



AGENDA

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Date and Time:	May 13, 2014 4:00 PM	Location:	County/City Building City Conference Room 1515 Strongs Avenue Stevens Point, WI 54481
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1. Roll call.

Discussion and possible action on the following:

2. Approval of the minutes from the April 8, 2014 Redevelopment Authority meeting.
3. Approval of financial reports, claims, and statements from February, March, and April 2014.
4. Edgewater Manor façade and window project.
5. Award contract for Edgewater Manor needs analysis.
6. Recommendation of Plan Commission of May 5, 2014 relating to granting of easements to AT&T and Charter Communications.
7. Motion to enter into closed session under Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, relating to:
 - a. Request from AT&T for an easement to the east of Third Street extended for the purposes of extending utilities.
 - b. Request from Charter Communications for an easement to the west of Strongs Avenue extended for the purposes of extending utilities.
8. Reconvene into open session (approximately 15 minutes after entering into closed session) for possible action relating to the above.
9. Executive Director's update (informational purposes only).
10. Adjourn.

PLEASE TAKE NOTICE that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the Executive Director as soon as possible to ensure that a reasonable accommodation can be made. The Executive Director can be reached by telephone at (715)346-1567, TDD# 346-1556, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.



Memo

Michael Ostrowski, Director
 Community Development Department
 City of Stevens Point
 1515 Strongs Avenue
 Stevens Point, WI 54481
 Ph: (715) 346-1567 • Fax: (715) 346-1498
 mostrowski@stevenspoint.com

Redevelopment Authority of the City of Stevens Point

To: Redevelopment Authority Board of Commissioners
 From: Michael Ostrowski
 CC:
 Date: 5/5/2014
 Re: Agenda Item Summaries for May 13, 2014 Redevelopment Authority Board Meeting

1. Roll call.

Discussion and possible action on the following:

2. Approval of the minutes from the April 8, 2014 Redevelopment Authority meeting.
 The board will need to approve the minutes from the prior meeting.
3. Approval of financial reports, claims, and statements from February, March, and April 2014.
 The board will need to approve the financial reports from the months indicated.
4. Edgewater Manor façade and window project.

After the last meeting I put out a request for proposals for architectural and project management services for the Edgewater Manor façade and window project. We did not receive any proposals. As you may recall, last month we received two proposals that were fairly different in price. I then wanted to send out a formal RFP so that we could make sure that we were receiving proposals that were uniform in terms of the scope of services. The firm that submitted the lower cost proposal has indicated that they no longer wish to submit. The firm that submitted the higher cost proposal indicated that it may be beneficial for us to contact the International Masonry Institute (IMI) to get a recommendation on the repair. I contacted the Wisconsin Director about the situation and supplied him the reports that were done previously for the building. His response was as follows:

Having reviewing both reports briefly, here are some initial thoughts.

Both reports recommend brick removal. One report advocates the entire veneer to be removed and the other suggests isolated removal.

When considering the isolated veneer removal/repair route, it is vital to specifically identify areas of work. At some point, it may make sense to remove/repair it all. For example, if all brick around all windows need to be repaired, and two, three or four courses of brick will be removed at all flashing locations for flashing/steel repair, and all brick out of acceptable plumb tolerance needs to be replaced, then does this leave much brick untouched? I have not seen your building so I do not know the answer.

This brick movement and subsequent damage is alarming and worse than most other projects I have been involved with over the past 18 years. It is imperative to make some corrections soon to protect personal safety and to protect the unprotected support wall assembly from moisture. I am amazed that there has not been more interior moisture problems to date. In addition, a building built this way (with very little effective R-value and no air control) consumes a lot of energy in both heating and cooling.

Following this, I contacted WJ Higgins (the firm that gave us the original report) to come back out to the site to reassess the situation to see if anything has changed. They will perform their review on Thursday morning and give us their recommendation on how to proceed, both in the immediate term and in the long term. As you may recall, their prior long term recommendation was to completely replace the façade. Furthermore, Security Fence was contacted to secure the perimeter of the building as a safety precaution until we receive WJ Higgins recommendation and the Board decides how they would like to proceed with the building. I also had Candlewood dispatch a letter to the residents of the building informing them of the situation. I then also contacted the architect that we have used on several housing authority projects. He will be supplying us an estimate on the cost he would charge for architectural services for the complete removal and installation of a new façade, as well as an estimate for the façade and window replacement on the entire building. I hope to have this estimate prior to the meeting, and I will supply it to you once it is received.

In WJ Higgins prior analysis they had recommended as a short term fix to anchor the façade to the building with fasteners and reseal the windows. The cost to install the fasteners is estimated to be around \$25,000, depending on how many sections need to be secured. The cost to recaulk the windows and expansion joints would need to be determined.

5. Award contract for Edgewater Manor needs analysis.

Please bring the proposals that you received last month to the meeting.

The RA recently released a request for proposals for a needs analysis on Edgewater Manor. A total of three firms submitted proposals:

- Architects Group Limited - \$9,925
- Cedar Corporation - \$18,250
- Gill Group - \$5,750

In reviewing the proposals, the RFP indicated the following regarding selection criteria: Proposals will be evaluated using the goals, criteria, and preferences specified elsewhere in this Request for Proposals, in particular the following (not in order of importance):

- Relevant experience;
- Services offered; and
- Costs of services provided.

All respondents seem to be fairly experienced in this line of work. In fact, the Stevens Point Housing Authority has used Architects Group Limited on a number of projects in the past. In terms of the services that are offered by each firm, all seem to be fairly inclusive of what we are attempting to accomplish. In looking at the example reports that were provided by each firm, the Gill Group, Inc. provided a very detailed report that included a capital reserve schedule that would help balance the needs and costs relating to major projects. In addition, their proposal was \$4,175 cheaper than the next proposal. However, Architects Group Limited would also conduct an energy audit as part of

their proposal, something that may be very beneficial as we move forward with renovations to the building. The Gill Group has indicated that they will “evaluate replacing one or more of the existing systems with a new energy efficient system, rather than repairing the current system.” They would also “provide relevant estimated cost savings and a comparison of repair cost avoidance for any recommendations.”

