



OFFICIAL NOTICE AND AGENDA

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

Meeting of the: **FINANCE COMMITTEE**
Date/Time: **Tuesday, September 26, 2023 at 5:30 PM**
Location: **City Hall (407 Grant Street) - Council Chambers**
Members Lisa Rasmussen (C), Michael Martens (VC), Doug Diny, Carol Lukens, Sarah Watson

AGENDA ITEMS

- 1 Minutes of the previous meeting(s): (9/12/2023)
- 2 Discussion and possible action regarding parking citation fine structure and parking financials.
- 3 Discussion and possible action on authorizing Continued Membership in CVMIC for policy years 2024, 2025 and 2026
- 4 Discussion and possible action on lease of space from City to City-County Information Technology Commission
- 5 Discussion and possible action on approving accepted offers for the following parcels in the Stewart Avenue, South 72nd Avenue to South 48th Avenue street project:
Parcel 3 (7120 Stewart Avenue) – Temporary Limited Easement/New Highway Right of Way Fee
Parcel 11 (7015 Stewart Avenue) -Temporary Limited Easement
Parcel 13 (7111 Stewart Avenue) - Temporary Limited Easement
Parcel 26 (5606 Stewart Avenue) – Temporary Limited Easement
Parcel 27 (5602 Stewart Avenue) – Temporary Limited Easement
Parcel 36 (5411 Stewart Avenue) – Temporary Limited Easement
- 6 Discussion and possible action authorization of Reprogramming of Community Development Block Grant unused 2022, 2023 program year funds and Homeowner Rehabilitation Revolving Loan Funds into 2023 Sidewalk/Curb Cut project.
- 7 Discussion and possible action to authorizing Community Development Department, in partnership with Marathon County Health Department to apply for Wisconsin Lead-Safe Homes Program (LSHP) Funds through the State of Wisconsin.
- 8 Discussion and possible action on recommendations made by Gallagher for compensation study including the recommendation moving City Attorney from grade 5 to grade 4. Moving Assistant City Attorney from grade 12 to grade 10 and moving City Clerk from grade 15 to grade 12.
- 9 Discussion and possible action on recommendation to reclassify the Accounting Assistant to Utility Revenue Analyst. Moving position from Grade 19 to Grade 17. Grade 19: \$43846 to \$61401. Grade 17: \$49171 to \$70,928

Adjourn

Lisa Rasmussen, Chair

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

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

This Notice was posted at City Hall and sent to the Daily Herald newsroom 9/22/23 at 3:30 PM

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.

Other Distribution: Media, (Alderspersons: Kilian, Gisselman, McElhaney, Herbst, Larson, Henke), *Rosenberg, *Jacobson, *Groat, Department Heads

FINANCE COMMITTEE

Date and Time: Tuesday, September 12, 2023 @ 5:15 p.m., Council Chambers

Members Present: Lisa Rasmussen, Michael Martens, Carol Lukens, Sarah Watson (5:17 p.m.), and Doug Diny

Others Present: Mayor Rosenberg, MaryAnne Groat, Matt Barnes, Anne Jacobson, Jeremy Kopp, James Henderson, Rick Rubow, Dustin Kraege, Solomon King, Eric Lindman, Ben Graham, Randy Fifrick, Kody Hart

In compliance with Wis. Stat. § 19.84, notice of this meeting was duly posted and sent to the *Wausau Daily Herald* in the proper manner.

Noting the presence of a quorum Chairperson Rasmussen called the meeting to order at 5:15 p.m.

Minutes of the previous meeting(s): (8/22/2023)

Motion by Martens, seconded by Diny, to approve the minutes. Motion carried 4-0.

Discussion and possible action regarding Police compression adjustment and permanent correction

Rasmussen invited Matt Barnes, Police Chief, and James Henderson, Human Resources Director, to answer any questions.

Martens commented on the discussion from the Human Resources Committee in reference to a wage study conducted and that the recommendation from that committee was to move forward with a review of compression annually.

Diny questioned if a person aggressively pursues overtime would that be used to drive the bottom number of any of these pay scales. It was stated that not all employees of the Police Department are eligible for overtime and those that are eligible have little control over the ability to work additional hours.

Motion by Lukens, seconded by Martens, to approve. Motion carried 5-0.

Discussion and possible action regarding sole source request for purchase/lease of 20 automated license plate reading cameras (Flock Safety)

Rasmussen referenced the successful test of these systems. Ben Graham, Police Captain, was invited to answer questions and share the details of the successful test. Graham shared several instances in which the system successfully aided in solving crimes throughout the city.

Diny stated concerns about the threshold for which these systems will be used. It was stated that the camera systems would be used to enforce ordinance violations to misdemeanor or felony offences. There is a policy for proper use.

Watson questioned if this funding would be a cost to continue added to the Police Department budget. It was stated that it would be added to the budget without being added as a budget request.

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

Discussion and possible action approving budget modification for the Riverside Park Soil Remediation Project

Rasmussen invited Eric Lindman, Public Works Director, to speak on the item. Lindman shared that much of the remediation project is complete and additional funds would be needed for the cost of removing additional soils to comply with the stated goal of the remediation to remove contamination.

Watson questioned if this would come out of the environmental fund. It was stated this was being drawn from those funds and that there is currently no annual replenishment of the fund, however the Common Council could allocate funds if needed in the annual budget.

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

Discussion and possible action approving accepted offers for the following parcels in the Stewart Avenue, South 72nd Avenue to South 48th Avenue street project:

- Parcel 6 (7100 Stewart Avenue) – New Highway Right of Way Fee/Permanent Limited Easement/Temporary Limited Easement
- Parcel 8 (6701 Stewart Avenue) – New Highway Right of Way Fee/Temporary Limited Easement
- Parcel 9 (6815 Stewart Avenue) – Temporary Limited Easement
- Parcel 14 (505 South 68th Avenue) – New Highway Right of Way Fee/Temporary Limited Easement
- Parcel 18 (5601 Stewart Avenue) – Temporary Limited Easement/Landscaping
- Parcel 19 (5801 Stewart Avenue) – Temporary Limited Easement
- Parcel 28 (5211 Stewart Avenue) – New Highway Right of Way Fee/Temporary Limited Easement/Landscaping
- Parcel 29 (5213 Stewart Avenue) – Temporary Limited Easement
- Parcel 32 (5307 Stewart Avenue) – Temporary Limited Easement
- Parcel 33 (5401 Stewart Avenue) – Landscaping
- Parcel 34 (5407 Stewart Avenue) – Temporary Limited Easement
- Parcel 37 (5503, 5509, 5511 Stewart Avenue) – Temporary Limited Easement Commercial/Temporary Limited Easement Residential/Landscaping
- Parcel 38 (5512 Stewart Avenue) – Temporary Limited Easement
- Parcel 39 (5504 Stewart Avenue) – Temporary Limited Easement
- Parcel 51 (4901 Stewart Avenue) – Temporary Limited Easement

Motion by Watson, seconded by Lukens, to approve. Motion carried 5-0.

Discussion and possible action regarding grant application for COP House Grant

Without objection, this agenda item was moved up in the agenda because action was necessary and closed session items could impact the committee's ability to take up items if the committee reconvenes into open session.

Rasmussen invited Barnes to speak on the item. This would approve a grant to renovate, purchase, or build a house that would be utilized by police officers, and the community. The cost of building a house is too cost prohibitive to move forward. The grant was discussed previously in the Finance Committee making it appropriate to share with the committee the decision by the department not to apply for the grant. Rasmussen questioned if other options to create housing would be applicable. It was stated the possibility exists but not at this time.

No action was taken.

Discussion and possible action approving counter offers for the following parcels in the Stewart Avenue, South 72nd Avenue to South 48th Avenue street project: Parcel 31 (5301 Stewart Avenue) – Temporary Limited Easement; and Parcel 49 (4905 Stewart Avenue) – New Highway Right of Way Fee/Temporary Limited Easement

Discussion held in Closed Session.

Discussion and possible action approving and offer to purchase the property at 1100 West Street for the purpose of construction a Fleet Maintenance Facility

Discussion held in Closed Session.

Discussion and possible action to authorize an Offer to Purchase 811 and 815 Grand Avenue (and related budget modification)

Discussion held in Closed Session.

CLOSED SESSION pursuant to 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 regarding approving counter offers for the following parcels in the Stewart Avenue, South 72nd Avenue to South 48th Avenue street project: Parcel 31 (5301 Stewart Avenue) – Temporary Limited Easement; and Parcel 49 (4905 Stewart Avenue) – New Highway Right of Way Fee/Temporary Limited Easement

Motion by Martens, second by Watson to convene in Closed Session.

Roll Call Vote: Ayes: Watson, Diny, Martens, Lukens, and Rasmussen. Motion carried 5-0.

CLOSED SESSION pursuant to 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 regarding approving an offer for purchasing 1100 West Street

Motion by Watson, second by Martens to convene in Closed Session.

Roll Call Vote: Ayes: Diny, Martens, Lukens, Watson, and Rasmussen. Motion carried 5-0.

CLOSED SESSION pursuant to s. 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 authorization of staff to negotiate an Offer to Purchase of 811 and 815 Grand Avenue (and related budget modification)

Motion by Lukens, second by Watson to convene in Closed Session. Roll Call Vote:

Ayes: Lukens, Martens, Diny, Watson, and Rasmussen. Motion carried 5-0.

RECONVENED into Open Session

Motion carried by voice vote.

Motion by Watson, seconded by Diny, to accept the counteroffer for the temporary limited easement at 5301 Stewart Ave. in the amount of \$500. Motion carried 5-0.

Discussion and possible action regarding parking citation fine structure and parking financials.

Without objection, this item will be deferred to the next Finance Committee meeting.

Adjourn

Motion by Watson, second by Lukens to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 6:32 p.m.

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

RESOLUTION OF THE FINANCE COMMITTEE

Authorizing Continued Membership in CVMIC for policy years 2024, 2025 and 2026

Committee Action: *Pending*

Fiscal Impact:

File Number: 99-0916

Date Introduced: September 26, 2023

FISCAL IMPACT SUMMARY

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

RESOLUTION

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

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

WHEREAS, Cities and Villages Mutual Insurance Company (CVMIC) has guaranteed premiums for 2024 and 2025 for General Liability, Auto Liability, Excess Liability, Public Officials Liability and Law Enforcement Liability, in exchange for a three year membership commitment, and

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

BE IT RESOLVED, by the Common Council of the City of Wausau, that the proper City Official(s) be hereby authorized to accept the Liability Insurance Proposal from Cities and Villages Mutual Insurance Company (“CVMIC”) and agrees to continue its membership in CVMIC for policy years 2024, 2025 and 2026 based upon the premium guaranteed by CVMIC for said policy years.

Approved:

Katie Rosenberg, Mayor



Office of the City Attorney

TEL: (715) 261-6590

FAX: (715) 261-6808

Anne L. Jacobson
City Attorney

Tara G. Alfonso
Assistant City Attorney

Tegan Troutner
Assistant City Attorney

STAFF MEMO

TO: Finance Committee

FROM: Anne Jacobson, City Attorney

DATE: September 18, 2023

RE: Lease Agreement with City-County Information Technology Commission

Purpose: The auditors this year recommended a written lease between the City of Wausau and the City-County Information Technology Commission ("CCITC"), who occupy space primarily on the third floor of City Hall.

Corporation Counsel Michael Puerner drafted the proposed lease and I spoke with him about some of the proposed terms, I recommend for review and consideration by the Finance Committee:

- The leased premises is described as 6080 feet of office and related space on the 3rd floor of City Hall. However, CCITC occupies space in the basement where their computer repair shop is located and they also occupy space in the unfinished area of the basement for staging expired equipment for recycling from county departments in addition to city hall, according to the City Assessor. He notes that neither of these spaces are mentioned in the proposed lease agreement. Typically, rent for storage areas in commercial buildings is between \$3-\$5 a square foot and office space in lower levels, range from \$6-\$10 a square foot. This is based upon a review of income and expense forms from business owners during the 2020 revaluation. (para. 2)
- The term is proposed for a ten (10) year period, for no particular reason. (para. 3) In paragraph 5, the lease proposes an additional five (5) year renewal, as long as the parties agree in writing to such renewal no later than six months before the expiration of the initial ten (10) year term.
- Termination of the agreement requires at least one (1) year's notice to the other party. (para. 4)
- Rent is proposed to be \$9,900 per month, which I understand has been the lease amount for some years, and there is no proposed accelerator for the potential fifteen (15) year term. In addition to the 6,080 square feet of leased space, which represents 14% of the total above grade square footage of City Hall (excluding the basement areas), most commercial tenants pay a "CAM" (common area maintenance) charge equivalent to the percentage of space occupied in the building. CAM charges include costs for heat and HVAC, common area maintenance

expenses, janitorial expenses, snow removal, and taxes (although there is no tax here). According to the proposed lease terms, these items are to be provided by the City, but a percentage of the expense could be charged to the tenant. The City Assessor has seen rent upwards of \$25 per square foot for CAM charges, in addition to rent. (para. 6)

Recommendation: Add the additional space to the description of leased premises. Approve such business terms as term length, rent amount (whether to include CAM charges), and whether it will increase, and on what basis.

LEASE AGREEMENT
City-County Information Technology
Commission
and
City of Wausau

THIS LEASE is made and entered into this _____ day of _____ 2023, by and between the City of Wausau, a political subdivision of the State of Wisconsin organized under Chapter 62 of the Wisconsin Statutes, herein called the "LESSOR," and the City-County Information Technology Commission, an intergovernmental agency organized pursuant to Wis. Stat. § 66.0301, herein called the "LESSEE."

1. **Lease Agreement.** The LESSOR, for and in consideration of the rents provided to be paid and of the covenants, agreements, terms and conditions herein set forth to be honored, kept and performed by the LESSEE, leases to the LESSEE, the premises described below.

2. **Description of Premises.** The real estate which is subject to this Lease consists of the following premises:

- a. 6080 square feet of office and related space located on the 3rd floor of City Hall, located at 407 Grant Street in the City of Wausau.

The premises to be leased under this agreement, described above, are more fully identified in the attached Exhibit A.

3. **Term.** The term of this Lease Agreement shall commence on June 20, 2023, and end on June 30, 2033, unless terminated or extended in accordance with the provisions of this Agreement.

4. **Termination.** Either party shall have the right to terminate this Agreement, at that party's convenience, upon not less than one year advance written notice to the other party.

5. **Renewal.** The parties may renew this Lease for an additional five (5) year term if the parties agree to such a renewal in writing on or before December 31, 2032. The terms of the renewal shall be the same general terms and conditions contained in this Lease, along with any written amendments agreed upon by the parties.

6. **Rent.** As and for monthly rent, the LESSEE agrees to pay the amount of \$9,900 per month to LESSOR. All rent shall be due and owing on the 15th of each month.

7. **Provisions of Default.**

- a. **Payment of Rent.** If the LESSEE fails to pay an installment of rent as provided above, and if such default is not cured within ninety (90) days after notice thereof, in writing, is given to the LESSEE by the LESSOR, then LESSOR shall have the option to cancel this Lease without any further notice to the LESSEE and shall have the right to immediate possession of the premises.
- b. **Abandonment.** If the premises become vacant and abandoned for a period of more than thirty (30) days, other than in connection with an event contemplated in Section 13, LESSOR shall have the option to cancel this Lease without any further notice to the LESSEE and shall have the right to immediate possession of the premises.

8. **Maintenance and Repairs.** LESSOR shall be responsible for the costs and completion of all exterior or structural repairs, and for the costs and completion of all interior repairs. LESSOR shall be responsible for the costs and completion of all required building and space maintenance.

9. **Utilities.** LESSOR shall be responsible for the costs of utilities utilized by LESSEE.

10. **Cleaning Services.** LESSOR shall be responsible for cleaning services for the premises utilized by LESSEE.

11. **Air Handling and Fire Suppression.** The parties acknowledge that LESSEE will be utilizing a portion of the premises for a server room that contains sensitive and fragile electronics equipment. LESSOR shall be responsible for the costs of all required specialized air handling and fire suppression systems and services for the premises.

12. **Security Monitoring Services.** LESSOR shall be responsible for security monitoring services under the same contract that other building alarms and sensors are managed.

