

**City of Stevens Point
REGULAR COUNCIL MEETING**

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

**December 15, 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 November 17, 2014 and the Special Common Council meeting of November 17, 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. To accept and place on file the amended petition for annexation of 4943 State Hwy 66 (Rita Suchon-Klein and Richard and Barbara Suchon), from the Town of Hull to the City of Stevens Point.
7. Minutes and actions of the Plan Commission meeting of December 1, 2014.
8. Public Hearing – Conditional Use Permit – Request to construct two 6-unit apartment buildings at 3301-09 Bush Street (Parcel ID 2308-04-1001-15).
9. Resolution on the above.
10. Public Hearing – Request from the City of Stevens Point to rezone four unaddressed commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-3 Central Business District (Parcel ID's: 2408-32-4020-03, 2408-32-4034-03, 2408-32-4040-12, and 2408-32-4900-01).
11. Ordinance Amendment on the above.
12. Minutes and actions of the Personnel Committee meeting of December 8, 2014.
13. Minutes and actions of the Public Protection Committee meeting of December 8, 2014.
14. Minutes and actions of the Board of Public Works meeting of December 8, 2014.
15. Minutes and actions of the Finance Committee meeting of December 8, 2014.

16. Development Agreement with Ki Mobility, to construct a new manufacturing facility within Tax Incremental Financing District #8.
17. Minutes and actions of the Board of Water and Sewerage Commissioners meeting of December 8, 2014.
18. Minutes and actions of the Police and Fire Commission meeting of November 11, 2014 and the special Police and Fire Commission meetings of November 20 and December 2, 2014.
19. Minutes and actions of the Board of Park Commissioners meeting of December 3, 2014.
20. Minutes and actions of the Transportation Commission meeting of December 4, 2014.
21. Minutes and actions of the Smongeski Health Fund annual meeting of December 9, 2014.
22. Statutory Monthly Financial Report of the Comptroller-Treasurer.
23. Election of Assessor.
24. Mayoral Appointments:
 - Redevelopment Authority – (Expires 12/31/19)
 - Reappoint Catherine Dugan – 615 Sommers Street
 - Appoint John Gardner – 1308 Wisconsin Street
 - Transportation Commission – OPEN – (Expires 04/30/17)
 - Appoint Thomas Bertram – 3291 Orchard Lane
 - Municipal Court Oversight Committee – OPEN – (Expires 04/30/16)
 - Appoint Alderperson Hans Walther – 2424 Ellis Street
 - Space and Properties – OPEN – (Expires 04/30/16)
 - Appoint Mayor Gary W. Wescott – 1515 Strong's Avenue
25. Motion to enter into closed session (approximately 8:00 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 potential sale of 933 Michigan Avenue (Former Mid-State Technical College) with the University of Wisconsin-Stevens Point.
26. 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
REGULAR COUNCIL MEETING**

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

**November 17, 2014
7:00 P.M.**

Mayor Andrew J. Halverson, presiding

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

Also

Present: Clerk Moe; C/T Ladick; City Attorney Beveridge; Directors Ostrowski, Schatschneider, Schrader, Lemke; Police Chief Ruder; Fire Chief Finn; Assessor Shepro; HR Manager Jakusz; Nate Enwald, Portage County Gazette; Sari Lesk, Stevens Point Journal; Larry Lee, WSAU; Brandi Makuski, City Times.

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

Mayor Halverson shared reflections over the past 7.5 years of service to the City of Stevens Point. He said the Halverson family has collectively served the City of Stevens Point for 72.5 years. Mayor Halverson expressed his thanks and gratitude to the staff and Department Heads. He enumerated goals that were accomplished which included writing and issuing the first Build America Bond in the United States and strengthening relationships with major employers in the area. Mayor Halverson closed by expressing thanks to the citizens of Stevens Point for the opportunity to serve and for their support.

3. Consideration and possible action of the minutes of the Regular Common Council meeting of October 20, 2014 and the Special Common Council meeting of November 10, 2014 and the Special Joint Common Council/Redevelopment Authority meeting of October 20, 2014.

Ald. Moore **moved**, Ald. Phillips seconded, to approve the Regular Common Council Minutes of October 10, 2014, the Special Common Council meeting of November 10, 2014 and the Special Joint Common Council/Redevelopment Authority minutes of October 20, 2014.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

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.**

Clerk Moe thanked everyone who helped with the November election. He said there were over 100 workers and volunteers who assisted with the election.

Ald. Walther stated he will be setting a date for the 2nd District meeting to be held the second week of December at the Parks and Recreation Center.

Ald. Wiza reminded everyone of the upcoming Holiday Parade Friday, November 21, 2014 beginning at 6:00 p.m.

6. **Presentation on The Fox on Main and the Center for Entrepreneurship & Creativity facility.**

Dave Eckmann, UW Economic Development, Bill Schierl, Arts Alliance and Greg Wright, Executive Director of the Arts Alliance of Portage County discussed the need to promote and attract arts to the Stevens Point area which would provide development, growth and interest in attracting young professionals to work and live in the Stevens Point area.

Consideration and Possible Action on the Following:

7. **Approval of lease agreement with Portage County for 1001 Main Street, otherwise known as the Portage County Public Library.**

Ald. Wiza **moved**, Ald. O'Meara seconded, to approve the lease agreement with Portage County Public Library.

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

8. **Ordinance – Annexation request from Richard and Barbara Suchon, 4943 State Hwy 66, from the Town of Hull to the City of Stevens Point.**

Ald. Patton **moved**, Ald. Moore seconded, to approve the annexation request from Richard and Barbara Suchon.

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

9. **Public Hearing – Amend the Zoning Ordinance to Reclassify 4943 State Highway 66 (County Parcel ID 020-24-0822-04.14) as "R-2" Single Family Residence District or "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.

10. Ordinance Amendment on the above.

Ald. Slowinski **moved**, Ald. Moore seconded, to approve the ordinance amendment.

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

11. Minutes and actions of the Plan Commission meeting (Joint meeting with the Board of Park Commissioners) of November 3, 2014.

Kathy Dugan, 615 Sommers Street, states she is opposed to the privatization of park land. Ms. Dugan stated the size, design in terms of the footprint of the building and the loss of green space is her objection.

Ald. Wiza **moved**, Ald. O'Meara seconded, to approve the minutes of the Plan Commission/joint meeting with the Board of Park Commissioners of November 3, 2014.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

12. Public Hearing – Conditional Use Permit – Request to operate a youth center at 2442 Sims Avenue /1000 Minnesota Avenue.

Mayor Halverson declared the public hearing open.

Cassandra Robel, 2501 Price Street, stated she objects to the proposal because her property abuts to the Mid-State parking lot and the traffic is an issue. She said her concern is the lack of respect to the neighbors' property.

Kathy Dugan, 615 Sommers Street, stated a teen/youth center is an excellent idea but wished it was a City property.

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

13. Resolution on the above.

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

Ald. Wiza stated this was a fitting use of the location.

Ald. Walther stated that as Alderman of District 2 where the proposed Boys and Girls Club would be located, as of 6:15 this evening, he had received no emails or phone calls regarding this issue. He indicated Ms. Robel was the first person he heard from who was opposed to the proposal. Ald. Walther stated he supports this proposal.

Ald. R. Stroik said this was a good idea, but questioned why only one bike rack.

Mayor Halverson stated one bike rack was the minimum requirement in the City's

current zoning code.

Ald. R. Stroik said that he hopes staff are allowed to accommodate more bike racks before everything is finalized.

Mayor Halverson stated the wording of the resolution charges and empowers staff to make those changes to the site plan as appropriate.

Ald. Trzebiatowski asked why there was no separation for adult bathroom/shower facilities. He also asked what would happen when federal funding no longer exists, who would retain ownership of the building.

Mayor Halverson stated this is all addressed specifically in the agreement.

Ald. Doxtator stated he supports the Boys and Girls Club as it is for all kids.

Ald. Wiza stated the Parks Director could elaborate on Ald. Trzebiatowski's concern.

Director Schrader said the bathrooms are off the gym. He said the way things are scheduled, there is no crossover of adults and youth.

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

14. Public Hearing – Conditional Use Permit – Request to operate a wine bar with an extended premise at 1201-25 Main Street / 1305-19 Strongs Avenue.

Mayor Halverson declared the public hearing open.

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

15. Resolution on the above.

Ald. O'Meara **moved**, Ald. Phillips seconded, to approve the conditional use permit to operate a wine bar with an extended premises at 1201-25 Main Street/1305-19 Strongs Avenue.

Ald. Moore stated there was a typo on the third bullet point up from the bottom, it says any "new reuse container..", it should be "refuse container..."

Mayor Halverson noted the correction.

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

16. Public Hearing – Conditional Use Permit – Request to construct an accessory structure to house salt at 1900-2000 Polk Street / 3400 Water Street.

Mayor Halverson declared the public hearing open.

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

17. Resolution on the above.

Ald. Moore **moved**, Ald. Wiza seconded to approve the conditional use permit to construct an accessory structure to house salt at 1900-200 Polk Street/3400 Water Street.

Ald. O'Meara asked if there would be room for additions.

Mayor Halverson stated there was and called upon Director Ostrowski for additional comments.

Director Ostrowski stated there is approximately 200 feet for expansion.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, M. Stroik, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore.

Nays: None. Motion adopted.

18. Public Hearing – Request from the City of Stevens Point to rezone 14 residential properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to R-3 Single and Two-Family Residential District: 1724 Dixon Street (Parcel ID: 2408-32-4041-10), 1716 Dixon Street (Parcel ID: 2408-32-4041-09), 2140 Church Street (Parcel ID: 2408-32-4026-20), 2163 Strongs Avenue (Parcel ID: 2408-32-4026-10), 2164 Strongs Avenue (Parcel ID: 2408-32-4025-17), 2172 Strongs Avenue (Parcel ID: 2408-32-4025-16), 2179 Strongs Avenue (Parcel ID: 2408-32-4026-11), 2183 Strongs Avenue (Parcel ID: 2408-32-4026-12), 1118-20 Park Street (Parcel ID: 2408-32-4025-12), 1025 Park Street (Parcel ID: 2408-32-4021-03), 1017 Park Street (Parcel ID: 2408-32-4021-04), 1009 Park Street (Parcel ID: 2408-32-4021-05), 1001 Park Street (Parcel ID: 2408-32-4021-06), and 2316 Elk Street (Parcel ID: 2408-32-4021-12).

Mayor Halverson declared the public hearing open.

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

19. Ordinance Amendment on the above.

Ald. R. Stroik **moved**, Ald. Moore seconded, to approve the request to rezone 14 Residential properties.

Call for the Vote: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, M. Stroik, Wiza, O'Meara, Walther, Doxtator.

Nays: None. Motion adopted.

20. Public Hearing – Request from the City of Stevens Point to rezone six commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot

Street from B-4 Commercial District to B-2 Central Business Transition District: 2182 Strongs Avenue (Parcel ID: 2408-32-4025-15), 2186 Strongs Avenue (Parcel ID: 2408-32-4025-14), 2190 Strongs Avenue (Parcel ID: 2408-32-4025-13), 1033 Park Street (Parcel ID: 2408-32-4021-13), 2325 Wyatt Avenue (Parcel ID: 2408-32-4036-09), and 1724 Madison (Parcel ID: 2408-32-4040-20).

Mayor Halverson declared the public hearing open.

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

21. Ordinance Amendment on the above.

Ald. Wiza **moved**, Ald. Walther seconded, to approve the request to rezone six commercial properties.

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

22. Public Hearing – Request from the City of Stevens Point to rezone 34 commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-3 Central Business District: 2133 Division (Parcel ID: 2408-32-4041-16), 2140 Division Street (Parcel ID: 2408-32-4027-09), unaddressed parcel on Church Street (Parcel ID: 2408-32-4026-19), 2212 Division Street (Parcel ID: 2408-32-4026-18), 2216 Division Street (Parcel ID: 2408-32-4026-17), 2220 Division Street (Parcel ID: 2408-32-4026-16), 2224 Division Street (Parcel ID: 2408-32-4026-15), 1232 Park Street (Parcel ID: 2408-32-4026-14), 1200-16 Park Street (Parcel ID: 2408-32-4026-13), 2201 Division Street (Parcel ID: 2408-32-4040-21), unaddressed parcel on Division Street (Parcel ID: 2408-32-4028-01), unaddressed parcel on Division Street (Parcel ID: 2408-32-4035-05), unaddressed parcel on Division Street (Parcel ID: 2408-32-4035-06), 2313 Division Street (Parcel ID: 2408-32-4035-21), 2317 Division Street (Parcel ID: 2408-32-4035-22), 1700 Monroe Street (Parcel ID: 2408-32-4035-10), 2324 Church Street (Parcel ID: 2408-32-4035-23), 2301 Church Street (Parcel ID: 2408-32-4035-20), unaddressed parcel on Madison Street (Parcel ID: 2408-32-4035-03), unaddressed parcel on Wyatt Avenue (Parcel ID: 2408-32-4035-19), 2308 Wyatt Avenue (Parcel ID: 2408-32-4035-18), 2321 Church Street (Parcel ID: 2408-32-4035-14), 2325 Church Street (Parcel ID: 2408-32-4035-15), 1716-24 Monroe Street (Parcel ID: 2408-32-4035-16), unaddressed parcel on Monroe Street (Parcel ID: 2408-32-4034-01), unaddressed parcel on Monroe Street (Parcel ID: 2408-32-4033-05), unaddressed parcel on Monroe Street (Parcel ID: 2408-32-4033-08), 2340 Church Street (Parcel ID: 2408-32-4034-02), unaddressed parcel on Wayne Street (Parcel ID: 2408-32-4034-04), 1625 Depot Street (Parcel ID: 2408-32-4019-02), 2408-12 Division Street (Parcel ID: 2408-32-4020-09), unaddressed parcel on Depot Street (Parcel ID: 2408-32-4020-02), unaddressed parcel on Strongs Avenue (Parcel ID: 2408-32-4020-07), and 2300 Strongs / 1109 Park Street (Parcel ID: 2408-32-4020-01).

Mayor Halverson declared the public hearing open.

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

23. Ordinance Amendment on the above.

Ald. R. Stroik **moved**, Ald. M. Stroik seconded, to approve the request to rezone 34 properties.

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

24. Minutes and actions of the Personnel Committee meeting of November 10, 2014.

Ald. Moore **moved**, Ald. Phillips seconded to approve the minutes and actions of the Personnel Committee meeting of November 10, 2014.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

25. Minutes and actions of the Public Protection Committee meeting of November 10, 2014 and the minutes of the Special Public Protection Committee meeting of October 20, 2014.

Ald. Slowinski **moved**, Ald. M. Stroik seconded, to approve the minutes and actions of the Public Protection Committee meeting of November 10 and the Special Public Protection meeting of October 20, 2014.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

26. Ordinance Amendment – Peace and Offenses – Creation of a Chronic Nuisance Ordinance (Section 24.51 of the RMC).

Eric Olson, 1317 Wisconsin Street, stated he was in favor of at least maintaining the idea of a 2 month window to keep a count of infractions. He asked the City to have a remediation plan in place.

Cindy Nebel, 1100 Phillips Street, OMNA, stated this ordinance is not wanted by the landlords, even the good landlords. She said there is an underlying fear there could be misuse of the ordinance. Ms. Nebel said she was in favor of the 2 month count to keep track of infractions.

Garrett Ryan, 1708 Clark Street, read a letter from Brad Martin of 1248 Portage Street. He read that Mr. Martin was concerned with the devaluation of neighborhoods and has since moved out of the area. Mr. Ryan read that Mr. Martin feels that the nuisance ordinance is something that could actually be used to deal with some of the nuisance properties and encouraged Alderpersons to adopt the ordinance.

Tori Jennings, 1632 Ellis Street, stated she is in favor of this ordinance and said it is a very modest proposal compared to other college communities. Ms. Jennings stated regenerating the City of Stevens Point begins with dealing with student housing and asked Alderpersons to vote in favor of this ordinance.

Ald. O'Meara **moved**, Ald. Doxtator seconded, to approve the Chronic Nuisance Ordinance.

Ald. Wiza stated he was glad to see the "sunset" clause in the ordinance, allowing for a trial period. He asked what would occur with unfounded, vendetta type calls.

Chief Ruder replied the caller becomes a nuisance. He said he is in favor of this ordinance and the 60 days. Chief Ruder said it is just not for college housing but it is for all premises.

City Attorney Beverage said it would be actionable on the part of the PD.

Ald. Moore stated it was unfortunate that this focused on college housing and cannot support it.

Ald. Walther stated he supports this ordinance. He said it may not be perfect but it is a place to start.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, M. Stroik, Slowinski, Patton, R. Stroik, Phillips.
Nays: Ald. Trzebiatowski, Moore. Motion adopted.

27. Minutes and actions of the Board of Public Works meeting of November 10, 2014.

Ald. R. Stroik **moved**, Ald. Phillips seconded, to approve the minutes and actions of the Board of Public Works meeting of November 10, 2014.

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

28. Ordinance Amendment – Traffic – No Parking along North Point Drive from Division Street North to Second Street North (Section 9.05 (ag)(1) and (g)(4) of the RMC).

Ald. R. Stroik **moved**, Ald. Moore seconded, to approve the ordinance amendment for no parking along North Point Drive from Division Street North to Second Street North.

Ald. R. Stroik stated he did see signs up and asked if that was common practice to put signs up before final Council vote.

Director Schatschneider stated it was a matter of overzealous staff and miscommunication.

Ald. R. Stroik stated other options are available and not to assume painting four lanes on the roadway will resolve the issues and the Board of Public Works will continue to do traffic studies.

Mayor Halverson stated he agreed and that in-depth motor studies would be needed.

Ald. Moore stated this is a great first step designating a lane where motorists know where to drive.

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

29. Ordinance Amendment – Traffic – No Parking Here to Corner on Park Street from Division Street to a point 75 feet West (Section 9.05 (j) (34) of the RMC).

Ald. O'Meara **moved**, Ald. M. Stroik seconded, to approve the ordinance amendment related to no parking from the corner on Park Street from Division Street to a point 75 feet west.

Director Schatschneider stated this was an error that was found and is being corrected. He said the current ordinance had the distance incorrect that was no parking from before the triangle was reconstructed.

