



## MARATHON COUNTY HUMAN RESOURCES, FINANCE & PROPERTY COMMITTEE MEETING **AMENDED** AGENDA

Date & Time of Meeting: **Tuesday, March 8, 2022 3:30 p.m.**

Meeting Location: **Marathon County Courthouse, County Board Assembly Room 500 Forest Street, Wausau WI 54403**

**Members: John Robinson, Chair; Alyson Leahy, Vice-Chair; Craig McEwen, Kurt Gibbs, Yee Leng Xiong, Jonathan Fisher, Jennifer Aarrestad**  
**Marathon County Mission Statement:** Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly, or in cooperation with other public and private partners, provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12/20/05)

**Human Resources, Finance & Property Committee Mission/Purpose:** Provide leadership for the implementation of the County Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board policies related to the human resources initiatives, finance and property of the County.

**The meeting location identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Human Resources, Finance and Property Committee members and the public to attend this meeting remotely. To this end, instead of attendance in person, Committee members and the public may attend this meeting by telephone conference. If Committee members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees.**

**Persons wishing to attend the meeting by phone may call into the telephone conference beginning five (5) minutes prior to the start time indicated above using the following number: 1-408-418-9388 Access Code: 146 078 0067 Password: none**

**If you are prompted to provide an "Attendee Identification Number," enter the "#" sign. No other number is required to participate in the telephone conference. When you enter the telephone conference, **PLEASE PUT YOUR PHONE ON MUTE!****

1. Call to Order-Please silence your cellphones
2. Public Comment Period
3. Approval of the Minutes of the February 8, 2022 Human Resources, Finance and Property Committee Meeting
4. Educational Presentations/Outcome Monitoring Reports
  - A. Review of the 2021 Workplan
  - B. Review of the County Strategic Plan
5. Operational Functions required by Statute, Ordinance, or Resolution:
  - A. Discussion and Possible Action by Human Resources and Finance and Property Committee
    1. Approval of the February 2022 Claims and Questioned Costs-Palmer
    2. Interdepartmental Budget Transfers
    3. ARPA Policy, program, requests, applications, timeline and funding plan-Review of this topic in regards to ARPA planning and ranking criteria -Follow up from February 8
    4. Tax Deed Properties
      - a) Tax Deed Properties -Sale 2021-15 404 W Main Street, Village of Spencer
      - b) Update from Treasurer's office on Tax Delinquent Properties
    5. Approval of Grant Agreement between Marathon County, North Central Community Services Program and the State of Wisconsin Department of Administration
    6. 2022 Capital Improvement Funding of Projects
    7. Authorization of County Support for Public Service Commission Broadband Grants
  - B. Discussion and Possible Action by Committee to Forward to the County Board for its consideration
    1. Establish Salaries for Elected Department Heads-Sheriff and Clerk of Courts for their Upcoming Term of Office-Follow up from January 25 meeting
    2. Restructuring 0.75 FTE Motorized Recreation Coordinator to 1.0FTE Recreation Coordinator
    3. Resolution to Authorize Expenditure of up to \$195,000 from the 2022 Contingency Fund to Leverage a Small Community Air Service Development Grant (\$900,000) for the Central Wisconsin Airport
    4. Initial Resolution Authorizing Not to Exceed \$24,165,000 2022A General Obligation Bonds or Promissory Notes for Capital Improvement Plan Projects-Palmer
    5. Resolution Declaring Official Intent to Reimburse Expenditures on Capital Improvement Plan Projects from Proceeds of Borrowing-Palmer

6. Policy Issues Discussion and Committee Determination-None
  1. Policy Changes and Updates for Migration to WORKDAY
    - a) County Travel Policy Expense Changes-Employee Reimbursement
    - b) County Capitalization of Assets Policy
    - c) Update on GASB 87 Accounting for Capital Leases

7. Announcements:  
Next Meeting Date-March 22, 2022 at 4:00 p.m.

8. Adjourn

*Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715 261-1500 or e-mail [infomarathon@mail.co.marathon.wi.us](mailto:infomarathon@mail.co.marathon.wi.us) one business day before the meeting.*

Faxed to: Wausau Daily Herald  
Faxed to: City Pages  
Faxed to: Record Review  
Faxed by/time: K Palmer 3/7/2022 2:30 pm  
**Posted to the County Website:**

**SIGNED J Robinson/s/K Palmer**  
Presiding Officer or Designee

**NOTICE POSTED AT THE COURTHOUSE**  
By/Date/Time: K Palmer 3/7/2022 2:30 pm  
**[www.co.marathon.wi.us](http://www.co.marathon.wi.us)**



**MARATHON COUNTY HUMAN RESOURCES, FINANCE & PROPERTY COMMITTEE MEETING MINUTES**

Date & Time of Meeting: **Tuesday, February 8, 2022 3:30 p.m. UNAPPROVED**

Meeting Location: **Marathon County Courthouse, County Board Assembly Room 500 Forest Street, Wausau WI 54403**

Members	Present/Web-Phone	Absent
Chair John Robinson	P	
Vice Chair Alyson Leahy	W	
Craig McEwen	W	
Kurt Gibbs	W at 4:15	
Yee Leng Xiong		E
Jonathan Fisher	W-at 4:00	
Jennifer Aarrestad	P	

**Also Present:** Kristi Palmer, Molly Adzic, Jamie Polley, Michael Puerner

**VIA Web or Phone:** Lance Leonhard, Stacey Morache, Jean Maszk, Kim Trueblood, Connie Beyersdorff

1. Call to Order called by Chairman Robinson at 3:30 pm
2. Public Comment Period -None
3. Approval of the Minutes of the January 25, 2022 Human Resources, Finance and Property Committee Meeting Motion by Aarrestad and seconded by Leahy to approve the minutes from January 25, vote unanimous
4. Educational Presentations/Outcome Monitoring Reports
  - A. UniverCity Year Program update-results of facility planning project  
Follow up: This is a report out and can be used when planning future space needs.
  - B. Update from Treasurer on County’s Participation in WI Help for Homeowner’s Program  
The County Treasurer discussed the WI Help for Homeowner’s program. The program will run through 2026 and is administrated by the State of Wisconsin and the County Treasurer’s office.  
Follow up: No action at this time
5. Operational Functions required by Statute, Ordinance, or Resolution:
  - A. Discussion and Possible Action by Human Resources and Finance and Property Committee
    1. Approval of the January 2022 Claims and Questioned Costs  
Motion by Leahy and seconded by Aarrestad to approve the January 2022 Claims and Questioned Costs: vote unanimous
    2. Interdepartmental Budget Transfers  
Motion by Leahy and seconded by Aarrestad to approve the Interdepartmental Budget Transfers, vote unanimous
    3. Follow up from ARPA presentation to the County Board
      - a) What modifications if any should we make to our process based on comments?
      - b) Discussion of criteria, process and timelines for distribution of ARPA funding  
Follow up: The Committee will review this topic at the February 22 informational meeting. Supervisor McEwen asked for a summary of the concerns. Robinson-Do we have a plan? What are the criteria to rank the projects?
    4. Tax Deed Properties  
Town of Wausau property update Fire Station Road property.  
Follow up: The winning bidder has paid the total bid amount and still has to additional items to complete. This is informational only-No formal action taken.
  5. Carry-over of Capital Improvement Funds for Broadband Expansion from 2021 to 2022  
Motion by Aarrestad and seconded by Leahy to carryover the unspent funds for the 2021 CIP broadband project to 2022, vote unanimous



- B. Discussion and Possible Action by Committee to Forward to the County Board for its consideration
  - 1. Purchase of 39.085 Acres Adjacent to Brokaw County Park for Park Land and Associated Budget Transfer  
Motion by Leahy and seconded by McEwen to purchase of 39.085 Acres adjacent to Brokaw County Park for park land and associated budget transfer, vote unanimous
  - 2. Establish Salaries for Elected Department Heads-Sheriff and Clerk of Courts for their Upcoming Term of Office-Follow up from January 25 meeting as additional information is available  
Follow up: The salary needs to be set prior to potential candidates taking out papers before April 15. This issue will be back with base pay and pay progression for the March meeting.  
Motion by Fisher and seconded by McEwen to develop a pay progression for the Sheriff and Clerk of Courts, vote unanimous
- 6. Policy Issues Discussion and Committee Determination-None
- 7. Announcements: Next Meeting Date-February 22, 2022 at 4:00 p.m
- 8. Adjourn-Motion by Gibbs and seconded by Fisher to adjourn at 4:25 pm

**MARATHON COUNTY**  
**Budget Transfer Authorization Request Form**

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

**DEPARTMENT:** Administration

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	CIP Fund TBD	State Grant-DOA State Building Commission	5,000,000

**TRANSFER TO:**

Action	Account Number	Account Description	Amount
Expenditure Increase	CIP Fund TBD	Capital Assets -Buildings	5,000,000

I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

**Requested By:** County Administration

**Date Completed:** 3/7/2022

**COMPLETED BY FINANCE DEPARTMENT:**

Approved by Human Resources, Finance & Property Committee: \_\_\_\_\_

Date Transferred: \_\_\_\_\_

**MARATHON COUNTY**  
**Budget Transfer Authorization Request – Supplemental Information**

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department or the Budget Transfer Authorization Request Form will be returned.

- 1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)  
Grant between the State of WI Department of Administration, Marathon County and NCCSP

- 2) Provide a brief (2-3 sentence) description of what this program does.

**WHEREAS**, under s. 13.48(20t), Wis. Stats., the Legislature has provided that the Wisconsin State Building Commission (“Commission”) may authorize up to Five Million Dollars (\$5,000,000.00) in general fund supported borrowing to aid in the renovation of an existing mental health facility in Marathon County to provide 16 adult inpatient psychiatric beds, 5 beds for emergency stabilization, and 5 beds for detoxification and substance use treatment to serve individuals, including individuals who meet the criteria for emergency detention under s. 51.15 or 51.45, Wis. Stats. who are from Forest, Langlade, Lincoln, Marathon, Oneida, and Vilas Counties (the “Project”); and **WHEREAS**, the statutes provide that the state funding commitment for the Project shall be in the form of a grant to an organization that provides mental and behavioral health services in the north central region of the state and that has a campus in Marathon County

- 3) This program is: (Check one)

- An Existing Program.  
 A New Program.

- 4) What is the reason for this budget transfer?

- Carry-over of Fund Balance.  
 Increase/Decrease in Grant Funding for Existing Program.  
 Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.  
 Set up Initial Budget for New Grant Program.  
 Set up Initial Budget for New Non-Grant Program  
 Other. Please explain: [Click here to enter description](#)

- 5) If this Program is a Grant, is there a “Local Match” Requirement?

- This Program is not a Grant.  
 This Program is a Grant, but there is no Local Match requirement.  
 This Program is a Grant, and there is a Local Match requirement of: (Check one)  
 Cash (such as tax levy, user fees, donations, etc.)  
 Non-cash/In-Kind Services: (Describe) [Click here to enter description](#)

- 6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)

- No.  
 Yes, the Amount is Less than \$30,000.  
 Yes, the Amount is \$30,000 or more AND: (Check one)  
 The capital request HAS been approved by the CIP Committee.  
 The capital request HAS NOT been approved by the CIP Committee.

---

**COMPLETED BY FINANCE DEPARTMENT:**

Is 10% of this program appropriation unit or fund?     No    

Is a Budget Transfer Resolution Required?     Yes

# MARATHON COUNTY

## Budget Transfer Authorization Request Form

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

**DEPARTMENT:** Administration

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	118-114-8-9900	515N Transfer from Fund Balance	\$208,534

**TRANSFER TO:** Ref#00016

Action	Account Number	Account Description	Amount
Expenditure Increase	118-114-9-2190	515M Other Professional Services	\$208,534

I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

**Requested By:** Toshia Ranallo

**Date Completed:** 3/1/2022

**COMPLETED BY FINANCE DEPARTMENT:**

Approved by Human Resources, Finance & Property Committee: \_\_\_\_\_

Date Transferred: 3/7/22 srw



# MARATHON COUNTY

## Budget Transfer Authorization Request – Supplemental Information

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department or the Budget Transfer Authorization Request Form will be returned.

1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)

Organizational Excellence

2) Provide a brief (2-3 sentence) description of what this program does.

The program is an ongoing effort to establish and maintain an internal framework of standards, processes, and programs intended to create and maintain a strong Organizational Culture across our organization and within each of our individual departments.

3) This program is: (Check one)

An Existing Program.

A New Program.

4) What is the reason for this budget transfer?

Carry-over of Fund Balance.

Increase/Decrease in Grant Funding for Existing Program.

Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.

Set up Initial Budget for New Grant Program.

Set up Initial Budget for New Non-Grant Program

Other. Please explain: [Click here to enter description](#)

5) If this Program is a Grant, is there a “Local Match” Requirement?

This Program is not a Grant.

This Program is a Grant, but there is no Local Match requirement.

This Program is a Grant, and there is a Local Match requirement of: (Check one)

Cash (such as tax levy, user fees, donations, etc.)

Non-cash/In-Kind Services: (Describe) [Click here to enter description](#)

6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)

No.

Yes, the Amount is Less than \$30,000.

Yes, the Amount is \$30,000 or more AND: (Check one)

The capital request HAS been approved by the CIP Committee.

The capital request HAS NOT been approved by the CIP Committee.

---

### COMPLETED BY FINANCE DEPARTMENT:

Is 10% of this program appropriation unit or fund? \_\_\_\_\_

Is a Budget Transfer Resolution Required? \_\_\_\_\_

**MARATHON COUNTY**  
**Budget Transfer Authorization Request Form**

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

**DEPARTMENT:** Facilities & Capital Management

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	602 93898193	Transfer from Fund Balance 602 93889900	\$40,000

**TRANSFER TO:**

Action	Account Number	Account Description	Amount
Expenditure Increase	602 93898193	2022 OTH CAP EQUIP-MAINT DEPT	\$40,000

I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

**Requested By:** Terry Kaiser – Facilities & Capital Management Director

**Date Completed:** 2/9/2022

**COMPLETED BY FINANCE DEPARTMENT:**

Approved by Human Resources, Finance & Property Committee: \_\_\_\_\_

Date Transferred: \_\_\_\_\_

**MARATHON COUNTY**  
**Budget Transfer Authorization Request – Supplemental Information**

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department or the Budget Transfer Authorization Request Form will be returned.

- 1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)  
Rolling Stock -carryforward of Rolling stock as 2021 was not able to get equipment due to supply chain issues
- 2) Provide a brief (2-3 sentence) description of what this program does.  
Funding Source for needed equipment purchases
- 3) This program is: (Check one)  
 An Existing Program.  
 A New Program.
- 4) What is the reason for this budget transfer?  
 Carry-over of Fund Balance.  
 Increase/Decrease in Grant Funding for Existing Program.  
 Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.  
 Set up Initial Budget for New Grant Program.  
 Set up Initial Budget for New Non-Grant Program  
 Other. Please explain: [Click here to enter description](#)
- 5) If this Program is a Grant, is there a "Local Match" Requirement?  
 This Program is not a Grant.  
 This Program is a Grant, but there is no Local Match requirement.  
 This Program is a Grant, and there is a Local Match requirement of: (Check one)  
 Cash (such as tax levy, user fees, donations, etc.)  
 Non-cash/In-Kind Services: (Describe) [Click here to enter description](#)
- 6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)  
 No.  
 Yes, the Amount is Less than \$30,000.  
 Yes, the Amount is \$30,000 or more AND: (Check one)  
 The capital request HAS been approved by the CIP Committee.  
 The capital request HAS NOT been approved by the CIP Committee.

---

**COMPLETED BY FINANCE DEPARTMENT:**

Is 10% of this program appropriation unit or fund?           No                Is a Budget Transfer Resolution Required?           No

**MARATHON COUNTY**  
**Budget Transfer Authorization Request Form**

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

**DEPARTMENT:** Sheriff

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	319-84082420	Public Safety – State Grant	48,300

**TRANSFER TO:**

Action	Account Number	Account Description	Amount
Expenditure Increase	319-84092953	Software Support - Contract	28,800
Expenditure Increase	319-84098190	Other Capital Equipment	19,500

I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

**Requested By:** Kristin Williams, Administrative Services Manager

**Date Completed:** 2/17/2022

**COMPLETED BY FINANCE DEPARTMENT:**

Approved by Human Resources, Finance & Property Committee: \_\_\_\_\_

Date Transferred: \_\_\_\_\_

**MARATHON COUNTY**  
**Budget Transfer Authorization Request – Supplemental Information**

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department or the Budget Transfer Authorization Request Form will be returned.

- 1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)  
License Plate Recognition Grant
  
- 2) Provide a brief (2-3 sentence) description of what this program does.  
Funds are used to provide License Plate Recognition (LPR) capabilities on squad cars and stationary units in high-traffic areas.
  
- 3) This program is: (Check one)  
 An Existing Program.  
 A New Program.
  
- 4) What is the reason for this budget transfer?  
 Carry-over of Fund Balance.  
 Increase/Decrease in Grant Funding for Existing Program.  
 Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.  
 Set up Initial Budget for New Grant Program.  
 Set up Initial Budget for New Non-Grant Program  
 Other. Please explain: Carry-over Budget set-up to 2022 / no grant expenses or grant revenues in 2021
  
- 5) If this Program is a Grant, is there a "Local Match" Requirement?  
 This Program is not a Grant.  
 This Program is a Grant, but there is no Local Match requirement.  
 This Program is a Grant, and there is a Local Match requirement of: (Check one)  
 Cash (such as tax levy, user fees, donations, etc.)  
 Non-cash/In-Kind Services: (Describe) [Click here to enter description](#)
  
- 6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)  
 No.  
 Yes, the Amount is Less than \$30,000.  
 Yes, the Amount is \$30,000 or more AND: (Check one)  
 The capital request HAS been approved by the CIP Committee.  
 The capital request HAS NOT been approved by the CIP Committee.

---

**COMPLETED BY FINANCE DEPARTMENT:**

Is 10% of this program appropriation unit or fund?       No            Is a Budget Transfer Resolution Required?       Yes



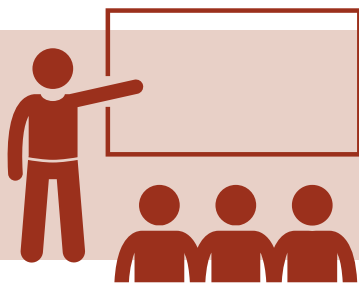
# ARPA FUNDING APPLICATION PROCESS - DRAFT

Submit ARPA Funding "Interest Form" on County website.



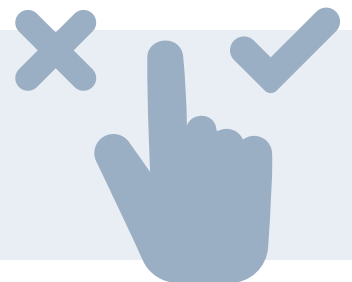
County Administrator reviews submissions. Appropriate Department Head evaluates idea and completes application if appropriate.

County Administrator reviews applications to ensure complete information and prepares for HRFP Committee.



HRFP Committee reviews applications. Project Lead/Department Head will provide a 10-minute project presentation to HRFP.

HRFP votes on whether or not to advance project proposals to the County Board.



County Board reviews and votes on whether or not to fund each project.



# ARPA Project Request Form

- Project Requestor should complete Section 1 and submit draft ideas to County Administration for review.
- If County Administration supports further review of the project, Department Heads will be asked to review and provide additional feedback to County Administration.
- All projects must be completed by December 31, 2024, in order to be considered, unless it is contracted until December 31, 2026.

## SECTION 1 – To Be Completed by Project Requestor Before Submitting to County Administration

**Project Requestor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name of ARPA Project:** \_\_\_\_\_

New Project  Expansion of Existing Project (*identify below*)  Replace Future CIP Project (*identify below*)  
Identify: \_\_\_\_\_

**Estimated Start Date of Project:** \_\_\_\_\_ **Estimated Date of Completion:** \_\_\_\_\_

**Identify the Category for Eligible Use:** (*see pages 4-5 for list from the US Treasury*)

- Responding to the Public Health Emergency  Addressing Negative Economic Impacts  
 Serving the Hardest Hit  Improving Access to Infrastructure  Revenue Loss

What expenditure category does this project qualify under? (*see list on pages 4-5*) \_\_\_\_\_

**Description** – *Provide an explanation about what the project entails.*

**How does this project benefit the citizens of Marathon County and align with the goals within the strategic and comprehensive plan?**

**Estimated Total Cost of Project:** \$ \_\_\_\_\_

**Amount of Marathon County ARPA Funds Requested:** \$ \_\_\_\_\_

**Budget Year:**  2022  2023  2024  2025  2026

*Note: ARPA Funds are to be obligated by December 31, 2024, and spent by December 31, 2026.*

**Are matching funds available from another organization/municipality?**  Yes  No

If yes, identify who and amount:

**Are there other funding opportunities available such as pandemic-related grants that would reduce the amount of ARPA funding needed?**  Yes  No

If yes, please identify source, amount and timeline of funding awards:

**Please identify, if any, ongoing costs the project will incur and how those costs would be funded?** *(examples: building maintenance, replacement costs, or ongoing maintenance/cleaning)*

**Will this project result in savings for a county department or the community beyond 2026?**

Yes  No

If yes, please specify how much and in what areas these savings will be realized?

**Do you anticipate this project to increase future revenues for Marathon County in general?**

Yes  No

If yes, what revenues will be affected?

**Do you anticipate this project to increase future revenues for a county department or Marathon County Government?**  Yes  No

If yes, what revenues will be affected?

**Is there a current program/service that will no longer be offered as a result of this project?**  Yes  No

If yes, please identify the program and costs of the current program:

**Will this new project require additional staff only for the duration of the project?** *(example: project management resources)*  Yes  No

If yes, how many staffing hours are anticipated? \_\_\_\_\_

**Please email completed form to the County Administrator at [administrator@co.marathon.wi.us](mailto:administrator@co.marathon.wi.us)**

\_\_\_\_\_  
Signature of Project Requestor

\_\_\_\_\_  
Date



**SECTION 2 – To Be Completed by the County Administrator**

- Approved for HRFP Committee Review
- Denied
- Forwarded to Department Head for Review
- More Information Needed

**Category for Eligible Use:**

- Responding to the Public Health Emergency
- Addressing Negative Economic Impacts
- Serving the Hardest Hit
- Improving Access to Infrastructure
- Revenue Loss

**Project Budget Year:**  2022  2023  2024  2025  2026

\_\_\_\_\_  
County Administrator

\_\_\_\_\_  
Date

Comments for HRFP Committee:

**SECTION 3 – Additional Action and/or Comments from HRFP Committee**

HRFP Committee Meeting Date: \_\_\_\_\_  Approved  Denied  More Information Needed

Total Amount of Marathon County ARPA Funding Recommended by Committee: \$ \_\_\_\_\_

Comments for County Board:



**Appendix 1: Expenditure Categories**

The Expenditure Categories (EC) listed below must be used to categorize each project as noted in Part 2 above. The term “Expenditure Category” refers to the detailed level (e.g., 1.1 COVID-10 Vaccination). When referred to as a category (e.g., EC 1) it includes all Expenditure Categories within that level.

