

AMENDED
City of Stevens Point
REGULAR COUNCIL MEETING

Council Chambers
County-City Building

October 21, 2013
7:00 P.M.

1. Roll Call.
2. Salute to the Flag and Mayor's opening remarks.
3. Consideration and possible action of the minutes of the Regular Common Council meeting of September 16, 2013 and the Special Common Council meeting of September 25, 2013.
4. *Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.
5. Persons who wish to address the Mayor and Council for up to three (3) minutes on a non-agenda item.
6. Presentation by Lori Dehlinger - annual report for the Portage County Business Council.

Consideration and Possible Action on the Following:

7. Public Hearing - Citizen Participation – Public Comment on the implementation of the Community Development Block Grant (CDBG) for the Downtown Revitalization Project (Mall Redevelopment Project).
8. St. Stevens Parish appeal of the Historic Preservation/Design Review Commission's denial of its application to demolish the former convent building.
9. Minutes of the Plan Commission meeting of October 7, 2013.
10. Public Hearing – Conditional Use - Request from Ministry Saint Michael's Hospital for a conditional use permit to construct a 15,000 square foot addition and associated equipment within the required setback at 900 Illinois Avenue (Parcel ID 2408-33-2003-15).
11. Resolution on the above.
12. Donation of land from Albert Feltz to the City of Stevens Point to be designated as parkland located east of Parkway Drive on McDill Pond (Portion of Parcel ID 2308-03-2001-28) and authorization of payment for costs associated with the transfer.
13. Minutes and actions of the Public Protection Committee meeting of October 14 and the minutes of the Special Public Protection Committee meeting of September 25 and the actions taken at the Special Public Protection Committee meeting of October 21, 2013.
14. Ordinance Amendment – Animal Care and Licenses – Prohibited Dog Owners.
15. Ordinance – Peace and Offenses – Chronic Nuisance.

16. Minutes and actions of the Finance Committee meeting of October 14, 2013.
17. Minutes and actions of the Board of Public Works meeting of October 14, 2013.
18. Minutes and actions of the Personnel Committee meeting of October 14, and the Special Personnel Committee of September 30, 2013 and the minutes of the Special Personnel Committee of September 25, 2013.
19. Minutes and actions of the Board of Water & Sewerage Commissioners meeting of October 14, 2013.
20. Minutes and actions of the Police and Fire Commission meeting of October 1 and the special Police and Fire Commission meetings of September 24 and October 15, 2013.
21. Minutes and actions of the Board of Park Commissioners meeting of October 2, 2013.
22. Annual Smongeski Health Fund Report and Meeting Minutes of October 10, 2013.
23. Statutory Monthly Financial Report of the Comptroller-Treasurer.
24. Mayoral Appointment:
Historical Preservation/Design Review Commission
– Appoint Kathy Kruthoff, 4301 Heritage Drive to Alt #2
- *25. Motion to enter into closed session under Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session, relating to:
 - a. Negotiating the lease/rental of 933 Michigan Avenue (Former Mid-State Building).
 - *b. Negotiating the lease/rental/development of 1101 Centerpoint Drive (Dunhams Building) with Great Lakes Educational Loan Services Inc.
 - c. Negotiating the acquisition of 1401 East Avenue (Emerson School Site).
- *26. Reconvene into open session for possible action relating to the above.
27. Adjournment.

RMC – Revised Municipal Code

Persons who wish to address the Common Council may make a statement as long as it pertains to a **specific** agenda item. Persons who wish to speak on an agenda item will be limited to a five (5) minute presentation. Any person who wishes to address the Common Council on a matter which is not on the agenda will be given a maximum of three (3) minutes and the time strictly enforced under the item, "Persons who wish to address the mayor and council on non-agenda items." Individuals should not expect to engage in discussion with members of the City Council and City staff.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, TDD #346-1556, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during the regular business hours from 7:30 A.M. to 4:00 P.M.

**City of Stevens Point
REGULAR COUNCIL MEETING**

Council Chambers
County-City Building

September 16, 2013
7:00 P.M.

Mayor Andrew J. Halverson, presiding

Roll Call: Ald. Doxtator, Suomi, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore

Also Present: City Atty. Beveridge, Clerk Moe, C/T Ladick, Directors Schatschneider, Schrader, Ostrowski, Emergency Mgt. Director McGinty, Police Chief Ruder, Fire Chief Kujawa, Human Resources Manager Jakusz, Chris Jones-Stevens Point Journal, Nathanael Enwald-Portage County Gazette, Brandi Makuski-Stevens Point City Times

2. Salute to the Flag and Mayor's opening remarks.

Mayor Halverson said the budgets are moving forward and meetings are scheduled to discuss capital and operations budgets with the departments. He said the budget will not be as challenging as past budgets in terms of major reductions or new things and the operations of the City are expected to be quite stable moving through this budget process.

Mayor Halverson also discussed conversations with the leadership of St. Stephen's Parish in reference to the convent. He explained all perspective views were discussed but aside from a major financial gift over the next 30 days, he will be placing their appeal for demolition back on the agenda for October. Mayor Halverson stated the parish has no angle nor do they have the financial means to move forward to save the convent. He further explained that a large investment would be essential to get the building back to be habitable.

3. Consideration and possible action of the minutes of the Regular Common Council meeting of August 19, 2013 and the Special Common Council meeting of September 9, 2013.

Ald. Moore **moved**, Ald. Phillips seconded, to approve the minutes of the Regular Common Council meeting of August 19, 2013 and the Special Common Council meeting of September 9, 2013.

Roll Call: Ayes: All.
Nays: None. Motion carried.

4. *Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.

Mary Ann Laszewski, 1209 Wisconsin Street

Item #5 – Persons who wish to address the Mayor and Council

Item #17 – Preliminary Resolution -- Special Assessment for the engineering, design and construction of a concrete seawall to meet federal emergency management agency (FEMA) freeboard requirements.

Mary Pickelmann, 1300 Briggs Court #202

Item #5 – Persons who wish to address the Mayor and Council

Mackenzie Kinney, 1300 Briggs Court #308

Item #5 – Persons who wish to address the Mayor and Council

5. Persons who wish to address the Mayor and Council for up to three (3) minutes on a non-agenda item.

Mary Ann Laszewski, 1209 Wisconsin Street, spoke regarding an article in the *Stevens Point Journal* in which the article references UWSP traffic and the students leaving campus zipping through the neighborhood, ignoring stop signs and creating hazards. She continued saying that 25 violations in one day at an intersection is too many and questioned if the violations were being addressed.

Mary Pickelmann, 1300 Briggs Court #202, spoke about ADA, FHA and HUD rights being ignored by the City in regard to living accommodations at the Hi-Rise.

Mackenzie Kinney, 1300 Briggs Court #308 spoke regarding her displeasure of the administration and the overall environment of the Hi-Rise. She also spoke about the no smoking policy not being enforced, failed maintenance repairs and tenants' rights being overlooked.

Consideration and Possible Action on the Following:

6. Minutes of the Plan Commission meeting of September 3, 2013.

Ald. Patton **moved**, Ald. Moore seconded, to approve the minutes of the Plan Commission meeting of September 3, 2013.

Roll Call: Ayes: All.

Nays: None. Motion carried.

7. Public Hearing – Zoning – Rezone 3640 North Point Drive (Parcel ID: 2408-22-3300-02) from “R-5” Multiple Family II Residence District to “B-4” Commercial District.

Mayor Halverson declared the public hearing open.

As no one wished to speak, Mayor Halverson declared the public hearing closed.

8. Ordinance Amendment on the above.

Ald. Patton **moved**, Ald. Moore seconded, to approve the Ordinance Amendment.

Roll Call: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, M. Stroik, Wiza, O'Meara, Suomi, Doxtator
Nays: None. Motion carried.

9. Public Hearing –Official Street Map Amendment – add a 50 foot wide extension of Third Street starting approximately at the intersection with Main Street and continues north to its intersection with CenterPoint Drive.

Mayor Halverson declared the public hearing open.

As no one wished to speak, Mayor Halverson declared the public hearing closed.

10. Public Hearing – Official Street Map Amendment – add a 60 foot wide extension of Strongs Avenue starting approximately at the intersection with Main Street and continues north to its intersection with CenterPoint Drive.

Mayor Halverson declared the public hearing open.

As no one wished to speak, Mayor Halverson declared the public hearing closed.

11. Ordinance Amendment on the above.

Ald. Moore **moved**, Ald. Slowinski seconded, to approve the Ordinance Amendment.

Roll Call: Ayes: Ald. Doxtator, Suomi, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore
Nays: None. Motion carried.

12. Minutes and actions of the Public Protection Committee meeting of September 9, 2013.

Ald. R. Stroik **moved**, Ald. Trzebiatowski seconded, to approve the minutes and actions of the Public Protection Committee meeting of September 9, 2013.

Roll Call: Ayes: All.
Nays: None. Motion carried.

13. Ordinance Amendment – Licensed Premises of Grocery Stores for Display and Sale of Intoxicating Liquor and Fermented Malt Beverages.

Ald. Slowinski **moved**, Ald. Trzebiatowski seconded, to approve the Ordinance Amendment.

Ald. O'Meara stated he objects to this ordinance as he feels it is not an improvement to anyone's quality of life. He further stated there are alcohol problems in the community and to make it easier for impulse does not help the issue.

Roll Call: Ayes: Ald. Moore, R. Stroik, Patton, Trzebiatowski, Slowinski, Wiza, Doxtator
Nays: Ald. Phillips, M. Stroik, O'Meara, Suomi. Motion carried.

14. Minutes and actions of the Finance Committee meeting of September 9, 2013.

Ald. Moore **moved**, Ald. Wiza seconded, to approve the minutes and actions of the Finance Committee meeting of September 9, 2013.

Roll Call: Ayes: Ald. Doxtator, Suomi, O'Meara, Wiza, M. Stroik, Trzebiatowski, Patton,
R. Stroik, Phillips, Moore
Nays: None. Motion carried.
Abstained: Ald. Slowinski (conflict of interest)

15. Resolution Designating Public Depository and Authorizing Withdrawal of City Monies.

Ald. Wiza **moved**, Ald. Moore seconded, to approve the Resolution.

Roll Call: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, M. Stroik, Wiza,
Suomi, Doxtator
Nays: None. Motion carried.
Abstained: Ald. O'Meara, Slowinski

16. Minutes and actions of the Board of Public Works meeting of September 9, 2013.

Ald. Patton **moved**, Ald. R. Stroik seconded, to approve the minutes and actions of the Board of Public Works meeting of September 9, 2013.

Roll Call: Ayes: Ald. Doxtator, Suomi, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski,
Patton, R. Stroik, Phillips, Moore
Nays: None. Motion carried.

17. Preliminary Resolution – Special Assessment for the engineering, design and construction of a concrete seawall to meet federal emergency management agency (FEMA) freeboard requirements.

Mary Ann Laszewski, 1209 Wisconsin Street, addressed the special assessment proposed to be billed to City residents who live in the current flood plain in regard to the addition of the seawall. She asked the Director of Public Works to explain the cost and impact to the community in the event of a flood and she questioned how large of an area in the city depends on the Wisconsin Street line to drain.

Ald. R. Stroik stated he has taken many calls on the matter and cost is becoming a discussion point. He stated he would like to see a breakdown of the cost. He then asked for clarification that this resolution does not have anything to do with who is going to pay and what amount.

Mayor Halverson stated the preliminary resolution is the first important step in the process and will be followed by the final resolution when the associated costs are known.

Ald. R. Stroik referenced section 1A to be the quadrant which will be levied the special assessment.

Mayor Halverson said correct.

Ald. R. Stroik said he would like Directors Schatschneider and Lemke to speak in regard to the ramifications to the City in the event of a flood.

Mayor Halverson clarified that there is a storm sewer running through Wisconsin Street and it is not a sanitary sewer. He said there are sanitary sewers in the same area, but the more important component is that this was not added for anything related to structural integrity of the seawall. He continued saying it was added specifically for wave or high wind action during a flood event. Mayor Halverson said the point of this being pursued as a special assessment is those homes in the 100 year flood plain, as it stands today, are going to get the financial benefit of being able to sell their homes for more money and those property owners will see the shift of having to pay flood insurance to paying the special assessment -- which will be less. He stated a special assessment in this case is appropriate because it is so financially targeted to the benefit of those properties.

Ald. R. Stroik questioned Directors Schatschneider and Lemke if that area flooded, would the potential for sewer back-up be noticed on other sides of the City. He felt it could be a city-wide issue and wanted more of an explanation.

Director Lemke explained that during any storm, water could back up the Wisconsin Street pipe which sits below the dam, and it could create more local flooding. He also said minor issues have been experienced with the sanitary sewer collection system during heavy rainfall and not due to the level of the river.

Director Schatschneider stated the idea of the seawall is to take the properties that are in the 100 year flood plain elevation out of the flood plain. He said this seawall benefits those people directly.

Ald. R. Stroik asked if the river flooded this area, due to it being the lowest level in the city, is the rest of the City in any eminent danger of a backed up sewer that will affect other parts of the City or is this an issue just for the Wisconsin Street residents.

Mayor Halverson said the difference is the financial gain in property value and the non-existent requirement for flood insurance that will go away for these residents once the project is approved by FEMA. He reiterated the seawall extension was not built for structural integrity and safety of the City as a whole. He further stated it was built to get the flood insurance burden off the property owners' shoulders and to increase property values.

Ald. Moore **moved**, Ald. Doxtator seconded, to approve the Preliminary Resolution.

Roll Call: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, M. Stroik, Wiza, O'Meara, Suomi, Doxtator

Nays: None. Motion carried.

18. Ordinance Amendment – Traffic –Correction of Ordinance Numbering --Stop sign for northbound Traffic on Third Street at CenterPoint Drive.

Ald. Trzebiatowski moved, Ald. Phillips seconded, to approve the Ordinance Amendment.

Roll Call: Ayes: Ald. Doxtator, Suomi, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore

Nays: None. Motion carried.

19. Minutes and actions of the Personnel Committee meeting of September 9, 2013 and the minutes of the Special Personnel Committee meeting of August 19, 2013.

Ald. O'Meara moved, Ald. M. Stroik seconded, to approve the minutes and actions of the Personnel Committee meeting of September 9, 2013 and the minutes of the Special Personnel Committee meeting of August 19, 2013.

Roll Call: Ayes: All.

Nays: None. Motion carried.

20. Minutes and actions of the Board of Water & Sewerage Commissioners meeting of September 9, 2013.

Ald. M. Stroik moved, Ald. Moore seconded, to approve the minutes and actions of the Board of Water & Sewerage Commissioners meeting of September 9, 2013.

Roll Call: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, M. Stroik, Wiza, O'Meara, Suomi, Doxtator

Nays: None. Motion carried.

21. Minutes and actions of the Police and Fire Commission meeting of September 10, 2013.

Ald. Wiza moved, Ald. R. Stroik seconded, to approve the minutes and actions of the Police and Fire Commission meeting of September 10, 2013.

Roll Call: Ayes: All.

Nays: None. Motion carried.

22. Metro Fire Protection District Agreement with the inclusion of the Township of Hull.

Ald. R. Stroik moved, Ald. Slowinski seconded, to approve the Agreement.

Roll Call: Ayes: Ald. Doxtator, Suomi, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore

Nays: None. Motion carried.

23. Minutes and actions of the Transportation Commission meeting of August 22, 2013.

Ald. O'Meara **moved**, Ald. M. Stroik seconded, to approve the minutes and actions of the Transportation Commission meeting of August 22, 2013.

Roll Call: Ayes: All.
Nays: None. Motion carried.

24. Minutes and actions of the Board of Park Commissioners meeting of September 4, 2013.

Ald. Slowinski **moved**, Ald. Wiza seconded, to approve the minutes and actions of the Board of Park Commissioners meeting of September 4, 2013.

Mayor Halverson mentioned the generosity of Sentry Insurance in which they have provided a gift in the amount of \$35,000 in the name of Annette and Dale Schuh for the renaming of the Riverfront Arts Center.

Roll Call: Ayes: All.
Nays: None. Motion carried.

25. Statutory Monthly Financial Report of the Comptroller-Treasurer.

Ald. Moore **moved**, Ald. O'Meara seconded, to accept the report and place it on file.

Roll Call: Ayes: All.
Nays: None. Motion carried.

26. Adjournment.

Adjournment at 7:40 p.m.

**City of Stevens Point
SPECIAL COMMON COUNCIL MEETING**

**Council Chambers
County-City Building**

**September 25, 2013
6:30 P.M.**

Mayor Andrew J. Halverson, presiding

Roll Call: Ald. Doxtator, Suomi, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips
Excused: Ald. Moore

Also Present: Mayor Halverson; City Attorney Beveridge; City Clerk Moe; Alderpersons Doxtator, O'Meara, Slowinski, Patton and Phillips; Chief Ruder; Asst. Chief Finn; Human Resource Manager Jakusz; Brandi Makuski – City Times

2. Actions taken at the Special Public Protection Committee meeting of September 25, 2013.

Clerk Moe reviewed the minutes for the extension of licensed premise for Trig's County Market.

Ald. Wiza **moved**, Ald. R. Stroik seconded to approve the actions taken at the Special Public Protection Committee meeting of September 25, 2013.

Ald. Phillips questioned if this extension means Trig's could close their liquor department and move everything out into the store.

Mayor Halverson said yes.

Ald. Phillips stated this is going in the opposite direction from when it had first been discussed. He disagreed with the selling of liquor anywhere within the store.

Mayor Halverson discussed the grocery stores not being aggressive with the selling of hard liquor and the putting of displays in areas the least exposed. He stated that the entire store would be subject to the extension.

Ald. Doxtator stated all sales of liquor go through the checkout lanes and any minors would be subject to showing identification when going through those lanes.

Chief Ruder said no one from the AODA voiced concerns about this issue; however, the locations of the displays would be monitored through licensing and other methods.

Mayor Halverson reiterated that if allowing the extension of premise does not work, it can be reverted back to the way it has always been.

Ald. Suomi expressed her concern with retaining the ability to revert back since Trig's is the closest to the university.

Mayor Halverson said the ordinance can be changed to coincide with the new license that would be issued at that time.

Ald. R. Stroik stated that originally he was not interested in altering the ordinance but through conversations, he determined that nothing was being changed in comparison to the old ordinance.

Ald. Trzebiatowski said the burden is on the store with enforcement and he feels if customers do not like the idea of beer by the Cheerios, they will voice their concerns.

Roll Call: Ayes: Majority.
Nays: Minority. Motion carried.

3. Ratification of the 2013-2014 Stevens Point Police Officers Organization Labor Agreement.

Ald. O'Meara **moved**, Ald. Patton seconded to approve the Ratification of the 2013-2014 Stevens Point Police Officers Organization Labor Agreement.

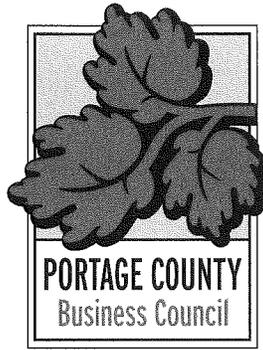
Ald. Suomi asked what impact this will have on the other departments financially.

Mayor Halverson said in terms of financial impact on other departments, it would be fairly minimal aside from the fact that there is a known cost number for 2014.

Roll Call: Ayes: Ald. Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, M. Stroik
Wiza, O'Meara, Suomi, Doxtator
Nays: None. Motion carried.
Excused: Ald. Moore

4. Adjournment.

Adjournment at 6:39 p.m.



October 2, 2013

Mayor Andrew Halverson
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

Dear Mayor Halverson:

The Portage County Business Council plays a very active role in working toward a healthy, progressive and vibrant area. With support from our board of directors, members, and volunteers and through partnerships with education, business and government, we are able to operate collaboratively and effectively in challenging times. An annual report is enclosed that lists economic development highlights, marketing efforts, and support services.

The PCBC's board and Business Council members dedicate their time, resources and professional expertise to organization and community goals. This provides a great return on investment for all municipalities.

Funding from local governments ensures the continuation of this unique public/private partnership that allows us to build an environment that enhances business and job growth. As major stakeholders in the community, the Portage County Business Council Board of Directors supports the Business Council's 2014 request to the City of Stevens Point in the amount of \$35,000. Investment in economic development will provide a brighter future for Portage County.

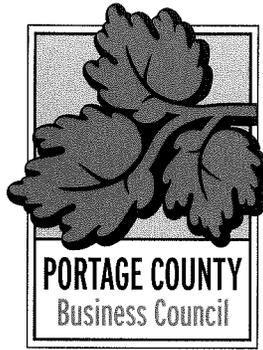
Please join us in our goal to strengthen business recruitment, retention and expansion. Working together, we can ensure Portage County experiences the growth that will enhance the quality of life for our residents.

Sincerely,

Lori Dehlinger
Executive Director

Your Chamber & Economic Development Partner

5501 Vern Holmes Drive • Stevens Point, Wisconsin 54482 • P 715-344-1940 • F 715-344-4473
info@portagecountybiz.com • PortageCountyBiz.com • PortageCountyConnects.com



Portage County Business Council
2013 Annual Report (as of 9/12/13)

With the state of the economy, business recruitment, retention and expansion play an increasingly critical role in providing employment opportunities. The Portage County Business Council serves as a hub for economic development. We work with municipal, education, and business leaders to build a stable community and an environment conducive to job and business growth.

