviction for 4th degree sexual assault in 2011. All convictions are misdemeanors.
- Class A Beer & Liquor License:** Fast Fuel Wausau LLC, Saraswati Sharma, Agent, 407 N 3rd Ave. Business is being sold by Fast Fuel Mart LLC, Raj Bhandari
- Class B Beer License:** Onora Hotels LLC, Juan Casarrubias & Lesli Iverson, dba Venado Craft Beer, 209 Grant St, new small hotel downtown - lobby area to serve craft beer to hotel guests and/or public.
- Class I Special Events:** Memorial Day Parade 5/27, Holy Name SummerFun 6/2 – 6/4, Hmong Wausau Festival 7/29 – 7/30; **Class II** – Blessing of the Bikes 5/20, Armed Forces Day 5/20, My Team Triumph Concert 6/10, Wausau Marathon 8/19

***Note:** Links to the Special Events applications will be emailed to the committee.

STAFF RECOMMENDATION

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.

PUBLIC HEALTH & SAFETY COMMITTEE

Date and Time: Monday, April 17, 2023, at 5:15 pm, (Council Chambers)

Members Present: Lisa Rasmussen, Chad Henke, Doug Diny, Lou Larson, Becky McElhaney

Others Present: Anne Jacobson, Matt Barnes, Jeremy Kopp, Tracy Rieger, Kaitlyn Bernarde, Mary Goede, Katie Rosenberg, Liz Brodek, Andrew Lynch

Consider approval or denial of various license applications

Lisa Rasmussen stated there were denial recommendations for Operator's Licenses for Kristopherlee Firkus and Phillip Komosa. Neither individual was present to appeal. There was also a denial recommendation for a Public Transport Driver License for Donald Alsteen.

Donald Alsteen, 209732 County Rd Y, Hatley addressed the committee stating his record was accurate, but the offenses all happened in his drinking days. He indicated he quit drinking approximately six years ago. He explained the reason for all the drinking was because his family owned a lot of bars which he cleaned as was given free drinks. He admitted to doing many stupid things when he was younger between 17 and 19 years old. He stated the charge of 4th Degree Sexual Assault was from a 4-year teenage relationship with a girl whose parents had consented to and then changed their mind. He stated he wanted to get his record expunged but chose jail time rather than probation which did not allow him to get record expunged. He stated he was trying to get his life together for his wife and kids. Driving cab would be a good job for him because he could take his autistic son along. He pointed out he has no repeat offenses.

Lou Larson questioned why he was being denied in the first place because the charges on the record were at least 11 years old and were misdemeanors. Deputy Chief Barnes explained they look at the established criteria and battery is an exempt offense.

Chad Henke suggested he bring any written evidence of rehabilitation or letters of recommendation to the committee's next meeting.

Motion by Diny second by Larson to approve or deny licenses as recommended by staff, with the exception of Donald Alsteen to be held for the next meeting. Motion carried 5-0.

NOTE: *Subsequent to this meeting Phillip Komosa's employer called to say he had not received the letter regarding the denial recommendation in time to attend the meeting. He was removed from the license list and put on the next PH&S meeting to allow for an appeal.*



PHS Date 04/17/2023

License ID	License Typ	Name	Address	Details	Business	Begin Dt	End Dt	Police	PHS	Council
181257	9010 - Bartender/Operator New	FIRKUS, KRISTOPHERLEE	1015 1/2 N 5TH ST WAUSAU WI 54403		BUFFALO WILD WINGS	03/31/2023	06/30/2023	No	No	
181290	9026 - Class I	MARTIN, FR. SAMUEL	1104 S 9TH AVE WAUSAU WI 54401	2023 HOLY NAME SUMMER FUN on JUNE 2ND - JUNE 4, 2023 Organized by HOLY NAME OF JESUS PARISH					Yes	
181142	9026 - Class I	PELLEGRINO, JOHN	2315 GRAND AVE, #2 WAUSAU WI 54403	2023 MEMORIAL DAY PARADE on MAY 27, 2023 Organized by JOHN PELLEGRINO OR KEN KRUEGER					Yes	
181063	9026 - Class I	XIONG, YEE LENG	1109 N 6TH ST WAUSAU WI 54401	HMONG WAUSAU FESTIVAL on SATURDAY, JULY 29TH & SUNDAY JULY 30TH Organized by HMONG AMERICAN CENTER INC					Yes	
182116	9027 - Class II	,	1570 CTY RD XX ROTHSCHILD WI 54474	2023 BLESSING OF THE BIKES on MAY 20, 2023 Organized by COREY PARSCH					Yes	



PHS Date 04/17/2023

License ID	License Typ	Name	Address	Details	Business	Begin Dt	End Dt	Police	PHS	Council
181197	9027 - Class II	Lechner, Tina	3368 Howard Ave Stevens Point WI 54481	2023 MY TEAM TRIUMPH BENIFIT CONCERT on JUNE 10, 2023 Organized by TINA LECHNER					Yes	
182050	9027 - Class II	SEITZ, DENNIS	176 LAKE VIEW DR WAUSAU WI 54403	ARMED FORCES DAY on SATURDAY, MAY 20, 2023 Organized by EAA CHAPTER 640 / LEARN BUILD FLY					Yes	
180505	9027 - Class II	SMITH, SCOTT	738 W WRIGHTWOOD AVE CHICAGO IL 60614	THE WAUSAU MARATHON on SATURDAY, AUGUST 19, 2023 Organized by THE SHANNON MARIE & LOUIS PORTER SMITH FOUNDATION					Yes	
182124	9061 - Class A Beer & Liquor	SHARMA, SARASWATI	3571 DRISCOLL RD, APT 6 RHINELANDER WI 54501		FAST FUEL WAUSAU				Yes	
182130	9063 - Class B Beer	CASARRUBIAS, JUAN ANTONIO	630 N 3RD ST WAUSAU WI 54403		VENADO CRAFT BEER			Yes		
182127	9075 - Cigarette	,	3571 DRISCOLL RD, APT 6 RHINELANDER WI 54501		FAST FUEL WAUSAU				Yes	
181200	9076 - Tavern Entertainment	,	226020 DEERTAIL LN WAUSAU WI 54401		MATT'S 101 PUB	04/10/2023	06/30/2023		Yes	



PHS Date 04/17/2023

License ID	License Typ	Name	Address	Details	Business	Begin Dt	End Dt	Police	PHS	Council
181344	9080 - Public Transport Driver New	HARTFORD, THOMAS	206 SPRUCE ST WAUSAU WI 54401		NORTHWOODS CAB	04/06/2023	06/30/2023	Yes	Yes	

Total Licenses

8

ORDINANCE OF PUBLIC HEALTH & SAFETY COMMITTEE

Amending the title and provisions of Chapter 5.63 Obstructions within the Central Business District Public Rights-of-Way, Section 12.44.040 Exceptions, Section 5.64.035 Alcohol licensing and serving of alcohol beverages, and Section 1.01.025 Issuance of citations; creating Chapter 5.65 Sidewalk Cafés.

Committee Action: Approved 5-0 **Ordinance Number:**

Fiscal Impact: None

File Number: 23-0504 **Date Introduced:** May 9, 2023

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>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 <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i>			

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

Add ()
Delete (———)

Section 1. That the title to Chapter 5.63 Obstructions within the Central Business District Public Rights-of-Way is hereby amended to read as follows:

Chapter 5.63 OBSTRUCTIONS WITHIN THE ~~CENTRAL BUSINESS DISTRICT~~ PUBLIC RIGHTS-OF-WAY

Section 2. That Chapter 5.63 Obstructions within the Public Rights-of-Way is hereby amended to read as follows:

5.63.010 Intent and purpose.

The City supports a vibrant central business district and recognizes the social and economic benefit in allowing certain activities to take place within the public right-of-way. ~~Such uses include sidewalk~~

cafés and other obstructions including, but not limited to self-supporting signs, sandwich board signs, canopies, works of art, planters, potted plants, statues, and other similar types of objects. Specifically, the City finds and determines:

- (a) ~~That there exists a need for outdoor eating facilities within the central business district to provide for a unique environment for relaxation, social interaction and food consumption.~~
- (b) ~~That sidewalk cafés will permit enhanced use of the available public rights of way, will complement the restaurants operating from fixed premises, and will promote economic activity in the Central Business District.~~
- (c) ~~Regulating that regulating~~ the use of public rights-of-way through permitting will ensure that a high quality appearance is maintained and that sidewalks remain safe and accessible to pedestrians.

5.63.020 Definitions.

The following definitions shall apply in the interpretation and enforcement of this chapter.

Canopy means a covering that is physically attached to the building's front façade and anchored to the ground, but is removed during the winter months from November 1 to April 30.

Central business district shall mean the qualifying properties lying within the area on the east side of the Wisconsin River bounded by 5th Street on the east, 1st Street on the west, Grant Street on the north and Washington Street on the south and on the west side of the Wisconsin River bounded by 1st Avenue on the east, 3rd Avenue on the west, Elm Street on the north and Stewart Avenue on the south. The permitted area includes sidewalk on both sides of a described boundary street except for Stewart Avenue which includes only the north side of the sidewalk.

Full service restaurant means an establishment requiring a State of Wisconsin restaurant license and whose food sales are greater than 50 percent of its gross receipts. Upon request of the City, owners of establishments shall substantiate the percentage of their gross receipts devoted to food.

Sidewalk café means an expansion of a full service restaurant creating an outdoor dining facility on part of the public right of way that immediately adjoins the licensed premises for the purpose of consuming food or beverages prepared at the full service restaurant adjacent thereto.

5.63.030 Permit required.

- (a) It is unlawful for any person, firm, or corporation to erect, place, maintain, or operate on any public street or sidewalk or in any other public way in the central business district City any sidewalk café, canopy, sign, work of art, planters, statues or other such obstruction without first having obtained a permit from the Public Health and Safety Committee of the Wausau Common Council.
 - (1) No obstruction permit shall be required in the Central Business District for one period not to exceed five days to conduct an annual sidewalk sale.
- (b) Each permit shall be effective for one year from July 1 until the following June 30.
- (c) Permission to obstruct the right-of-way is limited to the particular item(s), location and size of the item(s) provided for in an approved permit.
- (ed) The permit issued may be transferred to a new owner only for the location and area listed in the permit. The transferred permit shall be valid only for the remainder of the period for which it was

originally issued. A new certificate of insurance must be filed with the City within 30 days of the permit transfer.

5.63.040 Application for a permit.

- (a) An initial application for an obstruction ~~or sidewalk café~~ permit, a renewal or transfer shall be made, in writing, to the Inspections Division of the Department of Public Works upon such form as shall be provided by the department and shall contain the following:
 - (1) The name and address of the applicant.
 - (2) A detailed description of the proposed obstruction.
 - (3) The proposed specific location of said obstruction.
 - (4) A current certificate of insurance as required by section 5.63.070~~060~~ of this chapter.
- (b) ~~An application for a sidewalk café permit shall also require in addition to those requirements of subsection (a) above:~~
 - ~~(1) A copy of a valid restaurant license.~~
 - ~~(2) The initial application shall contain such information which the department may prescribe and require.~~
 - ~~(3) A non-refundable application fee, as stated in the City of Wausau Fees and Licenses Schedule, section 3.40.010(a).~~
 - ~~(4) If the applicant intends to sell or serve alcohol beverages to patrons of the sidewalk café, the applicant shall first obtain a retail alcohol beverage license describing the outdoor area where alcohol beverages will be sold, served or consumed pursuant to chapter 5.64.~~

(e) — Upon receipt of an obstruction permit application by the Inspections Division of the Department of Public Works, the Zoning Administrator shall **will** review the application for completeness and provide a copy of the application to the Fire Chief, Police Chief, City Attorney, Community Development Director, Director of Public Works, Chairperson of the Preservation Commission and Chairperson of the Public Health and Safety Committee.

5.63.050 Permit fees.

- (a) The initial application fee for an obstruction permit ~~or sidewalk café permit with or without alcohol license expansion~~ shall be as stated in the City of Wausau Fees and Licenses Schedule, section 3.40.010(a).
- (b) The annual renewal fee for an obstruction permit ~~or sidewalk café permit with or without an alcohol license expansion~~ shall be as stated in the City of Wausau Fees and Licenses Schedule, section 3.40.010(a).

5.63.060 Sidewalk café standards.

~~The following standards, criteria, conditions and restrictions shall apply to all sidewalk cafés, provided, however, that the Director of Public Works or designee may impose additional conditions and restrictions to protect and promote the public health, safety, or welfare, to prevent a nuisance from~~

developing or continuing, and to comply with this section, the City ordinances, and all applicable state and federal laws:

- ~~(a) Sidewalk cafés are restricted to the public right of way immediately adjacent to the licensed full service restaurant to which the permit is issued.~~
- ~~(b) Tables, chairs, umbrellas or other fixtures in the sidewalk café:
 - ~~(1) Shall not block designated ingress, egress, or fire exits from or to the establishment of any other structure.~~
 - ~~(2) Shall be readily removable and shall not be physically attached, chained, or in any manner affixed to any structure, tree, post, sign or other fixture, except for canopies.~~
 - ~~(3) Except canopies, all other sidewalk café components shall be removed when the sidewalk café is not in operation.~~
 - ~~(4) Must remain within the designated boundaries when seating is filled to capacity.~~~~
- ~~(c) Sidewalk cafés shall be located in such a manner that a distance of not less than four feet is maintained at all times as a clear and unobstructed pedestrian path. For the purposes of minimum clear path, trees, plantings, parking meters, traffic signs and similar obstacles shall be considered obstructions.~~
- ~~(d) No portion of any sidewalk café may encroach on the sidewalk adjacent to any other property other than the property that is permitted in this chapter.~~
- ~~(e) The sidewalk café and the sidewalk and roadway immediately adjacent to it, shall be maintained in a clean, sanitary and safe manner. Debris shall be removed as required throughout the day and at close of each business day.~~
- ~~(f) Umbrellas or other shade materials shall be treated canvas, cloth or similar material that is manufactured to be fire resistant. No portion of an umbrella or other shade material shall be less than seven feet above the sidewalk.~~
- ~~(g) No food preparation, food storage, refrigeration apparatus, or equipment shall be allowed in the sidewalk café.~~
- ~~(h) No amplified entertainment shall be allowed in the sidewalk café unless authorized as part of a special event. Amplified entertainment means any type of music or other entertainment, whether live or recorded, delivered through and by an electronic system including related equipment such as speakers, microphones, televisions or other audio or video devices.~~
- ~~(i) The sidewalk café permit covers only the public right of way described in the permit. Tables and chairs on private property will be governed by other applicable regulations.~~
- ~~(j) The use of a portion of the public right of way as a sidewalk café shall not be an exclusive use. All public improvements, including, but not limited to trees, light poles, traffic signals, manholes, or any public initiated maintenance procedures shall take precedence over said use at all times. The Director of Public Works or his/her designees may temporarily order the termination of sidewalk cafés for the following reasons, but not limited to, special events, including construction, parades, sponsored run walks, or for any reason to maintain health, safety, welfare of the public.~~
- ~~(k) Molded plastic tables and chairs are not permitted.~~
- ~~(l) No smoking is allowed within the limits of a sidewalk café during the hours of operation.~~
- ~~(m) Sidewalk cafés shall not operate after 10:00 p.m. or before 6:00 a.m.~~

~~(n) Table and chairs and other components, not including canopies, of the sidewalk café shall be removed nightly.~~

~~(o) A copy of the site plan, as approved in conjunction with the current sidewalk café permit shall be maintained on the permittee's premise and shall be available for inspection by City personnel at all times.~~

~~(p) The City, its officers and employees, shall not be responsible for sidewalk café fixtures that are relocated or damaged.~~

5.63.070060 Liability and Insurance.

The permittee shall provide the City with an original certificate of insurance as evidence that the requirements set forth in this section have been met prior to commencing operations.

(a) Commercial liability insurance in the amount of at least \$1,000,000.00 per occurrence for bodily injury and property damage, with the City of Wausau named as an additional insured, shall show that the coverage extends to the area used for the sidewalk café **obstruction**, and shall provide that the policies of insurance shall not be cancelled, nonrenewed, or altered without 30 days' prior written notice to the City.

(b) The permittee agrees to indemnify, defend, save, and hold harmless the City, its officers and employees, from any and all claims, liability, lawsuits, damages, and causes of action, which may arise out of the permit or the permittee's activity ~~on the sidewalk café~~ **related to the obstruction.**

5.63.080070 Committee action.

(a) The ~~public~~ **Public** Health and Safety Committee ~~shall will~~, within 30 days of receipt of a completed permit application, act to approve, approve conditionally, or reject the permit application. Failure of the committee to act within this time period shall be deemed a denial of the requested permit.

(b) The **Public Health and Safety Committee** ~~committee~~ may place any conditions it deems appropriate on approval of the obstruction permit application, including special provisions for maintenance of the obstruction and any other requirements.

(c) Any requirements placed on issuance of the obstruction permit shall be acknowledged as acceptable by the permit applicant prior to issuance of the obstruction permit by the Inspections Division of the Department of Public Works.

5.63.090080 Transfer of permit.

Except as provided under section 5.63.030(c), permits issued under this chapter may not be transferred to another individual, business, corporation, or other entity.

5.63.100090 Revocation, **suspension or non-renewal.**

(a) An obstruction permit may be **temporarily** suspended ~~or revoked~~ by the Director of Public Works or designee where necessary to protect the public health, safety and welfare; **or** to prevent a nuisance from developing or continuing; in emergency situations; ~~or due to noncompliance with this section, the City code of ordinances, or applicable federal or state laws.~~ If the obstruction poses an immediate threat to the public, the Director of Public Works may have the obstruction removed immediately.

