

**City of Stevens Point  
REGULAR COUNCIL MEETING**

**Council Chambers  
County-City Building  
1516 Church St**

**February 17, 2014  
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 January 20, 2014 and the Special Common Council meeting of February 10, 2014.
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. Communication and Expectations for the City Administration and the Council (Council Discussion Only).

**Consideration and Possible Action on the Following:**

7. Minutes and actions of the Plan Commission meeting of February 3, 2014.
8. Ordinance – Annexation of a Part of 1901 Brilowski Rd (County Parcel ID 020-24-0836-10.15).
9. Public Hearing – Amend the Zoning Ordinance to Reclassify Part of 1901 Brilowski Rd (County Parcel ID 020-24-0836-10.15) as "R-3" Single and Two Family Residence District.
10. Ordinance Amendment on the above.
11. Minutes and actions of the Board of Public Works meeting of February 10, 2014.
12. Preliminary Resolution – Special Assessments for Replacement of Non-Standard Water Services and Non-Standard Sanitary Sewer Laterals – Bukolt Ave from Front St to Georgia St and Georgia St from Bukolt Ave to Sixth Ave Installation of Storm Sewer Laterals and Replacement of Existing Non-Standard Storm Sewer Laterals – Bukolt Ave from Front St to Second St and Georgia St from Bukolt Ave to Sixth Ave.
13. Minutes and actions of the Public Protection Committee meeting of February 10, 2014.
14. Ordinance Amendment – Discharging Firearms/Guns/Archery Arrow/Crossbow Bolt – Bow Hunting within the City Limits (Creation of Section 24.14(6) & (7) of the RMC).
15. Ordinance Amendment – Creation of a Municipal Court (Creation of Chapter 33 of the RMC).

16. Ordinance Amendment – Junk Dealers, regarding documentation of scrap metal purchases (Amending Section 12.13 of the RMC).
17. Minutes and actions of the Finance Committee meeting of February 10, 2014.
18. Ordinance Amendment – Limit on Payment in Lieu of Taxes Paid to the City by the Water Department (Creation of Section 13.26 of the RMC).
19. Resolution - Authorizing and Providing for the Sale and Issuance of \$2,360,000 General Obligation Promissory Notes, Series 2014A, and All Related Details.
20. Minutes and actions of the Personnel Committee meeting of February 10, 2014.
21. Minutes and actions of the Board of Water & Sewerage Commissioners meeting of February 10, 2014.
22. Minutes and actions of the Transportation Commission meeting of January 23, 2014.
23. Minutes and actions of the Police and Fire Commission meeting of February 4, 2014.
24. Minutes and actions of the Board of Park Commissioners meeting of February 5, 2014.
25. Statutory Monthly Financial Report of the Comptroller-Treasurer.
26. 2013 Community Development Department Annual Report.
27. Adjourn into closed session (approximately 8:30 p.m.) pursuant to Wisconsin State Statutes 19.85(1)(e) to deliberate and negotiate the investing of public funds whenever competitive or bargaining reasons require a closed session on the following:
  - Consideration of the City's acquisition of an option to purchase real estate.
28. 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  
COMMON COUNCIL MEETING**

**Council Chambers  
County-City Building**

**January 20, 2014  
7:00 P.M.**

**Mayor Andrew J. Halverson, presiding**

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

**Also Present:** City Atty. Beveridge, Clerk Moe, C/T Ladick, Directors Schatschneider, Lemke, Schrader, Ostrowski, Asst. Police Chief Zenner, Chief Kujawa, Human Resources Manager Jakusz, Kelly Pazdernik, Mayoral Assistant, 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 observed a moment of silence in honor of Dr. Martin Luther King. He announced that NerdWallet, a consumer advocacy website, recently conducted a study to find the best places for job seekers in Wisconsin, and Stevens Point is in the top 10.

**3. Consideration and possible action of the minutes of the Regular Common Council meeting of December 16, 2013 and the Special Common Council meeting of January 13, 2014.**

Ald. Moore moved, Ald. O'Meara seconded, to approve the minutes of the Regular Common Council meeting of December 16, 2013 and the Special Common Council meeting of January 13, 2014.

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.**

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

Mildred Neville, 1709 Jefferson Street, said when citizens speak at meetings, their comments reflect on them personally and asked for positive meeting debate.

Reid Rocheleau, 408 Cedar West, Whiting, spoke about proper meeting procedure and following Roberts' Rules of Order when conducting public hearings.

Mary Ann Laszewski, 1209 Wisconsin, questioned why the public is barred from discussing costs of items to be approved such as Maria Drive which could be a significant expense for the City. She asked the Council to postpone a vote on Maria Drive until a need for the property has been determined.

**6. Proclamation for National Catholic Schools Week.**

Mayor Halverson read a Proclamation declaring the week of January 25 through February 2, 2014 National Catholic Schools Week.

**7. Resolution -- International Migratory Bird Day.**

Dr. Kent Hall, 200 Pine Bluff Road, representing the Aldo Leopold Audubon Society asked the Council for their approval of the resolution recognizing International Migratory Bird Day on May 3, 2014. He said this approval is required for the Bird City Wisconsin application.

Ald. Patton **moved**, Ald. Suomi seconded, to approve the resolution.

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

**8. Michigan Avenue Concrete Pavement Award Presentation.**

Kevin McMullen, President of the Wisconsin Concrete Pavement Association, presented City staff with the "Gold Award" for the Michigan Avenue repaving project. He said this award means that Michigan Avenue is the top urban concrete pavement project constructed in the nation in 2012.

**9. Minutes and actions of the Plan Commission meeting of January 9, 2014.**

Mary Ann Laszewski, 1209 Wisconsin, said the first order of business in regard to Maria Drive should be an inspection of the building located at 100 Second Street N. She continued saying more time should be taken in making a decision on the street relocation and a vote can be delayed.

Cathy Dugan, 615 Sommers Street, addressed the Plan Commission's approval of the changes to the Parks & Rec building. She said this building is eligible for placement on the National Register of Historic Places and should not be approved for demolition.

Ald. O'Meara **moved**, Ald. Patton seconded, to approve the minutes and actions of the Plan Commission meeting of January 9, 2014.

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

**10. Public Hearing – Conditional Use – Stevens Point Area School District for a conditional use permit for the purposes of constructing an educational/community center, Life Skills Center, at the Stevens Point Area High School, 1201 North Point Drive.**

Mayor Halverson declared the public hearing open.

Greg Nyen, 1858 Sunset Lake Road and Director of Student Services, stated the Life Skills Center will not be just for disabled students, but also for alternative students, regular mainstream students and the community. He said from an educational stand-point, this is the best practice and encouraged the Council for a supportive vote.

Jim Jasper, Samuels Group, noted that they have adhered to recommendations of the Plan Commission in making sure the facility is appropriate for the site and the student population. He said codes in regard to parking and lighting will be met according to City guidelines and refuse containers will be shielded from the public. Mr. Jasper stated the distance between the entrance of the facility and the entrance of the tavern is in accordance with state statutes.

Andrea Marty, 2802 Rice Street, said the teachers like the new location. They also like that it has a sidewalk from the school to the new building and will meet their needs.

Attila Weninger, School Superintendent, said the District has set aside money for the construction of the Life Skills Center and the location and scaling down of the building will meet the dollars put aside. He reiterated the building will not only be for students, but also for use by the community.

Reid Rocheleau, 408 West Cedar, Whiting, said he believes there are other locations for the Life Skills Center as the primary concern is the residents and the building meeting conditions. Mr. Rocheleau further stated the building is too close to a tavern.

Barb Jacob, 1616 Depot Street, expressed concern regarding the Little White Inn, its proximity to the new center and how future Councils will view the issue. She stated the plan is not complete and discussed the lack of information being provided in regard to parking, lighting, snow removal and storm sewer.

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

**11. Resolution on the above.**

Mayor Halverson referenced section 125.68 General Restrictions and Requirements; (3)(b) Restrictions on Location of the state statutes. After reading the statute, he clarified that the Little White Inn pre-exists this establishment and there is no concern relating to the distance of the Life Skills Center from a licensed establishment.

Ald. Wiza said he has enough information and the state statute seems clear that existing establishments should not be affected.

Ald. Wiza moved, Ald. O'Meara seconded, to approve the resolution.

Ald. Phillips mentioned the east side of the school's property should have been given more thought and he is concerned about how far away the building is from the school in relation to transporting students during inclement weather.

Ald. R. Stroik said he believes this plan meets the needs of the disabled students and it is not the Council's decision as to where to put the building on the property.

Ald. Trzebiatowski asked if this property will have the drain capacity to handle what is required.

Director Lemke stated the note on the proposed plan is most likely a lead to a catch basin in the parking lot to the south which could be relocated to accommodate the structure. He also said with the location of the building, they could meet the storm water requirements that will be imposed on the site and it is a non-issue.

Ald. Trzebiatowski further questioned if this is part of a catch basin system, would they be required to make it deeper, line it and follow existing guidelines.

Director Lemke said he does not foresee any existing infrastructure on their site getting in the way of what needs to be accomplished to construct a new building.

Ald. Suomi stated she will vote in favor of this resolution; however, she has a concern with the design of the building. She said she would like the district to consider the city staff's suggestion of having an entrance of accessibility on the north side to facilitate access to public transportation. Ald. Suomi also supports city staff's suggestion regarding the building's design being similar to the current school building.

Ald. Suomi moved, Ald. Slowinski seconded, to amend the resolution removing the word "if" from the sixth bullet point referencing refuse containers, making it a requirement.

Ald. Moore stated he supports the amendment since there will be food service.

Roll Call: Ayes: All.

Nays: None. Motion carried.

Ald. O'Meara said he agrees with Ald. Wiza regarding what is expected from the city's perspective and it is up to the Board of Education to decide if the building will serve the population for which it is intended. He disagrees that the building's design should complement the school and encouraged a residential design as that is the intent of its use.

Ald. Moore said he believes this building fits under the city's planning and zoning codes and for that reason, he supports the resolution.

Ald. Trzebiatowski questioned City Attorney Beveridge regarding the appropriateness of one of the Council members voting since they are an employee of the school district.

City Attorney Beveridge stated if that Council member feels they stand to personally gain from the outcome, they would want to abstain; however, he does not see a problem if they chose to vote.

Ald. Suomi said she had this conversation with the former City Attorney and she feels comfortable with not abstaining from the vote.

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

**12. Public Hearing – Public Comment Relating to the Application by the City of Stevens Point for Environmental Protection Agency (EPA) Grant Funds to Assess Brownfield Sites throughout Target Areas of the City, Including, But Not Limited To, Near Business 51, Downtown, and Along Canadian National's Main Railway.**

Mayor Halverson declared the public hearing open.

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

**13. Ground Lease and Property Agreement Amendment between the City of Stevens Point and the Boys & Girls Club of Portage County, Inc. for the property located at 2442 Sims Avenue and 933 Michigan Avenue.**

Cathy Dugan, 615 Sommers Street, spoke about the Boys & Girls Club considering preserving the footprint of the Stevens Point Armory Pavilion's proximity in relation to the building and encouraged respecting its historic value.

Ald. Wiza asked for clarification on 4(b) of the Ground Lease Agreement which lists times of the gymnasium use and recommended the wording be cleaned up.

Mayor Halverson said there are only select portions of the agreement that are up for amendment and that is not one of them as the gymnasium use has already been agreed upon.

Ald. Wiza then asked about section 15 of the agreement in which the word "Improvements" is capitalized and wondered if it was a title.

City Attorney Beveridge said the improvements are referred to in paragraph 5 of the agreement. He also said this lease was approved last spring and is in effect as the terms have already been agreed upon. He stated the only modifications are to the

underlined conditions under paragraph 5 and the exchange of the former Exhibit A showing the layout of the premises. City Attorney Beveridge restated the parties are already bound to the terms in sections 4(b) and 15.

Ald. Wiza said he understands but stated since it is being amended, this would be the time to discuss any other changes prior to approving this one.

Ald. R. Stroik said Ms. Dugan brought up some valid points and encouraged the Boys and Girls Club to take it under advisement. He asked if the final plan would need conditional use approval from the Council.

Director Ostrowski said this agreement would give the "go ahead" for the Boys & Girls Club to start a fundraising campaign as a conceptual design. He said the addition to this building and the use as a Boys & Girls Club would still require a condition use permit so it would need to come back to the Plan Commission and Common Council.

Ald. R. Stroik clarified that the Council then is not held to the plan on Exhibit A.

Director Ostrowski said that is correct.

Ald. Suomi questioned if this needs to come before the Historical Preservation Committee.

Director Ostrowski said it would not be under the purview of the Historical Preservation Committee as it is not on a national register.

Ald. O'Meara said from the pictures provided by Ms. Dugan, he does not see any changes in the fascia by the proposed footprint.

Director Ostrowski said he did not think the fascia or the front of the building would be changed with the addition. He said Ms. Dugan's concern is the addition and how it relates to the existing building's use and construction.

Ald. O'Meara said the view of the building will be the same as it was in the 1930s other than the fact that it will not reference the artillery. He continued to say that those parts of the building are being preserved in the plan.

Ald. Phillips said he would like to see separate locker rooms for boys, girls, men and women and asked Director Ostrowski if that was possible.

Director Ostrowski said that would have to be part of the agreement and there would need to be an amendment.

Ald. Moore stated he is uncomfortable with the agreement and encouraged the Boys & Girls Club to start looking at other venues. He said while he is not against it, they are not getting what they originally wanted and this may not be their best option any more.

Mayor Halverson said that decision would have to be made by the Boys & Girls Club.

Ald. Wiza reiterated that now would be the time to amend the agreement.

Mayor Halverson said the appropriate process for any amendment to be pursued with the Boys & Girls Club would be a recommendation made by either him or City Attorney Beveridge. It would be inappropriate to make an amendment to the agreement if those were not already mutually agreed upon.

Ald. Suomi moved, Ald. Doxtator seconded, to approve the Ground Lease and Property Agreement Amendment between the City of Stevens Point and the Boys & Girls Club of Portage County.

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

Nays: Ald. Moore, Phillips, Trzebiatowski. Motion carried.

#### **14. Relocation Orders for 100 and 104 Second Street North and Relocation Map for Maria Drive at Second Street North.**

Reid Rocheleau, 408 Cedar West, Whiting, proposed postponing approving the relocation order until the need to purchase the building at 100 Second Street N has been determined.

Mary Ann Laszewski, 1209 Wisconsin Street, addressed Maria Drive and Walker Street being 150' of each other, along with the cost of utilities and the issue of safety. She also discussed soil contamination tests of the site, who would be responsible for the testing and barricading this portion of Maria Drive for safety purposes.

Ald. Wiza said this has been an issue in his district for a long time as it is an unsafe intersection and he has received many calls about it. He said the city has the opportunity to fix something that should have been fixed a long time ago.

Ald. Wiza moved, Ald. Moore seconded, to approve the relocation orders.

Ald. Moore stated Maria Drive adjoins his aldermanic district and he has also received phone calls and complaints about the intersection. He said perhaps a traffic study could be conducted to see if a four way stop would help make the intersection safer. He also asked if the city's building inspectors have gone through the Mickey's property lately and if any assessment on the building has been made.

Director Ostrowski said to his knowledge, they have not gone through the building recently and an independent appraiser would need to determine a value.

Ald. R. Stroik said the city is hindering the ability of the business owner to sell the property as a business and he would like more information as to the value of the property before making a decision.

Mayor Halverson said Mrs. Lodzinski is interested in selling the property and the city is bound by statutory requirements to follow procedure and the relocation orders are a part of it.

Director Schatschneider said there is a misconception about the relocation order. He stated the relocation order is simply a formal notice to the property owner and it does not bind the City. The relocation order is the first step in the process before an appraisal can be done.

Ald. R. Stroik stated anyone interested in buying the business would not do so due to relocation orders being issued on the property.

Director Schatschneider said there is a public misconception that because the City is interested in the property, no one else will buy it and he feels that is not true, nor is it relevant.

Ald. Phillips questioned the fiscal impact this will have on the community.

Director Schatschneider said an estimate can be put together on a purchase price.

Ald. Phillips responded that he would need to know the bottom line.

Director Schatschneider said those numbers would not have anything to do with the relocation order as it does not cost the City a dime.

Ald. O'Meara said Director Schatschneider is completely right in that the relocation order is there to put people on notice and it does not bind the City.

Ald. Suomi asked what happens after the relocation order.

Director Schatschneider said a commercial appraisal company would perform an appraisal on the properties so the City would have an idea on how much it will cost.

Ald. Slowinski said he understands both sides of the argument, but he is still struggling with the issue due to the fact that costs are unknown. He said by approving the relocation orders, the City is announcing its intension.

Ald. Wiza stated if the project is found to be cost prohibitive, it should not be done; however, this is the first step. He further said that Lodzinskis have been supportive of the project.

Director Schatschneider agreed that the Lodzinskis are eager for the process to take place.

Ald. Moore noted that since he has been on the Council, the city has not had an opportunity to straighten out this situation. He said if it is not looked into now, it will be put on hold for many years to come. He encouraged the other Council members to offer their support.

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

**15. Public Hearing – Official Street Map Amendment – Widen Maria Drive by approximately 33 Feet. Such Area Starts Approximately at the Intersection with Second Street and Continues West to its Intersection with First Street.**

Mayor Halverson declared the public hearing open.

Reid Rocheleau, 408 Cedar Street West, Whiting, discussed the unnecessary spending of money to create the intersection.

Mary Ann Laszewski, 1209 Wisconsin Street, said the issue of safety will be accomplished by barricading this portion of road off to traffic.

Barb Jacob, 1616 Depot Street, stated if the city amends the street map, it will send a message that we are planning to make a commitment on the project. She encouraged getting more information before amending the street map.

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

**16. Ordinance Amendment on the above.**

Ald. Wiza declared this is what he wants to do as the people of his district have repeatedly told him they want changes to improve this intersection. He said maybe barricading the street is an alternative; however, he still wants to see an appraisal of the Mickey's property.

Ald. R. Stroik said Ald. Wiza's comments are correct and that is why the street map should not be amended until after the appraisal is performed.

Ald. R. Stroik moved, Ald. Slowinski seconded, to deny the amendment.

Ald. Trzebiatowski asked Clerk Moe to define when the ordinance amendment would take effect if it were approved.

Clerk Moe said if it was approved, it would be published on Friday, January 24, 2014 and it would be effective the following day.

Ald. Trzebiatowski asked City Attorney Beveridge about liability in respect to the date of publishing if an accident were to take place on the property. City Attorney Beveridge said the City street map and dedicated streets are different things and adding this to the street map does not make it a dedicated street.

Ald. Trzebiatowski clarified that the city would not be liable if it were accepted as an official city street.

City Attorney Beveridge said no, as there are other non-designated roadways on the street map.

Ald. Trzebiatowski asked Ald. R. Stroik if he would amend his motion to postpone action until the city owns the property.

Ald. R. Stroik did not respond.

Ald. Phillips questioned why this is being done now.

Mayor Halverson explained that by putting it on the official street map, the city is declaring it as a level of plan initiative.

Director Ostrowski said the street map is a planning document that sets forth the initiative of the city.

Ald. R. Stroik stated the property should be kept on the tax rolls if possible. He said the city is not obligated to connect the school to Second Street N to make it easy because it is a neighborhood school. He continued by saying it seems premature to put it on the street map until costs are known and it makes economic sense for the community.

Ald. Moore stated school safety is not the only issue with this intersection, its functionality is also important. He continued saying Second Street North is a high traffic area and a 3 way stop is not an option because the building is too close to the street leaving no clear vision triangle.

Ald. Slowinski said he would like to see a 3 way intersection in that area and look at the option of barricading off that street.

Ald. Patton stated the relocation order lets the public know exactly what the City's intentions are in the matter and he feels the information has been put on the table.

Ald. O'Meara said the unique location of this land is what makes it valuable.

Ald. Wiza said fixing this intersection needs to be done right and barricading it would be his second choice in the matter. He asked if this ordinance amendment is a required component of the process that is needed to ensure the property owners maintain their rights, or could this be postponed.

Director Ostrowski responded that it is not required as part of the process and it could be postponed to a later date.

Director Schatschneider said as far as the discussion regarding a 3 way stop, it will not work due to the average daily traffic count being 4,000.

Ald. R. Stroik said he is not completely opposed to the project, he just wants more financial data on the matter.

Mayor Halverson said it is possible to obtain estimates for the intersection reconstruction. He further stated the street map is a planning document and it states that the public good and interest is being declared.

Ald. R. Stroik withdrew his motion.

Ald. R. Stroik moved, Ald. Slowinski seconded, to postpone the agenda item to the February meeting to discuss a more definitive financial cost of the project.

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

#### **17. Minutes and actions of the Finance Committee meeting of January 13, 2014.**

Reid Rocheleau, 408 Cedar West, Whiting, spoke about inspecting the property for asbestos and soil contamination before getting an appraisal.

Mary Ann Laszewski, 1209 Wisconsin Street, did not register to speak for item #17; however, without objection Mayor Halverson allowed her to speak. Ms. Laszewski also spoke about performing an inspection of the building before paying for an appraisal.

Ald. Moore moved, Ald. R. Stroik seconded, to approve the minutes and actions of the Finance Committee meeting of January 13, 2014.

Ald. R. Stroik asked if the appraisal will include an inspection that would reveal contamination.

Mayor Halverson said the appraisal is not a property condition report, it is a financial appraisal of the real estate. He said the city would hire someone to perform a property inspection.

Ald. R. Stroik clarified the appraisal is the first step in the process and an inspection of the property would be next.

Mayor Halverson said correct.

Ald. Phillips asked if an environmental inspection will be necessary.

Mayor Halverson said there may be several inspections but he could not quote any costs.

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

**18. Minutes and actions of the Public Protection Committee meeting of January 13, 2014.**

Ald. R. Stroik moved, Ald. M. Stroik seconded, to approve the minutes and actions of the Public Protection Committee meeting of January 13, 2014.

Ald. Trzebiatowski said he had a concern with Ald. Wiza's motion at the Public Protection Committee on the Ordinance Amendment – Discharging Firearms/Guns/Archery Arrow/Crossbow Bolt – Bow Hunting within the City Limits (Creation of Section 24.14(6) of the RMC). He said his concern is with the discharging of the arrow/bolt toward the ground because the City deer cullers on the Sentry property are not allowed to use tree stands. Ald. Trzebiatowski stated it is counter-productive to hunting by stating that hunters would have to shoot toward the ground.

Ald. Wiza said the state statute did not cite from an elevated position, it stated discharge should be toward the ground. The ordinance verbiage is the same as in the state statutes.

Ald. Moore called for a point of order to finish the conversation under the agenda item #19.

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

**19. Ordinance Amendment – Discharging Firearms/Guns/Archery Arrow/Crossbow Bolt – Bow Hunting within the City Limits (Creation of Section 24.14(6) of the RMC).**

Ald. Wiza reiterated the logic behind the motion was to be consistent with state statutes as far as discharging arrows.

Ald. Trzebiatowski again stated his concern with the discharge being toward the ground and how it will affect the city's deer cullers.

Ald. Moore moved, Ald. Doxtator seconded, to remove letter (a) in the ordinance and re-letter (b) to (a).

Ald. R. Stroik requested the opinion of City Attorney Beveridge on the issue. City Attorney Beveridge stated the language reflects what is in the state statutes and it is the limitation the legislature saw fit for a city to enforce.

Ald. Wiza said it is the goal that the City's deer cullers are not in violation of this ordinance. He feels it would be more appropriate to stay consistent with the state statutes and exempt any city authorized discharge.

City Attorney Beveridge suggested to refer to the deer culling program rather than saying city authorized.

Ald. Moore withdrew his motion.

Ald. Trzebiatowski moved, Ald. R. Stroik seconded, to approve the ordinance amendment with the exception that cullers for the deer management program be exempted.

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

**20. Ordinance Amendment – Cigarettes and Tobacco Products, Minors – Apply ordinance to “nicotine products,” including electronic cigarettes (Section 24.38 of the RMC).**

Ald. R. Stroik moved, Ald. Suomi seconded, to approve the ordinance amendment.

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

**21. Minutes and actions of the Personnel Committee meeting of January 13, 2014.**

Ald. O'Meara moved, Ald. Patton seconded, to approve the minutes and actions of the Personnel Committee meeting of January 13, 2014.

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

**22. Minutes and actions of the Board of Public Works meeting of January 13, 2014.**

Ald. Patton moved, Ald. O'Meara seconded, to approve the minutes and actions of the Board of Public Works meeting of January 13, 2014.

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

**23. Minutes and actions of the Board of Water & Sewerage Commissioners meeting of January 13, 2014.**

Ald. Slowinski moved, Ald. M. Stroik seconded, to approve the minutes and actions of the Board of Water & Sewerage Commissioners meeting of January 13, 2014.

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

**24. Minutes and actions of the Police and Fire Commission meeting of January 14, 2014.**

Ald. Phillips moved, Ald. R. Stroik seconded, to approve the minutes and actions of the Police and Fire Commission meeting of January 14, 2014.

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

**25. Minutes and actions of the Board of Park Commissioners meeting of January 2, 2014.**

Ald. Wiza moved, Ald. Slowinski seconded, to approve the minutes and actions of the Board of Park Commissioners meeting of January 2, 2014.

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

**26. 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.

**27. Communication and Expectations for the City Administration and the Council (Council Discussion Only).**

Mayor Halverson said he wanted this opportunity for the Alderpersons to make suggestions and recommendations to the Administration on how communication can be improved.

Ald. R. Stroik asked if the agenda item could be postponed to committee meetings.

Mayor Halverson responded there is not a committee that would deal with the issue but a special meeting of the Common Council at the committee meetings to discuss suggestions can be entertained. He stated he would like to discuss ways to improve communication in general. Mayor Halverson said Council members should weigh in with their thoughts if there are concerns on matters the Alderpersons feel they are not getting, if it is needed in a different form or if it is needed more frequently.

Ald. Wiza applauded Mayor Halverson for including it on the agenda as he feels there are concerns regarding communication, information and time frames. In light of the length of the meeting, he encouraged having a special meeting to deal with the concerns.

