

**City of Stevens Point
REGULAR COUNCIL MEETING**

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

**July 21, 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 June 16, 2014 and the Special Common Council meetings of July 7, and July 15, 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.

Consideration and Possible Action on the Following:

6. Minutes and actions of the Plan Commission meeting of July 7, 2014.
7. Public Hearing – Conditional Use Permit – 1709 Main Street – Construct a garage using the "R-TND" Traditional Neighborhood Development Overlay District minimum setback requirements.
8. Resolutions on the above.
9. Public Hearing – Amend the Zoning Code to adopt a newly formatted Traditional Neighborhood Overlay Map; no change to the boundary (Section 23.02(1)(h) of the RMC).
10. Ordinance Amendment on the above.
11. Minutes and actions of the Finance Committee meeting of July 14, 2014 and the minutes of the Special Finance Committee meeting of July 7, 2014.
12. Minutes and actions of the Board of Public Works meeting of July 14, 2014.
13. Minutes and actions of the Public Protection Committee meeting of July 14, 2014.

14. Ordinance Amendment – Peace and Offenses – Amend Municipal Court Cash Deposit Process (Sect. 24.27(2) and Exhibit A of Sect. 24.27 of the RMC).
15. Minutes and actions of the Personnel Committee meeting of July 14, 2014.
16. Minutes and actions of the Board of Water and Sewerage Commissioners meeting of July 14, 2014.
17. Minutes and actions of the Police and Fire Commission meetings of July 1, 2014.
18. Statutory Monthly Financial Report of the Comptroller-Treasurer.
19. Mayoral Appointment:
 Portage County Public Transportation Coordinating Committee -
 Karalyn Peterson, 5540 Glenwood Avenue
20. Discussion and possible action on releasing a request for proposals for the sale and/or redevelopment of the Edgewater Manor property.
21. Motion to enter into closed session (approximately 8:30 p.m.) pursuant to section 19.85(1)(e) Wis. Stats., for the 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 the following:
 - a. Negotiating the lease/rental of the Portage County Public Library Building, 1001 Main Street, with Portage County, and
 - b. Negotiating the terms of a development agreement with SkyGroup, LLC.
22. 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 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**

**June 16, 2014
7:00 P.M.**

Mayor Andrew J. Halverson, presiding.

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

Excused: Ald. Suomi. 8:15 Ald. Wiza excused.

Also Present: City Atty. Beveridge, Clerk More, C/T Ladick, Directors Ostrowski, Schatschneider, Schrader, Police Chief Ruder, Kelly Pasdernik, Mayoral Assistant.

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

Mayor Halverson stated that due to the length of the agenda, he will reserve his remarks for the July meeting. In light of the death of Mr. Bill Cowden, a moment of silence was observed.

3. Consideration and possible action of the minutes of the Regular Common Council meeting of May 19, 2014 and the Special Joint Common Council/Redevelopment Authority meeting of June 9, 2014.

Ald. O’Meara moved, Ald. Slowinski seconded to accept the minutes.

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

4. *Person’s 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.

Ald. Wiza respectfully asked the Chair that agenda items #36 and #37 be moved after agenda item #6 and before item #7. There were no objections.

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

As no one wished to speak, Mayor Halverson moved to the next agenda item.

6. Proclamation Designating July as Park and Recreation Month.

Mayor Halverson read the Proclamation designating the month of July as Park and Recreation Month. On behalf of the Parks and Recreation Department, Dir. Schrader accepted the proclamation.

36. Public Hearing – 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.

Mayor Halverson declared the public hearing open.

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

Ald. Wiza asked for clarification that no one wished to speak on the special assessments.

Mayor Halverson stated that was correct, no one stood up.

37. Final Resolution on the above.

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

Ald. Wiza requested that Dir. Schatschneider give a status update the projects.

Dir. Schatschneider stated the project is scheduled to start after the 4th of July, specifically after the YMCA Triathlon, beginning July 15, 2014. Residents will find out if the assessments applies to them, after construction starts when the city will determine what underground utilities they have and their condition. This would occur only if the existing utilities would need to be replaced.

Ald. Wiza said the letters residents received earlier were an estimate of the possible assessment that might take place. The City will not know anything about this existing material and what condition it is in until we dig.

Dir. Schatschneider stated that those numbers received from the bid document are fairly accurate. One block will be shut down at a time for the repairs to minimize disruption to residents and parking.

Ald. Wiza asked if someone has questions regarding the special assessments, if they can contact the Comptroller/Treasurer's Office.

C/T Ladick replied yes as it would be his office and the City Clerk's office that could answer questions. They can pay within 30 days with no interest, or spread it out over five years, in which case it is 2.5% or also spread it out over 10 years,

with an interest rate of 4.6%. They will get a notice that explains their options and what the different interest rates are.

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

7. Municipal Licensing of Vapor Bars (discussion only).

Quade C. Varga 950 Highland Drive, Plover, spoke in favor of vapor bars and hookah lounges. He is hoping to open a vapor bar. Mr. Varga spoke of the misconceptions of the hookah as they now offer herbal, vapor and tobacco use. He stated that there will be no heroin, opium, marijuana or any illicit substances in his business.

City Attorney Beveridge addressed the Council and stated there are complications between licensing of vapor bars and State Statutes. Current laws at both the state and local level already address potential violations of selling tobacco products to minors and controlled substances.

Ald. O'Meara would like to see vaping added to the indoor smoking ordinance. He believes the City needs to modify the indoor smoking ordinance to include these products.

Ald. Wiza wholeheartedly disagrees with Ald. O'Meara. This is a legal product and it should be treated as such. There are no laws against it. He agrees with licensing but, to restrict this based on people's opinions of what the product is, is completely wrong. If an ordinance in effect regarding this, he will never support it.

Ald. R. Stroik, asked if City Attorney was recommending against licensing and just treating these as conditional uses.

City Attorney Beveridge stated that the amendment to insert this as a conditional use was rejected.

Mayor Halverson stated there has been no action.

City Attorney Beveridge stated that licensing with mechanisms and goals established, such as licensing for pawn shops is set up to avoid the potential of fencing stolen goods, versus licensing that makes you pay a fee and fill out some forms in order to get your license. Licensing to prevent the sales of nicotine products to minors or sales of controlled substances would be redundant with what laws currently exist.

Mayor Halverson stated that ultimately this is a legal product that is out there for entrepreneurs to take advantage of from a marketing perspective. It is not the

City's role to determine if it's right, wrong, good, bad, that is for the greater regulatory bodies, like the FDA to determine.

Chief Ruder stated that if there is a complaint and the business is licensed, our officers can go in without a warrant and check to see if the complaint has merit so this department can follow through with it.

Ald. Wiza asked Chief Ruder to clarify the legal possession of a pipe, hookah, or anything else that might not be used for any illegal purposes.

Chief Ruder stated that a hookah is not illegal of itself, as long as it is not used for paraphernalia purposes or does not have anything to do with an illegal substance. Serving food would be licensed through the Health Department.

8. Minutes and actions of the Plan Commission meeting of June 2, 2014.

Ald. Moore moved, Ald. Phillip s seconded_ approval of the June 2, 2014 meeting minutes. Seconded by Ald. Phillips.

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

9. Public Hearing – Conditional Use Permit – Renewals for the following places and activities:

- a) 2317 Division Street – Archie's (operate a tavern)
- b) 908 Maria Drive – Final Score (operate a tavern)
- c) 912 Main Street – Graffiti's (operate a tavern)
- d) 1324 Second Street – Copper Top (operate a tavern)
- e) 2600 Stanley Street – Partners Pub (operate a tavern)
- f) 2525 Dixon Street - Point Bowl (operate a tavern)
- g) 929 Main Street – Heritage Pub (operate a tavern)
- h) 3260-74 Church Street – Bucks and Bulls Archery (operate indoor archery range)
- i) 1331 Westmore Court – John and Carol A. Lawlis (second living space)

Mayor Halverson declared the public hearing open.

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

10. Resolutions on the above.

Ald. R. Stroik moved, Ald. Slowinski seconded to approve items: a) through i).
Ald. Moore stated that he will abstain from this vote.

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

Abstained: Ald. Moore. Motion carried.

11. Public Hearing – Conditional Use Permit – Request to expand a tavern (Guu’s on Main) at 1140 Main Street.

Mayor Halverson declared the public hearing open.

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

12. Resolution on the above.

Ald. O’Meara said he approves of the expansion of Guu’s on Main, but asked that one of the two areas be maintained as smoke-free.

Ald. O’Meara **moved**, Ald. Trzebiatowski seconded, to amend this use because it has two areas, one in the front and one in the back, that one of the areas be maintained as smoke-free. Voice vote.

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

Motion failed.

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

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

Mayor Halverson stated that by a vote of 8-1-1, there is an approved resolution.

13. Public Hearing – Conditional Use Permit – Request to construct one, 2-bedroom apartment one, 4-bedroom apartment at 1140 Main Street.

Mayor Halverson declared the public hearing open.

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

14. Resolution of the above.

Ald. Moore **moved**, Ald. Doxtator seconded, to approve the above resolutions.

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

15. Public Hearing – Rezone the property located on the northeast corner of Echo Dells Avenue and Riverview Avenue from R-2 Single Family Residence District to R-3 Single and Two-Family Residence District.

Mayor Halverson declared the public hearing open.

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

16. Ordinance Amendment on the above.

President Slowinski **moved** Ald. M. Stroik seconded, to approve the ordinance amendment.

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

17. Public Hearing – Amend Zoning Ordinance to allow the selling of product by a non-profit (501(c)(3)) organization as a conditional use in R-5 Multiple Family II Residence District (Section 23.02(1)(g)(3) of the RMC).

Mary Ann Laszewski, 1209 Wisconsin Street, addressed the Council concerning the Masonic Temple and the historic nature of the area. She was not in favor of the amended zoning change as noted above.

Cathy Dugan, 615 Sommers Street, said she is a great proponent of this neighborhood as she has lived there for a long time. She is hoping to protect the character of the neighborhood.

18. Ordinance Amendment on the above.

Ald. Wiza **moved** Ald. O’Meara seconded, to approve the ordinance amendment.

Roll: Ayes: Ald. Doxtator, Wiza, Slowinski.
Nays: O’Meara, M. Stroik, Trzebiatowski, Patton, R. Stroik, Phillips, Moore.
Motion failed.

19. Public Hearing – Conditional Use Permit – Request to sell product at 1578 Strongs Avenue.

Mayor Halverson declared the public hearing open.

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

20. Resolution of the above.

Ald. Moore **moved**, Ald. R. Stroik seconded to deny the conditional use.

Ald. Wiza stated that he has spoken with people who live in the area who have no issue with this proposal. One of the biggest concerns brought to his attention was the dance studio right across the street and the amount of traffic and noise that that generates. He was told that while classes are going on there it is almost impossible to get through the street. He did not think they will be bringing any additional disruption to the neighborhood. There is a bed and breakfast there and there is parking on the street. That is why he was in favor of this and that is why he is in favor of this one.

Mayor Halverson stated that the Council will not be acting on this item as it is indeed moot at this point.

21. Public Hearing – Amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from residential to commercial/office/multi-family for all of the following properties:

- 2601 Main Street (Parcel ID 2408-33-2025-02)
- 2617 Main Street (Parcel ID 2408-33-2025-01)
- 1310 Chase Street (Parcel ID 2408-33-2025-14)
- 1318 Chase Street (Parcel ID 2408-33-2025-13)
- 2624 Clark Street (Parcel ID 2408-33-2025-12)

Justin Kirking, 2700 Clark Street, asked if there are any other alternatives that would allow Ministry to expand parking to meet their needs without compromising the neighborhood. Before the Council votes, he asked if there are other alternatives.

22. Ordinance Amendment on the above.

Mayor Halverson stated that the only difference between R-5 versus R-4 in terms of actual future uses is that it would allow for smaller, light office uses as opposed to multi-family. This would be the only addition.

Ald. O’Meara asked if the City could grant a conditional use permit parking for Ministry.

Dir. Ostrowski stated no.

Ald. O’Meara **moved**, Ald. Doxtator seconded, the approval of the ordinance amendment.

Roll Call: Ayes: Ald. Moore, Phillips , R. Stroik, Patton, Trzebiatowski, Slowinski ,

M. Stroik, Wiza, O'Meara, Doxtator.
Nays: None. Motion adopted.

23. Public Hearing – Rezone the property located at 2617 Main Street from R-4 Multiple Family I Residence District to R-5 Multiple Family II Residence District.

Justin Kirking, 2700 Clark Street, asked that the Council examine all the possible alternatives there may be as it relates to the current zoning.

Mayor Halverson stated that unfortunately there really is not another alternative. He thinks a big plus is the way in which a landscaping buffer will be constructed.

24. Ordinance Amendment on the above.

Ald. Trzbiatowski moved, Ald. Patton seconded to approve the ordinance amendment.

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

25. Public Hearing – Rezone the property located at 2624 Clark Street from R-4 Multiple Family I Residence District to R-5 Multiple Family II Residence District.

Mayor Halverson declared the public hearing open.

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

26. Ordinance Amendment on the above.

Ald. Slowinski moved, Ald. Phillips seconded, to approve the ordinance amendment.

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

27. Public Hearing – Amend Zoning Ordinance to allow small-scale alcohol production facilities (brewpubs, craft- or micro-breweries, wineries, or distilleries) as a conditional use in B-2 Central Business Transition District (Section 23.02(2)(b)(3) of the RMC).

Mayor Halverson declared the public hearing open.

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

28. Ordinance Amendment on the above.

Ald. Moore moved, Ald. M. Stroked seconded, to approve the Ordinance Amendment.

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

29. Public Hearing – Conditional Use Permit – Request to operate a micro-winery at 1201 Water Street.

Mayor Halverson declared the public hearing open.

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

30. Resolution of the above.

Ald. Wiza moved, Ald. Moore seconded to approve the resolution.

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

31. Public Hearing – Amend Zoning Ordinance to reduce the minimum lot size for one unit dwellings in the R-4 Multiple Family I Residence District and the R-5 Multiple Family II Residence District (Sections 23.02(1)(f)(4) and 23.02(1)(g)(4) of the RMC).

Mayor Halverson declared the public hearing open.

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

32. Ordinance Amendment on the above.

Ald. Wiza asked why it is necessary to reduce the lot size.

Dir. Ostrowski stated this is a request from a landowner whose lot is very small, yet zoned multi-family. A neighbor who has a single family lot is willing to sell a portion of their lot to the neighbor behind them in order for them to store some snow on it. Currently the land cannot be sold because this lot is under 10,000 sq. feet. The ordinance change would reduce this lot limit to 8,000 sq. feet and allow the individual sell the land.

Ald. Wiza **moved**, Ald. R. Stroik seconded, to approve the Ordinance Amendment.

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

33. Minutes and actions of the Public Protection Committee meeting of June 9, 2014.

Ald. Slowinski **moved**, Ald. M. Stroik seconded to approve the Public Protection Committee meeting minutes.

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

34. Minutes and actions of the Personnel Committee meeting of June 9, 2014 and the minutes of the Special Personnel Committee meeting of May 19, 2014.

Dave Schleihs, President, Police and Fire Commission, requested that the City Council eliminate the current language of Administrative Policy 3.0171, and replace it with the following language: If the Administrative Assistants in the Police and Fire Departments are required to wear uniforms, the City would create a specific line item in the budget to purchase a standard uniform. He believes this would free up departments to manage their budgets as well as frees up the Council to set financial policies and limits for the City. It also treats all City employees who are required to wear uniforms fairly.

Ald. Patton **moved** that we put this in as a line item in the budget.

Mayor Halverson stated that this has already happened, so a motion is not necessary. It would be a discretionary act of the Comptroller/Treasurer of the City. Motion failed due to a lack of a second.

Ald. Trzebiatowski stated that they should have complete control of their budget.

C/T Ladick said the current policy states, If the administrative assistants in the Police and Fire Departments are required to wear uniforms, the City will provide uniform shirt and badge. The original proposal is to add 2 to the number of uniform shirts per calendar year and badge as needed.

Ald. Phillips **moved**, Ald. O'Meara seconded, to accept the minutes and actions of the Personnel Committee meeting, as well as the minutes of the Special Personnel Committee meeting with the exception of the item concerning the clothing allowance.

Roll Call: Ayes: All.

Nays: None. Motion carried.

Mayor Halverson stated that if the Council wants to pull it, then his suggestion would be to move to eliminate any reference in the administrative policies to administrative assistant uniforms followed by a statement that would be clear in that the administrative assistant in the Fire Department is required to wear a uniform. A line item has been established for these uniforms and it clearly would be the discretion of the chiefs respectively to determine how that money would be distributed to the administrative assistants based on their uniform needs.

Ald. Moore moved, Ald. Patton seconded, to eliminate any reference in the administrative policies to administrative assistant uniforms followed by a statement that would be clear in that the administrative assistant in the Fire Department is required to wear a uniform. A line item has been established for these uniforms and it clearly would be the discretion of the chiefs respectively to determine how that money would be distributed to the administrative assistants based on their uniform needs.

Ald. Slowinski stated the reason this was brought to the Council because it was abused.

Ald. Moore stated that once the Departments get their budget, it is out of the Council's hands.

City Attorney Beveridge said the only specific item mentioned in the statute is the actual buildings themselves. The Council has authority over those purchases. Once money has been allocated to the Police and Fire Commission under a budget item, it is up to them to decide how it is going to be spent. But they are constrained to the same degree that any other city department would be constrained by the nature of that budget item. The department could not spend money for ammunition on uniforms and vice-versa.

Ald. Moore asked if this could go directly to the Police and Fire Commission to deal with.

Mayor Halverson said that would be the way he would interpret the motion.

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

35. Minutes and actions of the Board of Public Works meeting of June 9, 2014.

Trevor Roark, Washington Avenue, Stevens Point, an avid bicyclist, stated he feels strongly that the City continue this project to increase the safety along this corridor.

Bob Fisch, 1033 Smith Street, Stevens Point, said that visionary leaders understand the need to create balance among all transportation modes so that Stevens Point can thrive in the coming decades.

Ald. R. Stroik moved, Ald. Slowinski seconded, to approve the minutes of the Public Works meeting of June with item #1 pulled for further discussion.