13. **LESSOR's Representations and Warranties; Disclaimer.** LESSOR represents and warrants to LESSEE that: (a) LESSOR has fee simple title to the premises free of any liens, charges or encumbrances that would interfere with LESSEE's permitted use of the premises; (b) the premises will be suitable for LESSEE's use as outlined in Paragraph 13 of this Agreement; and (c) that LESSOR shall remain responsible for the costs and services outlined in paragraphs 8, 9, 10, and 11 of this Agreement.

14. **Use of Premises.** The premises shall be used by the LESSEE as business office space and as an information technology support and data center and for no other purpose without the written consent of the LESSOR.

- a. ***Rules and Regulations.*** LESSEE shall comply with all reasonable building rules and regulations adopted by LESSOR relative to the premises. LESSOR may at any time adopt new rules and regulations or modify or eliminate existing rules and regulations as LESSOR shall deem necessary or appropriate provided, however, such new or modified rules and regulations do not materially interfere with LESSEE's ability to conduct its permitted use of the Premises. In the event of any conflict or inconsistency between the provisions of this Lease and any of LESSOR's rules and regulations, the provisions of this Lease shall control.
- b. ***Compliance with Laws.*** LESSEE and LESSOR shall comply with all Laws applicable to the premises or the use or occupancy of the premises.
- c. ***No Discrimination.*** LESSEE shall not engage in any discrimination against, or segregation of, any person or group of persons on the basis of any protected class under any applicable Laws, including, without, limitation, race, color, gender, creed, national origin or ancestry, with respect to LESSEE's employment and hiring practices and in the provision of any services by LESSEE upon the premises.
- d. ***Signs.*** LESSOR and LESSEE shall work cooperatively to identify needed signage. Signage may be affixed only in a manner and location approved by LESSOR and at LESSOR's cost.

e. *Parking.* This Lease Agreement does not include parking spaces.

15. **Lessor's Right to Inspect.** The LESSOR and its duly authorized agents shall have the right to inspect said premises at all reasonable times and at least once every two months for the purpose of examining the same and to ascertain that they are in good repair. LESSOR shall be allowed access to the premises at reasonable times during normal business hours or otherwise agreed to by the parties so as to allow the LESSOR to carry out its lease obligations and to inspect the premises pursuant to this lease.

16. **Damage or Destruction to Leased Premises.** It is mutually agreed by the parties hereto in case said premises or any part thereof shall at any time be destroyed or so damaged as to make the premises unfit for occupancy or use, then the rents hereby reserved or a fair and just proportion thereof, according to the nature of the damage sustained, shall, until the premises shall be rebuilt or reinstated and made fit for occupancy or use, be suspended and cease to be payable unless such destruction or damage is caused in whole or in part by the actions or inactions of the LESSEE, or its employees or agents, but in case the building shall be substantially destroyed by fire or unavoidable casualty, then the term of this lease may be re-determined by mutual agreement of the parties if either party gives written notice to the other party within thirty (30) days after such substantial destruction.

If the premises are destroyed or damaged by fire or other casualty so that LESSEE is unable to occupy the premises for its permitted use, then within thirty (30) days after that event, LESSOR shall give LESSEE a notice specifying the estimated time, in LESSOR's reasonable judgment, required for repair or restoration (the "**Restoration Estimate**"). If the Restoration Estimate is one hundred twenty (120) days or less, then LESSOR shall proceed promptly and diligently to adjust the loss with applicable insurers, to secure all required governmental permits and approvals, and, to the extent of the insurance proceeds available, to repair or restore the Premises.

If the Restoration Estimate exceeds one hundred twenty (120) days, then LESSOR or LESSEE may elect to terminate this Lease by giving a termination notice to the other party within thirty (30) following delivery of the Restoration Estimate, in which event this Lease shall cease and terminate as of the date of such termination notice.

17. **Hold Harmless.** LESSEE hereby agrees to release, indemnify, defend, and hold harmless LESSOR, its officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney's fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, which is determined to be caused by the negligent or intentional acts or omissions of LESSEE, its officers, officials, employees, agents or assigns.

LESSOR hereby agrees to release, indemnify, defend, and hold harmless LESSEE, its officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney's fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, which is determined to be caused by the negligent or intentional acts or omissions of LESSOR, its officers, officials, employees, agents or assigns.

LESSOR and LESSEE do not waive, and specifically reserve, their rights to assert any and all affirmative defenses and limitations of liability as specifically set forth in Wisconsin Statutes, Chapter 893 and related statutes.

18. **Surrender.** LESSEE, upon termination of this lease in any manner, shall surrender to the LESSOR possession of the premises in good condition and repair, ordinary wear and tear excepted, with loss through fire or other insurable risk further excepted, and will deliver up the keys to the LESSOR, time being of the essence. Unless LESSOR elects otherwise, all Alterations made by LESSEE shall become the property of LESSOR and shall be surrendered to LESSOR upon expiration or termination of this Lease. Notwithstanding the foregoing, all movable equipment, trade fixtures, personal property, furniture, or any other items that can be removed without harm to the premises will remain LESSEE's property and shall not become the property of LESSOR. On or before the expiration or termination of this Lease, LESSEE shall remove all LESSEE Owned Property and LESSEE shall repair at its sole cost and expense all damage caused to the premises by such removal. LESSEE's obligations under this Paragraph shall survive the expiration or earlier termination of this Lease.
19. **Assigning or Subletting.** The LESSEE may not assign this lease nor sublet nor engage in shared branching of all or a portion of the premises without the written consent of the LESSOR.
20. **Amendment.** This lease may be revised or amended only by a written agreement signed by both parties.
21. **Force Majeure.** As used in this Lease, "Force Majeure Event" means any of the following: (a) acts of God; (b) flood, fire, earthquake, explosion, or other natural disaster; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) governmental authority, order, law, action, or request; (e) embargoes or blockades in effect on or after the date of this Agreement; (f) epidemic, pandemic, or other national or regional public health emergencies; (g) strikes, labor stoppages or slowdowns, or other industrial disturbances; or (h) shortage of supplies, adequate power, or transportation facilities. The occurrence of a Force Majeure Event shall excuse such obligations of LESSOR and LESSEE as are thereby rendered impossible or reasonably impracticable for so long as such obligation remains impossible or reasonably impracticable to perform, provided such event is not the fault of the Party delayed in performing the obligation under this Lease. Nothing in this Section shall operate to excuse any holdover beyond the expiration or sooner termination of the Term of this Lease.
22. **Partial Invalidity.** If any provision of this Lease or the application thereof to any Person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Lease, or the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each provision of this Lease shall remain in effect and shall be enforceable to the full extent permitted by applicable Law. Each provision of this Lease shall be valid and enforceable to the fullest extent permitted by applicable Law.
23. **Entire Agreement.** This Amended and Restated Lease (including all Exhibits) is intended as a final expression of the Parties' agreement, and may not be contradicted by evidence of any prior written or oral agreement. The Parties further intend that this Lease constitutes the complete and exclusive statement of its terms, and that no extrinsic evidence whatsoever may be introduced in any judicial or other proceeding, if any, involving this Lease. The parties agree that this Lease supersedes any and all prior Agreement between the parties.
24. **Survival.** Upon the expiration or other termination of this Lease, neither Party shall have any further obligation or liability to the other, except as otherwise expressly provided in this Lease and except for such obligations as by their nature can only be performed after such expiration or other termination.

Any liability for a payment which shall have accrued or relates to any period before the expiration or other termination of this Lease shall survive the expiration or earlier termination of this Lease.

25. **Governing Law; Venue.** This Lease shall be governed by the Laws of the State of Wisconsin, which shall govern the validity, performance, and enforcement of this Lease. The Parties hereby agree that any legal action deemed necessary by either Party shall be brought in any state or federal court located in the State of Wisconsin, and the Parties each hereby consent to the personal jurisdiction of such courts in any such action over the Parties hereto with respect to this Lease or the matters described herein.
26. **No Recording.** Neither this Lease nor any memorandum hereof shall be recorded or filed in any public land or other public record of any jurisdiction.
27. **Construction.** This Lease shall be construed without regard to any presumption or other rule requiring construction against the Party causing this Lease to be drafted. The captions, headings, and titles in this Lease are solely for convenience of reference and shall not affect its interpretation. Words of any gender used in this Lease shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, unless the context otherwise requires. As used in this Lease: (a) "and/or" when applied to one or more matters or things applies to any one or more, or all such matters or things as the circumstances warrant; (b) "including" means "including, without limitation"; and (c) "this Lease," "herein," "hereof," and "hereunder," and words of similar import, refer to this Lease as a whole, and not to any particular section, unless expressly so stated. All of the terms and provisions of each exhibit or schedule to this Lease are incorporated into and made a part of this Lease to the same extent as if they were included in the body of this Lease.

IN WITNESS WHEREOF the duly authorized agents of the parties hereto have subscribed their names as of the date first written above.

LESSEE: City-County Information Technology Commission

BY: Gerard Klein, Director

Date

LESSOR: CITY OF WAUSAU

By: Katie Rosenberg, Mayor

Date

EXHIBIT A - Description of Premises

Main Branch

Satellite Branch

EXHIBIT B – Rent Schedule

Main Branch

Year	Base rent per square foot
2024	\$18.85
2025	\$19.23
2026	\$19.61
2027	\$20.00
2028	\$20.40
2029	\$20.81
2030	\$21.23
2031	\$21.65
2032	\$22.09
2033	\$22.53
2034	\$22.98
2035	\$23.44
2036	\$23.91
2037	\$24.38
2038	\$24.87

Satellite Branch

Year	Base rent per square foot	Prorated Construction Costs per month
2024	\$18.85	\$1,125
2025	\$19.23	\$1,125
2026	\$19.61	\$1,125
2027	\$20.00	\$1,125
2028	\$20.40	\$1,125
2029	\$20.81	\$1,125
2030	\$21.23	\$1,125
2031	\$21.65	\$1,125
2032	\$22.09	\$1,125
2033	\$22.53	\$1,125
2034	\$22.98	\$0
2035	\$23.44	\$0
2036	\$23.91	\$0
2037	\$24.38	\$0
2038	\$24.87	\$0

EXHIBIT C

The LESSOR shall furnish to the LESSEE during the occupancy of said premises, as part of the rental consideration, in the following:

1. Heat.
2. Air Conditioning, if available in building which is leased.
3. Hot and cold running water for washroom and any existing facilities which may be part of the leased premises.
4. Water and sewer costs.
5. Maintenance and service of available heating, air conditioning, and plumbing.
6. Reasonable lighting through leased area.
7. Two keys for entrance doors of premises.
8. Electrical, telephone and data outlets. Additional outlets may be subject to a charge by the City-County Information Technology Commission.
9. Furnishing and maintenance of lights and light fixtures, electrical service necessary for operation of the office.
10. Necessary janitorial and maintenance provisions, including soap, towels and toilet tissue for restrooms.
11. Janitorial service for the premises, including halls, stairways, care of the grounds, and removal of snow from sidewalks and parking lots, including, but not limited to, the following:
 - a. Vacuuming and/or sweeping of all floors.
 - b. Periodic removal of all rubbish.
 - c. Cleaning and washing of all restrooms and plumbing fixtures
 - d. Mopping of all floors
 - e. Washing of all floors, if applicable
 - f. Cleaning of windows and light fixtures
12. General courthouse courier services.

NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL RECOMMENDATION AND APPROVAL

RE1897 11/2022 Ch. 32 Wis. Stats.

Owner name(s)
Kingspan Light & Air LLC

Area and interest required
1,556.00 sq. ft. of New Highway Right of Way (FEE), 7,268.00 sq. ft. of
Temporary Limited Easement (TLE)

Allocation

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Temporary Limited Easement (TLE)	TLE Worksheet	7,268.00	Sq Ft	\$0.80	\$1,691.97
New Highway Right of Way (FEE)		1,556.00	Sq Ft	\$0.80	\$1,244.80

Total Allocation \$2,936.77
Rounded To \$2,950.00

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by City of Wausau.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau agents or representatives.

In executing this document, the undersigned affirms that he/she is duly authorized by **Kingspan Light & Air LLC** to execute this document.

X
Signature

Date

X
Signature

Date

Print Name & Title

Print Name & Title

Approved for City of Wausau

For Office Use Only

Agency Approval

Date



Q J 9 9 8 8 8 6

This instrument was drafted by
CORRE, Inc. on behalf of the City of
Wausau

Project ID
6999-09-02

Parcel No
3

Size of Temporary Limited Easement (TLE)	7,268.00
Unit value of the unencumbered fee within the TLE:	\$ 0.80
Effective Date of the Appraisal/Date of Expanded Sales Study (mm/dd/yyyy):	1/13/2023
Expiration Date of the TLE - (mm/dd/yyyy):	12/31/2025
Term of Encumbrance of TLE:	2.9671

Annual Rental Rate

· Basic Safe Investment Rate (per year):	2.00%
· Expected Inflation Rate (per year):	6.00%
· Risk Adjustment (per year):	2.00%
Annual Yield Rate = Annual Rental Rate:	10.00%
Annual Rent for Land Within TLE:	\$ 581.44

Discounted Lump Sum Payment of Annual Rent

Discount Rate:	2.00%
· First Year:	\$ 581.44
· Second Year:	\$ 570.04
· Third Year:	\$ 540.49
· Fourth Year:	\$ -
· Fifth Year:	\$ -
· Sixth Year:	\$ -
Total Compensation for Land Within the TLE:	\$ 1,691.97

NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL RECOMMENDATION AND APPROVAL

RE1897 11/2022 Ch. 32 Wis. Stats.

Owner name(s)
Industrial Towel and Uniform, Inc.

Area and interest required
1,997.00 sq. ft. of Temporary Limited Easement (TLE)

Allocation

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Temporary Limited Easement (TLE)	TLE Worksheet	1,997.00	Sq Ft	\$2.10	\$1,220.35

Total Allocation \$1,220.35
Rounded To \$1,250.00

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by City of Wausau.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau agents or representatives.

In executing this document, the undersigned affirms that he/she is duly authorized by **Industrial Towel and Uniform, Inc.** to execute this document.

X Doug Roskopf 9/11/23
Signature Date

VP operations
Print Name & Title

X _____
Signature Date

Print Name & Title

Approved for City of Wausau

For Office Use Only

Agency Approval

Date



Q J 9 9 8 9 1 8

This instrument was drafted by
CORRE, Inc. on behalf of the City of
Wausau

Project ID
6999-09-02

Parcel No
11

Size of Temporary Limited Easement (TLE)	:	1,997.00
Unit value of the unencumbered fee within the TLE:	\$	2.10
Effective Date of the Appraisal/Date of Expanded Sales Study (mm/dd/yyyy):		1/13/2023
Expiration Date of the TLE - (mm/dd/yyyy):		12/31/2025
Term of Encumbrance of TLE:		2.9671

Annual Rental Rate

• Basic Safe Investment Rate (per year):		2.00%
• Expected Inflation Rate (per year):		6.00%
• Risk Adjustment (per year):		2.00%
Annual Yield Rate = Annual Rental Rate:		10.00%
Annual Rent for Land Within TLE:	\$	419.37

Discounted Lump Sum Payment of Annual Rent

Discount Rate:		2.00%
• First Year:	\$	419.37
• Second Year:	\$	411.15
• Third Year:	\$	389.83
• Fourth Year:	\$	-
• Fifth Year:	\$	-
• Sixth Year:	\$	-
Total Compensation for Land Within the TLE:	\$	1,220.35

NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL RECOMMENDATION AND APPROVAL

RE1897 11/2022 Ch. 32 Wis. Stats.

Owner name(s)
DP Real Estate LLC

Area and interest required
3,555.00 sq. ft. of Temporary Limited Easement (TLE)

Allocation

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Temporary Limited Easement (TLE)	TLE Worksheet	3,555.00	Sq Ft	\$2.10	\$2,172.43

Total Allocation \$2,172.43
Rounded To \$2,200.00

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by City of Wausau.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau agents or representatives.

In executing this document, the undersigned affirms that he/she is duly authorized by **DP Real Estate LLC** to execute this document.