<b>1: Public Health</b>	
1.1	COVID-19 Vaccination ^
1.2	COVID-19 Testing ^
1.3	COVID-19 Contact Tracing
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)*
1.5	Personal Protective Equipment
1.6	Medical Expenses (including Alternative Care Facilities)
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19
1.10	Mental Health Services*
1.11	Substance Use Services*
1.12	Other Public Health Services
<b>2: Negative Economic Impacts</b>	
2.1	Household Assistance: Food Programs* ^
2.2	Household Assistance: Rent, Mortgage, and Utility Aid* ^
2.3	Household Assistance: Cash Transfers* ^
2.4	Household Assistance: Internet Access Programs* ^
2.5	Household Assistance: Eviction Prevention* ^
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers*
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)* ^
2.8	Contributions to UI Trust Funds
2.9	Small Business Economic Assistance (General)* ^
2.10	Aid to Nonprofit Organizations*
2.11	Aid to Tourism, Travel, or Hospitality
2.12	Aid to Other Impacted Industries
2.13	Other Economic Support* ^
2.14	Rehiring Public Sector Staff
<b>3: Services to Disproportionately Impacted Communities</b>	
3.1	Education Assistance: Early Learning* ^
3.2	Education Assistance: Aid to High-Poverty Districts ^
3.3	Education Assistance: Academic Services* ^
3.4	Education Assistance: Social, Emotional, and Mental Health Services* ^
3.5	Education Assistance: Other* ^
3.6	Healthy Childhood Environments: Child Care* ^
3.7	Healthy Childhood Environments: Home Visiting* ^
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System* ^



3.9	Healthy Childhood Environments: Other* ^
3.10	Housing Support: Affordable Housing* ^
3.11	Housing Support: Services for Unhoused Persons* ^
3.12	Housing Support: Other Housing Assistance* ^
3.13	Social Determinants of Health: Other* ^
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators* ^
3.15	Social Determinants of Health: Lead Remediation ^
3.16	Social Determinants of Health: Community Violence Interventions* ^
<b>4: Premium Pay</b>	
4.1	Public Sector Employees
4.2	Private Sector: Grants to Other Employers
<b>5: Infrastructure<sup>24</sup></b>	
5.1	Clean Water: Centralized Wastewater Treatment
5.2	Clean Water: Centralized Wastewater Collection and Conveyance
5.3	Clean Water: Decentralized Wastewater
5.4	Clean Water: Combined Sewer Overflows
5.5	Clean Water: Other Sewer Infrastructure
5.6	Clean Water: Stormwater
5.7	Clean Water: Energy Conservation
5.8	Clean Water: Water Conservation
5.9	Clean Water: Nonpoint Source
5.10	Drinking water: Treatment
5.11	Drinking water: Transmission & Distribution
5.12	Drinking water: Transmission & Distribution: Lead Remediation
5.13	Drinking water: Source
5.14	Drinking water: Storage
5.15	Drinking water: Other water infrastructure
5.16	Broadband: "Last Mile" projects
5.17	Broadband: Other projects
<b>6: Revenue Replacement</b>	
6.1	Provision of Government Services
<b>7: Administrative</b>	
7.1	Administrative Expenses
7.2	Evaluation and Data Analysis
7.3	Transfers to Other Units of Government
7.4	Transfers to Non-entitlement Units (States and territories only)

\*Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions (see Use of Evidence section above for details)

^Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities (see Project Demographic Distribution section above for details)

<sup>24</sup> Definitions for water and sewer Expenditure Categories can be found in the EPA’s handbooks. For “clean water” expenditure category definitions, please see: <https://www.epa.gov/sites/production/files/2018-03/documents/cwdefinitions.pdf>. For “drinking water” expenditure category definitions, please see: <https://www.epa.gov/dwsrf/drinking-water-state-revolving-fund-national-information-management-system-reports>.



**MARATHON COUNTY TAX DEED LAND SALE**

**#2021-15**

**Village of Spencer**

**404 W. Main Street, Spencer**

**#181-2602-064-1057**

**\$35,000**

**APPRAISAL REPORT  
OF**



404 W MAIN ST  
SPENCER, WI 54479

**PREPARED FOR**

NO AMC  
MARATHON COUNTY CLERK  
WAUSAU WI 54402

**AS OF**

09/01/2021

**PREPARED BY**

meyer appraisal service  
4503 AUGUSTINE AVE  
WESTON, WI 54476

## Table of Contents

Page Title	Page #
Summary of Sallent Features	1
Photo Subject	2
Photo Subject Extra	3
Photo Subject Extra	4
Photo Subject Extra	5
Photo Subject Extra	6
Photo Subject Extra	7
Photo Subject Extra	8
Photo Comparables 1-2-3	9
URAR Page 1	10
URAR Page 2	11
URAR Page 3	12
Sketch	13
Location Map	14
Comments	15
URAR Page 4	16
URAR Page 5	17
URAR Page 6	18
UAD Definition of Terms	19
UAD Definition of Terms	20
UAD Definition of Terms p2	21
Exhibit	22
Exhibit	23
Exhibit	24
Exhibit	25
UAD Comments Addendum	26
Photo Subject Extra	27
Photo Subject Extra	28
Photo Subject Extra	29
Photo Subject Extra	30
Photo Subject Extra	31
Photo Subject Extra	32
Photo Subject Extra	33

meyer appraisal service  
4503 AUGUSTINE AVE  
WESTON, WI 54476

---

09/02/2021

MARATHON COUNTY CLERK  
WAUSAU WI 54402

RE: NONE  
404 W MAIN ST  
SPENCER, WI 54479  
File No. marathon county  
Case No.

Dear

In accordance with your request, I have personally inspected and prepared an appraisal report of the real property located at:

404 W MAIN ST, SPENCER, WI 54479

The purpose of this appraisal is to estimate the market value of the property described in the body of this appraisal report.

Enclosed, please find the appraisal report which describes certain data gathered during our investigation of the property. The methods of approach and reasoning in the valuation of the various physical and economic factors of the subject property are contained in this report.

An inspection of the property and a study of pertinent factors, including valuation trends and an analysis of neighborhood data, led the appraiser to the conclusion that the market value, as of 09/01/2021 is:

\$ 35,000

The opinion of value expressed in this report is contingent upon the limiting conditions attached to this report.

It has been a pleasure to assist you. If I may be of further service to you in the future, please let me know.

Respectfully submitted,

Signature:  \_\_\_\_\_

Gordon A Meyer

---





Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



**FRONT OF  
SUBJECT PROPERTY**  
404 W MAIN ST  
SPENCER, WI 54479



**REAR OF  
SUBJECT PROPERTY**



**STREET SCENE**

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



GARAGE



GARAGE/PATIO



BACK PATIO

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



HOME ROOF



GARAGE



FRONT DOOR

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



TRIM



OLD SHED/NO VALUE



FLOOR/KITCHEN

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



KITCHEN



KITCHEN



KITCHEN

meyer appraisal service  
**SUBJECT PHOTO ADDENDUM**

File No. marathon county  
Case No.

Borrower NONE

Property Address 404 W MAIN ST

City SPENCER County Marathon State WI Zip Code 54479

Lender/Client MARATHON COUNTY CLERK Address WAUSAU WI 54402



KITCHEN



TOILET



WALL IN BASEMENT STAIRS

meyer appraisal service  
**SUBJECT PHOTO ADDENDUM**

File No. marathon county  
Case No.

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address		WAUSAU WI 54402		



FURNACE



WATER HEATER



BASEMENT

Borrower NONE

Property Address 404 W MAIN ST

City SPENCER County Marathon State WI Zip Code 54479

Lender/Client MARATHON COUNTY CLERK Address WAUSAU WI 54402



**COMPARABLE SALE # 1**  
508 N ASH AVE  
MARSHFIELD, WI 54449



**COMPARABLE SALE # 2**  
7679 N 1ST ST  
ELAND, WI 54427



**COMPARABLE SALE # 3**  
220 W REDWOOD ST  
EDGAR, WI 54426



### Uniform Residential Appraisal Report

The purpose of this appraisal report is to provide the lender/client with an accurate, and adequately supported, opinion of the market value of the subject property.

Property Address	404 W MAIN ST	City	SPENCER	State	WI	Zip Code	54479
Borrower	NONE	Owner of Public Record	MARATHON COUNTY	County	Marathon		
Legal Description	SEE ADDENDUM						
Assessor's Parcel #	56-0320-024-004-00-00	Tax Year	2020	R.E. Taxes \$	0		
Neighborhood Name	SPENCER	Map Reference	56	Census Tract	9606		
Occupant	<input checked="" type="checkbox"/> Owner	<input type="checkbox"/> Tenant	<input type="checkbox"/> Vacant	Special Assessments \$	0	<input type="checkbox"/> PUD	HOA \$ 0 per year per month
Property Rights Appraised	<input checked="" type="checkbox"/> Fee Simple <input type="checkbox"/> Leasehold <input type="checkbox"/> Other (describe)						
Assignment Type	<input type="checkbox"/> Purchase Transaction <input type="checkbox"/> Refinance Transaction <input checked="" type="checkbox"/> Other (describe)			DETERMINE CURRENT VALUE			
Lender/Client	MARATHON COUNTY CLERK Address WAUSAU WI 54402						
Is the subject property currently offered for sale or has it been offered for sale in the twelve months prior to the effective date of this appraisal? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
Report data source(s) used, offering price(s), and date(s). OWNER							

I <input type="checkbox"/> did <input type="checkbox"/> did not analyze the contract for sale for the subject purchase transaction. Explain the results of the analysis of the contract for sale or why the analysis was not performed.							
Contract Price \$ _____ Date of Contract _____ Is the property seller the owner of public record? <input type="checkbox"/> Yes <input type="checkbox"/> No Data Source(s) _____							
Is there any financial assistance (loan charges, sale concessions, gift or down payment assistance, etc.) to be paid by any party on behalf of the borrower? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
If Yes, report the total dollar amount and describe the items to be paid. \$0.00							

**Note: Race and the racial composition of the neighborhood are not appraisal factors.**

Neighborhood Characteristics				One-Unit Housing Trends				One-Unit Housing		Present Land Use %		
Location	<input checked="" type="checkbox"/> Urban	<input type="checkbox"/> Suburban	<input type="checkbox"/> Rural	Property Values	<input type="checkbox"/> Increasing	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Declining	PRICE	AGE	One-Unit	65 %	
Built-Up	<input type="checkbox"/> Over 75%	<input checked="" type="checkbox"/> 25-75%	<input type="checkbox"/> Under 25%	Demand/Supply	<input type="checkbox"/> Shortage	<input checked="" type="checkbox"/> In Balance	<input type="checkbox"/> Over Supply	\$ (000)	(yrs)	2-4 Unit	05 %	
Growth	<input type="checkbox"/> Rapid	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Slow	Marketing Time	<input type="checkbox"/> Under 3 mths	<input checked="" type="checkbox"/> 3-6 mths	<input type="checkbox"/> Over 6 mths	40	Low	4	Multi-Family	02 %
Neighborhood Boundaries THE NEIGHBORHOOD IS THE VILLAGE OF SPENCER SOUTH TO WILLOW, NORTH TO ELM ST, WEST TO WASHINGTON AND EAST TO ADAMS.								200	High	110	Commercial	25 %
Neighborhood Description THE SUBJECT IS LOCATED IN THE SMALL VILLAGE OF SPENCER, THE IMMEDIATE AREA IN ON THE MAIN EAST WEST TRAFFIC ROUTE.. THERE ARE RESIDENTIAL UNITS NORTH AND SOUTH AND WEST AND SOME COMMERCIAL PROPERTY EAST.								80	Pred.	35	Other VAC	03 %

Market Conditions (including support for the above conclusions) THE GENERAL MARKET CONDITIONS HAVE IMPROVED SOME OVER THE PAST 2-3 YEARS WITH MORE STABLE PRICING AND SHORTER MARKET TIMES. WHILE THEY VARY, LIST TO SALES RATIO ARE 88-100% AND AVERAGE MARKET TIME IS ABOUT 70 DAYS

Dimensions	100X148.09	Area	14809 sf	Shape	Rectangular	View	N,Res;
Specific Zoning Classification	RESIDENTIAL	Zoning Description	RESIDENTIAL USE				
Zoning Compliance	<input checked="" type="checkbox"/> Legal	<input type="checkbox"/> Legal Nonconforming (Grandfathered Use)	<input type="checkbox"/> No Zoning	<input type="checkbox"/> Illegal (describe)			
Is the highest and best use of subject property as improved (or as proposed per plans and specifications) the present use? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe.							

Utilities	Public	Other (describe)	Public	Other (describe)	Off-site Improvements--Type	Public	Private	
Electricity	<input checked="" type="checkbox"/>		Water	<input checked="" type="checkbox"/>	Street	PAVED	<input checked="" type="checkbox"/>	
Gas	<input checked="" type="checkbox"/>		Sanitary Sewer	<input checked="" type="checkbox"/>	Alley	None	<input type="checkbox"/>	
FEMA Special Flood Hazard Area	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	FEMA Flood Zone	X	FEMA Map #	55073CO525F	FEMA Map Date	07/22/2010
Are the utilities and/or off-site improvements typical for the market area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe.								
Are there any adverse site conditions or external factors (easements, encroachments, environmental conditions, land uses, etc.)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, describe.								
THIS SITE CONFORMS WITH LOCAL ZONING. THERE IS NO INDICATION OF ANY ADVERSE EASEMENTS OR ENCROACHMENTS								

General Description		Foundation		Exterior Description materials/condition		Interior materials/condition	
Units	<input checked="" type="checkbox"/> One <input type="checkbox"/> One with Accessory Unit	Concrete Slab	<input type="checkbox"/> Crawl Space	Foundation Walls	Concrete/AVE	Floors	C/W/TILE/DATED
# of Stories	2	<input checked="" type="checkbox"/> Full Basement	<input type="checkbox"/> Partial Basement	Exterior Walls	SLATE/AVE	Walls	Dry WALL/ AVE
Type	<input checked="" type="checkbox"/> Det. <input type="checkbox"/> Att. <input type="checkbox"/> S-Det./End Unit	Basement Area	796 sq. ft.	Roof Surface	SHINGLE/AVE	Trim/Finish	Wood/AVE
	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed <input type="checkbox"/> Under Const.	Basement Finish	0 %	Gutters & Downspouts	Alum/AVE	Bath Floor	TILE/AVE
Design (Style)	2 STORY	<input type="checkbox"/> Outside Entry/Exit	<input type="checkbox"/> Sump Pump	Window Type	WDH/DATED	Bath Wainscot	INSERTS
Year Built	~1930	Evidence of	Infestation None EV	Storm Sash/Insulated	COMB/DATED	Car Storage	None
Effective Age (Yrs)	25	<input type="checkbox"/> Dampness	<input type="checkbox"/> Settlement	Screens	COMB/DATED	<input checked="" type="checkbox"/> Driveway	# of Cars 2
Attic	<input type="checkbox"/> None	Heating	<input checked="" type="checkbox"/> FWA <input type="checkbox"/> HWB <input type="checkbox"/> Radiant	Amenities	<input type="checkbox"/> Woodstove(s) # 0	Driveway Surface	PAVED
<input type="checkbox"/> Drop Stair	<input type="checkbox"/> Stairs	<input type="checkbox"/> Other	Fuel Gas	Fireplace(s) #	0	Fence	NONE
<input type="checkbox"/> Floor	<input checked="" type="checkbox"/> Scuttle	Cooling	Central Air Conditioning	<input checked="" type="checkbox"/> Patio/Deck	1	<input checked="" type="checkbox"/> Porch	OPEN
<input type="checkbox"/> Finished	<input type="checkbox"/> Heated	<input type="checkbox"/> Individual	Other NONE	Pool	NONE	<input checked="" type="checkbox"/> Other	Att. Det. Built-in
Appliances: <input type="checkbox"/> Refrigerator <input type="checkbox"/> Range/Oven <input checked="" type="checkbox"/> Dishwasher <input type="checkbox"/> Disposal <input type="checkbox"/> Microwave <input type="checkbox"/> Washer/Dryer <input type="checkbox"/> Other (describe)							
Finished area above grade contains: 7 Rooms 3 Bedrooms 1.1 Bath(s) 1,592 Square Feet of Gross Living Area Above Grade							
Additional features (special energy efficient items, etc.) THE SUBJECT HAS 100 AMP ELECTRIC SERVICE, GAS WATER HEATER, OPEN PORCH AND OPEN PATIO. THERE IS A GARAGE BUT IT HAS PARTLY BURNED DOWN							
Describe the condition of the property (including needed repairs, deterioration, renovations, remodeling, etc.). C5:No updates in the prior 15 years;See comments - SUBJECT CONDITION							
Are there any physical deficiencies or adverse conditions that affect the livability, soundness, or structural integrity of the property? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe WATER PROBLEM NEEDS TO BE ADDRESSED AND THE GARAGE NEEDS TO REMOVED AND AREA CLEANED.							
Does the property generally conform to the neighborhood (functional utility, style, condition, use, construction, etc.)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe THE SUBJECT CONFORMS WITH THE AREA BOTH IN TERMS OF STYLE AND VALUE RANGE.							

**Uniform Residential Appraisal Report**

There are 1 comparable properties currently offered for sale in the subject neighborhood ranging in price from \$ 35,000 to \$ 35,000		There are 4 comparable sales in the subject neighborhood within the past twelve months ranging in sale price from \$ 40,000 to \$ 50,000					
FEATURE	SUBJECT	COMPARABLE SALE # 1	COMPARABLE SALE # 2	COMPARABLE SALE # 3			
Address	404 W MAIN ST SPENCER, WI 54479	508 N ASH AVE MARSHFIELD, WI 54449	7679 N 1ST ST ELAND, WI 54427	220 W REDWOOD ST EDGAR, WI 54426			
Proximity to Subject		9.25 miles SE	53.69 miles E	20.04 miles NE			
Sale Price		\$ 50,000	\$ 40,000	\$ 40,000			
Sale Price/Gross Liv. Area	\$ 0.00 sq. ft.	\$ 48.30 sq. ft.	\$ 33.03 sq. ft.	\$ 20.39 sq. ft.			
Data Source(s)		MLS# 22102641;DOM 28	MLS# 1700722;DOM 45	MLS# 22004826;DOM 441			
Verification Source(s)		WOODCOUNTY REC	MARATHON COUNTY REC	MARATHON COUNTY REC			
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	+(-) \$ Adjustment	DESCRIPTION	+(-) \$ Adjustment	DESCRIPTION	+(-) \$ Adjustment
Sale or Financing		Armlth		Armlth		Armlth	
Concessions		Cash;0		Conv;0		Cash;0	
Date of Sale/Time		s06/21;Unk	0	s05/21;Unk	0	s05/21;Unk	0
Location	N;Res;	N;Res;	-7,500	N;Res;		N;Res;	
Leasehold/Fee Simple	Fee Simple	FEE SIMPLE		FEE SIMPLE		FEE SIMPLE	
Site	14809 sf	8276 sf	0	14810 sf	0	7405 sf	0
View	N;Res;	N;Res;		N;Res;		N;Res;	
Design (Style)	DT2;2 STORY	DT2;1.5 STORY	0	DT2;1.5 STORY	0	DT2;2 STORY	0
Quality of Construction	Q4	Q4		Q4		Q4	
Actual Age	-87	-75	0	-101	0	121	0
Condition	C5	C5	-4,000	C4	-12,000	C5	-4,000
Above Grade	Total Bdrms Baths	Total Bdrms Baths		Total Bdrms Baths		Total Bdrms Baths	
Room Count	7 3 1.1	5 3 1.0	+2,000	5 3 1.0	+2,000	5 3 1.2	-2,000
Gross Living Area	1,592 sq. ft.	1,080 sq. ft.	+4,096	1,211 sq. ft.	+3,048	1,962 sq. ft.	-2,960
Basement & Finished Rooms Below Grade	796sf0sfin	720sf0sfin	0	0sf	+4,000	800sf0sfin	0
Functional Utility	Average	AVERAGE		AVERAGE		AVERAGE	
Heating/Cooling	FWA/NONE	GAS/NONE	0	GAS/NONE	0	GAS/NONE	0
Energy Efficient Items	INSULATION	INSULATION		INSULATION		INSULATION	
Garage/Carport	2dw	1gd2dw	-3,000	2dw		2ga2dw	-6,000
Porch/Patio/Deck	Porch/PATIO	STOOP	+1,000	DECK/SHED	0	PORCH	+1,000
GARAGE REMOVAL		NONE	-4,000	NONE	-4,000	NONE	-4,000
Net Adjustment (Total)		+  X  -	\$ -11,404	+  X  -	\$ -6,952	+  X  -	\$ -17,960
Adjusted Sale Price of Comparables		Net Adj: -23%	\$ 38,596	Net Adj: -17%	\$ 33,048	Net Adj: -45%	\$ 22,040
		Gross Adj: 51%	\$ 38,596	Gross Adj: 83%	\$ 33,048	Gross Adj: 50%	\$ 22,040
I  X  did not research the sale or transfer history of the subject property and comparable sales. If not, explain							
My research did  X  did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.							
Data source(s) COUNTY							
My research did  X  did not reveal any prior sales or transfers of the comparable sales for the year prior to the date of sale of the comparable sale.							
Data source(s) COUNTY/MLS							
Report the results of the research and analysis of the prior sale or transfer history of the subject property and comparable sales (report additional prior sales on page 3).							
ITEM	SUBJECT	COMPARABLE SALE # 1	COMPARABLE SALE # 2	COMPARABLE SALE # 3			
Date of Prior Sale/Transfer							
Price of Prior Sale/Transfer							
Data Source(s)	MARATHON COUNTY REC	WOOD COUNTY REC	MARATHON COUNTY	MARATHON COUNTY REC			
Effective Date of Data Source(s)	09/01/2021	09/01/2021	09/01/2021	09/01/2021			
Analysis of prior sale or transfer history of the subject property and comparable sales THE SUBJECT HAS NOT SOLD IN THE PAST 36 MONTHS. IT DOES NOT APPEAR THAT ANY OF THE COMPARABLE SALES RESOLD IN A 12 MONTH PERIOD PRIOR TO THE LAST SALE DATE							
Summary of Sales Comparison Approach SALE 1 HAS A SUPERIOR LOCATION, IT ALSO HAS A ROOF PROBLEM AND SOME OF THE FLOOR COVERINGS NEED TO BE REPLACED. IT DID NOT APPEAR TO HAVE A MOLD PROBLEM. SALE 2 WAS SUPERIOR IN CONDITION BUT DID NOT HAVE A BASEMENT. SALE 3 HAD PART USED AS A BUSINESS AND WOULD NEED TO BE REFINISHED SALES 1 & 2 ARE GIVEN THE MOST WEIGHT.							
Indicated Value by Sales Comparison Approach \$ 35,000							
Indicated Value by: Sales Comparison Approach \$ 35,000 Cost Approach (if developed) \$ 25,000 Income Approach (if developed) \$ 0							
THE SALES COMPARISON APPROACH AND COST APPROACH WERE USED TO PROVIDE THE VALUE ESTIMATE. IT WOULD BE TYPICAL TO BUY THIS AT MARKET VALUE AND USE IT FOR INCOME PROPERTY							
SO THE INCOME APPROACH WAS NOT USED.							
This appraisal is made  X  "as is," subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed, subject to the following repairs or alterations on the basis of a hypothetical condition that the repairs or alterations have been completed, or subject to the following required inspection based on the extraordinary assumption that the condition or deficiency does not require alteration or repair. THE VALUE IS GIVEN AS IS							
Based on a complete visual inspection of the interior and exterior areas of the subject property, defined scope of work, statement of assumptions and limiting conditions, and appraiser's certification, my (our) opinion of the market value, as defined, of the real property that is the subject of this report is							
\$ 35,000 as of 09/01/2021, which is the date of inspection and the effective date of this appraisal.							

