



AGENDA

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Date and Time:	March 17, 2015 4:00 PM	Location:	City Conference Room 1515 Strongs Avenue Stevens Point, WI 54481
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1. Roll call.
2. Persons who wish to address the Board on specific agenda items other than a “Public Hearing” must register their request at this time. Those who wish to address the Board during a “Public Hearing” are not required to identify themselves until the “Public Hearing” is declared open by the Chairperson.
3. Public comment for pre-registered individuals for matters appearing on the agenda.

Discussion and possible action on the following:

4. Approval of the minutes from the January 13, 2015 Redevelopment Authority meeting.
5. Approval of financial reports, claims, and statements from December 2014, end of the year 2014, and January 2015.
6. Amendment No. 2 – Great Lakes Educational Loan Services, Inc. - Sublease and Developer’s Agreement – 1101 Centerpoint Drive, Stevens Point, WI 54481.
7. Amendment No.2 - AECOM Agreement for Environmental Services – Remedial Action Services – Former Lullabye Furniture Site, 1017 Third Street, Stevens Point, WI 54481.
8. Modification of Redevelopment Authority Bylaws.
9. Adjourn into closed session 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) for the purposes of:
 - a. Negotiating the terms of a development agreement for 1017 Third Street.
 - b. An option to purchase real estate.
10. Reconvene into open session for possible action on the above.
11. Use of Housing Trust Fund dollars.
12. Executive Director’s update (This item is for informational purposes only; no formal action will be taken).
 - a. Update on Edgewater Manor property condition assessment.
 - b. Update on Central Wisconsin Economic Development Loan Fund.
 - c. Comprehensive Plan and redevelopment projects.
13. Adjourn.

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

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



Memo

Michael Ostrowski, Director
Community Development Department
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
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mostrowski@stevenspoint.com

Redevelopment Authority of the City of Stevens Point

To: Redevelopment Authority Board of Commissioners
From: Michael Ostrowski
CC:
Date: 2/26/2015
Re: Agenda Item Summaries for the March 17, 2015 Redevelopment Authority Board Meeting

1. Roll call.
2. Persons who wish to address the Board on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Board during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Chairperson.
3. Public comment for pre-registered individuals for matters appearing on the agenda.

Discussion and possible action on the following:

4. Approval of the minutes from the January 13, 2015 Redevelopment Authority meeting.
The Board needs to approve the minutes from the prior meeting.
5. Approval of financial reports, claims, and statements from December 2014, end of the year 2014, and January 2015.

The Board needs to approve the financial reports, claims, and statements from prior months.

6. Amendment No. 2 – Great Lakes Educational Loan Services, Inc. - Sublease and Developer's Agreement – 1101 Centerpoint Drive, Stevens Point, WI 54481.

Great Lakes is requesting that we amend our agreement with them to extend the property beyond the wall of the building. There are instances when people are not allowed on their property, and having the property be defined as the building without any area surrounding the building is problematic. Therefore, it is proposed to extend property twenty feet beyond the current property description.

The other part of the amendment is to change Community Development Authority to Redevelopment Authority to reflect the change to our organization.

7. Amendment No.2 - AECOM Agreement for Environmental Services – Remedial Action Services – Former Lullabye Furniture Site, 1017 Third Street, Stevens Point, WI 54481.

AECOM has finished removing portions of contaminated soil from the site. The amount that they removed was less than the amount that was estimated, therefore, there is a cost savings. However, Dunrite Drycleaners was required to do testing on their site to determine the extent of the

contamination on their site. As part of that testing, they had to test a few locations on the Former Lullabye property. Two of the wells indicated contamination above the enforcement standards. Because of the location of these wells, it cannot be certain where the contamination is coming from (Lullabye or Dunrite). Therefore, if we wish to proceed with securing a Voluntary Party Liability Exemption (VPLE) certificate, we will need to better define where the contamination is coming from. This means that we will need to proceed with additional testing. The cost to perform this testing should result in no monetary increase in the contract, but I feel the Board should approve the contact for a change in scope. Attached is the map indicating the points of contamination as well as the proposed contract amendment.

8. Modification of Redevelopment Authority Bylaws.

I have enclosed a copy of the proposed changes to the bylaws.

9. Adjourn into closed session 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) for the purposes of:

- a. Negotiating the terms of a development agreement for 1017 Third Street.
- b. An option to purchase real estate.

10. Reconvene into open session for possible action on the above.

11. Use of Housing Trust Fund dollars.

Habitat for Humanity is requesting that the Redevelopment Authority help fund a new project. Recently Habitat was unsuccessful in a bid on a sheriff's sale for a property that has a Habitat loan as well as a Redevelopment Authority loan. Meaning, that if Habitat was successful, we have historically allowed Habitat to use our loan proceeds for a new family. Since they were unsuccessful, we should be made whole by the new buyer. Habitat is asking if they could still use these funds for their new project. The amount of the funds is approximately \$12,000. The reason this item is before you, is because late last year the Board decided to not make any further loans from the Housing Trust Fund until the situation and Edgewater Manor was resolved.

12. Executive Director's update (This item is for informational purposes only; no formal action will be taken).

- a. Update on Edgewater Manor property condition assessment.

The agreement for the Edgewater Manor property condition assessment was executed at the end of February. Per the agreement, the contractor has 60 days to complete the draft report.

- b. Update on Central Wisconsin Economic Development Loan Fund.

As the local review authority, I will be providing you with an update on the current status of CWED.

- c. Comprehensive Plan and redevelopment projects.

The City is in the process of updating their 2006 Comprehensive Plan. As part of that process, I would like to get some ideas on potential redevelopment projects that the Redevelopment Authority may want to undertake. I have attached a portion of the 2006 Comprehensive Plan that indicates potential redevelopment areas.

13. Adjourn.



MINUTES

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Date and Time:	January 13, 2015 4:00 PM	Location:	City Conference Room 1515 Strongs Avenue Stevens Point, WI 54481
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Present: Chairperson Schlice, Alderperson Phillips, Commissioner Molski, Commissioner Gardner, and Commissioner Dugan.

Also Present: Executive Director Ostrowski, Comptroller Treasurer Corey Ladick, Mayor Gary Wescott, Jessie Adam, and Mike Burns.

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1. Roll call.
 2. Persons who wish to address the Board on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Board during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Chairperson.
 3. Public comment for pre-registered individuals for matters appearing on the agenda.
- Discussion and possible action on the following:
4. Approval of the minutes from the November 18, 2014 Redevelopment Authority meeting.
 5. Approval of financial reports, claims, and statements from October and November 2014.
 6. Reaffirmation of Redevelopment Authority bylaws.
 7. E Authorize the Executive Director, Michael Ostrowski to close BMO Harris bank account.
 8. Securing audit services for the Redevelopment Authority of the City of Stevens Point.
 9. AECOM - Amendment No. 5, Environmental Services, Remedial Action - Soil Vent Piles Treatment on Mason Street, Former Dun-Rite Cleaners.
 10. AECOM - Amendment No. 3, Environmental Services, Operation, Maintenance and Monitoring - Year No. 1, Sub-Slab Vapor Mitigation and Soil Remediation Systems, Mid-State Technical College, 1001 Centerpoint Drive, Stevens Point, WI 54481.
 11. Future meeting dates and times.
 12. Adjourn.
-

1. Roll call.

Present: Schlice, Phillips, Molski, Gardner

- Persons who wish to address the Board on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Board during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Chairperson.
- Public comment for pre-registered individuals for matters appearing on the agenda.

No one registered to speak on any agenda items.

Discussion and possible action on the following:

Commissioner Dugan arrived at 4:02 PM

- Approval of the minutes from the November 18, 2014 Redevelopment Authority meeting.

Motion by Commissioner Molski to approve the minutes from the November 18, 2014 Redevelopment Authority meeting; seconded by Alderperson Phillips. Motion carried 5-0.

- Approval of financial reports, claims, and statements from October and November 2014.

Motion by Alderperson Phillips to approve the financial reports, claims, and statements from October and November 2014, seconded by Commissioner Molski. Motion carried 5-0.

- Reaffirmation of Redevelopment Authority bylaws.

Executive Director Ostrowski explained the bylaws were discussed prior at the prior meeting. At that time, there were no recommended changes. Commissioner Gardner indicated that in the bylaws, it says the votes should be recorded by voice votes, but that is not how they are being recorded. He suggested a change to have the voice votes be yea or nay. Chairperson Schlice agreed especially for anything financial or a contract.

Alderperson Phillips asked what is the normal procedure, to which Chairman Schlice answered, if it is an ordinary informational thing it is all in favor, but if it is expenditure or contract we go through a roll call. Alderperson Phillips liked the way it has been done. Commissioner Gardner stated he preferred the roll call and wants to know who is voting against or for something.

Motion by Commissioner Gardner to approve the bylaws, striking the word "not" in section 7, so that it reads:

Section 7 - Voting. The voting on all questions coming before the Authority shall be by voice and shall be recorded by "yeas" and "nays" unless requested by a member of the Authority.

seconded by Alderperson Phillips.

Roll Call: Yeas - Schlice, Phillips, Molski, Gardner, Dugan

Nays - None

Motion carried 5-0.

- Authorize the Executive Director, Michael Ostrowski to close BMO Harris bank account.

Executive Director Ostrowski explained we have a bank account at BMO Harris to hold security deposits for Edgewater Manor. They were in a CD that was renewed annually, and a money market account that the interest would go into. Candlewood now holds the security deposits in their trust account, so he is looking to close the BMO Harris account and transfer the funds to our other checking account. In order to do this, BMO would need authorization from the board since there is not a signature card on file.

Motion by Commissioner Molski to authorize the Executive Director, Michael Ostrowski to close BMO Harris bank account; seconded by Commissioner Dugan.

Roll Call: Yeas- Schlice, Phillips, Molski, Gardner, Dugan

Nays- None

Motion carried 5-0.

8. Securing audit services for the Redevelopment Authority of the City of Stevens Point.

Executive Director Ostrowski stated we have looked at getting audit services from Hawkins Ash and Bepie and from Baker Tilly. The two estimates were \$6,000 Hawkins and \$5,500-7,500 for Baker Tilly with an initial first time cost of \$3,500-\$4,500 to get their records started. He feels it would be best and easiest to have the same auditor looking at both sets of books, and therefore would recommend proceeding with Baker Tilly.

Chairperson Schlice pointed out it may reduce or pull down the fees with the current auditor. He asked if we spoke with the auditors about waiving the initial fee. Comptroller Ladick stated he can mention it to them and see. Director Ostrowski added that our budget does not reflect these amounts, as we only budgeted \$3,500 as that is what we paid the prior year.

Motion by Chairperson Schlice to secure audit services from Baker Tilly with the costs for initial set up \$3,500-\$4,500 and \$5,500-\$7,500 for the audit; seconded by Commissioner Gardner.

Roll Call: Yeas- Schlice, Phillips, Molski, Gardner, Dugan

Nays- None

Motion carried 5-0.