I contacted the Gill Group asking the following questions regarding their proposal:

- a. The cover letter indicates that all of your pricing and timing can be adjusted to place us ahead of your competitors. We will need your best price for the work.
- b. The proposal did not really go into detail about inspecting any of the units. What percentage of units would be inspected as part of the project, and what will be inspected as part of this project?

Their response was as follows:

- a. We can reduce our fee to \$5,200 for the PCA.
- b. Per ASTM Standard, we will need to inspect 10% of the units and all downed units. The inspected units will need to be a representative mix of the property (i.e. handicap, bedroom types, multi-floor units). We will also need access to all commons areas.

In terms of awarding the contract, I would recommend that the Board make a decision on how they would like to proceed with the façade issue prior to starting the needs analysis for the property.

6. Recommendation of Plan Commission of May 5, 2014 relating to granting of easements to AT&T and Charter Communications.

Since this is an easement on public land, the board will need to review the plan commission recommendation. The plan commission recommended approving these requests with the condition that the restriction about getting their approval prior to placing anything on the easement be removed.

7. Motion to enter into closed session under Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, relating to:
 - a. Request from AT&T for an easement to the east of Third Street extended for the purposes of extending utilities.
 - b. Request from Charter Communications for an easement to the west of Strongs Avenue extended for the purposes of extending utilities.

We will need to discuss this in closed session to negotiate a price relating to the easements.

8. Reconvene into open session (approximately 15 minutes after entering into closed session) for possible action relating to the above.
9. Executive Director’s update (informational purposes only).
10. Adjourn.



MINUTES

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Date and Time:	April 8, 2014 4:00 PM	Location:	County/City Building City Conference Room 1515 Strongs Avenue Stevens Point, WI 54481
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Present: Chairperson Halverson, Alderperson R. Stroik, Commissioner Adamski, Commissioner Molski, Commissioner Sawyer and Commissioner Dugan

Excused: Commissioner Schlice

Also Present: Executive Director Ostrowski, Comptroller / Treasurer Corey Ladick, Nate Enwald, Kris Pethick, and Andrew Schliepp

Index

1. Roll call.

Discussion and possible action on the following:

2. Approval of the minutes from the March 11, 2014 Redevelopment Authority meeting.
 3. Approval of financial reports, claims, and statements from February 2014.
 4. Update on investment account - Baird.
 5. Authorizing the write-off / satisfaction of the Housing Trust Fund loan for 808 Minnesota Avenue.
 6. Amending the sublease and developer's agreement with Great Lakes Educational Loan Services.
 7. Approving the construction of the dumpster corrals as a change order in the Municipal Lot 16 construction project.
 8. Granting AT&T an easement to the east of Third Street for the purposes of extending utilities.
 9. Award architectural and project management services contract for the Edgewater Manor façade and window project
 10. Amendment to the AECOM Agreement for Environmental Services, for the first year of operation, maintenance, and monitoring for the sub-slab vapor mitigation and soil remediation system at the downtown Mid-State Technical College campus.
 11. Amendment to the AECOM Agreement for Environmental Services, for the remedial action PCE contaminated soil SVE well and vacuum piping installations and connections at the former downtown Normington drycleaner site.
 12. Executive Director's update (informational purposes only)
 13. Adjourn.
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1. Roll call.

Present: Halverson, Stroik, Adamski, Molski, Sawyer, and Dugan.

Discussion and possible action on the following:

2. Approval of the minutes from the March 11, 2014 Redevelopment Authority meeting.

Motion by Alderperson R. Stroik to approve the minutes; seconded by Commissioner Molski. Motion carried 6-0.

3. Approval of financial reports, claims, and statements from February 2014.

Director Ostrowski explained that the redacted information is tenant information. This will be changed for the March reports. It will be identified as rental income.

Motion by Commissioner Molski to approve financial reports, claims, and statements from February 2014; seconded by Commissioner Adamski. Motion carried 6-0.

4. Update on investment account - Baird.

Andrew Schliepp from Baird provided an update on the investment accounts.

5. Authorizing the write-off / satisfaction of the Housing Trust Fund loan for 808 Minnesota Avenue.

Director Ostrowski explained this came to our attention recently when CAP started doing occupancy checks on housing trust fund projects. We found out there was a loan made to Ms. Kaye Wolf in 1994 for \$6,990 and then the home was sold in 1995 to the Sebrees. At the time the home no longer becomes a principal residence, the loan becomes due. At closing the seller and buyer did a HUD settlement statement indicating that the CDA was in fact was owed this money, however no satisfaction was ever recorded, and there is no documentation that shows we were ever paid. At this point the individuals who own it now have a lien because no satisfaction was ever recorded. At the time of the purchase, there was a title search completed, but because of a minor error in the legal description, the lien did not show up.

Commissioner Adamski commented this is really the title company's mistake but if it was a larger claim, then we may want to pursue it. Due to it being this small of amount, you would spend more in legal fees trying to reclaim the money than what is actually owed.

Motion by Commissioner Adamski to write off / satisfy the loan for 808 Minnesota Avenue; seconded by Alderperson Stroik.

Roll Call: Yeas- Halverson, Stroik, Adamski, Molski, Sawyer, Dugan

Nays – None

Motion carried 6-0.

6. Amending the sublease and developer's agreement with Great Lakes Educational Loan Services.

Director Ostrowski explained we want to specifically identify the commencement date within the document and add the Redevelopment Authority as the current owner of the property, not the CDA. Great Lakes has already signed off on the amendment.

Motion to amend the sublease and developer's agreement with Great Lakes Education Loan Services by Chairperson Halverson; seconded by Commissioner Dugan. Motion carried 6-0.