Economic Development Highlights

Skyward was retained in Portage County when a multi-vendor solution was determined for the Statewide School Information System. PCBC worked for 2 ½ years with company leaders, legislators, government agencies, media, school districts, membership, and the Portage County community. Flyer was developed based on EMSI's economic impact reports and distributed. Ongoing efforts helped keep 296 jobs and families in the community and supported potential growth over the next several years. Met with Skyward and WEDC regarding expansion, plans for building and projected 1000 living wage jobs over next ten years. PCBC's support was publicly recognized at the Skyward's Wisconsin Celebration and Thank You event in July.

2013 Business / Consumer Marketplace showcased nearly 100 businesses and featured a job fair. About half of the exhibitors were also seeking employees and new hires were made. Non-profit economic development agencies were asked to exhibit along with PCBC and provide information to current and prospective businesses on resources and direction (CAP, SCORE, Small Business Development Center, North Central WI Workforce Development Board, etc.).

The PCBC serves as a point of contact for prospective, expanding and existing businesses. **Over 50 businesses** (in and outside of Portage County) assisted to date: site and building availability, property for sale and lease, incentives, investments in building, jobs, equipment and training, relocation, needs assessment, workforce, economic impact data, area updates, supply chain, referrals, demographics, traffic counts, location assistance, groundbreakings, ribbon cuttings, coordinating connections, funding, resources, start-ups, expansions, employment opportunities, feasibility studies, advocacy, statistics, business information, and research.

Portage County Business Cluster and Target Industry Analysis (with Redevelopment Resources) utilizes statistical data and local market information to enable a proactive, asset-based approach to economic development. Strategies for workforce development and business retention, expansion, and attraction provide opportunities for partnering with municipalities, education and business through initiatives that encourage countywide economic development.

Your Chamber & Economic Development Partner

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An **Ad Hoc Economic Development Committee** comprised of business and municipal leaders met to define what municipalities want from the PCBC regarding economic development, roles and direction. A formal economic development committee will be established under the PCBC that will focus on municipal collaboration, Portage County marketing, education (workforce), business growth and identification of additional resources (funding).

Marketing Portage County

Portage County Community Profile and Resource Guide – Features Business & Industry, Location & Transportation, Community Life, Housing & Community Development, Education, Health & Wellness, Recreation, Entertainment & Hospitality, and Business Listings. Used by local and prospective businesses, residents, those looking to relocate, students and for employee recruitment.

Trade & Industry – September / October issue is about certified sites. Full page ad featuring Portage County advanced manufacturing and 700+ shovel-ready acres with link; editorial on East Park Commerce Center (largest certified site in WI); PCBC listed in resource directory.

Business Xpansion Journal – Full page ad in Wisconsin profile section in February / March issue featuring Portage County Business Park. PCBC included in print and online resource directory listing.

Locate in Wisconsin – Online database featuring Portage County buildings and sites available for lease or sale. Locate also provides community profiles including demographics, labor force, consumer spending, wages, and housing information.

PortageCountyConnects.com provides information relevant to business and economic development in Portage County. Site selectors and economic developers rated internet / websites as the most effective marketing strategy for economic development.

Site selection campaign markets Portage County attributes, a featured property and Locate in Wisconsin (properties available) to over 2000 site selectors.

2013 Stevens Point Area Visitors Guide - full page ad featuring Portage County. Distribution of the guide exceeds 52,000 plus featured on-line.

Local, Regional and State Economic Development Support

Central Wisconsin Airport - Partnering with regional chambers, businesses, and airport management as a participant in SEATS II committee (Seeking Enhanced Air Travel Services). CWA and business travelers are being adversely impacted with reduction in services and increased costs to fly out of central Wisconsin. This is a threat to the viability of the central Wisconsin business environment. PCBC co-sponsored Michael Boyd, Chairman of Boyd International, a leader in aviation consulting to work with business and government leaders to identify new perspectives, solutions and opportunities to assure CWA remains viable in today's market and into the future. A regional meeting will be held October 11.

Pointe Precision – Met with Joe Kinsella regarding 26,000 sq. ft. expansion and workforce needs in advanced manufacturing.

UWSP Small Business Development Center and **Wisconsin SBDC's** PROBE strategic planning and performance benchmarking assistance was introduced to Portage County businesses. PROBE is an internationally utilized program and is offered free to Wisconsin businesses.

Central Wisconsin Economic Development Loan Program (regional revolving loan fund with municipal contacts) - Support by providing referrals and information to businesses looking to expand and invest.

Wisconsin Institute of Sustainable Technology – Promoted WIST's Focal Point 2013 – Frontiers in Packaging conference at UWSP October 22. Conference will target opportunities and challenges for the packaging and converting industries in the Midwest.

University of WI-Stevens Point – Coordinated meeting with Mike Zach, UWSP Chemistry, and business professionals regarding the new science building and nanotechnology updates / opportunities. Provided letter of support to Governor Walker regarding differential tuition, the economic / workforce impact, and the importance of a strong and productive UWSP campus. Attended candidate forums for UWSP Chancellor's Economic Development position. Served as a judge for UWSP senior business students' capstone projects and participated in Reaching Across Generations mentoring program for the school year.

Stevens Point Area School District school board candidate forum conducted at PCBC to enable businesses and members to learn more about issues and positions.

Portage County tax deeded lands and notice of public sale promoted to over 2000 site selectors and PCBC membership with flyer to market 13 ready-to-develop parcels of commercial land (420 acres) in Plover.

Staff strategic planning session held with Jim Morgan, **Wisconsin Manufacturers and Commerce**, to identify greater opportunities to support business growth and community development.

Programs and events encourage business, community and workforce development (such as **Ag Tour, Small Business X-Change, Partners in Education and Leadership Portage County**).

New Faculty & Academic Staff Social, scheduled for October 1, will welcome over 100 new teachers and staff from K-12 Public / Private, Mid-State Technical College and UWSP to the community while providing introductions / networking with local business leaders.

SBA program welcomed **CAP Services** as a new micro-lender at HassTech Manufacturing LLC. HassTech is a local fabrication and manufacturing business that received support from CAP for business expansion to meet the needs of larger clients. Information will be helpful for future resource referrals.

Governor's Small Business Summit – Working with Lt. Governor's office to support the event scheduled for September 25 in Stevens Point. PCBC staff will attend, meet with Gov. Walker, Lt. Gov. Kleefisch, and agencies involved in job creation, and provide materials / information on Portage County.

**Collaboration benefits Portage County by making effective use of time and resources.
The PCBC works on economic development, business issues and more with:**

- Municipalities (Portage County, City of Stevens Point, Village of Plover, Town of Plover, Village of Amherst, Town of Hull, Village of Whiting)
- Wisconsin Economic Development Corporation
- Wisconsin Economic Development Association
- Wisconsin Manufacturers and Commerce
- Wisconsin Chamber of Commerce Executives
- Wisconsin Institute of Sustainable Technology (WIST Advisory Board)
- State and federal legislators
- International Economic Development Council
- Plover Area Business Association (Community Development committee)
- Centergy (Economic Development Council)
- North Central Wisconsin Development Corporation (Board member)
- Wisconsin Department of Workforce Development
- American Chamber of Commerce Executives
- K-12 Public / Private Schools, Mid-State Technical College, UWSP
- Support Stevens Point Area Convention and Visitors Bureau, UWSP Continuing Education and Small Business Development Center, SCORE, United Way of Portage County and others.

Legislative Committee / Advocacy to Strengthen Voice for Business

- Business Day in Madison
- Governor's Conference on Economic Development
- Central Wisconsin Day in Madison
- Skyward (School Information System)
- University of Wisconsin – Stevens Point
- Central WI Airport
- School Board Candidate Forum

The Portage County Business Council will continue to build partnerships with stakeholders to meet the needs of business, education and the community and strengthen the economic vitality of Portage County.

Thank you for your support!



2014 DRAFT WORK PLAN

The Portage County Business Council is an organization of businesses and professionals who have joined together to promote the civic and commercial progress of the Portage County community. The Business Council is comprised of nearly 500 members who employ approximately 20,000 people. Diversity of business mix is a strong point in our local economy: agriculture, advanced manufacturing, logistics, technology, insurance, food processing, etc.

The strategy undertaken by the Portage County Business Council will focus on:

- Collaboration and coordination;
- Promotion and
- Connecting (business to business and business to resources: workforce, financial, technical assistance, forward and backward supply chain linkages, training, etc.)

With the appropriate resources and partnerships, the PCBC will become uniquely positioned to increase the value of economic development initiatives for Portage County. Commitment and investment by all parties will be imperative.

The process will involve building a stronger foundation from which to work (a solid development platform consisting of people, infrastructure, data, etc.).

Facilitating connections between business, government, education and related agencies will create a more unified effort and better prepare the community for the marketplace.

Effective marketing will increase awareness, attractiveness and competitiveness of Portage County for business, community and workforce development.

DRAFT Work Plan:

Identify Additional Resources

- Develop staff capacity; position to focus full time on economic development.
- Investor Relations Plan

Increase PCBC and Municipal Collaboration

- Implement a PCBC Economic Development Committee.
- Conduct quarterly economic development agency / partner meetings.
- Sponsor and encourage participation in WEDA Economic Development 101 session.

Strengthen Portage County Marketing

(utilize municipal, agency, and ED committee support)

- Prepare and update all necessary data and information relative to ED-related activity; business and industrial park land, availability, market area profile, etc.
- Coordinate Locate in WI website / database and support State of WI RFI process.
- Create website as a central point of reference for economic development (target audiences include current and prospective businesses and workforce; site selectors).
- Conduct site selector email campaigns featuring Portage County and properties.

Support Business Growth

- Retention: Continue to meet with and build relationships with local businesses to learn about and assist with their needs (financing, training, marketing, connections, supply chain, new markets, sites and properties, etc.).
- Entrepreneurial Development: Continue to coordinate with CAP Services, USDA, SBA, SBDC, and SCORE and other start-up related agencies to support new business.
- Recruit: Utilize Portage County Business Cluster and Target Industry Analysis.
- Advocate on issues that impact business through the PCBC Legislative Committee.
- Offer programs on current and relevant topics (such as HR, legal, health insurance, succession planning).
- Leverage economic impact information related to jobs, sales and earnings from EMSI (example – Skyward).
- Support workforce recruitment (see Education).
- Work to strengthen Central WI Airport's viability.

Focus on Education to Impact Workforce Development

- Conduct session(s) with business and education leaders (K-12 through higher ed) to discuss technology related to current and future workforce needs (includes IT / advanced manufacturing).
- Support recruitment by showcasing Portage County and businesses to technical college and university students. Get into the classrooms; make connections.
- Maintain close relationships with regional Workforce Development Board staff, WEDC staff and others who provide services and training incentives to employers with workforce needs.
- Brainstorm creative ways to fill workforce needs including hosting very specific job fairs.

REPORT OF CITY PLAN COMMISSION

October 7, 2013 – 6:00 PM
Lincoln Center – 1519 Water Street

PRESENT: Mayor Andrew Halverson, Alderperson Jerry Moore, Commissioner Tony Patton, Commissioner Anna Haines, Commissioner Garry Curless, and Commissioner Dave Cooper.

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Alderperson Suomi, Alderperson Mary Stroik, Alderperson Phillips, City Attorney Beveridge, Comptroller Treasurer Ladick, Brandi Makuski, Dave Ladick, Cherrie Marti, Ross Rettler, Rick Zahn, Brian Prunty, Charlie Zanayed, Jim Lundberg, Peter Tutsin, Peter Tofson, and Rick Bierman.

INDEX:

1. Report of the September 3, 2013 Plan Commission meeting.
2. Request from Ministry Saint Michael's Hospital for a conditional use permit to construct a 15,000 square foot addition and associated equipment within the required setback at **900 Illinois Avenue (Parcel ID 2408-33-2003-15)**.
3. Request from Richard Bierman, representing the property owner, for a sign variance to construct two freestanding signs which exceed the height requirements at **3700 Northpoint Drive (Parcel ID 2408-27-2001-05)**.
4. Request from American Trucking Group for a variance from parking and landscape standards at **3016 Krembs Avenue (Parcel ID 2308-02-2301-16)**.
5. Request from CoVantage Credit Union for site plan review approval within the B-5 Highway Commercial District at the northwest corner of U.S. Highway 10 and Badger Avenue (**Parcel ID 2408-36-2200-15 & 2408-36-2200-16**).
6. Acceptance of donated land from Albert Feltz to the City of Stevens Point to be designated as parkland located **east of Parkway Drive on McDill Pond (Portion of Parcel ID 2308-03-2001-28)**.
7. Adjourn.

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1. Report of the September 3, 2013 Plan Commission meeting.

Motion by Commissioner Cooper to approve the report of the September 3, 2013 meeting; seconded by Alderperson Moore. Motion carried 6-0.

2. Request from Ministry Saint Michael's Hospital for a conditional use permit to construct a 15,000 square foot addition and associated equipment within the required setback at **900 Illinois Avenue (Parcel ID 2408-33-2003-15)**.

Peter Tofson of Flad Architects stated the project entails the renovation and expansion of the existing hospital. The project includes the emergency department, surgery department, and ambulatory surgery department, and other areas within Saint Michael's Hospital. The addition will be from the parking structure to the existing hospital, which will include a new emergency department, expanding its capabilities of the hospital. The 15,000 square foot addition will be in the existing alleyway and will also include a corridor along the Illinois Avenue side. The proposed corridor will allow easier access to departments on the first floor, rather than traveling through a department to get to others. Furthermore, the public corridor on the outside of the building will be constructed of aesthetically pleasing materials and provide a second entrance on the

southeast corner as an afterhours emergency department entrance. Lastly, the hospital's north side design will tie in with the proposed addition, making it one consistent flow.

Commissioner Haines asked if the addition would be built into the setback, to which Director Ostrowski stated correct; this is before the Plan Commission, as hospitals are a conditional use in the R-5 Multi-Family District. In addition, the Common Council can approve a reduced setback, up to the property line for hospitals.

Commissioner Patton asked if there would be a loss of parking, to which Director Ostrowski stated yes, 14 spots, but parking for a hospital is based on the number of patient beds, not the square footage.

Motion by Mayor Halverson to approve the request from Ministry Saint Michael's Hospital for a conditional use permit to construct a 15,000 square foot addition and associated equipment within the required setback area at 900 Illinois Avenue (Parcel ID 2408-33-2003-15) with the following conditions:

- **All applicable building permits shall be obtained.**
- **New signage shall meet the requirements outlined within Chapter 25: Sign Code.**
- **Security or other staff shall be on hand at all times to make sure that the ambulance exit (onto Illinois) is not blocked.**
- **Landscaping shall not impede onto the sidewalks or obstruct vision of vehicles using ingress and egress on the property.**
- **Proper signage shall be placed identifying the ambulance garage and parking constraints in front of the doors.**
- **Mechanical equipment or refuse storage shall be fully screened with continuous landscaping or opaque fencing.**
- **A stormwater management plan shall be submitted to the Water Department for their review.**

seconded by Commissioner Patton. Motion carried 6-0.

3. Request from Richard Bierman, representing the property owner, for a sign variance to construct two freestanding signs which exceed the height requirements at **3700 Northpoint Drive (Parcel ID 2408-27-2001-05)**.

Director Ostrowski stated the request is for two variances, the first being the relocation of the 20 foot existing sign from the current Honda dealership as well as an additional 60 foot tall freestanding sign. He explained our ordinance and the property would allow for one free standing sign at a maximum height of 20 feet, or two free standing signs with maximum heights of 16 feet and not more than 100 square feet in area. Director Ostrowski stated there is not a unique characteristic to this property that would warrant a variance with the increase in height of either sign, but understands the desire for the interstate exposure. Furthermore, he stated his concern regarding other sign variances that have been denied in similar locations and were required to stay at 20 feet or less.

Commissioner Patton asked for clarification as to which sign Director Ostrowski was discussing. Director Ostrowski explained if they would only relocate the existing sign, they would be allowed to have it at 20 feet in height; the second proposed 60 foot sign would exceed the ordinance requirements and would probably be one of the tallest signs in the city. Commissioner Patton then asked what size the current Honda sign is, to which Director Ostrowski stated 20 feet.

Commissioner Curless asked if the 60 foot sign would be lit, to which Director Ostrowski stated yes. He then pointed out the sign could be moved further back, and questioned if the Jehovah Witness building would be

affected. Director Ostrowski stated the sign would be closest to them, but does not think there is an issue with affecting adjacent properties. However, the concern is the consistency throughout the city.

Mayor Halverson pointed out that the request to maximize interstate exposure is realistic and feels the business will be assessed based on the interstate's affect on the property, but the property then does not have the ability to maximize the visibility unless a request like this is considered. He continued stating the neighboring trees inhibit the view, which are not on the property and is an effect of a different property which creates a unique characteristic.

Commissioner Patton stated he takes into consideration the signs location on a corner, adjacency to homes, and visibility to homes in the area which are minimal, as well as, the sign's surroundings in this case being the DOT owned trees at 60 feet in height.

Motion by Commissioner Patton to approve the request from Richard Biermen for a sign variance to construct two free standing signs which exceed the height requirements at 3700 Northpoint Drive (Parcel ID 2408-27-2001-05); seconded by Mayor Halverson.

Richard Bierman, the representative for Honda, stated the variance request is to relocate the existing sign and the other taller sign to be located prior to the interchange, which is hidden by trees.

Director Ostrowski asked if a condition could be included to the motion if approved that it complies with the airport height guidelines from the FAA. Commissioner Patton stated he would include that in the motion with Mayor Halverson agreeing.

Motion by Commissioner Patton to approve the request from Richard Bierman for a sign variance to construct two free standing signs which exceed the height requirements at 3700 Northpoint Drive (Parcel ID 2408-27-2001-05) with the following condition:

- **The 60 foot free standing sign must comply with airport height guidelines.**

seconded by Mayor Halverson.

Commissioner Haines stated she feels we need to stick with our ordinance and not continue to make variances, because we have it for a reason. Furthermore, she stated there are no criteria in this request to allow the variance, and will vote no.

Mayor Halverson asked Commissioner Curless if the interstate will play into the value of the property being on the interchange, to which Commissioner Curless answered yes. Commissioner Curless continued stating the second sign, proposed along Stanley Street should comply with the 16 foot height requirement. Mayor Halverson added that is a reasonable compromise, but is ultimately a stronger uniformity with the other dealerships that have complied. Alderperson Moore agreed with Commissioner Curless that the sign on Stanley Street should be 16 feet, but understands the cost savings of moving the existing sign from across the street. Director Ostrowski pointed out that that sign is 20 feet and is compliant if there is only one sign on the property. Alderperson Moore asked what the exact motion is; Mayor Halverson stated the motion is to approve the exceptions for the request as it is presented.

Commissioner Haines stated she wished the commission could see a visual of where the 60 foot sign would be located on the north end of the property as you would be driving south on the interstate. Commissioner

Curless asked how tall the BP sign was, to which Director Ostrowski stated that sign had been removed and the only one that is close to what is proposed is the MAC sign at Scaffidi Truck Center.

Commissioner Haines wanted to warn the Plan Commission if this is allowed, every business along I-39 will want a variance for height, which we are then going to have to approve. Commissioner Curless clarified the sign would have to be on the property. Mayor Halverson stated the other Courtesy dealership on the south side of the street would have direct exposure to an interstate off ramp and direct exposure to an interstate, which is the primary concern when reviewing variance requests. He continued stating the perspective is different for the uniqueness of this, and if you look at the existing Honda site and the Scaffidi Heavy Truck, you really have no obstructions to the interstate where this site does have the thick and direct exposure that the trees present.

Commissioner Patton pointed out if you look at what would be the difference of the value with or without the sign, and how much money does that mean to the city, for a unique property with no other businesses around it, what really is the impact.

Mayor Halverson stated if 16 feet is chosen for the freestanding sign along Stanley Street, the motion needs to be amended, withdrew, or maintained as presented, approving both variances.

Commissioner Cooper stated he does not have any problems with the sign, as it looks nice, but is worried about setting precedence for variances. Mayor Halverson stated it is a legitimate concern. Furthermore, Mayor Halverson added a sub component within the sign ordinance specifically relating to businesses directly adjacent to the interstate can be made, which changes the height requirement, taking into consideration the airport and plane flight plans.

Motion tied 3-3 (Cooper, Haines, and Curless voting in the negative). No recommendation for Common Council

4. Request from American Trucking Group for a variance from parking and landscape standards at 3016 Krembs Avenue (Parcel ID 2308-02-2301-16).

Director Ostrowski stated American Trucking Group owns two pieces of property and are looking at repaving the lot and connecting the two lots. Under current ownership we consider them one zoning parcel, however, since they have two principle buildings they either need to get approval for or they can get a modification to the landscaping and setback standards. Typically, they would need a 10 foot buffer between the two properties. Furthermore, they are asking to deviate from the landscaping standards. Currently they are proposing to install a fence to screen the parking but due to the number of driveways and corners, it becomes a vision obstruction. Staff has reviewed the request and recommends additional street trees instead of fencing, two along Krembs and one along Heffron and other additional conditions outlined in the staff report.