9. AECOM - Amendment No. 5, Environmental Services, Remedial Action - Soil Vent Piles Treatment on Mason Street, Former Dun-Rite Cleaners.

Executive Director Ostrowski explained this is the soil removed from the former mall site that we are storing and remediating on Mason Street. While it was anticipated that it may be remediated by the end of the year, it will require a couple of additional months, as there are some detectable levels in two of the three piles. The amendment is to run the system two additional months when the weather warms for an additional \$23,000.

Chairperson Schlice asked if they are assuring this will complete the remediation. Executive Director Ostrowski stated that is what is anticipated. He explained it is difficult to work with environmental issues depending on the levels of contamination.

Chairperson Schlice asked if we had been provided with periodic reports, to which Executive Director Ostrowski stated yes they have and we have to report that as well to the DNR for any grant related work.

Commissioner Molski asked if we had grant money on this, to which Executive Director Ostrowski stated yes.

Commissioner Gardner asked if it would make any sense if we let some natural attenuation take place before we send them out there again such as starting blowers back up in May or June. Executive Director Ostrowski stated they will start the blowers back up in April but we can push it back to when it is most effective.

Motion by Commissioner Gardner to approve the AECOM – Amendment No. 5, Environmental Services, Remedial Action – Soil Vent Piles Treatment on Mason Street, Former Dun-Rite Cleaners for an amount not to exceed \$23,000; seconded by Alderperson Phillips.

Roll: Yeas - Schlice, Phillips, Molski, Gardner, Dugan

Nays- None

Motion carried 5-0.

- 10. AECOM - Amendment No. 3, Environmental Services, Operation, Maintenance and Monitoring - Year No. 1, Sub-Slab Vapor Mitigation and Soil Remediation Systems, Mid-State Technical College, 1001 Centerpoint Drive, Stevens Point, WI 54481.

Executive Director Ostrowski explained we were required by the DNR to do a set of indoor air sampling during the process that was not included in the original proposal. AECOM used the funds that were in their prior contract award to do that, so we need to do an amendment to add in those additional dollars. The cost of the amendment is an additional \$5,000.

Motion by Commissioner Molski approve the AECOM- Amendment No. 3, Environmental Services, Operation, Maintenance and Monitoring – Year No. 1, Sub-Slab Vapor Mitigation and Soil Remediation Systems, Mid-State Technical College, 1001 Centerpoint Drive, Stevens Point, WI 54481 for the amount not to exceed \$5,000.00; seconded by Commissioner Dugan.

Roll Call: Yeas – Schlice, Phillips, Molski, Gardner, Dugan

Nays- None

Motion carried 5-0.

- 11. Future meeting dates and times.

Chairperson Schlice asked for input regarding the current meeting times and dates. Executive Director Ostrowski stated he had one concern from a resident that the meetings are not published in the Portage County Gazette because of our meeting times. In the past there had not been a standard meeting time and date, but for the last year, we have been scheduling the second Tuesday of the month at 4:00 PM. Chairperson Schlice pointed out there is a lot of stuff that the paper does not print, but it is available on our website and they can come in any time and review the packets.

It was decided to keep the same meeting date and time.

- 12. Adjourn

Meeting adjourned at 4:23 PM.

Approved:

John Schlice, Chairperson

Date

Attest:

Michael Ostrowski, Executive Director

Date

mu

1-23-15

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

EDGEWATER MANOR ACCOUNT (EDGEWATER CHECKING) (7)

December 31, 2014

Account: 24711101

Bank Account Number: 3078529896

Bank Statement Balance:	142,124.60	Book Balance Previous Month:	153,921.41
Outstanding Deposits:	.00	Total Receipts:	205.33
Outstanding Checks:	.00	Total Disbursements:	12,002.14
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	142,124.60	Book Balance:	142,124.60

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 2 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 2 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Report Criteria:

Total By Reference Number and Date
Journal Code: Journal Code = "CREDGE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CREDGE						
12/15/2014	1	FREDOCK PAYMENT	247.48.19900.51	MISC UNCLASSIFIED REVENUE		201.63-
12/15/2014	2	Auto Batch Total	247.11101	OTHER CASH ACCOUNTS	201.63	
12/31/2014	3	INTEREST PAYMENT	247.48.00110.56	INTEREST ON CHECKING ACCT		3.70-
12/31/2014	4	Auto Batch Total	247.11101	OTHER CASH ACCOUNTS	3.70	

Documents: 4 Transactions: 4

Total CREDGE:

205.33 205.33-

Grand Totals:

205.33 205.33-

Report Criteria:

Total By Reference Number and Date
Journal Code: Journal Code = "CDEDGE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CDEDGE						
12/31/2014	1	ACCOUNT ANALYSIS SETTLEMENT C	247.56.00600.5950	GEN ADMINISTRATION CHARGES	2.14	
12/31/2014	2	Auto Batch Total	247.11101	OTHER CASH ACCOUNTS		2.14-

Documents: 2 Transactions: 2

Total CDEDGE:

2.14 2.14-

Grand Totals:

2.14 2.14-

2:15 PM
01/06/15
Cash Basis

Edgewater Manor- Profit & Loss

December 2014

	Dec 14
Ordinary Income/Expense	
Income	
A/C Income	92.13
Cable Income	1,579.43
Tenant Reimbursements	
Tenant Repair refund	28.50
Total Tenant Reimbursements	28.50
Rental Income	28,115.94
Fee Income	
Laundry	1,651.80
Total Fee Income	1,651.80
Total Income	31,467.80
Gross Profit	31,467.80
Expense	
Cable Service	2,734.92
Insurance	432.00
Licenses and Permits	100.00
Management Fees	1,948.02
Repairs	
Building Repairs	30,185.99
Total Repairs	30,185.99
Snow Removal	599.00
Telephone	2,847.41
Trash Removal	327.33
Total Expense	39,174.67
Net Ordinary Income	-7,706.87
Other Income/Expense	
Other Income	
Other Income	
Owner's Contribution	12,000.00
Security Deposit Collected	610.00
Total Other Income	12,610.00
Total Other Income	12,610.00
Other Expense	
Other Expense	
Security Deposit Refunded	560.00
Total Other Expense	560.00
Total Other Expense	560.00
Net Other Income	12,050.00
Net Income	4,343.13

2:15 PM

01/06/15

Cash Basis

Edgewater Manor - Checkbook Register

As of December 31, 2014

Type	Date	Num	Name	Original Amount	Paid Amount	Balance
Chase - Trust Account						629.81
Edgewater Manor						629.81
General Journal	12/1/2014			564.00	564.00	1,193.81
General Journal	12/1/2014			564.00	564.00	1,757.81
General Journal	12/1/2014			564.00	564.00	2,321.81
Deposit	12/1/2014			610.00	610.00	2,931.81
Deposit	12/1/2014			7,737.00	7,737.00	10,668.81
Check	12/1/2014	30979	Charter Communications	-2,575.89	-2,575.89	8,092.92
Check	12/1/2014	30980	Wil-Kil Pest Control	-3,750.00	-3,750.00	4,342.92
Check	12/1/2014	30981	Rockwood Homebuilders, LLC	-5,000.00	-5,000.00	-657.08
Deposit	12/1/2014			3,099.00	3,099.00	2,441.92
General Journal	12/1/2014	11/2		-271.00	-271.00	2,170.92
General Journal	12/1/2014			242.00	242.00	2,412.92
General Journal	12/1/2014	11/2R		237.00	237.00	2,649.92
General Journal	12/1/2014	11/2R		34.00	34.00	2,683.92
Deposit	12/2/2014			1,819.00	1,819.00	4,502.92
Deposit	12/4/2014			3,276.00	3,276.00	7,778.92
Deposit	12/4/2014			997.75	997.75	8,776.67
Check	12/4/2014	31096	Wil-Kil Pest Control	-2,500.00	-2,500.00	6,276.67
Check	12/4/2014	31097	Candlewood Property Management	-2,956.77	-2,956.77	3,319.90
General Journal	12/5/2014			327.00	327.00	3,646.90
General Journal	12/5/2014			301.00	301.00	3,947.90
General Journal	12/5/2014			295.00	295.00	4,242.90
General Journal	12/5/2014			560.00	560.00	4,802.90
General Journal	12/5/2014			564.00	564.00	5,366.90
General Journal	12/5/2014			297.00	297.00	5,663.90
General Journal	12/5/2014			237.00	237.00	5,900.90
General Journal	12/5/2014			331.00	331.00	6,231.90
General Journal	12/5/2014			430.00	430.00	6,661.90
General Journal	12/5/2014			306.00	306.00	6,967.90
General Journal	12/5/2014			267.00	267.00	7,234.90
General Journal	12/5/2014			302.00	302.00	7,536.90
General Journal	12/5/2014			318.00	318.00	7,854.90
General Journal	12/5/2014			271.00	271.00	8,125.90
General Journal	12/5/2014			258.00	258.00	8,383.90
General Journal	12/5/2014			379.00	379.00	8,762.90
General Journal	12/5/2014			293.00	293.00	9,055.90
Deposit	12/5/2014			560.00	560.00	9,615.90
Check	12/8/2014	31137	Advanced Disposal	-327.33	-327.33	9,288.57
Deposit	12/8/2014			2,600.00	2,600.00	11,888.57
Check	12/8/2014	31191	State of Wisconsin DSPS	-100.00	-100.00	11,788.57
Check	12/10/2014	31167	Candlewood Property Management	-2,859.07	-2,859.07	8,929.50
Deposit	12/10/2014			12,000.00	12,000.00	20,929.50
Check	12/11/2014	31119	Marsh & McLennan Agency LLC	-432.00	-432.00	20,497.50
Check	12/11/2014	31183	Rasmussen Plumbing & Heating	-679.83	-679.83	19,817.67
Check	12/11/2014	31184	Rockwood Homebuilders, LLC	-7,403.75	-7,403.75	12,413.92
Check	12/11/2014	31185	Wil-Kil Pest Control	-1,250.00	-1,250.00	11,163.92
Check	12/12/2014	31214	Adam Roberts	-390.55	-390.55	10,773.37
Check	12/12/2014	31217	Wroblewski Concrete	-599.00	-599.00	10,174.37

2:15 PM

01/06/15

Cash Basis

Edgewater Manor - Checkbook Register

As of December 31, 2014

Type	Date	Num	Name	Original Amount	Paid Amount	Balance
General Journal	12/15/2014			560.00	560.00	10,734.37
General Journal	12/15/2014			443.00	443.00	11,177.37
Check	12/15/2014	31239	AT&T	-271.52	-271.52	10,905.85
Check	12/16/2014	31231	Wii-Kil Pest Control	-1,250.00	-1,250.00	9,655.85
Deposit	12/16/2014			560.00	560.00	10,215.85
Deposit	12/16/2014			412.05	412.05	10,627.90
Deposit	12/18/2014			1,124.00	1,124.00	11,751.90
Check	12/19/2014	31291	Candlewood Property Management	-1,951.02	-1,951.02	9,800.88
Check	12/19/2014	31302	USA Fire Protection, Inc.	-195.00	-195.00	9,605.88
Check	12/29/2014	31376	Charter Communications	-2,734.92	-2,734.92	6,870.96
Check	12/30/2014	31326	Candlewood Property Management	-1,948.02	-1,948.02	4,922.94
Total Edgewater Manor					4,293.13	4,922.94
Total Chase - Trust Account					4,293.13	4,922.94
TOTAL					4,293.13	4,922.94