7. Approving the construction of the dumpster corrals as a change order in the Municipal Lot 16 construction project.

Director Ostrowski stated the plan for the dumpster corrals have been modified to save costs using black fencing similar to what is already downtown, and removing the brick pier columns.

The reason this is being brought before you is because of the way the original bids were submitted where the company who received the low bid for the project did not bid on the dumpster enclosures. Because of this, Director Ostrowski wanted the board to approve this change before approving the change order. The cost of the change order for the dumpster corrals would not exceed \$30,000.

Mayor Halverson asked if there is a sacrifice to the aesthetics to save money, to which Director Ostrowski answered he is comfortable with the appearance and the Historic Preservation and Design Review Commission has already reviewed and approved the design.

Motion by Commissioner Adamski to approve the construction of the dumpster corrals as a change order in the Municipal Lot 16 construction project; seconded by Commissioner Molski. Motion carried 6-0.

8. Granting AT&T an easement to the east of Third Street for the purposes of extending utilities.

AT&T is looking at running some fiber down the eastern edge of Third Street to service a building on Main Street. Currently, the fiber is on the southeast corner of Centerpoint Drive and Third Street. AT&T wants to run approximately a five foot easement through our property. AT&T did supply an easement agreement with some things that may limit us in the future. Director Ostrowski recommended that those items be struck, so we don't need to get AT&T's approval for us to do anything within this easement area. Commissioner Adamski agreed with Director Ostrowski's recommendation.

Motion by Commissioner Adamski to grant AT&T an easement to the east of Third Street for the purposes of extending utilities subject to the modifications mention by the Executive Director; seconded by Commissioner Molski. Motion carried 6-0.

9. Award architectural and project management services contract for the Edgewater Manor façade and window project.

Director Ostrowski stated he did put out a request for three architects to submit proposals for this project. He has received two proposals back and the third one stated they did not have time to submit one. His recommendation is to rebid this and get new proposals from additional architects just to make sure that everything we want done is covered, as the two proposals that we did receive were vastly different in price.

The board agreed to redo the proposals.

10. Amendment to the AECOM Agreement for Environmental Services, for the first year of operation, maintenance, and monitoring for the sub-slab vapor mitigation and soil remediation system at the downtown Mid-State Technical College campus.

Director Ostrowski explained this is one of three projects that AECOM is performing for us. This project is before you because Mid-State has modified their plans to construct the parking lot sooner. The two amendments would need to be completed for operation and maintenance for the sub-slab vapor mitigation system which is installed, but also the installation of the piping for the mitigation system for the Normington site. AECOM does the projects in phases; this is why the amendments come before you every single time.

Alderman Stroik asked how much the change orders would be costing. Director Ostrowski stated these are amendments, and the one for Mid-State is \$18,000 for the first year of operation, and the one for the former Normington site would be \$36,000.

Motion by Chairperson Halverson to approve the amendment to the AECOM agreement for Environmental Services, for the first year of operation, maintenance, and monitoring of the sub-slab vapor

mitigation and soil remediation system at the downtown Mid-State Technical College campus; seconded by Commissioner Dugan.

Roll Call: Yeas- Halverson, Stroik, Adamski, Molski, Sawyer, Dugan

Nays – None

Motion carried 6-0.

- 11. Amendment to the AECOM Agreement for Environmental Services, for the remedial action PCE contaminated soil SVE well and vacuum piping installations and connections at the former downtown Normington drycleaner site.

Motion by Chairperson Halverson to approve the amendment to the AECOM Agreement for Environmental Services, for the remedial action PCE contaminated soil SVE well and vacuum piping installations and connections at the former downtown Normington drycleaner site; seconded by Commissioner Dugan.

Roll Call: Yeas- Halverson, Stroik, Adamski, Molski, Sawyer, Dugan

Nays – None

Motion carried 6-0.

- 12. Executive Director’s update (informational purposes only).

Director Ostrowski reported in regards to the closing of the bank accounts, the Chase Bank account has been closed and transferred to another account at Chase. The Anchor Bank (interest account for the housing trust funds) account is still open and we have more work to be done because of the collateral that is held for the Children’s Museum loan through Community First Bank. However, this should be taken care of within the next month or so. Edgewater has lost two tenants. We are offering incentives including one month free rent, and also working with a company to market the building. The proposals for the Edgewater needs assessment have been submitted and have been provided to the commissioners. There will be an item on next month’s agenda to approve and go ahead with one of the companies. On next month’s financial statements, there will be a large charge for WPS because we need to pay the entire bill in full to switch names on the account. The CDA was set up on a budget billing, and over the winter months significant costs were incurred due to the cold weather.

- 13. Adjourn.

Meeting adjourned at 5:00 PM.

Approved:

Andrew J. Halverson, Chairperson

Date

Attest:

Michael Ostrowski, Executive Director

Date



STATEMENT

COMMUNITY DEVELOPMENT AUTHORITY
 CITY OF STEVENS POINT
 SP HOUSING AUTHORITY TRUST ACCOUNT
 1515 STRONGS AVE
 STEVENS POINT WI 54481

SUMMARY OF YOUR ACTIVITY
 STATEMENT DATE FEB 28 14
 STATEMENT NUMBER [REDACTED]
 BEGINNING BALANCE 19928.14
 DEPOSIT AMOUNT + 7217.12
 WITHDRAWAL AMOUNT - .00
 SERVICE CHARGE - 10.00
 ENDING BALANCE = 27135.26

DEBITS 0

HOW'S OUR SERVICE?
 SHARE YOUR FEEDBACK AT
 ANCHORBANK.COM/SURVEY AND
 ENTER TO WIN A \$100 VISA GIFT CARD.