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

30. Minutes and actions of the Finance Committee meeting of November 10, 2014 and the minutes of the Special Finance Committee meeting of October 20, 2014.

Ald. O'Meara **moved**, Ald. Moore seconded, to approve the minutes and actions of the Finance Committee meeting of November 10, 2014 and the minutes of the Special Finance Committee meeting of October 20, 2014.

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

31. Resolution – Designating Public Depository and Authorizing Withdrawal of City Monies.

Ald. R. Stroik **moved**, Ald. Moore seconded, to adopt the resolution designating Public Depository and Authorizing Withdrawal of City Monies.

Ald. Slowinski stated he would be abstaining from the vote.

Call for the Vote: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, M. Stroik, Wiza, O'Meara, Walther, Doxtator.
Abstain: Ald. Slowinski.
Nays: None. Motion adopted.

32. Minutes and actions of the Board of Water and Sewerage Commissioners meeting of November 10, 2014.

Ald. Slowinski **moved**, Ald. M. Stroik seconded, to approve the minutes and actions of the Board of Water and Sewerage Commissioners of November 10, 2014.

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

33. Minutes and actions of the Police and Fire Commission meeting of October 14, 2014 and the Special Police and Fire Commission meeting of October 21, 2014.

Ald. Patton **moved**, Ald. Phillips seconded, to approve the minutes and actions of the Police and Fire Commission meeting of October 14, 2014 and the Special Police and Fire Commission meeting of October 21, 2014.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

34. Minutes and actions of the Board of Park Commissioners meeting (Joint meeting with the Plan Commission) of November 3, 2014.

Ald. O'Meara **moved**, Ald. Doxtator seconded, to approve the minutes and actions of the Board of Park Commissioners meeting (Joint meeting with the Plan Commission of November 3, 2014).

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

35. Minutes and actions of the Transportation Commission meeting of October 30, 2014.

Ald. M. Stroik **moved**, Ald. Slowinski seconded, to approve the minutes and actions of the Transportation Commission meeting of October 30, 2014.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

36. Minutes and actions of the Joint Municipal Court Oversight Committee meeting of October 28, 2014.

Mayor Halverson stated that next year the minutes need to be acted upon prior to the adoption of the budget during the Special Common Council.

Ald. Wiza **moved**, Ald. Moore seconded, to approve the minutes and actions of the Joint Municipal Court Oversight Committee meeting of October 28, 2014.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

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

Ald. Walther **moved**, Ald. Moore seconded, to approve the Statutory Monthly Financial Report of the Comptroller-Treasurer.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

38. Mayoral Appointments:

**Director of Community Development – Michael Ostrowski
Director of Parks and Recreation Services -Tom Schrader
Director of Public Utilities & Transportation-Joel Lemke
Director of Public Works – Scott Schatschneider**

Police and Fire Commission

Robert Ostrowski, 516 Michigan Ave. – unexpired term of Mary Taylor

Ald. Slowinski **moved**, Ald. Phillips seconded, to approve the Mayoral appointments.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

- *39. Motion to enter into closed session (approximately 9:30 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 potential sale of 933 Michigan Avenue (Former Mid-State Technical College) with the University of Wisconsin-Stevens Point.**

Ald. Wiza **moved**, Ald. Moore seconded, to move into closed session at 8:24 p.m.

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

- *40. Reconvene into open session for possible action on the above.**

The meeting was reconvened in open session at 9:20 p.m.

Ald. Wiza **moved**, Ald. O’Meara seconded, to authorize staff to research the ability and draft a lease with option to purchase language, addressing the Council concerns and incorporating the financial terms as stated.

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

41. Adjournment.

The meeting was adjourned at 9:23 p.m.

**CITY OF STEVENS POINT
SPECIAL COMMON COUNCIL MEETING**

**Council Chambers
County-City Building**

**November 17, 2014
6:30 p.m.**

Mayor Andrew Halverson, presiding

Roll Call

Present: Alderpersons Doxtator, Walther, O'Meara, Wiza, Slowinski, Trzebiatowski (6:37 p.m.), Patton, R. Stroik Phillips, Moore.

Absent: Alderperson M. Stroik.

Also

Present: Clerk Moe; C/T Ladick; City Attorney Beveridge; Gary Wescott; Directors Ostrowski, Schatschneider, Lemke, Schrader; Assessor Shepro; Police Chief Ruder; Fire Chief Finn; Mayoral Assistant Kelly Pazdernik; Brandi Makuski, City Times; Nate Enwald, Portage County Gazette; Larry Lee, WSAU.

Consideration and Possible Action on the Following:

2. Minutes and actions taken at the Special Finance Committee Meeting of October 27, 2014.

Ald. Patton **moved**, Ald. O'Meara seconded, to approve the minutes and actions of the Special Finance Committee meeting of October 27, 2014.

Call for the Vote: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Slowinski, Wiza O'Meara, Walther, Doxtator.

Nays: None. Motion adopted.

3. Public Hearing on the General Local Municipal Budget for 2015.

Mayor Halverson declared the public hearing open.

Kathy Dugan, 615 Sommers, stated Parks and Recreation is a necessity and should not be asked to do fundraising to fund improvements. She said she is against privatizing garbage collection. Ms. Dugan urged the Council to preserve services. She questioned capital improvements at Pfiffner and Mead Parks and asked that consideration be given to renovating rather than demolishing the restrooms.

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

4. Resolution adopting the budget for the City of Stevens Point for the year 2015.

Ald. Patton **moved**, Ald. Walther seconded, to adopt the budget for the City of Stevens Point for the year 2015.

Ald. Moore asked that C/T Ladick explain the changes on the documents distributed to the alderpersons.

C/T Ladick stated the first page consisted of capital projects that are being financed with a fund balance. He said small changes were made to the Room Tax Fund as well as the Telecommunications Fund, which is financed with the Cable Franchise fees and pays for the City's cable access system and the videotaping of Council meetings. C/T Ladick said additionally there was a budget item for Edgewater, which will be approved tomorrow by the Redevelopment Authority.

Ald. R. Stroik asked if there were any advertising dollars for Edgewater.

Mayor Halverson replied none.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, Slowinski, Patton, R. Stroik, Phillips.

Nays: Ald. Trzebiatowski, Moore. Motion adopted.

5. Resolution appropriating necessary funds for the City of Stevens Point for 2015 and levying the tax rate for the year 2014.

Ald. O'Meara **moved**, Ald. Wiza seconded, to approve the resolution appropriating necessary funds for the City of Stevens Point for 2015 and levying the tax rate for the year 2014.

Call for the Vote: Ayes: Ald. Moore, Phillips, R. Stroik, Patton, Trzebiatowski, Slowinski, Wiza, O'Meara, Walther, Doxtator.

Nays: None. Motion adopted.

6. Resolution providing for writing special assessments and special charges into the tax roll for 2014.

Ald. O'Meara **moved**, Ald. Slowinski seconded, to approve the resolution providing for writing special assessments and special charges into the tax roll for 2014.

Call for the Vote: Ayes: Ald. Doxtator, Walther, O'Meara, Wiza, Slowinski, Trzebiatowski, Patton, R. Stroik, Phillips, Moore.

Nays: None. Motion adopted.

7. Adjournment.

The meeting was adjourned at 6:42 p.m.



Memo

Michael Ostrowski, Director

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

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

mostrowski@stevenspoint.com

To: Common Council

From: Michael Ostrowski

CC:

Date: 12/9/2014

Re: To accept and place on file the amended petition for annexation of 4943 State Hwy 66 (Rita Suchon-Klein and Richard and Barbara Suchon), from the Town of Hull to the City of Stevens Point.

When the original annexation petition was submitted it was signed by Richard and Barbara Suchon, who were thought to be the owners and occupants of the property. However, because they transferred the property to their daughter, and she is now the owner, she also needs to sign the petition. The daughter has now signed the petition, as well as Richard and Barbara Suchon (as the electors). The Council should act to accept the new petition and place it on file. Nothing else changes with the property or annexation.

Petition of Electors and Property Owners for Direct Annexation

We the undersigned, constituting all of the resident electors and the owners of all of the land in area in the following territory of the Town of Hull Portage County, Wisconsin, adjoining the City of Stevens Point, petition the Honorable Mayor and Common Council of said City to annex the territory described below as shown on the scale map to the City of Stevens Point, Portage County, Wisconsin.

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexations, incorporation or consolidation proceeding, if any.

The current population of the area to be annexed is 2

Signature of Petitioner	Date of Signing	Address
<i>Rita F. Suchan-Klein</i>	<i>11/21/14</i>	<i>4943 State Hwy 66 Stevens Point, WI 54482</i>
<i>Barbara J. Suchan</i>	<i>11-21-14</i>	<i>4943 State Hwy 66 Stevens Point, WI 54482</i>
<i>Richard J. Suchan</i>	<i>11-21-14</i>	<i>4943 State Hwy 66 Stevens Point, WI 54482</i>

Legal Description of Land Petitioned for Annexation

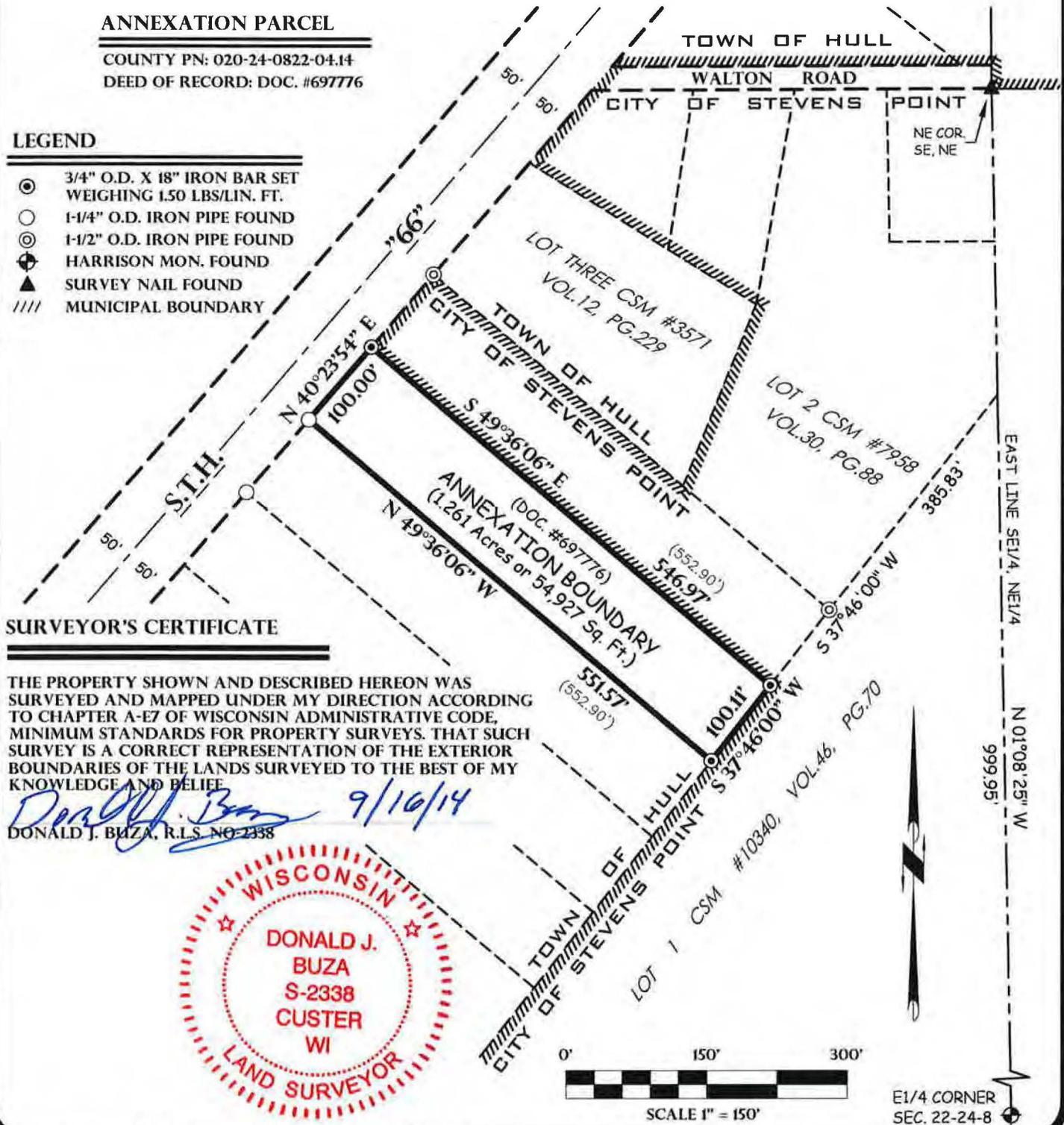
ANNEXATION SURVEY

OF PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 22,
TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

ANNEXATION PARCEL
 COUNTY PN: 020-24-0822-04.14
 DEED OF RECORD: DOC. #697776

LEGEND

- ⊙ 3/4" O.D. X 18" IRON BAR SET WEIGHING 1.50 LBS/LIN. FT.
- 1-1/4" O.D. IRON PIPE FOUND
- ⊙ 1-1/2" O.D. IRON PIPE FOUND
- ⊕ HARRISON MON. FOUND
- ▲ SURVEY NAIL FOUND
- //// MUNICIPAL BOUNDARY



SURVEYOR'S CERTIFICATE

THE PROPERTY SHOWN AND DESCRIBED HEREON WAS SURVEYED AND MAPPED UNDER MY DIRECTION ACCORDING TO CHAPTER A-67 OF WISCONSIN ADMINISTRATIVE CODE, MINIMUM STANDARDS FOR PROPERTY SURVEYS. THAT SUCH SURVEY IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LANDS SURVEYED TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Donald J. Buza 9/16/14
 DONALD J. BUZA, R.L.S. NO-2338



E1/4 CORNER SEC. 22-24-8



Land Surveying
 Engineering
Donald J. Buza, PLS #2338
 5709 Windy Drive, Suite D
 Stevens Point, WI 54482
 715.344.9999(Ph) 715.344.9922(Fx)

THIS INSTRUMENT WAS DRAFTED BY DONALD BUZA
 AND DRAWN BY DONALD BUZA

FIELD BOOK B-30 PAGE 15-16
 JOB # 14.771

SHEET 1 OF 2 SHEETS



Point of Beginning

Re: Annexation Boundary

Legal Description

Part of the Southeast ¼ of the Northeast ¼ of Section 22, Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin, described as follows:

Commencing at the East ¼ corner of Section 22, Township 24 North, Range 8 East; thence N 01°08'25"W along the East line of the Southeast ¼ of the Northeast ¼ of said Section 22, 999.95 feet; thence S 37°46'00"W, 385.83 feet to the point of beginning (POB) of the parcel to be described; thence S 37°46'00"W, 100.11 feet; thence N 49°36'06"W, 551.57 feet to the Southerly line of S.T.H. "66"; thence N 40°23'54"E along said Southerly line of S.T.H. "66", 100.00 feet; thence S 49°36'06"E, 546.97 feet to the point of beginning.

Above described annexation boundary contains 54,927 sq. ft. or 1.261 acres.

Dated this 16th day of September, 2014.

Donald J. Buza, RLS



REPORT OF CITY PLAN COMMISSION
December 1, 2014 – 6:00 PM
Lincoln Center – 1519 Water Street

PRESENT: Mayor Gary Wescott, Alderperson Jerry Moore, Commissioner Tony Patton, Commissioner Anna Haines, Commissioner Daniel Hoppe, and Commissioner Dave Cooper.

Excused: Commissioner Garry Curless

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, City Attorney Beveridge, Alderperson Doxtator, Alderperson M. Stroik, Alderperson Trzebiatowski, Alderperson R. Stroik, Carl Debolt, Shirley Debolt, Brandi Makuski, Dan Drexler, Cathy Dugan, Gene Kemmeter, Richard Bierman, Barb Jacob, Spencer Houk, Leonard Szymkowiak, Frize Marquard, Pat Loebach, Ron Beyer, and Larry Lee.

INDEX:

1. Report of the November 3, 2014 Plan Commission meeting.
2. Request from Richard Bierman, representing the property owner, for an amendment to the site plan at **5441 Highway 10 East (Parcel ID 2408-35-1300-05)**.
3. Request from Carl Debolt, for a sign variance to construct a freestanding cabinet and message center sign within the five foot setback and exceeding the size requirements at **1232 Park Street (Parcel ID 2408-32-4026-14)**.
4. Request from Heartland Custom Homes Inc., representing the property owner, for a conditional use permit to construct two 6-unit apartment buildings at **3301-09 Bush Street (Parcel ID 2308-04-1001-15)**.
5. Request from the City of Stevens Point to rezone four unaddressed commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-3 Central Business District (**Parcel ID's: 2408-32-4020-03, 2408-32-4034-03, 2408-32-4040-12, and 2408-32-4900-01**).
6. Director's update.
7. Adjourn.

Mayor Wescott explained that a chairperson of the Plan Commission needs to be elected, or Alderperson Moore by default will need to chair the meeting.

Motion by Alderperson Moore to nominate Mayor Wescott as Chairperson of the Plan Commission for the duration of the mayoral term, seconded by Commissioner Patton. Motion carried 4-0.

1. Report of the November 3, 2014 Plan Commission meeting.

Motion by Alderperson Moore to approve the report of the November 3, 2014 meeting; seconded by Commissioner Haines. Motion carried 5-0.

2. Request from Richard Bierman, representing the property owner, for an amendment to the site plan at **5441 Highway 10 East (Parcel ID 2408-35-1300-05)**.

Director Ostrowski described the request to change the dumpster corral on site from a brick enclosure to a chain link enclosure with privacy slats. Staff recommends denying the modification to the refuse enclosure, as aesthetics are lost, along with strength and durability.

Alderson Moore asked if the chain link and slats would meet our code, to which Director Ostrowski answered there is no specific code requiring the brick dumpster enclosures. The B-5 zoning district requires a site plan review for any development, of which a brick enclosure was previously approved. Commissioner Haines clarified the commission approved the brick originally, to which Director Ostrowski confirmed.

Commissioner Patton stated he does not have any issue with the privacy slats and chain link fencing, but would like to hear from the applicant regarding the reason for the change.