Signature

Date

9-7-23

Dennis Draeger

Print Name & Title

X

Signature

Date

Print Name & Title

Approved for City of Wausau

For Office Use Only

Agency Approval

Date



Q J 9 9 8 9 2 2

This instrument was drafted by
CORRE, Inc. on behalf of the City of
Wausau

Project ID
6999-09-02

Parcel No
13

Size of Temporary Limited Easement (TLE)	3,555.00
Unit value of the unencumbered fee within the TLE:	\$ 2.10
Effective Date of the Appraisal/Date of Expanded Sales Study (mm/dd/yyyy):	1/13/2023
Expiration Date of the TLE - (mm/dd/yyyy):	12/31/2025
Term of Encumbrance of TLE:	2.9671
<u>Annual Rental Rate</u>	
• Basic Safe Investment Rate (per year):	2.00%
• Expected Inflation Rate (per year):	6.00%
• Risk Adjustment (per year):	2.00%
Annual Yield Rate = Annual Rental Rate:	10.00%
Annual Rent for Land Within TLE:	\$ 746.55
<u>Discounted Lump Sum Payment of Annual Rent</u>	
Discount Rate:	2.00%
• First Year:	\$ 746.55
• Second Year:	\$ 731.91
• Third Year:	\$ 693.97
• Fourth Year:	\$ -
• Fifth Year:	\$ -
• Sixth Year:	\$ -
Total Compensation for Land Within the TLE:	\$ 2,172.43

**NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL
RECOMMENDATION AND APPROVAL**

RE1897 11/2022 Ch. 32 Wis. Stats.

Owner name(s) Edith M Rose, Jay C Blaher	Area and interest required 368.00 sq. ft. of Temporary Limited Easement (TLE)
---	--

Allocation

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Temporary Limited Easement (TLE)	TLE Worksheet	368.00	Sq Ft	\$0.80	\$85.67

Total Allocation \$85.67
Rounded To \$250.00

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by City of Wausau and Town of Stettin.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau and Town of Stettin agents or representatives.

X 
Owner Signature Date
Jay C Blaher

X _____
Owner Signature Date

X 
Owner Signature Date
Edith M Rose

X _____
Owner Signature Date

Approved for City of Wausau

For Office Use Only

Agency Approval Date

Approved for Town of Stettin

For Office Use Only

Agency Approval Date



Q J 9 9 8 9 7 1

This instrument was drafted by
CORRE, Inc. on behalf of the City of
Wausau and Town of Stettin

Project ID
6999-09-02

Parcel No
26

Size of Temporary Limited Easement (TLE)	:	368.00
Unit value of the unencumbered fee within the TLE:	\$	0.80
Effective Date of the Appraisal/Date of Expanded Sales Study (mm/dd/yyyy):		1/13/2023
Expiration Date of the TLE - (mm/dd/yyyy):		12/31/2025
Term of Encumbrance of TLE:		2.9671
<u>Annual Rental Rate</u>		
* Basic Safe Investment Rate (per year):		2.00%
* Expected Inflation Rate (per year):		6.00%
* Risk Adjustment (per year):		2.00%
Annual Yield Rate = Annual Rental Rate:		10.00%
Annual Rent for Land Within TLE:	\$	29.44
<u>Discounted Lump Sum Payment of Annual Rent</u>		
Discount Rate:		2.00%
* First Year:	\$	29.44
* Second Year:	\$	28.86
* Third Year:	\$	27.37
* Fourth Year:	\$	-
* Fifth Year:	\$	-
* Sixth Year:	\$	-
Total Compensation for Land Within the TLE:	\$	85.67

NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL RECOMMENDATION AND APPROVAL

RE1897 11/2022 Ch. 32 Wis. Stats.

Owner name(s) Michael Tranetzki	Area and interest required 294.00 sq. ft. of Temporary Limited Easement (TLE)
------------------------------------	--

Allocation

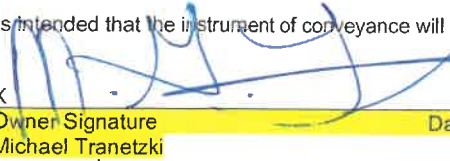
Allocation	Description	Size	Unit	Per Unit	Value (\$)
Temporary Limited Easement (TLE)	TLE Worksheet	294.00	Sq Ft	\$0.80	\$68.44

Total Allocation \$68.44
Rounded To \$250.00

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by the City of Wausau and Town of Stettin.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau and Town of Stettin agents or representatives.

X  9/15/23 X
Owner Signature Date Owner Signature Date
Michael Tranetzki

Approved for City of Wausau For Office Use Only

Agency Approval Date

Approved for Town of Stettin For Office Use Only

Agency Approval Date



This instrument was drafted by
CORRE, Inc. on behalf of the City of
Wausau and Town of Stettin

Project ID
6999-09-02

Parcel No
27

Size of Temporary Limited Easement (TLE)	:	294.00
Unit value of the unencumbered fee within the TLE:	\$	0.80
Effective Date of the Appraisal/Date of Expanded Sales Study (mm/dd/yyyy):		1/13/2023
Expiration Date of the TLE - (mm/dd/yyyy):		12/31/2025
Term of Encumbrance of TLE:		2.9671
<u>Annual Rental Rate</u>		
• Basic Safe Investment Rate (per year):		2.00%
• Expected Inflation Rate (per year):		6.00%
• Risk Adjustment (per year):		2.00%
Annual Yield Rate = Annual Rental Rate:		10.00%
Annual Rent for Land Within TLE:	\$	23.52
<u>Discounted Lump Sum Payment of Annual Rent</u>		
Discount Rate:		2.00%
• First Year:	\$	23.52
• Second Year:	\$	23.06
• Third Year:	\$	21.86
• Fourth Year:	\$	-
• Fifth Year:	\$	-
• Sixth Year:	\$	-
Total Compensation for Land Within the TLE:	\$	68.44

**NOMINAL PAYMENT PARCEL - WAIVER OF APPRAISAL
RECOMMENDATION AND APPROVAL**

RE1897 11/2022 Ch. 32 Wis. Stats.

Owner name(s) Tou Xoua Yang	Area and interest required 492.00 sq. ft. of Temporary Limited Easement (TLE)
--------------------------------	--

Allocation

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Temporary Limited Easement (TLE)	TLE Worksheet	492.00	Sq Ft	\$2.65	\$379.40

Total Allocation \$379.40
Rounded To \$400.00

The undersigned owner(s), having been fully informed of the right to have the property appraised, and to receive just compensation based upon an appraisal, have decided to waive the right to an appraisal and agree to accept settlement in the above-stated amount as full payment for the parcel stated, subject to approval by City of Wausau.

The undersigned owner(s) further state that the decision to waive the right of an appraisal was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by City of Wausau agents or representatives.

X *Tou Xoua Yang* 9-7-23
Owner Signature Date
Tou Xoua Yang

X *[Signature]* 9/07/23
Owner Signature Date

Approved for City of Wausau

For Office Use Only

Agency Approval

Date



Q J 9 9 9 0 2 0

This instrument was drafted by
CORRE, Inc. on behalf of the City of
Wausau

Project ID
6999-09-02

Parcel No
36

Size of Temporary Limited Easement (TLE)	492.00
Unit value of the unencumbered fee within the TLE:	\$ 2.65
Effective Date of the Appraisal/Date of Expanded Sales Study (mm/dd/yyyy):	1/13/2023
Expiration Date of the TLE - (mm/dd/yyyy):	12/31/2025
Term of Encumbrance of TLE:	2.9671
<u>Annual Rental Rate</u>	
• Basic Safe Investment Rate (per year):	2.00%
• Expected Inflation Rate (per year):	6.00%
• Risk Adjustment (per year):	2.00%
Annual Yield Rate = Annual Rental Rate:	10.00%
Annual Rent for Land Within TLE:	\$ 130.38
<u>Discounted Lump Sum Payment of Annual Rent</u>	
Discount Rate:	2.00%
• First Year:	\$ 130.38
• Second Year:	\$ 127.82
• Third Year:	\$ 121.20
• Fourth Year:	\$ -
• Fifth Year:	\$ -
• Sixth Year:	\$ -
Total Compensation for Land Within the TLE:	\$ 379.40

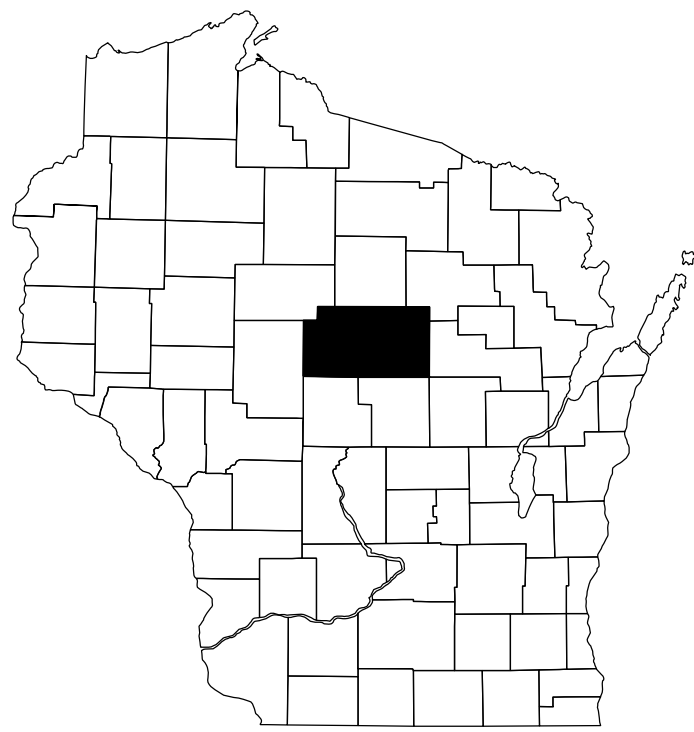
STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION
TRANSPORTATION PROJECT PLAT TITLE SHEET

6999-09-02

C WAUSAU, STEWART AVENUE

S 72ND AVENUE TO S 48TH AVENUE

LOC STR
MARATHON COUNTY



CONVENTIONAL SYMBOLS

SECTION LINE	---	SECTION CORNER SYMBOL		R/W MONUMENT (TO BE SET)	•
QUARTER LINE	---	SECTION CORNER MONUMENT		NON-MONUMENTED R/W POINT	○
SIXTEENTH LINE	---	GEODETIC SURVEY MONUMENT		FOUND IRON PIN (1-INCH UNLESS NOTED)	IP •
NEW REFERENCE LINE	---	SIXTEENTH CORNER MONUMENT		OFF-PREMISE SIGN	
NEW R/W LINE	---	SIGN			
EXISTING R/W OR HE LINE	---				
PROPERTY LINE	---				
LOT, TIE & OTHER MINOR LINES	---				
SLOPE INTERCEPT	---				
CORPORATE LIMITS	---				
UNDERGROUND FACILITY (COMMUNICATIONS, ELECTRIC, ETC)	---				
NEW R/W (FEE OR HE) (HATCHING VARIES BY OWNER)	---				
TEMPORARY LIMITED EASEMENT AREA	---				
EASEMENT AREA (PERMANENT LIMITED OR RESTRICTED DEVELOPMENT)	---				
TRANSMISSION STRUCTURES	---				
BUILDING	---				
TO BE REMOVED	---				
BRIDGE	---				
CULVERT	---				
PARALLEL OFFSETS	---				

CONVENTIONAL ABBREVIATIONS

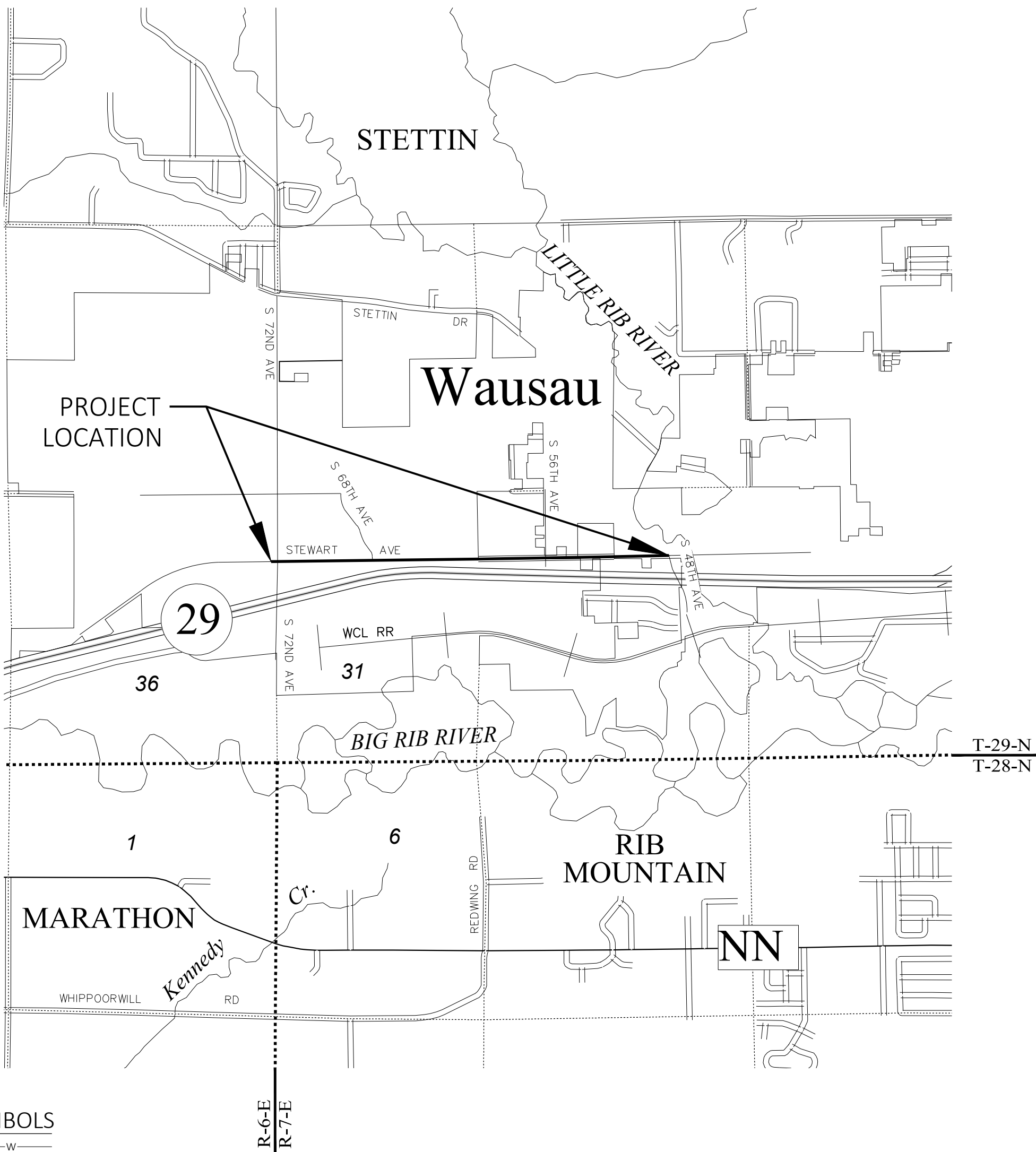
ACCESS RIGHTS	AR	POINT OF COMPOUND CURVE	PCC
ACRES	AC	POINT OF INTERSECTION	PI
AHEAD	AH	PROPERTY LINE	PL
ALUMINUM	ALUM	RECORDED AS	(100')
AND OTHERS	ET AL	REEL / IMAGE	R/I
BACK	BK	REFERENCE LINE	R/L
BLOCK	BLK	REMAINING	REM
CENTERLINE	C/L	RESTRICTIVE DEVELOPMENT	RDE
CERTIFIED SURVEY MAP	CSM	EASEMENT	
CONCRETE	CONC	RIGHT	RT
COUNTY	CO	RIGHT OF WAY	R/W
COUNTY TRUNK HIGHWAY	CTH	SECTION	SEC
DISTANCE	DIST	SEPTIC VENT	SEPV
CORNER	COR	SQUARE FEET	SF
DOCUMENT NUMBER	DOC	STATE TRUNK HIGHWAY	STH
EASEMENT	EASE	STATION	STA
EXISTING	EX	TELEPHONE PEDESTAL	TP
GAS VALVE	GV	TEMPORARY LIMITED	TLE
GRID NORTH	GN	EASEMENT	
HIGHWAY EASEMENT	HE	TRANSPORTATION PROJECT PLAT	TPP
IDENTIFICATION	ID	UNITED STATES HIGHWAY	USH
LAND CONTRACT	LC	VOLUME	V
LEFT	LT		
MONUMENT	MON		
NATIONAL GEODETIC SURVEY	NGS		
NUMBER	NO		
OUTLOT	OL		
PAGE	P		
POINT OF TANGENCY	PT		
PERMANENT LIMITED EASEMENT	PLE		
POINT OF BEGINNING	POB		
POINT OF CURVATURE	PC		

CURVE DATA ABBREVIATIONS

LONG CHORD	LCH
LONG CHORD BEARING	LCB
RADIUS	R
DEGREE OF CURVE	D
CENTRAL ANGLE	Δ / DELTA
LENGTH OF CURVE	L
TANGENT	T
DIRECTION AHEAD	DA
DIRECTION BACK	DB

CONVENTIONAL UTILITY SYMBOLS

WATER	---
GAS	---
TELEPHONE	---
OVERHEAD TRANSMISSION LINES	---
ELECTRIC	---
CABLE TELEVISION	---
FIBER OPTIC	---
SANITARY SEWER	---
STORM SEWER	---
ELECTRIC TOWER	---



THE NOTES, CONVENTIONAL SIGNS, AND ABBREVIATIONS ARE ASSOCIATED WITH EACH TRANSPORTATION PROJECT PLAT FOR PROJECT 6999-09-02

NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), MARATHON COUNTY, NAD83(2011), IN U.S. SURVEY FEET. VALUES ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

ALL NEW RIGHT-OF-WAY MONUMENTS WILL BE TYPE 2 (TYPICALLY 3/4" X 24" IRON REBARS), UNLESS OTHERWISE NOTED, AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

ALL RIGHT-OF-WAY LINES DEPICTED IN THE NON-ACQUISITION AREAS ARE INTENDED TO RE-ESTABLISH EXISTING RIGHT-OF-WAY LINES AS DETERMINED FROM PREVIOUS PROJECTS, OTHER RECORDED DOCUMENTS, OR FROM CENTERLINE OF EXISTING PAVEMENTS.