Handwritten date: *1-27-15*

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

HOUSING TRUST FUND INTEREST ACCOUNT (HTF CHECKING) (6)
December 31, 2014

Account: 24611101
Bank Account Number: 3078529970

Bank Statement Balance:	107,407.56	Book Balance Previous Month:	159,334.26
Outstanding Deposits:	.00	Total Receipts:	5,461.80
Outstanding Checks:	12,000.00	Total Disbursements:	69,388.50
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	95,407.56	Book Balance:	95,407.56

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 7 items Deposits Outstanding: 0 items

Outstanding Checks

Check Number	Check Amount						
1008	12,000.00						
						Total:	12,000.00

Checks cleared: 2 items Checks Outstanding: 1 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

CITY OF STEVENS POINT

Journals - CDHTF Journal for Redev Auth HTF
CASH DISB - HTF (CDHTF)
Period: 12/31/2014 (12/14)

Page: 1
Jan 08, 2015 02:35PM

Report Criteria:

Total By Reference Number and Date
Journal Code: Journal Code = "CDHTF"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CDHTF						
12/15/2014	1	ACCOUNT ANALYSIS SETTLEMENT C	246.56.00800.5950	GEN ADMIN CHARGES	5.19	
12/15/2014	2	Auto Batch Total	246.11101	OTHER CASH ACCOUNTS		5.19-
Total CDHTF:					<u>5.19</u>	<u>5.19-</u>
Grand Totals:					<u>5.19</u>	<u>5.19-</u>

Documents: 2 Transactions: 2

Report Criteria:

Total By Reference Number and Date
Journal Code: Journal Code = "CRHTF"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CRHTF						
12/02/2014	1	BAIRD TRANSFER	246.48.00100.51	INV. INTEREST REVENUE		84.03-
12/02/2014	2	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	84.03	
12/08/2014	3	CEKOSH PAYMENT	246.49.00100.56	PRINCIPAL PAYMENTS		125.00-
12/08/2014	4	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	125.00	
12/09/2014	5	BAIRD TRANSFER	246.48.00100.51	INV. INTEREST REVENUE		1,397.38-
12/09/2014	6	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	1,397.38	
12/31/2014	7	CRABB PAYMENT	246.49.00100.56	PRINCIPAL PAYMENTS		168.68-
12/31/2014	8	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	168.68	
12/23/2014	9	BAIRD TRANSFER	246.48.00100.51	INV. INTEREST REVENUE		699.68-
12/23/2014	10	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	699.68	
12/30/2014	11	BAIRD TRANSFER	246.48.00100.51	INV. INTEREST REVENUE		2,983.10-
12/30/2014	12	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	2,983.10	
12/31/2014	13	INTEREST FOR DECEMBER 2014	246.48.00110.56	INTEREST ON CHECKING ACCTS		3.95-
12/31/2014	14	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	3.95	

Documents: 14 Transactions: 14

Total CRHTF:

5,461.80

5,461.80-

Grand Totals:

5,461.80

5,461.80-

2:57 PM

01/06/15

Cash Basis

Edgewater Manor- Profit & Loss

January through December 2014

Jan - Dec 14	
Ordinary Income/Expense	
Income	
Vending Machine Income	1,883.85
A/C Income	1,324.00
Cable Income	19,365.00
Tenant Reimbursements	
Tenant Repair refund	387.70
Total Tenant Reimbursements	387.70
Rental Income	348,851.20
Fee Income	
Laundry	5,660.65
Total Fee Income	5,660.65
Miscellaneous Income	617.20
Total Income	378,089.60
Gross Profit	378,089.60
Expense	
Cable Service	30,964.38
Office Misc	80.00
Carpet Cleaning	105.50
Equipment Rental	
Rental fee	10.00
Total Equipment Rental	10.00
Insurance	
Property	4,799.32
Insurance - Other	432.00
Total Insurance	5,231.32
Lawn Care	1,850.00
Licenses and Permits	100.00
Management Fees	24,605.73
Repairs	
Building Repairs	125,608.72
Total Repairs	125,608.72
Snow Removal	2,995.00
Supplies	
Maintenance	7,520.54
Office	287.06
Total Supplies	7,807.60
Telephone	4,261.01
Trash Removal	3,587.37
Utilities	
Gas and Electric	63,978.80
Water	14,730.43
Total Utilities	78,709.23
Total Expense	285,915.86
Net Ordinary Income	92,173.74
Other Income/Expense	
Other Income	
Other Income	
Owner's Contribution	12,000.00
Security Deposit Collected	7,790.00
Total Other Income	19,790.00
Total Other Income	19,790.00
Other Expense	

2:57 PM
01/06/15
Cash Basis

Edgewater Manor- Profit & Loss
January through December 2014

	Jan - Dec 14
Other Expense	
Security Deposit Refunded	4,731.20
owners draw	79,087.86
Total Other Expense	83,819.06
Total Other Expense	83,819.06
Net Other Income	-64,029.06
Net Income	28,144.68

[Handwritten Signature]

2-24-15

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

EDGEWATER MANOR ACCOUNT (EDGEWATER CHECKING) (7)

January 31, 2015

Account: 24711101

Bank Account Number: 3078529996

Bank Statement Balance:	142,125.82	Book Balance Previous Month:	142,124.60
Outstanding Deposits:	.00	Total Receipts:	3.61
Outstanding Checks:	.00	Total Disbursements:	2.39
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	142,125.82	Book Balance:	142,125.82

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 1 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 1 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

CITY OF STEVENS POINT

Journals - CREDGE Journal for Redev Auth Edgewater
 CASH RECEIPTING - EDGEWATER (CREDGE)
 Period: 1/31/2015 (01/15)

Page: 1
 Feb 20, 2015 11:02AM

Report Criteria:

Total By Reference Number and Date
 Journal Code: Journal Code = "CREDGE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CREDGE						
	1					
01/30/2015	1	INTEREST FOR JANUARY 2015	247.48.00110.56	INTEREST ON CHECKING ACCT		3.61-
	2					
01/30/2015	2	Auto Batch Total	247.11101	OTHER CASH ACCOUNTS	3.61	

Documents: 2 Transactions: 2

Total CREDGE:

3.61 3.61-

Grand Totals:

3.61 3.61-

CITY OF STEVENS POINT

Journals - CDEdge Journal for Redev Auth Edgewater
 CASH DISB - EDGEWATER (CDEdge)
 Period: 1/31/2015 (01/15)

Page: 1
 Feb 20, 2015 11:02AM

Report Criteria:

Total By Reference Number and Date
 Journal Code: Journal Code = "CDEdge"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CDEdge						
1						
01/15/2015	1	ACCOUNT ANALYSIS SETTLEMENT C	247.56.00600.5950	GEN ADMINISTRATION CHARGES	2.39	
2						
01/15/2015	2	Auto Batch Total	247.11101	OTHER CASH ACCOUNTS		2.39-
Documents: 2 Transactions: 2						
Total CDEdge:					2.39	2.39-
Grand Totals:					2.39	2.39-

2:37 PM
01/30/15
Cash Basis

Edgewater Manor- Profit & Loss January 2015

	Jan 15
Ordinary Income/Expense	
Income	
A/C Income	100.50
Cable Income	1,754.43
Tenant Reimbursements	
Tenant Repair refund	47.50
Total Tenant Reimbursements	47.50
Rental Income	32,058.70
Fee Income	
Laundry	280.00
Total Fee Income	280.00
Total Income	34,241.13
Gross Profit	34,241.13
Expense	
Cable Service	2,734.92
Referral Fee	450.50
Management Fees	2,244.11
Repairs	
Building Repairs	
Elevator Inspections	4,428.96
Building Repairs - Other	9,653.33
Total Building Repairs	14,082.29
Total Repairs	14,082.29
Snow Removal	599.00
Supplies	
Office	42.43
Total Supplies	42.43
Telephone	142.43
Trash Removal	350.71
Utilities	
Gas and Electric	15,556.67
Water	123.00
Total Utilities	15,679.67
Total Expense	36,326.06
Net Ordinary Income	-2,084.93
Other Income/Expense	
Other Income	
Other Income	
Security Deposit Collected	1,680.00
Total Other Income	1,680.00
Total Other Income	1,680.00
Other Expense	
Other Expense	
Security Deposit Refunded	987.75
owners draw	2,838.01
Total Other Expense	3,825.76
Total Other Expense	3,825.76
Net Other Income	-2,145.76
Net Income	-4,230.69

