

AMENDED
City of Stevens Point
REGULAR COUNCIL MEETING

Council Chambers
County-City Building
1516 Church St

September 19, 2016
7:00 P.M.

1. Roll Call.
2. Salute to the Flag and Mayor's opening remarks.
3. *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.
4. Persons who wish to address the Mayor and Council for up to three (3) minutes on a non-agenda item.
5. Presentation on City Hall space needs.

Consideration and Possible Action on the Following:

6. Resolution – Requesting that the Governor and Legislature provide adequate and sustainable funding for transportation infrastructure in Wisconsin.
7. Minutes of the Regular Common Council meeting of August 15, 2016.
8. Minutes and actions of the City Plan Commission meeting of September 6, 2016.
9. Ordinance Amendment – Request from the University of Wisconsin Stevens Point to amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from Residential to UWSP for 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).
10. Ordinance Amendment – Zoning – Request from the University of Wisconsin Stevens Point to rezone 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25) from R-2 Single Family Residence District to U-1 University Facilities District. (Ch. 23 of the RMC).
11. Request from the University of Wisconsin Stevens for a site plan review to expand Parking Lot T at 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).

12. Resolution – Conditional Use Permit – Utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a home at 400 Franklin Street (Parcel ID 2408-30-4021-07).
13. Ordinance Amendment – Zoning – Request from the City of Stevens Point to rezone two parcels north of Main Street and between Michigan Avenue and Minnesota Avenue (Parcel ID's 2408-33-2001-05 & 2408-33-2001-04) where the following addresses are present; 2442 Main Street, 941 Michigan Avenue, 1000 Minnesota Avenue, 1100 Minnesota Avenue, 933 Michigan Avenue, and 2400 Main Street from "R-2" Single Family Residence District to "R-5" Multiple Family II Residence District. (Ch. 23 of the RMC).
14. Minutes and actions of the Personnel Committee meeting of September 12, 2016.
15. Minutes and actions of the Board of Public Works meeting of September 12, 2016.
16. Ordinance Amendment – Traffic – Reverse angle parking on a section of Prais St. (Section 9.05(ai),(i) and (j) of the RMC).
17. Minutes and actions of the Public Protection Committee meeting of September 12, and the actions taken at the special Public Protection Committee meeting of September 19, 2016.
18. Minutes and actions of the Finance Committee meeting of September 12, 2016.
19. Resolution – Establishing absentee voting locations for the November 2016 General Election.
20. Notice of Circumstances of Claim & Claim for Damages: Jason Weisbrot – damage to boat.
21. Notice of Circumstances of Claim & Claim for Damages: Duane Vandre – injury relating to toboggan accident.
22. Minutes and actions of the Police and Fire Commission meeting of August 2, 2016.
23. Minutes and actions of the Transportation Commission meeting of August 17, 2016.
24. Joint Transportation Agreement between the City of Stevens Point and Portage County.
25. Minutes and actions of the Board of Water and Sewerage Commissioners of September 12, 2016.
26. Minutes and actions of the Airport Commissioners meeting of September 12, 2016.
27. Minutes and actions of the Board of Park Commissioners meeting of September 7, 2016.
28. Statutory Monthly Financial Report of the Comptroller-Treasurer.

- 29. Mayoral Appointments:
 - Smongeski Health Fund
 - Supplemental Poll Workers
- *30. Subordination Agreement with Service Cold Storage, LLC.
- *31. Adjourn into closed session pursuant to Wisconsin Statutes 19.85(1)(e), 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:
 - A. A potential development agreement in Tax Incremental Financing District #9
 - B. Coye Drive and Hoover road Intersection Improvement Project right of way Acquisition.
- 32. 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 Transportation Funding Resolution

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state; and

WHEREAS, according to "Filling Potholes: A New Look at Funding Local Transportation in Wisconsin," commissioned by the Local Government Institute of Wisconsin (LGI) the condition of Wisconsin's highways is now in the bottom third of the country; and

WHEREAS, state funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances. According to "Filling Potholes," municipal transportation spending has declined from \$275 per capita in 2000 to \$227 in 2012; and

WHEREAS, high quality and fast transit systems are critical to attracting businesses and people to urban areas, yet state funding for transit is less today than it was five years ago; and

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and

WHEREAS, Wisconsin's over-reliance on borrowing eats away at the state's segregated funding sources – the state gas tax and vehicle registration fees – which increasingly pay debt service rather than fund transportation needs; and

WHEREAS, safety is a primary concern and responsibility of local governments across Wisconsin. Unfortunately, according to TRIP, a national non-profit transportation research group, Wisconsin had 347 non-interstate, rural road fatalities in 2013; and

WHEREAS, the Stevens Point Common Council recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin. Both local *and* state roads need to be properly maintained in order for our economy to grow; and

WHEREAS, from a competitive standpoint Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees; and

WHEREAS, the Transportation Finance and Policy Commission, appointed by the Governor and Legislature clearly found that if Wisconsin does not adjust its user fees, the

condition of our state and local roads as well as local transit systems will deteriorate significantly over the next decade.

NOW, THEREFORE, BE IT RESOLVED by the Stevens Point Common Council urge the Governor and Legislature to #JustFixItWI and agree upon a sustainable solution: one that includes a responsible level of bonding and adjusts our user fees to adequately and sustainably fund Wisconsin's multi-modal transportation system. Furthermore, the Common Council of the City of Stevens Point directs the Clerk to send a copy of this resolution to our State Legislators, Governor Scott Walker and the League of Wisconsin Municipalities.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
John Moe, City Clerk

Dated: September 19, 2016
Adopted: September 19, 2016

**City of Stevens Point
REGULAR COUNCIL MEETING**

Council Chambers
County-City Building
1516 Church St

August 15, 2016
7:00 P.M.

Mayor Mike Wiza Presiding

ROLL CALL: Ald. Doxtator, Shorr, Ryan, Johnson, Kneebone, Dugan, McComb, Phillips, Morrow.

EXCUSED: Ald. Shorr, Oberstadt.

OTHERS

PRESENT: C/T Ladick; City Attorney Beveridge; City Clerk Moe; Fire Chief Finn; Police Chief Skibba; Directors Ostrowski, Schatschneider, Schrader, Lemke; Administrative Assistant Pazdernik.

EXCUSED: H.R. Manager Jakusz.

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

Mayor Wiza asked for a moment of silence to reflect on the recent events occurring in Milwaukee. He asked everyone to be kind and respectful to one another.

Mayor Wiza stated the City's surplus sale was a success.

3. *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.

Citizens were reminded to sign up at this time.

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

No one wished to speak.

5. Presentation by Tori Jennings regarding possible road lane striping options.

Tori Jennings and Trevor Roark provided information on 4-to-3 lane conversions. They specifically cited Stanley Street, North Point Drive and West Clark Street as potential conversions. A video presentation on the City of Tomahawk 4-to-3 lane conversions was viewed.

Consideration and Possible Action on the Following:

6. Minutes of the Regular Common Council meeting of July 18, 2016 and the Special Common Council meeting of July 25, 2016.

Ald. Phillips **moved**, Ald. Johnson seconded, to approve the minutes of the Regular Common Council meeting of July 18, 2016 and the Special Common Council meeting of July 25, 2016.

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

7. Minutes and actions of the City Plan Commission meeting of August 1, 2016.

Ald. Doxtator **moved**, Ald. Kneebone seconded, to approve the minutes and actions of the City Plan Commission meeting of August 1, 2016.

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

8. Resolution – Conditional Use – Stevens Point Area Public School District– Permit to construct an entrance canopy on Washington School located at 3500 Prais Street (Parcel ID 2408-28-4018-02).

Ald. Phillips **moved**, Ald. Ryan seconded, to approve the conditional use request from the Stevens Point Area Public School District to construct a canopy on Washington School.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Johnson, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

9. Resolution – Conditional Use Amendment – Ministry Saint Michael’s Hospital – Permit to expand the hospital at 900 Illinois Avenue (Parcel ID 2408-33-2003-16 & 2408-28-3010-26).

Ald. Dugan **moved**, Ald. Ryan seconded, to approve the conditional use amendment from Ministry Saint Michael’s Hospital to expand the hospital at 900 Illinois Avenue.

Call for the Vote: Ayes: Ald. Doxtator, Shorr, Ryan, Johnson, Kneebone, Dugan, McComb, Phillips, Morrow.
Nays: None. Motion adopted.

10. Resolution – Conditional Use Amendment – Sheldon Ferkey – Permit to expand a car wash at 3324 Church Street and 3340 Church Street (Parcel ID’s 2308-04-3012-03 & 2308-04-3012-04).

Ald. Phillips **moved**, Ald. Morrow seconded, to approve the conditional use amendment for Sheldon Ferkey to expand a car wash at 3324 and 3340 Church Street.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone,

Johnson, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

11. Resolution – Conditional Use – Jeffrey Meyers – Permit to construct an apartment complex at an unaddressed property east of Frederick Street between John’s Drive and North Point Drive (Parcel ID 2408-29-2200-61).

Jeffrey Meyers, 4784 Pierce Ave., Plover, WI, thanked the Community Development Department in working with him on the apartment project. He outlined modifications to the plan and asked that the City Council consider these changes, which would assist with the overall project cost and ultimately the cost of rent.

Mr. Meyer stated at this time the cost overrun was approximately \$80,000 for the project. He added all the requirements for the façade, sidewalk and curb and gutter have contributed to these costs. Mr. Meyer asked that the sidewalk and curb/gutter requirements be waived until such time it would be required of all owners in this area or a special assessment for these projects can be done.

Dir. Ostrowski stated item #3 on the west end of the building could be modified; item #4 east elevation could be modified as recommended by staff. He recommended the sidewalk be required as well as the curb and gutter on the driveway.

Ald. Dugan asked what was meant by architectural elements. She added she was in favor of new developments adding sidewalks.

Dir. Ostrowski stated an alternative architectural design such as lighting enhancements could eliminate the window requirement.

Ald. Doxtator asked Dir. Ostrowski to address item #5 and the requirement of masonry.

Dir. Ostrowski stated 25% masonry is required as that is the standard on all four sides with additional masonry on the front of the building. He stated the staff recommendation is to keep this.

Mayor Wiza stated the recommendation is to approve the resolution as presented with modifications as Dir. Ostrowski stated with conditions #3 and #4.

Ald. Johnson **moved**, Ald. Ryan seconded, to approve the conditional use permit from Jeffrey Meyers to construct an apartment complex between John’s Drive and North Point Drive with the modifications outlined by Dir. Ostrowski with condition #3 and #4.

Call for the Vote: Ayes: Ald. Doxtator, Shorr, Ryan, Johnson, Kneebone, Dugan, McComb, Phillips, Morrow.

Nays: None. Motion adopted.

12. Public Hearing - Vacate and discontinue a public street, a portion of Worth Court, specifically the western portion of cul-de-sac.

Mayor Wiza declared the public hearing open.

No one wished to speak, the public hearing was closed.

13. Resolution on the above.

Ald. Doxtator **moved**, Ald. Ryan seconded, to approve the resolution to vacate and discontinue a public street, a portion of Worth Court, specifically the western portion of the cul-de-sac.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Johnson, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

14. Public Hearing - Vacate and discontinue a 20-foot alley south of Miller Court and north of Center Street between and parallel with Michigan Avenue and Welsby Avenue.

Mayor Wiza declared the public hearing open.

No one wished to speak, the public hearing was closed.

15. Resolution on the above.

Ald. Kneebone **moved**, Ald. Dugan seconded, to approve the resolution to vacate and discontinue a 20 foot alley south of Miller Court and north of Center Street between and parallel with Michigan Avenue and Welsby Avenue.

Call for the Vote: Ayes: Ald. Doxtator, Shorr, Ryan, Johnson, Kneebone, Dugan, McComb, Phillips, Morrow.
Nays: None. Motion adopted.

16. Proposed survey and settlement agreement relating to the property line dispute for the property located at 100 Bukolt Park Street (Parcel ID 2408-30-40080-61).

Ald. Ryan **moved**, Ald. Phillips seconded, to approve the proposed survey and settlement relating to the property line dispute for the property located at 100 Bukolt Park Street.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Johnson, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

17. Appeal of the Historic Preservation/Design Review Commission decision of their meeting on July 6, 2016 relating to the property at 1059 Clark Street (McDonald Title).

Sally McDonald, 1059 Clark Street, stated the cement board façade being requested has insulation properties which is very desirable for cooling and heating the building. She is asking to complete the project with this brick cement board material.

Robert McDonald, 2117 West River Drive, stated there are three walls they would like to have a consistent appearance by using the cement board.

Avalon McDonald-Lewis, 201 W. Pleasant Street, stated her family owns the building and is concerned with preserving historical architecture as well as using modern materials to be environmentally conscientious.

Dir. Ostrowski stated the Historic Preservation/Design Review Commission guidelines indicate that materials on the wall should be returned to similar or like material, which would be brick or brick veneer. He added staff recommendation is to uphold the decision by the Historic Preservation/Design Review Commission.

Ald. McComb asked what the material was the McDonald's wanted to use.

Dir. Ostrowski stated it is a fiber cement board. It is not brick veneer.

Ald. Morrow questioned if the McDonald building is actually in the historic district.

Dir. Ostrowski stated it is in the Downtown Design Review District, which encompasses nearly all of the downtown. He added the building is not an officially designated State or National Historic District.

Ald. Dugan wanted to verify that the property owners were aware insulation could be used behind brick veneer.

Dir. Ostrowski replied yes.

Ald. Johnson questioned the unfunded mandate with the property not being on a historic register but required to implement historic design with more expensive material.

Dir. Ostrowski stated other business owners in the downtown area have complied with the historic design guidelines and the Commission provides assurance to those owners that others will do the same.

Mayor Wiza stated there are two components to the Commission: 1) historic preservation and 2) design review. He added this falls under the design review portion of the Commission.

Ald. Dugan stated she was in favor of maintaining the historic appearance of the buildings downtown.

Ald. Doxtator stated he was in favor of the McDonald's proposal to use the cement board.

Ald. Ryan stated since he has been on the Commission, there has been a strict standard for improvements related to the façade grant to maintain existing structure and materials of the building.

Ald. Dugan **moved**, Ald. Ryan seconded, to uphold the decision of the Historic Preservation/Design Review Committee decision on July 6, 2016 relating to the property at 1059 Clark Street.

Call for the Vote: Ayes: Ald. Shorr, Ryan, Johnson, Kneebone,
Dugan, McComb.
Nays: Ald. Doxtator, Phillips, Morrow. Motion adopted.

18. Minutes and actions of the Public Protection Committee meeting of August 8, 2016.

Ald. Johnson **moved**, Ald. Phillips seconded, to approve the minutes and actions of the Public Protection Committee meeting of August 8, 2016.

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

19. Minutes and actions of the Finance Committee meeting of August 8, 2016.

Ald. Phillips **moved**, Ald. Shorr seconded, to approve the minutes and actions of the Finance Committee meeting of August 8, 2016.

Ald. Shorr expressed his thanks to everyone involved in the budget process.