Mayor Halverson said that would be fine and it will be put to a special meeting in February.

Ald. Moore requested this be the only topic on the agenda for that special meeting.

Mayor Halverson responded that situational items will predicate what will happen at that meeting.

**28. Adjournment.**

Adjournment at 9:59 p.m.



City of Stevens Point  
SPECIAL COMMON COUNCIL

Lincoln Center  
1519 Water Street

February 10, 2014  
8:00 P.M.

**Mayor Andrew Halverson, Presiding**

**Roll Call:** Alderpersons Doxtator, Suomi, O'Meara, Wiza, Slowinski, Trzebiatowski, Patton, R. Stroik and Moore.

**Excused:** Alderpersons M. Stroik and Phillips

**Also**

**Present:** City Clerk Moe; C/T Ladick; City Attorney Beveridge; Directors Ostrowski, Lemke and Schatscheider; James Ford; John Ford; Dick Okray; Milt Austin; Nate Enwald; Chris Jones; Brandi Makuski; Larry Lee.

Mayor Halverson recessed the meeting until after the Personnel meeting.

The Common Council was called back into session at 8:34 p.m.

2. **Adjourn into closed session (approximately 8:01 p.m.) pursuant to Wisconsin State Statutes 19.85(1)(e) to deliberate and negotiate the investing of public funds whenever competitive or bargaining reasons require a closed session on the follow:**
  - A. **Request from Service Cold Storage, LLC in regards to development agreement and added winter costs.**
  - B. **The sale/lease of approximately 22 acres of airport land to Compass Properties.**
  - C. **Update on 100 Second Street North (former Mickey's Restaurant) and 104 Second Street North (Kent's Service Center) relating to potential negotiations with land owners.**

Ald. Patton **moved**, Ald. Slowinski seconded, to enter into closed session.

**Roll Call:** Ayes: Alderpersons Moore, R. Stroik, Patton, Trzebiatowski, Slowinski, Wiza, O'Meara, Suomi and Doxtator.  
Nays: None. Motion adopted.

### **3. Enter into open session for possible action on the above.**

The Council reconvened into open session at 9:45 p.m.

Mayor Halverson said the Council will be acting on agenda item 2A.

Ald. Wiza said he understands that we are under no obligation per the agreement to do anything, but in interest of good faith, he would like to make a motion.

Ald. Wiza **moved**, Ald. Trzebiatowski seconded, propose a \$200,000 loan, at 0% interest for a term of five years with a lump-sum payment due at the end of the five years and the funds are to be disbursed on May 1, 2014 upon receipt of documentation of the eligible costs and the security of the loan is to be negotiated by City staff.

**Roll Call:** Ayes: Alderpersons Moore, R. Stroik, Patton, Trzebiatowski, Slowinski, Wiza, O'Meara, Suomi and Doxtator.  
Nays: None. Motion adopted.

Mayor Halverson said no action will be taken on item 2B this evening. He then moved to item 2C.

Ald. Wiza **moved**, Ald. Moore seconded, to contact the two owners in relation to the appraisal and authorize a second appraisal if requested by the property owners.

Ayes, majority; Nays, minority; motion adopted.

### **4. Adjournment.**

Meeting adjourned at 9:48 p.m.

REPORT OF CITY PLAN COMMISSION

February 3, 2014 – 6:00 PM  
Lincoln Center – 1519 Water Street

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

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, City Attorney Andrew Beveridge, Comptroller Treasurer Corey Ladick, Alderperson Joanne Suomi, Alderperson Jeremy Slowinski, Alderperson Randy Stroik, Alderperson Mike Phillips, Ron Zimmerman, Chris Jones, Barb Jacob, Nate Enwald, Bailey Bushman, Cathy Dugan, Scott Hanz, Joan Curless, and James Jakusz.

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INDEX:

1. Report of the January 9, 2014 Plan Commission meeting.
2. Request from Bailey Bushman, representing the property owner, for a sign variance to construct a projecting sign within the required setback at **2833 Stanley Street (Parcel ID 2408-28-4007-18)**.
3. Request from Jim Jakusz, for the purpose of annexing approximately 2.23 acres of land addressed as **1901 Brilowski Road (County Parcel ID 020-24-0836-10.15)** from the Town of Hull to the City of Stevens Point.
4. Establishing a permanent zoning classification of "R-3" Single and Two Family Residence District for **1901 Brilowski Road (County Parcel ID 020-24-0836-10.15)** (Jim Jakusz annexation request).
5. Request from the City of Stevens Point (Water Department), to purchase an approximate 38-acre parcel of land, located north of the city limits in the Town of Hull, **County Parcel IDs 020-24-0822-07.02 and 020-24-0822-08.02** (Hyland property) for the protection of the well fields.
6. Request from the City of Stevens Point (Water Department) to transfer the land located north of the city limits in the Town of Hull, **County Parcel IDs 020-24-0822-07.02 and 020-24-0822-08.02** (Hyland property) to Schmeckle Reserve (UWSP).
7. Determination of use for vacant City-owned property existing between **Illinois Avenue and Michigan Avenue north of Prais Street (Parcel ID 2408-28-3014-25)**.
8. Determination of use for vacant City-owned property existing **northeast of 1447 Water Street (Parcel ID 2408-32-2020-43)**.
9. Adjourn.

- 
1. Report of the January 9, 2014 Plan Commission meeting.

**Motion by Commissioner Patton to approve the report of the January 9, 2014 meeting; seconded by Alderperson Moore. Motion carried 7-0.**

2. Request from Bailey Bushman, representing the property owner, for a sign variance to construct a projecting sign within the required setback at **2833 Stanley Street (Parcel ID 2408-28-4007-18)**.

Director Ostrowski explained the request is for an approximately 18 square foot projecting sign off of the north building façade. The sign would extend approximately 7 feet. This parcel is unique in that to the east there is a building connected on a separate property that sticks out in front of this building.

**Motion by Mayor Halverson to approve the request for a sign variance to construct a projecting sign within the required setback at 2833 Stanley Street (Parcel ID 2408-28-4007-18) with the following conditions:**

- **A sign setback of at least 24 inches (two feet) shall be maintained.**
- **The sign shall not exceed 18 square feet.**
- **The sign and mounting equipment shall not project more than 7 feet from the building façade.**
- **All electrical wiring shall be hidden from view.**

**seconded by Commissioner Patton. Motion carried 7-0.**

3. Request from Jim Jakusz, for the purpose of annexing approximately 2.23 acres of land addressed as **1901 Brilowski Road (County Parcel ID 020-24-0836-10.15)** from the Town of Hull to the City of Stevens Point.

Director Ostrowski explained the owner has made the request and has a signed petition for annexation by the tenant as well, which would classify the request as annexation by unanimous approval. Furthermore, the property is approximately two acres directly connected to the city. This property is one of the parcels that connects a significant portion of land to the Town of Hull to the west. The annexation would extend and maintain a 10-foot wide and approximately 1,000-foot long umbilical cord to the east; connecting to the rest of the Town of Hull. Lastly, the annexation request meets the requirements within our code for a direct unanimous annexation. If the annexation is approved, the property will come into the city zoned as “RLD” Residential Low Density. The owner has requested a permanent zoning of “R-3” Single and Two Family Residence District.

Commissioner Haines asked if the land connecting the Heritage Estates would be maintained, and how big the lots were proposed to be. Mayor Halverson answered yes there would still be the connection with the other Town of Hull subdivision, but in the future there will have to be conversations with the township regarding a boundary adjustment agreement, as wells and septic systems start to deteriorate. The proposed lots would be ¾ to 1 acre lots.

**Motion by Mayor Halverson to approve the annexation request from Jim Jakusz of approximately 2.23 acres of land addressed as 1901 Brilowski Road (Count Parcel ID 020-24-0836-10.15) from the Town of Hull to the City of Stevens Point; seconded by Commissioner Curless. Motion carried 7-0.**

4. Establishing a permanent zoning classification of "R-3" Single and Two Family Residence District for **1901 Brilowski Road (County Parcel ID 020-24-0836-10.15)** (Jim Jakusz annexation request).

Director Ostrowski stated the applicant has requested that the property be rezoned to “R-3” Single and Two Family Residence District. There is R-3 zoning next to this property along Jefferson Street where zero lot line homes exist. Directly south exists "R-1" Suburban Single Family Residential, however just south of that, along Brilowski Road exists R-3 zoning. Director Ostrowski continue stating that given this property borders a four lane highway, and commercial zoning exists north, it would provide a good buffer to the single family zoning which is to the east in the Hunter Oaks Subdivision. This zoning is consistent with our comprehensive plan which calls for this area to remain residential.

Commissioner Curless asked if Jefferson would be extended to Brilowski, and if it would line up with the existing street. Director Ostrowski stated Jefferson Street would line up, and at some point could connect. However, that is where the 10-foot umbilical cord with the Town of Hull exists. He then asked how many lots would be in this annexation to which Director Ostrowski stated six zero lot line properties and the seventh being the existing single family home at 1901 Brilowski. Commissioner Curless then explained that it would

be nice to keep single family homes along Schiller Drive with zero lot line properties beginning at the intersection of Schiller Drive and Jefferson Street on the property in question.

Commissioner Cooper asked where the driveways for the homes would be, to which Director Ostrowski stated along Schiller Drive.

Scott Hanz, 1817 Schiller Drive, asked that there be at least two - single family homes on Schiller instead of the zero lot line homes and asked if there were any lot or building layouts available for public viewing.

Mayor Halverson stated the lot and building layouts would be required during the plat approval process after the zoning is determined. He continued stating an option pursuable by the commission is to postpone the rezoning, but annex the property as "RLD" residential low density, allowing staff time to work with the applicant on lot uses and size due to the concern pertaining to the well-being of the surrounding single family homes. After which, the rezoning request could be brought back to the commission for review.

**Motion by Mayor Halverson to postpone action on establishing a permanent zoning classification of "R-3" Single and Two Family Residence District for 1901 Brilowski Road (County Parcel ID 020-24-0836-10.15), to allow the appropriate staff to work with the applicant, specifically relating to lot uses and layout based on plan commission concerns of well-being for surrounding single family homes; seconded by Commissioner Cooper. Motion carried 7-0.**

5. Request from the City of Stevens Point (Water Department), to purchase an approximate 38-acre parcel of land, located north of the city limits in the Town of Hull, **County Parcel IDs 020-24-0822-07.02 and 020-24-0822-08.02** (Hyland property) for the protection of the well fields.

Director Ostrowski stated the city is interested in purchasing this 38 acre property northwest of the airport for the purpose of protecting the well fields. This purchase would be funded by a grant as well as monies from the Green Circle Trail. Furthermore, Director Ostrowski described that the next agenda item is a request is to transfer the land to the University and Schmeeckle Reserve. The reasoning for the acquisition is to protect the municipal well fields, preserve wetland habitat within the Moses Creek watershed, and in the future to expand the Green Circle Trail.

Commissioner Hoppe asked if the Green Circle Trail would help pay the cost of purchasing the property, to which Director Ostrowski answered yes and Mayor Halverson pointed out the breakdown of expenses in the staff report. He then asked what would happen to the new redone board walk that was put in a few years ago, to which Mayor Halverson stated eventually it would likely be re-routed, but there still is a small piece of land that would obstruct the trail from going across this property currently. Commissioner Haines asked if this was the property just north, to which Mayor Halverson clarified to the north and east of the Hyland property.

Ron Zimmerman, Director of Schmeeckle Reserve, stated there is a protocol for the university through the Board of Regents to acquire or accept land which has not been done yet, but with prior precedent in working with the city he thinks this would be something desirable for the university. The Green Circle boardwalk which is in question will still be used even if the trail is re-routed as it does lead to the parking area and will continue to be maintained. He added the Green Circle Trail will match the city in the purchase of the property, the University will not be involved in the purchase, but once the protocol is met, and the property is accepted, they will then assume the costs of maintaining the property.

**Motion by Mayor Halverson to approve the purchase of an approximate 38-acre parcel of land, located north of the city limits in the Town of Hull, County Parcel IDs 020-24-0822-07.02 and 020-24-0822-08.02 (Hyland property ) for the protection of the well fields, and the transfer of this land to Schmeeckle Reserve (UWSP); seconded by Commissioner Haines. Motion carried 7-0.**

6. Request from the City of Stevens Point (Water Department) to transfer the land located north of the city limits in the Town of Hull, **County Parcel IDs 020-24-0822-07.02 and 020-24-0822-08.02** (Hyland property) to Schmeeckle Reserve (UWSP).

**Motion by Mayor Halverson to approve the purchase of an approximate 38-acre parcel of land, located north of the city limits in the Town of Hull, County Parcel IDs 020-24-0822-07.02 and 020-24-0822-08.02 (Hyland property ) for the protection of the well fields, and the transfer of this land to Schmeeckle Reserve (UWSP); seconded by Commissioner Haines. Motion carried 7-0.**

7. Determination of use for vacant City-owned property existing between **Illinois Avenue and Michigan Avenue north of Prais Street (Parcel ID 2408-28-3014-25).**

Director Ostrowski explained he had been contacted by some property owners regarding acquiring some of this property. In looking back at the history of the property, it was a tax deeded parcel from the county to the city which would likely have been designated to be an alley. Furthermore, in looking at the subdivision plat, most of the land appears to have come from the east side. Director Ostrowski then recommended that approaching the land owners along the east side bordering Michigan Avenue should be the next step. This is a useless property for the city, it is landlocked, the city has no intention of putting an alley or roadway through it, there are no utilities on this property, and it isn't right-of-way, so it cannot just be vacated and given to the owners, as they would have to accept it.

Aldersperson Moore clarified this has come to the attention of staff because landowners have requested it, to which Director Ostrowski confirmed.

Commissioner Haines asked for the property's width and would the city sell the land, or gift it to the property owners. Director Ostrowski stated the property is approximately 20 feet wide, Mayor Halverson added the property would be gifted to the land owners. Director Ostrowski added the bordering property owners are already possibly using the land. From the photo you can see there is a shed on 816 Michigan.

Aldersperson Moore asked if the property owner does not want it, then what do we do. Director Ostrowski stated then the City's keeps it, but we can also ask the owners along the west side as well. Other objects, fences, and sheds may exist on the property, which will have to be analyzed. Aldersperson Moore confirmed the property owners to the east along Michigan Avenue would be asked first, to which Director Ostrowski stated yes as it would straighten up the boundary and that is where the land came from.

**Motion by Aldersperson Moore to approach the land owners bordering the city owned property between Illinois Avenue and Michigan Avenue north of Prais Street (Parcel ID 2408-28-3014-25) to identify the desire or interest to accept the land; seconded by Commissioner Haines. Motion carried 7-0**

8. Determination of use for vacant City-owned property existing **northeast of 1447 Water Street (Parcel ID 2408-32-2020-43).**

Director Ostrowski explained the property at 1447 Water Street is for sale and a potentially interested buyer was looking to rent it as a multi-family dwelling. At this time the lot size is not big enough to permit multi-family, so the buyer approached the city in regards to potentially purchasing the lot just to the north and combining parcels. Due to the property being adjacent to a city parking lot, and currently used for snow storage, he recommended the City keep the lot.

Commissioner Patton asked if we were able to grant an exception to the lot size regarding the request for multi-family use, to which Director Ostrowski stated it would have to go before the Board of Zoning Appeals. Furthermore, the comprehensive plan calls for this area to be a business district.

**Motion by Commissioner Curless to keep the vacant city-owned property existing northeast of 1447 Water Street (Parcel ID 2408-32-2020-43); seconded by Alderperson Moore. Motion carried 7-0.**

9. Adjourn.

**Meeting Adjourned 6:24 PM.**



## AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF STEVENS POINT

(Generally described as the southeast corner of Brilowski Rd. and Jefferson St.)

The Common Council of the City of Stevens Point, Portage County, Wisconsin, do ordain as follows:

**SECTION 1: Territory Annexed.** Pursuant to Wis. Stat. §66.0217(2) the following described territory shall be detached from the Town of Hull, Portage County, Wisconsin and is annexed to the City of Stevens Point, Portage County, Wisconsin:

The land description is attached hereto as Exhibit 'A' and a scale Annexation Map is attached hereto as Exhibit 'B' and shall become a part of this ordinance.

**SECTION II: Effect of Annexation.** From and after the date of this ordinance, the territory described in Section I shall be a part of the City of Stevens Point for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Stevens Point and school district.

**SECTION III: Zoning Classification.** All such land being annexed to the City of Stevens Point shall be temporarily designated "RLD" Low Density Residence District for zoning purposes. Permanent zoning shall be approved by the Common Council of the City of Stevens Point.

**SECTION IV: State Legislative, County Supervisory, and City Aldermanic District Designation.** The territory described in Section 1 lying in the **Town of Hull** shall remain in the 70<sup>th</sup> State Assembly District, shall be designated and become the 7<sup>th</sup> County Supervisory District, and the 39<sup>th</sup> Ward of the 6<sup>th</sup> Aldermanic District of the City of Stevens Point subject to the ordinances, rules and regulations of the City, County, and State governing districts.

**SECTION V: Population.** The population of the annexed territory is one (1).

**SECTION VI: Severability.** If any provision of this ordinance is invalid or unconstitutional or if the application of this ordinance to any person or circumstance is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any provisions or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

**SECTION VII: Tax Payment.** Pursuant to Wis. Stat. §66.0217 (14) the City of Stevens Point shall pay annually to the Town of Hull for a period of five years, an amount equal to the amount of property taxes that the Town levied for municipal purposes on the annexed territory, as shown by the tax roll under Wis. Stat. §70.65, in the year in which the annexation is final.

**SECTION VIII: Review.** The State of Wisconsin, Department of Administration, has reviewed the annexation and issued its determination.

**SECTION IX: Effective Date.** This ordinance shall take effect upon passage and publication as provided by law.

APPROVED: \_\_\_\_\_  
Andrew J. Halverson, Mayor

ATTEST: \_\_\_\_\_  
John Moe, City Clerk

Dated: \_\_\_\_\_, 2014

Adapted: \_\_\_\_\_, 2014

Published: \_\_\_\_\_, 2014

This instrument drafted by:  
Pat Fuehrer  
Engineering Division  
City of Stevens Point

DALE ROSICKY LAND SURVEYING, LLC

RE: ANNEXATION BOUNDARY-EXHIBIT "A"

LEGAL DESCRIPTION

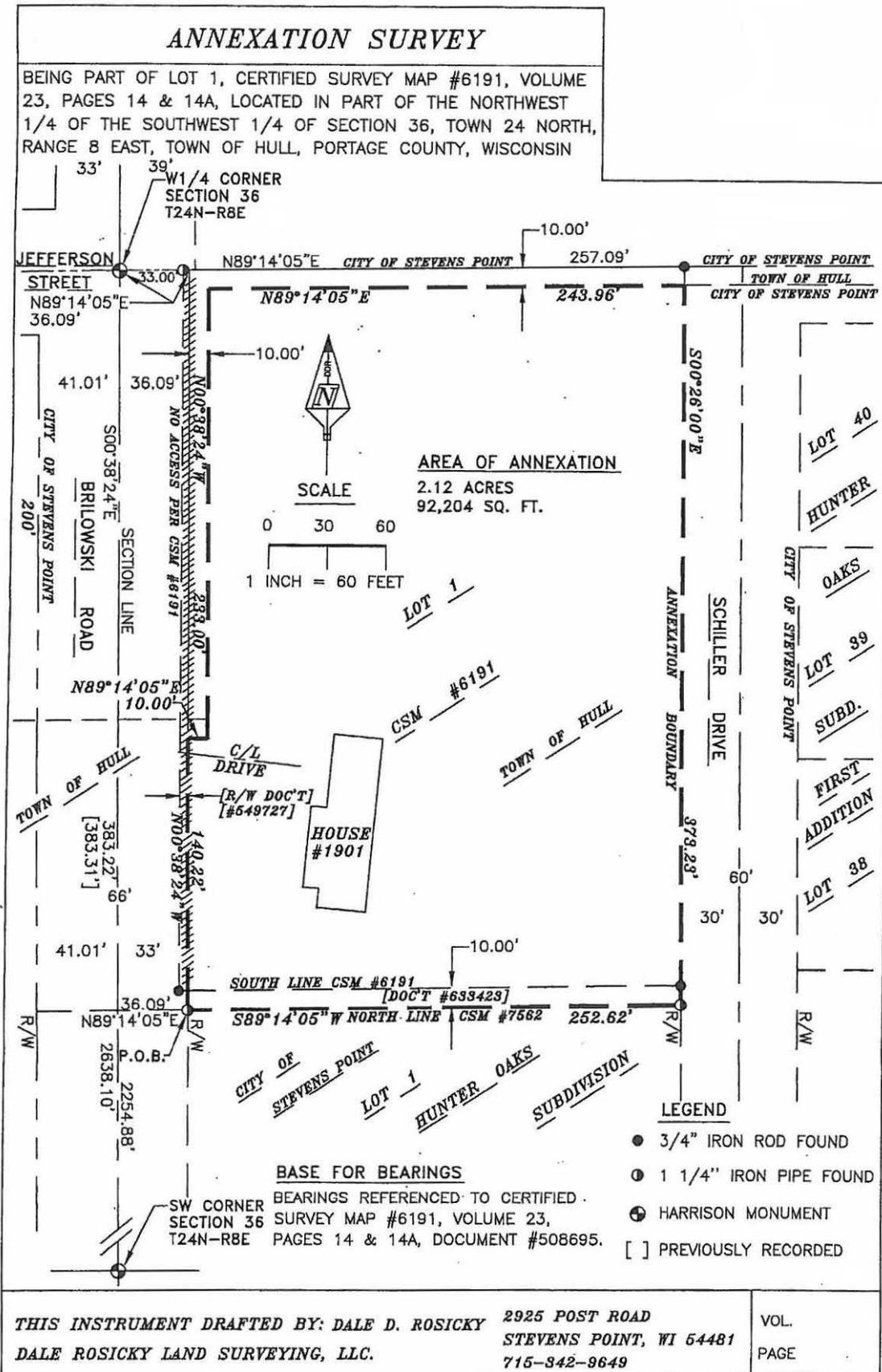
PART OF LOT 1 OF CERTIFIED SURVEY MAP #6191, VOLUME 23, PAGES 14 & 14A LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, SECTION 36, TOWN 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 36,  
THENCE S00°88'24"E, ALONG THE WEST LINE OF SAID NORTHWEST  
1/4 OF THE SOUTHWEST 1/4, SECTION 36, 383.22 FEET, THENCE  
N89°44'05"E, 36.09 FEET TO THE EAST RIGHT-OF-WAY OF BRILOWSKI  
ROAD AND THE POINT OF BEGINNING OF THIS DESCRIPTION;  
THENCE N00°88'24"W, ALONG SAID EAST RIGHT-OF-WAY, 140.22  
FEET;  
THENCE N89°44'05"E, 10.00 FEET;  
THENCE N00°88'24"W ON A LINE 10 FEET EAST OF AND PARALLEL WITH THE EAST  
RIGHT OF WAY LINE OF BRILOWSKI ROAD 233.00 FEET TO A LINE 10 FEET SOUTH  
OF AND PARALLEL WITH THE NORTH LINE OF SAID LOT 1 OF CERTIFIED SURVEY  
MAP #6191;  
THENCE N89°44'05"E, ALONG SAID PARALLEL LINE, 243.96 FEET TO ITS  
INTERSECTION WITH THE EAST LINE OF SAID LOT 1;  
THENCE S00°26'00"E, ALONG SAID EAST LINE OF LOT 1 AND ITS SOUTHERLY  
EXTENSION 373.23 FEET TO THE NORTHEAST CORNER OF LOT 1 OF HUNTER OAKS  
SUBDIVISION LOCATED IN SECTION 36;  
THENCE S89°44'05"W, ALONG THE NORTH LINE OF CERTIFIED SURVEY MAP #7562,  
252.62 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION CONTAINING 2.12  
ACRES, (92,204 SQUARE FEET).

DATED THIS 21st DAY OF JANUARY, 2014.