2:37 PM

01/30/15

Cash Basis

Edgewater Manor - Checkbook Register

As of January 31, 2015

Type	Date	Num	Name	Original Amount	Paid Amount	Balance	
Chase - Trust Account						4,922.94	
Edgewater Manor						4,922.94	
Deposit	1/1/2015			821.00	821.00	5,743.94	
General Journal	1/1/2015			564.00	564.00	6,307.94	
General Journal	1/1/2015			564.00	564.00	6,871.94	
General Journal	1/1/2015			564.00	564.00	7,435.94	
Check	1/1/2015	31377	WPS	-7,159.12	-7,159.12	276.82	
Check	1/1/2015	31389	Stevens Point Water Dept.	-123.00	-123.00	153.82	
Deposit	1/1/2015			610.00	610.00	763.82	
Check	1/1/2015	31396	WPS	-17.52	-17.52	746.30	
Deposit	1/1/2015			1,659.00	1,659.00	2,405.30	
Deposit	1/1/2015			560.00	560.00	2,965.30	
Deposit	1/2/2015			7,624.00	7,624.00	10,589.30	
Deposit	1/2/2015			3,387.00	3,387.00	13,976.30	
General Journal	1/5/2015			295.00	295.00	14,271.30	
General Journal	1/5/2015			560.00	560.00	14,831.30	
General Journal	1/5/2015			564.00	564.00	15,395.30	
General Journal	1/5/2015			297.00	297.00	15,692.30	
General Journal	1/5/2015			237.00	237.00	15,929.30	
General Journal	1/5/2015			331.00	331.00	16,260.30	
General Journal	1/5/2015			430.00	430.00	16,690.30	
General Journal	1/5/2015			327.00	327.00	17,017.30	
General Journal	1/5/2015			306.00	306.00	17,323.30	
General Journal	1/5/2015			267.00	267.00	17,590.30	
General Journal	1/5/2015			302.00	302.00	17,892.30	
General Journal	1/5/2015			299.00	299.00	18,191.30	
General Journal	1/5/2015			318.00	318.00	18,509.30	
General Journal	1/5/2015			271.00	271.00	18,780.30	
General Journal	1/5/2015			258.00	258.00	19,038.30	
General Journal	1/5/2015			379.00	379.00	19,417.30	
General Journal	1/5/2015			301.00	301.00	19,718.30	
General Journal	1/5/2015			293.00	293.00	20,011.30	
Check	1/5/2015	31430	Candlewood Property Management	-2,025.18	-2,025.18	17,986.12	
Deposit	1/5/2015			5,006.89	5,006.89	22,993.01	
Check	1/5/2015	31444	Wroblewski Concrete	-599.00	-599.00	22,394.01	
Check	1/6/2015	31477	Worzalla Point Supply	-42.43	-42.43	22,351.58	
Deposit	1/6/2015			280.00	280.00	22,631.58	
Deposit	1/6/2015			679.00	679.00	23,310.58	
Deposit	1/8/2015			560.00	560.00	23,870.58	
Check	1/13/2015	31541	AT&T	-142.43	-142.43	23,728.15	
Check	1/13/2015	31610	PerMar Security Systems	-588.24	-588.24	23,139.91	
Deposit	1/14/2015			1,404.50	1,404.50	24,544.41	
General Journal	1/15/2015			560.00	560.00	25,104.41	
Check	1/15/2015	31601	Advanced Disposal	-350.71	-350.71	24,753.70	
Deposit	1/16/2015			1,945.00	1,945.00	26,698.70	
General Journal	1/16/2015			-560.00	-560.00	26,138.70	
Check	1/20/2015	31670	Wil-Kil Pest Control	-2,500.00	-2,500.00	23,638.70	
Check	1/21/2015	31703	Candlewood Property Management	-2,601.36	-2,601.36	21,037.34	
Deposit	1/21/2015			1,720.00	1,720.00	22,757.34	
Deposit	1/23/2015			610.00	610.00	23,367.34	
Check	1/26/2015	31748	WPS	-8,380.03	-8,380.03	14,987.31	
Deposit	1/27/2015			280.00	280.00	15,267.31	
Check	1/27/2015	31756	Wil-Kil Pest Control	-1,600.00	-1,600.00	13,667.31	
Check	1/27/2015	31757	OTIS	-4,428.96	-4,428.96	9,238.35	
Check	1/29/2015	31774	Adam Roberts	-338.55	-338.55	8,899.80	
Check	1/29/2015	31683	Charter Communications	-2,734.92	-2,734.92	6,164.88	
Check	1/29/2015	31687		-632.26	-632.26	5,532.62	
Check	1/30/2015		A Place for Mom	-450.50	-450.50	5,082.12	
Check	1/30/2015		Candlewood Property Management	-2,244.11	-2,244.11	2,838.01	
Check	1/30/2015		Edgewater Manor	-2,838.01	-2,838.01	0.00	
Total Edgewater Manor						-4,922.94	0.00
Total Chase - Trust Account						-4,922.94	0.00
TOTAL						-4,922.94	0.00

2:24 PM

01/30/15

Cash Basis

Edgewater Manor Security Deposits - Checkbook Register

As of January 31, 2015

Type	Date	Num	Name	Original Amount	Paid Amount	Balance
Chase - Trust Account						23,221.74
Edgewater Manor Security Deposits						23,221.74
Deposit	1/1/2015			200.00	200.00	23,421.74
Deposit	1/1/2015			360.00	360.00	23,781.74
Deposit	1/1/2015			560.00	560.00	24,341.74
Check	1/14/2015	31583		-427.75	-427.75	23,913.99
General Journal	1/16/2015			560.00	560.00	24,473.99
Check	1/29/2015	31688		-560.00	-560.00	23,913.99
Total Edgewater Manor Security Deposits						23,913.99
Total Chase - Trust Account						692.25
TOTAL						692.25
						23,913.99

[Handwritten signature]
2-24-15

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

HOUSING TRUST FUND INTEREST ACCOUNT (HTF CHECKING) (6)

January 31, 2015

Account: 24611101

Bank Account Number: 3078529970

Bank Statement Balance:	117,477.40	Book Balance Previous Month:	95,407.56
Outstanding Deposits:	.00	Total Receipts:	22,075.25
Outstanding Checks:	.00	Total Disbursements:	5.41
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	117,477.40	Book Balance:	117,477.40

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 4 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 2 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

CITY OF STEVENS POINT

Journals - CRHTF Journal for Redev Auth HTF

Page: 1

CASH RECEIPTING HTF (CRHTF)

Feb 20, 2015 01:42PM

Period: 1/31/2015 (01/15)

Report Criteria:

Total By Reference Number and Date
Journal Code: Journal Code = "CRHTF"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CRHTF						
1						
01/06/2015	1	BAIRD TRANSFER	246.48.00100.51	INV. INTEREST REVENUE		3,375.22-
2						
01/06/2015	2	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	3,375.22	
3						
01/12/2015	3	LOEBACH PAYOFF-2733 MARY ST	246.49.00100.56	PRINCIPAL PAYMENTS		6,994.08-
4						
01/12/2015	4	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	6,994.08	
5						
01/20/2015	5	VANG PAYMENT	246.49.00100.56	PRINCIPAL PAYMENTS		93.43-
6						
01/20/2015	6	CEKOSH PAYMENT	246.49.00100.56	PRINCIPAL PAYMENTS		125.00-
7						
01/20/2015	7	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	218.43	
8						
01/21/2015	8	BAIRD TRANSFER	246.48.00100.51	INV. INTEREST REVENUE		655.67-
9						
01/22/2015	9	CENTRAL WI CREDIT UNION	246.49.00100.56	PRINCIPAL PAYMENTS		7,927.00-
10						
01/27/2015	10	BAIRD TRANSFER	246.48.00100.51	INV. INTEREST REVENUE		2,902.16-
11						
01/30/2015	11	INTEREST PAYMENT	246.48.00110.56	INTEREST ON CHECKING ACCTS		2.69-
12						
01/30/2015	12	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	11,487.52	

Documents: 12 Transactions: 12

Total CRHTF:

22,075.25

22,075.25-

Grand Totals:

22,075.25

22,075.25-

DOWNTOWN REDEVELOPMENT PROJECT

**SECOND AMENDMENT TO
SUBLEASE AND DEVELOPER'S AGREEMENT**

between

GREAT LAKES EDUCATIONAL LOAN SERVICES, INC.

and

COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT,
WISCONSIN, a municipal body organized and existing under Wis. Stat. § 66.1335 and the
predecessors of such statute

and

THE CITY OF STEVENS POINT,

a Wisconsin municipal corporation

with its primary office located at 1515 Strong's Ave., Stevens Point, Wisconsin 54481

and

THE REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT, WISCONSIN,
a body politic and corporate organized and existing under Wis. Stat. § 66.1333

THIS SECOND AMENDMENT (the "Amendment"), made as of the ___ day of February, 2015, is by and between GREAT LAKES EDUCATIONAL LOAN SERVICES, INC., a Wisconsin corporation, having a notice and mailing address of 2401 International Lane, Madison, WI 53704 ("Great Lakes" or "Subtenant", as appropriate), the REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT, a body politic and corporate organized and existing under Wis. Stat. § 66.1333, having a notice and mailing address of 1515 Strong's Ave., Stevens Point, WI 54481 ("Redevelopment Authority" or "Sublandlord", as appropriate), and THE CITY OF STEVENS POINT, a Wisconsin municipal corporation with its primary office located at 1515 Strong's Ave., Stevens Point, Wisconsin 54481 (the "City").

PURPOSE

The purpose of this Amendment is to amend the Agreement between Great Lakes, the CDA, and the City dated November 8th, 2013 as amended on April 22, 2014 (the "Agreement") to modify the definition of "Subleased Premises" under Section 1.14 and alter the title of the Agreement to reflect the dissolution of the Community Development Authority of the City of Stevens Point.

WITNESSETH:

Pursuant to Section 10.3 of the Agreement, the undersigned parties hereby agree as follows:

1. **Amendments to the Agreement**

1.1 Section 1.14 of the Agreement shall be amended to read as follows:
Subleased Premises: The Property and improvements, and all rights and appurtenances thereto. The Subleased Premises shall extend twenty feet beyond the Property, except for areas not owned by the Sublandlord.

1.2 The title of the Agreement shall be modified to read as follows:

SUBLEASE AND DEVELOPER'S AGREEMENT

between

GREAT LAKES EDUCATIONAL LOAN SERVICES, INC.

and

THE CITY OF STEVENS POINT,

a Wisconsin municipal corporation

with its primary office located at 1515 Strongs Ave., Stevens Point, Wisconsin 54481

and

THE REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT, WISCONSIN,

a body politic and corporate organized and existing under Wis. Stat. § 66.1333

THE REDEVELOPMENT AUTHORITY OF CITY OF STEVENS POINT, WISCONSIN

BY: _____
John J. Schlice, its Chairperson

Attest:

Michael Ostrowski
By: Its Executive Director

STATE OF WISCONSIN)
:ss
COUNTY OF PORTAGE)

Personally came before me this _____ day of _____, 2014, John J. Schlice, Chairperson, and Michael Ostrowski, Executive Director, of the above-named Redevelopment Authority of the City of Stevens Point, Wisconsin, to me known to be the persons who executed the foregoing instrument and to me known to be such Chairperson and Executive Director, and acknowledged that they executed the foregoing instrument as such officers as the deed of said City of Stevens Point, by its authority.