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

Ald. R. Stroik said that the City should be loyal to our taxpayers and spend the money when the Council is committed to the Business 51 project.

Dir. Schatschneider stated that the biggest reason to complete this study is that our safety issues are not going to go away. If the City can get this study completed and approved, it is going to put us at the front of the line to get dollars to fix that intersection. The DOT came short of saying that we really want the city to approve this, because if we can't come to a consensus, there is a real concern that we may be forced to an Environmental Impact Study (EIS) when we pick this project back up. It is extremely intensive and it's a lot more complicated.

Ald. Slowinski said if the City completed this project, this would not be an issue. He asked if they can't force us to do this 10 years from now.

Dir. Schatschneider stated if the City can at least complete what we have started, it really eliminates the threat to get dragged back and start all over again.

Ald. Trzebiatowski asked about completing this now versus doing it down the road.

Dr. Schatschneider stated that if the City could complete it now, we are looking at \$996,000. If we wait and complete it at a future time, we are probably looking at \$1.6 million. In 2015, we will be eligible to apply for funding for this corridor again. By completing this, it is going to allow us to get money so we are ready to reconstruct this.

Ald. Slowinski asked if the City is eligible to apply for monies for this starting in 2015. He asked if this is an annual application and can this money be put aside and designated for this project, or does the City have a certain amount of time that it will have to spend the awarded funds.

Dr. Schatschneider stated that there are windows in which you can spend the money. The application process is every 2 years.

Mayor Halverson stated that as part of this project there will be a preferred alternative that is chosen. Once that preferred alternative is chosen, it is locked and it is the only alternative and it would be included in the document.

Ald. O'Meara **moved**, Ald. Slowinski seconded, that the City proceed with the study to completion. Ald. Moore stated that it would be good to finish this. The City is at the point right now that we do need to see this through to completion.

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

38. Minutes and actions of the Finance Committee meeting of June 9, 2014.

Ald. Moore **moved**, Ald. Phillips seconded, to approve the minutes and actions.

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

39. Purchasing 100 Second Street North (former Mickey's Restaurant), for \$87,000.

Mayor Halvorson stated that he would entertain a motion to postpone until such time as the City Attorney has an opportunity to get together to read the location plan related to personal property of that property.

Ald. Trzebiatowski **moved**, Ald. Moore seconded to postpone this item.

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

40. Minutes and actions of the Police and Fire Commission meetings of June 2, and and the Special Police and Fire Commission meeting of May 20, 2014.

Ald. Patton **moved**, Ald. Moore seconded to approve the minutes and actions.

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

41. Minutes and actions of the Transportation Commission meeting of May 22, 2014.

Ald. M. Stroked **moved**, Ald. Moore seconded to approve the minutes and actions.

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

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

Ald. Moore **moved**, seconded by Ald. Phillips to accept report and place it on file.

Roll Call: Ayes: All

Nays: None. Motion carried.

- *43. **Motion to enter into closed session (approximately 8:30 p.m.) pursuant to section 19.85(1)(e) Wis. Stats., for the 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 the negotiating of the lease/rental of the Portage County Public Library Building, 1001 Main Street, with Portage County.**

Ald. Phillips **moved**, Ald. O'Meara seconded, to enter into closed session.

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

Nays: None. Motion carried.

44. Adjournment.

The meeting was adjourned at 9:21 p.m.

**City of Stevens Point
SPECIAL COUNCIL MEETING**

Lincoln Center
1519 Water Street

July 7, 2014
7:00 P.M.

Mayor Andrew J. Halverson, presiding

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

Also Present: Larry Lee, WSAU, Brandi Makuski, SPCT; Nate Ewald, Portage County Gazette; Barb Jacob, Stevens Point; Scott Halvorsen, Park Maint. Supv.; Corey Ladick, C/T; John Moe, Clerk; Scott Boyer, DPW; Lorna Whalen, SPFD; Susan Pagel, Treas. Office; Dawn Klish, Street Dept.; Rob Molski, Public Utilities; Jason Pliska, Public Utilities; Steve Louis, DPW; Tom Carroll, Transit; James Wojcik, Street Dept.; David Worzalla, Street Dept.; Roger Skrzeczkoski, Street Dept.; Steve Plaski, DPW; Scott Schatschneider, Public Works; Tom Schrader, Staff; Joel Lemke, Staff; Dave Schleish, City PFC; Lisa Jakusz, Staff; Martin Skibba, SPPD; Michael Ostrowski, Staff; Andrew Beveridge, Staff; Tom Zenner, SPPD; Bob Finn, SPFD; Kevin Ruder SPPD; Sari Lesk, Stevens Point Journal.

2. Actions taken at the Special Finance meeting on July 7, 2014.

Ald. Patton **moved** seconded by Ald. Wiza to approve the actions taken at the Special Finance meeting on July 7, 2014. Corey Ladick reviewed the actions of Finance meeting, in which the Committee moved authorization to hire Front Appraisers as it relates to Meridian Plover IV versus the City of Stevens Point.

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

3. Amend the City Pay Plan Appeal Process to have denied appeals heard directly By the Common Council.

Mayor Halverson stated that this was an item that was discussed with Chairman Phillips in an attempt to avoid what would really become redundant meetings, so that the hearings could proceed directly in front of the Common Council.

Ald. Wiza asked why this was not being done at a regular Common Council meeting. He is concerned that the Council received the information last week during a holiday week and the staff filing their appeals had only a few days to prepare. Ald. Wiza said that he would like to see this postponed a week to make sure everybody has ample time.

Mayor Halverson said this was discussed with Ald. Phillips at length. He stated that employees would have had more than enough time given that they should have prepared for the eventual and very possible denial along with any changes that would have been made to the narrative. There has been plenty of time.

Ald. Phillips stated he was insistent for it to keep moving, to get it done.

Ald. Slowinski said he would rather see it go through the Personnel Committee first, because the Personnel Committee has already had time to review it. He stated that he just received all of the documentation Thursday afternoon. He said that he cannot make any decisions this evening.

Ald. O'Meara stated that he received 52 pages on July 1 and 268 pages of supporting documentation on July 3rd. He felt the time constraint and amount of documentation to read was unreasonable. 300+ pages of documentation deserves at least 10 to 14 days of review.

Ald. O'Meara moved seconded by Ald. Wiza, that this be delayed until after July 21, 2014.

Ald. Moore asked why it was decided to put the names of the appealing people on the agenda. It has always been the intent to judge the position, not the people. He stated the names should not be on the document. They should not be addressed this way. It should be position only.

Mayor Halverson stated that this had been agreed to by both he and Ald. Phillips.

Ald. Trezbiatowski stated that information was received Tuesday and Thursday via PDF's and he requested hard copies, but that request was denied.

Ald. Suomi stated organizing the information in a better format would be helpful. She asked that the information be organized by employee and department's right up front.

Mayor Halverson asked the Council what the specific wishes were as to the format of the documentation, i.e., alphabetically, by department or a printed hard copy.

Ald. Wiza said he was okay with receiving electronic copies.

Ald. Suomi said she would ask for electronic, alphabetized by department with the names up front.

Ald. Phillips said that some people said some people want a hard copy and some people are happy with electronic, should hard copies be sent first?

Mayor Halverson said that the only reason hard copies were not distributed was the sheer magnitude of paper and time it would require.

Ald. R. Stroik asked for clarification on the motion. As it stands currently, the Personnel Committee will hear the appeals and then the Council will vote on it. He would like clarification as to what will occur after July 21, 2014.

Ald. Wiza stated that if any alderperson needs any information to do their job, they should ask for what is needed. He would not expect any request from an alderperson be denied.

Ald. Suomi stated that she would not support the motion because of concern about the redundancy of the process going to the Personnel Committee and then to Council.

Ald. O'Meara stated that his original motion was just to postpone action on this agenda item for 14 days.

Ald. Suomi **moved**, Ald. Slowinski seconded, to amend the original motion to postpone for 14 days, until after July 21st, and to have denials heard directly by the Common Council.

City Attorney Beveridge said that Ald. O'Meara's motion would be more appropriate under agenda item #5.

Vote on the Amendment: Ayes: Ald. Doxtator, Suomi, O'Meara, Wiza, M. Stroik, Slowinski, Trezbiatowski.

Nays: Ald. Patton, R. Stroik, Phillips, Moore. Motion carried.

Mayor Halverson stated that the motion as presented now is amended and that this process is postponed until after July 21, 2014, at such time the appeal hearings would be in front of the Common Council and not before Personnel. Over that period of time, material will be redistributed, questions answered that arise or additional information provided in hard copies (of only those denied).

Ald. Stroik stated that this was a debacle. He thinks there needs to be a hard look before any more money is spent to ensure this is fair.

Mayor Halverson stated that the pay plan will never be respected or adhered to appropriately. He feels the averages are wrong and they are not broad enough from a recruitment and retention point of view. The core of the work that was done by the consultant is exactly correct based on the parameters that were established for the consultant. Mayor Halverson stated he was not proud of the way this process unfolded. He said that there will be little confidence in this document based on how the whole process evolved and the

only way to get around that is to jettison this plan.

Ald. Wiza asked if the plan should be scrapped.

Mayor Halverson replied no. He stated that this was a very workable document based on the appeals and that it can be moved forward.

Ald. Wiza stated if this is an inappropriate pay plan, then it would make sense to scrap it.

Mayor Halverson stated the motion before the Council is to postpone until after the 21st and specifically those hearings will be before the Common Council and material will be distributed on a case by case basis as requested.

Vote on the amended motion:

Ayes: Majority

Nays: Minority. Motion adopted.

Mayor Halverson stated that it does not make sense for Council to deal with item #4 and #5. This will have to be addressed at such time as Council deals with the future step.

4. **Establish sallies and/or step placement for employees whose pay plan grade appears have been, or will be granted.**
5. **Appeal Hearings: Dawn Klish, Sec., II; Jason Pliska, Inspection Tech.; Roger Skrzeczkoski, Welder-Fabricator/Mechanic; David Worzalla, DPW Level 2 (Carpenter); Susan Pagel, Account Clk. II; Rob Molski, Conveyance Systems Mgr.; Tom Carroll, Operations Susp.; James Wojcik, DPW Level 3 (Painter); Lorna Whalen, Admin. Ass't Fire; Scott Boyer, DPW Level 3 (Painter).**
6. **Adjournment**

Meeting was adjourned at 7:33 p.m.

City of Stevens Point
SPECIAL COMMON COUNCIL

City Hall
1515 Strongs Avenue
City Conference Room

July 15, 2014
4:50 P.M.

Mayor Andrew J. Halverson, presiding

Roll Call: Ald. Doxtator, Suomi, O'Meara, Wiza, M. Stroik (4:51 p.m.)
Trzebiatowski, Patton, Philips, Moore

Excused: Ald. Slowinski, R. Stroik

Also

Present: Clerk Moe, City Attorney Beveridge

Discussion and possible action on the following:

- 2. Temporary Class "B" (Picnic) License – Stevens Point Area Catholic Schools, 1004 First Street, Stevens Point, for a Bike Tour on July 16, 2014 at Pacelli High School. (Beer only)**

Mayor Halverson noted that Todd Kuckkahn will be the licensed operator.

Ald. Wiza **moved**, Ald. Moore seconded to approve.
Ayes, all; nays, none; motion carried.

- 3. Request to Hold Event / Street Closings – Association of Downtown Businesses – Discover Downtown Event (formerly known as Crazy Days) on July 18-19, 2014. Request for closure the Downtown Square and partial closure of Main Street.**

Ald. Moore **moved**, Ald. Doxtator seconded, to approve.
Ayes, majority; nays, minority; motion carried.

- 4. Ordinance Amendment – Licenses and Permits – Authorize the City Clerk to issue temporary Class "B"/ "Class B" (picnic) beer and wine licenses in certain circumstances (Sect.12.14 (18) of the RMC).**

Mayor Halverson said this would allow the Clerk to have the authority to approve these licenses without the repetitive need to have special Council meetings throughout the year.

Ald. Wiza would like the amendment to address the event not the organization.

Mayor Halverson noted that the City is most interested in the organization as opposed to the event itself. The applicant, having already gone through the process, would know what would have to be adhered to. Again, this would only apply to past approved applicants in situations where there was a timing issue.

Ald. O'Meara noted that if there was a unusual event the Clerk could ask the Mayor for a special Council meeting to have the Council make a decision on whether to grant the license or not.

Ald. Doxtator asked for the Clerk's opinion on the ordinance amendment.

Clerk Moe said that he was in favor of it. He said that he would not issue a license if he was uncomfortable with an event and would send it to the Council for a decision. Clerk Moe also reminded the Council that only nonprofit organizations can apply for these types of licenses and this ordinance change simply provides some flexibility.

Ald. Wiza left the meeting at 4:59 p.m. to attend another meeting.

Ald. Phillips wanted to know if the Alderpersons would be made aware of the licenses issued in this way.

Mayor Halverson noted that would be an appropriate amendment.

Ald. Phillips **moved**, Ald. O' Meara seconded, to amend the Ordinance amendment to include language that the Clerk shall notify the Council in the event that one of these licenses is being issued.

Ayes, all; nays, none; motion adopted.

Ald. O'Meara **moved**, Ald. Trzebiatowski seconded, to approve the Ordinance Amendment.

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

Nays: None. Motion carried.

5. Adjournment.

Meeting adjourned at 5:02 p.m.

REPORT OF CITY PLAN COMMISSION

July 7, 2014 – 5:30 PM
Lincoln Center – 1519 Water Street

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

(Excused: Commissioner Daniel Hoppe)

ALSO PRESENT: Community Development Director Michael Ostrowski, Comptroller/Treasurer Corey Ladick, City Attorney Andrew Beveridge, Alderperson Doxtator, Alderperson Mary Stroik, Alderperson Slowinski, Alderperson Trzebiatowski, Alderperson Phillips, Nate Enwald, Brandi Makuski, Barb Jacob, Mike Yokers, Jim Lundberg, Sara Nikolg, Jeff Peterson, Rick Bierman, Cindy Nebel, Armin Nebel, Garrett Ryan, Joni Cherney, and Evan Cherney.

INDEX:

1. Report of the June 2, 2014 Plan Commission meeting.
2. Request from Richard Bierman, representing the property owner, for a site plan review, for expanding the parking lot at **5441 Highway 10 East (Parcel ID 2408-35-1300-05)**.
3. Request from Point of Beginning, representing the property owner, for a site plan review, to construct an approximate 1,518 square foot building addition and parking lot expansion at **5301 Highway 10 East (Parcel ID 2408-35-2400-03)**.
4. Request from Mike Yokers for a conditional use permit for the purposes of constructing a garage using the "R-TND" Traditional Neighborhood Development Overlay District minimum setback requirements at **1709 Main Street (Parcel ID 2408-32-1036-07)**.
5. Request from James Guzman for a constrained site exemption to reconstruct the parking lot at **1100 Centerpoint Drive (Parcel ID 2408-32-2002-07)**.
6. Amending **Section 23.02(1)(h)** of the Revised Municipal Code of the City of Stevens Point to adopt a newly formatted Traditional Neighborhood Overlay Map; no change to the boundary.
7. Allowing staff to approve parking modifications where specific standards exist within the zoning code. ***This item is for discussion purposes only.***
8. Creation of an ordinance to regulate recreational/accessory vehicle parking and storage within residential zoning districts. ***This item is for discussion purposes only.***
9. Rezoning of commercial properties within the vicinity of the intersection of Church Street, Division Street, Madison Street, and Park Street to B-3 Central Business District. ***This item is for discussion purposes only.***
10. Adjourn.

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1. Report of the June 2, 2014 Plan Commission meeting.
Motion by Alderperson Moore to approve the report of the June 2, 2014 meeting; seconded by Commissioner Curless.
Motion carried 6-0.
 2. Request from Richard Bierman, representing the property owner, for a site plan review, for expanding the parking lot at **5441 Highway 10 East (Parcel ID 2408-35-1300-05)**.

Director Ostrowski said this item was before the plan commission previously for the building addition to the south, and at that time the parking was going to remain unchanged. They have now decided to expand the existing lot. The pine trees have been removed in the southwest corner of the lot to accommodate the expansion. Staff recommends approval with the conditions outlined in the staff report.

Commissioner Haines asked what would be the depth of the rear vegetation setback, to which Director Ostrowski stated at least ten feet.

Motion by Commissioner Patton to approve the site plan review for expanding the parking lot at 5441 Highway 10 East with the following conditions:

- 1. Arborvitaes, evergreens, or similar type of vegetation, with a mature height of at least ten feet shall be planted along the portion of the west property line where the other trees have been removed. This vegetation shall be staggered to ensure thicker screening.**
- 2. Canopy trees shall be planted and spaced with one tree every 50 feet around the perimeter expansion area. Canopy trees must be a minimum of 2.5" caliper and ten feet at planting.**
- 3. The landscaping must have a water source within 100 feet, or be irrigated.**
- 4. Curbing, wheel stops, or an adequate alternative (as approved by the zoning administrator) must be installed for parking spaces that abut a landscaped area.**
- 5. Six bicycle stalls must be installed as per the distance and design requirements in the zoning code.**
- 6. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.**

seconded by Commissioner Curless. Motion carried 6-0.

- 3. Request from Point of Beginning, representing the property owner, for a site plan review, to construct an approximate 1,518 square foot building addition and parking lot expansion at 5301 Highway 10 East (Parcel ID 2408-35-2400-03).**

Director Ostrowski explained Ultra Com is looking to expand their building to the east and south. There will be no changes to the ingress/egress patterns. Staff recommends approval with the conditions outlined in the staff report.

Motion by Commissioner Patton to approve the site plan review to construct an approximate 1,518 square foot building addition and parking lot expansion at 5301 Highway 10 East with the following conditions:

- 1. Six bicycle stalls must be installed as per the distance and design requirements in the zoning code.**
- 2. Canopy trees must be a minimum of 2.5" caliper and ten feet at planting.**
- 3. Curbing, wheel stops, or an adequate alternative (as approved by the zoning administrator) must be installed for parking spaces that abut a landscaped area.**
- 4. If any of the existing landscaping is removed, it must be replaced with new landscaping that meets current standards.**
- 5. The landscaping must have a water source within 100 feet, or be irrigated.**
- 6. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.**

seconded by Commissioner Cooper. Motion carried 6-0.