DALE D. ROSICKY, RLS #2237  
DALE ROSICKY LAND SURVEYING, LLC  
2925 POST ROAD  
STEVENS POINT, WI 54481  
PHONE: 715-342-9649  
FAX: 715-342-1335

# EXHIBIT "B"



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

**[1901 BRILOWSKI ROAD REZONING]**

The Common Council of the City of Stevens Point, Portage County, Wisconsin, do ordain as follows:

**SECTION I:** That the Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to reclassify the following described territory from "RLD" Low Density Residence District to "R-3" Single and Two Family Residence District:

*PART OF 1901 BRILOWSKI ROAD (COUNTY PARCEL ID 020-24-0836-10.15) - PART OF LOT 1 OF CERTIFIED SURVEY MAP #6191, VOLUME 23, PAGES 14 & 14A LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4, SECTION 36, TOWN 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN BOUNDED AND DESCRIBED AS FOLLOWS:*

*COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 36, THENCE S00°38'24"E, ALONG THE WEST LINE OF SAID NORTHWEST 1/4 OF THE SOUTHWEST 1/4, SECTION 36, 383.22 FEET, THENCE N89°14'05"E, 36.09 FEET TO THE EAST RIGHT-OF-WAY OF BRILOWSKI ROAD AND THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE N00°38'24"W, ALONG SAID EAST RIGHT-OF-WAY, 140.22 FEET; THENCE N89°14'05"E, 10.00 FEET; THENCE N00°38'24"W ON A LINE 10 FEET EAST OF AND PARALLEL WITH THE EAST RIGHT OF WAY LINE OF BRILOWSKI ROAD 233.00 FEET TO A LINE 10 FEET SOUTH OF AND PARALLEL WITH THE NORTH LINE OF SAID LOT 1 OF CERTIFIED SURVEY MAP#6191; .THENCE N89°14'05"E, ALONG SAID PARALLEL LINE, 243.96 FEET TO ITS INTERSECTION WITH THE EAST LINE OF SAID LOT 1; THENCE S00°26'00"E, ALONG SAID EAST LINE OF LOT 1 AND ITS SOUTHERLY EXTENSION 373.23 FEET TO THE NORTHEAST CORNER OF LOT 1 OF. HUNTER OAKS SUBDIVISION LOCATED IN SECTION 36; THENCE S89°14'05"W, ALONG THE NORTH LINE OF CERTIFIED SURVEY MAP #7562, 252.62 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION CONTAINING 2.12 ACRES, {92,204 SQUARE FEET}.*

**SECTION II:** That this ordinance shall take effect upon passage and publication.

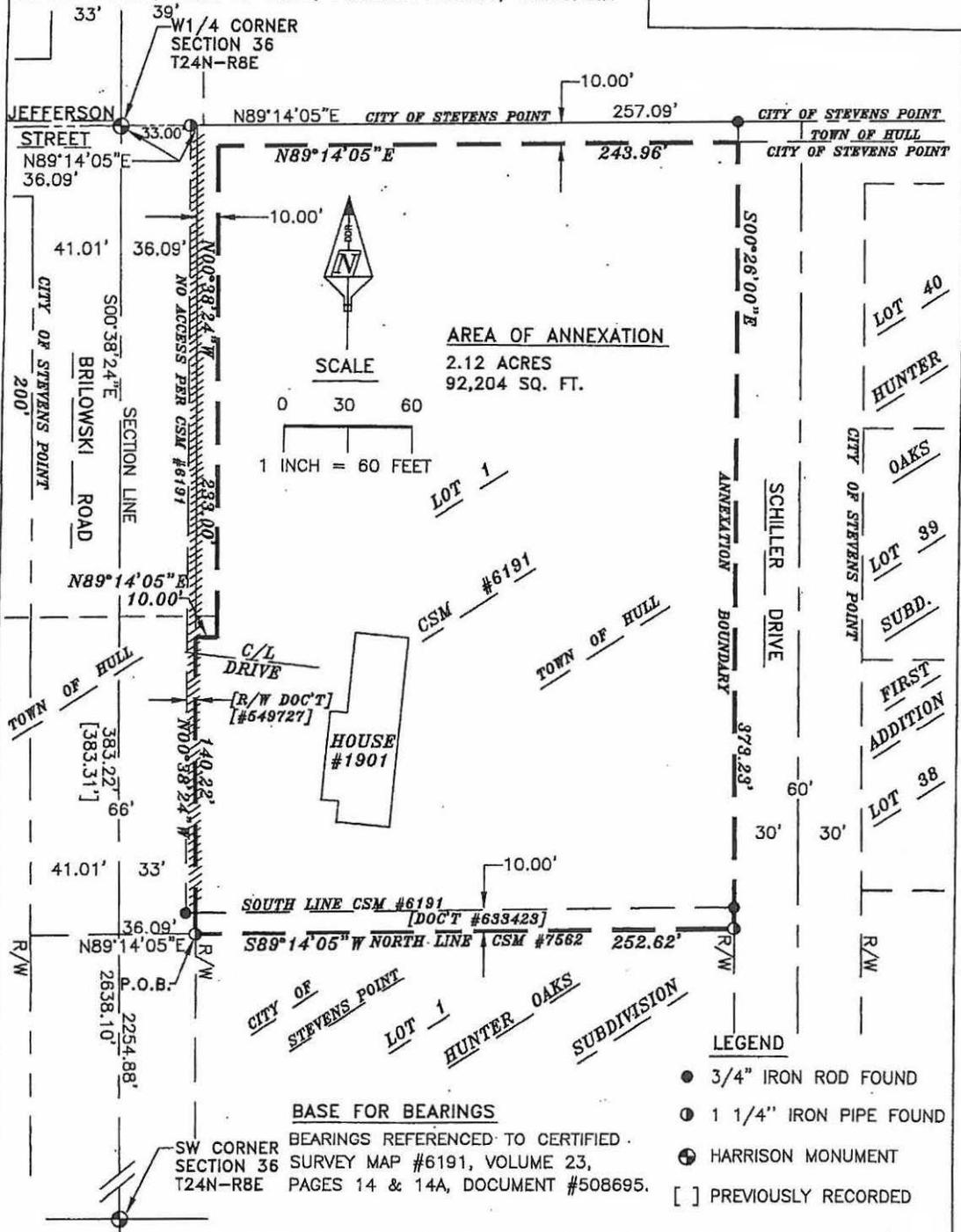
Approved: \_\_\_\_\_  
Andrew J. Halverson, Mayor

Attest: \_\_\_\_\_  
John Moe, City Clerk

Dated: February 17, 2014  
Adopted: February 17, 2014  
Published: February 21, 2014

# ANNEXATION SURVEY

BEING PART OF LOT 1, CERTIFIED SURVEY MAP #6191, VOLUME 23, PAGES 14 & 14A, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 36, TOWN 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN



THIS INSTRUMENT DRAFTED BY: DALE D. ROSICKY 2925 POST ROAD  
DALE ROSICKY LAND SURVEYING, LLC. STEVENS POINT, WI 54481  
715-342-9649

VOL. \_\_\_\_\_  
PAGE \_\_\_\_\_

**BOARD OF PUBLIC WORKS MEETING**  
**Monday, February 10, 2014**  
**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(1<sup>st</sup>), JoAnne Suomi(2<sup>nd</sup>), Michael O'Meara(3<sup>rd</sup>), Tony Patton(8<sup>th</sup>) and Randal Stroik(9<sup>th</sup>).

**ALSO PRESENT:**

**DIRECTORS:** Michael Ostrowski – Community Development, Joel Lemke – Public Utilities, and Tom Schrader – Parks and Recreation.

**ALDERPERSONS:** Mike Wiza(4<sup>th</sup>), Jeremy Slowinski(6<sup>th</sup>), Roger Trzebiatowski(7<sup>th</sup>), and Jerry Moore(11<sup>th</sup>).

**CITY STAFF MEMBERS:** City Attorney A. Logan Beverage, City Clerk John Moe, Fire Department Chief Tracey Kujawa, Police Department Tony Babl, Administrative Assistant to the Mayor Kelley Pazdernik, Streets Department Superintendent Dennis Laidlaw, and Deputy Comptroller Treasurer Carrie Freeberg

**OTHERS PRESENT:** Brandi Makuski – Stevens Point City Times, Nate Enwald – Portage County Gazette, Chris Jones – Stevens Point Journal, Robin Stafford and Brian Gaber – WisDOT out of Rhinelander, Chuck Rasmussen – Engineer, Bruce Gerland – AECOM Engineer, Sarah Wallace – Portage County Planning & Zoning, MaryAnn Laszewski – 1209 Wisconsin Street, Bob Fisch – 1033 Smith Street, Cole Racine – 1727 Pine Street, Doug Barsness – 3233 Church Street, Craig Tesch – 3133 Church Street, Jake Richter – 5717 Sandpiper Drive, Lynn Saeger – 930 Fawn Lane in Port Edwards.

**Mayor Andrew Halverson called the Board of Public Works meeting to order on January 13, 2014 at 6:00 P.M. The meeting was held at The Lincoln Center at 1519 Water Street in Stevens Point, WI 54481.**

**1. Report to the Board of Public Works regarding Business 51 by WisDOT officials Robin Stafford and Brian Gaber.**

Mayor Halverson introduced Mr. Robin Stafford and Mr. Brian Gaber representatives from the WisDOT out of Rhinelander. Mayor Halverson also stated this would be for comments and questions from the Board of Public Works and Alderspersons only.

Mr. Robin Stafford and Mr. Brian Gaber took the podium to go over the talking points that was added in the Amended Agenda Packet as follows:

***1. Background:***

*(National Highway System (NHS) – Congress approved the system in 1995. (1996 Spring Issue of Public Roads has an article titled The National Highway System: A COMMITMENT TO AMERICA'S FUTURE by the former FHWA Administrator, Rodney Slater. The Article gives the basis for the National Highway System).*

***A. Jurisdictional Transfer of Bus. 51 from WisDOT to the City of Stevens Point.***

- ***What the transfer meant to the City originally?*** *To WisDOT it meant transferring jurisdiction from a connecting highway to local (City) responsibility.*

- **What does it mean now that Bus.51 is on the National Highway System (NHS)?** *He feels there may have been some confusion regarding this question because it was never off the NHS in its inception. It has been on the system since its establishment. The Jurisdictional Transfer was never meant to remove it from the system. In compliance to Federal Law it always had to meet certain standards. There are some big differences in what those standards are now and what they were back then. In particular, bicycle and pedestrian accommodations, under Trans 75 (established January, 2011), they must be considered.*

Aldersperson Wiza asked what criteria are used to get a road put on the National Highway System. Mr. Gaber said there is a substantial list of elements in federal criteria for classifying the highway system. He could gather the specific elements for the group.

Aldersperson Wiza asked if it does not meet all the specific criteria is it then taken off the NHS. Mr. Gaber said it would have to be a substantial amount of the criteria to be removed.

Aldersperson Trzebiatowski asked if we would need to have formal designated routes that include bicycle and pedestrian accommodations when this project starts. Mr. Gaber said the alternate routes would be evaluated at that time.

Aldersperson Stroik asked for clarification on what took place when we did the Jurisdictional Transfer of Business 51 with the Highway System. He asked if Business 51 was taken off the NHS and then recently put back on. Mr. Gaber said it was always on the NHS and the only funding that went away was Connecting Highway Funding. The funding sources moved from a WisDOT Project to now needing to go through programs like STP Urban and LRIP through the City.

- **With Bus.51 being on the National Highway System (NHS) would that have changed anything in regards to the original Jurisdictional Transfer?** *At the time of the transfer the definition and the consideration for bicycle and pedestrian was different than it is now because of the Wisconsin ACT 29 that took effect in 2009 and then Trans 75 that took effect in 2011 require accommodations, but they do considers exceptions. These exceptions must be consistent with Federal Complete Streets Policy. The law has been clear since the original jurisdictional transfer but additional requirements have come into effect since then.*

#### **B. FHWA and WisDOT incorporation of multimodal forms of transportation**

- **MAP-21**
  - **What does MAP-21 mean for local communities that have a principal arterial that needs to be reconstructed?** *Communities will have to follow standards outlined in the federal law Part 625.3 of 23 CFR Chapter 1.*

Aldersperson Patton asked what is considered reconstruction and what if we decide to only put a 2" cap of blacktop over the whole thing to fix the concrete, can we do that? Mr. Gabor said if it has a 15 year life then Trans 75 comes into play and you would need to be granted exceptions to do those particular fixes. You would probably only get 6 years out of a 2" overlay so you would not be subject to Trans 75. The improvement type in Trans 75 determines the requirements.

- **What is the definition of a principal arterial and why does Bus. 51 have this designation?** *Principal arterials serve the major centers of activity of urban areas and are usually the highest traffic volume corridors, long trip length. There are many classifications that make business 51 a Principal Arterial Road because it has this designation.*

- **At what point would this road not be considered a principal arterial?** *As such time as FHWA District Headquarters would authorize this removal. They would not change the classification just based on a request for preference. It would have to meet a different set of criteria substantially.*
- **Why would you want to accommodate bicycles on a high ADT corridor like Bus.51 with limited space?** *WisDOT follows the guidance and directions of FHWA complete streets policy guidance through the process outlined in Tans 75.*

Aldersperson Wiza asked what hardship options are there for reducing the bicycle and pedestrian accommodations etc. when we have a situation like the underpass where it's not our decision to widen it, or in situations where a large number of buildings would need to be relocated and a historic district is involved. Mr. Gaber said that Trans 75 ruling comes with exceptions and a few of the exceptions were named. There is a restrained environment exception, and disproportionate cost exemption where if 20% or greater of the project cost is due to the provision of bicycle and pedestrian accommodations, it could be an accepted.

Aldersperson Stroik asked if you could change the bicycle and pedestrian to be several streets over even if it would be only be in sections. Mr. Gaber said the exception would have to be addressed first and the engineering would have to be done for a correct answer on that. He added that there are parameters that must be followed.

Aldersperson Trzebiatowski asked if there will be any issues with standards when going from 2-lane or 4-lane in Plover to a potential 2-lane through the center of town and then going back to 4-lane on the north side. Mr. Gaber said it could be different configurations and still meet standards.

## 2. *Currently:*

**A. Will the City be able to say “no” to WisDOT funding (i.e. STP Urban Funding) and be able to re-construct the corridor “as – is”?** *NO.*

**B. What options exist for the City in terms of MAP-21 (FHWA mandates) and how this principal arterial is designed and constructed?** *The City must work through the designated design process, which outlines what considerations exist. Those processes have options that are vetted for acceptability through the review of the engineered design considerations.*

- **What input does FHWA/WisDOT have on choosing a preferred alternative?**

*FHWA/WisDOT has approval authority of the Design Study Report to make sure that the program criteria and process are being followed. We don't choose alternatives, we simply monitor and assure that the process and rules are properly followed.*

## 3. *Moving Ahead:*

**A. If the City follows FHWA and WisDOT protocols, how much help can we expect in terms of funding?** *Funding has already been approved for \$2.7 million for construction through the STP Urban Program and it continues to be a funding option for the City. The next program cycle would also allow a Transportation Alternatives Program (TAP) submittal for bicycle and pedestrian accommodations project. WisDOT also has the State Infrastructure Bank (SIB) loan process that provides low interest loans for up to 25 years for roadway improvements.*

Aldersperson Suomi asked how much help WisDOT is going to give the City with funding for the whole project when it comes to the regional cycle. Mr. Gaber said the decisions are not made in the region; it is a statewide evaluation of all the applications.

Aldersperson O'Meara feels there is an incorrect perception when it comes to lanes and asked if WisDOT could provide the theoretical capacities of the various cross sections e.g. 2-lane and 4-

lane undivided, 3-lane two-way left turn lane (TWLTL), 3-lane with designated turn lanes and 5-lane TWLTL.

- **Can the City accept funding for certain portions of the roadway and design to FHWA/WisDOT standards and then use City funding to construct portions of the roadway to City standards?** *No, the standards are independent of funding for NHS routes.*
- **Why do FHWA/WisDOT help fund projects?** *To help offset costs.*
- **Why does a municipality participate in the funding as well?** *Because FHWA requires it and these are local streets. FHWA has 80% federal funding and 20% local funding rule.*
- **Will there be federal funding to address the CN railroad underpass?** *WisDOT is not aware of any federal funding available to address the City's issues with the CN Railroad underpass.*

Aldersperson Slowinski asked if WisDOT or the City has any say in forcing CN Railroad to reconstruct the underpass. Mr. Gaber said the first thing to do would be to ask them but we do not have a way to force them to do anything.

Aldersperson Suomi feels that underpass is unsafe and poorly designed and asked for more explanation on why there isn't something out there we can to force the railroad to do something regarding that underpass. She expressed her disappointment in sticking this kind of money into a project and not replacing the underpass. Mr. Gaber thinks it may be in the way that Feds fund bridges. The functions and condition of bridges must have a sufficiency rating bad enough to make the federal money list for replacement.

## **2. Consideration and possible action to approve Affordable Tree Service for the 2014 Tree Care Operations in the amount of \$23,733.00.**

Director Schatschneider added that this is our annual tree trimming project and the amount is under \$25,000.00.

Aldersperson Trzebiatowski asked why we don't see any other price quotes in the packet. Director Schrader added that there were no other quotes submitted. The quotes were sent to four vendors and Affordable Tree Service was the only respondent.

*Aldersperson Patton moved approval; seconded by Aldersperson O'Meara.*

*Ayes all; nays none; motion carried*

## **3. Consideration and possible action to award the Bituminous Patching Project #14-02 to Mid-State Asphalt out of New London, WI in the amount not to exceed \$80,488.50.**

Director Schatschneider reiterated the attached bid tabulation for our annual Bituminous Patching Project go to the low bidder Mid-State Asphalt out of New London, WI.

Aldersperson Stroik asked if we have used Mid-State Asphalt in the past. Director Schatschneider said we used them last year on our Bituminous Patching Project.

*Aldersperson Stroik moved to award the Bituminous Patching Project to Mid-State Asphalt in the amount not to exceed \$80,488.50; seconded by Aldersperson Doxtator.*

*Ayes all; nays none; motion carried*

**4. Consideration and possible action to award the Curb, Gutter and Sidewalk Repair Project #14-05 to Wroblewski Concrete out of Stevens Point, WI in the amount not to exceed \$113,189.90.**

There were no comments or questions

*Aldersperson Stroik moved approval; seconded by Aldersperson O'Meara.*

*Ayes all; nays none; motion carried*

**5. Consideration and possible action to approve the purchase of a Ford truck from Scaffidi Motors in the amount of \$26,563.00.**

*Aldersperson Patton moved approval; seconded by Aldersperson Doxtator.*

Aldersperson O'Meara stated that he feels it is prudent that we are sticking with one brand of truck in order to maintain inventory. He feels that the cost of inventory would more than eat up any savings that might come from getting different brands of trucks.

*Ayes all; nays none; motion carried*

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

Director Schatschneider pointed out that he added the last phase of the Seawall Project to his report. He added that the last phase is going to be a lengthy one between the time they get to review and publishing a notice in the paper along with a 90 day public comment period.

Director Schatschneider added that the Southside Business Association is meeting at 6:00 p.m. this Thursday, February 13<sup>th</sup> at Rookies to discuss their concerns regarding Business 51.

Aldersperson Wiza pointed out from the Director's Report that there is a Public Informational Meeting for the Bukolt Avenue Reconstruction Project scheduled for 6:00 p.m. on Wednesday, March 5<sup>th</sup> at Madison Elementary School.

*Aldersperson Doxtator moved approval; seconded by Aldersperson O'Meara.*

*Ayes all; nays none; motion carried*

**7. ADJOURNMENT: Mayor Andrew Halverson adjourned the February 10, 2014 Board of Public Works Meeting at 6:57 P.M.**

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481



**Public Works**

Engineering Department:  
Phone: 715-346-1561  
Fax: 715-346-1650

Streets Department:  
Phone: 715-346-1537  
Fax: 715-346-1687

February 6<sup>th</sup>, 2014

To: Board of Public Works  
From: Scott Schatschneider, Director of Public Works  
Re: Explanation of FHWA / WisDOT Requirements

As requested at the last Board of Public Works Meeting WisDOT representatives will be present for the February meeting to help clarify and answer questions pertaining to the City's responsibilities. A list of potential talking points is included with this cover memo to help the explanation process.

The list of talking points is not exclusive, but a framework to help get questions asked and hopefully answered.

**WisDOT and City of Stevens Point  
Talking Points  
Monday, February 10<sup>th</sup>, 2014 – 6:00 p.m.**

**1. Background:**

**A. Jurisdictional Transfer of Bus. 51 from WisDOT to the City of Stevens Point.**

- What the transfer meant to the City originally?
- What does it mean now that Bus.51 is on the National Highway System?
- With Bus.51 being on the National Highway System would that have changed anything in regards to the original Jurisdictional Transfer?

**B. FHWA and WisDOT incorporation of multimodal forms of transportation**

- MAP-21
  - What does MAP-21 mean for local communities that have a principal arterial that needs to be reconstructed?
  - What is the definition of a principal arterial and why does Bus.51 have this designation?
  - At what point would this road not be considered a principal arterial?
  - Why would you want to accommodate bicycles on a high ADT corridor like Bus.51 with limited space?

**2. Currently:**

**A. Will the City be able to say “no” to WisDOT funding (i.e. STP Urban Funding) and be able to re-construct the corridor “as – is”?**

**B. What options exist for the City in terms of MAP-21 (FHWA mandates) and how this principal arterial is designed and constructed?**

- What input does FHWA / WisDOT have on choosing a preferred alternative?

**3. Moving Ahead:**

**A. If the City follows FHWA and WisDOT protocols, how much help can we expect in terms of funding?**

- Can the City accept funding for certain portions of the roadway and design to FHWA / WisDOT standards and then use City funding to construct portions of the roadway to City standards?

- Why does FHWA / WisDOT help fund projects?
- Why does a municipality participate in the funding as well?
- Will there be federal funding to address the CN railroad underpass?

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481-3594



**Public Works**  
Engineering Department

Phone: 715-346-1561  
Fax: 715-346-1650

January 7, 2014

To the Board of Public Works;

The City Forester is recommending approval of the 2014 Tree Care Operation Quote in the amount of \$23,733.00 provided by Affordable Tree Service. The Forester solicited quotes from four tree vendors which have expressed interest in the project in the past. The Forester received one quote back. The Forester has reviewed the quote prices and found them to be acceptable based upon comparables in surrounding communities. The quote is within budget and includes tree removal, stump removal and pruning services to be conducted by December 31, 2014 or until funds are expended.

Staff recommendation is to approve the quote from Affordable Tree Service in the amount of \$23,733.00.

Sincerely,

City of Stevens Point

A handwritten signature in black ink, appearing to read "Todd M. Ernster".

Todd M. Ernster  
City Forester

**BID TAB  
CITY OF STEVENS POINT  
BITUMINOUS PATCHING PROJECT #14-02  
SEALED BIDS OPENED 2:00 P.M., February 4, 2014**

ITEM NO.	EST. QUAN.	UNIT	DESCRIPTION	Mid-State Asphalt New London, WI		American Asphalt Mosinee, WI	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
204.0100	50	S.Y.	Removing Pavement	\$ 5.00	\$ 250.00	\$ 10.00	\$ 500.00
305.0120	20	TON	Base Aggregate Dense (1-1/4 Inch)	\$ 15.00	\$ 300.00	\$ 10.00	\$ 200.00
390.0203	1,360	S.Y.	Base Patching Asphalt (> 10 sq. yds.)	\$ 41.50	\$ 56,440.00	\$ 42.50	\$ 57,800.00
390.0203	200	S.Y.	Base Patching Asphaltic (< or = 10 sq. yds.)	\$ 45.00	\$ 9,000.00	\$ 44.00	\$ 8,800.00
690.0150	2,000	L.F.	Sawcutting Asphalt	\$ 2.00	\$ 4,000.00	\$ 2.00	\$ 4,000.00
<b>Total:</b>					<b>\$ 69,990.00</b>		<b>\$ 71,300.00</b>
<b>Total with 15% contingency:</b>					<b>\$ 80,488.50</b>		<b>\$ 81,995.00</b>

BID TAB  
CITY OF STEVENS POINT  
CURB & GUTTER AND SIDEWALK REPAIR PROJECT #14-05  
SEALED BIDS OPENED 11:00 A.M., FEBRUARY 4, 2014

ITEM NO.	EST. QUAN.	UNIT	DESCRIPTION	Wroblewski Concrete Stevens Point, WI		Sommers Sonstruction Co. Shiocton, WI		S.D. Ellenbecker, Inc. Athens, WI		Pember Companies, Inc. Menomonie, WI		Chippewa Concrete Services Chippewa Falls, WI		Marvin Gleason Contractor Franksville, WI	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
204.0100	20	S.Y.	Removing Pavement	\$ 9.00	\$ 180.00	\$ 13.00	\$ 260.00	\$ 12.00	\$ 240.00	\$ 10.60	\$ 212.00	\$ 11.25	\$ 225.00	\$ 13.50	\$ 270.00
204.0150	170	L.F.	Removing Curb & Gutter	\$ 6.00	\$ 1,020.00	\$ 2.25	\$ 382.50	\$ 6.00	\$ 1,020.00	\$ 6.10	\$ 1,037.00	\$ 7.50	\$ 1,275.00	\$ 13.50	\$ 2,295.00
204.0155	1,888	S.Y.	Removing Concrete Sidewalk	\$ 6.50	\$ 12,272.00	\$ 7.70	\$ 14,537.60	\$ 8.50	\$ 16,048.00	\$ 7.00	\$ 13,216.00	\$ 11.25	\$ 21,240.00	\$ 12.60	\$ 23,788.80
390.0203	30	S.Y.	Base Patching Asphaltic	\$ 45.00	\$ 1,350.00	\$ 29.00	\$ 870.00	\$ 55.00	\$ 1,650.00	\$ 49.00	\$ 1,470.00	\$ 230.00	\$ 6,900.00	\$ 65.00	\$ 1,950.00
416.0160	20	S.Y.	Concrete Driveway (6-Inch)	\$ 47.25	\$ 945.00	\$ 49.50	\$ 990.00	\$ 45.00	\$ 900.00	\$ 50.40	\$ 1,008.00	\$ 49.50	\$ 990.00	\$ 56.25	\$ 1,125.00
601.0324	70	L.F.	Concrete Curb & Gutter (24-Inch)	\$ 20.00	\$ 1,400.00	\$ 25.00	\$ 1,750.00	\$ 24.00	\$ 1,680.00	\$ 24.00	\$ 1,680.00	\$ 30.00	\$ 2,100.00	\$ 30.00	\$ 2,100.00
601.0411	50	L.F.	Concrete Curb & Gutter (30-Inch) Type D	\$ 21.00	\$ 1,050.00	\$ 26.00	\$ 1,300.00	\$ 26.50	\$ 1,325.00	\$ 25.00	\$ 1,250.00	\$ 30.00	\$ 1,500.00	\$ 32.50	\$ 1,625.00
602.0405	14,480	S.F.	Concrete Sidewalk (4-Inch)	\$ 4.25	\$ 61,540.00	\$ 4.00	\$ 57,920.00	\$ 4.15	\$ 60,092.00	\$ 4.60	\$ 66,608.00	\$ 4.70	\$ 68,056.00	\$ 5.65	\$ 81,812.00
602.0415	2,516	S.F.	Concrete Sidewalk (6-Inch)	\$ 5.25	\$ 13,209.00	\$ 5.50	\$ 13,838.00	\$ 4.75	\$ 11,951.00	\$ 5.60	\$ 14,089.60	\$ 5.50	\$ 13,838.00	\$ 6.25	\$ 15,725.00
602.0515	40	S.F.	Curb Ramp Detectable Warning Field (Natural Patina)	\$ 34.00	\$ 1,360.00	\$ 35.00	\$ 1,400.00	\$ 40.00	\$ 1,600.00	\$ 29.00	\$ 1,160.00	\$ 50.00	\$ 2,000.00	\$ 42.00	\$ 1,680.00
625.0100	500	S.Y.	Topsoil	\$ 5.50	\$ 2,750.00	\$ 7.50	\$ 3,750.00	\$ 6.00	\$ 3,000.00	\$ 6.40	\$ 3,200.00	\$ 10.00	\$ 5,000.00	\$ 6.00	\$ 3,000.00
627.0200	500	S.Y.	Mulching	\$ 0.50	\$ 250.00	\$ 4.00	\$ 2,000.00	\$ 0.85	\$ 425.00	\$ 0.75	\$ 375.00	\$ 2.00	\$ 1,000.00	\$ 6.00	\$ 3,000.00
628.6505	500	S.Y.	Soil Stabilizer Type A	\$ 0.50	\$ 250.00	\$ 1.75	\$ 875.00	\$ 0.85	\$ 425.00	\$ 0.75	\$ 375.00	\$ 1.00	\$ 500.00	\$ 4.00	\$ 2,000.00
630.0140	500	S.Y.	Seed Mixture No. 40	\$ 0.50	\$ 250.00	\$ 1.35	\$ 675.00	\$ 0.85	\$ 425.00	\$ 0.75	\$ 375.00	\$ 0.50	\$ 250.00	\$ 4.00	\$ 2,000.00
690.0150	200	L.F.	Sawcutting Asphalt	\$ 3.00	\$ 600.00	\$ 2.00	\$ 400.00	\$ 3.00	\$ 600.00	\$ 3.50	\$ 700.00	\$ 3.50	\$ 700.00	\$ 2.00	\$ 400.00
<b>TOTAL BIDS:</b>					<b>\$ 98,426.00</b>		<b>\$ 100,948.10</b>		<b>\$ 101,381.00</b>		<b>\$ 106,755.60</b>		<b>\$ 125,574.00</b>		<b>\$ 142,770.80</b>
<b>TOTAL BIDS WITH 15% CONT.</b>					<b>\$ 113,189.90</b>		<b>\$ 116,090.32</b>		<b>\$ 116,588.15</b>		<b>\$ 122,768.94</b>		<b>\$ 144,410.10</b>		<b>\$ 164,186.42</b>

City of Stevens Point  
1515 Strong's Avenue  
Stevens Point, WI 54481-3594



**Department of Public Works**

Engineering  
Phone: 715-346-1561  
Fax: 715-346-1650  
Streets/Fleet  
Phone: 715-346-1537  
Fax: 715-346-1687

To The Board of Public Works,

January 23, 2014

The Streets Department's 1991 Dodge was retired from Dropoff duty in early 2013. Prior to normal cycle replacement, all 2001 Dodges to be retired were assessed for fitness and the Superintendent's truck (best one) was retained for Dropoff duty. We've been operating one truck short since.