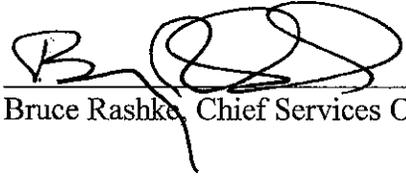
Notary Public, State of Wisconsin

My commission expires: _____

**GREAT LAKES EDUCATIONAL
LOAN SERVICES, INC.**

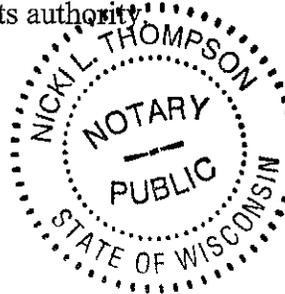
A Wisconsin Corporation

Date: 01/14/2015

By: 
Bruce Rashke, Chief Services Officer

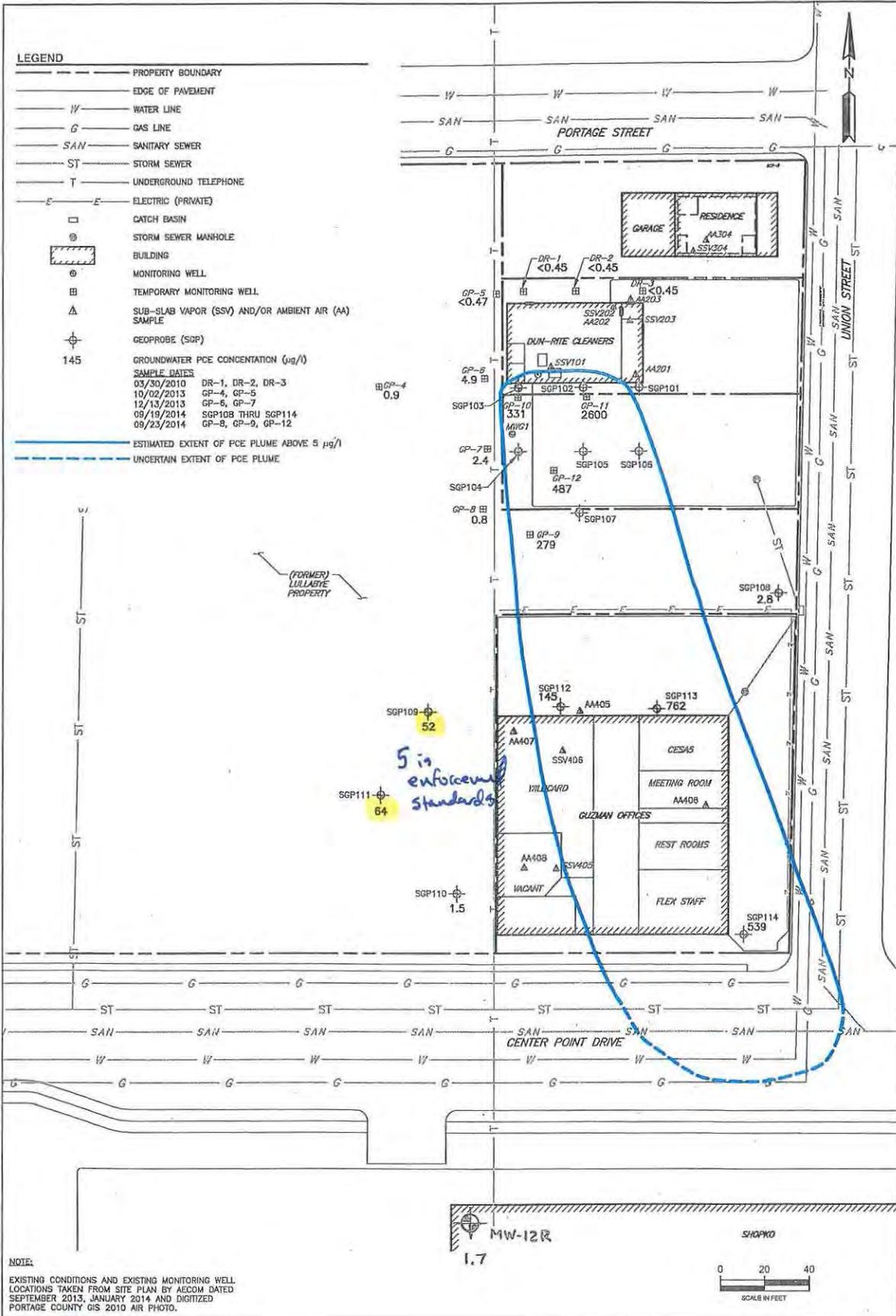
STATE OF WISCONSIN)
:ss
COUNTY OF DANE)

Personally came before me this 14TH day of JANUARY, 2015, Bruce Rashke, Chief Services Officer of the above-named corporation, to me known to be the person who executed the foregoing instrument and to me known to be such member of said corporation, and acknowledged that he executed the foregoing instrument as such Chief Services Officer of said corporation, by its authority




Notary Public, State of Wisconsin

My commission expires: Feb. 7, 2016



NOTE:
 EXISTING CONDITIONS AND EXISTING MONITORING WELL LOCATIONS TAKEN FROM SITE PLAN BY AECOM DATED SEPTEMBER 2013, JANUARY 2014 AND DIGITIZED PORTAGE COUNTY GIS 2010 AIR PHOTO.



GROUNDWATER TETRACHLOROETHENE (PCE) CONCENTRATIONS

DUN-RITE CLEANERS 1008 UNION STREET STEVENS POINT, WISCONSIN	
DATE: DECEMBER 2014	DRAWN BY: KAP
SCALE: 1"=40'	APPROVED BY: PDA
FIGURE 3	

February 24, 2015

Michael Ostrowski, Director
Redevelopment Authority
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

**Subject: Amendment No. 2 to Proposal for Remedial Action Services
Former Lullabye Furniture Site
1017 Third Street
Stevens Point, Wisconsin
AECOM Project No. 60333629**

Dear Michael,

AECOM is submitting this Amendment No. 2 to our proposal dated September 17, 2014, for additional confirmation sampling services associated with the Wisconsin Department of Natural Resources (WDNR) award of a Ready for Reuse Grant to the Redevelopment Authority (RA) of the City of Stevens Point for cleanup of soil contamination at the Former Lullabye Furniture site. The additional sampling was requested by the WDNR based on recent sampling data from a site investigation being conducted by the owner of the adjacent Dun-Rite Cleaners site that indicated the presence of elevated levels of tetrachloroethylene (PCE) in groundwater in the southeast portion of the Former Lullabye Furniture site. The additional sampling is necessary to obtain information that will help confirm the likely source of this contamination and assist the RA in meeting the requirements for obtaining case closure and a certificate of completion through the WDNR's Voluntary Party Liability Exemption (VPLE) Program. Because the quantity (and associated cost) of contaminated soil requiring excavation and disposal covered under Amendment No. 1 was less than anticipated, the change in scope covered under this Amendment will not result in an increase to the overall project fee.

Project Scope - Additional

This project will include the following additional items:

1. General and Pre-Field Activities

- a. Participate in project review meetings/conference calls with RA staff and WDNR to facilitate completion of activities associated with the Ready for Reuse Grant and VPLE program.
- b. Update the project-specific Safe Work Plan/Task Hazard Analysis (SWP/THA) for toxic/hazardous materials to include the Scope of Services described in this amendment, which shall apply to all personnel admitted to work on the project site.
- c. Retain subcontractors to locate underground utilities, perform direct-push soil borings, and install groundwater monitoring wells and soil gas sampling points.
- d. Retain a WDNR certified laboratory to analyze soil, groundwater, and soil gas samples collected from the site.

2. Soil Borings and Monitoring Wells

- a. Advance up to 9 direct-push soil borings to evaluate progress of natural attenuation and confirm the likely source of the elevated PCE concentrations in groundwater on the southeast portion of the Former Lullabye Furniture site. The borings will be sampled in 2-foot intervals to a maximum depth of 10 feet below ground surface (bgs), groundwater, or soil probe refusal, whichever occurs first.
- b. Visually classify soil samples obtained from the borings and field screen soil gas in the soil samples with a photoionization detector (PID) using the headspace method. Record soil descriptions and PID readings onto WDNR soil boring logs (WDNR Form 4400-122).
- c. Collect two soil samples from up to 4 of the direct-push borings (a total of up to 8 samples) for laboratory analysis, including one sample from the direct contact zone (uppermost 4 feet) and one sample from one of the following depth intervals: the highest PID reading, water table interface, or bottom of boring. The soil samples will be laboratory analyzed for VOCs.
- d. Collect one groundwater sample from each of the direct-push borings (a total of up to 9 samples) for laboratory analysis of VOCs.
- e. Following receipt of laboratory analytical results from the direct-push soil borings, install up to 3 on-site groundwater monitoring wells to evaluate progress of natural attenuation and confirm the likely source of the elevated PCE concentrations in groundwater on the southeast portion of the Former Lullabye Furniture site. The actual number and location of monitoring wells will be determined based on discussions with and concurrence from the WDNR.
- f. Collect two rounds of groundwater samples from each newly installed monitoring well and the previously installed off-site monitoring well (MW-12R) located south of CenterPoint Drive for laboratory analysis of VOCs (a total of up to 8 samples).
- g. Containerize soil cuttings generated from the soil borings and transport them to a nearby location designated by RA for temporary storage until disposal at a later date.
- h. Photograph each direct-push boring and monitoring well location. Measure the locations of the soil borings and monitoring wells from site features for use in preparing a site map.
- i. Abandon the direct-push soil borings in accordance with Chapter NR 141, WAC, upon completion of sampling. Prepare a borehole abandonment form for each boring (WDNR Form 3300-5B).

3. Soil Gas Investigation

- a. Install up to 6 soil gas points (direct-push method) to a maximum depth of 5 feet below ground surface (bgs) and screened from a depth of approximately 4 to 5 feet bgs. The actual number and location of soil gas points will be determined based on discussions with and concurrence from the WDNR.
- b. Construct a soil gas sampling point inside each borehole using a 6-inch long stainless steel wire implant, then using ¼-inch diameter Teflon-lined polyethylene tubing attached to the implant and extended to the surface. A sand pack consisting of No. 5 washed quartz sand will be placed around the implant screen in each open

borehole to a depth of approximately 6 inches above the screened intervals. The remaining annular space will be filled with hydrated bentonite grout to just below the ground surface.

- c. Set a permanent 6-inch diameter vault in concrete over each soil gas point to facilitate future soil gas sampling.
- d. Collect one set of soil gas samples from each soil gas point (a total of up to 6 samples) using an evacuated 6-liter Summa™ canister. Submit the samples to the laboratory for analysis of the following five compounds using EPA Method TO-15:
 - 1) PCE
 - 2) Trichloroethylene (TCE)
 - 3) cis-1,2-Dichloroethylene (cis-1,2 DCE)
 - 4) trans-1,2-Dichloroethylene (trans-1,2 DCE)
 - 5) Vinyl chloride

4. Reporting and Grant/VPLE Administration

- a. Incorporate the additional data and information obtained from the confirmation sampling into the remedial action summary report and request for case closure.
- b. Prepare up to two grant reimbursement requests for submittal to the WDNR.

Project Schedule - Revised

This project is anticipated to proceed according to the following schedule:

1.	Complete Direct-Push Borings:	By March 31, 2015
2.	Install/Sample Monitoring Wells and Soil Gas Points:	By April 30, 2015
3.	Sample Monitoring Wells (2 nd round):	By July 15, 2015
4.	Submit Final Remedial Action Summary Report:	By August 15, 2015
5.	Submit Request for Case Closure:	By September 1, 2015
6.	Submit Request for Certificate of Completion:	By September 1, 2015

Assumptions

The project cost and field work schedule was prepared based on the following assumptions:

- 1. The RA will approve this amendment at their March 10, 2015 meeting.
- 2. Costs for abandonment of monitoring wells and soil gas points are not included in this amendment. It is anticipated that ownership of the monitoring wells and soil gas sampling points, including responsibility for maintaining and abandoning these sampling locations will be transferred to the owner of the adjacent Dun-Rite Cleaners site for use during their site investigation activities.
- 3. Costs associated with the soil gas sampling may not be eligible for reimbursement under the Ready for Reuse Grant Program as they may be considered "site investigation" costs, which are not a Grant eligible activity.
- 4. The data and information obtained from the additional confirmation sampling will be sufficient to allow for submittal of a case closure request and satisfy the requirements for issuance of certificate of completion through the WDNR's Ready for Reuse program.

5. Weather conditions will be suitable for completion of field work as planned. Delays caused by adverse weather conditions, if significant, may result in adjustments to the project schedule and/or costs.