- 4. Request from Mike Yokers for a conditional use permit for the purposes of constructing a garage using the "R-TND" Traditional Neighborhood Development Overlay District minimum setback requirements at 1709 Main Street (Parcel ID 2408-32-1036-07).**

Director Ostrowski explained the property owner is looking at demolishing the existing garage and constructing a new 20 x 22 foot garage in this location. The property is within the Traditional Neighborhood Development Overlay District which allows for reduced setbacks. One foot side and rear yard setbacks for accessory buildings can be requested. Director Ostrowski added that with reduced setbacks, drainage is required to be directed back on to the property and away from adjacent properties. Staff recommends approval with the conditions outlined in the staff report.

Garrett Ryan, 1708 Clark Street, stated he has concerns with the power lines that are currently resting on the existing structure. Furthermore, he questioned how a new structure of that size will fit into the area even with taking into consideration the reduced setbacks. He also had concerns relating to the materials that were going to be used.

Joni Cherney, 1701 Main Street, stated her comfort with a garage replacement of similar size, but not at the proposed increased size. She also had concerns regarding drainage coming onto her property.

Cindy Nebel, 1100 Phillips Street, is concerned with this property becoming a student rental and the issue of parking for the shared driveway with the neighbors.

Mike Yokers, 1421 Pine Oak Court, pointed out the current garage is in disrepair. He added that the garage may not be used for two cars, but space for storage. He also explained this property is not a student rental, and will be repaired and placed on the market.

Armin Nebel, 1100 Phillips Street, is concerned for the need for this size of garage and for the garage looking disproportionate to the home.

Mayor Halverson explained the Traditional Neighborhood District allows for this type of reduced setback, but he does question the impact of this construction to the adjacent properties. The storm water is addressed with the condition of gutters, but there is a question of the direction of the water flow and if there is enough green space for retention.

Commissioner Haines asked if the driveway was shared, to which Mayor Halverson stated it may be unofficially shared. Director Ostrowski stated the CSM does list the driveway to be used jointly.

Director Ostrowski said there is no lot coverage ratio requirement, but the storm water must remain on the property and not drain on to the neighbor's property.

Mayor Halverson asked is the property was in a historic district, to which Director Ostrowski stated no.

Commissioner Curless asked if the structure was legal, to which Director Ostrowski stated yes.

Aldersperson Moore asked if the downspouts have been addressed and if water runoff direction has been determined, to which Director Ostrowski stated downspouts are an added condition which shall direct the water on to the applicant's property.

Motion by Aldersperson Moore to approve the conditional use permit for the purposes of constructing a garage using the "R-TND" Traditional Neighborhood Development Overlay District minimum setback requirements at 1709 Main Street with the following conditions:

1. All necessary building permits shall be obtained for the proposed work.
2. The applicant shall not widen the curb cut and driveway within the public right-of-way without the approval of all applicable departments. Driveway requirements shall apply.
3. Gutters shall be installed on the entire garage and directed appropriately to prevent drainage onto adjacent properties.
4. The materials of the new garage shall be compatible to the greatest extent possible with the materials on the main home.
5. All other applicable ordinance requirements shall be met.
6. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.

seconded by Commissioner Patton. Motion carried 6-0.

5. Request from James Guzman for a constrained site exemption to reconstruct the parking lot at **1100 Centerpoint Drive (Parcel ID 2408-32-2002-07)**.

Director Ostrowski explained Mr. Guzman is looking to reconstruct the parking lot on his property. The applicant's request meets one of the requirements for a constrained site, as he has less than the required number of stalls. When using the office use parking standards, 44 stalls are required, however only 22 stalls exist in this lot, with an additional 14 stalls on the parking lot to the north. The width of parking area and drive aisles prevents a five foot setback from being met on the west and east sides without reducing the number of parking stalls. Therefore, staff recommends granting the reduced setback on Union Street and on the west side (former Lullabye property side) of the property.

Motion by Mayor Halverson to approve the constrained site exemption to reconstruct the parking lot at 1100 Centerpoint Drive with the following conditions:

1. A five foot landscaped area to the north is established.
2. A three foot separation between the building and parking lot is established.
3. Curbing, wheel stops, or an adequate alternative (as approved by the zoning administrator) must be installed for parking spaces that abut a landscaped area.
4. A landscape plan shall be submitted to be reviewed and approved by staff.
5. The landscaping must have a water source within 100 feet, or be irrigated.
6. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.

seconded by Alderperson Moore. Motion carried 6-0.

6. Amending **Section 23.02(1)(h)** of the Revised Municipal Code of the City of Stevens Point to adopt a newly formatted Traditional Neighborhood Overlay Map; no change to the boundary.

Director Ostrowski stated the map is more detailed, but does not change the boundary.

Motion by Commissioner Haines to approve the amendment to Section 23.02(1)(h) of the Revised Municipal Code of the City of Stevens Point to adopt a newly formatted Traditional Neighborhood Overlay Map with no change to the boundary; seconded by Mayor Halverson. Motion carried 6-0.

7. Allowing staff to approve parking modifications where specific standards exist within the zoning code. **This item is for discussion purposes only.**

Director Ostrowski explained when we presented the amendment for the parking requirements there was a proposal that would allow staff to allow exemptions where clear standards in the zoning code were met. Examples being constrained sites, allowing modifications for curbing or wheel stops, or tree preservation. At that time, there was an amendment made to bring everything back before plan commission and common council for review and approval. In working with owners, developers, paving companies, there have been a number of requests for constrained site exemptions, which could require up to almost a two month delay in a project. Given that the asphalt paving season is so short, a two month delay can cause a burden on businesses. Therefore, he is requesting that staff be able to have the ability to approve modifications when they meet certain standards within the zoning code.

Mayor Halverson stated he is in support of this and to streamline the process would be good. Commissioner Haines clarified as long as it still meets the standards of the code and uses the least aggressive exemption. She is fine with the existing staff, but worries if new staff would be enforcing the regulations. She would be more comfortable with more specific language.

Director Ostrowski stated prior to the amendment to the ordinance, the plan commission could issue the exemption for whatever reason. Now the ordinance has very specific reasons for exemptions but there has to be plan and common council approval which holds them up for a period of time, as well as charging them \$150 to go before the plan commission.

Aldersperson Moore stated he does not object to the amendment if it would make it easier for people to do business in Stevens Point, but does want input from the community, being the paving companies and businesses.

Mayor Halverson stated as long as it is set clear enough that there are requirements, there is modeled flexibility for staff to look at them, the quicker we can approve them the better.

Director Ostrowski concluded that he will draft an ordinance amendment and get comments from businesses and pavement companies for next month's plan commission meeting.

8. Creation of an ordinance to regulate recreational/accessory vehicle parking and storage within residential zoning districts. ***This item is for discussion purposes only.***

Director Ostrowski stated there was a request by an alderperson, that we take a look at creating an ordinance that would regulate accessory or recreational vehicles, trailers, and boats on residential lots. A number of ordinances have been researched, but before drafting an ordinance, he would like to see direction given by the plan commission, as there are a number of elements that could be included. For example there are several ways and things that can be regulated such as, types of vehicles, parking setbacks, number of vehicles, and screening. There are clearly some properties that have more than the average number of these vehicles; however, the majority of the properties in the city are fine.

Commissioner Patton stated when he reviewed the examples he stated it would be nice to have pictures of properties that are really offending, and some that are doing it right and would conform to the ordinance.

Director Ostrowski replied stating there are a number of different examples of ordinances with some more extreme than others. Mayor Halverson added he does like the ordinance from Bloomington, MN which provides a visual for the property owners. Although he does not want to pursue this, but if the plan commission and council want to pursue this, he hopes it is extremely clear and specific.

Commissioner Haines asked for clarification that the City's only current ordinance regarding the subject is within the staff report to which Director Ostrowski stated correct.

Aldersperson Moore indicated that he has not received many of these types of complaints.

Commissioner Curless listed a few examples of violations and feels there should be some form of regulation, even if it is just no front yard parking.

Commissioner Haines stated she thought parking on grass is prohibited, to which Director Ostrowski explained you can park an unlicensed un-motorized vehicle on the grass. Commissioner Curless feels all the trailers and vehicles should be no further in front of the house than the side-yard.

Commissioner Haines clarified mainly we are talking about un-motorized like a trailer or camper. Director Ostrowski replied stating you can make this as broad or as narrow as you want.

Mayor Halverson added that where you park the un-motorized vehicle such as a true front yard setback on a non-impervious surface is an issue. The real discussion is about how many and where they can park. Limiting the numbers on a property regardless of where, is a concern, and how we regulate where the parking occurs is a different concern.

Director Ostrowski pointed out that what is visible from the street can be an issue. Director Ostrowski then added that an ordinance can be drafted and photos of examples provided to be brought back to the commission for review.

Commissioner Curless suggested that if the setback is equal to the front or behind the house that would be fine. Director Ostrowski suggested that wording can be added that would specify parking equal to the setbacks of the primary structure. Mayor Halverson stated this is quite technical with the types of vehicles and sizes. Director Ostrowski pointed out the information from Bloomington also included a breakout of the vehicles in question by classes and diagrams.

Commissioner Haines stated she does not want to place regulations on the number of vehicles, but to regulate where they can be parked is ok, to which Mayor Halverson and Commissioner Curless agreed.

Aldersperson Phillips stated there are vacant lots in his area that are being used as storage for recreational vehicles and at this time there is nothing that can be done about it. Mayor Halverson agreed that is an issue.

Director Ostrowski stated that with adjacent lots owned by the same owner, we treat those as one zoning lot and that is ok since we cannot force an owner to combine lots. We can also add language to only allow the parking and storage of vehicles that are registered to the owner or tenant of the property.

Commissioner Cooper felt a specific ordinance was extreme, as only a select few properties are causing regulation for the whole city.

Commissioner Haines pointed out there would need to be special wording for regulating on corner lots.

Mayor Halverson pointed out these examples exist throughout the city and we have to find a middle ground.

9. Rezoning of commercial properties within the vicinity of the intersection of Church Street, Division Street, Madison Street, and Park Street to B-3 Central Business District. ***This item is for discussion purposes only.***

Director Ostrowski stated that staff was asked to compare the B-3 and B-4 districts, which are displayed in a table in the staff report, as well as a map showing the boundary of the area for the proposed rezoning.

Mayor Halverson liked the layout and feels it captures the properties that are business related and would like to proceed with the rezoning of this area. Commissioner Haines stated she is in agreement as well.

Director Ostrowski pointed out that quite a few businesses would be brought into zoning conformity.

Alderson Moore asked if the property and business owners have been notified of rezoning to which Director Ostrowski stated no. The next step of the process would be to notify and work with them to gain their comments. Director Ostrowski stated he will begin contacting the owners to receive feedback.

Mayor Halverson added he approved of the visual map and feels it covers the area that is in question.

Alderson Moore asked if there was a reason for including the train park to which Director Ostrowski stated he used the railroad tracks as a natural boundary.

10. Adjourn.

Meeting Adjourned at 6:33pm.

RESOLUTION

[1709 MAIN STREET – REDUCED SETBACKS FOR GARAGE]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **1709 Main Street (Parcel ID 2408-32-1036-07)**, described as LOT 1 CSM#9969-43-149 BNG THE W 45' OF LOT 9 BLK 15 SMITH BRIGGS & PHILLIPS ADD WITH PERPETUAL RIGHT TO USE DRVWY JOINTLY BNG PRT NENE S32 T24 R8 783046, City of Stevens Point, Portage County, Wisconsin, hereby be granted a Conditional Use Permit for the purposes of constructing a garage using the "R-TND" Traditional Neighborhood Development Overlay District minimum setback requirements, with the following conditions:

1. The garage shall not exceed 484 square feet in area.
2. The minimum side and rear yard setbacks shall be one (1) foot.
3. All necessary building permits shall be obtained for the proposed work.
4. The applicant shall not widen the curb cut and driveway within the public right-of-way without the approval of all applicable departments. Driveway requirements shall apply.
5. Gutters shall be installed on the entire garage and directed appropriately to prevent drainage onto adjacent properties.
6. The materials of the new garage shall be compatible, to the greatest extent possible with the materials on the main home.
7. All other applicable ordinance requirements shall be met.
8. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.

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

Approved: _____
Andrew J. Halverson, Mayor

Attest: _____
John Moe, City Clerk

Dated: July 21, 2014
Adopted: July 21, 2014

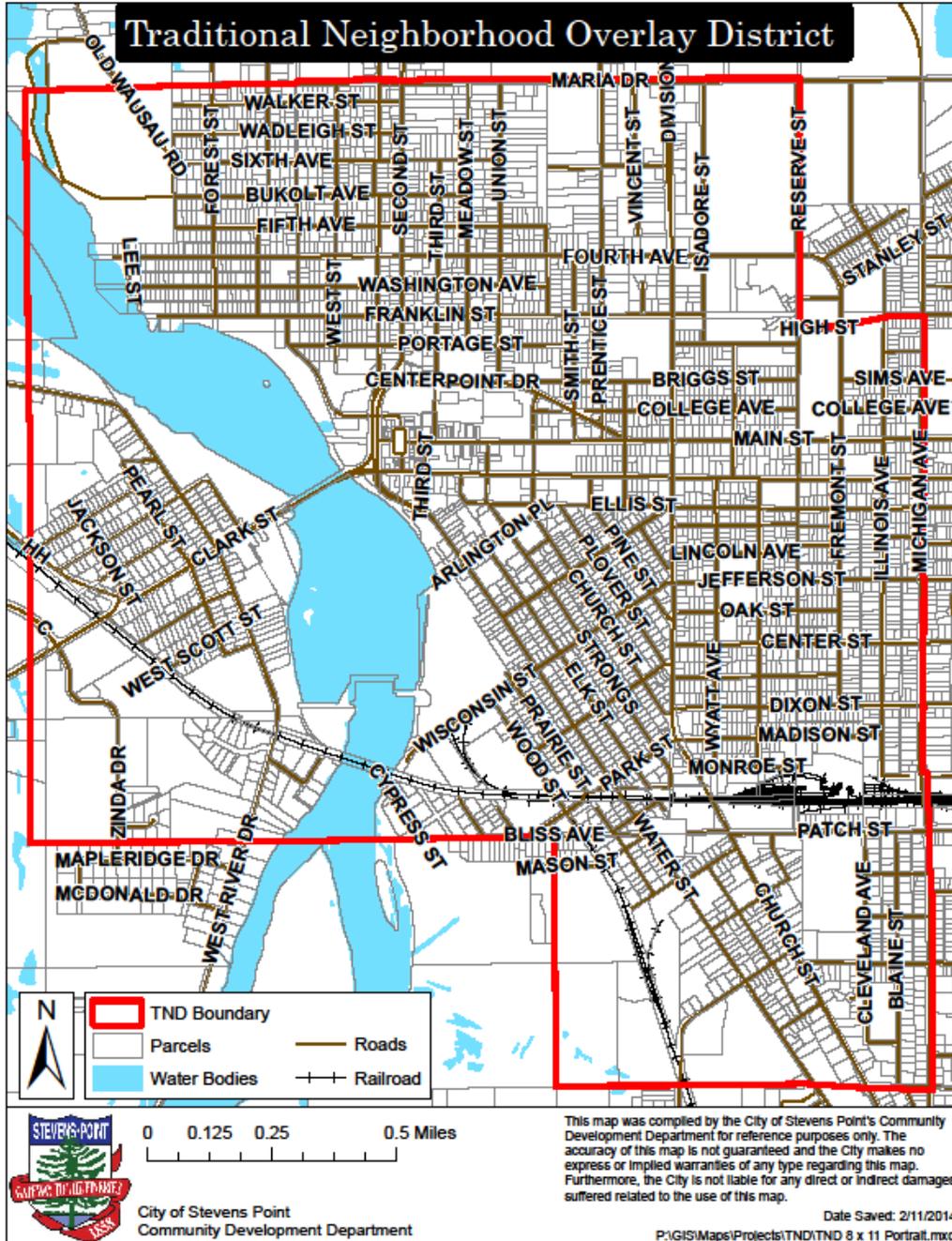
Drafted by: Michael Ostrowski
Return to: City Clerk

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

[ZONING CODE – TRADITIONAL NEIGHBORHOOD OVERLAY MAP]

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

SECTION I: That the map within Section 23.02(1)(h) of the Revised Municipal Code of the City of Stevens Point, "R-TND" Traditional Neighborhood Development Overlay District, be replaced with the following map:



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

Approved: _____
Andrew J. Halverson, Mayor

Attest: _____
John Moe, City Clerk

Dated: July 21, 2014
Adopted: July 21, 2014
Published: July 21, 2014

**FINANCE COMMITTEE
JULY 14, 2014 AT 6:00 P.M.
LINCOLN CENTER – 1519 WATER STREET**

PRESENT: Alderpersons Patton, R. Stroik, Slowinski, O’Meara and Phillips

ALSO

PRESENT: Mayor Halverson; City Attorney Beveridge; C/T Ladick; Ald. Moore, Trzebiatowski, Suomi, M. Stroik, Doxtator; Directors Lemke, Ostrowski, Schrader, Schatschneider; Asst. Police Chief Zenner; Interim Fire Chief Finn; Human Resource Manager Jakusz; Finance Manager Freeberg; Kelley Pazdernik; Tricia Church; Steve Shepro; Carla Gogin; Jodi Dobson; Cathy Dugan; Brandi Makuski; Nate Enwald; Larry Lee; Barb Jacob

ITEM #1 – PRESENTATION OF 2013 AUDIT REPORT BY BAKER TILLY.

Carla Gogin and Jodi Dobson gave a presentation of the 2013 City and Utility Audit. The presentation is attached.

ITEM #2 – AUTHORIZATION TO ENTER INTO AGREEMENT WITH MINISTRY MEDICAL GROUP OCCUPATIONAL MEDICINE.

C/T Ladick stated this is a renewal of an on-going contract.

Ald. Slowinski questioned if we have ever went out for bids on this.