Richard Bierman, 2108 Johnsonville Road, explained the reasoning was first to conserve costs, and also the owner may eventually change refuse practice to a more recycling approach for the disposal of parts. If a change occurs, the enclosure would be made smaller and the fencing is much easier to modify than brick.

Alderson Trzebiatowski stated his only objection would be that disposal of scrap metal and auto parts can cause damage to the fence and vinyl slats, making the appearance less than desirable.

Motion by Commissioner Haines to deny the amendment to the site plan at 5441 Highway 10 East (Parcel ID 2408-35-1300-05) for a chain link fence with privacy slats dumpster enclosure. Motion failed, no second.

Motion by Commissioner Patton to approve the amendment to the site plan at 5441 Highway 10 East (Parcel ID 2408-35-1300-05) for a chain link fence with privacy slats dumpster enclosure, seconded by Commissioner Cooper. Motion carried 3-2 with Mayor Wescott and Commissioner Haines voting in the negative.

3. Request from Carl Debolt, for a sign variance to construct a freestanding cabinet and message center sign within the five foot setback and exceeding the size requirements at **1232 Park Street (Parcel ID 2408-32-4026-14)**.

Director Ostrowski explained this request occurs in the south side business district and includes two parts. The first request is to modify the street setback from five feet to overhang a portion of the sidewalk. The Director of Public Works does not have any concern with the overhang. The second request is to allow an exception for a larger sign in the recently rezoned area. The recent south side rezoning from B-4 to B-3 affected the size of signs. The previous B-4 district would allow for a 100 square foot freestanding sign, whereas, the B-3 district only allows a 32 square foot freestanding sign. Given the complexity of the site and the makeup of the district, staff recommends that 32 square feet be the maximum size for the top portion of the sign. The applicant is also looking to add two lines, totaling 16 square feet for a changeable copy letter board, which staff would recommend approving as well.

Commissioner Hoppe arrived at 6:11PM.

Commissioner Patton asked if the height would be a safe clearance for bikers, to which Director Ostrowski stated yes there is a minimum ten foot clearance required. Commissioner Moore questioned if this is a true variance, to which Director Ostrowski answered no, a variance would go before the Board of Zoning Appeals. The request before you is a sign variance exception that can be approved by the Plan Commission, outlined in our Sign Code.

Carl Debolt, 2312 Linden Street, explained his business would sell soft serve ice cream and assorted popcorns. His original request was submitted prior to the south side rezoning and at that time the sign would be allowed, but due to delays in the project, he is before the commission because regulations have changed. Mr. Debolt stated ideally a three-sided pie shaped sign that would face both optimal directions would be preferred, which also are larger than the requirement for the current zoning. He proceeded to show examples of other signs in the immediate area which he felt supported his request and lastly indicated a sign meeting the requirement would not maximize marketability and exposure.

Commissioner Patton asked what his construction timeline was, to which Mr. Debolt answered as soon as frost is out of the ground the foundation will be installed.

Dan Drexler, Stratford Signs, explained the design of the sign was planned prior to the rezoning, so they re-designed the sign to meet the current zoning. It has been referred to as a pie shaped sign, and from experience that would be the most effective sign for that business based on the awkward intersection at that location. With the way the sign is designed and the two components of the sign, he does not feel it is something that would look out of place. He added that the size of the sign is important for the applicant whom is opening a new business and has a multitude of things to advertise.

Aldersperson Randy Stroik pointed out this is a unique property and feels the exception should be allowed. The customer base is the impulse buyer and a larger sign will help. Aldersperson Stroik then pointed out neighboring signs such as Belts and the Credit Union are much larger. Director Ostrowski stated Belts is a little larger than 32 square feet and the Credit Union sign is approximately 100 square feet but was constructed as a multi-tenant sign.

Aldersperson Trzebiatowski agreed with Aldersperson Stroik and feels it is a uniquely angled street and would benefit the business.

Director Ostrowski clarified that staff's recommendation is to approve a larger sign including the 32 square foot top and 16 square foot reader board, totaling 48 square feet. Staff is concerned that with the visibility at the intersection, a larger sign could cause a distraction and visibility issues. If the area is treated like the downtown regarding the zoning change, it should be equivalent to the downtown district signage. The applicant has requested an 84 square foot sign.

Commissioner Haines asked for an explanation of the pie shaped sign, to which Director Ostrowski stated this is the first he has heard of the pie shaped sign. Mr. Debolt said he has pursued a different type of sign from what was originally submitted.

Motion by Mayor Wescott to postpone the request for a sign variance to construct a freestanding cabinet and message center sign within the five foot setback and exceeding the size requirements at 1232 Park Street (Parcel ID 2408-32-4026-14) to allow submittal and staff review of the latest sign rendering proposal and information; seconded by Aldersperson Moore. Motion carried 6-0.

4. Request from Heartland Custom Homes Inc., representing the property owner, for a conditional use permit to construct two 6-unit apartment buildings at **3301-09 Bush Street (Parcel ID 2308-04-1001-15)**.

Director Ostrowski stated the original construction of this complex was in the early 1990's prior to the conditional use permit requirement for multi-family dwellings. Furthermore, at that time a variance was granted for reduced lot size and setbacks. Currently there are two apartment buildings and two garage

buildings on the property, along with two poured slabs. The applicant is requesting to construct two buildings on the existing slabs, having six units each and a total of 20 bedrooms. The applicant has provided a preliminary landscape plan and a limited elevation plan. Given the area and surrounding uses of multi-family, staff would recommend approval of this project with the conditions provided. Mayor Wescott asked if the applicant was aware of the conditions placed on the property, to which Director Ostrowski stated yes. He continued stating the existing slabs would need to be tested to be sure they are still structurally sound, and receive state approvals, prior to the issuance of a building permit.

Alderson Moore asked for clarification regarding the number of bedrooms, to which Director Ostrowski stated 20. Commissioner Patton asked about the park fee, to which it was explained as a standard fee for multiple family units.

Alderson Trzebiatowski stated constituents had concerns about the exterior appearance of the buildings, maintenance of mature trees, integrity of the existing slabs, viability current water and sewer plumbing, and if new design would meet the ADA handicap rules. He is supportive of the project but does have concerns for building on the existing concrete slabs.

Mayor Wescott is in support of the project and pointed out to Alderson Trzebiatowski those concerns were addressed in the staff report and conditions which he can point out to the constituents. Director Ostrowski added that all the piping will be cut out and replaced as per the plan if the slabs are found to be buildable and the structures will have to follow current codes and regulations.

Motion by Commissioner Cooper to approve the conditional use permit to construct two 6-unit apartment buildings at 3301-09 Bush Street (Parcel ID 2308-04-1001-15) with the following conditions:

1. **Additional design elements shall be incorporated into the plan, such as shutters, window lintels, and masonry. A rendering shall be submitted to be reviewed by community development staff.**
2. **A minimum of 25% of the façade shall be covered with masonry or decorative brick. EIFS may be considered to satisfy this requirement.**
3. **Siding and any other exterior design elements or materials shall match the existing apartments.**
4. **The applicant shall submit a landscaping plan meeting all pertinent requirements for review and approval by community development department staff.**
5. **All mature trees shall remain on-site unless they impede the construction of the apartments.**
6. **An updated site plan shall be submitted identifying the refuse enclosure and construction materials, to be reviewed and approved by community development department staff. The refuse enclosure shall be screened per the ordinance requirements.**
7. **The maximum number of units for the proposed apartment complexes shall be 12, 6 in each building with a maximum number of 20 bedrooms.**
8. **Snow shall be removed from the site, or stored in a location that will not negatively impact adjacent properties.**
9. **A stormwater plan shall be submitted for review by the Department of Public Works.**
10. **Staff shall have the authority to approve minor changes such as landscaping or drainage.**
11. **The applicant shall pay the required park fee per unit to the City.**
12. **Applicable building permits, occupancy licenses and any other pertinent permits or licenses shall be obtained.**

seconded by Commissioner Patton. Motion carried 6-0.

5. Request from the City of Stevens Point to rezone four unaddressed commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-3 Central Business District (**Parcel ID's: 2408-32-4020-03, 2408-32-4034-03, 2408-32-4040-12, and 2408-32-4900-01**).

Director Ostrowski stated when rezoning the south side, these four properties were thought to be right-of-way areas, but they do have parcel numbers associated with them and would have to be included in the rezoning. Alderperson Moore asked if the railroad was notified and if they have had any response, to which Director Ostrowski answered yes they have been notified, however the Community Development office has not received any response.

Motion by Alderperson Moore to approve the rezoning of four unaddressed commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street, and Depot Street from B-4 Commercial District to B-3 Central Business District (Parcel ID's: 2408-32-4020-03, 2408-32-4034-03, 2408-32-4040-12, and 2408-32-4900-01), seconded by Commissioner Patton. Motion carried 6-0.

6. Director's Update

Director Ostrowski reminded the commission there will be a District 7 Comprehensive Plan meeting at Bannach School on Thursday December 4th at 6:30 PM. He also indicated that he was planning to ask the Common Council to allow the public hearings to be held at the Plan Commission meetings, so that the Commission is fully informed prior to making decisions. This will also allow adjacent property owners more advanced notice of the requests. Mayor Wescott was supportive. Director Ostrowski will be bringing a draft before the commission in the future for action.

7. Adjourn.

Meeting Adjourned at 6:42 PM.

RESOLUTION

[3301-09 BUSH STREET- MULTIPLE FAMILY]

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 **3301-09 Bush Street (Parcel ID 2308-04-1001-15)**, described as LOT 8B CSM #2582-9-140 BNG PRT LOT 8 PATCH ST INDUSTRIAL PARK 673826 674020, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit for the purposes of constructing two 6-unit apartment buildings, as shown on the attached plans, with the following conditions:

1. Additional design elements shall be incorporated into the plan, such as shutters, window lintels, and masonry. A rendering shall be submitted to be reviewed by community development staff.
2. A minimum of 25% of the façade shall be covered with masonry or decorative brick. EIFS may be considered to satisfy this requirement.
3. Siding and any other exterior design elements or materials shall match the existing apartments.
4. The applicant shall submit a landscaping plan meeting all pertinent requirements for review and approval by community development department staff.
5. All mature trees shall remain on-site unless they impede the construction of the apartments.
6. An updated site plan shall be submitted identifying the refuse enclosure and construction materials, to be reviewed and approved by community development department staff. The refuse enclosure shall be screened per the ordinance requirements.
7. The maximum number of units for the proposed apartment complexes shall be 12, 6 in each building with a maximum number of 20 bedrooms.
8. Snow shall be removed from the site, or stored in a location that will not negatively impact adjacent properties.
9. A stormwater plan shall be submitted for review by the Department of Public Works.
10. Staff shall have the authority to approve minor changes such as landscaping or drainage.
11. The applicant shall pay the required park fee per unit to the City.
12. Applicable building permits, occupancy licenses and any other pertinent permits or licenses shall be obtained.

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

Approved: _____
Andrew J. Halverson, Mayor

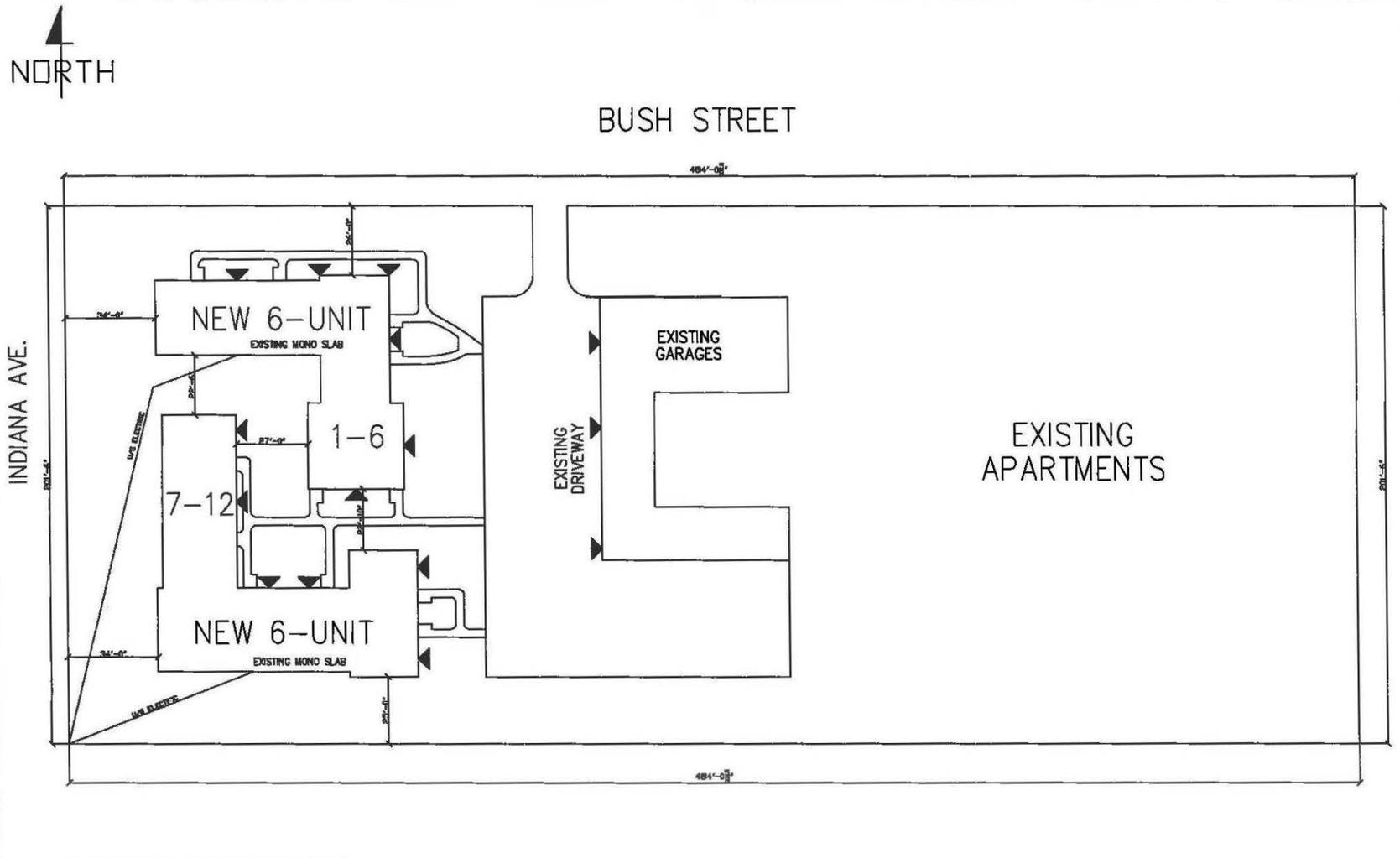
Attest: _____
John Moe, City Clerk

Dated: December 15, 2014

Adopted: December 15, 2014

Drafted by: Michael Ostrowski

Return to: City Clerk



▲ DUSK TO DAWN WALL MOUNT
 INCANDESCENT FIXTURES, 1600
 LUMENS

EXTERIOR LIGHTING LAYOUT

GENERAL CONTRACTOR:
 HEARTLAND CUSTOM HOMES, INC.
 2450 PLOVER ROAD
 PLOVER, WI 54467
 715-344-8886

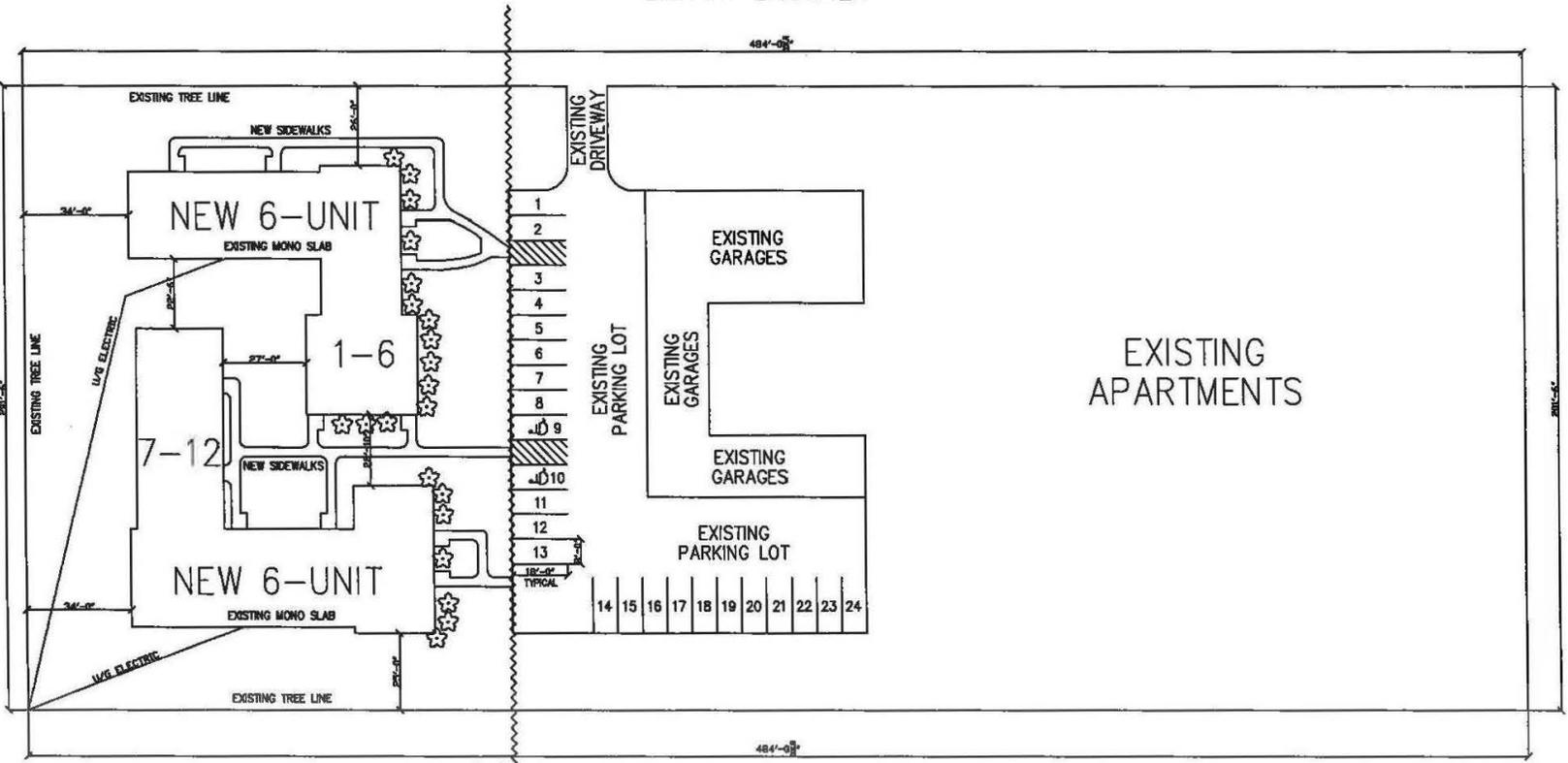
SITE:
 3100 BUSH STREET
 STEVENS POINT, WI 54481

OWNER:
 JARED & LAURA WEST
 PO BOX 671
 PLOVER, WI 54467
 PHONE: 715-344-6227



BUSH STREET

INDIANA AVE.