Ald. Doxtator stated he would abstain from this vote.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone,
Johnson, Ryan, Shorr, Doxtator.
Abstain: Ald. Doxtator
Nays: None. Motion adopted.

20. Minutes and actions of the Board of Public Works meeting of August 8, 2016.

Ald. McComb **moved**, Ald. Ryan seconded, to approve the minutes and actions of the Board of Public Works meeting of August 8, 2016.

Ald. Dugan stated item #2 was in her district and will be completed next year.

Call for the Vote: Ayes: Ald. Doxtator, Shorr, Ryan, Johnson, Kneebone, Dugan,
McComb, Phillips, Morrow.
Nays: None. Motion adopted.

21. Minutes and actions of the Personnel Committee meeting of August 8, 2016.

Ald. Shorr **moved**, Ald. Doxtator seconded, to approve the minutes and actions of the Personnel Committee meeting of August 8, 2016.

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

22. Enter into closed session pursuant to Wisconsin State Statute 19.85(1)(c) (Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises) for:

a. Anniversary Date Adjustment Grievance ~ AFSCME Local 309 Transit (Grievance T01-2016)

Ald. Phillips **moved**, Ald. McComb seconded, to enter into closed session at 8:10 p.m. pursuant to Wisconsin State Statute 19.85(1)(c).

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Johnson, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

23. Reconvene into open session for action on Anniversary Date Adjustment Grievance ~ AFSCME Local 309 Transit (Grievance T01-2016)

The meeting was reconvened into open session at 8:25 p.m.

Ald. Doxtator **moved**, Ald. Shorr seconded, to uphold the denial of the anniversary date adjustment grievance.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Ryan, Shorr, Doxtator.
Nays: Ald. Johnson. Motion adopted.

24. Minutes and actions of the Police and Fire Commission meeting of July 12, 2016.

Ald. Morrow **moved**, Ald. Johnson seconded, to approve the minutes and actions of the Police and Fire Commission meeting of July 12, 2016.

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

25. Minutes and actions of the Transportation Commission meeting of July 14, 2016.

Ald. Shorr **moved**, Ald. Ryan seconded, to approve the minutes and actions of the Transportation Commission meeting of July 14, 2016.

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

26. Minutes and actions of the Board of Water and Sewerage Commissioners of August 8, 2016.

Ald. Doxtator **moved**, Ald. Morrow seconded, to approve the minutes and actions of the Board of Water and Sewerage Commissioners of August 8, 2016.

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

27. Minutes and actions of the Airport Commissioners meeting of August 8, 2016.

Mayor Wiza stated on September 26, 2016 there will be flour powder bombing scheduled at the Stevens Point Airport.

Ald. Kneebone **moved**, Ald. McComb seconded, to approve the minutes and actions of the Airport Commissioners meeting of August 8, 2016.

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

28. Minutes and actions of the Board of Park Commissioners meeting of August 3, 2016.

Ald. McComb **moved**, Ald. Doxtator seconded, to approve the minutes and actions of the Board of Park Commissioners meeting of August 3, 2016.

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

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

C/T Ladick stated the budget ended 6-30-16 and at this point, all departments are on track.

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

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

**30. Mayor Appointment
Bicycle and Pedestrian Committee.**

Ald. Doxtator **moved**, Ald. Johnson seconded, to approve the appointment of Michael O'Meara to the Bicycle and Pedestrian Committee.

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

31. Adjournment.

The meeting was adjourned at 8:34 p.m.

REPORT OF CITY PLAN COMMISSION

September 6, 2016 – 6:00 PM

Lincoln Center, Multipurpose Room – 1519 Water Street, Stevens Point, WI 54481

PRESENT: Mayor Wiza, Alderperson Kneebone, Commissioner Brush, Commissioner Haines, Commissioner Hoppe, Commissioner Curless, and Commissioner Cooper.

ALSO PRESENT: Director Ostrowski, Associate Planner Kearns, City Attorney Beveridge, Alderperson Shorr, Alderperson Johnson, Alderperson Dugan, Alderperson McComb, Alderperson Phillips, Alderperson Morrow, Nate Enwald, Tori Jennings, Trevor Roark, Chris Doubek, Aaron Cool, Carolyn Cool, Bruce Olson, Andrea Olson, Cheryl Langrek, Charles Stanley, Mary Ann Powell, Anne Brunner, Richard Spreda, Michael Pecore, Carl Rasmussen, and Brandi Makuski.

INDEX:

1. Roll call.

Present: Wiza, Kneebone, Haines, Bush, Curless, Cooper, Hoppe

Discussion and possible action on the following:

2. Report of the August 1, 2016 Plan Commission meeting.

Motion by Commissioner Cooper to approve the report of August 1, 2016 Plan Commission meeting; seconded by Commissioner Curless.

3. **Public Hearing** – Request from the University of Wisconsin Stevens Point to amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from Residential to UWSP for 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).

Director Ostrowski explained that this would be a three part request from the university: a comprehensive plan amendment, a rezoning request, and the site plan review of the parking lot. He went on to explain that their overall request was for the expansion of Parking Lot T just north of Fourth Avenue and behind the Newman Center. He stated that they were looking to create an entrance off Fourth Avenue and Reserve Street, with the future land map use identifying the property as residential. He explained that the university had also identified it as part of their growth potential in their master plan in 2007, one year after the plan commission and council had adopted the City's comprehensive plan. In regards to the comprehensive plan, he stated that they had reviewed it, making sure it was in the public interest, and that it had remained consistent with the comprehensive plan. He recommended approval to amend the comprehensive plan future land use map, but noted that they may want to go through this area very specifically during the comprehensive plan update in order to find out where the future growth of the university will start and stop.

Commissioner Brush asked if all three requests were being considered, to which Mayor Wiza clarified that the three would be separate requests, with each one having a public hearing.

Mayor Wiza declared the public hearing open.

Aldersperson Dugan (Eighth District) asked if she could speak about the three requests generally instead of just the first request.

Mayor Wiza referred the question from Aldersperson Dugan to speak generally on all three requests at one public hearing to City Attorney Beveridge.

City Attorney Beveridge stated that she was free to speak on any matter within the public hearing.

Aldersperson Cathy Dugan (Eighth District) stated that while she understood the university's future land use plan which included moving into that area, she was still concerned about several items. Her first concern was with the demolition of houses rather than moving, adding that it was more ecofriendly than razing, or at a minimum that materials from the razed home should be sold. Another concern was encroachment into a long established residential neighborhood. Lastly, she cited concern over the continuation of paving land and urged the need to go up with a parking structure, noting her appreciation in the greenspace they were keeping as a buffer.

Aldersperson David Shorr (Second District) addressed several concerns, the first being the measurement of traffic on Reserve Street and Fourth Avenue, and if it was possible to have all the new driveways go one way, even if on a trial basis. The suggestion of having human directors to assist drivers getting in and out of Lot T during events was also made, as well as the installation of lighting on the front end of construction to aid concerns about security at night. He had noted that the buffer details seemed good, especially with the efforts to keep the large maple tree.

Trevor Roark (601 Washington Ave) stated that he was not speaking for or against the request, but only wished to know how much property tax revenue would be lost by turning the properties into a parking lot.

Mayor Wiza stated the university already owned the properties, so there would be a 0% loss, to which Mr. Roark asked what the amount was prior to ownership. Mayor Wiza stated that while they didn't know, that information could most likely be provided.

Mayor Wiza declared the public hearing closed.

4. Action on the above.

Commissioner Hoppe stressed the importance of establishing firm boundaries within the comprehensive plan to prevent encroachment into the neighborhood as he was concerned about future movement east and asked how they would address that.

Director Ostrowski explained that the university's master plan had been adopted via resolution prior to the city's comprehensive plan and that it had identified the uses they were going to have as well as the general locations of buildings and boundaries, also adding that the university was a large component of the community in terms of an economic, land use, and educational base. He explained that they needed to look twenty years out when dealing with the comprehensive plan instead of what the existing land use was today, noting building locations or parking needs that may need to be met within the next ten to twenty years. Lastly, he stated the need for continued conversations with the university about their future growth potential, as well as the need to work with them as they update their master plan.

Commissioner Hoppe confirmed for clarification that the university would be submitting plans where they would like to see their boundary lines, to which Mayor Wiza stated they already had some plans.

Commissioner Hoppe asked if they would just digest it, to which Director Ostrowski stated that they would work with it. He also reminded the council that as the city's plan, they would adopt it via ordinance with general parameters, and that every land use decision would have to be consistent with the document.

Mayor Wiza added that things did change, and that they would be brought back in time to see if they were still their goals, as they were looking to do the most good for the most people over a long period of time.

Commissioner Curless stated that he wasn't sure more traffic would be there, as they had already removed 300 stalls from Lot X.

Mayor Wiza stated that a reason for the request was because stalls were eliminated from campus and rather than pushing them out into the community, they were trying to add stalls.

Commissioner Curless reaffirmed that he didn't think traffic would be much greater.

Director Ostrowski stated that some of the concern came with having an ingress/egress point off Fourth Avenue and how congested it gets during the school day during class changes. However, he also added that having an entrance off Fourth Avenue would make it easier during events to enter and exit onto Illinois Avenue. Lastly, he noted it would have to be a larger initiative to try and direct people during events.

Commissioner Curless stated that Lot X had an ingress/egress off of Illinois Avenue and that it never really had any problems.

Mayor Wiza stated that he liked Alderperson Shorr's idea of initially having people directing traffic.

Motion by Commissioner Hoppe to approve the request from the University of Wisconsin Stevens Point to amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from Residential to UWSP for 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25); seconded by Commissioner Haines.

Motion carried 7-0.

5. **Public Hearing** – Request from the University of Wisconsin Stevens Point to rezone 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25) from R-2 Single Family Residence District to U-1 University Facilities District.

Director Ostrowski summarized that the second request related to the rezoning of the property since it needed to have a proper zoning district of University -U1 in order for a parking lot to occur on the three parcels. He explained that the surrounding areas to the north, south, and west were already university property, with the east boundary coming into residential homes. He noted that a strong percentage of those residential homes were considered to be owner occupied. He went on to

recommend approval, stating that there would be a normal site plan review for the parking lot following this item.

Commissioner Haines asked whether the three homes the university owned were rentals or empty, to which Director Ostrowski stated that one house was gone and the remaining two were rentals.

Mayor Wiza declared the public hearing opened.

Aldersperson Shaun Morrow (Eleventh District) asked if the university's plan included eventually buying the rest of the houses on that same side of the block

Aldersperson Cathy Dugan (Eighth District) urged members of the council to place pressure on the university to start budgeting for a parking structure instead of taking more houses.

Mayor Wiza declared the public hearing closed.

6. Action on the above.

Motion by Aldersperson Kneebone to approve the request from the University of Wisconsin Stevens Point to rezone 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25) from R-2 Single Family Residence District to U-1 University Facilities District; seconded by Commissioner Curless.

Motion carried 7-0.

7. Request from the University of Wisconsin Stevens for a site plan review to expand Parking Lot T at 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).

Director Ostrowski summarized the final request for a site plan review and parking lot expansion at the existing Lot T within the university owned parcels. He explained that there were three properties in question that they were looking at for the expansion, adding that one of the homes was already demolished and briefly explaining that the university had attempted to sell that home. The three lots combined totaled approximately a half acre in size and the timeline for construction was 2018. The lot would have two additional ingress/egress points, one off Fourth Avenue and the second on Reserve Street in addition to the one currently on Illinois Avenue. In addition, there would be 24 stalls added for a total of 131 stalls which would be hourly metered via kiosk, landscaping and screening, and dark sky compliant LED lightning. He also explained that the science building that was currently being constructed had taken out Lot X which had contained 350-360 stalls, triggering the additional need for stalls on campus. He stated that with the expansion of Lot T, there had been Lot Y south of the fire station which had added about 70 stalls. Staff would recommend approval with the conditions outlined in the staff report.

Commissioner Curless asked whether the owners lived at 2208 Fourth Avenue or if it was a rental property, to which he received confirmation that it was owner occupied.

Commissioner Haines stated her appreciation for a parking structure and noted that it was an ongoing discussion and very expensive to build, to which Mayor Wiza stated it cost about \$25,000 per stall.

Commissioner Haines also noted that while she appreciated the need for it, she was also aware of the system's budget, to which Mayor Wiza stated that he would like to see community partnerships in a structure.

Commissioner Haines stated her appreciation for the ingress/egress being as far away from the existing residences as possible and the additional entrance on Reserve Street.

Mayor Wiza stated that they had been taking comments from the community and trying to come up with something that addressed the majority of concerns.

Commissioner Haines stated her appreciation for the landscaping.

Aldersperson Mary McComb (Ninth District) stated concern over having three entrances and exits from the one parking lot, adding that it was a disaster waiting to happen, especially with the intersections.

Carl Rasmussen (UWSP-1848 Maria Dr) stated that he would be addressing questions and concerns as they were brought up. In reference to Aldersperson Dugan's question on demolition versus moving he summarized the process that the university took in order to attempt to sell the homes, but they had no interested buyers. He added that they had surplus sales where they tried to scavenge what could be sold. In reference to the parking structure, he explained that the university had looked into it after a comprehensive study of the campus had been done in 2013, but that they had been met with concern from surrounding neighbors, as well as the cost of a non-self-funded 13 million dollar project. He noted that while they seemed to have addressed long term parking, hourly parking was in demand, especially after the loss of 340 parking stalls with the approval of the science building. During that time properties started to come up for sale, but he noted that they did not use condemnation authority to buy them as they had approached the owners only when they were ready to sell, noting that they could only buy the properties for the fair market value. Mr. Rasmussen mentioned that once the parcels became available, the economics of a parking garage seemed to go by the wayside. Together with Lot R expanding by 100 spaces, Lot Y by 75 spaces, and with Lot T with 25 spaces, they came close to what they had lost with the loss of Lot X, and felt that those surface lots could meet their needs for the foreseeable future.

Carl Rasmussen (UWSP-1848 Maria Dr) went on to address the traffic management concerns brought up by Aldersperson Shorr, confirming that the intersection of Illinois Avenue and Stanley Street was a challenge as it was near a university and hospital, and stated that they could get some relief by rerouting traffic to the south. He also noted that while he did not have the authority to direct traffic, it was something they would definitely consider as they moved forward. He went on to explain that their intent was to definitely save the maple tree and that they had taken steps to have more than the minimum setbacks, and to have a landscaped, screened area between the lot and residential area. Lastly to Aldersperson Shorr's concern on lightning, he noted that it usually went last in construction and that the lot would most likely be done within 90 days.

Carl Rasmussen (UWSP-1848 Maria Dr) addressed the question of ownership, stating that they had just gained ownership of the parcel on the far east in August. He expanded by explaining that one property had been a rental since 2009, the property near the Newman Center was now used as a staging area for construction, and the third was rented. In reference to buying the rest of the homes on that street, he stated that they would have to go through a formal master planning process, and they could not unilaterally change a boundary without the Board of Regents approving it. He explained the boundary was meant as a communication device to the host community so there

would be a formal notice when boundaries changed. Lastly, he mentioned that while they had looked into that area, there were no immediate plans to continue purchasing along that street as it was predominantly owner occupied.