Human Resource Manager Jakusz replied that this is a unique contract because of the number of operators we have with CDL’s, we have to have a facility that can perform the random tests, post accident, etc., 24 hours a day, 7 days a week. We did use a different vendor for Health Risk Assessments about 4 years ago through an initial RFP process, but we were not satisfied with the results. We decided to use a local vendor as we have been utilizing them for both the random testing for the CDL drivers and the testing policies we have in place for the Police and Fire Departments. We expanded that relationship and started using them for our Health Risk Assessments about 3 years ago and they have been doing the flu vaccination workshops for us for many years. She stated that using an out of the area vendor does not work with the schedules we need for the assessments and flu vaccines. They are the only vendor in the area that offers this sort of a Wellness program. The wellness and the health risk assessments are now linked together for us, which is a plus. She recommends approving the agreement.

Motion made by Ald. O’Meara, seconded by Ald. Slowinski to authorize the City to enter into an agreement with Ministry Occupational Medicine.

Ayes: All Nays: None Motion carried.

ITEM #3 – APPROVAL OF PROPOSAL FROM STEVE SHEPRO, FORWARD APPRAISAL, FOR REVALUATION SERVICES.

Ald. Patton stated this was approved when we went out for bids for appraisal services. We currently have \$66,000 to start the process.

Motion made by Ald. O’Meara, seconded by Ald. Phillips to approve the proposal from Steve Shepro of Forward Appraisal for revaluation services.

Ayes: All Nays: None Motion carried.

ITEM #4 – APPROVAL OF PAYMENT OF CLAIMS.

Ald. Slowinski questioned the \$1,010.25 charge for the Police Department from the US Cellular bill, stating it seems larger than normal.

C/T Ladick stated there was an issue with a single phone having over 1,800 text messages in one month, causing that one phone to have a charge of over \$200 for the month. He stated it is being looked into to make sure they are all work related charges.

Motion made by Ald. O’Meara, seconded by Ald. Slowinski to approve the payment of claims in the amount of \$3,802,742.46.

Adjournment at 6:41 p.m.



Candor. Insight. Results.

**CITY OF STEVENS POINT
REPORT TO THE CITY COUNCIL**

July 14, 2014

Presented By:

**Baker Tilly Virchow Krause, LLP
Ten Terrace Court
P.O. Box 7398
Madison, WI 53707
(800) 362-7301**

**Carla A. Gogin, CPA, Partner
Jodi Dobson, CPA, Partner**

CITY OF STEVENS POINT
2013 FINANCIAL STATEMENT HIGHLIGHTS

GENERAL FUND - NET CHANGE IN FUND BALANCE

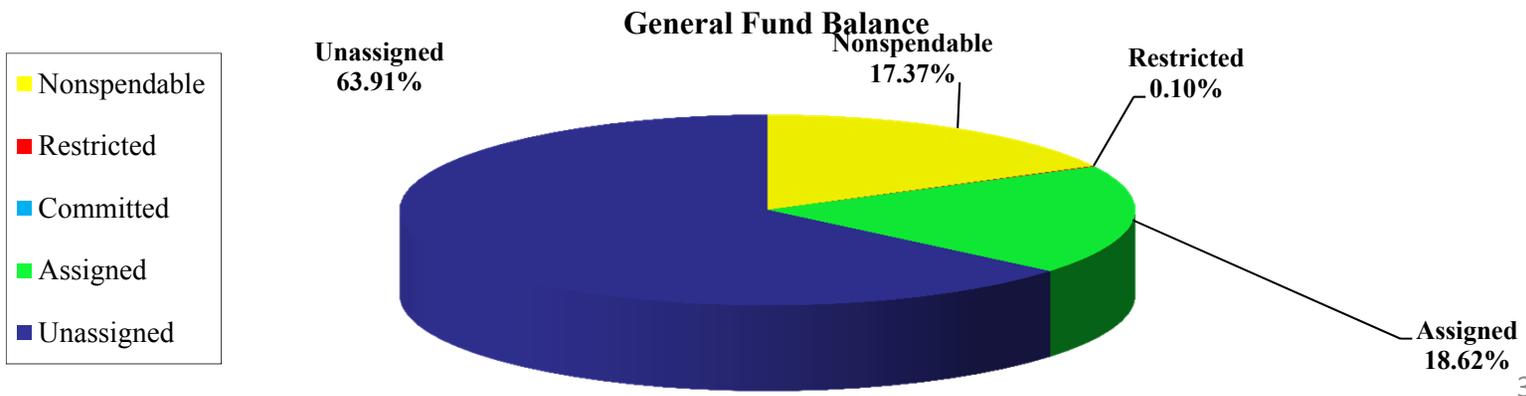
	<u>2013</u>		Favorable
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Total Revenues	\$ 21,500,733	\$ 20,857,729	
Other Financing Sources	1,306,530	1,098,868	
Less: Expenditures	(21,140,257)	(21,544,259)	
Less: Other Financing Uses	<u>(505,000)</u>	<u>(205,000)</u>	
Net Change in Fund Balance	1,162,006	207,338	
Fund Balance Beg. of Year	<u>15,912,881</u>	<u>15,912,881</u>	
Fund Balance End of Year	<u>\$ 17,074,887</u>	<u>\$ 16,120,219</u>	\$ 954,668

CITY OF STEVENS POINT

2013 FINANCIAL STATEMENT HIGHLIGHTS

DETAILS OF GENERAL FUND BALANCE

<u>Nonspendable</u>	<u>2013</u>
<i>includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.</i>	\$2,966,409
<u>Restricted</u>	
<i>includes fund balance amounts that can be spent only for the specific purposes stipulated by an external source.</i>	15,980
<u>Committed</u>	
<i>includes fund balance amounts constrained for specific purposes that are internally imposed by government through formal action of the governing body.</i>	-
<u>Assigned</u>	
<i>includes spendable fund balance amounts that are intended to be used for specific purposes that are not considered restricted or committed.</i>	3,179,504
<u>Unassigned</u>	
<i>includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories.</i>	10,912,994
Total General Fund Balance	<u><u>\$ 17,074,887</u></u>



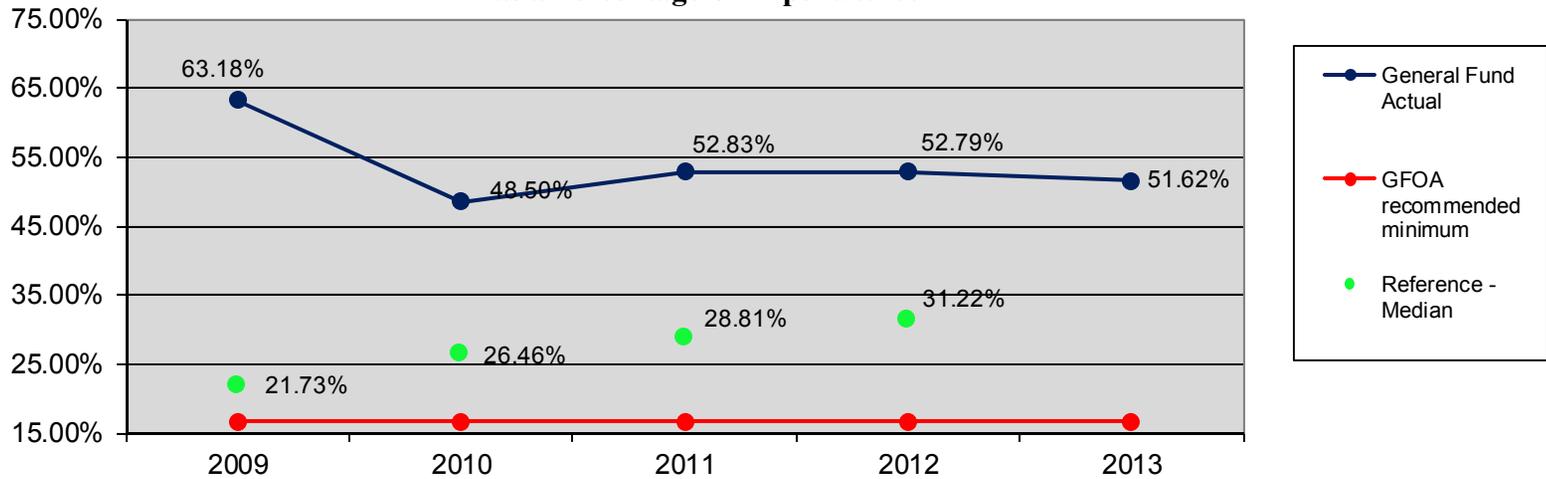
CITY OF STEVENS POINT

2013 FINANCIAL STATEMENT HIGHLIGHTS

ANALYSIS OF GENERAL FUND BALANCE

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Undesignated Fund Balance	\$ 13,074,296	\$ 10,677,575	\$ -	\$ -	\$ -
Unassigned Fund Balance	-	-	11,676,027	11,126,592	10,912,994
GF Expenditures	20,693,795	22,015,615	22,102,952	21,076,590	21,140,257
% of expenditures	63.18%	48.50%	52.83%	52.79%	51.62%

**Unreserved or Unrestricted General Fund Balance
as a Percentage of Expenditures**



GFOA recommended range for % of expenditures: no less than 2 months of regular GF operating expenditures
 Acceptable range per city policy: 4-6 months of the following year's budgeted general fund expenditures

Reference values for the population range: 17,500 to 30,000 generated from 2009-2012 Baker Tilly municipal client data for Wisconsin.

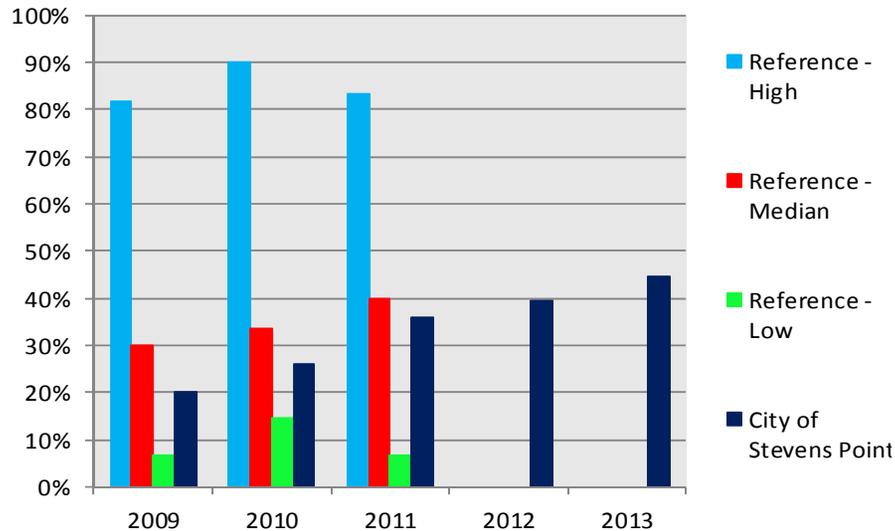
CITY OF STEVENS POINT

2013 FINANCIAL STATEMENT HIGHLIGHTS

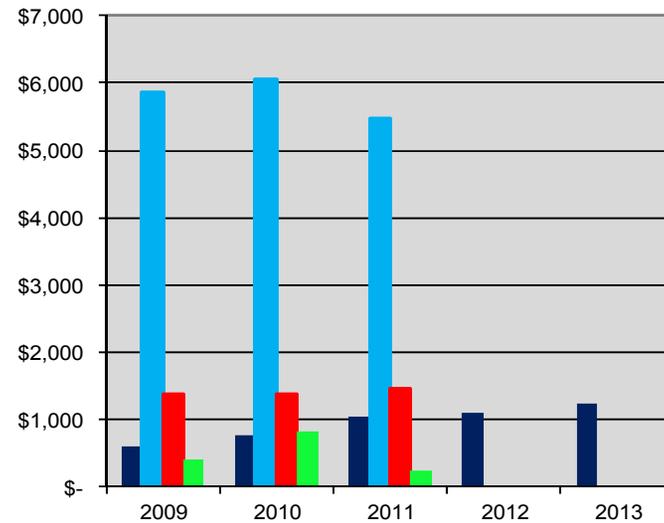
GENERAL OBLIGATION DEBT OUTSTANDING

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>Total General Obligation (G.O.) Debt (net)</u>					
City	\$ 20,602,919	\$ 21,397,170	\$ 28,446,246	\$ 28,982,272	\$ 33,530,027
Utilities	837,654	1,205,279	1,155,744	1,996,814	1,908,187
Subtotal	21,440,573	22,602,449	29,601,990	30,979,086	35,438,214
Less: Fund equity available for debt	(5,341,007)	(1,909,469)	(1,696,111)	(1,549,343)	(1,535,429)
TOTAL	\$ 16,099,566	\$ 20,692,980	\$ 27,905,879	\$ 29,429,743	\$ 33,902,785
Population	26,717	26,717	26,717	26,717	27,160
G.O. Debt Capacity	\$ 80,127,655	\$ 78,834,410	\$ 77,426,855	\$ 74,429,455	\$ 76,148,020
G.O. debt per capita	\$ 603	\$ 775	\$ 1,044	\$ 1,102	\$ 1,248
% of debt limit	20%	26%	36%	40%	45%

Percentage of Debt Limit



G.O. Debt Outstanding - Per Capita



2009-2012 Reference values for the population range: 17,500 to 30,000 taken from *MunicipalFacts12* publication by the Wisconsin Taxpayers Alliance, 2013.

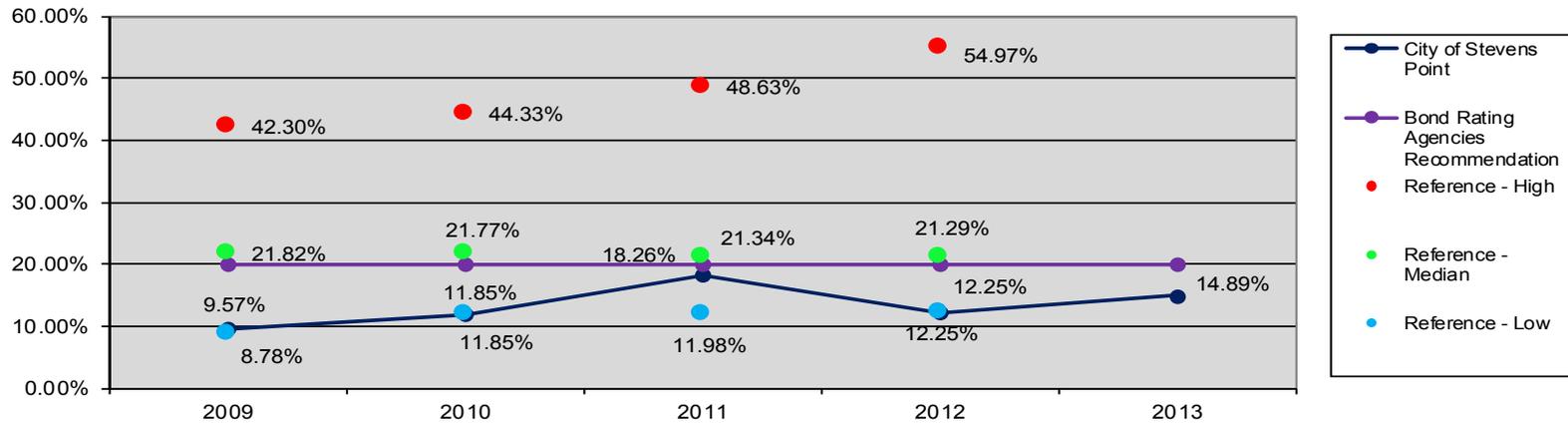
CITY OF STEVENS POINT

2013 FINANCIAL STATEMENT HIGHLIGHTS

ANALYSIS OF DEBT SERVICE - GOVERNMENTAL FUNDS

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>Total Debt Service</u>					
Principal	\$ 1,765,214	\$ 2,205,749	\$ 5,100,924	\$ 2,771,974	\$ 3,272,245
Interest	<u>589,556</u>	<u>903,708</u>	<u>849,795</u>	<u>1,039,973</u>	<u>1,039,205</u>
TOTAL	<u>\$ 2,354,770</u>	<u>\$ 3,109,457</u>	<u>\$ 5,950,719</u>	<u>\$ 3,811,947</u>	<u>\$ 4,311,450</u>
<u>Total Non-Capital Expenditures</u>					
Total governmental funds expenditures	\$ 31,124,793	\$ 31,550,164	\$ 35,316,197	\$ 35,458,322	\$ 33,884,974
Less: capital outlay	<u>(6,520,711)</u>	<u>(5,303,013)</u>	<u>(2,726,417)</u>	<u>(4,341,670)</u>	<u>(4,931,942)</u>
TOTAL NON-CAPITAL EXPENDITURES	<u>\$ 24,604,082</u>	<u>\$ 26,247,151</u>	<u>\$ 32,589,780</u>	<u>\$ 31,116,652</u>	<u>\$ 28,953,032</u>
% of debt service to non-capital expenditures	9.57%	11.85%	18.26%	12.25%	14.89%

Debt Service to Non-Capital Expenditures



	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Bond rating agencies recommended %	20.00%	20.00%	20.00%	20.00%
High - Reference:	42.30%	44.33%	48.63%	54.97%
Median - Reference:	21.82%	21.77%	21.34%	21.29%
Low - Reference:	8.78%	11.85%	11.98%	12.25%

Reference values for the population range: 17,500 to 30,000 generated from 2009-2012 Baker Tilly municipal client data for Wisconsin.

