



AGENDA FOR PUBLIC WORKS COMMISSION

A Public Works Commission meeting will be held on
Wednesday, December 27, 2023 at 5:30 PM
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting

<https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cmllVEFEb1dzVDNwdi91UHFYQT09>

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile

+13092053325,,2708608080#,,,,*206751# US

Call to Order - Roll Call

Approve Minutes

[November 2023 Minutes](#)

Discussion Items

1. Airport Update
2. [Approve Sourcewell Contract: 930-14 Wheel Loader](#)
3. [Maintenance Chip Seal Proposal Approval](#)
4. [Approval of Land Donation](#)
5. [2020 Census Defined Urban Area Boundary Adjustments](#)
6. Project Updates
7. [Building Code/Violation Report](#)
8. Payment of Monthly Water & Sewer Bills
9. Departmental Reports
10. Director's Report
11. Future Meeting Date: January 24, 2024

Adjourn

NOTICE: It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Becki Weyer, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, November 22, 2023 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Meeting was called to order at 5:30 PM by Lamont Kiefer

Call to Order - Roll Call

Quorum Present (YES)

John Glynn (P), Dean Peterson (A), Lamont Kiefer (P), Brian Rice (P), Kerwin Greeno (P),

Mayor Mike Murray (A), Nicole Hart (P)

Also present, Director Kirk Arity (P), Joe Kube (P), Mark Rezin (P), Brian Berquist (P)

Approve Minutes

October 2023 Minutes - Motion 1st by Glynn, 2nd by Rice. All ayes. Motioned carried.

Discussion Items

1. Airport Update

No update from Steve Austin

2. Review and recommendation on Airport Height Limitation Permit submitted by Wieser Bros. to erect a crane at 1620 Winnebago Ave. for the construction of a building addition

Director Arity gave a brief background. Contractor is aware of the process and understands that they need to go to the appeals process to get a variance.

Motion to deny the Airport Height Limitation Permit for Wieser Brothers by Glynn, second by Hart. All ayes. Motion carried.

3. Easement Approval

Motion to grant easement for Alliant by Greeno, second by Glynn. All ayes. Motion carried.

4. Project Updates

ET project information meeting in February 2024.

5. Building Code/Violation Report

Reviewed by commission. Updates look great.

6. Payment of Monthly Water & Sewer Bills

Sewer- 1st by Kiefer, 2nd by Rice to approve water bills as presented. All ayes. Motion carried.

Water- 1st by Kiefer, 2nd by Greeno to approve water bills as presented. All ayes. Motion carried.

7. Departmental Reports

a. **Sewer-** Lab audit went well. Elbow leaking in basement of grit building, got it fixed. Lift station is also leaking, maintenance scheduled for next week. Cleaned out the shed and hauled 45 loads. Town & Country meeting with Toro proposed for December, usually PD complains of a smell in their garage area. Will smoke the sewers to see if there is a leak in a sewer line. Still at 1 million gallons a day.

b. **Water-** 1.1 million gallons a day. VA has high usage. Hydrant lead flushed and maintenance for winter done. Bulk water fill improvements. Pipe material has been going really well. No leaks or main breaks.

c. **Public Works-** Leaf Vac is out. Tree trimming around town. Getting equipment ready for snow. At final phase of ditching at airport and the lights. Helping Protz with old fire station.

8. Director's Report

Garbage and recycling schedule finalized. Getting quotes on chip sealing. Emphasis on safety training this year for the departments.

9. Future Meeting Date: December 27, 2023

Adjourn 1st by Glynn, 2nd by Rice at 6:02 PM. All ayes. Motion approved.

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approve Sourcewell Contract: 930-14 Wheel Loader

**Summary and background information:
(Appropriate documents attached)**

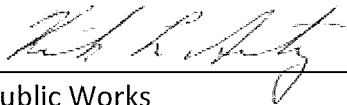
The WWTF purchases a new wheel loader every three years. The loader being replaced will be put on WI Surplus auction site.

Fiscal Note:

\$264,941.92

Recommendation:

I recommend approval of the contract as presented.



Director of Public Works
Kirk Arity

12/19/2023

Date

Proposal

QUOTE NUMBER | 203609-01
Dec 18, 2023

CATERPILLAR INC. 930-14

PREPARED FOR
CITY OF TOMAH



Dec 17, 2023

CITY OF TOMAH
819 SUPERIOR AVE
TOMAH, WISCONSIN, 54660-2046

Dear Kirk Arity,

We are pleased to offer you the following proposal for your consideration.

One (1) Caterpillar Inc. Model: 930-14 Small Wheel Loader with all standard equipment in addition to the specifications listed below:

STOCK NUMBER: TBD
SERIAL NUMBER: TBD
YEAR: NEW
SMU: NEW

Thank you for your interest in Fabick Cat and Caterpillar products. Please know that we sincerely appreciate your consideration and look forward to answering any questions you may have moving forward. Feel free to contact me directly at any time.

Sincerely,

Gregory Logterman
Machine Sales Representative
Fabick Cat
gregory.logterman@fabickcat.com
(715) 214-3157

This quotation is valid for 30 days, after which time we reserve the right to re-quote.

"TO EVER SERVE OUR CUSTOMERS BETTER"

One (1) Caterpillar Inc. Model: 930-14 Small Wheel Loader with all standard equipment in addition to the specifications listed below:

STANDARD FEATURES

POWERTRAIN -Cat C7.1 ACERT engine --Auto Idle shut down feature --Auto Engine RPM --Power modes (Standard and Performance) --Power by range (High power in range 4) --Tier 4 final/Stage V compliant --Turbocharged and aftercooled --Filtered crankcase breather --Diesel particulate filter --Selective catalyst reduction -Dry type air cleaner -Coolant protection to -34C (-29F) -Fuel priming pump, automatic -Fuel Water separator -Differential lock in front axle -Axle seal guards -Enclosed wet disc full hydraulic brakes -Parking brake, electric -Lubed for life driveshafts -Hydrostatic transmission with electronic -control --Operator modes(TC, Hystat, Single Pedal -and Ice) --Directional shift aggressiveness (Fast, -Medium, Slow) --Auto Rimpull control, adjust wheel -torque --Creeper control, adjust ground speed -Single plane cooling package wide 6 fins -per inch density -Hydraulically driven demand cooling fan -S-O-S port,engine,coolant,transmission -oil

HYDRAULICS -Automatic lift and bucket kickouts, -adjustable in-cab -Bucket and fork modes, adjustable in-cab -Cylinder damping at kickout and -mechanical end stops -Fine mode control (fast, medium, slow) -in Fork Mode -Hydraulic response setting (fast, -medium, slow) -Hydraulic diagnostic connectors and -S-O-S ports -Hydraulic sight gauge, visible -Load sensing hydraulics and steering -Seat mounted hydraulic joystick controls -Cat Payload 250 hours of Demo

ELECTRICAL -Alternator, 115-amp, heavy duty -12V power supply in cab (2) -Batteries, 1,000 CCA (2) 24 volt system, -disconnect switch -Back up alarm -Emergency shutdown switch -LED rear stop and turn lights -Heavy duty gear reduction starter -Product Link -Remote jump start post -Resettable main and critical function -breakers -Roading lights front and rear

OPERATOR ENVIRONMENT -75 mm (3 in) retractable seatbelt -Automatic temperature control -Cab, enclosed ROPS/FOPS pressurized -and sound suppressed -Push to Start -8 Inch Touch Screen -Jog Dial with Screen Control -Programmable Joystick -Cup holders -External mirrors with lower -parabolic -Ground level cab door release -Hydraulic control lockout -Interior cab lighting, door -Lunch box storage -Operator warning system indicators -Radio ready speakers -Rear window defrost, electric -Seat mounted electronic implement -controls, adjustable -Sliding glass on the side windows -Column mounted multi function control --lights, wipers, turn signal -Suspension seat, fabric -Tilt steering wheel -Tinted front glass -Wet arm wiper/washer, 2-speed and -intermittent, front -Wet arm wiper washer, rear -Mounting Provision -Gauges --Digital hour meter, odometer and -tachometer --Digital ground speedometer and -direction indicator --Engine coolant temperature gauge --Fuel and diesel exhaust fluid level -indicator --Hydraulic oil temperature gauge