PLOT PLAN

PROJECT SITE
EXISTING

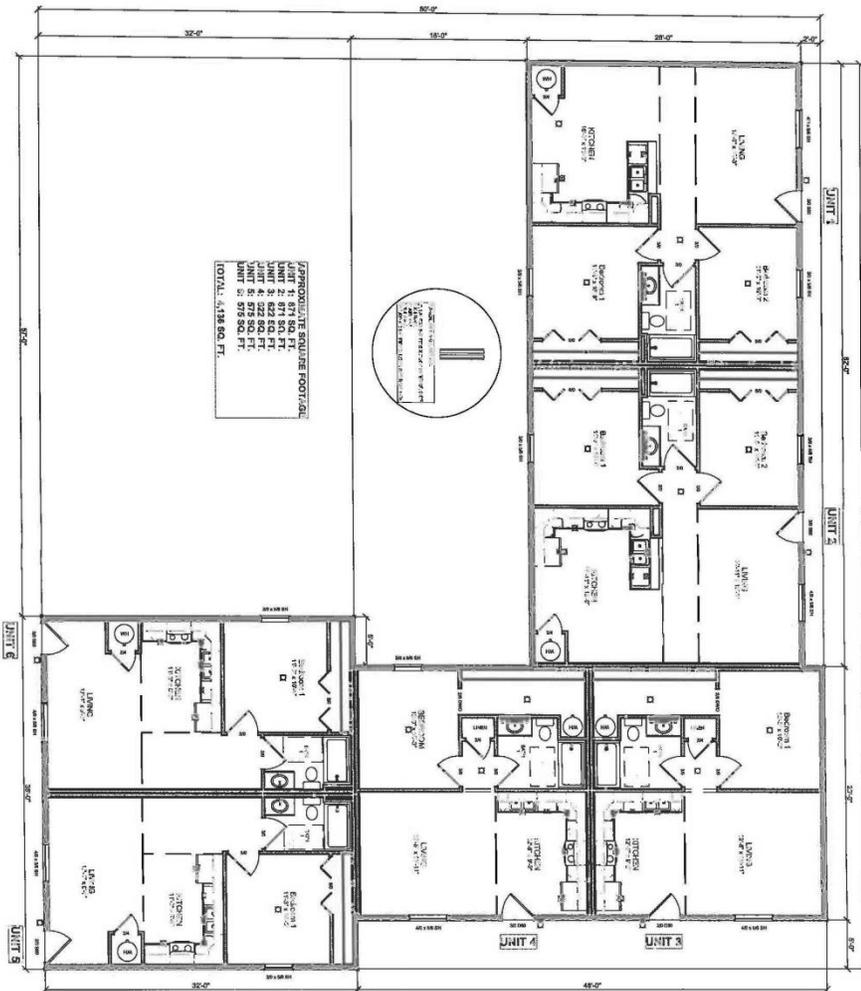
GENERAL CONTRACTOR:
 HEARTLAND CUSTOM HOMES, INC.
 2450 PLOVER ROAD
 PLOVER, WI 54467
 715-344-8886

SITE:
 3100 BUSH STREET
 STEVENS POINT, WI 54481

OWNER:
 JARED & LAURA WEST
 PO BOX 671
 PLOVER, WI 54467
 PHONE: 715-344-6227

PRELIMINARY PLANS

NOT FOR CONSTRUCTION



APPROXIMATE SQUARE FOOTAGE
 UNIT 1: 671 SQ. FT.
 UNIT 2: 671 SQ. FT.
 UNIT 3: 622 SQ. FT.
 UNIT 4: 622 SQ. FT.
 UNIT 5: 671 SQ. FT.
 UNIT 6: 671 SQ. FT.
 TOTAL: 4,150 SQ. FT.

FLOOR PLAN

SCALE: 3/32"=1'-0"

UNITS 1-6

SHEET N
 0
 A-4

MODEL:
 6-UNIT MULTIFAMILY RESIDENCE UNITS 1-6
 FOR: JARED WEST

PRINT DATE:
 10/31/2014
 ORDER NO:
 XXXXXX



REV. N	DRAWN BY	DATE	REMARKS
0	XXX		

NOTICE
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PRELIMINARY PLANS
NOT FOR CONSTRUCTION



APPROXIMATE SQUARE FOOTAGE

UNIT 7	614 SQ. FT.
UNIT 8	614 SQ. FT.
UNIT 9	1,138 SQ. FT.
UNIT 10	1,138 SQ. FT.
UNIT 11	803 SQ. FT.
UNIT 12	803 SQ. FT.
TOTAL	5,810 SQ. FT.

UNITS 7-12

FLOOR PLAN

SCALE: 3/32"=1'-0"

SHEET NO. A-4	MODEL: 6-UNIT MULTIFAMILY RESIDENCE UNITS 7-12	PRINT DATE: 10/31/2014
	FOR: JARED KEST	ORDER NO. XXXXXX



REV. N	DRAWN BY	DATE	REMARKS
0	XXX		

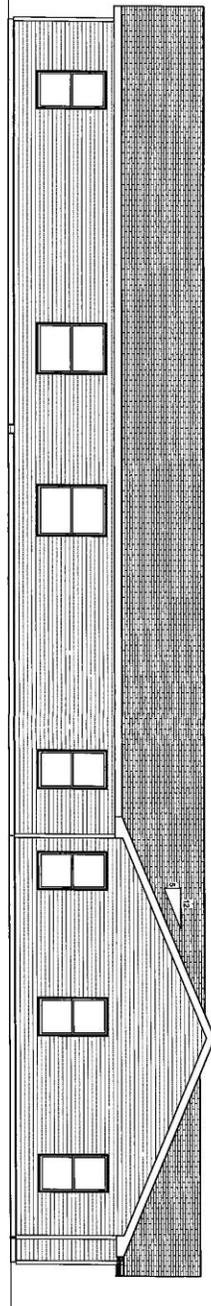
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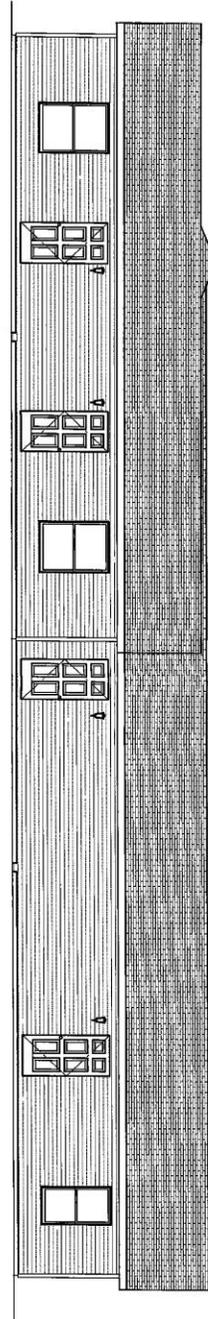
PRELIMINARY PLANS

NOT FOR CONSTRUCTION



BACK ELEVATION

SCALE 1/8"=1'-0"



FRONT ELEVATION

SCALE 1/8"=1'-0"

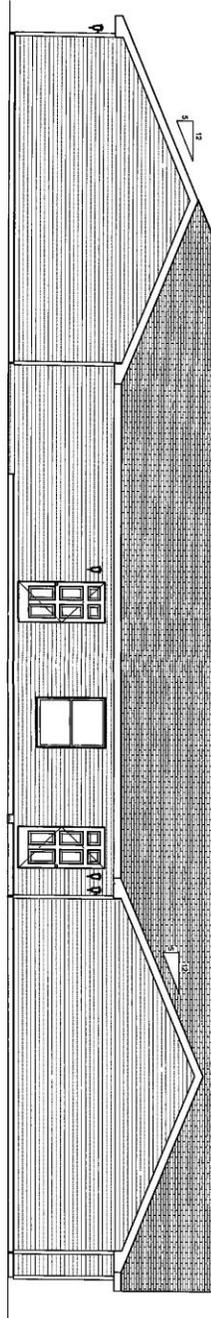
UNITS 7-12

SHEET NO A-1	MODEL: 6-UNIT MULTIFAMILY RESIDENCE UNITS 7-12	PRINT DATE: 10/31/2014		REV. NO 0	DRAWN BY XXX	DATE	REMARKS	<p>NOTICE</p> <p>THESE PLANS ARE DESIGNED EXCLUSIVELY FOR THE USE OF HEARTLAND CUSTOM HOMES. ANY REPRODUCTION OR OTHER USE IS STRICTLY PROHIBITED. WITHOUT THE EXPRESS WRITTEN CONSENT OF HEARTLAND CUSTOM HOMES.</p>
	FOR: JARED PEST	ORDER NO XXXXXX						

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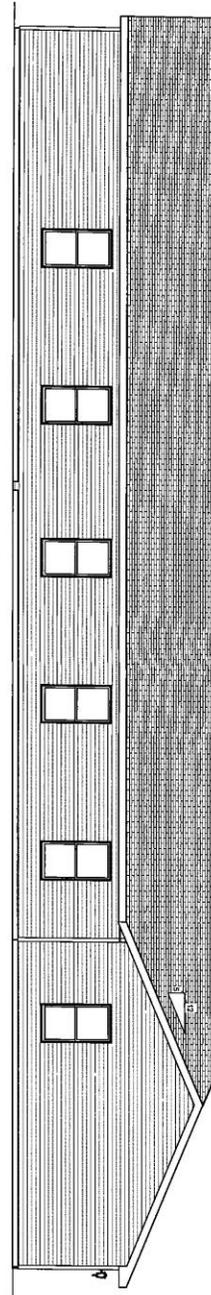
PRELIMINARY PLANS

NOT FOR CONSTRUCTION



RIGHT ELEVATION

SCALE: 3/4"=1'-0"



LEFT ELEVATION

SCALE: 3/4"=1'-0"

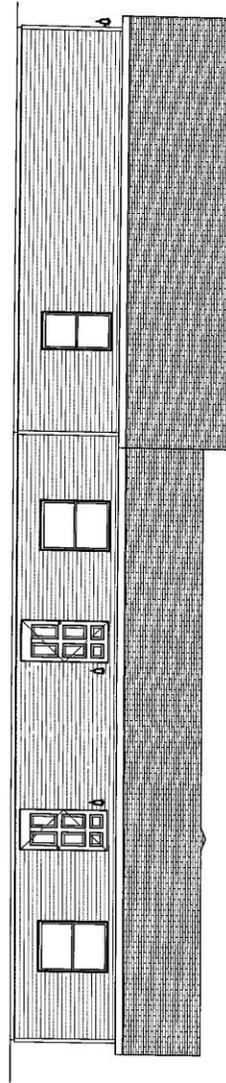
UNITS 7-12

SHEET NO. A-2	MODEL: 6-UNIT MULTIFAMILY RESIDENCE UNITS 7-12	PRINT DATE: 12/31/2014		REV. NO.	DRAWN BY	DATE	REMARKS	<p>NOTICE</p> <p>THESE PLANS ARE DESIGNED EXCLUSIVELY FOR THE USE OF HEARTLAND CUSTOM HOMES. ANY REPRODUCTION OR OTHER USE IS STRICTLY PROHIBITED. WITHOUT THE EXPRESS WRITTEN CONSENT OF HEARTLAND CUSTOM HOMES.</p>
	FOR: JARED KEST	ORDER NO. XXXXXX						

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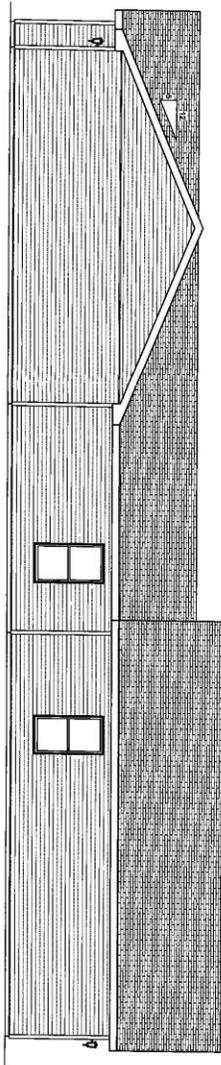
PRELIMINARY PLANS

NOT FOR CONSTRUCTION



FRONT ELEVATION

SCALE 1/8"=1'-0"



BACK ELEVATION

SCALE 1/8"=1'-0"

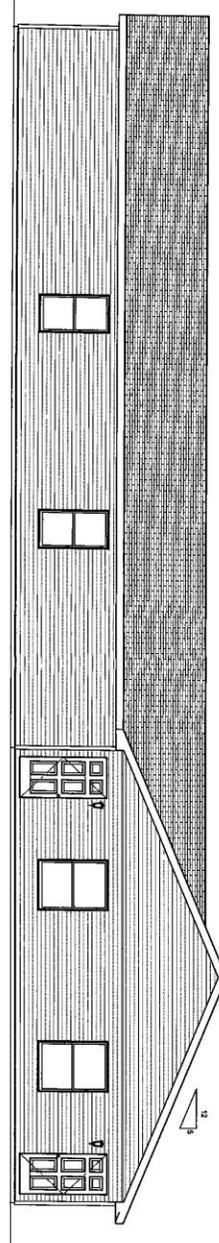
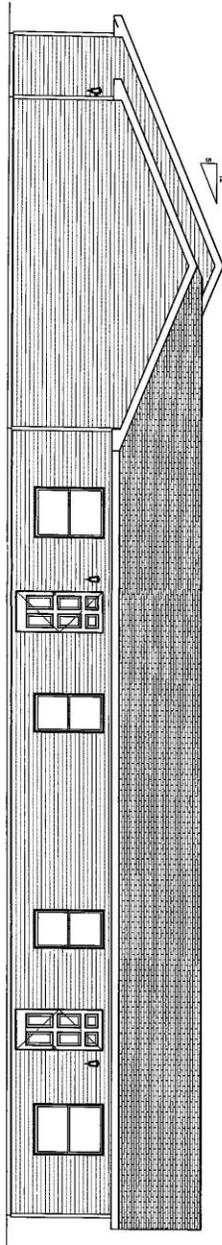
UNITS 1-6

SHEET NO. A-1	MODEL: 6-UNIT MULTIFAMILY RESIDENCE UNITS 1-6	PRINT DATE: 10/31/2014		REV. NO.	DRAWN BY	DATE	REMARKS	<p>NOTE</p> <p>THESE PLANS ARE DESIGNED EXCLUSIVELY FOR THE USE OF HEARTLAND CUSTOM HOMES. ANY REPRODUCTION OR OTHER USE IS STRICTLY PROHIBITED. WITHOUT THE EXPRESS WRITTEN CONSENT OF HEARTLAND CUSTOM HOMES.</p>
	FOR: JARED WEBB	ORDER NO. XXXXXX			XXX			

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PRELIMINARY PLANS

NOT FOR CONSTRUCTION



UNITS 1-6

SHEET NO. A-2	MODEL: 6-UNIT MULTIFAMILY RESIDENCE UNITS 1-6	PRINT DATE: 10/31/2014		REV. NO.	DRAWN BY	DATE	REMARKS	<p>NOTICE</p> <p>THESE PLANS ARE DESIGNED EXCLUSIVELY FOR THE USE OF HEARTLAND CUSTOM HOMES. ANY REPRODUCTION OR OTHER USE IS STRICTLY PROHIBITED. WITHOUT THE EXPRESS WRITTEN CONSENT OF HEARTLAND CUSTOM HOMES, INC.</p>
	FOR: JARED WEST	ORDER NO. XXXXXXXX						

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

**[REZONING – 4 COMMERCIAL PROPERTIES WITHIN THE VICINITY OF CHURCH STREET, STRONGS AVENUE,
PARK STREET AND DEPOT STREET]**

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

SECTION I: That the Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to reclassify the following described properties from “B-4” Commercial District to "B-3" Central Business District:

1. Parcel ID 2408-32-4020-03, and described as EXC RIGHT OF WAY OF LOTS 557 558 & EXC N 1/2 OF LOT 560 & 8F X 11F & 13 1/2F OF LOT 559 ALL OF LOT 566 BLK 66 M M STRONG ADD EXEMPT BLK 65, City of Stevens Point, Portage County, Wisconsin.
2. Parcel ID 2408-32-4034-03, and described as PRT OF LOTS 7 8 9 10 IN BLK 9 HELM ADD, City of Stevens Point, Portage County, Wisconsin.
3. Parcel ID 2408-32-4040-12, and described as SMALL PIECE WEST OF CHURCH LOT 9 BLK 3 HELM ADD, City of Stevens Point, Portage County, Wisconsin.
4. Parcel ID 2408-32-4900-01, and described as PRT S1/2 SE1/4 S32 T24 R8 E OF DIVISION ST NOW DISCONTINUED 10WD HELMS ADD, City of Stevens Point, Portage County, Wisconsin.