CITY OF STEVENS POINT

2013 FINANCIAL STATEMENT HIGHLIGHTS

HISTORICAL SUMMARY OF TAX INCREMENTAL FINANCING DISTRICTS FROM DATE OF CREATION THROUGH DECEMBER 31, 2013

	TIF District No. 5	%	TIF District No. 6	%
<u>Sources of funds</u>				
Tax increments	\$ 1,725,281	96%	\$ 290,015	3%
Exempt computer aid	71,649	4%	210,640	2%
Intergovernmental	-	0%	34,500	0%
Investment income and miscellaneous	4	0%	28,314	0%
Transfer In	-	0%	3,000	0%
Premium on bonds	-	0%	13,521	0%
Long-term debt issued	-	0%	10,944,945	95%
	<u>\$ 1,796,934</u>		<u>\$ 11,524,935</u>	
TOTAL	\$ 1,796,934	100%	\$ 11,524,935	100%
<u>Uses of Funds</u>				
Capital expenditures	1,763,490	98%	10,516,437	81%
Administration	41,333	2%	133,965	1%
Discount on long-term debt	-	0%	47,720	0%
Transfer Out	-	0%	-	0%
Debt issuance costs	-	0%	75,344	1%
Interest on debt	-	0%	880,940	7%
Principal on long-term debt	-	0%	1,287,667	10%
	<u>\$ 1,804,823</u>		<u>\$ 12,942,073</u>	
TOTAL	\$ 1,804,823	100%	\$ 12,942,073	100%
TIF Fund Balance (deficit) - December 31, 2013	\$ (7,889)		\$ (1,417,138)	
<u>Calculation of Net Cost Recoverable through TIF Increments</u>				
General obligation debt outstanding	\$ -		\$ 9,657,278	
Less TIF Fund Balance / Add Fund Balance deficit - December 31, 2013	7,889		1,417,138	
	<u>\$ 7,889</u>		<u>\$ 11,074,416</u>	
Net cost recoverable through TIF increments - December 31, 2013	\$ 7,889		\$ 11,074,416	
Creation date:	May 16, 2005		May 15, 2006	
Last date to incur project costs:	May 16, 2027		May 15, 2028	
Last year to collect increment:	2033		2033	

	<u>TIF District No. 7</u>	<u>%</u>	<u>TIF District No. 8</u>	<u>%</u>	<u>TIF District No. 9</u>	<u>%</u>
Sources of funds						
Tax increments	\$ 2,140,457	31%	\$ -	0%	\$ -	0%
Exempt computer aid	134,635	2%	41,816	100%	-	0%
Intergovernmental	-	0%	-	0%	-	0%
Investment income and miscellaneous	13,838	0%	9	0%	30	0%
Transfer In	-	0%	-	0%	-	0%
Premium on bonds	-	0%	-	0%	34,830	1%
Long-term debt issued	<u>4,690,000</u>	<u>67%</u>	<u>-</u>	<u>0%</u>	<u>2,350,000</u>	<u>99%</u>
TOTAL	<u>\$ 6,978,930</u>	<u>100%</u>	<u>\$ 41,825</u>	<u>100%</u>	<u>\$ 2,384,860</u>	<u>100%</u>

Uses of Funds						
Capital expenditures	4,909,994	73%	431,105	99%	2,349,850	98%
Administration	66,155	1%	4,175	1%	-	0%
Discount on long-term debt	-	0%	-	0%	-	0%
Transfer Out	3,000	0%	-	0%	-	0%
Debt issuance costs	85,954	1%	-	0%	58,786	2%
Interest on debt	889,326	13%	-	0%	-	0%
Principal on long-term debt	<u>765,000</u>	<u>11%</u>	<u>-</u>	<u>0%</u>	<u>-</u>	<u>0%</u>
TOTAL	<u>\$ 6,719,429</u>	<u>100%</u>	<u>\$ 435,280</u>	<u>100%</u>	<u>\$ 2,408,636</u>	<u>100%</u>

TIF Fund Balance (deficit) - December 31, 2013 \$ 259,501 \$ (393,455) \$ (23,776)

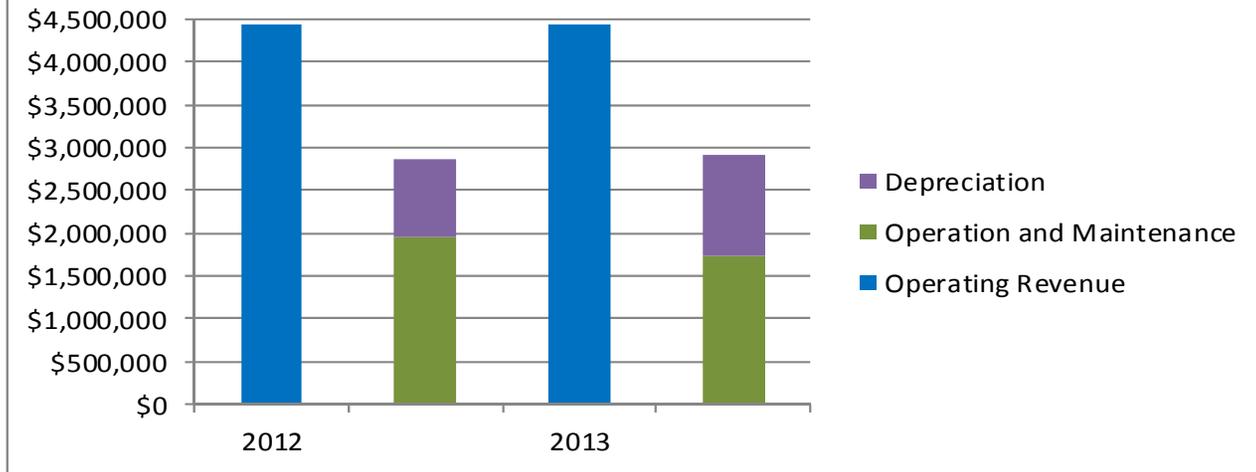
Calculation of Net Cost Recoverable through TIF Increments

General obligation debt outstanding	\$ 3,925,000	\$ -	\$ 2,350,000
Less TIF Fund Balance / Add Fund Balance deficit - December 31, 2013	<u>(259,501)</u>	<u>393,455</u>	<u>23,776</u>

Net cost recoverable through TIF increments - December 31, 2013 \$ 3,665,499 \$ 393,455 \$ 2,373,776

Creation date:	April 30, 2008	May 17, 2010	January 1, 2013
Last date to incur project costs:	April 30, 2023	May 15, 2032	May 20, 2028
Last year to collect increment:	2028	2037	2033

Comparison of Water Revenues and Expenses

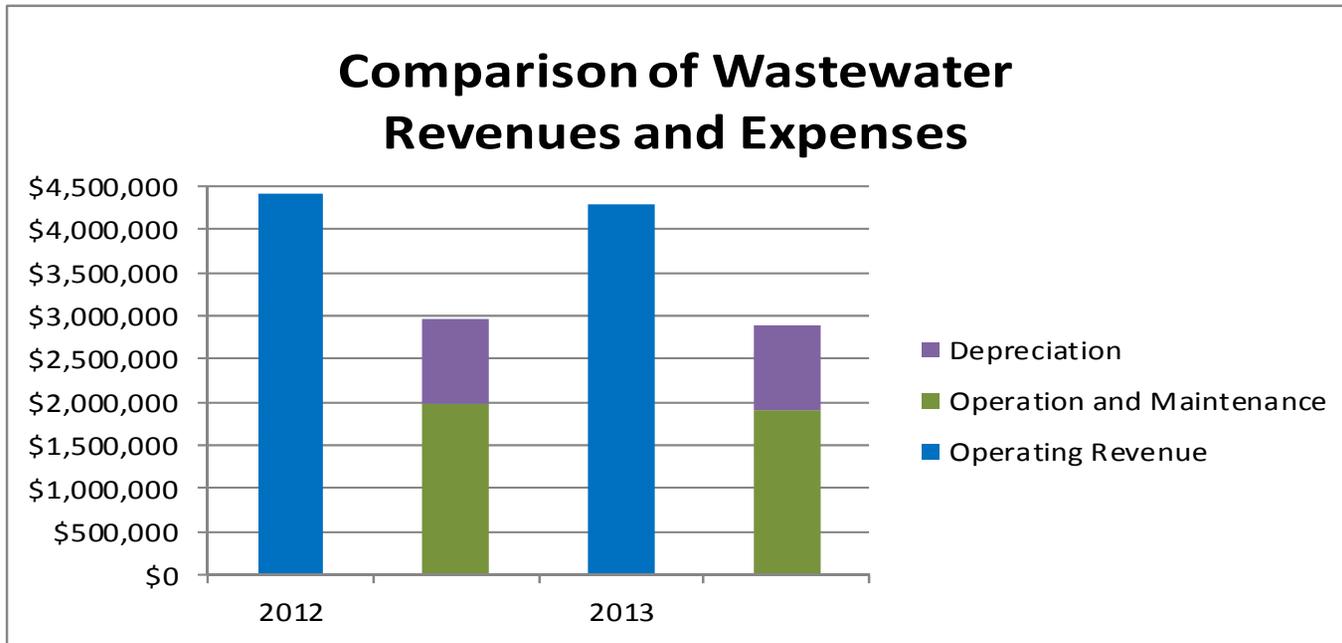


	Restated 2012	2013
Operating Revenues	\$4,432,145	\$4,438,817
Operating Expenses		
Operation and maintenance	1,960,962	1,727,011
Depreciation	892,629	1,183,280
Total	<u>\$2,853,591</u>	<u>\$2,910,291</u>
Operating Income	<u>\$1,578,554</u>	<u>\$1,528,526</u>

What it means...

Water revenues remained consistent in 2013 compared to 2012 due to a full year of new water rates being in effect (current rates approved effect May 1, 2012) partially offset by a decrease in usage. Operation and maintenance costs decreased due to decreases in maintenance related items and depreciation increased due to Well #11 being in service for a full year.

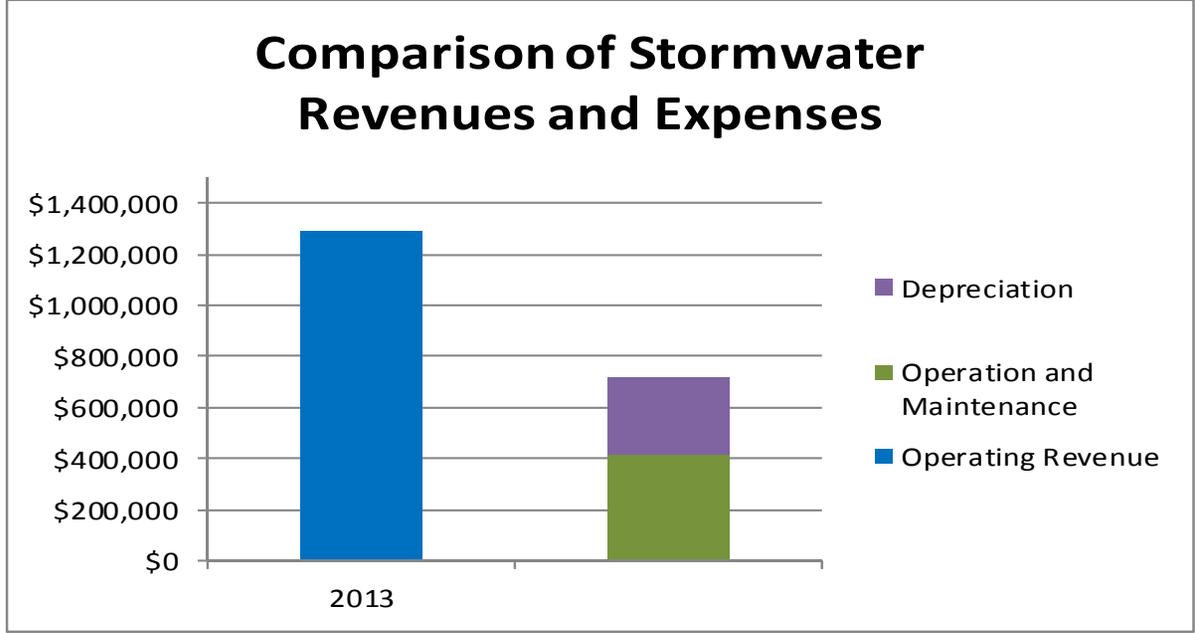
Comparison of Wastewater Revenues and Expenses



	Restated 2012	2013
Operating Revenues	\$4,417,317	\$4,288,580
Operating Expenses		
Operation and maintenance	1,975,403	1,900,651
Depreciation	976,501	980,841
Total	<u>\$2,951,904</u>	<u>\$2,881,492</u>
Operating Income	<u>\$1,465,413</u>	<u>\$1,407,088</u>

What it means...

Operating revenues decreased due to a decrease in consumption. Sewer rates were last changed April 1, 2010.¹⁰

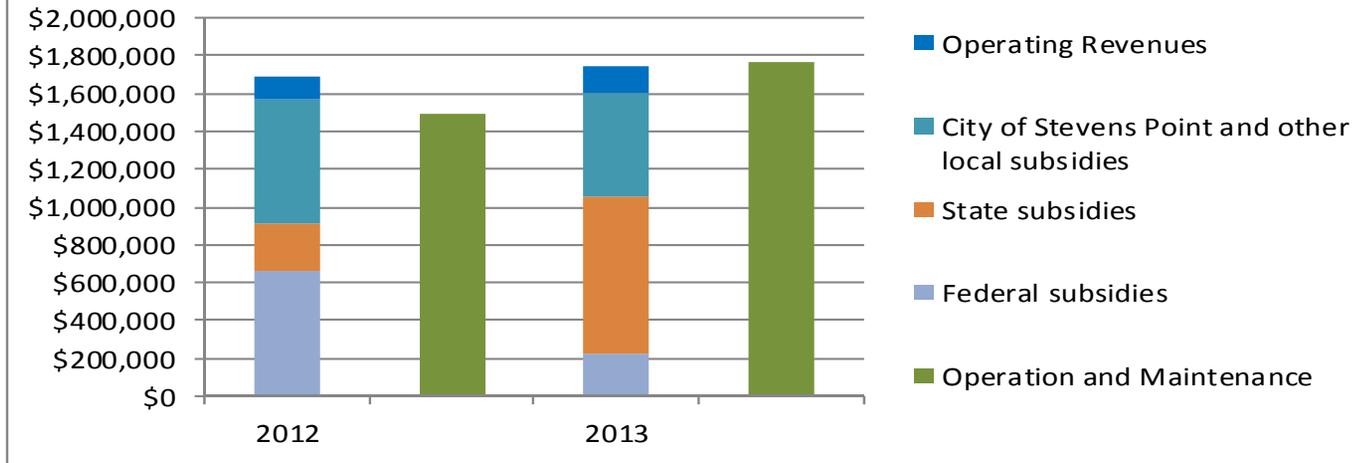


	<u>2013</u>
Operating Revenues	\$1,291,404
Operating Expenses	
Operation and maintenance	411,916
Depreciation	303,651
Total	<u>\$ 715,567</u>
Operating Income	<u><u>\$ 575,837</u></u>

What it means...

The stormwater utility was established in 2013. The rates charged generated sufficient operating revenues to recover the operating expenses incurred.

Comparison of Transit Revenues and Expenses

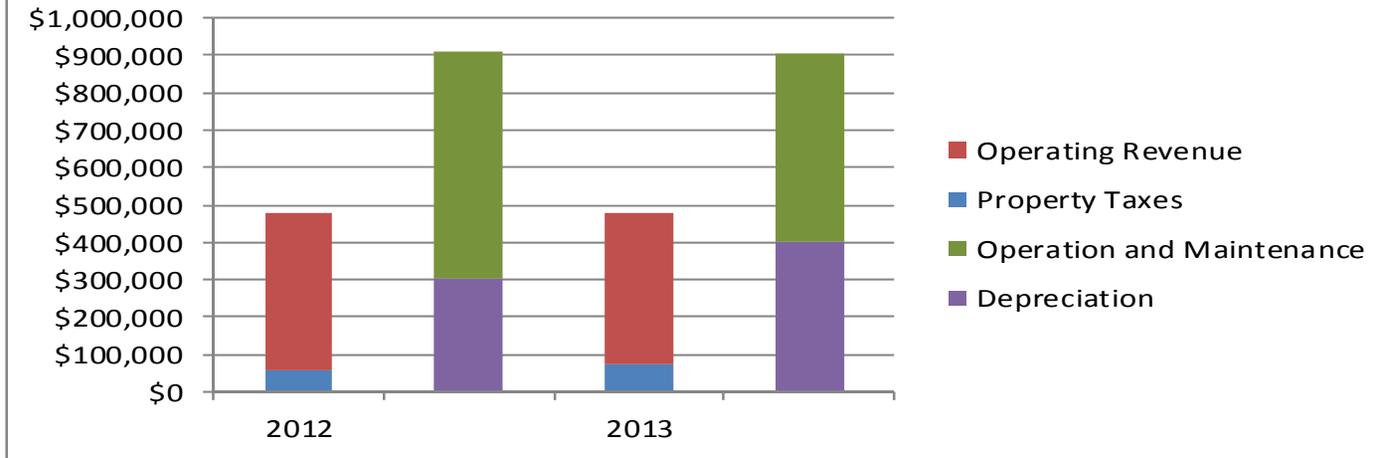


	2012	2013
Operating Revenues	\$ 110,601	\$ 144,578
City of Stevens Point and other local subsidies	664,463	543,165
State subsidies	245,885	829,618
Federal subsidies	661,719	228,684
Total	\$ 1,682,668	\$ 1,746,045
Operation and maintenance	\$ 1,492,066	\$ 1,759,667
Net Result of Operations	\$ 190,602	\$ (13,622)

What it means...

This excludes depreciation, capital contributions and debt service.

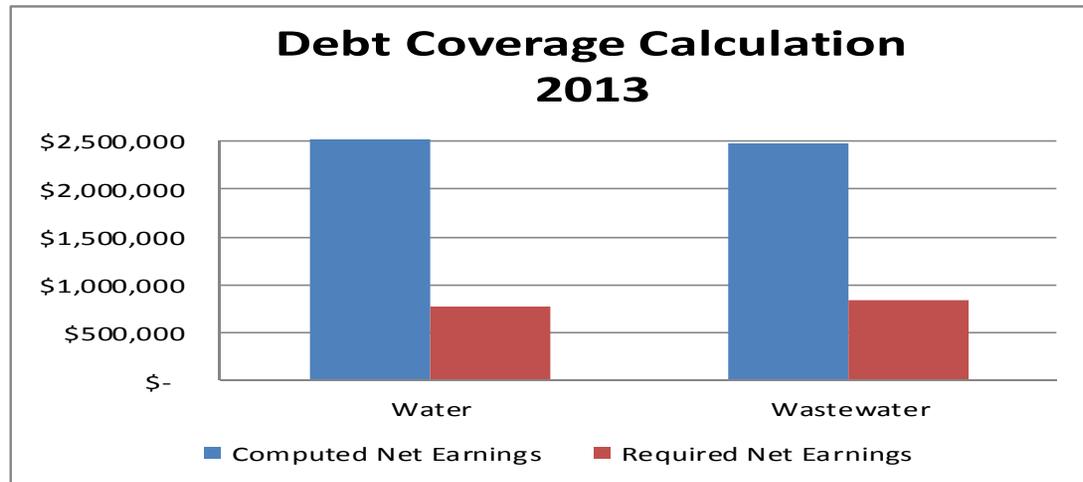
Comparison of Airport Revenues and Expenses



	2012	2013
Operating Revenues	\$ 419,467	\$ 405,731
Property Taxes	57,783	74,631
Total	\$ 477,250	\$ 480,362
Operating Expenses		
Operation and maintenance	604,610	499,189
Depreciation	305,176	404,115
Total	\$ 909,786	\$ 903,304
Net Result of Operations	\$ (432,536)	\$ (422,942)

What it means...