OTHER STANDARD EQUIPMENT -Large-access enclosure doors with -adjustable close/open force -Parallel lift loader linkage -Recovery hitch with pin -Remote mounted lubrication points -Vandalism protection- -lockable compartments -1000 hour Service Intervals -(after initial 500)

MACHINE CONFIGURATION

930 14A WHEEL LOADER	579-7701
CHASSIS AR-930	579-7705
ELECTRICAL AR	579-7708
HYDRAULIC AR	579-7710
POWER TRAIN AR	593-8991

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INSTALLATION AR	593-8998
ELECTRONICS AR-M	595-9693
LANE 3 ORDER	0P-9003
PREP PACK, UNITED STATES	593-8900
ENVIRONMENT, STANDARD	579-7720
WEATHER, COLD START 120V	579-7726
ENGINE	593-8993
STANDARD LIFT, COUPLER READY	593-8921
DIFFERENTIAL,LIMITED SLIP REAR	333-6527
HYDRAULICS, 3V	593-8923
LINES, AUX 3RD, STD LIFT	530-1623
JUMPER LINES, NONE	536-5339
HYDRAULICS, STANDARD	536-5283
LIGHTS, AUX, LED, PREMIUM	590-8903
LIGHTS, ROADING, LED, RH	633-0598
CAB, STANDARD	578-1363
CONDITIONER, AIR, R134A	579-7735
PUSH START, PASSCODE SECURITY	579-7738
SEAT, DELUXE, TILT AND TELE	593-8962
CAMERA, REAR VIEW	579-7761
MIRRORS, HEAT, ELEC ADJUST	578-1409
STANDARD RADIO (12V)	590-8872
STEERING WHEEL	579-7717
WINDSHIELD ACCESS STEPS, NONE	612-1012
PRODUCT LINK, CELLULAR PLE643	573-8455
FILM GP, WARNING, PL, ANSI	638-5475
CTWT, AGGREGATE, 3325LBS, 6PCS	536-3718
TOOLBOX AUX	491-7922
HYDRAULIC OIL, STANDARD	619-8443
SERIALIZED TECHNICAL MEDIA KIT	421-8926
RIDE CONTROL	579-7697
BEACON,WARN STROBE, LED AMBER	600-3781
FILM GP, AGGREGATE	387-4097
TIRES,20.5R25 MX XSNOPPLUS * L2	366-6892
FENDERS, FULL COVER	593-8956
PACK, DOMESTIC TRUCK	0P-0210
JOYSTICK ,3V ,WHEEL STR	593-8916
QUICK COUPLER,FUSION,EXT DUTY	579-9974
BUCKET-GP, 3.2 YD3, FUS, BOCE	417-4925
AUTOLUBE	579-7764
Case Drain Parts/Install Of Case Drain	
HOOK, FLAT BACK, FUSION	371-2400

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PRICING INFORMATION

PRICE AS EQUIPPED	\$264,941.92
SUB TOTAL	\$264,941.92
SALES TAX (0%)	\$0.00
BALANCE DUE	\$264,941.92

EQUIPMENT PROTECTION PLAN

Standard Warranty:	12 Months, Unlimited Hours, Premier For new machines and work tools/attachments the warranty period is 12-months/unlimited hours, starting from date of delivery to the first user.
Extended Protection Plan:	930-84 MO/4000 HR PREMIER (Tier 4)

FINANCE OPTIONS

Sourcewell Contract: 062323-CAT

"TO EVER SERVE OUR CUSTOMERS BETTER"

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Maintenance Chip Seal Proposal Approval

**Summary and background information:
(Appropriate documents attached)**

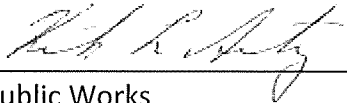
The streets listed are in need of chip & fog seal.

Fiscal Note:

\$189,647.00

Recommendation:

I recommend the PW&U Commission approve the proposal as attached.



Director of Public Works
Kirk Arity

12/19/2023

Date

PROPOSAL / CONTRACT

Job. No. _____

Date: December 20, 2023

PLOVER, WI 54467
2800 Mecca Drive
Ph.: 715.341.2868
Fax: 715.341.1054

WAUNAKEE, WI 53697
316 Raemisch Road
Ph.: 608.849.6466
Fax: 608.849.6470



EAU CLAIRE, WI 54703
6615 U.S. Hwy 12 W
Ph.: 715.874.6070
Fax: 715.874.6717

SAGINAW, MI 48601
2224 Veterans Memorial Pkwy
Ph.: 989.752.9200
Fax: 989.752.9205

Pavement Maintenance Contractors

EEO/AA Employer

CORPORATE OFFICE: 1.800.332.3360

Contact Name: Kirk Arity	Contract Price \$182,673.00
PURCHASER: City of Tomah	TELEPHONE: (608) 374-7453
ADDRESS: 819 Superior Ave Tomah, WI 54660	DESCRIPTION OF PROPERTY: Chip Seal, Fog Seal 2024 819 Superior Ave Tomah, WI. 54660

1. FAHRNER Asphalt Sealers, L.L.C. (CONTRACTOR) and PURCHASER agree that, CONTRACTOR shall furnish the labor and materials to complete certain construction in accordance with the following specifications:

(Chip Seal) Liquid Asphalt: CRS2-P Aggregate: 1/4" Gray Granite Chip.
(Fog Seal) CQS - DIL

	(CHIP SEAL)	(FOG SEAL)
W. Benton: McLean - Hollister	\$6,548.00	\$1,830.00
W. Foster: McLean - Hollister	\$6,344.00	\$1,772.00
Circle St: Lincoln - Cul de sac	\$6,418.00	\$1,794.00
Clark St: Brownell - Monroe	\$8,153.00	\$2,279.00
Woodward: Holton - Jackson	\$43,106.00	\$12,047.00
Kilborn: Clifton - Monroe	\$33,835.00	\$9,456.00
Glendale: Monroe - R.R. Tracks	\$21,645.00	\$6,050.00
Mary Kay: Brownell - Monowau	\$16,740.00	\$4,656.00

TOTAL COST: \$182,673.00

Price includes vacuum sweeping up excess chip aggregate.

One year warranty on materials and workmanship from date of application.

This proposal may be withdrawn if not accepted and received by CONTRACTOR within 90 days of the date above and/ or at any time before performance of the work hereunder upon CONTRACTOR'S determination that the PURCHASER is not creditworthy.

2. If proposal is accepted please sign, retain one copy and forward a copy to our office.

3. The undersigned ("PURCHASER") agrees to pay CONTRACTOR the total price of \$182,673.00 and/or the unit prices specified above for the labor and materials specified above which payment shall be due upon completion of each stage of work.

PURCHASER acknowledges that the specifications, conditions and price quotes specified above are satisfactory and hereby accepted.

Acceptance of this Proposal includes acceptance of all the terms and conditions on back.

CONTRACTOR:

Fahrner Asphalt Sealers, LLC: Cell: (715) 828-7219
Fred.Brown@fahrnerasphalt.com

Fred Brown

(PRINT OR TYPE NAME)

By:

(CONTRACTOR REPRESENTATIVE)

PURCHASER:

I have read and understand the terms and conditions on both sides of this contract.

(PRINT OR TYPE NAME)

By:

(PURCHASER AUTHORIZED REPRESENTATIVE)

Item 3. December 20, 2023

Date of acceptance: _____

TERMS AND CONDITIONS

NOTICE OF LIEN RIGHTS

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAWS, CONTRACTOR HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDING IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED CONTRACTOR, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. CONTRACTOR AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMS ARE DULY PAID.

ACCEPTANCE OF WORK

All labor and material is conclusively accepted as satisfactory unless excepted to in writing within seven (7) days of performance.

EXTRA WORK

All alterations or deviations from any of the terms of this contract shall be in writing and executed by the parties hereto. Any extra cost involved therein will become an extra charge to be paid by PURCHASER over and above the contract price.