Dave Ladick, 4517 Nicolet Avenue, explained when his company had the opportunity to purchase the Baer Beveridge building in May, which is adjacent to his property, they did so hoping to combine uses. When the buildings were constructed there was an agreement to blend the parking lots at that time and what you see on the aerial photo has been in place for almost 20 years. He explained when he originally purchased American Trucking there were only four trucks which have increased to 16. Due to the increased amount of employees, they now need to expand parking.

Motion by Commissioner Patton to approve the request from American Trucking Group for a variance from the parking and landscape standards at 3016 Krembs Avenue (Parcel ID 2308-02-2301-16) with the following conditions:

- **The applicant shall be allowed to deviate from continuous parking lot screening requirements if instead at least three additional street trees are planted. Two along Krembs and one along Heffron.**
- **A permit shall be obtained from the Community Development department for the parking lot construction.**
- **The street trees and/or landscaping, along with fencing shall not cause any vision obstructions. Clear view requirements shall be maintained.**
- **As no curb is proposed, wheel stops shall be installed where the parking lot abuts landscaping strips or grass.**
- **Stormwater and drainage requirements shall be met per City ordinance and Water Department review.**
- **If the property is ever sold in the future were it is not held under the same ownership, setbacks and landscaping standards shall be met on the north side of the property.**

seconded by Alderperson Moore. Motion carried 6-0.

5. Request from CoVantage Credit Union for site plan review approval within the B-5 Highway Commercial District at the northwest corner of U.S. Highway 10 and Badger Avenue (Parcel ID 2408-36-2200-15 & 2408-36-2200-16).

Director Ostrowski explained CoVantage Credit Union is looking to construct an approximate 6,000 square foot building on the northwest corner of U.S. Highway 10 and Badger Avenue. This falls within the B-5 Zoning district and requires Plan Commission and Common Council review of the site plan and the 1998 Intergovernmental agreement with the Town of Hull. Staff has reviewed the plan and feels this development fits well in this location with ingress/egress on Badger Avenue and an egress on Windy Drive. Staff recommends approval with conditions outlined in the staff report.

Mayor Halverson stated he was questioning the ability to stack cars, but that has been addressed. Director Ostrowski added they have moved that area back. Commissioner Patton asked which direction the front will face, to which Director Ostrowski stated toward Highway 10.

Motion by Alderperson Moore to approve the CoVantage Credit Union's site plan within the B-5 Highway Commercial District at the northwest corner of U.S. Highway 10 and Badger Avenue (Parcel ID 2408-36-2200-15 & 2408-36-2200-16) with the following conditions:

- **1 tree shall be planted for every 40 feet where continuous screening is required, and 1 per 50 feet where intermittent screening is required (between the two commercial properties).**
- **Sidewalks at least 5 feet in width shall be installed on all street sides of the development (3 total sides).**
- **The dumpster enclosure shall be constructed of similar materials of that of the principal building.**
- **All lighting shall use cut-off fixtures. Light bulbs or light lighting lenses shall not be directly visible from adjacent properties. Lighting shall not exceed 0.5 foot candles at the property line.**

- Any building exterior which faces a public street right-of-way must be constructed of brick, precast masonry material, stucco-like material, fluted or split-face block, wood siding, or equivalent. The façade facing the right-of-way shall not be composed of metal siding or common face concrete block, except as an integral part of a design that is approved by the City Common Council.
- A stormwater plan shall be approved by the City's Utility Department.

seconded by Commissioner Curless. Motion carried 6-0.

6. Acceptance of donated land from Albert Feltz to the City of Stevens Point to be designated as parkland located **east of Parkway Drive on McDill Pond (Portion of Parcel ID 2308-03-2001-28).**

Director Ostrowski explained Mr. Feltz is donating approximately 3.8 acres adjacent to the Plover River Park and the Green Circle Trail on McDill Pond. He is only asking the City pay for an independent appraisal, the current taxes on the property, as well as provide the legal work for drawing up the paperwork. Director Ostrowski also explained this area has been indicated in the Park Plan to develop as park and be preserved, therefore, staff recommends approval.

Motion by Mayor Halverson to accept the donation of land from Albert Feltz to the City of Stevens Point to be designated as parkland located west of Parkway Drive on McDill Pond (Portion of Parcel 2308-03-2001-28) with the following conditions:

- The City would pay for an independent appraisal, all legal proceedings to transfer the land, and the current taxes on the land.

seconded by Commissioner Cooper.

Aldersperson Moore asked if this would remain as undeveloped, to which Director Ostrowski stated it will likely remain undeveloped but maybe have some hiking trails, likely not the Green Circle. Commissioner Curless asked if this was still in the floodplain, to which Director Ostrowski stated no.

Motion carried 6-0.

7. Adjourn.

Meeting Adjourned 6:32 PM.

RESOLUTION

[900 ILLINOIS AVENUE – SAINT MICHAEL’S HOSPITAL]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at the **900 Illinois Avenue (Parcel ID 2408-33-2003-15)**, described as PRT OF SW SW S28 T24 R8 LYG S OF PRAIS E OF FREMONT & W OF ILLINOIS & PRT NWNW S33 T24 R8 COM NL SD SEC & EL FREMONT S 330’ E 400’ N330’ W400’ TO POB & ALL BLK 3 BOY & ATWELL’S 5TH ADD 691/348/53, City of Stevens Point, Portage County, Wisconsin, hereby be granted a Conditional Use Permit to construct an approximate 15,000 square foot addition and associated equipment within the required setback area, as shown on the attached plans, with the following conditions:

1. All applicable building permits shall be obtained.
2. New signage shall meet the requirements outlined within Chapter 25: Sign Code.
3. Security or other staff shall be on hand at all times to make sure that the ambulance exit (onto Illinois) is not blocked.
4. Landscaping shall not impede onto the sidewalks or obstruct vision of vehicles using ingress and egress on the property.
5. Proper signage shall be placed identifying the ambulance garage and parking constraints in front of the doors.
6. Mechanical equipment or refuse storage shall be fully screened with continuous landscaping or opaque fencing.
7. A stormwater management plan shall be submitted to the Water Department for their review.

Such approval constitutes a Conditional Use under the City’s ordinances.

Approved: _____

Andrew J. Halverson, Mayor

Attest:

John Moe, City Clerk

Dated: October 21, 2013

Adopted: October 21, 2013

Drafted by: Michael Ostrowski

Return to: City Clerk

KIRLIN
Lighting Since 1895

CATALOG #	TYPE	OB
JOB NAME	WATTAGE	VOLTAGE
6" LED 1250 LUMENS 20 SYSTEM WATTS LRR-06018		

LED • Lensed Downlight • Specular Trim
Up to 90,000 Hour Life • 84 CRI • Type IC • Air Tight Optional
LM-80 Qualified • LM-79 Certified Photometry • Wet Location

Specifications

LED Light Engine

- 20-watt LED array, 3500°K standard (see Options -30K or -41K).
- 120° beam, 60 lumens per watt (total system).
- 84 CRI, up to 90,000 hour life (L70₅₀ - see table below).
- Fully adjustable, removable for servicing.

Thermal Management System

- All aluminum proprietary heat sink, components and housing maximize cool operation and long life while minimizing maintenance.
- Suitable for outdoor / indoor use: 32°C (22°F) to 60°C (140°F).
- 120-277V / 50-60Hz standard. Load insensitive.
- Dimming available, see Option -39.
- Kirlin remote SmartSight™ driver instead, see Option -35.

LED Power Supply

- Suitable for outdoor / indoor use: 32°C (22°F) to 60°C (140°F).
- 120-277V / 50-60Hz standard. Load insensitive.
- Dimming available, see Option -39.
- Kirlin remote SmartSight™ driver instead, see Option -35.

Trim Assembly

- Seamless tapered specular clear aluminum self-flanged trim.
- Replaced microprismatic lens, Option -15: C7/3 specular lens.
- Acrylic Enamelled Aluminum Housing
- Rustproof and corrosion resistant. Exceeds 1000 hour ASTM 5% salt spray test.
- Stainless steel, 316 stainless steel, or copper. Replaces 1/4 GA (NEC) with 1/2" and 1/4" knockouts.
- Fully adjustable. Entire luminaire, including LED light engine, is modular, easily visible and serviced through aperture.
- Bulk or plaster flange.
- Air Tight design available, see Option -AT.
- UL listed, 3-hour with insulated removable cover. Replaces 1/4 GA (NEC) with 1/2" and 1/4" knockouts.
- Installation
- Replaces indoor or outdoor.

Outlet Box

- Accommodates ceilings up to 1 1/2" thick or see Option -79.
- 27" galvanized hanger bars with adjustable mounting brackets (2) supplied.
- For residential mounting hardware for wood flat ceilings, see Option -R67.
- Wet locations.
- Type IC, for direct contact with insulation.
- Through branch conductors (4 #12 AWG 90°C) for Type IC listing.

UL Class (Construction) Listings

- Confirmed to meet IES E16001-1-2 & EN 60598-1-2 electromagnetic compatibility standard for medical electrical equipment.
- E16012-15 certified for EMI/RFI emissions.

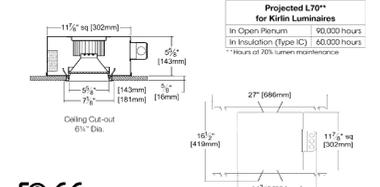
CE & FCC Compliance

- Confirmed to meet IES E16001-1-2 & EN 60598-1-2 electromagnetic compatibility standard for medical electrical equipment.
- E16012-15 certified for EMI/RFI emissions.

WARRANTY

- **FIVE YEAR**
- **Limited Warranty**
- Complete standard fixture.

Performance at a Glance



THE KIRLIN COMPANY
3401 EAST JEFFERSON AVENUE • DETROIT, MICHIGAN 48207-4232
(313) 259-6400 • Fax: (313) 259-9409 or (313) 259-3121 • www.kirlinlighting.com

LED LIGHTING	MAX. LUMENS	MAX. SYSTEM WATTS	CATALOG NUMBER
	1250	20	LRR-06018

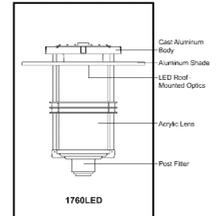
STERNBERG TYPE 4A1R3 **LED Architectural Luminaires** 18-788

1760LED CHATEAU SERIES

SPECIFICATIONS

LUMINAIRE DESIGN

- The luminaire shall be a large scale, dramatic design fixture featuring a tall, cylindrical body made up of a cast aluminum top, round lens and flat, spun aluminum shade.
- The 1760 fixture shall be 30" wide and the overall height shall be 33".
- The luminaire shall have LED light sources with roof mounted, down-lighting optics.
- The luminaire shall be supplied with the line-ground, line neutral and neutral-ground electrical surge protection in accordance with IEEE/ANSI C62.41.2 guidelines.
- The luminaire shall be U.L. or E.T.L. listed in U.S. and Canada.



EPA = 125 (H)
WEIGHT = 60 LBS
Rated IP65

POST FITTER

- The fitter shall be heavy wall cast aluminum alloy for high tensile strength.
- It shall have an inside diameter opening to accept a 3", 4" or 5" round pole or tenon.

CATENARY OPTION

- The catenary attachment shall be made from heavy wall cast aluminum alloy for high tensile strength.
- It shall be provided with a wire span mounting attachment, wiring junction box, and gaskets for daisy chaining capabilities.

DRIVER

- The LED driver shall be securely mounted inside the fixture for optimized driver performance and longevity.
- The LED driver shall be supplied with a quick-disconnect electrical connector on the power supply, providing easy power connections and fixture installation.

LIGHT SOURCES

- The luminaire shall use high output, high brightness LEDs.
- The LEDs shall be mounted in arrays, on printed circuit boards designed to maximize heat transfer to the heat sink surface.
- The LED arrays shall be roof mounted to minimize up-light.
- The LEDs shall be attached to the printed circuit board with not less than 90% pure silver to insure optimal electrical and thermal conductivity.
- The LEDs and printed circuit boards shall be protected from moisture and corrosion by a conformal coating of 1 to 3 mils.
- The LEDs and printed circuit board construction shall be environmentally friendly and 100% recyclable. They shall not contain lead, mercury or any other hazardous substances and shall be RoHS compliant.
- The LED life rating shall be determined in accordance with IESNA LM-80.

LIST NO. 1760LED CHATEAU SERIES

LUMINAIRE SCHEDULE

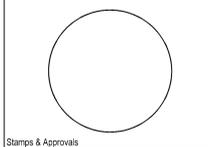
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens	LLF
○	4A1R3	2	1760LED/CP/TA 1R4S3	CAST ALUMINUM HOUSING, FORMED WHITE ENAMEL ALUMINUM UPPER REFLECTOR, CLEAR ACRYLIC ENCLOSURE	82 WHITE LEDs WITH CLEAR PLASTIC OPTICS BELOW EACH	1760LEDCA-PT-4A1R4S3.IES	Absolute	0.70
□	CSX2s	1	CSX2 LED 3 30B30/20K FT MVOLT HS	CSX2 LED WITH 3 LIGHT ENGINES, 300mA DRIVERS, 3000K COLOR TEMP. AND FT OPTICS WITH HOUSE SIDE SHIELDS	LED	CSX2_LED_3_30B30_20K_FT_MVOLT_HS.IES	Absolute	0.85
□	CSX2t	1	CSX2 LED 3 30B30/20K FT MVOLT HS	CSX2 LED WITH 3 LIGHT ENGINES, 300mA DRIVERS, 3000K COLOR TEMP. AND FT OPTICS WITH HOUSE SIDE SHIELDS	LED	CSX2_LED_3_30B30_20K_FT_MVOLT_HS.IES	Absolute	0.85
□	CSXW3	11	CSXW LED 1 30B30/20K SR3 MVOLT	CSXW LED WITH 1 LIGHT ENGINE, 300mA DRIVER, 3000K LED, TYPE 3 OPTICS	LED	CSXW_LED_1_30B30_20K_SR3_MVOLT.IES	Absolute	0.85
□	CSXWF	6	CSXW LED 1 30B30/20K FT MVOLT	CSXW LED WITH 1 LIGHT ENGINE, 300mA DRIVER, 3000K LED, TYPE FT OPTICS	LED	CSXW_LED_1_30B30_20K_FT_MVOLT.IES	Absolute	0.85
○	OB	23	LRR-06018	FABRICATED METAL HOUSING, FABRICATED METAL HEAT SINK MOUNTING BRACKET, EXTRUDED FINNED SEMI-DIFFUSE METAL HEAT SINK, 1 WHITE CIRCUIT BOARD WITH 4 LEDs, MOLDED FROSTED PLASTIC LENS CLEAR FLAT PRISMATIC GLASS LENS OVER UPPER APERTURE OF LOWER REFLECTOR LENS PRISMS UP.	FOUR WHITE LIGHT EMITTING DIODES (LEDs) EACH WITH CLEAR HEMISPHERICAL INTEGRAL LENS, VERTICAL BASE-UP POSITION	LRR-06018.IES	Absolute	0.85

STATISTICS

Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Amb Garage Enter	□	3.0 fc	4.1 fc	2.0 fc	2.1:1	1.5:1
Amb Garage Exit	□	3.5 fc	5.3 fc	2.4 fc	2.2:1	1.5:1
Back Area	+	2.2 fc	5.4 fc	0.5 fc	10.8:1	4.4:1
Drop Off Drive	+	2.9 fc	9.2 fc	0.7 fc	13.1:1	4.1:1
Drop Off Walkway	+	5.2 fc	11.2 fc	1.2 fc	9.3:1	4.3:1
Mobile Tech Area	+	6.0 fc	8.6 fc	0.9 fc	9.6:1	6.7:1
Niche Area	+	3.8 fc	10.3 fc	0.7 fc	14.7:1	5.4:1
O2 Area	+	2.3 fc	3.3 fc	1.7 fc	1.9:1	1.4:1
Step Area	+	3.9 fc	4.9 fc	2.9 fc	1.7:1	1.3:1

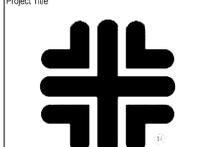
Flad Architects
Flad Structural ENGINEERS

RING & DUCHATEAU
10101 Innovation Drive • Suite 200, Milwaukee, WI 53228
Phone: 414.778.1700 / Fax: 414.778.2360 / r@ringduchateau.com
THIS BAR IS 1" LONG.
IF IT MEASURES ANYTHING OTHER THAN 1" ADJUST SCALE ACCORDINGLY.
REQ Project No.: 210204.00



Project Key Plan
NOT FOR CONSTRUCTION

Rev	Date	Description



Saint Michael's Hospital
Stevens point, Wisconsin

ASD/ED RENOVATION AND ADDITION

Project Phase	PROJECT STATUS
Date	09/09/13
Project Number	10704-01
Sheet Title	SITE PLAN - LIGHT FIXTURE SCHEDULE, CUT SHEETS & STATISTICS
Sheet Number	E-2

CSXW LED LED Wall Luminaire

Contour® Series Luminaires offer traditional square dayforms with softened edges for a versatile look that complements many applications. The CSXW LED combines the latest in LED technology with the familiar aesthetic of the Contour® Series for stylish, high-performance illumination that lasts. It is ideal for replacing 100, 400W metal halide in wall-mounted applications with typical energy savings of 80% and expected service life of over 100,000 hours.

Specifications
Height: 7-1/8" (181mm)
Width: 16-3/8" (416mm)
Depth: 9-5/16" (238mm)
Weight (max): 30 lbs (13.6 kg)

Ordering Information
EXAMPLE: CSXW LED 1 30B700/40K SR3 MVOLT DDBTXD

Series	Light Engine	Performance Package	Distribution	Voltage	Mounting	Options	Shipped installed	Finish options
CSXW LED	530 mA options:	30B700/30K	30K	120V	MR16	None	DBDD	Dark bronze
		30B700/40K	40K	120V	MR16	None	DBDD	Dark
		30B700/50K	50K	120V	MR16	None	DBDD	Natural aluminum
		30B700/60K	60K	120V	MR16	None	DBDD	White
	700 mA options:	30B700/30K	30K	120V	MR16	None	DBDD	Dark bronze
		30B700/40K	40K	120V	MR16	None	DBDD	Dark
		30B700/50K	50K	120V	MR16	None	DBDD	Natural aluminum
		30B700/60K	60K	120V	MR16	None	DBDD	White
	900 mA options:	30B700/30K	30K	120V	MR16	None	DBDD	Dark bronze
		30B700/40K	40K	120V	MR16	None	DBDD	Dark
		30B700/50K	50K	120V	MR16	None	DBDD	Natural aluminum
		30B700/60K	60K	120V	MR16	None	DBDD	White

Accessories
CSXW LED 1 Backless luminaire (DBDD)
CSXW LED 1 Flat panel luminaire (DBDD)

Mounting Detail
4-1/2" (114mm) x 4-1/2" (114mm) x 4-1/2" (114mm)

Notes
1. Configured with 4000K (40K) provides the shortest lead time. Consult factory for 3000K (30K) and 5000K (50K) options.
2. MVOLT driver operates on any line voltage from 120-277V (50/60 Hz).
3. Available with 700 mA system only (30B700).
4. Also available as a trimless luminaire. See Accessories information on page 10.
5. Photometric data (IESNA LM-79, 200, 240, 277 or 347) available upon request.
6. May be ordered with fixture, cover or both installed.
7. Maximum height 530 mm (20.9 in) (30B700) or 510 mm (20.1 in) (30B700).
8. Single hole (57) requires 100, 277 or 347 voltage option. Double hole (57) requires 200, 240 or 480 voltage option.

CSX2 LED LED Area Luminaire

Contour® Series Luminaires offer traditional square dayforms with softened edges for a versatile look that complements many applications. The CSX2 combines the latest in LED technology with the familiar aesthetic of the Contour® Series for stylish, high-performance illumination that lasts. It is ideal for replacing traditional metal halide in area lighting applications with typical energy savings of 65% and expected service life of over 100,000 hours.

Specifications
EPA: 1.2 (H)
Length: 35-3/8" (911mm)
Width: 18-1/2" (468mm)
Height: 6-7/8" (174mm)
Weight (max): 59 lbs (26.8 kg)

Ordering Information
EXAMPLE: CSX2 LED 4 30B700/40K SR5 MVOLT SPA DDBXD

Series	Light Engine	Performance Package	Distribution	Voltage	Mounting	Options	Shipped installed	Finish options
CSX2 LED	530 mA options:	30B700/30K	30K	120V	MR16	None	DBDD	Dark bronze
		30B700/40K	40K	120V	MR16	None	DBDD	Dark
		30B700/50K	50K	120V	MR16	None	DBDD	Natural aluminum
		30B700/60K	60K	120V	MR16	None	DBDD	White
	700 mA options:	30B700/30K	30K	120V	MR16	None	DBDD	Dark bronze
		30B700/40K	40K	120V	MR16	None	DBDD	Dark
		30B700/50K	50K	120V	MR16	None	DBDD	Natural aluminum
		30B700/60K	60K	120V	MR16	None	DBDD	White
	900 mA options:	30B700/30K	30K	120V	MR16	None	DBDD	Dark bronze
		30B700/40K	40K	120V	MR16	None	DBDD	Dark
		30B700/50K	50K	120V	MR16	None	DBDD	Natural aluminum
		30B700/60K	60K	120V	MR16	None	DBDD	White

Accessories
CSX2 LED 4 Backless luminaire (DBDD)
CSX2 LED 4 Flat panel luminaire (DBDD)

Drilling
CSX2 Area luminaire drilling pattern with the LED's hole. See factory for drilling pattern after shipping date.