RIGHT-OF-WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER "SURVEYS" OF PUBLIC RECORD.

DIMENSIONING FOR THE NEW RIGHT-OF-WAY IS MEASURED ALONG AND PERPENDICULAR TO THE NEW REFERENCE LINES.

A TEMPORARY LIMITED EASEMENT (TLE) IS A RIGHT FOR CONSTRUCTION PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON, THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE. ALL (TLEs) ON THIS PLAT EXPIRE AT THE COMPLETION OF THE CONSTRUCTION PROJECT FOR WHICH THIS INSTRUMENT IS GIVEN.

A PERMANENT LIMITED EASEMENT (PLE) IS A RIGHT FOR CONSTRUCTION AND MAINTENANCE PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON AND THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE, BUT WITHOUT PREJUDICE TO THE OWNER'S RIGHTS TO MAKE OR CONSTRUCT IMPROVEMENTS ON SAID LANDS OR TO FLATTEN THE SLOPES, PROVIDING SAID ACTIVITIES WILL NOT IMPAIR OR OTHERWISE ADVERSELY AFFECT THE HIGHWAY FACILITIES.

AN EASEMENT FOR HIGHWAY PURPOSES (HE), AS LONG AS SO USED, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE.

PROPERTY LINES SHOWN ON THIS PLAT ARE DRAWN FROM DATA DERIVED FROM MAPS AND DOCUMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPATIONAL LINES. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES, EXCLUDING RIGHT-OF-WAY, AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

FOR THE CURRENT ACCESS/DRIVEWAY INFORMATION, CONTACT THE CITY OF WAUSAU OR THE TOWN OF STETTIN.

PARCEL AND UTILITY IDENTIFICATION NUMBERS MAY NOT POINT TO ALL AREAS OF ACQUISITION, AS NOTED ON THE TPP DETAIL PAGES.

INFORMATION FOR THE BASIS OF EXISTING HIGHWAY RIGHT-OF-WAY POINTS OF REFERENCE AND ACCESS CONTROL ARE LISTED ON THE TPP DETAIL PAGES.

PROJECT NUMBER 6999-09-02 -4. 01
SHEET 2 OF 2
AMENDMENT NO:

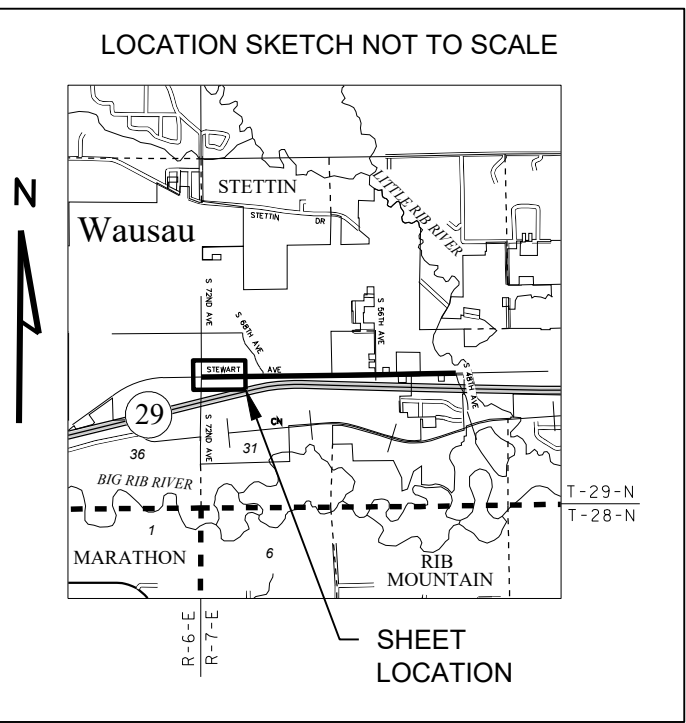
TRANSPORTATION PROJECT PLAT NO: 6999-09-02-4.01

THAT PART OF LOT 1 OF CSM 4281, PART OF OUTLOT 1 OF CSM 12575, PART OF LOT 1 OF CSM 4787 AND PART OF LOT 1 OF CSM 4767 LOCATED IN PART OF THE N1/2 OF THE FRACTIONAL NW1/4, PART OF PARCEL 4 OF CSM 6176, PART OF LOT 1 OF CSM 609, PART OF LOT 1 OF CSM 250, PART OF LOTS 1 AND 2 OF CSM 9120, PART OF LOT 1 OF CSM 4168 AND PART OF LOT 1 OF 393 LOCATED IN PART OF THE S1/2 OF THE FRACTIONAL NW1/4, ALL IN SECTION 31, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

RELOCATION ORDER - LOC STR, C WAUSAU, STEWART AVENUE (S 72ND AVENUE TO S 48TH AVENUE), MARATHON COUNTY

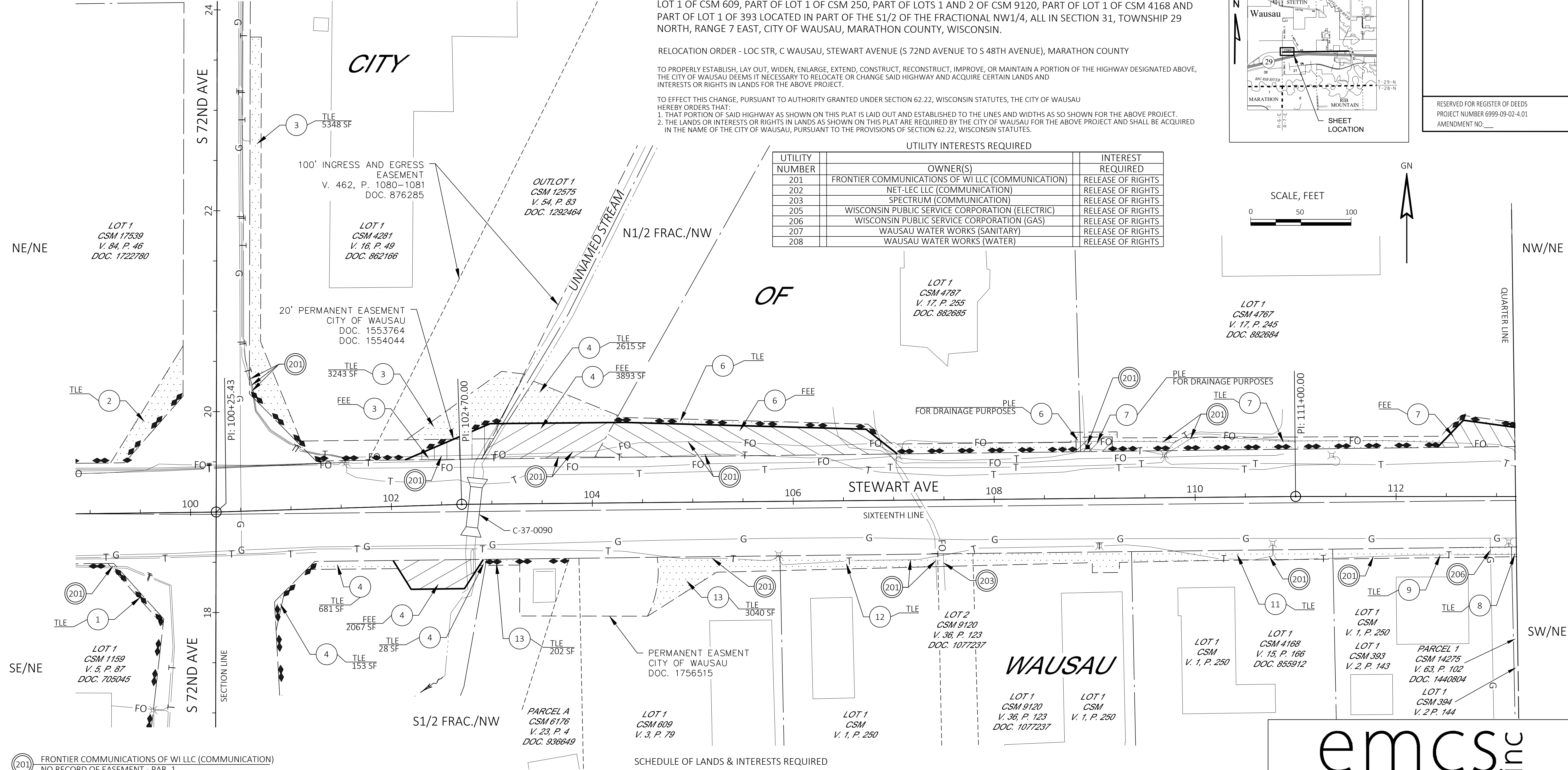
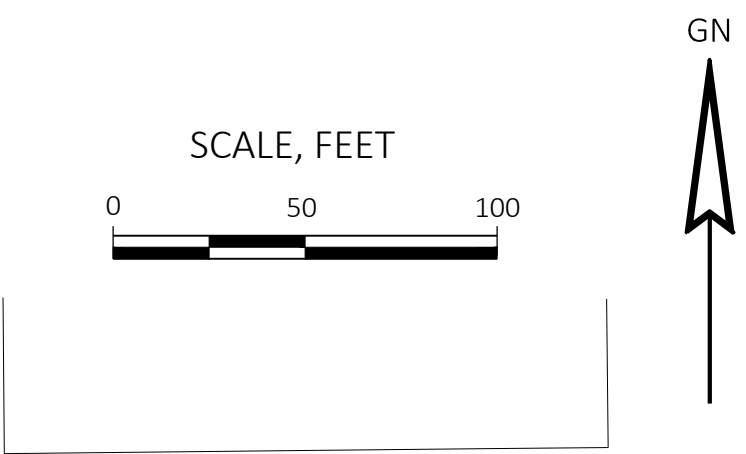
TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF WAUSAU DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 62.22, WISCONSIN STATUTES, THE CITY OF WAUSAU HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF WAUSAU FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF WAUSAU, PURSUANT TO THE PROVISIONS OF SECTION 62.22, WISCONSIN STATUTES.



RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 6999-09-02-4.01
AMENDMENT NO:___

UTILITY INTERESTS REQUIRED		
UTILITY NUMBER	OWNER(S)	INTEREST REQUIRED
201	FRONTIER COMMUNICATIONS OF WI LLC (COMMUNICATION)	RELEASE OF RIGHTS
202	NET-LEC LLC (COMMUNICATION)	RELEASE OF RIGHTS
203	SPECTRUM (COMMUNICATION)	RELEASE OF RIGHTS
205	WISCONSIN PUBLIC SERVICE CORPORATION (ELECTRIC)	RELEASE OF RIGHTS
206	WISCONSIN PUBLIC SERVICE CORPORATION (GAS)	RELEASE OF RIGHTS
207	WAUSAU WATER WORKS (SANITARY)	RELEASE OF RIGHTS
208	WAUSAU WATER WORKS (WATER)	RELEASE OF RIGHTS



- (201) FRONTIER COMMUNICATIONS OF WI LLC (COMMUNICATION)
NO RECORD OF EASEMENT - PAR. 1
VOL. 66 PG. 561 DOC. 604190 - PAR. 2, 3, 4, 6 & 7
VOL. 155 PG. 286 DOC. 645939 - PAR. 9
VOL. 155 PG. 604 DOC. 646161 - PAR. 11, 12 & 13
VOL. 158 PG. 567 DOC. 647598 - PAR. 8
VOL. 440 PG. 101 DOC. 859525 - PAR. 13
VOL. 578 PG. 187 DOC. 959612 - PAR. 7
- (202) NET-LEC LLC (COMMUNICATION)
DOC. 1607184 - PAR. 12
- (203) SPECTRUM (COMMUNICATION)
NO RECORD OF EASEMENT - PAR. 12

- (205) WISCONSIN PUBLIC SERVICE CORPORATION (ELECTRIC)
DOC. 1770320 - PAR. 13
- (206) WISCONSIN PUBLIC SERVICE CORPORATION (GAS)
NO RECORD OF EASEMENT - PAR. 9
- (207) WAUSAU WATER WORKS (SANITARY)
DOC. 1756515 - PAR. 13
- (208) WAUSAU WATER WORKS (WATER)
DOC. 1756515 - PAR. 13

ALL TLES ARE FOR SLOPE GRADING PURPOSES

SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE CITY OF WAUSAU.

PARCEL NUMBER	OWNERS	INTERESTS REQUIRED	R/W SF REQUIRED			PLE SF	TLE SF
			NEW	EXISTING	TOTAL		
1	MARATHON COUNTY, A WISCONSIN MUNICIPAL CORPORATION	TLE	---	---	---	---	355
2	APOGEE WAUSAU GROUP, INC., A WISCONSIN CORPORATION	TLE	---	---	---	---	2264
3	KINGSPAN LIGHT & AIR LLC, A DELAWARE LIMITED LIABILITY COMPANY	FEE/TLE	1556	---	1556	---	8591
4	CITY OF WAUSAU, A WISCONSIN MUNICIPALITY	FEE/TLE	5960	---	5960	---	3477
6	BADGER HOUSING ASSOCIATES III, A WISCONSIN CO-PARTNERSHIP	FEE/PLE/TLE	8254	---	8254	63	3247
7	OSHCON CORPORATION, A WISCONSIN CORPORATION	FEE/PLE/TLE	1521	---	1521	455	4586
8	WTH 9, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	TLE	---	---	---	---	47
9	BRIAN LUEDTKE PROPERTIES, LLC. A WISCONSIN LIMITED LIABILITY COMPANY	TLE	---	---	---	---	1746
11	INDUSTRIAL TOWEL AND UNIFORM, INC., A WISCONSIN CORPORATION	TLE	---	---	---	---	1997
12	RUTH A. VAN ERT, LLC, A SOUTH DAKOTA LIMITED LIABILITY COMPANY	TLE	---	---	---	---	4622
13	DP REAL ESTATE LLC, A WISCONSIN LIMITED LIABILITY COMPANY	TLE	---	---	---	---	3242

emcs_{inc}

I, KEVIN C. BOYER, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE CITY OF WAUSAU, I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

SIGNATURE: _____ DATE: _____
PRINT NAME: KEVIN C. BOYER
REGISTRATION NUMBER: S-2675

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE CITY OF WAUSAU

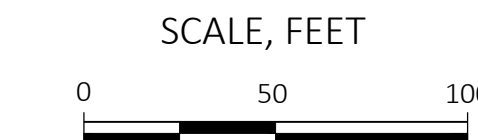
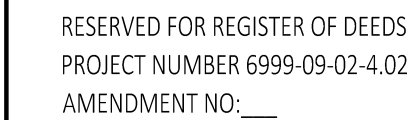
SIGNATURE: _____ DATE: _____
PRINT NAME: _____

THAT PART OF LOT 1 OF CSM 14700 AND PART OF LOT 1 OF CSM 809 LOCATED IN PART OF THE NW1/4 OF THE NE1/4, THAT PART OF PARCEL 1 OF CSM 14275, PART OF LOT 1 OF CSM 3510 AND PART OF LOT 1 OF CSM 394 LOCATED IN PART OF THE SW1/4 OF THE NE1/4, ALL IN SECTION 31, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF WAUSAU DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE CITY OF WAUSAU.