PURCHASER'S RESPONSIBILITIES

PURCHASER acknowledges and understands that it shall be responsible for obtaining any and all permits which may be required in connection with performance of this Proposal/Contract. Where applicable, PURCHASER shall also be responsible for backfilling areas that border along the newly paved surface with appropriate material to eliminate potential cracking and uneven surface at the edge of the paved surface and for installing, replacing, maintaining and repairing shoulders. PURCHASER assumes all liability for any damages done to underground utilities and/or structures unless CONTRACTOR has been notified, upon acceptance of this Proposal, as to the specific location and depth of any such buried utility/structures.

Unless exempt, in accepting this Proposal/Contract, PURCHASER acknowledges that it shall comply with the requirements of all applicable federal, state, and local employment laws, executive orders, codes and regulations (the "Requirements") effective where the work and/or services are being performed including, but not limited to, 41 CFR §§ 60-1.4(a)(1)-(8), 60-1.4(b), 60-1.4(c) or their successors effective where this Proposal/Contract is performed. To the extent required by law, all provisions of the Requirements are hereby incorporated into and made a part of this Agreement and any applicable agreements of CONTRACTOR. To the extent applicable, the Requirements include, but are not limited to, (1) prohibition of discrimination because of protected veteran status, disability, race, color, religion, sex, sexual orientation, gender identity, national origin and because of inquiry or discussion about or disclosure of compensation, (2) affirmative action to employ and advance in employment individuals without regard to race, sex, disability, or protected veteran status, (3) compliance with the Employee Notice clause contained in 29 C.F.R. part 471, Appendix A to Subpart A, or its successors, (4) compliance with the EEO-1 and VETS-4212 reports filing requirements in 41 C.F.R. §§ 60-1.7 and 41 C.F.R. §61-300.10, or their successors, (5) compliance with paycheck transparency obligations of 48 C.F.R. § 22.2005, including the contract clause found at 48 C.F.R. § 52.222-60, which is incorporated by reference as if fully set forth herein, (6) other affirmative action in employment, (7) required/certified payrolls, (8) social security acts, (9) unemployment compensation acts, (10) worker's compensation acts, (11) equal employment opportunity acts and (12) the required contract provisions for Federal-Aid Construction Contracts, Form FHWA-1273, if applicable.

When applicable, PURCHASER and CONTRACTOR shall abide by the requirements of 41 CFR 60-300.5(a). This regulation prohibits discrimination against qualified protected veterans, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans. When applicable, PURCHASER and CONTRACTOR shall abide by the requirements of 41 CFR 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability, and requires affirmative action covered by prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

INCLEMENT WEATHER

Inclement weather may alter the completion of the work to be furnished hereunder. Furthermore, special consideration should be given if work is to be performed before May 1 or after October 15 in light of less than desirable weather conditions which could potentially impair the quality of the work performed hereunder.

WARRANTY

All material is guaranteed to be as specified and all work is to be completed in a workmanlike manner according to standard practices. All labor and materials will be guaranteed against defect for one (1) year from date of installation. Due to Wisconsin winters and expansion and contraction of the ground, some cracking of the pavement may be experienced. There are no express or implied warranties of merchantability, quality, quantity or of fitness for any particular purpose, which extend beyond those specifically set out in this document.

All warranties are void if payment is not made as stipulated.

DELINQUENCY CHARGE

Payment is due and payable upon completion of each stage of the work. If PURCHASER defaults on the payment required, PURCHASER will be liable for all costs of collection, including reasonable attorney's fees, and a delinquency charge on the balance at the maximum rates allowed by law. If PURCHASER is an organization as defined by Wis. Statutes, Section 421.301(28), the Delinquency Charge rate shall be 1.5% per month (18% APR) plus all costs of collection, including reasonable attorney's fees. CONTRACTOR retains title to all merchandise covered by this Agreement until full payment is received according to the above terms of sale. PURCHASER consents in any action or legal proceeding relating to this Contract commenced by the CONTRACTOR to the personal jurisdiction of any court that is either a court of record in the State of Wisconsin or a court of the United States located in the State of Wisconsin. It is hereby agreed that no legal action with respect to this contract may be brought by either party later than one (1) year after the cause of action accrues and that the party asserting such a legal action shall be barred from any remedy thereto.

INDIVIDUAL LIABILITY

The undersigned PURCHASER agrees to be individually liable for all terms of the Agreement, regardless of whether he or she signs individually or as an agent for the owner of the property upon which the work is being performed or for any other individual, partnership or corporation.

PRODUCT INFORMATION AND MAINTENANCE

Since the asphalt in blacktop needs time to harden and cure, usually 6-12 months, your asphalt pavement will remain soft and pliable during warm weather. During this time, don't park in the same spot every time and do not turn your steering wheel back and forth when your car is not moving. It is not unusual to experience some cracking over the winter due to the contraction and expansion of the ground, especially over culverts, pipes, electric wires, etc. Avoid gasoline and petroleum product spills as they will destroy your pavement. If spills do occur, immediately flush with lots of soapy water. If you decide to seal coat your pavement, wait until the summer following installation.

BINDING EFFECT

This Agreement shall be binding upon the parties hereto, their heirs, personal representatives, successors and assigns.

ENTIRE AGREEMENT

The entire contract is embodied in this writing. This writing constitutes the final expression of the party's agreement, and is a complete and exclusive statement of that agreement. In the event that any term of this contract is unenforceable, the remaining terms of the contract shall still be in full force and effect.

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval of Land Donation

**Summary and background information:
(Appropriate documents attached)**

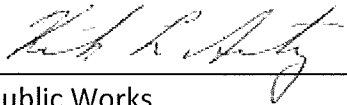
Larkin Street was extended by Salem Development LLC. The existing land developed for the street right of way should be officially accepted by the City for the Right of Way use.

Fiscal Note:

None

Recommendation:

I recommend the PW&U Commission forward an approval recommendation to the Committee of the Whole for the land donation.



Director of Public Works
Kirk Arity

12/21/2023

Date

**PETITION TO DONATE LAND
TO CITY OF TOMAH**

David Birdd, Authorized LLC Member of Salem Development, LLC hereby petitions to donate land for right of way/road purposes. Said land is described as Outlot 3 as set forth on the Certified Survey Map recorded on June 18, 2019 as Document No. 680823 in the Office of the Register of Deeds for Monroe County, Wisconsin. A copy of said map is attached hereto and marked as Exhibit 1.

The above-described land is an extension of the existing Larkin Street right of way and generates limited property tax revenue.

SALEM DEVELOPMENT, LLC

Dated: _____

12-07-23



David Birdd, Authorized LLC Member

RESOLUTION NO. _____

RESOLUTION ACCEPTING DONATION OF LAND

WHEREAS, a Petition to Donate Land was filed by David Birdd, Authorized LLC Member of Salem Development, LLC; and

WHEREAS, said land is legally described as Outlot 3 as set forth on the Certified Survey Map recorded on June 18, 2019 as Document No. 680823 in the Office of the Register of Deeds for Monroe County, Wisconsin.

WHEREAS, the land to be donated is a small strip of land adjacent to existing Larkin Street right of way/road and generates limited property tax revenue, and

WHEREAS, there is a need for a resolution to be filed with the Monroe County Register of Deeds to formally accept said land deeded to the City of Tomah for right of way/road purposes;

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Tomah hereby accepts the parcel of land legally described above as and for right of way/road purposes.