Mayor Wiza added that the university's comprehensive plan was available online.

Carl Rasmussen (UWSP-1848 Maria Dr) addressed the traffic concern, stating that the two way traffic was no different than what came off Fourth Avenue at the intersection, especially since there had been a drop in traffic that would have gone to Lot X. He also explained that they had been in communication with the city for over a year before moving forward, and along the way they had hired a consultant to do a traffic analysis at the request of the Department of Public Works. Mr. Rasmussen explained that the study had been presented to the city and that it had looked at different driveway intersections, had applied standard traffic modeling, looked at different times of day, traffic loads, scenarios, and disabilities, and had come to the conclusion that it would work. He added that additional signage could be another option, as well as having the driveways work as a system in relieving each other. He added that every metered parking stall was full on campus, but Lot T had 100 out of its 110 stalls free, stating that there was no reason for the lot to be empty on the first day of class, reaffirming the need for access to the lot and stating that the new driveways would have meter utilization go up. Lastly, Mr. Rasmussen mentioned that it would set them up well for athletic and other large events in the quad.

Commissioner Brush asked whether there was any data within the consultant's report on the pedestrian traffic across the sidewalk on Reserve Street. He expressed concern over the large number of students living in the dorms that would come down Reserve Street to continue into the academic core in front of the Newman Center.

Carl Rasmussen (UWSP-1848 Maria Dr) stated that while they were concerned about the traffic on Reserve Street, they would have been more concerned if it was only on Reserve Street. He noted that the intersections were always taken over by students during class changes and that it would be a balance and learning situation on to avoid it during those times. Lastly, he added that having one driveway and not the other would become a problem.

Aldersperson Kneebone stated her opposition to having two more exits and entrances when adding only 24 stalls, stating that the Fourth Street entrance was at a bad curb and a traffic situation, especially when the turnover would not be great.

Aldersperson Cathy Dugan (Eighth District) thanked Mr. Rasmussen for his clarification on the issues and reaffirmed her position on a parking structure.

Motion by Commissioner Cooper to approve the request from the University of Wisconsin Stevens for a site plan review to expand Parking Lot T at 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25) with the following conditions:

- 1. A detailed site plan shall be submitted for review and approval by the Community Development Department identifying dimensions, setbacks, and other pertinent requirements.**
- 2. Perimeter landscaping shall be at a minimum 5 feet wide, and a fence and landscaping shall be installed within the east side landscaping perimeter.**

3. **A detailed landscaping plan shall be submitted for review and approval by the Community Development Department, identifying landscape species and locations.**
4. **Stormwater and drainage shall be reviewed and approved by appropriate City staff and all requirements shall be met as per Chapter 31 of the Revised Municipal Code.**
5. **Staff shall have the ability to approve minor modifications to the site plan.**

seconded by Commissioner Haines.

Motion by Commissioner Brush to amend the request to allow only the Fourth Avenue entrance and exit, removing the Reserve Street entrance and exit.

Motion to amend failed due to a lack of a second.

Motion carried 5-2, with, Alderperson Kneebone and Commissioner Brush voting in the negative.

8. **Public Hearing** – Request from Andrea Olson for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a home at 400 Franklin Street (Parcel ID 2408-30-4021-07).

Director Ostrowski summarized the request from Andrea Olson for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a home at 400 Franklin Street. He explained that there was an overlay district within the zoning code that would allow for reduced setbacks for properties within older urban areas as many of them were developed with lesser setbacks and smaller lot sizes. To allow for additions, porches, or new construction, they had allowed for reduced setbacks to make sure they were in conformance with the neighborhood. He explained that the existing home on the northeast corner of Franklin Street and Forest Street was attempted to be rehabbed and remodeled, but structural issues led to the decision to demolish the home and rebuild on the existing lot. He went on to explain that due to the property being vacant for one year, it had lost its duplex status and could now only be used as a single family home. After review, the proposed home would have the ingress/egress on Forest Street, the size of the structure would be approximately 2,840 square feet, and the setbacks would be consistent or a little greater than the traditional setback standards. Mr. Ostrowski stated that the reduced setbacks were appropriate for the yard, noting that their only concern was that the structure seemed fairly large for the lot, and that it resembled a two family home even though it would be used as a single family per the definition in the zoning ordinance.

Commissioner Haines asked if it was a single family home, noting that it looked like a duplex with a garage in the middle.

Director Ostrowski stated that the intent was for a single family home on the lot.

Commissioner Curless stated that he had been informed by the applicant that they were planning on having their in-laws live at the residence, and he asked whether they could use it as a duplex further down the road.

Director Ostrowski agreed that there would have to be a larger discussion for accessory dwelling units or mother-in-law suites as they went through the comprehensive plan. He also added that the

zoning code was from 1979 and was not consistent with what the inner core of the city was and potentially not consistent with what they wanted to see in the future and expansion of the city's boundaries.

Commissioner Curless asked if her plans were acceptable with the city, to which Director Ostrowski and Mayor Wiza confirmed that it was.

Mayor Wiza opened the public hearing.

Andrea Olson (410 Franklin St) explained that when they had initially purchased the home, the garage had been on the back of the 400 Franklin property, but had come down due to it being structurally unsound. She explained that the setback difference between the existing home and the old garage was versus where the new home with the attached garage would be was a one foot difference. She also added that that existing home was closer to the road than the one they were requesting with the overall footprint and size of the house was staying the same. Ms. Olson went on to reference surrounding homes that were closer to the lot line and larger in size than 400 Franklin. She noted that they were incorporating green space both on the ground level and rooftop. She stated that they were trying to stress an eco-friendly build and saw it as a great example of someone being invested into the community.

Mayor Wiza stated his concern for the generic rendering, to which Ms. Olson confirmed that the final would have more character.

Aldersperson Cathy Dugan (Eighth District) expressed her appreciation for the builders and the type of buildings they constructed, noting that they were eco-friendly and contemporary. She also stated that a larger discussion for the council and plan commission would be to discuss the benefits and disadvantages of wanting more density, but also providing a balance with green space. Lastly, she stated that there were other communities that wouldn't permit over a certain percentage of impervious construction while the rest remained open to storm water.

Mayor Wiza closed the public hearing.

9. Action on the above.

Motion by Commissioner Haines to approve the request from Andrea Olson for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a home at 400 Franklin Street (Parcel ID 2408-30-4021-07) with the following conditions:

1. **The driveway shall be no wider than 20 feet.**
2. **All necessary building permits shall be obtained for the proposed work.**
3. **All other applicable ordinance requirements shall be met.**
4. **Staff shall have the right to make minor modifications to the plans.**

seconded by Commissioner Curless.

Motion carried 7-0.

10. **Public Hearing** – Request from the City of Stevens Point to rezone two parcels north of Main Street and between Michigan Avenue and Minnesota Avenue (Parcel ID's 2408-33-2001-05 & 2408-33-

2001-04) where the following addresses are present; 2442 Main Street, 941 Michigan Avenue, 1000 Minnesota Avenue, 1100 Minnesota Avenue, 933 Michigan Avenue, and 2400 Main Street from "R-2" Single Family Residence District to "R-5" Multiple Family II Residence District.

Director Ostrowski explained that the property was known as the Goerke Park complex with PJ Jacobs Junior High, or the former Mid-State Technical College building. He explained that the city had decided to look into leasing the former Mid-State facility at 933 Michigan Avenue, but in order to lease it to a non-intuitional type use, such as an office user, the property would have to be rezoned to allow for that certain type of use to occur on the property. He added that the least intensive zoning classification that would allow for professional office users would be R-5 multi-family, noting that they did not want to rezone the property too intensely as it could lead to other uses in the future. The other property that was being included in the rezoning was PJ Jacobs Junior High in order to make it a consistent zoning classification for the entire area. He stated that when looking to rezone a property, it needs to be looked at as if it was a vacant piece of property. He noted however, that the ownership structure between the Goerke complex and PJ Jacobs, any change to either the school or park system would have to come back for a conditional use permit or a site plan review by the plan commission and common council. He explained that while there were no current users identified for that building, rezoning would provide the flexibility to allow office type users to occur without having to line up the office type users first and then come back and look for a rezoning when a timeline could be important. Lastly, he added that the city would have to approve any user and lease via plan commission and common council.

Mayor Wiza stated that he wanted to give some background, stating that they had received a request from the university for that area, but that the council had determined that it was not conducive to the neighborhood and park. He further explained that the most important thing was maintaining control over the evening parking for events at the Willett Ice Arena and Goerke Park, noting that while they could put an institutional use in the building now, it would generate 700 or more people in there at any time. The Mayor stated that they were feeling out the market for a use that would work for the area, and an office type use came to mind as they generally operated between 8:00AM-5:00PM. They were not looking at selling the property, mentioning that it was currently vacant.

Mayor Wiza declared the public hearing open.

Mary Ann Powell (2333 Prais St) expressed concern over the possibility of additional traffic, and asked what the new zoning would allow and if someone could decide to start putting up a big apartment house.

Mayor Wiza stated that the city owned the property and had no plans on selling, to which Ms. Powell asked whether it was a possibility as an R-5 multi-family zone.

Mayor Wiza stated that while it was possible, it was very unlikely and that it would have to go through a series of approvals from the city.

Mary Ann Powell (2333 Prais St) reaffirmed her concern about traffic on Michigan, to which Mayor Wiza stated that the amount of traffic on Michigan has been reduced since the departure of Mid-State.

Mary Ann Powell (2333 Prais St) asked if it was the best use for it was an office building, adding that changing it to R-5 in order to rent it didn't seem like a very good reason.

Mayor Wiza stressed his hesitance in engaging in conversation within a public hearing as it was open in order for people to speak their mind, not answer questions.

Michael Pecore (907 Minnesota) expressed his concern with the R-5 designation, stating that it could be a five-story building and thought it was being categorized improperly, adding that it should be another designation.

Aldersperson David Shorr (Second District) expressed his support for the leasing of old Mid-State and the efforts to keep a modest about of coming and going, as well as thanking the Director in working with him to minimize confusion about the request. However, he added that the rezoning be restricted to the parcel that is needed and associated with the old Mid-State building.

Aldersperson Cathy Dugan (Eighth District) agreed with Aldersperson Shorr's position in rezoning just the Mid-State building to allow a possible office use, as well as the city's future land use within the comprehensive plan that would have the area zoned as Institutional/Governmental. She added that rezoning the whole thing did not make much sense, and encouraged council to rezone it to Institutional/Governmental in order to protect the park and schools in that area.

Charles Stanley (900 Minnesota Ave) stated his opposition to the R-5 zoning as it would allow apartment buildings which was out of character for the neighborhood, adding that there could be another way to zone the Mid-State building.

Mary Ann Powell (2333 Prais St) asked if there was nothing between R-3 and R-5, stating that the letter had said it was the least intensive classification.

Mayor Wiza clarified that it was the least intensive use for what the council's vision was for the building, to which Ms. Powell asked if they could be given an idea of what an R-5 multiple family residence would allow. Mayor Wiza stated that it would be discussed out of the public hearing.

Mayor Wiza declared the public hearing closed.

11. Action on the above.

Director Ostrowski clarified that none of the residences towards the north were slated to be rezoned, and that only the Goerke complex and the PJ Jacobs property were being proposed to be rezoned.

Commissioner Haines added that while there had been a suggestion to rezone only Mid-State, it was actually one big parcel.

Director Ostrowski confirmed that it was one parcel of land, noting that the former Mid-State building was owned by the city and there had not been a need for a separate parcel. He stated that while he had heard a lot of comments about apartment complexes, he said that multi-family would be conditional use within this district, and that the request would have to come before the plan commission and common council who would then review it on its merits, and whether it made sense for that particular neighborhood. He noted that the property was owned and controlled by the city, except PJ Jacobs, and that the uses on the site would be kept in the best interest of the surrounding residences. He stated there was no intent in putting up apartment buildings on the site or any of the surrounding sites, and the intent in rezoning the entire area was to allow office type users for the former Mid-State building.

He reaffirmed the need to look at it as a vacant piece of property, noting that zoning a small piece of property within a larger area would most likely be the wrong step to take from a planning perspective because it would start getting into spot zoning. As an example, he explained that if PJ Jacobs were to be demolished, they could build a single family home on that corner due to its current zoning, and that would likely not be the best use given the intensity of that intersection. He went on to further explain that an R-5 zoning classification would provide a buffer of intensity to the heavier B-4 commercial areas by the intersection before fading out into single or two family residences.

Commissioner Cooper added that they wouldn't go commercial because it would allow for things like an auto shop.

Director Ostrowski added that they would get into uses that they would have no review authority over. While he agreed that an institutional type zoning would be appropriate, it's not something that is currently in the zoning code, but will propose when looking into the zoning code rewrite. He also explained that a future land map use was solely for land use, not zoning designation, adding that a property could be slated for institutional or government use but be zoned differently, whether residential or commercial.

Mayor Wiza reaffirmed that there were no plans whatsoever to put up housing, but also explained that the current zoning would allow for that use. He explained that while the city could sell off the property and build single family homes, it was very unlikely. He reassured everyone that they were trying to find a use that would be complementary to the area while protecting the parking, the use, the neighborhood, and the park-like atmosphere, adding that placing anything in there that would harm those uses would most likely never make it through council. Lastly, he said that while things could happen, the likelihood of those things happening were very slim and the only thing they were trying to do now was to find a least intensive use instead of spending \$30,000-35,000 dollars a year keeping it empty.

Motion by Commissioner Cooper to approve the request from the City of Stevens Point to rezone two parcels north of Main Street and between Michigan Avenue and Minnesota Avenue (Parcel ID's 2408-33-2001-05 & 2408-33-2001-04) where the following addresses are present; 2442 Main Street, 941 Michigan Avenue, 1000 Minnesota Avenue, 1100 Minnesota Avenue, 933 Michigan Avenue, and 2400 Main Street from "R-2" Single Family Residence District to "R-5" Multiple Family II Residence District; seconded by Alderperson Kneebone.

Motion carried 7-0.

12. Community Development Department Monthly Report for August 2016. *Report will be provided after August 31, 2016.*

Mayor Wiza reported that there had been 5 million dollars of growth in August, keeping them on track for a record setting year.

Director Ostrowski reported that they had exceeded 2015 total values by July and that they were seeing a lot of growth with commercial and a number of residential homes. He added that the Redevelopment Authority had initiated a request for proposals to do a housing study for the city, stating that they had received 4 proposals. He explained that there had been some concerns in the lack of housing within the community, specifically for individuals wanting to relocate to the city, and

that the housing study would assist in future recommendations on what specific types of housing they should look into.

Commissioner Curless asked how many vacant lots were available in the city, to which Director Ostrowski stated that they were currently doing the analysis for that information, but that most of the growth could incur as infill from people potentially selling double lots.

Commissioner Brush asked if the current demand for housing would require different types of housing other than single family homes.

Director Ostrowski stated he would like to see a diversified housing stock since single family developments, further adding that low density single family homes didn't always pay for themselves as the services the lot required outweighed the cost of taxes paid.

Commissioner Hoppe commented that students were starting to pay attention to the decisions and processes the city made, to which Mayor Wiza affirmed that the city was currently in a good place.