As with the past 20+ pickups, we'd like to stay with Ford to minimize acquisition cost and to streamline parts and service. Two quotes were received.

Scaffidi Motors	\$26,563.00
Rapids Ford	No Response
Hughes Ford	\$27,489.00

We are seeking approval for the purchase from Scaffidi Motors in the amount of \$26,563, from the budgeted \$28,000.

Sincerely,

A handwritten signature in black ink that reads 'Dennis Laidlaw'.

Dennis Laidlaw  
Superintendent of Streets  
City of Stevens Point

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481



**Public Works**

Engineering Department:  
Phone: 715-346-1561  
Fax: 715-346-1650

Streets Department:  
Phone: 715-346-1537  
Fax: 715-346-1687

January 8th, 2014

DIRECTOR OF PUBLIC WORKS REPORT  
Scott Schatschneider

**1. Engineering Division**

- **Business 51 Status Report:**

This item will be a separate agenda item.

- **Fire Station #1:**

Work started on Monday, January 27<sup>th</sup> with demolition beginning on the second floor in the locker and bathroom area. The demolition is approximately 95 % complete at the time of this report. Once the demolition is completed the building on the second floor will begin.

- **North Second Street and Maria Drive Property Acquisition:**

Appraisal Service LLC, has met with the property owners. At the time of this report the appraisal amounts had not been calculated. The weather has caused delays for people to be outside to examine to properties.

- **Seawall Schedule Checklist**

<u>AGENCY</u>	<u>TASK</u>	<u>APPROXIMATE DATES</u>
<input checked="" type="checkbox"/> City/NewPage	City accepts/allocates Construction money and Bidding/awarding of contracts in conjunction with NewPage.	Began Construction: August 5 <sup>th</sup> Construction Complete: October 11 <sup>th</sup>
<input checked="" type="checkbox"/> NewPage/ AECOM/EDC	Submission of Construction Report (39 pages) and "As-Built Drawings" to FERC for Federal Licensing.	Thursday, October 31 <sup>st</sup> (up to 60 days for review and approval)
<input checked="" type="checkbox"/> FERC	Approval of construction report and as-built drawings.	Approval January 10 <sup>th</sup>
<input type="checkbox"/> AECOM	Preparation and submission of LOMR.	Submission is anticipated no later than mid February.

- **From speaking with AECOM, this is the anticipated timeline for the remaining phases of the Seawall Project.**

1. AECOM will submit the LOMR: Usually within 90 days, FEMA will mail an approval letter to Stevens Point. (Please note, it can be longer than 90 days if FEMA asks for more info.)
2. FEMA publishes a notice in the local paper twice (about 2 weeks apart). (FEMA typically does the notice or they may ask us to do the notice, which is fine).
3. There is a 90 day public comment period that begins after the second notice is published.
4. If no reasonable reconsiderations are brought up the revised mapping becomes effective.
5. It is then up to the City to update residents and provide proof of the flood plan or references to the effected panels.

- **Additional Ongoing Director\City Engineer\City Surveyor Projects:**

1. Bukolt Avenue Reconstruction Project Design – a Public Informational Meeting is scheduled for Wednesday, March 5<sup>th</sup> at Madison Elementary, the meeting is scheduled to start at 6:00 p.m.
2. Shopko Parking Lot: East Half Design.
3. 2014 Chip Sealing Bid Advertisement will be published in February and be up for approval in March.

## 2. Streets Division

- **Street work**

- Continued Garbage and Recycling operations.
- Sign work continued.
- Street lamp maintenance continued.
- Christmas Decorations removal begun.
- Building maintenance and repair.
- Snow/Ice operations continued. Picking crews operating night and day. Additional salt purchased and received. Additional sand trucked in.

- **Equipment maintenance/garage**

- There were a total of 169 repair orders completed in the month of January. When broken down by department there were;

Engineering	2
Police	22
Parks	18
Fire	8
Streets	115
Water/Waste water	4

- **Signs, posts, barricades, and flags**

- 22 signs were replaced or added, 5 because of accidents, 2 for usual maintenance and 15 new signs were put up.
- 4 poles were replaced, because of accidents.

- **Garbage/recycling/yard waste/drop-off**

- Garbage and recycling carts repaired/replaced/distributed as needed.
- Regular and holiday solid waste collection completed.
- Regular and holiday recycling collection completed.
- City drop-off operations were completed.

- **Leave**

- 4 floating holidays, 4 funeral days, 4 days 3 hours sick, 27 days vacation, and 1 day 2.5 hours of worker's compensation time were utilized.



## PRELIMINARY RESOLUTION

**RESOLVED**, by the Common Council of the City of Stevens Point, Wisconsin:

**SECTION I.** The Common Council of the City of Stevens Point hereby declares its intention to exercise its police power under Section 66.0703(1) (a), Wisconsin Statutes, to levy special assessments upon property within the following described area for special benefits conferred upon such property by improvement to such areas:

- A. FOR REPLACEMENT OF NON-STANDARD WATER SERVICES - PROJECT # 14-01.
  - 1) All property fronting upon both sides of **BUKOLT AVENUE** from its intersection with Front Street to its intersection with Georgia Street. (Project # 14-01)
  - 2) All property fronting upon both sides of **GEORGIA STREET** from its intersection with Bukolt Avenue to its intersection with Sixth Avenue. (Project # 14-01)
  
- B. FOR REPLACEMENT OF NON-STANDARD SANITARY SEWER LATERALS - PROJECT # 14-01.
  - 1) All property fronting upon both sides of **BUKOLT AVENUE** from its intersection with Front Street to its intersection with Georgia Street. (Project # 14-01)
  - 2) All property fronting upon both sides of **GEORGIA STREET** from its intersection with Bukolt Avenue to its intersection with Sixth Avenue. (Project # 14-01)
  
- C. FOR INSTALLATION OF STORM SEWER LATERALS AND REPLACEMENT OF EXISTING NON-STANDARD STORM SEWER LATERALS-PROJECT # 14-01.
  - 1) All property fronting upon both sides of **BUKOLT AVENUE** from its intersection with Front Street to its intersection with Second Street. (Project # 14-01)
  - 2) All property fronting upon both sides of **GEORGIA STREET** from its intersection with Bukolt Avenue to its intersection with Sixth Avenue. (Project # 14-01)

## **SECTION II.**

- A. The public improvement described in Section IA shall include the replacement of existing water services constructed of galvanized or other non-standard materials in said street or portion thereof. The public improvement does not include replacement of services between the right of way line and the house; this part of the service is located on private property and is not included in the assessment. The public improvement does include reconnecting the new service to the existing service at the right of way line/property line.
- B. The public improvement described in Section IB shall include the replacement of existing sanitary sewer laterals that are constructed of clay or other non-standard materials in said street or portion thereof. The public improvement does not include replacement of laterals between the right of way line and the house; this part of the lateral is located on private property and is not included in the assessment. The public improvement does include reconnecting the new lateral to the existing lateral at the right of way line/property line.
- C. The public improvement described in Section IC shall include the installation of storm sewer laterals and the replacement of existing storm sewer laterals that are constructed of clay or other non-standard materials in said street or portion thereof. The public improvement does not include installation or replacement of laterals between the right of way line and the house; this part of the lateral is located on private property and is not included in the assessment. The public improvement will terminate the lateral at the right of way line/property line, and does include reconnecting the new lateral to the existing lateral at the right of way line/property line.

**SECTION III.** The total amount assessed against the properties in the defined assessment district shall not exceed 100% of the cost of the improvement. The Common Council determines that the improvement constitutes an exercise of the police power and the amount assessed against each parcel shall be based on actual cost.

**SECTION IV.** The manner and method of payment will be determined in the final resolution.

**SECTION V.** The Board of Public Works will prepare a report which shall consist of:

- A. Preliminary Plans and specifications for the improvements.
- B. The estimated cost of the proposed improvements.
- C. Schedule of proposed assessments.

**SECTION VI.** When the report is completed, the Board of Public Works shall file a copy of the report with the City Clerk.

**SECTION VII.** Upon receiving the report of the Board of Public Works, the Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed assessment district, the time and place at which the report may be inspected, and the time and place of the public hearing in the matters contained in the preliminary resolution and the report. This notice shall be published as a Class I notice and a copy shall be mailed, at least ten (10) days before the hearing to every interested party.

**SECTION VIII.** The hearing shall be held in the Council Chambers in the County-City Building at a time set by the City Clerk in accordance with Section 66.0703(7) (a), Wisconsin Statutes.

APPROVED: \_\_\_\_\_  
Andrew J. Halverson, Mayor

ATTEST: \_\_\_\_\_  
John Moe, City Clerk

Dated: February 05, 2014  
Adopted: February 17, 2014  
Publish: February 21, 2014



**PUBLIC PROTECTION COMMITTEE**  
**Monday, February 10, 2014 – 6:58 P.M.**  
**Lincoln Center – 1519 Water Street**

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

**Excused:** Ald. M. Stroik

**Also**

**Present:** Mayor Halverson; City Attorney Beveridge; Clerk Moe; Alderpersons Doxtator, Patton and Moore; Directors Schrader and Ostrowski; Chief Kujawa; Sgt. Babl; Human Resource Manager Jakusz; Asst. to the Mayor Pazdernik; Mary Ann Laszewski; Steve Louis; Dave Schleihs; Nate Enwald – Gazette; Brandi Makuski – City Times; Chris Jones - Journal

**1. License List:**

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

**B. Change of Agent – AWRRF, Inc., 484 Division Street, Stevens Point, WI 54481, Ainsley Risberg, 119 Sunrise Ave, Stevens Point, WI; agent at J. R. Liquor, 484 Division Street, Stevens Point replacing Daniel Busa.**

Ald. Trzebiatowski **moved**, Ald. Wiza seconded, to approve 34 new operator's licenses and change of agent for AWRRF, Inc. at 484 Division Street to Ainsley Risberg of Stevens Point as agent at J. R. Liquor at 484 Division Street replacing Daniel Busa.

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

**2. Requests to Hold Event/Street Closings:**

**i. Point Bock Run Inc. – Annual Point Bock Run on March 1, 2014 with sections of Water St. and West River Dr. closed and parking restrictions on Water St. and Whiting Ave.**

**ii. Friends of 90FM, WWSP 90FM Radio, Jim Oliva – Annual Trivia Parade on April 11, 2014 with partial street closures.**

Sgt. Babl stated these are both well organized events.

Ald. Suomi **moved**, Ald. R. Stroik seconded, to approve the events/street closings for the Point Bock Run and annual Trivia Parade.

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

**3. Ordinance Amendment – Discharging Firearms/Guns/Archery Arrow – Hunting within the City Limits (Creation of Section 24.14(6) & (7) of the RMC).**

City Attorney Beveridge stated the reason this item is on the agenda is to incorporate section (7).

Ald. Wiza said the only exception in the ordinance is the Deer Management Committee and he believes that section should be changed to any City authorized users. He would like the City Attorney's input on this.

City Attorney Beveridge said if steps are taken at the Council level, the ordinance could be amended at that time.

Ald. Trzebiatowski said the discharging of a bow does not strictly pertain to deer so a person shooting carp within 100 yards of a building would need permission.

Ald. Wiza said if you take your boat along the shoreline, you will not know where you might see a carp and you would most likely not have written permission from the person who owns that piece of the shoreline.

Ald. R. Stroik questions if water constitutes private property.

Ald. Wiza replied no but he would be within 100 yards of a building.

City Attorney Beveridge said there is an exception in the ordinance for bow fishing.

Ald. Wiza said he only used this as an example so it may not have been a good example.

Ald. Wiza **moved**, to amend section 24.14(7) of the ordinance to provide an exemption for any City Council authorized participant.

Motion failed due to a lack of a second.

Ald. R. Stroik **moved**, Ald. Suomi seconded, to approve the ordinance as indicated.

Ald. Moore agrees with Ald. Wiza and he believes the ordinance should be rewritten by the City Attorney.

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

#### **4. Ordinance Amendment – Creation of a Municipal Court (Chapter 33 of the RMC).**

City Attorney Beveridge said one change to section 33.05(b) would be to change children 16 years of age to 12 years of age or older per state statute and to add an incorporation of the juvenile justice statutes.

Ald. R. Stroik asked if this exact ordinance will be presented to Plover with the above changes.

City Attorney Beveridge said that is correct.

Ald. Wiza asked if there is some type of contingency for mutual agreement with Plover.

City Attorney Beveridge said Plover is referenced in the ordinance. He stated the City's budget would still need to be amended in order to put anything into place.

Ald. R. Stroik **moved**, Ald. Wiza seconded, to approve the ordinance for the creation of a municipal court (Chapter 33 of the revised municipal code).

Dave Schleihs, 1026 Smith Street, asked the Council for their support in adopting the creation of a municipal court.

Ald. Trzebiatowski agrees the City needs to move forward with this.

Ald. Suomi said she had heard that UWSP is interested in a municipal court. She asked if this needs to be addressed.

City Attorney Beveridge said the campus police would issue citations that would summon the defendant to municipal court; however, they do not have the authority to write ordinances so they would not need to be joined as part of the municipal court.

Ald. Suomi asked if the Joint Municipal Court Committee will meet on a regular basis.

City Attorney Beveridge replied it will be up to the Joint Municipal Court Committee to determine when their meetings occur.

Ald. Suomi said she does not support taking this out of the annual budget.

Mayor Halverson said the budget would have to be amended.

Ald. Wiza asked if campus security is sworn to issue misdemeanor citations on behalf of the Police Department.

City Attorney Beveridge stated only criminal charges.

Ald. Wiza asked if they need to be sworn to do that.

Sgt. Babl said they are sworn officers.

Ald. Wiza asked if the meeting dates and times to be determined by the Joint Municipal Court Committee should be included in the ordinance.

City Attorney Beveridge said language can be added to specify that they will have their first meeting by a certain time and make a recommendation for a Municipal Judge Appointee by a certain date.

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

**5. Ordinance Amendment –Junk Dealers, regarding documentation of scrap metal purchases (Section 12.13 of the RMC).**

City Attorney Beveridge said this is a tool that will allow the Police Department to collect records and allow the District Attorney's office to enforce state law with regard to recordkeeping.

Ald. Trzebiatowski asked how this will affect the scrap metal business in the City.

City Attorney Beveridge said they will be required to keep records of certain identifying information.

Ald. Wiza said the scrap metal businesses were already required to keep certain information about their purchases but they were not submitted in a timely manner. This ordinance would require these dealers to submit the information in a timely manner.

Ald. Wiza **moved**, Ald. Trzebiatowski seconded, approval of the ordinance amendment.

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

#### **6. Monthly Inspection Report.**

Ald. Wiza **moved**, Ald. R. Stroik seconded, to accept the report and place it on file.

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

#### **7. Adjournment.**

Adjournment at 7:20 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 6 of Section 24.14 of the Revised Municipal Code, Discharging Firearm/Gun/Archery Arrow/Crossbow Bolt is hereby **created** to read as follows:

24.14(6) The provisions in subsection (1) shall not apply to any person discharging an archery arrow/crossbow bolt for purposes of hunting, provided that:

- (a) The arrow/bolt is discharged toward the ground; and
- (b) The person discharging the arrow/bolt either does so at least 100 yards from all buildings located on land owned by another person, or obtains written permission from such landowners to discharge an arrow/bolt less than 100 yards from any building located on land owned by the person providing such written permission.

**SECTION II:** That subsection 7 of Section 24.14 of the Revised Municipal Code, Discharging Firearm/Gun/Archery Arrow/Crossbow Bolt is hereby **created** to read as follows:

24.14(7) The provisions in subsection (1) shall not apply to any person discharging an archery arrow/crossbow bolt for purposes of carrying out deer culling as approved by the Deer Management Committee.

**SECTION III:** This ordinance shall take effect upon passage and publication, as provided by law.

APPROVED: \_\_\_\_\_  
Andrew Halverson, Mayor

ATTEST: \_\_\_\_\_  
John Moe, City Clerk

Dated: February 4, 2014  
Approved: February 17, 2014  
Published: February \_\_\_\_, 2014



**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 Chapter 33 of the Revised Municipal Code, Municipal Court, is hereby **created** to read as follows:

33.01 Pursuant to Chapter 755 of the Wisconsin Statutes, a joint municipal court shall be established for the City of Stevens Point and the Village of Plover. It shall be known as the “Stevens Point - Plover Municipal Court.”

33.02 Joint Municipal Court Committee.

(a) Formation and Membership. A Joint Municipal Court Committee shall be formed. Its membership shall be two (2) members of the Stevens Point Common Council, the Mayor of the City of Stevens Point or his/her designee, one member of the Plover Board of Village Trustees, and the Plover Village President or his/her designee. The Mayor of the City of Stevens Point shall nominate two (2) members of the Common Council for appointment to the committee, subject to confirmation by the Common Council. The Plover Village President shall nominate one member of the Board of Trustees for appointment to the committee, subject to confirmation by the Board of Trustees. The terms of the initial appointees shall begin upon appointment and confirmation and end on April 30, 2016. Thereafter, appointment to the Committee shall be for a term of two (2) years, with the term commencing on May 1 of the calendar year in which the appointment occurs.

(b) The Joint Municipal Court Committee shall convene its first meeting no later than March 12, 2014. It shall submit a nominee for municipal court judge to the Stevens Point Common Council and Plover Village Board of Trustees for their consideration no later than April 2, 2014.

(c) Duties. In addition to its duties listed under section 33.03(a) of this Chapter, the Committee shall, in consultation with the municipal court judge, create a budget for the municipal court and submit the same to the Stevens Point Common Council and the Plover Village Board of Trustees for their approval. This shall be done on a yearly basis for a fiscal year beginning on January 1st and ending on December 31<sup>st</sup>. The budget shall not be adopted unless approved by both the Stevens Point Common Council and the Plover Village Board of Trustees.

33.03 Municipal Court Judge.

(a) Appointment. In the event of a vacancy in the position of municipal judge, the Joint Municipal Court Committee shall make a

recommendation for the appointment of a municipal judge. Upon receiving that recommendation, the Stevens Point Common Council and the Plover Board of Village Trustees shall jointly appoint a municipal judge in accordance with Wis. Stats. § 8.50(4)(fm).

- (b) Residency. The municipal judge must be a resident of either the City of Stevens Point or the Village of Plover.
- (c) Election. The municipal judge shall be elected at large in the spring election commencing with the 2016 Spring Election. The judge shall take office on May 1 following his or her election to the position.
- (d) Term. The municipal judge shall serve a term of four (4) years, pursuant to Wis. Stats. § 755.02. The initial term shall begin upon appointment and confirmation pursuant to Wis. Stats. § 8.50(4)(fm) and end on April 30, 2016.
- (e) Bond; Oath. The municipal court judge shall, after his or her election or appointment to fill a vacancy, execute and file an official oath with the Stevens Point city clerk and the Plover village clerk, as prescribed by Wis. Stats. §§ 757.02(1) and 755.03(2), and a bond in the sum of \$2,000, as prescribed by Wis. Stats. § 62.09(4).
- (f) Salary. The municipal judge shall be paid a salary as established by the Stevens Point Common Council and Plover Board of Village Trustees and modified from time to time by the same.

33.04 Municipal Court Clerk. The municipal court judge shall appoint a municipal court clerk. The clerk shall perform for the municipal court judge and any party appearing before the municipal court all duties commensurate with a circuit court clerk of courts as enumerated in Wis. Stats. § 59.40.

33.05 Jurisdiction.

- (a) The municipal judge shall have jurisdiction provided by state law, including but not limited to that provided by Chapters 755 and 800 of the Wisconsin Statutes and exclusive jurisdiction of violations of City of Stevens Point and Village of Plover ordinances.
- (b) The municipal judge shall have concurrent jurisdiction with juvenile court of children twelve (12) years of age or over who allegedly violated a municipal ordinance in accordance with Wis. Stats. § 938.17.
- (c) Chapter 48 of the Wisconsin Statutes, entitled “Children’s Code”, and Chapter 938 of the Wisconsin Statutes, entitled “Juvenile Justice Code”, are hereby incorporated by reference as these chapters’ provisions pertain to the municipal court.

- (d) The municipal judge is hereby authorized to issue orders to the clerk of the municipal court to all witnesses and/or interpreters for required attendance upon trial of cases before the court. The clerk shall cause such warrants to be issued to require attendance before the court.
- (e) The municipal judge may issue civil warrants to enforce matters which are under the jurisdiction of the municipal court. The municipal judge is also authorized to issue inspection warrants under sections 66.122 and 66.123 of the Wisconsin Statutes.
- (f) The municipal judge may impose such forfeitures as may be enumerated in the Wisconsin Statutes, the City of Stevens Point ordinances, and the Village of Plover ordinances. Court fees may also be imposed and shall be in the amounts approved by the Stevens Point Common Council and the Plover Board of Village Trustees.
- (g) Contempt of Court and Penalty. The municipal judge may impose a forfeiture of \$50.00 for contempt of court as provided in Wisconsin Statutes § 800.12 or, in default thereof, a jail sentence not to exceed seven days.

33.05 Procedures.

- (a) Sessions of the municipal court shall be held in the Municipal Courtroom located at 1519 Water Street, Stevens Point, WI 54481.
- (b) Municipal court proceedings and rules of evidence shall be in accordance with Wisconsin Statutes including but not limited to Chapters 66, 755, and 800.
- (c) All forfeitures and fees received by the court shall be paid on a weekly basis to the treasurer for the municipality that issued the citation for which the forfeiture and fees were paid.

**SECTION II:** The foregoing shall take effect upon passage and publication, as provided by Wisconsin law.

APPROVED: \_\_\_\_\_  
 Andrew J. Halverson, Mayor

ATTEST: \_\_\_\_\_  
 John V. Moe, City Clerk

Dated: February 3, 2014  
Approved: February 17, 2014  
Published: February \_\_, 2014

**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 Section 12.13 of the Revised Municipal Code, Junk Dealers, be **amended** as follows.

**12.13 JUNK DEALERS, METAL RECYCLERS, AND SCRAP METAL DEALERS**

(1) License Required. No person or firm shall conduct or maintain any buildings structure, yard, or place for keeping or storing commercial quantities, whether temporarily, irregularly, or continually, for the buying or selling at retail or wholesale, any old, used, or second hand materials of any kind, including cloth, rags, paper, rubbish, bottles, rubber, iron, brass, copper, or other metal, furniture, used motor vehicles or parts thereof, or other material commonly classed as junk, without first having obtained a license pursuant to this subsection, therefor. Application shall be made to the city clerk, on forms furnished by that officer. Applications for such licenses shall be subject to review and approval by the Common Council.

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~~(2) Zoning Requirements. No person or firm shall conduct a business as defined in subsection (1) above without first having been approved as to zoning as defined in section 23.02 of the Revised Municipal Code.~~

(2) Definitions. In this section:

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- (a) “Commercial account” means a commercial enterprise with which a scrap material dealer maintains an ongoing and documented business relationship.
- (b) “Commercial enterprise” means a corporation, partnership, limited liability company, business operated by an individual, association, state agency, political subdivision, or other government or business entity, including a scrap material dealer.
- (c) “Ferrous scrap” means scrap metal, other than scrap metal described in subs. (d) to (f), consisting primarily of iron or steel, including large manufactured articles that may contain other substances to be removed and sorted during normal operations of scrap metal dealers.
- (d) “Metal article” means a manufactured item that consists of metal, is usable for its original intended purpose without processing, repair, or alteration, and is offered for sale for the value of the metal it contains, except that “metal article” does not include antique or collectible articles, including jewelry, coins, silverware, and watches.
- (e) “Nonferrous scrap” means scrap metal consisting primarily of metal other than iron or steel, but does not include any of the following:
  - 1. Aluminum beverage cans.
  - 2. Used household items.
  - 3. Items removed from a structure during renovation or demolition.
  - 4. Small quantities of nonferrous metals contained in large manufactured items.