Cost Estimate and Authorization to Proceed

The additional services described above will be performed on a time-and-material basis in accordance with the commercial terms and rates previously approved by the Redevelopment Authority of the City of Stevens Point under our original proposal, dated September 17, 2014, which are enclosed. Our fee for these services shall not exceed the following:

Prior Contract Price	\$173,746
Estimated Increase by this Amendment	<u>\$ 0.00</u>
Revised Estimated Contract Price	\$173,746

For informational purposes, a summary of the reallocation of costs associated with the Ready for Reuse Grant is provided in Attachment A. At this time, it is anticipated that the total costs to complete the activities covered under the Ready for Reuse Grant may be less than the approved Grant amount of \$190,000.

If additional services are required that would cause our fee to be greater than the estimate, we will obtain your prior authorization before proceeding.

The Redevelopment Authority of the City of Stevens Point can authorize AECOM to proceed with the services described in this Amendment by signing and returning the enclosed Authorization to Proceed form at your earliest convenience.

We appreciate this opportunity to assist the Redevelopment Authority of the City of Stevens Point with this project. If you have any questions regarding this Amendment or if you need additional assistance, please call David Senfelds at (715) 342-3039.

Sincerely,



David S. Senfelds, P.E., CHMM
 Manager, Environmental Services
 david.senfelds@aecom.com

Enclosures: Attachment A, Revised Project Budget Summary
 AECOM Commercial Terms
 AECOM General Conditions
 AECOM Authorization to Proceed

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**Attachment A
Revised Project Budget Sheet Summary**

**Redevelopment Authority of the City of Stevens Point
Former Lullabye Furniture Property
Ready for Reuse Grant (RRG-044)**

Approved Activity Name	Eligible Costs		Matching Costs		Total Cost	
	Original	Revised	Original	Revised	Original	Revised
1. Preparation/finalization of Remedial Action Plan	\$4,098	\$4,098	\$902	\$902	\$5,000	\$5,000
2. Public Participation Costs	\$3,689	\$3,689	\$811	\$811	\$45,000	\$4,500
3. Soil Excavation and Disposal	\$89,508	\$67,667	\$19,692	\$14,887	\$109,200	\$82,554
4. Remediation Planning and Oversight	\$22,794	\$22,794	\$5,015	\$5,015	\$27,809	\$27,809
5. Soils Confirmation Testing	\$1,639	\$2,319	\$361	\$510	\$2,000	\$2,829
6. Off-Site Groundwater Testing to Evaluate Natural Attenuation	\$2,049	\$20,300	\$451	\$4,467	\$2,500	\$24,767
7. Health and Safety Site Monitoring	\$2,459	\$2,869	\$541	\$631	\$3,000	\$3,500
8. Post-Remediation Reporting	\$4,098	\$5,738	\$902	\$1,262	\$5,000	\$7,000
9. VPLE/Case Closure Process	\$8,197	\$8,197	\$1,803	\$1,803	\$10,000	\$10,000
10. WDNR Fees	\$17,206	\$18,066	\$3,785	\$3,975	\$20,991	\$22,041
Totals	\$155,737	\$155,737	\$34,263	\$34,263	\$190,000	\$190,000

Note: The original costs provided in this table reflect the costs provided in Exhibit B of the Ready for Reuse Grant agreement between the Redevelopment Authority of the City of Stevens Point and the Wisconsin Department of Natural Resources dated October 8, 2014.



Commercial Terms Time and Materials Agreement

Effective January 1, 2012

SCOPE OF SERVICES – AECOM Technical Services, Inc., referred to herein as "AECOM", will perform the services described in its Proposal, or, in the absence of a proposal, as defined in writing and approved by AECOM and Client, referred to herein as "Services" in accordance with the following "Commercial Terms". These services shall be performed on a Time and Materials basis.

BILLING RATES

STAFF - Charges for all professional, technical and administrative personnel directly charging time to the project will be calculated and billed on the basis of the following staff category hourly "Billing Rates". Billing Rates are based on the actual salary of individuals providing service under this Agreement, plus overhead and profit. Billing Rates are in U.S. dollars, net of all applicable taxes, duties, fees and related charges, and include fringe benefits, burden and fee.

STAFF CATEGORY	RATE/HOUR
Technician I, Project Administrator I	\$40 - \$65
Data Administrator I, Technician II	\$45 - \$70
Project Controls I, Scientist I, Project Administrator II, Construction Mgmt I	\$50 - \$80
Scientist II, Engineer I, Data Administrator II, Construction Mgmt II, Technician III	\$70 - \$105
Project Controls II, Scientist III, Engineer II, Technician IV, Data Administrator III, Project Administrator III	\$80 - \$120
Project Manager I, Scientist IV, Engineer III, Construction Mgmt III	\$100 - \$140
Scientist V, Engineer IV	\$120 - \$165
Project Director I, Project Manager II, Construction Mgmt IV	\$135 - \$180
Project Director II, III, IV, Engineer V	\$150 - \$195

AECOM may revise these rates annually. All staff personnel have been classified in the above staff categories based on discipline skills, education and experience level.

All travel will be charged at the Billing Rates. Billing Rates are based on a forty-hour work week. Overtime hours for exempt employees (non-hourly) will be charged at the Billing Rates. Overtime hours of non-exempt (hourly-non-supervisory) employees are charged at 130% of the Billing Rates to the extent the employee works more than 40 hours per week for Client.

LITIGATION SUPPORT - In the event that AECOM's employees are requested by Client or compelled by subpoena or otherwise by any party to give expert or witness testimony or otherwise participate in a judicial or administrative proceeding involving the Client at any time, Client shall compensate AECOM at 100% of the Billing Rate, including preparation time, and shall reimburse AECOM for all out of pocket costs as provided herein.

OTHER DIRECT COSTS - "Other Direct Costs" are all costs and expenses incurred by AECOM directly attributable to the performance of Services. Other Direct Costs include subcontracts, materials, shipping charges, special fees, permits, special insurance and licenses, outside computer time, and miscellaneous costs. Subcontract Services such as laboratory analytical, drilling, direct-push sampling, engineering, and other specialized Services will be computed on the basis of actual cost plus a five percent (5%) fee. Cost for use of field equipment, safety equipment, and field sampling equipment will be billed in accordance with AECOM's Equipment Rate Schedule. Costs for equipment purchased for a project with advance authorization are computed on the basis of actual cost plus a five percent (5%) fee. Travel and travel-related expenses will be billed in accordance with current Federal Acquisition Regulation (FAR) approved rates, which are subject to revision in accordance with FAR directives. The current FAR approved rate for vehicle use as of January 1, 2012, is \$0.51 per mile. Per diem costs will be charged in accordance with Federal Per Diem Rates. All other internal/general office expenses (telephone, facsimile, etc.) are included in overhead and will not be billed separately.

INVOICING AND PAYMENT - Invoices will be issued monthly or twice per month at AECOM's option. Invoices will include a listing of staff categories, hours worked, rates, and the Other Direct Costs. Invoices may be sent electronically at AECOM's discretion. Any variance from this invoice format will be completed at the client's expense. Payments can be made by electronic funds transfers to the routing number listed on the invoice or manually to the address appearing on the invoice due upon receipt. Invoices not paid within thirty (30) days are subject to interest from the 31st day at the rate of 1-1/2% per month (18% per annum) but not to exceed the maximum interest allowed by law. In addition, AECOM may, after giving seven (7) days written notice to Client, suspend Services without liability until the Client has paid in full all amounts due AECOM on account of Services rendered and expenses incurred including interest on past due invoices or terminate Services without liability. If there is a disputed amount on an invoice, Client agrees to pay all undisputed amounts in the thirty (30) day period. In the event that AECOM places Client's account in the hands of an attorney for collection, Client agrees to pay AECOM all fees and expenses, including attorneys' fees and expert fees, necessitated thereby.

ESTIMATES OF COSTS AND SCHEDULES - AECOM's estimates of costs and schedules are for Client's budget and planning assistance only. Cost and schedule estimates are based on AECOM's best judgment of the requirements known at the time of the proposal and can be influenced favorably or adversely by Client needs and other circumstances. AECOM will endeavor to perform the Services and accomplish the objectives within the estimated costs and schedule, but in no event shall AECOM's estimate be interpreted as a not-to-exceed or fixed price. In the event AECOM is required to exceed its original estimate for any reason, the Client may wish to (1) redefine the scope of Services in order to accomplish Client's budget objectives, or (2) terminate Services at a specific expenditure level. If option (2) is chosen, AECOM will turn over all information to the extent completed at the authorized level without further obligation or liability to either party except payment for Services performed. Notwithstanding any other terms to the contrary, AECOM shall be entitled to a change order for additional compensation or additional time to perform its work, in the event that work outside the Services is requested or required to be performed by AECOM, or in the event that the assumptions underlying AECOM's proposal prove to be different from the facts actually encountered by AECOM during the performance of the Services.

AGREEMENT - These Commercial Terms and the attached General Conditions Form 102 (01/12) govern the performance of the Services and rights and obligations of the parties.