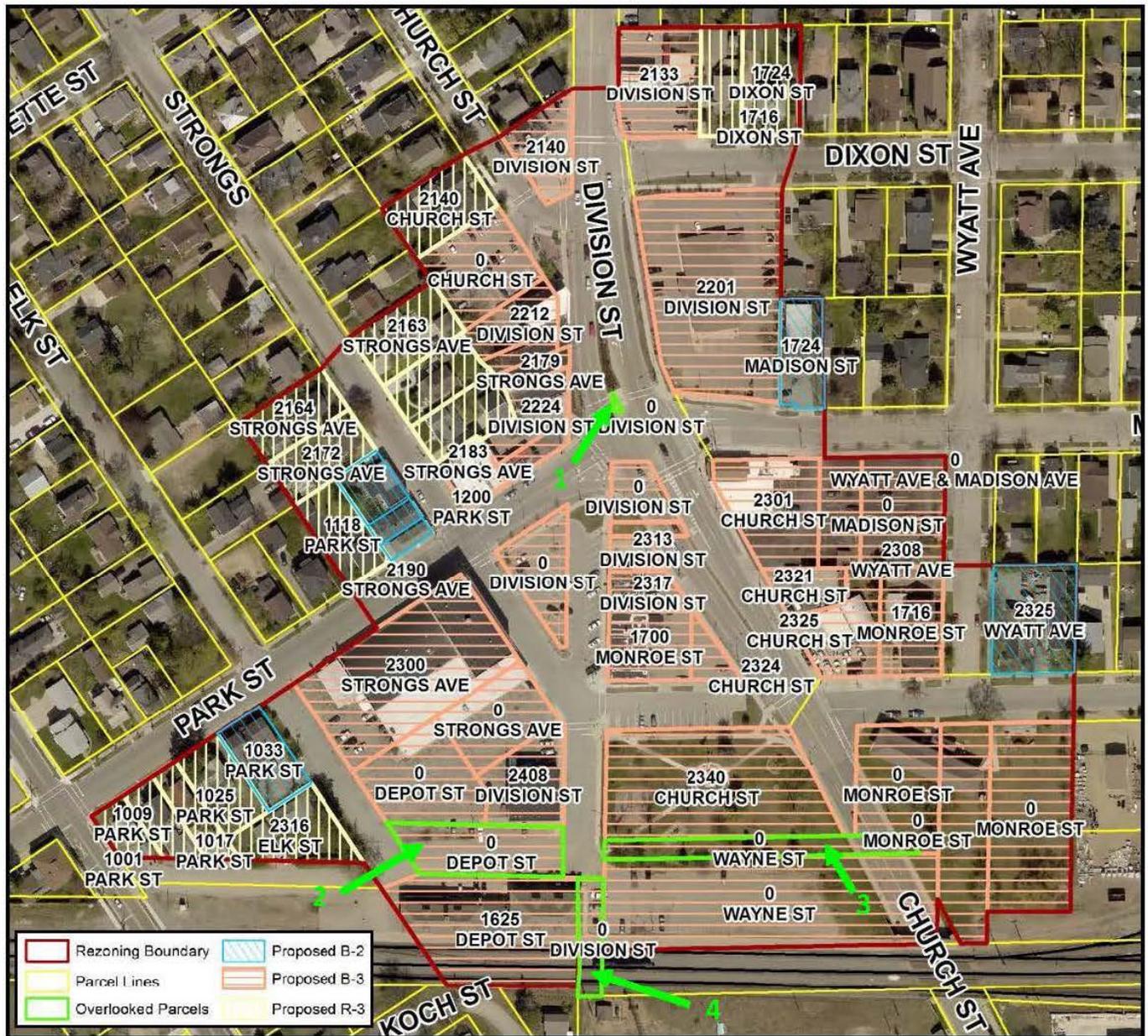
SECTION II: That this ordinance shall take effect upon passage and publication.

Approved: _____
Gary W. Wescott, Mayor

Attest: _____
John Moe, City Clerk

Dated: December 15, 2014
Adopted: December 15, 2014
Published: December 19, 2014

Stevens Point, WI – Southside Proposed Rezoning



PERSONNEL COMMITTEE MEETING
Monday, December 8, 2014 – 6:00 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Acting Chairperson Moore; Alderpersons Patton, Wiza, Walther

EXCUSED: Chairperson Phillips

OTHERS

PRESENT: Mayor Wescott; C/T Ladick; City Attorney Beveridge; Alderpersons R. Stroik, M. Stroik, Trzebiatowski, O'Meara; Directors Schrader, Ostrowski, Schatschneider, Lemke; Chief Finn; A/C Zenner; Barb Jacob, Allen Rasmussen, Kari Yenter, Denise Mrozek, Lloyd Graff, Carrie Freeberg, Tricia Church; Nate Enwald ~Portage County Gazette; Brandi Makuski ~ SPCT; Human Resource Manager Jakusz, Kelley Pazdernik

Acting Chairperson Moore called the meeting to order.

1. Request to fill vacancy in the Parks Department

Alderman Wiza moved to approve filling the vacancy in the Parks Department, Alderman Walther seconded. Ayes all, nays none. Motion carried.

2. Notice of Employee(s) seeking public office

Alderman Walther moved to accept the notice from employee(s) seeking public office and place it on file, Alderman Patton seconded. Ayes all, nays none. Motion carried.

3. Request for Step Adjustment for Election and Licensing Specialist

Acting Chairperson Moore reported that Alderperson Phillips is in favor of this adjustment.

Human Resource Manager Jakusz asked if this will be the process for this type of horizontal movement and if so she would like some guidelines for how this will work. Human Resource Manager Jakusz said Clerk Moe has indicated he does have money in his budget for this, but she is not sure if other departments would have money for this.

Acting Chairperson Moore directed Human Resource Manager Jakusz to discuss establishing criteria for this type of request with the Personnel Chair and possibly putting on a future committee for discussion.

Aldersperson Wiza stated the results of the performance evaluation should decide if a step increase is warranted.

Human Resource Manager Jakusz stated the way it has worked historically, is the matrix is adjusted across the board, so all employees received the 1 and ½ percent adjustment, including those employees whose salary is red lined. If someone is eligible for a step and the employee has a satisfactory evaluation they will be able to advance that step. Steps 1-6 are at one year steps, 7-9 are two year steps and 10-11 are three year steps. Red lined employees are not eligible for steps.

Clerk Moe stated due to the exemplary work and the complexity of responsibilities of this position this is a unique situation. During the pay plan process, grade placement was appealed and the grade adjustment was approved and moved. He could not challenge the step placement and had no recourse. He brought up the situation to the former Mayor and Chairman Phillips who instructed him to bring it up when they took up the steps. The first step was to be the grade and the second to be the steps. He is following the guidelines he was given. The financial impact is minimal and will be absorbed in his budget. The purpose of a pay plan is to ensure we retain good employees and are able to compete with other municipalities of our like size. This will correct the oversight of the pay plan.

Aldersperson Patton moved to make the step adjustment – Election Licensing Specialist to step 4 of her grade, seconded by Aldersperson Walther.

Aldersperson Wiza stated for clarification all department heads would have an opportunity to make requests on behalf of their employees. He stated that Human Resource Manager Jakusz will work with Chairperson Phillips to determine if it needs to be made into a policy.

Ayes all, nays none. Motion carried

4. Modification to Administrative Policy 3.01 (Relating to Safety Toed Shoe/Clothing allowance)

Comptroller/Treasurer Ladick stated there was an issue with IRS compliance. Safety Toed Shoes are non-taxable; however articles of clothing could be taxable if they could be worn for everyday use. Rather than go through the arduous process of sorting out taxable and non-taxable he proposed duplicating the Police Department and giving the employees the \$150.00 upfront at the beginning of the year. This policy would affect DPW and Parks Departments.

Aldersperson Wiza asked if there would be a financial impact. Acting Chairperson Moore stated they are required to have safety toed shoes so it would be few and far between that employees did not spend that amount.

Aldersperson Wiza moved to modify Administrative Policy 3.01, seconded by Acting Chairperson Moore.

Aldersperson Trzebiatowski asked if this would affect seasonal/LTEs and Director Schrader said it would not.

Ayes all, nays none. Motion carried.

5. Adjournment ~ 6:12 p.m.

**CITY OF STEVENS POINT
PUBLIC PROTECTION COMMITTEE
Monday, December 8, 2014 – 6:13 P.M.
Lincoln Center – 1519 Water Street**

Present: Alderpersons: Wiza, Trzebiatowski, M. Stroik

Excused: Alderpersons: Slowinski, Doxtator

Also

Present: Mayor Wescott; City Attorney Beveridge; Clerk Moe; Comptroller/Treasurer Ladick; Alderpersons Walther, O’Meara, Patton, R. Stroik and Moore; Directors Schrader, Lemke, Ostrowski and Schatschneider; Chief Finn; Asst. Chief Zenner; Assessor Shepro; Human Resource Manager Jakusz; Finance Office Manager Freeberg; Asst. to the Mayor Pazdernik; Tricia Church; Allen Rasmussen; Barb Jacob; Denise Mrozek; Lloyd Graff; Nate Enwall – Gazette; Brandi Makuski – City Times

1. License List:

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

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

- i. Boys and Girls Club of Portage County, 1007 Ellis Street, Stevens Point for Portage County Taste of Wine and Cheese event on Friday, April 10, 2015 at Noel Hangar. Licensed operator on the premise: Jeff Tewes. (Beer and Wine)
- ii. Bill Cook Chapter – IWLA, P.O. Box 582, Stevens Point for 51st Annual Winter Jamboree on Saturday, January 31, 2015 on property at 4001 Patch Street along McDill Pond. Licensed operator on the premise: Tina Lechner. (Beer only)
- iii. St. Casimir Parish, 203 W. Casimir Road, Stevens Point for St. Casimir Winter Dinner Dance, on January 31, 2015, at 1025 Second Street North, Stevens Point. Licensed operator on the premise: Phillip Janowski. (Beer only)

C. Change of Agent:

- i. Kwik Trip Inc., P.O. Box 2107, La Crosse, WI 54602, Donald D. Sejbl, 1109 Illinois Ave, Stevens Point, WI; agent at Kwik Trip 342, 3533 Stanley Street replacing Michelle Lewis.
- ii. Ultra Mart Foods LLC, P.O. Box 473, Milwaukee, WI 53201, Donald T. Theisen, W10532 Elmwood Lane, Aniwa, WI; agent at Copps #8132, 1500 Pinecrest Avenue replacing Daniel Tikalsky.

D. Pawnbroker License (Renewal):

- i. Point Title and Pawn Loans, 2625 Church Street, Stevens Point, Dan J. Spaulding, owner.
- ii. Lee Ayers Jewelers, 1044 Main Street, Stevens Point, Leon R. Ayers, owner.

Ald. Trzebiatowski **moved**, Ald. M. Stroik seconded, approval of the new operator’s licenses, temporary Class “B” / “Class B” Licenses for Boys and Girls Club of Portage

County for Portage County Taste of Wine and Cheese event on Friday, April 10, 2015 at Noel Hangar with licensed operator on the premise being Jeff Tewes, Bill Cook Chapter-IWLA of Stevens Point for 51st Annual Winter Jamboree on Saturday, January 31, 2015 on property at 4001 Patch Street along McDill Pond with licensed operator on the premise being Tina Lechner and St. Casimir Parish, 203 W. Casimir Road, Stevens Point for St. Casimir Winter Dinner Dance on January 31, 2015, at 1025 Second Street North, Stevens Point with licensed operator on the premise being Phillip Janowski, change of agent for Kwik Trip Inc., P.O. Box 2107, La Crosse, WI 54602, Donald D. Sejbl, 1109 Illinois Ave, Stevens Point, agent at Kwik Trip replacing Michelle Lewis and Ultra Mart Foods LLC Milwaukee, Donald T. Theisen agent replacing Daniel Tikalsky at Copps and Pawnbroker Licenses for Point Title and Pawn Loans, 2625 Church Street, Stevens Point, Dan J. Spaulding, owner and Lee Ayers Jewelers, 1044 Main Street, Stevens Point, Leon R. Ayers, owner.

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

2. Monthly Inspection Report.

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

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

3. Adjournment.

Adjournment at 6:16 p.m.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, December 8, 2014
Lincoln Center – 1519 Water Street
Stevens Point, WI 54481

MINUTES

PRESENT: Mayor Gary Wescott, Comptroller/Treasurer (C/T) Corey Ladick, Director of Public Works Scott Schatschneider and Tricia Church; **Alderspersons:** Hans Walther(2nd), Michael O’Meara(3rd), and Randal Stroik(9th).

EXCUSED: George Doxtator(1st), Jeremy Slowinski(6th)

ALSO PRESENT:

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

ALDERPERSONS: Mike Wiza(4th), Mary Stroik(5th), Roger Trzebiatowski(7th), Tony Patton(8th), and Jerry Moore(11th).

CITY STAFF MEMBERS: City Attorney A. Logan Beveridge, City Clerk John Moe, City Assessor Steve Shepro, Assistant Police Chief Tom Zenner, Fire Chief Bob Finn, and Deputy C/T Carrie Freeberg.

OTHERS PRESENT: Nate Enwald – P.C. Gazette, Brandi Makuski – Stevens Point City Times, Barb Jacob – 1616 Depot Street, Allen Rasmussen – Stevens Point, Denise Mrozek – Stevens Point and Lloyd Graff – 1240 Edgewood Avenue.

Mayor Gary Wescott called the Board of Public Works meeting to order at 6:18 p.m. on December 8, 2014. The meeting was held at The Lincoln Center located at 1519 Water Street in Stevens Point, WI 54481.

1. Consideration and possible action to accept the Director’s Report and place it on file.

Aldersperson Stroik asked where we are at in the process on the Grade Separation Project. Director Schatschneider explained that mid-November AECOM sent FEMA the additional data they requested. They now have 90-days to review the data but, he feels hopeful that they will not take the full 90-days.

Mayor Wescott added that this project that this project started during his first term or early in his second term of service. He commended Director Schatschneider for pushing this project forward.

Aldersperson O’Meara asked for an update on how the new brine spreader is working. Director Schatschneider said the brine spreader is scheduled to ship to us next week and may take an amount of time to get implemented. Director Schatschneider added that he would update the board on snow and ice in January.

Director Schatschneider added that we will start seeing folks on Hoover Road taking soil borings as part of the design process for the Hoover Road Grade Separation Project.

Alderson Stroik moved approval of the Director's Report; seconded by Alderson Walther to accept it and place it on file.

Ayes majority; nays minority; motion carried.

- 2. ADJOURNMENT: Mayor Gary Wescott adjourned the December 8, 2014 Board of Public Works Meeting at 6:22 p.m.**

**FINANCE COMMITTEE
DECEMBER 8, 2014 AT 6:23 P.M.
LINCOLN CENTER – 1519 WATER STREET**

PRESENT: Ald. Patton, R. Stroik and O'Meara

EXCUSED: Ald. Slowinski and Phillips

ALSO

PRESENT: Mayor Wescott; C/T Ladick; City Attorney Beveridge; Clerk Moe; Directors Lemke, Schrader, Schatschneider, Ostrowski; Ald. Moore, Wiza, M. Stroik, Trzebiatowski, Walther; Fire Chief Finn; Asst. Police Chief Zenner; Brandi Makuski; Nate Enwald; Barb Jacob; Allen Rasmussen; Denise Mrozek

ITEM #1 –3RD QUARTER ROOM TAX REPORT

Ald. R. Stroik questioned how this is tracking.

C/T Ladick replied we are tracking ok, the Riverfronts Arts Center is still showing negative, but he expects to close the gap fairly significantly between now and the end of the year based on changes made to the Arts Endowment. The major capital projects fund has \$330,000 in it, however we have a lot of big projects coming up with the Willett Arena in the next few years.

Motion made by Ald. O'Meara, seconded by Ald. R. Stroik, to approve the report and place it on file.

Ayes: All Nays: None Motion carried.

ITEM #2 – WRITE-OFF UNCOLLECTIBLE PERSONAL PROPERTY TAXES AND ACCOUNTS RECEIVABLE.

C/T Ladick explained there are only three personal property write-offs this year, for a total of \$3,657.71. Two of them are related to bankruptcy and we also have one that we will not be able to collect from.

Ald. R. Stroik questioned the bankruptcies.

City Attorney Beveridge stated both bankruptcies were discharged, so there is a permanent injunction against us making any effort to collect it.

Motion made by Ald. R. Stroik, seconded by Ald. O'Meara, to approve the write-off of the personal property taxes in the amount of \$3,657.71.

Ayes: All Nays: None Motion carried.

ITEM #3 – APPROVAL OF PAYMENT OF CLAIMS.

Motion made by Ald. O'Meara, seconded by Ald. R. Stroik, to approve the payment of claims in the amount of \$4,358,899.03.

Ayes: All Nays: None Motion carried.

ITEM #4 - ADJOURN INTO CLOSED SESSION (APPROXIMATELY 6:30 P.M.) PURSUANT TO WISCONSIN STATUTES 19.85(1)(E) (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) ON THE FOLLOWING: A. POTENTIAL DEVELOPMENT IN TIF DISTRICT 8. B. NEGOTIATING THE TERMS OF A DEVELOPMENT AGREEMENT FOR 1017 THIRD STREET. C. SHERIFF'S SALE OF THE PROPERTY AT 3325 FOURTH AVE., AND OPTIONS TO PROTECT THE SECURITY INTERESTS OF THE CITY AND REDEVELOPMENT AUTHORITY.

Motion made by Ald. O'Meara, seconded by Ald. R. Stroik, to adjourn into closed session at 6:28 P.M.

Roll Call: Ayes: Ald. R. Stroik, O'Meara, Patton Nays: None Motion carried.

ITEM #5 - RECONVENE INTO OPEN SESSION (APPROXIMATELY 6:50 P.M.) FOR POSSIBLE ACTION ON THE ABOVE REFERENCED CLOSED SESSION ITEMS.

Motion made by Ald. Patton, seconded by Ald. O'Meara, to reconvene into open session at 7:03 P.M.

Roll Call: Ayes: Ald. R. Stroik, O'Meara, Patton Nays: None Motion carried.

Motion made by Ald. O'Meara, seconded by Ald. R. Stroik, to forward the developer's agreement in TIF 8 to the full Council with recommendation for approval and allow staff to negotiate any required incidental changes.

Ayes: All Nays: None Motion carried.

Ald. Patton stated there is no action on Item 4B.

ITEM #6 - AUTHORIZATION TO APPLY FOR A COMMUNITY DEVELOPMENT INVESTMENT (CDI) GRANT FROM THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION (WEDC) FOR THE PROPERTY LOCATED AT 1017 THIRD STREET.