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(f) “Plastic bulk merchandise container” means a plastic crate, pallet, or shell used by a product producer, distributor, or retailer for the bulk transport or storage of retail containers of bottled beverages.

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(g) “Proprietary article” means any of the following:

1. A metal article stamped, engraved, stenciled, or otherwise marked to identify the article as the property of a governmental entity, telecommunications provider, public utility, cable operator, as defined in Wis. Stat. § 66.0420(2)(d), or an entity that produces, transmits, delivers, or furnishes electricity, or transportation, shipbuilding, ship repair, mining, or manufacturing company.
2. A copper conductor, bus bar, cable, or wire, whether stranded or solid.
3. An aluminum conductor, cable, or wire, whether stranded or solid.
4. A metal beer keg.
5. A manhole cover.
6. A metal grave marker, sculpture, plaque, or vase, if the item’s appearance suggests the item has been obtained from a cemetery.
7. A rail, switch component, spike, angle bar, tie plate, or bolt used to construct railroad track.
8. A plastic bulk merchandise container.

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(h) “Scrap dealer” means a scrap plastic dealer or scrap metal dealer.

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(i) “Scrap metal” means a metal article; metal removed from or obtained by cutting, demolishing, or disassembling a building, structure, or manufactured item; or other metal that is no longer used for its original intended purpose and that can be processed for reuse in a mill, foundry, or other manufacturing facility.

(j) “Scrap metal dealer” means a person who is licensed as a scrap and recycling dealer under Section 12.13(1) who is engaged in the business of buying or selling scrap metal or plastic bulk merchandise containers, as defined in this Section 12.13.

(k) “Scrap plastic dealer” means a person engaged in the business of buying or selling plastic to be processed for reuse in a mill or other manufacturing facility.

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(3) Purchases of Ferrous Scrap. A scrap metal dealer may purchase scrap metal other than nonferrous scrap, a metal article, or a proprietary article from any person over the age of eighteen (18).

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(4) Purchases of Nonferrous Scrap, Metal Articles, Proprietary Articles.

(a) Subject to sub. (b), a metal dealer may purchase nonferrous scrap, metal articles, or proprietary articles from any person who is over the age of eighteen (18) if all of the following apply:

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1. If the seller of nonferrous scrap, metal articles, or proprietary articles is an individual, at the time of the sale, the seller provides to the scrap dealer the seller’s motor vehicle operator’s license or other government-issued, current photographic identification that includes the seller’s full name, current address, date of birth, and recognized identification number. If the seller is not an individual, at the time of the sale, the individual who delivers the seller’s nonferrous, metal articles, or proprietary articles provides to the dealer the deliverer’s motor vehicle operator’s license or

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other government-issued, current photographic identification that includes the deliverer's full name, current address, date of birth, and recognized identification number.

2. The scrap dealer records and maintains at the scrap dealer's place of business the seller's or deliverer's identification information described in sub. 1., the time and date of the purchase, the number and state of issuance of the license plate on the seller's or deliverer's vehicle, and a description of the items received, including all of the following:

a. The weight of the scrap or articles.

b. A description of the scrap or articles that is consistent with guidelines promulgated by a national recycling industry trade organization. This sub. 2.b. does not apply to plastic bulk merchandise containers.

3. With respect to a purchase of nonferrous scrap or a metal article the scrap dealer obtains the seller's signed declaration that the seller is the owner of the items being sold.

4. With respect to a purchase of a proprietary article, one of the following applies:

a. The scrap dealer receives from the seller documentation, such as a bill of sale, receipt, letter of authorization, or similar evidence, that establishes that the seller lawfully possesses the proprietary article.

b. The scrap dealer documents that the scrap dealer has made a diligent inquiry into whether the person selling the proprietary article has a legal right to do so, and, not later than one business day after purchasing the proprietary article, submits a report to the Stevens Point Police Department describing the proprietary article and submits a copy of the seller's or deliverer's identifying information under sub. 1.

(b) This subsection does not apply to purchases of nonferrous scrap, metal articles, or proprietary articles by a scrap dealer from a commercial account, if the scrap dealer creates and maintains a record of its purchases from the commercial account that includes all of the following:

1. The full name of the commercial account.

2. The business address and telephone number of the commercial account.

3. The name of a contact person at the commercial account who is responsible for the sale of nonferrous scrap, metal articles, or proprietary articles to the scrap dealer.

4. The time, date, and value of each of the scrap dealer's purchases from the commercial account.

5. A description of the predominant types of nonferrous scrap, metal articles, or proprietary articles the scrap dealer has purchased from the commercial account.

(c) Except as provided under sub. (4), a scrap dealer may disclose personally identifiable information recorded or maintained under this subsection only to a successor in interest to the scrap dealer, including a successor in interest that arises as a result of a merger, sale, assignment, restructuring, or change of control.

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(5) Other Provisions.

- (a) A scrap dealer shall make the records required under sub. (3)(a)2. to 5. and (b) available to a law enforcement officer who presents the officer's credentials at the scrap dealer's place of business during business hours.
- (b) A scrap dealer shall maintain the records required under sub. (3)(a)2., 4., and 5. and (b)4. and 5. for not less than two (2) years after recording it. A scrap dealer shall maintain the records required under sub. (3)(b)1. to 3. regarding a commercial account for not less than two (2) years after the dealer's most recent transaction with the commercial account.
- (c) Notwithstanding Wis. Stat. § 19.35(1), a law enforcement officer or agency that receives a record under sub. (a) or a report under sub. (b) may disclose it only to another law enforcement officer or agency.

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(6) Penalties.

- (a) 1. A scrap dealer who knowingly violates this section and who has not knowingly committed a previous violation of this section is subject to a fine not to exceed one thousand dollars (\$1,000).  
2. A scrap dealer who knowingly violates this section and who has knowingly committed one previous violation of this section is subject to a fine not to exceed ten thousand dollars (\$10,000).
- (b) Each day on which a scrap dealer knowingly violates this section constitutes a separate violation.

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(7) Electronic Reporting.

- (a) A scrap dealer shall electronically submit to the Stevens Point Police Department a report of each purchase of nonferrous scrap, metal articles, and proprietary articles not later than the business day following the purchase, including each seller's or deliverer's name, date of birth, identification number, and address, and the number and state of issuance of the license plate on each seller's or deliverer's vehicle, by electronically transferring it from their computer to the Police department approved date server. All records must be transmitted completely and accurately and in accordance with standards and procedures established by the Police Department.
- (b) If a scrap dealer is unable to successfully transfer the required reports electronically, the scrap dealer shall notify the Police Department of the reason the dealer is unable to transfer the required reports and shall provide the Police Department with an estimated time of compliance. The scrap metal dealer shall provide the Police Department with electronic copies of all reportable transactions that have not been transmitted electronically in a form approved by the Police Department by 5:00 p.m. of the next business day after the due date, unless the scrap dealer electronically transfers the data prior to that time.

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**SECTION II:** This ordinance shall take effect upon passage and publication, as provided by law.

APPROVED: \_\_\_\_\_  
Andrew Halverson, Mayor

ATTEST: \_\_\_\_\_  
John Moe, City Clerk

Dated: February 4, 2014  
Approved: February 17, 2014  
Published: February \_\_\_\_, 2014



**FINANCE COMMITTEE  
FEBRUARY 10, 2014 AT 7:21 P.M.  
LINCOLN CENTER – 1519 WATER STREET**

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

EXCUSED: Alderperson M. Stroik

ALSO

PRESENT: Mayor Halverson; City Attorney Beveridge; C/T Ladick; Ald. Wiza, Trzebiatowski, Suomi, Patton, Doxtator; Directors Lemke, Ostrowski, Schrader; Sgt. Tony Babl; Fire Chief Kujawa; Clerk Moe; Human Resource Manager Jakusz; Finance Manager Freeberg; Kelly Pazdernik; Transit Manager S. Lemke; Brandi Makuski; Nate Enwald; Mary Ann Laszewski; Cathy Dugan; Steve Louis; Jane Kunze

**ITEM #1 – AGREEMENT AS TO DELINQUENT SPECIAL ASSESSMENTS AND CHARGES WITH PORTAGE COUNTY.**

C/T Ladick recommended signing the agreement because if we did not, it would cause numerous issues with delinquent tax collections. We would need new software to track the delinquent special assessments and charges and it would cause an issue where the delinquent taxes would be held by the County Treasurer and the delinquent assessments and charges would be held by the City Treasurer's office making payoffs difficult and confusing for the general public.

Motion made by Ald. Slowinski, seconded by Ald. O'Meara to sign the agreement with Portage County regarding delinquent special assessments and charges.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #2 – 2014 GENERAL OBLIGATION NOTE PROPOSALS.**

C/T Ladick stated that we received 7 proposals from banks ranging from 2% - 2.57%. The winning proposal is from The Portage County Bank at an interest rate of 2% for \$2,360,000 for 10 years and will be used to finance the capital projects.

Motion made by Ald. R. Stroik, seconded by Ald. O'Meara to approve the proposal from The Portage County Bank with an interest rate of 2% for \$2,360,000 for 10 years to finance the capital projects for 2014.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #3 – AUTHORIZATION TO FUND, IF AWARDED, 90/10 ASSISTANCE TO FIREFIGHTERS GRANT FOR EMS TRAINING MANIKIN; AMOUNT NOT TO EXCEED \$9,000.**

C/T Ladick stated the Fire Department is requesting authorization to apply for this grant and if awarded, the City would pay 90% or \$9,000 for a training manikin.

Motion made by Ald. R. Stroik, seconded by Ald. Slowinski to authorize funding of a 90/10 split if the City is awarded the Firefighters Grant for an EMS training manikin, not to exceed \$9,000.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #4 – AMENDMENT TO CITY ADMINISTRATIVE POLICY 3.01 (EXCISE TAX ON HIGH COST HEALTH PLANS).**

C/T Ladick explained that in 2018, there will be an excise tax on high cost health plans, which is referred to as the “Cadillac Tax.” Currently, our City does not meet that threshold, but it could in the future, and during the recent actuarial study, our actuary stated that he believes we will meet that threshold, so he insisted that a liability be added to our financial statements in the amount of \$586,000. To avoid the potential of having to pay this expensive 40% tax, it was recommended that we pass a policy statement that indicates that we will not cross the threshold of the Cadillac tax. If it should happen, we would make appropriate adjustments to avoid paying the tax.

Ald. R. Stroik stated it is an unfortunate that it has to come to this. Basically, by signing this, we are asking the City to not give the employees better benefits so that we are not so good that we have to pay this tax.

C/T Ladick stated that is an observation on federal policy. He stated we can look at other avenues to avoid paying that tax, such as extra health savings account contributions, compensation adjustments, etc. We definitely do not want to waste the limited amount of money that we have for compensation on paying this tax, we want to be smart in how we design our compensation package.

Ald. Wiza clarified that we are changing this policy to eliminate the \$586,000 policy on our books.

C/T Ladick stated that the liability has not been added to our financial statement yet, but would be in the upcoming financial statements.

Motion made by Ald. Slowinski, seconded by Ald. Moore to approve amending the City Administrative Policy #3.01, stating that we will not allow the City to pass the threshold of the Cadillac tax.

Ayes: All                      Nays: None                      Motion carried.

**ITEM #5 – ORDINANCE AMENDMENT – CREATE SECTION 13.26 – LIMIT ON PAYMENT IN LIEU OF TAXES PAID TO THE CITY.**

C/T Ladick stated this is follow-up to a discussion we had at the meeting last month on limiting the amount of the PILOT that we receive from the Water Utility. He addressed the questions that were brought up last month. He stated this will not affect other PILOTs that the City receives as it is a different type of PILOT. He also addressed the issue of whether or not businesses will benefit at the expense of the residential property owners and found that residential property owners pay 51% of property taxes and 43% of the water bills. When ERP is taken into account, which is a 7% matching fund for the City and assuming a marginal tax rate of 10%, that would bring the homeowners to .43 on the dollar. Basically, it should be a wash for the average homeowner.

Ald. Wiza questioned why we want to limit our income because that is what we are doing.

Director Lemke stated that it costs them more in PILOT every time they put infrastructure in the ground, which does not promote infrastructure replacement, which is a big need in every town. The state average for utility PILOTs is about 17% and they are at 20-21%. When considering a rate increase, 20% of that increase has to be considered for PILOT, so limiting that will stabilize rates. He stated the primary goal here is to stabilize rates.

C/T Ladick added that if it was a difficult budget year, we could adjust the ordinance and decide that we want more from the utility as where now it is set up on auto-pilot. He also stated

that this is not just based on the City tax rate, but also the Tech College and School rates and there is potential legislation that would allow the Tech College and School to collect their share. Currently, we keep the whole amount.

Ald. O'Meara stated that he does not want to cap the PILOT. If the water rate goes up, there are options to help it go down, people can stop watering their lawns or take on other water conservation habits. Once it is capped, getting it back would be difficult and he does not believe it would happen and he recommends leaving it as is. The homeowner has to deal with rate changes, so should the utility.

Motion made by Ald. Slowinski to lock rate to \$870,000 per year. Motion died due to lack of second.

Ald. Moore stated he would like to find out the percentage they are paying now and then cap it by a percentage rather than a dollar amount. He agreed with Ald. O'Meara.

Mayor Halverson stated that this is the only concrete way that the City is able to protect, insulate and limit rate increases of the water utility. This utility is highly regulated by the Public Service Commission which is extremely different from the other enterprise funds. It does not cost any more to run water to and from customers using a 1935 pipe or a new pipe, but the non-tax "tax" is levied immediately on a higher priced water main, even though it does not cost us anymore to run the water through it. This is a way for the City to cap the ability for that PILOT to go up any more.

Ald. R. Stroik questioned what the dollar figure is today.

C/T Ladick replied that it is budgeting for \$869,077 and this year if it is not capped, it would be \$886,000. The intention is not to cause a deficit, it was to just keep it from escalating.

Mayor Halverson stated that we are not going to be able to control rate increases unless we act.

Ald. R. Stroik questioned what it would take to change the amount of the cap in the future.

Mayor Halverson stated it would just take a simple ordinance amendment.

Ald. R. Stroik questioned how the budgeting process would go with this change.

Mayor Halverson stated that it will not be used to fill gaps in the budget. He stated that he has heard more complaints about the water rates than property taxes and the increase of the rate is not due to debt service but rather the PILOT. The PILOT has gone up several hundreds of thousands of dollars in the past few years. Director Lemke added that it has doubled in the last 10 years.

Ald. O'Meara supports capping it at a percentage.

Ald. Moore clarified that when a new water main is put in, it is an asset and adds to the PILOT, so if it is not added any longer, what happens to the funds at the Water Department.

Director Lemke stated that the operating expenses are a guess, but every year during the audit when revenues versus expenses are evaluated and they receive guidance on whether or not to consider rate increases to stabilize the financial stability they are in. When we can look out several years and know what our PILOT is going to be, it makes it much easier to stabilize the rate. There is a statutory definition on how to calculate the maximum PILOT and they are at the maximum now.

Ald. Wiza questioned if there has ever been a rate decrease, to which Director Lemke replied not that he is aware of.

Ald. Wiza stated he would support a percentage cap over a dollar cap.

Director Lemke stated that the PILOT payment is a known expense so it is not worked into the variable part of our rates. Consumption versus the meter charge are two different things, when you are consuming water, you are charged volume metrically but if you do not consume water, you still get a bill.

Ald. Moore stated he would like to hold this over until next month and see what a percentage cap would look like versus a number.

Motion made by Ald. Moore, seconded by Ald. O'Meara to postpone this item until next month.

Ald. R. Stroik stated he does not like to postpone just to buy more time, he wants to make sure it gets finalized next month.

Ald. Slowinski stated that we are already collecting more than we should, because we are collecting the Tech College and the School portion, so he is concerned over continually depending on taking more money.

Ayes: Ald. Moore and R. Stroik

Nays: Ald. Slowinski and O'Meara

Motion tied so it will move onto Council without a recommendation.

**ITEM #6 – APPROVAL OF PAYMENT OF CLAIMS.**

Motion made by Ald. R. Stroik, seconded by Ald. Moore to approve the payment of claims in the amount of \$10,497,063.56.

Ayes: All

Nays: None

Motion carried.

Adjournment at 7:55 P.M.

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

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

**SECTION I:** That Section 26 of Chapter 13 of the Revised Municipal Code, Limit on Payment in Lieu of Taxes Paid to City, is hereby **created** to read as follows:

13.26            **LIMIT ON PAYMENT IN LIEU OF TAXES PAID TO CITY**

(1) The payment in lieu of taxes paid to the City of Stevens Point by the Water Department pursuant to Wisconsin Statutes § 66.0811 and Chapter PSC 109, Wisconsin Administrative Code, shall not exceed \$870,000.00 per year.

**SECTION II:** This ordinance shall take effect upon passage and publication, as provided by law.

APPROVED: \_\_\_\_\_  
Andrew Halverson, Mayor

ATTEST: \_\_\_\_\_  
John Moe, City Clerk

Dated:            February 10, 2014  
Approved:       February 17, 2014  
Published:       February \_\_\_\_, 2014



**COMMON COUNCIL  
OF THE  
CITY OF STEVENS POINT, WISCONSIN**

**February 17, 2014**

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

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**A Resolution Authorizing and Providing for the Sale and Issuance of  
\$2,360,000 General Obligation Promissory Notes, Series 2014A,  
and All Related Details**

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RECITALS

The Common Council (the “**Governing Body**”) of the City of Stevens Point, Wisconsin (the “**Issuer**”) makes the following findings and determinations:

1. The Issuer needs funds to finance public projects, including, but not limited to, purchasing municipal vehicles and equipment, building and grounds improvements at the airport, repairs and improvements to streets, parking lots, public works shelters, and parks, and making software and equipment upgrades (collectively, the “**Project**”).
2. The Governing Body wishes to borrow the funds needed for the Project by selling and issuing general obligation promissory notes pursuant to the provisions of Section 67.12 (12) of the Wisconsin Statutes.
3. The Issuer has taken all actions required by law and has the power to sell and issue the obligations authorized by this resolution.

RESOLUTIONS

The Governing Body resolves as follows:

**Section 1. Definitions.**

In this resolution, the following terms have the meanings given in this section, unless the context clearly requires another meaning.

“**Debt Service Fund**” means the fund created by the Issuer pursuant to Section 67.11 of the Wisconsin Statutes to provide for the payment of debt service on its general obligations.

“**Financial Officer**” means the Issuer’s Treasurer.

“**Fiscal Agent**” means the Treasurer or any successor fiscal agent appointed by the Issuer to act as paying agent and registrar for the Obligations pursuant to Section 67.10 (2) of the Wisconsin Statutes.

“**Governing Body**” means the Issuer’s Common Council.

“**Issuer**” means the City of Stevens Point, Wisconsin.

“**Municipal Officers**” means the Mayor and the Clerk of the Issuer. These are the officers required by law to execute general obligations on the Issuer’s behalf.

“**Obligations**” means the \$2,360,000 City of Stevens Point, Wisconsin General Obligation Promissory Notes, Series 2014A, which will be issued pursuant to this resolution.

“**Original Issue Date**” means March 12, 2014.

“**Project**” has the meaning given in the recitals to this resolution.

“**Purchase Price**” means \$2,360,000.

“**Purchaser**” means The Portage County Bank.

“**Record Date**” means the 15th day (whether or not a business day) of the calendar month just before a regularly scheduled interest payment date for the Obligations.

“**Recording Officer**” means the Issuer’s Clerk.

“**Register**” means the register maintained by the Fiscal Agent at its designated office, in which the Fiscal Agent records:

- (i) The name and address of the owner of each Obligation.
- (ii) All transfers of each Obligation.

“**Treasurer**” means the Issuer’s Treasurer.

## **Section 2. Exhibits.**

The attached exhibits are also a part of this resolution as though they were fully written out in this resolution:

- (i) *Exhibit A* — Form of Obligation.
- (ii) *Exhibit B* — Notice to Electors of Sale.

## **Section 3. Purposes of Borrowing; Issuance of Obligations.**

The Governing Body authorizes the Obligations and orders that they be prepared, executed, and issued. The Obligations will be fully registered, negotiable, general obligation promissory notes of the Issuer in the aggregate principal amount of \$2,360,000. The Obligations

will be issued pursuant to the provisions of Section 67.12 (12) of the Wisconsin Statutes for the purposes of the Project and paying the expenses of issuing the Obligations (including printing costs, fees for financial consultants, bond counsel, rating agencies, insurance, and registration, as applicable).

**Section 4. Terms of Obligations.**

The Obligations will be named “City of Stevens Point, Wisconsin General Obligation Promissory Notes, Series 2014A.” The Obligations will be dated the Original Issue Date, even if they are actually issued or executed on another date. Each Obligation will also be dated the date on which it is authenticated by the Fiscal Agent. That date is its registration date.

The face amount of each Obligation will be \$1,000 or any multiple thereof up to the principal amount authorized to be issued.

The Obligations will bear interest from the Original Issue Date. Interest will be payable on each February 1 and August 1 until the principal of the Obligations has been paid, beginning on February 1, 2015. Interest on each Obligation will be (i) computed on the basis of a 360-day year of twelve 30-day months and (ii) payable to the person in whose name the Obligation is registered on the Register at the end of the day on the applicable Record Date. The Obligations will be numbered consecutively as may be required to comply with any applicable rules or customs or as determined by the Municipal Officers executing the Obligations. The Obligations will mature on February 1, 2024 and will bear interest at the annual rate of 2.00%.

The principal of, and interest on, the Obligations will be payable in lawful money of the United States of America.

**Section 5. Fiscal Agent.**

The Issuer appoints the Fiscal Agent to act as paying agent and registrar for the Obligations. Among other things, the Fiscal Agent must maintain the Register.

**Section 6. Redemption.**

The Obligations are not subject to redemption before their stated maturity date at the Issuer’s option.

The Obligations are subject to mandatory partial redemptions prior to their stated maturity date by operation of a sinking fund. On the following redemption dates (each a “**Sinking Fund Redemption Date**”), the Issuer will redeem the following principal amounts of the Obligations:

Sinking Fund Redemption Date (February 1)	Principal Amount to be Redeemed
2015	\$860,000
2016	450,000
2017	100,000
2018	100,000
2019	-0-
2020	100,000
2021	150,000
2022	200,000
2023	200,000
2024	200,000

(Stated Maturity)

The redemption price will be 100% of the principal amount redeemed, plus accrued interest to the Sinking Fund Redemption Date, and no premium will be paid. If there is more than one registered owner of the Obligations on a Sinking Fund Redemption Date, then the principal amount of the Obligations to be redeemed set forth above will be selected pro rata among the owners of the Obligations, and the Issuer will give notice of the redemption in the manner stated in this resolution. If there is only one registered owner of the Obligations on a Sinking Fund Redemption Date, then (i) the Issuer will redeem the portion of the Obligations equal to the principal amount to be redeemed set forth above, (ii) no notice of redemption need be given to the registered owner of the Obligations, and (iii) the registered owner of the Obligations may submit the Obligations to the Issuer to confirm the outstanding principal amount after the redemption.

**Section 7. Payment of Obligations/Transfers/Redemption Notices.**

*Payment.* Except as provided below with respect to certain sinking fund redemptions, the Fiscal Agent will pay the principal of each Obligation upon its presentation and surrender on or after its maturity or earlier redemption date at the designated office of the Fiscal Agent, and the Fiscal Agent will pay, on each interest payment date, the interest on each Obligation by wire or other electronic transfer or by check of the Fiscal Agent sent by first class mail to the person or entity in whose name the Obligation is registered on the Register at the end of the day on the applicable Record Date. The principal of the Obligations due on each Sinking Fund Redemption Date on which there is only one registered owner of the Obligations will be paid by the Fiscal Agent by wire or other electronic transfer or by check of the Fiscal Agent sent by first class mail to the person in whose name the Obligations are registered on the Register at the end of the day on the applicable Record Date (no notice will be given to the registered owner of such a mandatory redemption) without presentation and surrender of the Obligations; *provided, however,* that the principal of the Obligations due on the final stated maturity date will be paid in the manner described above upon presentation and surrender of the Obligations at the designated office of the Fiscal Agent.

*Transfers.* Each Obligation is transferable, only upon the Register, for a like aggregate principal amount of the same maturity and interest rate in denominations of \$1,000. A transfer may be requested by the registered owner in person or by a person with a written

power of attorney. The Obligation must be surrendered to the Fiscal Agent, together with a written instrument of transfer satisfactory to the Fiscal Agent signed by the registered owner or by the person with the written power of attorney. The Fiscal Agent will issue one or more new fully registered Obligations in the same aggregate principal amount to the transferee or transferees, as applicable, in exchange for the surrendered Obligations and upon the payment of a charge sufficient to reimburse the Issuer or the Fiscal Agent for any tax, fee, or other governmental charge required to be paid with respect to such registration.

The Fiscal Agent will not be required to make any transfer of the Obligations (i) during the 15 calendar day period before the date of the sending of any redemption notice with respect to a Sinking Fund Redemption Date, or (ii) after the Obligation has been called for redemption.

*Partial Redemptions.* If less than all the principal amount of a specific maturity is to be redeemed, then the Issuer will randomly select the Obligations to be redeemed. Except as provided above for certain sinking fund redemptions, if an Obligation has been called for redemption but less than the entire principal amount is redeemed, then on the redemption date, upon surrender of the Obligation to be redeemed, the Issuer will issue one or more new Obligations in the principal amount outstanding after the redemption.

*Notice of Redemption.* Except as provided above for certain sinking fund redemptions, notice of the redemption of any of the Obligations must be sent by first class mail not less than 15, and not more than 30, days before the redemption date to the registered owners of the Obligations to be redeemed. A notice of redemption may be revoked by sending a notice by first class mail not less than 5 days prior to the proposed redemption date to the registered owners of the Obligations which have been called for redemption.