City of Stevens Point

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- 1. ACCESS.** Client grants or shall obtain for AECOM Technical Services, Inc. ("AECOM") and its subcontractors authority to enter the property upon which AECOM's Services are to be performed ("Site"), at Client's expense.
- 2. CLIENT INFORMATION.** Client understands that AECOM is relying upon the completeness and accuracy of information supplied to it by Client and others in connection with the Services without independent verification. Client agrees to advise AECOM of the existence of any hazardous substances, wastes or conditions affecting the Site or the Services to be performed hereunder.
- 3. STANDARD OF SERVICES AND WARRANTY.** AECOM agrees to perform its services as described in the applicable Proposal ("Services") in accordance with generally accepted engineering and construction standards, and scientific practices in effect and utilized by environmental firms in the United States at the time the Services are rendered. The Services may involve the use of tests, calculations, analysis and procedures which are in a state of change and refinement. Client recognizes that projects involving hazardous waste sites may not perform as anticipated even though the Services are performed in accordance with the required level of care. Given the difficulty in predicting the environmental condition of a site based upon limited sampling and investigative activity, Client recognizes that any statements, opinions and conclusions contained in reports and other documents prepared and/or issued by AECOM are only meant to give approximations of the environmental condition of the Site limited to the particular contaminant(s) and/or environmental issues actually targeted by AECOM's investigation and the portions of the Site actually investigated, sampled or tested by AECOM. AECOM shall, for the protection of Client, request from all vendors and subcontractors from which AECOM procures equipment, materials or services, guarantees which will be made available to Client to the full extent of the terms thereof. AECOM's responsibility with respect to such equipment, services and materials shall be limited to the assignment of such guarantees and rendering assistance to Client in enforcing the same. Subject to Section 13, AECOM warrants that, if any of its completed Services fail to conform to the above standard, AECOM will, at its expense and provided AECOM is notified of such defective Services within one year of the completion of the Services, either perform corrective Services of the type originally performed as may be required to correct such defective Services or refund to Client the amount paid to AECOM for the defective Services. Except as provided in this Section, AECOM makes no other warranty, express or implied, and shall have no other liability to Client for defective Services, whether caused by error, omission, negligence or otherwise.
- 4. CONFIDENTIALITY.** "Confidential Information" means all technical, economic, financial, pricing, marketing or other information that has not been published and/or is not otherwise available to members of the public and includes, without limitation, trade secrets, proprietary information, customer lists, scientific, technical and business studies, analyses, processes, methods, procedures, policies and information. In the event that either party discloses Confidential Information to the other party in connection with this contract (excluding AECOM's Work Product that is delivered to Client or others hereunder), the party receiving such Confidential Information agrees to hold as confidential and to not disclose to others the Confidential Information for a period of ten (10) years from the date of disclosure. These restrictions shall not apply to information that (i) the parties had in their possession prior to disclosure; (ii) becomes public knowledge through no fault of the receiving party; (iii) the receiving party lawfully acquires from a third party not under an obligation of confidentiality to the disclosing party; (iv) is independently developed by the receiving party; or (v) is required to be disclosed by law or court order. Client agrees that AECOM may use and publish Client's name and a general description of the Services provided to Client in describing AECOM's experience and qualifications to other clients and potential clients. This shall not prevent Client from complying with the open records statute, Section 19.85, Wisconsin Statutes.
- 5. WORK PRODUCT.** "Work Product" consists of all reports, notes, laboratory test data and other information prepared by AECOM for delivery to Client. Client shall have the right to make and retain copies and use all Work Product; provided, however, such use shall be limited to the particular Site and project for which the Work Product is provided. Client may release the Work Product to third parties at its sole risk and discretion; provided, however, AECOM shall not be liable for any claims or damages resulting from or connected with such release or any third party's use of the Work Product, and Client shall indemnify, defend and hold AECOM harmless from any and all such claims or damages.
- 6. INSURANCE.** AECOM shall maintain Workers' Compensation and Employer's Liability insurance in accordance with requirements of the state in which the Services are being performed, Commercial General Liability insurance with a limit of \$1,000,000 per occurrence and in the aggregate for bodily injury and property damage, Automobile Liability insurance including owned and hired vehicles with a limit of \$1,000,000 per occurrence and in the aggregate for bodily injury and property damage, and Professional Liability (errors and omissions) insurance with a limit of \$1,000,000 per claim and in the aggregate.
- 7. INDEMNITY.** AECOM shall indemnify, defend and hold harmless Client, its officers, directors, agents employees and affiliated and parent companies against claims, demands and causes of action of third parties (including reasonable attorneys' fees and costs of defense) for bodily injury, disease or death, and damage of property arising during the performance of Services to the extent caused by the negligence or willful misconduct of AECOM. Client shall indemnify, defend and hold harmless AECOM, its officers, directors, agents employees and affiliated and parent companies against claims, demands and causes of action of third parties (including reasonable attorneys' fees and costs of defense) for bodily injury, disease or death, and damage of property arising during the performance of this Agreement to the extent caused by the negligence or willful misconduct of Client.
- 8. CHANGES.** Notwithstanding any other provisions of the Agreement to the contrary, AECOM shall be entitled to additional compensation for work in the event that AECOM experiences any increases in costs due to changes in AECOM's scope of work from that included in AECOM's original proposal or for additional work requested by client or changes in the manner or method of performance of work or due to changes in schedule or circumstances not solely caused by AECOM. AECOM shall be compensated for all such additional work either (1) as previously agreed in writing by the parties; or (2) on a time and materials basis in accordance with AECOM's then current standard commercial rates.

9. REMEDIES. Neither party, nor their parent, affiliated or subsidiary companies, nor the officers, directors, agents, employees or contractors of any of the foregoing, shall be liable to the other in any action or claim for incidental, indirect, special, collateral, consequential, exemplary or punitive damages arising out of or related to the Services, including without limitation, loss of profits, loss of opportunity, loss of production, or loss of use. Any protection or limitation against liability for any losses or damages afforded any individual or entity by these General Conditions shall apply whether the action in which recovery of damages is sought is based upon contract, tort (including, to the greatest extent permitted by law, the sole, concurrent or other negligence, whether active or passive, and strict liability of any protected individual or entity), statute or otherwise. To the extent permitted by law, any statutory remedies inconsistent with these terms are waived.

10. ENVIRONMENTAL CONDITIONS. Client shall provide (or cause the Site owner to provide) AECOM with the identity and location of all subsurface facilities and obstructions on the Site. Client agrees to waive any claims against AECOM and to indemnify, defend and hold AECOM harmless from any claims, demands or causes of action for damages to subsurface facilities or obstructions that are not accurately identified or located by Client or others. Client assumes responsibility for air, subsurface and/or ground pollution and environmental impairment from toxic substances or hazardous materials existing at the Site and shall indemnify and defend AECOM from any claims, demands and causes of action of third parties related thereto, except where such claims, demands and causes of action are caused by the sole negligence or willful misconduct of AECOM; it being the intention of the Client to assume any liability alleged to have resulted from AECOM's joint or concurrent negligence.

11. INDEPENDENT CONTRACTOR. AECOM's Services are performed as an independent contractor.

12. FORCE MAJEURE. AECOM shall have no liability for any failure to perform or delay in performance of the Services caused by circumstances beyond its reasonable control, including, but not limited to, strikes, riots, wars, acts of terrorism, disease, floods, fires, explosion, acts of nature, acts of government, labor disturbances, acts of Client or Client's other subcontractors and/or contractors, delays in transportation or inability to obtain material or equipment.

13. LIMITATIONS OF LIABILITY. To the greatest extent allowed by law, Client agrees that AECOM's aggregate liability to Client and others for any and all injuries, claims, demands, losses, expenses or damages, of whatever kind or character, arising out of or in any way related to this Agreement, the Services or the Site, shall be limited to the insurance limits specified in Section 6 (Insurance) above. The parties agree that in any dispute over the terms of this Agreement or any issue arising under this Agreement, they will make a good faith effort to resolve the matter without litigation. Such efforts shall include, but not be limited to, a meeting(s) attended by each party's representative(s) empowered to resolve the dispute. The parties agree that before either party commences an action against the other party, they will consider the use of alternate forms of dispute resolution, including mediation (or arbitration if both parties agree to arbitrate the dispute). Pending the outcome of such dispute resolution, both parties shall take immediate steps to mitigate any damages. Until such time as the dispute is resolved, AECOM reserves the right to suspend its Services hereunder and shall so timely notify Company.

14. OWNERSHIP OF WASTE. "Pre-Existing Waste" is any hazardous or non-hazardous wastes, substances or materials existing on the Site prior to the date that the Services are initiated. Upon request, AECOM shall assist Client in the proper handling, storage, transportation and/or disposal of the Pre-Existing Waste in accordance with all applicable federal, state and local laws and regulations. Client shall provide appropriate disposal identification numbers, select the disposal site(s) and sign all required manifests, disposal contracts and other documentation necessary to allow AECOM to complete the Services in a timely manner. Client agrees to look solely to the disposal facility and/or transportation concern for any damages arising from improper transportation or disposal of the Pre-Existing Waste. In no event shall AECOM take title to or be liable for disposal or remediation costs associated with Pre-Existing Wastes. Any samples obtained pursuant to the Services are to remain property of the Client.

15. ENTIRE AGREEMENT. The terms of this Agreement shall be deemed accepted by Client at the earlier of (1) AECOM's initiation of Services at the verbal or written direction of Client or (2) Client's written agreement to be bound by these terms. This Agreement constitutes the entire understanding between the parties. Any waiver, modification or amendment of this contract shall be effective only if in writing and signed by an authorized representative of AECOM. AECOM hereby objects to any terms contained in any prior or subsequent purchase orders, work orders, invoices, acknowledgement forms, manifests, requests for proposals or other documents received from the Client that would otherwise have the effect of modifying or abrogating these General Conditions in whole or in part. If any portion of this contract is held invalid or unenforceable, any remaining portion shall continue in full force and effect. Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than Client or AECOM. There shall be no assignment of the rights or obligations contained in this contract by either party and any such assignment shall be null and void. Either party may terminate this Agreement by giving the other party seven (7) days written notice. Termination of this Agreement or the Services for any reason shall not affect or minimize the respective rights, obligations and limitations of liability contained herein, specifically, but not by way of limitation, Sections 3, 6, 7, 9, 10, 13 & 14 shall survive termination, completion and/or expiration of this Agreement. The construction, interpretation and performance of this Agreement and all transactions relating thereto shall be governed by the laws of the state in which the AECOM office that issued the proposal is located. Any notices issued hereunder shall be delivered by first class mail to the addresses listed for the parties in the Proposal.

City of Stevens Point
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AECOM Technical Services, Inc.
200 Indiana Avenue, Stevens Point, WI 54481
T 715-341-8110 F 715-341-7390



Authorization to Proceed

I hereby authorize AECOM Technical Services, Inc. (AECOM) to proceed with the scope of work for the Former Lullabye Furniture Site for the Redevelopment Authority of the City of Stevens Point as described in AECOM's Amendment No. 2 to Project No. 60333629, dated February 24, 2015, with a budget authorization of \$0 under AECOM's Commercial Terms, Form 103B(01/12), and General Conditions, Form 102(01/12), attached hereto.

Signature

Date

Print Name

Title/Organization

I agree to accept invoices from AECOM via email and not postal mail:

Yes

Signature: _____

Email address: _____

Recipient Mr./Ms.: _____

Return to:

Name: David Senfelds

Address: 200 Indiana Avenue, Stevens Point, WI 54481

Fax: (715) 341-7390

Phone: (715) 342-3039

Email: david.senfelds@aecom.com

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**BYLAWS OF THE
REDEVELOPMENT AUTHORITY
OF THE CITY OF STEVENS POINT**

ARTICLE I - THE AUTHORITY

Section 1 - Name of Authority. The name of the Authority shall be Redevelopment Authority of the City of Stevens Point.

Section 2 - Seal of Authority. The Authority shall have no seal.

Section 3 - Offices of the Authority. The principal offices of the Authority shall be at 1515 Strongs Avenue, Stevens Point, WI 54481. In addition, the Authority may from time-to-time have offices at such other place or places as it deems necessary. The location of the Authority's principal offices may be changed by appropriate resolution of the Authority.

Section 4 - Appointment of Members. The Mayor shall, with the confirmation of the Common Council, appoint seven (7) resident persons as commissioners to the Authority according to Section 66.1333 of the Wisconsin Statutes and Section 3.51 of the Revised Municipal Code of the City of Stevens Point.

ARTICLE II - OFFICERS

Section 1 - Officers. The officers of the Authority shall be a Chairperson, a Vice-Chairperson, and a Secretary/Treasurer (who shall be the Executive Director).

Section 2 - Chairperson. The Chairperson for the Authority shall preside at all meetings of the Authority. The Chairperson and Executive Director are authorized to execute on behalf of the Authority all contracts, deeds, notes, and other forms of obligations or instruments when duly authorized by the Commissioners of the Authority to do so. At each meeting the Chairperson shall submit such recommendations and information as he/she may consider proper concerning the business, affairs, and policies of the Authority.