Director Ostrowski reported that they had received the first comprehensive plan chapter back which would be coming forward for review and discussion at a special meeting.

Aldersperson Cathy Dugan (Eighth District) stated that they didn't have to choose between condos, apartments, or single family homes on large lots as there were single family homes that were going up on small lots.

13. Director's Update (*informational purposes only*).

Mayor Wiza reported that the City of Stevens Point had just received a \$390,141 WisDOT Transportation Alternative Program Project Grant to fund a community-wide project that would create about 13 miles of safe bicycling and pedestrian routes through the city's core areas. He also stated that the city would be committed to fronting 20% of the project, with the planning phase beginning in 2017 and construction in 2019. He commended the efforts of the council, and the Bicycle and Pedestrian Advisory Committee for working diligently in compiling it, as well as mentioning that listening to the people and trying to incorporate everybody's ideas was contributing positively to the record growth and vibe of the city.

14. Adjourn.

Meeting adjourned at 8:00 PM.

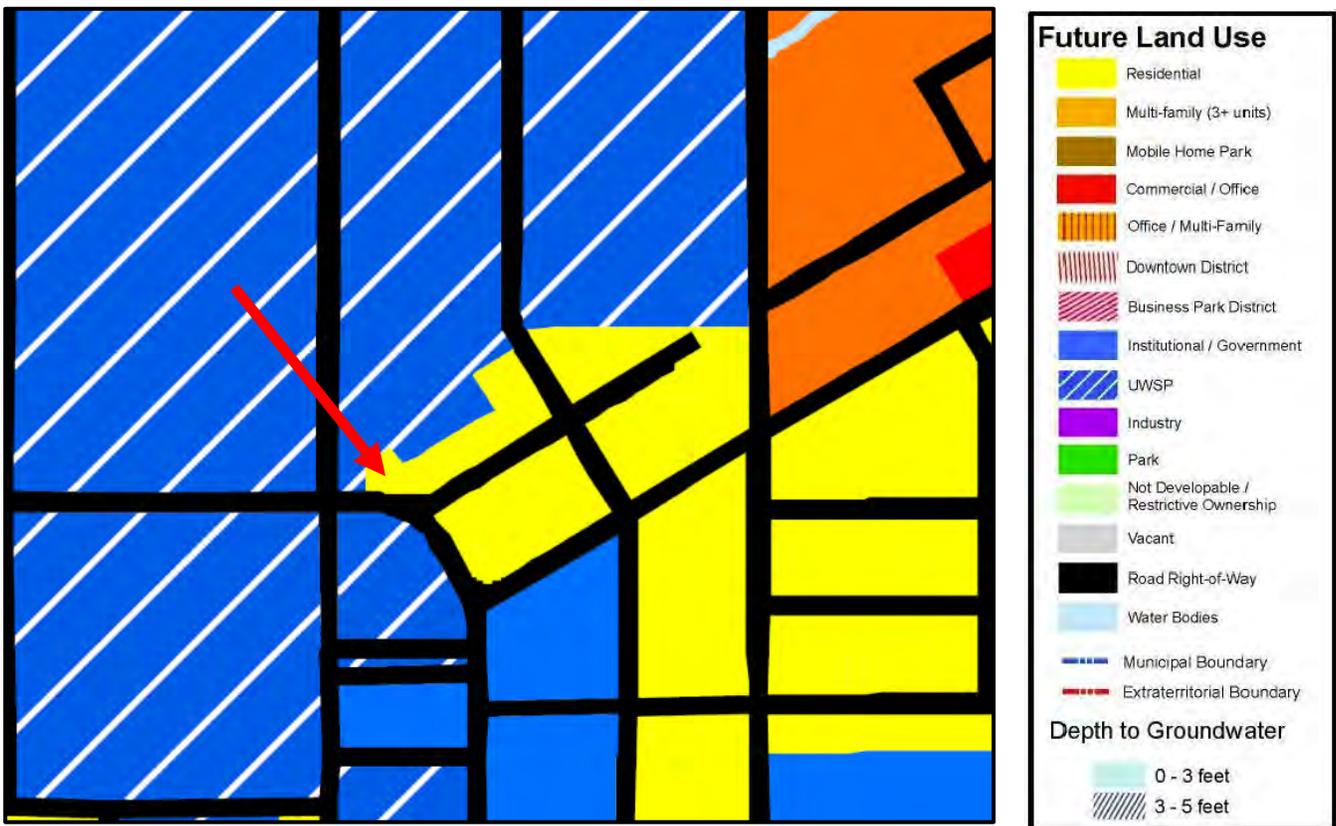
**ORDINANCE AMENDING THE COMPREHENSIVE PLAN
OF THE CITY OF STEVENS POINT, WISCONSIN**

[COMPREHENSIVE PLAN AMENDMENT – FUTURE LAND USE MAP]

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

SECTION I: That the Comprehensive Plan of the City of Stevens Point, pursuant to Section 66.1001(4)(c) of the Wisconsin Statutes, which is on file in the City Clerk’s Office, is hereby amended as follows:

That Map 8.3, Future Land Use Map, of the City of Stevens Point's Comprehensive Plan is amended for the purposes of classifying a future land use designation of UWSP for the following properties: 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).





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

Approved: _____
Mike Wiza, Mayor

Attest: _____
John Moe, City Clerk

Dated: September 19, 2016
Adopted: September 19, 2016
Published: September 23, 2016

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

[REZONING – 2116 FOURTH AVENUE (PARCEL ID 2408-28-3006-32), 2124 FOURTH AVENUE (PARCEL ID 2408-28-3006-28), AND 2200 FOURTH AVENUE (PARCEL ID 2408-28-3006-25) FROM R-2 SINGLE FAMILY RESIDENCE DISTRICT TO U-1 UNIVERSITY FACILITIES DISTRICT]

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

SECTION I: That the Chapter 23: Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to reclassify the following properties from “R-2” Single Family Residence District to “U-1” University Facilities District:

- a. 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), described as LOT 8 & E 7' LOT 9 BLK 3 T HELMINSKI & OTHERS ADD EX OUTLOT 2 CSM#5422-19 -232 799129, City of Stevens Point, Portage County, Wisconsin.
- b. 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), described as SLY 60' OF LOT 7 & LOT 11 BLK 3 T HELMINSKI & OTHERS ADD 728553 728554-CERT, City of Stevens Point, Portage County, Wisconsin.
- c. 2200 Fourth Avenue (Parcel ID 2408-28-3006-25), described as LOT 12 BLK 3 T HELMINSKI & OTHERS ADD BNG PRT SW SW S28 T24 R8 706058, City of Stevens Point, Portage County, Wisconsin;

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

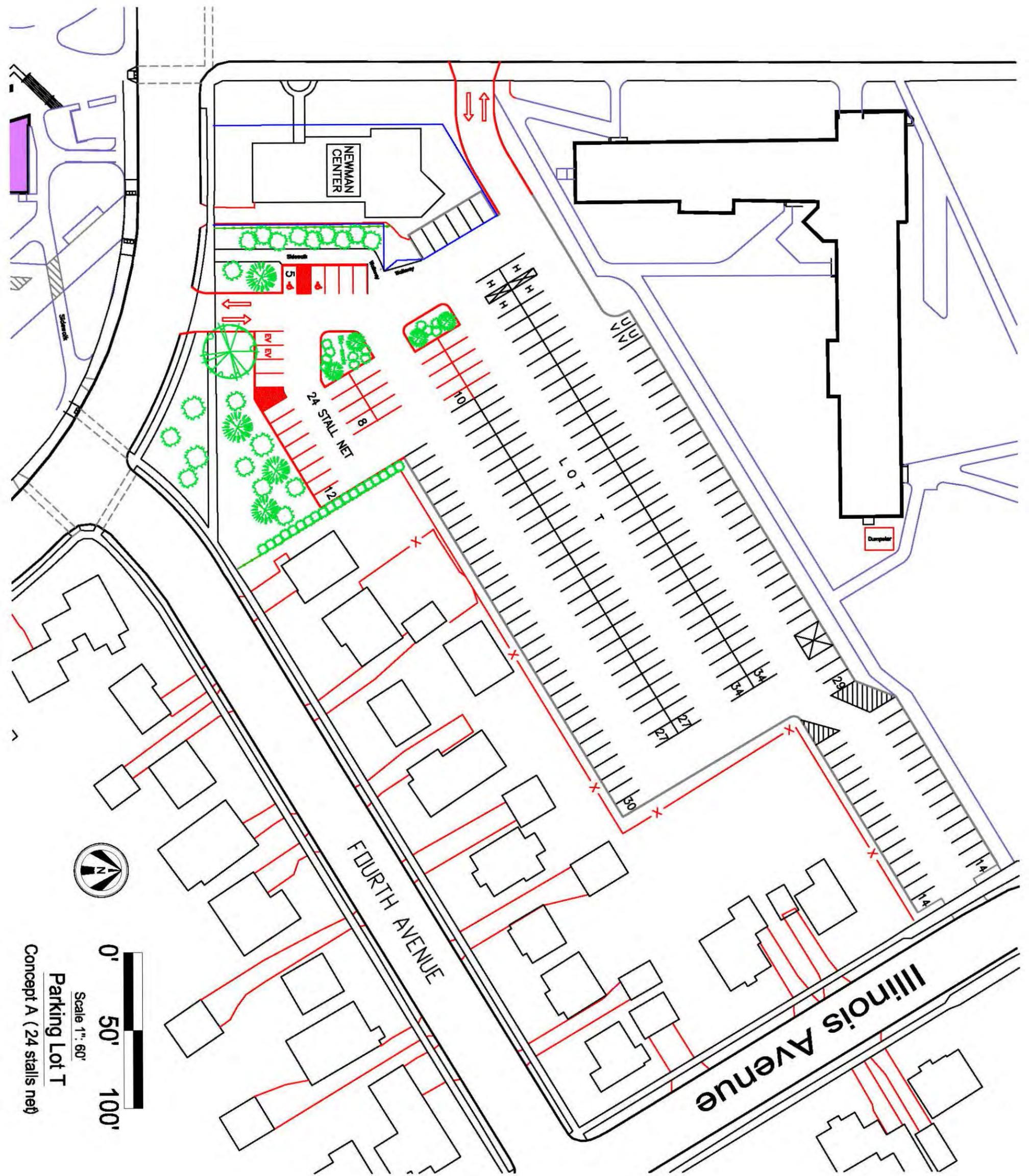
Approved: _____
Mike Wiza, Mayor

Attest: _____
John Moe, City Clerk

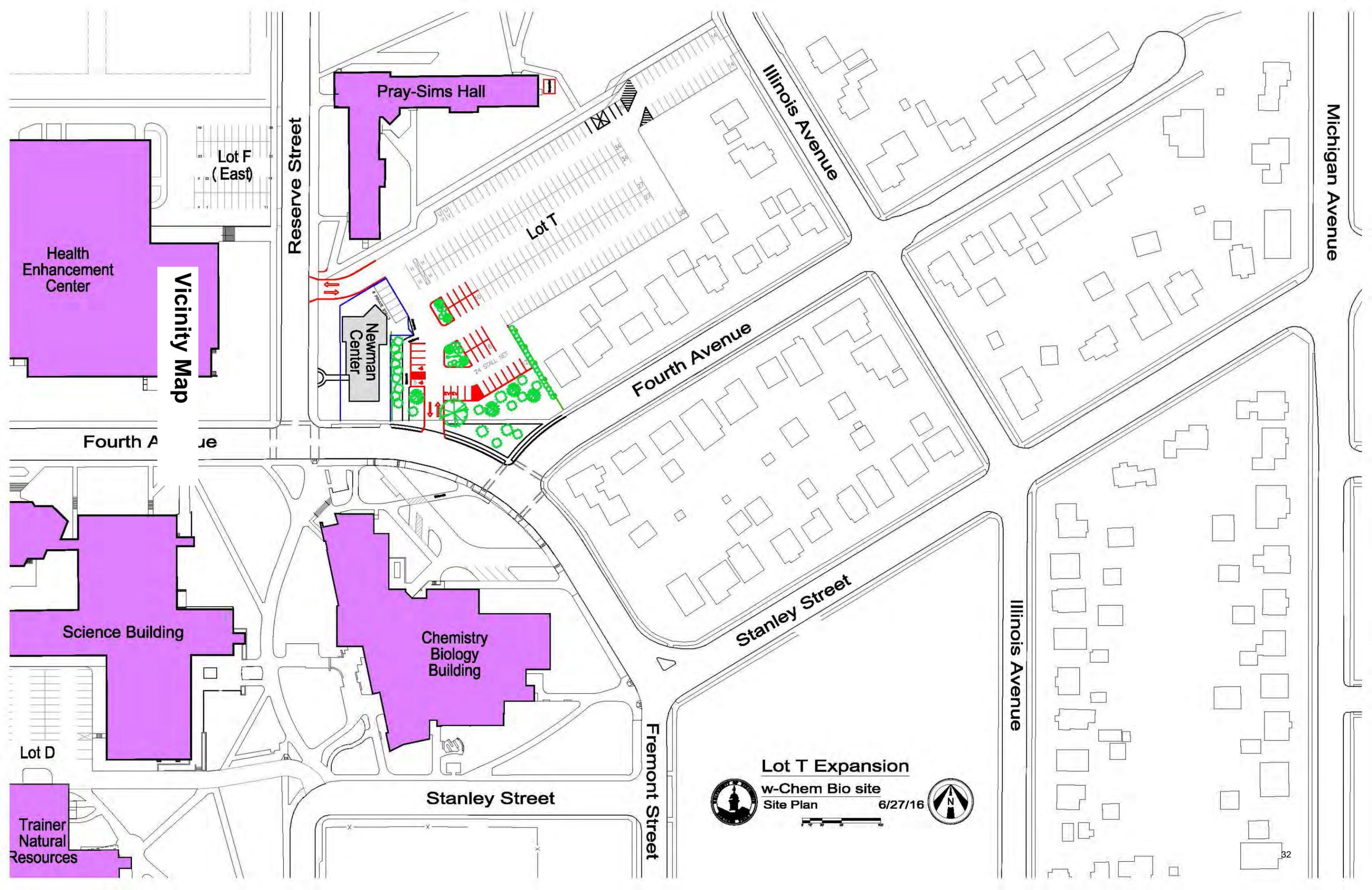
Dated: September 19, 2016
Adopted: September 19, 2016
Published: September 23, 2016

Location Map

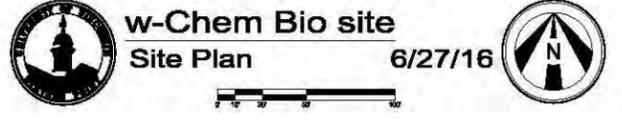




Scale 1" = 60'
Parking Lot T
 Concept A (24 stalls net)



Lot T Expansion
w-Chem Bio site
Site Plan 6/27/16



RESOLUTION

[CONDITIOANL USE PERMIT - 400 FRANKLIN STREET – TND SETBACKS]

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 standards required have been met, the property located at **400 Franklin Street (Parcel ID 2408-30-4021-07)**, described as LOT 8 BK 4 E B & H GRANTS ADD S30 T24 R8 .14A 808074, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit for the purposes of constructing a new single family home using “R-TND” Traditional Neighborhood Development Overlay District setback requirements, as shown on the attached plans, with the following conditions:

1. The driveway shall be no wider than 20 feet.
2. All necessary building permits shall be obtained for the proposed work.
3. All other applicable ordinance requirements shall be met.
4. Staff shall have the right to make minor modifications to the plans.