The results of operations are relatively close to a break-even excluding depreciation, which is a non-cash item.¹³

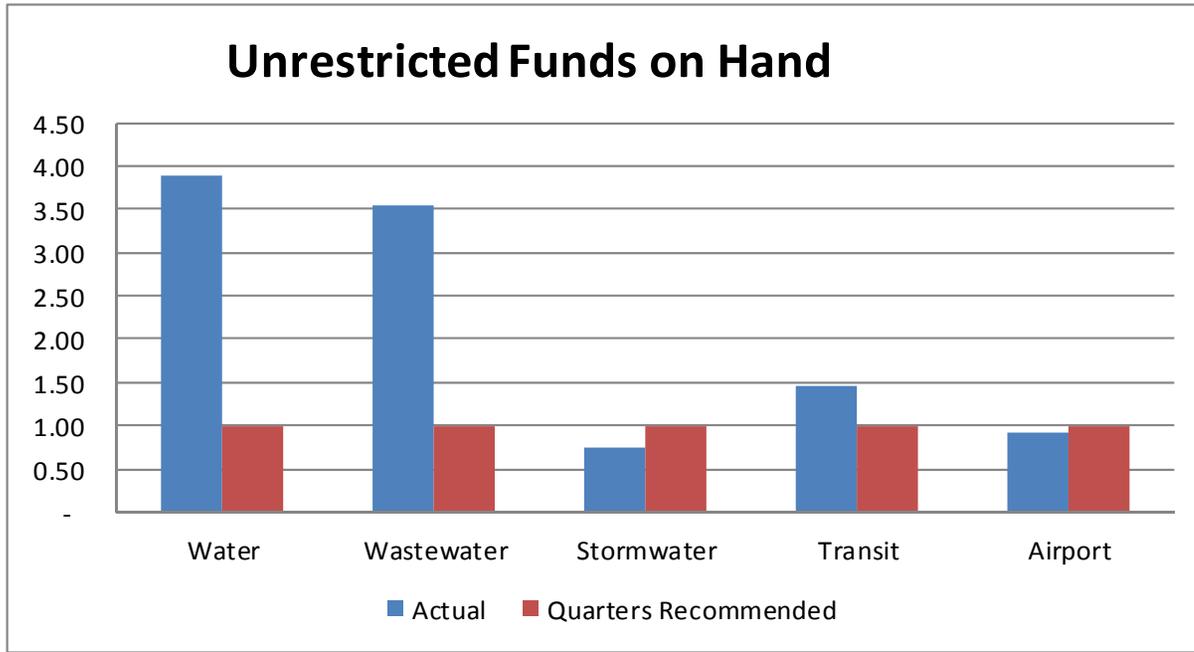


	Water	Wastewater
Operating Revenues	\$ 4,438,817	\$ 4,288,580
Investment Income	6,065	8,502
Miscellaneous non-operating income (expense)	545	78,368
Less: O & M Expenses	<u>(1,727,011)</u>	<u>(1,900,651)</u>
Computed Net Earnings	<u>\$ 2,718,416</u>	<u>\$ 2,474,799</u>
Highest Annual Debt Service	706,988	667,515
Coverage Factor	<u>1.10</u>	<u>1.25</u>
Required Net Earnings	<u>\$ 777,687</u>	<u>\$ 834,394</u>
Difference	<u>\$ 1,940,729</u>	<u>\$ 1,640,404</u>
Coverage	<u>3.85</u>	<u>3.71</u>

What it means....

The water department bond resolution requires that earnings from the system be greater than 1.10 times the highest annual debt service.

The wastewater department bond resolutions require that earnings from the system be greater than 1.25 times the revenue bond annual debt service based on the bond year.



	<u>Water</u>	<u>Wastewater</u>	<u>Stormwater</u>	<u>Transit</u>	<u>Airport</u>
Minimum Funding Benchmark 1 Quarter Operations	<u>\$ 1,109,704</u>	<u>\$ 1,069,091</u>	<u>\$ 322,619</u>	<u>\$ 439,917</u>	<u>\$ 124,797</u>
Actual Unrestricted Funds on Hand	<u>\$ 4,323,197</u>	<u>\$ 3,790,585</u>	<u>\$ 238,623</u>	<u>\$ 640,495</u>	<u>\$ 114,284</u>
Quarters Operations on Hand	<u>3.90</u>	<u>3.55</u>	<u>0.74</u>	<u>1.46</u>	<u>0.92</u>

What it means....

An enterprise fund should maintain funds to cover its operations in a normal business operation cycle (i.e. quarterly, monthly) plus a contingency. In addition, an enterprise fund should have available an amount equal to one year's capital improvements. These funding levels facilitate budgeting since there will be less concern for business cycle fluctuations.

**SPECIAL FINANCE COMMITTEE
JULY 7, 2014 AT 6:39 P.M.
LINCOLN CENTER – 1519 WATER STREET**

PRESENT: Alderpersons Patton, Slowinski, O’Meara, Phillips, and R. Stroik
ALSO
PRESENT: C/T Ladick; Mayor Halverson; Clerk Moe, City Attorney Beveridge; Ald.
Trzebiatowski, Suomi, Moore, M. Stroik, Doxtator, Wiza; Fran Berger

ITEM #1 – ADJOURN INTO CLOSED SESSION PERSUANT TO WISCONSIN STATUTES 19.85(1)(g) FOR THE PURPOSE OF CONFERRING WITH LEGAL COUNSEL FOR THE GOVERNMENTAL BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED WITH RESPECT TO TAX ASSESSMENT LITIGATION WITH WALGREENS CORPORATION.

Motion made by Ald. O’Meara, seconded by Ald. Phillips, to adjourn into closed session at 6:41 P.M.

Roll Call: Ayes: Ald. O’Meara, Patton, Phillips, Slowinski, and R. Stroik. Nays: None
Motion Carried.

ITEM #2 – RECONVENE INTO OPEN SESSION

Motion made by Ald. O’Meara, seconded by Ald. Slowinski, to reconvene into open session at 6:56 P.M.

Roll Call: Ayes: Ald. O’Meara, Patton, Phillips, Slowinski, and R. Stroik. Nays: None
Motion Carried.

ITEM #3 – ACCEPTANCE OF THE PROPOSAL FROM REAL ESTATE APPRAISALS, INC. TO PROVIDE APPRAISAL SERVICES RELATED TO TAX ASSESSMENT LITIGATION WITH WALGREENS CORPORATION.

Motion made by Ald. Slowinski, seconded by Ald. O’ Meara, to approve the proposal from Real Estate Appraisals, Inc.

Ayes: All Nays: None Motion Carried

Adjournment at 6:58 p.m.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, July 14, 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(1st), JoAnne Suomi(2nd), Michael O’Meara(3rd), Jeremy Slowinski(6th) and Randal Stroik(9th).

ALSO PRESENT:

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

ALDERPERSONS: Mary Stroik(5th), Roger Trzebiatowski(7th), Michael Phillips(10th) and Jerry Moore(10th).

CITY STAFF MEMBERS: City Attorney A. Logan Beverage, City Clerk John Moe, Administrative Assistant to the Mayor Kelley Pazdernik, Assistant Police Chief Tom Zenner, Interim Fire Chief Bob Finn, Street Superintendent Dennis Laidlaw, and Personnel Manager Lisa Jakusz.

OTHERS PRESENT: Brandi Makuski – Stevens Point City Times, Larry Lee – WSAW, Nate Enwald – P.C. Gazette, Barb Jacob – 1616 Depot Street, Cathy Dugan – 615 Sommers Street, and Bob Fisch – 1033 Smith Street.

Mayor Andrew Halverson called the Board of Public Works meeting to order on July 14, 2014 at 6:44 P.M. The meeting was held at The Lincoln Center at 1519 Water Street in Stevens Point, WI 54481.

- 1. Consideration and possible action to purchase a Toro ProCore 864 Deep Tine Aerator from Reinders, Inc. in the amount of \$25,432.67 for the Parks Department.**

There were no comments or questions regarding this purchase.

Aldersperson Slowinski moved approval; seconded by Aldersperson Doxtator.

Ayes all; nays none; motion carried

- 2. Consideration and possible action to purchase a Jodale Perry Cab and MB 72" Broom from Reinders, Inc. in the place of the approved Cushman for the Parks Department in the amount of \$19,593.00 in lieu of the \$18,995.00 approved for the Cushman.**

Aldersperson O’Meara asked for the difference between the Jodale Perry Cab and the Cushman units. Director Schatschneider explained the money that was initially approved for the Cushman; they want to purchase a Cab and Broom for the Toro riding lawn mower instead because it can be used in the winter months as well for sweeping snow off sidewalks. The Parks Department had originally planned on replacing their Cushman (or motorized golf cart) but has decided they would rather use it for a down payment or trade in next year.

Aldersperson O'Meara moved approval; seconded by Aldersperson Slowinski.

Aldersperson Slowinski asked for clarification that we are not replacing, we are adding pieces to an existing machine so it can be used all year. Director Schatschneider said that is correct.

Ayes all; nays none; motion carried

3. Consideration and possible action to modify temporary parking as requested by Ministry Saint Michael's Hospital.

Director Schatschneider explained that he received an e-mail from St. Michael's Hospital regarding a substantial remodeling project that they have planned. As a result, they would like to modify some of the existing parking arrangements to reduce some congestion as they are doing the construction. Director Schatschneider went on to explain by a printed map on an easel what they are proposing at this time.

Aldersperson O'Meara feels that the requests they are proposing sound reasonable. He also feels that operationally it is a good idea to permanently eliminate the two stalls at the Sims Street entrance that they are requesting.

Aldersperson O'Meara made a motion to authorize the Director of Public Works and Mayor Halverson to negotiate with St. Michael's to come up with a solution that would balance safety for parking in this area; seconded by Aldersperson Slowinski.

Aldersperson Stroik asked if they are asking for permission from us to do what they are proposing or will this be coming back before the board. Aldersperson O'Meara said this is their first proposal. Aldersperson Stroik asked what is not acceptable or what else would need to be negotiated into it.

Mayor Halverson added that the only other flexibility may be that the Director of Public Works and Mayor Halverson be allotted permission as the project progresses to make changes as needed to be handled immediately as long as it does not materially impact the number of available street parking spaces.

Director Schatschneider added that St. Michael's will be reaching out to the people that reside on that block to let them know that they can reach out to them if they have concerns or questions we can address them and work through them as needed.

Aldersperson O'Meara said he feels that we should negotiate with St. Michael's for them to offer to the people that live on that block allowance to use their parking lot during snow emergencies.

Ayes all; nays none; motion carried

4. Consideration and possible action to approve sending request for proposals for a Parking Analysis and Management Plan.

Director Schatschneider explained that we are asking permission to move forward with sending out parking request for proposals so we can get ideas and potential costs from qualified firms.

Aldersperson Suomi is in full support of this so she moved approval of moving forward to get request for proposals for the Parking Analysis and Management Plan. She would also like to have

included a topic of parking permits along with parking meters; seconded by Alderperson O'Meara.

Mayor Halverson asked if within the motion the due date be changed by one month in order for himself and C/T Ladick to work out the 2015 budget. Alderperson Suomi agreed as well as Alderperson O'Meara to change the due date to August 22 instead of September 22, 2014.

Bob Fisch – 1033 Smith Street asked if the request for proposals for Parking Analysis and Management Plan also include language for recommendations for bicycle parking. He feels that our downtown has a severe shortage of bicycle parking and the ones that are down there currently are of substandard quality and does not meet current zoning codes for bicycle parking in new commercial developments.

Cathy Dugan – 615 Sommers Street would like us to work together with Portage County when it comes to the planning process to include new county buildings. She was just at a meeting for Portage County and they had no idea that we were going to be doing a parking analysis.

Mayor Halverson asked if there would be any objection by the board if language relating to bicycle parking was added to the motion. Alderperson Suomi as well and Alderperson O'Meara had no objections.

Ayes all; nays none; motion carried

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

Alderperson O'Meara moved approval; seconded by Alderperson Doxtator.

Alderperson Doxtator asked about the Seawall Project. Director Schatschneider added that he received an e-mail this afternoon from AECOM. The FIRM (the Flood Insurance Rate Map) mapping team is currently applying changes proposed in the LOMR (Letter of Map Revision). Once the changes are applied and FEMA (Federal Emergency Management Agency) issues the LOMR, the new FIRM becomes official and the City may adopt the FIRM for flood insurance purposes.

Mayor Halverson added that every time there is an additional request for information coming from the agency, the 90 day clock is put on permanent pause until such time as the information is provided either by the City, our consultant or by the entity the information is being requested of.

Ayes all; nays none; motion carried

6. ADJOURNMENT: Mayor Andrew Halverson adjourned the July 14, 2014 Board of Public Works Meeting at 7:01 P.M.

**CITY OF STEVENS POINT
PUBLIC PROTECTION COMMITTEE
Monday, July 14, 2014 – 7:04 P.M.
Lincoln Center – 1519 Water Street**

Present: Alderpersons: Slowinski, Trzebiatowski, M. Stroik, Doxtator

Excused: Alderperson Wiza

Also

Present: Mayor Halverson; City Attorney Beveridge; Clerk Moe; Comptroller/Treasurer Ladick; Alderpersons Suomi, O'Meara, R. Stroik, Phillips and Moore; Directors Schrader, Ostrowski, Lemke and Schatschneider; Interim Chief Finn; Asst. Chief Zenner; Human Resource Manager Jakusz; Asst. to the Mayor Pazdernik; LouAnn Schulfer; Minerva Vargas; Carolyn Faust; Susan Kieliszewski; Daniel Thies; Cathy Dugan; Barb Jacob; Bob Fisch; Nate Enwald – Gazette; Brandi Makuski – City Times; Larry Lee - WSAU

1. License List:

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

Ald. Trzebiatowski **moved**, Ald. Doxtator seconded, approval of 34 new and 121 renewal operator licenses.

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

B. Recommended Rejection – Operator's Licenses.

Minerva Vargas, 1508 West River Drive, said she has been working at the gas station for over a month now and she will lose her job if she does not get her license.

Asst. Chief Zenner said Ms. Vargas received her denial because of a felony conviction and bail jumping charges. He said Ms. Varga's violations occurred 4 ½ years ago and according to the guidelines, the applicant cannot have a felony conviction within the last five years.

Ald. Trzebiatowski asked if the felony charge was alcohol related.

Asst. Chief Zenner replied it was a drug related charge.

Ald. Trzebiatowski **moved**, Ald. M. Stroik seconded, to deny the license.

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

Carolyn Faust, 1301 Sixth Avenue #9, said she was denied renewal of her license because of an OWI charge that she received in November. She stated the OWI was a drug not alcohol related charge. Ms. Faust said she will lose her livelihood if she does not get her operator license.

Asst. Chief Zenner stated Ms. Faust had an OWI arrest in November, 2013 and a possession of THC conviction in February, 2014. He noted both of these violations are within the timeframe established for denial.

Ald. M. Stroik **moved**, Ald. Slowinski seconded, to deny the license.

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

Ald. M. Stroik asked that the appellants be informed of the timeframe to re-apply for a license.

Susan Kieliszewski, 2312 Sims Avenue, said she had an OWI charge almost one year ago; however, she just had her court date at the beginning of this month.

Asst. Chief Zenner stated the offense was July, 2013 and the conviction for that OWI was June 25, 2014.

Ald. Slowinski asked if it is typical for it to be almost one year from the offense to the conviction date.

City Attorney Beveridge said that is not typical but it can take that long.

Ald. Trzebiatowski **moved**, Ald. Doxtator seconded, to deny the license.

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

C. Temporary Class “B” / “Class B” License (Picnic):

- i. **Association of Downtown Businesses, PO Box 586, Stevens Point, for the Corn on the Curb on August 2, 2014 on the Public Square. Licensed operator on the premise: Troy Hojnacki. (Beer only)**
- ii. **Portage County Democratic Party, 2220 Division Street, Stevens Point, for the Portage County Democratic Party Picnic on August 24, 2014 at the Pffner Building. Licensed operator on the premise: Janet Way. (Beer and Wine)**
- iii. **Boy Scout Troop #298, 1417 Main Street, Stevens Point, for the Troop #298 Fundraiser on August 21, 2014 at 1417 Main Street. Licensed operator on the premise: Ronald Toppel Jr. (Beer and Wine)**
- iv. **St. Stanislaus Holy Name Society, 838 Fremont Street, Stevens Point, for the St. Stanislaus Holy Name Steak Feed on August 12, 2014 at Bukolt Park Lodge. Licensed operator on the premise: James Kropidlowski. (Beer only)**
- v. **Stevens Point Area Catholic Schools, 1004 First Street, Stevens Point, for a Bike Tour on July 16, 2014 at Pacelli High School. (Beer only)**

D. “Class B” Combination Beer And Liquor License – Heritage Pub LLC for Heritage Pub, 929 Main Street, Stevens Point, for license period beginning July 22, 2014.

E. Temporary Extension of Licensed Premise – Big Todd’s Rumble Inn LLC, 1109 Park Street, Stevens Point, at Big Todd’s Rumble Inn, request for temporary extension of licensed premise to include a 30 foot by 35 foot fenced area in the parking lot

adjacent to the south end of the building on Saturday, August 23, 2014 from 9:00 a.m. to 11:00 p.m.