Michael Murray, Mayor

ATTEST:

Rebecca Weyer, City Clerk

EXEMPT

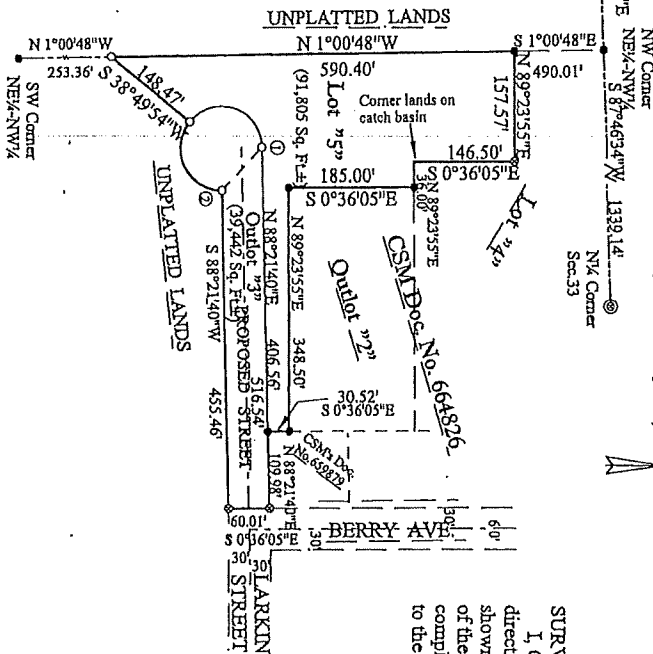
Under Sec. 25-8
 Initials: *gs* Date: *6-17-19*

680823
 DEB BRANDT, REG OF DEEDS
 MONROE COUNTY
 06/18/2019 08:19:58 AM
 PAGE COUNT: 2
 RECORDING FEE 30.00
 28 CSM 178

Curve 1 - 2
 I = 270°00'00"
 R = 60.00'
 LC = S46°38'20"E, 84.85'
 L = 282.74'
 Tan.Brgs. S1°38'20"E
 S88°21'40"W

Lot 5
 I = 139°31'46"
 R = 60.00'
 LC = S18°35'47"W, 112.59'
 L = 146.11'

Outlet 3
 I = 130°28'14"
 R = 60.00'
 LC = S63°35'47"W, 108.96'
 L = 136.63'



Current Owner: Salem Development, LLC
 2302 South Street
 LaCrosse, WI 54601

The North line of the NW¼-NW¼, Sec. 33 is ASSUMED to bear N87°46'24"E (Monroe County Grid)

SCALE: 1" = 200'

0' 200' 400'

- = Set 3/4"x1.8" Rd. Iron Bar weighing 1.50 lbs./lin.ft.
- = Set Mag Nail
- ⊙ = Existing Harrison Monument
- = Existing 3/4" Iron Bar
- ⊗ = Existing 1 1/4" Iron Bar

SURVEYOR'S CERTIFICATE

I, Garold A. Sime, do hereby certify that by the order and under the direction of Mr. Dave Birt, I have surveyed and mapped the property shown hereon and that the within map is a true and correct representation of the exterior boundaries of the land surveyed and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes to the best of my knowledge and belief.

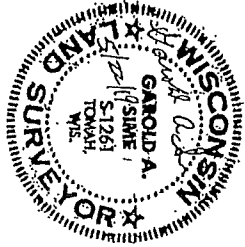
Garold A. Sime
 GAROLD A. SIME, PROFESSIONAL LAND SURVEYOR S-1261
 H. A. SIME & ASSOCIATES
 P. O. BOX 50
 TOMAH, WISCONSIN 54660
 May 22, 2019



CERTIFIED SURVEY MAP

Located in the NE¼-NW¼, Section 33, T18N-R1W,
 City of Tomah, Monroe County, Wisconsin
 Sheet 1 of 2 File No. 5396

EXHIBIT "1"



Description

A parcel of land located in the NE $\frac{1}{4}$ -NW $\frac{1}{4}$, Section 33, T18N-R1W, City of Tomah, Monroe County, Wisconsin described as follows: Commencing at the Northwest corner of said Section 33; thence N87°46'24"E, a distance of 1324.34 feet to the Northwest corner of said NE $\frac{1}{4}$ -NW $\frac{1}{4}$, thence S1°00'48"E along the west line of said NE $\frac{1}{4}$ -NW $\frac{1}{4}$, a distance of 490.01 feet to the Southwesterly corner of Lot 4 of Vol. 27 Certified Survey Maps, Page 158, Document Number 664826, being the Point of Beginning; thence N89°23'55" E along the southerly line of said Lot 4, a distance of 157.57 feet; thence S0°36'05" E along the westerly line of said Lot 4, a distance of 146.50 feet; thence N89°23'55" E, a distance of 36.00 feet to the Northwest corner of Outlot 2 of said Certified Survey Map; thence S0°36'05"E, a distance of 185.00 feet to the Southwest corner of said Outlot 2; thence N89°23'55"E, a distance of 348.50 feet to the Southeast corner of said Outlot 2; thence S0°36'05" E a distance of 30.52 feet to the Southwest corner of Lot 2 of Vol. 27 Certified Survey Maps, Page 098, Document Number 659879; thence N88°21'40" E, a distance of 109.98 feet to the Southeast corner of said Lot 2; thence S0°36'05"E along the west line of Berry Ave., a distance of 60.01 feet; thence S88°21'40"W, a distance of 455.46 feet; thence Southwesterly along a curve concave to the northwest, having a radius of 60.00 feet (the Long Chord of which bears S63°35'47"W, 108.96 feet) a distance of 136.63 feet; thence S38°49'54"W, a distance of 148.47 feet to the west line of said NE $\frac{1}{4}$ -NW $\frac{1}{4}$, thence N1°00'48"W, a distance of 590.40 feet to the Point of Beginning. Subject to all easements and right-of-ways of record.

APPROVAL OF THE CITY OF TOMAH PLANNING COMMISSION

This Certified Survey Map is hereby approved this 30th day of May, _____.

CHAIRMAN

CERTIFIED SURVEY MAP

Located in the NE $\frac{1}{4}$ -NW $\frac{1}{4}$, Section 33, T18N-R1W,
City of Tomah, Monroe County, Wisconsin

Sheet 2 of 2

File No. 5396

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: 2020 Census Defined Urban Area Boundary Adjustments

Summary and Background Information: Defined boundary adjustments determine eligibility for Federal Funding primarily the STP-Urban and STP-Rural programs.

Recommendation From: Public Works and Utilities Commission

Minutes Attached:

Yes No

Budget Account: N/A

Fiscal Impact: TBD

Staff Responsible for implementation: Director of Public Works and Utilities

Economic Impact: We have received substantial grant funding for these programs.

Zoning/Rezoning Issues: N/A

Supports Organizational Goals:

Yes No

Questions from SET:

Grants Pursued/Opportunity Pursued: ongoing

Recommendation: Public Works and Utilities Commission recommends approval of the adjusted census boundaries map attached.

RESOLUTION No:

Resolution Adopting Adjusted Urban Area Boundary

WHEREAS, the Wisconsin Department of Transportation every 10 years, following the release of decennial census data, leads a process to adjust Urban Area Boundaries (UABs) across the state of Wisconsin, in conjunction with the Federal Highway Administration of Wisconsin; and

WHEREAS, the Federal Highway Administration allows states to adjust the census-defined urban area boundaries for planning and funding purposes; and

WHEREAS, the Wisconsin Department of Transportation has submitted an adjusted urban area boundary for the City of Tomah urban area; and

WHEREAS, the adjustments proposed to the City of Tomah urban area boundary are summarized in the change table, as shown in Exhibit 1 to this Resolution; and

WHEREAS, after review by the Director of Public Works and Utilities, Public Works and Utilities Commission and staff, the proposed adjusted Urban Area Boundary has been found to be justified.

NOW, THEREFORE, BE IT RESOLVED by the City of Tomah, Monroe, Wisconsin that the City of Tomah informs the Wisconsin Department of Transportation that the Adjusted Urban Area Boundary as outlined in the change table, as shown in Exhibit 1, and reflected in the City of Tomah map, as shown in Exhibit 2 to this Resolution are approved and adopted on this 16th day of January, 2024.

By: _____
Michael Murray, Mayor

Attest: _____
Rebecca Weyer, City Clerk



2020 Census: Urban Area Boundary Adjustments

- Part 1: Background and Process – Page 1
- Part 2: Technical Considerations – Page 7
- Part 3: Key Process Steps – Page 9

Part 1: Background and Process

This section includes information explaining Census-defined urban areas, release of urban area boundary data, and the process WisDOT uses for adjusting those urban area boundaries.

Urban Areas are defined by the US Census as individual municipalities or groups of nearby municipalities with a total population of 5,000 or higher. In the past, *urbanized area* was the term for urban areas with populations of 50,000 or higher; all Metropolitan Planning Organizations (MPOs) were urbanized areas. With the 2020 Census, the *urbanized area* category has been discontinued. Large urban areas, with populations of 50,000 and higher, are **MPOs**. All other urban areas, with populations of 5,000 to 49,999, are just **urban areas**. MPOs with populations of 200,000 and higher are federally designated as Transportation Management Areas (TMAs).