*Accrual of Interest.* If payment of an Obligation called for redemption has been made or provided for, then interest on the Obligation stops accruing on the stated redemption date.

*Register.* The Issuer, the Fiscal Agent, and any alternate fiscal agent may treat the entity or person in whose name any Obligation is registered on the Register as the absolute owner of the Obligation for all purposes whatsoever under this resolution.

#### **Section 8. Form of Obligations.**

The Obligations must be in substantially the form shown in Exhibit A. Omissions, insertions, or variations are permitted if they are deemed necessary or desirable and are consistent with this resolution or any supplemental resolution.

#### **Section 9. Execution of Obligations.**

The Obligations must be signed by the persons who are the Municipal Officers on the date on which the Obligations are signed. The Obligations must be sealed with the Issuer's corporate seal (or a facsimile), if the Issuer has one, and they must also be authenticated by the manual signature of the Fiscal Agent.

The Obligations will be valid and binding even if before they are delivered any person whose signature appears on the Obligations is no longer living or is no longer the person authorized to sign the Obligations. In that event, the Obligations will have the same effect as if the person were living or were still the person authorized to sign the Obligations.

A facsimile signature may be used as long as at least one signature of a Municipal Officer is a manual signature or the Fiscal Agent's certificate of authentication has a manual signature. If a facsimile signature is used, then it will be treated as the officer's own signature.

**Section 10. Continuing Disclosure.**

The Obligations are exempt from the requirement that a participating underwriter obtain the Issuer's undertaking to provide continuing disclosure.

**Section 11. Sale of Obligations.**

The Issuer awards the sale of the Obligations to the Purchaser at the Purchase Price, plus any accrued interest from the Original Issue Date to the date of delivery of the Obligations. The Issuer approves and accepts the purchase agreement signed and presented by the Purchaser to evidence the purchase of the Obligations (the "**Purchase Agreement**"). The Municipal Officers are directed (i) to sign the Purchase Agreement in the Issuer's name and (ii) to take any additional actions needed to complete the sale of the Obligations, including arranging for a specific time and place of closing of the sale.

The Municipal Officers are directed to sign the Obligations and to arrange for delivery of the Obligations to the Purchaser upon payment by the Purchaser of the Purchase Price, plus any accrued interest, as required by this resolution.

The sale of the Obligations is conditioned upon the Issuer furnishing the following items to the Purchaser:

- (i) The Obligations, together with the written, unqualified approving opinion of the law firm of Foley & Lardner LLP, bond counsel, evidencing the legality of the Obligations and that interest on the Obligations will be excluded from gross income for federal income tax purposes.
- (ii) A transcript of the proceedings relating to the issuance of the Obligations.
- (iii) A certificate showing that no litigation has been threatened or is pending that would affect the legality of the Obligations or the right of the Issuer to issue them at the time of their delivery.

**Section 12. General Obligation Pledge; Tax Levy.**

For the prompt payment of the principal of, and interest on, the Obligations, the Issuer irrevocably pledges its full faith, credit, and resources. The Issuer hereby levies upon all taxable property in its territory a direct, annual, and irrevocable tax in an amount sufficient to pay, and for the express purpose of paying, the interest on the Obligations as it falls due and also to pay and discharge the principal of the Obligations at maturity.

This tax must be carried from year to year into the Issuer’s tax roll. It must be collected in addition to all other taxes and in the same manner and at the same time as all other taxes. The amount of this tax that is carried into the Issuer’s tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund available to pay debt service on the Obligations for such year. This tax will be in the following amounts:

<u>Levy Year</u>	<u>Debt Service Amount Due in Following Year</u>
2014	\$916,824.44
2015	475,500.00
2016	120,000.00
2017	118,000.00
2018	17,000.00
2019	116,000.00
2020	163,500.00
2021	210,000.00
2022	206,000.00
2023	202,000.00

**Section 13. Debt Service Fund.**

The Treasurer is directed to keep the proceeds of the taxes levied under this resolution, when they are collected, in the Debt Service Fund. The Debt Service Fund must be maintained and administered as provided in Section 67.11 of the Wisconsin Statutes. The Issuer must create a separate account within the Debt Service Fund solely for the Obligations. Any accrued interest received at the time of delivery of the Obligations and the premium, if any, paid to the Issuer by the Purchaser in excess of the stated principal amount of the Obligations must be deposited into the Debt Service Fund and used to pay debt service on the Obligations. If the money in the Debt Service Fund is insufficient to make a payment of principal of, or interest on, the Obligations on a date on which such a payment is due, then the Issuer will promptly provide the necessary funds to make the payment from other available sources.

**Section 14. Borrowed Money Fund.**

The sale proceeds of the Obligations (not including any accrued interest or premium received) must be deposited in and kept by the Treasurer in a separate fund. The fund must be designated with both the name of the Obligations and the name Borrowed Money Fund (herein referred to as the “**Borrowed Money Fund**”). Money in the Borrowed Money Fund, including any earnings, must be (i) used to pay the costs of the Project, the costs issuing the

Obligations, and the costs investing amounts in the Borrowed Money Fund or (ii) transferred to the Debt Service Fund as provided by law.

**Section 15. Publication of Notice.**

The Recording Officer must publish notice that the Issuer has agreed to sell the Obligations. The notice must be published in the Issuer's official newspaper as a class 1 notice under Chapter 985 of the Wisconsin Statutes promptly after the adoption of this resolution. The notice must be in substantially the form shown in Exhibit B. The Recording Officer must obtain proof, in affidavit form, of the publication, and must compare the notice as published with the attached form to make sure that no mistake was made in publication.

**Section 16. Authorization of Officers.**

The appropriate officers of the Issuer are directed to prepare and furnish the following items to the Purchaser and the attorneys approving the legality of the Obligations:

- (i) Certified copies of proceedings and records of the Issuer relating to the Obligations and to the financial condition and affairs of the Issuer.
- (ii) Other affidavits, certificates, and information that may be required to show the facts about the legality of the Obligations, as such facts appear on the books and records under the officer's custody or control or as are otherwise known to the officer.

All certified copies, affidavits, certificates, and information furnished for such purpose are representations of the Issuer as to the facts they present.

**Section 17. Qualified Tax-Exempt Obligations.**

The Issuer designates the Obligations as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

**Section 18. Tax Law Covenants.**

The Issuer covenants that it will comply with all requirements of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder, that must be satisfied so that interest on the Obligations will be excluded from gross income for federal income tax purposes.

**Section 19. Further Authorization.**

The Issuer authorizes its officers, attorneys, and other agents or employees to do all acts required of them to carry out the purposes of this resolution.

**Section 20. Conflict with Prior Acts.**

In case any part of a prior action of the Governing Body conflicts with this resolution, the Issuer rescinds that part of the prior action.

**Section 21. Severability of Invalid Provisions.**

If a court holds any provision of this resolution to be illegal or invalid, then the illegality or invalidity shall not affect any other provision of this resolution.

**Section 22. Effective Date.**

This resolution takes effect upon its adoption and approval in the manner provided by law.

\* \* \* \* \*

Adopted: February 17, 2014

Approved: February \_\_\_\_, 2014

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

EXHIBIT A

FORM OF OBLIGATION

STATE OF WISCONSIN  
CITY OF STEVENS POINT

No. R-\_\_\_\_ Registered  
\$ \_\_\_\_\_

GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2014A

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Original Issue Date</u>	<u>CUSIP</u>
_____%	February 1, 2024	March 12, 2014	None

REGISTERED OWNER: \_\_\_\_\_

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

THE CITY OF STEVENS POINT, WISCONSIN (herein called the “**Issuer**”), hereby acknowledges itself to owe, and for value received promises to pay to the Registered Owner, the Principal Amount, on the Maturity Date, and to pay interest on the Principal Amount from the Original Issue Date at the annual rate of the Interest Rate. Interest is payable on each February 1 and August 1 until the Principal Amount has been paid, beginning on February 1, 2015. Interest is computed on the basis of a 360-day year of twelve 30-day months.

This Obligation is one of a duly authorized issue of obligations (the “**Obligations**”) of the Issuer of an aggregate principal amount of \$2,360,000, all of like tenor, except as to denomination, issued by the Issuer pursuant to the provisions of Section 67.12 (12) of the Wisconsin Statutes, and is authorized by the resolution duly adopted by the governing body of the Issuer on February 17, 2014, entitled: “A Resolution Authorizing and Providing for the Sale and Issuance of \$2,360,000 General Obligation Promissory Notes, Series 2014A, and All Related Details” (the “**Resolution**”). The Obligations are issuable only in the form of fully registered obligations.

Except as provided below with respect to certain sinking fund redemptions, the principal on this Obligation will be paid by the Treasurer of the Issuer (who will act as paying agent and registrar for the Obligations), or any successor fiscal agent appointed by the Issuer to act as paying agent and registrar for the Obligations under Section 67.10 (2) of the Wisconsin Statutes (hereinafter called the “**Fiscal Agent**”), upon its presentation and surrender at the designated office of the Fiscal Agent on or after its Maturity Date or earlier redemption date. Interest on this Obligation will be paid, on each interest payment date, by the Fiscal Agent, by wire or other electronic transfer or by check of the Fiscal Agent sent by first class mail to the

person or entity in whose name this Obligation is registered on the register (hereinafter called the “**Register**”) maintained by the Fiscal Agent at the end of the 15<sup>th</sup> day (whether or not a business day) of the calendar month preceding each regularly scheduled interest payment date (the “**Record Date**”). The principal of the Obligations due on each Sinking Fund Redemption Date (as defined below) on which there is only one registered owner of the Obligations will be paid by the Fiscal Agent by wire or other electronic transfer or by check of the Fiscal Agent sent by first class mail to the person in whose name the Obligations are registered on the Register at the end of the day on the applicable Record Date (no notice will be given to the registered owner of such a mandatory redemption) without presentation and surrender of the Obligations; *provided, however,* that the principal of the Obligations due on the Maturity Date will be paid in the manner described above only upon presentation and surrender of the Obligations at the designated office of the Fiscal Agent.

The principal of, and interest on, this Obligation is payable in lawful money of the United States of America. For the prompt payment of the principal of, and interest on, this Obligation, the Issuer has irrevocably pledged its full faith, credit, and resources. The Issuer has levied upon all taxable property in its territory a direct, annual, and irrevocable tax sufficient in amount to pay, and for the express purpose of paying, the interest on this Obligation as it falls due and the principal of this Obligation on the Maturity Date.

The Obligations are not subject to redemption before the Maturity Date at the Issuer’s option.

The Obligations are subject to mandatory partial redemptions prior to the Maturity Date by operation of a sinking fund. On the following redemption dates (each a “**Sinking Fund Redemption Date**”), the Issuer will redeem the following principal amounts of the Obligations:

Sinking Fund Redemption Date (February 1)	Principal Amount to be Redeemed
2015	\$860,000
2016	450,000
2017	100,000
2018	100,000
2019	-0-
2020	100,000
2021	150,000
2022	200,000
2023	200,000
2024 (Stated Maturity)	200,000

The redemption price will be 100% of the principal amount so redeemed, plus accrued interest to the Sinking Fund Redemption Date, and no premium will be paid. If there is more than one registered owner of the Obligations on a Sinking Fund Redemption Date, then the principal amount of the Obligations to be redeemed set forth above will be selected pro rata among the owners of the Obligations, and the Issuer will give notice of the redemption in the manner stated

below. If there is only one registered owner of the Obligations on a Sinking Fund Redemption Date, then (i) the Issuer will redeem the portion of the Obligations equal to the principal amount to be redeemed set forth above, (ii) no notice of redemption need be given to the registered owner of the Obligations, and (iii) the registered owner of the Obligations may submit the Obligations to the Issuer to confirm the outstanding principal amount after the redemption.

Each Obligation is transferable, only upon the Register, for a like aggregate principal amount of the same maturity and interest rate in denominations of \$1,000 or any multiple thereof. A transfer may be requested by the registered owner in person or by a person with a written power of attorney. The Obligation must be surrendered to the Fiscal Agent, together with a written instrument of transfer satisfactory to the Fiscal Agent signed by the registered owner or by the person with the written power of attorney. The Fiscal Agent will issue one or more new fully registered Obligations, in the same aggregate principal amount to the transferee or transferees, as applicable, in exchange for the surrendered Obligations and upon the payment of a charge sufficient to reimburse the Issuer or the Fiscal Agent for any tax, fee, or other governmental charge required to be paid with respect to such registration.

The Fiscal Agent will not be required to make any transfer of the Obligations (i) during the 15 calendar day period before the date of the sending of any redemption notice with respect to a Sinking Fund Redemption Date, or (ii) after the Obligation has been called for redemption.

If less than all the principal amount of a specific maturity is to be redeemed, then the Issuer will randomly select the Obligations to be redeemed. Except as provided above for certain sinking fund redemptions, if an Obligation has been called for redemption but less than the entire principal amount is redeemed, then on the redemption date, upon surrender of the Obligation to be redeemed, the Issuer will issue one or more new Obligations in the principal amount outstanding after the redemption.

Except as provided above for certain sinking fund redemptions, notice of the redemption of any of the Obligations must be sent by first class mail not less than 15, and not more than 30, days before the redemption date to the registered owners of any Obligations to be redeemed. A notice of redemption may be revoked by sending a notice by first class mail not less than 5 days prior to the proposed redemption date to the registered owners of the Obligations which have been called for redemption.

The Issuer, the Fiscal Agent, and any alternate fiscal agent may treat the entity or person in whose name this Obligation is registered on the Register as the absolute owner of this Obligation for all purposes.

The Issuer certifies, recites, and declares that all acts, conditions, and procedures required by law to be, or to be done, leading up to and in the issuing of this Obligation and of the issue of which it is a part, do exist, have happened, and have been done and performed in regular and due form, time, and manner as required by law; that the indebtedness of the Issuer, including this Obligation and the issue of which it is a part, does not exceed any limitation, general or special, imposed by law; and that a valid, direct, annual and irrevocable tax has been levied by

the Issuer sufficient to pay the interest on this Obligation when it falls due and also to pay and discharge the principal of this Obligation at maturity.

IN WITNESS WHEREOF, the Issuer, by its governing body, has caused this Obligation to be executed in its name and on its behalf by the manual or facsimile signatures of its Mayor and Clerk and to be sealed with its corporate seal (or a facsimile thereof), if any, all as of March 12, 2014.

CITY OF STEVENS POINT, WISCONSIN

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

[SEAL]

And: \_\_\_\_\_  
Clerk

Certificate of Authentication

Dated: March \_\_, 2014

This Obligation is one of the Obligations described in the Resolution.

By: \_\_\_\_\_  
Treasurer, as Fiscal Agent

ASSIGNMENT

For value received, the undersigned hereby sells, assigns, and transfers unto

PLEASE INSERT SOCIAL SECURITY OR  
OTHER IDENTIFYING NUMBER OF ASSIGNEE

[Empty rectangular box for Social Security or other identifying number]

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(Please Print or Type Name and Address of Assignee)

the within-mentioned Obligation and all rights thereunder and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney-in-fact, to transfer the same on the books of the registry in the office of the Fiscal Agent, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed

---

NOTICE: Signatures must be guaranteed by an “eligible guarantor institution” meeting the requirements of the Fiscal Agent . Those requirements include membership or participation in the Securities Transfer Association Medallion Program (“STAMP”) or such other “signature guarantee program” as may be determined by the Fiscal Agent in addition to, or in substitution for, STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

Note: The signature to this assignment must correspond with the name as written on the face of the within Obligation in every particular, without any alteration or change. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of the person’s authority to act must accompany this Obligation.

March \_\_, 2014

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, Wisconsin 54481

Subject: \$2,360,000  
City of Stevens Point, Wisconsin  
General Obligation Promissory Notes, Series 2014A

We have acted as bond counsel to the City of Stevens Point, Wisconsin (the “**Issuer**”) in connection with the issuance of its \$2,360,000 General Obligation Promissory Notes, Series 2014A, dated March 12, 2014 (the “**Obligations**”).

We examined the law, a certified copy of the proceedings relating to the issuance of the Obligations, and certifications of public officials and others. As to questions of fact material to our opinion, we relied upon the certified proceedings and certifications without independently undertaking to verify them.

Based upon this examination, it is our opinion that, under existing law:

1. The Obligations are valid and binding general obligations of the Issuer.
2. All taxable property in the Issuer’s territory is subject to *ad valorem* taxation without any limit as to rate or amount to pay the principal and interest coming due on the Obligations. The Issuer is required by law to include in its annual tax levy the principal and interest coming due on the Obligations except to the extent that the Issuer has deposited other funds, or there is otherwise surplus money, in the account within the debt service fund created for the Obligations under Wisconsin law.
3. Interest on the Obligations is excluded from gross income for federal income tax purposes and is not a specific item of tax preference for purposes of the federal alternative minimum tax imposed on all taxpayers; however, interest on the Obligations is taken into account in determining adjusted current earnings for purposes of computing the alternative minimum tax imposed on certain corporations. The Issuer must comply with all requirements of the Internal Revenue Code of 1986, as amended (the “**Code**”), that must be satisfied after the Obligations are issued for interest on the Obligations to be, or continue to be, excluded from gross income for federal income tax purposes. The Issuer has agreed to comply with those requirements. Its failure to do so may cause interest on the Obligations to be included in gross income for federal income tax purposes, in some cases retroactively to the date the Obligations were issued. The Issuer has designated the Obligations as “qualified tax-exempt obligations” for

purposes of Section 265(b)(3) of the Code. We express no opinion about other federal tax law consequences relating to the Obligations.

The rights of the owners of the Obligations and the enforceability of the Obligations may be limited by bankruptcy, insolvency, reorganization, moratorium, and other similar laws affecting creditors' rights and by equitable principles (which may be applied in either a legal or an equitable proceeding).

We express no opinion as to the truth or completeness of any official statement or other disclosure document used in connection with the offer and sale of the Obligations.

Our opinion is given as of the date of this letter. We assume no duty to update our opinion to reflect any facts or circumstances that later come to our attention or any subsequent changes in law. In acting as bond counsel, we have established an attorney-client relationship only with the Issuer.

Very truly yours,

EXHIBIT B

NOTICE TO THE ELECTORS OF THE  
CITY OF STEVENS POINT, WISCONSIN  
RELATING TO NOTE SALE

On February 17, 2014, pursuant to Section 67.12 (12) of the Wisconsin Statutes, a resolution was offered, read, approved and adopted whereby the City of Stevens Point, Wisconsin authorized the borrowing of money and entered into a contract to sell general obligation promissory notes in the principal amount of \$2,360,000. It is anticipated that the closing of this note financing will be held on or about March 12, 2014. A copy of all proceedings had to date with respect to the authorization and sale of said notes is on file and may be examined in the office of the City Clerk, at 1515 Strongs Avenue, Stevens Point, Wisconsin between the hours of 7:30 a.m. and 4:00 p.m. on weekdays.

This notice is given pursuant to Section 893.77 of the Wisconsin Statutes, which provides that an action or proceeding to contest the validity of such financing, for other than constitutional reasons, must be commenced within 30 days after the date of publication of this notice.

Publication Date: February \_\_, 2014

/s/ John Moe  
City Clerk

## CERTIFICATIONS BY CLERK

I, John Moe, certify as follows:

- I am the duly qualified and acting Clerk of the City of Stevens Point, Wisconsin (the “**Municipality**”).
- As such I have in my possession, or have access to, the complete corporate records of the Municipality and of its Common Council (the “**Governing Body**”).
- Attached to this certificate is a true, correct, and complete copy of the resolution (the “**Resolution**”) entitled:

### **A Resolution Authorizing and Providing for the Sale and Issuance of \$2,360,000 General Obligation Promissory Notes, Series 2014A, and All Related Details**

I further certify as follows:

1. **Meeting Date.** On February 17, 2014, a meeting of the Governing Body was held beginning at \_\_\_\_ p.m.
2. **Posting.** On February \_\_\_\_, 2014 (and not less than 24 hours prior to the meeting), I posted, or caused to be posted, at the Municipality’s offices in Stevens Point, Wisconsin a notice setting forth the time, date, place, and subject matter of said meeting. The notice specifically referred to the Resolution.
3. **Notification of Media.** On February \_\_\_\_, 2014 (and not less than 24 hours prior to the meeting), I communicated or caused to be communicated, the time, date, place, and subject matter of said meeting to those news media that have filed a written request for such notice and to the official newspaper of the Municipality. The communication specifically referred to the Resolution.
4. **Open Meeting Law Compliance.** The meeting was a regular meeting of the Governing Body that was held in open session in compliance with Subchapter V of Chapter 19 of the Wisconsin Statutes and any other applicable local rules and state statutes.
5. **Members Present.** The meeting was duly called to order by the Mayor (the “**Presiding Officer**”), who chaired the meeting. Upon roll call, I noted and recorded that there were \_\_\_\_ members of the Governing Body present at the meeting, such number being a quorum of the Governing Body.
6. **Consideration of and Roll Call Vote on Resolution.** Various matters and business were taken up during the course of the meeting without intervention of any closed session. One of the matters taken up was the Resolution. A proper quorum of the Governing

Body was present for the consideration of the Resolution, and each member of the Governing Body had received a copy of the Resolution. All rules of the Governing Body that interfered with the consideration of the Resolution, if any, were suspended by a two-thirds vote of the Governing Body. The Resolution was then introduced, moved, and seconded, and after due consideration, upon roll call, \_\_\_\_ of the Governing Body members voted Aye, \_\_\_\_ voted Nay, and \_\_\_\_ Abstained.

**7. Adoption of Resolution.** The Resolution was supported by the affirmative vote of a majority of a quorum of the members of the Governing Body in attendance. The Presiding Officer then declared that the Resolution was adopted, and I recorded the adoption of the Resolution.

**8. Approval of Presiding Officer.** The Resolution was approved by the Presiding Officer on February \_\_\_\_, 2014, and I have recorded the approval. The approval is evidenced by the signature of the Presiding Officer on the copy of the Resolution this certificate is attached to.

**9. Publication of Exhibit B to Resolution.** I have caused Exhibit B to the Resolution to be published in the form and place specified in the Resolution.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the Municipality, if any, on this certificate on February \_\_\_\_, 2014.

---

Clerk

[Seal]



PERSONNEL COMMITTEE MEETING  
Monday, February 10, 2014 – 7:56 p.m.  
Lincoln Center ~ 1519 Water Street

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

EXCUSED: Phillips

OTHERS

PRESENT: Mayor Halverson; C/T Ladick; Clerk Moe; Attorney Beveridge; Alderpersons Suomi, Doxtator, R. Stroik, Wiza, Trzebiatowski; Directors Ostrowski, Schrader, Schatschneider, Lemke; Assistant to the Mayor Pazdernik; Steve Louis; Jane Kunze; Mary Anne Laszewski; Nate Enwald, Portage County Gazette; Chris Jones, SPJ; Brandi Makuski ~ SPCT; Human Resource Manager Jakusz

Chairperson O'Meara called the meeting to order.

1. Request to fill vacancy at the Water Department

Motion by Alderman Patton, second by Alderman O'Meara to approve refilling the vacancy. Alderman Moore asked if this was a new position. Human Resource Manager Jakusz referred to the memo included in the packet from the Director of Public Utilities and Transportation which advised that this vacancy was created when an existing employee was hired for a Stormwater position. This position was included in the 2014 budget.

Ayes all, nays none. Motion carried.

2. Request to fill vacancy in the Transit Division

Human Resource Manager Jakusz referenced the memo included in the packet and stated that Director Lemke was present to address any specific questions. Motion by Alderman Patton to approve the request to fill the vacancy, second by Alderman Slowinski.

Ayes all, nays none. Motion carried.

The Personnel Committee Meeting was recessed at 7:58 p.m. for the Special City Council Meeting.

The Personnel Committee Meeting was reconvened at 7:59 p.m.

3. Motion by Alderman Slowinski, second by Alderman Moore to adjourn into closed session at 8:01 p.m. pursuant to Wisconsin State Statute 19.85(1)(c) [considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility] for:
  - a. Grievance T-2-13 ~ Employee Discipline
  - b. Grievance T-3-13 ~ Employee Discipline/TerminationRoll Call: O'Meara, Slowinski, Patton, Moore  
Ayes all, nays none. Motion carried.

4. Motion by Alderman Moore, second by Alderman Slowinski to Reconvene into open session at 8:31 p.m. for action on:
  - a. Grievance T-2-13 ~ Employee Discipline
  - b. Grievance T-3-13 ~ Employee Discipline/TerminationRoll Call: O'Meara, Moore, Patton, Slowinski  
Ayes all, nays none. Motion carried.

Alderman Patton moved to deny the grievances, Alderman Slowinski seconded. Chairman O'Meara requested a roll call vote.

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

5. Adjournment ~ 8:32 p.m.

**Board of Water and Sewerage Commissioners**  
**Monday, February 10, 2014**  
**12:00 P.M.**

**MINUTES**

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

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

**EXCUSED ABSENCE:** Paul Adamski

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## **ADMINISTRATION**

### **1. Approval of minutes of the January 13, 2014 meeting.**

Motion made by Mae Nachman, seconded by Jim Cooper to approve the minutes of the January 13, 2014 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.**

Eugene Tubbs presented the statement of claims for the Water Utility for January. The balance as of January 1, 2014 was \$5,189,550.75; the bank deposits recorded in January 2104 was \$2,297,919.13. Checks issued since the January 2014 meeting numbered 47689 through 48027 were in the amount of \$830,643.63. The net balance on hand February 10, 2014 was \$6,656,826.25.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the Water Utility claims for the month January 2014 as audited and read.

Ayes all. Nays none. Motion carried.

#### **b. Claims for the Wastewater Department.**

Eugene Tubbs presented the statement of claims for the Sewage Treatment Utility for January. The balance as of January 1, 2013 was \$4,905,037.28; the bank deposits recorded in January 2014 were \$862,445.11. Checks issued since the January 2014 meeting numbered 30086 through 30145 were in the amount of \$159,222.24. The net balance on hand February 10, 2014 was \$5,608,260.15.

Motion made by Jim Cooper, seconded by Carl Rasmussen to approve the Sewage Utility claims for the month of January 2014 as audited and read.