(b) A ~~An sidewalk café~~ obstruction permit may be revoked, suspended or not renewed for a violation of any provision of City ordinances, or applicable ~~federal or~~ state law by the Public Health and Safety Committee, upon the complaint of the Police Chief or designee, or Director of Public Works or designee according to the following procedure:

- (1) A hearing shall be held before the Public Health and Safety Committee upon at least three days' written notice to the permittee of the hearing date and time and of the charges alleged.
- (2) At the hearing, the Police Chief or designee or Director of Public Works or designee shall present evidence of any alleged violations. The permittee may appear in person with or without counsel and shall be allowed to question witnesses and present evidence.
- (3) At the conclusion of the hearing, the committee shall make a recommendation to the Common Council whether there exists cause for non-renewal, suspension or revocation, which recommendation shall be considered at its next regularly scheduled meeting.

5.63.105100 Appeal of denial of permit.

The appeal of a denial of a ~~sidewalk café~~ ~~an obstruction~~ permit under this chapter shall be made as provided in chapter 2.21 of this Code.

5.63.110105 Existing permits.

Permits in existence on the date of enactment of this ordinance shall expire on ~~March 31, 2014~~ ~~June 30, 2023~~.

5.63.120110 Penalty.

The penalty for violation of this section shall be a forfeiture of not less than \$50.00 or more than \$500.00 per day for each violation, together with the costs of prosecution.

Section 3. That Chapter 5.65 Sidewalk Cafés is hereby created to read as follows:

5.65.010 Intent and purpose.

The City supports a vibrant business community and recognizes the social and economic benefit in allowing certain activities to take place within the public right-of-way. Specifically, the City finds and determines:

- (a) That there exists a need for outdoor eating facilities within the community to provide for a unique environment for relaxation, social interaction and food consumption, particularly given the experiences of and lessons learned during the COVID-19 pandemic and recovery.
- (b) That sidewalk cafés will permit enhanced use of the available public rights-of-way, will complement the restaurants operating from fixed premises, and will promote economic activity within the City limits.
- (c) Regulating the use of public rights-of-way through permitting will ensure that a high quality appearance is maintained and that sidewalks remain safe and accessible to pedestrians.

5.65.020 Definitions.

The following definitions shall apply in the interpretation and enforcement of this chapter.

Full service restaurant means an establishment requiring a State of Wisconsin restaurant license and whose food sales are greater than 50 percent of its gross receipts. Upon request of the City, owners of establishments shall substantiate the percentage of their gross receipts devoted to food.

Sidewalk café means an expansion of a full service restaurant creating an outdoor dining facility on part of the public right-of-way that immediately adjoins the licensed premises for the purpose of consuming food or beverages prepared at the full service restaurant adjacent thereto.

5.65.030 Permit required.

- (a) It is unlawful for any person, firm, or corporation to erect, place, maintain, or operate on any public street or sidewalk or in any other public way any sidewalk café without first having obtained a permit from the Public Health and Safety Committee of the Wausau Common Council.
- (b) Each permit shall be effective for one year from July 1 until the following June 30.
- (c) The permit issued may be transferred to a new owner only for the location and area listed in the permit. The transferred permit shall be valid only for the remainder of the period for which it was originally issued. A new certificate of insurance must be filed with the City within 30 days of the permit transfer.

5.65.040 Application for a permit.

- (a) An initial application for a sidewalk café permit, a renewal or transfer shall be made, in writing, to the Inspections Division of the Department of Public Works upon such form as shall be provided by the department and shall contain the following:
 - (1) The name and address of the applicant.
 - (2) A detailed description of the proposed sidewalk café.
 - (3) The proposed specific location of the sidewalk café.
 - (4) A current certificate of insurance as required by section 5.65.070 of this chapter.
 - (5) A copy of a valid restaurant license.
 - (6) An approved conditional use permit pursuant to Section 23.10.32 where required by virtue of the standard zoning district within which the sidewalk café is to be located.
 - (7) The initial application shall contain such information which the department may prescribe and require.
 - (8) A non-refundable application fee, as stated in the City of Wausau Fees and Licenses Schedule, section 3.40.010(a).
 - (9) If the applicant intends to sell or serve alcohol beverages to patrons of the sidewalk café, the applicant shall first obtain a retail alcohol beverage license or an amendment of the premises to include the area of the sidewalk café where alcohol beverages will be sold, served or consumed pursuant to chapter 5.64.
- (b) Upon receipt of a sidewalk café permit application by the Inspections Division of the Department of Public Works, the Zoning Administrator will review the application for completeness and provide a copy of the application to the Fire Chief, Police Chief, City Attorney, Community

Development Director, Director of Public Works, Chairperson of the Preservation Commission and Chairperson of the Public Health and Safety Committee.

5.65.050 Permit fees.

- (a) The initial application fee for a sidewalk café permit with or without alcohol license expansion shall be as stated in the City of Wausau Fees and Licenses Schedule, section 3.40.010(a).
- (b) The annual renewal fee for a or sidewalk café permit with or without an alcohol license expansion shall be as stated in the City of Wausau Fees and Licenses Schedule, section 3.40.010(a).

5.65.060 Sidewalk café standards.

The following standards, criteria, conditions and restrictions shall apply to all sidewalk cafés, provided, however, that the Director of Public Works or designee may impose additional conditions and restrictions to protect and promote the public health, safety, or welfare, to prevent a nuisance from developing or continuing, and to comply with this chapter, the City ordinances, and all applicable state and federal laws.

- (a) Sidewalk cafés are restricted to the public right-of-way immediately adjacent to the licensed full service restaurant to which the permit is issued.
- (b) Tables, chairs, umbrellas or other fixtures in the sidewalk café
 - (1) Shall not block designated ingress, egress, or fire exits from or to the establishment or any other structure.
 - (2) Shall be readily removable and shall not be physically attached, chained, or in any manner affixed to any structure, tree, post, sign or other fixture, except for canopies.
 - (3) Except canopies, all other sidewalk café components shall be removed when the sidewalk café is not in operation.
 - (4) Must remain within the designated boundaries when seating is filled to capacity.
- (c) Sidewalk cafés shall be located in such a manner that a distance of not less than four feet is maintained at all times as a clear and unobstructed pedestrian path. For the purposes of minimum clear path, trees, plantings, parking meters, traffic signs and similar obstacles shall be considered obstructions.
- (d) No portion of any sidewalk café may encroach on the sidewalk adjacent to any other property other than the property that is permitted in this chapter.
- (e) The sidewalk café and the sidewalk and roadway immediately adjacent to it, shall be maintained in a clean, sanitary and safe manner. Debris shall be removed as required throughout the day and at close of each business day.
- (f) Umbrellas or other shade materials shall be treated canvas, cloth or similar material that is manufactured to be fire-resistant. No portion of an umbrella or other shade material shall be less than seven feet above the sidewalk.
- (g) No food preparation, food storage, refrigeration apparatus, or equipment shall be allowed in the sidewalk café.

- (h) No amplified entertainment shall be allowed in the sidewalk café unless authorized as part of a special event. Amplified entertainment means any type of music or other entertainment, whether live or recorded, delivered through and by an electronic system including related equipment such as speakers, microphones, televisions or other audio or video devices.
- (i) The sidewalk café permit covers only the public right-of-way described in the permit. Tables and chairs on private property will be governed by other applicable regulations.
- (j) The use of a portion of the public right-of-way as a sidewalk café shall not be an exclusive use. All public improvements, including, but not limited to trees, light poles, traffic signals, manholes, or any public initiated maintenance procedures shall take precedence over said use at all times. The Director of Public Works or his/her designees may temporarily order the termination of sidewalk cafés for the following reasons, but not limited to, special events, including construction, parades, sponsored run walks, or for any reason to maintain health, safety, welfare of the public.
- (k) Molded plastic tables and chairs are not permitted.
- (l) No smoking is allowed within the limits of a sidewalk café during the hours of operation.
- (m) Sidewalk cafés shall not operate after 10:00 p.m. or before 6:00 a.m.
- (n) Table and chairs and other components, not including canopies, of the sidewalk café shall be removed nightly.
- (o) A copy of the site plan, as approved in conjunction with the current sidewalk café permit shall be maintained on the permittee's premise and shall be available for inspection by City personnel at all times.
- (p) The number of tables and chairs and other items permitted in the sidewalk café area is limited to number and location as set forth in the approved sidewalk café permit.
- (q) The City, its officers and employees, shall not be responsible for sidewalk café fixtures that are relocated or damaged.

5.65.070 Liability and Insurance.

The permittee shall provide the City with an original certificate of insurance as evidence that the requirements set forth in this section have been met prior to commencing operations.

- (a) Commercial liability insurance in the amount of at least \$1,000,000.00 per occurrence for bodily injury and property damage, with the City of Wausau named as an additional insured, shall show that the coverage extends to the area used for the sidewalk café, and shall provide that the policies of insurance shall not be cancelled, nonrenewed, or altered without 30 days' prior written notice to the City.
- (b) The permittee agrees to indemnify, defend, save, and hold harmless the City, its officers and employees, from any and all claims, liability, lawsuits, damages, and causes of action, which may arise out of the permit or the permittee's activity on the sidewalk café.

5.65.080 Committee action.

- (a) The Public Health and Safety Committee will, within 30 days of receipt of a completed permit application, act to approve, approve conditionally, or reject the permit application. Failure of the committee to act within this time period shall be deemed a denial of the requested permit.

- (b) The Public Health and Safety Committee may place any conditions it deems appropriate on approval of the sidewalk café permit application, including special provisions for maintenance of sidewalk café and any other requirements.
- (c) Any requirements placed on issuance of the sidewalk café permit shall be acknowledged as acceptable by the permit applicant prior to issuance of the permit by the Inspections Division of the Department of Public Works.

5.65.090 Transfer of permit.

Except as provided under section 5.65.030(c), permits issued under this chapter may not be transferred to another individual, business, corporation, or other entity.

5.65.100 Revocation, suspension or non-renewal.

- (a) A sidewalk café permit may be suspended by the Director of Public Works or designee where necessary to protect the public health, safety and welfare or to prevent a nuisance from developing or continuing; in emergency situations. If the sidewalk café poses an immediate threat to the public, the Director of Public Works may have the sidewalk café removed immediately.
- (b) A sidewalk café permit may be revoked, suspended or not renewed for a violation of any provision of City ordinances, or applicable federal or state law by the Public Health and Safety Committee, upon the complaint of the Police Chief or designee, or Director of Public Works or designee according to the following procedure:
 - (1) A hearing shall be held before the Public Health and Safety Committee upon at least three days' written notice to the permittee of the hearing date and time and of the charges alleged.
 - (2) At the hearing, the Police Chief or designee or Director of Public Works or designee shall present evidence of any alleged violations. The permittee may appear in person with or without counsel and shall be allowed to question witnesses and present evidence.
 - (3) At the conclusion of the hearing, the committee shall make a recommendation to the Common Council whether there exists cause for non-renewal, suspension or revocation, which recommendation shall be considered at its next regularly scheduled meeting.

5.65.105 Appeal of denial of permit.

The appeal of a denial of a sidewalk café permit under this chapter shall be made as provided in chapter 2.21 of this Code.

5.65.110 Existing permits.

Permits in existence on the date of enactment of this ordinance shall expire on June 30, 2023.

5.65.120 Penalty.

The penalty for violation of this section shall be a forfeiture of not less than \$50.00 or more than \$500.00 per day for each violation, together with the costs of prosecution.

Section 4. That Section 12.44.040 Exceptions is hereby amended to read as follows:

12.44.040 Exceptions.

The prohibitions in section 12.44.020 shall not apply to the following:

...

- (o) Obstructions authorized by permit under section 5.63.030 or sidewalk cafés permitted under section 5.65.030.

Section 5. That Section 5.64.035 Alcohol licensing and serving of alcohol beverages is hereby amended to read as follows:

5.64.035 Alcohol licensing and serving of alcohol beverages.

- (a) Alcohol beverages are not allowed on the public sidewalk at any time except as authorized pursuant to section 9.04.025 of this Code or as otherwise authorized herein. The sale and service of alcohol beverages by full service restaurants holding a valid sidewalk café permit pursuant to section 5.65.030 located in the central business district may be permitted provided an expansion of the premises is approved by the City Council for the area described in the sidewalk café permit.
- (b) A request for expansion of the licensed premises to include the area under a valid sidewalk café permit shall be made in writing to the City Clerk. The request shall include the completed application along with the additional required documents per section 5.63.040 5.65.040.

...

- (10) In the event a sidewalk café permit is suspended or revoked under section 5.63.100 5.65.100, service of alcohol in the sidewalk café area shall not be permitted.
- (11) Approval by the Common Council of the sidewalk café as part of the license premise shall not be granted or renewed under this section without a valid sidewalk café permit.

Section 6. That Section 1.01.025 Issuance of citations, is hereby amended to read as follows:

1.01.025 Issuance of citations.

....

- (c) Schedule of cash deposits.

- (1) A schedule of cash deposits is established as follows:

....

- (B) For violations of all ordinances other than those governed by the aforescribed Uniform State Deposit Schedule and except as provided in subsection (C), the cash deposit schedule shall be as follows:

Municipal Ordinance Schedule of Deposits

....

<u>Ord. No.</u>	<u>Offense</u>	<u>Deposit</u>
5.60.010	Sell door to door no permit	50.00
5.63.030	Permit required (obstructions in right-of-way)	50.00
5.64.034	(a) Server under the influence	50.00
	(c) Failure to close licensed premises	50.00
	Second or subsequent violations of sub (a) or (c)	200.00
5.64.066(c)	False or altered identification cards; misrepresentation of age	250.00
	Second or subsequent violation	500.00
5.65.030	Permit required (sidewalk café)	50.00
5.65.060	Sidewalk café standards	50.00
6.44.040(c)	Location of waste container violations	30.00

Section 7. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 8. This ordinance shall be in full force and effect on the day after its publication.

Adopted:
Approved:
Published:
Attest:

Approved:

Katie Rosenberg, Mayor

Attest:

Kaitlyn A. Bernarde, Clerk

PUBLIC HEALTH & SAFETY COMMITTEE

Date and Time: Monday, April 17, 2023, at 5:15 pm, (Council Chambers)

Members Present: Lisa Rasmussen, Chad Henke, Doug Diny, Lou Larson, Becky McElhaney

Others Present: Anne Jacobson, Matt Barnes, Jeremy Kopp, Tracy Rieger, Kaitlyn Bernarde, Mary Goede, Katie Rosenberg, Liz Brodek, Andrew Lynch

Discussion and possible action on Amending the title and provisions of Chapter 5.63 Obstructions within the Central Business District Public Rights-of-Way, Section 12.44.040 Exceptions, Section 5.64.035 Alcohol licensing and serving of alcohol beverages, and Section 1.01.025 Issuance of citations; creating Chapter 5.65 Sidewalk Cafés.

Lisa Rasmussen explained a number of years ago a conduit was created specifically for full-service restaurants in the Central Business District to allow for sidewalk cafes for outdoor seating with or without alcohol service, depending on their liquor licensing. During the pandemic expansion of those seating areas were permitted. She indicated Liz Brodek brought a request from some businesses outside of the Central Business District that would also like to have sidewalk cafes. One of those businesses making a request is Kreger Bakery.

Clarification: This ordinance would allow for either a Sidewalk Café License for full-service restaurants or an Obstruction Permit for other business types to be available city-wide.

Motion by Henke, second by Larson to approve. Motion carried 5-0.

To: Public Health & Safety Committee
From: Liz Brodek, Development Director
Date: April 17, 2023
Re: Amended Sidewalk Café Ordinance



Several weeks ago, staff was contacted on behalf of Kreger's Bakery with a request to allow a sidewalk café outside their business on Third Street. Upon consideration of the request and review of the Sidewalk Café ordinance, we thought it most equitable to not just expand the boundary of the Central Business District (in which sidewalk cafes are allowed) but rather to allow these throughout the city.

Sidewalk cafes add vibrance and safety through increased eyes on the street wherever they are located. They have proven to be desired and useful for businesses that seek to expand seating capacity and various seating options. Additionally, sidewalk cafes usually are most beneficial to businesses with the smallest profit margins like restaurants.

Attorney Alfonso's memo outlines the various changes and consistencies retained between the current and proposed new ordinance, including the same review process, permits, insurance requirements and other operations. The major difference and driving economic consideration is the ability to place sidewalk cafes throughout the city, as appropriate, and open a potential new income stream for businesses without as many geographic restraints.

Staff recommends the City approve the new sidewalk café ordinance to allow sidewalk cafes throughout the city.



Office of the City Attorney

TEL: (715) 261-6590
FAX: (715) 261-6808

Anne L. Jacobson
City Attorney

Tara G. Alfonso
Assistant City Attorney

To: Public Health & Safety Committee

From: Tara G. Alfonso, Asst. City Attorney

Date: April 12, 2023

Re: Comments on proposed ordinances enabling sidewalk cafes City-wide

The Community Development Department requested this office to look at drafting amendments to the City ordinances concerning sidewalk cafés. The current ordinance set forth in chapter 5.63 Obstructions within the Central Business District Public Rights-of-Way, governs sidewalk cafés and obstructions within City rights-of-way but is limited to the central business district only. Thus, presently sidewalk cafés are not permitted to be located on City sidewalks outside of the central business district. Outside of this district, outdoor cafés are not prohibited, however, they are limited to those establishments that have sufficient outdoor area as part of their own business property to place such items as tables and chairs without encroaching on City sidewalks.