A. Census-Defined Urban Boundaries and Adjusted Urban Area Boundaries

The Urban Area Boundary (UAB) is important because the location of the boundary affects roadway eligibility for federal Surface Transportation Block Grant (STBG) funding. WisDOT’s funding program for federal STBG funding is the State Transportation Program (STP). It divides STBG funds into STP-Urban and STP-Rural. The UAB is also a factor for Federal Highway Administration (FHWA) Highway Performance Monitoring System (HPMS) reporting.

Areas *within* the UAB are considered to be **Urban**. All functionally classified, non-local roads within an urban area are eligible for STP-Urban funding. Areas *outside* the UAB are considered to be **Rural**. Functionally classified roads (Major Collectors and higher) outside the UAB are eligible for STP-Rural funding. When a rural county highway continues across the UAB into an urban area; that urban portion is eligible for STBG/STP-Urban rather than STBG/STP-Rural funding. See [WisDOT's Local Program website](#) for additional information.

Also, the approval process is different for urban and rural areas. Approval for changes in an urban area are carried out by the municipal board or elected official; approval in rural areas is under jurisdiction of the county board.

Functional Classification is a way to define and categorize the various roles that streets and highways play in serving the state’s varied transportation needs. Arterial, Collector, and Local classifications categorize roads based on the amount and types of traffic the roads carry, characteristics of the roadways, land uses in the vicinity of the roadways, and the development and population density of the surrounding area.



The criteria used by the US Census Bureau for defining urban areas do not align well with transportation planning needs. Census-defined urban areas often do not correspond to known geographic or municipal boundaries and can be irregularly shaped. For this reason, FHWA allows states to adjust the Census-defined urban boundaries in creating the official urban boundary for planning and funding purposes.

Adjustment of these boundaries allows states and MPOs to smooth out the irregularities, ensure administrative continuity, and encompass fringe areas with residential, commercial, industrial, recreational, and/or national defense significance. Adjusting Census-defined Urban boundaries facilitates planning and programming by creating urban boundaries more appropriate for these purposes. The Adjusted UAB becomes the official Urban Area Boundary after it has been approved by FHWA.

WisDOT’s deadline for approval of adjusted Urban Area Boundaries is June 30, 2024. This provides a window of approximately 18 months to complete all review, adjustment, and approval of all UA boundaries, including bi-state MPOs. While FHWA has extended their deadline to April 2025, WisDOT will keep the June 2024 deadline. For any adjusted Urban Area Boundaries not approved by the 2025 deadline, the official urban area boundary will default to the Census-defined urban boundary. This outcome is not an acceptable option; WisDOT will review and work with local officials to adjust and approve every Urban Area Boundary in the state.

The Urban Area Boundary (UAB) should not be confused with the municipal or corporate boundary of a city, village, or town. These CVT boundaries are used for some transportation planning purposes but they do not affect eligibility for federal STBG funding.

B. Initial Preparation

Prior to the release of Census 2020 Urban Area Boundary data in December 2022—WisDOT-BPED met with DTSD Region Planners to discuss the overall boundary update and approval process, including communication with local governments, and timeline for completion. Early in 2023, BPED and the Region staff will hold individual meetings with MPO staff and where appropriate, RPC staff, to discuss the boundary adjustment process and answer any questions before the process gets underway. This advance discussion will hopefully minimize numerous iterations of boundary adjustments and back-and-forth communication during the process.

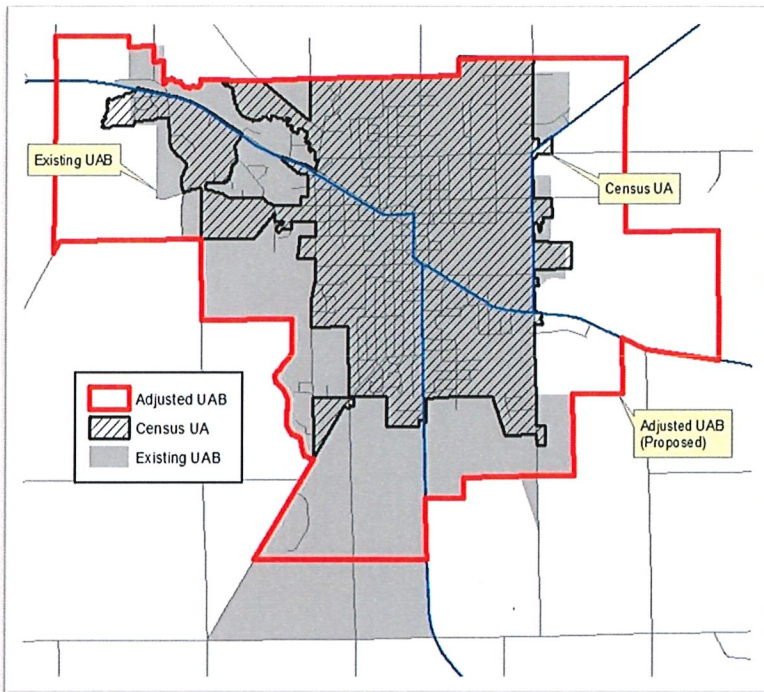
C. Current Urban Area Boundary and Census-Defined Boundary Overlay Map

BPED will begin the Urban Area Boundary review and adjustment process. Using Geographic Information Systems (GIS), BPED will overlay the 2020 Census-defined urban boundary on the existing UA boundary, with the changes highlighted. BPED will then coordinate with the MPOs, other Urban Areas, and respective WisDOT Region staff to create the initial proposed boundary adjustments for each Urban Area.

D. Proposed Urban Area Boundary Adjustments

For the MPOs, BPED will send the initial overlay map to the MPO contact(s), who will then draft the initial adjusted UA boundary map and send it to Region staff, BPED staff, and FHWA staff for review.

For all other urban areas, in addition to the overlay map, BPED will also develop the initial proposed boundary adjustments. and send that map to Region staff and FHWA before to reach concurrence on adjustments. BPED will then send the adjusted UA boundary map to local officials for review and approval. BPED and Region staff will concur on the final proposed adjusted boundary map. For additional information on this process, see WisDOT’s [Functional Classification and Boundary Approval Policy](#).



MPOs: The MPO Director or appropriate staff will coordinate review and approval by their Technical Advisory and/or Policy Board. BPED will coordinate with the WisDOT MPO Liaison, Region Planner, and FHWA throughout the boundary adjustment development and approval processes.

Other urban areas: WisDOT Region staff will coordinate communication with the urban areas in their respective region. They will initiate contact with the Municipal Clerk or other elected official (e.g., city planner, public works director, mayor, etc.) to explain the process and timeline for completion. This local official will coordinate the boundary map review and approval by the local board, transportation committee, or designated Urban Area committee.

Region staff will coordinate with BPED as needed during the local review and approval process to address any questions or concerns that arise.

Newly-Defined Urban Areas: If there are any “new” census-defined urban areas—populated places that did not meet the criteria for urban definition in 2010—they will switch from being rural places to urban places. Thus, their STBG/STP funding eligibility will change from rural to urban. As a result, the pool of potential funding recipients will change, and with it, the project prioritization factors used to consider and submit projects for STBG/STP funding.



For these newly defined Urban Areas, it is recommended that the Region staff meet with local official(s) (including BPED staff, if desired) to introduce them to the Urban Area concept and what it means for the community—primarily a change in federal funding source and consequent ramifications—as well as an overview of the process and timeline. WisDOT will use the same criteria and analysis for adjusting newly-designated urban area boundaries as are used for pre-existing urban areas. A pre-meeting may be beneficial for any other existing urban areas, too. Region staff will likely make this determination, but BPED also may come across a situation that might benefit from a pre-boundary adjustment meeting with the municipality.