Basic Business		[REDACTED]	BALANCE SUMMARY			
ACTIVITY	BEGINNING	FEB 01 14	WITHDRAWALS	DEPOSITS	\$	
FEB 04	BAIRD CREDIT PFD			360.63	FEB 04	\$ 20288.77
FEB 19	BAIRD CREDIT PFD			441.10	FEB 19	\$ 20898.55
FEB 19	DEPOSIT STEVENS POINT			168.68	FEB 25	\$ 27145.26
FEB 25	BAIRD CREDIT PFD			6246.71	FEB 28	\$ 27135.26
FEB 28	ACCOUNT ANALYSIS SERVICE CHARGE		10.00			

SUMMARY OF YOUR DEPOSIT ACCOUNTS

ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT BALANCE	MATURITY DATE
Basic Business	[REDACTED]	\$ 27,135.26	



RECEIVED

STATEMENT

APR 03 2014

COM DEV/INSP

COMMUNITY DEVELOPMENT AUTHORITY
 CITY OF STEVENS POINT
 SP HOUSING AUTHORITY TRUST ACCOUNT
 1515 STRONGS AVE
 STEVENS POINT WI 54481

SUMMARY OF YOUR ACTIVITY
 STATEMENT DATE MAR 31 14
 STATEMENT NUMBER [REDACTED]
 BEGINNING BALANCE 27135.26
 DEPOSIT AMOUNT + 7847.95
 WITHDRAWAL AMOUNT - 6924.87
 SERVICE CHARGE - 10.00
 ENDING BALANCE = 28048.34

DEBITS 2

HOW'S OUR SERVICE?
 SHARE YOUR FEEDBACK AT
 ANCHORBANK.COM/SURVEY AND
 ENTER TO WIN A \$100 VISA GIFT CARD.

Basic Business		[REDACTED]	BALANCE SUMMARY		
ACTIVITY BEGINNING		MAR 01 14	WITHDRAWALS	DEPOSITS	\$ 27135.26
MAR 04 CHECK NUMBER	1625		4424.87	MAR 04	\$ 23037.73
MAR 27 CHECK NUMBER	1626		2500.00	MAR 11	\$ 23818.98
MAR 04 BAIRD CREDIT PFD				327.34	MAR 25 \$ 30558.34
MAR 11 BAIRD CREDIT PFD				781.25	MAR 27 \$ 28058.34
MAR 25 BAIRD CREDIT PFD				6739.36	MAR 31 \$ 28048.34
MAR 31 ACCOUNT ANALYSIS SERVICE CHARGE			10.00		

SUMMARY OF YOUR DEPOSIT ACCOUNTS

ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT BALANCE	MATURITY DATE
Basic Business	[REDACTED]	\$ 28,048.34	

STEVENS POINT HOUSING AUTHORITY
HOUSING TRUST FUND
1300 BRIGGS CT
STEVENS POINT, WI 54481

79-7109/7108 1625

DATE 2-26-14

PAY TO THE ORDER OF City of Stevens Point \$ 4,424.87
Four thousand four hundred twenty four and 87/100 DOLLARS

AnchorBank
STEVENS POINT, WI 54481
www.anchorbank.com

MEMO Dec 13 Dep + Ben *Michael J. Peterson*

⑆ 275971087⑆ [REDACTED] 1625

1625 - \$4,424.87 - 03/04/2014

STEVENS POINT HOUSING AUTHORITY
HOUSING TRUST FUND
1300 BRIGGS CT
STEVENS POINT, WI 54481

79-7109/7108 1626

DATE 3-24-14

PAY TO THE ORDER OF Redevelopment Authority \$ 2,500.00
Two thousand five hundred and 00/100 DOLLARS

AnchorBank
STEVENS POINT, WI 54481
www.anchorbank.com

MEMO Deposit into [REDACTED] *Michael J. Peterson*

⑆ 275971087⑆ [REDACTED] 1626

1626 - \$2,500.00 - 03/27/2014



STATEMENT

COMMUNITY DEVELOPMENT AUTHORITY
 CITY OF STEVENS POINT
 SP HOUSING AUTHORITY TRUST ACCOUNT
 1515 STRONGS AVE
 STEVENS POINT WI 54481-3543

SUMMARY OF YOUR ACTIVITY

STATEMENT DATE	APR 30 14
STATEMENT NUMBER	
BEGINNING BALANCE	28048.34
DEPOSIT AMOUNT	+ 322.84
WITHDRAWAL AMOUNT	- 87.02
SERVICE CHARGE	- 10.00
ENDING BALANCE	= 28274.16

DEBITS 2

HOW'S OUR SERVICE?
 SHARE YOUR FEEDBACK AT
 ANCHORBANK.COM/SURVEY AND
 ENTER TO WIN A \$100 VISA GIFT CARD.

BASIC BUSINESS				BALANCE SUMMARY	
ACTIVITY	BEGINNING	APR 01 14	WITHDRAWAL	DEPOSITS	\$
APR 22	CHECK NUMBER 1627		43.51		APR 01 \$ 28259.71
APR 22	CHECK NUMBER 1628		43.51		APR 08 \$ 28371.18
APR 01	BAIRD CREDIT PPD			211.37	APR 22 \$ 28284.16
APR 08	BAIRD CREDIT PPD			111.47	APR 30 \$ 28274.16
APR 30	ACCOUNT ANALYSIS SERVICE CHARGE		10.00		

SUMMARY OF YOUR DEPOSIT ACCOUNTS

ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT BALANCE	MATURITY DATE
Basic Business		\$ 28,274.16	