In order to potentially allow sidewalk cafés City-wide, a new ordinance chapter 5.65 is proposed to be created in which all provisions concerning sidewalk cafés would be transferred. The current chapter 5.63 would be amended to remove the sidewalk café provisions and leave only provisions concerning obstructions in City rights-of-way such as self-supporting signs, sandwich board signs, canopies, works of art, planters, potted plants, statues and other types of objects.

In the case of all ordinance changes, the requirements and provisions would then apply City-wide and not simply just to the central business district area.

Standards and provisions concerning sidewalk cafés essentially remain as they have been and include:

- A requirement for a City permit.
- A limitation on permits to full service restaurants (those restaurants that have a restaurant license and whose food sales are greater than 50 percent of its gross receipts).
- Limitations on hours of operation.
- Prohibitions on blocking ingress, egress, or fire exists to or from the establishment or any other structure.
- Requirement to maintain a minimum of four feet clear and unobstructed pedestrian path.

- Requirement to maintain \$1,000,000.00 commercial liability insurance.
- Any full service restaurant desiring to serve alcohol in the sidewalk café area must possess a valid alcohol license and obtain approval of a request to expand its licensed premises to include the sidewalk café area.

The current fee for a sidewalk café permit remains unchanged as set forth in the Fee Schedule:

\$45 Initial permit - without alcohol expansion

\$80 Initial permit - with alcohol expansion

\$20 renewal without alcohol expansion

\$40 renewal with alcohol expansion

The current fee for an obstruction permit remains unchanged as set forth in the Fee Schedule at \$20. The Fee Schedule will be clarified at a later date (when certain other changes are made by the Inspections Department) to ensure it is clear the obstruction permit fee is applicable City-wide.

The proposed ordinance changes have been reviewed by Community Development Department, Wausau Police Department, Wausau Fire Department and the Inspections Department.

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

**JOINT RESOLUTION OF THE ROOM TAX COMMISSION AND
FINANCE COMMITTEE**

Approving Tourism Entity Agreement between the City of Wausau, Room Tax Commission and the Wausau Central Wisconsin Convention & Visitors Bureau, Inc.

Committee Action: RTCO: Approved 4-0
 Finance: Approved 5-0

Fiscal Impact: Dependent on Room Tax Collections exact amount unknown

File Number: 94-0828 **Date Introduced:** May 9, 2023

FISCAL IMPACT SUMMARY

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

RESOLUTION

WHEREAS, the City is authorized by the laws of Wisconsin to impose, collect, and distribute a portion of the proceeds of hotel/motel room taxes to promote and develop tourism and for the purpose of improving the economic well-being of the entire community, and has funded such a program since at least 1990; and

WHEREAS, the City has enacted an ordinance imposing a uniform tax on the privilege of furnishing, at retail, rooms or lodging to transients by hotelkeepers, motel operators and other persons furnishing accommodations which are available to the public pursuant to Sec. 66.0615 Wis. Stats. (“Room Tax Act”); and

WHEREAS, within the Room Tax Ordinance, the City has imposed a Room Tax of eight percent (8%); and

WHEREAS, the City has created a Room Tax Commission (“Commission”) to oversee the proper expenditures of room taxes in accordance with the requirements of the Wisconsin Room Tax Act; and

WHEREAS, your Room Tax Commission, at their April 12, 2023 meeting, discussed and recommended entering into a Tourism Entity Agreement; and

WHEREAS, your Finance Committee, at their April 25, 2023 meeting, discussed and recommended entering into a Tourism Entity Agreement.

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 execute the attached Tourism Entity Agreement between the City of Wausau, its Room Tax Commission and the Wausau Central Wisconsin Convention & Visitors Bureau, Inc.

Approved:

Katie Rosenberg, Mayor

ROOM TAX COMMISSION

Date and Time: Wednesday, April 12, 2023, at 5:15 pm, Council Chambers

Members Present: Tim VanDeYacht (VC), Michael Martens, Lisa Rasmussen, Lindsey Lewitzke, Chad Henke

Others Present: Mayor Rosenberg, Maryanne Groat, Anne Jacobson, Mary Goede, and Tim White

Discussion and possible action regarding CVB contract

Maryanne Groat stated the contract with the CVB expired at the end of the year and the committee can choose to renew it for another year with the current terms.

Anne Jacobson stated the contract is only for one year but believed that the CVB would prefer a longer contract. She noted that before September 1, 2022 the commission was supposed to have invited them in to go over their expenditures of the room tax dollars for the past year and describe their goals for the next year. She indicated they could renew the contract anyway and/or have them come to Finance Committee with the report in the future.

Lisa Rasmussen suggested the commission renew for one year since it has already expired and have an evaluation in 2023 and decide then if we want to extend the next contract for a longer period. She indicated as Chair of Finance Committee she would accept the presentation of the CVB at Finance.

Tim White, Executive Director of the CVB, indicated they were amenable to the current terms of last year's contract. He commented he realized there were many things that have been settling from a trust standpoint and from rebuilding the foundation as an organization to earn that trust. He stated he was completely satisfied with renewing the contract for this year and willing to report back to Finance towards the end of the year.

Lindsey Lewitzke questioned what the status was of the Sports Authority or the Badger State Games as it relates to the CVB. White responded the Sports Authority and Badger State Games were still in operation. He indicated they are looking at it critically and talking about some potential co-branding ideas, as well as discussing reforming the Sports Authority. He stated this year they have a subcommittee that will be working on that in terms of how it can specifically serve the community better. Lewitzke stated she wanted to ensure the 6.25% of room tax is going to the correct place.

Rasmussen questioned regarding Sports Authority and its expenses if they were utilizing some of those funds to bid on tournaments to attract them to the area. She was aware that at one point Mr. Barrett was engaged in that activity with some success. White stated that was the past role of the Sports Authority and a lot of those events were owned by the CVB as well, being problematic from a labor standpoint. He noted there is a new race director for the Wausau Marathon and he may potentially purchase it. In terms of actively looking for more sporting events, we have rejoined the state organization Sports in Wisconsin. The goal is to have a position that is an outdoor, sports, and events type of staff person that goes after those things.

Tim VanDeYaht stated he was on the Board of the CVB so he would abstain from voting.

Motion by Rasmussen, second by Lewitzke to renew the CVB contract. Motion carried 4-0, with one abstention.

FINANCE COMMITTEE

Date and Time: Tuesday, April 25, 2023 @ 5:15 pm., Council Chambers

Finance Members Present: Lisa Rasmussen, Michael Martens, Carol Lukens, Sarah Watson, Doug Diny

Others Present: Maryanne Groat, Anne Jacobson, Eric Lindman, Matt Barnes, Ben Bliven, Randy Fifrick, Brad Lenz, Dustin Kraege, Allen Wesolowski, Gary Gisselman, Katie Rosenberg, Mary Goede

Discussion and possible action on Tourism Entity Agreement between the City of Wausau, Room Tax Commission and the Wausau Central Wisconsin Convention & Visitors Bureau, Inc.

Rasmussen explained this is a renewal the city's agreement that has been in place since the new leadership of the CVB. She noted the Director of CVB is invited to the May 9th Council meeting to present on their results. The Room Tax Commission approved it for another year and will discuss a longer term at the next renewal.

Motion by Martens, second by Diny to approve. Motion carried 5-0.

TOURISM ENTITY AGREEMENT

This TOURISM ENTITY AGREEMENT (“Agreement”) is entered into by and between the City of Wausau, a Wisconsin municipal corporation (“City”), its Room Tax Commission (“Commission”), and the Wausau Central Wisconsin Convention & Visitors Bureau, Inc., a Wisconsin Non-Profit 501(c)(6) Non-Stock Corporation (“CVB”), effective on this 1st day of January, 2023.

WHEREAS, the City is authorized by the laws of Wisconsin to impose, collect, and distribute a portion of the proceeds of hotel/motel room taxes to promote and develop tourism and for the purpose of improving the economic well-being of the entire community, and has funded such a program since at least 1990; and

WHEREAS, the City has enacted an ordinance imposing a uniform tax on the privilege of furnishing, at retail, rooms or lodging to transients by hotelkeepers, motel operators and other persons furnishing accommodations which are available to the public pursuant to sec. 66.0615 Wis. Stats. (“Room Tax Act”); and

WHEREAS, within the Room Tax Ordinance, the City has imposed a Room Tax of eight percent (8%); and

WHEREAS, the City has created a Room Tax Commission (“Commission”) to oversee the proper expenditures of room taxes in accordance with the requirements of the Wisconsin Room Tax Act; and

WHEREAS, the City and its Commission desire to enter into a non-exclusive contract with the CVB, as a qualifying “tourism entity” as defined in Section (1)(f) of the Room Tax Act, for it to provide the City or its Commission with staff, support services and assistance in developing and implementing programs that foster tourism promotion and tourism development in the City to visitors as provided in Section (1)(b)4 of the Room Tax Act and the CVB desires to enter into such a contract with the City and its Room Tax Commission; and

WHEREAS, the agreements of the parties as to such services shall be as set forth herein.

NOW THEREFORE, in consideration of the mutual promises, covenants and agreements herein contained and other good and valuable consideration, the sufficiency of which is acknowledged, the parties hereby agree as follows:

1. Recitals. The foregoing Recitals are hereby incorporated in and made a part of this Agreement.
2. Definitions.
 - a. “CVB” shall mean the Wausau Central Wisconsin Convention & Visitors Bureau, Inc., a Wisconsin Non-Profit 501(c)(6) Non-Stock Corporation.
 - b. “Room Tax” shall mean a tax imposed on the privilege of furnishing, at retail, rooms or lodging to transients by hotelkeepers, motel operators and other persons

furnishing accommodations which are available to the public pursuant to the Room Tax Act. The municipality shall impose a room tax in the amount of eight (8%) percent.

- c. “Municipality” shall mean the governmental unit as identified in this Agreement in which an operating lodging property is located and which collects a room tax.
 - d. “Remitted Room Taxes” shall mean the amount of room taxes that the City has collected and forwarded to the CVB under this agreement.
 - e. “Room Tax Act” shall mean Section 66.0615 Wis. Stats., as amended during the term of this agreement.
 - f. “Tourism promotion and tourism development” means any of the following that are significantly used by transient tourists and reasonably likely to generate paid overnight stays at more than one establishment on which a tax under Section (1m)(a) of the Room Tax Act may be imposed, that are owned by different persons and located with a municipality in which a tax under this section is in effect:
 - i. Marketing projects, including but not limited to advertising media buys, creation and efforts to recruit conventions, sporting events, programs, or motor coach groups.
 - ii. Transient tourist informational services.
 - iii. Tangible municipal development, including a convention center.
 - iv. Room taxes shall not be used to construct or develop a lodging facility.
3. Purpose. The purpose of this Agreement is to set forth the respective responsibilities, powers, duties and obligations of the parties hereto in collecting and utilizing Room Tax Revenues generated in the Municipality under the provisions of the Room Tax Act and spent in accordance with the requirements of the Room Tax Act as stated in paragraph 2.
4. Room Tax Revenues. The City has imposed and will collect an 8% room tax on transient visitors who stay at the lodging properties within the City.
- a. The City will retain, each year, the greater of either 30% of its current year room tax revenues, effective with taxes collected and expenditures made on January 1, 2023, or for fiscal year 2023 and thereafter, the same dollar amount of the room tax retained as the City retained in its 2010 fiscal year. The City will forward to its Room Tax Commission, any room tax revenue exceeding the amount it may retain by the Room Tax Act.
 - b. The Room Tax Commission, in turn, will remit 37.5% of room tax collected to the CVB on a quarterly basis, 6.25% of which is designated for the Central Wisconsin Sports Authority to fund opportunities to host major sports tournaments, within 45 days after the end of each calendar quarter, all of which shall be used for tourism promotion and tourism development in the City as outlined by state statute. If the Sports Authority or Badger State Games dissolves under the CVB, the Commission shall not be liable for the 6.25% of the total room tax collection. It shall then only remit 31.25% of the total collected in room taxes by the municipality for general tourism promotion.

5. CVB Responsibilities. The CVB shall be responsible for the following:
- a. Executive Director Selection Committee. The CVB shall establish a selection committee that will be responsible for establishing position qualifications, selection procedures and conducting preliminary interviews for the position of Executive Director. Included on the selection committee shall be one person appointed by the Mayor of Wausau and another appointed by the Weston Village President, so long as each municipality has contracted with the CVB as a qualifying tourism entity. The CVB shall make the final hiring decision from the group of candidates referred to it by the selection committee.
 - b. Annual Meeting. The CVB shall hold an annual meeting to which will be invited the CVB Board, CVB Staff, and all governmental body members of municipalities with whom the CVB has a current contract. During the annual meeting, the CVB Board shall present reports on:
 - i. CVB results in relation to operational goals.
 - ii. Goals and plans for the upcoming year.
 - iii. Financial plans and results.
 - c. Administrative Support. The CVB will be required to obtain staff, support services, and assistance in developing and implementing programs to promote tourism promotion and tourism development with the City. Any notices or documentation required to be provided to the City or its Room Tax Commission by the CVB for the funds it receives shall be forwarded to the Mayor and Chairperson of the Room Tax Commission. It is further acknowledged that, upon reasonable prior notice, the CVB will attend meetings called by the City or its Room Tax Commission to discuss issues pertaining to room tax collection and expenditures and otherwise cooperate to achieve the purposes of the room tax statute.
 - d. Accounting. The CVB shall provide the City or its Room Tax Commission with an accounting of the activities and of the expenditures of the room tax revenues, on a quarterly basis, and the CVB shall have not more than thirty (30) days following each quarter to respond; additionally, the CVB shall provide to the City or its Room Tax Commission, a copy of its annual audit within thirty (30) days of it having been produced. The City or its Room Tax Commission shall have the right to examine such records at all reasonable times. Progress reports and reviews by the City or its Room Tax Commission may be called for at any time.
 - e. Financial Budget Plan. Not later than January 1st of each year, or as otherwise agreed, the CVB shall generate a written Financial Budget Plan for the year. This Plan of Business shall be made available to the City or its Room Tax Commission within sixty (60) days of the City's or Room Tax Commission's written request for the same. The parties agree that the Financial Budget Plan may be revised from time to time and, if so, the City or its Room Tax Commission will be so notified and provided a revised Financial Budget Plan. It is understood that the City or its Room Tax

Commission shall have no approval rights of the Financial Budget Plan but may provide comment or recommendation to the CVB which may be implemented at the CVB's discretion.

- f. Reports. The CVB agrees to prepare a separate DOR Form that is created and provided by the Department of Revenue ("DOR") for the City, on or before April 1, beginning in 2023 as provided in section (4) of the Room Tax Act, unless an extension in filing the Form to the DOR has been approved. If so, the CVB shall submit the DOR Form to the City on or before thirty (30) days before it is due to the DOR. The City and its Room Tax Commission agree to cooperate with the CVB in completing this form.
- g. Compliance. The CVB agrees to comply with applicable laws pertaining to its non-profit status. However, consistent with open meetings practice and a high level of transparency, the CVB agrees to:
 - i. Post its meeting agendas and meeting minutes on its website, which may include closed session as permitted by the open meetings law.
 - ii. Provide the municipal clerks of participating local governments with an electronic copy of all minutes and agendas at the same time each is distributed to CVB Board Members.
 - iii. Post the names and contact information of CVB Board Members on the CVB website.
 - iv. Meeting agendas shall include an item at or near the end of the meeting where CVB Board Members can suggest agenda items for an upcoming meeting.
- 6. Acknowledgment of Compliance. The CVB acknowledges and agrees that the imposition of a total Room Tax in the amount of eight (8%) percent by the City complies with the Room Tax Act.
- 7. Room Tax Delinquencies. The parties agree that they shall work together toward the collection of any delinquent room tax owed to the City in the way of sharing information and the parties shall cooperate with the City to assist it in the collection of any delinquent or deficient amounts owed by any operator required to collect and remit Room Tax proceeds under City ordinance., but in no event shall the CVB nor any of its staff take any affirmative action to collect delinquent room tax owed to the City and required by law to be remitted directly to the City.
- 8. Events of Default. Each of the following shall be considered to be an Event of Default (only following the applicable cure period) by the CVB:
 - a. The failure to provide an accounting or audit hereunder after thirty (30) days written notice of CVB's failure to do so by the City or its Room Tax Commission, as applicable.
 - b. The failure to provide a Financial Budget Plan hereunder after thirty (30) days written notice of CVB's failure to do so by the City or its Room Tax Commission.
 - c. The failure to provide the DOR Form to the City hereunder, unless excused by the City or the CVB is unable to provide the form in a timely manner due to circumstances beyond its control.