Bi-state MPOs: WisDOT will propose adjustments for the Wisconsin portion of the MPO, through coordination with the DTSD Region Planner and MPO Director or delegated MPO staff person who, in turn, will coordinate closely with the neighboring state on the urban area boundary adjustments in that state. The bi-state MPOs in Wisconsin are:

- Duluth-Superior MPO (MN)
- La Crosse-La Crescent MPO (MN)
- Dubuque MPO (IA)
- Beloit-South Beloit MPO (IL)
- Round Lake Beach TMA (SEWRPC and CMAP (IL) MPOs)
- Metropolitan Council TMA (MN)

E. Review and Approval by MPO/UA Officials

For the MPOs, the MPO policy board reviews the proposed boundary adjustments, can ask questions and suggest changes to WisDOT, and upon concurrence with WisDOT, votes to approve the proposed UA boundary.

For the other urban areas, the municipal clerk—or other local elected official—receives the proposed UA Boundary map and presents it to the appropriate governing body (municipal board/committee) for review and approval. See WisDOT's [Functional Classification and Boundary Approval Policy](#).

If there are questions, or recommendations for changes to the proposed map, the local official should contact the Region Planner who then contacts BPED to discuss them and concur on any changes. BPED will send the revised map back to the Region Planner to send (or present to) the MPO/Local officials. This iterative process continues until all parties concur on the final proposed UA boundary map. The MPO/Local officials approve the proposed UA map and send documentation of approval to the Region Planner who forwards it to BPED.

BPED finalizes the proposed UA map and prepares documentation for internal approval.



F. Governor/WisDOT Secretary Approval

Federal Law (23 USC 101) states that State and local officials are responsible for approval of urban area boundaries. In Wisconsin, the Governor delegates state approval authority for adjusted Urban Area Boundaries to the State Transportation Secretary. WisDOT will send the proposed UA Boundary map to the WisDOT Secretary for approval/signature. Record of the approval is included with the proposed map.

First in the approval process, the MPOs and other urban areas will pass a resolution approving the adjusted UA boundary and send it to WisDOT-BPED. In the event that passage of a formal resolution is not possible in timely manner, passage of a motion to approve the changes and documented in the meeting minutes, is acceptable. Next, BPED will forward the adjusted boundary map to the WisDOT Secretary for written approval. Finally, BPED will send the map, along with both approval documents, in a submittal packet to FHWA-Wisconsin.

The Census-defined Urban Area—not the adjusted Urban Area—is used to determine the population of the Urban Area. This is a factor for urban areas just under the 50,000 population threshold for MPO designation or the 200,000 threshold for TMA designation.

G. FHWA Approval

Upon receipt of the adjusted UA Boundary map and approval documentation from BPED, FHWA will send a letter to WisDOT approving the adjusted boundary map.

H. Final UA Boundary Maps

Once FHWA has approved the adjusted UA boundary, it becomes official, Urban Area Boundary. Upon receipt of the final approval from FHWA-Wisconsin, BPED will add the approval dates to the final UAB maps and post them on its [website](#). The description of urban areas and UA boundaries on the website will be updated to align with the new urban definitions created from the 2020 Census. Finally, WisDOT will send a copy of the approved UAB map to FHWA and to the respective MPO.

An **outline** of key steps in the UA boundary adjustment process is included at the end of this document.

I. Metropolitan Planning Area (MPA) Boundaries

Federal Regulations governing Metropolitan Planning Area Boundaries are found in 23 CFR 450.312. Whereas the UA boundary typically defines the area of potential growth of the community over 10 years, the MPA boundary typically extends beyond that to encompass the area of expected urbanization of the metropolitan planning area 20 years into the future.

Transportation projects that fall within the MPA boundary are included in the MPO's Transportation Improvement Program (TIP).

The area between the approved Urban Area (UA) boundary and the Metropolitan Planning Area (MPA) boundary is considered **rural** for functional classification and funding purposes.

The MPA boundary is used by the federal government as the delineation between jurisdictions of adjoining MPOs.

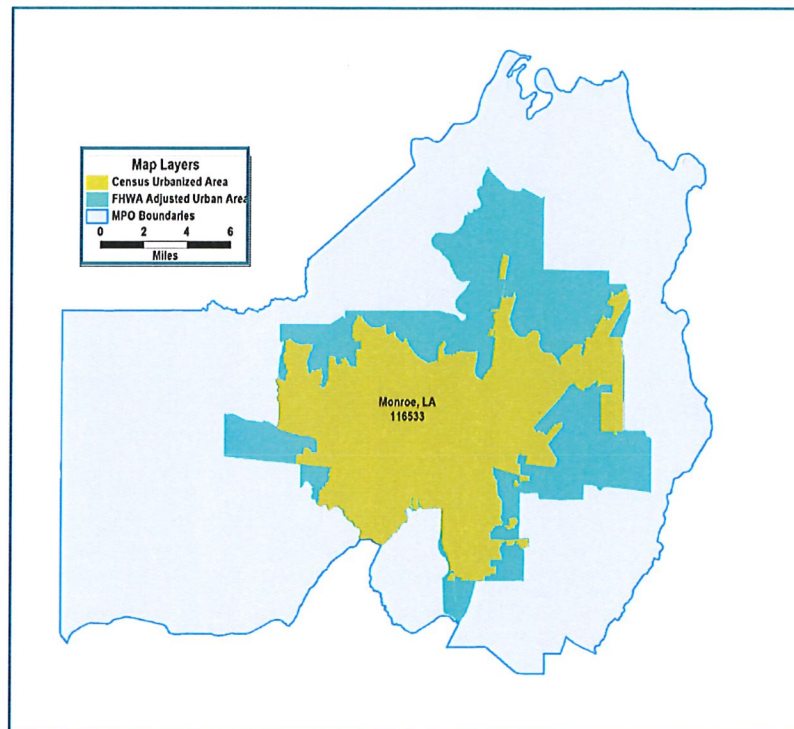


GUIDANCE DOCUMENT

The MPA boundary must include the entire area encompassed by the adjusted UAB. The MPA boundary usually extends beyond the UAB but can coincide with it, depending on the land use, transportation network, and anticipated growth and development in the areas adjacent to or very near the UA (as shown in the example to the right).

MPOs typically update and finalize their MPA boundaries after the adjusted UA boundary has been approved, although review and consideration of the MPA boundary may occur simultaneously with the urban area boundary adjustment process described above.

The final MPA boundary decisions belong to the MPO; WisDOT has more of an advisory role with regard to the location of the MPA boundary. However, as with WisDOT approval of the Adjusted Urban Area



Boundary, the MPA boundary/map has to be signed off by Department Secretary (as the designee of the Governor) and submitted to FHWA. FHWA acknowledges receipt of the MPA boundary but does not have approval responsibility and therefore does not sign off on the MPA boundary/map.

This guidance will be reviewed and may be revised after the US Census Bureau has released the urban area data, or after the urban boundary review and adjustment process has begun, to make sure it appropriately addresses any previously unanticipated situations. BPED will clarify the current information and provide additional guidance that may be helpful.



Part 2: Technical Considerations

This section comprises the various technical considerations and recommendations—the “rules”—for making adjustments to the Census-defined Urban Area Boundary (UAB).

- 1. The adjusted boundary must include all of the Census-defined boundary.** The adjusted UAB can be concurrent with, or outside of, the Census-defined boundary but *cannot be inside it*.
- 2. The adjusted boundary must include only one Census-defined Urban Area.** This is a one-to-one relationship. The adjusted UAB cannot include two or more Census-defined Urban Areas.
- 3. The adjusted boundary should encompass one contiguous area.** If the Census-defined boundary has resulted in a non-contiguous, disconnected portion of the urban area, the adjusted boundary can be expanded to include this area, creating a contiguous urban area.
- 4. Include within the adjusted boundary areas expected to be developed in the next 10 years.** Because the urban boundary adjustment process occurs only once every ten years, include areas that are likely to experience growth and development during the upcoming ten year window—areas which might be included in the next census boundary definition.
- 5. Eliminate inaccurate, unreasonable, or vaguely apparent boundaries.** Use physical features (e.g., roads, rivers, parcel/property lines, water bodies/shorelines) to define the urban area. The availability of maps and satellite imagery through Google, Bing, USGS (US Geological Survey), and NAIP (National Agriculture Imagery Program) has made it relatively easy to see physical features, roads, residential and commercial developments, and other land uses in considering prudent boundary adjustments.
- 6. Adjust portions of the Census-defined boundary that do not follow a recognizable feature.** When the Census-defined boundary results in an irregular dip or bump-out that does not follow a physical, land use, or roadway feature, and has no apparent relationship to the urban area, smooth out this portion of the boundary using a clearly-definable feature as previously discussed.
- 7. Include all of an incorporated city or village.** If the Census boundary includes part of an incorporated community, include all of the community to avoid the situation where a city or village has both urban and rural portions. Funding eligibility is a key consideration here; it is recommended to have all roads within an urban community be eligible for STP-Urban funding, rather having some roads eligible for STP-Urban funds and others eligible for STP-Rural funds. However, these decisions should take into account recent annexations and extraterritorial zoning areas, as well as potential rural versus urban funding implications. In some cases, a rural portion could stay separate from the adjusted urban area (remain outside the adjusted boundary), but only with compelling justification.