- F. **Change of Agent: Kwik Trip Inc., 1626 Oak Street, La Crosse, WI 54602, Walter R. Sosin III, 141 18th Avenue S, Wisconsin Rapids, WI; agent at Tobacco Outlet Plus 505, Stevens Point, replacing Travis Stanczyk.**
- G. **Taxicab Company License (Renewal): Courtesy Carriers Inc., dba Courtesy Cab, 5622 County Road B, Stevens Point, WI; Kathleen Sankey, owner.**
- H. **Taxicab Drivers.**
- I. **Commercial Animal Establishment (Renewal): The Barking Lot, 3432 Minnesota Avenue, Stevens Point, WI; Pamalla Schneider, 1937 Plover Street, owner.**

Ald. Slowinski asked if the Police Department has any concerns.

Asst. Chief Zenner replied the Police Department does not have any issues.

Ald. Doxtator **moved**, Ald. Trzebiatowski seconded, approval of all items 1C. through 1I.

Ald. M. Stroik asked if there should be a licensed operator for the Stevens Point Area Catholic School event.

Clerk Moe said he will get the name of the individual for the Council meeting.

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

2. Request to Hold Event / Street Closings:

- A. **Association of Downtown Businesses – Corn on the Curb on August 2, 2014, Downtown Square with street closure of portions of Main Street and Second Street.**
- B. **YMCA – Frostbite Road Race and Winter Walk on December 6, 2014 with partial/complete closure of sections of Second Street N and Fourth Avenue.**
- C. **Old Main Neighbor Association – 2014 Block Party on September 7, 2014 with closure of the 1800 block of Briggs Street.**
- D. **Association of Downtown Businesses – Discover Downtown Event (formerly known as Crazy Days) on July 18-19, 2014. Request for closure the Downtown Square and partial closure of Main Street.**

Cindy Nebel of the Old Main Association said they are having their block party the week after school starts to include the students.

Asst. Chief Zenner said the Police Department does not have any issues.

Ald. Doxtator asked if this will be an issue for emergency vehicles.

Asst. Chief Zenner said they can still get through if needed.

Ald. Trzebiatowski asked if the closures are the same as in past years.

Asst. Chief Zenner said they are the same as prior events.

Ald. Trzebiatowski asked if any will require contractual officers.

Asst. Chief Zenner said they will have the Auxiliary involved for Corn on the Curb, Frostbite Race and Discover Downtown.

Ald. Slowinski **moved**, Ald. Doxtator seconded, approval of the requests.

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

3. Request to Raise Chickens – Daniel Thies, 600 Portage Street.

Daniel Thies, 600 Portage Street, said he is requesting to raise six chickens.

Ald. M. Stroik asked how the chickens are kept warm in the winter.

Daniel Thies said the building will be insulated and he will use heating lamps to keep them warm.

Ald. M. Stroik **moved**, Ald. Doxtator seconded, to approve no more than six chickens with no roosters and the completion of the Humane Society inspection.

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

4. Ordinance Amendment – Peace and Offenses – Amend Municipal Court Cash Deposit Process (Sect. 24.27(2) and Exhibit A of Sect. 24.27 of the RMC).

City Attorney Beveridge stated there were a few changes in order to get the ordinance in line with the municipal court. The City Attorney reviewed the changes with the Committee members noting they are basically bookkeeping issues.

Ald. Trzebiatowski asked if the section numbers are accurate.

City Attorney Beveridge replied that he believes the section numbers are accurate.

Ald. Trzebiatowski **moved**, Ald. M. Stroik seconded, to approve.

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

5. Monthly Inspection Report.

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

Cindy Nebel asked if there is a site that shows addresses of violations that were called in by citizens.

Director Ostrowski stated on the City website, there is a link to the Code and Enforcement software that shows detailed information for individual properties for the prior month.

Ald. M. Stroik asked how often it is updated.

Director Ostrowski replied it is updated monthly.

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

6. Adjournment.

Adjournment at 7:31 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 2 of Section 24.27 of the Revised Municipal Code, Authorized Representatives Receiving Cash Deposits, is hereby **amended** to read as follows:

24.27(2) Authorized Representatives Receiving Cash Deposits. The Stevens Point - Plover Municipal Court Clerk and the Stevens Point Chief of Police, and their authorized representatives, shall be authorized to receive cash deposits. The person receiving such deposit shall provide a receipt to the person making such deposit.

SECTION II: That the provisions of Exhibit A to Section 24.27 of the Revised Municipal Code, Schedule of Cash Deposits, which relate to violations of subsection 12.14(1) are hereby **amended** to read as follows:

12.14(1) Underage Alcohol/Drinking Violation;
 Identification Card Violation (Underage Person);
 School-Related Possession of Alcohol Beverage:

<u>Non Tavern-Related</u>	
First offense	50.00
Second offense	80.00
Third offense	120.00
<u>Tavern-Related</u>	
First offense	250.00
Second offense	300.00
Third offense	500.00

12.14(1)	Identification Card Violation (Age 21 yrs or older)	300.00
12.14(1)	No Valid Bartender/Operator's License	40.00
12.14(1)	Failure to Post Alcohol Beverage License	25.00

SECTION III: That Appendix 2 of Exhibit A to Section 24.27 of the Revised Municipal Code, Schedule of Cash Deposits, is hereby **amended** to read as follows:

EXHIBIT A SCHEDULE OF CASH DEPOSITS

Appendix 2 – Surcharges

To the basic deposit amounts in this schedule of cash deposits, there shall be added all applicable costs, suit taxes, assessments, fees, and surcharges which are allowed or mandated by state law. This includes but is not limited to the following sections under the Wisconsin Statutes:

- Municipal court fee – section 814.65(1)
- Other applicable fees – sections 814.65(2) - 814.65(5)
- Applicable surcharges – section 814.81
- Costs (children/juveniles) – sections 48.37 and 938.37

Any future additions and any future amendments, revisions, modifications, or renumbering of the statutes incorporated in this Appendix 2 are intended to be made part of this code in order to ensure that all costs, suit taxes, assessments, fees, and surcharges which are allowed or mandated by state law to be added to the basic deposit amounts in this schedule of cash deposits are added. Also, in addition to any forfeiture assessed or other penalties provided for any violation of any city ordinance, the court may order restitution as provided in sections 66.0113(1)(b)7.e. and 800.093 of the Wisconsin statutes, and in section 24.31 of this code.

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

APPROVED: _____
Andrew Halverson, Mayor

ATTEST: _____
John Moe, City Clerk

Dated: July 9, 2014
Approved: July 21, 2014
Published: July ____, 2014

PERSONNEL COMMITTEE MEETING
Monday, July 14, 2014 – 7:32 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairperson Phillips; Alderpersons Suomi, Moore, Patton

EXCUSED: Alderman Wiza

OTHERS

PRESENT: Mayor Halverson; Attorney Beveridge; Alderpersons Slowinski, Trzebiatowski; Directors Schatschneider, Schrader, Lemke; Mayoral Assistant Pazdernik; Cathy Dugan; Nate Enwald ~ Portage County Gazette; Brandi Makuski ~ SPCT; Larry Lee ~ WSAU; Human Resource Manager Jakusz

Chairman Phillips called the meeting to order.

1. Request to fill vacancy in the Streets Division

Human Resource Manager Jakusz indicated that this position is included in the 2014 budget. Motion by Alderman Moore to approve refilling the vacancy, Alderman Patton seconded. Chairperson Phillips asked if recruitment will be internal. Director Schatschneider replied that it will be both internal and external.

Action on motion: ayes all, nays none. Motion carried.

2. Motion by Alderman Moore, second by Alderman Patton to adjourn into closed session (7:33 p.m.) pursuant to Wisconsin State Statue 19.85(1) (f)[considering medical histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories] to consider a request for leave of absence without pay.

Roll Call: Phillips, Patton, Suomi, Moore.

Ayes all, nays none. Motion Carried.

3. Motion by Alderman Moore, second by Alderperson Suomi to reconvene into open session (7:40 p.m.) for action on the request for leave of absence without pay.

Roll Call: Phillips, Patton, Suomi, Moore.
Ayes all, nays none. Motion Carried.

Motion by Alderman Moore, second by Alderman Patton to approve the leave of absence without pay through next month's Personnel Committee meeting (August 11, 2014).

Action on motion: ayes all, nays none. Motion carried.

4. **Adjournment** ~ 7:42 p.m.

Board of Water and Sewerage Commissioners

Monday, July 14, 2014

12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Eugene Tubbs, Jim Cooper, and Mae Nachman.
ALSO PRESENT: Mayor Halverson, Joel Lemke, Gary Kuplic, Chris LeFebvre, Rob Molski, Mary Klesmith, Jaime Zdroik, City Attorney –Logan Beveridge, Jodi Dobson of Baker Tilly and Angel Gebeau of AECOM.
EXCUSED ABSENCE: Carl Rasmussen

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ADMINISTRATION

1. **Approval of minutes of the May 12, 2014 meeting.**

Motion made by Mae Nachman, seconded by Jim Cooper to approve the minutes of the May 12, 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.

Paul Adamski presented the statement of claims for the Water Utility for June. The balance as of June 1, 2014 was \$4,815,851.71; the bank deposits recorded in June 2104 was \$593,214.25. Checks issued since the May 2014 meeting numbered 48100 through 48184 were in the amount of \$536,400.40. The net balance on hand July 14, 2014 was \$4,872,665.56.

Motion made by Eugene Tubbs, seconded by Mae Nachman to approve the Water Utility claims for the month June 2014 as audited and read.

Ayes all. Nays none. Motion carried.

b. Claims for the Wastewater Department.

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for June. The balance as of June 1, 2014 was \$5,318,269.88; the bank deposits recorded in June 2014 were \$306,297.40. Checks issued since the June 2014 meeting numbered 30366 through 30424 were in the amount of \$255,342.96. The net balance on hand July 14, 2014 was \$5,369,224.32.

Motion made by Jim Cooper, seconded by Eugene Tubbs to approve the Sewage Utility claims for the month of June 2014 as audited and read.

Ayes all. Nays none. Motion carried.

c. Claims for Stormwater Department.

Paul Adamski also presented the statement of claims for the Stormwater Utility for June. The balance as of June 1, 2014 was \$630,532.65. The bank deposits recorded in June 2014 were \$75,056.66. Checks issued since the June 2014 meeting numbered 1173 through 1189 were in the amount of \$75,056.66. The net balance on hand July 14, 2014 was \$668,571.39.

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

Ayes all. Nays none. Motion carried.

d. 2013 Audit Presentation by Baker Tilly.

Jodi Dobson of Baker Tilly presented the audits for the Water, Sewer and Stormwater Utilities.

WATER DEPARTMENT

The water utility sales declined 9% from 2012 to 2013. In 2012 the summer was really dry and customers used more water because of that but the weather conditions in 2013 were more stable which attributed to the decrease in sales.

The water utilities rates are regulated by the Public Service Commission and they are designed to earn a specific rate of return. There was a significant change between 2011 and 2012 when new rates were put into effect and the PSC authorized a lower rate of return of 2.75% from 6.75%, doing this alleviated some of the cost burden to the customers. In 2013 the authorized rate of return was 2.75% but the actual rate of return was 3.38%.

Jodi complemented management and the Commission on cost-control.

As a requirement of having revenue bonds outstanding, the revenues need to cover your operating costs and 110% of the debt service. The actual debt coverage was 3.85 and the required debt coverage was 1.10.

The GFOA benchmark states the utility should have one quarter billings plus contingency. The Water Department has 3.90 quarters billings on hand. This is a very strong cash position.

At the end of 2013 67% of the plant was funded by equity and 33% funded by debt. Prior to Well #11 there was very little to no debt outstanding. We like to see no more than 50% debt.

Wastewater Department

There was a 7% decrease in volume billed from 2012 to 2013.

There was a decrease in operating revenues from 2012 to 2013 this was due to decrease in consumption. There was a decrease in operating & maintenance costs.

The debt coverage required was 1.25, the actual coverage was 3.71.

The Wastewater Department has 3.55 quarters billings on hand.

The percent of net plant funded by debt is 31% and the percent of net plant funded by equity was 69%.

Stormwater Department

Operating revenues verses expenses and it shows a positive bottom line generating enough in revenues.

The Stormwater Department has .74 quarters billings on hand. This should build up over time. It's lower because this department has only been in operation for one year.

The Stormwater Utility had no debt at the end of 2013.

The three utilities are in a stable, healthy position.

Motion made by Mae Nachman, seconded by Eugene Tubbs to approve the audit and financial statements completed by Baker Tilly.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

Phase two of the downtown parking lot is completed. The crew is installing main-line valves for the Bukolt Avenue Project to help cut down on temporary water hook ups and inconveniencing customers.

They have also been installing swales in the problem areas around the City.

The water operation reports were distributed and reviewed.

A total of 157 valves have been operated in 2014.

4. **Report on water supply operations.**

Our pumpage in May was 151,986,000 gallons, a decrease of 15,097,000 gallons of water from May 2013.

Our pumpage in June was 182,687,000 gallons, an increase of 10,178,000 gallons of water from June 2013.

5. **Update and possible action on pending purchase of the Hyland Property.**

Joel explained that a couple of months ago this item was brought to the Commission to participate in a share of the cost associated with the acquisition of the Hyland Property. This would benefit our wellhead protection area. The grant associated with covering 50% of cost has been denied so now we are coming back to see if the Water Department would participate in covering the additional costs involved. The action taken previously had the Water Department's share at \$37,500 now since the grant has been denied the Water Department could consider funding more of the purchase.

Mayor Halverson stated there is a reasonable wellhead protection concern to not purchasing the property and there is a larger multijurisdictional approach that can be looked at for other opportunities for that particular site.

The other parties involved are UWSP, Schmeekle Reserve and Green Circle.

Motion made by Mae Nachman, seconded by Jim Cooper agreeing to fund ½ of the \$150,000.00 purchase of the Hyland Property contingent upon Schmeekle Reserve/Green Circle agreeing to pay the remaining ½.

Ayes all. Nays none. Motion carried.

IV. SEWAGE TREATMENT OPERATIONS

6. **Report on Collection System Maintenance.**

Rob stated in the two months there have been 5 calls and none were the City's problem so the crew is doing a great job on maintenance of the sewer mains. The new televising equipment came in last Thursday and the crew is getting familiar with it.

The sewer reports for the month of May & June were reviewed by the Commission.

7. **Report on sewage treatment operations.**

Chris stated everything ran well in May & June. The rehabilitation of Final Clarifier #3 should be complete by the end of the month.

B.O.D. (5 average ppm), Phosphorus (0.424 average ppm) and Suspended Solid (5.99 average ppm) limits were met for the month of May 2014.

B.O.D. (5 average ppm), Phosphorus (0.528 average ppm) and Suspended Solid (6.76 average ppm) limits were met for the month of June 2014.

8. **Update on High Strength Waste Project.**

The official bid opening for the project was last Friday. An on-line bidding system was used for this and there were some issues associated with it. One company was able to get their bid in and two others were not able to so Joel, Mayor Halverson & the City Attorney decided to refuse all bids and re-advertise in order to make sure the process is followed and is fair.

The time-line for the project will have to be extended.

9. **Discussion and possible action on an agreement with the Stevens Point Brewery.**

A draft of the agreement was included in the packet. The gives us the protection we need using the City assessment process to make sure we get our money back on a 50/50 split of the project.

This agreement will be executed on the Brewery's end once the bids start coming in and they are reviewed by both parties. During the bidding process, we will look into some value engineering to see if costs can be controlled further.

Currently the brewery's loading charges to the plant is capped at \$10,000 per quarter. The cap was set back in 2010 and since then their loadings have tripled so this amount needed to be reviewed. By doing this project, the Brewery's true loadings will actually be back at or below this amount. So participating in this capital improvement project for known period of time, 10 years, verses higher rates and perpetuity was the reason the brewery has agreed to do this.

The total construction of the project would involve an 1800 gallon tank in the basement of the brewery, the piping going to the tank, two lift station pumps, a forcemain from the brewery to the plant and the high strength waste receiving station. The grant from Focus on Energy in the amount of \$114,000 would come off the cost of the project with the remaining costs to be split between the treatment plant and the brewery.

This item will be brought back to the Commission once bids are received.

Mayor Halverson said the split is extremely equitable but ultimately the long term benefit that it provides the private entity from an economic development perspective is monumental. In fact, given the cap that Kim Halverson and Mayor Halverson established prior to Kim retiring may have been one of the major instigations for the brewery to expand as fast as they have. We have noticed that this created operational issues for the plant which this agreement/project will clearly address.

V. STORMWATER OPERATIONS

10. Report on Stormwater operations.

Swales have been installed in certain problem areas in the City that so far has been well received and very affective.

VI. DIRECTOR'S REPORT

11. Verbal Report.

No discussion held.

The next Water & Sewerage Commission meeting will be on Monday, August 11, 2014 at noon.

VII. ADJOURNMENT

Motion made by Eugene Tubbs to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:42pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

EUGENE TUBBS, SECRETARY



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

David Schleih, President
(715) 346-1508

July 1, 2014
4:03 p.m.

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

Also

Present: Police Chief Kevin Ruder, Interim Fire Chief Bob Finn, Assistant Chief Marty Skibba, Alderperson Tony Patton, Records Bureau Supervisor Lee Ann Spoon, Sari Lesk – Stevens Point Journal, Brandi Makuski – Stevens Point City Times

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

None.

3. **Update on Fire Chief Recruitment process**

To date 38 applications have been received. The commission has set a deadline to receive applications for Friday, July 11, 2014 at 4:00 p.m.

The next step in the process will be the review of all applications to eliminate candidates who don't meet the city's minimum requirements established at the special meeting of June 17th. Commission President Schleih and Commissioner Gary Wescott, the commission's liaison to the Fire Department, will meet to review the applications. Applications will be reviewed the week of July 12th through the 16th. After this review a letter will be sent to applicants informing them if they have met the minimum requirements and will continue in the recruitment process. The commission will have a special meeting sometime during the week of July 17th through 25th to establish a list of applicants that will continue to Step 2 in the recruitment process.