- d. The collection of room tax owed to the City.
 - e. The failure to expend the Room Tax revenues submitted to it for those purposes outlined in paragraph 2 and in compliance with the Room Tax Act.
9. Term. This Agreement shall remain in effect for a period of one (1) year from the effective date of this Agreement.
10. Termination.
- a. The City or its Room Tax Commission may terminate this Agreement at any time for cause, if(i) it is found that the CVB, or its agents, has committed a material breach of this Agreement, including but not limited to, the intentional misuse of the Room Tax revenues for purposes outside of which are permitted by the Room Tax Act, which material breach is not cured within thirty (30) days of the CVB's receipt of written notice from the City or its Room Tax Commission containing a sufficient description of the material breach alleged, or (ii) the CVB is no longer acting as a "tourism entity" as defined in the Room Tax Act.
 - b. The City or its Room Tax Commission may terminate this Agreement upon thirty (30) days' written notice, without cause, prior to the beginning of the fourth calendar quarter. The City and Room Tax Commission will remain liable for room tax owed during the quarter that notice is given.
 - c. In the event of termination, all funds in the possession of the CVB shall remain the property of CVB. However, the City shall make no further remittances to the CVB under this Agreement, beyond its obligations upon termination under para. b.
 - d. Following termination, the City or its Room Tax Commission shall have no further obligation to the CVB. However, the obligations of CVB to provide an accounting or audit as described in paragraph (6)(b) and a report as described in paragraph (6)(d), shall survive termination of this Agreement.
11. Indemnification and Hold Harmless. The CVB shall indemnify, save and hold harmless the City and all its officers, agents, employees and Room Tax Commission from any and all claims, demands, action, or causes of actions of whatever nature and character, arising out of or by reason of the execution or performance of work or services provided herein, except upon the sole negligence or willful misconduct of the City or its Room Tax Commission and further agree to defend, at its sole cost and expense, any action or proceeding commenced for the purpose of asserting any claim of whatever character arising hereunder.
12. Modification. This Agreement shall not be modified without an express written agreement executed by the parties.
13. Severability. If any provision or provisions of this Agreement shall be held to be invalid, such holding shall not in any way whatsoever affect the validity of the remainder of this Agreement.
14. Governing Law. This Agreement has been drawn and executed and shall be performed in the State of Wisconsin and shall be governed by the laws of the State of Wisconsin.
15. Waiver. No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to

be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

- 16. Enforcement. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the non-prevailing party.
- 17. Entire Agreement. This Agreement sets forth the entire understanding of the parties hereto and supersedes any and all prior agreements, arrangements and understandings relating to the subject matter hereof. There are no representations, arrangements, understandings, or agreements, oral or written, not contained herein.
- 18. Authority. In signing this Agreement, the parties represent and warrant that the terms herein have been approved by their respective governing bodies and that appropriate authority rests in the signatories on behalf of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement, comprising 17 paragraphs, as of the date first above written.

CITY OF WAUSAU

By: _____
Katie Rosenberg Mayor

Countersigned: _____
Kaitlyn A. Bernard, City Clerk

CITY OF WAUSAU ROOM TAX COMMISSION

By: _____
_____, Chair

Attest: _____
Tim VanDeYacht, Vice Chair

Wausau Central Wisconsin Convention & Visitors Bureau, Inc.

By: _____
Timothy White, Executive Director

Attest: _____
_____, CVB Board President

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

CONFIRMATION OF MAYOR'S APPOINTMENTS

to Boards, Commissions and Committees: *Board of Review*

File Number: 23-0503 **Date Introduced:** May 9, 2023

Board of Review

Randy Buchkowski (N) 1031 Weston Ave Term Exp 4/30/2026 715-302-0492
*New Appointment

- (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:

Katie Rosenberg, Mayor

Office of the Mayor
Katie Rosenberg



TEL: (715) 261-6800
FAX: (715) 261-6808

MEMORANDUM

DATE: May 3, 2023

TO: Mary Goede, Deputy City Clerk

FROM: Katie Rosenberg

RE: Appointments to various Boards, Committees, and Commissions

Please place the following appointments on the city council agenda for Tuesday, May 9, 2023:

BOARD OF REVIEW

Randy Buchkowski (New Appointment – 1)
1031 Weston Ave
Wausau, WI 54403
715-302-0492
ruchkowski@gmail.com



Citizen Participation Form

Thank you for your interest in becoming involved with a City of Wausau Boards Committees or Commissions. The Mayor's Office will make recommendations to the City Council for placement based, in part, on your responses to the following questions; please provide us with some information to use when considering your appointment by completing the questions below. You are welcome to attach additional information such as your resume or vitae that may further support your appointment. For additional information, visit the City's Web Site at www.ci.wausau.wi.us, or call the Mayor's Office at 715-261-6800. This form will remain on file for three years. A list of existing Boards, Commissions and Committees (including general information) can be found on our website. <https://www.ci.wausau.wi.us/Departments/CityCouncil/BoardsCommitteesCommissions.aspx> Please consider becoming a part of this important community resource group.

Contact Information

First Name *

Randy

Last Name *

Buchkowski

Address **Street Address*

1031 Weston Ave

*Address Line 2**City*

Wausau

Postal / Zip Code

54403

State / Province / Region

WI

Country

United States

Phone *

(715)302-0492

Email *

rbuchkowski@gmail.com

Years as a Wausau Resident, if applicable *

15

Occupation/Employer, if applicable

Mortgage Banker Land Home Financial Services

Business Information

Business Name

Land Home

Address*Street Address*

1355 Willow Way

*Address Line 2**City*

Concord

Postal / Zip Code

94520

State / Province / Region

CA

Country

United States

Boards, Commission and/or Committee Information

Which Boards, Commissions and/or Committees interest you?

Board, Commission and/or Committee

Board of Review

You may choose more than one from the list provided. Order in preference.

Why are you interested in serving on these particular Committees? *

I have been involved in Wausau real estate for 30 years and am interested in learning more and using my skill to benefit my city.

What qualifications can you bring to these Committees? *

Part of my job is reviewing appraisals to determine if the value is high or low based on specific factors banks use to regulate risk.

On what other City Committee(s) are you currently serving, if any?

None

Other Community Involvement

Wausau Elk's Lodge
St Ladislaus Parish

References(Please Include 3)

Reference

First Name *

Jeff

Last Name *

Barabas

Address *

Street Address

[REDACTED]

Address Line 2

City

Wausau

Postal / Zip Code

[REDACTED]

State / Province / Region

Wi

Country

US

Phone *

[REDACTED]

Relationship to You *

Appraiser/Colleague

Additional Information

You are welcome to attach additional information such as your resume or vitae that may further support your appointment.

Attachment(s)

Limit to 3 upload files

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

**JOINT RESOLUTION OF THE CAPITAL IMPROVEMENTS & STREET
MAINTENANCE AND FINANCE COMMITTEES**

Approving the closure of the McClellan Parking Ramp

Committee Action: CISM Approved 5-0
Fin Approved 5-0

Fiscal Impact: \$2,000.00 Immediate; Demolition costs TBD

File Number: 23-0507

Date Introduced: April 25, 2023

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 checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> <input type="checkbox"/> <i>Debt</i> <input type="checkbox"/> <i>Funds on Hand</i> <input type="checkbox"/> <i>Interfund Loan</i> <input type="checkbox"/>		

RESOLUTION

WHEREAS, the McClellan Parking Ramp (Ramp) was constructed and placed into service in approximately 1976; and

WHEREAS, the ramp has been extended to its maximum life expectancy with routine maintenance; and

WHEREAS, staff has been closely monitoring the condition of the ramp on an annual basis since 2017 to perform routine maintenance and budget appropriately to extend the life of the Ramp; and

WHEREAS, professional engineering service contract with Walker Parking completed an assessment in 2022 and again 2023 to estimate the cost of repairs needed to extend the life of the Ramp through 2023 into 2024; and

WHEREAS, the costs of the Ramp repairs are becoming exponentially higher each year due to the rapid deterioration of the Ramp structure; and

WHEREAS, spending the high costs in repairs with minimal extended time of use is not recommended by staff or Walker Parking Consultants as the repairs cannot guarantee any reasonable amount of extended life of the Ramp; and

WHEREAS, Staff recommends closing the top two floor of the Ramp immediately; and

WHEREAS, your Finance Committee authorized staff to close the top two floor of the Ramp immediately; and

WHEREAS, staff recommends closing the remainder of the Ramp as of June 1, 2023; and

WHEREAS, staff recommends demolition of the Ramp in early 2024

NOWTHERE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to close the top floors of the ramp immediately and the remainder of the McClellan Ramp effective June 1, 2023.

Approved:

Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, April 25, 2023 @ 5:15 pm., Council Chambers

Finance Members Present: Lisa Rasmussen, Michael Martens, Carol Lukens, Sarah Watson, Doug Diny

Others Present: Maryanne Groat, Anne Jacobson, Eric Lindman, Matt Barnes, Ben Bliven, Randy Fifrick, Brad Lenz, Dustin Kraege, Allen Wesolowski, Gary Gisselman, Katie Rosenberg, Mary Goede

Discussion and possible action closing the McClellan Ramp beginning June 1, 2023

Rasmussen indicated the Walker Parking Report states the ramp is past the end of its life and there would be substantial expense to maintain it and keep it safe to use. The plan is to close it and relocate the parkers and permit holders to other facilities.

Allen Wesolowski, Engineering, stated the ramps were constructed in 1976 and are approaching their 50-year life. Routine maintenance has been done on a three-year cycle. Recently, the condition of the ramp was re-evaluated due to concerns with falling concrete and excessive deterioration. He indicated there is failing concrete, deteriorated waterproofing, joints that are bad, storm sewer drains are bad, and also shoring that would need to be done because of excessive deterioration in the beams and columns. He recommended closing the ramp this year so as not to incur any of those costs.

Rasmussen stated there was ample space in the Jefferson Street ramp to move the parkers to. Maryanne Groat stated the Jefferson Ramp was in the 30% occupancy range and even lower in some of the other ramps.

Michael Martens questioned if the LED lights in the ramp would be saved and Lindman indicated they would be repurposed.

Doug Diny questioned the timeline for taking the structure down. Lindman stated they proposed to take it down in early 2024. Diny questioned if the city would be obligated to put another ramp in that place per the agreement. Anne Jacobson stated they have been in breach of the contract already because a skywalk was never put in. Diny questioned what they envisioned for the property. Lindman stated in the 2024 budget they would proposed to pave the gravel lot to the north for parking and after demolition of the McClellan Ramp the property would go back to green space for potential development.

Motion by Watson, second by Martens to approve closing the McClellan Ramp. Motion carried 5-0.

CAPITAL IMPROVEMENTS AND STREET MAINTENANCE COMMITTEE

Date of Meeting: May 1, 2023, at 5:15 p.m. in the Council Chambers of City Hall.

Members Present: Lou Larson, Chad Henke, Lisa Rasmussen, Gary Gisselman, Doug Diny

Also Present: Mayor Katie Rosenberg, Eric Lindman, Allen Wesolowski, Anne Jacobson, Jill Kurtzhals, Liz Brodek, Dawn Herbst, Lori Wunsch

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 Larson called the meeting to order.

Discussion and possible action approving the closure of the McClellan Ramp and skywalk

Larson asked if anyone present would like to comment on this issue. No one came forward.

Larson walked the ramp today. It is dated and he will not dispute that it needs to be replaced. He will dispute the way it has been brought forward. He gets tired of things being brought to us with the notion it needed to be done two weeks ago. He does not believe there has been a survey taken of the people affected by this. He believes the ramp is important as it serves two of the largest buildings downtown; the City Square building and Dudley Tower. To his knowledge there is no strategic plan to move forward other than to just tear down the ramp.

Rasmussen said there has been talk of this in a number of meetings. The city commissioned a city-wide parking study a few years ago that ascertained the engineering condition of the ramps. In public meetings back to 2015 or 2016 we were already talking about the fact that the McClellan Ramp has less than 10 years to live. At that point, a plan was put in place to likely bring down that structure. Depending upon parking demand, there was talk of constructing a new ramp on either the church block or on the McClellan site depending on what made the most sense and what the costs were. They were taking a study of what the surface parking and ramp parking demands were. This was before the rise of work from home and now a lot of the office towers are not even close to full capacity. There is 30% or less in use and permit sales. Staff was performing enough maintenance to hobble structures along to end of life. We knew a long time ago and had agreed that at some point McClellan would need to go. It is nearing 50 years old and has had a continuous flow of water, concrete and road salt. Its life expectancy is pretty much up. Her concern is collapse. In New York two weeks ago, a ramp went down full of cars and killed the ramp attendant. Cars were pancaked and falling off the top onto the sidewalk below. If we think people are upset about the fact that we may retire the McClellan Ramp, imagine how upset they would be if the ramp comes down with cars or people in it. She is very nervous about its condition. 20 years ago, she parked in the ramp every day; it was not the best back then. She parked in the ramp for a few minutes today and drove right back out. As soon as a car drives behind you, it is bouncing. You can feel the flex in the joints. When it is raining, water is running through it. When we have two engineers and an engineering firm saying the ramp is done, she feels we need to listen. We would be looking at an awful sum of money to get the ramp through the fall and another awful sum to get through 2025. She is not a fan of letting the ramp live much longer.

Diny hopes the impression was not given that they were not listening last week. He thinks there are two issues. One is a long-term strategic plan that may be changing due to different work schedules since COVID. The other issue is the safety of the ramp. If it needs to be shut down, we need to shut it down. We need to talk about budgeting if we are talking about planning. The destruction of the ramp will cost as much if not more than maintaining it. Part of the plan is how will we pay for it and what are we going to do next. With the information given, he is convinced it likely needs to be closed and soon. He feels that decision can be made without clouding it with everything else we need to look at.

Henke needed some time to think this over after the discussion at Council. He agreed with a lot of things that were said at Council. As this was talked about at Finance and Council, there were a lot of points brought up that he felt CISM would have answered and not felt like something was missed. He feels staff has the power to shut it down if it is that bad and questioned if that happened. Wesolowski indicated the top level was closed on Friday. Wesolowski stated some people were concerned if the top level was closed there would not be enough parking,

but when he went through today at 10:00 am it was still 50% empty with closing the top level. Henke asked if notices were sent out. Wesolowski said they did not feel notices were needed as there is adequate parking in the rest of the ramp. People that want to utilize the skywalk can take the elevator to the skywalk level. Henke mentioned that when we take away street parking, the residents have a chance to come to committee. If that is what this meeting is for, he feels it was worth it. Wesolowski explained that this spring we did not plan on closing the ramp June 1. We have a \$350,000 budget for ramp maintenance. We went out for bids on the JC Penney Ramp, which came in at approximately \$185,000. There was about \$100,000 to put into McClellan. When we had Walker go through the ramp and give estimates, we found we did not have the money to band aid it through. Since we did not have enough money to try to get it through another year, it was brought forward to Finance to make the decision. It was staff's opinion that it did not make sense to band aid it for another year. The consultant said it is one of the worst leaking ramps that they have seen.

Gisselman's concern at Council was the legal obligation with the Dudley Tower. He does not want them to be surprised with how we are proceeding for the rest of 2023. Lindman's contact for the Dudley Tower is Paul Schlindwein. He left him a voice mail but has not heard back. Gisselman does not want their legal department to show up at a Council meeting; the city has an obligation to provide them a ramp to the second tower. He wants to make sure that our legal obligations are taken care of before we go much further.

Gisselman moved to close the McClellan Ramp as of June 1, 2023 and recommend a budget for the demolition of it in 2024. He added that the Walker report was included in the packet, and he feels there is a need to proceed for the safety of the customers of the McClellan Ramp. Rasmussen seconded the motion.

Larson asked how many permits are sold. He had talked to a person in the ramp who knew of people that wanted permits but were told permits were not available. Lindman does not have the exact numbers, but thought it was 280 to 300. They do not all park in the ramp. There is a surface lot at 120 Scott Street that they can park at. They can also park in Lot 14, the gravel lot. Larson asked if staff has talked with the City Square Building. Lindman stated formal notices have not been sent out because Council approval is needed to permanently close the structure. Staff did talk with the landlord, Compass Properties. They let their tenants know this is being brought forward. We have had quite a few conversations with Mark Craig. We have had emails from some of the tenants and have responded with other parking options. This may have been a different discussion if we did not have plenty of parking in the Jefferson Ramp and other lots. It always was the city's intention to get this ramp into 2024. A Towers Area report was done by the city that showed this ramp going away around this time. That has been discussed with tenants of the ramp and landlords downtown over the years.

Larson questioned what will happen when buildings start renting again. He has concerns about overcrowding at the Jefferson Ramp. There may have been strategic plans in the past, but questioned what the strategic plan is moving forward when the ramp is torn down. He spoke with someone in the ramp who is fully aware of the ramp condition and needed changes but would rather be able to park where their cars are protected from the weather rather than just a paved lot. He noted the ramp is in a TIF district and tearing it down and rebuilding could possibly come from the TIF district. He understands the need to tear it down but is uncomfortable with no strategic plan moving forward.

Rasmussen mentioned the materials received in Finance last week. They talked about the short-term plan for post-mortem on the McClellan Ramp. This included consideration of paving the gravel lot to the north in 2024. If that is paved it will bring approximately 70 new stalls. There are 300 covered stalls available across the road in the Jefferson Ramp. When the Towers Area Master Plan was developed, there was a stake holder engagement component. There were focus group meetings where all of the management of the affected businesses were around the table. No one thought this would be necessary this soon, but the deterioration has sped up to this point. If we would have a development boom downtown and parking needs change, we hold enough land in the area where we could have discussions about replacement of a ramp. With a lot of people still working from home, we do not need to plan to reconstruct a ramp in the immediate future. We could revisit that if the demand is different.

Larson feels it may be more of an inconvenience for the City Square people to park in the Jefferson Ramp than it is to those in the Dudley Tower. If there are plans to pave the lot where the ramp is now, he is concerned for

elderly and handicapped individuals. He asked if there would be immediate parking for those people so they do not have to walk an extra block and a half. Lindman stated there is parking in the 120 Scott Street lot with handicapped parking. That lot does get parked up. If there are concerns, we could always mark a couple extra spots. He has not heard of any concerns at this point but would be willing to look at it. We will be working with our staff to do some grading and add gravel to the gravel lot to make it more usable than what it is now.