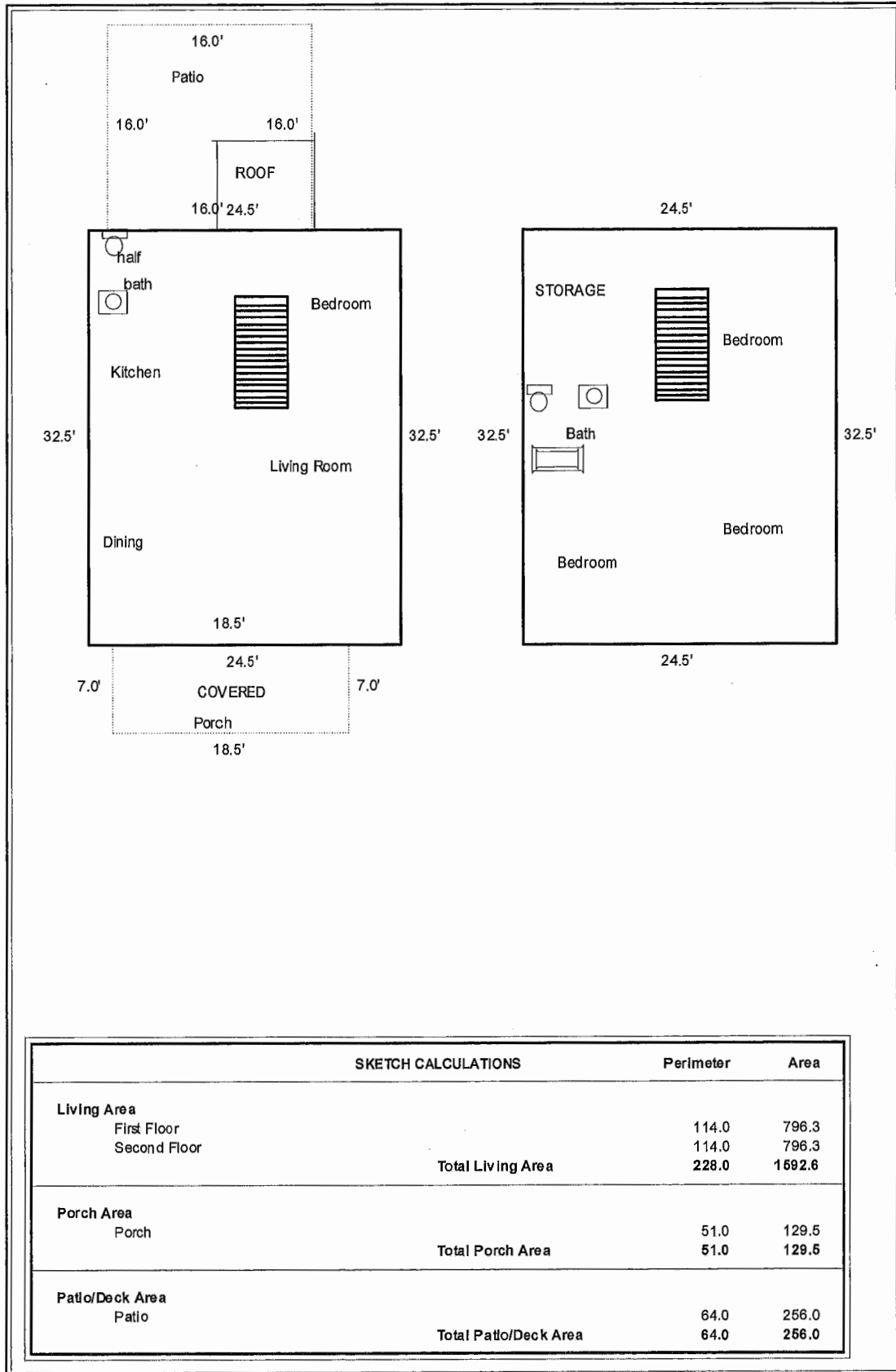
SALES COMPARISON ANALYSIS

RECONCILIATION

### Uniform Residential Appraisal Report

ADDITIONAL COMMENTS	LEGAL DESCRIPTION		
	PLAT OF IRENE LOT 4 BLOCK 24 ALSO W 1/2 OF LOT 5, ALSO THAT PT OF SE1/4 SE1/4 SEC 6-26-2 LYG W AND CONTIG TO WEST LINE SAID LOT 4 INCL S1/2 VAC ALLEY LYG N OF SD PCL VILLAGE OF SPENCER, MARATHON COUNTY WISCONSIN		
	LOT SIZE..... PER COUNTY..... 225 ACRES		
	GENERAL COMMENTS		
	THE REPORT WAS COMPLETED TO ESTIMATE THE CURRENT MARKET VALUE OF THE SUBJECT, WITH OWNERSHIP IN FEE SIMPLE TO BE USED BY MARATHON COUNTY TO HELP ESTIMATE A MARKET VALUE FOR QUICK AND REASONABLE SALE		
	THE SUBJECTS SITE WOULD HAVE A HIGHEST AND BEST USE AS IF VACANT AS A RESIDENTIAL SITE.		
	THE SCOPE OF WORK INCLUDED MY PERSONAL INSPECTION OF THE SUBJECT, REVIEW OF GOVERNMENT DATA ON THE SUBJECT, REVIEW OF POTENTIAL COMPARABLE SALES AND COMPARABLE LISTINGS IN THE SPENCER AREA ML'S. VACANT SITE SALES WERE REVIEWED TO HELP IN THE SITE SECTION OF THE COST APPROACH.		
	THE DEFINITION OF MARKET VALUE IS TAKEN FROM FIRREA		
	THE REPORT WAS REQUESTED BY MARATHON COUNTY		
	SOME OF THE SALES DATA WAS OVER 6 MONTHS OLD WHICH IS COMMON IN SPENCER REPORTS. ALL SALES USED ARE CONSIDERED TO BE GOOD SALES AND THEY ARE ALL CLOSED SALES. SOME SALES ARE OVER 1 MILE FROM THE SUBJECT BUT IN SPENCER.		
EXPOSURE TIME IS ESTIMATED AT 120 DAYS AND MARKET TIME AT 90-240 DAYS.			
I HAVE NOT COMPLETED ANY VALUATION ON THE SUBJECT IN THE PAST 36 MONTHS			
ALL MECHANICAL SYSTEMS WERE ON AND FUNCTIONAL ALL UTILITIES SYSTEMS WERE ON AND FUNCTIONAL			
ITEMS CONSIDERED IN VALUE			
COST TO REMOVE GARAGE			
COST TO REPAIR WALLS AND CEILINGS, COST TO CLEAN MOLD IF FOUND			
COST TO REPAIR WINDOWS			
COST TO REPLACE FLOOR COVERINGS			
MISC MINOR REPAIRS			
<b>COST APPROACH TO VALUE (not required by Fannie Mae.)</b>			
Provide adequate information for the lender/client to replicate your cost figures and calculations.			
Support for the opinion of site value (summary of comparable land sales or other methods for estimating site value) THE SITE VALUE IS TAKEN FROM SITE SALES IN THE AREA AND GENERAL OFFICE INFORMATION			
COST APPROACH	ESTIMATED <input type="checkbox"/> REPRODUCTION OR <input checked="" type="checkbox"/> REPLACEMENT COST NEW	OPINION OF SITE VALUE	= \$ 18,500
	Source of cost data M & S AND LOCAL DATA	Dwelling 1,592 Sq. Ft. @ \$	= \$ 0
	Quality rating from cost service AVE Effective date of cost data 01/01/2021	Bsmnt. 796 Sq. Ft. @ \$	= \$ 0
	Comments on Cost Approach (gross living area calculations, depreciation, etc.)		
	THE COST APPROACH WAS NOT INCLUDED GIVEN THE AGE AND CONDITION OF THE IMPROVEMENTS. THE COST APPROACH IS BEST USED ON IMPROVEMENTS THAT ARE NEW OR ALMOST NEW AND ONES THAT HAVE NO FUNCTIONAL OR EXTERNAL OBSOLESCENCE.	Garage/Carport Sq. Ft. @ \$	= \$ 0
		Total Estimate of Cost-new	= \$ 0
		Less Physical 24 Functional 0 External 0	
		Depreciation 0 0 0	= \$ ( 0 )
		Depreciated Cost of Improvements	= \$ 0
		"As-Is" Value of Site Improvements	= \$ 6,500
Estimated Remaining Economic Life (HUD and VA only) 35 Years	Indicated Value By Cost Approach	= \$ 25,000	
<b>INCOME APPROACH TO VALUE (not required by Fannie Mae.)</b>			
Estimated Monthly Market Rent \$ 0 X Gross Multiplier 0	= \$ 0	Indicated Value by Income Approach	
Summary of Income Approach (including support for market rent and GRM) THE INCOME APPROACH WAS NOT USED			
<b>PROJECT INFORMATION FOR PUDs (if applicable):</b>			
Is the developer/builder in control of the Homeowner's Association (HOA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Unit type(s) <input type="checkbox"/> Detached <input type="checkbox"/> Attached			
Provide the following information for PUDs ONLY if the developer/builder is in control of the HOA and the subject property is an attached dwelling unit.			
Legal Name of Project			
Total number of phases	Total number of units	Total number of units sold	
Total number of units rented	Total number of units for sale	Data source(s)	
Was the project created by the conversion of existing building(s) into a PUD? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, date of conversion.			
Does the project contain any multi-dwelling units? <input type="checkbox"/> Yes <input type="checkbox"/> No Data source.			
Are the units, common elements, and recreation facilities complete? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, describe the status of completion.			
Are the common elements leased to or by the Homeowner's Association? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe the rental terms and options.			
Describe common elements and recreational facilities.			

Borrower NONE  
 Property Address 404 W MAIN ST  
 City SPENCER County Marathon State WI Zip Code 54479  
 Lender/Client MARATHON COUNTY CLERK Address WAUSAU WI 54402



SKETCH CALCULATIONS		Perimeter	Area
<b>Living Area</b>			
First Floor		114.0	796.3
Second Floor		114.0	796.3
<b>Total Living Area</b>		<b>228.0</b>	<b>1592.6</b>
<b>Porch Area</b>			
Porch		51.0	129.5
<b>Total Porch Area</b>		<b>51.0</b>	<b>129.5</b>
<b>Patio/Deck Area</b>			
Patio		64.0	256.0
<b>Total Patio/Deck Area</b>		<b>64.0</b>	<b>256.0</b>

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address				WAUSAU WI 54402

SUBJECT	COMP 1	COMP 2	COMP 3
---------	--------	--------	--------



COMP 4	COMP 5	COMP 6
--------	--------	--------

meyer appraisal service  
**COMMENT ADDENDUM**

File No. marathon county  
Case No.

Borrower NONE

Property Address 404 W MAIN ST

City SPENCER County Marathon State WI Zip Code 54479

Lender/Client MARATHON COUNTY CLERK Address WAUSAU WI 54402

DEFINITIONS

WHEN USED WITHIN A REPORT THE FOLLOWS ITEMS ARE DEFINED AS"

HYPOTHETICAL CONDITION: A CONDITION DIRECTLY RELATED TO A SPECIFIC ASSIGNMENT, WHICH CONTRARY TO WHAT IS KNOWN BY THE APPRAISER TO EXIST ON THE EFFECTIVE DATE OF THE ASSIGNMENT RESULTS, BUT IS USED FOR THE PURPOSES OF ANALYSIS

EXTRAORDINARY ASSUMPTION: AN ASSUMPTION, DIRECTLY RELATED TO A SPECIFIC ASSIGNMENT, AS OF THE EFFECTIVE DATE OF THE ASSIGNMENT RESULTS, WHICH, IF FOUND TO BE FALSE, COULD ALTER THE APPRAISER'S OPINIONS OR CONCLUSIONS

COUNTY LAND RECORDS: COMPUTER PROPERTY RECORDS FOR EACH PROPERTY WITHIN A COUNTY.

EXPOSURE TIME: ESTIMATED LENGTH OF TIME THAT THE PROPERTY INTEREST BEING APPRAISED WOULD HAVE BEEN OFFERED ON THE MARKET PRIOR TO THE HYPOTHETICAL CONSUMMATION OF A SALE AT MARKET VALUE ON THE EFFECTIVE DATE OF THE APPRAISAL

SOME OF THE DATA IS OVER 6 MONTHS OLD AND OVER 1 MILE FROM THE SUBJECT, THIS IS NOT A LARGE CITY AND AS SUCH DATA IS SCATTERED AND NOT ALWAYS AVAILABLE WITHIN IN 1 MILE AND WITH 6 MONTH SALES DATES.

**Uniform Residential Appraisal Report**

This report form is designed to report an appraisal of a one-unit property or a one-unit property with an accessory unit; including a unit in a planned unit development (PUD). This report form is not designed to report an appraisal of a manufactured home or a unit in a condominium or cooperative project.

This appraisal report is subject to the following scope of work, intended use, intended user, definition of market value, statement of assumptions and limiting conditions, and certifications. Modifications, additions, or deletions to the intended use, intended user, definition of market value, or assumptions and limiting conditions are not permitted. The appraiser may expand the scope of work to include any additional research or analysis necessary based on the complexity of this appraisal assignment. Modifications or deletions to the certifications are also not permitted. However, additional certifications that do not constitute material alterations to this appraisal report, such as those required by law or those related to the appraiser's continuing education or membership in an appraisal organization, are permitted.

**SCOPE OF WORK:** The scope of work for this appraisal is defined by the complexity of this appraisal assignment and the reporting requirements of this appraisal report form, including the following definition of market value, statement of assumptions and limiting conditions, and certifications. The appraiser must, at a minimum: (1) perform a complete visual inspection of the interior and exterior areas of the subject property, (2) inspect the neighborhood, (3) inspect each of the comparable sales from at least the street, (4) research, verify, and analyze data from reliable public and/or private sources, and (5) report his or her analysis, opinions, and conclusions in this appraisal report.

**INTENDED USE:** The intended use of this appraisal report is for the lender/client to evaluate the property that is the subject of this appraisal for a mortgage finance transaction.

**INTENDED USER:** The intended user of this appraisal report is the lender/client.

**DEFINITION OF MARKET VALUE:** The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he or she considers his or her own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U. S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions\* granted by anyone associated with the sale.

\*Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgment.

**STATEMENT OF ASSUMPTIONS AND LIMITING CONDITIONS:** The appraiser's certification in this report is subject to the following assumptions and limiting conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it, except for information that he or she became aware of during the research involved in performing this appraisal. The appraiser assumes that the title is good and marketable and will not render any opinions about the title.
2. The appraiser has provided a sketch in this appraisal report to show the approximate dimensions of the improvements. The sketch is included only to assist the reader in visualizing the property and understanding the appraiser's determination of its size.
3. The appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in this appraisal report whether any portion of the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
4. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand, or as otherwise required by law.
5. The appraiser has noted in this appraisal report any adverse conditions (such as needed repairs, deterioration, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that he or she became aware of during the research involved in performing this appraisal. Unless otherwise stated in this appraisal report, the appraiser has no knowledge of any hidden or unapparent physical deficiencies or adverse conditions of the property (such as, but not limited to, needed repairs, deterioration, the presence of hazardous wastes, toxic substances, adverse environmental conditions, etc.) that would make the property less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, this appraisal report must not be considered as an environmental assessment of the property.
6. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that the completion, repairs, or alterations of the subject property will be performed in a professional manner.

**Uniform Residential Appraisal Report****APPRAISER'S CERTIFICATION:** The Appraiser certifies and agrees that:

1. I have, at a minimum, developed and reported this appraisal in accordance with the scope of work requirements stated in this appraisal report.
2. I performed a complete visual inspection of the interior and exterior areas of the subject property. I reported the condition of the improvements in factual, specific terms. I identified and reported the physical deficiencies that could affect the livability, soundness, or structural integrity of the property.
3. I performed this appraisal in accordance with the requirements of the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place at the time this appraisal report was prepared.
4. I developed my opinion of the market value of the real property that is the subject of this report based on the sales comparison approach to value. I have adequate comparable market data to develop a reliable sales comparison approach for this appraisal assignment. I further certify that I considered the cost and income approaches to value but did not develop them, unless otherwise indicated in this report.
5. I researched, verified, analyzed, and reported on any current agreement for sale for the subject property, any offering for sale of the subject property in the twelve months prior to the effective date of this appraisal, and the prior sales of the subject property for a minimum of three years prior to the effective date of this appraisal, unless otherwise indicated in this report.
6. I researched, verified, analyzed, and reported on the prior sales of the comparable sales for a minimum of one year prior to the date of sale of the comparable sale, unless otherwise indicated in this report.
7. I selected and used comparable sales that are locationally, physically, and functionally the most similar to the subject property.
8. I have not used comparable sales that were the result of combining a land sale with the contract purchase price of a home that has been built or will be built on the land.
9. I have reported adjustments to the comparable sales that reflect the market's reaction to the differences between the subject property and the comparable sales.
10. I verified, from a disinterested source, all information in this report that was provided by parties who have a financial interest in the sale or financing of the subject property.
11. I have knowledge and experience in appraising this type of property in this market area.
12. I am aware of, and have access to, the necessary and appropriate public and private data sources, such as multiple listing services, tax assessment records, public land records and other such data sources for the area in which the property is located.
13. I obtained the information, estimates, and opinions furnished by other parties and expressed in this appraisal report from reliable sources that I believe to be true and correct.
14. I have taken into consideration the factors that have an impact on value with respect to the subject neighborhood, subject property, and the proximity of the subject property to adverse influences in the development of my opinion of market value. I have noted in this appraisal report any adverse conditions (such as, but not limited to, needed repairs, deterioration, the presence of hazardous wastes, toxic substances, adverse environmental conditions, etc.) observed during the inspection of the subject property or that I became aware of during the research involved in performing this appraisal. I have considered these adverse conditions in my analysis of the property value, and have reported on the effect of the conditions on the value and marketability of the subject property.
15. I have not knowingly withheld any significant information from this appraisal report and, to the best of my knowledge, all statements and information in this appraisal report are true and correct.
16. I stated in this appraisal report my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the assumptions and limiting conditions in this appraisal report.
17. I have no present or prospective interest in the property that is the subject of this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or opinion of market value in this appraisal report on the race, color, religion, sex, age, marital status, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property or on any other basis prohibited by law.
18. My employment and/or compensation for performing this appraisal or any future or anticipated appraisals was not conditioned on any agreement or understanding, written or otherwise, that I would report (or present analysis supporting) a predetermined specific value, a predetermined minimum value, a range or direction in value, a value that favors the cause of any party, or the attainment of a specific result or occurrence of a specific subsequent event (such as approval of a pending mortgage loan application).
19. I personally prepared all conclusions and opinions about the real estate that were set forth in this appraisal report. If I relied on significant real property appraisal assistance from any individual or individuals in the performance of this appraisal or the preparation of this appraisal report, I have named such individual(s) and disclosed the specific tasks performed in this appraisal report. I certify that any individual so named is qualified to perform the tasks. I have not authorized anyone to make a change to any item in this appraisal report; therefore, any change made to this appraisal is unauthorized and I will take no responsibility for it.
20. I identified the lender/client in this appraisal report who is the individual, organization, or agent for the organization that ordered and will receive this appraisal report.



**Uniform Residential Appraisal Report**

21. The lender/client may disclose or distribute this appraisal report to: the borrower; another lender at the request of the borrower; the mortgagee or its successors and assigns; mortgage insurers; government sponsored enterprises; other secondary market participants; data collection or reporting services; professional appraisal organizations; any department, agency, or instrumentality of the United States; and any state, the District of Columbia, or other jurisdictions; without having to obtain the appraiser's or supervisory appraiser's (if applicable) consent. Such consent must be obtained before this appraisal report may be disclosed or distributed to any other party (including, but not limited to, the public through advertising, public relations, news, sales, or other media).

22. I am aware that any disclosure or distribution of this appraisal report by me or the lender/client may be subject to certain laws and regulations. Further, I am also subject to the provisions of the Uniform Standards of Professional Appraisal Practice that pertain to disclosure or distribution by me.

23. The borrower, another lender at the request of the borrower, the mortgagee or its successors and assigns, mortgage insurers, government sponsored enterprises, and other secondary market participants may rely on this appraisal report as part of any mortgage finance transaction that involves any one or more of these parties.

24. If this appraisal report was transmitted as an "electronic record" containing my "electronic signature," as those terms are defined in applicable federal and/or state laws (excluding audio and video recordings), or a facsimile transmission of this appraisal report containing a copy or representation of my signature, the appraisal report shall be as effective, enforceable and valid as if a paper version of this appraisal report were delivered containing my original hand written signature.

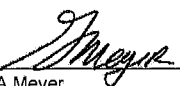
25. Any intentional or negligent misrepresentation(s) contained in this appraisal report may result in civil liability and/or criminal penalties including, but not limited to, fine or imprisonment or both under the provisions of Title 18, United States Code, Section 1001, et seq., or similar state laws.

**SUPERVISORY APPRAISER'S CERTIFICATION:** The Supervisory Appraiser certifies and agrees that:

1. I directly supervised the appraiser for this appraisal assignment, have read the appraisal report, and agree with the appraiser's analysis, opinions, statements, conclusions, and the appraiser's certification.
2. I accept full responsibility for the contents of this appraisal report including, but not limited to, the appraiser's analysis, opinions, statements, conclusions, and the appraiser's certification.
3. The appraiser identified in this appraisal report is either a sub-contractor or an employee of the supervisory appraiser (or the appraisal firm), is qualified to perform this appraisal, and is acceptable to perform this appraisal under the applicable state law.
4. This appraisal report complies with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place at the time this appraisal report was prepared.
5. If this appraisal report was transmitted as an "electronic record" containing my "electronic signature," as those terms are defined in applicable federal and/or state laws (excluding audio and video recordings), or a facsimile transmission of this appraisal report containing a copy or representation of my signature, the appraisal report shall be as effective, enforceable and valid as if a paper version of this appraisal report were delivered containing my original hand written signature.

APPRAISER

SUPERVISORY APPRAISER (ONLY IF REQUIRED)

Signature   
 Name Gordon A Meyer  
 Company Name meyer appraisal service  
 Company Address 4503 AUGUSTINE AVE  
WESTON, WI 54476  
 Telephone Number 715 359 2445  
 Email Address GMEYERAPPRAISAL@GMAIL.COM  
 Date of Signature and Report 09/02/2021  
 Effective Date of Appraisal 09/01/2021  
 State Certification # 1040-10  
 or State License # \_\_\_\_\_  
 or Other (describe) \_\_\_\_\_ State # \_\_\_\_\_  
 State WI  
 Expiration Date of Certification or License 12/14/2021

Signature \_\_\_\_\_  
 Name \_\_\_\_\_  
 Company Name \_\_\_\_\_  
 Company Address \_\_\_\_\_  
 Telephone Number \_\_\_\_\_  
 Email Address \_\_\_\_\_  
 Date of Signature \_\_\_\_\_  
 State Certification # \_\_\_\_\_  
 or State License # \_\_\_\_\_  
 State \_\_\_\_\_  
 Expiration Date of Certification or License \_\_\_\_\_

ADDRESS OF PROPERTY APPRAISED  
404 W MAIN ST  
SPENCER, WI 54479

- SUBJECT PROPERTY
- Did not inspect subject property  
 Did inspect exterior of subject property from street  
 Date of Inspection \_\_\_\_\_  
 Did inspect interior and exterior of subject property  
 Date of Inspection \_\_\_\_\_

APPRAISED VALUE OF SUBJECT PROPERTY \$ 35,000  
 LENDER/CLIENT  
 Name NO AMC  
 Company Name MARATHON COUNTY CLERK  
 Company Address WAUSAU WI 54402  
 Email Address \_\_\_\_\_

- COMPARABLE SALES
- Did not inspect exterior of comparable sales from street  
 Did inspect exterior of comparable sales from street  
 Date of Inspection \_\_\_\_\_

**UNIFORM APPRAISAL DATASET (UAD)  
Property Condition and Quality Rating Definitions**File No. marathon county  
Case No.**Requirements - Condition and Quality Ratings Usage**

Appraisers must utilize the following standardized condition and quality ratings within the appraisal report.

**Condition Ratings and Definitions****C1**

The improvements have been recently constructed and have not been previously occupied. The entire structure and all components are new and the dwelling features no physical depreciation.

*Note: Newly constructed improvements that feature recycled or previously used materials and/or components can be considered new dwellings provided that the dwelling is placed on a 100 percent new foundation and the recycled materials and the recycled components have been rehabilitated/remanufactured into like-new condition. Improvements that have not been previously occupied are not considered "new" if they have significant physical depreciation (that is, newly constructed dwellings that have been vacant for an extended period of time without adequate maintenance or upkeep).*

**C2**

The improvements feature no deferred maintenance, little or no physical depreciation, and require no repairs. Virtually all building components are new or have been recently repaired, refinished, or rehabilitated. All outdated components and finishes have been updated and/or replaced with components that meet current standards. Dwellings in this category are either almost new or have been recently completely renovated and are similar in condition to new construction.