Notes
1. Configured with 4000K (40K) provides the shortest lead time. Consult factory for 3000K (30K) and 5000K (50K) options.
2. MVOLT driver operates on any line voltage from 120-277V (50/60 Hz).
3. Available with 700 mA system only (30B700).
4. Also available as a trimless luminaire. See Accessories information on page 10.
5. Photometric data (IESNA LM-79, 200, 240, 277 or 347) available upon request.
6. May be ordered with fixture, cover or both installed.
7. Maximum height 530 mm (20.9 in) (30B700) or 510 mm (20.1 in) (30B700).
8. Single hole (57) requires 100, 277 or 347 voltage option. Double hole (57) requires 200, 240 or 480 voltage option.

PUBLIC PROTECTION COMMITTEE
Monday, October 14, 2013 – 8:06 P.M.
Lincoln Center – 1519 Water Street

Present: Alderpersons: R. Stroik, Wiza, Trzebiatowski, Suomi, M. Stroik

Also

Present: Mayor Halverson; City Attorney Beveridge; C/T Ladick; Clerk Moe; Alderpersons Slowinski, Patton, Phillips and Moore; Directors Lemke, Schrader, Ostrowski and Schatschneider; Chief Kujawa; Chief Ruder; Asst. Chief Skibba; Superintendent Laidlaw; Forester Ernster; Human Resource Manager Jakusz; Deputy C/T Freeberg; Asst. to the Mayor Pazdernik; Barb Jacob; Mary Ann Laszewski; Bob Fisch; Rick Zinda; Tony Sterling; Tim Krutza; Dale Schulfer; Cliff Bembeneck; Steve Plaski; Bob Woehr; Roger Skrzeczkoski; Steve Louis; Dave Worzalla; Ken Rozek; Nate Enwald – Gazette; Brandi Makuski – City Times

1. License List:

A. New Operator's (Bartender's) Licenses.

Ald. Trzebiatowski moved, Ald. M. Stroik seconded, to approve the 56 new operator licenses.

Call for the vote: Ayes, all; nays, none; motion carried.

2. Request to Keep Miniature Pigs – 340 Second St N.

Kaylah Callaway said she is requesting to raise two miniature pigs in the City. She said they are pets that are litter trained and they do not make much noise. Ms. Callaway said she got the neighbors' signatures supporting her raising the pigs.

Ald. Wiza moved, Ald. Suomi seconded, to approve the special permit to allow two female miniature pigs to be located at 340 Second Street North subject to the usual conditions of the special permit.

Bob Woehr, 727 Second Street, said at some point, the City needs to draw a line and say this is a residential area.

Ald. R. Stroik noted there is an ordinance in place regarding these types of requests.

Ald. Trzebiatowski said he visited the site and it was very well maintained. He asked what type of precedence is the City setting if this request is approved.

City Attorney Beveridge stated the ordinance as written, gives discretion to the Council to review applicants on a case by case basis.

Ald. Trzebiatowski is concerned where the line will be drawn for these types of requests in the future.

Ald. Suomi said the City needs consistency. She said in this case, they are miniature pigs kept as pets.

Ald. Wiza stressed that these are pet pigs and are subject to review each year. He said if complaints come up, the special permit can be pulled.

Clerk Moe stated the Humane Society does not have to do an annual inspection. He said they only have to do the inspection before the special permit can be issued.

Ald. Wiza amended his motion to include an annual review from the Humane Society. Ald. Suomi concurred on the amendment.

Ald. Wiza said he would like to discuss the requirement of annual inspections from the Humane Society in the future and possibly adding it to the ordinance.

Call for the vote: Ayes, all; nays, none; motion carried.

3. Ordinance Amendment – Animal Care and Licenses – Prohibited Dog Owners.

City Attorney Beveridge reviewed how the proposed ordinance amendment came about. He also addressed a couple of changes needed to the proposed ordinance.

Ald. Wiza would like the state statutes briefly reviewed regarding this.

City Attorney Beveridge reviewed the standards under which a dog can be removed by court order.

Ald. Wiza moved, Ald. Trzebiatowski seconded, approval of the ordinance change, as amended, allowing for the City Attorney to draft wording addressing violations received outside of the state of Wisconsin and the name change.

Ald. Wiza would like to see the final draft before Council.

Bob Woehr said "possess" needs to be defined. He continued to voice his concerns on the proposed ordinance.

Ald. Trzebiatowski asked when the fee structure was last changed.

Clerk Moe said that was handled through the Treasurer's office in the past year or two. He said he will look into it and provide the information before the Council meeting.

City Attorney Beveridge said there are a lot of statutes and case law regarding possession, for example possession of controlled substance, firearms and fake identification.

Call for the vote: Ayes, all; nays, none; motion carried.

4. Ordinance – Peace and Offenses – Chronic Nuisance.

City Attorney Beveridge reviewed the proposed ordinance. He said what this is all about is recovering some of the costs for the Police responding to the same properties.

Ald. Trzebiatowski said he is concerned that some businesses could be impacted by an incident occurring outside their premises that they have no control over.

Ald. R. Stroik asked if the committee is ready to make a motion or if they wish to postpone action.

Ald. Wiza supports the spirit of the ordinance. If something comes up that we think needs to be changed, we can address it.

Ald. Wiza **moved**, Ald. Suomi seconded, to approve the ordinance as presented and if there are any changes before Council, they will deal with those.

City Attorney Beveridge noted there is an appeal process and he also addressed how to link someone outside of a premises to that place if necessary.

Ald. Suomi said under the appeal process, it states that the appellant be referred to the Council. She asked if they should first come before the Public Protection Committee.

Ald. Trzebiatowski said he would like to postpone this to allow time for the City Attorney to redraft the ordinance.

Call for the vote: Ayes, majority; nays, minority; motion carried.

5. Discussion on Homecoming and Partners Pub's Temporary Extension.

Ald. Suomi said there were still some issues with vandalism, public intoxication, large parties and litter. She stated all this activity was at a much lower rate than the last two years. The alderperson commended the city police staff for all their work. She hopes the strategic plans implemented this year will continue as part of homecoming preparations. She also feels the conditions of the extension of premises should be included in the minutes.

Ald. Wiza asked how the university would be affected since homecoming is their function under the new nuisance ordinance.

City Attorney Beveridge said there is an element of discretion in the ordinance.

6. Monthly Inspection Report.

Ald. R. Stroik **moved**, Ald. M. Stroik seconded, approval of the report and place it on file.

Call for the vote: Ayes, all; nays, none; motion carried.

7. Adjournment.

Adjournment at 8:47 p.m.

SPECIAL PUBLIC PROTECTION COMMITTEE
Wednesday, September 25, 2013 – 6:22 P.M.
Council Chambers, City-County Building, 1516 Church St.

Present: Alderpersons: R. Stroik, Wiza, M. Stroik, Trzebiatowski, Suomi

Also

Present: Mayor Halverson; City Attorney Beveridge; City Clerk Moe; Alderpersons Doxtator, O'Meara, Slowinski, Patton and Phillips; Chief Ruder; Asst. Chief Finn; Human Resource Manager Jakusz; Brandi Makuski – City Times

1. Extension of Licensed Premises: Jeff Tewes, 2908 Frontenac Ave, Stevens Point at Trig's County Market, 1600 Academy Ave. Permanent change to the premises description to include entire Grocery Store.

Ald. R. Stroik explained that this item is before the committee because Trigs only has Cellar 70 as their premises description and this prevents them from displaying beer and liquor throughout their store.

Ald. Wiza **moved**, Ald. Trzebiatowski seconded, approval.

Ald. Suomi asked if Copps and Save A Lot are able to have displays throughout their stores.

Ald. R. Stroik replied that Copps and Save A Lot already had their entire store for their premises descriptions.

Call for the vote: Ayes, all; nays, none; motion carried.

2. Adjournment.

Adjournment at 6:24 p.m.

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE CITY OF
STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That Subsection 14.14 of the Revised Municipal Code is hereby amended to read as follows:

14.14 LICENSES.

(1) Every owner of a dog or cat more than five (5) months of age shall annually or within thirty (30) days from such date, pay the dog or cat license tax and obtain a license. Rabies certificates are required to be shown prior to issuance of licenses. The license fees are as follows:

- (a) Neutered or spayed dog.....\$ 8.00
- (b) Un-neutered or un-spayed dog\$18.00
- (c) Neutered or spayed cat.....\$ 2.50
- (d) Un-neutered or un-spayed cat.....\$ 4.00

(2) Any person who keeps more than one dog may, instead of the individual license for each dog, request a multiple dog license. Such person shall pay for the license a fee of \$52 for the first dog plus \$5 for each additional dog up to a maximum of twelve (12) dogs. Each dog license over the maximum of twelve (12) will be charged at the rates (a) & (b) listed above.

- (a) Multiple Dog License\$52.00/first dog
- Each additional dog up to 12\$5.00/each additional dog

(3) Readily distinguishable multiple dog license tags will be issued for the total number of dogs authorized to be kept by the person at time of licensing. An owner or keeper may transfer a multiple dog license tag from a dog that the owner or keeper no longer owns or keeps to another dog that is owned or kept as long as it is currently immunized against rabies.

(4) The City Treasurer shall assess and collect a late fee of \$5.00 from every owner of a dog or cat five (5) months of age or over, if the owner fails to obtain a license prior to April 1st of each year, or within thirty (30) days of acquiring ownership of a licensable dog or if the owner fails to obtain a license on or before the dog reached licensable age. All late fees received or collected shall be paid into the City treasury as revenue of the City.

(5) Persons prohibited from possessing a dog within the City of Stevens Point:

(a) No person shall possess a dog if any of the following apply:

- i. A court has ordered one or more of the person's dogs killed pursuant to s. 174.02(3), Wis. Stats.
- ii. The person has had one or more of his or her dogs seized pursuant to s. 173.12, Wis. Stats. or ss. 173.13(1)(a)5 through 173.13(1)(a)8, Wis. Stats.

iii. The person has had one or more of his or her dogs seized or ordered killed pursuant to the laws of another state.

(b) Any person violating sub. (5)a shall suffer a forfeiture of \$100 per dog.

(c) Any person who violates sub. 5(a) of this section shall surrender all dogs in his or her possession to the Humane Society of Portage County within three (3) days of the date of the violation or suffer a forfeiture of \$100 per dog, per day for each subsequent day until the dogs are surrendered.

SECTION II: This Ordinance shall take effect upon passage and publication

APPROVED _____

Andrew J. Halverson, Mayor

ATTEST: _____

John V. Moe, City Clerk

Dated: October _____, 2013

Approved: October _____, 2013

Published: October _____, 2013

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE CITY OF
STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That Subsection 24.51 of the Revised Municipal Code of the City of Stevens Point is hereby created as follows:

24.51: CHRONIC NUISANCE PREMISES.

(1) **FINDINGS.** The Common Council finds that any premises, including a manufactured home community, that has generated 3 or more responses from the City of Stevens Point Police Department for nuisance activities has received more than the level of general and adequate police service and has placed an undue and inappropriate burden on the taxpayers of the City. The Common Council further finds that premises owners and other parties conducting business activities upon the premises who chronically fail to control the use of their property substantially interfere with the comfortable enjoyment of life, health, and safety of the community. The Common Council therefore directs the Chief of Police, the Comptroller/Treasurer, and the City Attorney, as provided in this section, to charge the owners of such premises the costs associated with abating the violations at such premises where nuisance activities chronically occur.

(2) **DEFINITIONS.** For the purposes of this Subsection:

- (a) “Chief of Police” means the chief of the police department or the Chief’s designee. The Chief’s designee includes, but is not limited to, a commanding officer signing a notice under RMC ss. 24.51(3)(a)(i) or 24.51(3)(a)(ii) or any other specifically named designee in any notice under this section.
- (b) “Manufactured home community” means any plot or plots of ground upon which 3 or more manufactured homes that are occupied for dwelling or sleeping purposes are located.
- (c) “Nuisance activity” means any of the following activities, behaviors or conduct whenever engaged in by persons associated with a premises:
 - (i) An act of harassment as defined in s. 947.013, Wis. Stats.
 - (ii) Disorderly conduct as defined in RMC s. 24.01 or s. 947.01, Wis. Stats.
 - (iii) Mistreatment of animals as defined in RMC s. 14.03, or any other violation of RMC ch. 14 or ch. 951, Wis. Stats.
 - (iv) Indecent exposure as defined in s. 944.20(1)(b), Wis. Stats.
 - (v) Keeping a place of prostitution as defined in s. 944.34, Wis. Stats., or leasing a building for the purposes of prostitution as defined in s. 944.34, Wis. Stats.
 - (vi) Littering of premises as defined in RMC s. 24.06.
 - (vii) Theft as defined in RMC s. 24.18 or s. 943.20, Wis. Stats.
 - (viii) Arson as defined in s. 943.02, Wis. Stats.

- (ix) Possession, manufacture or delivery of a controlled substance or related offenses as defined in ch. 961, Wis. Stats.
- (x) Gambling as defined in RMC s. 24.23 or s. 945.02, Wis. Stats.
- (xi) Crimes against life and bodily security as enumerated in ss. 940.01 to 940.32, Wis. Stats., other than as prescribed in subpar. (xxix) of this paragraph.
- (xii) Crimes involving illegal possession or use of firearms as defined in ss. 941.20 to 941.299, Wis. Stats. and s. 948.60, Wis. Stats.
- (xiii) Trespass to land as defined in s. 943.13, Wis. Stats. or criminal trespass to a dwelling as defined in s. 943.14, Wis. Stats.
- (xiv) Any act of aiding and abetting, as defined in s. 939.05, Wis. Stats., of any of the activities, behaviors or conduct enumerated in subpars. (c)(i) to (c)(xii) of this subsectionparagraph.
- (xv) Any conspiracy to commit, as defined in s. 939.31, Wis. Stats., or attempt to commit, as defined in s. 939.32, Wis. Stats., any of the activities, behaviors or conduct enumerated in subpars. (c)(i) to (c)(xiii) of this subsectionparagraph.
- (xvi) Discharge of a firearm, gun, or archery arrow as defined in RMC s. 24.14.
- (xvii) The production or creation of excessive noise as defined in RMC s. 21.03(14).
- (xviii) Loitering as defined in RMC s. 24.40.
- (xix) Open intoxicant violations as defined in RMC s. 24.03.
- (xx) The sale, offering for sale, bartering or giving away of any intoxicating liquors or fermented malt beverages without a license as provided in RMC s. 12.14 or s. 125.04(1), Wis. Stats.
- (xxi) The possession of counterfeit items as defined by s. 132.02, Wis. Stats.
- (xxii) Selling or giving away tobacco products to persons under the age of 18 as defined in RMC s. 24.41 and s. 134.66(2), Wis. Stats.
- (xxiii) The possession, possession with intent to sell or deliver, or delivery of drug paraphernalia as defined in RMC s. 24.43.
- (xxiv) Illegal sale, discharge, and use of fireworks as defined in RMC s. 24.15 and s. 167.10, Wis. Stats.
- (xxv) Truancy and contributing to truancy as defined in RMC s. 24.36.
- (xxvi) Underage alcohol activities, as defined in RMC s. 12.14(12) and s. 125.07, Wis. Stats.
- (xxvii) Robbery as enumerated in s. 943.32, Wis. Stats.
- (xxviii) Receiving or concealing stolen property as enumerated in s. 943.34, Wis. Stats.
- (xxix) “Nuisance activity” does not include activities, behaviors, or conduct that results in a call for assistance made by the owner or occupant requesting law enforcement services related to any of the following:
 - (1) “Domestic abuse,” as defined in s. 813.12(1)(am), Wis. Stats.
 - (2) “Sexual assault,” as described in ss. 940.225, 948.02, and 948.025, Wis. Stats.
 - (3) “Stalking,” as described in s. 940.32, Wis. Stats.

- (d) “Other responsible party” means any individual or entity other than the owner of the premises that is licensed or subject to license in the operation of a business upon the premises.
- (e) “Person associated with a premises” means the premises owner, any operator, manager, resident, occupant, renter, tenant, guest, visitor, patron, or customer of the premises, or any employee or agent of any of these persons.
- (f) “RMC” means the Revised Municipal Code of the City of Stevens Point.

(3) PROCEDURE.

(a) Notices.

- (i) Whenever the Chief of Police determines that the police department has responded to 3 or more nuisance activities that have occurred at a premises on separate days during a 60-day period or that the police department has responded to 2 or more nuisances of the types defined in subpar. (2)(c)(v) or subpars. (2)(c)(ix) – (2)(c)(xii) that have occurred at a premises within one year, the Chief of Police may notify the premises owner or other responsible party in writing that the premises is a nuisance. This notice shall contain:
 - (1) The street address or legal description sufficient for identification of the premises.
 - (2) A description of the nuisance activities that have occurred at the premises.
 - (3) A statement indicating that the cost of future enforcement may be assessed as a special charge against the premise, or referred for collection, and that the owner or other responsible party may be cited under subsection (6) of this section.
 - (4) A statement that the premises owner or other responsible party shall within ~~10~~15 days either respond to the chief of police with an acceptable, written course of action to abate the nuisance activities at the premises or file an appeal with the City Clerk pursuant to subpar. (5)(a) of this section.
 - (5) Examples of acceptable nuisance abatement measures.
- (ii) Whenever the Chief of Police determines that modification of an accepted written course of action is necessary to abate nuisance activities at the premises, the Chief of Police shall notify the premises owner or other responsible party in writing that the written course of action must be modified. This notice shall contain:
 - (1) The street address or legal description sufficient for identification of the premises.
 - (2) A description of the nuisance activities that have occurred at the premises which require modification of the accepted written course of action.

- (3) A copy of the previously-accepted written course of action.
 - (4) A statement indicating that the cost of future enforcement may be assessed as a special charge against the premises or referred for collection, and that the owner or other responsible party may be cited under subsection (6) of this section.
 - (5) A statement that the premises owner or other responsible party shall within 10 days respond to the Chief of Police with an acceptable modified written course of action to abate the nuisance activities at the premises.
- (b) A notice under par. (3)(a) shall be deemed to be properly delivered if sent either by first class mail to the premises owner's or other responsible party's last known address or if delivered in person to the premises owner or other responsible party. If the premises owner or other responsible party cannot be located, the notice shall be deemed to be properly delivered if a copy of the notice is left at the premises owner's or other responsible party's usual place of abode or regular business in the presence of some competent member of the family at least 14 years of age or a competent adult currently residing or conducting business there and who shall be informed of the contents of the notice. If a current address cannot be located, it shall be deemed sufficient if a copy of the notice is sent by first class mail to the last known address of the owner or other responsible party as identified by the records of the Stevens Point Assessor's Department or, if no records of such address exist, to the City Attorney.
- (c) Upon receipt of the nuisance premises notice under subpar. (3)(a)(i) or a demand for modification notice under subpar. (3)(a)(ii), the premises owner or other responsible party shall respond within 10 days to the Chief of Police with a written course of action or modified written course of action outlining the abatement actions which the premises owner or other responsible party will take in response to the notice. Upon review of the written course of action or modified written course of action, the Chief shall accept or reject the proposed course of action.
- (i) If the proposed course of action is accepted, the Chief shall inform the owner or other responsible party of the same and permit the owner or other responsible party 45 days to implement the accepted course of action. If the premises owner or other responsible party has implemented the accepted written course of action within 45 days, no further action by the department may be taken except that if nuisance activity continues, the Chief may request the premises owner or other responsible party to modify the accepted written course of action.
 - (ii) If the premises owner or other responsible party fails to respond, proposes a course of action that is rejected by the Chief of Police, or fails to implement an accepted written course of action within 45 days, the Chief shall notify the premises owner or other responsible party that the cost of future enforcement may be assessed as a special charge against the premises or referred for collection, and that the owner or

other responsible party may be cited under subsection (6) of this section.

(d) The Chief of Police may calculate the cost of police services and refer the cost to the Comptroller/Treasurer for subsequent nuisance activities occurring at the premises within one year of the date of a notice under par. (3)(a) of this subsection provided such nuisance activity occurs under one of the following circumstances:

- (i) 13 days after notice was given pursuant to subpar. (3)(a) if the premises owner or other responsible party fails to respond, or proposes a course of action that is rejected by the Chief of Police.
- (ii) 45 days after a proposed course of action was accepted by the Chief of Police and the premises owner or other responsible party failed to properly implement the accepted course of action.
- (iii) After the Common Council affirms the nuisance premises determination at a hearing under subpar. (5)(c) if an appeal is timely filed pursuant to subpar. (5)(a).

(e) The Chief of Police shall notify the premises owner or other responsible party of the decision to refer the cost of police services by copy of the Chief's cost referral letter to the Comptroller/Treasurer. Delivery of this notice shall be made as set forth in subpar. (3)(b). The cost referral letter shall contain:

- (i) The street address or legal description sufficient for identification of the premises.
- (ii) A statement that the Chief of Police has referred the cost of enforcement to the Comptroller/Treasurer, together with a concise description of the nuisance activities and the relevant sections of the code.
- (iii) A notice of the premises owner's or other responsible party's right to appeal pursuant to subpar. (5)(b).
- (iv) A statement that each subsequent incident of nuisance activity may be deemed a separate violation.
- (v) A statement that whenever a premises owner or other responsible party has been billed on 3 or more separate dates for the costs of enforcement within one year, he or she may be issued a citation of not less than \$1,000 nor more than \$5,000 after notification by the Chief of Police that the premises is a chronic nuisance due to the premises owner's or other responsible party's failure to abate the nuisance activities.