Ayes all. Nays none. Motion carried.

**c. Claims for Stormwater Department.**

Eugene Tubbs also presented the statement of claims for the Stormwater Utility for January. The balance as of January 1, 2014 was \$266,224.18. The bank deposits recorded in January 2014 were \$174,896.52. Checks issued since the January 2014 meeting numbered 1108 through 1115 were in the amount of \$22,778.63. The net balance on hand February 10, 2014 was \$418,342.07.

Motion made by Mae Nachman, seconded by Jim Cooper to approve the Stormwater Utility claims for the month January 2014 as audited and read.

Ayes all. Nays none. Motion carried.

**III. WATER OPERATIONS**

**5. Report on water distribution operations.**

Gary stated everything is going good. The crews have been working on freeze-ups.

Joel stated some communities are asking their residents to run their water but he doesn't feel we are at that level yet and would like to avoid doing it if at all possible. Having all residents run their water would increase pumpage, increase dirty water calls, increase flow to the plant and due to the number of customers we have, issuing credits to all would cause billing issues for the next three months.

Gary also stated we only have approximately 200 meters that are still connected to the AMR System-WPS.

The water operation reports were distributed and reviewed.

A total of 5 valves have been operated in 2014.

**6. Report on water supply operations.**

Our pumpage in January was 140,095,000 gallons, an increase of 9,608,000 gallons of water from January 2013.

#### **IV. SEWAGE TREATMENT OPERATIONS**

##### **7. Report on Collection System Maintenance.**

Everything is going well. The crew is working on televising. They have also been checking the books to make sure they haven't missed televising any sections of sewer mains. Next year they will focus on televising the storm sewers.

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

##### **8. Report on sewage treatment operations.**

Jeremy stated everything is going fine.

B.O.D. (11 average ppm), Phosphorus (0.807 average ppm) and Suspended Solid (13.21 average ppm) limits were met for the month of January 2014.

#### **V. STORMWATER OPERATIONS**

##### **9. Report on Stormwater operations.**

Rob stated the Stormwater crew has been assisting the Water Department crews with freeze-up calls, hydrant shoveling and snow plowing.

Joel stated there is going to be a drawing to give away a couple of rain barrels. We got the rain barrels free for being members of the North Central Wisconsin Stormwater Coalition. This information has been placed on the City's website. Having a rain barrel is one of the two ways residential homeowner's can receive credit for a year's worth of storm water fees. The other is having a rain garden.

#### **VI. DIRECTORS REPORT**

##### **10. Verbal Report.**

A spreadsheet listing the breakdown of the Springbrook software maintenance fees were distributed to the Commissioners per request made at last months meeting.

Jeremy explained the handouts that he provided to the Commissioners regarding the summary of energy usage from 2012 through January 2014. The Water Department total electric charges went down from 2012 – 2013 from \$260,073.63 to \$250,023.60. The total electric charges for 2014 should be lower

yet. The January 2014 totals have already dropped from January 2013. The KWH's used and pumpage are roughly the same but the charges have dropped due to credit for peak shaving and by watching the demand charges.

We are below the national average for KW per thousand gallons of water per year.

Joel stated that it is great the total electric charges have lowered from 2012-2013 considering most of the water pumped in 2013 was from Well 11 which uses more electricity than other wells because it is also a treatment plant. Jeremy stated Wells 4 & 11 is where the bulk of our water is pumped from and they are both treatment plants.

The booster station was taken off-line last year and saved approximately \$2,000/month.

The biogas project was started about ½ way through 2012. The total electric charges in 2012 were \$61,803.35 and the 2013 charges (less what we put back on the grid) were \$13,246.59. In 2011 the total electric charges were approximately \$110,000.00.

Jeremy stated they are trying to be as energy efficient as possible. The kwh/month have decreased from 124,000 kwh/month in 2012 to 119,000 kwh/month in 2013.

Jeremy explained that 10 years ago we used to consume about 5,200 kWh/day and the total for the year for 2013 was 15,600.

Jeremy stated they are hoping they are energy neutral or energy positive in 2014.

***The next Water & Sewerage Commission meeting will be on Monday, March 10, 2014 at noon.***

**VII. ADJOURNMENT**

Motion made by Mae Nachman to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:40pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY

Minutes  
Transportation Commission Meeting  
Transit Conference Room- 2700 Week Street  
January 23, 2014

**Commission members in attendance:** Chairperson Nichole Lysne, Fred Hopfensperger, Ald. Jeremy Slowinski, Hans Walther, Bob Woehr

**Excused:** Ald. Mary Stroik, Elbert Rackow

**Others present:** Transit Manager; Susan Lemke

The meeting was called to order at 5:33 p.m. by Chairperson Nichole Lysne.

**1. Approval of the October 24, 2013 Transportation Commission minutes.**

Ald. Jeremy Slowinski moved to approve the minutes of the October 24, 2013 Transportation Commission meeting. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.

**2. October 2013 claims/ financial report.**

Bob Woehr moved to approve the October 2013 claims and financial report. Ald. Jeremy Slowinski seconded. Ayes all; Nays none; Motion carried.

**3. November 2013 claims/financial report.**

Fred Hopfensperger moved to approve the November 2013 claims and financial report. Hans Walther seconded. Ayes all; Nays none; Motion carried.

**4. December 2013 claims/ financial report.**

Bob Woehr moved to approve the December 2013 claims and financial report. Ald. Jeremy Slowinski seconded. Ayes all; Nays none; Motion carried.

**5. Manager's Report:**

**\*Year end budget report.**

The Transit year end expenditures for fixed route and paratransit services as of 1/15/2014 total \$1,555,585. The total amount budgeted for 2013 was \$1,706,984, leaving a remaining balance of \$151,399. The Travel Trainer budget expenditures as of 1/15/2014 equaled \$44,061. The Travel Trainer budget for 2013 was \$78,422, leaving a balance of \$34,361. The Travel Trainer program start date was delayed to April 29, 2013, resulting in unspent funds within the program.

**\*Year end ridership/revenue report.**

The total system ridership for 2013 was 281,257 rides, down 0.65% from 2012 or 1839 rides. Revenue generated was \$97,728, up \$16,942 from 2012.

**6. Next meeting date.**

The next Transportation Commission meeting will be held on Thursday, February 27, 2014 at 5:30 p.m.

**7. Adjournment.**

The meeting was adjourned at approximately 6:15 p.m.





## Police and Fire Commission

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481

David Schleih, President  
(715) 346-1508

February 4, 2014  
4:02 p.m.

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

**Also**

**Present:** Police Chief Kevin Ruder, Fire Chief Tracey Kujawa,  
Aldersperson Tony Patton, Assistant Chief Tom Zenner, Police  
Officer Brian Brooks, Brandi Makuski – Stevens Point City Times

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

None.

3. **Adjourn into closed session (approximately 4:05 p.m.) pursuant to Wisconsin Statutes Section 19.85 (1) (c) [considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility] for a probationary police officer interview.**

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

Ayes, all; nays, none. Motion carried.

4. **Reconvene into open session (approximately 4:25 p.m.) for possible action.**

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

Ayes, all; nays, none. Motion carried.

Commissioner Schleih moved, seconded by Commissioner Wescott, to approve Officer Brian Brooks to regular status upon the successful completion of his probationary period.

Ayes, all; nays, none. Motion carried.

**5. Municipal Court**

Chief Ruder briefed the commission on the status of municipal court. The City Attorney is drafting an ordinance this week which will be presented to the Public Protection Committee on February 10<sup>th</sup> at 6:00 p.m.

Commissioner Hanson moved, seconded by Commissioner Wescott as follows:

The Police and Fire Commission, at its February 4<sup>th</sup> meeting, unanimously went on record supporting the formal creation of a Municipal Court for the City of Stevens Point. The Commission has reviewed and worked on this process for over a year with members of the Police Department Management Team. The Commission believes creation of a Municipal Court would be good for the community and the efficiency of officers. The Police and Fire Commission urges the City Council formally adopt the ordinance creating a Municipal Court.

Ayes, all; nays, none. Motion carried.

**6. PFC Administrative Procedures – Sections 2, 3 and 4**

Sections 2 and 3 of the PFC Administrative Procedures were discussed. Changes were made to Section 3.02, Complaints by Third Parties and Section 3.04, Compensatory and Overtime for Non-Represented Personnel.

Section 4 will be discussed at the March commission meeting.

Commissioner Hanson moved, seconded by Commissioner Wescott, to approve Sections 2 and 3 as amended.

Ayes, all; nays, none. Motion carried.

**7. 2014 Meeting Dates**

A schedule of the 2014 meeting dates was distributed. The April 1<sup>st</sup> meeting will be rescheduled to April 8<sup>th</sup>. If the commission cannot conclude its business at the regular PFC meeting, a second meeting will be held on the third Tuesday of each month.

**8. Consent Agenda**

- a. Minutes – January 14 and 21, 2014
- b. Monthly bills
- c. Fire Chief's Report/EMS Report
- d. Police Chief's Report

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

Ayes, all; nays, none. Motion carried.

**9. Adjournment.**

The meeting adjourned at 5:55 p.m.



**MEETING MINUTES  
BOARD OF PARK COMMISSIONERS  
WEDNESDAY, February 5, 2014**

- 1. Roll Call**
- 2. Approval of the January 2, 2014 Minutes**
- 3. Recommended changes to current Public Park and Facility Naming Policy**
- 4. 2014 Tree Service Contract**
- 5. Director's Report**
- 6. Adjournment**

Roll Call

Present: Bahling, Freckmann, Glodosky, Hall, McDonald, Ald. Slowinski, Sorenson, Ald. Wiza, West

Excused: Okonek, Bahling

Absent: Ald. O'Meara,

Also Present: Director Tom Schrader, City Forester Todd Ernster, Bea Berg, Carolyn Ernster, Bridget Gagas, Mike Gagas, Les Werner, Chris Wiza

**2. Approval of the January 2, 2014 Minutes**

**Motion by Hall, seconded by Glodosky, to approve the January 2, 2014 minutes and place them on file.**

Ayes all; Nays none; Motion carried.

**3. Recommended changes to current Public Park and Facility Naming Policy**

Director Schrader explained that in 1999, the Parks Commission established our current Public Park and Facility Name Policy. He thought overall the policy has worked well for the city, but thought it is time for the Commission to review the policy and see if there are any areas that need to be modified, improved and/or eliminated. He had a chance to reviewed the policy with the City Attorney and would like to make the following changes, as outlined in the policy he distributed to the Commission.

Ald. Wiza thought that the recommendation of reducing the waiting period as proposed may be a little short.

Freckman stated that even though the time period was shortened, the Commission/Common Council could always extend the period if need be.

Glodosky stated that our agendas are always published, so between that and the time period until the Common Council meets, it should be easy for people to see and comment on a naming issue.

Sorenson asked if the signage verbage was being removed because that is something the Commission addresses anyway.

Schrader stated it was.

**Motion by Ald.Wiza, seconded by Glodosky to approve the proposed changes to current Public Park and Facility Naming Policy.**

Ayes all, nays none; motion carried.

#### 4. 2014 Tree Service Contract

Director Schrader stated that the City Forester is recommending approval of the 2014 Tree Care Operation Quote in the amount of \$23,733 provided by Affordable Tree Service. The Forester solicited quotes from four tree vendors which have expressed interest in the project in the past, and we received one quote back. The Forester has reviewed the quote prices and found them to be acceptable based upon comparables in surrounding communities. The quote is within budget and includes tree removal, stump removal and pruning services to be conducted by December 31, 2014 or until funds are expended.

McDonald asked how we go about soliciting tree removal companies.

Director Schrader stated that some will contact the City Forester, and we will sometimes find them listed in local publications.

**Motion by Ald. Wiza, seconded by Sorenson to approve the quote from Affordable Tree Service in the amount of \$23,733.00 for the 2014.**

**Ayes all, nays none; motion carried.**

#### 6. Director's Report

Director Schrader reported:

- The Forestry and Park crews have been limited from time to time with their outside work due to the extremely cold temperatures. On those days we spent more time on preparing summer projects/items.
- Even though we have a lot of snow cover, our winter sports rentals are down, because of the cold temperature. Most groups are comprised of younger children and organizations hosting the parties didn't want them exposed to the extremely cold temperatures.
- The no parking along Minnesota Ave. during hockey games at the KB Willett arena appears to be working well.

#### 7. Adjournment

**Motion by Glodosky, seconded by Hall to adjourn at 6:45 p.m.**

Ayes all; Nays none; Motion carried.

### CITY OF STEVENS POINT PUBLIC PARK AND FACILITY NAMING POLICY

#### 1. Purpose

To establish a consistent and formal policy and process for naming public parklands, parks and recreational facilities which the community may accept and readily identify with.

#### 2. Scope

It will identify significant historical, geological and ecological areas located within the community. Also, it would give suitable recognition to individuals who make a sizeable monetary contribution or have contributed to the growth and development of the city.

3. **Responsibility**

The Parks Commission shall be responsible for recommending to the Common Council the naming or change in name for all assigned public Park and Recreation areas in the City of Stevens Point. However, notwithstanding this provision the Common Council shall not be precluded from naming a Park or Facility.

4. **Objectives and Goals**

- A. The names should be purposeful, suitable, symbolic, and should fall under one of the classifications provided within this policy.
- B. Names of facilities should be adopted before dedication of a facility or before development begins on a new facility.
- C. Names will not be for living persons except when substantial donations are offered to the community for park and recreational purposes and when the donor stipulates a name as being a part of that donation or when a living person makes a substantial commitment of time and effort to improve the quality of life in the community. In such cases the Parks Commission shall recommend that the Council accept or reject such an offer.
- D. Names for public officials will not be used without thorough justification and, in most cases, the person should be honored posthumously.
- E. Names of individuals will be considered only if that person was actively involved in giving unselfishly of herself/himself for the betterment of the community. It will be necessary for this individual to have strong community support. ~~Individuals will be considered posthumously.~~
- F. ~~Signage bearing an approved name shall be consistent in size and shape with the existing signage system and shall be recommended by the Parks Commission to the Common Council for approval.~~

5. **Procedure**

- A. Requests or proposals for adopting a specified name for a particular Park or Recreation area shall be submitted to the Parks Commission in written form along with thorough documentation giving the reasons for the selection of the proposed name.
- B. After a name is decided upon by the Parks Commission, public notice of the recommended Qualifying Name will occur ~~twice during a sixty (60) day period~~ in the City's official newspaper. Citizen comments and recommendations must be in writing to the Director of Parks and Recreation and ~~be postmarked within the sixty (60) day public notice period.~~ **received prior to the next Common Council meeting for approval.**
- C. For an individual (excluding historically significant individuals) to be considered, that person must have contributed significantly to the acquisition or development of the park or facility or to the park system overall. The recommended name must be accompanied by a biographical sketch which shall provide evidence of contributions to the park, facility, or park system overall.
- D. ~~After the sixty (60) day public notice period, the Director of Parks and Recreation, with the approval of the Parks Commission, will submit the recommended name on to the Common Council for final approval.~~

6. **Selection Criteria**

Park and Recreation areas **/facilities** may be named:

- A. For location, such as the name of an adjacent street or the related plat or subdivision.
- B. For a geologic, geographic, historical, botanical, horticultural or scientific feature inherent to the area.
- C. To honor a person or groups:
  - 1. When a major donation has been made to the City for a park **/facility** wherein the donor stipulates a name as being a consideration of a donation, and donation is deemed suitable for recreational purposes, the

Parks Commission shall make a recommendation to the Common Council as to accepting or rejecting such an offer.

2. An organization, business, or group for whom a park/facility is to be named should meet the following criteria:
  - A. It should not be political or religious in nature unless it has had a unique and important place in the areas history.
  - B. It should be a local organization, business, or group, unless if a non-local group, it has performed some outstanding service for the area.
- D. To show gratitude to an individual:

When it seems appropriate to name a park/facility in honor of a person, it should be one who has made a major contribution to the community and/or has been instrumental in acquiring the area, and will be subject to the discretion of the Parks Commission.
- E. Classifications - These classifications are in order of priority.

Places and Features

  1. Natural phenomenon
  2. Recognizable area or neighborhood
  3. Descriptive
  4. Horticultural, zoological, environmental
  5. Assumed name (commonly used name)

Historic Events

  1. Battles
  2. Discoveries

3. Explorations
4. Community development

Organizations

1. Civic
2. Veterans
3. Fraternal
4. Other

Person's Name

1. Large donors
2. Historical groups
3. Local hero
4. National hero
5. National official
6. State official
7. Local official
8. Local individual(s)

Great Ideas or Causes

1. Ecological
2. Friendship
3. Independence
4. Peace

7. **Adoption**

A group may ask to adopt a park or recreation facility for improvement or maintenance purposes, and in return the park or facility could be named after that group. A written agreement should be signed specifically detailing the future responsibilities of the group adopting the park or facility and any name change must first be approved by the Common Council.

8. **Other Naming Alternatives**

1. Parks and facilities that are donated to the City can be named by deed restriction by the donor. The naming and acceptance of land is subject to approval by the Parks Commission and Common Council.
2. Special names for new facilities or areas within a park (i.e. playgrounds, shelters, etc.) will be allowed under stated classifications and criteria when donations result in a substantial contribution to the proposed facility. (Generally 50% or more of the proposed cost of the facility). These names will be recommended to the Common Council for final approval.

9. **Frequency, Repetition, Segmentation**

Generally, individuals and/or groups recognized (named) with one park or facility cannot be recognized with additional parks or facilities. Groups are not allowed to identify parks or facilities by using local chapters, numbers, troops, etc.

10. **Renaming**

1. The renaming of parks and facilities is strongly discouraged. It is recommended that efforts to change a name be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributors.
2. Only those parks and facilities named for geographic location, outstanding feature or subdivision should be considered for renaming. Parks named by deed restriction cannot be considered for renaming.
3. In order for a park or facility to be considered for renaming the following must occur:
  - a. The recommended name must qualify according to Section 6 of this policy, and;
  - b. Be accompanied by a petition from the particular park or facility users.

11. **Use of Plaques and Markers**

1. This means of recognition will be used to honor individuals and organizations for the community or designate history of a particular property. All plaques, markers, memorials or monuments placed on parkland must be approved by the Parks Commission as to design and placement.
  2. All plaques, markers, and memorials are subject to the same naming criteria in Section 6 of this policy.
  3. Because of their proneness to vandalism and maintenance, plaques, markers, and memorials should be used sparingly.
  4. Designed to blend with and compliment the existing Parks and Recreation Department Sign policy, and Plaques, Markers, and Memorials Policy, and must be reviewed and approved by the Commission.
  5. A written maintenance agreement for each plaque/marker/memorial shall be developed and signed by the Director of Parks and Recreation and donor individual/organization.
  6. The Commissions first priority is to use the Community Foundation Tree Memorial program as a means of recognition.
12. **Contest**  
Contests may be used for naming parks or facilities providing they meet the approval of the Parks Commission and Common Council.
13. **Groundbreaking and Dedication**  
When a new park is given or a facility constructed and ready for public use, a certain amount of public relations work should accompany the occasion. The purpose is to bring awareness to the public of a new property or facility for public use. Media tools to be used include radio, T.V. (cable), video, newspaper, magazine, Internet, etc.
14. **Grandfather Clause**  
All existing park and recreational facilities named prior to adoption of this policy are under a grandfather clause with respect to this policy.

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

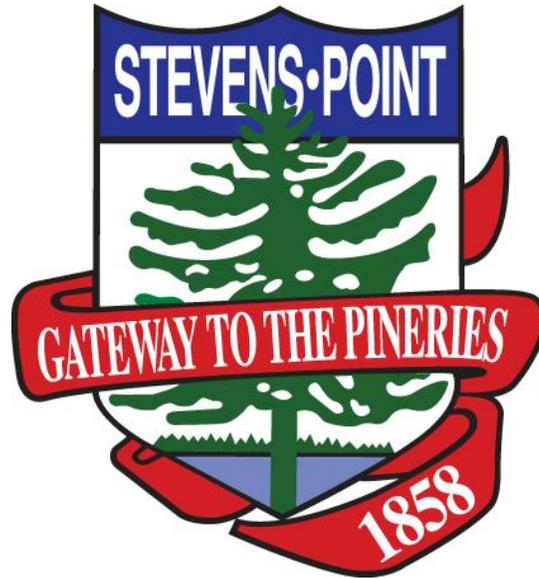
	Bal December 1, 2013	Receipts	Disbursements	Bal December 31, 2013
<b>GENERAL OPERATING CASH</b>	\$5,294,501.60	\$18,011,941.57	\$16,547,046.70	\$6,759,396.47
<b>WATER &amp; SEWER (CASH &amp; INVEST) ( includes airport, transit , stormwater)</b>	\$11,013,981.91	\$2,503,927.06	\$2,213,296.47	\$11,304,612.50

<b>INVESTMENTS</b>	Bal December 1, 2013	TRANSFER IN	TRANSFER OUT	Bal December 31, 2013
<b>GENERAL</b>	\$12,189,367.21	\$16,370,902.96	\$30.00	\$28,560,240.17
<b>SPECIAL REVENUE</b>	\$582,985.57	\$5,004.89	\$6,126.34	\$581,864.12
<b>DEBT SERVICE</b>	\$7,410.30	\$2.08	\$0.00	\$7,412.38
<b>CAPITAL PROJECTS</b>	\$9,504,011.00	\$954.11	\$1,000,000.00	\$8,504,965.11
<b>ENTERPRISE</b>	\$184,051.15	\$40.92	\$0.00	\$184,092.07
<b>TRUST</b>	\$204,257.53	<u>\$9,494.28</u>	<u>\$0.00</u>	\$213,751.81
<b>TOTALS</b>	<u>\$22,672,082.76</u>	<u>\$16,386,399.24</u>	<u>\$1,006,156.34</u>	<u>\$38,052,325.66</u>

<b>EXPENDITURES:</b>	<b>BUDGET</b>	<b>YTD</b>	<b>%</b>	<b>REVENUES</b>	<b>BUDGET</b>	<b>YTD</b>	<b>%</b>
GENERAL GOVT	\$3,115,283.00	\$2,951,995.88	94.76%	GENERAL	\$21,711,448.00	\$22,565,486.74	103.93%
EMERGENCY GOVT	\$1,156,534.00	\$1,137,247.07	98.33%				
POLICE	\$4,552,199.00	\$4,511,743.59	99.11%				
FIRE	\$4,852,145.00	\$4,552,633.73	93.83%				
PUBLIC WORKS	\$5,630,695.00	\$5,547,676.72	98.53%				
PARK & REC	\$2,015,483.00	\$2,088,038.33	103.60%				
CAPITAL PROJECTS	\$426,920.00	\$319,327.97	74.80%				
DEBT SERVICE	\$4,789,299.00	\$4,271,142.01	89.18%				
<b>YTD TARGET</b>	<b>100.00%</b>						

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





**Community Development  
Department  
Annual Report  
2013**

Submitted by: Michael Ostrowski, Director

The Community Development Department promotes a safe, diverse, dynamic, and vibrant community, and enhances the living, working, and recreation choices for community residents and visitors. The Community Development Department is broken in five different divisions:

1. Economic Development
2. Planning and Zoning
3. Historic Preservation
4. Permits and Inspections
5. Property Maintenance

Several major projects and activities occurred in 2013, including, but not limited to:

- the continued redevelopment of the CenterPoint MarketPlace;
- the leasing of the former Dunham's building to Great Lakes Educational Loan Services, eventually adding 150 jobs within the community;
- the completion of Marshfield Clinic at 4100 Highway 66;
- East Park Commerce Center becoming the largest Certified Site in the State of Wisconsin;
- the construction start of the Service Cold Storage facility (valued at \$11.4 million), which was the first project in a Certified Site in the State of Wisconsin;
- the remodel of Sentry's golf course;
- the announcement from Skyward to remain within the community and construct a new facility in the near future;
- the award of a Wisconsin Plant Recovery Initiative Grant to complete phase I and phase II environmental assessments on the former Lullabye property at 1017 Third Street;
- the award of a Wisconsin Economic Development Corporation (WEDC) Brownfield Grant in the amount of \$178,500;
- the continued update of the City's zoning code and historic design guidelines;
- Stevens Point being named a Bicycle Friendly Community;
- nearly \$45 million in construction value;
- the dissolving of the Community Development Authority and the recreation of the Redevelopment Authority and the Housing Authority; and
- the merging of the Assessor's Office with the Department of Community Development.

This report will outline the major projects and activities that occurred in 2013 with respect to each division.

## Economic Development

There were several significant projects that were completed or began within the department during 2013. Summaries of those projects have been provided below.

### 1. Mid-State Technical College Relocation / Downtown Redevelopment



Renovation and remodeling continued on the western remaining portion of the mall, slated for Mid-State Technical College occupancy in the summer of 2014.

Cleanup activities relating to the on-site environmental contamination continued, along with grading of the former mall area before winter, allowing for the construction of a 150-space parking lot and greenspace to occur immediately in the spring.



*Future Mid-State Technical College (MSTC)*

### 2. Lease and Renovation of 1101 Centerpoint Drive to Great Lakes Educational Loan Services



Great effort and teamwork from several community partners resulted in the lease of the former Dunham's building (1101 Centerpoint Drive) to Great Lakes Educational Loan Services, which anticipates 150 jobs within a few years. Interior renovation has begun on the building and occupancy is anticipated for spring 2014.