*Note: The improvements represent a relatively new property that is well maintained with no deferred maintenance and little or no physical depreciation, or an older property that has been recently completely renovated.*

**C3**

The improvements are well maintained and feature limited physical depreciation due to normal wear and tear. Some components, but not every major building component, may be updated or recently rehabilitated. The structure has been well maintained.

*Note: The improvement is in its first-cycle of replacing short-lived building components (appliances, floor coverings, HVAC, etc.) and is being well maintained. It's estimated effective age is less than its actual age. It also may reflect a property in which the majority of short-lived building components have been replaced but not to the level of a complete renovation.*

**C4**

The improvements feature some minor deferred maintenance and physical deterioration due to normal wear and tear. The dwelling has been adequately maintained and requires only minimal repairs to building components/mechanical systems and cosmetic repairs. All major building components have been adequately maintained and are functionally adequate.

*Note: The estimated effective age may be close to or equal to its actual age. It reflects a property in which some of the short-lived building components have been replaced, and some short-lived building components are at or near the end of their physical life expectancy; however, they still function adequately. Most minor repairs have been addressed on an ongoing basis resulting in an adequately maintained property.*

**C5**

The improvements feature obvious deferred maintenance and are in need of some significant repairs. Some building components need repairs, rehabilitation, or updating. The functional utility and overall livability are somewhat diminished due to condition, but the dwelling remains useable and functional as a residence.

*Note: Some significant repairs are needed to the improvements due to the lack of adequate maintenance. It reflects a property in which many of its short-lived building components are at the end of or have exceeded their physical life expectancy but remain functional.*

**C6**

The improvements have substantial damage or deferred maintenance with deficiencies or defects that are severe enough to affect the safety, soundness, or structural integrity of the improvements. The improvements are in need of substantial repairs and rehabilitation, including many or most major components.

*Note: Substantial repairs are needed to the improvements due to the lack of adequate maintenance or property damage. It reflects a property with conditions severe enough to affect the safety, soundness, or structural integrity of the improvements.*

**UNIFORM APPRAISAL DATASET (UAD)  
Property Condition and Quality Rating Definitions**

File No.   marathon county  
Case No.

### Quality Ratings and Definitions

#### Q1

Dwellings with this quality rating are usually unique structures that are individually designed by an architect for a specified user. Such residences typically are constructed from detailed architectural plans and specifications and feature an exceptionally high level of workmanship and exceptionally high-grade materials throughout the interior and exterior of the structure. The design features exceptionally high-quality exterior refinements and ornamentation, and exceptionally high-quality interior refinements. The workmanship, materials, and finishes throughout the dwelling are exceptionally high quality.

#### Q2

Dwellings with this quality rating are often custom designed for construction on an individual property owner's site. However, dwellings in this quality grade are also found in high-quality tract developments featuring residences constructed from individual plans or from highly modified or upgraded plans. The design features detailed, high-quality exterior ornamentation, high-quality interior refinements, and detail. The workmanship, materials, and finishes throughout the dwelling are generally of high or very high quality.

#### Q3

Dwellings with this quality rating are residences of higher quality built from individual or readily available designer plans in above-standard residential tract developments or on an individual property owner's site. The design includes significant exterior ornamentation and interiors that are well finished. The workmanship exceeds acceptable standards and many materials and finishes throughout the dwelling have been upgraded from "stock" standards.

#### Q4

Dwellings with this quality rating meet or exceed the requirements of applicable building codes. Standard or modified standard building plans are utilized and the design includes adequate fenestration and some exterior ornamentation and interior refinements. Materials, workmanship, finish, and equipment are of stock or builder grade and may feature some upgrades.

#### Q5

Dwellings with this quality rating feature economy of construction and basic functionality as main considerations. Such dwellings feature a plain design using readily available or basic floor plans featuring minimal fenestration and basic finishes with minimal exterior ornamentation and limited interior detail. These dwellings meet minimum building codes and are constructed with inexpensive, stock materials with limited refinements and upgrades.

#### Q6

Dwellings with this quality rating are of basic quality and lower cost; some may not be suitable for year-round occupancy. Such dwellings are often built with simple plans or without plans, often utilizing the lowest quality building materials. Such dwellings are often built or expanded by persons who are professionally unskilled or possess only minimal construction skills. Electrical, plumbing, and other mechanical systems and equipment may be minimal or non-existent. Older dwellings may feature one or more substandard or non-conforming additions to the original structure.

### Requirements - Definitions of Not Updated, Updated and Remodeled

#### Not Updated

Little or no updating or modernization. This description includes, but is not limited to, new homes.

Residential properties of fifteen years of age or less often reflect an original condition with no updating, if no major components have been replaced or updated. Those over fifteen years of age are also considered not updated if the appliances, fixtures, and finishes are predominantly dated. An area that is 'Not Updated' may still be well maintained and fully functional, and this rating does not necessarily imply deferred maintenance or physical/functional deterioration.

#### Updated

The area of the home has been modified to meet current market expectations. These modifications are limited in terms of both scope and cost.

An updated area of the home should have an improved look and feel, or functional utility. Changes that constitute updates include refurbishment and/or replacing components meet existing market expectations. Updates do *not* include significant alterations to the existing structure.

#### Remodeled

Significant finish and/or structural changes have been made that increase utility and appeal through complete replacement and/or expansion.

A remodeled area reflects fundamental changes that include multiple alterations. These alterations may include some or all of the following: replacement of a major component (cabinet(s), bathtub, or bathroom tile), relocation of plumbing/gas fixtures/appliances, significant structural alterations (relocating walls, and/or the addition of square footage). This would include a complete gutting and rebuild.

#### Explanation of Bathroom Count

Three-quarter baths are counted as a full bath in all cases. Quarter baths (baths that feature only a toilet) are not included in the bathroom count. The number of full and half baths is reported by separating the two values using a period, where the full bath count is represented to the left of the period and the half bath count is represented to the right of the period.

#### Example:

3.2 indicates three full baths and two half baths.



Borrower NONE  
Property Address 404 W MAIN ST  
City SPENCER County Marathon State WI Zip Code 54479  
Lender/Client MARATHON COUNTY CLERK Address WAUSAU WI 54402

NO. 1040 - 10

EXPIRES 12/31/2021

The State of Wisconsin  
Department of Safety and Professional Services

Hereby certifies that  
GORDON A MEYER

was granted a certificate to practice as a  
CERTIFIED GENERAL APPRAISER, ELIGIBLE TO APPRAISE FEDERALLY  
RELATED TRANSACTIONS IS AQB COMPLIANT

in the State of Wisconsin in accordance with Wisconsin Law  
on the 7th day of January in the year 2020.  
The authority granted herein must be renewed each biennium by the granting authority.

In witness thereof, the State of Wisconsin  
Department of Safety and Professional Services  
has caused this certificate to be issued under  
its official seal.



*[Handwritten Signature]*  
[Illegible Name]

*This certificate was printed on the 16th day of December in the year 2019*

Borrower NONE  
Property Address 404 W MAIN ST  
City SPENCER County Marathon State WI Zip Code 54479  
Lender/Client MARATHON COUNTY CLERK Address WAUSAU WI 54402

### Marathon County

Owner (s): MARATHON COUNTY Location: SE1/4 SE1/4, Sect. 6, T26N, R2E  
Mailing Address: MARATHON COUNTY School District: 5467 - SPENCER  
500 FOREST ST  
WAUSAU, WI 54403

Tax Parcel ID Number: 181-2602-064-1057 Tax District: 181-VILLAGE OF SPENCER Status: Active

Alternate Tax Parcel Number: 56-0320-024-004-00-00 Government Owned: Acres: 0.0000

Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.):

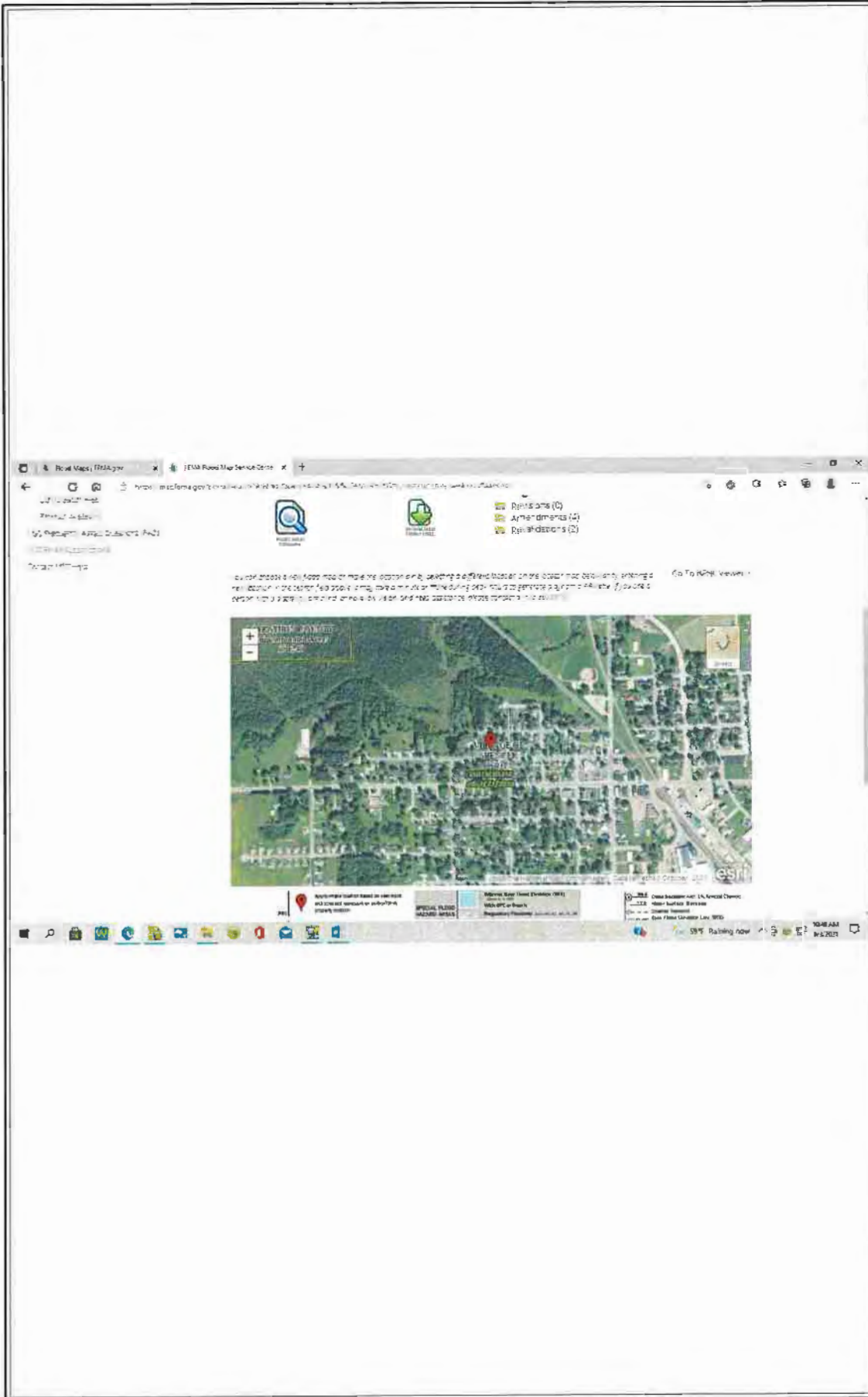
**PLAT OF IRENE LOT 4 BLK 24 ALSO W 1/2 OF LOT LOT 5 ALSO THAT PT OF SE1/4 SE1/4 SEC 6-26-2  
LYG W & CONTIG TO W LN OF SD LOT 4 INCL S 1/2 VAC ALLEY LYG N OF SD PCL**

Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.)  
404 W MAIN ST SPENCER, WI 54479

No Sales History information was found for this tax parcel.



Borrower NONE  
Property Address 404 W MAIN ST  
City SPENCER County Marathon State WI Zip Code 54479  
Lender/Client MARATHON COUNTY CLERK Address WAUSAU WI 54402





Borrower NONE

Property Address 404 W MAIN ST

City SPENCER

State

WI

Zip Code

54479

Lender/Client MARATHON COUNTY CLERK

Address WAUSAU WI 54402

**SUBJECT CONDITION**

THE SUBJECT IS A WOOD FRAME TWO STORY HOME CONSTRUCTED FROM AVERAGE GRADE MATERIALS. IT HAS NOT BEEN WELL MAINTAINED AND MOST OF THE FLOOR COVERINGS NEED TO BE REPLACED, IT APPEARS THE WINDOWS WERE REPLACED BUT ARE VERY DIRTY AND COVERED WITH MILDEW AND THERE ARE A FEW THAT ARE BROKE. THE UPPER LEVEL THE UPPER LEVEL BATH ROOF IS AVERAGE, ONE BEDROOM IS ADEQUATE, A STORAGE ROOM HAS A POOR CEILING AND ONE BEDROOM NEEDS TO BE ALL REFINISHED. THERE IS MOLD ON THE CEILING IN ANOTHER BEDROOM AND AN INDICATION OF A ROOF PROBLEM. AN EXTERIOR VIEW OF THE ROOF SHOWS THE SHINGLES TO BE ADEQUATE, BUT THERE IS NO QUESTION WATER IS GETTING IN SOME WHERE. THE HOME IS CLUTTERED AND NEEDS CLEANING AND THE BASEMENT IS DAMP AND CLUTTERED. THE FURNACE DOES NOT APPEAR TO BE VERY OLD.

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



ELECTRIC



BASEMENT



UPPER CLOSET CEILING

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



MOLD ON BEDROOM CEILING



WINDOWS



WALL IN BEDROOM

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



FLOR COVERINGS



WALL SAME BEDROOM



SAME BEDROOM

meyer appraisal service  
**SUBJECT PHOTO ADDENDUM**

File No. marathon county  
Case No.

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



LANDING



CLOSET ROOM



CLOSET

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



BEDROOM UP



BEDROOM UP



LIVING ROOM

Borrower NONE

Property Address 404 W MAIN ST

City SPENCER County Marathon State WI Zip Code 54479

Lender/Client MARATHON COUNTY CLERK Address WAUSAU WI 54402



HALF BATH



FULL BATH



FULL BATH

Borrower	NONE						
Property Address	404 W MAIN ST						
City	SPENCER	County	Marathon	State	WI	Zip Code	54479
Lender/Client	MARATHON COUNTY CLERK		Address	WAUSAU WI 54402			



UPPER BEDROOM CEILING



BEDROOM CEILING



CEILING





**Health Department**  
1000 Lake View Drive, Suite 100  
Wausau, WI 54403-6797

Tel/TDD: 715-261-1900  
Fax: 715-261-1901  
[www.co.marathon.wi.us](http://www.co.marathon.wi.us)

May 23, 2012

Lorraine Beyersdorff  
Marathon County Treasurer  
500 Forest Street  
Wausau, WI 54403

Dear Ms. Beyersdorff:

Per your request, a Environmental Transaction Screen (ETS) has been conducted for the Mark Komis property, located at 404 W. Main St., Spencer, WI. The transaction screen was conducted by Keith Baine, Environmental Health Sanitarian. The purpose of this investigation was to review past and present land use practices, current operations and conditions, and identify the potential presence of hazardous substances, to evaluate the potential occurrence of soil and/or /groundwater contamination at the site. No soil or groundwater sampling was conducted in conjunction with this assessment.

The subject property is approximately 148' by 112' in size. The property is located in the Plat of Irene Lot 4 Blk 24 Also W ½ of lot 5 also that pt of SE ¼ SE ¼ Sec. 6-24-2. Village of Spencer, Marathon County, Wisconsin. Two structures are located on the property, a two story home and a garage. The property is serviced by municipal sewer and water. The properties surrounding the home are residential housing and a small community housing campus to the west. The property is not located in a floodplain.

Based on observations made during the walk-through inspection on May 14<sup>th</sup>, 2012 and the records review of the property, the following items have been identified as potential sources of contamination on the property.

**Findings:**

- A) Two LUST sites were located within the 1 mile minimum search distance. The Jensen Motors and the Geldernick Property. These sites have been closed out by the Wisconsin DNR.

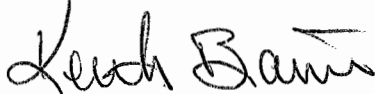
**Recommendations:**

Potential dangers to the property have been listed above. There would appear to be no major impediments to the County assuming ownership of the property.

The findings and recommendations presented above are professional opinions based solely upon visual observations of the site and vicinity, and our interpretation of the available historical information and documents reviewed. The report is intended for the exclusive use of Marathon County. It should be recognized that this assessment was not intended to be a definitive investigation of contamination at the subject property. Given that analytical testing for contamination was not performed, it is possible that currently unrecognized contamination may exist at the site. Opinions and recommendations presented herein apply to the site conditions existing at the time of our investigation and those reasonably foreseeable.

If you have any questions, please call.

Sincerely,

A handwritten signature in black ink that reads "Keith Baine". The signature is written in a cursive, flowing style.

Keith Baine  
Environmental Health Sanitarian

cc: D. Grosskurth, MCHD

Map Created on May 23, 2012



**Legend**

- Open Sites (ongoing cleanups)
- Open Sites (ongoing cleanups) - site boundaries shown
- Closed Sites (completed cleanups)
- Closed Sites (completed cleanups) - site boundaries shown
- County Boundary
- Railroads
- County Roads (WDOT)
- County Trunk Highway
- State and U.S. Highways (WDOT)
- State Trunk Highway
- US Highway
- Interstate Highways (WDOT)
- Interstate Highway
- Local Roads (WDOT)
- Civil Towns
- Civil Town
- 24K Open Water
- 24K Rivers and Shorelines
- Municipalities

0 500 1000 1500 ft.

Map created on May 23, 2012

Note: Not all RR Sites have been geo-located yet.



Scale: 1:5,298

This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.





# Marathon County-City of Wausau IMS



- Legend**
-  Municipal Boundary
  -  Buildings (2005)

Scale: 1" = 200 feet

5/11/2012 1:20:07 PM.

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



# **GRANT AGREEMENT**

**Between the**

**State of Wisconsin  
Department of Administration**

**and**

**North Central Community Services Program**

**and**

**Marathon County**

THIS GRANT AGREEMENT is made and entered into by and between the Department of Administration, State of Wisconsin ("Grantor"), Marathon County ("County") and North Central Community Services Program ("NCCSP"), a multicounty community services program established pursuant to ss. 51.42 and 66.0301, Wis. Stats.

**WHEREAS**, under s. 13.48(20t), Wis. Stats., the Legislature has provided that the Wisconsin State Building Commission ("Commission") may authorize up to Five Million Dollars (\$5,000,000.00) in general fund supported borrowing to aid in the renovation of an existing mental health facility in Marathon County to provide 16 adult inpatient psychiatric beds, 5 beds for emergency stabilization, and 5 beds for detoxification and substance use treatment to serve individuals, including individuals who meet the criteria for emergency detention under s. 51.15 or 51.45, Wis. Stats. who are from Forest, Langlade, Lincoln, Marathon, Oneida, and Vilas Counties (the "Project"); and

**WHEREAS**, the statutes provide that the state funding commitment for the Project shall be in the form of a grant to an organization that provides mental and behavioral health services in the north central region of the state and that has a campus in Marathon County; and

**WHEREAS**, the County has entered into a joint county agreement ("Joint County Agreement") with Langlade and Lincoln counties to establish NCCSP as a multicounty community services program pursuant to ss. 51.42 and 66.0301, Wis. Stats., with the intent that NCCSP be construed as a political corporation or governmental subdivision or agency thereof pursuant to Wis. Stat. Chapters 893 and 895; and

**WHEREAS**, the County owns an existing facility in Marathon County operated by NCCSP as a mental health facility pursuant to the Joint County Agreement ("Facility"); and

**WHEREAS**, the County and NCCSP desire to use the \$5,000,000.00 grant to renovate the Facility for NCCSP to operate it for the purposes set forth in s. 13.48(20t), Wis. Stats.;

**WHEREAS**, the Commission, at its meeting on October 20, 2021, determined that the County and NCCSP have met all the conditions set forth by the Legislature and authorized Grantor to release funds to aid in the renovation of the Facility in an amount not to exceed \$5,000,000.00 from the appropriation account under s. 20.867 (2) (q) Wis. Stats., in the form of a grant.

**NOW, THEREFORE**, in consideration of the mutual promises and agreements contained herein, the parties hereto agree as follows:

1. Grantor shall make payments to the County in an amount not to exceed \$5,000,000.00 as reimbursement of construction expenses incurred by the County in connection with the Project. Grantor shall disburse the Grant as a payment based on a requisition (Form of requisition attached as Exhibit A).
2. The Project is located at 1100 Lake View Dr., Wausau, Marathon County (The "Property"). The legal description of the Property is attached hereto as Exhibit B.
3. Other than payment of the grant, the State of Wisconsin and its agencies, officers and employees will have no obligation regarding the Facility. Therefore, the County and NCCSP hereby agree to indemnify, hold harmless and defend the State of Wisconsin and its agencies, officers and employees against any financial obligation or liability regarding the construction of the Project, including, but not limited to, injury to any person or property or environmental hazards which may be encountered in the construction, maintenance and management of this Facility. The County shall maintain full replacement cost coverage for the Facility and upon loss or destruction of the Facility shall repair or rebuild it within three (3) years from the date of loss or repay to Grantor the amount of the Grant. The form of this replacement cost coverage shall be satisfactory to the Grantor.
4. Pursuant to 2013 Wisconsin Act 20 and Article 8, section 7, sub. 2 of the State of Wisconsin Constitution, the County is required to sign the attached Use Restriction Agreement. The County hereby accepts and NCCSP acknowledges the County's acceptance of a use restriction over the Property for a period of twenty (20) years hereof or until such time that the person charged with the administration of the grant determines that the purpose of the grant has been satisfied. The use restriction shall be of the nature and character and to the extent and on the terms and conditions set forth therein.
5. The County and NCCSP shall not discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical conditions, developmental disability as defined in Section 51.01(5), Wisconsin Statutes, sexual orientation, or national origin. This provision shall include, but not be limited to, employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of



pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the County and NCCSP shall take affirmative action to ensure equal employment opportunities. The County and NCCSP shall post in conspicuous places, available for employees and applicants for employment, notices to be provided by Grantor setting forth the provisions of the nondiscrimination clause. An Affirmative Action Plan is required from any Grantee who receives an award from the Grantor in excess of Fifty Thousand (\$50,000.00) Dollars and who has a workforce of fifty (50) or more employees as of the grant date. The County and NCCSP shall include these provisions in any subcontract associated with this Grant.

6. The County and NCCSP shall establish record keeping systems assuring compliance with this Agreement. The systems shall provide an historic account of Agreement activities for examination and review by anyone authorized by the Grantor. Records shall be maintained after final completion of construction for a period of not less than three (3) years.

The minimum acceptable records for administrative purposes of this Agreement consist of invoices for allowable construction costs, materials and equipment and construction services and professional, architectural and engineering fees.

The County and NCCSP shall maintain sufficient segregation of accounting records for this Agreement separate from other agreements, projects and programs. Grantor shall have access to all records related to this agreement at any time during normal business hours, and shall have the right to examine, audit, excerpt, transcribe and copy on the premises any such records. If the material is on electronic media, the County or NCCSP shall provide copies in such form as may be requested by Grantor. This provision shall survive termination of this Agreement.

7. The County and NCCSP shall be jointly and severally liable for repayment of the grant in full if, for a period commencing with Grantor's final payment of the grant to the County and ending ten years thereafter, NCCSP ceases to use the Facility to provide at a minimum 16 adult inpatient psychiatric beds, 5 beds for emergency stabilization, and 5 beds for detoxification and substance use treatment to serve individuals, including individuals who meet the criteria for emergency detention under s. 51.15 or 51.45, Wis. Stats. who are from Forest, Langlade, Lincoln, Marathon, Oneida, and Vilas Counties.