(4) COST RECOVERY.

(a) Upon receipt of a cost referral letter from the Chief of Police pursuant to subpars. (3)(d) and (3)(e), the Comptroller/Treasurer shall charge to any premises owner found to be in violation of this section the costs of enforcement, including administrative costs, in full or in part. All costs so charged are a lien upon such premises and may be assessed and collected as a

special charge. The Comptroller/Treasurer shall establish a reasonable charge for the costs of administration and enforcement of this section.

(5) APPEAL.

- (a) Appeal of a determination that a premises is a nuisance under subpar. ~~(3)~~(a)(i) shall be submitted to the City Clerk for referral to the Common Council within ~~10~~15 days from the date of the notice of such determination.
- (b) Appeal of a cost referral pursuant to subpar. ~~(3)~~(d) shall be submitted to the City Clerk for referral to the Common Council within 30 days from the date of the cost referral letter.
- (c) Appeals under subpars. ~~(5)~~(a) and ~~(5)~~(b) shall be adjudicated by the Common Council at a public hearing at its regular monthly meeting occurring in the month following the month in which the appeal is submitted to the City Clerk. At the hearing, the appellant and the City may be represented by an attorney and may present evidence, call and examine witnesses, and cross-examine witnesses of the other party. Such witnesses shall be sworn by the City Clerk. The Common Council shall, following the presentation of evidence and testimony by the appellant and the City, render a decision on the merits by majority vote of its members present. Attorneys for the appellant and the City may issue subpoenas to compel the attendance of a witness or the production of evidence. Such subpoenas must be in substantially the same form as provided in s. 805.07(4), Wis. Stats. and must be served in the manner provided in s. 805.07(5), Wis. Stats. The attorney shall, at the time of issuance, send a copy of the subpoena to the Council President.

(6) CHRONIC NUISANCE PREMISES.

- (a) Whenever a premises owner or other responsible party has been notified that a nuisance exists at his or her premises and has been billed on 3 or more separate dates within a one-year time period for the costs of enforcement under subsection ~~(4)~~ of this section, the Chief of Police may designate the premises a chronic nuisance premises. Delivery of this notice shall be made as set forth in sub. ~~(3)~~(b). The chronic nuisance premises letter shall contain:
 - (i) The street address or legal description sufficient for identification of the premises.
 - (ii) A statement that the premises owner or other responsible party has been billed, on 3 or more separate dates, for the costs of enforcement within a one-year time period, along with a concise description of the nuisance activities, bills and relevant sections of the code.
 - (iii) A statement that any subsequent incident of nuisance activity shall subject the premises owner or other responsible party to a

forfeiture of not less than \$1,000 nor more than \$5,000 for failure to abate the nuisance activity.

(iv) A statement that each subsequent incident of nuisance activity may be deemed a separate violation.

(b) Any person failing to abate nuisance activities after receiving notice under subpar. a shall be subject to a forfeiture of not less than \$1,000 nor more than \$5,000 for failure to abate the nuisance activity. Upon default of payment, the premises owner shall be imprisoned in the county jail or house of correction for a period of not less than 40 days nor more than 90 days.

(7) EVICTION OR RETALIATION PROHIBITED.

(a) It shall be unlawful for a landlord to terminate the lease agreement or periodic tenancy of any tenant or otherwise retaliate against any tenant because that tenant contacted a law enforcement agency regarding nuisance activities on the landlord's premises. It shall be presumed that any attempt to increase charges, reduce services, or to otherwise harass or retaliate against the tenant during the 12-month period following receipt of the complaint by the chief of police constitutes unlawful retaliation under this subsection. This presumption shall be rebutted by the preponderance of evidence that the actions taken by the landlord were based upon good cause. "Good cause" as used in this subsection means that a landlord must show good cause for his or her actions, other than one related to or caused by the operation of this section. ~~Notwithstanding the foregoing, a tenant's lease agreement or periodic tenancy may be terminated for a failure to pay rent; committing nuisance activity as defined in subpars. 2(e)i to 2(e)xxviii; for the commission of waste upon the premises; violating the terms and conditions of the lease agreement or periodic tenancy or as otherwise provided in ch. 709, Wis. Stats., and ch. ATCP 134, Wis. Adm. Code.~~ A landlord's failure to renew a lease agreement or periodic tenancy upon expiration of such lease agreement or periodic tenancy shall not be deemed a violation of this subsection.

(b) Any person violating par. a shall be subject to a forfeiture of not less than \$100 nor more than \$2000 for each violation and in default of payment thereof, be imprisoned in the county jail or house of correction for a period of not less than 4 days nor more than 80 days.

(8) SUBSEQUENT NOTICE OF NUISANCE ACTIVITY. Nothing in this subsection shall prevent or prohibit the chief of police from issuing or reissuing a notice under sub. ~~(3)~~(a)(i) regarding subsequent nuisance activity at a premises.

**FINANCE COMMITTEE
OCTOBER 14, 2013 AT 7:22 P.M.
LINCOLN CENTER – 1519 WATER STREET**

PRESENT: Alderpersons Moore, R. Stroik, Slowinski, O'Meara and M. Stroik

ALSO

PRESENT: Mayor Halverson; City Attorney Beveridge; C/T Ladick; Ald. Wiza, Trzebiatowski, Suomi, Patton, Phillips, Doxtator; Directors Lemke, Ostrowski, Schrader, McGinty, Schatschneider; Police Chief Ruder; Asst. Police Chief Zenner; Asst. Police Chief Skibba; Fire Chief Kujawa; Human Resource Manager Jakusz; Supt of Maint Laidlaw; Finance Manager Freeberg; Kelly Pazdernik; Brandi Makuski; Nate Enwald; Walter Leppen; Barb Jacob; Mary Ann Laszewski; Bob Fisch; Rick Zinda; Tony Sterling; Tim Krutza; Dale Schulfer; Cliff Bembeneck; Steve Plaski; Kaylah Callaway; Kevin Callaway; Shane Tokarski; Dave Worzalla; Kenny Rozak; Ernie Quesada; Roger Skrzeczkoski; Bob Woehr; Steve Louis; Josh Stolzenburg; Heath Stoltz

ITEM #1 – PRESENTATION BY THE COMPTROLLER-TREASURER ON LEVY LIMITS AND LONG-TERM BUDGETARY CHALLENGES.

Chairman Moore stated that this agenda item will be moved to the Special Finance Committee on October 28, 2014.

ITEM #2 – EXTENDING THE TIME FOR COMPLIANCE WITH THE FARMSHED (GREENHOUSE) AGREEMENT.

C/T Ladick stated the Farmshed signed a developers agreement with us and we provided them with a \$100,000 developers incentive out of TIF 6. Part of that agreement stated they were suppose to reach an assessed value of at least \$250,000 within 24 months, which unfortunately has not happened. They are here to ask for an extension on that agreement.

Chairman Moore questioned how close they are to meeting that.

Layne Cozzolino, 1220 Briggs Court, replied they do not know where they are at because there is not an assessor right now that can come in and look at it. The original contract stated that the property would be reassessed this November. The value has gone up, they just do not know how much. She believes with the amount of money and the work they are putting into it, they are doing well and they are still making strides forward.

Ald. R. Stroik questioned what they are looking for as far as an extension goes. Layne Cozzolino replied a 12 month extension, which would be next November. She said the capital expenses have been harder to fund than program expenses. They are going to be applying for some grants and they have been talking with Community Development about an award through another program. To date, they have put in over \$500,000 in the space within operations and capital, which the Community Development grant would match.

Chairman Moore questioned when the property will be assessed again. Mayor Halverson stated January 1, unless the agreement states otherwise, in which we can send the new Assessor over right away.

Chairman Moore stated that since we do not know where we stand until an assessment is done on the property, he would recommend postponing action until after the property has been assessed.

Ald. R. Stroik questioned what our options are in a case of default. Mayor Halverson stated we have a lien, so we would take the mortgage. We are protected. He would like to see them get this extension, but no more after this. If the requirements are not met after this extension, he would fully recommend pulling the mortgage at the point and taking the collateral.

Ald. R. Stroik likes the idea of having two or three options to choose from. We liked the initial ideas of what they wanted to do with the property and believe in the mission. He does not feel that it needs to be postponed. He supports granting the extension.

Motion made by Ald. O'Meara, seconded by Ald. M. Stroik to approve extending the time for compliance with the Farmshed (Greenhouse) Agreement until January 1, 2015.

Ald. Wiza questioned what they paid for the property. Layne Cozzolino replied that Patrick paid \$125,000.

Director Ostrowski stated that the development agreement was structured that the \$250,000 would be on improvements only, not including land. The last assessment on the improvements was about \$58,000 - \$60,000. They have done work since then, we just do not know where they are at until an Assessor is on-board.

Ald. R. Stroik questioned if we could get a detailed list of how the \$100,000 was spent. Mayor Halverson stated we already have that and we can work with Layne to get the report to you. The organization has made significant momentum in the right direction, they just have not got as far as they needed to yet.

Ald. R. Stroik asked Layne if she already has that listing and she stated they did not get paid until after the improvements were done, so she did turn all that in already. She stated she has an annual report that shows all the detailed financial information.

Chairman Moore stated the report would be made available at City Hall.

Ayes: All Nays: None Motion carried.

ITEM #3 – MODIFYING THE FAÇADE IMPROVEMENT GRANT PROGRAM GUIDELINES TO ALLOW TAX-EXEMPT PROPERTIES TO ACCESS THE FUNDS.

C/T Ladick stated that the current Façade Improvement Grant Program is only available to entities that pay property taxes. There have been several requests from Non-Profit Organizations for the grant program, so it is being brought before this Committee to decide if they would extend this to tax-exempt properties. Staff is hesitant to expand the program to tax-exempt entities because part of the program is to grow property tax base.

Ald. O'Meara asked if examples could be given as to who is requesting the funds. Director Ostrowski stated the tax-exempt entities requesting the funds are churches. They are looking to request funds for maintenance, mainly tuck pointing, which for churches, is expensive. It is a very important part to restoration. His fear is that they could get 3 requests at \$30,000 each and that would be a big chunk of money out of the program. He feels it would be better used for the backs of the buildings that will now face Municipal Lot #16, to spruce up the backs of those buildings.

Motion made by Ald. Moore, seconded by Ald. Slowinski to deny modifying the Façade Improvement Grant Program Guidelines to allow tax-exempt properties to access the funds.

Ayes: All

Nays: None

Motion carried.

ITEM #4 – CAPITAL PROJECT OVERAGE – FIRE STATION #1 RENOVATION.

C/T Ladick stated this was also discussed at the Public Works Committee meeting earlier tonight. They approved using \$338,983.60 for this capital project, which is about \$38,000 over budget. That money would come from other capital projects that have run under budget.

Chairman Moore questioned if that included the 10% contingency and Ald. R. Stroik stated yes, so we may not have to spend it all.

Mayor Halverson stated there are some questions about asbestos, they do feel the numbers supplied are accurate, however with a building that age where it has already been found, it leaves some questions.

Motion made by Ald. R. Stroik, seconded by Ald. O'Meara to approve the capital project overage for the Fire Station #1 renovation not to exceed \$350,000.

Barb Jacobs, 1616 Depot Street, stated she is against spending an additional \$50,000 and suggested we look closer at making more cuts.

Chairman Moore asked what the exact number that was passed by the Board of Public Works Committee. Director Schatschneider replied \$338,983.60.

Chairman Moore stated that if the motion was changed to that exact number, he would support the motion.

Motion made by Ald. R. Stroik, seconded by Ald. O'Meara to approve the capital project overage for the Fire Station #1 renovation, not to exceed \$338,983.60.

Ald. Suomi asked if some of the capital projects that came in under budget could be shared.

Ald. R. Stroik agreed to amend his motion to include the list of capital projects that came in under budget.

Motion made by Ald. R. Stroik, seconded by Ald. O'Meara to approve the capital project overage for the Fire Station #1 renovation, not to exceed \$338,983.60 and to have the Comptroller-Treasurer provide a report at the Council meeting on capital projects that have come in under budget during this year.

Ayes: All

Nays: None

Motion carried.

ITEM #5 – APPROVAL OF CONTRACT FOR ASSESSMENT SERVICES.

C/T Ladick stated the RFP Committee recommended we award the contract to Forward Appraisal.

Director Ostrowski stated the total for the contract from Forward Appraisal was \$100,000 for the 2 year assessment cycle. We received 6 valid proposals, 2 came in under that amount because they went on a monthly basis as opposed to assessment contract year, so they came in at 20 months as opposed to the 24. When the proposals were looked at, we had a number of ranking

criteria in terms of experience, their ability to provide computerized maintenance of the databases, accuracy and customer service level. We did 2 interviews and Forward Appraisal rose to the top during the interview process, mainly with the customer satisfaction and the ability to work with the clients within the City.

Ald. R. Stroik questioned how many were on the Committee. Director Ostrowski replied, Mayor Halverson, President Moore, Ald. Patton, Sharon Patoka and himself. Chairman Moore questioned what the City Assessor was receiving, per year, when he was on staff. Director Ostrowski replied the total compensation was \$120,000, \$70,000 being the salary.

Ald. Wiza stated he went back several budgets and looked at what the Assessor was getting paid for salary and benefits, which were harder to figure out due to being lumped together. It ranged from just over \$60,000 to about \$71,000 for the salary, so the figures given were right in line. He stated that what people need to understand is for that \$120,000/year, we had someone who was working in the office every day. We had an example tonight where a full-time City Assessor would have been able to at least give us a ballpark idea and very likely could have given us a very accurate idea of what that property was worth. We went from having someone in the office every day, on-call, at all the meetings, very familiar with the town, values of property and the history of the property to \$50,000 for someone who is going to work 1 day a week in the office, so roughly \$1,000 a week for one day of work, counting a two week vacation in those numbers. No access to them at meetings, no access during the day, etc. He questioned why we would pay someone \$1,000 a week when for \$120,000 we could have them 5 days a week. He suggested taxpayer money is being wasted by going to a contracted Assessor and doing a disservice to the people of Stevens Point and that we should scrap the contracted Assessor idea and hire someone full-time.

Barb Jacobs, 1616 Depot Street, agreed with Ald. Wiza. She stated when this topic was brought up in the past, the public stated they wanted a full-time Assessor, someone who is here. It is taxpayer dollars and the taxpayers have already spoke.

Bob Woehr, 727 2nd Street, stated he has been against a contracted Assessor for the past 3 years and have said so during meetings. He stated we are going to regret moving from a full-time Assessor to a part-time Assessor.

Ald. O'Meara stated we are stuck because the assessments for the next tax season are coming due. He said there just is not time to hire a full-time Assessor, get them trained and ready for the next tax/assessment season. The amount is where we said it was going to be.

Motion made by Ald. O'Meara, seconded by Ald. Slowinski to approve the contracted assessment services contract from Forward Services in the amount of \$100,000 for a 2 year assessment cycle and revisit this again in June or July to see how we want to continue.

Chairman Moore stated he will not be supporting this as he tried to start this discussion a long time ago to get a full-time Assessor hired.

Ald. Wiza clarified that the contract is for 2 years, so when Ald. O'Meara stated it should be discussed again in June or July, there will still be a year and a half left of the contract.

Ald. R. Stroik stated he is torn on this. On one hand we are saying to save money but yet on the other hand the personal touch can be important. We got good references from all our neighboring communities. He would like more reasons why the \$50,000 goes above and beyond the personal touch of the full-time Assessor.

Mayor Halverson stated that he does not believe they are mutually exclusive. The reason was reiterated by the conversations they were able to have with Mr. Shepro when we interviewed him one on one. He was one of the only finalists that were here one on one to have the

interview as opposed to having it over the phone. When the question arose about citizen exposure the other finalist stated they had a 1-800#, they could call us any time they would like. When the same question was asked of Mr. Shepro, the answer was that he will be here most of the time anyway because that is just simply the way I do business. The personality and references that we have received from Mr. Shepro and the relationship he has with Green Bay on the commercial side and with Wisconsin Rapids as their statutory Assessor has been a relationship that only had glowing reviews. He stated when you meet Mr. Shepro, you will see why, he is very proud of his work but also very sensitive in how citizens are handled. This is a 2 year scenario because this is a 2 year scenario by term of the City Assessor by the way our ordinance is written. This decision was made months ago by majority, to pursue a contract Assessor. We are not positioned to be able to hire a full-time Assessor at this time of the calendar year, it will be impossible. Mr. Shepro has the skills and the ability and willingness to do it well.

Chairman Moore stated he has nothing against Mr. Shepro, he thinks he would be fine at doing the job. He stated his reasonings are a point of principle that he did not want assessments contracted out. He has always supported having a full-time Assessor on the City staff and that it is the Council's responsibility to hire that person.

Steven Shepro, Green Bay, stated he has been in the field for over 20 years doing assessment work. He worked for a company that does assessment work for communities throughout the state doing commercial, residential and exempt properties. About eight years ago he decided to go out on his own and started in Green Bay doing their commercials. They still maintain this account, but he hired someone to help him out and she runs the Green Bay office. He has been in and out of Wisconsin Rapids over the years doing their valuations when they needed help. He has maintained being their contracted Assessor now for 3 – 4 years. They just implemented a new software program and are finishing up a revaluation that has not been done for 13 years. He stated that what he brings is a personal touch, he does not like sitting in the office, he likes to be in the field. He knows and has spoke to Sharon and Sandy in our office and stated they are happy with taking the calls. His priority here will be the commercials and getting them updated and eventually implementing a new software program. He also stated he can save the City some money in the evaluation process that is coming due soon. He has worked with the City of Marshfield and did their commercials. One thing he would like to put together is to try to do Wisconsin Rapids, Stevens Point, Marshfield and Wausau to have a commercial base, which is being worked on. He would have a commercial base of sales and actually view every one of the sales so we know what sold and what it sold for and the breakdown of it. It is always a growing pain to change over to a contracted position but he stated he will give the City as much time as any other one.

Ald. Wiza questioned how many clients Mr. Shepro has. Mr. Shepro stated he has two, Wisconsin Rapids and Green Bay. He does Marshfield with Bowmar Appraisals, it is a joint process.

Ald. R. Stroik questioned what his goals are for his company as a contractor, what is the revenue to touches ratio or how do you look at that from your overall business philosophy.

Steven Shepro replied there is no ratio study to a person. They were talking a minimum of one day a week, which is not even workable, it takes more than that. He estimates his time as 50% in the office and 50% in the field. His policy is that he meets with the property owners, he goes to their properties, they do not come to him. He is not taking any more on, this is it. He has no ties in Green Bay as someone else runs that.

Ald. R. Stroik questioned if he resides in the Wisconsin Rapids/Stevens Point area. Steven Shepro replied he still resides in Green Bay right now.

Ayes: Ald. R. Stroik, Slowinski, O'Meara and M. Stroik
Motion carried.

Nays: Ald. Moore

ITEM #6 – APPROVAL OF PAYMENT OF CLAIMS.

Motion made by Ald. Moore, seconded by Ald. R. Stroik to approve the payment of claims in the amount of \$1,919,347.23.

Ayes: All

Nays: None

Motion carried.

Adjournment at 8:02 p.m.

BOARD OF PUBLIC WORKS MEETING
Monday, October 14, 2013
Lincoln Center – 1519 Water Street, Stevens Point, WI 54481

MINUTES

PRESENT:

Mayor Andrew Halverson, Comptroller/Treasurer (C/T) Corey Ladick, Director of Public Works Scott Schatschneider and Tricia Church; **Alderspersons:** George Doxtator(1st), JoAnne Suomi(2nd), Michael O'Meara(3rd), Tony Patton(8th) and Randal Stroik(9th).

ALSO PRESENT:

DIRECTORS: Michael Ostrowski – Community Development, Joel Lemke – Water, Wastewater and Transportation, Sally McGinty – Emergency Management, and Tom Schrader – Parks and Recreation.

ALDERPERSONS: Mike Wiza(4th), Mary Stroik(5th), Jeremy Slowinski(6th), Roger Trzebiatowski(7th), Mike Phillips(10th) and Jerry Moore(11th).

CITY STAFF MEMBERS: City Attorney A. Logan Beverage, City Clerk John Moe, Fire Department Chief Tracey Kujawa, Police Chief Kevin Ruder, Assistant Police Chiefs Martin Skibba and Tom Zenner, Mayoral Assistant Kelley Pazdernik, Superintendent of Streets Department Dennis Laidlaw, and Streets Department Staff Rick Zinda, Dale Schulfer, Cliff Bembeneck, Shane Tokarski, David Worzalla, Kenny Rozek, Richard Gawlik, Steve Louis, Ernie Quesada, Roger Skrzeczkoski, and Parks Department Tim Krutza.

OTHERS PRESENT: Brandi Makuski – Stevens Point City Times, Chris Jones – Stevens Point Journal, Nate Enwald – Portage County Gazette, Cole and Dan Racine – Belts Soft Serve, Bruce Gerland and Jeff Sandberg – AECOM, Sarah Wallace – Portage County Planning & Zoning, Steve Shepro and Nichole Tesch – Assessors' from Green Bay, Barb Jacob – 1616 Depot Street, Bob Woehr – 727 Second Street, Allen Koerten – 2501 Church Street, Walter Lepper – 2849 Church Street, Cathy Dugan – 615 Sommers Street, MaryAnn Laszewski – 1209 Wisconsin Street, Tony Stulz – 5481 Hwy 66, Norm Barber – 2400 Church Street, John Knoke – 1809 Michigan Avenue, and Bob Fisch – 1033 Smith Street.