Brodek cannot speak for Dudley Tower legal counsel, but she did receive an email from an attorney with Ruder Ware asking about the ramp closure. A few others from the Dudley Building have contacted staff so they as well as City Square are aware of the plans. There was an adopted market study done in February 2020 that does detail many different scenarios. Staff is internally working to figure out what makes the most sense and working with stake holders to figure out what that should look like.

Diny hopes it does not look like we were sharp shooting staff last week. The process matters because the public has an opportunity to see how we operate. We take different routes because of emergencies. He is glad to hear there has been talk with stake holders, so this does not come as a surprise. If you build a chicken coop in this town that is 2' bigger than what is allowed, you are required to get permission from your neighbors. That is why he asked last week what the neighbors think. Their input is important and now that we have that he will support this. He wants to continue to keep people informed and work on the strategic plan.

Larson will begrudgingly support this for the safety of the people, but he does not feel the public has been properly notified of this change. There have been Master Plans in the past but there is no Master Plan going forward.

Amy Zientara, Building Manager for the Dudley Tower, primarily came to listen tonight. They have not had communication with anyone regarding the McClellan Ramp, the skywalk, or their development agreement in quite some time, probably 3 years. However, they are fine if the McClellan Ramp comes down assuming the land is blacktopped, stripped and parking is made available.

There being a motion and a second, motion to close the McClellan Ramp as of June 1, 2023 and recommend a budget for the demolition of it in 2024 passed unanimously 5-0.

Adjourn

Diny moved to adjourn the meeting. Henke seconded and the motion carried 5-0. Meeting adjourned at approximately 5:45 p.m.

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

RESOLUTION OF THE ECONOMIC DEVELOPMENT COMMITTEE	
Approving sale of 1316 and 1407 N. 2 nd Street	
Committee Action:	Approved 5 - 0
Fiscal Impact:	\$2,000 from the sale of the property along with an increase to tax base once property is developed
File Number:	23-0508
Date Introduced:	May 9, 2023

FISCAL IMPACT SUMMARY			
COSTS	<i>Budget Neutral</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Sale price will cover any closing costs
	<i>Included in Budget:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	<i>One-time Costs:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	<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>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"/>		

WHEREAS, the City of Wausau purchased two blighted properties located at 1316 & 1407 N. 2nd Street from previous property owners, on December 1, 2010 and June 1, 2010 respectively;

WHEREAS, the City, in connection with the Department of Public Works demolished both buildings, removed the debris and foundation, and performed final clean-up of the lot to make it ready for redevelopment/resale;

WHEREAS, through the City’s Property Disposition Program these properties were targeted as a Redevelopment Properties and was marketed according to the Property Disposition Program guidelines;

WHEREAS, an offer has been received from Habitat for Humanity of Wausau for the purchase of both lots for an upcoming new single family homes, built through Habitat for Humanity, and to be sold to an approved Habitat for Humanity family by fall, 2024;

WHEREAS, The Economic Development Committee recommends to sell these properties to Habitat for Humanity of Wausau in the amount of Two Thousand Dollars (\$2,000) with the assistance of the creation of a Certified Survey Map for each parcel and the repair/replacement of the sidewalk on the Dekalb Street side of 1407 N 2nd Street and the closing to occur on or before March 15, 2024;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Wausau hereby approves the sale of 1316 & 1407 N. 2nd Street to Habitat for Humanity of Wausau and agrees to the creation of a Certified Survey Map for each parcel and the repair/replacement of the sidewalk on the Dekalb Street side of 1407 N 2nd Street and the closing to occur on or before March 15, 2024;

BE IT FURTHER RESOLVED that the appropriate City officials are hereby authorized and directed to execute the necessary real estate documents for the conveyance of both 1316 and 1407 N. 2nd Street to Habitat for Humanity of Wausau, with the assurances to sell to an income qualified homebuyer.

Approved:

Katie Rosenberg, Mayor

MINUTES

Economic Development Committee Meeting

Date / Time: Tuesday, May 2, 2023, at 5:15 P.M. | **Meeting called to order by** Henke at 5:15 P.M.

In Attendance

Members Present: Chad Henke (VC), Tom Kilian, Lisa Rasmussen, Carol Lukens

Members Absent: Sarah Watson (C)

Others Present: Shannon Graff, Tammy Stratz, Liz Brodek Atty. Anne Jacobson, Mayor Katie Rosenberg, Maryanne Groat, Andy Brueggemann, Christopher Naumann

Agenda Item 4 – Discussion and possible action on approving sale of 1316 and 1407 N Second Street to Habitat for Humanity (Stratz)

Stratz explained that an offer to purchase was received by Habitat for Humanity for two parcels on North Second Street. She noted Habitat is in the process of completing their home for 2023 on North Sixth Avenue and will be able to build two homes in 2024.

Rasmussen commented she is excited Habitat is able to put up two homes next year and that the homes they've built in other neighborhoods has garnered a positive relationship among all involved.

*Rasmussen motioned to approve the sale of both sites, seconded by Kilian. **Approved Unanimously 4-0***

Kilian agreed with Rasmussen and noted he is happy to see the homes in the area of a newer, higher cost development. He stated that although the development looks nice, in working class neighborhoods there's a difference between revitalization and gentrification so he was pleased to see preservation of affordable housing and hopes there is more to balance out the pricing in the area.

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving carryover funding of \$40,000 for the 2022 Scott Street Bridge Fencing Project to 2023

Committee Action: Approved 5-0

Fiscal Impact: None

File Number: 22-1109

Date Introduced: May 9, 2023

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

WHEREAS, the City of Wausau is committed to maintaining infrastructure and other capital assets in a timely fashion; and

WHEREAS, the Scott Street Bridge Fencing Project (Project) was part of the 2022 Infrastructure Capital Projects, approved by the City Council in November of 2021, as part of the 2022 budget in the amount of \$40,000; and

WHEREAS, Wisconsin Public Service (“WPS”) indicated a willingness to contribute to the overall cost in an amount equal to the unit price bid for the WPS portion of the work, as they were desirous of securing the area around the dam; and

WHEREAS, on July 6, 2022, the Board of Public Works approved Fortress Fence and Zenith Tech, Inc. to bid on the 2022 Scott Street Bridge Fencing Project; on July 12, 2022, at a meeting of the Board of Public Works, one bid was received from Fortress Fence in the amount of \$92,173.26 (\$58,034 of which the City agreed with WPS to pay) which exceeded the amount for which the City had budgeted by \$18,034; and

WHEREAS, on August 10, 2022, the Board of Public Works awarded the project to Fortress Fence in the amount of \$92,172.36, contingent upon any necessary budget modifications through Finance and committees as required; and

WHEREAS, on September 27, 2022, having tabled the matter from their September 13, 2022 meeting, the Common Council failed, on a vote of 5-4, to pass a Resolution of the Finance Committee Approving a modification of the 2022 Budget for the Fencing Project, as a two-third's vote is required for budget modifications; and

WHEREAS, on February 14, 2023, the Board of Public Works approved Fortress Fence to bid on the 2023 Scott Street Bridge Fencing Project, and rebid the project; and

WHEREAS, on February 22, 2023, the Board of Public Works opened bids for the 2023 Scott Street Bridge Fencing Project, and opened one bid from Fortress Fence in the amount of \$87,229.48 and took no action; and

WHEREAS, WPS has made a commitment to split the costs of \$87,229.48, by paying \$47,229.48; and

WHEREAS, your Finance Committee has reviewed and recommended approval of carryover funding from the 2022 budget to the 2023 budget in the amount of \$40,000 to pay the City's portion of the costs; and

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 modify the 2023 budget by carrying over from the 2022 budget, \$40,000 in capital funds for the purpose of completing the 2022 Scott Street Bridge Fencing Project.

Approved:

Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, March 14, 2023 @ 5:15 pm., Council Chambers

Members Present: Lisa Rasmussen, Michael Martens, Carol Lukens, Sarah Watson, and Doug Diny (*arrived late*)

Others Present: Maryanne Groat, Anne Jacobson, Katie Rosenberg, Eric Lindman, Ben Bliven, Jeremy Kopp, Solomon King, Megan Newman, Tammy Stratz, Mary Goede

Discussion and possible action approving the carry over of project funds for the Scott Street Bridge Fencing project

Lisa Rasmussen explained in last year's 2022 budget there was an allocation made for fencing to be installed, in collaboration with a Wisconsin Public Service project near the dam, for the city's portion of the underside of the Scott Street Bridge. The project was put on hold in 2022, partly because it was underfunded compared to the bids and secondly there was public opposition absent alternative sheltering solutions. We have moved from budget year 2022 to 2023 and the contract was re-bid. There is a request to move the budget funding allocated in 2022 over to the 2023 budget as a carryover item.

Rasmussen noted the Finance Committee only deals with the money part of this issue; it does not decide the appropriateness or popularity, that happens at City Council. She noted it is on the Council agenda for this evening, so more discussion can take place there. Doug Diny stated he did not oppose dealing with the money portion of this item but would oppose it going to Council this evening before we have had the Committee of the Whole meeting regarding this issue. Rasmussen agreed and felt the mayor and/or Council should consider withdrawing it from tonight's agenda and consider touring the area prior to the COW.

Sarah Watson questioned if carrying the money over approves the project to go forward. Rasmussen clarified if the Council passes it tonight it would approve the movement of the money and with that the project could move forward; the Council's vote is pivotal, but Finance Committee's is not. Maryanne Groat stated if they decide not to move the funds it would return to reserves. Rasmussen stated then if at some later point they were looking for funding they'd have to request it from another source or submit it to CIP. Michael Martens pointed out it is routine for Finance Committee to carryover project funds for those that have not been completed in the previous fiscal year.

Motion by Martens, second by Lukens to approve the carry over for the Scott Street Bridge Fencing Project. Motion carried 5-0.



Dept. of Public Works & Utilities

Eric Lindman, P.E.
Director of Public Works & Utilities

TO: Finance Committee

FROM: Eric Lindman, P.E.
Director of Public Works & Utilities

DATE: March 14, 2023

SUBJECT: Budget Carry Over – Scott Street Bridge Fencing Installation Project

A project to install fence under the Scott Street Bridge was approved and funded in the amount of \$40,000 in the 2022 City budget. The objective of the fence is to prohibit access to the areas under the bridge due to safety, personal belongings being stored, excessive trash and public health concerns.

People are and have been camping, living and hanging out in the areas under the bridge. All of the areas that are being used for makeshift sheltering is public road right-of-way. Majority of the sheltering is taking place on the east side of the river. See below pictures from March 8, 2023 of all areas proposed for having fencing installed.

Originally this project was bid in 2022 as a joint project with WPS. WPS is going to place fencing around the area near the dam to keep people off the dam and the city approved placing fencing in areas under the bridge to prevent people from using this area for living and camping. The bids came in high in 2022 and the city portion needed an additional \$18,000. In the fall of 2022, a budget modification was presented to finance and council for the additional \$18,000, it was approved by the finance committee but not approved by the council. The primary reasons discussed were to wait for additional shelter space to open to have more places for individuals to go. Since last fall additional bed space has been made available.

In January 2023 WPS stated they would like to move forward with their portion of the work but since the bids were out of date the city prepared a new advertisement to rebid the project. Bids were received and were still above the city's 2022 budgeted project amount. To keep the project moving forward WPS has committed to paying the additional cost of the city's portion of work which is about \$14,000. The city's original 2022 budget of \$40,000 will NOT need to be increased as WPS will supplement the remaining cost of the project.

Since the funding was budgeted in 2022, the budget for the project will need to be carried over into 2023. This agenda item is to consider a budget carryover of \$40,000 from the 2022 budget to the 2023 budget for the approved Scott Street Fencing Project and accept the grant funding from WPS to fully complete the project.