**THE STATE OF WISCONSIN**

By: \_\_\_\_\_

Naomi De Mers

Secretary  
Wisconsin State Building Commission

**MARATHON COUNTY**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**NORTH CENTRAL COMMUNITY  
SERVICES PROGRAM**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

State of Wisconsin Capital Finance Office  
Attn: Capital Finance Director  
101 East Wilson Street, 10<sup>th</sup> Floor  
P.O. Box 7864  
Madison, WI 53707

To Whom It May Concern:

Requisition Date: \_\_\_\_\_ Requisition Number \_\_\_\_\_

Requisition of Construction Grant Funds  
MARATHON COUNTY

On behalf of Marathon County, a draw on available grant funds for the above project is hereby requested. The invoice(s), closing documents, or other materials evidencing payment of costs and expenses for which reimbursement is requested are listed and attached separately. This grant draw is to reimburse construction invoice(s) for renovation of a mental health facility paid by Marathon County. The calculation of the amount of grant available and this draw is as follows:

1. Total Amount of Grant:	\$5,000,000.00
2. Total of Previous Grant Draws	\$0.00
3. Remaining Grant Available:	\$5,000,000.00
4. Total Costs/Expenses Submitted	\$5,000,000.00
5. Grant Draw (100% of Total Costs/Expenses)	\$5,000,000.00
6. Cumulative total of Grant Draws (line 2 plus line 5)	\$5,000,000.00
7. Remaining Grant Available (line 1 minus line 6)	\$0.00

On behalf of Marathon County I hereby certify that the materials submitted with this letter are true and correct copies of documents evidencing payments made by Marathon County and the amounts requested for payment under this Requisition are due to Marathon County.

Sincerely,

Marathon County

By: \_\_\_\_\_  
Name: Lance Leonhard  
Title: Administrator

## **Legal Description of the Facility**

North Central Health Care facility, located at 1100 Lake View Drive in the City of Wausau, Marathon County, Wisconsin. The property is more specifically described as follows:

PT GOV LOT 7 SEC 02-28-07 & PT GOV LOT 1 & PT OF NE  $\frac{1}{4}$  NE  $\frac{1}{4}$  SEC 11-28-07 – DESC AS CSM VOL 14 PG 174 (#3876) DOC #837571 & INCL MAPLE ISLAND (GOV LOT I) SEC 02-28-07

**USE RESTRICTION AGREEMENT**

**Between the**

**State of Wisconsin  
Department of Administration**

**And**

**Marathon County**

THIS USE RESTRICTION AGREEMENT (“**Agreement**”) is made and effective as of the \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between MARATHON COUNTY (“**Grantor**”) and THE STATE OF WISCONSIN, DEPARTMENT OF ADMINISTRATION (“**Grantee**”).

**WITNESSETH :**

WHEREAS, Grantor is a political subdivision of the State of Wisconsin, established pursuant to s. 2.01(37), Wis. Stats.; and

WHEREAS, Grantor is the sole owner in fee simple of certain real property (the “**Property**”) located in the City of Wausau, Marathon County, Wisconsin, and more particularly described on Exhibit A hereto;

WHEREAS, the Legislature has provided that the Wisconsin State Building Commission (“**Commission**”) may authorize up to Five Million Dollars (\$5,000,000.00) in general fund supported borrowing to aid in the renovation of an existing mental health facility in Marathon County to provide 16 adult inpatient psychiatric beds, 5 beds for emergency stabilization, and 5 beds for detoxification and substance use treatment to serve individuals, including individuals who meet the criteria for emergency detention under s. 51.15 or 51.45, Wis. Stats. who are from Forest, Langlade, Lincoln, Marathon, Oneida, and Vilas Counties (the “**Project**”);

WHEREAS, the Legislature has determined that expanding psychiatric bed capacity as described above would greatly benefit state residents by expanding access to timely inpatient mental health treatment and other behavioral health services and allowing public financial resources to be better distributed to more effectively improve delivery of mental health services and is a statewide responsibility of statewide dimension, and that it is therefore in the public interest, and it is the public policy of this state, to expand psychiatric bed capacity and behavioral health treatment capacity;

<p>Recording Area</p> <hr/> <p>Name and return address:</p> <p>State of Wisconsin Department of Administration 101 East Wilson Street Madison, WI 53707-7970</p> <p>PIN: 291-2807-024-0999</p>
--

WHEREAS, on October 20, 2021, the Commission authorized up to \$5,000,000.00 in general fund supported borrowing to aid Grantor in the construction of the Project, with state funding support to be in the form of a grant;

WHEREAS, if the facility that is renovated with funds from the grant is not used for the purpose described herein the Legislature requires Grantee to retain an ownership interest in the facility equal to the amount of the state's grant; and

WHEREAS, Wisconsin Constitution, Article VIII, Section 7 establishes limited purposes for which general fund supported borrowing may be used and, as such, Grantee's grant to Grantor (the "Grant") must result in Grantee acquiring an interest in property for public purposes;

NOW, THEREFORE, in consideration of the Grant, the premises, the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee hereby agree as follows:

1. Grant; Purpose. Grantor hereby voluntarily grants and conveys to Grantee, and Grantee hereby accepts, a use restriction easement over the Property for a period of Twenty (20) years from the effective date hereof (the "Term"), which use restriction easement shall be of the nature and character and to the extent and on the terms and conditions set forth herein. It is the purpose of this Agreement to assist Grantor in the renovation of an existing mental health facility in Marathon County to provide 16 adult inpatient psychiatric beds, 5 beds for emergency stabilization, and 5 beds for detoxification and substance use treatment to serve individuals, including individuals who meet the criteria for emergency detention under s. 51.15 or 51.45, Wis. Stats. who are from Forest, Langlade, Lincoln, Marathon, Oneida, and Vilas Counties.

2. Restrictions. In furtherance of the foregoing, Grantor covenants, on behalf of itself and its successors and assigns, which covenants shall run with and bind the Property during the Term, that the portion of the Property to which the renovations described herein are made will be primarily used to provide 16 adult inpatient psychiatric beds, 5 beds for emergency stabilization, and 5 beds for detoxification and substance use treatment to serve individuals, including individuals who meet the criteria for emergency detention under s. 51.15 or 51.45, Wis. Stats. who are from Forest, Langlade, Lincoln, Marathon, Oneida, and Vilas Counties and that any activity on or use of said portion of the Property inconsistent with such primary use and the purpose of this Agreement is prohibited. The parties acknowledge that while the Grantor owns the Property, Grantor has entered into a joint county agreement ("Joint County Agreement") with Langlade and Lincoln counties to establish North Central Community Services Program ("NCCSP") as a multicounty community services program pursuant to ss. 51.42 and 66.0301, Wis. Stats., and pursuant to the Joint County Agreement NCCSP operates the existing mental health facility to which the renovations contemplated herein are being made. Therefore, Grantor may demonstrate compliance with the use restrictions described herein by NCCSP's operation of the mental health facility consistent with said restrictions.

3. Reserved Rights. Grantor hereby reserves to itself and its successors and assigns, all rights accruing from ownership of the Property, including the right to engage in, or permit or invite others to engage in, all uses of the Property that are not expressly prohibited by or

inconsistent with the purpose of this Agreement. To accomplish the purpose of this Agreement Grantee shall have the right to enter upon the Property at reasonable times in order to monitor compliance with and otherwise enforce the terms of this Agreement, as provided in Paragraph 5 hereof, provided that (except in cases where Grantee reasonably determines that immediate entry is required to prevent, terminate, or mitigate a violation of this Agreement that would significantly impair the public purposes to be served by this Agreement) such entry shall be upon prior reasonable notice, of no less than 48 hours, in writing to Grantor. Grantee's right to enter shall be subject to reasonable restrictions set by Grantor as to access to areas where confidential or protected patient information is present.

4. Grantee's Remedies.

(a) Acquisition of Ownership Interest. If Grantee determines that a violation of Paragraph 2 of this Agreement has occurred or is threatened, then it shall give written notice to Grantor of the same, and Grantor shall have a sixty (60) day period after the receipt of such notice in which to cure such violation or, if such violation cannot be cured within such sixty (60) day period, then Grantor shall commence diligent efforts to pursue cure of such violation. If Grantor fails to either cure such a violation or commence and continue such diligent efforts to pursue a cure of such violation within sixty (60) days after receipt of notice to do so from Grantee, or if Grantor thereafter fails to diligently pursue such cure and to cure such violation within one hundred eighty (180) days, then Grantee shall deliver written notice to Grantor, and Grantor, within ten (10) days after delivery of such written notice, shall deliver to Grantee a deed in substantially the form attached hereto as Exhibit B, transferring a  $\frac{\text{grant}}{\text{total cost of project}}$  undivided tenant-in-common interest in the Property to Grantee.

(b) Injunctive Relief. Grantee may bring an action at law or in equity in a court of competent jurisdiction to enforce the terms of this Agreement, to enjoin the violation, by temporary or permanent injunction, and to require the restoration of the Property to the condition that existed prior to such violation.

(c) Scope of Relief. Grantee's rights under this Paragraph 5 apply equally in the event of either actual or threatened violations of the terms of this Agreement. Grantor agrees that Grantee shall be entitled to the injunctive relief described in Paragraph 5(b) hereof, both prohibitive and mandatory, in addition to such other relief to which Grantee may be entitled, including specific performance of the terms of this Agreement. The remedies described in this Paragraph 5 shall be cumulative and shall be in addition to all remedies now or hereafter existing at law or in equity.

(d) Costs of Enforcement. All reasonable costs incurred by Grantee in successfully enforcing the terms of this Agreement against Grantor, including, without limitation, costs and expenses of suit and reasonable attorneys' fees, shall be borne by Grantor; provided, however, that if Grantor ultimately prevails in such a judicial action, then Grantee shall pay Grantor's costs and expenses relating thereto.

(e) Forbearance. Forbearance by Grantee in exercising its rights under this Agreement in the event of any breach of any term of this Agreement by Grantor shall not

**Commented [LDD1]:** Please provide information about the total cost of the project so that we can indicate here what the state's percentage interest in the property will be.

be deemed or construed to be a waiver by Grantee of such breach or of any subsequent breach of the same or any other term of this Agreement or of any of Grantee's rights under this Agreement. No delay or omission in the exercise by Grantee of any right or remedy upon any breach by Grantor shall impair such right or remedy or be construed as a waiver.

(f) Waiver of Certain Defenses. Grantor hereby waives any defense of laches, estoppel, or prescription.

(g) Acts Beyond Grantor's Control. Notwithstanding anything to the contrary contained in this Agreement, Grantee shall not be entitled to bring any action against Grantor for any change in use of the Property resulting from causes beyond Grantor's reasonable control, including, without limitation, fire, flood, storm, and earth movement; or from any action or inaction by Grantor in order to comply with local, state, or federal laws or regulations.

5. No Public Access. No right of access by the general public to any portion of the Property is granted by this Agreement.

6. Costs, Liabilities, Taxes, and Environmental Compliance.

(a) Costs, Legal Requirements, and Liabilities. Grantor retains all responsibilities and shall bear all costs and liabilities of any kind related to the ownership, operation, upkeep, and maintenance of the Property, including the maintenance of liability insurance coverage in the minimum amount of \$1,000,000 (adjusted from time to time by the percentage change from the date hereof in the Consumer Price Index – All Urban Consumers, All Items, 1982-84 = 100, or if such index is no longer published, then a similar generally accepted index of price inflation). Grantor remains solely responsible for obtaining any applicable governmental permits and approvals for any construction or other activity or use permitted by this Agreement, and all such construction or other activity or use shall be undertaken in accordance with all applicable federal, state, and local laws, regulations, and requirements.

(b) Taxes. Unless Grantor meets the criteria for any applicable tax exemption, Grantor shall pay before delinquency all taxes, assessments, fees, and charges of whatever description levied on or assessed against the Property by competent authority (collectively "taxes"), including any taxes imposed upon, or incurred as a result of this Agreement, and shall furnish Grantor with satisfactory evidence of payment upon request.

(c) Representations and Warranties. Grantor represents and warrants that, to the best knowledge of Grantor, there is no pending or threatened litigation in any way affecting, involving, or relating to the Property and no civil or criminal proceedings or investigations have been instigated at any time or are now pending, and no notices, claims, demands, or orders have been received, arising out of any violation or alleged violation of, or failure to comply with, any federal, state, or local law, regulation, or requirement applicable to the Property or its use, nor do there exist any facts or



circumstances that Grantor believes would form the basis for any such proceedings, investigations, notices, claims, demands, or orders.

(d) Control. Nothing in this Agreement shall be construed as giving rise, in the absence of a judicial decree, to any right or ability in Grantee to exercise physical or managerial control over the day-to-day operations of the Property, or any of Grantor's activities on the Property, or otherwise to become an operator with respect to the Property within the meaning of The Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended ("CERCLA"), or similar laws imposing legal liability on the owner or operator of real property.

7. Extinguishment; Condemnation.

(a) Extinguishment. If circumstances arise in the future that render the purpose of this Agreement impossible to accomplish, then this Agreement can be terminated or extinguished, whether in whole or in part, upon mutual written agreement signed by Grantor and Grantee or by judicial proceedings in a court of competent jurisdiction. The amount of the proceeds to which Grantee shall be entitled, after the satisfaction of prior claims, from any sale, exchange, or involuntary conversion of all or any portion of the Property subsequent to such termination or extinguishment, shall be the original amount of the Grant.

(b) Condemnation. If all or any part of the Property is taken by exercise of the power of eminent domain or acquired by purchase in-lieu of condemnation, whether by public, corporate, or other authority, so as to terminate this Agreement, in whole or in part, then Grantor and Grantee shall act jointly to recover the full value of Grantor's interest in the Property subject to the taking or in-lieu purchase and all direct or incidental damages resulting therefrom (the "Award"), from which Award Grantee shall be entitled to collect an amount equal to the original amount of the Grant, plus interest at the rate specified in s. 71.82(1)(b), Wis. Stats., compounded monthly and calculated from the date hereof, and any expenses reasonably incurred by Grantee in connection with the taking or in-lieu purchase; provided, however, that if the Award is less than such original Grant amount plus such reasonable interest, then Grantee shall be entitled to recover its pro rata share of the Award.

8. Subsequent Transfers. Grantor agrees to incorporate the terms of this Agreement by reference in any deed or other legal instrument by which Grantor divests itself of any interest in all or a portion of the Property, including, without limitation, a leasehold interest. Grantor further agrees to give written notice to Grantee of the transfer of any such interest at least thirty (30) days prior to the date of such transfer. The failure of Grantor to perform any act required by this Paragraph 9 shall not impair the validity of this Agreement or limit its enforceability in any way.

9. Estoppel Certificates. Grantee shall within thirty (30) days after its receipt of a written request by Grantor therefor, execute and deliver to Grantor, or to any party designated by Grantor, an estoppel certificate, which certifies Grantor's compliance with any obligations of Grantor contained in this Agreement. Such certification shall be limited to the use

being made of the Property as of Grantee's most recent inspection. If Grantor requests more current documentation, Grantee shall conduct an inspection, at Grantor's expense, within twenty (20) days after its receipt of Grantor's written request therefor and shall execute and deliver the requested certificate within ten (10) days after such inspection.

10. Termination. This Agreement shall terminate twenty (20) years from the effective date written above (the "Termination Date"). If at any time after the Termination Date Grantee receives a request from Grantor to record a notice of termination in the office of the Register of Deeds for Marathon County, Wisconsin, Grantee shall comply with the request within fifteen (15) business days of receipt of the request, and shall deliver a copy of such notice of termination to Grantor. In the event that the person charged with the administration of this Agreement on behalf of Grantee (e.g., the Secretary of the Department of Administration) determines that the purposes to be served by the Grant have been satisfied, Grantee may terminate this Agreement and its rights hereunder at any time by recording a notice of termination in the office of the Register of Deeds for Marathon County, Wisconsin. Grantee shall deliver a copy of such notice of termination to Grantor.

11. Notices. Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other shall be in writing and either delivered personally or sent by first class mail, postage prepaid, addressed as follows:

If to Grantor: North Central Health Care  
1100 Lake View Dr.,  
Wausau, WI 54403

Attention: Jill Meschke, CEO

If to Grantee: State of Wisconsin  
Wisconsin Department of Administration  
101 East Wilson Street, 10<sup>th</sup> Floor  
Madison, WI 53702  
Attention: Capital Budget & Construction Admin. Bureau Director

or to such other address or by such other means of common communication as either party from time to time may designate by written notice to the other.

12. Recording. Grantee shall record this Agreement in the office of the Register of Deeds for Marathon County, Wisconsin, and may re-record it at any time as may be required to preserve its rights under this Agreement.

13. General Provisions.

- (a) Controlling Law. The interpretation and performance of this Agreement shall be governed by the internal laws of the State of Wisconsin.
- (b) Liberal Construction. Any general rule of construction to the contrary notwithstanding, this Agreement shall be liberally construed to effect the primary

purpose of this Agreement and the public purposes to be served by the making of the Grant. If any provision in this Agreement is found to be ambiguous, then an interpretation consistent with the primary purpose of this Agreement that would render the provision valid shall be favored over any interpretation that would render it invalid.

(c) Severability. If any provision of this Agreement, or the application thereof to any person or circumstance, is found to be invalid, then the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is found to be invalid, as the case may be, shall not be affected thereby.

(d) Entire Agreement. This instrument sets forth the entire agreement of the parties with respect to this Agreement and supersedes all prior discussions, negotiations, understandings, or agreements relating to such matters, all of which are merged herein.

(e) No Forfeiture. Nothing contained herein will result in a forfeiture or reversion of title in any respect.

(f) Successors. The covenants, terms, conditions, and restrictions of this Agreement shall be binding upon, and inure to the benefit of, the parties hereto and their respective personal representatives, heirs, successors, and assigns and shall continue as a servitude running in with the Property during the Term.

(g) Termination of Rights and Obligations. A party's rights and obligations under this Agreement terminate upon transfer of that party's interest in this Agreement (as to Grantee) or the Property (as to Grantor), except that liability for acts or omissions occurring prior to transfer shall survive transfer.

(h) Captions. The captions in this Agreement have been inserted solely for convenience of reference and shall have no effect upon its construction or interpretation.

(h) Amendment. If circumstances arise under which an amendment to or modification of this Agreement would be appropriate, Grantor and Grantee may jointly amend this Agreement by a written instrument recorded in the office of the Register of Deeds for Marathon County, provided that any such amendment shall not diminish the purpose of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement and delivered the same as of the day and year first above written.

GRANTOR:

GRANTEE:

**THE STATE OF WISCONSIN**

By: \_\_\_\_\_

By: \_\_\_\_\_

Lance Leonhard

Naomi De Mers

Administrator

Secretary, Wisconsin State Building Commission

**ACKNOWLEDGEMENT**

State of Wisconsin  
County of Dane

This instrument was acknowledged before me on \_\_\_\_\_, 2022, by Naomi De Mers as the Secretary of the Wisconsin State Building Commission.

\_\_\_\_\_

\_\_\_\_\_  
Notary Public, Wisconsin  
My Commission (expires) (is) \_\_\_\_\_

**ACKNOWLEDGEMENT**

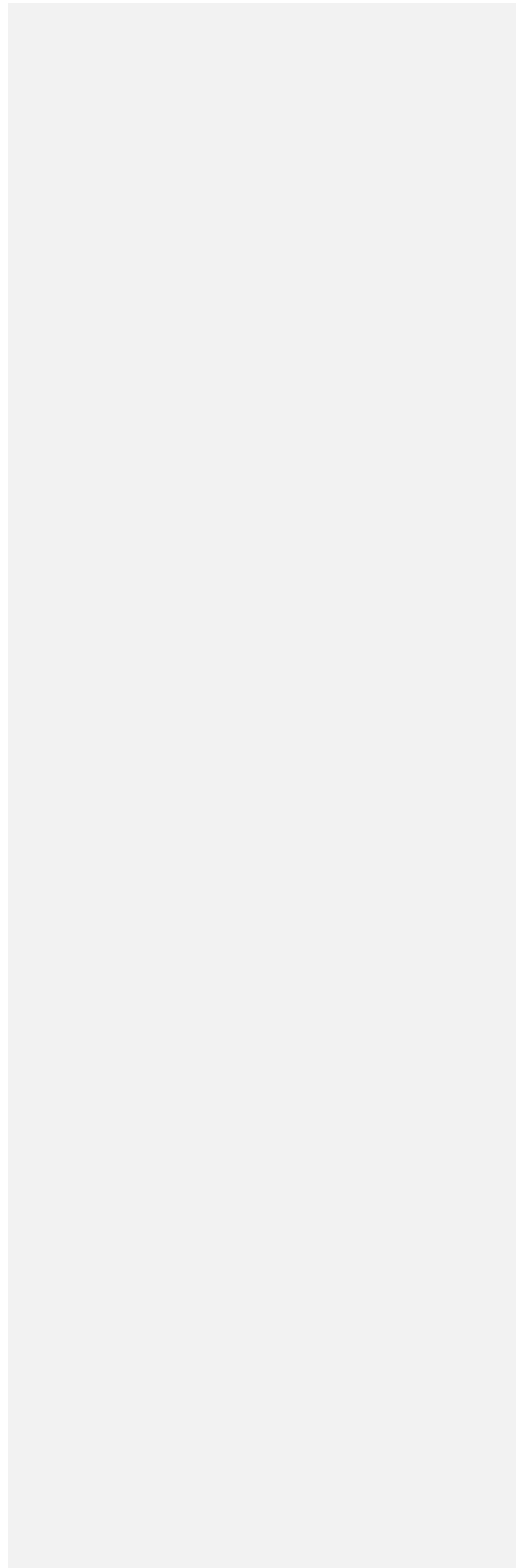
State of Wisconsin  
County of \_\_\_\_\_

This instrument was acknowledged before me on \_\_\_\_\_. 2022, by \_\_\_\_\_ as \_\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_  
Notary Public, Wisconsin  
My Commission (expires) (is) \_\_\_\_\_

This document was drafted by Doug Lovejoy, Legal Counsel, Wisconsin Department of Administration.



**EXHIBIT A**

**Legal Description of the Property**

North Central Health Care facility, located at 1100 Lake View Drive in the City of Wausau, Marathon County, Wisconsin. The property is more specifically described as follows:

PT GOV LOT 7 SEC 02-28-07 & PT GOV LOT 1 & PT OF NE ¼ NE ¼ SEC 11-28-07 – DESC AS CSM VOL 14 PG 174 (#3876) DOC #837571 & INCL MAPLE ISLAND (GOV LOT 1) SEC 02-28-07

**EXHIBIT B**

**Form of Deed**

See Attached



**Resolution No. \_\_\_\_\_**

**Establish Salaries For  
Sheriff and Clerk of Courts Elected Department Heads  
Upcoming Term of Office – 2023 to 2026**

WHEREAS, pursuant to Wis. Stat. § 59.22(1), the Board must establish the annual compensation for services to be paid to certain county elected prior to the earliest time for filing nomination papers for county elective offices; and

WHEREAS, the Human Resources, Finance and Property Committee at their February 22, 2022 meeting decided to recommend the salaries for the Sheriff and Clerk of Court as indicated below for the next 4-year term (2023, 2024, 2025 and 2026); and

	2023		2024		2025		2026
Sheriff	\$ 115,922.40	2.5%	\$ 118,820.46	2%	\$ 121,196.87	1%	\$ 122,408.84
Clerk of Court	\$ 89,690.34	2.5%	\$ 91,932.60	2%	\$ 93,771.25	1%	\$ 94,708.96

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Marathon does ordain the following:

- (1) To announce the following annual salaries for elected department head positions with the intent to provide their positions with the control point annual salary of their respective pay level in 2023, 2024, 2025, and 2026:

	2023		2024		2025		2026
Sheriff	\$ 115,922.40	2.5%	\$ 118,820.46	2%	\$ 121,196.87	1%	\$ 122,408.84
Clerk of Court	\$ 89,690.34	2.5%	\$ 91,932.60	2%	\$ 93,771.25	1%	\$ 94,708.96

- (2) Authorize the County Clerk to issue checks pursuant to this resolution and the County Treasurer to honor said checks.