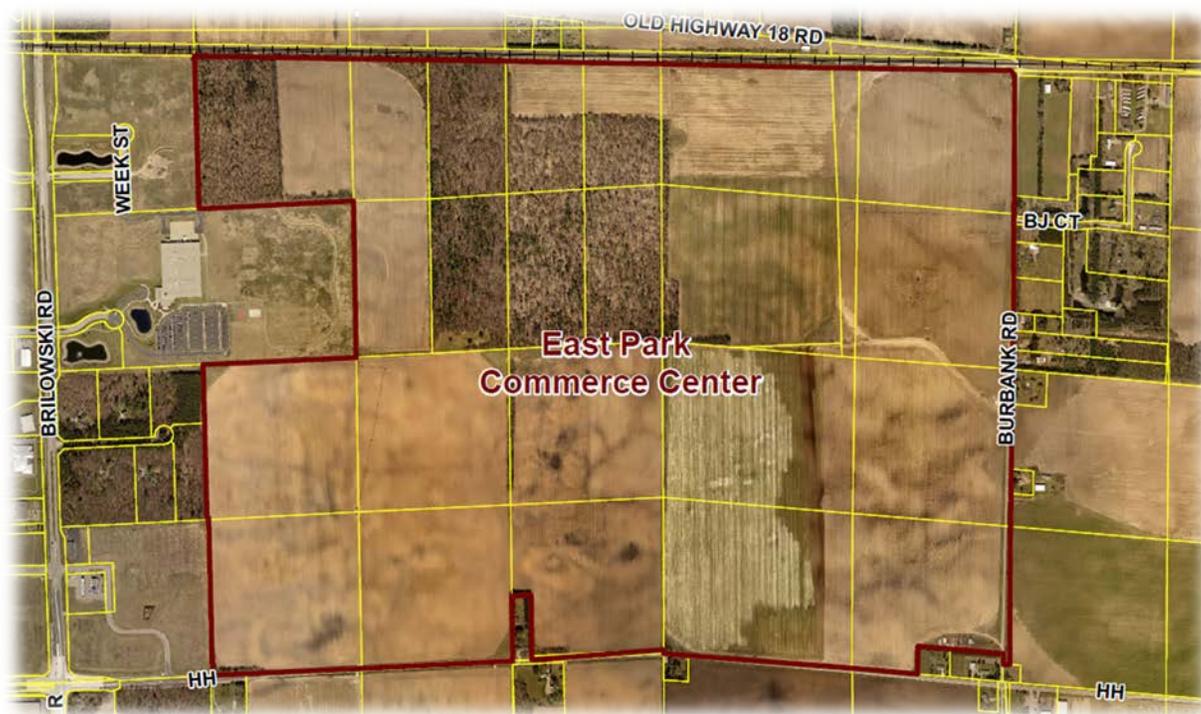
**3. East Park Commerce Center – Wisconsin’s Largest Certified Site / TID #9**

In 2012, the city annexed 762 acres east of the city for the creation of a new industrial park, called East Park Commerce Center (EPCC). Shortly thereafter in early 2013, the entire site became certified as "shovel ready" through the Wisconsin Economic Development Corporation (WEDC). The site was, and is, currently the largest Certified Site in the State of Wisconsin.



The entire EPCC, as well as a portion of the Portage County Business Park was designated as Tax Incremental District (TID) #9. This designation provides the city with a powerful tool to expand and attract development that has the potential to create a significant number of jobs and tax base for the city.

More information about the certification of EPCC can be found at the following website: <http://inwisconsin.com/why-wisconsin/available-sites/certified-in-wisconsin/stevens-point-wisconsin/>.



**4. Construction of Service Cold Storage Facility within East Park Commerce Center**

Following the certification and TID designation of EPCC, the park’s first tenant came quickly thereafter. Service Cold Storage, LLC started construction on a 157,000 square foot building, consisting of a freezer warehouse and office space. The business will have approximately 35 employees. The construction cost of the facility was \$11.4 million. The 27 acre parcel is located on the Canadian National rail line, and it has enough space to accommodate a 225,000 square foot expansion.



*Service Cold Storage Facility*

## 5. Grants:

*WEDC Brownfield Grant:* The city received a grant in the amount of \$178,500 for remediation and cleanup activities related to the environmental contamination at the former CenterPoint MarketPlace site. Contaminated soil has been removed from the proposed future parking and greenspace area, and has been relocated to a different site in soil venting piles. Active remediation of those piles is anticipated to begin this spring. The final design for the soil vapor extraction/mitigation system is being completed and will be installed shortly within Mid-State Technical College's renovated building. A soil vapor extraction/mitigation system is also proposed to be installed at the former Normington Drycleaner site (northwest corner of MSTC parking lot). Final design for this system has not yet been completed.

*Wisconsin Plant Recovery Initiative Grant – Wisconsin Department of Natural Resources:* The city received a contractor services award in early 2013 for the former Lullabye property at 1017 Third Street. The award provided for a phase I and phase II environmental site assessment on the property with all costs borne by the Wisconsin Department of Natural Resources. The environmental site assessments will provide specific details regarding the contamination. Cleanup assistance funding through the state or federal government can then be pursued.

*EPA Community-Wide Brownfield Assessment Grant:* An application was submitted in late 2013 for EPA funding to assess brownfield sites throughout the community. Target areas for assessment include the downtown, Business Highway 51 corridor, and properties along Canadian National's rail line. A total of \$400,000 was requested to perform phase I and II environmental site assessments on over 30 unspecified properties. Notification of awards will be done in the summer of 2014.

**6. Marketing through Locate In Wisconsin (WEDC) and City website:**

The department has worked to upload and manage a commercial property database. This database allows businesses, entrepreneurs, developers, and others to access one site for all of their informational needs relating to available commercial properties. Furthermore, department staff in partnership with the city’s website manager have updated the city’s website to include pages for all commerce/industrial parks, vacant city properties, and community programs. Staff continues to keep websites and databases current.

**7. Business Retention, Expansion, and Attraction:**

Staff has assisted businesses in finding suitable locations to locate or relocate. Furthermore, work was performed with developers to identify suitable property to redevelop or build, utilizing several new programs such as Geographical Information Systems (GIS) and Pictometry. The table below represents several businesses that have located, relocated, or expanded within the city during 2013. A listing of business closures or relocates out of the city has also been provided. These lists may not be all inclusive.

**Table 1: New or Expanded Businesses**

Advanced Pain Management	200 North Division Street
American Welding & Gas	3024 Church Street
Blonde & Beyond	1105 Main Street
Bremer & Trollop Law Offices	3233 Business Park Drive
Central Board Shop	1319 Strongs Avenue
Cooper Oil / Propane	2172 Prairie Street
Country Paws Bed & Biscuit, LLC	2107 Country Club Drive
Culver's Restaurant	332 Division Street
Curbside Coffee	3260 Church Street
Fast Signs	5533 Clem's Way
Five Rings Martial Arts	1052 Main Street
Flexible Fitness Solutions	5501 E.M. Copps Drive
Flexible Nutrition Solutions	5501 E.M. Solutions
Furniture Plus / WG&R	5474 Highway 10 East
Gemstone Senior Advisors & Trainers	5501 E.M. Copps Drive
Graffiti's Pub	912 Main Street
Great Lakes Educational Loan Services	3274 Church Street
Indulgence Wine Bar	1137 Main Street
K's Consignment	200 North Division Street
Kwik Trip	5311 Old Highway 18
La Poblanita Mexican Grocery	3278 Church Street
Marshfield Clinic	4100 Highway 66
Mobile Convenience Store (Riiser Energy)	5485 Highway 10 East
Mossity	964 Main Street
Natural Healing Selections	945 Main Street
Pass it On Consignment Shop	1008 Main Street
Pawsitively Unleashed	5208 Heffron Court
Point Housing	1052 Main Street
Point Oil Express	3417 Church Street

Saved From Scrap	1009 Second Street
Shifting Gears Bike Shop	2116 Wood Street
Stevens Point Brewery	2617 Water Street
Steve-O's	1327 Second Street
Tech Etc.	1052 Main Street
The Glass Station	2501 Church Street
The Store	1201 Badger Avenue
Thrivent Financial	3233 Business Park Drive
U.S. Nails	3423 Main Street
Wells Fargo	3233 Business Park Drive
Wisconsin Auto Title Loans	3289 Church Street
Wound Zoom Inc.	4848 Industrial Park Road
Your Gym	5720 Windy Drive

**Table 2: Departed / Closed Businesses**

Crow Family Dental	508-A Vincent Street
First Impressions Pediatric Dentistry	3216 Business Park Dr.
Mickey's	100 Second Street North
Mid-State Cycle	1009 Second Street
Music Quest Musicians Supply	2425 Main Street
Play 'N Learn	1008 Main Street
Players' Lounge	2124 Rice Street
Route 66 Café	2801 Stanley Street
Staples	5474 Highway 10 East
Therapies Plus	1100 Centerpoint Drive
Weight Watchers	5474 Highway 10 East
Wise Buys	200 Division Street

- 8. Geographical Information Systems (GIS):** GIS was purchased in 2012 and since, department staff has used it quite regularly. In 2013, several old maps were updated, including historic districts, TIF districts, floodplain, and zoning. Staff worked with UWSP interns to analyze the existing zoning map and begin to create a zoning map that can be maintained within GIS. Currently, the zoning map is maintained in another program that does not provide the needed flexibility. Furthermore, GIS is used to create maps for developers and businesses, identifying utilities, roads, property lines, etc. The use of GIS will continue, as well as partnerships with UWSP to create, update, and maintain maps.

## PLANNING AND ZONING

Planning requests have been outlined in the below table:

**Table 3: Planning Request Summary**

Request	2011	2012	2013
Annexations	2	2	1
Conditional Use Permits / Amendments	26	30	20
Land / Street Vacation & Extension	4	1	3
Ordinance Amendments	10	12	6
Rezoning	8	4	4
Sign Variances / Requests	0	7	3
Site Plan / Landscaping / Parking Review	8	1	10
Variances /Administrative Appeals	1	0	1
<b>TOTAL</b>	<b>59</b>	<b>57</b>	<b>48</b>

Several other plan commission items and requests were received which are not identified above, including the creation of Tax Incremental Financing District #9, Washington Terrace Subdivision, developer and lease agreements, land purchases, transfer and land sales, along with other miscellaneous approvals. Overall, the department received less plan commission items than in previous years; however the complexity of many items such as those mentioned above was greater. It is also important to note that plan commission applications were changed significantly to improve processing and review procedures.

- 1. Zoning Code Rewrite:** Portions of the zoning code were modified in 2013, including adding a planned industrial development district, as well as modifying the parking and loading standards. Additional changes are anticipated in 2014.
- 2. City Hall Organizational Needs Analysis & Facilities Space Utilization Assessment:** With the relocation of Mid-State Technical College to downtown, their old facility at 933 Michigan Avenue would be vacated in 2014. An analysis was done on whether or not the facility could be used as the location for city hall. The city contracted with Bray Architects to perform an organizational needs analysis and facilities space utilization assessment. While department operations could fit at this location, renovation and addition costs were estimated between \$4.5 - \$7.6 million, depending on the scope of the project.
- 3. Residential Growth:** Staff have started planning for areas throughout the community for residential development opportunities. It is critical to be able to provide a variety of residential options, in terms of type and pricing, for the community to meet demands of a growing population, especially as the community ascends out of the recent recession. The city's next subdivision needs to be created to accommodate growth trends and development patterns in an area offering several amenities.

- 4. East Park Commerce Center Concept Plan:** A concept plan was developed for the recently created East Park Commerce Center. The concept plan allows for a great deal of flexibility as businesses locate in the park, while still protecting the main aspects, such as the main road layout and rail access.



- 5. Downtown Redevelopment Project:** The downtown redevelopment project, summarized earlier, continued to be a primary project in 2013 with the environmental remediation and the planning for the construction of the parking lot. The paving of the parking lot should begin this spring and be completed in June 2014.

- 6. Bicycle Friendly Community:** After the submission of an application to the League of American Bicyclists, in 2013, the City of Stevens Point was named for the first time, a Bicycle Friendly Community at the bronze level.

*“The League’s Bicycle Friendly America<sup>SM</sup> program provides a roadmap, hands-on assistance and recognition for states, communities, universities and businesses. The BFA program is a tool for states, communities, business and universities to make bicycling a real transportation and recreation option for all people.”*



For more information, please visit: <http://www.bikeleague.org/bfa>.

- 7. Infill Redevelopment:** Staff have continued planning for infill areas throughout the city. Infill development is crucial to ensure the central city stays energetic and economically viable. Staff have worked to attract development in these areas, and plan for development trends and patterns that work to meet future development goals.

## Historic Preservation

1. **Façade Grant:** With the completion of three façade improvement grants in the program's first year (2012), four businesses accessed the grant program in 2013. The following projects received funding in 2013:

Project Funds	\$300,000.00
Awarded Funds	\$109,855.69
Recording Fees	\$180.00
<b>Available Funds</b>	<b>\$189,964.31</b>

**Table 4: Façade Improvement Grant Program Summary**

Business	Address	Business	Funds Approved
Troy Hojnacki	1125 Second Street & 912 Main Street	Graffiti's	\$27,101.25
Peter Spencer	920 Clark Street	Mattlin Building	\$16,880.78
Mark Grubba	949 & 937 Main Street	Grubba Jewelers	\$25,333.00
Jeffrey Brown	1140 Clark Street	Kristin's Riverwalk	\$9,522.30
<b>Total</b>			<b>\$78,837.33</b>

Nearly all of the projects above are complete or are anticipated to be complete in the spring of 2014. Furthermore, several other business and property owners have shown interest in applying for grant funds in the near future. A reminder was sent in the fall of 2013 to property owners in the historic downtown district informing them of the grant program and funds available. Staff anticipates at least another year of the program's existence.

Mattlin Building (Peter Spencer) – 920 Clark Street



Before



After

Troy Hojnacki – 1125 Second Street



Before



After

Kristin's Riverwalk (Jeffrey Brown) – 1140 Clark Street



Before



After



Before



After

**2. Design Review Guidelines:** In 2013, staff continued to make significant changes to the design review guidelines for the city. This document provides guidelines for exterior changes to structures within the Design Review District and other historic districts. The new guidelines will provide clear information, along with photographs of proper renovation and rehabilitation of historic structures. The final draft will be presented to the Historic Preservation / Design Review Commission and Common Council in early 2014 for adoption.

## Pages from Existing Guidelines

Entrances which front on decorative pavement in the right-of-way shall use paving materials which are substantially similar to, or harmonious with, that public pavement.

Projecting entrances, with an architecturally compatible overhead projection, shall be allowed if they do not project beyond the property line.

**4. WINDOWS**

The original shape, proportion and scale of window openings shall be maintained. Blocking up or otherwise closing off of an original window shall not be permitted unless deemed necessary for energy efficiency. Exceptions may be made based on overall design concept.

Wooden replacement windows are encouraged, however, new metal window frames (permanent or storm) should be either painted or anodized with a finish in character with the building being renovated.

**5. SIGNS AND GRAPHICS**

One externally mounted primary sign per ground floor tenant or storefront entrance shall be allowed. All other signs shall be considered secondary signs. All primary and/or secondary signs shall be located within the signable area as described in Appendix A. Advertisement of brand names (superfluous information) shall be limited to 25 percent of the sign and must be incorporated into the overall sign design. Window and awning signs and signs for second story tenants shall be considered separately. Sign specifications follow.

**A. DEFINITIONS**

**1) PERMITTED SIGNS:**

- Primary the most prominent sign on a facade and/or property
- Secondary any sign on a facade and/or property other than the primary sign. Sign size shall be limited to 50% of the allowed signable area.
- Flush-mounted sign attached to building wall
- Projecting Signing from supports attached to building wall
- Free-Standing mounted on pedestal or pole support anchored to ground. Only allowed for businesses that are accessible by auto and provide on-site parking directly accessible to the business advertisement
- Awning sign incorporated directly onto awning fabric
- Directory sign used to identify tenants occupying a building
- Neoprene permanent roof like structure or canopy or rigid materials supported by and extending from the facade of a building

## Corresponding Pages from New Guidelines

**Sign Guidelines**

- Some signage has gained historic significance in its own right. Whenever possible, retain and preserve historic signage.
- The request for design review meets all applicable requirements of the sign regulations of the City of Stevens Point.
- Portable signs, including banners, unless otherwise specified, are not recommended.
- Size, scale, location, style and material of signage should be compatible with the architecture of the historic buildings and character of the district.
- Signs attached to an historic structure should be mounted so that no significant architectural feature is concealed or damaged.
- Wall signs on commercial buildings should be flush-mounted in appropriate locations in the wall space above the storefront.
- Projecting signs are appropriate within the districts.
- Window signs are appropriate within the districts.
- Mechanical fasteners used for signs should be installed within the mortar joints and not within the masonry.
- Sandwich board type signs are appropriate within the districts. Neon, back-lit, and portable signs, (excluding sandwich board signs), are not recommended in the District.

**11.** Awning signs are appropriate on awnings that meet the guidelines in the next sections and are proportional to the awning and not oversized. Generally, the sign should be placed on the awning valance.

**12.** Historic sign materials such as wood, metal, and masonry are preferred for sign construction. Contemporary materials such as plastic and vinyl are permitted if they are of high quality, sturdy material and do not produce glare.

**13.** External lighting, such as goose-neck style is preferred over back-lit or internally lit wall, projecting and freestanding signs.

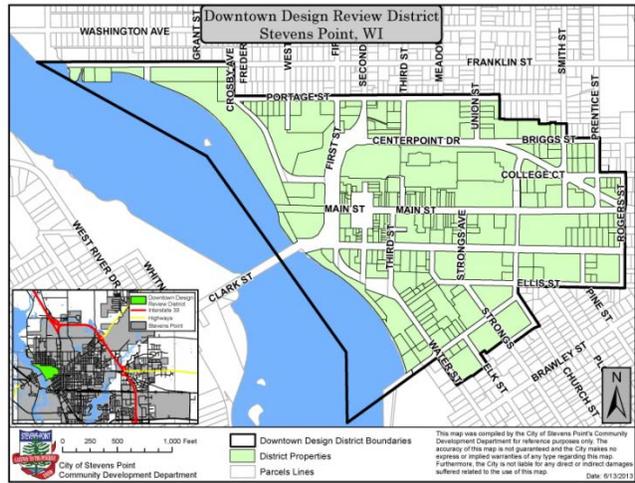
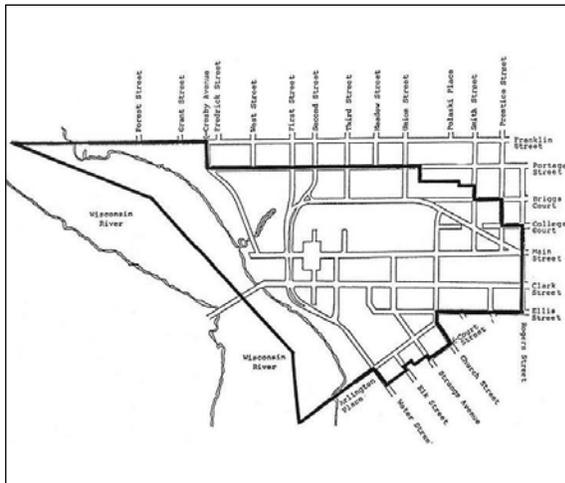
**14.** Cabinet signs are not recommended within the Downtown Historic / Design Review District. Maintenance of existing cabinet signs is permitted, including the changing of the face of existing cabinet signs.

**Sec. 4.5 Awnings**

Awnings were historically found on commercial structures as well as on some types of residential buildings. While they have functional merits in providing shade and reducing heat gain in a building, their design and application contribute significantly to the architectural character of a historic structure.

**Awning Guidelines**

- Awnings in commercial areas should be made of canvas or other woven fabric with canvas-like qualities.



## PERMITS & INSPECTIONS

Below is a table that outlines building permits issued in 2013, along with a detailed table of new commercial construction. Photos of new commercial construction have also been provided.

**Table 5: Residential and Commercial Permits**

Permits	2012			2013		
	Issued	Total Value	Total Fees	Issued	Total Value	Total Fees
Commercial New or Addition	16	\$34,670,451	\$58,858	15	\$18,163,871	\$92,593
Commercial Remodel	187	\$6,059,088	\$61,769	165	\$19,397,290	\$192,047
New Single-Family Residential	9	\$1,463,610	\$9,000	14	\$3,316,342	\$14,000
New Two-Family Residential	0	-	-	1	255,500	1,500
Residential Remodel	527	\$3,120,124	\$29,636	499	\$2,875,636	\$28,312
<b>TOTAL</b>	<b>739</b>	<b>\$45,313,723</b>	<b>\$159,263</b>	<b>694</b>	<b>\$44,008,639</b>	<b>\$328,453</b>
<b>% Inc. / Dec.</b>				<b>-6.08%</b>	<b>-2.88%</b>	<b>106.2%</b>

Year 2012 proved to be the second best year on record for construction value. In 2013, construction value totaled just over \$44 million, which would be the third best year on record. Much of this value was generated through new commercial construction and major commercial remodels. In addition, new single family residential home permits increased from nine in 2012 to fourteen in 2013, representing nearly a 56% increase. Furthermore, the value of new home construction went from \$1.4 million in 2012 to \$3.3 million in 2013, representing nearly a 127% increase in construction value. Lastly, another year of high construction values resulted in a high amount of permit fees collected. Permit fees more than doubled in 2013 from 2012, mainly due to the large amount of remodel projects that occurred. Permit fees for remodel projects are based on value, compared to new construction, which is based on cubic feet.

**Table 6: 2013 New Commercial Construction Detail**

Project	Address	Construction Value	Size (sq. ft.)	Permit Issue Date	Completed
Service Cold Storage, LLC.	5700 E.M. Copps Drive	\$11,400,000	157,000	11/20/2013	No
Stevens Point Honda	3700 Northpoint Drive	\$2,819,295	18,814	10/15/2013	No
Kwik Trip	5311 Old Highway 18	\$1,275,900	5,766	6/11/2013	Yes
Culver's	332 North Division Street	\$890,000	4,207	6/10/2013	Yes
The Store & Subway	1201 Badger Avenue	\$878,360	6,169	2/12/2013	Yes
Stevens Point Brewery Addition	2617 Water Street	\$350,050	6,062	3/14/2013	Yes
Roger's Cinema Addition	2725 Church Street	\$277,481	4,422	11/04/2013	No
Airport Hangar	4401 Highway 66	\$84,000	4,320	12/02/2013	No



Stevens Point Brewery Addition



Stevens Point Honda Dealership



Roger's Cinema Addition



The Store Gas Station, Convenience Store & Subway



Kwik Trip Gas Station & Convenience Store



Culver's Restaurant

## PROPERTY MAINTENANCE

In 2013, 1012 orders were issued with a corresponding \$73,951.73 in charges.

**Table 7:** 2013 Inspection Orders, Violations, and Complaints

	2012 Violations	2013 Violations	2012 Charges	2013 Charges
<b>Exterior Property Area Complaints</b>				
*Multiple Exterior Property Violations	52	47	\$ 4,150.00	\$ 4,151.00
*Other Exterior Property Violations	11	19	\$ 1,100.00	\$ 279.41
Accumulation of Rubbish or Garbage	61	41	\$ 2,600.00	\$ 2,006.50
Grass or Weeds	54	124	\$ 1,250.00	\$ 4,588.00
Improper Parking of Vehicles	78	78	\$ 3,090.00	\$ 3,000.00
Improper Storage of Refuse or Refuse Carts	14	13	\$ 1,600.00	\$ 525.00
Refuse or Refuse Carts on Curb	123	124	\$ 3,205.00	\$ 5,268.05
Snow and Ice	97	248	\$ 2,650.00	\$ 14,771.97
Storage of Household Items Outside	19	16	\$ 725.00	\$ 1,275.00
Unlicensed or Inoperable Vehicles	6	7	\$ 225.00	\$ 75.00
Unsanitary Conditions	1	4	\$ 25.00	\$ 150.00
<b>Exterior Structure Complaints</b>				
*Multiple Exterior Structure Violations	10	2	\$ 700.00	\$ -
*Other Exterior Structure Violations	21	21	\$ 3,625.00	\$ 31,458.80
Broken or Missing Windows	2	1	\$ -	\$ -
Defective Protective Treatment	30	16	\$ 1,125.00	\$ 650.00
Missing or Defective Handrails/Guards	5	-	\$ 50.00	\$ -
<b>Interior Structure Complaints</b>				
*Multiple Interior Structure Violations	1	8	\$ -	\$ 275.00
*Other Interior Structure Violations	6	9	\$ 75.00	\$ 375.00
<b>Multiple Violations</b>				
Multiple Property Violations	43	22	\$4,575.00	\$ 1,878.00
<b>Other Violations</b>				
*Other Property Violations	37	23	\$ 900.00	\$ 700.00
Expired Multiple-Family License	6	1	\$ 150.00	\$ 25.00
Improper Occupancy: Multi-Family Dwelling	2	-	\$ -	\$ -
Improper Occupancy: Residential Dwelling	9	13	\$ 75.00	\$ -
Noise	178	118	\$ 3,675.00	\$ 2,150.00
Unlicensed Well(s)	-	1	\$ -	\$ -
Work without Historic Preservation Review	-	2	\$ -	\$ 25.00
Work without Permit	57	54	\$ 275.00	\$ 325.00
<b>TOTALS</b>	<b>923</b>	<b>1012</b>	<b>\$35,845.00</b>	<b>\$ 73,951.73</b>

The number of violations increased from 923 in 2012 to 1012 in 2013, representing a 9.6% increase. This increase was mainly due to the increase in the number of snow and ice violations. This category increased from 97 in 2012 to 248 in 2013, representing nearly a 156% increase. In addition, charges increased from \$35,845.00 in 2012 to \$73,951.73 in 2013, with the increase attributed to the city remediating an exterior building violation on a property, costing in excess of \$30,000.00.

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On a final note, towards the end of 2013, the city dissolved the Community Development Authority and recreated a separate Redevelopment Authority and Housing Authority. This move separated these two distinct agencies, hopefully reducing confusion and providing a clearer picture of their roles and responsibilities. Immediately prior to this, the City Assessor's Office was examined shortly after the departure of the full time City Assessor. It was determined that the assessment services would be contracted out and the department with two full-time staff would merge with the Community Development Department. Initial planning has occurred to physically merge the two departments in the Community Development Department's current location, as both departments work closely with one another. The physical conjoining of departments is anticipated to occur after the assessment season, in the summer of 2014. The move should provide for a more efficient use of staff time, as well as making it more convenient for residents searching for property information.

If you should have any questions or concerns, please do not hesitate to contact me.

Sincerely,



**Michael Ostrowski**

Director of Community Development / Redevelopment Authority  
City of Stevens Point