Mayor Andrew Halverson called the Board of Public Works meeting to order on October 14, 2013 at 6:00 P.M. The meeting was held at The Lincoln Center at 1519 Water Street in Stevens Point, WI 54481.

1. Consideration and possible action to award Fire Station Headquarters Remodel and Window Replacement Project #16-13 to Ellis Stone Construction Company.

Director Schatschneider explained the attachments in the packet. He said the bids came in close but a little higher than we anticipated. He asked if there were any questions.

Aldersperson Suomi asked what the training room is and if there were any plans to upgrade the technology in that room as well. Director Schatschneider said the training room is where the fire department groups can get together to go over training procedures and policies.

Mayor Halverson added that the information technology and projector equipment is already in place. If there would be any changes to technology it would be a city project and done as a whole through the IT Department and will most likely be done in 2015.

Mayor Halverson moved approval to award the base bid and all the alternates with the exception of excluding the window replacement for the project; seconded by Alderperson O'Meara.

Alderperson Stroik asked what the rational is for removing the windows from the bid. Mayor Halverson said it doesn't pay to invest \$70,000.00 in windows when there is no insulation in the walls.

Alderperson Suomi asked what the bottom line cost would be then. Director Schatschneider said our cost would be \$338,983.60 including the 10% contingency.

Ayes all; nays none; motion carried

2. Consideration and possible action to approve the purchase of a patrol truck for the Streets Department.

Director Schatschneider explained that the bid amounts were very close so we are making the recommendation to go with the Mack from Scaffidi Heavy Truck given the fact that we have had good luck with the Mack Trucks and only a few dollars more than the lowest bid.

Alderperson Stroik moved approval to award to purchase the 2014 Mack Truck from Scaffidi Heavy Truck; seconded by Alderperson Suomi.

Ayes all; nays none; motion carried

3. Consideration and possible action to accept the Director's Report and place it on file.

Alderperson Suomi asked if Director Schatschneider could expand upon the recognition of Michigan Avenue. Director Schatschneider said last year Michigan Avenue was our main construction project that we had designed in-house. It was the first concrete street project that the City of Stevens Point has done in over 40 years. The project was recognized by the Wisconsin Concrete Pavement Association and was then forwarded to the American Concrete Pavement Association. We won the gold award for Municipal Street and Intersection projects in the small urban category. This is a great recognition for our community and staff.

Alderperson Doxtator asked how the seawall project was going. Director Schatschneider said we are waiting for final invoicing from the general contractor and electrician before putting final costs together.

Mayor Halverson added that documentation is being submitted to FERC then to FEMA after FERC approval. After we receive approvals from FEMA, the amendment process will go before plan commission to redraw the flood maps. FEMA has 90 days to approve, that should put us in the first quarter of 2014.

Alderperson Stroik moved that we accept the Director's Report and place it on file; seconded by Alderperson O'Meara.

Ayes all; nays none; motion carried

4. Update and discussion regarding the Business 51 Project with AECOM.

Bruce Gerland and Jeff Sandberg with AECOM did a PowerPoint Presentation to update and explain the status with the Business 51 Project.

Due to the size of the presentation from AECOM, it is provided electronically on our website.

5. ADJOURNMENT: Mayor Andrew Halverson adjourned the October 14, 2013 Board of Public Works Meeting at 7:19 P.M.

PERSONNEL COMMITTEE MEETING
Monday, October 14, 2013 – 8:48 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairperson O'Meara; Alderpersons Slowinski, Moore, Patton, Phillips

OTHERS

PRESENT: Mayor Halverson; C/T Ladick; Clerk Moe; Attorney Beveridge;
Alderpersons Suomi, M. Stroik; Directors Ostrowski, Schrader,
Lemke, McGinty, Schatschneider; Chief Ruder; Chief Kujawa;
Assistant Chief Skibba; Assistant Chief Zenner; Police & Fire
Commission President Schleih; Assistant Superintendent of Streets
Laidlaw; City Forester Ernster; Clifford Bembeneck; Steve Plaski;
Steve Louis; Ernie Quesada; Kenny Rozek; Dale Schulfer; Rick Zinda;
Tim Krutza; Roger Skrzeczkoski ; Barb Jacob; Mary Ann Laszewski;
Charlie Carlson (via speaker phone); Mayoral Assistant Pazdernik;
Human Resource Manager Jakusz; Nate Enwald, Portage County
Gazette; Brandi Makuski ~ SPCT

Chairman O'Meara called the meeting to order.

1. Discussion and possible action on Mileage Reimbursement amount.
The memo from Comptroller/Treasurer Ladick that was included in the packet was referenced. Comptroller/Treasurer Ladick summarized his cover memo. He stated that based on those he surveyed; only the State of Wisconsin is lower than the IRS rate. His recommendation is to increase the mileage rate from .375 per mile to .50 per mile to get us in the ball park.

Alderman Patton moved to increase the mileage reimbursement rate to .50 per mile; Alderman O'Meara seconded.

Slowinski questioned why we aren't going with the IRS Rate? Discussion ensued.

Alderman Patton withdrew his initial motion; Alderman O'Meara withdrew his second.

Alderman O'Meara moved to approve increasing the mile reimbursement rate to .565 (IRS); Alderman Slowinski seconded.

On a vote of 4 – 1 (Phillips dissenting) the motion was carried.

2. Discussion and possible action on Comparables for pay plan study.
Human Resource Manager stated that in response to a question posed by one of the Alderman, the following positions have private sector comparables, per Charlie Carlson: Custodian, Parks Maintenance Worker, Streets Maintenance Worker/Equipment Operator, Account Clerk (intermediate), Heavy Equipment Operator, Secretary/Administrative Assistant (Intermediate), Mechanic Public Works/Highway/Streets, Administrative Assistant, Paralegal, Civil Engineering Technician Journey, Building Inspector (Journey Level), Accountant, Information Services Network Administrator, Human Resources/Personnel Director, Civil Engineer.

Mayor Halverson recommended using the comparables provided by Charlie Carlson and that we continue to move forward so that we are able to present a draft of the pay plan at the Special Finance Committee meeting October 28, 2013.

Alderman Patton asked if we used Charlie Carlson's comparables list whether we'd be low, medium or high as it relates to pay.

Charlie Carlson indicated that is a separate decision.

Mayor Halverson recommended that we steer toward being in the middle.

Alderman Moore asked Charlie Carlson how he selected the comparables. Mr. Carlson replied that they were selected based on population / equalized value (reasonable size similarity), presence of substantial college campuses and geographical area.

Mr. Carlson added that adding or removing any given community will not have as large an impact as the decision of being high, medium or low.

Mr. Carlson stated that the private sector comparable information is collected by an outside expert and privacy is protected, minimum samples are used and the data has to be somewhat dated meaning it can't be from immediate past action.

Alderman Moore indicated his has an issue with some of the communities included on Mr. Carlson's list, specifically Sun Prairie, Eau Claire and La Crosse. Alderman Slowinski agreed.

Mayor Halverson indicated that the timeline for Charlie Carlson to finish the project is extremely narrow due the tight timeline for the budget. He feels we need to rely on the expertise of the consultant to get the project completed.

Alderman Patton moved to approve the comparable community list recommended by Charlie Carlson; Alderman O'Meara seconded. Motion carried with a vote of 3 – 2 (Alderpersons Moore and Slowinski dissenting).

3. Adjournment ~ 9:05 p.m.

PERSONNEL COMMITTEE MEETING
Monday, September 30, 2013 – 6:00 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairperson O'Meara; Alderpersons Slowinski, Moore, Patton, Phillips

OTHERS

PRESENT: Mayor Halverson; C/T Ladick; Clerk Moe; Attorney Beveridge; Alderpersons Suomi, Doxtator, Wiza; Directors Ostrowski, Schrader, Lemke, McGinty; Chief Ruder; Chief Kujawa; Assistant Chief Skibba; Assistant Chief Zenner; Assistant Chief Finn; Police & Fire Commission President Schleih; Assistant Superintendent of Streets Laidlaw; City Forester Ernster; Clifford Bembeneck; Steve Plaski; Shane Tokarski; Scott Boyer; Kevin Ruehl; Mike Marczak; Ernie Quesada; Darlene Quesada; Kenny Rozek; Dale Schulfer; Dave Worzalla; Steve Louis; Kevin Bartkowiak; Charlie Carlson; Human Resource Manager Jakusz; Brandi Makuski ~ SPCT

Chairman O'Meara called the meeting to order.

1. Discussion and possible action on next steps to take with status review/discussion of pay plan study

Alderman Wiza asked why this was being discussed at a special meeting instead of the regularly scheduled meeting and why it couldn't have been part of the special meeting held last week. Human Resource Manager responded that the special meeting last week was due to a deadline for payroll purposes for an October 1 implementation date for a collective bargaining settlement. The Personnel Committee had previously agreed to hold a special meeting to allow enough time for full discussion of the study.

Charlie Carlson went through his power point presentation (copies had been provided to City Council members in the agenda packet).

Significant discussion ensued regarding slide #14 of the presentation which depicts the City's regression line current pay rates as compared to the combined market estimate and the public market.

Alderman Moore asked whether the benefit package offered by the City "fills the gap". Charlie Carlson replied that it only makes the gap on the bottom larger.

Chairperson O'Meara suggests looking at a mechanism that will bring the lines together over a period of time.

Mayor Halverson stated that there is a potential of recruitment and retention issues as we find the pay for single positions off by thousands of dollars.

Alderman Patton questioned where the comparables were from. Charlie Carlson replied that they are:

- De Pere
- Eau Claire
- Fond du Lac
- La Crosse
- Manitowoc
- Marshfield
- Neenah
- Sun Prairie
- Superior
- Watertown
- Wausau
- Wisconsin Rapids

He added that it may be a situation where the solution is implemented over a period of time. The good news is that 80 – 85% of the workforce has the correct rate of pay.

Alderman Moore suggested changing the comparables to communities we feel more comfortable with to see if the problem goes away or gets worse.

Alderman Slowinski asked how our pay rates for middle and upper management could be so far off when we did a pay study in 2007.

Charlie Carlson and Mayor Halverson replied that we were unable to fully implement the recommendations due to financial constraints.

Alderman O'Meara suggested that when we recruit, our market will be for people earlier in their career instead of proven all star.

Mayor Halverson stated that we may need to triage those positions that are furthest off with the monies we have available to do the best we can and implement a multi-year plan for the others.

Chairperson O'Meara suggests developing internal career development.

Alderman Wiza stated that he agrees with Alderpersons Slowinski and Moore.

Dave Worzalla stated that a Loader Operator in Milwaukee is paid higher than one more local. He also questioned how a comparison can be made for those employees that don't take the insurance.

Charlie Carlson replied that the City needs to look at two things; what is the exposure in the blended rate (pay/insurance) and what is the cost for the exposure.

Police Chief Ruder stated that he has been a member of management for twelve years. This is wrong; it needs to be fixed. Stevens Point is better than this. He stated that his Assistant Chiefs earn \$7,000 less than those in the neighboring community of Plover.

Charlie Carlson stated that costs are growing; revenues are not. The City needs to review strategic direction; you can't get to where you need to be without going through the process.

It was a consensus of the Committee that Charlie Carlson will provide the list of comparable communities he used to develop the regression grid and the City Personnel Committee will generate their own list of comparables at the October 14, 2013 meeting.

2. Adjournment ~ 7:27 p.m.

PERSONNEL COMMITTEE MEETING
Wednesday, September 25, 2013 – 6:00 p.m.
City Council Chambers ~ 1516 Church Street

PRESENT: Chairperson O'Meara; Alderpersons Slowinski, Patton, Phillips

EXCUSED: Alderman Moore

OTHERS

PRESENT: Mayor Halverson; Clerk Moe; Attorney Beveridge; Alderpersons Suomi, Doxtator, M. Stroik, R. Stroik, Trzebiatowski; Wiza; Chief Ruder; Assistant Chief Finn; Human Resource Manager Jakusz; Brandi Makuski ~ SPCT;

Chairperson O'Meara called the meeting to order.

1. Alderman Slowinski moved to adjourn into closed session pursuant to Wisconsin State Statute 1985(1)(e) [conducting other specified public business, whenever competitive or bargaining reasons require a closed session] for an update on bargaining with Fire and Transit Units; Alderman Phillips seconded.

Roll Call: O'Meara, Phillips, Patton Slowinski
Ayes all, nays none. Motion carried.

2. Alderman Patton moved to reconvene into open session at 6:15 p.m., Alderman Slowinski seconded.

Roll Call: O'Meara, Phillips, Patton, Slowinski
Ayes all, nays none. Motion carried.

3. Motion by Alderman Patton, second by Alderman Slowinski to recommend ratification of the 2013 – 2014 Stevens Point Police Officer's Agreement. Ayes all, nays none. Motion carried.
4. Adjournment ~ 6:25 p.m.

Board of Water and Sewerage Commissioners

Monday, October 14, 2013

12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Eugene Tubbs, Mae Nachman, Jim Cooper and Carl Rasmussen.

ALSO PRESENT: Joel Lemke, Gary Kuplic, Rob Molski, Jeremy Cramer, Jaime Zdroik and Angel Gebeau of AECOM.

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ADMINISTRATION

1. **Approval of minutes of the September 9, 2013 meeting.**

Motion made by Eugene Tubbs, seconded by Jim Cooper to approve the minutes of the September 9, 2013 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

II. **ACCOUNTING**

2. **Discussion and possible action on the following:**

a. Claims for the Water Department.

Paul Adamski presented the statement of claims for the Water Utility for September. The balance as of September 1, 2013 was \$4,421,710.47; the bank deposits recorded in September 2013 was \$611,696.94. Checks issued since the September 9, 2013 meeting numbered 47334 through 47403 were in the amount of \$670,400.60. Checks numbered 47404 through 47447 for \$209,203.53 were presented for action on October 14, 2013. The net balance on hand October 14, 2013 was \$4,341,713.49.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the Water Utility claims for the month September 2013 as audited and read.

Ayes all. Nays none. Motion carried.

b. Claims for the Wastewater Department.

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for September. The balance as of September 1, 2013 was \$4,679,897.86; the bank deposits recorded in September 2013 were \$263,596.77. Checks issued since the September 9, 2013 meeting numbered 29866 through 29901 were in the amount of \$156,047.50. Checks numbered 29902 through 29940 for \$373,014.23 were presented for action on October 14, 2013. The net balance on hand October 14, 2013 was \$4,437,280.81.

Motion made by Eugene Tubbs, seconded by Carl Rasmussen to approve the Sewage Utility claims for the month of September 2013 as audited and read.

Ayes all. Nays none. Motion carried.

c. Claims for Storm water Department.

Paul Adamski also presented the statement of claims for the Storm Water Utility for September. The balance as of September 1, 2013 was \$155,633.92. The bank deposits recorded in September 2013 were \$80,275.93. Checks issued since the September 9, 2013 meeting numbered 1045 through 1056 were in the amount of \$106,059.59. Check numbered 1057 through 1066 for \$5,353.37 were presented for action on October 14, 2013. The net balance on hand October 14, 2013 was \$107,538.40.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the Storm Water Utility claims for the month September 2013 as audited and read.

Ayes all. Nays none. Motion carried.

d. Payment of Airport Water/Wastewater bills as part of a consecutive use agreement.

The Water Department has pumped and treated water in the well field on lands that were partially obtained through federal grants for airport purposes. These lands are considered to be "federally obligated" lands, and therefore are subject to review by the Bureau of Aeronautics (BOA) as well as the Federal Aviation Administration (FAA) to see if the utilization of these lands meets responsible use and development guidelines.

A consecutive use agreement was filed to request that the consecutive uses of airfield and well field be officially recognized and accepted. As part of being a consecutive use on a federally obligated airfield, there is a requirement that the airport benefit from the consecutive use. To accommodate this, Joel requested the Water Department absorb and pay for the cost of the Airports water and wastewater utility bills. This arrangement is agreeable with the BOA and would be a relatively low exposure to the Water Department considering the scale of the resource in the well field. Joel expects the payments in question to be less than \$2,000 per year.

In doing this, the well field could be included in an upcoming fencing project that goes around the airport.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve payment of Airport Water/Wastewater bills as part of a consecutive use agreement.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

Gary stated the St. Paul Street utility extension is complete except for black top and gravel. The end of digging date is October 31. The Servicemen are still working on exchanging water meters and installing radio reading devices.

Jeremy explained the booster station on Georgia St. has been cleaned and isolated from the water distribution system. The system is running fine with it being off-line. If we do need to use it again, it would just need to be filled, tested and in 24 hours we could have it back on-line.

The water operation reports were distributed and reviewed.

A total of 86 valves have been operated in 2013.

4. Report on water supply operations.

Our pumpage in September was 201,901,000 gallons, an increase of 5,113,000 gallons of water from September 2012.

IV. SEWAGE TREATMENT OPERATIONS

5. Report on Collection System Maintenance.

Rob stated everything is going well. The crew flushed all 14 air release valves in order to get ready for the winter months.

The sewer report for the month of September was reviewed by the Commission.

6. **Report on sewage treatment operations.**

Jeremy stated we met our permit limits; we did get a little close on our effluent phosphorus.

There is a Wisconsin Wastewater Operators Association Conference in Stevens Point next week and we will be holding tours of the Wastewater Plant. There will be demos by three different manufacturers as well. The Krueger disk filter is one pilot project that will be going on, to see how clean of water we can produce and possibly someday reuse. This would also help us see how low we can get our phosphorus levels down. There will also be a centrifuge thickener unit pilot being done as well. Thickening would help us save on polymer costs. There will also be a dewatering device demo.

Also during the conference, Well 11 tours will be given. From Well 11 they will go to the UWSP Wastewater Plant.

Carl Rasmussen asked if we were considering the three items being demoed/piloted. Jeremy explained we will have to find a way to make the lower phosphorus limits that will be required in the 2017 permit renewal. The filter being demoed is one possibility for that. We will also be looking at the thickener because we want make the sludge as thick as possible going into the anaerobic digester to make more gas and have more detention time to help with capacity ratings. We are also looking at the dewatering unit if we ever want to go to a cake product.

Joel explained this would get us one step closer to a Class A product. Not knowing what our permit levels for phosphorus will be in the 2017 permit renewal, we are looking at these things to see which technologies fit our plant best.

B.O.D. (7 average ppm), Phosphorus (0.916 average ppm) and Suspended Solid (8.85 average ppm) limits were met for the month of September 2013.

V. STORMWATER OPERATIONS

7. **Report on storm water operations.**

The swale project on Roberts Street went well. It has rained a couple of times since then and the road is dry. Joel is hoping the community sees that we have

an approach at fixing some of the localized issues. This was unique because there is no storm sewer in that area so it was all handled inside the right-of-way with just some changes to the profile.

VI. DIRECTORS REPORT

Joel explained the Well 11/Town of Hull situation. If there is any data that reflects a responsibility that we have then we would assume that responsibility but none of our data shows that right now.

In the last year of operating Well 11, we have seen approximately a foot of fluctuation in the ground water level. Going back as far as 1991 we have seen draw-downs even further than what they are right now when Well 11 didn't exist.

Joel will be attending a Town of Hull meeting at SPASH next week.

The next Water & Sewage Commission meeting will be on Monday, November 11, 2013 at noon.

VII. ADJOURNMENT

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:24pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

October 1, 2013
4:01 p.m.

1. **Roll Call:** Commissioners Hanson, Kirschling, Schleihs and Wescott
Commissioner Taylor, excused

Also

Present: Police Chief Kevin Ruder, Fire Chief Tracey Kujawa, Director Sally McGinty, Assistant Chief Tom Zenner

2. **People to be heard and announcements**

None.

3. **Adjourn into closed session (approximately 4:00 p.m.) pursuant to Wis. Stats. Section 19.85 (1) (c) for a probationary police officer interview**

Commissioner Gary Wescott moved, seconded by Commissioner Hanson, to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

4. **Reconvene into open session (approximately 4:20 p.m.) for possible action.**

Commissioner Schleihs moved, seconded by Commissioner Hanson, to reconvene into open session.

Ayes, all; nays, none. Motion carried.

Commissioner Schleihs moved, seconded by Commissioner Wescott, to approve Police Officer Tino Starke to regular status upon the successful completion of his probationary period.

Ayes, all; nays, none. Motion carried.

5. 2014 Budget updates

Commissioner Hansen moved, seconded by Commissioner Kirschling, to rearrange the agenda to discuss item #8 following the discussion of the 2014 budget update

Ayes, all; nays, none. Motion carried.

Operational budgets have been submitted. Budget levels will remain consistent.

The city budget will be presented to the Finance Committee on October 28th.

6. City Pay Plan Study

There was a special meeting of the Personnel Committee on September 30th to review the City Pay Plan Study results. The Personnel Committee would like to submit a list of comparables for the study. The comparables will be discussed at the October 14th Personnel Committee meeting.

7. Administrative Procedures including role of liaisons

Section 4, Personnel Administration (pertains to union employees) was discussed. Director McGinty will make the changes as discussed.