Page 1

STEVENS POINT HOUSING AUTHORITY
HOUSING TRUST FUND
1300 BRIGGS CT
STEVENS POINT, WI 54481

79-7106/2750 1627

DATE 4-7-14

PAY TO THE ORDER OF Budh-A-Court Corp \$ 43.51
Forty three and 5/100 DOLLARS

AnchorBank.
STEVENS POINT, WI 54481
www.anchorbank.com

MEMO Check for ATF account Martin Ostrowski

⑆27597⑆1087⑆ 1627

ENDORSE HERE TO THE ORDER OF
PAY TO THE ORDER OF
FARMERS & MERCHANTS BA
FOR DEPOSIT ONLY
BANK OF AMERICA
009903

DO NOT WRITE STAMP OR SIGN BELOW THIS LINE

STEVENS POINT HOUSING AUTHORITY
HOUSING TRUST FUND
1300 BRIGGS CT
STEVENS POINT, WI 54481

STEVENS POINT HOUSING AUTHORITY
HOUSING TRUST FUND
1300 BRIGGS CT
STEVENS POINT, WI 54481

79-7106/2750 1628

DATE 4-7-14

PAY TO THE ORDER OF Budh-A-Court Corp \$ 43.51
Forty three and 5/100 DOLLARS

AnchorBank.
STEVENS POINT, WI 54481
www.anchorbank.com

MEMO Check for ATF account Martin Ostrowski

⑆27597⑆1087⑆ 1628

ENDORSE HERE TO THE ORDER OF
PAY TO THE ORDER OF
FARMERS & MERCHANTS BA
FOR DEPOSIT ONLY
BANK OF AMERICA
009903

DO NOT WRITE STAMP OR SIGN BELOW THIS LINE

STEVENS POINT HOUSING AUTHORITY
HOUSING TRUST FUND
1300 BRIGGS CT
STEVENS POINT, WI 54481

CHASE
 JPMorgan Chase Bank, N.A.
 Wisconsin Market
 P O Box 659754
 San Antonio, TX 78265-9754

RECEIVED
APR 07 2014
TREASURER'S OFFICE

March 13, 2014 through March 31, 2014
 Account Number:

CUSTOMER SERVICE INFORMATION

If you have any questions about your statement, please contact your Customer Service Professional.

00000185 DDA 121 141 09114 NNNNNNNNNN T 1 000000000 61 0000
 REDEVELOPMENT AUTHORITY OF THE CITY OF S
 TEVENS POINT
 HOUSING TRUST FUND INTEREST
 1515 STRONGS AVE
 STEVENS POINT WI 54481-3543



SAVINGS SUMMARY

Public Funds Commercial MMDA

	INSTANCES	AMOUNT
Beginning Balance		\$0.00
Deposits and Additions	3	8,533.92
Other Withdrawals, Fees & Charges	1	- 0.01
Ending Balance	4	\$8,533.91
Interest Paid This Period		\$0.06
Interest Paid Year-to-Date		\$0.06

TRANSACTION DETAIL

DATE	DESCRIPTION	AMOUNT	BALANCE
	Beginning Balance		\$0.00
03/14	Deposit 1251837773	337.36	337.36
03/26	Deposit 1278013840	8,196.50	8,533.86
03/31	Interest Payment	0.06	8,533.92
03/31	Federal Interest Withheld	- 0.01	8,533.91
	Ending Balance		\$8,533.91

INTEREST RATE ON COLLECTED BALANCE

INTEREST RATE(S) 03/13 TO 03/31 AT 0.05%



JPMorgan Chase Bank, N.A.
 Wisconsin Market
 P O Box 659754
 San Antonio, TX 78265 - 9754

April 01, 2014 through April 30, 2014
 Account Number:

CUSTOMER SERVICE INFORMATION

If you have any questions about your statement, please contact your Customer Service Professional.

00000395 DDA 121 141 12114 NNNNNNNNNN T 1 000000000 61 0000
 REDEVELOPMENT AUTHORITY OF THE CITY OF S
 TEVENS POINT
 HOUSING TRUST FUND INTEREST
 1515 STRONGS AVE
 STEVENS POINT WI 54481-3543



SAVINGS SUMMARY Public Funds Commercial MMDA

	INSTANCES	AMOUNT
Beginning Balance		\$8,533.91
Deposits and Additions	5	4,479.74
Ending Balance	5	\$13,013.65
Interest Paid This Period		\$0.25
Interest Paid Year-to-Date		\$0.31

TRANSACTION DETAIL

DATE	DESCRIPTION	AMOUNT	BALANCE
	Beginning Balance		\$8,533.91
04/10	Deposit 1278013841	168.68	8,702.59
04/11	Federal Interest Withheld Refund	0.01	8,702.60
04/22	Orig CO Name:Baird Orig ID:9006037917 Desc Date:140421 CO Entry Descr:Credit Sec:PPD Trace#:042000011916330 Eed:140422 Ind ID:0130207900731 Ind Name:Community Dev Auth Trn: 1111916330Tc	866.22	9,568.82
04/29	Orig CO Name:Baird Orig ID:9006037917 Desc Date:140428 CO Entry Descr:Credit Sec:PPD Trace#:042000013667867 Eed:140429 Ind ID:0130207900731 Ind Name:Community Dev Auth Trn: 1183667867Tc	3,444.58	13,013.40
04/30	Interest Payment	0.25	13,013.65
	Ending Balance		\$13,013.65



April 01, 2014 through April 30, 2014
Account Number:

INTEREST RATE ON COLLECTED BALANCE

INTEREST
RATE(S)

04/01	TO	04/06	AT	0.05%
04/07	TO	04/30	AT	0.03%



JPMorgan Chase Bank, N.A.
 Wisconsin Market
 P O Box 659754
 San Antonio, TX 78265-9754

RECEIVED
APR 07 2014
TREASURER'S OFFICE

March 13, 2014 through March 31, 2014

Account Number:

CUSTOMER SERVICE INFORMATION

If you have any questions about your statement, please contact your Customer Service Professional.