PRELIMINARY DESIGN NOTE
CONFIRM IF PARCEL 16 WAS TRANSFERRED FROM
"GENERAL TELEPHONE COMPANY OF WISCONSIN,
A WISCONSIN CORPORATION" TO "FRONTIER
COMMUNICATIONS OF WI LLC".



(201) FRONTIER COMMUNICATIONS OF WI LLC (COMMUNICATION)
VOL. 158 PG. 567 DOC. 647598 - PAR. 4, 8 & 16

(204) TDS METROCOM LLC (COMMUNICATION)
NO RECORD OF EASEMENT - PAR. 14

(205) WISCONSIN PUBLIC SERVICE CORPORATION (ELECTRIC)
DEED BOOK 252 PG. 122 - PAR 4, 8, 14 & 16

(206) WISCONSIN PUBLIC SERVICE CORPORATION (GAS)
NO RECORD OF EASEMENT - PAR. 14

SIGNATURE: _____ DATE: _____
PRINT NAME: _____

TRANSPORTATION PROJECT PLAT NO: 6999-09-02-4.03

THAT PART OF PARCEL 2 OF CSM 11835 LOCATED IN PART OF THE NE1/4 OF THE NE1/4 OF SECTION 31,
TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

RELOCATION ORDER - LOC STR, C WAUSAU, STEWART AVENUE (S 72ND AVENUE TO S 48TH AVENUE), MARATHON COUNTY

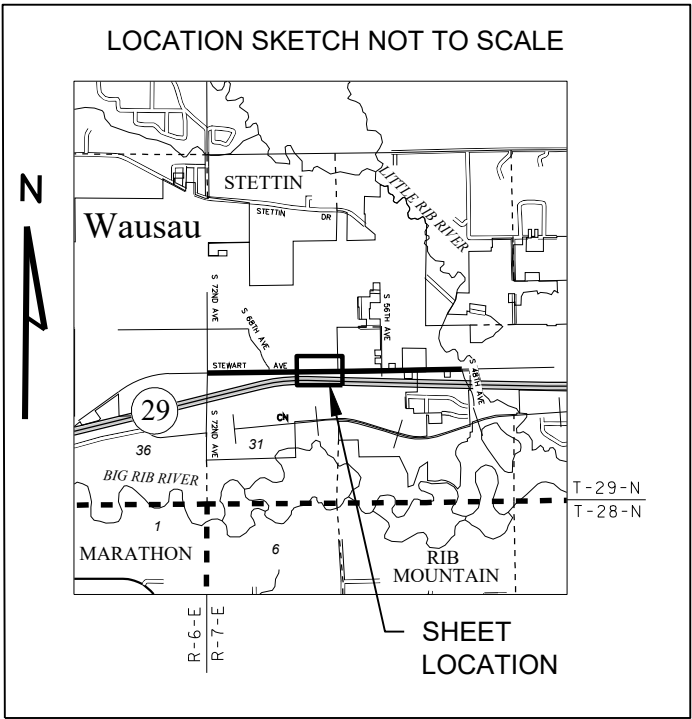
TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE,
THE CITY OF WAUSAU DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND
INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 62.22, WISCONSIN STATUTES, THE CITY OF WAUSAU
HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF WAUSAU FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED
IN THE NAME OF THE CITY OF WAUSAU, PURSUANT TO THE PROVISIONS OF SECTION 62.22, WISCONSIN STATUTES.

SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO
THE CITY OF WAUSAU.

PARCEL NUMBER	OWNERS	INTERESTS REQUIRED	R/W SF REQUIRED			TLE
			NEW	EXISTING	TOTAL	SF
17	RODNEY STEIF, A 1/2 INTEREST, PAULA KNOBLOCK, A 1/4 INTEREST AND PAUL KNOBLOCK, A 1/4 INTEREST, AS TENANTS IN COMMON D/B/A S & K INVESTMENTS	FEE/TLE	194	---	194	1873



RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 6999-09-02-4.03
AMENDMENT NO:____

4

NW/NE

CITY

OF

LOT 3
CSM 11809
V. 50, P. 97
DOC. 1234475

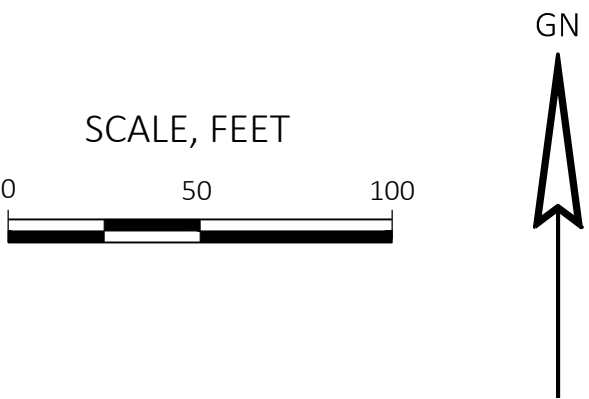
PARCEL 2
CSM 11835
V. 50, P. 123
DOC. 1235929

NE/NE

STEWART AVE

SE/NE

WAUSAU



OUTLOT 1
CSM 11809
V. 50, P. 97
DOC. 1234475

UNNAMED
OPEN WATER

NW/NW

SW/NW

SECTION LINE

SIXTEENTH LINE

Pl: 129+00.00

128

130

SIXTEENTH LINE

132

134

136

138

140

SW/NE

ALL TLES ARE FOR SLOPE GRADING PURPOSES

emcs_{inc}

I, KEVIN C. BOYER, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN
FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN
STATUTES AND UNDER THE DIRECTION OF THE CITY OF WAUSAU
I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH
PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

SIGNATURE: _____ DATE: _____
PRINT NAME: KEVIN C. BOYER
REGISTRATION NUMBER: S-2675

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR
THE CITY OF WAUSAU

SIGNATURE: _____ DATE: _____
PRINT NAME: _____

TRANSPORTATION PROJECT PLAT NO: 6999-09-02-4.04

THAT PART OF THE SW1/4 OF THE NW1/4 OF SECTION 32, TOWNSHIP 29 NORTH, RANGE 7 EAST,
CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

RELOCATION ORDER - LOC STR, C WAUSAU, STEWART AVENUE (S 72ND AVENUE TO S 48TH AVENUE), MARATHON COUNTY

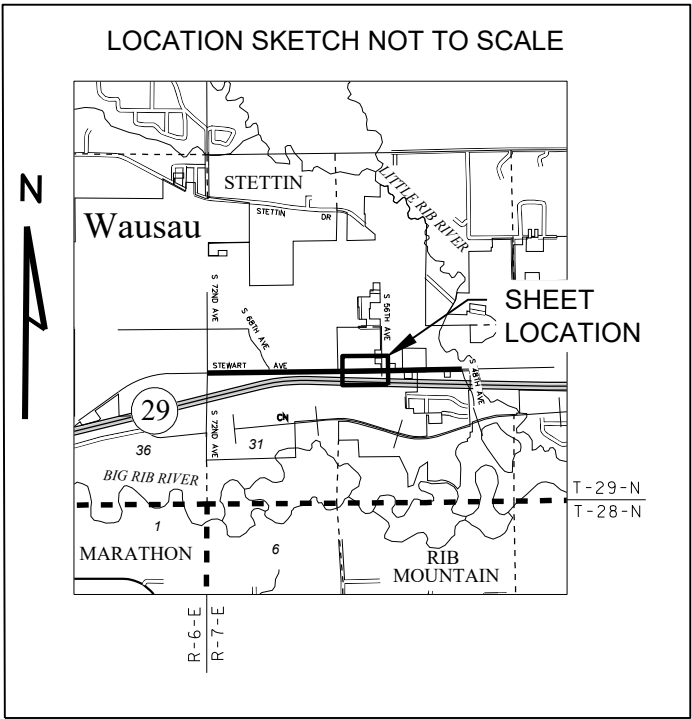
TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE,
THE CITY OF WAUSAU DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND
INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 62.22, WISCONSIN STATUTES, THE CITY OF WAUSAU
HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF WAUSAU FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED
IN THE NAME OF THE CITY OF WAUSAU, PURSUANT TO THE PROVISIONS OF SECTION 62.22, WISCONSIN STATUTES.

SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER
OF LAND INTERESTS TO THE CITY OF WAUSAU.

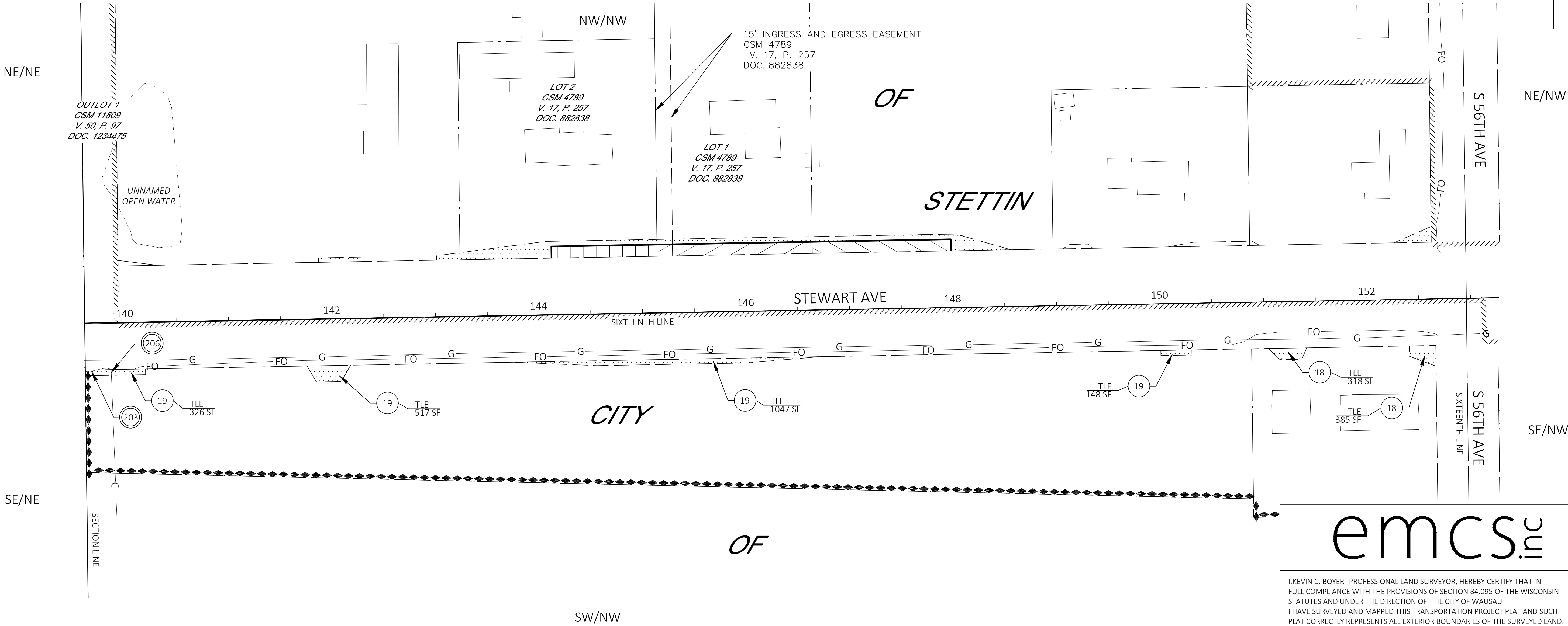
PARCEL NUMBER	OWNERS	INTERESTS REQUIRED	TLE SF
18	JEFF P. WEBSTER AND LISA R. TESKE, HUSBAND AND WIFE, AS SURVIVORSHIP MARITAL PROPERTY	TLE	703
19	MARGARET E. SCHLAIS TRUST DATED NOVEMBER 21, 2003	TLE	2038



RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 6999-09-02-4.04
AMENDMENT NO. ____

UTILITY INTERESTS REQUIRED		
UTILITY NUMBER	OWNER(S)	INTEREST REQUIRED
203	SPECTRUM (COMMUNICATION)	RELEASE OF RIGHTS
206	WISCONSIN PUBLIC SERVICE CORPORATION (GAS)	RELEASE OF RIGHTS

- (203) SPECTRUM (COMMUNICATION)
NO RECORD OF EASEMENT - PAR. 19
- (206) WISCONSIN PUBLIC SERVICE CORPORATION (GAS)
NO RECORD OF EASEMENT - PAR. 19



ALL TLES ARE FOR SLOPE GRADING PURPOSES

SEE SHEET 4.05 FOR INTERESTS REQUIRED
IN THE TOWN OF STETTIN.

TRANSPORTATION PROJECT PLAT NO: 6999-09-02-4.05

THAT PART OF LOTS 1 AND 2 OF CSM 4789 LOCATED IN PART OF THE NW1/4 OF THE NW1/4 OF SECTION 32, TOWNSHIP 29 NORTH, RANGE 7 EAST, TOWN OF STETTIN, MARATHON COUNTY, WISCONSIN.

RELOCATION ORDER - LOC STR, C WAUSAU, STEWART AVENUE (S 72ND AVENUE TO S 48TH AVENUE), MARATHON COUNTY

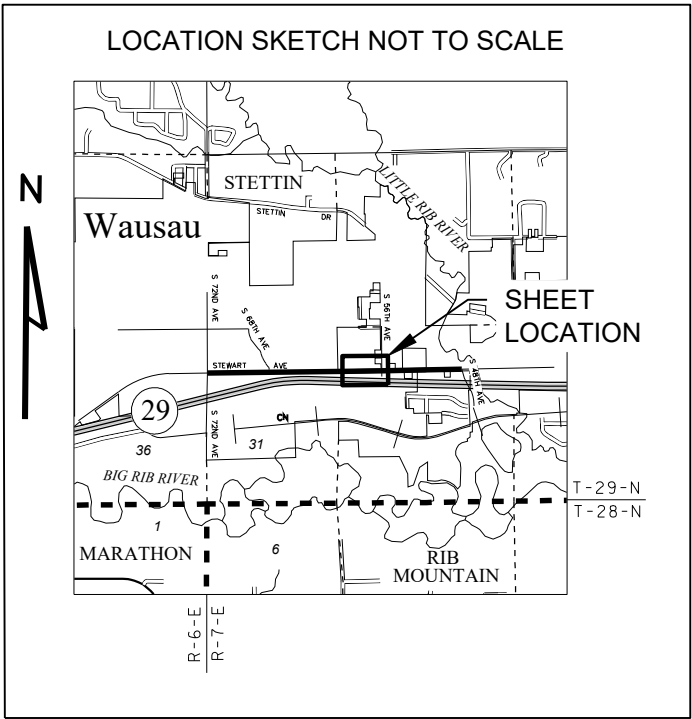
TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE TOWN OF STETTIN DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 82.14(1), WISCONSIN STATUTES, THE TOWN OF STETTIN HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE TOWN OF STETTIN FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE TOWN OF STETTIN, PURSUANT TO THE PROVISIONS OF SECTION 82.14(1), WISCONSIN STATUTES.

SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE TOWN OF STETTIN.