East Side of River near Library



East side of River near dam



East side of river near library



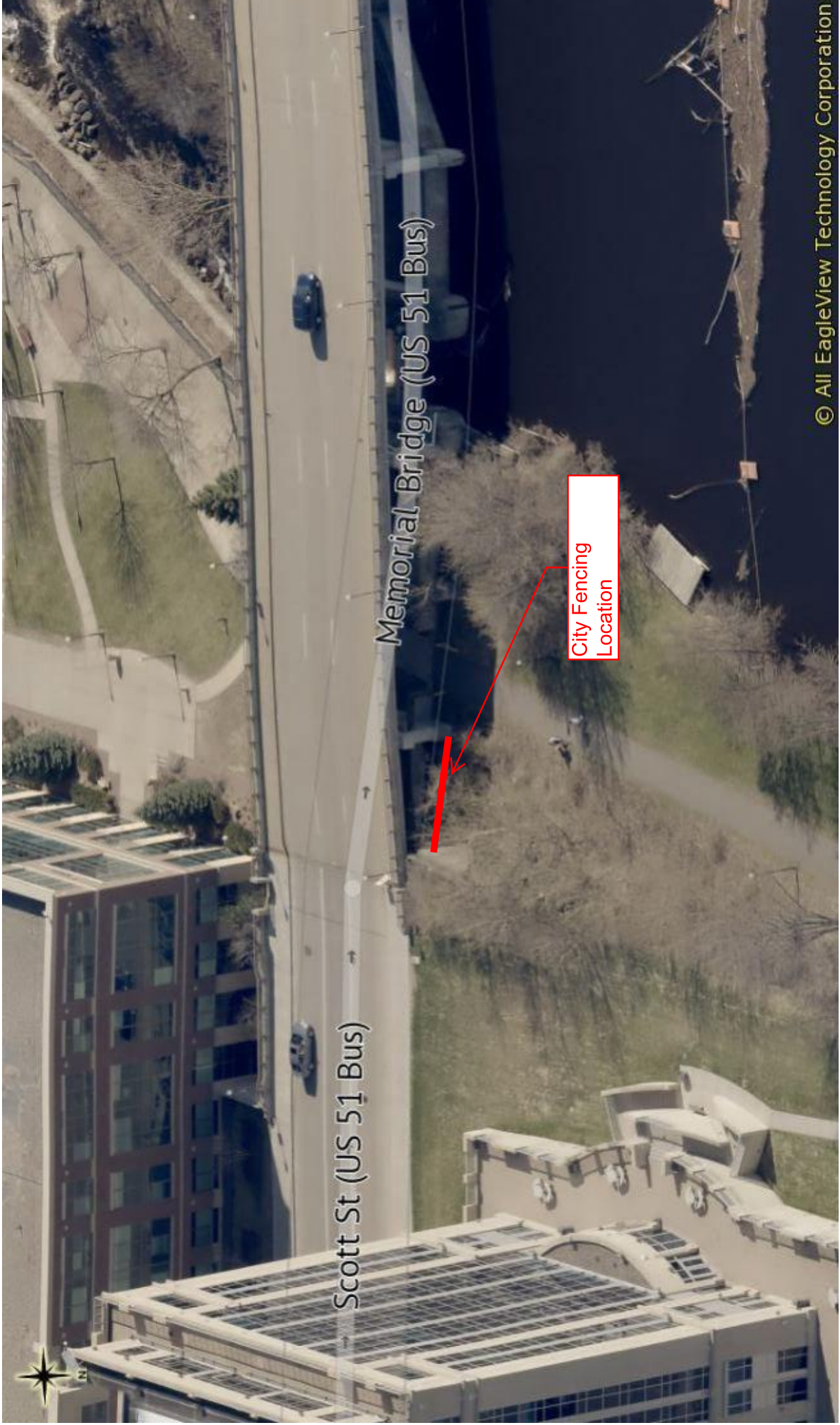
West side of river near the Mandarin

Decorative Pillars
Not part of Project

Typical Decorative
Fencing

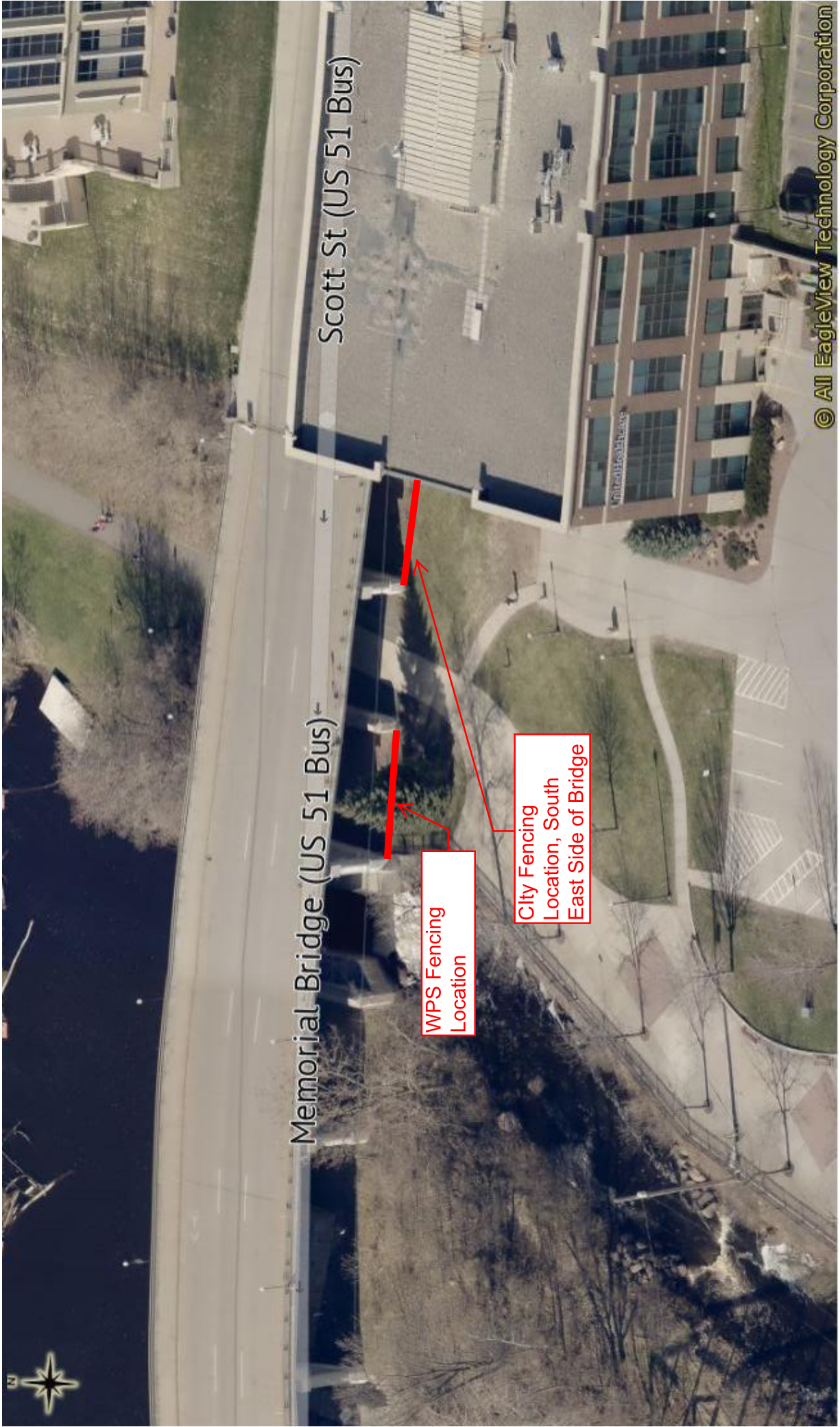


Bridge Fencing NE Side

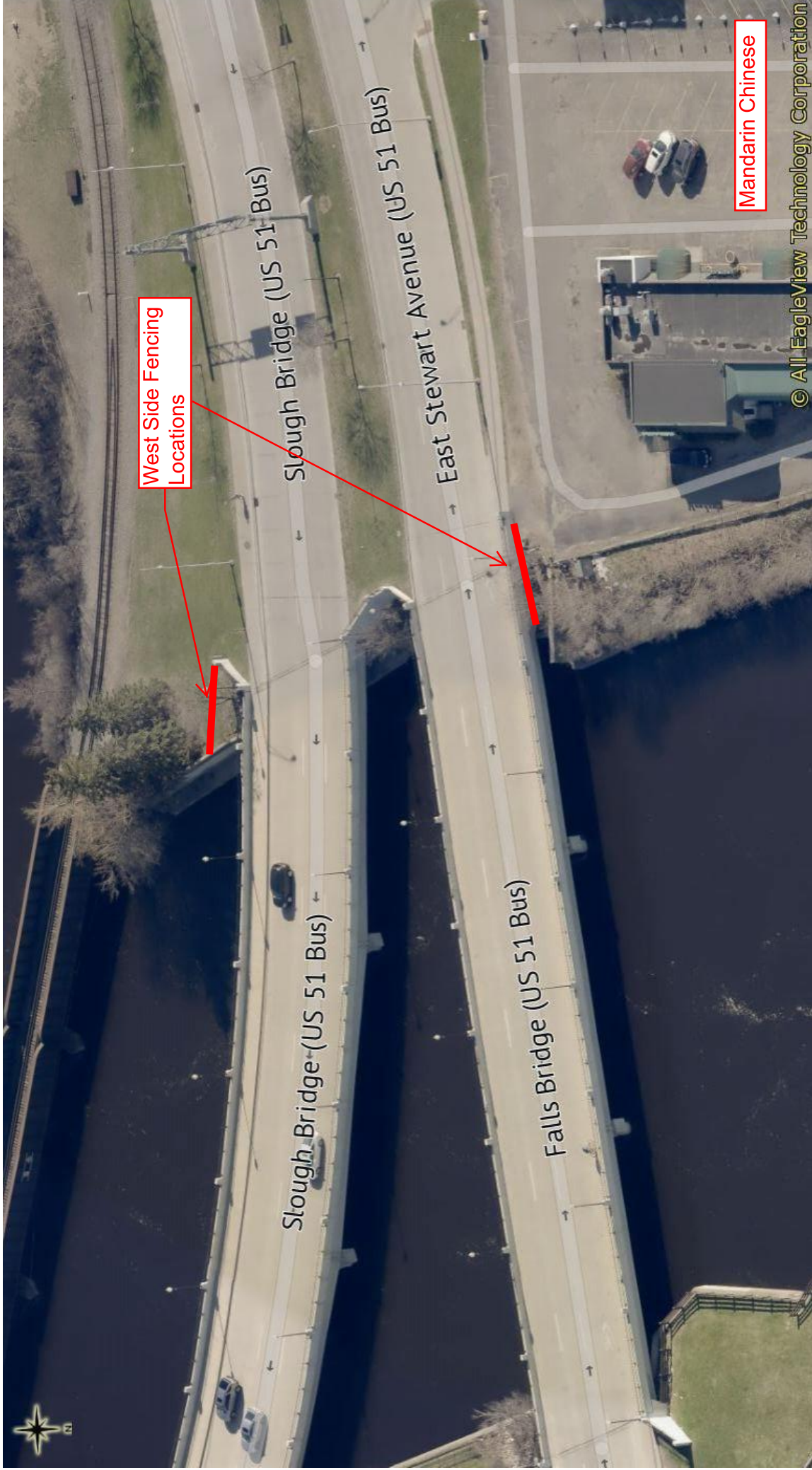


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Bridge Fencing SE Side



Bridge Fencing-West side



Mandarin Chinese

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

RESOLUTION OF THE FINANCE COMMITTEE			
Approving Modification of the 2022 Budget for Fencing Project			
Committee Action:	Approved 5-0		
Fiscal Impact:	\$18,034		
File Number:	21-1109E	Date Introduced:	September 13, 2022 (Tabled)
		Re-introduced:	September 27, 2022

FISCAL IMPACT SUMMARY			
COSTS	<i>Budget Neutral</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Budget Source: Capital Projects Funds</i>
	<i>One-time Costs:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: \$18,034</i>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> <input checked="" type="checkbox"/> <i>Debt</i> <input type="checkbox"/> <i>Funds on Hand</i> <input type="checkbox"/> <i>Interfund Loan</i> <input type="checkbox"/>		

RESOLUTION

WHEREAS, the City of Wausau is committed to maintain infrastructure and other capital assets in a timely fashion; and

WHEREAS, the Scott Street Bridge Fencing project has a budget shortfall; and

WHEREAS, the 2022 capital fund includes \$40,000 for the fencing project and the costs are \$58,034 with funding to come from unspent Capital Project Funds; and

WHEREAS, your Finance Committee has reviewed and recommends a budget modification to move the finance these projects as shown below with funds on hand:

Increase 150-236598290	Other Capital Improvements	\$18,034
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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 2022 budget as noted above.

Approved:

Katie Rosenberg, Mayor

FAILED

FINANCE COMMITTEE

Date and Time: Tuesday, August 23, 2022 @ 5:30 pm., Council Chambers

Members Present: Lisa Rasmussen, Sarah Watson, Michael Martens, Carol Lukens, Doug Diny

Others Present: Maryanne Groat, Jeremy Kopp, Ben Bliven, Eric Lindman, Anne Jacobson, Anne Keenan, Katie Rosenberg, Jamie Polley, Solomon King, Dustin Kraege

Discussion and possible action regarding budget modification fencing project

Rasmussen stated this budget modification is a transfer request is for the Scott Street Bridge Fencing project shortfall and for Stewart Avenue 72nd to 28th Avenue real estate services shortfall.

Maryanne Groat pointed out the agenda item only states the fencing project and did not include the real estate services portion referred to in the resolution, so they should only approve the fencing transfer today and the real estate services will be brought to the next meeting.

Motion by Diny, second by Martens to approve the budget modification of \$18,034 for the Scott Street Bridge Fencing Project. Motion carried 5-0.

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

RESOLUTION OF THE FINANCE COMMITTEE

Approving 2023 Budget Modifications – Police Facilities

Committee Action: Approved 5-0

Fiscal Impact: \$75,000

File Number: 22-1109A

Date Introduced: May 9, 2023

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Budget Source: 2022 carryover capital funds</i>
	<i>One-time Costs:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: \$75,000</i>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> <input type="checkbox"/> <i>Debt</i> <input type="checkbox"/> <i>Funds on Hand</i> <input type="checkbox"/> <i>Interfund Loan</i> <input type="checkbox"/>		

RESOLUTION

WHEREAS, the Police Department received 2022 capital funding to construct a facility parking security fence; and

WHEREAS, the police department has determined that the amount requested underfunds the project; and

WHEREAS, the police department requested the carryover of the unspent monies to the 2023 budget and the reprogramming of the budget to allow for office space reconfiguration; and

WHEREAS, the Finance Committee has reviewed and recommends the carryover of \$75,000 capital funds to the 2023 budget for the purpose of police department office space reconfiguration.

*Ledger Account/Summary	*Fund	*Cost Center	Spend Category	Change
60000:Capital Outlay	451 Central Capital Purchasing Fund	Police Capital	58221 Law Enforcement Buildings	\$75,000.00

NOW THERE BE IT RESOLVED, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to modify the 2023 Budget as outlined above.

Approved:

Katie Rosenberg, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, April 25, 2023 @ 5:15 pm., Council Chambers

Finance Members Present: Lisa Rasmussen, Michael Martens, Carol Lukens, Sarah Watson, Doug Diny

Others Present: Maryanne Groat, Anne Jacobson, Eric Lindman, Matt Barnes, Ben Bliven, Randy Fifrick, Brad Lenz, Dustin Kraege, Allen Wesolowski, Gary Gisselman, Katie Rosenberg, Mary Goede

Discussion and possible action regarding budget modification request to reallocate 2022 CIP funds (Police Dept)

Rasmussen stated the memo explains PD would convert some of their office space to use it more efficiently within the confines of their building and will delay the fencing request.

Motion by Watson, second by Diny to approve. Motion carried 5-0.

To: Finance Committee
From: Matt Barnes, Deputy Chief
Date: TBD
Re: Request to reallocate 2022 CIP funds



Background

In 2021, the Police Department submitted for and was authorized through CIP to spend \$75,000 in 2022 to secure its parking lot. This project included the purchase and installation of commercial grade security fencing around the area used for personal and department parking. The amount of funds requested were determined by receiving an estimate from a professional fence company.

After the approval process, due to significant supply chain issues, we were notified of a substantial increase in material cost. The new cost of the fencing project was in excess of \$200,000, making this project unattainable without additional allocation.

For that reason, the Police Department is requesting a reallocation of our 2022 CIP funds.

Request for Reallocation

The Police Department is requesting reallocation of \$75,000 in previously authorized CIP spending to cover project expenses associated with a remodel of a portion of our office space in 2023.

Project Description

This project includes:

1. Conversion of our records room (which is no longer needed for the purpose for which it was designed) to 7 individual offices for our detective bureau; and
2. Conversion of one-half of our mail room to a single office to accommodate staffing needs.

Project Justification

The building that houses the police department has reached its 25th year. Over the last 2 ½ decades much has changed in policing and in the number of those hired to police and support police functions. What has remained largely unchanged is the physical space in which we perform our work.

Presently, our main office area consists of an open-air space with cubicles that at maximum, accommodates 14 staff members. You'll find this area occupied by general detectives, a humane officer, the City's videographer, parking control staff, the City's Community Outreach Specialist, and the joint County/City Crisis Assessment Response Team. Since this area is at the center of the building and serves as a hub, it is also a thoroughfare for all other staff and guests.

In addition to nearing capacity, which alone is an issue that must be addressed, this workspace has been the source of persistent complaint due to noise pollution and a lack of privacy. A survey was given to staff that occupy this space 20 years ago. In that survey, staff mentioned how the open-air environment created too much noise and distraction and did not afford enough privacy to carry out work without frequent frustration and interruption. This was an unforeseen flaw in building design. Fast forward to the present, and we hear the same, but growing valid grievances from staff.

The work environment has remained unchanged, staffing has increased to the point of reaching capacity, and the evolution of policing and technology has made privacy even more imperative. For example, 25 years ago, detectives were not engaged frequently in investigations into child pornography. Today, we have a backlog of those types of cases and pour through hundreds, if not thousands of images and videos each year. These cases require investigators to view very sensitive and disturbing images. Because of the work environment, great care must be taken so peers and even the public do not inadvertently be exposed to such images as they walk through the building. Another example is our adoption of dictation software aimed at increasing the efficiency of report writing. A couple years ago we invested in Dragon Naturally Speaking, which allows staff to increase the speed of their report writing by as much as 140%. Because of the open-air environment, those occupying this workspace revert to typing because of the added distraction constant talking can create for the person(s) working around them. Those with private offices or squad cars do not experience the same troubles. Many times, many years ago while working as a detective in the open-air environment, I found myself apologizing to the victims, or families of victims I was on the phone with. While having very serious conversations, the noise, laughter, or tours of children interrupted my work with them.

At the end of 2022, we finished a project that preserved all physical case files in digital form. Unlike 25 years ago, physical storage of case files is no longer necessary (i.e. the process is now digital) and the large office space designed to house those files is vacant and open for repurposing. This affords us an opportunity to begin addressing capacity, noise pollution, and privacy needs.

We have created plans and sought quotes to convert the file storage area (about 500 square feet) into 7 individual offices. Additionally, the adjacent mailroom would be divided in half to add an additional office to accommodate growing staff, both now and for the future. Detectives would be moved from the open-air space to the records storage area, each provided with their own office. Based on quotes received for this project, we believe this remodel will be possible with a \$75,000 budget.

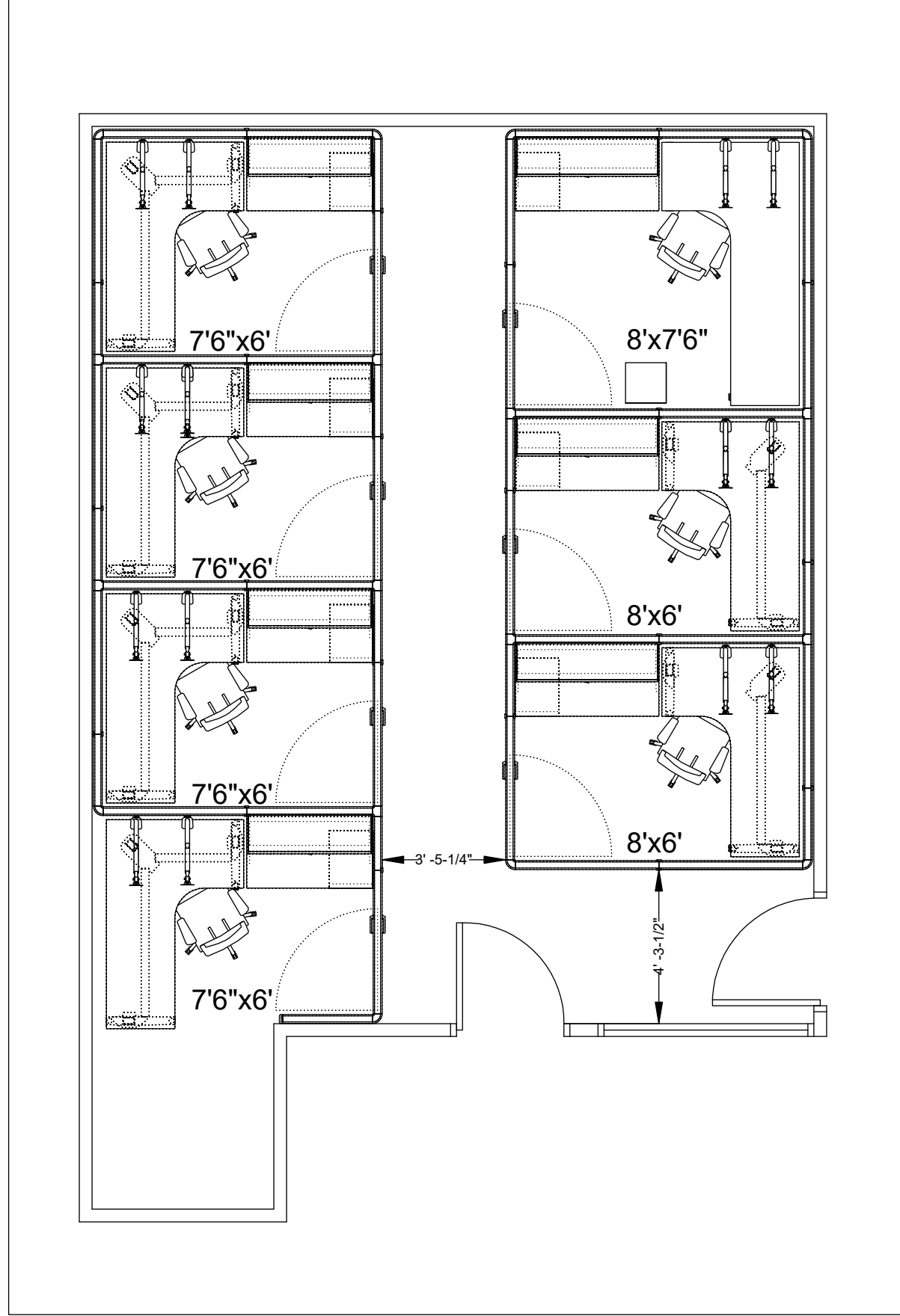
This transition would reduce, at least temporarily, the number of people occupying the open-air space, which will positively impact the amount of noise pollution. It will also permit some to move to existing cubicles with greater wall heights to increase the degree of privacy for those who require it.