The role of the liaisons will be added to the PFC Administrative Procedures, Section 1.

Review of the procedures will continue at the October 15th meeting.

8. LEXIPOL update

Assistant Chief Zenner briefed the commission on LEXIPOL. The primary survey of the Department was completed by A.C. Skibba and A.C. Zenner.

The first draft will be completed by the Assistant Chiefs and be forwarded to a selected panel. The estimated time of completion for this is six months. The panel will include subject based experts:

- EVOC (Emergency Vehicle Operations Course) instructors
- DAAT (Defense and Arrest Tactics) Instructors
- SWAT (Special Weapons and Tactics) commander
- Firearms instructors
- Less Lethal instructors

The completed draft will be submitted to LEXIPOL for review. Upon review by LEXIPOL a final policy manual will be published. Launch of Daily

Training Bulletins (DTB) will be based on the completed policy manual. The estimated time of completion is 7 – 8 months.

9. Consent Agenda

- a. Minutes – September 10, 2013 and September 24, 2013
- b. Monthly bills - Fire Department, Police Department and Emergency Management
- c. Fire Chief's Report/EMS Report
- d. Police Chief's Report
- e. Director of Emergency Management's Report

Commissioner Hanson moved, seconded by Commissioner Kirschling, to approve the consent agenda items as outlined above.

Ayes, all; nays, none. Motion carried.

10. Adjournment

The meeting adjourned at 6:12 p.m.

September 24, 2013
4:02 p.m.

1. **Roll Call:** Commissioners Hanson, Kirschling, Schleih, Taylor and Wescott

Also

Present: Police Chief Kevin Ruder, Director Sally McGinty, Assistant Chief Martin Skibba, Assistant Chief Tom Zenner, Assistant Chief Bob Finn, Comptroller/Treasurer Corey Ladick, City Attorney Logan Beveridge, Police Officer applicant Andrew Poeschel, Brandi Makuski – Stevens Point City Times

2. **Adjourn into closed session (approximately 4:00 p.m.) pursuant to Wis. Statutes Section 19.85 (1) (c) for the following:**
 - a. **Probationary Police officer applicant interview**

Commissioner Wescott moved, seconded by Commissioner Kirschling, to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

3. **Reconvene into open session (approximately 4:20 p.m.) for possible action.**

Commissioner Hanson moved, seconded by Commissioner Taylor, to reconvene into open session.

Ayes, all; nays, none. Motion carried.

Commissioner Kirschling moved, seconded by Commissioner Wescott, to approve hiring Andrew Poeschel as probationary police officer contingent upon the successful completion of all hiring protocols and testing.

Ayes, all; nays, none. Motion carried.

4. **2014 capital budget update**

The following requests were submitted:

Police Department capital budget requests:

- Portable radio equipment, \$83,500
- Lapel ear buds, \$2,500
- Mobile radios (in squad), \$36,000
- Vehicle Repeater System, \$49,000
- Radar trailer/sign, \$12,000
- Simunition kits – air soft, \$10,000
- Taser equipment, \$12,000
- Computer forensic equipment, \$10,000

Emergency Management capital budget requests:

- Weather warning siren battery replacement, \$4,500
- Public safety software (Vision Air), \$32,000
- Hand held parking enforcement equipment, \$24,000
- Computer equipment, \$20,000
- Office equipment, \$2,000
- Furniture, \$2,000

Fire Department capital budget requests:

- Equipment maintenance and/or replacement, \$35,870
- Radio replacement, \$144,050

5. **2014 initial operational budget submissions**

Operational budgets have been submitted. Budget levels will remain consistent.

The city budget will be presented to the Finance Committee on October 28th.

6. **Proposed Police Department positions**

Chief Ruder discussed the proposed structure of the Police Department with the addition of three police officers effective January 1, 2014. The number of sworn police officers will be forty-five (45).

7. **Role of departmental liaisons**

The document on roles was distributed. The commission decided to adopt the liaison roles into the Administrative policies. The policies will be discussed at the October 1st 2013 meeting.

8. Update on Municipal Court

Discussions on a joint municipal court with Plover continue. The next step in the process will be to develop a committee to deal with details of establishing a municipal court. Chief Ruder has been working closely with District Court Administrator Ron Ledford.

9. Adjournment

The meeting adjourned at 6:02 p.m.

October 15, 2013
4:01 p.m.

1. **Roll Call:** Commissioners Hanson, Schleihs, Taylor and Wescott
Commissioner Kirschling, excused

Also

Present: Police Chief Kevin Ruder, Fire Chief Tracey Kujawa, Director Sally McGinty, Mayor Andrew Halverson, Assistant Chief Tom Zenner, Assistant Chief Martin Skibba, Alderperson Patton

2. **2014 Budget updates**

Operational budgets have been submitted. Budget levels will remain consistent with last year.

There are no changes to the Police Department capital budget from what was reported previously by Chief Ruder.

Fire Department radio capital budget request was split into two years.

The proposed city budget will be presented to the Finance Committee on October 28th.

3. **City Pay Plan Study**

At the October 14th Personnel Committee meeting, the Committee approved the comparables list proposed by the consultant. Mayor Halverson will meet with Charlie Carlson tomorrow to discuss the City Pay Plan.

4. **Administrative Procedures**

Section 5, Personnel Administration (Pertains to Chiefs, Non-Represented Employees and Union Employees) and Section 6, General Policies, were reviewed. Director McGinty will make the changes as discussed.

5. **Adjournment**

The meeting adjourned at 5:27 p.m.

**MEETING MINUTES
BOARD OF PARK COMMISSIONERS
WEDNESDAY, OCTOBER 2, 2013**

1. **Roll Call**
2. **Approval of the September 4, 2013 Minutes**
3. **Adoption of 2014 Price Structure**
4. **Acceptance of donated land from Albert Feltz to the City of Stevens Point to be designated as parkland located west of Parkway Drive on McDill Pond (Portion of Parcel ID 2308-03-2001-30)**
5. **Director's Report**
6. **Adjournment**

Roll Call

Present: Bahling, Freckmann, Glodosky, Hall, McDonald, Okonek, Ald. O'Meara, Ald. Slowinski, West, Ald. Wiza

Excused: Sorenson

Also Present: Director Tom Schrader, Betty Bruski Mallek, Janice Drake, CIFSC; Walter Leppen, Classic Hockey; Chris Wiza, Kent Hall

2. Approval of the September 4, 2013 Minutes

Motion by Wiza, seconded by Glodosky, to approve the September 4, 2013 minutes and place them on file.

Ayes all; Nays none; Motion carried.

3. Adoption of 2014 Price Structure

Director Schrader explained that this Price Structure has been used for the last 15 years outlining proposed rates and increases for the next 5 years. This 5 year projection of rates allows for planning and budgets for all users of the facilities in the Parks system.

Walter Leppen, Nelsonville, WI presenting the Classic Hockey players questioned the raise for ice time over the past couple of years and the anticipated \$5.00 one for 2014. He feels the City is pricing itself right out of business.

Ald. Wiza asked if the Parks Department is breaking even with the costs of maintaining the indoor ice rink. Director Schrader stated we are not breaking even and it needs to be subsidized. Director Schrader stated all we're trying to do is to have rates comparable with others in the area. It's also a matter of how much the City is willing to subsidize through tax dollars. We're offering a service just like garbage collection.

Commissioner Glodosky asked about available ice time. Director Schrader stated that the prime ice time is full and there is time between 8 and 3 p.m. when everyone is in school.

Ald. O'Meara asked the Commissioners to look at raising the fees next year for the boat slips instead of in 2016 and put something towards the covered slips.

Motion by Ald. Wiza, seconded by Hall to approve and adopt the proposed 2014 Price Structure.

Ayes all, nays none; motion carried.

4. **Acceptance of donated land from Albert Feltz to the City of Stevens Point to be designated as parkland located west of Parkway Drive on McDill Pond (Portion of Parcel ID 2308-03-2001-30)**

Director Schrader displayed the map showing the proposed 5.6 acres Albert Feltz is willing to donate for parkland. The parcel is adjacent to the Plover River Park off of Patch Street and would be kept in its natural state.

Director Schrader stated the cost to the City would be this year's taxes, the appraisal cost and the transfer fees which all would amount to about \$4,000.00-\$5,000.00. It's in our park plan to purchase land along the Plover and Wisconsin Rivers to secure it for parks.

Motion by O'Meara, seconded by Hall to accept the donation from Albert Feltz.

Ayes all; Nays none; Motion carried.

4. Director's Report

Director Schrader reported:

- The American Transmission Company is using a portion of Bukolt Park to prepare for a construction project involving power line work and replacing of poles on the island west of Bukolt Park. They will be constructing seawalls to accommodate a barge that will be used to transfer materials to and from the island. Mats have been placed to minimize impacts from drilling rigs, bucket trucks and other heavy equipment. Trees on the island will be removed.
- In review of the Summer 2013 General Park Usage/Events handout he'd like to point out what his department has been doing during the summer: 232 lodge rentals since May 1st, 19 meeting room rentals and 72 gym rentals. There were 3 fishing tournaments out of Bukolt Park and a tri-athlon
- Over \$7,000.00 worth of tickets sold to Mt. Olympus, Great America, Noah's Ark and the Milwaukee County Zoo
- 35 events at the Pfiffner Pioneer Park Bandshell to include Riverfront Rendezvous, 7 City Band concerts, 5 Movies in the Park, Reading First Event, Walk for Diabetes, SPASH/PJ Concert, KKOA Car Show, Walk Wisconsin, Ciclovia, Memorial Day Ceremony, Taste of the Town, Justice Works Run, Jazz Fest, Art in the Park, Patriot Day and 3 private rentals.
- Cable Access, recorded, edited, Cablecast TV and Webcast approximately 50 meetings, 5 episodes of "Portage county Matters"
- Videotaped, edited the Fourth of July parade, Riverfront Rendezvous Fireworks, 9/11 Concert, transit Center Open House
- 95 new (non-rerun) episodes of regularly-scheduled (series) public access TV programs, 5 new special programs. Advertized 90 new events on the TV Community Calendar
- Made over a thousand changes to the website, including: 726 changes made to 216 different pages, 152 agendas and minutes, added 225 calendar events published (meetings, pool events, public events concerts, etc, 86 new documents and changes to documents (Ordinances, Applications, Forms, etc.
- 235 News Flashes Published
- Made over 560 Facebook posts and over 560 Twitter tweets
- Started Goggle+ page that mirrors Facebook and Twitter feeds
- Researched and started application process for low power FM radio licensing coming in October
- Forestry Department continued watering and mulching street trees, flower beds/downtown Square: 75 trees and 5 shrub/flower beds are watered daily because of the dry weather, 700 street/park trees have been mulched, 27 annual flower beds and 10 downtown flower pots maintained by staff
- 156 trees were planted this year, (about 150 scheduled for planting this fall)
- 5 downtown parking lots bark removed and mulched, 8 downtown parking lots mulched
- 172 plants replaced on the Square
- Annual tree survey looking for Dutch elm disease, oak wilt (public/private) blocked street signage, high risk street trees, etc. Normally we are done with this by now, we are about half done
- 80 man hours in maintenance spent on the Square, the landscape contractor replaced 4 maples
- City tree contractor removed 102 stumps, 83 trees and injected 10 elm trees to prevent Dutch elm disease
- 26 play sets/swings and playgrounds are inspected monthly, 113.5 hours spent checking playground equipment, 4 slides replaced, 1 tube tunnel slide replaced and 1 clatter bridge replaced

- Veterans Park play set installed and Parkwood Park had all chips replaced
- 4 press releases were submitted and 1 Emerald ash borer presentation was given
- A UWSP summer intern was used to calculate the number of emerald ash borer on private lands
- Goerke synthetic turf broomed 20 times, raked once, swept once and roller magneted 3 times
- 13 different athletic/turf areas managed (fertilizer, aerating, herbicide application, seeding, topdressing and thatching)
- The pool treated 12 injuries, 2 near drowning saves and 1 disciplinary removal
- 11 free swims funded by local businesses.
- Installed 2 new chemical feeding systems (wading/slide pools)
- At the Willett major floor repairs/leaks were corrected, replaced 20 year old tables, chairs and the old boiler. Replaced 11 toilets that were 32 years old.
- Repaired emergency lighting system fixtures and serviced all roof top units
- Eight new board advertisers plus renewals totaling over \$25,000.00
- Parks Department ball diamonds: 132 games SPYBA, 35 games Legion/Jr. Sixers, 105 games of Point Fastpitch for a total of 272 tournament games. Over 849 league games and a total of 1121 games played on fields that Park employees maintain.

Ald. Slowinski stated that this was his first experience with his daughter being on a traveling team to play softball and they traveled to 6 different communities which didn't come close in comparison to Stevens Point's parks and ball fields. Point's are "top-notch."

5. Adjournment

Motion by Ald. Wiza, seconded by Glodosky to adjourn at 5:56 p.m.

Ayes all; Nays none; Motion carried.

Sheet1

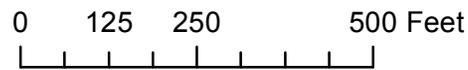
Current Parks, Rec & Forestry Price Structure

PROGRAM	RES/NON /UNIVER	CURRENT 2013 Prices	PROPOSED 2014 Prices	PROPOSED 2015 Prices	PROPOSED 2016 Prices	PROPOSED 2017 Prices
SUMMER RECREATION PROGRAMS						
Adult Tennis	R	not offered	not offered	not offered	not offered	not offered
Adult Tennis	N	not offered	not offered	not offered	not offered	not offered
Youth Tennis	R	not offered	not offered	not offered	not offered	not offered
Youth Tennis	N	not offered	not offered	not offered	not offered	not offered
Adult Tennis Leag	R	not offered	not offered	not offered	not offered	not offered
Adult Tennis Leag	N	not offered	not offered	not offered	not offered	not offered
Nature Camp	R	not offered	not offered	not offered	not offered	not offered
Nature Camp	N	not offered	not offered	not offered	not offered	not offered
Sport Camp	R	not offered	not offered	not offered	not offered	not offered
Sport Camp	N	not offered	not offered	not offered	not offered	not offered
Suumer Play	u	not offered	not offered	not offered	not offered	not offered
Fun/Mother Natr	R	not offered	not offered	not offered	not offered	not offered
Fun/Mother Natr	N	not offered	not offered	not offered	not offered	not offered
Kiddie Korner	R	not offered	not offered	not offered	not offered	not offered
Kiddie Korner	N	not offered	not offered	not offered	not offered	not offered
Summer Playground	U	not offered	not offered	not offered	not offered	not offered
K.B. WILLETT ARENA						
Public Skating	U	\$3.00	\$3.00	\$3.00	\$3.50	\$3.50
Open Freestyle	U	\$14.00	\$14.00	\$14.00	\$15.00	\$15.00
Open Hockey	U	\$14.00	\$14.00	\$14.00	\$15.00	\$15.00
Individual Pass	U	\$100.00	\$100.00	\$100.00	\$110.00	\$110.00
Family Pass	U	\$145.00	\$145.00	\$150.00	\$160.00	\$160.00
10 Use Fee	U	\$27.00	\$27.00	\$29.00	\$29.00	\$29.00
Tot 1-3	R	29.00-44.50	29.00-44.50	31.00-46.50	31.00-46.50	31.00-46.50
Tot 1-3	N	39.00-54.50	39.00-54.50	41.00-56.50	41.00-56.50	41.00-56.50
Pre Alpha	R	31.00-47.00	31.00-47.00	33.00-49.00	33.00-49.00	33.00-49.00
Pre Alpha	N	41.00-57.00	41.00-57.00	43.00-59.00	43.00-59.00	43.00-59.00
Alpha	R	31.00-47.00	31.00-47.00	33.00-49.00	33.00-49.00	33.00-49.00
Alpha	N	41.00-57.00	41.00-57.00	43.00-59.00	43.00-59.00	43.00-59.00
Beta	R	35.00-50.50	35.00-50.50	37.00-52.50	37.00-52.50	37.00-52.50
Beta	N	45.00-60.50	45.00-60.50	47.00-62.50	47.00-62.50	47.00-62.50
Gamma	R	35.00-50.50	35.00-50.50	37.00-52.50	37.00-52.50	37.00-52.50
Gamma	N	45.00-60.50	45.00-60.50	47.00-62.50	47.00-62.50	47.00-62.50
Delta	R	35.00-50.50	35.00-50.50	37.00-52.50	37.00-52.50	37.00-52.50
Delta	N	45.00-60.50	45.00-60.50	47.00-62.50	47.00-62.50	47.00-62.50
Freestyle 1-4	R	35.00-50.50	35.00-50.50	37.00-52.50	37.00-52.50	37.00-52.50
Freestyle 1-4	N	45.00-60.50	45.00-60.50	47.00-62.50	47.00-62.50	47.00-62.50
Adult	R	33.00-48.50	33.00-48.50	37.00-52.50	37.00-52.50	37.00-52.50
Adult	N	43.00-58.50	43.00-58.50	47.00-62.50	47.00-62.50	47.00-62.50
Artistic/Power/Moves	R	70.50-88.00	70.50-88.00	72.50-90.00	72.50-90.00	72.50-90.00
Artistic/Power/Moves	N	80.50-98.00	80.50-98.00	82.50-100.00	82.50-100.00	82.50-100.00
Stars on Ice I & II	R	35.00-50.50	35.00-50.50	57.00-77.50	57.00-77.50	57.00-77.50
Stars on Ice I & II	N	45.00-60.50	45.00-60.50	67.00-87.50	67.00-87.50	67.00-87.50
Open Freestyle Less	R	70.50-135.00	70.50-135.00	72.50-137.00	72.50-137.00	72.50-137.00
Open Freestyle Less	N	80.50-145.00	80.50-145.00	82.50-147.00	82.50-147.00	82.50-147.00
Power Skating	R	not offered	not offered	not offered	not offered	not offered
Power Skating	N	not offered	not offered	not offered	not offered	not offered
Hockey Clinic	R	\$140.00	\$150.00	\$150.00	\$150.00	\$160.00
Hockey Clinic	N	\$160.00	\$170.00	\$170.00	\$170.00	\$180.00
Skate Rental	U	\$3.50	\$3.50	\$4.00	\$4.00	\$4.00
Ice Rental - Prim	U	\$150.00	\$155.00	\$155.00	\$155.00	\$160.00
Ice Rental - Sec	U	not offered	not offered	not offered	not offered	not offered
Ice Rental - Ter	U	not offered	not offered	not offered	not offered	not offered
Non-Cty Ice Fee	N	\$50.00	\$50.00	\$60.00	\$60.00	\$60.00
Arena Exhibition Fee	U	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00
Summer Ice Rate	U	*165.00/hr	*170.00/hr	*175.00/hr	*175.00/hr	*180.00/hr
Game Rate UWSP	U	\$953.00	\$992.00	\$992.00	\$992.00	\$1031.00
Game Rate SPASH	U	\$666.00	\$692.00	\$692.00	\$692.00	\$719.00
Game Rate Saints JR B	U	\$628.00	\$651.00	\$651.00	\$651.00	\$674.00
Game Rate Red Panthers/JV Girls	U	\$467.00	\$484.00	\$484.00	\$484.00	\$484.00
* Based on a 12 hour per day minimum						
** Game rate includes ice rental fee and cleanup costs						
***Learn to skate prices vary depending on length of session						
COPPS SWIMMING POOL						
0-5 yrs Admiss	U	\$2.25	\$2.25	\$2.50	\$2.50	\$2.50
6 - Adult Admiss	U	\$2.75	\$2.75	\$3.00	\$3.00	\$3.00
Individual Pass	R	\$65.00	\$65.00	\$70.00	\$70.00	\$70.00