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

Approved: _____
Mike Wiza, Mayor

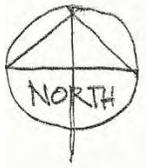
Attest: _____
John Moe, City Clerk

Dated: September 19, 2016
Adopted: September 19, 2016

Drafted by: Michael Ostrowski
Return to: City Clerk



TWO STORY UNIT
 W/ BASEMENT
 1120 SF, X 2
 FIRST FLOOR
 1120SF + 576S.F
 TOTAL 2ND FLOOR
 1696S.F.



FRANKLIN
 SITE PLAN 1" = 20'-0"

ANDREA OLSEN/PARENTS
 RESIDENCE

REVELATIONS ARCHITECTS
 AUGUST 1, 2016









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

[REZONING – TWO PARCELS: 2442 SIMS AVENUE, 941 MICHIGAN AVENUE, 1000 MINNESOTA AVENUE, 1100 MINNESOTA AVENUE, 933 MICHIGAN AVENUE (PARCEL ID 2408-33-2001-05) AND 2400 MAIN STREET (PARCEL ID 2408-33-2001-04) FROM R-2 SINGLE FAMILY RESIDENCE DISTRICT TO R-5 MULTIPLE FAMILY II RESIDENCE DISTRICT]

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

SECTION I: That the Chapter 23: Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to reclassify the following properties from “R-2” Single Family Residence District to “R-5” Multiple Family II Residence District:

- a. Parcel ID 2408-33-2001-05 (Parks and Recreation Facility, Goerke Park Complex, and the former Mid-State Technical College) where the following addresses are present: 2442 Sims Avenue, 941 Michigan Avenue, 1000 Minnesota Avenue, 1100 Minnesota Avenue, and 933 Michigan Avenue. This parcel is described as: PT NENW COM@ NE/C MAIN &MICH;N250'POB;N884' M/L;E1257.7'TO WL MINN;S 1134.5'TO NL MAIN W847.1'; N350';W230';N40';W100';S140 W70'POB 123/344 147/36 773023ESMT; 452/428;649/901 801723RES;806808RES 810226UTIL, City of Stevens Point, Portage County, Wisconsin.
- b. 2400 Main Street (Parcel ID 2408-33-2001-04) (PJ Jacobs Junior High School), 2400 Main Street. This parcel is described as: PT NENW S33 COM NE CORN MAIN&MICHIGAN N250'E 70'N140'E100'S40'E230'S350' NL MAIN;W ALG NL MAIN400' POB EX PRT HWY (566759) 452/455;649/901;767817 798771UTIL, City of Stevens Point, Portage County, Wisconsin.

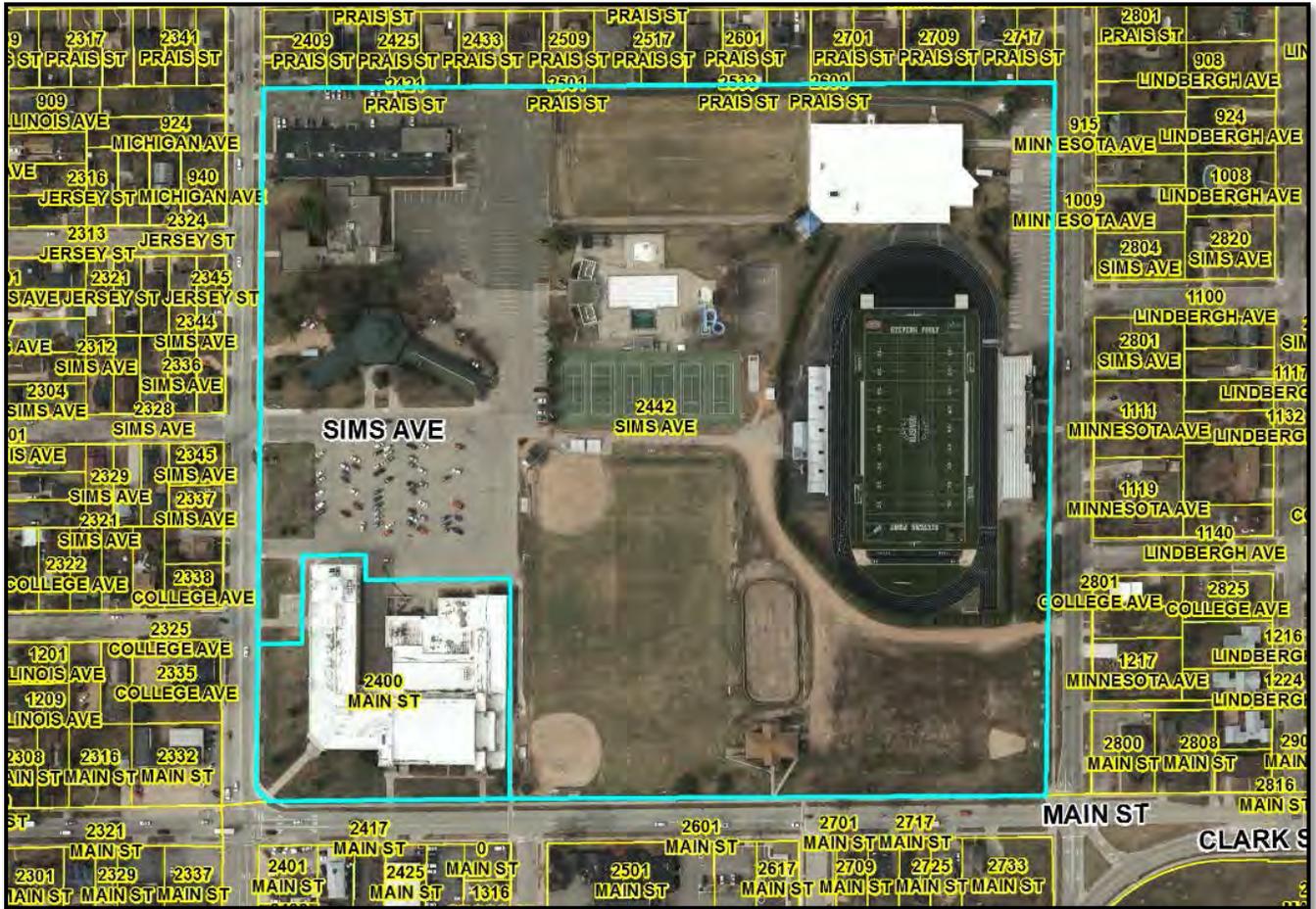
SECTION II: That this ordinance shall take effect upon passage and publication.

Approved: _____
Mike Wiza, Mayor

Attest: _____
John Moe, City Clerk

Dated: September 19, 2016
Adopted: September 19, 2016
Published: September 23, 2016

Location Map



PERSONNEL COMMITTEE MEETING
Monday, September 12, 2016 – 6:00 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairman Slowinski; Alderpersons Johnson, Shorr, Morrow, Oberstadt

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; City Attorney Beveridge; Clerk Moe; Alderperson(s) Ryan, Dugan, Phillips, Kneebone, Doxtator, McComb; Director(s) Lemke, Schrader; Chief Finn; Chief Skibba; Reid Rocheleau; Armin Nebel; Neil Prendergast; Tori Jennings; Brandi Makuski; Human Resource Manager Jakusz

Chairman Slowinski called the meeting to order.

1. Method for pay increases to pay rates for Crossing Guards and Seasonal employees

The memo included in the packet was reviewed. Alderperson Johnson moved to approve a process wherein the City Council approve affording Crossing Guards and Seasonal employees the same across-the-board increase that is afforded to the pay plan matrix; Alderperson Oberstadt seconded.

Ayes all, nays none. Motion carried.

2. Request from Chief Skibba to hire Police Officers in advance of retirements

Chief Skibba reviewed the content of his memo. He added that the Police and Fire Commission approved his request to hire two of the officers in November at their meeting last week. He reiterated that he believes his existing (2016) budget can absorb the cost of the new officers for the months of November and December.

Alderman Shorr stated that this is basically an effort to smooth things out as far as utilizing Field Training Officers for the training part of the process. Chief Skibba responded in the affirmative.

Alderperson Johnson stated that she feels this is a good practice and allows for continuity especially when you are at a point when you are losing so much institutional knowledge.

Alderman Morrow echoed Alderperson Johnson's sentiment.

Alderman Morrow moved to approve filling the two Police Officer positions in November of 2016 contingent upon Chief Skibba receiving letters of retirement from at least two of the retiring officers. Alderman Shorr seconded.

Aldersperson Kneebone stated that she is the City Council liaison to the Police and Fire Commission and she fully supports the approval of this request.

Ayes all, nays none. Motion carried.

3. Administrative Policy 3.02 – Leave of Absence (Page(s) 16 and 17 of Administrative Policy)

Chairman Slowinski stated that Aldersperson Johnson asked that this be brought forward for discussion.

Aldersperson Johnson stated that after the request last month from the Transit employee, and the robust conversation, she felt the policy unfair. She added that Marathon County doesn't have such a policy nor does Portage County. She also couldn't find a similar policy in Wisconsin Rapids. She feels that removing this section of the policy may create better morale.

Aldersperson Oberstadt voiced her opinion that elimination of this portion of the policy may not be fair to those employees who were there working during the employee's absence. She added that she doesn't feel the policy needs to be changed.

Human Resource Manager Jakusz stated that she found an old version of City Policies dating back to 1978 that included this provision so this policy is something that has been in existence in the City for quite a long period of time. She noted that by the time the employee has reached a leave of absence under this policy (i.e. leave without pay), they have exhausted their Federal FMLA benefit (12 weeks) and subsequently exhausted all of their accrued benefits. This policy protects the employee's job; the fact that they may have their anniversary date adjusted is likely a small matter in relation when considering their employment has been preserved.

She added there are two schools of thought on the matter; the employee that was there working during another's absence likely feels the policy is "fair" because they were at working during the absence of the employee. The employee's whose anniversary date is adjusted may feel it unfair, but will likely feel the City was generous in allowing them to take an extended leave of absence beyond what the law requires.

Director Lemke stated that the adjustment of the anniversary date has no bearing on the amount of vacation the employee accrues; it will adjust the date on which the employee receives their vacation benefit based on the amount of time they were away from work.

He added that this policy has the most effect in the Transit Division based on the bidding process used for route bidding every six months and more frequently in the event of a long-term leave or if someone leaves employment.

Chairman Slowinski stated that he feels the policy should remain as written and that it is fair to employees.

4. Adjournment – 6:21 p.m.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, September 12, 2016
Lincoln Center – 1519 Water Street
Stevens Point, WI 54481

MINUTES

PRESENT: Mayor Mike Wiza, Comptroller/Treasurer (C/T) Corey Ladick, Director of Public Works Scott Schatschneider and Tricia Church; **Alderspersons:** Garrett Ryan(3rd), Heidi Oberstadt(4th), Jeremy Slowinski(6th), Mary Kneebone(7th) and Mary McComb(9th).

ALSO PRESENT:

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

ALDERPERSONS: George Doxtator(1st), David Shorr(2nd), Meleesa Johnson(5th), Cathy Dugan(8th) and Shaun Morrow(11th).

CITY STAFF MEMBERS: City Attorney Andrew Beveridge, City Clerk John Moe, Fire Chief Bob Finn, Police Chief Martin Skibba, Personnel Specialist Lisa Jakusz and Deputy C/T Carrie Freeberg.

OTHERS: Reid Rocheleau – 408 Cedar Street West, Whiting. Neil Prendergast – 1924 Plover Street, Tori Jennings – 1632 Ellis Street, Armin Nebel – 1100 Phillips Street, Thomas Brown – 317 Sixth Avenue, and Bill Seybold – 2421 Golden Road, Plover.

Mayor Mike Wiza called the Board of Public Works meeting to order at 6:22 p.m. The meeting was held on Monday, September 12, 2016 at the Lincoln Center located at 1519 Water Street in Stevens Point.

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

Director Schatschneider stated he had nothing to add but was open for questions.

Aldersperson Ryan asked where we are at with the length of parking around the hospital and possible changes. Director Schatschneider stated he did not have any updates but would look into it for next month.

Aldersperson Slowinski moved to accept the Director's Report and place it on file; seconded by Aldersperson Oberstadt.

Aldersperson Slowinski thanked Director Schatschneider and all the Departments that have been involved with the getting the Grade Separation Project moving forward. He stated that the road is closed off and they have begun to do the utility work.

Mayor Wiza added that the yellow rapid flash beacons are installed at the Franklin and Division Street intersection. He reminded everyone that when those lights are flashing, it means that there are pedestrians that would like to cross.

Ayes all; nays none; motion carried.

2. Consideration and possible to approve the Ordinance Amendment 9.05(ai), (i), and (j) of the Revised Municipal Code for Reverse Angle Parking on Prais Street from a point 77 feet east of Sommers Street to a point 43 feet west of Wilshire Blvd.

Mayor Wiza reiterated that this Ordinance Amendment came from the City working along with Washington School.

Director Schatschneider stated that for the most part, folks at the school have latched onto this concept and do a great job; however, after school seems to be a little more of an issue. He stated that we are going to move forward with the Ordinance Amendment to at least give it a good faith effort.

Aldersperson Oberstadt said she is pleased with the way it looks and feels that it is much safer for kids. She added that she appreciates the signs that instruct people how to reverse angle park.

Aldersperson Dugan echoed Aldersperson Oberstadt in that it appears to be a good remedy for what was a serious parking problem. She as well as constituents she has talked with feels it is working out good so far.

Aldersperson Oberstadt moved to approve the Ordinance Amendment for Reverse Angle Parking on Prais Street; seconded by Aldersperson Ryan.

Ayes all; nays none; motion carried.

3. Consideration and possible action to approve the list for 2016-17 Sidewalk Repair/Replacement Orders.

Mayor Wiza explained the process the City goes through to keep up with the sidewalks.

Director Schatschneider made note that, like last year, we will look at individual areas we come across where it does not make sense to replace sidewalk.

Mayor Wiza added that the City also offers residents a couple options for payment of the sidewalk assessments. He explained that you can pay the bill within the 30 days or you can have the bill split over the course of up to 3 years at 2.25% interest rate.

Aldersperson Slowinski moved to approve the list for 2016-17 Sidewalk Repair/Replacement Orders; seconded by Aldersperson Oberstadt.

Aldersperson Kneebone asked if there was a city code to follow if residents elect to replace their own sidewalk. Mayor Wiza answered that there is a 4" on standard sidewalk and 6" on driveway approaches; however, if they would like to go that route they should contact the Engineering Department and fill out a permit beforehand.

Ayes all; nays none; motion carried.

4. Consideration and possible action to award the Fall Paving Project to American Asphalt of Wisconsin in the amount not to exceed \$64,444.59.