Impact on Deferred Implementation/Purchase

The issues we face with capacity, noise pollution, and privacy will continue to grow and result in ongoing challenges and complaints. In other words, they won't go away. This has and will continue to impact productivity, professionalism, and morale, especially if an unused and unmaximized workspace is mere feet away.

Return on Investment

By repurposing this workspace, we have the opportunity to address a 25-year-old problem. Additionally, by adding offices, we can create room for future growth. In recent years and months, talks of expanding the crisis assessment response team, homelessness initiatives, etc. have not been complemented with logistical conversations on where to place them. Currently we have no room for growth. The proposed project, for which there could be funding, if reallocated, would meet current and future needs.



CLIENT INFORMATION:

**WAUSAU POLICE
DEPARTMENT**
616 GRAND AVENUE
WAUSAU, WI 54403

DRAWING TITLE:

DETECTIVE OFFICES OPTION 1

SCALE: 1/4" = 1'-0"

DATE: 02.15.2023

REVISION NOTES:

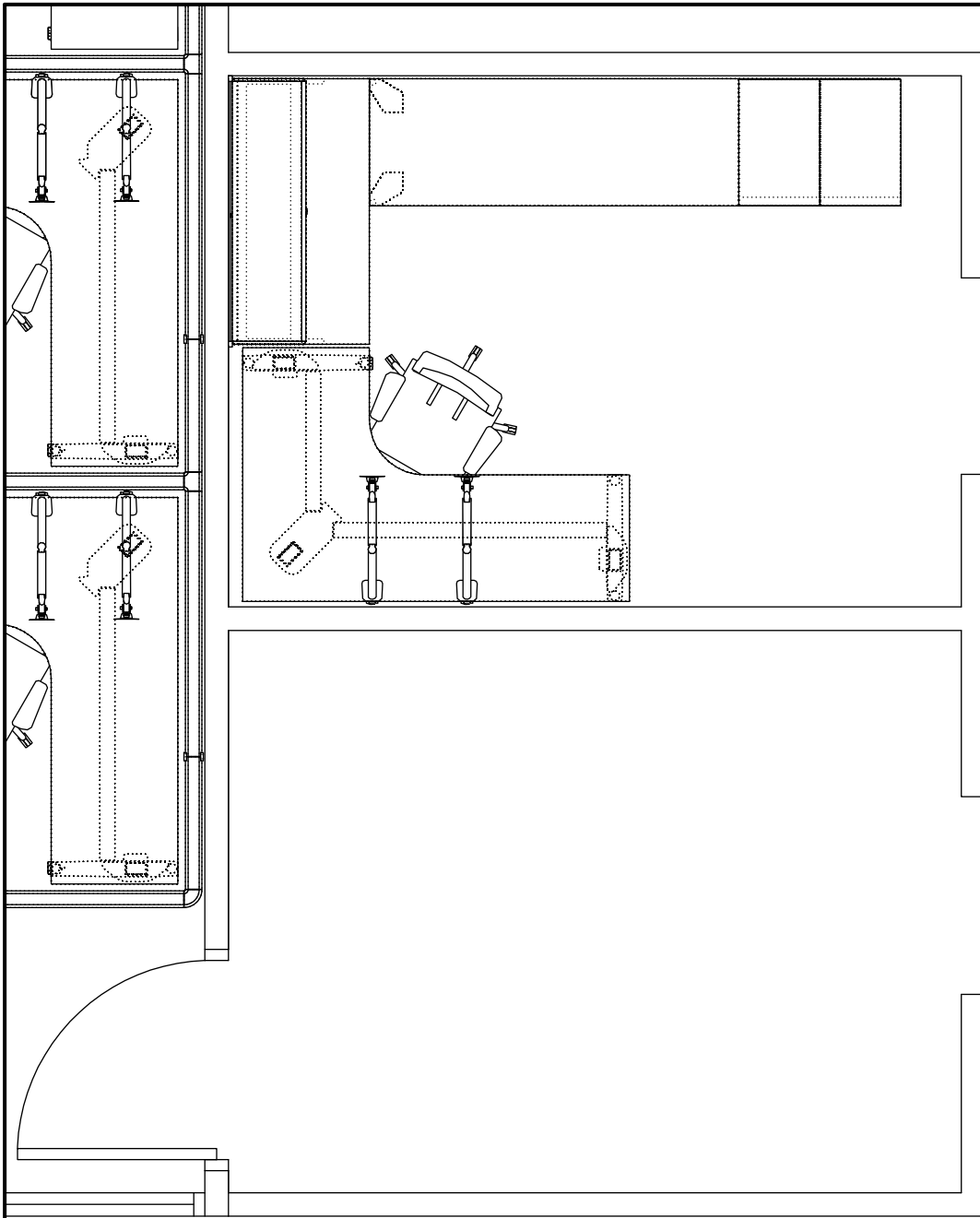
02.24.2023 REVISION 1

PROJECT: 70408

REP: LXV

DESIGN: KKS

PROPRIETARY DESIGN:
PLEASE NOTE: THIS DESIGN IS
PROPRIETARY TO THE SAMUELS GROUP.
ANY OUTSIDE USE OF THIS DESIGN AND
RENDERING WITHOUT WRITTEN APPROVAL
MUST BE APPROVED BY TSG.



CLIENT INFORMATION:

WAUSAU POLICE DEPARTMENT

515 GRAND AVENUE
WAUSAU, WI 54403

DRAWING TITLE:

MAILROOM CONVERSION TO IT OFFICE

SCALE: 1/4" = 1'-0"

DATE: 02.27.2023	PROJECT: 704536	REP: XX	DESIGN: KKS
REVISION NOTES: 02.28.2023 REVISION 1			

PROPRIETARY DESIGN:
 PLEASE NOTE: THIS DESIGN IS PROPRIETARY TO THE SAMUELS GROUP. ANY OUTSIDE USE OF THIS DESIGN AND THE INFORMATION WITHIN MUST BE APPROVED BY SGE.



Design Construct Furnish

311 Financial Way
Wausau, WI 54401
715.842.2222

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

**JOINT RESOLUTION OF THE HUMAN RESOURCES COMMITTEE
AND FINANCE COMMITTEE**

Creating and Classifying Fleet Analyst position in DPW

Committee Action: HR: Approved 5-0
Fin: Approved 5-0

Fiscal Impact:

File Number: 23-0506

Date Introduced: May 9, 2023

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Budget Source:</i>
	<i>One-time Costs:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount:</i>
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 <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i>			

RESOLUTION

WHEREAS, the Public Works Director requested the position of Fleet Analyst and;

WHEREAS, the proposed position will be responsible for providing analytical, administrative, and secretarial support, with considerable responsibility and complexity, for the Fleet Maintenance Division, and;

WHEREAS, your Human Resources Committees reviewed and approved the creation of this Fleet Analyst position, classified into Salary Grade 18 (\$46,883.20 minimum, \$57,638.80 midpoint, \$65,644.80 maximum), and;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that the position of Fleet Analyst effective at the start of the next pay period following selection as approved by this resolution.

Approved:

Kate Rosenberg, Mayor

DRAFT

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION**

DATE/TIME: March 13, 2023, at 4:45 p.m.
LOCATION: City Hall (407 Grant Street) – Council Chambers
MEMBERS PRESENT: Becky McElhaney, Gary Gisselman, Dawn Herbst, Tom Killian, Michael Martens
MEMBERS ABSENT:
Also Present: Mayor Rosenberg, J. Henderson

Discussion and Possible Action to Classify Newly Created Fleet Analyst Position (Approved in 2023 Budget).

Henderson said that the position was reviewed by HR and it was determined to be placed at a grade 20.

Gisselman asked about the process leading up to this position coming to HR Committee for classification and why the committee did not see it initially to approve it. Lindman said that the position was a supplemental request to the 2023 budget and was approved by Finance and Council. Gisselman and Killian agreed that requests for new positions should first be presented to the HR Committee for consideration and then move to Finance and Council, as HR Committee approval was bypassed by submitting the position as a supplementary budget request to the City Budget.

Motion by Herbst to approve classification of the Fleet Analyst position at Grade 20. Second by Martens. All ayes. Motion passed 5-0.

FINANCE COMMITTEE

Date and Time: Tuesday, April 25, 2023 @ 5:15 pm., Council Chambers

Finance Members Present: Lisa Rasmussen, Michael Martens, Carol Lukens, Sarah Watson, Doug Diny

Others Present: Maryanne Groat, Anne Jacobson, Eric Lindman, Matt Barnes, Ben Bliven, Randy Fifrick, Brad Lenz, Dustin Kraege, Allen Wesolowski, Gary Gisselman, Katie Rosenberg, Mary Goede

Discussion and Possible Action to Classify Newly Created Fleet Analyst Position (Approved in 2023 Budget).

No Discussion.

Motion by Diny, second by Lukens to approve. Motion carried 5-0.



JOB DESCRIPTION FLEET ANALYST

Job Title:	Fleet Analyst	Reports To:	Fleet manager
Department:	Public Works & Utilities	FLSA Status:	Non-Exempt
Division:	Motorpool	EEO Code:	6-Administrative Support
Salary Grade:	18	Occupational Code:	0006
Employee Group:	General Employee	Training Category:	D-Staff
Created:	February 2023	Last Revision:	February 2023

This description is not an announcement of a position opening. To view current openings please visit www.ci.wausau.wi.us. The following statements are intended to describe, in broad terms, the general functions and responsibility levels characteristic of positions assigned to this classification. They should not be viewed as an exhaustive list of the specific duties and prerequisites applicable to individual positions that have been so classified.

Purpose of the Position

The purpose of the Fleet Analyst is to provide analytical, administrative, and secretarial support, with considerable responsibility and complexity, for the Fleet Maintenance Division.

Essential Duties and Responsibilities

1. Performs administrative duties for division management including a wide variety of general and complex administrative and office management duties. Works with professionals requiring knowledge of division policies and procedures. Respond to requests for information from other departments, the public or public agencies.
2. Prepares meeting agendas and supporting materials for division meetings. Attend, record, transcribe and distribute minutes.
3. Responsible for developing and expanding detailed and complicated word processing, spreadsheet, and PowerPoint programs.
4. Responsible for maintaining division records, bookkeeping, accounts billable, accounts payable, and purchase orders.
5. Maintain employee files, training records, and coordinates training.
6. Maintain injury and accident reports and forward them to Human Resources.
7. Serve as the division cell service representative, monitor accounts, and provide procurement and coordination as necessary.
8. Develops office procedures, routines, and filing systems as necessary. Monitors efficiency and makes recommendations to management.
9. Schedules appointments and meetings, processes incoming and outgoing mail, visitors, and answers questions or directs questions to other appropriate staff.
10. Gathers, compiles information, and produces reports related to the efficiency and job costing of the division using complex software.
11. Maintain division policies that ensure compliance with all applicable industry standards.

12. Prepares and submits reports, specifications, and other correspondence regarding equipment maintenance and repair work including maintenance reports, work orders, budget reports, capital improvement reports, and accident reports, to management.
13. Responsible for purchase and maintain inventory of uniforms and day to day supplies within division.
14. Perform other duties as needed.

Additional Duties and Responsibilities

1. Assist with Stockroom Specialist duties when needed.
2. Perform receptionist duties when needed.
3. Assist other administrative personnel in the division.

Education and Experience Requirements

Associates degree and three years' experience in a relevant field, or a combination of experience and training that provides the knowledge, skills and abilities to perform the job.

Prior experience working for an organization involved with fleet operations or repair and maintenance is preferred.

Knowledge, Skills and Abilities

- Follow Wausau's Core Values
- Work as a team with other staff
- MS Word – Intermediate
- MS Excel – Intermediate
- Ability to utilize other software specific to the job and division
- Ability to communicate effectively with Department personnel, City committee members, the general public, county personnel and other City Department personnel.
- Accurate and attentive to details
- Strong organizational skills
- Ability to record, transcribe, assemble, analyze, categorize, and report data to determine the relationship of the data with reference to established criteria and standards to aid management in the operation and efficiency of the division
- Ability to utilize a wide variety of descriptive data and information, such as regulations, time sheets, invoices, purchase orders, Department statistical and narrative reports, training records, meeting agendas and minutes, schedules, ordinances, directories, policy and procedure manuals, correspondence and computer software operating manuals.
- Ability to exercise sound judgement, decisiveness, and creativity in situations involving a variety of pre-defined duties subject to frequent changes.
- Ability to add and subtract, multiply and divide, and calculate percentages, fractions, and decimals.
- Ability to use functional reasoning in performing semi-routine functions involving standardized work with some choice of action.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.

Physical and Working Environment

Normal office working conditions with occasional exposure to hazards associated with a fleet maintenance facility.

Ability to exert light physical effort in sedentary to light work, typically involving lifting, carrying, pushing and pulling.

Acknowledgement

All requirements of the described position are subject to change over time. The employee may be required to perform other duties as requested by the City.

Signature of Department Director: _____ Date: _____

I acknowledge that this job description is neither an employment contract nor a legal document. I have received, read, and understand the expectations for the successful performance of this job.

Printed Name: _____ Signature: _____ Date: _____

The City of Wausau is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the City will provide reasonable accommodations to qualified individuals and encourages both prospective and current employees to discuss potential accommodations with the employer.

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

RESOLUTION OF THE PARKS & RECREATION COMMITTEE	
Approving contract with Main Line Trail Construction, LLC for 2023 Maintenance Improvements to Sylvan Hill Bike Park	
Committee Action:	Approved 4-0
Fiscal Impact:	\$0.00
File Number:	21-0507
Date Introduced:	May 09, 2023

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>
	<i>Fee Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/> <i>Amount:</i>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/> <i>Amount:</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/> <i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/> <i>Amount:</i>
	<i>TID Source: Increment Revenue</i> <input type="checkbox"/> <i>Debt</i> <input type="checkbox"/> <i>Funds on Hand</i> <input type="checkbox"/> <i>Interfund Loan</i> <input type="checkbox"/>		

RESOLUTION

WHEREAS, improvements to Sylvan Hill Park, consisting of the building of a mountain bike trail has been completed; and

WHEREAS, Central Wisconsin Offroad Cycling Coalition, Inc. (“CWOCC”) prepared the Sylvan Hill Bike Park, 2023 Maintenance Improvements document that accompanied the Request for Quote; and

WHEREAS, the Wausau/Marathon County Parks, Recreation and Forestry Department requested quotes from qualified firms and published the request, for quotes to be submitted by April 19, 2023; and

WHEREAS, the Parks Director specifically requested quotes from three qualified firms; and

WHEREAS, only one response was received from Main Line Trail Construction, LLC, with an estimated cost of \$17,250; and

WHEREAS, your Parks and Recreation Committee met on May 1, 2023, and recommended the selection of Main Line Trail Construction, LLC, to implement the improvements designed by CWOCC, for a total of \$17,250, all of which has been raised by CWOCC and will be provided by them.

NOW THEREFORE, BE IT RESOLVED, by the Common Council, that Main Line Trail Construction, LLC, is selected as the contractor to implement the improvements contained in their quote, for a total of \$17,250, and the appropriate city officials are authorized to execute a contract in substantial compliance with the foregoing terms.

Approved:

Katie Rosenberg, Mayor



Prepared by: Matt Block

02/15/2023

Request for quote: Sylvan Hill Maintenance

2023 season maintenance to high volume traffic trails: Bad Rabbit and Sylvan's Loop DH. Rebuild berms with imported soil and armor jump lips with flagstone.

Please quote as separate costs:

- Bad Rabbit
 - ⇒ Maintenance on 12 berms, rebuilding with imported soil. Trail tread re-surfacing where needed.
 - ⇒ Flagstone armoring 10 jumps
- Sylvans Loop
 - ⇒ Maintenance on 10 berms with imported soil. Downhill portion of trail only. Trail tread re-resurfacing where needed.



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

RESOLUTION OF THE FINANCE COMMITTEE

Providing for the Sale of a \$17,550,000 Note Anticipation Note, Series 2023A

Committee Action: Pending

Fiscal Impact:

File Number: 23-0510

Date Introduced: May 9, 2023

WHEREAS the City of Wausau, Marathon County, Wisconsin (the "City") is presently in need of an amount of approximately \$17,550,000 for public purposes, including paying the cost of providing interim financing for granular activated carbon (GAC) treatment improvements and equipment at the water treatment plant (the "Project"); and

WHEREAS it is desirable to borrow said funds through the issuance of note anticipation notes pursuant to Chapter 67, Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Issuance of the Note. The City shall issue its Note Anticipation Note, Series 2023A in an amount of approximately \$17,550,000 (the "Note") for the purposes above specified.

Section 2. Sale of the Note. The Common Council hereby authorizes and directs the officers of the City to take all actions necessary to negotiate the sale of the Note. At a subsequent meeting, the Common Council shall take further action to review the proposals that have been received, approve the details of the Note and authorize the sale of the Note.

Section 3. Term Sheet. The City Clerk shall cause a Term Sheet concerning this issue to be prepared by Ehlers & Associates, Inc.