PARCEL NUMBER	OWNERS	INTERESTS REQUIRED	R/W SF REQUIRED			TLE
			NEW	EXISTING	TOTAL	
21	GERALDINE M. STEIF REVOCABLE TRUST OF FEBRUARY 19, 2005	TLE	---	---	---	406
22	PAUL A KNOBLOCK AND PAULA J STEIF N\K\A PAULA J KNOBLOCK, HUSBAND AND WIFE	FEE/TLE	1149	---	1149	1557
23	RODNEY J. STEIF	FEE/TLE	1683	---	1683	750
24	GERALDINE M. STEIF REVOCABLE TRUST OF FEBRUARY 19, 2005, A 50% INTEREST, AND THE STEIF FAMILY TRUST OF FEBRUARY 19, 2005, A 50% INTEREST	FEE/TLE	1497	---	1497	1178
26	EDITH M. ROSE, AS LIFE TENANT, AND JAY C. BLAHER, AS REMAINDERMAN	TLE	---	---	---	368
27	MICHAEL TRANETZKI	TLE	---	---	---	294

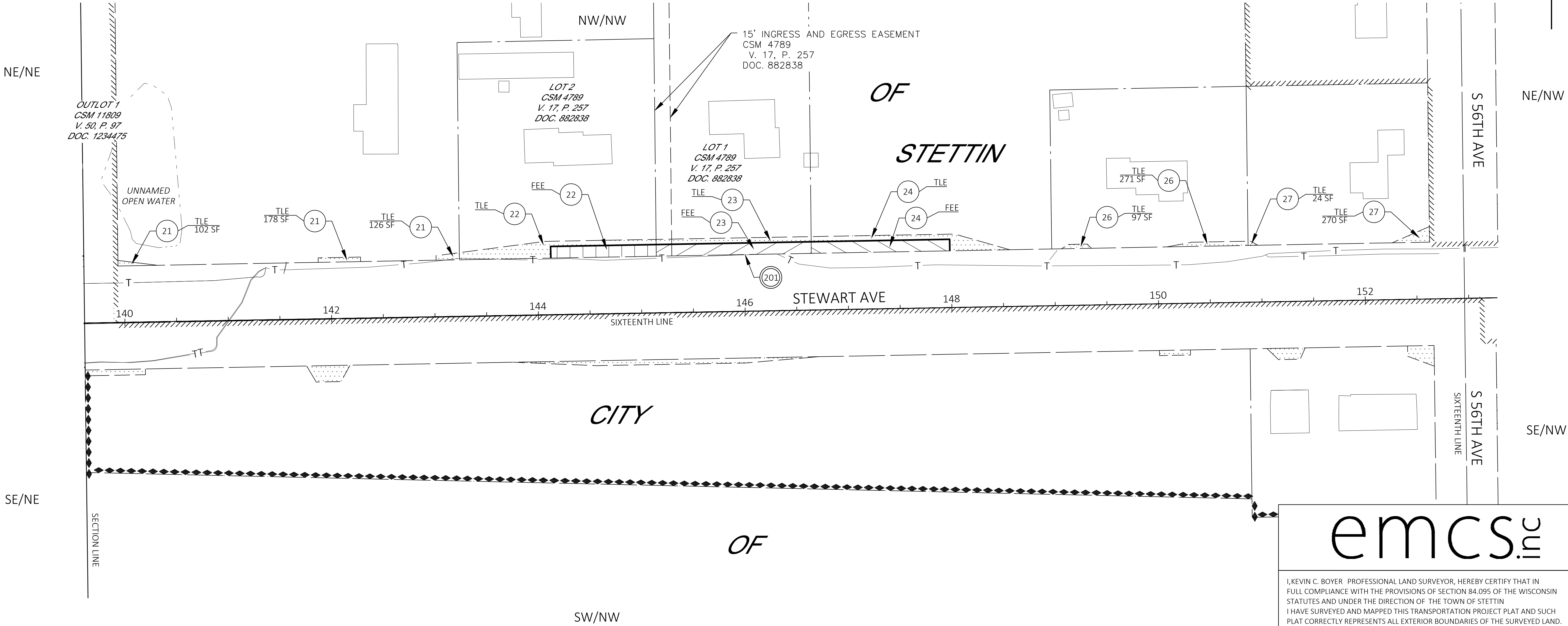


RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 6999-09-02-4.05
AMENDMENT NO. ____

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	OWNER(S)	INTEREST REQUIRED
201	FRONTIER COMMUNICATIONS OF WI LLC (COMMUNICATION)	RELEASE OF RIGHTS

(201) FRONTIER COMMUNICATIONS OF WI LLC (COMMUNICATION)
VOL. 59 PG. 236 DOC. 600564 - PAR. 27
VOL. 59 PG. 240 DOC. 600568 - PAR. 21, 22, 23 & 24



ALL TLES ARE FOR SLOPE GRADING PURPOSES

SEE SHEET 4.04 FOR INTERESTS REQUIRED IN THE CITY OF WAUSAU.

emcs_{inc}

I, KEVIN C. BOYER, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE TOWN OF STETTIN I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

SIGNATURE: _____ DATE: _____
PRINT NAME: KEVIN C. BOYER
REGISTRATION NUMBER: S-2675

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE TOWN OF STETTIN

SIGNATURE: _____ DATE: _____
PRINT NAME: _____

TRANSPORTATION PROJECT PLAT NO: 6999-09-02-4.06

THAT PART OF THE NE1/4 OF THE NW1/4 AND PART OF THE SE1/4 OF THE NW1/4 OF SECTION 32, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

RELOCATION ORDER - LOC STR, C WAUSAU, STEWART AVENUE (S 72ND AVENUE TO S 48TH AVENUE), MARATHON COUNTY

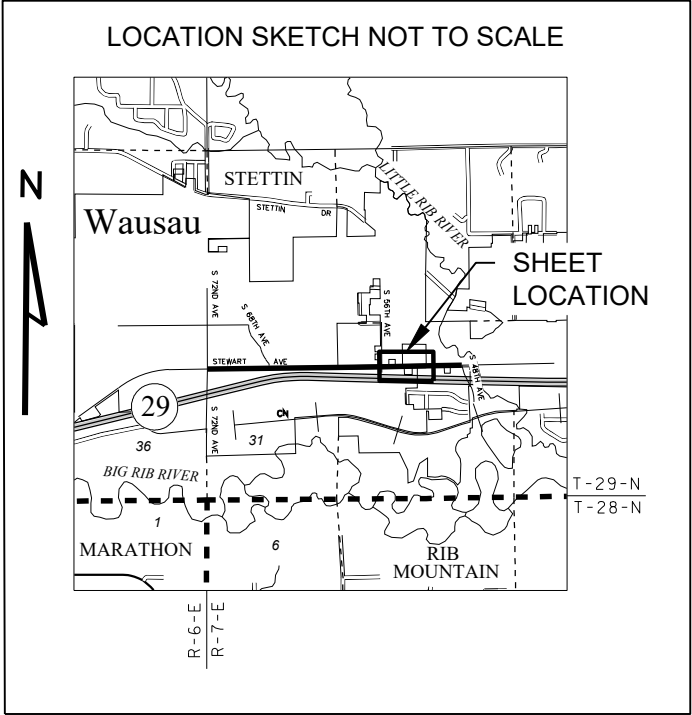
TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF WAUSAU DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 62.22, WISCONSIN STATUTES, THE CITY OF WAUSAU HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF WAUSAU FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF WAUSAU, PURSUANT TO THE PROVISIONS OF SECTION 62.22, WISCONSIN STATUTES.

SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE CITY OF WAUSAU.

PARCEL NUMBER	OWNERS	INTERESTS REQUIRED	TLE SF
31	JOSHUA D. ZENTNER	TLE	249
33	TRAVIS VOLM	TLE	325
34	STEVEN J. KAQUATOSH	TLE	344
36	TOU XOUA YANG	TLE	203
37	ROD KLEIBER PROPERTIES, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	TLE	1601
38	TODD M. WOLD, AS VENDEE BY LAND CONTRACT FROM JUANITA L. ARROWOOD, AS VENDOR	TLE	2688
41	WAUSAU HOSPITALS, INC., A WISCONSIN CORPORATION	TLE	342

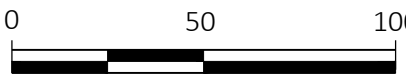


RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 6999-09-02-4.06
AMENDMENT NO:____

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	OWNER(S)	INTEREST REQUIRED
201	FRONTIER COMMUNICATIONS OF WI LLC (COMMUNICATION)	RELEASE OF RIGHTS

SCALE, FEET



GN

NW/NE

SW/NE

emcs_{inc}

I, KEVIN C. BOYER, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE CITY OF WAUSAU I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

SIGNATURE: _____ DATE: _____
PRINT NAME: KEVIN C. BOYER
REGISTRATION NUMBER: S-2675

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE CITY OF WAUSAU

SIGNATURE: _____ DATE: _____
PRINT NAME: _____

TRANSPORTATION PROJECT PLAT NO: 6999-09-02-4.07

THAT PART OF LOT 1 OF CSM 1775 AND PART OF LOT 1 OF CSM 13195 LOCATED IN PART OF THE NE1/4 OF THE NW1/4 AND THAT PART OF THE SE1/4 OF THE NW1/4, ALL IN SECTION 32, TOWNSHIP 29 NORTH, RANGE 7 EAST, TOWN OF STETTIN, MARATHON COUNTY, WISCONSIN.

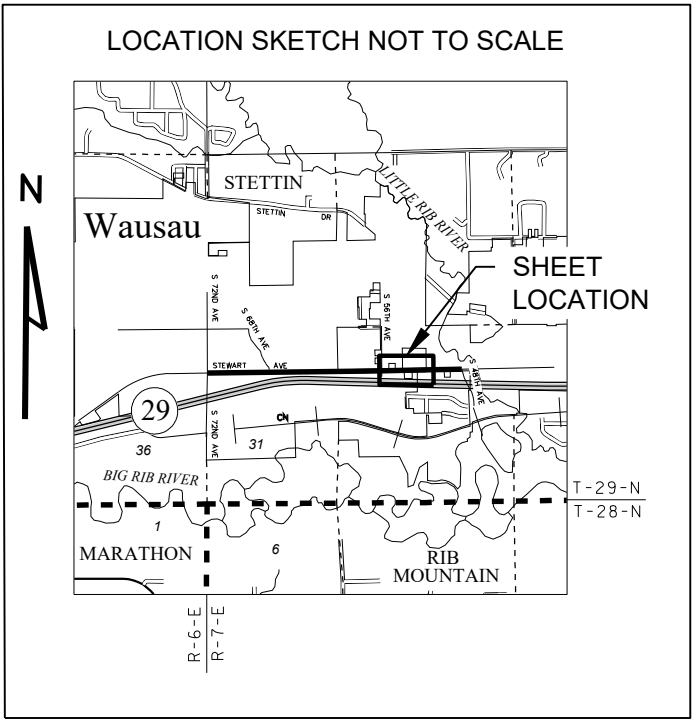
RELOCATION ORDER - LOC STR, C WAUSAU, STEWART AVENUE (S 72ND AVENUE TO S 48TH AVENUE), MARATHON COUNTY

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE TOWN OF STETTIN DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 82.14(1), WISCONSIN STATUTES, THE TOWN OF STETTIN HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE TOWN OF STETTIN FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE TOWN OF STETTIN, PURSUANT TO THE PROVISIONS OF SECTION 82.14(1), WISCONSIN STATUTES.

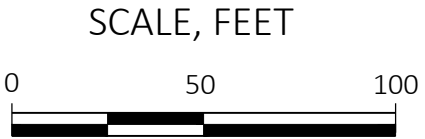
SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE TOWN OF STETTIN.			
PARCEL NUMBER	OWNERS	INTERESTS REQUIRED	TLE SF
28	MARLENE D. SAVATKE	TLE	905
29	KORY J. KUCIREK	TLE	139
32	MAYADA TASHTOOSH	TLE	160
39	ATLAS APARTMENTS, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	TLE	706
42	GB AND WAUSAU, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	TLE	830
43	5300 STEWART AVE, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	TLE	1970



RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 6999-09-02-4.07
AMENDMENT NO:____

UTILITY INTERESTS REQUIRED		
UTILITY NUMBER	OWNER(S)	INTEREST REQUIRED
201	FRONTIER COMMUNICATIONS OF WI LLC (COMMUNICATION)	RELEASE OF RIGHTS



GN

NW/NE

SW/NE

NE/NW

NW/NW

SW/NW

SE/NW

S 56TH AVE

S 56TH AVE

STEWART AVE

SIXTEENTH LINE

QUARTER LINE

emcs_{inc}

I, KEVIN C. BOYER, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE TOWN OF STETTIN I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

SIGNATURE: _____ DATE: _____
PRINT NAME: KEVIN C. BOYER
REGISTRATION NUMBER: S-2675

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE TOWN OF STETTIN

SIGNATURE: _____ DATE: _____
PRINT NAME: _____

ALL TLES ARE FOR SLOPE GRADING PURPOSES

SEE SHEET 4.06 FOR INTERESTS REQUIRED IN THE CITY OF WAUSAU.

TRANSPORTATION PROJECT PLAT NO: 6999-09-02-4.08

THAT PART OF LOT 1 OF CSM 1998 AND PART OF LOT 1 OF CSM 10488 LOCATED IN PART OF THE NW1/4 OF THE NE1/4, THAT PART OF PARCEL 1 OF CSM 8889 LOCATED IN PART OF THE SW1/4 OF THE NE1/4, ALL IN SECTION 32, TOWNSHIP 29 NORTH, RANGE 7 EAST, CITY OF WAUSAU, MARATHON COUNTY, WISCONSIN.

RELOCATION ORDER - LOC STR, C WAUSAU, STEWART AVENUE (S 72ND AVENUE TO S 48TH AVENUE), MARATHON COUNTY

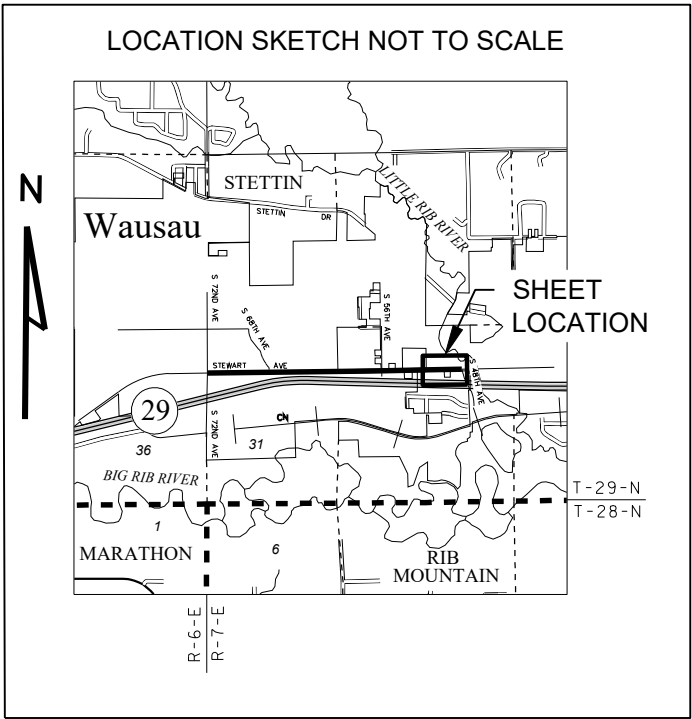
TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF WAUSAU DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 62.22, WISCONSIN STATUTES, THE CITY OF WAUSAU HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF WAUSAU FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF WAUSAU, PURSUANT TO THE PROVISIONS OF SECTION 62.22, WISCONSIN STATUTES.

SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE CITY OF WAUSAU.

PARCEL NUMBER	OWNERS	INTERESTS REQUIRED	R/W SF REQUIRED			TLE
			NEW	EXISTING	TOTAL	SF
44	5108 STEWART AVE, LLC, A WISCONSIN LIMITED LIABILITY COMPANY, CHARLES A DHIDORZI, AN 16/20 INTEREST, CHRISTOPHER J. GHIDORZI IRREVOCABLE TRUST DATED JUNE 26, 2002 AN 1/20 INTEREST, CHRISTOPHER JOHN GHIDORZI IRREVOCABLE TRUST DATED JUNE 26, 2002 AN 1/20 INTEREST, BRIAN C. GHIDORZI IRREVOCABLE TRUST DATED JUNE 26, 2002 AN 1/20 INTEREST, BRIAN CHARLES GHIDORZI IRREVOCABLE TRUST DATED JUNE 26, 2002 AN 1/20 INTEREST	FEE/TLE	2269	---	2269	731
46	5108 STEWART AVENUE, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	FEE/TLE	3793	---	3793	450
47	STEWART WOODS 5000, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	FEE/TLE	56	---	56	497
48	MAC VENTURES, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	FEE/TLE	688	---	688	3884
51	4901 STEWART AVE, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	TLE	---	---	---	1804



RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 6999-09-02-4.08
AMENDMENT NO:___

ALL TLES ARE FOR SLOPE GRADING PURPOSES

SEE SHEET 4.09 FOR INTERESTS REQUIRED
IN THE TOWN OF STETTIN.