Sheet1

PROGRAM	RES/NON /UNIVER	CURRENT 2013 Prices	PROPOSED 2014 Prices	PROPOSED 2015 Prices	PROPOSED 2016 Prices	PROPOSED 2017 Prices
COPPS SWIMMING POOL						
Individual Pass	N	\$90.00	\$90.00	\$95.00	\$95.00	\$95.00
Family Pass	R	\$100.00	\$100.00	\$105.00	\$105.00	\$105.00
Family Pass	N	\$125.00	\$125.00	\$130.00	\$130.00	\$130.00
1-50 Rental	U	\$80.00	\$80.00	\$85.00	\$85.00	\$85.00
51-100 Rental	U	\$95.00	\$95.00	\$100.00	\$100.00	\$100.00
101-500 Rental	U	\$110.00	\$110.00	\$115.00	\$115.00	\$115.00
Teen Nite	U	not offered	not offered	not offered	not offered	not offered
Swim Lessons	R	not offered	not offered	not offered	not offered	not offered
Swim Lessons	N	not offered	not offered	not offered	not offered	not offered
WINTER RECREATION						
Basketball Team Fee	U	\$150.00	\$160.00	\$160.00	\$170.00	\$170.00
Basketball Indivd	U	\$50.00	\$60.00	\$65.00	\$70.00	\$70.00
Basketball Instruc	U	not offered	not offered	not offered	not offered	not offered
Volleyball Team Fee	U	not offered	not offered	not offered	not offered	not offered
Volleyball Indivd	U	not offered	not offered	not offered	not offered	not offered
Volleyball Instruc	U	not offered	not offered	not offered	not offered	not offered
Outdoor Skating	U					
Lodge Rental >50	U	\$140.00	\$145.00	\$145.00	\$150.00	\$150.00
Lodge Rental 51-100	U	\$160.00	\$165.00	\$165.00	\$170.00	\$170.00
Lodge Rental 101>	U	\$180.00	\$185.00	\$185.00	\$190.00	\$190.00
Toboggan Rental	U	\$7.00	\$7.00	\$7.00	\$8.00	\$8.00
FOOTBALL/TRACK RENTAL						
Football-UWSP *	U	\$825.00	\$850.00	\$850.00	\$875.00	\$875.00
Football-High School *	U	\$825.00	\$850.00	\$850.00	\$875.00	\$875.00
Football-Jr. High, Spoh, JV,7th & 8th Grade	U	\$350.00	\$365.00	\$365.00	\$380.00	\$380.00
Football-State/Conf. **	U	\$1350.00	\$1400.00	\$1400.00	\$1450.00	\$1450.00
Soccer	U	\$425.00	\$450.00	\$450.00	\$450.00	\$450.00
Lighting	U	\$210.00	\$220.00	\$225.00	\$230.00	\$230.00
Track Practice Fee	U	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
Track Team Meet Fee ***	U	\$35.00	\$40.00	\$40.00	\$40.00	\$40.00
Track State/Conf	U	\$425.00	\$450.00	\$450.00	\$475.00	\$475.00
Stadium rental	U	\$105.00/hr	\$110.00/hr	\$110.00/hr	\$110.00/hr	\$115.00/hr
* Add .05/student to Football Fee & \$1/ paid admission stadium fee						
** plus additional site prep costs to prepare stadium/field						
*** Track meet fee is per team plus staff costs						
BASEBALL/SOFTBALL						
Bukolt/Mon-Fri	U	\$80.00	\$85.00	\$85.00	\$90.00	\$90.00
Sat-Sun & After hrs	U	\$80.00	\$85.00	\$85.00	\$90.00	\$90.00
Iverson&Zenoff/Mon-Fri	U	\$60.00	\$65.00	\$65.00	\$70.00	\$70.00
Sat-Sun & After hrs	U	\$60.00	\$65.00	\$65.00	\$70.00	\$70.00
Lights	U	\$60.00	\$65.00	\$65.00	\$70.00	\$70.00
Drying materials*	U	\$20.00	\$25.00	\$25.00	\$30.00	\$30.00
* Drying materials is based on our cost						
# SPSA,SPYBA,SPYGSA,Legion use the diamonds at no charge						
## Add staff costs to Sat. & Sun rental fees						
RECREATION MISC.						
Boat Slip Rental	R	\$550.00	\$550.00	\$550.00	\$575.00	\$575.00
Boat Slip Rental	N	\$650.00	\$650.00	\$650.00	\$675.00	\$675.00
Covered Slip	U	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00
Public Beaches	U					
Non-Resident Fee	NON	\$20.00	\$20.00	\$20.00	\$20.00	\$25.00
Gym Rental	U	\$35.00	\$35.00	\$40.00	\$40.00	\$40.00
Lodge Rental-Bukt/Pfiff/ArtC	U	\$175.00	\$175.00	\$185.00	\$185.00	\$195.00
Lodge Rental-Boy Scout	U	\$145.00	\$145.00	\$155.00	\$155.00	\$165.00
Lodge Rental-All-Purp	U	\$175.00	\$175.00	\$185.00	\$185.00	\$195.00
Lodge Rental-Girl Sct	U	\$135.00	\$135.00	\$145.00	\$145.00	\$155.00
Room Rental	U	\$25.00	\$25.00	\$30.00	\$30.00	\$30.00
Bandshell Rental	U	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
*Picnic table rental	U	\$20.00	\$25.00	\$25.00	\$25.00	\$25.00
Mobile Concession	U	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Mobile Conc. is per month						
*max. of 20 tables						

proposed 9/4/13



City of Stevens Point
Community Development Department

Parkland Donation Map on McDill Pond



This map was compiled by the City of Stevens Point's Community Development Department for reference purposes only. The accuracy of this map is not guaranteed and the City makes no express or implied warranties of any type regarding this map. Furthermore, the City is not liable for any direct or indirect damages suffered related to the use of this map.

Summer 2013

General Park Usage/Events

(232) lodge rentals

(19) Meeting Room rentals

(72) Gym rentals

(3) fishing tournaments out of Bukolt Park and Tri-atholon

Over \$7,000 in tickets sold

Downtown: Crazy Days, Corn on the Curb, Dozinki

Pfiffner Pioneer Park Bandshell

Riverfront Rendezvous, (7) City Band concerts, 5 Movies in the Park, Reading First Event, Walk for Dabetes, SPASH/PJ Concert, KKOA Car Show, Walk Wisconsin, Ciclovía, Memorial Day Ceremony, Taste of the Town, Justice Works Run, Jazz Fest, Art in the Park, Patroit Day, (3) Private rentals,

Community Access

Recorded, Edited, Cablecast (TV), and Webcast approximately:

50 meetings (approximately 10 every month) 5 episodes of "Portage County Matters" (1 per month)

Produced Promo video for Riverfront Rendezvous. Shot video and stills at Riverfront Rendezvous for next year's promo.

Videotaped, edited, cablecast (TV), and uploaded to YouTube:

Fourth of July Parade, Riverfront Rendezvous Fireworks, 9/11 Concert, Transit Center Open House

Cablecast (TV) and Webcast approximately:

95 new (non-rerun) episodes of regularly-scheduled (series) public access TV programs. 5 new special (non-series) programs. Advertised 90 new events on the TV Community Calendar.

Made over a thousand changes to the website, including:

724 Changes made to 216 Different Pages

152 Agendas & Minutes Added 225 Calendar Events Published (Meetings, Pool Events, Public Events, Concerts, etc.)

86 New Documents and changes made to Documents (Ordinances, Applications, Forms, etc.)

235 News Flashes Published

3 Job Postings Made

6 Home Page Slide Show Changes 6 Photo slide shows created for Riverfront Arts Center, Historic Rehab, etc.

Made over 560 Facebook posts and over 560 Twitter Tweets (one created automatically for every news story, calendar event, and job posting on the website – and some made manually).

Started Google+ page that mirrors Facebook and Twitter feeds.

Began redesigning many dozens of web pages for better usability, after attending Usability Week Conference in Minneapolis.

Enhanced Facebook Feed with Unique Images for Categories when Facebook implemented new rules for RSS feeds. Switched all feeds to new service for better usability.

Created new Riverfront Rendezvous Setup Instruction Books
Upgraded video and sound system in City Council/County Board Chambers (late April)
Upgraded sound system at bandshell in preparation for 9/11 Patriotic Concert
Researched & Started Application Process for Low Power FM Radio Licensing (coming in October)

Forestry Department

Watering & Mulching Street Trees/Flower Beds/Downtown Square:

75 trees and 5 shrub/flower beds are watered daily
700 street/park trees have been mulched
325 reminder postcards have been mailed
27 annual flower beds and 10 downtown flower pots maintained by staff.
6 perennial beds maintained by Master Gardeners.
156 trees were planted this year (about 150 scheduled for this fall)
5 Downtown parking lots bark removed and mulched
8 Downtown parking lots mulched
Maintaining Shopko/Dunham parking lots
172 plants replaced on Square

Annual tree survey:

Things that are looked for are things such as Dutch elm disease, oak wilt (public/private), blocked street signage, high risk street trees, etc. Normally we are done with this by now, we are about half done.
144 addresses to visit to inspect so far.
152 Dutch Elm Disease Notices have been sent so far.
30 notices for Oak Wilt
64 public nuisance notices sent (38 for clearing alleys)
11 public/private schools targeted for tree obstruction issued in two block radius

Down Town Square :

80 man hours in maintenance spent on the Square
The landscape contractor did replace 4 maples.

City Tree Contractor :

102 stumps removed
83 trees removed
10 elm trees injected to prevent Dutch elm disease

Playground Inspection and repair :

26 play sets/swing sets are inspected monthly
4 slides replaced
1 tube tunnel slide replaced
1 clatter bridge replaced
Holes replaced in KASH surface
Wood chipped low areas in sets
Veterans Park play set installed
Parkwood Park all chips replaced
113.5 hours spent checking equipment

Public Relations

Four press releases submitted
1 Emerald ash borer presentation given
Bus signage utilized

Construction

Ellis Street Construction Monitored

Sidewalk replacement throughout city coordinated with forestry/public works/street departments. 18% of sidewalk sections replaced may have been due to street tree roots. We provided root pruning.

Selected plants for new parking lot 16 and submitted quotes for plants and installation.

Emerald Ash Borer

UWSP summer intern calculating number of ash on private lands.

EAB detection traps installed and taken down. EAB not yet found in Stevens Point.

Declining/less desirable ash street tree list compiled for removal this winter & replacement next spring

Turf Maintenance/Herbicide Applications

Goerke synthetic turf broomed 20 times, raked once, swept once, roller magneted three times

13 different athletic/turf areas managed (fertilizer, aerating herbicide application, seeding, topdressing, thatch)

All trees in Bukolt, Pfiffner, and Iverson sprayed around with roundup to avoid mower/weedwhip damage twice

General

July, August, and part of September were dry and plants required much additional watering. All means were used to water plants.

The forestry dept. continues to look for groups to partner with to aid in accomplishing goals. Volunteers from Travel Guard, Wisconsin Public Service, Audubon, UWSP and Lions Club helped. A number of community service workers were utilized.

The forestry Dept. sets up and prepares grounds for track and field events, as well as tennis meets.

Much of our work is accomplished with 2 full-time employees, and 5 full-time seasonal staff.

Pool

12 injuries treated

2 Near Drowning Saves

1 Disciplinary Removals

5 Private Pool rentals held.

Completed annual Portage County Health inspections

Passed annual Fire Dept. Inspection

Pruned pool trees and mulched

Irrigation repairs

Repaired pool tiles and depth markers

Repainted pool gutter

Held Bloodborne Pathogen Training and first aid training

11 Free Swims fud by local businesses

Installed two new chemical feeding systems (wading/slide pools)

Willett Arena/Community Stadium

Major Floor Repairs/Leaks were corrected (That we know of) Tied us up most of the summer
Replaced the Ice Arenas 20yr old tables and chairs
Replaced Ice Arenas 20yr old Boiler to heat SPASH UWSP and Saints locker rooms
Replaced mens and womens bathroom stalls on east end of building and in the downstairs locker rooms for a total of 11 new stalls. Everything in the rooms was also painted before new dividers were installed
Replaced 11 toilets that were 32 yrs. old
Replaced 2 bad battery cells and battery tray on zamboni ice resurfacers
Replaced bad ceiling tiles in building
Repaired emergency lighting system fixtures
Serviced all roof top units of facility
Changed out 30 plus air filters
Serviced and Passed the building's Fire suppression system
Redesigned and built the storage areas for the concession stand products
Replaced rubber floor areas and step threads in building that were worn
Replaced bad light fixture ballasts in building
Eight new board advertisers plus renewals totaling over \$25,000.00
Replaced hockey board plastics where needed
Back filled washed out/erosion areas around entire building
Had entire exterior of building ground level, re-caulked for water leaks
Held Bloodborne Pathogen training for City Ice Arena Employees
Held Evening Training for the seasonal employees. (30)
Passed annual Building Fire Inspection

Parks Department

Ball diamonds

Tournament summary:

132 games SPYBA

35 games Legion/Jr. Sixers

105 games Point Fastpitch

Total 272 tournament games

League play summary:

466 games SPSA

162 games SPYBA

204 games Point Fastpitch

17 games Legion/Jr. Legion

Total 849 league games

Total games played 1121

88 events this year to date at Bukolt Park Cub Mancheski Field (High school games, league games, tournaments and special events)

Maintenance / repairs

27 plumbing repairs

16 electrical repairs

22 irrigation repairs
1 Community Stadium field turf repair
2 landscaping/road maintenance projects
12 graffiti clean-ups
13 Special Events locates
13 General building repairs

File:parkusagereort2013

SMONGESKI HEALTH FUND ANNUAL MEETING

Thursday, October 10, 2013 – 1:00 P.M.

County Conference Room D – 1516 Church Street

Present: Gary Garske (Health Officer), Marge Molski, Bill Zimdars, Tom Owens (Superintendent Representative), Jeffrey Brengman (Pacelli Principal)

Also

Present: City Clerk John Moe, C/T Corey Ladick, Greg Henning (Financial Consultant for Anchor Investment Services)

Clerk Moe called the meeting to order and thanked everyone for being able to find time in their busy schedules to attend the meeting.

1. Financial Report.

Greg Henning, Financial Consultant for Anchor Investment Services, said the investment balance is \$131,266.72. When they took over the account the balance was \$120,000. They made two allocation moves this year where some money was moved from bonds into stocks. He said the market is currently responding to what is going on in Washington so we do not want to over-react. Once Congress finalizes some items the market will settle down. He said in general, stocks are performing better than bonds so they have some room to be on offense but will however stay in the moderate to moderate-aggressive portfolio. The Fund is \$11,000 above the floor of \$120,000.

Clerk Moe asked if Mr. Henning had a recommendation.

Mr. Henning said the committee could do \$3,000 up to almost double that amount. This would leave some room in case of any economic troubles in the future.

C/T Ladick asked if the Fund had anything in longer term bonds with a fixed rate.

Mr. Henning replied that we do not at this time.

C/T Ladick introduced himself to the committee. He said he was honored to work with the Fund because of the great work that it does. He then proceeded to discuss the check book allocations listed on the annual report.

2. Review of program activity for the year.

Clerk Moe noted that the Fund's greatest impact right now is through their financial support of other programs such as Healthy Smiles. However, this may change as more families are signing up for assistance. They have been working with the schools on getting information out to families who qualify for reduced or free lunch and they have now expanded that effort and have received a good response.

He said the Fund will again be distributing vitamins and toothbrushes in the clerk's office as well as through the Shopko pharmacy so families have two locations to pick up their supplies.

Clerk Moe then reviewed the annual report.

3. Review and possible change to sealant procedure.

Clerk Moe noted that Healthy Smiles is asking the Fund to consider supporting their expansion to include 2nd permanent molars of 13 year old children. This would be a change in the Fund's policy as we now only cover 1st molars for kids ages 5-9. He said with the increased number of participants in the program and the overall cost related to that increase, this may not be something the Fund should do right now.

Jeffrey Brengman, Pacelli Principal, asked if we know what kind of numbers Healthy Smiles is looking at.

Clerk Moe said the letter did not list any specific numbers.

Gary Garske, Health Officer, said that last year was the first year for the expansion and the year just ended in June so they are still putting the numbers together.

Clerk Moe said the committee could postpone action on the expansion and come back when they have more information for us.

Mr. Brengman said he would prefer to delay for four to six months and have Healthy Smiles come in and give a presentation.

C/T Ladick said that he is not opposed to waiting but he is sure they will want more money so members should keep that in mind as we are looking at the budget.

Clerk Moe said the Committee can keep that in mind when they determine the budget. At the next meeting members can reevaluate where the Fund is financially and determine how they wish to proceed.

Tom Owens, Superintendent's Representative, agreed saying the committee should wait for additional information from Healthy Smiles.

Clerk Moe said he will let Healthy Smiles know that the committee would like presentation before determining whether or not to change the Fund's policy and if assistance should be given.

Clerk Moe said the other request that came in regarding sealants is one where a parent took her child into the dentist and had some work done. Only after questioning the bill was she told about the Smongeski Fund. She is asking the Fund to cover the costs of the sealants. He said traditionally the applicant fills out the application for assistance, it's reviewed, and if acceptable, the Clerk notifies the applicant and dentist of the authorization to do the work. After the work is done the dentist submits the bill to us for payment. He said this is a sticky situation as we want to help people but we also have procedures in place that are to be followed. Clerk Moe noted that he spoke to an attorney from the law firm that created the Trust and the attorney said the addition of the sealants program was permitted because of a clause in the Will that allows for new initiatives as medical advancement permit. However, the attorney said that it was his interpretation that procedures were established by the Fund requiring prior approval and that it was his

recommendation that the procedures be followed. Clerk Moe said it is up to the members to decide as how to proceed.

Mr. Brengman said there are policies and procedures in place and as soon as you say “yes” to a retroactive approval a precedent is set.

Mr. Brengman **moved**, seconded by Ms. Molski, to not approve the request.

Ayes, all; Nays, none; motion adopted.

Clerk Moe asked for a motion on the Healthy Smiles request for expansion on the Sealant Programs.

Ms. Molski **moved**, seconded by Mr. Zimdars, to postpone action on Healthy Smiles request to expand the sealant program to 2nd permanent molars of 13 year olds and ask Healthy Smiles to give a presentation to the committee in four to six months at which time we will consider their request.

Ayes, all; Nays, none; motion adopted.

4. Funding for 2013-2014 programs.

Mr. Owens **moved**, Mr. Garske seconded, to approve \$2,500 to Health Smiles for the current sealant program for 1st molars for children ages 6-9 and \$500 for the Clerk’s office to cover expenses. If those expenditures go over \$500, then the members would have to be notified up to \$4,000. Any total expenditures over \$4,000 would require the Committee’s prior approval.

Ayes, all; Nays, none; motion adopted.

5. Adjournment.

Adjourned at 1:36 p.m.

SMONGESKI HEALTH FUND
ANNUAL REPORT
2013

The Smongeski Health Fund has been operated through the City Clerk’s office for the past 32 years. The following statistics cover the period from August 1, 2012 through July 31, 2013.

<u>Clerk’s Office Expenditures</u>	<u>11/12</u>	<u>12/13</u>
Vitamins	\$ 266.47	202.11
Eyeglasses	0	0
Sealants	80.00	80.00
Toothbrushes	0	0
Prevention Magazine	65.82	65.82
Healthy Smiles	2500.00	2500.00
Maternal and Child Health Program		111.48

The greatest impact the Fund makes is through its financial support of other programs such as Healthy Smiles, Maternal and Child Health and Project Fresh Start programs.

The main role of the Clerk’s office is to assist with the disbursement of vitamins and toothbrushes. Chewable vitamins continue to be the most popular choice as compared to individual vitamins. However, there continues to be an increasing interest in regular daily vitamins.

The number of students receiving sealants slightly decreased this year as compared to last year. Healthy Smiles assisted 37 students with 129 sealants this year. Of which the Fund covered the cost of 125 of those sealants. We also covered the cost of four sealants for one child payable directly to the dentist. We also have a request before you today for consideration.

There were two inquires regarding eye glasses this year; however, they were able to receive assistance through other sources.

John Moe
City Clerk

**COMPTROLLER-TREASURER REPORT
for the period ending August 31, 2013**

	Bal August 1, 2013	Receipts	Disbursements	Bal August 31, 2013
GENERAL OPERATING CASH	\$8,430,709.01	\$5,315,405.90	\$10,989,700.11	\$2,756,414.80
WATER & SEWER (CASH & INVEST) (includes airport, transit , stormwater)	\$10,437,179.89	\$1,354,445.42	\$1,420,305.45	\$10,371,319.86

INVESTMENTS	Bal August 1, 2013	TRANSFER IN	TRANSFER OUT	Bal August 31, 2013
GENERAL	\$21,480,700.42	\$2,100,000.00	\$4,000,000.00	\$19,580,700.42
SPECIAL REVENUE	\$713,645.00	\$0.00	\$0.00	\$713,645.00
DEBT SERVICE	\$7,407.03	\$0.00	\$0.00	\$7,407.03
CAPITAL PROJECTS	\$11,435,429.04	\$0.00	\$0.00	\$11,435,429.04
ENTERPRISE	\$218,872.37	\$0.00	\$0.00	\$218,872.37
TRUST	\$207,694.31	<u>\$0.00</u>	<u>\$0.00</u>	\$207,694.31
TOTALS	<u>\$34,063,748.17</u>	<u>\$2,100,000.00</u>	<u>\$4,000,000.00</u>	<u>\$32,163,748.17</u>

EXPENDITURES:	BUDGET	YTD	%	REVENUES	BUDGET	YTD	%
GENERAL GOVT	\$3,115,283.00	\$2,161,595.29	69.39%	GENERAL	\$21,711,448.00	\$17,014,288.94	78.37%
EMERGENCY GOVT	\$1,156,534.00	\$687,417.44	59.44%				
POLICE	\$4,552,199.00	\$3,084,542.35	67.76%				
FIRE	\$4,852,145.00	\$3,132,297.39	64.55%				
PUBLIC WORKS	\$5,630,695.00	\$3,541,255.34	62.89%				
PARK & REC	\$2,015,483.00	\$1,348,924.15	66.93%				
CAPITAL PROJECTS	\$426,920.00	\$173,922.04	40.74%				
DEBT SERVICE	\$4,789,299.00	\$3,766,619.51	78.65%				
YTD TARGET	66.67%						

effective 1/1/13 airport and transit will be reported to the Utility Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594
FAX 715-346-1530



Andrew J. Halverson
Mayor
715-346-1570

October 15, 2013

Members of the Common Council
Stevens Point, Wisconsin

The following appointment is recommended for your consideration.

Historical Preservation/Design Review Commission

Appoint as Alternate, Kathy Kruthoff – 4301 Heritage Drive – term expires 4-30-15

Your confirmation of this appointment would be appreciated.

A handwritten signature in black ink, appearing to read "Andrew J. Halverson".

Andrew J. Halverson, Mayor