4. **Fire Chief's Report**

- **Air Show:** The Stevens Point Fire Department provided Fire & EMS units at the Stevens Point Air Show. After the tragic incident that occurred at the show, the Department provided assistance to the Stevens Point Police Department, Portage County Coroner's office, National Transportation Safety Board and the Federal Aviation

Administration with the investigation of the incident. Also, as After Action Review was held at the Stevens Point Fire Department for all agencies that were involved in the incident.

- **Fire Investigation Training**: Five current Fire Investigators and one new fire investigator attended the International Association of Arson Investigators, Wisconsin Chapter 25 Spring Seminar that was held at the Holiday Inn in Stevens Point. The seminar allowed the five current members to obtain 20 hours of continuing education and allowed the one new member to obtain the 20 hour Basic Fire Investigation Training.
- **Auto Fire Investigation Training**: The Stevens Point Fire Department hosted an auto fire investigation class in conjunction with Sentry Insurance and Unified Fire Investigations. The autos were provided by Johnson's Towing of Stevens Point. There were two sessions in one day in which three autos were set on fire in a different manner in each session. The Stevens Point Fire Department extinguished the fires and then was shown, along with adjusters from Sentry insurance, the different burn patterns and what to look for in auto fire origin and cause.
- **Driver Competency Course**: The three crews of the Stevens Point Fire Department participated in a Driver Competency Course held at the airport in conjunction with Safety Week. The course consisted of three different driving maneuvers. Also, all members of the Stevens Point Fire Department signed a seat belt safety form. A trophy was purchased and the winning crew will have the crew and year won on the trophy, which will be displayed at Station 1. "C" crew won this year's Driver Competency Completion.
- **New Hire Interviews**: The Stevens Point Fire Department will be conducting interviews to establish a new hiring list on July 17th and July 18th. As of this date, sixteen invite letters were sent out and eight have been received back.

Commissioner Schleih's moved, seconded by Commissioner Kirschling, to approve the Fire Chief's report.

Ayes, all; nays, none. Motion carried.

5. Police Chief's Report

- Planning for the third heroin summit has not yet been completed but the stakeholders involved will be from the medical and insurance industries. Discussions will surround the dispensing of pharmaceuticals, patient follow-up concerning addiction, and working with law enforcement.
- Planning and fundraising continues for the Guns 'n' Hoses event. A committee has now been developed of members of the Fire Department and Police Department, VSO Clements, Tracy Smet (veteran), Officer Bink and the chiefs.

- The Department is currently struggling with manpower issues due to the loss of six officers caused by injuries and family leave. Four officers have been assigned to light duty. Within the next couple of weeks officers will start returning for duty.
- Citations for Municipal Court are being issued for court dates in July. As issues arise, they are being addressed. Overall the transition to Municipal Court has been relatively smooth.
- The transition to new vehicles for admin and detective fleet is complete.
- For community awareness, the Department participated in the creation of an emergency contacts board. They are available at various locations around the City.
- Pay plan update: The two Assistant Chiefs and three records bureau secretaries won their appeals. Denied appeals go to the Personnel Committee, followed by Common Council.
- SAFER grant update: The Department applied for two police officers to support the patrol division.

Commissioner Kirschling moved, seconded by Commissioner Hanson, to approve the Police Chief's Report.

Ayes, all; nays, none. Motion carried.

6. Update budget preparation 2015 – Police and Fire Departments

A budget timeline has not yet been determined.

The 2015 capital expenditure budget will have a line item to replace patrol squads.

7. Consent Agenda (Action) (Roll call vote)

- Minutes**
- Monthly bills**

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

Ayes, all; nays, none. Motion carried.

8. Adjournment.

The meeting adjourned at 5:05 p.m.

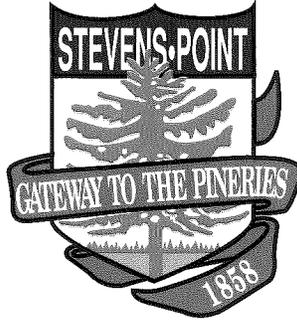
**COMPTROLLER-TREASURER REPORT
for the period ending May 31, 2014**

	Bal May 1, 2014	Receipts	Disbursements	Bal May 31, 2014
GENERAL OPERATING CASH	\$9,461,722.30	\$3,173,716.23	\$6,710,713.64	\$5,924,724.89
WATER & SEWER (CASH & INVEST) (includes airport, transit , stormwater)	\$11,673,633.70	\$917,552.70	\$939,662.48	\$11,651,523.92

INVESTMENTS	Bal May 1, 2014	TRANSFER IN	TRANSFER OUT	Bal May 31, 2014
GENERAL	\$20,862,500.57	\$0.00	\$520,529.57	\$20,341,971.00
SPECIAL REVENUE	\$576,858.23	\$0.00	\$0.00	\$576,858.23
DEBT SERVICE	\$7,414.21	\$0.00	\$7,414.21	\$0.00
CAPITAL PROJECTS	\$10,612,616.02	\$808.13	\$1,009,500.00	\$9,603,924.15
ENTERPRISE	\$184,130.49	\$0.00	\$0.00	\$184,130.49
TRUST	\$228,321.81	<u>\$570.00</u>	<u>\$16,570.00</u>	\$212,321.81
TOTALS	<u>\$32,471,841.33</u>	<u>\$1,378.13</u>	<u>\$1,554,013.78</u>	<u>\$30,919,205.68</u>

EXPENDITURES:	BUDGET	YTD	%	REVENUES	BUDGET	YTD	%
GENERAL GOVT	\$3,297,058.00	\$1,398,574.08	42.42%	GENERAL	\$21,637,033.00	\$14,143,124.78	65.37%
POLICE	\$5,015,554.00	\$2,044,220.67	40.76%				
FIRE	\$4,741,710.00	\$1,936,415.32	40.84%				
PUBLIC WORKS	\$5,738,205.00	\$2,155,565.39	37.57%				
PARK & REC	\$1,999,709.00	\$750,299.77	37.52%				
CAPITAL PROJECTS	\$649,674.00	\$139,319.99	21.44%				
DEBT SERVICE	\$5,310,624.00	\$3,097,537.20	58.33%				
YTD TARGET	41.66%						

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



Andrew J. Halverson
Mayor
715-346-1570

July 16, 2014

Members of the Common Council
Stevens Point, Wisconsin

The following appointment is recommended for your consideration.

Portage County Transportation Coordinating Committee – [no listed term]

Appoint Karalyn Peterson, 5540 Glenwood Avenue, Stevens Point

Your confirmation of this appointment would be appreciated.

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

Andrew J. Halverson, Mayor



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

City of Stevens Point – Department of Community Development

To: Common Council
From: Michael Ostrowski
CC:
Date: 7/16/2014
Subject: Discussion and possible action on releasing a request for proposals for the sale and/or redevelopment of the Edgewater Manor property.

At the July 8, 2014 Redevelopment Authority (RA) meeting the RA authorized the drafting and releasing of a request for proposals (RFP) for the sale and/or redevelopment of the Edgewater Manor property. Since the Common Council has the authorization to approve or deny the disposal of the property, the RA wanted to put the request to draft and release the RFP in front of you for your consideration.

Their decision was to not only look at options for selling the property and maintaining its current use, but request proposals for a wide range of possibilities for the property, including demolishing the building and redeveloping the property. This decision stems from the significant cost to repair and renovate the current facility, along with other concerns relating to owning and operating a market rate apartment building that is competing with other apartment owners.

I have attached a copy of the financial projections that were provided to you at the joint meeting in June.

If you have any questions, or need any further information prior to the meeting, please do not hesitate to contact me.

Full Remodel - 1% increase in rents

Year	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Vacancy Rate	35%	30%	25%	20%	15%	10%	8%	8%	8%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%
Operating Receipts (Inc 1%)	530.00	535.30	540.65	546.06	551.52	557.04	562.61	568.23	573.91	579.65	585.45	591.30	597.22	603.19	609.22	615.31	621.47	627.68	633.96	640.30
3100 Gross Potential Rents (\$530x80+\$625x1)	509,425.00	514,513.00	519,651.88	524,842.15	530,084.32	535,378.91	540,726.45	546,127.47	551,582.49	557,092.07	562,656.74	568,277.05	573,953.58	579,686.86	585,477.48	591,326.00	597,233.01	603,199.09	609,224.84	615,310.83
3105 Vacancy Loss	178,298.75	154,353.90	129,912.97	104,968.43	79,512.65	53,537.89	43,258.12	43,690.20	44,126.60	27,854.60	28,132.84	28,413.85	28,697.68	28,984.34	29,273.87	29,566.30	29,861.65	30,159.95	30,461.24	30,765.54
3110 Net Rental Revenue	331,126.25	360,159.10	389,738.91	419,873.72	450,571.67	481,841.02	497,468.34	502,437.27	507,455.89	529,237.46	534,523.90	539,863.20	545,255.90	550,702.52	556,203.61	561,759.70	567,371.36	573,039.14	578,763.59	584,545.29
3120 Excess Utilities	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Total Rental Income	332,626.25	361,659.10	391,238.91	421,373.72	452,071.67	483,341.02	498,968.34	503,937.27	508,955.89	530,737.46	536,023.90	541,363.20	546,755.90	552,202.52	557,703.61	563,259.70	568,871.36	574,539.14	580,263.59	586,045.29
3610 Interest on General Fund Investments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3690 Other Income	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
3690.010 Other Income - Cable Revenue (Inc 3%)	18,300.00	18,849.00	19,414.47	19,996.90	20,596.81	21,214.72	21,851.16	22,506.69	23,181.89	23,877.35	24,593.67	25,331.48	26,091.42	26,874.17	27,680.39	28,510.80	29,366.13	30,247.11	31,154.53	32,089.16
3690.020 Other Income - Laundry Revenue	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
3690.030 Other Income - Vending Machine Revenue	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00
3690.040 Other Income - Resident Charges	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Total Operating Income	359,326.25	388,908.10	419,053.38	449,770.62	481,068.48	512,955.74	529,219.49	534,843.96	540,537.78	563,014.81	569,017.57	575,094.68	581,247.32	587,476.68	593,784.00	600,170.51	606,637.49	613,186.25	619,818.12	626,534.45
4230 Contract Costs (Cable-Increase 3%)	29,600.00	30,488.00	31,402.64	32,344.72	33,315.06	34,314.51	35,343.95	36,404.27	37,496.39	38,621.29	39,779.92	40,973.32	42,202.52	43,468.60	44,772.66	46,115.84	47,499.31	48,924.29	50,392.02	51,903.78
Total Resident Services	29,600.00	30,488.00	31,402.64	32,344.72	33,315.06	34,314.51	35,343.95	36,404.27	37,496.39	38,621.29	39,779.92	40,973.32	42,202.52	43,468.60	44,772.66	46,115.84	47,499.31	48,924.29	50,392.02	51,903.78
Utilities Expenditures		3% Increase																		
4310 Water	3,500.00	3,605.00	3,713.00	3,825.00	3,940.00	4,060.00	4,179.00	4,305.00	4,434.00	4,567.00	4,704.00	4,845.00	4,990.00	5,140.00	5,294.00	5,453.00	5,616.00	5,785.00	5,959.00	6,137.00
4311 Sewer (includes storm water fee)	8,500.00	8,755.00	9,018.00	9,288.00	9,567.00	9,854.00	10,149.00	10,454.00	10,768.00	11,091.00	11,423.00	11,766.00	12,119.00	12,483.00	12,957.00	13,440.00	13,930.00	14,428.00	14,934.00	15,448.00
4320 Electricity	44,500.00	45,835.00	47,210.05	48,626.35	50,085.14	51,587.70	53,135.33	54,729.39	56,371.27	58,062.41	59,804.28	61,598.41	63,446.36	65,349.75	67,310.24	69,329.55	71,409.44	73,551.72	75,758.27	78,031.02
4330 Gas	16,300.00	16,789.00	17,292.67	17,811.45	18,345.79	18,896.17	19,463.05	20,046.94	20,648.35	21,267.80	21,905.84	22,563.01	23,239.90	23,937.10	24,655.21	25,394.87	26,156.71	26,941.42	27,749.66	28,582.15
4390 Other Utilities Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Utilities Expense	72,800.00	74,984.00	77,233.72	79,550.80	81,937.94	84,397.86	86,926.38	89,535.33	92,221.62	94,988.21	97,837.12	100,772.42	103,795.26	106,909.85	110,216.46	113,420.42	116,822.15	120,327.14	123,937.93	127,655.17
Maintenance Expenditures		3% Increase																		
4410 Labor (1/2 time Maint Person assigned)	18,700.00	19,261.00	19,838.83	20,433.99	21,047.01	21,678.43	22,328.78	22,998.64	23,688.60	24,399.26	25,131.24	25,885.17	26,661.73	27,461.58	28,285.43	29,133.99	30,008.01	30,908.25	31,835.50	32,790.56
4420 Materials	2,000.00	2,060.00	2,121.80	2,185.45	2,251.02	2,318.55	2,388.10	2,459.75	2,533.54	2,609.55	2,687.83	2,768.47	2,851.52	2,937.07	3,025.18	3,115.93	3,209.41	3,305.70	3,404.87	3,507.01
4430 Contract Costs-Other	800.00	824.00	848.72	874.18	900.41	927.42	955.24	983.90	1,013.42	1,043.82	1,075.13	1,107.39	1,140.61	1,174.83	1,210.07	1,246.37	1,283.77	1,322.28	1,361.95	1,402.80
4430.1 Contract Costs-Heat & Cooling	1,700.00	1,751.00	1,803.53	1,857.64	1,913.36	1,970.77	2,029.89	2,090.79	2,153.51	2,218.11	2,284.66	2,353.20	2,423.79	2,496.51	2,571.40	2,648.54	2,728.00	2,809.84	2,894.14	2,980.96
4430.2 Contract Costs-Door Openers/Security	1,000.00	1,030.00	1,060.90	1,092.73	1,125.51	1,159.27	1,194.05	1,229.87	1,266.77	1,304.77	1,343.92	1,384.23	1,425.76	1,468.53	1,512.59	1,557.97	1,604.71	1,652.85	1,702.43	1,753.51
4430.3 Contract Costs-Elevator Maintenance	10,000.00	10,300.00	10,609.00	10,927.27	11,255.09	11,592.74	11,940.52	12,298.74	12,667.70	13,047.73	13,439.16	13,842.34	14,257.61	14,685.34	15,125.90	15,579.67	16,047.06	16,528.48	17,024.33	17,535.06
4430.4 Contract Costs-Grounds	200.00	206.00	212.18	218.55	225.10	231.85	238.81	245.97	253.35	260.95	268.78	276.85	285.15	293.71	302.52	311.59	320.94	330.57	340.49	350.70
4430.5 Contract Costs-Unit Turnaround	5,000.00	5,100.00	5,202.00	5,306.04	5,412.16	5,520.40	5,630.81	5,743.43	5,858.30	5,975.46	6,094.97	6,216.87	6,341.21	6,468.03	6,597.39	6,729.34	6,863.93	7,001.21	7,141.23	7,284.06
4430.6 Contract Costs-Electrical	800.00	824.00	848.72	874.18	900.41	927.42	955.24	983.90	1,013.42	1,043.82	1,075.13	1,107.39	1,140.61	1,174.83	1,210.07	1,246.37	1,283.77	1,322.28	1,361.95	1,402.80
4430.7 Contract Costs-Plumbing	1,200.00	1,236.00	1,273.08	1,311.27	1,350.61	1,391.13	1,432.86	1,475.85	1,520.12	1,565.73	1,612.70	1,661.08	1,710.91	1,762.24	1,815.11	1,869.56	1,925.65	1,983.42	2,042.92	2,104.21
4430.8 Contract Costs-Extermination	1,200.00	1,236.00	1,273.08	1,311.27	1,350.61	1,391.13	1,432.86	1,475.85	1,520.12	1,565.73	1,612.70	1,661.08	1,710.91	1,762.24	1,815.11	1,869.56	1,925.65	1,983.42	2,042.92	2,104.21
4430.9 Contract Costs-Janitorial	1,400.00	1,442.00	1,485.26	1,529.82	1,575.71	1,622.98	1,671.67	1,721.82	1,773.48	1,826.68	1,881.48	1,937.93	1,996.07	2,055.95	2,117.63	2,181.15	2,246.59	2,313.99	2,383.41	2,454.91
4431 Contract Costs-Garbage & Trash Removal	3,000.00	3,090.00	3,182.70	3,278.18	3,376.53	3,477.82	3,582.16	3,689.62	3,800.31	3,914.32	4,031.75	4,152.70	4,277.28	4,405.60	4,537.77	4,673.90	4,814.12	4,958.54	5,107.30	5,260.52
Compensated Absences	2,000.00	2,060.00	2,121.80	2,185.45	2,251.02	2,318.55	2,388.10	2,459.75	2,533.54	2,609.55	2,687.83	2,768.47	2,851.52	2,937.07	3,025.18	3,115.93	3,209.41	3,305.70	3,404.87	3,507.01
4433 Employee Benefits Contributions - Maint	14,700.00	15,141.00	15,595.23	16,063.09	16,544.98	17,041.33	17,552.57	18,079.15	18,621.52	19,180.17	19,755.57	20,348.24	20,958.69	21,587.45	22,235.07	22,902.12	23,589.18	24,296.86	25,025.77	25,776.54
Total Maintenance Expense	63,700.00	65,561.00	67,476.83	69,449.11	71,479.53	73,569.79	75,721.68	77,937.02	<											

Units	81	
Flooring	2500	
Appliances	4650	
Sink/Garbage	300	
Cabinets	2500	
Bathroom	2000	
Wall Finishing	400	
Misc.	1000	
TOTAL	13350	1081350

Common Areas		
Flooring and Furnishings	175000	
Common Bath	7500	
Exterior Doors	15000	
First Floor Kitchen	7500	
HVAC w/ Control	35000	
Boiler	15000	
TOTAL	255000	

Exterior		
Windows	430000	
Exterior Façade	710679	
Trees	3000	
Landscaping	15000	
Roof	200000	
Parking Lot	200000	
TOTAL	1558679	

10% Contingency 289502.9

TOTAL 3184531.9