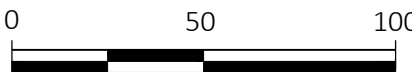
CITY

NW/NE

OF

WAUSAU

SCALE, FEET



GN

NE/NE

4

NE/NW

4

INGRESS AND EGRESS EASEMENT
DOC. 1307020

LOT 1
CSM 1998
V. 8, P. 82
DOC. 746009

LOT 1
CSM 10488
V. 43, P. 120
DOC. 1153729

TLE 690 SF
FEE 323 SF

TLE 41 SF
FEE 1946 SF

TLE 41 SF
FEE 1946 SF

TLE 41 SF
FEE 1946 SF

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QUARTER LINE

TOWN

LOT 1
CSM 1282
V. 5, P. 209
DOC. 712832

PARCEL 1
CSM 8889
V. 35, P. 67
DOC. 1063935

PARCEL 2
CSM 8889
V. 35, P. 67
DOC. 1063935

S 48TH AVE

ROBERTA LN

SE/NE

SE/NW

OF

SW/NE

STETTIN

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	OWNER(S)	INTEREST REQUIRED
201	FRONTIER COMMUNICATIONS OF WI LLC (COMMUNICATION)	RELEASE OF RIGHTS
207	WAUSAU WATER WORKS (SANITARY)	RELEASE OF RIGHTS
208	WAUSAU WATER WORKS (WATER)	RELEASE OF RIGHTS

201 FRONTIER COMMUNICATIONS OF WI LLC (COMMUNICATION)
VOL. 59 PG. 239 DOC. 600567 - PAR. 44 & 48
VOL. 60 PG. 235 DOC. 601023 - PAR. 46 & 47

207 WAUSAU WATER WORKS (SANITARY)
VOL. 428 PG. 212 DOC. 851158 - PAR 47

208 WAUSAU WATER WORKS (WATER)
VOL. 36 PG. 484 DOC. 590129 - PAR 48

emcs inc

I, KEVIN C. BOYER PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE CITY OF WAUSAU I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

SIGNATURE: _____ DATE: _____
PRINT NAME: KEVIN C. BOYER
REGISTRATION NUMBER: S-2675

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE CITY OF WAUSAU

SIGNATURE: _____ DATE: _____
PRINT NAME: _____

TRANSPORTATION PROJECT PLAT NO: 6999-09-02-4.09

THAT PART OF LOT 1 OF CSM 1282 AND PART OF PARCEL 2 OF CSM 8889 LOCATED IN PART OF THE SW1/4 OF THE NE1/4 OF SECTION 32, TOWNSHIP 29 NORTH, RANGE 7 EAST, TOWN OF STETTIN, MARATHON COUNTY, WISCONSIN.

RELOCATION ORDER - LOC STR, C WAUSAU, STEWART AVENUE (S 72ND AVENUE TO S 48TH AVENUE), MARATHON COUNTY

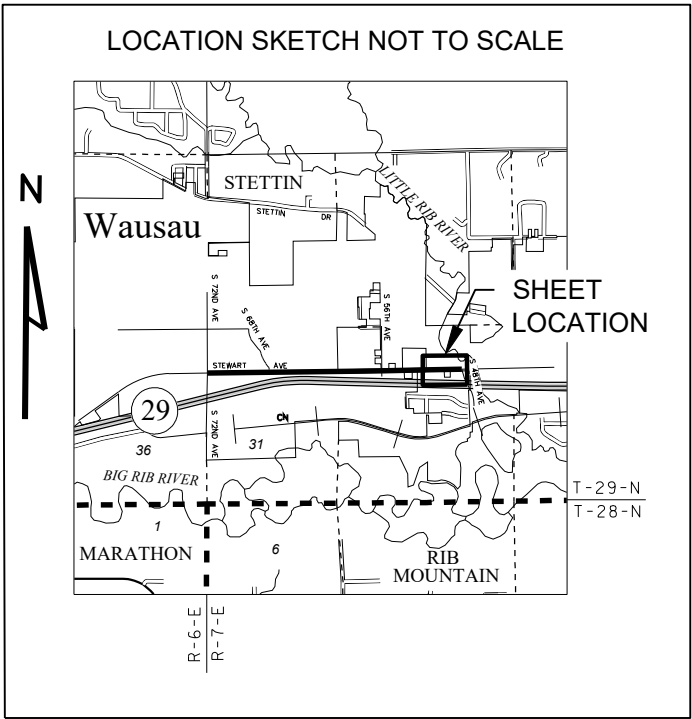
TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE TOWN OF STETTIN DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 82.14(1), WISCONSIN STATUTES, THE TOWN OF STETTIN HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE TOWN OF STETTIN FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE TOWN OF STETTIN, PURSUANT TO THE PROVISIONS OF SECTION 82.14(1), WISCONSIN STATUTES.

SCHEDULE OF LANDS & INTERESTS REQUIRED

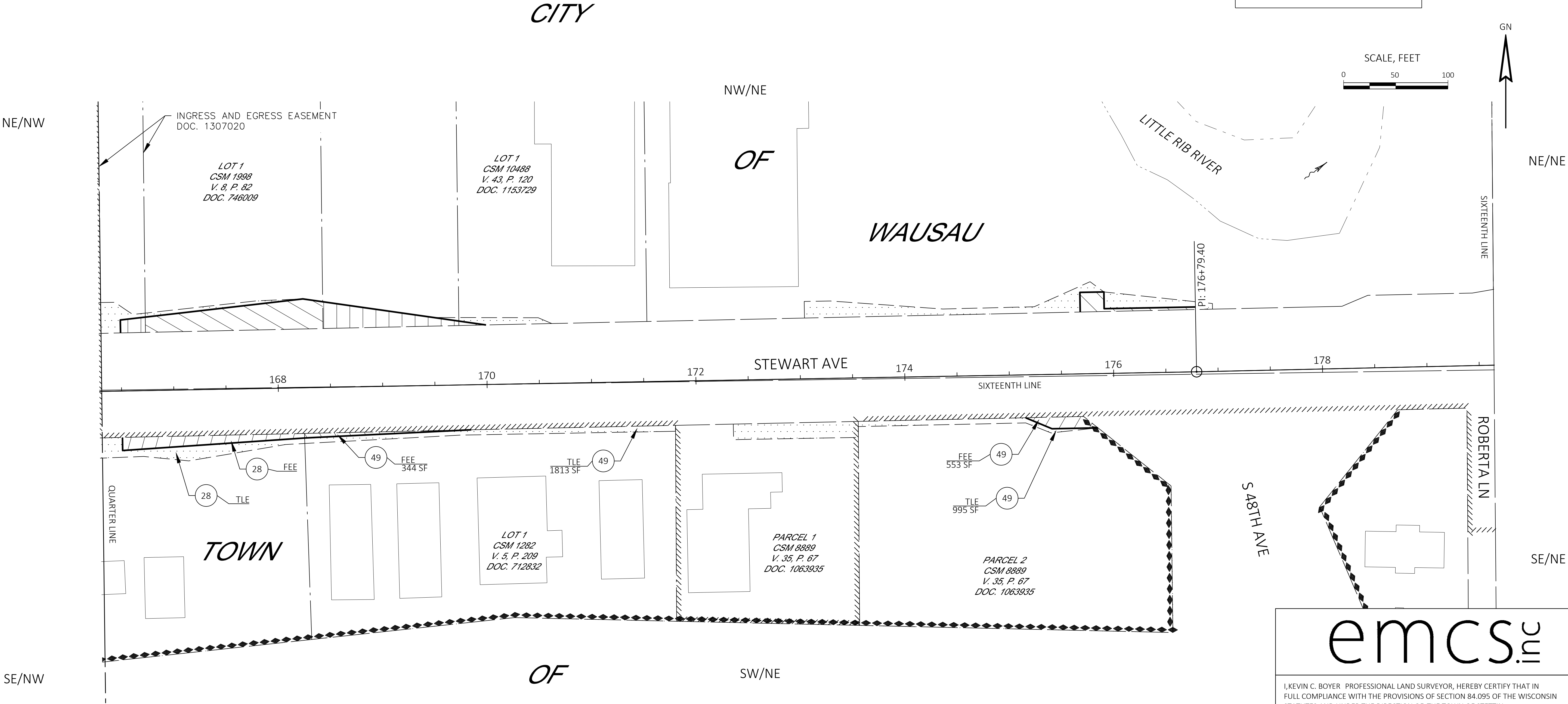
OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE TOWN OF STETTIN.

PARCEL NUMBER	OWNERS	INTERESTS REQUIRED	R/W SF REQUIRED		TLE SF
			NEW	EXISTING	
28	MARLENE D. SAVATKE	FEE/TLE	1474	---	1474
49	4905 STEWART AVE, LLC, A WISCONSIN LIMITED LIABILITY COMPANY	FEE/TLE	897	---	897
					1949
					2808



RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 6999-09-02-4.09
AMENDMENT NO:___

4



4

ALL TLES ARE FOR SLOPE GRADING PURPOSES

SEE SHEET 4.08 FOR INTERESTS REQUIRED
IN THE CITY OF WAUSAU.

emcs inc

I, KEVIN C. BOYER, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE TOWN OF STETTIN, I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

SIGNATURE: _____ DATE: _____
PRINT NAME: KEVIN C. BOYER
REGISTRATION NUMBER: S-2675

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE TOWN OF STETTIN

SIGNATURE: _____ DATE: _____
PRINT NAME: _____



MEMO

TO: Finance Committee members

FROM: Tammy Stratz, Community Development Manager

RE: Reprogramming of CDBG funding

DATE: September 14, 2023

As you may recall during the 2022 CDBG funding process, \$14,000 was allocated to assist with pedestrian/bicycle upgrades to the Grand Avenue crossing and the Washington/6th Streets crossings. Both of those projects were completed in 2022; however only \$10,548 was utilized. Therefore, there is \$3,452 left in that activity. Then during the 2023 process, \$18,000 was allocated towards the upgrade to a voice activated cross walk along Scott and 1st Streets. The equipment has been purchased with the electrical crew just needing to install. That has a remaining balance of \$9,630 in that activity.

On August 8, 2023, the City's Board of Public Works opened bids for the approved Sidewalk/Curb Cut Repair project. The project came in at \$96,545 – we had initially allocated \$75,000. Therefore, we are \$21,545 short. We request that we utilize the above-mentioned amounts to be re-allocated to this project, bringing it down to \$8,463 short.

The City's Homeowner Rehabilitation Revolving Loan fund currently has approximately \$160,000 in it. Since we don't have a full accounting of the 2023 crosswalk project, we would like to anticipate that we may be closer to \$12,000 - \$15,000 short. We are requesting that up to \$20,000 of the Revolving Loan Fund be made available to assist with this project. We are requesting additional just to be ready for any unforeseen items/change orders that may arise. Any amounts that are not needed will remain in the Revolving Loan Fund.

On Wednesday, September 13th, the Citizens Advisory Committee held a public hearing to receive public comments on said reprogramming and recommends the reprogramming of both the bike/ped crosswalk remaining funds and up to \$20,000 of Revolving Loan Funds into the 2023 Sidewalk/Curb Cut Repair project. We hope you agree with us.

If you have any questions or concerns before the meeting, please feel free to call me at 715-261-6682 or e-mail me at tammy.stratz@ci.wausau.wi.us.

Thank you.

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

RESOLUTION OF THE FINANCE COMMITTEE

Authorization of Reprogramming of Community Development Block Grant unused 2022, 2023 program year funds and Homeowner Rehabilitation Revolving Loan Funds into 2023 Sidewalk/Curb Cut project.

Committee Action: Pending

Fiscal Impact: -0-

File Number: 03-1007

Date Introduced: September 26, 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 checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Budget Source: CDBG</i>
	<i>One-time Costs:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</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 checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: approximately \$96,545</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/> No <input checked="" 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 City of Wausau through its Community Development Department authorized 2022 and 2023 Community Development Block Grant funds to assist with two bike/pedestrian upgrades. After the projects were completed, a total of \$13,082 was remaining;

WHEREAS, the City of Wausau received bids for the 2023 Sidewalk Curb Cuts project of which the lowest bid was \$96,545, of which \$75,000 of CDBG funds had been allocated, leaving a deficit of \$21,545;

WHEREAS, the Homeowner Rehabilitation Revolving Loan Fund currently has an approximate balance of \$160,000 of which need to be utilized in a timely fashion;

WHEREAS, the Citizens Advisory Committee held a public hearing on September 13, 2023 to received public comment of said reprogramming of funds to be used towards the Sidewalk Curb Cut and recommends the reprogramming of \$13,082 of unused bike/pedestrian upgrades and up to \$20,000 of Homeowner Rehabilitation Revolving Loan Fund. Any unused funds will remain in the Revolving Loan Fund;

BE IT RESOLVED. that the Common Council of the City of Wausau hereby authorizes the reprogramming of \$13,082 from the 2022 and 2023 Bike/Pedestrian upgrades and up to \$20,000 from the Homeowner Rehabilitation Revolving Loan Fund into the 2023 Sidewalk Curb Cuts project, and

BE IT FURTHER RESOLVED, that the proper city officials and staff are hereby authorized and directed to execute any and all documents or agreements which are necessary to accomplish the reprogramming of funds

Approved:

Katie Rosenberg Mayor



Planning, Community and Economic Development

MEMO

TO: Finance Committee members

FROM: Tammy Stratz, Community Development Manager

DATE: September 20, 2023

RE: State of Wisconsin Lead Safe-Homes Program application opportunity

As you may recall, in November 2019 City Council authorized the City of Wausau to apply and received Lead Safe Homes Program (LSHP) funds through the State of Wisconsin Department of Health Services, Division of Health. This program addresses lead based paint hazards in housing units occupied by children. In order to qualify, the building must have been built prior to 1978, be occupied by children of which at least one qualifies for Medicaid or CHIP programs, have identified lead-based paint hazards, and be current on their real estate taxes. Local municipalities are encouraged to work with local health departments to assist with the identifying potential projects. The City has been continuously receiving funding annually since 2020. Currently we were able to assist 9 City of Wausau properties (both homeowners and landlords)

Now the program has grown to the point the State is asking local County Health Departments to also apply for funding so it could be utilized by all County residents. Currently, the Health Department identifies the household through a child that has a high level of lead in their blood. They perform and provide the written Lead Paint Risk Assessment. Community Development staff then qualifies the household, writes up the bid packets, solicits contractors, signs agreement with property owners and contractors, monitors the work, assists with relocation of the household during interior renovations, pays invoices, and keeps both the State and the Health Department apprised of the project. Community Development is responsible for the quarterly reports to the State. Currently, the grant only assists City of Wausau properties.

Now, the State is requesting for local Health Departments to work with Community Development Block Grant grantees for properties located outside of the City. The County would act as the lead and then “hire” Community Development to assist with the bid write ups, the contractor solicitation, and payment of invoices. Community Development would get reimbursed for their time through the grant.

After a short discussion with the Health Department and the State, staff is recommending that the City of Wausau apply for these funds in partnership with the County. The funds will continue go towards the abatement of identified lead hazards, training of abatement contractors, relocation of household members while the interior abatement work is being performed, and administration costs associated with program operations. We requesting to assist approximately 6 households this year with the opportunity to request for more funding if more projects are identified. Any way we can assist these families to promote better health for their children is always a win. We hope you will agree with us.

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

RESOLUTION OF THE FINANCE COMMITTEE

Authorizing Community Development Department, in partnership with Marathon County Health Department to apply for Wisconsin Lead-Safe Homes Program (LSHP) Funds through the State of Wisconsin.

Committee Action:

Fiscal Impact: \$300,000 In grants

File Number:

Date Introduced:

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Budget Source:</i>
	<i>One-time Costs:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount: Grant paid</i>
	<i>Recurring Costs:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: Grand paid</i>
SOURCE	<i>Fee Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: \$210,000</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 City is in its fourth year implementing the 2020 five-year Consolidated Plans of which identifying and eradicating lead base paint hazards has been identified as a high priority; and

WHEREAS, the City of Wausau and Marathon County Health Department has worked together for years with this same goal; and

WHEREAS, State of Wisconsin Department of Health Services, Division of Health, is continuing their Lead-Safe Homes Program (LSHP) to finance lead based paint abatement housing projects for City of Wausau residents and now asking to open it up to all Marathon County properties; and

WHEREAS, the City of Wausau and Marathon County Health Department have formed a partnership to identify lead-based paint hazards in homes with children and how to eradicate those hazards and will enter into a Memorandum of Understanding for the operation of this expanded program; now therefore,

BE IT RESOLVED, by the Common Council of the City of Wausau that it hereby approves submission of an application to the State of Wisconsin for LSHP funds to finance lead-based paint hazards in homes occupied by families with children in all of Marathon County; and

BE IT FURTHER RESOLVED, that the Mayor be designated the authorized representative of the city to execute agreements and Community Development staff be authorized to provide all information, reports, and other documents necessary to implement the LSHP programs.