Director Schatschneider did not have anything to add.

Aldersperson Slowinski moved to approve the Fall Paving Project to American Asphalt of Wisconsin in the amount not to exceed \$64,444.59; seconded by Aldersperson Kneebone.

Ayes all; nays none; motion carried.

5. Consideration and possible action to award the Coye Drive and Hoover Road Intersection Improvement Project to Earth Inc. of Arpin, WI in the amount of \$487,878.25 and an amount not to exceed \$561,059.99.

Director Schatschneider added that this project will be done in stages due to it being done under live traffic.

Aldersperson Oberstadt made the motion to approve the Coye Drive and Hoover Road Intersection Improvement Project to Earth Inc. in the previously stated amount; seconded by Aldersperson Slowinski.

Aldersperson Slowinski asked if we had any dates that could be announced. Director Schatschneider stated that they will begin hopefully the last week of September or early October.

Ayes all; nays none; motion carried.

6. ADJOURNMENT: Mayor Mike Wiza adjourned the September 12, 2016 Board of Public Works Meeting at 6:34 p.m.

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

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

SECTION I: That Section 9.05(ai) of the Revised Municipal Code, **Reverse Angle Parking** is hereby **created**.

SECTION II: That subsection 1 of Section 9.05(ai) of the Revised Municipal Code, **Reverse Angle Parking** is hereby **created** to read as follows:

9.05(ai) 1. Back-in only angle parking on the south side of Prais Street from a point 77 feet east of Sommers Street to a point 43 feet west of Wilshire Blvd.

SECTION III: That subsection 25 of Section 9.05(i) of the Revised Municipal Code, **No Parking During School Hours** is hereby **amended** to read as follows:

9.05(i) 25. On the south side of Prais Street from Sommers Street to a point 77 feet east.

SECTION IV: That subsection 139 of Section 9.05(j) of the Revised Municipal Code, **No Parking Here to Corner** is hereby **amended** to read as follows:

9.05(j) 139. On the south side of Prais Street from a point 43 feet west of Wilshire Blvd. to Wilshire Blvd.

SECTION V: These ordinance changes shall take effect upon passage and publication:

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
John Moe, City Clerk

Dated: September 1, 2016
Approved: September 19, 2016
Published: September 23, 2016

**CITY OF STEVENS POINT
PUBLIC PROTECTION COMMITTEE
Monday, September 12, 2016 – 8:18 P.M.
Lincoln Center – 1519 Water Street**

Present: Alderpersons: Johnson, Ryan, Dugan, McComb, Morrow

Also

Present: Mayor Wiza; City Attorney Beveridge; City Clerk Moe; Comptroller/Treasurer Ladick; Alderpersons Shorr, Oberstadt, Slowinski, Kneebone and Phillips; Directors Schrader, Lemke and Schatschneider; Police Chief Skibba; Fire Chief Finn; Reid Rocheleau; Bill Schierl; Andrew Glise; Mark Kelderman; Charles Green; Ben Kollock; Richard Ruppel; Neil Prendergast; Bill Seybold; Zach Hagenbucher; Liz McDonald; Brandi Makuski – City Times

1. License List:

- A. New Operator's (Bartender's) Licenses.**
- B. Temporary Class "B" / "Class B" License (Picnic): St. Joseph's Holy Name Society, 1709 Wyatt Ave, Stevens Point, for St. Joseph's Holy Name Pig Roast on October 8, 2016 at 1709 Wyatt Ave. Licensed operator on premise: David Ligman. (Beer only)**
- C. Temporary Extension of Licensed Premises: Partner's Pub and Grill Inc., 2600 Stanley Street for Partner's Pub and Grill, request for temporary extension of licensed premise to include a fenced in area in their parking lot for 39th annual Homecoming celebration on Saturday, October 15, 2016.**
- D. Pawnbroker/Secondhand Dealer: E-Way Sales LLC, 3296 Church Street, Stevens Point, Jonathan Ruder, owner.**

Ald. Dugan asked if the pawnbroker request is for a new business and if this would be the second pawnbroker business in the City.

Clerk Moe said if this pawnbroker is approved, it would be the second pawnbroker business in the City.

Ald. Dugan said she is not sure the City needs another pawnbroker business.

Chief Skibba said owners of pawnbroker businesses are generally very cooperative and are another resource for law enforcement.

Janathan Ruder, owner of E-Way Sales, said he currently has a pawnbroker business in Wisconsin Rapids for the past 10 years and Marshfield for almost two years. He said unfortunately, a small percentage of stolen items are taken in by the business.

Ald. Ryan said he has heard there have been a number of issues with the Homecoming event at Partner's Pub in the past in which some of the issues have even spread into other areas of the community.

Chief Skibba said the owners of Partner's Pub are very cooperative and very few issues have been related to this establishment. He noted there will be contractual officers on site for this event. The Chief stated the majority of issues come from private house parties.

Ald. McComb **moved**, Ald. Dugan seconded, to approve the license list.

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

2. Request to Hold Event/Street Closings:

A. Alzheimer's Assoc. – Walk to End Alzheimer's on September 24, 2016.

Cassey Dorman, 3313 Packerland Avenue, DePere, WI., stated the walk would begin at 10:15 a.m. and conclude before noon. Ms. Dorman stated all proceeds from the event go to Alzheimer's research, programming, and the 24-hour help line.

Ald. McComb **moved**, Ald. Morrow seconded, to approve the event/street closing for the Alzheimer's Association – Walk to End Alzheimer's on September 24, 2016.

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

3. Presentation by Tori Jennings regarding possible road lane striping options and discussion.

Tori Jennings presented a video on the 4-to-3 lane conversion.

Ald. Dugan stated she believed Division Street was a wonderful candidate for the 4-to-3 conversion as well as Stanley Street.

Ald. Ryan stated a street can make or break an area and street design is paramount.

Tori Jennings, 1632 Ellis St., a 4-to-3 conversion is not a two lane road and does not reduce capacity. She added the conversion coordinates traffic flow, speed and safety for vehicular, bicycle and pedestrian traffic.

Bill Schierl, 1665 Main St., stated consideration needs to be given to traffic lights to complement the road conversion.

Dir. Schatschneider stated a signal analysis would be done as well as re-timing of the lights.

Reid Rocheleau, 417 Whiting, stated he was concerned with the jurisdictional transfer of Business 51 and he is opposed to the idea of 4 to 3 conversion.

Andrew Green, 605 North Maple Bluff Court, stated this is a vision that makes perfect sense and urged everyone to drive on a 4-to-3 conversion road.

Charles Green, 5374 Woodland Circle, stated biking to campus is a nightmare and thinks the conversion is a wonderful idea.

Richard Ruppel, 1932 Church Street, stated crossing Division Street has been dangerous for the past 30 years. He urged Division Street be made safer.

Treavor Roark, 601 Washington Ave., stated that 90% of Division Street is designed for the automobile and it is not equitable for bicyclists and pedestrians.

Bill Seybold, 2421 Golden Road, Plover, stated he avoids Division Street entirely.

Ald. Johnson stated this was not an action item but an opportunity to learn more and participate in discussion.

Ald. Ryan asked how easy it is to compare crash data.

Dir. Schatschneider stated the City currently does not do this. He stated the Police Department tracks the number of crashes on a particular corridor. Dir. Schatschneider stated there is no software or database that handles this type of information.

Ald. Johnson asked if GIS software was used.

Dir. Schatschneider stated GIS is used but not in conjunction with crash data.

Ald. McComb stated this seems to fit well with the 4-to-3 conversion.

4. Discussion and possible action on Vision Zero safety policy for transportation systems.

Ald. Johnson provided a brief synopsis of Vision Zero, which incorporates multi-modal transportation. She added this is about achieving zero crashes.

Ald. Ryan **moved**, Ald. Dugan seconded, to expand the Vision Zero safety policy for transportation systems into the Stevens Point road safety and transportation plans.

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

5. Discussion of a proposal to amend the marijuana possession ordinance and creation of ascending citation structure.

Ald. Johnson stated this is an initial discussion on the marijuana ordinance and how it relates to more than one citation. She stated this item was at the request of Ald. Kneebone and called upon her to begin the discussion.

Ald. Kneebone, 5718 Sandpiper Drive, stated the first citation for marijuana was dropped from \$500.00 to \$100.00. She added that the second citation for marijuana possession is considered a felony. Ald. Kneebone stated a felony drunk driving charge does not occur until the 5th citation. On behalf of a

citizen request, Ald. Kneebone asked the Committee to revisit this topic for further discussion.

Ald. Johnson re-stated the second offense is governed at the State level, that being a felony conviction. She asked if any communities have challenged this law.

Ald. Kneebone stated the City of Milwaukee changed their ordinance last spring to allow subsequent offenses to be a citation.

Ald. Morrow stated while the second offense is considered a felony, there are opportunities to have the charge expunged from the record through counseling or classes.

Ald. Kneebone stated having an open discussion to see what options are available to municipalities is a good first step.

Ald. Morrow stated serious charges occur with paraphernalia even without marijuana possession.

Attorney Beveridge stated the statute that allows municipalities to create ordinances for marijuana possession is ss 66.01.07. He summarized the content of the Milwaukee ordinance, adding it is possible for a second offense to be prosecuted as a civil citation and would need to be done in conjunction with the District Attorney. Attorney Beveridge stated expungement was available for a citizen 25 years and younger.

Ben Kollock, 1372 North Second Drive, stated this has been a good discussion. He stated a felony conviction of marijuana possession eliminates the possibility of financial aid for students hoping to attend or continue their college education.

Mark Kelderman, W2457 Lomira Drive, Brownsville, WI 53006 stated he is petitioning Oshkosh to reduce the marijuana possession first citation down to \$25.00 for 25 grams and no jail time.

Charles Green, 5374 Woodland Circle, stated penalties against drugs should not be more damaging than the drugs themselves.

Chief Skibba stated he would reach out to the City Attorney as well as the District Attorney for further discussion on this topic. He added clearly there is interest and more discussion needs to occur.

6. Committee members' ideas for future agenda items. (Topics introduced under this item will not be discussed at this meeting.)

Ald. Johnson asked alderpersons to bring future agenda items forward. There was no discussion.

7. Adjournment.

The meeting was adjourned at 9:34 p.m.

**FINANCE COMMITTEE
SEPTEMBER 12, 2016 AT 6:36 P.M.
LINCOLN CENTER – 1519 WATER STREET**

PRESENT: Ald. Phillips, Doxtator, Kneebone, Shorr and Dugan

ALSO

PRESENT: Mayor Wiza; C/T Ladick; City Attorney Beveridge; Clerk Moe; Directors Ostrowski, Lemke, Schrader, Schatschneider; Ald. Slowinski, Morrow, Ryan, McComb, Oberstadt, Johnson; Fire Chief Finn; Police Chief Skibba; Deputy C/T Freeberg; Brandi Makuski; Reid Rocheleau; Tom Brown; Armin Nebel; Richard Ruppel; Neil Prendergast; Zach Hagenbucher; Bill Seybold; Tori Jennings; Liz McDonald

Chairman Phillips changed the order of the agenda, the items will be listed using the original agenda item number.

ITEM #4 – SECOND QUARTER ROOM TAX REPORT

C/T Ladick explained that the report does look a little different since the changes were made this year as far as how we use the City managed portion of room tax. He also stated it does show a projected deficit for this year and the reason for that is because the Room Tax Fund has had a surplus in the past for the City managed portion, so this year we are planning on spending more than we take in for that pot of money.

Motion made by Ald. Doxtator, seconded by Ald. Dugan, to accept the second quarter room tax report and place it on file.

Ayes: All Nays: None Motion carried.

ITEM #5 – REQUEST FOR INCREASED FUNDING FOR THE 2016 GENERAL ELECTION.

City Clerk Moe explained that when calculating costs for the next year's budget, with regards to election expenses, it is always a challenge and he does his best to estimate the costs by looking back at past years and then tries to predict how much he will need for the next year. This year started quiet but then the City did get hit pretty good in April, as turnout was well above what was expected, which increased the costs. With the presidential election and the large turnout expected, he is looking at setting up a second office where people could go to register and vote by absentee. This would come at a cost, but would be more convenient for taxpayers and help with the space issues at City Hall. The estimated cost for the April election charges and the anticipated charges for the presidential election, he is requesting \$15,300 additional. He noted that he had a typo on the letter he submitted and stated the amount for the adjustment for data entry/office assistance should have been \$4600, not \$4500.

C/T Ladick stated the funding would come from contingency, but would be charged to the Clerk's Office accounts so that we can track the actual spending on the election. He also stated this would finish off the contingency account for the year, if approved.

Motion made by Ald. Shorr, seconded by Ald. Doxtator, to approve the increased funding for the 2016 general election with the additional amount to come from contingency.

Ald Doxtator requested the City make sure there is appropriate signage.

Ayes: All Nays: None Motion carried.

ITEM #6 – REQUEST FROM THE POLICE DEPARTMENT TO FILL TWO VACANCIES EARLY.

C/T Ladick stated the Police Chief stated he could find the money in his budget and he stated they are tracking on course that they should be able to cover it.

Chief Skibba added that even though he believes they should be able to absorb this, in this line of work, things do happen so he would like assurance from Finance that there will not be any problems supporting this should something come up within their budget beforehand.

Motion made by Ald. Shorr, seconded by Ald. Kneebone, to fund the early hiring of two new officers.

Ayes: All Nays: None Motion carried.

ITEM #7 – APPROVAL OF PAYMENT OF CLAIMS.

Motion made by Ald. Doxtator, seconded by Ald. Kneebone, to approve the payment of claims in the amount of \$7,398,060.31.

The claims were discussed.

Ayes: All Nays: None Motion carried.

ITEM #2 – DISCUSSION ON THE OPTION OF IMPLEMENTING A MUNICIPAL VEHICLE REGISTRATION FEE, COMMONLY KNOWN AS “WHEEL TAX”.

C/T Ladick stated he checked into this as an option since he has had so many inquiries regarding it. He stated that this “wheel tax” is added to your registration fee and collected by the State. This would only be for City residents, so it would not apply to anyone outside the City limits, even though they do use our roads. He stated he does not recommend going in this direction for various reasons. Property taxes are a good way to raise revenue from the perspective that it is tax deductible for the residents so they do get some tax benefits from that. We also receive State Aid payments that are based on what we charge in property taxes, so his recommendation is using property taxes. He also mentioned a big reason he does not support the wheel tax is that it only applies to vehicles less than 8000 lbs, so anything bigger than a pick-up truck would be exempt from this. By using property taxes, 50% of the property tax base is residential and 50% is commercial, so we would be collecting from a more balanced mix of properties that benefit from our road network. For instance, we don’t really have a way to collect from a semi coming from out of town and using our roads, but if it is delivering to a business that pays property taxes, and if we use our property taxes to fund our roads, then we are collecting for that activity and everyone is paying into the system.

Ald. Dugan stated she supports the recommendation.

Ald. Kneebone stated she also supports the recommendation.