 00000186 DDA 121 141 09114 NNNNNNNNNNN T 1 000000000 60 0000
 REDEVELOPMENT AUTHORITY OF THE CITY OF S
 TEVENS POINT
 EDGEWATER MANOR ACCOUNT
 1515 STRONGS AVE
 STEVENS POINT WI 54481-3543



SAVINGS SUMMARY Public Funds Commercial MMDA

	INSTANCES	AMOUNT
Beginning Balance		\$0.00
Deposits and Additions	2	76,780.43
Ending Balance	2	\$76,780.43
Interest Paid This Period		\$1.46
Interest Paid Year-to-Date		\$1.46

TRANSACTION DETAIL

DATE	DESCRIPTION	AMOUNT	BALANCE
	Beginning Balance		\$0.00
03/18	Deposit 1106944893	76,778.97	76,778.97
03/31	Interest Payment	1.46	76,780.43
	Ending Balance		\$76,780.43

INTEREST RATE ON COLLECTED BALANCE

INTEREST RATE(S) 03/13 TO 03/31 AT 0.05%



JPMorgan Chase Bank, N.A.
 Wisconsin Market
 P O Box 659754
 San Antonio, TX 78265 - 9754

April 01, 2014 through April 30, 2014
 Account Number:

CUSTOMER SERVICE INFORMATION

If you have any questions about your statement, please contact your Customer Service Professional.

00000263 DDA 121 141 12114 NNNNNNNNNNN T 1 000000000 60 0000
 REDEVELOPMENT AUTHORITY OF THE CITY OF S
 TEVENS POINT
 EDGEWATER MANOR ACCOUNT
 1515 STRONGS AVE
 STEVENS POINT WI 54481-3543



SAVINGS SUMMARY Public Funds Commercial MMDA

	INSTANCES	AMOUNT
Beginning Balance		\$76,780.43
Deposits and Additions	1	2.14
Ending Balance	1	\$76,782.57
Interest Paid This Period		\$2.14
Interest Paid Year-to-Date		\$3.60

TRANSACTION DETAIL

DATE	DESCRIPTION	AMOUNT	BALANCE
	Beginning Balance		\$76,780.43
04/30	Interest Payment	2.14	76,782.57
	Ending Balance		\$76,782.57

Your service charges, fees and earnings credit have been calculated through account analysis.

INTEREST RATE ON COLLECTED BALANCE

INTEREST RATE(S)					
	04/01	TO	04/06	AT	0.05%
	04/07	TO	04/30	AT	0.03%

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04/02/14
Cash Basis

Edgewater Manor- Profit & Loss

March 2014

	Mar 14
Ordinary Income/Expense	
Income	
A/C Income	119.90
Cable Income	1,559.27
Rental Income	28,121.83
Fee Income	
Laundry	628.50
Total Fee Income	628.50
Total Income	30,429.50
Gross Profit	30,429.50
Expense	
Cable Service	2,645.23
Management Fees	2,000.00
Repairs	
Building Repairs	1,354.00
Total Repairs	1,354.00
Snow Removal	599.00
Supplies	
Maintenance	204.49
Total Supplies	204.49
Telephone	129.84
Trash Removal	297.74
Utilities	
Gas and Electric	16,309.66
Water	4,328.93
Total Utilities	20,638.59
Total Expense	27,868.89
Net Ordinary Income	2,560.61
Other Income/Expense	
Other Income	
Other Income	
Security Deposit Collected	600.00
Other Income - Other	49.00
Total Other Income	649.00
Total Other Income	649.00
Net Other Income	649.00
Net Income	3,209.61

2:22 PM

04/02/14

Cash Basis

Edgewater Manor - Checkbook Register

As of March 31, 2014

Type	Date	Num	Name	Original Amount	Paid Amount	Balance
Chase - Trust Account						20,886.93
Edgewater Manor						20,886.93
Deposit	3/1/2014			1,378.00	1,378.00	22,264.93
Deposit	3/1/2014			49.00	49.00	22,313.93
Deposit	3/3/2014			7,751.00	7,751.00	30,064.93
Deposit	3/3/2014			100.00	100.00	30,164.93
Check	3/4/2014	26997	Stevens Point Water Dept.	-125.47	-125.47	30,039.46
Deposit	3/4/2014			4,976.00	4,976.00	35,015.46
General Journal	3/5/2014			294.00	294.00	35,309.46
General Journal	3/5/2014			564.00	564.00	35,873.46
General Journal	3/5/2014			564.00	564.00	36,437.46
General Journal	3/5/2014			560.00	560.00	36,997.46
General Journal	3/5/2014			564.00	564.00	37,561.46
General Journal	3/5/2014			560.00	560.00	38,121.46
General Journal	3/5/2014			564.00	564.00	38,685.46
General Journal	3/5/2014			560.00	560.00	39,245.46
General Journal	3/5/2014			564.00	564.00	39,809.46
General Journal	3/5/2014			560.00	560.00	40,369.46
General Journal	3/5/2014			288.00	288.00	40,657.46
General Journal	3/5/2014			225.00	225.00	40,882.46
General Journal	3/5/2014			312.00	312.00	41,194.46
General Journal	3/5/2014			430.00	430.00	41,624.46
General Journal	3/5/2014			323.00	323.00	41,947.46
General Journal	3/5/2014			302.00	302.00	42,249.46
General Journal	3/5/2014			264.00	264.00	42,513.46
General Journal	3/5/2014			302.00	302.00	42,815.46
General Journal	3/5/2014			295.00	295.00	43,110.46
General Journal	3/5/2014			349.00	349.00	43,459.46
General Journal	3/5/2014			268.00	268.00	43,727.46
General Journal	3/5/2014			264.00	264.00	43,991.46
General Journal	3/5/2014			287.00	287.00	44,278.46
General Journal	3/5/2014			304.00	304.00	44,582.46
General Journal	3/5/2014			289.00	289.00	44,871.46
Deposit	3/5/2014			560.00	560.00	45,431.46
Check	3/5/2014	27044	Candlewood Property Management	-674.79	-674.79	44,756.67
Check	3/5/2014	27063	WPS	-17.52	-17.52	44,739.15
Deposit	3/6/2014			1,771.00	1,771.00	46,510.15
Deposit	3/7/2014			818.00	818.00	47,328.15
Deposit	3/10/2014			628.50	628.50	47,956.65
Check	3/10/2014	27135	Advanced Disposal	-297.74	-297.74	47,658.91
Check	3/11/2014	27147	Charter Communications	-2,603.03	-2,603.03	45,055.88
Deposit	3/11/2014			1,060.00	1,060.00	46,115.88
Check	3/12/2014	27162	Wroblewski Concrete	-599.00	-599.00	45,516.88
Check	3/14/2014	27192	AT&T	-129.84	-129.84	45,387.04
Deposit	3/14/2014			564.00	564.00	45,951.04
General Journal	3/15/2014			560.00	560.00	46,511.04
General Journal	3/15/2014			564.00	564.00	47,075.04
Check	3/19/2014	27242	Candlewood Property Management	-730.90	-730.90	46,787.14
Check	3/24/2014	27264	USA Fire Protection, Inc.	-195.00	-195.00	46,592.14
Deposit	3/25/2014			548.06	548.06	47,140.20
Check	3/31/2014	27298	WPS	-21,043.66	-21,043.66	26,096.54
Check	3/31/2014		Candlewood Property Management	-2,000.00	-2,000.00	24,096.54
Total Edgewater Manor					3,209.61	24,096.54
Total Chase - Trust Account					3,209.61	24,096.54
TOTAL					3,209.61	24,096.54