**DATE:** March 22, 2022

**Human, Finance and Property Resources Committee**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Fiscal Impact Statement:** The estimated increase for the Sheriff and Clerk of Courts for 2023-2026 term:



	<b>Benefits Rates</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	
<b>Sheriff</b>							
Salary		\$105,384.00	\$115,922.40	\$118,820.46	\$121,196.87	\$122,408.84	
FICA Retirement/Medicare	7.65%	\$8,061.88	\$8,868.06	\$9,089.77	\$9,271.56	\$9,364.28	
Retirement - Protective	12.17%	\$12,825.23	\$14,107.76	\$14,460.45	\$14,749.66	\$14,897.16	
Worker's Comp Law Enfor	0.95%	\$1,001.15	\$1,101.26	\$1,128.79	\$1,151.37	\$1,162.88	
<b>Total</b>		\$127,272.26	\$139,999.48	\$143,499.47	\$146,369.46	\$147,833.16	
<b>Additional Increase</b>			\$12,727.22	\$3,499.99	\$2,869.99	\$1,463.70	\$20,561
<b>Clerk of Courts</b>							
Salary		\$87,078.00	\$89,690.34	\$91,932.60	\$93,771.25	\$94,708.96	
FICA Retirement	7.65%	\$6,661.47	\$6,861.31	\$7,032.84	\$7,173.50	\$7,245.24	
Retirement - Elected Offici	6.50%	\$5,660.07	\$5,829.87	\$5,975.62	\$6,095.13	\$6,156.08	
Worker's Comp Clerical	0.06%	\$52.25	\$53.81	\$55.16	\$56.26	\$56.83	
<b>Total</b>		\$99,451.79	\$102,435.33	\$104,996.22	\$107,096.14	\$108,167.11	
<b>Additional Increase</b>			\$2,983.54	\$2,560.89	\$2,099.92	\$1,070.97	\$8,715
<b>Total Estimated Increase</b>							<b>\$29,276</b>

AGENDA SUMMARY

5B1. Discussion and Possible Action to Restructure 0.75 FTE Motorized Recreation Coordinator to 1.0 FTE Recreation Coordinator

The current position of Motorized Recreation Coordinator is a 0.75 FTE and will be vacant as our current Coordinator has taken a full-time position. In assessing the tasks of this position and the needs within the department specifically with aquatic management it will provide efficiency if we can change the 0.75 FTE Motorized Recreation Coordinator position to a 1.0 FTE Recreation Coordinator that would oversee the motorized recreation program as well as aquatic programs. The seasons are opposite of each other, and grant management falls well within recreation program tasks. Having a position to manage the snowmobile and ATV program is required by the state of WI if snowmobile and ATV funds are distributed to clubs for trail maintenance and trail project. This position will be required to work more hours in Sept-March and less hours April-August.

In addition, our department is called the Wausau/Marathon County Parks, Recreation & Forestry Department. Recreation is a staple of what we do and for as long as we have documented the City/County have only employed ONE full time recreation professional. The current Recreation Superintendent is responsible for three aquatic centers (all rebuilt from basic pools to aquatic centers over the last 6 years), splash pad, playground programs, special events and the tennis program. The pool management alone takes most of this positions time leaving very little time for any other programming. It has been a goal of the County and City to expand recreation offerings to the community however this has not happened to the extent expected due to the time restraints of the single recreation staff.

A Recreation Coordinator would work under the direction of the Recreation Superintendent and would primarily be assigned to aquatics and motorized recreation. This position would train and supervise the staff of the three aquatic facilities, splash pad and water aerobics programs. They would also increase the aquatic programming offered year-round. Possibilities of additional year-round aquatic programming include fall and winter swimming lessons utilizing the UWSP-Wausau pool or NCHC pool. This position would work with members of the 29 snowmobile clubs and serve as the contact for the WIDNR liaison. The Recreation Superintendent would still ultimately oversee the aquatic operations but would gain time to increase recreation programs and special events year-round. The possibilities to add more are endless. More programming also increases the revenue generated for both the City and the County.

There is no proposed change to the 2022 or 2023 budget. Funding will be available in the 2022 budget for the additional 0.25 FTE portion of this position due to the vacancy of 2 FTE positions at the beginning of this year. In 2023 the additional 0.25 FTE will be funded through the reduction of a part-time aquatic position and increased revenue.

The Park Commission is asked to approve and make a recommendation to the Environmental Advisory Committee to change the 0.75 FTE Motorized Recreation Coordinator to a 1.0 FTE Recreation Coordinator.

## APPENDIX B NEW OR EXPANDED POSITION REQUEST

### I. GENERAL INFORMATION

Department: Parks, Recreation & Forestry \_\_\_\_\_ Date: February 24, 2022 \_\_\_\_\_

Position Requested: ~~Motorized~~ Recreation Coordinator \_\_\_\_\_ FT  PT  FTE 1.0 %  
(If unsure of classification, indicate "To be determined") Number of Positions: 1 \_\_\_\_\_

Division Position Will Be Assigned To: Recreation Superintendent \_\_\_\_\_  
(Indicate NA if not applicable)

Projected Start Date of Position: April 1, 2022 \_\_\_\_\_ Priority Number of This Position: \_\_\_\_\_  
If you are requesting more than one position, prioritize all your requests and indicate the priority number of position.

### II. FULL EXPLANATION OF NEED FOR POSITION

A. Is this position request compatible with the County's mission statement?

Yes the position provides opportunities to Marathon County residents to engage in outdoor recreation enhancing their quality of life. This position would enhance the current 0.75 FTE Motorized Recreation Coordinator to include a year round focus on recreation. It has been a goal of Administration to increase the recreation offerings of the County and City to increase the revenue generated from recreation programs. Currently the summer workload of the Recreation Superintendent (funded 80% City, 20% County) does not allow for that enhancement. It is proposed to add a Recreation Coordinator that would report to the Superintendent whose main responsibilities would be to manage and operate the pools, splash pad and all aquatic programs freeing time for the Recreation Superintendent to focus on enhanced programming during the summer.

This position will also manage the snowmobile and ATV grant programs predominately during the winter season. The user groups this position serves also manages and maintains miles of trails for residents and visitors to use allowing them to visit different areas of the County. Managing the snowmobile and ATV programs contributes to making Marathon County the healthiest and most prosperous county.

B. What is your department's mission statement and how does position support this mission and/or department strategic plan?

Our mission statement is to adaptively manage our park and forest lands for natural resource sustainability while providing healthy recreational opportunities and unique experiences making Marathon County the preferred place to live, work and play. Recreation programming and motorized recreation can offer fun and unique recreational experiences. There are very few organizations within the City that offer family recreation. Enhancing these offering through the County and City programming will provide youth, adults and families healthy recreational opportunities. In addition, managing the 29 snowmobile clubs to ensure they get funding to provide trails that allow users to have these recreational experiences is needed to ensure the groups are managing and maintaining the trails properly, providing safe trails to ride and enhancing the natural resources of the county.

C. Indicate reasons for asking for position including purpose of position, applicable workload data and trends, etc. **plus attach relevant supporting data.** If more than one position of the same classification is being requested, also justify the number requested.

The current position of Motorized Recreation Coordinator is a 0.75 FTE and will be vacant. In assessing the tasks of this position and the needs within the department specifically with aquatic management it will provide efficiency if we can change the 0.75 FTE Motorized Recreation Coordinator position to a 1.0 FTE Recreation Coordinator that would oversee the motorized recreation program as well as aquatic

programs. The seasons are opposite of each other, and grant management falls well within recreation program tasks. Having a position to manage the snowmobile and ATV program is required by the state of WI if snowmobile and ATV funds are distributed to clubs for trail maintenance and trail project. This position will be required to work more hours in Sept-March and less hours April-August.

In addition, our department is called the Wausau/Marathon County Parks, Recreation & Forestry Department. Recreation is a staple of what we do and for as long as we have documented the City/County have only employed ONE full time recreation professional. The current Recreation Superintendent is responsible for three aquatic centers (all rebuilt from basic pools to aquatic centers over the last 6 years), splash pad, playground programs, special events and the tennis program. The pool management alone takes most of this positions time leaving very little time for any other programming. It has been a goal of the County and City to expand recreation offerings to the community however this has not happened to the extent expected due to the time restraints of the single recreation staff.

A Recreation Coordinator would work under the direction of the Recreation Superintendent and would primarily be assigned to aquatics and motorized recreation. This position would train and supervise the staff of the three aquatic facilities, splash pad and water aerobics programs. They would also increase the aquatic programming offered year round. Possibilities of additional year round aquatic programming include fall and winter swimming lessons utilizing the UWSP-Wausau pool or NCHC pool. This position would work with members of the 29 snowmobile clubs and serve as the contact for the WIDNR liaison. The Recreation Superintendent would still ultimately oversee the aquatic operations but would gain time to increase recreation programs and special events year round. The possibilities to add more are endless. More programming also increases the revenue generated for both the City and the County.

- D. What benefit will the position provide to the County? How does the position improve/enhance customer service and/or address community needs?

This position will fill the requirement of the WI DNR to have a manager of the County's snowmobile and ATV programs in order for the clubs to receive state funding. This position will work closely with the groups to ensure all groups receive the same information, the trails are managed properly and the trails are safe for visitors.

This position will benefit the County/City by increasing program revenue through programming that this position develops and increased programming and events by the Recreation Superintendent. In our experience our community is looking for activities and events to participate in. There is demand for youth, adult, senior and family programming from introductory sports to arts and craft. The programs that we develop will be to meet the needs of the community. We will not offer or continue to offer programs that the community is not interested in.

- E. Indicate any alternatives to creating this position that were considered and why you still chose to request the position?

The alternative will be to continue to operate as we do today. The 0.75 FTE Motorized Recreation Coordinator position will be posted. The Recreation Superintendent will continue to establish the programs and balance their time between the demands of the pools and the programs that can be offered effectively. We will continue to hire a student intern to assist the Recreation Superintendent each year and utilize seasonal staff.

- F. What will be the effect if the proposed position is not created?

The department will continue to try to increase programming with the staff and resources available.

- G. What criteria will you use to monitor the effectiveness and performance of the position. (Increasing revenues, improved customer service, decreasing costs, enhancing services, etc?)

This position is partially funding by the grants they manage. The amount of grant funding received, the number of projects completed and input from the clubs will indicate the effectiveness and performance of this position. The effectiveness of this position will also be determined by the number of successful programs offered and increased program revenue. We do understand that programs have to begin somewhere and some may be successful, some may fail and some have to be revamped.

### III. SPECIFIC DUTIES OF NEW POSITION

A. List the specific duties position will perform plus the approximate percentage of time to be spent on each duty.

- Administers and coordinates the maintenance and development of snowmobile and all-terrain vehicle (ATV) trails; prepares grant applications and reimbursement requests for trail maintenance and development projects; updates and prepares maps of snowmobile and ATV trails. 30%
- Provides assistance to snowmobile and ATV clubs on State requirements for the maintenance and development of snowmobile and ATV trails; assists snowmobile and ATV clubs with landowner trail issues. 7%
- Plans, coordinates, supervises, implements, and evaluates recreation programs, classes, and events. 25%
- Interviews, hires, trains, assigns and reviews work, schedules and approves time off for recreation program seasonal employees; acts on problems and concerns; identifies need for additional staff and completes corresponding job descriptions. 15%
- Coordinates facility scheduling, setup and services for recreation programs, classes, and events. 5%
- Investigates complaints and works with the appropriate snowmobile or ATV club to resolve problems; conducts inspections to ensure trails, signing, and trail infrastructure are in compliance with State and local regulations and maintained to DNR standards. 5%
- Promotes trail openings and closings in news release and interviews with local media; updates the County website with trail condition reports as necessary. 2%
- Obtains supplies and equipment necessary to department operations. 2%
- Reports trail hazards and maintenance needs to the appropriate club for repairs or attention. 2%
- Responds to questions and provides miscellaneous information on snowmobile and ATV related inquiries. 2%
- Maintains knowledge of current recreational trends, community needs and desires, recreation administration principles and techniques, and safety standards regarding recreation. Researches future recreation needs and opportunities. 2%
- Develops proposals for modifying existing programs and events and creating new. Investigates costs and purchases materials and supplies for recreation programs, classes, and events. 3%

B. Could another County department use the expertise of this position? OR could you use the expertise of another department to meet your needs? Why or why not?

This position will have expertise in managing state grants and could be used as a resource to other departments. This position will coordinate programs and special events with other department such as, Hunter Safety Classes with the Sheriff's department, trail tales with the Library, etc. however another department may not specifically need the expertise of this position

The only other department that could possibly assist with the requirement of this position would be the Sherriff's department however they do not have the staff to assist at this time.

C. If the work is currently being done by the County, how is it being accomplished (contract basis, temporary help, current employee, etc.)? Why is this arrangement no longer acceptable?

The position of Motorized Recreation Coordinator is currently a 0.75 FTE position and is a position required by the state of WI if snowmobile and ATV funds are distributed to clubs for trial maintenance and trail project. This position will be required to work more hours in Sept-March and less hours April-August.

As mentioned in item II B, the current Recreation Superintendent is responsible for three aquatic centers (all rebuilt from basic pools to aquatic centers over the last 6 years), splash pad, playground programs, special events and the tennis program. The pool management alone takes most of this positions time leaving very little time for any other programming. It has been a goal of the County and City to expand recreation offerings to the community however this has not happened to the extent expected due to the

time restraints of the single recreation staff.

A Recreation Coordinator would continue the work of the Motorized Recreation Coordinator as well as assist the department with much needed attention to recreation working under the direction of the Recreation Superintendent with the primary task of aquatics. This position would train and supervise the staff of the three aquatic facilities, splash pad and water aerobics programs. They would also increase the aquatic programming offered year round. More programming also increases the revenue generated for both the City and the County.

The expectation of our department is to increase programming and continue to operate and maintain more and more facilities and programs. The current staffing is not adequate to meet these expectations.

#### IV. POSITION COSTS AND FUNDING SOURCES

- A. What is the anticipated total cost of this position? (Include salary; benefits; office space, remodeling, furniture, and equipment; travel; and other applicable costs.)

\$79,203 (assuming family benefits) is the total cost of the position. Currently \$63,532 is budget for 0.75 FTE

Increase = \$15,671

- B. Explain specifically how position will be funded. (Funding of new .25 FTE portion, full position will be 35% grant, 40% County Tax Levy, 25% City Levy)

Amount of County tax levy: \$0.00 % of total costs: %                     

Amount of any outside funding: \$15,671 % of total costs: %                     

**Funding in 2022 available from current vacant positions**

Source of outside funding: State Grants, City General Fund

Length of outside funding: Annual

Likelihood of funding renewal: Guaranteed as long as the state funds snowmobile and ATV programs

Would this outside funding be used to offset the levy if not used for this position? No                     

- B. Will the proposed position allow your department to increase revenues or decrease expenditures beyond the cost of the position? If yes, how?

The proposed position will most likely not increase revenue to decrease expenditures beyond the cost of the position the first few years however over time this position should be able to continue to narrow the gap and increase more and more revenue. The amount of grant funding could be increased to offset levy expenses.

- C. Does the proposed position provide preventive services that will lead to cost avoidance or more extensive services in the future? OR Can the proposed position be justified as an investment with future benefits to the County greater than the cost of the position? If yes, how?

Yes, the ability to manage the snowmobile and ATV funds that pay to keep our trails maintained and available to users ensures the clubs will provide that work for the county. If the clubs did not receive the state funding the county would not have snowmobile or ATV trails or it would be the county expenses paying for the trails and trail maintenance. Also, the ability to increase programming will provide more services to the community and increase revenue. Investing in this position is an investment into the Parks, Recreation & Forestry Department with the potential of covering the cost of the position or a portion of the position.

- D. Can the position costs be offset by eliminating or reducing a lower priority function? If yes, explain.

No

#### V. COMMITTEE OF JURISDICTION

What is the recommendation of the committee of jurisdiction? Presented to Parks Commission and Environmental Resources Committee on Tuesday, March 1 and Parks and Recreation Committee Monday, March 7.

**NOTE: An updated or new Position Description Questionnaire (PDQ) may be necessary to complete the job evaluation process.**

---

Signature of Supervisor/Manager Completing Request

---

Date

---

Department Head Signature

---

Date

# PROPOSAL UNDER THE SMALL COMMUNITY

## AIR SERVICE DEVELOPMENT PROGRAM

Docket #: DOT-OST-2022-0003

### CENTRAL WISCONSIN AIRPORT



Legal sponsor:

Central Wisconsin Airport

DUNS: 038767315

Congressional District Code: WI-07

Contact: Brian Grefe, AAE, Airport Director

Address: 100 CWA Drive, Suite 227, Mosinee, WI 54455-8285

Phone: (715) 693-2147, Ext. 7

Email: [bgrefe@fly-cwa.org](mailto:bgrefe@fly-cwa.org)



## PROPOSAL HIGHLIGHTS

This Small Community Air Service Development Program (SCASDP) grant application for Central Wisconsin Airport (CWA) meets the criteria of Docket DOT-OST-2022-0003. CWA is requesting \$XXX,XXX in federal assistance to implement a \$XXX,XXX air service initiative.



With the recent loss of one of the three air carriers serving CWA, United Airlines, the primary goal is to restore service by an additional air carrier. With low-cost (LCC) and ultra-low-cost (ULCC) carriers having the most significant growth in the current airline environment, LCC or ULCC service to the Minneapolis metro area (Minneapolis-St. Paul International Airport [MSP]), the Phoenix metro area (Phoenix-Sky Harbor International Airport [PHX]/Phoenix-Mesa Gateway Airport [AZA]) or southwest Florida (Punta Gorda Airport [PGD]/Southwest Florida International Airport [RSW]) are the best opportunities for restoring service. **Sun Country Airlines supports this grant application as evidenced by their letter of support.** CWA has received one grant under the SCASDP program, in 2010, with funding of only \$250,000, less than that requested.

### Higher than Average Fares

A study for the year ended September 30, 2018, of the true market determined that there are nearly 580,000 passengers traveling to/from the CWA catchment area annually. Of that total, only 39 percent were using the local airport. With the loss of United's service to Chicago O'Hare International Airport (ORD) in early January 2022 and the competitive market pressures United offered, airfares will likely increase, and seat capacity locally will be insufficient causing a higher percentage of those travelers to drive to other airports, the majority of which drive approximately three hours one-way to access alternate service.

Much of the diversion to alternate airports is due to higher-than-average fares at CWA. The Bureau of Transportation Statistics (BTS) report for calendar year 2020 shows that **CWA's airfare is significantly higher than the national average for all markets, averaging \$405, 39 percent higher than the national average of \$292.** CWA's airfare was also higher than nearly every other airport of similar passenger size, including Lansing, MI; Latrobe, PA; Rochester, MN; Kalamazoo, MI; Elmira, NY; New Bern, NC; Brownsville, TX; and Columbia, MO. Pre-pandemic, CWA's airfares also exceeded the national average. According to the BTS report for calendar year 2019, CWA's average fare of \$487 exceeded the national average of \$352 by 38 percent.

## Community Cost Contribution

This air service initiative is supported by the community. CWA and the community will fund XX percent of the proposed \$XXX,XXX Strategic Plan. Non-airport revenue sources will fund XX percent (\$XX,XXX) of the \$XXX,XXX cash requirement.



## Public-Private Partnership

CWA and the Greater Wausau Chamber of Commerce have formed a public-private partnership. Each partner has an active role to implement the Strategic Plan and is committed to the success of the program to help restore air service at CWA.

## Restoration of Air Service

Prior to the pandemic, CWA's air service was growing, generally increasing in flights and seats each year since 2015. CWA weathered the pandemic well, without losing any airlines or destinations in 2020 or 2021, although flights and seats were reduced like the rest of the nation. The impact, however, was merely delayed, with United pulling out of the market in early January 2022 amidst the severe pilot shortage and continued reduced demand from the pandemic. This has left CWA with service by only two air carriers. **This Strategic Plan will help to mitigate the loss of United by restoring service by a third air carrier while reducing average airfares with low-fare competition.**

## Material Benefits

The primary market area for CWA has a population of nearly 367,000. Within a 25-mile radius of CWA is a population of 187,915, expanding to nearly 460,000 in a 50-mile radius. The Central Wisconsin area has many local businesses, including industries from finance and insurance to retail and manufacturing to publishing and higher education. Multiple educational institutions are within the CWA catchment area as well, such as the University of Wisconsin-Stevens Point and Mid-State Technical College.

**Improved air service at CWA will benefit a broad section of the traveling public.**

## Use of Funds in a Timely Fashion

The schedule proposed as part of the Strategic Plan is reasonable and attainable. Preliminary discussions have been held with the targeted air carriers and interest has been shown, with Sun Country Airlines providing a letter of support (reference *Appendix A*). The public-private partnership has a solid schedule and Strategic Plan for timely use of the funds.

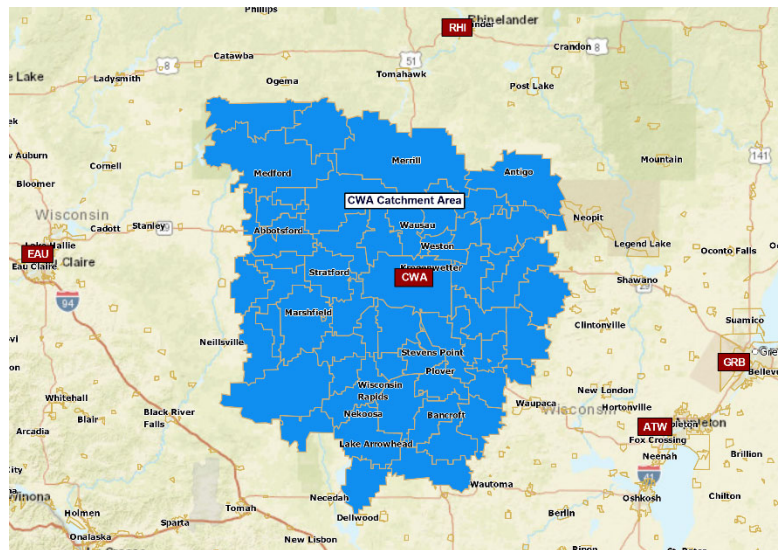
# AIR SERVICE ENVIRONMENT

CWA is centrally located in the state of Wisconsin and plays a vital role in the economic vitality of north Central Wisconsin. The Central Wisconsin population, economy and business community depends on CWA to connect with the national transportation system.

## Airport Catchment Area

The primary catchment area for CWA is just over 7,000 square miles and encompasses multiple counties, including Marathon, Portage, Wood, Taylor, and portions of Lincoln, Langlade, Oneida, Outagamie, Price and Shawano counties as shown in **Exhibit 2.1** (in blue). The population of the primary catchment area is nearly 367,000<sup>1</sup>. Within a 25-mile radius of CWA is a population of 187,915, expanding to nearly 460,000 within 50 miles.<sup>2</sup>

**EXHIBIT 2.1 AIRPORT CATCHMENT AREA**



## Long Drives to

### Alternate Airports

**Table 2.1** provides the nearest airports to Wausau, WI. CWA is clearly the closest airport for catchment area travelers; however, CWA has limited air service options as a non-hub airport. The next closest airports are all non-hub Wisconsin airports that do not offer significantly different air service than CWA. The closest small hub airport is in Madison, WI, at 138 miles distant or a one-hour and 42-minute drive. The closest medium hub, Milwaukee’s General Mitchell International Airport (MKE), is nearly 200 miles distant and more than a three-hour one-way drive. The nearest large hub airports

**TABLE 2.1 DRIVE DISTANCE TO NEAREST AIRPORTS**

AIRPORT	HUB SIZE	DRIVE MILES	DRIVE TIME (HR:MIN)
Mosinee, WI (CWA)	Non	15	0:21
Rhineland, WI (RHI)	Non	58	1:00
Green Bay, WI (GRB)	Non	97	1:40
Eau Claire, WI (EAU)	Non	98	1:39
Appleton, WI (ATW)	Non	101	1:42
Madison, WI (MSN)	Small	138	2:10
La Crosse, WI (LSE)	Non	142	2:35
Minneapolis, MN (MSP)	Large	186	2:54
Milwaukee, WI (MKE)	Med	195	3:03
Chicago, IL (ORD)	Large	263	4:01
Chicago, IL (MDW)	Large	286	4:29

Source: Google Maps; Estimated from City of Wausau, WI

<sup>1</sup> Source: 2010 Census, Woods & Poole Economics, Inc.