Mayor Wiza commented that he is also opposed to a wheel tax because most of the people that use our roads are not City residents. He also read an email he received from former C/T Schlice stating this was looked at a few years ago and it was found that an overwhelming amount of people who were using the roads were from outside the City and the residents of the City were already paying for road repair with their property taxes, so it would be unfair to tax them more. This would only be fair if all surrounding municipalities levy the tax. Mayor Wiza agreed.

ITEM #3 – PRESENTATION ON LONG TERM PLANNING AS IT RELATES TO INFRASTRUCTURE, ROADS, AND UTILITIES.

A presentation was given by Directors Lemke and Schatschneider on how their two departments work together on repairs to roads and utilities. They explained that when selecting complete reconstruction projects where both the road and utilities are replaced, they look at both the condition of the roads

and the condition of the utilities, and select streets where both are in poor condition. Director Lemke stated that the condition of the utilities is evaluated based on age, repair records, past experiences of the utility, and imaging of the inside of the utilities. Director Schatschneider explained that the condition of the roads is quantified through a "PASER" rating, and displayed various charts showing the condition of city roads. Maps were also displayed, showing the condition of roads, the condition of utilities, and then overlapping the two to identify prime candidates for reconstruction.

Reid Rocheleau asked about the condition of Business 51 and how it ranks in the analysis. Director Lemke stated that the utilities under Business 51 South of the railroad underpass are of the age where they would be replaced if the road is rebuilt, but they do have utilities in other places of the City that are in worse condition, so it is not the highest on the list, but still old enough to start planning for it. Director Schatschneider stated that from the perspective of pavement condition, there is some time that it can wait, but we should really start looking at it within the next few years.

Ald. Dugan stated that in District 8 they have a lot of problems with stormwater, and she has been working with Director Lemke on addressing those issues. Director Lemke replied that they have been working on stormwater improvements as it has a significant impact on the life of a road surface, and if anyone notices areas where water is sitting on the road, to let him know.

Neil Prendergast stated that safety should also be part of the analysis, in addition to the condition of roads and utilities, and that crash data could be used to identify the streets with the most significant safety issues.

ITEM #1 – REVIEW OF PROPOSED 2017 CAPITAL BUDGET.

C/T Ladick explained the total size of the capital budget, including the borrowing and fund balance (savings) usage that supports it. He went on to say that it was a tough year for capital, so we weren't able to do everything that we wanted to. Also, he explained that over the few past years we have been able to reduce our debt a little every year, however for 2017 it looks like we will just be keeping our debt level stable without making any significant progress. He went on to explain the various capital recommendations for each department.

Mayor Wiza added a few thoughts. He stated that property values are driven by demand, which is affected by the proximity of services such as parks, police and roads. When we cut funding to those services we reduce the quality of life, which then reduces demand and property values. This results in more service reductions because of less taxes. The solutions and the funding need to be in sync, which means we need to have a plan to maintain services and occasionally add some additional services without borrowing ourselves into the whole. He added that although we have managed to pay down some debt over the past few years, we have some things coming up that may stress our debt capacity. We need to look at the whole picture, not just a few pet projects. When we pull money for a specific project, it has to come from something else. For instance, funding for the TAP grant meant that we were not able to replace a mower that we were planning on. He stated that it is a real challenge to do everything that we need to do and try to make progress on the debt. He stated that for anyone who wants to add something, they should think about how it would rank versus the recommended capital projects, and what could be cut in order to fund it.

Reid Rocheleau stated that he went to the County Capital Improvements committee meeting, and they voted to delay the Courthouse remodel project.

Ald. Ryan stated that he wants to discuss the undivided four lane roads. With positive changes such as the TAP grant, we have the opportunity to improve transportation options. He proposed a 4 to 3 lane conversion on Stanley St. for 2017, saying it will increase access and quality of life. He said this conversion will prove that the concept works, and be a catalyst to do the same on Division St. He also stated that we need to determine a path forward for Division St. to give staff direction and time to plan.

Ald. Shorr stated that the proposal for a 4 to 3 lane conversion on Stanley St. will be discussed at an upcoming community meeting at Washington School, and that the money should come from the \$400,000 budgeted for road surface improvements.

Ald. Slowinski asked if there will be sufficient funding for road surface improvements if some of the money is used for the 4 to 3 conversion on Stanley St. Director Schatschneider replied that he does have flexibility within the \$400,000 for some of the smaller miscellaneous projects.

Ald. Johnson stated that she supports Ald. Ryan's proposal for planning on Division St., and that we need to be thinking about safety, and Division St. is a safety issue, so we need to take action on it. She said she also supports the 4 to 3 conversion on Stanley St.

Ald. Kneebone expressed concern about the replacement cycle for police vehicles and the vehicles being stored outside. She said that she is concerned about the Detective and Undercover vehicles being delayed. C/T Ladick clarified that those vehicles were not pushed back, that is the originally requested future replacement.

Adjournment at 8:15 P.M.

**CITY OF STEVENS POINT
RESOLUTION
Establishing absentee voting locations for the November 2016 General Election**

WHEREAS, voting is a right which forms the foundation of a healthy democracy; and

WHEREAS, the goal of the Stevens Point City Clerk's Office is that each eligible voter will be able to cast a ballot and have that ballot counted; and

WHEREAS, the state-imposed restrictions on absentee voting locations and hours have been declared unconstitutional; and

WHEREAS, municipalities may now establish multiple sites for casting an absentee ballot; and

WHEREAS, offering multiple locations and extended hours for in-person absentee voting should reduce the amount of time absentee voters need to stand in line; and

WHEREAS, absentee ballots cast in-person are less likely to be rejected at the polls due to missing signatures or witness addresses; and

WHEREAS, offering extended in-person absentee voting hours at multiple sites in the City will increase involvement in the voting process;

NOW, THEREFORE, BE IT RESOLVED, that the City of Stevens Point chooses to make in-person absentee voting more accessible by establishing the following in-person absentee voting locations and hours for the November 2016 General Election:

City Hall, 1515 Strongs Avenue

7:30 a.m. to 4:00 p.m., Monday through Friday, September 26 through October 21

7:30 a.m. to 5:00 p.m., Monday through Friday, October 24 through November 4

10:00 a.m. to 1:00 p.m., Saturday, October 29

10:00 a.m. to 2:00 p.m., Saturday, November 5

Former Mid-State Technical College Building, 933 Michigan Avenue

10:00 a.m. to 6:00 p.m., Monday through Friday, October 24 through November 4

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
John Moe, City Clerk

Dated: September 19, 2016

Adopted: September 19, 2016

July 19,2016
Jason Weisbrot
1540 Torun Rd. lot 63
Stevens Point, WI 54482
715-544-1211

RECEIVED
JUL 25 2016
CITY CLERK'S
OFFICE

Dear John ~~Mate~~,

On Sunday July 17th, 2016 approx. 5pm I was at the Bukolt Park Boat Landing on the right hand side of the landing looking at the water. I was backing my pontoon boat in, as I have in the past, and noticed that my trailer was stuck on the landing in the water. I tried several times to dislodge it. On the final try I got the trailer out but the landing had wrecked my trailer. The front axle was ripped off the trailer, the front left tire rim was bent and the frame of the trailer got bent.

I don't believe the trailer is fixable. I am including pictures for you to review. I hope we can come to an agreement for compensation for my trailer. I have found similar scissor lift trailers online for \$1500-\$1900. Please feel free to call me at 715-544-1211

Thank you,



Jason Weisbrot

Broken mounts
each side of trailer

Axles Bent
/ tire Wobbles



Bent Rim



Broken
Axle Mounts

Bent
Axle

Bent trailer

Making the wheels
on rear axle go
to the right and
dog track unable
to pull.



Mounts

Rung + Axle
Bent to the
outside

Broken Mounts

June 7, 2016

John Moe, City Clerk - Stevens Point
1515 Strongs Ave
Stevens Point, WI 54481

RECEIVED

JUN 09 2016

CITY CLERKS
OFFICE

Dear John,

I am submitting this letter to you regarding an incident which caused injury within the Stevens Point Parks during the winter months of Jan. 2016. On Friday Jan 29, 2016 around 8:30pm, while tobogganing at the sledding hills at Iverson Park, I sustained injury to my ribs and lung. I was sledding with my seven year old son and friend, when our toboggan went over the snow/ice embankment at the end of the parking lot, causing us to be air born eight to ten feet in the air, and came crashing down on the frozen ground. I reported the injury with the workers at Iverson who filed an incident report. I then was taken to the hospital to find out I broke two ribs and bruised my lungs.

I have filed a claim with my personal insurance company, however since this injury occurred within the city parks, I am looking for compensation for the remaining charges from this incident. I have attached the medical bills and am available for additional questions regarding the incident via phone or personal appearance upon request. I can be reached at 715-340-4374,

Regards,



Duane Vandre

5263 Gerald's Rd Stevens Point, WI 54481



August 2, 2016
4:00 p.m.

1. **Roll Call:** Commissioners Carlson, Kirschling, Moore, Ostrowski and Wescott

Also Present: Police Chief Skibba, Assistant Chief Gemza, Alderperson Kneebone, Alderperson Morrow, Comptroller Ladick, Lee Ann Spoon – Records Bureau Supervisor

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

None.

3. **Discussion and possible action of 2017 capital budget requests**

Police Department capital budget requests for 2017 are as follows:

- SWAT equipment, \$5,000.00
- Traffic Enforcement equipment, \$10,000.00
- Portable breath test equipment, \$6,000.00
- Computer equipment, \$10,000.00
- Office equipment, \$4,500.00
- Replace furniture, \$2,000.00

Fire Department capital budget requests for 2017 are as follows:

- Turn out gear, \$20,000.00
- Copier, \$4,200.00
- General Fire Equipment, \$13,000.00 (mounting equipment, generators, rescue saws, bunker gear lockers)
- Station #1, \$61,000.00 (replace 2 garage doors, keyless fob system, remodel kitchen/removal of asbestos on second floor, yard and maintenance equipment)
- Hose tester, \$5,000.00

Commissioner Wescott moved, seconded by Commissioner Kirschling, to move approval of the Police Department and Fire Department capital improvement budgets, and forwarding them to the Comptroller's office for a favorable recommendation of being adopted.

Ayes, all; nays, none. Motion carried.

4. **Police Chief's Report**

Chief Skibba reported:

July:

- Completed written portion of testing for eligibility list of new hired
- July 1 – 3, Riverfront Rendezvous, assisted by Auxiliary and sworn personnel
- July 3, Fourth of July parade, assisted by Auxiliary
- July 15 – 16, Discover Downtown, assisted by Auxiliary
- July 20 – 21, non-sworn CIP training
- July 28, North Central Chiefs of Police Association meeting, hosted by Stevens Point PD
- July 28, initial capital requests submitted
- July 29, Ameriprise Financial Law Enforcement Appreciation cookout
- July 30, Auxiliary fundraiser brat fry at Trig's
- July 30, Fiternal Cross fit – Law Enforcement appreciation
- New multipurpose van arrived from Ford. Being retro fitted by Streets Department

August:

- Complete initial interview portion of testing process for new hire eligibility list
- August 3 and August 24, Employment Law Training
- August 6, Auxiliary and contractual with related events
- August 8 – 10, Chiefs conference in Green Bay
- August 13, Project Fresh Start (Ben Franklin)
- August 14, city garage sale, central garage, Auxiliary assisting
- August 19, YMCA Kids Duathlon (Lot Q area by UWSP)
- August 19, movie in the park public safety night
- August 20, YMCA Duathlon (Lot Q area and north of town)
- August 25, Moose Club back to school night
- August 27, Guns and Hoses
- August 29, Crime Stoppers Concert

Commissioner Wescott moved, seconded by Commissioner Kirschling to approve the Police Chief's report for July 2016.

Ayes, all; nays, none. Motion carried.

5. **Fire Chief's report/EMS report**

Chief Finn reported:

- Issued blasting permit for Sixth Avenue road construction project.
- Readied buoys for placement in river for fireworks perimeter.
- Attended 4th of July down Main Street along with Explorer Scouts distributing freezer pops.
- Emergency vehicle display at Pfiffner Park during Riverfront Rendezvous.
- On hand at fireworks display both sides of river.
- New probationary firefighters Warner and Przybylski started on July 5th and Monaghan on July 25th.
- Chaplain Dave Ficken gave a presentation on all 3 crews.
- Elevator rescue of one UWSP student at the DUC.
- Explorer Scouts meeting at station 2 on water flow and advancing hose lines.
- Emergency landing of airplane at Stevens Point Airport with running gear stuck in up position. Stand-by while large wreckers strapped plane and lifted to flat bed trailer off runway and unloaded by airport hangers.
- Metro fire calls (3). Total fire calls: 69.

- Training: replay pumping, master stream ops, standpipe drill and confined space scenarios. Total training hours: 38.5. Public education: Verso Mill, hose drills with 30 employees. Fire safety education to Copper Leaf Management, 22 employees. Witnessed fire evacuation drills for Service Cold Storage and Associated Bank.
- Fire inspections: Tent inspections for fireworks displays and Riverfront. Total inspections: 89.
- **EMS Activities Report:**
 - Riverfront Rendezvous: The three day celebration went off without any major EMS incidents at the park.
 - New hires: Stevens Point Fire Department hired three new personnel in the month of July: Quinn Warner, Ethan Przybylski, and Ryan Monaghan.
 - Training: Chief Finn, Assistant Chiefs Davis and Gemza, Lieutenant Heibler and FF/Medic Schultz participated in Crisis Intervention Training for Partners (CIP).
 - Joint Police and Fire Training: The Stevens Point Police Department brought MRAP over and we trained on loading patients into MRAP using the TALON cot. This would be used should we need a casualty collection point in an active shooter situation.
 - Rapid Response Vehicle: There was a potential of 48 runs in July.
 - 1. Cancelled en Route: 5 times
 - 2. Lieutenant not available: 2 times
 - 3. Staffing not allowed: 1 time
 - 4. RRU not available: 0 times
 - 5. RRU responded: 40 times
 - Simultaneous Ambulance Requests:
 - Total number of ambulance requests in June: 378
 - 2 ambulances out: 78 (20.6%)
 - 3 ambulances out: 19 (5.0%)
 - 4 ambulances out: 5 (1.3%)
 - 5 ambulances out: 0

Commissioner Moore moved, seconded by Commissioner Carlson, to approve the Fire Chief's report for July 2016.

Ayes, all; nays, none. Motion carried.

6. Approval of Minutes

Commissioner Carlson moved, seconded by Commissioner Ostrowski, to approve the minutes of the July 12, 2016 meeting.

Ayes, all; nays, none. Motion carried.

7. Confirmation of Bills

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to approve the confirmation of the July 2016 bills.

Ayes, all; nays, none. Motion carried.

8. **Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wisconsin State Statute Section 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 discussion on the following:**
 - (a) **Update on Police Department bargaining.**

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

Ayes, Carlson, Kirschling, Moore, Ostrowski, Wescott
Nays, none. Motion carried.

9. **Adjournment**

The meeting adjourned at 5:12 p.m.