1:51 PM
05/01/14
Cash Basis

Edgewater Manor- Profit & Loss
April 2014

	<u>Apr 14</u>
Ordinary Income/Expense	
Income	
A/C Income	113.97
Cable Income	1,544.82
Rental Income	27,837.21
Fee Income	
Laundry	148.75
Total Fee Income	<u>148.75</u>
Total Income	<u>29,644.75</u>
Gross Profit	29,644.75
Expense	
Cable Service	2,560.83
Insurance	
Property	4,799.32
Total Insurance	4,799.32
Management Fees	2,000.00
Repairs	
Building Repairs	3,294.53
Total Repairs	3,294.53
Supplies	
Maintenance	1,241.65
Total Supplies	1,241.65
Telephone	129.88
Trash Removal	298.19
Utilities	
Gas and Electric	6,108.67
Water	123.00
Total Utilities	<u>6,231.67</u>
Total Expense	<u>20,556.07</u>
Net Ordinary Income	9,088.68
Other Income/Expense	
Other Expense	
Security Deposit Refunded	530.00
Total Other Expense	<u>530.00</u>
Total Other Expense	<u>530.00</u>
Net Other Income	<u>-530.00</u>
Net Income	<u><u>8,558.68</u></u>

1:51 PM

05/01/14

Cash Basis

Edgewater Manor - Checkbook Register

As of April 30, 2014

Type	Date	Num	Name	Original Amount	Paid Amount	Balance
Chase - Trust Account						24,096.54
Edgewater Manor						24,096.54
Deposit	4/1/2014			256.00	256.00	24,352.54
General Journal	4/1/2014			294.00	294.00	24,646.54
General Journal	4/1/2014			564.00	564.00	25,210.54
General Journal	4/1/2014			564.00	564.00	25,774.54
General Journal	4/1/2014			564.00	564.00	26,338.54
General Journal	4/1/2014			560.00	560.00	26,898.54
General Journal	4/1/2014			560.00	560.00	27,458.54
General Journal	4/1/2014			564.00	564.00	28,022.54
Check	4/1/2014	27311	Charter Communications	-2,603.03	-2,603.03	25,419.51
Check	4/1/2014	27312	WPS	-17.52	-17.52	25,401.99
Deposit	4/1/2014			7,329.00	7,329.00	32,730.99
Deposit	4/1/2014			265.00	265.00	32,995.99
Deposit	4/1/2014			1,120.00	1,120.00	34,115.99
General Journal	4/1/2014			148.75	148.75	34,264.74
Deposit	4/2/2014			3,036.00	3,036.00	37,300.74
Check	4/4/2014	27448	Candlewood Property Management	-2,420.30	-2,420.30	34,880.44
Check	4/4/2014	27468	Stevens Point Water Dept.	-123.00	-123.00	34,757.44
General Journal	4/5/2014			560.00	560.00	35,317.44
General Journal	4/5/2014			564.00	564.00	35,881.44
General Journal	4/5/2014			439.00	439.00	36,320.44
General Journal	4/5/2014			288.00	288.00	36,608.44
General Journal	4/5/2014			225.00	225.00	36,833.44
General Journal	4/5/2014			312.00	312.00	37,145.44
General Journal	4/5/2014			430.00	430.00	37,575.44
General Journal	4/5/2014			323.00	323.00	37,898.44
General Journal	4/5/2014			302.00	302.00	38,200.44
General Journal	4/5/2014			264.00	264.00	38,464.44
General Journal	4/5/2014			302.00	302.00	38,766.44
General Journal	4/5/2014			295.00	295.00	39,061.44
General Journal	4/5/2014			349.00	349.00	39,410.44
General Journal	4/5/2014			268.00	268.00	39,678.44
General Journal	4/5/2014			264.00	264.00	39,942.44
General Journal	4/5/2014			304.00	304.00	40,246.44
General Journal	4/5/2014			289.00	289.00	40,535.44
Deposit	4/5/2014			3,713.00	3,713.00	44,248.44
Check	4/7/2014	27480	Point Heating & Cooling	-70.42	-70.42	44,178.02
Deposit	4/9/2014			1,378.00	1,378.00	45,556.02
Check	4/11/2014	27569	AT&T	-129.88	-129.88	45,426.14
Check	4/11/2014	27570	City of Stevens Point	-4,799.32	-4,799.32	40,626.82
Deposit	4/11/2014			1,120.00	1,120.00	41,746.82
Check	4/14/2014	27579		-530.00	-530.00	41,216.82
General Journal	4/15/2014			560.00	560.00	41,776.82
General Journal	4/15/2014			0.00	0.00	41,776.82
General Journal	4/15/2014			443.00	443.00	42,219.82
Check	4/15/2014	27582	Advanced Disposal	-298.19	-298.19	41,921.63
Deposit	4/16/2014			572.00	572.00	42,493.63
Deposit	4/18/2014			256.00	256.00	42,749.63
Check	4/21/2014	27651	Candlewood Property Management	-1,386.06	-1,386.06	41,363.57
Check	4/24/2014	27663	WPS	-6,091.15	-6,091.15	35,272.42
Check	4/30/2014	27680	Candlewood Property Management	-617.20	-617.20	34,655.22
Check	4/30/2014		Candlewood Property Management	-2,000.00	-2,000.00	32,655.22
Total Edgewater Manor					8,558.68	32,655.22
Total Chase - Trust Account					8,558.68	32,655.22
TOTAL					8,558.68	32,655.22