Director Ostrowski stated this is an opportunity to get a grant of up to 25% of the project costs for a project we are looking at for the Lullabye site. The maximum amount would be \$500,000 from the State. It is a pretty competitive grant but he believes we have a good chance at receiving funding for this site.

Motion made by Ald. R. Stroik, seconded by Ald. O'Meara, to authorize applying for a Community Development Investment Grant from the Wisconsin Economic Development Corporation (WEDC) for the property located at 1017 Third Street.

Ayes: All Nays: None Motion carried.

Adjournment at 7:05 P.M.

DEVELOPMENT AGREEMENT

This Agreement is made and entered into by and between the **City of Stevens Point**, a municipal corporation located at 1515 Strongs Avenue, Stevens Point, Wisconsin 54481 (hereafter referred to as “City”) and **Ki Mobility, LLC**, a Wisconsin limited liability company with offices located at 4848 Industrial Park Road, Stevens Point, Wisconsin 54481 (hereafter referred to as “Developer”).

(I) RECITALS.

A. WHEREAS, the City has, pursuant to authority granted in Wisconsin Statute Section 66.1105, created Tax Incremental District No. 8 (hereafter referred to as “TID No. 8”) for the purpose of job creation; and

B. WHEREAS, Developer intends to acquire the property (“Property”) legally described on the attached Exhibit A and the Property is located within TID No. 8; and

C. WHEREAS, Developer is willing to develop and provide substantial employment opportunities at the Property if it obtains financial assistance from the City as set forth herein; and

D. WHEREAS, the City is willing to provide financial assistance as set forth herein, and has determined that this Agreement is in the public interest.

NOW THEREFORE, in consideration of the promises and mutual obligations of the parties contained herein, each of them does hereby represent, covenant and agree with the other as follows:

(II) DEFINITIONS.

In this Agreement, the following terms have the following respective meanings unless the context hereof clearly requires otherwise:

A. “Act” means Wisconsin Statute Section 66.1105 which provides authority to the City to create TID No. 8.

B. “Agreement” means this Development Agreement by and between the City and Developer, as the same may be from time to time amended.

C. “Available Tax Increment” means the amount of Tax Increment produced from the Project and received during the twelve (12) months preceding the payment date, remitted to the City commencing in 2017.

- D. “City” means the City of Stevens Point, Wisconsin.
- E. “Developer” means **Ki Mobility, LLC**, a Wisconsin limited liability company.
- F. “Development Costs” means the amounts expended by Developer for construction of the Private Improvements.
- G. “Developer’s Incentive” means any and all payments to Developer from City made pursuant to this Agreement.
- H. “Private Improvements” means each and all of the private improvements specified in the construction plans described on **Exhibit B** but generally described as the improvements constructed by Developer on the Property.
- I. “Project” means the Property as improved by the Private Improvements.
- J. “Property” means the parcel or parcels of real estate legally described on the attached **Exhibit A**.
- K. “Tax Increment” for a given year means the total equalized property tax rate applicable to the Property for that year, multiplied by the sum of the equalized value of the Private Improvements and any additional increase in the equalized value of the Property occurring after January 1, 2016, as determined by the Assessor for the City.
- L. “TID No. 8” means the Tax Incremental District No. 8 created by the City.

(III) REPRESENTATIONS BY THE CITY.

The City makes the following representations as the basis for the undertaking on its part herein contained:

- A. The City is a municipal corporation and political subdivision organized under the laws of the State of Wisconsin.
- B. The City has the authority to enter into this Agreement and carry out its obligations hereunder pursuant to the authority granted to it by the Wisconsin Constitution and State law.
- C. The City proposes to provide assistance to Developer in accordance with the provisions of this Agreement.
- D. The activities of the City are undertaken for the purpose defined in Section 66.1105 of the Wisconsin Statutes.

E. To partially finance the cost of the activities to be undertaken by the Developer, the City proposes to use the Available Tax Increment generated by the Private Improvements for the payment of the Developer's Incentive payable to Developer under this Agreement.

F. The parties signing below on behalf of the City have been fully authorized to execute this Agreement on behalf of the City.

(IV) REPRESENTATIONS AND WARRANTIES BY DEVELOPER.

Developer represents and warrants that:

A. Developer is a Wisconsin limited liability company, duly organized and in good standing under the laws of the State of Wisconsin, and is not in violation of any provisions of its Articles of Organization, Operating Agreement, or the laws of the State of Wisconsin, has the power to perform its obligations hereunder and has duly authorized the execution, delivery and performance of this Agreement by proper company action.

B. Developer controls the construction of the Private Improvements on the Property.

C. The parties signing below for Developer warrant that they have full power and authority to execute this Agreement on behalf of Developer, and to bind Developer to the Agreement.

D. The construction of the Private Improvements on the Property by Developer would not occur but for the Tax Increment financing being provided by the City hereunder.

E. Neither the execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement is prevented, limited by or conflicts with or results in the breach of the terms, conditions or provisions of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which Developer is now a party or by which is bound, or constitutes a default under any of the foregoing.

F. Developer understands and agrees that the Developer's Incentive will be payable only from the Available Tax Increment generated by the Private Improvements, and will never represent or constitute a general obligation debt or bonded indebtedness of the City, the State of Wisconsin, or any political subdivision.

(V) CONSTRUCTION OF PRIVATE IMPROVEMENTS.

A. Developer agrees that it will complete construction of the Private Improvements by December 31, 2015 ("Completion Date"). If construction of the Private Improvements have not been completed by the Completion Date due to circumstances beyond the control of the

Developer, the City and Developer agree that the City's first payment of the Developer's Incentive may be delayed by one year.

B. Developer's obligations under this Section are contingent on obtaining permits and other governmental approvals necessary for the construction. Developer shall make all reasonable efforts to obtain such permits and approvals in a timely manner. Developer understands that this Agreement cannot obligate the City to issue any such permits or approvals.

(VI) PROPERTY MAINTENANCE.

Following completion of the Private Improvements required under Section V, Developer shall maintain the Property in a good and presentable condition and shall promptly repair any damage. Developer shall maintain adequate property insurance for such purpose.

(VII) PAYMENT IN LIEU OF TAXES.

In the event the Property, or any part of it, becomes exempt or partially exempt from property taxes, Developer shall pay to the City an amount equal to the property taxes that would otherwise have been paid as property taxes on the Property.

(VIII) CITY'S OBLIGATION TO FINANCE DEVELOPMENT COSTS.

The City agrees to partially compensate Developer for Development Costs incurred by Developer to complete the Private Improvements as follows:

A. The City's obligation to finance Development Costs shall be payable solely from Available Tax Increment generated by the Property and shall not be a charge against the City's general credit or taxing power.

B. The City's payment of the Developer's Incentive to Developer shall be made on a yearly basis on or before September 1 of each year.

C. Notwithstanding anything to the contrary contained in this Agreement, the City shall pay to Developer seventy-five percent (75%) of the Available Tax Increment in accordance with this Section. Such payments to the Developer shall cease following the 10th annual payment to the Developer.

D. The City's obligation to make payments to finance Development Costs shall terminate upon termination of this Agreement, termination of the TID NO. 8 as provided by the Act, or as otherwise provided herein.

E. Upon completion of the Private Improvements, Developer shall submit to City an itemized bill report of the Development Costs. If upon any payment from City to Developer

pursuant to this Agreement the total sum of all such payments would exceed the total amount of the Development Costs, such payment shall be reduced by the amount of such excess. The City's obligation to finance Development Costs shall terminate following such payment.

F. Any payments made by the City to finance Development Costs shall constitute project costs of TID No. 8 as defined in Wisconsin Statutes § 66.1105(2)(f)1.

G. The City's obligation to finance Development Costs shall be contingent on Developer's continued compliance with the terms of this Agreement. The City shall not be obligated to make any payments to Developer, whether from Available Tax Increment or otherwise, when Developer or any assignee of Developer is in default under this Agreement.

(XI) TRANSFER AND ASSIGNMENT.

This Agreement may be assigned by Developer without the consent of the City in the event of a transfer of the Property by Developer, provided Developer is not in default under the terms and conditions of this Agreement. Developer will provide the City with written notice not less than thirty (30) days following any such assignment. In the event of such an assignment by Developer of its interest in this Agreement to a person or entity expressly assuming Developer's obligations under this Agreement, Developer shall thereby be released from any further responsibility hereunder, and the City agrees to look solely to such successor in interest of Developer for performance of such obligations.

(XII) RELOCATION.

A. Developer warrants that no person has been or will be a displaced person under Ch. 32 of the Wisconsin Statutes, Ch. Comm 202 of the Wisconsin Administrative Code, or other applicable law as a result of Developer's actions related to the Property, the development or this Agreement.

B. Developer shall indemnify and defend the City from and against any and all liability, suits, actions, claims and demands for relocation benefits resulting from or related to the development, this Agreement or Developer's actions related to the Property, the development or this Agreement.

(XIII) NOTICE OF DEFAULT

In the event either party is in default hereunder (the "Defaulting Party"), the other party (the "Non-defaulting Party") shall be entitled to take any action allowed by applicable law by virtue of said default provided that the Non-Defaulting Party first gives the Defaulting Party written notice of default describing the nature of the default, what action, if any, is deemed necessary to cure the same and specifying a time period of not less than thirty (30) days in which the default may be cured by the Defaulting Party.

(XIV) REMEDIES.

In the event of default by Developer that remains uncured, the City, may take any one or more of the following actions:

A. The City may suspend their performance under this Agreement until it receives assurances from Developer, deemed adequate by the City, that Developer will cure its default and continue its performance under this Agreement.

B. In the case of a default which occurs prior to completion of the Private Improvements, the City may cancel the Agreement.

C. The City may take any action, including legal or administrative action, in law or equity, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement or covenant of the Developer under this Agreement, including securing an injunction to prevent harm.

In the event of a default by the City that remains uncured, Developer may seek any remedy available to Developer under the terms of this Agreement or take any other action, including legal or administrative action, in law or equity, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement or covenant of the City under this Agreement, including securing an injunction to prevent harm.

(XV) MISCELLANEOUS.

A. Developer shall indemnify, save harmless and defend the City and its respective officer, agents and employees from and against any and all liability, suits, actions, claims, demands, losses, costs, damages and expenses of every kind and description, including attorney costs and fees, for claims of any kind including liability and expenses in connection with the loss of life, personal injury or damage to property, or any of them brought because of any injuries or damages received or sustained by any persons or property on account of or arising out of the construction of the development to the extent caused by the gross negligence or willful misconduct on Developer's part or on the part of its agents, contractors, subcontractors, invitees or employees, at any time. Notwithstanding the foregoing, the liability of Developer to the City for any claim whatsoever related to this Agreement, including any cause of action arising in contract, tort, or strict liability, shall not exceed the total amount of the available tax increment actually received by Developer from the City under the terms of this Agreement as of the date of any such claim.

B. This Agreement shall be governed by and construed in accordance with the laws of State of Wisconsin governing agreements made and fully performed in Wisconsin. This Agreement sets forth the entire understanding between the City, and Developer with respect to its subject matter, there being no terms, conditions, warranties, or representations with respect to

its subject matter other than that contained herein. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto, their respective successors and assigns.

C. This Agreement may not be changed orally, but only by agreement in writing and signed by the parties hereto.

D. This Agreement superficially does not create any partnership or joint venture between the parties hereto, or render any party liable for any of the debts or obligations of any other party.

E. The headings set forth in this Agreement are for convenience and reference only, and in no way define or limit the scope or content of this Agreement or in any way affect its provisions.

F. Under no circumstances shall any alderperson, officer, official, commissioner, director, member, partner or employee of the City have any personal liability arising out of this Agreement, and no party shall seek or claim any such personal liability. The limitation on personal liability included in this Part shall extend to Developer's assignment of this Agreement to a partnership or to a limited liability company consistent with Article XI above.

G. This document contains the entire agreement between Developer and the City and it shall inure to the benefit of and shall be binding upon the parties hereto and the respective heirs, executives, successors and assigns. This Agreement may be modified only by a written Amendment signed by the parties, which Amendment shall become effective upon the recording in the Office of the Register of Deeds for Portage County.

H. If necessary, Developer shall work with and cooperate with City in providing data and information necessary for City to comply with the provisions or requirements in connection with a state or Federal grant or other funding applicable to and benefiting the Development.

(XVI) SEVERABILITY

If any provisions of this Agreement shall be held or deemed to be or shall, in fact, be inoperative or unenforceable as applied in any particular case in any jurisdiction or jurisdictions or in all jurisdictions, or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule of public policy, or for any other reason, such circumstances shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision provisions herein contained invalid, inoperative, or unenforceable to any extent whatsoever.

(XVII) BINDING EFFECT.

Developer's obligations under this Agreement shall run with the land and be binding on future owners of any interest in the Property.

(XVIII) WARRANTY.

Developer warrants that it has good title to the Property and that it has full right and authority to enter into this Agreement.

(XV) TERM.

This Agreement shall be effective upon its execution by both parties and shall terminate upon termination of TID No. 8 or as otherwise provided in this Agreement.

The execution of this Agreement by the City was authorized by resolution of the city council for the City of Stevens Point, Wisconsin adopted on the ___ day of _____, 201__.

IN WITNESS WHEREOF, the parties have duly executed this Agreement, or caused it to be duly executed as of the ___ day of _____, 201__.

THE CITY OF STEVENS POINT, WISCONSIN

By: _____
Honorable Gary W. Wescott, Its Mayor

Attest:

By: _____
John V. Moe, Its City Clerk

STATE OF WISCONSIN)
) SS
COUNTY OF PORTAGE)

Personally came before me this ___ day of August, 2014, Gary W. Wescott, Mayor, and John V. Moe, City Clerk, of the above-named City of Stevens Point, Wisconsin, to me known to be the persons who executed the foregoing instrument and to me known to be such Mayor and City Clerk, and acknowledged that they executed the foregoing instrument as such officers as the deed of said City of Stevens Point, Wisconsin, by its authority.

Notary Public, State of Wisconsin
My commission is permanent/expires on _____

KI MOBILITY, LLC

a Wisconsin limited liability company

By: _____
(printed name & title)

Dated: _____

STATE OF WISCONSIN)
) SS
COUNTY OF PORTAGE)

Personally came before me this ___ day of August, 2014, _____, _____ of **Ki Mobility, LLC**, a Wisconsin limited liability company, to me known to be the person who executed the foregoing instrument and to me known to be a Manager of SkyGroup, LLC, and acknowledged that he executed the foregoing instrument as such Manager of SkyGroup, LLC, by its authority.

Notary Public, State of Wisconsin
My commission is permanent/expires on _____

EXHIBIT A
LEGAL DESCRIPTION OF THE PROPERTY

An official legal description and certified survey map will be incorporated into this agreement when they are prepared. The area depicted as “B” in the map below, generally identifies the Property. This map will be replaced with the official legal description and certified survey map.

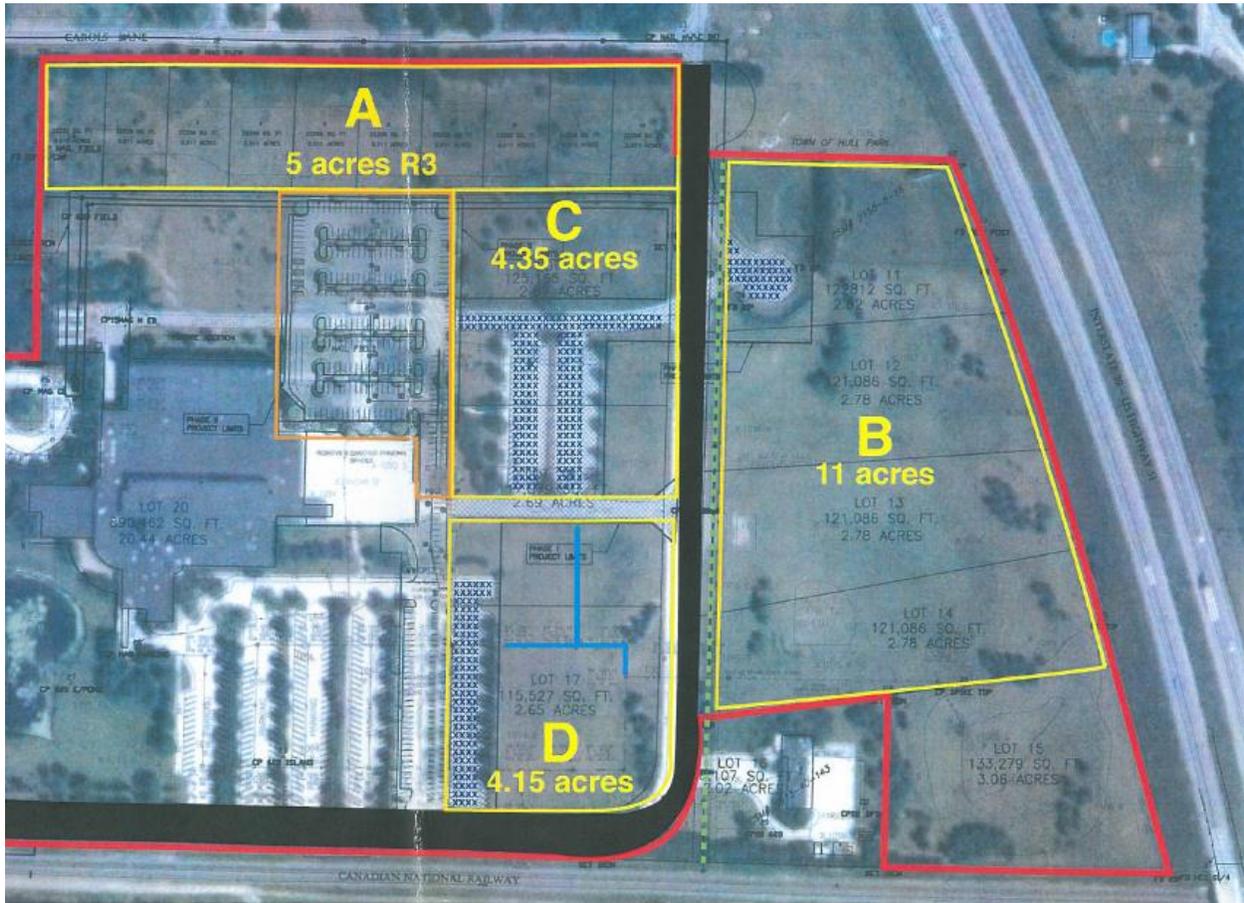


EXHIBIT B
DESCRIPTION OF PRIVATE IMPROVEMENTS

A description of the private improvements will be incorporated into this agreement when they are prepared.