This rule also applies to unincorporated developed areas—commercial, industrial, residential, institutional, etc.—*near* an urban area. If the Census-defined boundary cuts through one of these developments, it is recommended to adjust the boundary to include the entire developed area.

8. **Include typically urban land uses within the urban area boundary.** These are generators *other than* commercial, industrial, and residential uses. These include transit service routes such as bus lines and passenger terminals, as well as golf courses, airports, athletic fields, and ferry terminals, for example, even though these types of land uses can be located in rural locations, too.
9. **Ensure that the adjusted boundary includes or excludes all roads that run concurrent with the boundary.** Do not create or perpetuate a situation where some 'border roads' are within the urban area and others are outside the urban area, or where a single roadway has one or more segments inside and one or more segments outside the boundary. The UAB should be adjusted to include all border roads. Again, funding eligibility is a consideration. Note: Adjusting the boundary to *exclude* all 'border roads' is only possible in cases where the *Census-defined boundary does not include any portions of those border roads*. As mentioned at the beginning of this section, adjusting the urban area boundary *inside* of the Census-defined boundary is not permitted. Thus, in such cases, the only option is to adjust the UAB outward to include all border roads.
10. **Include an entire interchange either inside or outside the urban area boundary.** Often, interchanges exist on 'border roads' as described above. In such cases, make sure that the UAB is adjusted to include the entire interchange within the boundary, not just some of the ramps or auxiliary lanes. As is the case with roads, it might not be possible to adjust the boundary to *exclude* the entire interchange because the Census-defined urban boundary cannot be adjusted inward. Thus, if the Census-defined boundary cuts through the interchange, the only option is to adjust the boundary outward to include all interchange roads and ramps.
11. **Consider the functional classification of roads near the urban boundary.** Roadway Functional Classification and urban boundary placement are closely related. See WisDOT's [Functional Classification Criteria and Procedures](#) for detailed information. Functional classification review begins after the boundary adjustment process concludes; therefore, it is important to consider existing classified and unclassified roads, as well as planned roadways near the UAB when considering boundary adjustments, especially within the context of land use, spacing, and continuity. Functional classification issues should not be the primary factor in determining if and where to adjust an urban boundary, but rather, considered alongside the boundary adjustment criteria above.



Part 3: Overview of Process Steps*

1. US Census releases Urban Area (UA) Boundary data (shape files)
2. BPED creates initial UA maps showing:
 - Previous adjusted UA boundary
 - Current Census-defined UA boundary
 - Differences between the two boundaries highlighted
- 3a. BPED sends initial individual overlay map to each **MPO** (UA w/population = 50,000+)
 - Coordinate initial proposed boundary adjustments with MPO, Region, and FHWA via virtual meeting(s), as often as needed
 - Inform (cc: on communication) Planning Section MPO Liaisons
 - BPED reaches concurrence with MPO and respective Region and create final proposed adjusted UA boundary map
 - MPO (Transportation Advisory Committee and/or Policy Board) reviews proposed adjusted UA boundaries
 - MPO Policy Board approves adjusted UA boundary map
- 3b. BPED sends draft individual adjusted UA map to the other **UAs** (population = 5,000 to 49,999)
 - Coordinate with Region staff and FHWA on initial proposed boundary adjustments
 - Region sends initial communication to Municipal Clerk (or other official) for UAs in their region
 - For new UAs, Region schedules (virtual) meetings to explain the concept/process
 - Affected City/Village boards, designated Urban Area committee, or elected official(s) review proposed adjusted UA boundaries
 - BPED discusses comments/suggestions from municipality with Region (and respective local officials if warranted) and makes any revisions to draft UA map.
 - Affected City/Village boards or designated Urban Area committee reviews and approves proposed adjusted UA boundaries
4. Upon receipt of approval/concurrence from MPOs and other UAs, BPED sends maps to WisDOT SO (as Governor's designee) for approval
5. Upon receipt of approved maps from WisDOT SO, BPED sends approval packet to FHWA for approval
6. Upon receipt of approval letter from FHWA, BPED creates final UAB maps and posts on WisDOT's internet site
7. Deadline for approval of all adjusted UA Boundary maps is June 30, 2024

* Steps 3a and 3b can occur simultaneously.



Information for Local Communities on Urban Area Boundary Adjustment

What is an Urban Area?

An Urban Area is defined by the US Census Bureau as a city or village that has at 5,000 or more residents. Urban Areas can also consist of two or more smaller municipalities nearby one another that, together, have a population of 5,000 or more. An Urban Area encompasses the traditional downtown area as well as outer residential neighborhoods, shopping areas, industrial parks, commercial sites, and recreational facilities.

Definitions

Urban Areas are *not the same* as the area defined by the **city** or **village** corporate boundaries, the familiar “city limits”. Urban Areas typically include the area within the corporate boundary and can also include portions of the **rural area**, or **town**, surrounding the city or village.

- **Rural Areas** are defined as all areas *not within* an Urban Area Boundary (UAB). Therefore, small villages and long-established communities with residential or commercial areas are designated as Rural if they have fewer than 5,000 residents, unless they are close enough to be included with a neighboring community as part of an Urban Area.
- **Towns** are the municipal unit for all areas *not within* the corporate limits of a city or village. Many towns are rural places, but larger towns usually have some urban characteristics which might include stores, offices, schools, clinics, municipal buildings, etc. It is possible that a developed portion of a town near a city or village could be included as part of a designated Urban Area during the urban boundary review and update process.
- **Counties** are the governmental unit that reviews and approves funding for roads outside a designated Urban Area. This includes highway projects on county highways and town roads.

Adjustments to Census-Defined Urban Area Boundaries

For transportation planning purposes, the Wisconsin Department of Transportation (WisDOT) adjusts the Census-defined urban boundaries to better serve transportation needs. (Census boundary lines can cut across buildings, roadways, parking lots, parks, etc.)



GUIDANCE DOCUMENT

Approval of the adjusted Urban Area Boundary

Your city or village board must approve the adjusted Urban Area Boundary via a passed resolution and submit that documentation. In certain cases, a passed motion to approve the adjusted UAB may be acceptable. If multiple municipalities are included within the Census-defined urban area, each municipality should approve the adjusted boundary.

The timeframe for completing the map review, and approval of the Urban Area Boundary is 90 days from the date of the notice.

Where are these Urban Area Boundary maps kept?

After approval by your local board, WisDOT, and the Federal Highway Administration (FHWA), the new final Urban Area Boundary map will be posted on WisDOT's website.

Who do I contact with questions?

WisDOT's regional office is your primary contact for information about this effort.