Section 4. Reimbursement. The Common Council hereby officially declares its intent pursuant to Treasury Regulation Section 1.150-2 to reimburse any expenditures made in connection with the Project prior to the issuance of the Note with the proceeds of the Note in an amount not to exceed \$17,550,000.

Adopted, approved and recorded May 9, 2023.

Katie Rosenberg
Mayor

ATTEST:

Kaitlyn Bernarde
City Clerk

PRELIMINARY TERM SHEET DATED MAY 10, 2023

City of Wausau, Wisconsin (the "City")
Marathon County

\$17,550,000* Note Anticipation Note, Series 2023A (the "Note")

Proposals Due: Proposals must be received by email to bondsale@ehlers-inc.com no later than 12:00 PM, CT on June 8, 2023.

Proposal Consideration: Proposals will be considered by the Common Council, at a meeting to be held on June 13, 2023, at 6:30 PM.

Purpose: The Note is being issued to provide interim financing for Granulated Activated Carbon treatment improvements and equipment at the Water Treatment Plant until Wisconsin Department of Natural Resources Safe Drinking Water Fund Loan Program proceeds and grants are available.

Authority: Wisconsin Statutes, Section 67.12(1)(b),

Security: The Note is a valid and binding special obligation of the City, issued in anticipation of the City issuing bonds to secure a Safe Drinking Water Fund Loan (the "Loan") issued to the State of Wisconsin, which is expected to occur in Spring of 2024. The Note does not constitute a general obligation of the City, and no lien is created upon the Project or the water system as result of the issuance of the Note. The Note is payable only from (a) any proceeds from the issuance and sale of the Note which are set aside to pay interest on the Note, and (b) proceeds to be derived from the issuance and sale of general obligation promissory notes which the City has covenanted to issue, the proceeds of which are pledged for the payment of the principal of and interest on the Note.

As authorized and permitted by Section 67.12(1)(b) , Wisconsin Statutes, in the event such monies are not sufficient to pay the principal of and interest on the Note when due, if necessary, the City will pay such deficiency out of its annual general tax levy or other available funds of the City; provided, however, that any such payment shall be subject to annual budgetary appropriations therefor and any applicable levy limits; and provided further, that neither the resolution authorizing the Note (the "Resolution") nor any such payment shall be construed as constituting an obligation of the City to make any such appropriation or any further payments.

Date of Note: June 29, 2023

Delivery Date: June 29, 2023

Maturity: July 1, 2024

<u>Year</u>	<u>Amount*</u>	<u>Interest Rate(s)</u>
2024	\$17,550,000	_____%

*Preliminary, subject to change.

Estimated Sources and Uses*

Sources			
	Par Amount of Note	\$17,550,000	
	Estimated Interest Earnings	<u>\$327,542</u>	
	Total Sources		\$17,877,542
Uses			
	Project Costs	\$17,839,542	
	Costs of Issuance	<u>38,000</u>	
	Total Uses		\$17,877,542

*Preliminary, subject to change.

Interest: Interest will be payable at maturity. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

Optional Redemption: The Note will be subject to call and prior payment on any date after the settlement date in whole or in part of the option of the City in integral multiples of \$1,000, at a price of par plus accrued interest. In the event that only a portion of the Note is redeemed, the remaining outstanding principal amount of the Note must be at least \$100,000 unless or until the Note is redeemed or paid in full.

Form of Note: The Note will be in typewritten form, registrable as to principal and interest.

Not Qualified Tax-Exempt Obligations: The Note will NOT be designated as a “qualified tax-exempt obligation” pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended, which permits financial institutions to deduct interest expenses allocable to the Note to the extent permitted under prior law.

Financial Disclosure: The City will offer to provide its financial data annually to the Lender upon request.

Rating: The City has not requested a rating for the Note. *A rating may not be requested without contacting Ehlers and receiving the permission of the City.*

Offering Documents: Offering documents shall take the form of this Preliminary Term Sheet and the attached Proposal Form. No continuing disclosure will be provided with respect to the Note.

Costs of Issuance: Financing and legal costs will be paid for out of the proceeds of the Note.
Legal Opinion: An opinion as to the validity of the Note and the exemption from taxation of the interest thereon will be furnished by Quarles & Brady LLP, Milwaukee, Wisconsin, bond counsel to the City, and will accompany the Note.

Resale of Note: The Lender shall agree to purchase the debt instrument for investment and not with a present view to the distribution, transfer or resale thereof. The Lender intends to hold and book the Note as a loan in its loan portfolio; the Lender acknowledges that the use of the word “Note” in the name of the debt instrument is for convenience only and is not intended to indicate that the instrument is a security within the meaning of the Securities Act of 1933. The Lender shall be required to hold such Note for its own account and for an indefinite period of time and shall be required to certify that it does not intend

to dispose of all or any portion of such Note and understands that transfer of such Note is restricted.

Lender: To be determined.

Registrar/Paying Agent: The City Finance Director shall be designated as the registrar/paying agent.

Bond Counsel: Rebecca Speckhard; Quarles & Brady LLP, Milwaukee, Wisconsin

Municipal Advisor: Ehlers
N19W24400 Riverwood Drive, Suite 100
Waukesha, WI 53188

Municipal Advisors: Brian Roemer Philip Cosson
Phone No. (262) 796-6178 (262) 796-6161
E-mail Address: broemer@ehlers-inc.com pcosson@ehlers-inc.com

Disclaimer:

No proposing firm representative or third-party solicitor shall contact the City's elected officials regarding this request for proposal while it remains open. Violation of this provision will be deemed grounds for immediate disqualification of a proposal and may be considered in future requests for proposal.

The City reserves the right to reject any and all proposals, and may waive any defect, irregularity, or informality contained in a proposal. The City reserves the right to select the proposal deemed most advantageous to the City, in its sole discretion, and to negotiate directly with any respondents. Preparation and submission of a response to this request for proposals is at the sole expense and risk of the responding firms, and it is understood by the selected firm that no fees or other compensation will be paid if the proposed financing is abandoned or does not close. If deadlines are modified or addenda to this request for proposal are prepared, all parties shall be notified contemporaneously.

PROPOSAL FORM

Common Council
City of Wausau, Wisconsin (the "City")

June 13, 2023

RE: \$17,550,000* Note Anticipation Note, Series 2023A (the "Note")
DATED: June 29, 2023

For all or none of the above Note, we will pay you \$_____ (not less than \$17,550,000) plus accrued interest to date of delivery for such Note, maturing on July 1 in the year below and bearing interest as follows:

_____ % due 2024

The City reserves the right to increase or decrease the principal amount of the Note on the day of sale, in increments of \$1,000.

Interest on the Note will be payable on July 1, 2024.

The Note will be subject to call and prior payment on any date in whole or in part at the option of the City in integral multiples of \$1,000, at a price of par plus accrued interest to date of redemption upon 30 days prior written notice to the Lender. In the event that only a portion of the Note is redeemed, the remaining outstanding principal amount of the Note must be at least \$100,000 unless, or until, the Note is redeemed or paid in full.

The Lender shall agree to purchase the debt instrument for investment and not with a present view to the distribution, transfer or resale thereof. The Lender intends to hold and book the Note as a loan in its loan portfolio; the Lender acknowledges that the use of the word "Note" in the name of the debt instrument is for convenience only and is not intended to indicate that the instrument is a security within the meaning of the Securities Act of 1933. The Lender shall be required to hold such Note for its own account and for an indefinite period of time and does not intend to dispose of all or any portion of such Note and understands that transfer of such Note is restricted.

The City has not requested a rating on this issue. *A rating may not be requested without contacting Ehlers and receiving the permission of the City.*

This proposal is for consideration and acceptance by the Common Council on June 13, 2023, and is conditional upon delivery of said Note to us within 40 days of award. Delivery is anticipated on or about June 29, 2023. The Note will be in typewritten form, registrable as to principal and interest. The City Finance Director shall be designated as the bond registrar/paying agent.

Submitted by:

Name of Institution: _____

Submitted By: _____

Title: _____

Signature: _____

The City reserves the right to waive any informalities in any proposal and select the proposal deemed most advantageous, in its sole discretion.

The foregoing offer is hereby accepted by and on behalf of the Common Council of the City of Wausau, Wisconsin, this _____ day of _____, 2023.

By: _____

By: _____

Title: _____

Title: _____

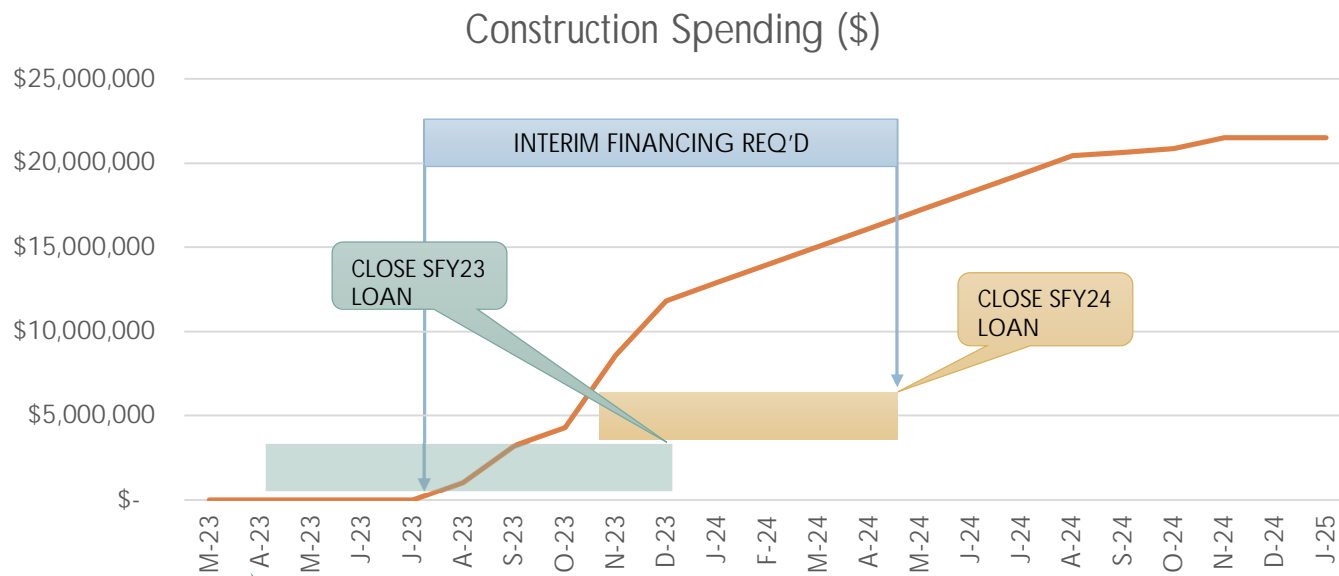


Water GAC Financing Plan

May 9, 2023 Council Meeting

City of Wausau, WI

Construction Spending v. Funding Schedule



SFY23 SDWLP FUNDING EC ONLY
 MAX. PROJECT PF \$5 M
 TOTAL PF \$12.8 M
 LOAN AVAILABLE

SFY24 SDWLP FUNDING EC, BIL, REG. SDWLP
 MAX. PROJECT PF > \$5 M ?
 TOTAL PF > \$30.1 M
 LOAN AVAILABLE

Municipalities allocated EC PF in SFY23 2023, that also apply for SFY24, will have the opportunity to choose which PF allocation they use.

Financing Options

- Need Interim Financing: Anticipation Note(s)
 - ✓ Pledge: Special Obligation (not technically Rev or GO)
 - NAN
 - ✓ Maturity: 1-year (July 1, 2024); prepayable anytime
 - ✓ Unique structure: interest due at maturity to make interest payment program eligible; "private placement"
 - ✓ Mkt Doc: Drafted terms with help of Bond Counsel & Municipal Advisor
 - ✓ Sale Method: City to decide on requested list of underwriters to distribute terms/RFP

Financing Options

- Alternatives: STFL, AN through other sale method
- Sale Method reviewed at 3/28/23 Joint WW Commission and Finance Committee Meeting
- Distribution List from City
 - ✓ Based on discussion with staff
 - ✓ Bidders on similar transactions in last 5 years

Oppenheimer & Co.	Dairy State Bank
Hutchinson	Midwestone Bank
Jefferies	Johnson Financial Group
Peoples State Bank	Northwestern Bank
PNC Bank, NA	Sterling Bank
Chase Bank	Bankers' Bank
US Bank	Forward Bank
Wells Fargo	First State Bank
BMO Harris	Bremer Bank
Bank of Alma	National Exchange Bk
Huntington Securities	Bank First
CCFBank	Incredible Bank
	Baird

City of Wausau, WI

\$17,550,000 Note Anticipation Notes

SINGLE PURPOSE

Dated June 29, 2023

Sources & Uses

Dated 06/29/2023 | Delivered 06/29/2023

Sources Of Funds

Par Amount of Bonds	\$17,550,000.00
Est Int Earnings	327,542.00
Total Sources	\$17,877,542.00

Uses Of Funds

Municipal Advisor	18,000.00
Bond Counsel	20,000.00
Deposit to Project Construction Fund	17,839,542.00
Total Uses	\$17,877,542.00

City of Wausau, WI

\$17,550,000 Note Anticipation Notes

SINGLE PURPOSE

Dated June 29, 2023

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
06/29/2023	-	-	-	-	-
07/01/2024	17,550,000.00	5.150%	908,846.25	18,458,846.25	18,458,846.25
Total	\$17,550,000.00	-	\$908,846.25	\$18,458,846.25	-

Yield Statistics

Bond Year Dollars	\$17,647.50
Average Life	1.006 Years
Average Coupon	5.1500000%
Net Interest Cost (NIC)	5.1500000%
True Interest Cost (TIC)	5.0846418%
Bond Yield for Arbitrage Purposes	5.0846418%
All Inclusive Cost (AIC)	5.3058026%

IRS Form 8038

Net Interest Cost	5.1500000%
Weighted Average Maturity	1.006 Years

Moving Forward

- City approves the interim financing sale process and distribution list at May 9th meeting
- City sends Term Sheet to distribution list May 10th
- Requests responses (bids) by June 9th
- City awards interim financing June 13th
- Close June 29th
- Donahue and Financing Team continue to work with SDWF Program until closure

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

RESOLUTION OF THE FINANCE COMMITTEE	
Approving City’s accepted Offer to Purchase for 103, 105, 111 Winton Street and that portion of 402-406 Winton Street lying west of the railroad tracks and related budget modification	
Committee Action:	<i>Pending</i>
Fiscal Impact:	\$1,200,000.00
File Number:	23-0509
Date Introduced:	May 9, 2023

FISCAL IMPACT SUMMARY			
COSTS	<i>Budget Neutral</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Budget Source</i>
	<i>One-time Costs:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: \$1,200,000</i>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/> No <input checked="" 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 checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: \$1,200,000</i>
	<i>TID Source: Increment Revenue <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i>		

RESOLUTION

WHEREAS, acquisition of the parcel located at 103, 105 and 111 Winton Street and that portion of 402-406 Winton Street lying west of the railroad tracks (“Property”) is strategic from a riverfront development perspective, because it is the lone north riverfront parcel not currently owned by the City, and sits to the north and south of Winton Street west of N. 3rd Street; and

WHEREAS, the acquisition would also accommodate a road extension (N. River Drive); and

WHEREAS, your Finance Committee and Economic Development Committee, met jointly on April 25, 2023, and gave direction to staff in closed session to negotiate an accepted offer for the purchase of the land located at 103, 105, 111 Winton Street and that portion of 402-406 Winton Street lying west of the railroad tracks, subject to Council approval; and

WHEREAS, the City made an offer on May 1, with binding acceptance due May 4, 2023, to 406 Winton Street, LLC (“Seller”) for the purchase of the subject Property for \$1,200,000.00, subject to several contingencies:

- Accepted Offer subject to Common Council approval
- Financing Commitment Contingency by a budget modification approved by the Common Council
- Seller to provide at closing Warranty Deed to the land being sold to the City in satisfaction of the Land Contract by which the Seller is purchasing the property to be conveyed to the City

- Seller agrees to cooperate fully in good faith in whatever actions are required by law to assist the City in its pursuit of moving the private railroad crossing located on the Seller's property to a northerly location acceptable to the City which would connect its trail system; and

WHEREAS, an amendment to TID 3 was approved by Council on April 25, 2023 which included the acquisition of the Property; and

WHEREAS, your Finance Committee, at their May 9, 2023 meeting, considered and recommends a budget modification to supplement the 2023 budget

*Ledger Account/Summary	*Fund	*Cost Center	Revenue Category	Spend Category	Project	Change
49100:Proceeds from Long Term Debt	403 Tax Increment District Three	Economic Development	49120 Proceeds from Notes		County Concrete Land Acquisition Redevelopment	\$1,200,000.00
60000:Capital Outlay	403 Tax Increment District Three	Economic Development		58210 Land - General	County Concrete Land Acquisition Redevelopment	\$1,200,000.00

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Wausau, that the purchase of land located at 103, 105, 111 Winton Street and that portion of 402-406 Winton Street lying west of the railroad tracks be approved contingent upon Seller cooperating fully in whatever actions are required by law to assist the City in its pursuit of moving the private railroad crossing located on Seller's property to a northerly location acceptable to the City which would connect to its trail system; and, that the proper City officials are authorized to close this transaction within 30 days.

BE IT FURTHER RESOLVED that the proper City officials are authorized to process the budget amendment as proposed.

Approved:

Katie Rosenberg, Mayor