<sup>2</sup> Source: Diio Mi

include MSP at 186 miles or the Chicago metro area airports, ORD and Chicago Midway Airport (MDW), at a one-way drive of more than four hours.

A true market estimate for the year ended September 30, 2018, determined that nearly 580,000 air travelers fly to/from the area annually. Of that total, **only 39 percent of passengers used the local airport with the other 61 percent driving to alternate**



**airports.** With United Airlines exiting the market in early January 2022, retention will drop significantly for CWA, causing a higher number of air travelers to take to the roadways to access air service at alternate airports. The study determined that 26 percent of air travelers in 2018 drove to MSP to access air service – nearly 148,000 origin and destination air travelers driving three hours one-way to access air service. Sixteen percent of air travelers drove to MKE – representing more than 93,000 origin and destination travelers also driving three hours one-way. The fact that such a high percentage of local passengers divert to competing airports is telling. Clearly, **with such extended drive times to larger hub airports, the population surrounding CWA is isolated and dependent on the local airport.**

### Business Community

The Central Wisconsin area is rich in large, local employers. Industries from finance and insurance to retail and manufacturing to publishing and higher education are all based out of Central Wisconsin. Three primary counties make up the CWA catchment area, including Marathon, Portage and Wood. Medical, manufacturing and insurance make up the primary employers in the region. **Table 2.2** provides the top employers in the three primary counties.

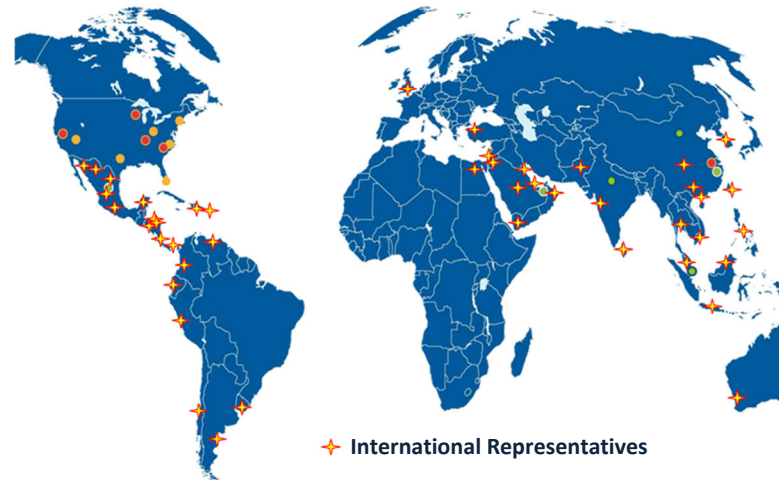
**TABLE 2.2 MAJOR EMPLOYERS AND INSTITUTIONS**

MAJOR EMPLOYERS AND INSTITUTIONS - BY COUNTY		
MARATHON	PORTAGE	WOOD
Aspirus Wausau Hospital	AIG Travel Guard	A&B Process Systems
Footlocker.com/Eastbay	Ascension Saint Michael's Hospital	Bethel Center
Greenheck Corp	Donaldson Company Inc.	De Boer, Inc.
Kolbe & Kolbe Millworks Inc.	McCain Foods	Felker Brothers
Liberty Mutual	Monogram Foods Inc.	Figi's
Marathon Cheese Corp	Portage County	Land O'Lakes
Northcentral Health Care	Sentry Insurance	Marshfield Clinic
UMR/Fiserv Health/Wausau Benefits Inc.	Stevens Point Area Public School District	Marshfield Door Systems
Wausau Paper Corp	University of Wisconsin Stevens Point	Roehl Transport
Wausau School District	Worzalla Publishing Company	St Joseph's Hospital

Source: Wausau Chamber of Commerce

These businesses and institutions are the backbone of the area and rely on CWA as a vital transportation link. High airfares and limited air service options at CWA induce many of these institutions to embark on a costly and time-consuming drive to alternate airports. If businesses in Central Wisconsin are to expand and compete in the global economy, they require an airport that can provide affordable air service with effective connections to domestic and international markets.

**EXHIBIT 2.2 GREENHECK LOCATIONS/INTERNATIONAL REPS**



One example of high corporate travel needs within the catchment area is Greenheck Corporation, with their corporate headquarters in north-central Wisconsin. Greenheck's locations and international representatives are depicted in **Exhibit 2.2** to demonstrate their need for access to the national air transportation system. Greenheck has numerous locations across the U.S., including in the Minneapolis metro area, and international offices, manufacturing and distributions centers scattered around the world.

### Educational Institutions

Multiple educational institutions operate in Central Wisconsin. These institutions include:

- Cardinal Stritch University – Wausau
- Concordia University Wisconsin – Wausau
- Globe University - Wausau
- Mid-State Technical College
- Northcentral Technical College
- Rasmussen College – Wausau
- University of Wisconsin – Marathon County
- University of Wisconsin – Stevens Point
- Upper Iowa University – Wausau

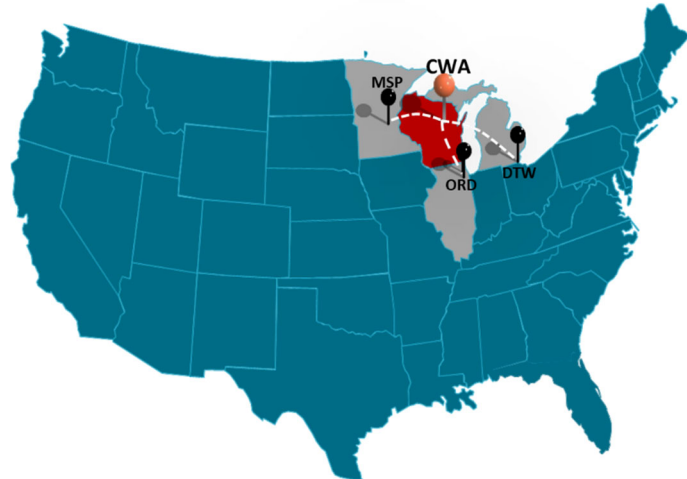
Of note in the area is the University of Wisconsin – Stevens Point and Mid-State Technical College. University of Wisconsin – Stevens Point has an annual enrollment nearing 8,000 students and employs 920 staff. Mid-State Technical College enrolls more than 2,600 students annually. The college has campuses in Marshfield, Stevens Point and Wisconsin Rapids, and a learning center in Adams. Without question, **educational institutions in the CWA catchment area will benefit from this air service initiative.**

## AIR SERVICE – EXISTING AND HISTORICAL

This section provides an overview of existing and historical air service. A description of air service development efforts is also included.

### Existing Air Service

CWA has nonstop hub service by two airlines, American Airlines and Delta Air Lines, to three hubs in March 2022, including ORD, Detroit Metro Airport (DTW) and MSP. **Table 3.1** provides a snapshot of CWA’s air service in March 2022. All air service is provided with 50-seat regional jets, with American operating the 50-seat Embraer Regional Jet-145 and Delta operating the 50-seat Canadair Regional Jet-200 (CRJ-200). **Compared to pre-pandemic air service levels in March 2019, air service is down 48 percent in flights and seats with the loss of an airline, United Airlines, and significant sustained service reductions by American and Delta, the remaining incumbent airlines.** DTW previously operated at twice daily and has been reduced to once daily, while MSP was operated at three times daily, reduced to twice daily. ORD was previously operated by American at three times daily and was reduced to twice daily while United had previously provided ORD service twice daily in March 2019. **At the current level of scheduled seats, there is a significant seat deficit in the months of March, April and May 2022 if applied to 2019 enplanement levels (Table 3.2).**



**TABLE 3.1 EXISTING AIR SERVICE**

NONSTOP DESTINATION	AIRLINE	AIRCRAFT	MARCH 2022	
			FLIGHTS	SEATS
Chicago, IL (ORD)	American	ERJ-145	60	3,000
Detroit, MI	Delta	CRJ-200	31	1,550
Minneapolis, MN	Delta	CRJ-200	62	3,100
<b>Total</b>			<b>153</b>	<b>7,650</b>

Source: Diio Mi, as of 2/22/2022

**TABLE 3.2 EXISTING SEAT DEFICIT**

MONTH	SEATS 2022	PAX 2019	SEAT DEFICIT
March	7,650	11,499	(3,849)
April	7,500	10,896	(3,396)
May	7,750	11,887	(4,137)

Source: Diio Mi, as of 2/28/2022; CWA

### Historical Air Service

In the last 10 years, air service at CWA has fluctuated significantly. While service declined from 2012 in flights and seats through 2014, service began to improve in 2015, generally increasing in flights and seats each year until the pandemic. The three incumbent airlines, American, Delta and United, consistently provided service to the three hubs, DTW, MSP and ORD, while increasing flights and capacity. **Table 3.3**, next page, shows flights by destination and airline over the last 10 years.

Flights and seats peaked in 2019 prior to COVID-19. As expected, calendar year 2020 represented the 10-year low; however, unlike many airports that rebounded in 2021, CWA’s flights and seats remained lower than any other year than 2020 in the last 10 years, erasing a decade of air service growth.

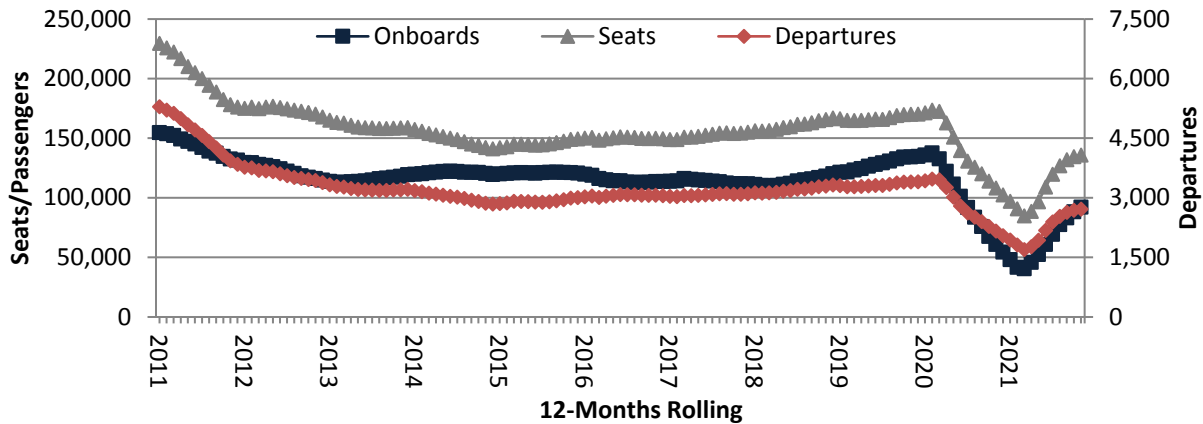
**TABLE 3.3 HISTORICAL DESTINATIONS AND SERVICE PROVIDERS**

NONSTOP DESTINATION	AL	CALENDAR YEAR									
		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Chicago, IL (ORD)	AA	652	696	682	824	866	893	977	1,002	606	749
	UA	975	947	718	715	678	703	861	979	620	578
Detroit, MI	DL	841	702	660	650	654	650	650	656	311	675
Minneapolis, MN	DL	1,019	995	948	891	921	926	941	933	643	776
<b>Total departures</b>		<b>3,487</b>	<b>3,340</b>	<b>3,008</b>	<b>3,080</b>	<b>3,119</b>	<b>3,172</b>	<b>3,429</b>	<b>3,570</b>	<b>2,180</b>	<b>2,778</b>
<b>Total seats</b>		<b>173,138</b>	<b>165,350</b>	<b>149,164</b>	<b>153,206</b>	<b>152,200</b>	<b>158,564</b>	<b>171,918</b>	<b>178,524</b>	<b>109,078</b>	<b>138,960</b>

Source: Diio Mi

The table above does not reflect the loss of United’s service to ORD. While the schedule is subject to change, particularly post June 2022, **calendar year 2022 is currently scheduled to have lower service levels than 2020 during the height of the pandemic, with under 100,000 annual seats and under 2,000 annual flights.** Exhibit 3.1 provides the rolling 12-month total of seats, onboard passengers and departures over the past 10 years at CWA. The chart demonstrates that as seats increase or decrease, passengers follow, showing that the community responds to new air service and will use the proposed new air service.

**EXHIBIT 3.1 HISTORICAL SEATS AND PASSENGERS (BI-DIRECTIONAL)**



Source: Diio Mi

**Past Air Service Development Efforts**

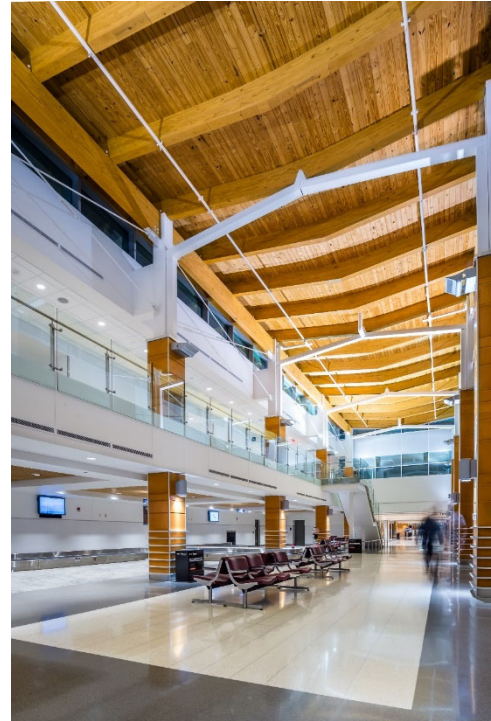
CWA is fully engaged in air service development efforts. Market analyses are regularly updated, and air service performance is monitored quarterly. In addition, CWA frequently meets with airlines at industry conferences, such as the Routes Americas conference and the annual Mead & Hunt Air Service Conference. One example is the recent meeting with Sun Country Airlines at the Routes Americas conference in February 2022 that led to the support of this grant application.

## AIR SERVICE NEEDS AND DEFICIENCIES

This section identifies the major air service needs and deficiencies in CWA’s existing air service for the Central Wisconsin community, demonstrating that CWA is underserved and overpriced.

### Seat Reductions Higher than Average

In the previous section, it was demonstrated that CWA was experiencing significant growth in capacity up until the impact of the pandemic. Like all communities across the nation, CWA’s seats for the first six months of 2020 declined, with CWA declining by 34 percent, a slightly higher percentage than the national domestic average or the state of Wisconsin at 31 percent (shown in **Table 4.1**). For the first six months of 2021, while domestic capacity in Wisconsin and the Great Lakes region remained down compared to the same period in 2020, seat capacity at CWA improved 2 percent, similar to the national domestic average.



The most significant impact is scheduled for the first six months of 2022 with the loss of United Airlines’ service to ORD. CWA’s seats are scheduled to be lower than 2020 and 19 percent lower than 2021. This is in comparison to growth in the state of Wisconsin of 20 percent, the Great Lakes region of 27 percent and the U.S. of 38 percent. **CWA is one of few markets that has declining seats in 2022. When compared to pre-pandemic, seat capacity for the first six months of 2022 is scheduled to be down 47 percent over 2019, nearly half the capacity that CWA supported previously.** Comparatively, nationally, domestic seats are nearly level with pre-pandemic air service, down only 4 percent. The Strategic Plan herein would assist in CWA’s recovery from the loss of United.

**TABLE 4.1 COMPARISON OF THE CHANGE IN SEATS**

	SEATS - 6-MONTHS ENDED JUNE				
	2019	2020	2021	2022	2022 VS. 2019
<b>CWA Seats</b>	<b>86,078</b>	<b>56,978</b>	<b>57,960</b>	<b>46,000</b>	
<b>YOY Change %</b>		<b>(34%)</b>	<b>2%</b>	<b>(19%)</b>	<b>(47%)</b>
WI Seats	3,416,705	2,373,753	2,117,663	2,843,565	
YOY Change %		(31%)	(11%)	20%	(17%)
Great Lakes Region	64,142,974	43,105,046	42,805,667	54,648,727	
YOY Change %		(33%)	(1%)	27%	(15%)
U.S. Seats	491,433,740	340,797,019	352,211,519	470,610,105	
YOY Change %		(31%)	3%	38%	(4%)

Source: Diio Mi Domestic Only As of 2/23/2022; Note: YOY = Year-Over-Year

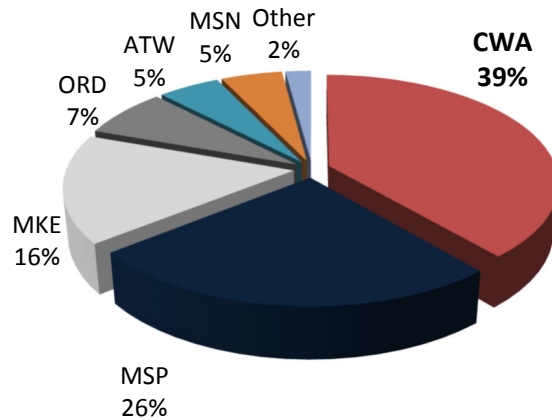


### High Diversion to Alternate Airports

A study of CWA’s retention was conducted for the year ended September 30, 2018, near the peak of CWA’s flight and seat capacity. The study estimated that 39 percent of local catchment area travelers, totaling nearly 580,000 annual origin and destination passengers, used the local airport (**Exhibit 4.1**). The remaining 61 percent of air travelers used alternate airports, with the highest percentage of diverting passengers (26 percent of the total) using MSP, a drive of nearly three hours one-

way. An additional 16 percent of catchment area travelers used MKE, also requiring a drive of approximately three hours one-way. Since the time of this study, CWA’s seat capacity has been nearly cut in half, driving retention down from previous levels. The currently scheduled seat capacity is too low to be able to carry the same level of passengers, even with very high load factors. **This will push more air travelers to drive to distant, alternate airports, indicating the acute need to restore seat capacity at CWA.**

EXHIBIT 4.1 CATCHMENT AREA AIRPORT USE



### Underserved Compared to Similar-Sized Communities

Historically, the Central Wisconsin community has shown that it can support a much higher level of commercial air service; however, factors outside of the community’s control, such as the current pilot shortage, have impacted its access to the national air transportation system. In terms of the extent this community is underserved, **Table 4.2** provides an air service comparison of communities with similar metropolitan statistical area populations.

TABLE 4.2 AIR SERVICE COMPARISON - Q1 2022

AIRPORT	2022 MSA POPULATION	AIRLINES	DESTINATIONS	FLIGHTS		SEATS	
				Q1 2022	VS. Q1 2019	Q1 2022	VS. Q1 2019
La Crosse, WI	138,942	2	3	413	(12%)	20,650	(13%)
Wichita, KS	151,811	7	14	2,275	(19%)	211,123	(16%)
Bangor, ME	151,950	4	10	1,053	2%	81,000	24%
Idaho Falls, ID	155,839	5	8	876	31%	64,940	46%
Grand Junction, CO	158,333	5	7	872	(19%)	61,263	(11%)
<b>Wausau, WI</b>	<b>164,485</b>	<b>2</b>	<b>3</b>	<b>465</b>	<b>(41%)</b>	<b>23,250</b>	<b>(41%)</b>
State College, PA	167,573	4	7	574	(47%)	32,998	(39%)
Abilene, TX	173,965	1	1	430	(12%)	21,500	(3%)
Bloomington, IL	175,041	4	8	640	(5%)	53,401	(6%)
St. George, UT	185,937	3	4	604	(35%)	31,655	(36%)
<b>Total/Average</b>	<b>162,388</b>	<b>4</b>	<b>7</b>	<b>8,202</b>	<b>(18%)</b>	<b>601,780</b>	<b>(11%)</b>

Source: Woods & Poole Economics, Inc.; Diio Mi (As of 02/23/2022)

CWA is below the average for the number of airlines and destinations, below nearly every other comparison market. In addition, CWA’s flight and seat reduction for the first quarter of 2022 far exceeds that of the average, decreasing 41 percent since the first quarter of 2019 versus 18 percent in flights and 11 percent in seats for all comparison markets. This demonstrates that CWA is underserved compared to markets of similar size.

### Higher Than Average Airfares

The Order Soliciting Community Proposals indicated that the U.S. Department of Transportation (DOT) will compare the local community’s airfares to the national average airfares. The BTS report for calendar year 2020 shows that CWA’s airfare is significantly higher than the national average for all markets, **averaging \$405, 39 percent higher than the national average of \$292**. CWA’s airfare was also higher than nearly every other airport of similar passenger size, including Lansing, MI; Latrobe, PA; Rochester, MN; Kalamazoo, MI; Elmira, NY; New Bern, NC; Brownsville, TX; and Columbia, MO. Pre-pandemic, CWA’s airfares also exceeded the national average. According to the BTS report for calendar year 2019, CWA’s average fare of \$487 exceeded the national average of \$352 by 38 percent. **Higher fares will only be exacerbated by the loss of competition from United at CWA.**

To provide additional perspective, **Table 4.3** provides a comparison of CWA’s average domestic fare from calendar year 2011 to 2020 compared to the top diversionary airports, the state of Wisconsin, Great Lakes region and the national domestic average. **In every case, CWA’s fare was higher in 2020 than the comparison, reaching 46 percent higher than the Great Lakes region average and 40 percent higher than the national average.** In addition, while all airports had decreasing fares in 2020 compared to 2011, CWA’s fare did not decrease at the same rate as the nation, decreasing only 10 percent compared to the national average of 22 percent.

**TABLE 4.3 AVERAGE ONE-WAY DOMESTIC FARE PAID**

AIRPORT	AVERAGE FARE										10-YEAR % CHG	CWA % HIGHER
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020		
Mosinee, WI (CWA)	\$210	\$261	\$248	\$236	\$244	\$254	\$263	\$250	\$230	\$190	(10%)	
Appleton, WI (ATW)	\$199	\$236	\$235	\$237	\$239	\$226	\$224	\$205	\$203	\$153	(23%)	24%
Chicago, IL (MDW)	\$140	\$140	\$146	\$150	\$136	\$123	\$123	\$134	\$135	\$96	(31%)	97%
Chicago, IL (ORD)	\$179	\$182	\$190	\$197	\$172	\$157	\$157	\$167	\$170	\$126	(29%)	50%
Madison, WI (MSN)	\$202	\$215	\$221	\$229	\$236	\$223	\$221	\$214	\$207	\$168	(17%)	13%
Milwaukee, WI (MKE)	\$139	\$156	\$168	\$173	\$169	\$158	\$157	\$157	\$163	\$137	(2%)	38%
Minneapolis, MN (MSP)	\$189	\$199	\$202	\$200	\$195	\$175	\$169	\$171	\$168	\$139	(26%)	36%
Wisconsin	\$159	\$179	\$190	\$195	\$194	\$183	\$182	\$180	\$183	\$151	(5%)	26%
Great Lakes Region	\$176	\$185	\$191	\$194	\$180	\$166	\$164	\$168	\$168	\$130	(26%)	46%
U.S.	\$174	\$180	\$184	\$189	\$180	\$170	\$168	\$168	\$169	\$135	(22%)	40%

Source: Diio Mi

**As shown in this section, there are considerable air service needs and deficiencies for the Central Wisconsin community. The Strategic Plan begins to address these needs.**

# STRATEGIC PLAN

The Strategic Plan will achieve the community’s goals and help to alleviate the air service needs and deficiencies of Central Wisconsin. This Strategic Plan section provides the public-private partnership, goals of the project, market analysis, proposed incentive and support plan, and the funding necessary for implementation of the Strategic Plan. A summary of the 2010 successful SCASDP award for CWA concludes the section.