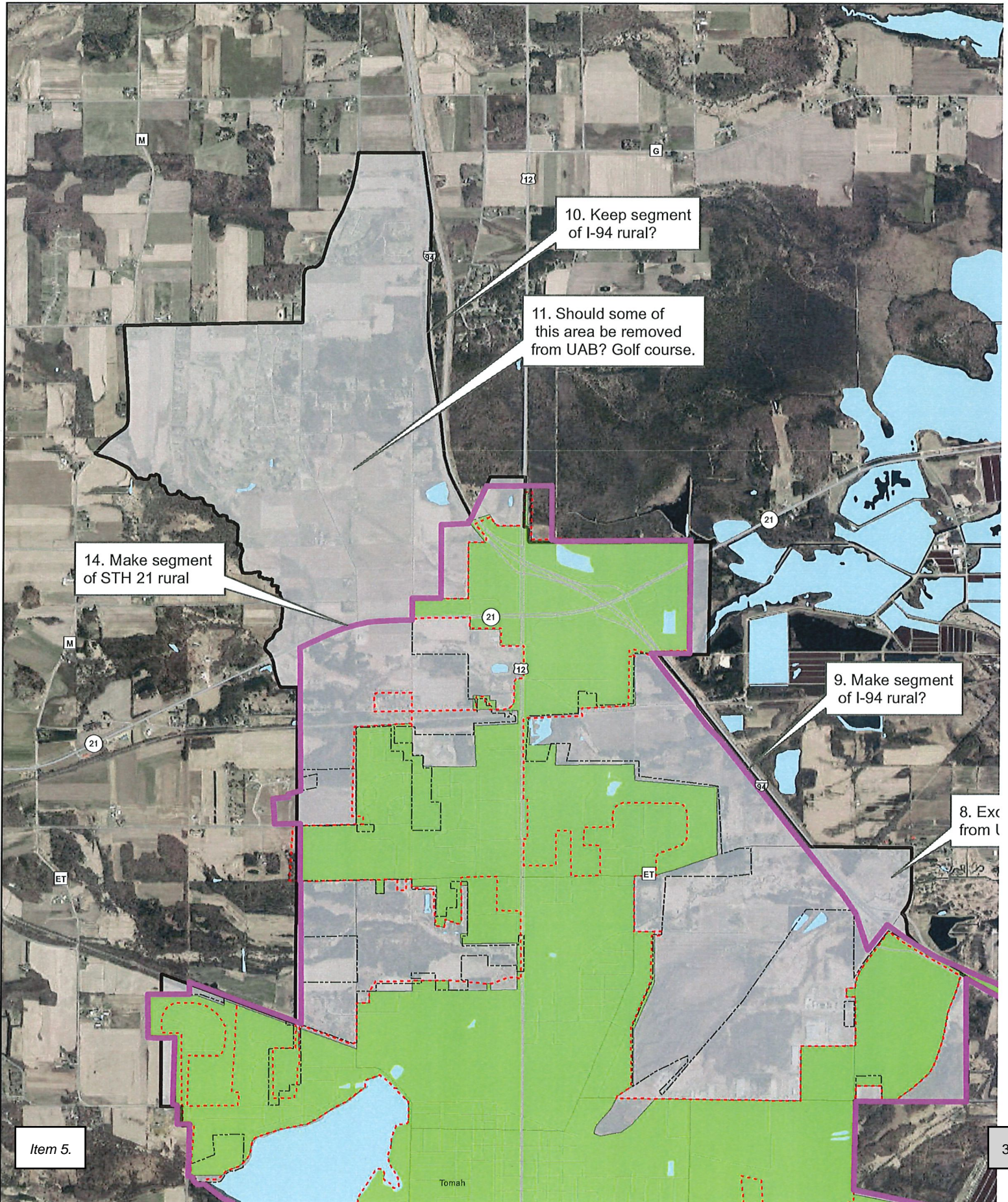
WisDOT REGION

Region Contact NAME

Contact EMAIL & PHONE NUMBER

Tomah Urban Area

(Adjusted Urban Area Boundary)



November Permit Report

11/01/2023 - 11/30/2023

Permit #	Permit Date	Permit Type	Project Description	Parcel Address	Total Fees	Construction Value
6675	11/30/2023	Sign Permit	New vinyl lettering on existing awning	1004 SUPERIOR AVE	\$40.00	0.00
6674	11/30/2023	Alter/Addition One or Two Family	Installation of basement bedroom egress window	1020 FARMER AVENUE	\$70.00	7,866.00
6673	11/29/2023	Demolition	Demolition of single commercial structure	307 SUPERIOR AVENUE	\$30.00	0.00
6672	11/29/2023	Electrical	Electrical installed in walls added for basement storage area. Lighting installed in basement ceiling.	1511 LAKEVIEW DRIVE	\$35.00	300.00
6671	11/29/2023	Alter/Addition One or Two Family	Adding walls in basement to create storage area.	1511 LAKEVIEW DRIVE	\$30.00	1,000.00
6670	11/29/2023	Alter/Addition One or Two Family	Finish basement bedroom. Adding egress window.	612 Mubarak St.	\$70.00	7,800.00
6669	11/29/2023	Deck Permit	Deck addition to mobile home (detached)	Country View Estates	\$35.00	400.00
6668	11/28/2023	Electrical	Service upgrade and GFCI protection	1609 BOW STREET	\$55.00	3,840.00
6667	11/21/2023	Electrical	Service pedestal for mobile home and electrical for detached garage	618 Vandervort St.	\$50.00	2,500.00
6666	11/21/2023	Electrical	Service pedestal for mobile home and electrical for detached garage	614 Vandervort St.	\$50.00	2,500.00
6665	11/21/2023	Electrical	Service pedestal for mobile home and electrical for detached garage	622 Vandervort St.	\$50.00	2,500.00
6664	11/21/2023	Electrical	Service pedestal for mobile home and electrical for detached garage	626 Vandervort St.	\$50.00	2,500.00
6663	11/21/2023	Electrical	Service pedestal for mobile home and electrical for detached garage	610 Vandervort St.	\$50.00	2,500.00
6662	11/21/2023	Electrical	Electrical service upgrade 200 amp	1300 LINCOLN AVENUE	\$55.00	3,500.00

6661	11/16/2023	Alt/Addition Commercial Building	11,280 sq ft addition to Peterbilt	1620 Winnebago Ave.	\$2,356.00	2,069,240.00
6660	11/14/2023	Sign Permit	New wall sign on west facade	600 Sime Ave.	\$40.00	0.00
6659	11/14/2023	Sign Permit	New wall signage on (3) facades	601 N SUPERIOR AVENUE	\$40.00	0.00
6658	11/14/2023	Electrical	Electrical service upgrade	417 TOWNLINE ROAD	\$60.00	4,000.00
6657	11/13/2023	Alt/Addition Commercial Building	Interior remodel of Burger King	111 Julie St.	\$4,350.00	430,000.00
6656	11/9/2023	Fence	4ft Vinyl / 1ft off property line	1008 KILBOURN AVENUE	\$20.00	0.00
6654	11/6/2023	Fence	4ft chainlink -15ft off property line	205 SCHALLER STREET	\$20.00	0.00
6653	11/6/2023	Electrical	100 amp detached garage service	1822 SUPERIOR AVENUE	\$35.00	950.00
6652	11/1/2023	Electrical	Installation of 200 amp three phase and circuits for Dominos Pizza	1114 N Superior Ave.	\$202.00	18,580.00
6644	11/7/2023	Township-LaGrange (New const.)	New Single Family Home	23293 Elgin Ave.	\$2,638.20	0.00
					\$10,431.20	2,559,976.00

Total Records: 24

12/12/2023

Code Enforcement Violation Report November 2023

11/01/2023 - 11/30/2023

Case Date	Case #	Parcel Address	Violation Name	Violation Notes	Complaint Type	Status
11/30/2023	2023096	323 W JUNEAU STREET	36-9 General Regulation - Solid Waste	Owners are remodeling and placing construction material out for pick up. Street Dept has tagged the property twice and the owners haven't complied.	Solid Waste	Issued Order to Correct
11/8/2023	2023095	308 E BROWNELL STREET	18-52- Public Nuisance	Resident has mattresses, couch, tires, dressers, garbage bags and other misc items laying throughout the side yard of the property. Residence has been issued violation notices in the past for same violation	Multiple Violations	Issued Order to Correct
11/8/2023	2023095	308 E BROWNELL STREET	10-263 Minimum Housing Standards	Tomah PD has stated that there are people living in the camper in the backyard of the residence	Multiple Violations	Issued Order to Correct
11/7/2023	2023093	1321 N SUPERIOR AVENUE	Sec. 36-18 Large items	More than 2 items out	Nuisance - Junk Accumulation	Completed
11/7/2023	2023094	818 KING AVENUE	52-206 Parking in Front Yard	A trailer and boat are parked on the boulevard and another trailer parked on the front yard by the front door of the property.	Zoning Violations	Issued Order to Correct
	10115473					

Total Records: 5

**** Work with the new permit software is in process. Weekly meetings with iWorQ. We have 60 days to get new software live on our site.**