Board of Water and Sewerage Commissioners
Monday, December 8, 2014
12:00 P.M.

MINUTES

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

ALSO PRESENT: Joel Lemke, Chris LeFebvre, Gary Kuplic, Mary Klesmith, and Jaime Zdroik.

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ADMINISTRATION

1. Approval of minutes of the November 10, 2014 meeting.

Motion made by Eugene Tubbs, seconded by Mae Nachman to approve the minutes of the November 10, 2014 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

2. Discussion and possible action on adjusting Commissioners pay.

Staff included documentation on what other Commissions from surrounding communities are paid annually. The last increase for the Commission was 8 years ago.

Paul suggested the increase be based on the rate of inflation, approximately 2% per year.

Motion made by Carl Rasmussen, seconded by Mae Nachman, to increase Commissioners pay to \$56 per month, which is an increase of approximately 2% per year over 8 years. This same approach would apply to the Commission President's pay as well.

Ayes all. Nays none. Motion carried.

3. Notice of employee running for elected office.

Joel explained that the Administrative Policy states an employee must notify the City if they are running for elected office. Pam has been the Clerk/Treasurer for a couple of terms now for the Town of Alban.

II. ACCOUNTING

4. Discussion and possible action on approval of department claims.

WATER DEPARTMENT

Paul Adamski presented the statement of claims for the Water Utility for November. The balance as of November 1, 2014 was \$5,159,889.63; the bank deposits recorded in November 2014 was \$733,675.76. Checks issued November 2014 numbered 48527 through 48601 were in the amount of \$706,154.18. The net balance on hand November 30, 2014 was \$5,186,811.21.

WASTEWATER DEPARTMENT

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for November. The balance as of November 1, 2014 was \$5,827,092.38; the bank deposits recorded in November 2014 were \$457,518.35. Checks issued November 2014 numbered 30664 through 30724 were in the amount of \$441,296.29. The net balance on hand November 30, 2014 was \$5,843,314.44.

STORMWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Stormwater Utility for November. The balance as of November 1, 2014 was \$1,002,221.27. The bank deposits recorded in November 2014 were \$82,091.13. Checks issued November 2014 meeting numbered 1258 through 1269 were in the amount of \$476,079.91. The net balance on hand November 30, 2014 was \$608,232.49.

AIRPORT

Paul Adamski also presented the statement of claims for the Airport for November. The balance as of November 1, 2014 was \$148,344.25. The bank deposits recorded in November 2014 were \$15,679.02. Checks issued in November 2014 numbered 1244 through 1249 were in the amount of \$30,004.57. The net balance on hand November 30, 2014 was \$134,018.70.

Motion made by Eugene Tubbs, seconded by Jim Cooper to approve the department claims for the month of November 2014 as audited and read. *Ayes all. Nays none. Motion carried.*

5. **Discussion and possible action on the payment plan with Four Seasons Comm. LLC, 1430 Torun Road.**

Joel explained that the original agreement was signed back in August of 2013. This agreement was established because the property had several leaks that were to be repaired and once leaks were repaired a sewer adjustment would have been done. We can't give sewer credits until all leaks are repaired because we wouldn't be able to accurately calculate what a reasonable credit would be. As of yet, they have not repaired the leaks and Joel is concerned that they will continue to fall behind even further on their account.

Management recommends they pay their quarterly bill in full every quarter, and we'd take the past due balance they currently owe and allow them to make monthly payments to be paid in full by 10/30/2015. If not paid, the disconnect process would begin.

Motion made by Carl Rasmussen, to follow staff recommendation which is to have Four Seasons pay their quarterly billings in full by due date and to divide up the current past due balance and make monthly payments with the balance to be paid, no later than October 30, 2015. If not paid, the disconnect process would begin.

Ayes all. Nays none Motion carried.

III. WATER OPERATIONS

6. Report on water distribution operations.

Gary stated things are going well. The reason the number of valves operated in 2014 is lower is due to the fact the computer in the valve operating truck was not working. It is now repaired and the crew will start operating valves again.

The water operation reports were distributed and reviewed. A total of 179 valves have been operated in 2014.

7. Report on water supply operations.

Our pumpage in November was 135,922,000 gallons, a decrease of 2,481,000 gallons of water from November 2013.

IV. SEWAGE TREATMENT OPERATIONS

8. Report on Collection System Maintenance.

They are doing more maintenance in all areas. A lead person was established for this crew.

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

9. Report on sewage treatment operations.

Chris stated everything is going well. HSW Project is moving along well. Tank walls will be poured this week. Our primary clarifier rehabs are completed. Our pH/Influent Pump project is completed. We met all permits for November and the plant was energy positive.

B.O.D. (4 average ppm), Phosphorus (0.408 average ppm) and Suspended Solid (5.66 average ppm) limits were met for the month of November 2014.

V. STORMWATER OPERATIONS

10. Report on Stormwater operations.

The Storm crew has been helping the Water crew with checking for frozen hydrants throughout the City and they have been plowing the Airport as well.

The Public Service Commission is requesting Stormwater billing/budget information due to complaint received by Service Cold Storage LLC.

VI. DIRECTOR'S REPORT

11. Verbal Report.

Mayor Wescott has requested a presentation be given to Council in January or February on the upgrades/improvements made to the Sewage Treatment Plant.

The water/sewer amount placed on tax roll went down from \$60,000 in 2013 to \$45,000 in 2014.

A meeting was held with the Town of Hull regarding their findings on Well 11 data.

The next Water & Sewerage Commission meeting will be on Monday, January 12, 2015 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 Strong's Avenue
Stevens Point WI 54481

David Schlehs, President
(715) 346-1508

November 11, 2014
4:32 p.m.

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

Also

Present: Police Chief Kevin Ruder, Fire Chief Bob Finn, Assistant Chief Marty Skibba, Records Bureau Supervisor Lee Ann Spoon, Officer Kristi Ahrens, FF/Paramedic Christopher Norton

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

Chief Ruder thanked veterans in the community for their service.

The Public Protection Committee approved a Chronic Nuisance Ordinance as presented at their meeting on November 10th (Section 24.51 of the Revised Municipal Codes) with the following amendments:

- Under the procedure section, change the 30 day period to a 60 day period, and
- Add a sunset clause expiring June 2016.

Officer Kristi Ahrens was introduced as the Crisis Intervention Team Liaison Officer. This position was created to be performed in conjunction with her assignment on patrol and will be a valuable resource for the department and the community.

3. **Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wisconsin Statutes sec. 19.85 (1) (c) (considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility) for a Firefighter/Paramedic interview.**

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

Ayes, all; nays, none. Motion carried.

4. **Reconvene into open session (approximately 4:50 p.m.) for possible action**

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

Ayes, all; nays, none. Motion carried.

Commissioner Schleihs moved, seconded by Commissioner Hanson, to extend an offer of employment to Christopher Norton upon the successful completion of all hiring protocols, with a start date of December 1, 2014.

Ayes, all; nays, none. Motion carried.

5. Discussion, with possible action, 2014 evaluation process for police and fire chiefs

The same evaluation process will be followed as last year. Each chief will receive an initial evaluation from their respective liaison and the commission will meet as a whole to finalize evaluations at a meeting date to be determined.

6. Discussion, with possible action, Public Safety IT position and support for 2015

It was recommended at the Finance Committee meeting on November 10th that the hours of the IT coordinator within the Police Department be reduced to 26 hours per week. The Comptroller stated the proposed budget has \$40,000 for the IT coordinator position for the 2015 budget year. It was motioned and seconded that the number of hours for the IT coordinator be reduced to 26 hours at such time when the city hires an IT consultant full-time under contract.

7. Discussion, with possible action, 2015 Police Department and Fire Department budget review pursuant to PFC Administrative procedure section 2.01.

Because there was no financial change at the previous night's Finance Committee meeting, no discussion was warranted.

8. Donation to Police Department from Sentry Insurance

Commissioner Schleihs moved, seconded by Commissioner Wescott, to accept a \$50.00 gift card to P.J. Jacobs Restaurant.

Ayes: all; Nays, None. Motion carried.

9. Consent Agenda

- a. Minutes – September 2014
- b. Monthly bills
- c. Police Chief's Report
 - The heroin summit on October 16 at the Portage County Business Council was a big success. An outcome of the meeting was the development of a training guide for patient's reference addiction, proper disposal of unused prescriptions and the dangers of heroin.
 - Camera systems in the downtown area are nearing completion. Cameras will be located on Main Street at Strongs, Third, the square and Bukolt Park.
 - On October 31 the Department investigated a number of home invasions, including a sexual assault in the residential college area. Due to the hard work and coordinated efforts of many on the Department, within 12 hours of the perpetration of the first crime a suspect was in custody.

- On November 3, Crime Stoppers did a heroin feature to alert the public of the drugs presence but also hopefully to educate the dangers of trying or continuing using this terrible drug.
 - The Department is proud to announce the assignment of Officer Kristi Ahrens as the newest community outreach liaison for the PD. Mental health issues have been rising within the community and they take a lot of officer's time when investigating such calls for service. This new position is an effort to liaison with specific segments of the community to reduce officer response and provide assistance to those suffering from mental health issues.
 - Bargaining continues with the Stevens Point Police Officers Association.
 - The Department is involved in a number of community initiatives including mental health, Ebola contingencies, traffic studies, neighborhood groups and a myriad of other topics. The Department will continue to be a proactive voice and community advocate.
 - I have been invited to speak to a number of civic groups this month. Upcoming speaking engagements include the Landlord Association Annual Meeting and the UWSP Student Legal Society.
- d. Fire Chief's Report
- Fire Prevention Month: The Stevens Point Fire Department participated in many fire prevention activities in the month of October. Some of those activities included over 20 Public Education events which included station tours, visits to schools or witnessing a fire drill. We attended the Plover Fire Department open house which included Fire & EMS equipment from the METRO departments. We had our pizza party for the winners of the post contest in which we picked up the students from their school, brought them to Station 1 for a pizza lunch and then returned the students to their school in a piece of fire equipment. We also assisted the American Red Cross in installing smoke detectors or replacing smoke detectors in homes throughout the city.
 - Make a Wish Foundation: The Stevens Point Fire Department participated in a request from the Make-A-Wish Foundation to provide our platform truck at Point Diesel in Plover for a child that liked big trucks. Over 50 different kinds of trucks were in attendance, from tow trucks to over the road trucks.
 - Recruitment: Assistant Chief Gemza and I went to Chippewa Valley Tech College and Fox Valley Tech College to discuss the recruitment process for the Stevens Point Fire Department.
 - Information for the PFC: The oral interviews for the promotional exam will be held Tuesday, November 11, 2014. The promotional process should be completed by November 20, 2014 with a posted list for Captain and Lieutenant by December 1, 2014. The budget was approved by the city finance committee and will proceed to the full Common Council. I wrote a letter to Portage County Executive Dreier in reference to the CAD system for the Stevens Point Fire Department and Portage County Ambulance.
- e. EMS Report

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

Ayes, all; nays, none. Motion carried.

10. Adjournment

The meeting adjourned at 6:00 p.m.



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

David Schleih, President
(715) 346-1508

November 20, 2014
4:30 p.m.

1. **Roll Call:** Commissioners Hanson, Ostrowski, Schleih and Wescott
Commissioner Kirschling, excused
2. **Discussion, with possible action, completion of 2014 evaluations for police and fire chiefs by a non-commission member.**

Commissioner Schleih reviewed the performance evaluation issue and discussion at November PFC meeting. Commissioner Schleih had a follow-up conversation with City Attorney Beveridge, and based upon a review of PFC Administrative policies and legal advice, the best practice for the PFC would be to have a non-commission member conduct the performance evaluations of the chiefs.

Commissioners discussed the December 1st deadline from city payroll office, possible options, potential costs, and various ideas for resources to complete performance evaluations.

Commissioner Schleih moved, seconded by Commission Ostrowski, to retain a non-commission member to conduct the 2014 performance evaluations of the police and fire chiefs, and use existing funds in the 2014 budget to cover any associated costs.

Ayes, all; nays, none. Motion carried.

3. **Adjournment**

The meeting adjourned at 5:17 p.m.

MEETING MINUTES
BOARD OF PARK COMMISSIONERS
WEDNESDAY, DECEMBER 3, 2014

1. **Roll Call**
2. **Approval of the November 3, 2014 Minutes**
3. **Update of 2015 Capital Projects**
4. **Adjournment**

Roll Call

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

Excused: Bahling, Ald. Slowinski

Also Present: Director Tom Schrader, Chris Wiza

2. Approval of the November 3, 2014 Minutes

Motion by Okonek, seconded by Hall, to approve the November 3, 2014 minutes and place them on file.

Ayes all; Nays none; Motion carried.

3. Update of 2015 Capital Projects

Director Schrader provided the Commission with a short narrative of all the Capital improvement projects that were approved for 2015:

Replace the rubber flooring in the Warming Room at the Willett Arena **(18 years old)**

Replace the Air exchanger at the Willett Arena that vents the locker rooms **(over 33 years old)**

Replace the Wheelchair lift at the Willett Arena **(original 33 years old)**

Resurface the blacktop roadway leading to the west entrance to the Stadium and serving as the roadway to the ice areas in the winter. **(over 30 years old)**

Resurface Concrete bleacher area at Goerke due to previous coating worn from heavy foot traffic. Expansion joints are failing allowing water to leak under stadium storage. **(14 years ago)**

Trees on Square that died will be replaced.

Replacement Pool Impeller that runs the Main Pool Circulation and Filtration System is showing signs of wear and cavitations. **(19 years old)**

Replacement Waterslide Winter Pool Cover The current one is 15 years old and has been shredded from the past few harsh winters. It has been deemed not useable anymore. It is needed to keep debris out of the pool and protects the tile and plaster finishes.

Replacement Pool Deck Chairs This is a cycle of replacing old strap metal chairs with recycled plastic ones that hold up for many years of abuse/dragging etc.,

Replacement Waterslide Heater as parts are not available and much more efficient ones are the norm. **(24 years old)**

Trailer water tanker--The trailer tank is close to **(30 years old)**. The plastic tank is aging and at some point needs to be replaced. A new tank, pump and reel could be purchased for \$7,000. A new trailer tank would cost \$5,500. Therefore, a trailer over 30 years and piecing things together was not preferred.

Kozickowski Park playground equipment replacement—**(16 years old and heavy vandalism)** Playground was installed in 1998. This set has received a fair amount of abuse/vandalism. Many corners are busted off and going to need replacement in the near future. Rubber coating on stairs and landing is being worn off.

Mead Park Restrooms replaced as the current ones are structurally inadequate for precipitation and prone to rot in many areas. Siding is failing and rotting. Roof shingles are curling and should be replaced and roof trusses are rotted on the ends.

Morton Park swing set will be added to the current playground equipment in the park.

Pfiffner Park Restrooms replaced with larger and more up to date restrooms that will better serve the needs of the park and the large events that happen at the park.

Schrader stated that for restroom replacements, he would like to form a small sub committee to review different possibilities. Bahling, Okonek, McDonald, Wiza, and O'Meara volunteered to serve.

Schrader also mentioned that the crews are working on getting the Winter Sports Areas ready. Willett Arena has been very busy this fall, we closed on the home at 172 W. Clark and are working on getting estimates to tear it down.

Ald. Wiza asked if police/fire would be able to train in the home before it will be torn down. Schrader said he is working with them on that.

Schrader highlighted areas that the Forestry department is working on; fall tree planting: 22 trees along streets; 29 trees in Forest Cemetery; 9 trees in Iverson Park; 5 trees in Pfiffner Park. UWSP students helped plant the trees in Forest Cemetery and Streets Dept. have been helping remove dead trees in Iverson Park and Yulga Disc Golf Course for the past two weeks. A bill regarding the 37" DBH silver maple at 2216 Jefferson Street which was destroyed on 3/27/13 by a semi was settled and City received \$5,762.50 compensation for the tree. Egle Landscaping will be installing 29 trees lost along Bukolt Avenue as part of the street reconstruction in Spring 2015. A slide, a tunnel, and supporting hardware for a Burmese bridge were replaced at KASH playground. A slide at Pfiffner Park was removed.

Glodosky wondered if there was a way we could encourage/ask for donations for our annual tree-planting program and do people have a choice of trees to be planted? McDonald stated that we already offer the Tree Memorial Program, but maybe it is something we could look at adding to. Schrader stated that usually residents get to choose from 3-5 different species.

4. Adjournment

Motion by Wiza, seconded by O'Meara, to adjourn the meeting.

Ayes all; Nays none; Motion carried. 6:55 p.m.

Minutes
Transportation Commission Meeting
Conference Room- 2700 Week Street
December 4, 2014

Commission members in attendance: Ald. Mary Stroik, Karalyn Peterson, Elbert Rackow, Fred Hopfensperger

Excused: Ald. Jeremy Slowinski, Chairperson Nichole Lysne

Others present: Transit Manager; Susan Lemke

The meeting was called to order at 5:30 p.m. by Elbert Rackow.

1. Approval of the October 30, 2014 Transportation Commission minutes.

Ald. Mary Stroik moved to approve the minutes of the October 30, 2014 Transportation Commission meeting. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

2. October 2014 claims/ financial report.

Elbert Rackow moved to approve the October 2014 claims/financial report. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.

3. 2015-2016 UWSP academic calendar year transportation agreement.

The 2015-2016 UWSP transportation agreement has been finalized and signed by Mayor Halverson and Katie Schroth, the Director of Finance at UWSP. The agreement will be effective September 2015 through May 2016.