Memo

Michael Ostrowski, Director

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498

mostrowski@stevenspoint.com

To: Plan Commission
From: Plan Staff
CC:
Date: 4/22/2014
Subject: Request from AT&T for an easement to the east of Third Street extended for the purposes of extending utilities.

AT&T is looking to get a five foot utility easement east of Third Street. This easement would be along the Great Lakes building and the new parking lot. The easement would be to run fiber from the corner of Third Street and Centerpoint Drive, south to the buildings along Main Street. The property is owned by the Redevelopment Authority; however, a portion of it may be under City ownership. Therefore, both governing bodies need to approve the request. Attached is a map with the approximate location and a draft agreement proposed by AT&T.

I do have a concern with the agreement, as it restricts the ability to place any improvements on it. The agreement would require the owner not to construct improvements in the easement area or change the finish grade of the easement area without the consent of AT&T. This restriction may limit what can be done in this area, while not providing any reasonable compensation to the owner. Furthermore, the owner will have a parking lot constructed in this easement area. I would not want to have to get approval from AT&T anytime the owner needs to change something. If the owner allows this easement it should eliminate this clause or modify it to allow them to place improvements over it. In addition, I would also recommend that the easement not be exclusively used by AT&T.

If approved, an exact legal description and location will be established.



Proposed 5' wide easement strip behind ROW

PLACE NEW HANDHOLE THIS AREA

EXISTING CONDUIT TO BE ACCESSED



AT&T - WISCONSIN GENERAL EASEMENT

DOCUMENT NUMBER

UT #9401267 Ease #72018 R/W #2014-78
For a valuable consideration of one dollar (\$1.00), receipt of which is hereby acknowledged, the undersigned (Grantor) hereby grant and convey to Wisconsin Bell, Inc. d/b/a AT&T - Wisconsin, a Wisconsin Corporation, and its affiliates and licensees, successors and assigns (collectively "Grantees") an easement in, under, over, upon and across the Easement Area (described below), for the purposes of and in order to construct, reconstruct, modify, supplement, maintain, operate and/or remove facilities for the transmission of signals used in the provision of communication, video and/or information services and/or any other services or uses for which such facilities may be used including, but not limited to cables, wires, pedestals or other above-ground cable or wire enclosures, marker posts and signs, support pads and other related or useful equipment, fixtures, appurtenances and facilities, together with the right to have commercial electrical service extended across the Property (described below) and Easement Area to provide service to such facilities and the right of ingress and egress across the Property and the Easement Area for the purpose of access to and use of the easement granted herein.

RETURN ADDRESS:
Matthew D. Grimm
AT&T - Wisconsin
2005 Pewaukee Rd.
Waukesha, WI 53188

PARCEL NUMBER:

The Property is legally described as:

The Easement Area is legally described as: The Westerly 5 feet of the above described parcel lying easterly of and abutting the Easterly line of 3rd Street. See Exhibit "A"; incorporated into and made a part hereof, by reference.

Address: 3rd Street, Stevens Point, WI

The Grantor represents and warrants to the Grantee that Grantor is the true and lawful owner of the Property and has full right and power to grant and convey the rights conveyed herein.

Grantee hereby agrees to restore all property disturbed by its activities in use of the easement to the condition existing prior to the disturbance.

Grantee shall have the right to remove or trim such trees and brush in the Easement Area as is necessary to exercise the rights conveyed herein.

The Grantor shall not construct improvements in the Easement Area or change the finish grade of the Easement Area without the consent of the Grantee.

This Easement is binding upon and shall inure to the benefit of the heirs, successors, assigns, and licensees of the parties hereto.

SIGNED THIS _____ DAY OF _____, 20____.

GRANTOR:

(Signature)

(Signature)

(Printed Name and Title)

(Printed Name and Title)

ACKNOWLEDGMENT

State of Wisconsin)
)
County of)

I, _____, being a notary public in and for the state and county aforesaid, do hereby certify that

_____ personally known to me to be the same persons whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this ____ day of _____, 20____.

Notary Public

My Commission expires:_____

This document was drafted by Gerald A. Friederichs, Wis. Bar Member No. 1014144, AT&T Services, Inc. Room 03A400 N17W24300 Riverwood Dr. Waukesha, WI. 53188.

Insertions by: Linda Kurtz, MI-TECH SERVICES, INC.



Memo

Michael Ostrowski, Director
Community Development
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498
mostrowski@stevenspoint.com

To: Plan Commission
From: Plan Staff
CC:
Date: 4/22/2014
Subject: Request from Charter Communications for an easement to the west of Strongs Avenue extended for the purposes of extending utilities.

Charter Communications is looking to get a utility easement west of Strongs Avenue extended. The easement would be to run fiber from the southeast corner of Municipal Parking Lot #16 to the Great Lakes building at 1101 Centerpoint Drive. The property is owned by the Redevelopment Authority; however, a portion of it may be under City ownership. Therefore, both governing bodies need to approve the request. Attached is a map with the approximate location of the easement. An easement agreement, similar to that with AT&T will need to be drafted with Charter Communications.

Given that the easement will be to supply fiber to a building in which the Redevelopment Authority owns, staff would recommend approval.