Approved:

Katie Rosenberg, Mayor

Human Resource Committee Packet

September 2023

Agenda Item
Request Human Resources Committee to discuss and possibly act on the completed compensation study.
Background
<p>The City of Wausau engaged with Gallagher to conduct a comprehensive classification and compensation study in 2022/2023, similar to the previous study which was conducted in 2018. The same approach and methodology was used this year, with the addition of adding in a custom survey component.</p> <p>The goals for the engagement were:</p> <ol style="list-style-type: none">1) Conduct a comprehensive analysis in order to ensure the City has a competitive survey structure2) Assist in administering and adjusting compensation of employees in the identified positions3) Provide recommendations on a transition and implementation plan
Fiscal Impact
The report recommends a 3% adjustment in the pay ranges
Staff Recommendation
Discuss and possible action on recommendations made by Gallagher for compensation study including the recommendation of moving City Attorney from grade 5 to grade 4. Moving Assistant City Attorney from grade 12 to grade 10 and moving City Clerk from grade 15 to grade 12. These moves were recommended in the study.
Staff contact: James Henderson (715-261-6634)

2022/23 COMPENSATION & BENCHMARKING STUDY



Executive Summary
City of Wausau, WI



DISCUSSION OBJECTIVES

- Background & Context
- Gallagher Qualifications
- Approach
- Benchmark Findings
- Structure Recommendations
 - Pay Structures
 - Implementation Approach



BACKGROUND & GOALS

- The City of Wausau, WI engaged with Gallagher to conduct a comprehensive classification and compensation study in 2022/2023, similar to the previous study which was conducted in 2018
- The same approach and methodology was used this year, with the addition of adding in a custom survey component.
- The goals for the engagement were:
 - Conduct a comprehensive analysis in order to ensure the City has a competitive salary structure,
 - Assist in administering and adjusting compensation of employees in the identified positions, and
 - Provide recommendations on a transition and implementation plan.



GALLAGHER QUALIFICATIONS

Gallagher's Public Sector and Higher Education practice is committed to serving and partnering with organizations in the public space, providing insights based on national and international experience for nearly 40 years, with practice members having served as practitioners in the public space as either individual contributors or members of leadership teams, specifically having supported compensation and classification and other people strategy focused organizational efforts.

Office locations
NATIONWIDE

Documented
Public Sector
experience

Experience *with*
Wisconsin
Cities, Towns,
Municipalities

Practical and realistic solutions for people strategies and HR issues *including:*

- Compensation Review & Structure Development
- Classification & Career Framework Design
- Executive Compensation Review and Assessment
- Benchmarking Services
- Strategic Planning
- Succession Planning
- Organizational Effectiveness & Design
- Job Evaluation
- Pay Equity
- Span of Control



APPROACH

- Similar to prior years, a list of benchmark jobs titles were selected to obtain external market data.
 - Factors used in determining the list of benchmark positions included:
 - Representative of the employee population, all levels of jobs, all job families/functions, highly populated positions and jobs that are found in most organizations.
- Developed Labor Market based on type of organization, size, geographic location, and organizations to whom talent is lost to or recruited from.
- Published data sources included annual salary surveys from:
 - CompData,
 - Economic Research Institute (ERI),
 - Mercer, and
 - Willis Towers Watson



APPROACH (CONT.)

- In addition to published surveys, we selected a list of local public sector organizations to send a custom survey.

Local Public Sector Organizations	
Stevens Point, WI	Rothschild, WI
Weston, WI	De Pere, WI
Marshfield, WI	Janesville, WI
La Crosse, WI	Beloit, WI
Eau Claire, WI	Wisconsin Rapids, WI
Manitowoc, WI	Marathon County, WI
Sheboygan, WI	Portage County, WI
Fond du Lac, WI	Wood County, WI

- Reviewed job matches based on job descriptions, aged data to July 2023 and adjusted data geographically to reflect the “cost of labor” for the city of Wausau.



APPROACH (CONT.)

- Once all market data was compiled, we compared the City's current compensation in the following ways:
 - I. Custom Survey responses **only**
 - II. Published Survey data **only**
 - III. Combination of Custom and Published Survey data



BENCHMARK FINDINGS: ACTUAL PAY

5% behind at P50 of market

P50

6% ahead at P25 of market

P25

14% behind at P75 of market

P75



BENCHMARK FINDINGS: PAY SCALE

8% behind at P50 of market

P50

9% behind at P25 of market

P25

10% behind at P75 of market

P75



OBSERVATIONS

- The following guidelines are used to determine the competitive nature of current compensation:



- Based on the findings this tells us that the overall structure is competitive with the external market, and only a slight adjustment to the compensation structure needs to be made to stay within the "Highly Competitive" category

RECOMMENDATIONS

- Adjust the overall salary structure by **3%**
 - This is also in-line with annual trend data (from World@Work) that suggests overall salary structures are being adjusted nationally 2.7% for 2023.
- Adjust the grades for the following positions to be more inline with the external market:
 - Assistant City Attorney from Grade 12 to Grade 10
 - City Attorney from Grade 5 to Grade 4
 - City Clerk from Grade 15 to Grade 12



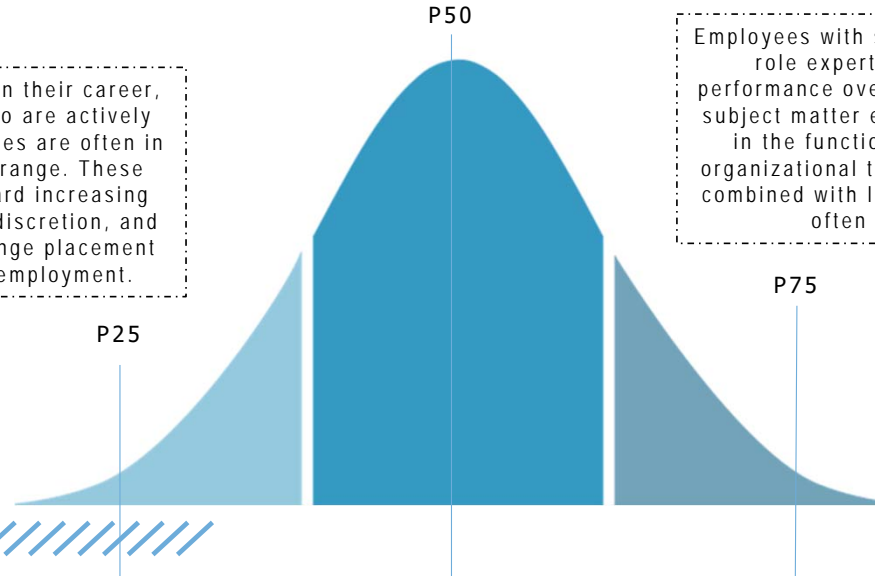
ADDITIONAL RECOMMENDATIONS

- Current Pay administration guidelines should continue to be followed for placing and moving employees through the structure:

Employees who are fully experienced and qualified, have demonstrated sustained performance for a period of time, and consistently exhibit full proficiency in all aspects of their role (while growing into aspects of future roles) are typically found in the middle tri-tile, within ~10% of the market median (high or low). This area of range placement is often occupied by employees with tenures of 5 to 10 or more years. Overtime, it would be anticipated that most employees would occupy this space.

Employees who are early in their career, newer to their role, or who are actively developing role proficiencies are often in the first tri-tile of a pay range. These persons are working toward increasing proficiency, independent discretion, and role expertise. Typical range placement in the first 5+ years of employment.

Employees with significant experience and demonstrated role expertise and/or sustained levels of high performance over a period of time. Often operating as a subject matter expert and serves as a mentor to others in the functional space. Employees with extended organizational tenures or direct experience (10+ years) combined with longstanding high-level performance are often times found in the top tri-tile.



ADDITIONAL RECOMMENDATIONS

- The salary structure should be adjusted by a structure movement trend factor every year to remain competitive with the market.
- Salary advancement through the structure should be linked to performance or other quantifiable measures.
- In addition to adjusting the salary structure each year to keep pace with the market, the City should conduct a comprehensive market compensation study every three to five years.



NEXT STEPS

- Study findings, analysis, recommendations and implementation options reviewed by City leadership.
- The City determines method for communicating study results and next steps to stakeholders and employees, as deemed appropriate.
- The City approves the study results, decides on an implementation option.
- The City creates an action plan and implements the newly proposed pay structure.





THANK YOU!

Allen Johanning

Senior Consultant / Project Manager

Public Sector & Higher Education Practice

Allen_Johanning@AJG.com



Financial Impact of Reclasses

Name	Current Title	Proposed Title	Current Grade	Current Step	Proposed Grade	Proposed Step	Current Salary	Proposed Salary	Financial Impact
Tara Alfonso	Assistant City Attorney	Assistant City Attorney	12	21	10	21	\$ 99,049.60	\$ 110,988.80	\$ 11,939.20
Teegan Troutner	Assistant City Attorney	Assistant City Attorney	12	13	10	8	\$ 88,712.00	\$ 91,000.00	\$ 2,288.00
Anne Jacobson	City Attorney	City Attorney	5	16	4	16	\$ 128,460.80	\$ 132,516.80	\$ 4,056.00
Kaitlyn Bernarde	City Clerk	City Clerk	\$ 15.00	\$ 7.00	\$ 12.00	\$ 7.00	\$ 67,600.00	\$ 78,811.20	\$ 11,211.20
Terry Larsen	Admin III Utilities	Utility Revenue Analyst	19	17	17	17	\$ 61,401.60	\$ 70,928.00	\$ 9,526.40

Human Resource Committee Packet

September 2023

Agenda Item
Request Human Resources Committee to discuss and possibly act on the reclassification of the Accounting Assistant to Utility Revenue Analyst.
Background
We have reviewed our Utility Accounting Assistant's position description and feel that the current position doesn't reflect the significant and ongoing technology changes of the utility billing system (of which this employee is the sole maintainer), the complexity and responsibility of the billing process, the requisite knowledge of state and City policies, and the decision-making responsibilities of this position.
Fiscal Impact
The fiscal impact will be \$9527.
Staff Recommendation
Discuss and possible action on recommendation to reclassify the Accounting Assistant to Utility Revenue Analyst. Moving position from Grade 19 to Grade 17. Grade 19: \$43846 to \$61401. Grade 17: \$49171 to \$70,928
Staff contact: James Henderson (715-261-6634)



JOB DESCRIPTION

Utility Revenue Analyst

Job Title:	Utility Revenue Analyst	Reports To:	Assistant Finance Director
Department:	Finance	FLSA Status:	Non Exempt
Division:	Finance	EEO Code:	6-Administrative Support
Salary Grade:	17	Occupational Code:	0304
Employee Group:	General Employee	Training Category:	
Created:		Last Revision:	August 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 this classification is to independently perform and maintain accounting record operations and procedures pertaining to a specialized and complex set of accounts, accounting records or systems of utility billing, accounts receivable, and accounts payable with significant financial impacts. Responsible for performing and managing detailed work with frequent disruptions.

Essential Duties and Responsibilities

1. Maintains the utility billing system; creates new customer accounts, including setup of billing cycles, routes, revenue class, meter and radio information, and PSC rate codes. Maintains and oversees customer account updates, including updating customer information, implementing rate changes, recording meter and radio box exchanges, bill form changes and report modifications. Maintains user codes and location codes on accounts for system-wide reporting. Provides input on workflow, forms and work methods and makes recommendations to improve efficiency on utility billing activity.
2. Accurately and efficiently prepares monthly utility billings. Independently generates billing files, reviews and validates billing reports to ensure accurate billing, investigates unusual usage, and applies late payment penalties. Authorizes and processes billing adjustments and calculates and final bills. Enters and processes work orders for final bills.
3. Maintains department software, hardware, and applications. Provides strategic direction and leadership in technology advancements. Makes recommendations for enhancements and software selection. Tests and implements software upgrades. Provides training and support to department personnel on utility software, as well as troubleshooting issues. Serves as a liaison between utility programs and City County Information Technology Committee on system updates and installations.
4. Maintains and analyzes meter and water service inventory. Maintains meter reading software, and updates Automail software. Coordinates with operations on preparation of required year-end reports.
6. Prepares and maintains the Wausau Waterworks Customer Web Portal, including configuration, all content, and portal features. Assists customers in user ID set-up and security.
7. Assigns, monitors, and schedules work activities of utility technicians for reading verifications, troubleshooting and resolution. Provides direction and guidance to resolve problems, conflicts and issues with billing and appointment scheduling.
8. Maintains files for accounts receivable and utility billing subsystems. Verifies and enters charges, and generates invoices. Monitors collections and recommends collection action to City Attorney,

Accounting Manager, State of Wisconsin Tax Intercept Program or collection agency.

9. Prepares and compiles delinquency notices and coordinates accounts for tax roll conversion in strict accordance with PSC guidance.
10. Independently prepares various Department reports. Compiles and reviews septic haulers logs, analyzes sewer customer discharge reports and generates billings. Creates groundwater cleanup reports for billing and filing. Communicates with outside customers regarding account inquiries.
11. Receives incoming invoices and monthly statements from vendors, verifies for accuracy, and enters payables with appropriate accounting codes for payment from specific budget line items.
12. Prepares regulatory forms including Tax Exempt Certificates and W9 forms.
13. Reviews budget accounts; prepares journal entries for posting to correct transactions. Enters data of monthly journal vouchers including interdepartmental payments and account transfers. Assists in preparation of month end closing.
14. Reviews budget accounts; prepares journal entries for posting to correct transactions. Enters data of monthly journal vouchers including interdepartmental payments and account transfers. Assists in preparation of month end closing.
14. Negotiates, prepares, and monitors Deferred Payment Agreements. Evaluates Sewer Consumption Adjustment forms and makes determinations on adjustments per Utility policy.
15. Receives and responds to inquiries, concerns and complaints from customers, City personnel, outside agencies, and the public by answering questions, reviewing account histories and usage, and providing information of both a routine and complex nature requiring discretionary judgment and extensive knowledge of state law, and City policies, procedures, and activities. Resolves complaints in an efficient and timely manner.
16. Independently prepares various utility reports. Creates spreadsheets, general ledger adjustments for revenue distribution, receivables reconciliation and cash adjustment. Monitors cash collections; prepares financial reports, journal entries, and general ledger reconciliations. Maintains bankruptcy records, reconciles accounts per judgements.
17. Enters and reviews payroll data for department employees. Makes corrections as necessary. Maintains payroll records for the department.
18. Trains others in proper work activities in system maintenance.
19. Serves as main account contact for cellular service meter reading companies, works closely with companies to troubleshoot issues and make necessary changes to account plans.
20. Independently manages the state's utility payment assistance programs.
21. Coordinates with other departments on demolition permits, plumbing issues, and property changes.
22. Responds to open records request for utility billings, consumption, and accounts receivable inquiries.

Additional Duties and Responsibilities

- Serves as backup to Customer Service staff
- Trains and provides technical support staff in Utility system maintenance
- Maintains knowledge of PSC codes, provides resources for PSC changes

Education and Experience Requirements

Associate Degree in Accounting and 4-6 years progressively responsible accounting experience; or any combination of experience and training which provides the equivalent knowledge, skills, and abilities.

Knowledge, Skills and Abilities

MS Word-Intermediate MS
Excel- Intermediate Financial
Systems – Proficient
Utility Billing Software - Advanced
10 Key Calculators – Proficient

- Ability to adhere to the City's Core Values
- Willing to work in a team environment
- Ability to handle a diverse workload and manage a variety of regulatory deadlines
- Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards. Ability to compare, count, differentiates measure and sort information.
- 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 communicate effectively with Department personnel, City committee members, the general public, county personnel and other City Department personnel.
- Ability to determine work priorities, review work for quality and production standards.
- Ability to assist others in solving work problems.
- 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 exercise the judgment, decisiveness and creativity in situations involving a variety of pre-defined duties subject to frequent change.
- Ability to operate various types of office equipment.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Ability to exert light physical effort in sedentary to light work, typically involving lifting, carrying, pushing and pulling.

Physical and Working Environment

The employee must have the ability to work under safe and comfortable conditions where exposure to environmental factors is minimal and poses little to no risk of injury. Minimal physical demands which include light lifting.

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.