4. Manager's Report:

• **Secretary Gottlieb's proposed biennial budget as it relates to public transit.**

Manager Lemke presented a breakdown of Secretary Gottlieb's proposed transportation budget as it relates to public transportation. The following items are in the proposed budget, for consideration by Governor Walker:

- 2% increase in operating aids for each transit tier. Additional funding for tier C to accommodate four new tier C systems. Funded through General Purpose Revenue (GPR) funds.
- 1% increase for elderly and disabled aids to counties.
- \$15,000,000 in a new appropriation for capital assistance, funded through GPR. 80% reimbursement with 100% reimbursement of the cost between alternative fuel vehicles and an equivalent diesel powered vehicle, if alternative vehicles are purchased.
- \$30,000,000 general obligation bonding authority for CNG fueling stations.
- New GPR appropriation of \$4,044,400 in FY 16 and \$16,177,600 in FY 17 for the Supplemental Transit Expansion Program (STEP). STEP will target operating assistance funding to 1.) Increase transit availability and ridership statewide, 2.) Establish additional transit service with a meaningful connection to employment, and 3.) Encourage economic development through enhanced transit services within a community.

• **Staff Updates:**

It is anticipated that all individuals who have been on long term medical leaves will be returning to their respective positions by the middle of December.

Karalyn Peterson moved to approve the Manager's report. Ald. Mary Stroik seconded. Ayes all; Nays none; Motion carried.

5. Next meeting date.

January 22, 2015 – 5:30 p.m.

6. Adjournment.

The meeting was adjourned at 6:24 p.m.

SMONGESKI HEALTH FUND ANNUAL MEETING
Tuesday, December 9, 2014 – 1:00 P.M.
County Conference Room D – 1516 Church Street

Present: Marge Molski, Bill Zimdars, Gary Garske (Portage County Health Officer)
Excused: Tom Owens (Superintendent Representative), Larry Theiss (Pacelli Principal)

Also

Present: City Clerk Moe, C/T Ladick, Gregg Henning (Financial Consultant Anchor Bank)

1. Financial Report.

Gregg Henning distributed the financial report as of December 5, 2014. He reported the fund balance is \$142,899.66 with \$23,000 in growth since August of 2010, which is a 36% increase. Mr. Henning stated there were modest changes made to the account with moving funds to more aggressive investments. He stated the Fund cannot dip below \$120,000 and cannot exceed 50% equity. He reported that there is currently a 50-50 bond-stock ratio which is a good ratio to have.

C/T Ladick asked about the 50% equity requirement.

Mr. Henning replied that he believed it was the trust from the will.

2. Review of program activity for the year.

Clerk Moe reported the Fund has been in operation through the Clerk's office for the past 33 years and that over 80 families are currently signed up for assistance. He noted that 64 children received vitamins and/or toothbrushes and another 40 children received sealants through the Healthy Smiles program and one directly from a private dentist.

C/T Ladick provided a breakdown of the checking account which included payments to Dr. Steven Faber, Shopko Pharmacy and Prevention Magazine. He stated \$2,500 will be paid to Healthy Smiles this month.

Mr. Zimdars asked who received the Prevention Magazine.

C/T Ladick stated it goes to three Stevens Point area school libraries.

3. Funding for 2014-2015 programs.

Clerk Moe stated that this year the Committee had to be notified of an increase in the allocation for vitamins and toothbrushes.

Mr. Garske said that there has been an increase in interest in vitamins and dental care at younger ages. He also noted that there were several inquiries into eyeglasses.

Clerk Moe stated the Fund requires there to be a financial need in order to qualify for eyeglasses assistance and since there are government assistance programs to help with this purchase the Fund is unable to assist.

C/T Ladick asked what was the most critical unmet need and what can be done to receive maximum financial impact.

Mr. Garske said the vitamins and toothbrushes managed through the Clerk's office have shown the biggest growth and he encouraged a \$500.00 increase for the Healthy Smiles Program.

Clerk Moe suggested an expansion of the sealant programs and to have Deanna McKinney come in and discuss the Healthy Smiles Program request to expand into 2nd molars.

C/T Ladick stated that gummy vitamins were popular but posed a cost concern. Due to the budgetary constraints they were able to work with Shopko Pharmacy to offer chewable vitamins as an alternative.

Ms. Molski **moved**, Mr. Zimdars seconded, to approve \$1,500 for the Clerk's office to cover expenses and \$3,000 to Healthy Smiles. If the Clerk's expenses exceed the \$1,500 the members are to be notified. Any expenditures over \$2,500.00 must receive prior approval from the Board.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

4. **Adjournment.**

The meeting was adjourned at 1:35 p.m.



SMONGESKI HEALTH FUND
 ANNUAL REPORT
 2014

The Smongeski Health Fund has been operated through the City Clerk’s office for the past 33 years. The following statistics cover the period from August 1, 2013 through July 31, 2014.

<u>Clerk’s Office Expenditures</u>	<u>12/13</u>	<u>13/14</u>
Vitamins/ Toothbrushes	\$ 202.11	988.99
Eyeglasses	0	0
Sealants	80.00	80.00
Prevention Magazine	65.82	65.82
Healthy Smiles	2,500.00	2,500.00*
Maternal and Child Health Program	111.48	0

The Fund currently has over 80 families signed up for assistance in addition to providing financial support to other programs such as Healthy Smiles, Maternal and Child Health and Project Fresh Start programs.

The main role of the Clerk’s office is to assist with the disbursement of vitamins and toothbrushes. This year 64 children received vitamins and/or toothbrushes. Due to the increased popularity of vitamins and toothbrushes, we had to exchange gummy vitamins for chewables in order to stay within the budget.

The number of students receiving sealants slightly increased this year as compared to last year. Healthy Smiles assisted 40 students with 134 sealants this year with the Fund covering the cost of 125 of those sealants. We also covered the cost of four sealants for one child payable directly to the dentist.

Again, there were inquires regarding eye glasses this year; however, there were no applications filed.

John Moe
 City Clerk

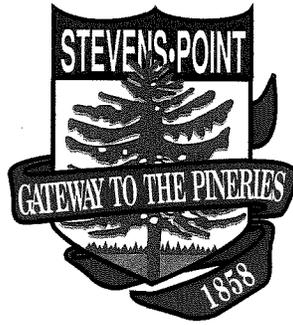
COMPTROLLER-TREASURER REPORT
for the period ending October 31, 2014

	Bal October 1, 2014	Receipts	Disbursements	Bal October 31, 2014
GENERAL OPERATING CASH	\$1,492,113.82	\$3,633,945.50	\$2,218,536.20	\$2,907,523.12
WATER & SEWER (CASH & INVEST) (includes airport, transit , stormwater)	\$12,567,029.28	\$2,871,159.47	\$2,604,518.03	\$12,833,670.72

INVESTMENTS	Bal October 1, 2014	TRANSFER IN	TRANSFER OUT	Bal October 31, 2014
GENERAL	\$21,198,956.42	\$346,141.18	\$1,434,716.68	\$20,110,380.92
SPECIAL REVENUE	\$576,858.23	\$0.00	\$0.00	\$576,858.23
DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL PROJECTS	\$8,475,721.97	\$2,590.68	\$0.00	\$8,478,312.65
ENTERPRISE	\$0.00	\$25.19	\$0.00	\$25.19
TRUST	\$211,751.81	<u>\$0.00</u>	<u>\$0.00</u>	\$211,751.81
TOTALS	<u>\$30,463,288.43</u>	<u>\$348,757.05</u>	<u>\$1,434,716.68</u>	<u>\$29,377,328.80</u>

EXPENDITURES:	BUDGET	YTD	%	REVENUES	BUDGET	YTD	%
GENERAL GOVT	\$3,297,058.00	\$2,530,004.03	76.74%	GENERAL	\$21,637,033.00	\$18,621,781.68	86.06%
POLICE	\$5,015,554.00	\$4,203,792.36	83.82%				
FIRE	\$4,741,710.00	\$3,973,499.34	83.80%				
PUBLIC WORKS	\$5,738,205.00	\$4,490,372.03	78.25%				
PARK & REC	\$1,999,709.00	\$1,739,659.17	87.00%				
CAPITAL PROJECTS	\$649,674.00	\$382,692.03	58.91%				
DEBT SERVICE	\$5,310,624.00	\$5,236,144.36	98.60%				
YTD TARGET	83.33%						

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



Gary W. Wescott
Mayor
715-346-1570

December 10, 2014

Members of the Common Council
Stevens Point, Wisconsin

The following appointments are recommended for your consideration.

Redevelopment Authority – (Expires 12/31/19)
Reappoint Catherine Dugan – 615 Sommers Street
Appoint John Gardner – 1308 Wisconsin Street

Transportation Commission – OPEN – (Expires 04/30/17)
Appoint Thomas Bertram – 3291 Orchard Lane

Municipal Court Oversight Committee – OPEN – (Expires 04/30/16)
Appoint Alderperson Hans Walther – 2424 Ellis Street

Space and Properties – OPEN - (Expires 04/30/16)
Appoint Mayor Gary W. Wescott – 1515 Strongs Avenue

Your confirmation of these appointments would be appreciated.


Gary W. Wescott
Mayor
City of Stevens Point

John Gardner

Born 1950.

Graduated from UW - Madison BS Landscape Architecture 1976.
emphasis on urban planning

Portage County Planning Dept - Planner/Designer, 1976-1981

General planning duties both rural and urban. Worked for all villages, city, and rural townships of Portage County.

Portage County Solid Waste Administrator 1981 - 1984

First Solid Waste Administrator for Portage County. Established all policies, hired all staff, retained privatized operators, created and managed budgets.

Community Development Director 1984 - 2009

Responsible for overseeing inspection department. Individually responsible for all planning, housing, historic preservation, business recruitment and incentive programs, and redevelopment programs for the City. Intimately familiar with Tax Increment Financing, redevelopment loans, revolving business loans, and others.

Solid Waste Administrator - Portage County 2010 - 2013

Operated Solid Waste Program. Evaluated and adopted new organizational structure and renegotiated contracts with participating municipalities.

THOMAS J. BERTRAM

3291 Orchid Lane ▪ Stevens Point, WI 54481 ▪ (920) 960-5023 ▪ thomas.j.bertram@gmail.com

Education

- Master of Science in Educational Leadership* 2006
University of Wisconsin-Oshkosh, Oshkosh, Wisconsin
- Bachelor of Business Administration in Human Resource Management* 2004
University of Wisconsin-Oshkosh, Oshkosh, Wisconsin

Work Experience

- Human Resources Generalist* 03/14- present
University of Wisconsin-Stevens Point (UWSP) Human Resources, Stevens Point, Wisconsin
- Properly code benefit forms and enter selections into system to ensure associates receive timely coverage
 - Resolve issues to remove employees from daily New Hire Hold and MSC Evaluation Reports
 - Process employee Family Medical Leave Act requests for employees seeking leave
 - Coordinate unclassified recruitments and aid search and screen committees in selecting candidate for hire
 - Aid Benefits Specialist in outreach opportunities including Health Screenings and annual Benefits Fair
- Residence Hall Director (RHD), Smith Residence Hall* 08/08- 03/14
UWSP Department of Residential Living, Stevens Point, Wisconsin
- Selected, supervised, trained, and evaluated 10-12 paraprofessional staff in coordinating the development of a residential community of 275 underclass students
 - Coordinated/tracked developmental programs for the residential community to support the University's mission averaging over 140 programs/related initiatives per semester
 - Served as the primary judicial officer to administer the disciplinary process for the residential community hearing an average of 80 cases per academic year
 - Prepared/managed an annual budget of \$13,800 including administration, programming, and staff development
 - Actively participated in an on-call duty rotation for crisis management for 1,000 residential students
- Benefits Assistant* 05/13- 08/13, 05/12- 08/12
UWSP Human Resources, Stevens Point, Wisconsin
- Resolved issues to remove employees from daily New Hire Hold and MSC Evaluation Reports
 - Set up employees through the benefits billing system to guarantee coverage did not lapse
 - Properly coded benefit forms and entered selections into system to ensure associates received timely coverage
 - Processed employee Family Medical Leave Act requests for employees seeking leave
 - Aided Benefits Specialist in outreach opportunities including Health Screenings and annual Benefits Fair
- Summer Projects Coordinator*
UWSP Department of Residential Living, Stevens Point, Wisconsin
- Planned and coordinated annual Back to School Night campus-wide activity for all students 2013
 - Collected information to recreate department's Hall Director recruitment site 2013
 - Compiled institution's Educational Benchmarking (EBI) Resident Assessment study results 2013
 - Presented to all incoming first year students and families 2013, 2012
 - Served as the Early Summer RHD for a student population between 55-65 residents 2012, 2011, 2010, 2009
 - Created departmental profile/resource books 2012
 - Coordinated a two-week training for 115 paraprofessional staff 2011, 2010
 - Created the departmental Annual Report, Assessment Report, and Alumni Newsletter 2009

Additional Work Experience

- Living Center Director, Kirkpatrick and Seidman Living Centers* 08/06- 08/08
Grand Valley State University (GVSU) Housing and Residence Life, Allendale, Michigan
- Selected, supervised, trained, and evaluated 1 Graduate Assistant, 9 paraprofessional staff, and 1 Office Assistant in coordinating the development of a residential community of 275 first year students
 - Coordinated/tracked developmental programs for a residential community to support the University's mission
 - Served as the primary judicial officer to administer the disciplinary process for the residential community
 - Prepared/managed an annual budget of \$3,500 including administration, programming, and staff development
 - Actively participated in an on-call duty rotation for crisis management for 6,000 residential students

Advising Experience

- Smith Hall Government Advisor, UWSP 08/08- present
- National Residence Hall Honorary (NRHH) Co-Advisor, UWSP 08/08- 05/11
- Wisconsin United Residence Hall Association (WURHA) Conference Co-Advisor, UWSP 09/09- 03/11

Committee Involvement

- Member, UWSP University Affairs Committee 09/13- present
- Member, UWSP Residential Living Professional Development Committee 08/13- present
- Member, UWSP Residential Living Hall Opening Committee 04/13- present
- Member, UWSP Pointers Achieving Wellness (PAWs) Committee 09/09- present
- Chair, UWSP Coordinator of Gender and Sexuality Outreach Services Search & Screen Committee 05/13- 10/13
- Member, UWSP Residential Living Hall Director Marketing and Recruitment Committee 08/11- 05/13
- Member, UWSP Residential Living Staff Selection Committee (Chair: 08/10- 05/11) 08/08- 05/11
- Member, UWSP Allen Center Health and Fitness Coordinator Search & Screen Committee 10/08- 04/09

Professional Development and Trainings

- Leadership Portage County, Portage County, Wisconsin 08/14- present
- Motivational Interviewing Webinar, Stevens Point, Wisconsin 11/13
- HRS and Policy Training, Madison, Wisconsin 09/13
- Online HRS HR Essentials, Stevens Point, Wisconsin 07/13
- 2013 HRS Security Awareness, Stevens Point, Wisconsin 04/13
- Benefits Deduction Query and Reconciliation Checklist Workshop, Eau Claire, Wisconsin 04/13
- Introduction to EPM and Query Writing Workshop, Stevens Point, Wisconsin 01/13
- Benefits Event Maintenance Workshop, Madison, Wisconsin 06/12

Professional and Student Presentations

Multiple Hall Director, In-Hall, CA/RA Staff, and Hall Government Officer training topics including:

- Community Development, Programming, Duty, Policies, Expectations, Goals, Delegation, Confrontation and Conflict Management, Transition, Funding, Resume Development, Recognition, Advising

New Student Orientation, UWSP Freshman Orientation Summer 2013, Summer 2012

- A series of 10 presentations to all incoming students and families (approximately 200-300 individuals per session) about University Housing and Labor of Love

Benefits: It's Your Choice, UWSP Residential Living Professional Development 10/10

- A session where departmental employees were informed more on their benefits and upcoming changes

Community Involvement

- Participant, Empty Bowls, Stevens Point, Wisconsin 2014
- Volunteer, International Club Dinner, Stevens Point, Wisconsin 2014
- Volunteer, Humane Society of Portage County, Plover, Wisconsin 2013, 2012
- Participant, Relay for Life, Stevens Point, Wisconsin 2013, 2011, 2010
- Volunteer, United Way Make a Difference Day, Stevens Point, Wisconsin 2013, 2012, 2011, 2008
- Volunteer, Adopt a Highway Clean Up, Stevens Point, Wisconsin 2013, 2012, 2011
- Jumper, Polar Plunge, Wausau, Wisconsin 2012, 2011, 2010
- Volunteer, Steiner Hall Alcohol Awareness Fund Run, Stevens Point, Wisconsin 2011, 2010

Honors, Awards, Certifications

- Cornerstone Award, UWSP Department of Residential Living 2014
- Advisor of the Year, UWSP Department of Residential Living 2014, 2012, 2011
- Advisor of the Month, UWSP NRHH 10/12, 04/12, 03/12, 01/12, 09/11
- Spotlight of the Month, UWSP NRHH 02/11
- Advisor of the Month, GVSU NRHH 11/06
- Campus Connect Suicide Prevention Training, UWSP 01/13
- SAFE Zone Workshop, UWSP 08/12, 08/09, 01/09
- Advisor Recognition and Training (ART) Certified, NACURH 06/10
- Critical Incident Stress Management (CISM) Training, GVSU 07/07

Selected Accomplishments

- Nominator, Spotlight of the Month National Award Winner 11/13
- Nominator, Resident Assistant of the Month National Award Winner 05/13
- Nominator, UWSP Classified Staff Outstanding Work Performance Winner 2013
- Nominator, 5 UMR-ACUHO Outstanding Support Staff Recognition Award Winners 2009-2013
- Nominator, 11 Various of the Month Regional Award Winners 09/07-08/12
- Nominator, Student of the Month National Award Winner 05/12
- Nominator, UWSP Student Employee of the Year Finalist 2012
- Nominator, WCPA New Professional of the Year Award Winner 2010
- Nominator, WCPA Nora McGuire Outstanding Professional Award Winner 2010

Hall Director of Smith Residence Hall when:

- residents volunteered over 2,500 hours from April 2011 through March 2014, earning the Gold Award once and the Silver Award twice for the President's Volunteer Service Award
- residents raised over \$2,700 for the 2013 UWSP Relay for Life event
- over 2 academic years residents raised \$500 to donate to the Heifer International organization

Skills

Computer: HRS PeopleSoft, WISDM, Hyperion, 3270 Legacy, GroupWise, Banner, Adirondack, CSO Interface, Microsoft Office, Microsoft FrontPage, Microsoft Expression Web