## Public-Private Partnership

CWA, owned and operated by Marathon County and Portage County, is the sponsor of this grant application. CWA and the Greater Wausau Chamber of Commerce have formed a public-private partnership. Both partners will be fully involved in the execution of the Strategic Plan (**Table 5.1**). CWA will execute federal grant offers, process reimbursement requests, manage the revenue guarantee, oversee grant administration and coordinate the marketing campaign. The Greater Wausau Chamber of Commerce will be responsible for assisting with the marketing campaign.

**TABLE 5.1 PUBLIC-PRIVATE PARTNER ROLES**

PUBLIC-PRIVATE PARTNER	ROLE
Central Wisconsin Airport	Grant and revenue guarantee administration; coordination of the marketing campaign
Greater Wausau Chamber of Commerce	Assist with the marketing campaign

## Project Goals/Plan

With the loss of United Airlines’ service to ORD, the most critical need for Central Wisconsin is the restoration of a third air carrier at CWA. In the current airline environment, the fastest growing carriers are the LCCs and ULCCs, making new service more likely from these carriers. As such, the Strategic Plan targets new air service by a LCC or ULCC. Targeted destinations include southwest Florida (PGD/RSW), the Minneapolis metro area (MSP) and the Phoenix metro area (AZA/PHX). This plan will help to counter the loss of United’s service and mitigate catchment area air traveler’s need to use alternate airports to access adequate air service and competitive fares. This plan has been discussed with multiple airlines, and **Sun Country Airlines has provided a letter of support.**

### Detailed Market Analysis

As previously discussed, the Strategic Plan is, in part, a result of determining which airlines are in growth mode and most likely to lead to air service success for the SCASDP grant. Numerous air carriers, like Sun Country Airlines, Breeze Airways and Allegiant Air, could provide LCC or ULCC service to help meet the needs of Central Wisconsin. The targeted markets were



determined based on local market demand. For the year ended September 30, 2021, the Phoenix metro area was the second largest flown market for CWA air travelers. The Fort Myers metro area was the fifth largest market. **Nonstop service to AZA, PGD, PHX and/or RSW would provide nonstop service to top destinations for CWA catchment area air travelers.**

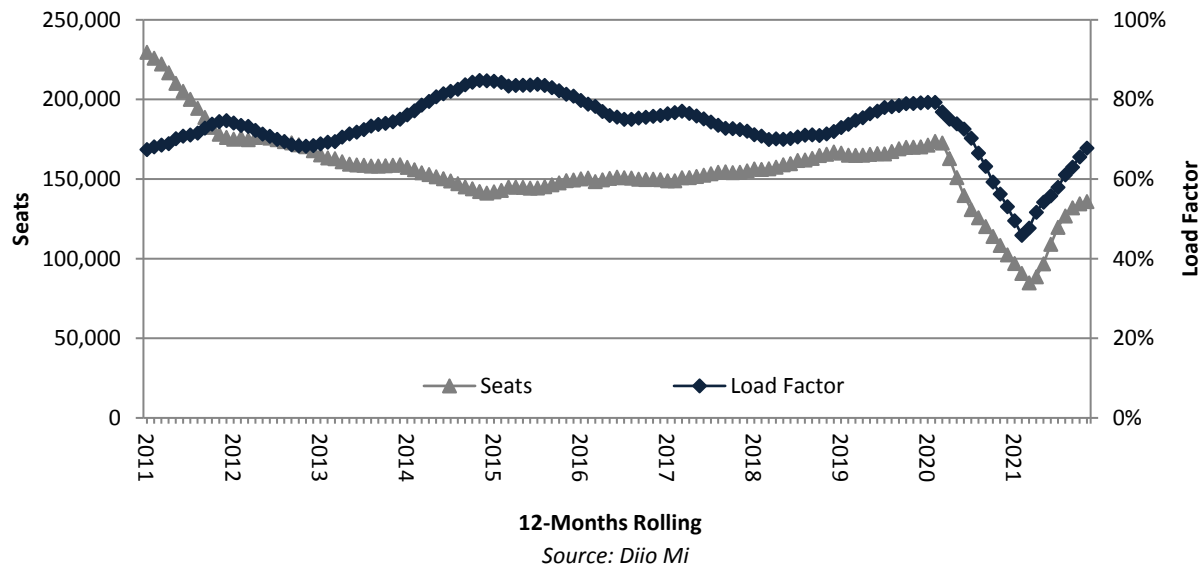
The Minneapolis metro area did not rank in the top flown markets as most people destined for Minneapolis drive versus fly given that there is no existing nonstop air service. **If Sun Country were to provide MSP service, it would provide nonstop service to the Minneapolis metro area as well as easy connections beyond.** Table 5.2 provides a summary of top destinations that could be reached via Sun Country and their MSP hub as an example of the benefits of the service to CWA travelers.

**TABLE 5.2 SAMPLE MARKET ANALYSIS - SUN COUNTRY CWA-MSP SERVICE**

DESTINATION	CWA FLOWN PWEW	CWA DIVERTED PWEW	TOTAL PWEW	ANNUAL REVENUE	AVERAGE FARE
Las Vegas, NV (LAS)	28.3	199.4	<b>227.7</b>	\$4,280,642	\$181
Phoenix area (PHX, AZA)	42.1	151.2	<b>193.3</b>	\$3,585,682	\$178
Orlando area (MCO, SFB)	44.5	139.1	<b>183.6</b>	\$2,826,138	\$148
Fort Myers area (PGD, RSW, SRQ)	42.6	68.6	<b>111.2</b>	\$2,044,094	\$177
Tampa area (PIE, TPA)	36.2	62.8	<b>99.0</b>	\$1,432,387	\$139
Nashville, TN (BNA)	24.2	49.9	<b>74.1</b>	\$980,326	\$127

*Source: Diiio Mi YE Q3 2021; Mead & Hunt True Market Estimate YE Q3 2018*

Historically, CWA has proven its ability to support additional air service. As part of the analysis supporting this Strategic Plan, historical seats and load factors were reviewed to demonstrate Central Wisconsin’s ability to support additional air service. **Exhibit 5.1**, next page, provides the 12-month rolling average of seats and load factors since 2011 to the most current 12-month ended period, November 2021. Generally, as capacity decreases, the load factors change accordingly, with loads increasing when seats decrease; however, when capacity increases, load factors tend to remain relatively steady, demonstrating Central Wisconsin’s ability to support increased air service. With the loss of United’s service in 2022, seat capacity will decrease precipitously which will cause the load factors to be too high and airfares increase further with the limited seat availability.

**EXHIBIT 5.1 HISTORICAL SEATS AND LOAD FACTORS (BI-DIRECTIONAL)****Incentive and Support Plan**

The proposed Strategic Plan requires a partnership with the airline in the economic risk during the first year of service, at a minimum. The incentive and support plan is targeted to:

- Offset an airline's risk during service ramp-up
- Change existing travel habits due to historically inadequate service and high airfares
- Create new service awareness and market penetration

These risks are addressed with a revenue guarantee, marketing campaign and fee waivers, which has proven to be successful in the past and is considered an industry standard.

**Revenue Guarantee**

The Strategic Plan proposes to use a revenue guarantee to offset a new airline's financial risk of entering the Central Wisconsin market. Market analyses associated with new service indicates a sustainable market after the first year of service; however, it takes time for a market to reach its full potential. To address start-up costs and mitigate the ramp-up period, the Strategic Plan proposes a revenue guarantee of \$XXX,XXX to offset the first year's estimated operating loss. This is the minimum amount of revenue guarantee that is anticipated to be required by a new entrant airline. The exact terms of the revenue guarantee agreement are subject to further discussions and negotiation.

### **Marketing Campaign**

It will be essential to jumpstart new air service by creating awareness in the community and modifying existing travel habits. Most air carriers do not have the budget or staff to create and implement marketing campaigns for air service improvement initiatives in smaller communities like Central Wisconsin. The Strategic Plan proposes to use a comprehensive air service improvement marketing campaign to promote new air service.



The goal is to create service awareness and change existing travel habits. To quantify the marketing campaign's impact, service awareness will be measured by enplanements and load factors. The target will be determined in coordination with the airline as it is dependent on size of aircraft and destination. Over a 12-month period, a variety of marketing messages will be used to achieve the goals, including the use of the current successful marketing firm used at CWA to improve passenger awareness of the new flights. Other marketing services will be provided by the Greater Wausau Chamber of Commerce and include e-mail and website promotion.

It is anticipated that a \$XX,XXX marketing budget will be needed for a 12-month service awareness campaign. The budget will be used to create the different forms of advertising and purchase ad space, raising awareness of improved service in the Central Wisconsin market.

To evaluate the success of marketing efforts, passenger enplanements will be reviewed monthly. Onboard passenger loads will be used as an indicator of success. Marketing efforts will begin at least two months prior to the start of the new service. At the end of each three-month period, enplanements will be reviewed to determine the success of the marketing efforts and, if necessary, make adjustments.

### **Fee Waivers**

As part of CWA's standard rates and charges, signatory airlines are charged a landing fee. CWA will waive landing fees for the first 12 months of new service. The landing fee waiver will vary depending on aircraft type used and the number of roundtrips offered. Landing fees for the first 12 months are estimated at \$XX,XXX.

### Strategic Plan Funding

The public-private partnership is requesting U.S. DOT assistance in funding XX percent, or \$XXX,XXX, of the Strategic Plan. **Table 5.3** provides the Strategic Plan budget by element and sources of funding. CWA and the community will fund XX percent of the total proposed air service program. Non-airport funding sources will provide XX percent of the cash requirement and XX percent of the funding for the total program including in-kind services.

**TABLE 5.3 STRATEGIC PLAN BUDGET**

DESCRIPTION	FUNDING SOURCE					TOTAL
	U.S. DOT	AIRPORT		NON-AIRPORT		
	CASH	CASH	IN-KIND	CASH	IN-KIND	
Marketing campaign	\$0	\$0	\$0	\$0	\$0	\$0
Revenue guarantee	\$0	\$0	\$0	\$0	\$0	\$0
Fee waivers	0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
% Of total project						
% Of cash contribution						

### Project Continuation and Sustainability

It is anticipated that new LCC or ULCC service to a new destination, such as AZA, MSP, PGD, PHX or RSW, will be self-sustaining after the start-up period which can take up to 12 months or longer. However, if a minimum load factor satisfactory to the new airline is not achieved after the first 12 months of service (this includes the ramp-up period), the public-private partnership will fund an additional marketing campaign as service failure is often due to the lack of awareness in the community. The public-private partnership and the Central Wisconsin business community understand the importance of this project as shown by the significant local commitment and the difficulties associated with profitably operating air service and will continue to work to ensure its success.

### Previous Grant Recipient – New Project and Goals

In 2010, CWA received a grant for \$250,000; however, the grant funding was less than the amount requested by the community. CWA requested \$350,000 in federal assistance to implement a \$451,500 air service initiative. The project goal was to upgrade Delta Air Lines’ flights operating with the soon to be retired Saab 340 turboprop equipment to regional jets and reinstate Frontier Airlines’ service to MKE. By the first quarter of 2012, all Saab 340 flights were transitioned to CRJ-200 flights without any service interruption; however, the secondary goal of reinstatement of MKE service did not come to fruition. The service had previously been operated by Midwest Airlines. After the merger of Frontier and Midwest in 2010, the newly merged airline further reduced service at MKE, making reinstated CWA service unfeasible. The grant was considered a success in that the primary goal of upgraded aircraft was achieved. **This grant, new nonstop service by a LCC or ULCC to AZA, MSP, PGD, PHX or RSW, is clearly a new project with different goals than the previously awarded SCASDP.**

## SCHEDULE AND MONITORING

The public-private partnership has developed a realistic timetable to achieve the goals of this proposal. This section provides critical milestones to be achieved by the public-private partnership. A monitoring program is also provided to track the progress of the project.



### **Milestones for Timely Completion**

The following milestones are proposed to track the progress of this air service initiative (**Exhibit 6.1**, next page). The timeline is highly dependent on the date of the U.S. DOT's grant award and the service start date.

#### ***Marketing Campaign Development and Initiation***

**March 1, 2023:** Development of the marketing campaign will be completed in February and March 2023 to begin the marketing campaign 60 days prior to new or upgraded service initiation estimated to be June 1, 2023. Development of the marketing campaign is dependent on air service announcement and start-up. It is anticipated that the marketing campaign will begin by April 2023 and continue throughout the first year of service.

#### ***Service Initiation***

**June 1, 2023:** The service start date is the critical date for the rest of the Strategic Plan. It is anticipated that an LCC or ULCC will initiate nonstop service to one of the target markets, including AZA, MSP, PGD, PHX or RSW, in June 2023. Air service initiation is dependent on airline route planning and availability of right-sized aircraft for the Central Wisconsin market.

#### ***Revenue Guarantee Contract Completion***

**May 31, 2024:** At the end of the first year of service, the revenue guarantee will be calculated based on the terms of the agreement. If the service start date changes due to airline circumstances and/or equipment availability, the revenue guarantee contract term will change accordingly.



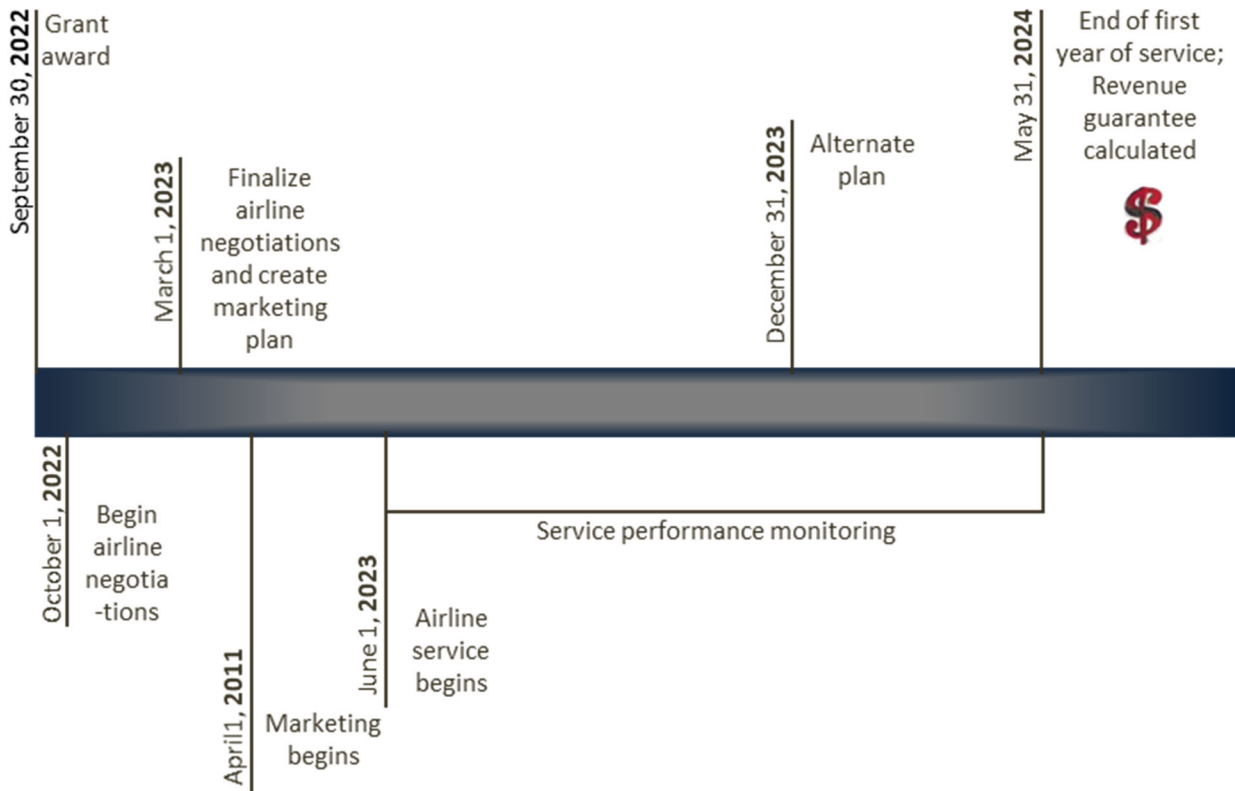
**June 1, 2024:** If the load factor for the first 12 months of service does not reach an average acceptable to the operating airline, the Central Wisconsin community will invest in additional marketing to help the service reach the potential passenger levels required for carrier success.

### Monitoring Program

The monitoring program includes service performance tracking, assessing the effectiveness of the marketing campaign, impact on airfares, and determining the influence of the new LCC or ULCC service on retention at CWA. The following will be completed to monitor the Strategic Plan:

- Performance and revenue guarantee: Review aircraft departures, enplaned passengers, load factors, and revenue guarantee indicators monthly. Airport data, U.S. Department of Transportation airline reported data and data obtained directly from the airline will be used.
- Airfares: Compare U.S. Department of Transportation airline reported average airfares on a quarterly basis, when available, to prior quarters. Published airfares will be tracked monthly or quarterly via one of the Global Distribution/Computer Reservations Systems (GDS/CRS).
- Retention: A follow-up true market estimate will be conducted to determine changes in passenger diversion after the first 12 months of service.

#### EXHIBIT 6.1 SCHEDULE AND MONITORING



## APPENDIX A. LETTERS OF SUPPORT

*Appendix A* includes letters of support for CWA's application to the U.S. Department of Transportation to support the addition of a LCC or ULCC to restore the loss of one of the airlines at CWA. Support letters were submitted by one of the target airlines, Sun Country Airlines, and businesses and organizations in the Central Wisconsin community. The letters of support are included on the following pages of this *Appendix A* and are listed as follows:



### Airline

Sun Country Airlines

### Government

XX

### Public-Private Partners

Central Wisconsin Airport

XX

### Local Businesses and Organizations

XX

RESOLUTION NO. \_\_\_\_

INITIAL RESOLUTION AUTHORIZING NOT TO EXCEED  
\$24,165,000 GENERAL OBLIGATION BONDS OR PROMISSORY NOTES  
FOR CAPITAL IMPROVEMENT PLAN PROJECTS

WHEREAS, Marathon County, Wisconsin (the "County") is in need of an amount not to exceed \$24,165,000 for the public purpose of financing 2022 Capital Improvement Plan projects, including acquisition of equipment, improvements to County buildings, park and recreation projects and other capital projects (the "Project");

WHEREAS, it is desirable to authorize the issuance of general obligation bonds or promissory notes in an amount not to exceed \$24,165,000 to pay costs of the Project pursuant to Chapter 67 of the Wisconsin Statutes;

NOW, THEREFORE, BE IT RESOLVED by the Marathon County Board of Supervisors that the County borrow an amount not to exceed \$24,165,000 by issuing its general obligation bonds or promissory notes for the public purpose of financing 2022 Capital Improvement Plan projects, including the acquisition of equipment, improvements to County buildings, park and recreation projects and other capital projects. There be and there hereby is levied on all the taxable property in the County a direct, annual irrevocable tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such bonds or notes.

Adopted and recorded March 22, 2022.

HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fiscal Impact:

\_\_\_\_\_  
Kurt Gibbs  
Chairperson

Attest:

\_\_\_\_\_  
Kim Trueblood  
County Clerk

RESOLUTION NO. \_\_\_\_\_

RESOLUTION DECLARING OFFICIAL INTENT  
TO REIMBURSE EXPENDITURES ON  
CAPITAL IMPROVEMENT PLAN PROJECTS  
FROM PROCEEDS OF BORROWING

WHEREAS, Marathon County, Wisconsin (the "Issuer") plans to undertake 2022 Capital Improvement Plan projects, including the acquisition of equipment, improvements to County buildings, park and recreation projects and other capital projects (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the County Board of Supervisors (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$24,165,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted and recorded March 22, 2022.

HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fiscal Impact:

\_\_\_\_\_  
Kurt Gibbs  
Chairperson

Attest:

\_\_\_\_\_  
Kim Trueblood  
County Clerk

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 27th Floor, Milwaukee, Wisconsin 53202-4497, Attention: Brian G. Lanser.]

**Marathon County, Wisconsin**  
**Proposed 2022A Debt Issue for CIP Projects**  
**March 2, 2022**

<b>Type of Debt</b> <b>Amount of Borrowing</b> <b>Dated Date (Closing)</b>	<b>2022 CIP Borrowing</b> <b>GO Bonds/Notes</b> <b>\$24,165,000</b> <b>June 8, 2022</b>
<b>Projects to be Financed:</b> <b>2022 CIP</b>  Financial Advisor Fee (PFM) Bond Counsel Fee (Quarles & Brady) Disclosure Counsel Fee (Quarles & Brady) Rating Agency Fee (Moody's) Ipreo (posting of POS) Underwriters Discount (1% of par) Contingency/Rounding Amount	  <b>\$23,827,939</b>  \$16,500 \$30,480 \$19,810 \$25,000 \$1,250 \$241,650 \$2,371
<b>TOTAL PAR AMOUNT OF BONDS</b>	<b>\$24,165,000</b>





**Marathon County, Wisconsin**  
**FINANCING TIMELINE**  
 General Obligation Bonds, Series 2022A (CIP)  
 General Obligation Bonds, Series 2022B (NCHC)

March						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DATE	✓ ACTION REQUIRED	RESPONSIBLE PARTY
Tuesday, March 8, 2022	HRFC Committee Meeting: 2022A GO Bonds - Initial and Reimbursement Resolutions	FA
Monday, March 14, 2022	Distribution of Sale Memo	FA
Monday, March 14, 2022	Start drafting the preliminary official statement (POS)	FA
Tuesday, March 22, 2022	County Board Meeting: 2022A GO Bonds - Initial and Reimbursement Resolutions	C
Friday, March 25, 2022	Distribution of 1st Draft of Preliminary Official Statement (POS)	FA
Tuesday, April 12, 2022	HRFC Committee Meeting: 2022B Bonds - Set Sale Resolution	C
Tuesday, April 26, 2022	County Board Meeting: 2022B Bonds - Set Sale Resolution	C
Week of April 11th or 18th	Rating Call with Moody's	RA/C/FA
Week of April 18th or 25th	Due Diligence Call with Quarles & Brady	C/DC/FA
Friday, May 6, 2022	Bond rating released	RA
Friday, May 6, 2022	Finalize Preliminary Official Statement	C/FA/BC/DC
By Tuesday, May 10th	Post Preliminary Official Statement and Notices of Sale	FA
Week of May 9th	HRFC Committee Meeting: Draft Award Resolutions	C
Tuesday, May 17, 2022	HRFC Committee Meeting: Award Resolutions	C
<b>Tuesday, May 17, 2022</b>	<b>Bond Sale - PFM Takes Bids at 10:00AM</b>	<b>FA/BC</b>
<b>Tuesday, May 17, 2022</b>	<b>County Board Meeting: Adoption of Award Resolutions (7:00PM)</b>	<b>C</b>
Friday, May 20, 2022	Distribution of draft Final Official Statement	FA
Tuesday, May 24, 2022	Post Final Official Statement	FA/UW
Wednesday, June 1, 2022	Draft closing memo distributed	FA
Monday, June 6, 2022	Final closing memo distributed	FA
<b>Wednesday, June 8, 2022</b>	<b>Closing - funds wired for 2021A Notes and 2021B Bonds to the County</b>	<b>All parties</b>

**Legend:**

- BC = (Bond Counsel) Quarles & Brady
- DC = (Disclosure Counsel) Quarles & Brady
- C = (Issuer) Marathon County
- RA = (Rating Agency) Moody's Investors Service
- FA = (Financial Advisor) PFM Financial Advisors LLC
- U/W = (Underwriters) To Be Determined