Section 3 - Vice Chairperson. The Vice Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson; and in case the Chairperson is no longer able to serve, the Vice Chairperson shall perform such duties as are imposed on the Chairperson until such time as the Authority shall select a chairperson from among its members.

Section 4 - Secretary/Treasurer. The Secretary/Treasurer shall be the Executive Director and shall keep the records of the Authority, shall act as Secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceedings of the Authority in a journal of proceedings to be kept for such purpose, and shall perform all duties incident to that office. The

Secretary/Treasurer shall keep in safe custody the seal of the Authority and shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

The Secretary/Treasurer shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks. The Secretary/Treasurer shall approve all checks for the payment of bills and shall delegate responsibility to pay out and disburse such monies.

Section 5 - Executive Director. The Executive Director shall serve as Secretary/Treasurer to the Authority; shall be the chief administrative officer of the Authority; and shall direct, manage and supervise the Authority's administrative operation and technical activities in accordance with and subject to the direction of the Authority.

Section 6 - Additional Duties. The Officers of the Authority shall perform such other duties and functions as may from time-to-time be required by the Authority or by the bylaws or rules and regulations of the Authority and which are necessary to promote the redevelopment mission of the agency.

Section 7 - Election or Appointment. Successive Commissioners shall be appointed by the Mayor. The Chairperson and Vice Chairperson shall be elected from among the Commissioners of the Authority at an annual organization meeting.

Section 8 - Vacancies. Should the offices of Chairperson or Vice Chairperson become vacant, the Authority shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office.

ARTICLE III - MEETINGS

Section 1 - Regular Meetings. Meetings shall be held by the Authority at least monthly or as needed and at a regular time. When the regular meeting falls on a legal holiday, a special meeting may be called in lieu of the regular meeting. All regular and special meetings of the Authority shall be held at the Authority's principal office or in such other public place as the Authority deems appropriate. All regular and special meetings, hearings, records, and accounts of the Authority shall be subject to Wisconsin Statutes, Chapter 19.

Section 2 - Special Meetings. The Chairperson of the Authority may, when he/she deems expedient, and/or upon written request of any member of the Commission, call a special meeting of the Commissioners, whenever any one of them deems it necessary.

Section 3 - Meeting Agendas. Any Commissioner may have any item of his or her choosing on an agenda of either a regular or a special meeting. Agendas shall be posted for public notice under Wisconsin Statutes Chapter 19.

Section 4 - Quorum. The powers of the Authority shall be vested in the Commissioners thereof in office from time-to-time. Four (4) Commissioners shall constitute a quorum for the purpose of conducting its business and exercising its powers, and for all other purposes. An item can be adopted with a majority of votes of the same persuasion.

Section 5 - Order of Business. The Secretary/Treasurer shall prepare an agenda for each meeting.

Section 6 - Motions. Motions shall be restated by the Chairperson before a vote is taken. The name of the maker of the motion and the second to the motion shall be duly recorded in the minutes of the meeting.

Section 7 - Voting. The voting on all questions coming before the Authority shall be by voice and shall be recorded by "yeas" and "nays" unless requested by a member of the Authority.

Section 8 - Parliamentary Procedure. The parliamentary procedure utilized during Authority meetings shall be governed by Roberts Rules of Order.

ARTICLE IV - SUBCOMMITTEES

Section 1 - Subcommittees. The Authority may establish subcommittees as may from time-to-time be required.

ARTICLE V - AMENDMENTS

Section 1 - Amendments to Bylaws. The bylaws of the Authority may be amended after an amendment has been introduced at any regular meeting or special meeting and referred to the next regular/special meeting. Adoption of an amendment shall be by a two-thirds vote of the body of the whole.

Adopted this 17th day of March, 2015.

BY: _____
Chairperson

ATTEST: _____
Executive Director

B. Trends in Land Values

Table 8.3 below describes the increase in the equalized values for the different types, as compiled by the State of Wisconsin Department of Revenue. As with other communities across Portage County, values have more than doubled over the twenty-year comparison period.

Table 8.3: Equalized Property Values, City of Stevens Point

Type of Property	1980		1990		2000	
	Value	% of Total	Value	% of Total	Value	% of Total
Residential	\$223,351,000	50%	\$271,586,000	46%	\$510,425,000	48%
Commercial	\$158,419,000	36%	\$221,181,000	37%	\$417,601,000	40%
Manufacturing	\$15,680,000	4%	\$36,190,000	6%	\$66,426,000	6%
Agricultural	\$285,000	<1%	\$45,000	<1%	\$0	0%
Swamp and Waste	\$0	0%	\$0	0	\$0	0%
Forest	\$0	0%	\$0	0	\$0	0%
Other	\$0	0%	\$0	0	\$0	0%
Personal Property	\$47,291,000	11%	\$61,388,000	10%	\$61,295,000	6%
Total Value	\$445,026,000	100%	\$590,390,000	100%	\$1,055,747,000	100%

Source: Wisconsin Department of Revenue Statistical Report of Property Valuations, 1980, 1990, 2000
Certain categories of personal property have been exempted from taxation, resulting in lesser values.

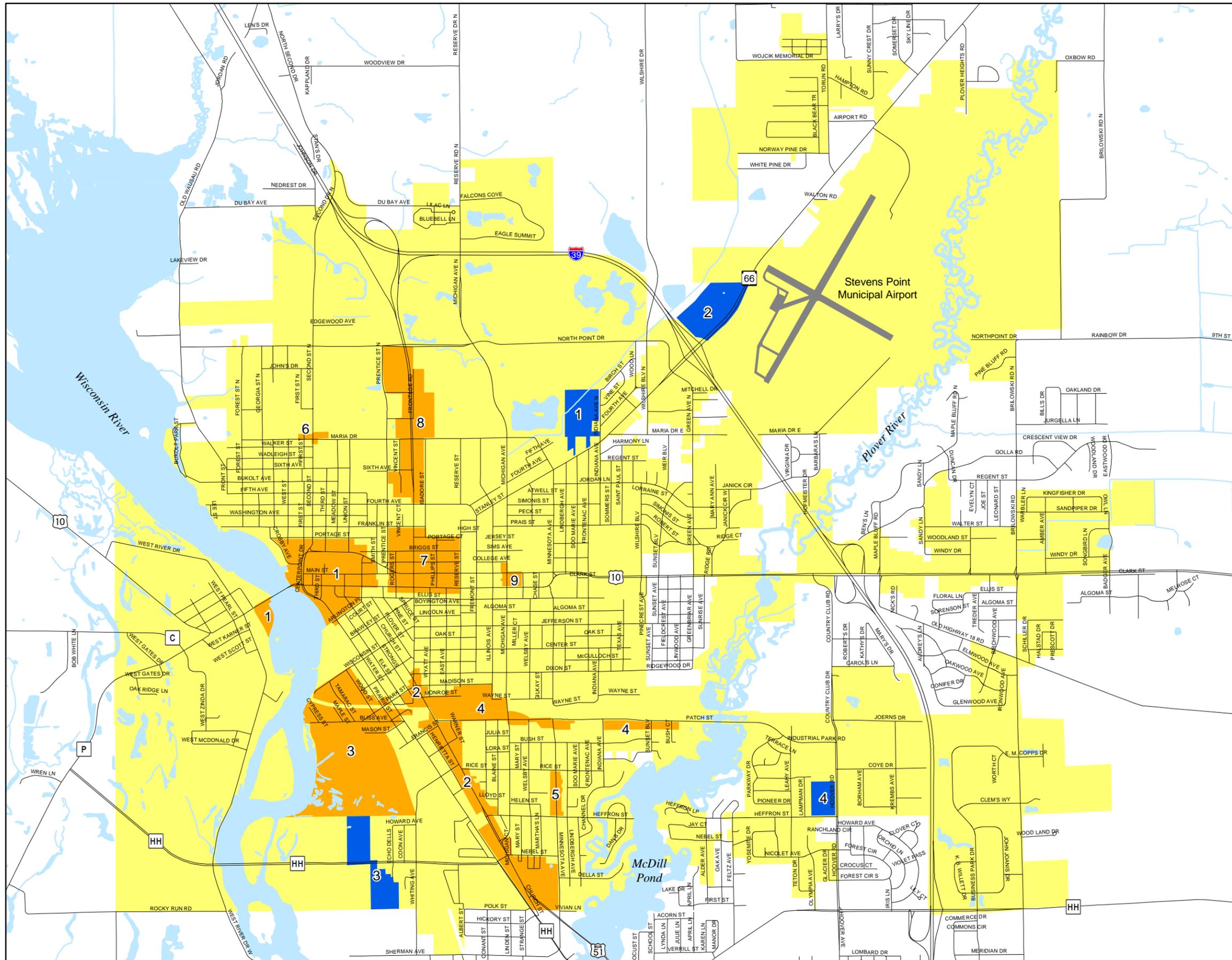
C. Redevelopment Areas

The City of Stevens Point Plan Commission has identified several areas, totaling 692 acres, as having the possibility for redevelopment within or beyond the planning period of this Comprehensive Plan (see Map 8.2). The areas have been selected due to their incompatible land use relationships, building deterioration, economic obsolescence, under-utilization of land, impairment of sites by wastes, or other emerging economic opportunities. The following list is not in any order of priority:

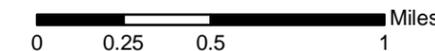
1. Downtown and adjacent areas – Including West Clark Street (112 acres)
2. Business 51 from Dixon Street to South City limits (108 acres)
3. SNE area bounded by Wisconsin Street to the north, Prairie extended to the east, Wisconsin River to the west, and City owned property line to the south. (211 acres)
4. Patch Street from Business 51 to the Plover River (67 acres)
5. Minnesota Avenue between Heffron and Rice Streets (10 acres)
6. Intersection of Second Street and Maria Drive (4 acres)
7. Student Housing Area, bound by Portage, Prentice, Clark and Reserve Streets (81 acres)
8. Business 51 from Fourth Avenue to North Point Drive (92 acres)
9. Intersection of Main and Michigan (7 acres)

Redevelopment and reinvestment in underutilized properties is essential to strengthen older areas and provide opportunities to strengthen the City's tax base, provide new jobs and housing opportunities. Redevelopment can involve environmental clean-up, land assembly, building demolition, and overcoming other costly impediments. City incentives are often necessary to encourage private sector reinvestment in these areas. The City will need to play a proactive role in initiating and guiding redevelopment efforts, utilizing local, state, and federal programs and incentives such as housing loan funds, Tax Increment Districts, brown field grants, CDBG, and other funds as necessary.

Map 8.2 Potential Areas for Redevelopment & Infill



- Potential Redevelopment Areas
- Potential Infill Areas



Source: City of Stevens Point (2005)
Portage County Planning & Zoning (2005)

Adopted: January 16, 2006

City of Stevens Point Comprehensive Plan



Portage County
Planning and Zoning
1462 Strongs Ave.
Stevens Point, WI 54481