MINUTES
Transportation Commission Meeting
August 17, 2016

Commissioners in attendance: Karalyn Peterson, Tom Bertram, Elbert Rackow, Ald. Mary Kneebone, Ald. David Shorr

Excused: Chairperson Nichole Lysne, Fred Hopfensperger

Others present: Susan Lemke

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

1. Approval of the July 14, 2016 Transportation Commission minutes.

Ald. Mary Kneebone moved to approve the minutes of the July 14, 2016 Transportation Commission meeting as presented. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

2. July 2016 financial report.

*Elbert Rackow moved to approve the July 2016 financial report. Ald. Mary Kneebone seconded.
Ayes all; Nays none; Motion carried.*

3. Manager's Report:

- City/County Coordination Update

City and County attorneys and staff are making final revisions to the City/County Consolidated program agreement.

- Staff Update

Candidates are currently being interviewed for the vacant Late Night Bus Operator.

Tom Bertram moved to approve the Manager's report and place it on file. Ald. David Shorr seconded. Ayes all; Nays none; Motion carried.

4. Next meeting date.

September 22, 2016 – 5:30 p.m.

5. Adjourn.

The meeting was adjourned at 6:03 p.m.

STEVENS POINT-PORTAGE COUNTY CONSOLIDATED TRANSPORTATION
SERVICE
AGREEMENT

THIS AGREEMENT made and entered into by and between the City of Stevens Point, a Municipal Corporation under the laws of the State of Wisconsin, hereinafter referred to as the “City” d/b/a as “Stevens Point Transit”, a Department of City of Stevens Point government, and the County of Portage, d/b/a as the ADRC “Aging and Disability Resource Center” a Department of County government, hereinafter referred to as the “County”, all of which are political subdivisions of the State of Wisconsin, pursuant to the authority conferred upon the parties by Wisconsin Statutes, to promote efficient and economical delivery of public transit services to all residents in the participating jurisdictions, and to obtain efficiencies and maximization of resources through consolidated operations

RECITALS

WHEREAS, public transportation in the United States is a crucial part of the solution to nation’s economic, energy and environmental challenges-helping to bring a better quality of life. In increasing numbers, people are using public transportation and local communities are expanding public transit services. Every segment of American society—individuals, families, communities and businesses—benefits from public transportation. Public transportation helps everyone-commuters, families, students, senior citizens, persons with disabilities enhance their lives as they seek to fulfill their personal and career goals, meet their daily needs and maintain a high level of transportation independence. Now, more than ever, it is evident that vital, strong public transportation systems are needed in this country; and

WHEREAS, the three major goals of the consolidated city-county transportation system are:

- To provide convenient, reliable, safe and affordable service to all patrons; and
- To provide fixed route and demand-responsive services as efficiently and equitably as possible; and
- To maximize potential ridership within the service parameters set by federal program requirements and oversight; and

WHEREAS, pursuant to Wisconsin State Statutes § 85.20, § 85.205, § 85.23, §20.395; Federal Authorization statutes under 49 USC § 5311 & § 5310; and the Wisconsin Administrative Code, Chapter TRANS 6; Special Section § 5333 (b) the City provides a public transit service to City residents, known as the “Stevens Point Transit”. Stevens Point Transit’s mission is to provide reliable, affordable and accessible public transportation options to support the city’s mobility needs. The transportation options include fixed-route and complimentary paratransit bus service within the City of Stevens Point, the Village of

Whiting, Crossroad Commons/Plover and the University of WI Stevens Point; and Stevens Point Transit services are open to the general public.

WHEREAS, pursuant to Wisconsin Statutes § 46.283 Stats., the County (ADRC) similarly provides transportation services to aging and disabled County residents under the authority of Wisconsin Statute § 85.21; Wisconsin Adm. Code, Chapter Trans 1 & 2, and Federal Authorization under 49 USC § 5310. Portage County through the Aging and Disabilities Resource Center currently provides transportation services for residents who are elderly or disabled in Portage County by providing County ADRC reservation-based demand response services, volunteer driver escort services and nutritional and commodities fixed route bus services; and

WHEREAS both the City and the County are active participating agencies in the federal Enhanced Mobility of Seniors and Individuals with Disability Program as set forth in Title 49 U.S. Code § 5310 (a/k/a the “5310” program); and

WHEREAS, representatives from the County and from the City have worked collaboratively to develop the consolidated public transit system, including a centralized call and dispatch center. The City and County recognize that there is a priority need for an efficient, centralized “One Call” public transit system to service the needs of all citizens residing within the City and County forming a unified system bringing stakeholders together under the City Transportation Commission and the Portage County Transportation Coordinating Committee; and

NOW THEREFORE, pursuant to the authority granted by Wisconsin Statutes § 59.52 (7), § 59.58 (3), and § 66.0301 Wisconsin Statutes and in consideration of the mutual covenants contained herein, the parties agree that Portage County will fully vest its transportation responsibilities to the City of Stevens Point public transit system, and that the City of Stevens Point, through the Stevens Point Transit System, will assume the responsibility of providing transportation services for the Aging and Disabilities Resource Center of Portage County as set forth in this Agreement.

I. GENERAL PURPOSE:

Under the enabling provisions of Wisconsin and federal law, the County and City have implemented public transit systems. Pursuant to Wisconsin and federal law, the City and County are eligible to receive and have received financial assistance, both State and Federal, through public transit participation programs administered by and through the Commissioner of the Wisconsin Department of Transportation. Therefore, it is the intent of this Agreement to establish a consolidated public transit system to serve all residents in the City and County or, in other words, the entire geographic area of Portage County. This system shall be known as the Stevens Point-Portage County Consolidated Transportation Service, but shall by agreement remain a part of the government of the City of Stevens Point.

II. OVERSIGHT:

Oversight of the consolidated transportation program shall remain with the City of Stevens Point Transportation Commission and the Portage County Transportation Coordinating Committee (“TCC”). Action taken by the Stevens Point Transportation Commission will be affirmed by the City Common Council. Actions taken by the TCC will be reported to the Portage County Board of Supervisors through the delegated/appointed County Board member/s serving on the TCC. It is acknowledged by the parties to this Agreement that the charter and operation of the “Portage County Transportation Coordinating Committee” shall remain in force and operation, and the TCC shall provide input, management and overview of the public transportation system and resources as needed.

III. PORTAGE COUNTY TRANSPORTATION COORDINATING COMMITTEE:

The TCC will serve as an oversight/advisory committee for County transportation services provided by Stevens Point Transit. The TCC County Board representative will report to the Portage County Board of Supervisors.

a. The powers and duties of the TCC shall include overall oversight and review of the transportation needs of all County residents, oversight and review of the terms of this Agreement, and the development of strategic transportation plans and goals. The TCC shall: develop a vision and mission statement for transportation services in Portage County, coordinate the development of the local public transit-human services transportation, maintain an inventory of existing transportation services, equipment and costs, provide a comprehensive list in event of disaster or other emergency, and evaluate the unmet transportation needs within the County. The TCC should focus special attention on those populations which are most likely to be transit dependent, e.g. the elderly, low-income, disabled, minorities, and recipients of human services. These needs shall be used to identify gaps and duplications in the delivery of transportation services and provide guidance to the TCC in its coordination efforts and to develop a process in cooperation with City and County leaders to ensure approval of the optimal strategies for provision of transportation services.

The TCC shall have the following duties per Wisconsin Administrative Code, Chapter Trans § 2.10(1)(b), in addition to any duties which may be added to such Administrative Code section from time to time:

- Monitor the expenditures of transportation funds being expended on transportation services for the elderly and disabled in service areas
- Review passenger transportation plans for service areas;
- Review and comment on county aid applications under § 85.21, Wisconsin Statutes;
- Review and comment on capital assistance applications under § 85.22, Wisconsin Statutes; Act as an informational resource for local transportation providers

regarding the requirements of the American with Disabilities Act of 1990, 42 USC § 12101 et seq.;

- Act on requests by local public bodies to be designated as coordinators of transportation services for elderly and disabled person for the purpose of becoming eligible for assistance under the Federal § 5310 program; and
- Apply for and accept Federal funding as needed.

It is acknowledged by the parties to this Agreement that the charter and operation of the TCC shall remain in force and operation, and shall provide input, management and overview of the public transportation system and resources as needed.

IV. DUTIES OF THE STEVENS POINT TRANSPORTATION COMMISSION

The Stevens Point Transportation Commission shall serve as an oversight, advisory and approval body for all operations and services conducted by Stevens Point Transit. Pursuant to City of Stevens Point Ordinance 3.34, the Transportation Commission shall have the authority to operate, conduct, maintain, and otherwise supervise transportation systems operated by the City of Stevens Point. Actions are subject to review by and approval of the Stevens Point Common Council.

The Stevens Point City Transportation Officer and the County ADRC shall provide any needed administrative support to the Transportation Commission.

V. CONTRIBUTION TO CAPITAL COSTS, BUDGET AND FINANCING

The County shall contribute their existing transit-related assets, including vehicles (four buses and one van) which have been heretofore used to provide transit services under its program, with title, possession and ownership transferred on or before December 31st, 2016 to the City as set forth in Appendix A to this Agreement. Further, the City and County shall contribute local share funding for capital expenditures and future development of the Consolidated Transit System not covered by State and Federal contributions thereto in sum(s) or proportion as subsequently agreed and approved by joint resolution of the two (2) governing bodies and with financial requirements as set forth in this agreement.

VI. SPECIFIC FINANCIAL TERMS AND OBLIGATIONS OF THE PARTIES

a. The City of Stevens Point in coordination with the County, agrees to apply for federal and state “5310, 5311 and 85.20” grants for operating and capital expenses of the consolidated transportation program as applicable. All funding received will be allocated to the consolidated transportation program. The City of Stevens Point will actively seek new grant opportunities for which the consolidated system is eligible.

b. The City of Stevens Point agrees to pay all local share costs associated with the current Stevens Point Transit Fixed Route and Complementary Paratransit Door to Door

bus service to the City of Stevens Point included in the consolidated transportation program.

c. The City of Stevens Point agrees to pay the local share contribution of capital equipment purchased specifically for the current City Fixed Route and Paratransit bus services.

d. The City agrees to assume the responsibility for independently determining the proper amount of tax levy capacity for the purpose of accepting responsibility for transportation for the County, and submit that amount in accordance with Wisconsin law regarding tax levy.

e. Portage County agrees to apply for “85.21” state elderly and disabled transportation assistance funding annually and agrees to transfer the total annual allocation to the City of Stevens Point. The City will assist Portage County with identifying annual financial budgetary requests for the “85.21” program/s and the completion of the “85.21” grant application, as well as the Older Americans Act III(B) funding and WCSC funding.

f. Portage County agrees to pay the City the local share match required to secure Wisconsin Statute “85.21” funding annually which may fluctuate based on the federal/state allocation.

g. Portage County agrees to continue the local levy funding contribution for reimbursement of staff time allocated to the DAV program.

h. The County agrees to make a one-time payment of any actual costs to the City for the purpose of transferring any employee benefits mutually agreed to by all parties (e.g. vacation, sick time) should a county transportation employee accept employment with the City in accordance with Annex B of this Agreement, with such payment due no later than Jan. 31, 2017. The City agrees to assume future costs so long as the agreement remains valid.

i. In addition to “85.21” funding, the County agrees to transfer transportation revenues, subsidies or contributions to the City including but not limited to:

- III B Grant funding (Older Americans Act): This funding will continue in the program with the County match. This funding requires that certain rides be offered as a donation rather than fee based. This also requires some participation in the Aging Plan for Portage County – the plan is a 3 year plan with annual updates that has goals for transportation for seniors. The Director of the ADRC will work collaboratively with City Transit administration to assure the transportation component of the Aging Plan is appropriately addressed.
- WCSC funding
- All passenger revenue funding
- Health and Human Services funding

- Family Care (CCCW) funding
- Purchased service funding
- Veterans Volunteer Services funding
- DAV funding

k. Both the County and City recognize that local share costs may increase as revenues and grants fluctuate in future years. It is the intent of the parties to maintain, as such is feasible in future years, the general proportionate shares and allocations to programs which exist at the commencement of the agreement, with a strategic goal of expansion of overall services.

VII. ANNUAL BUDGETING

The City shall, in coordination with the timeline for submission of the annual application for public transit assistance, submit for review both the City and County transportation service budgets for the ensuing calendar year to the TCC and the Transportation Commission. Such budgets shall be submitted in a timely manner so as to coincide with the typical budgetary timeline of both the County and the City of Stevens Point. The budgets shall follow the format with the following information:

1. Estimated revenues, divided as follows:
 - a. Federal and State grants
 - b. Contribution from City
 - c. Contribution from County
 - d. Miscellaneous revenues

2. Estimated expenditures, divided as follows:
 - a. Contract services
 - b. Supplies and materials
 - c. Miscellaneous expenditures

3. Capital grant expenditure requests

Such information shall be submitted each year to the Transportation Commission to be affirmed by the City Council and to the TCC to be approved by the County Board. The City and County each shall pay a portion of the total annual budget as is agreed annually.

If either the City Council or County Board fixes its contribution at less than the amount requested by City staff in the proposed budget, the contribution of the other shall be decreased proportionately unless the latter shall decide to pay a larger portion of the total contribution that is required by this Agreement. If either the City or County fixes a contribution amount less than what is requested, expenditures for services within its respective geographic area shall be decreased proportionally, which may result in an overall decrease in services provided within that area. The Committee itself shall not levy

taxes or borrow money and it shall not approve any claims or incur any obligations for expenditures.

VIII. DESIGNATION OF LEAD AGENCY

Pursuant to Wisconsin and federal law, for purpose of receiving payment of financial assistance from the Commissioner of the Department of Transportation, the City shall be designated the “Lead Agency” for such purposes as needed.

IX. GENERAL PERFORMANCE TERMS AND PROGRAM ASSURANCES BY THE CITY AND CERTAIN COUNTY REQUIRED TERMS

The City shall ensure that adequate transportation service levels are maintained throughout the County during the term of this agreement. The City will provide the following specific services:

- a. **Current Services:** The ADRC’s Transportation program provides many services for the agency as well as for the public. The delivery of food to seniors in their homes and to the dining sites is an important component of overall services and needs to continue within the parameters of the existing program. A newer program is assisting seniors and adults with disabilities to obtain their photo ID for voting by giving rides to the DMV and also to the polls will need to be continued by the City.
- b. **Mobility Management:** The ADRC has shifted to a Mobility Management model several years ago in recognition of the fact that there is more to mobility than giving rides. This model incorporates ride programs, public transit, travel training and an aging in place philosophy and will be continued by the City.
- c. **Funding:** The ADRC and the County will continue to provide the funding match that it currently provides for the program with the expectation that the City will do the same. If a grant currently at the ADRC is lost, then the County match for the grant will not be paid. The City will take over the responsibility of writing all transportation related grants currently written by the ADRC. All dollar amounts will be agreed to by the County and the Coordinating Committee before the grants are submitted.
- d. **Expansion of Services:** The parties agree that when services are expanded that a proportionate amount of the expansion will go into providing more services outside of the City of Stevens Point within the County. Such proportion shall be determined based upon the ratio of City to County expenditures for transit services in the 2016 budget year.
- e. **The City will be responsible for overall grant management activities of all programs under the consolidation ensuring compliance with state and federal grant regulations and requirements.**

- f. Information and document sharing: The County agrees to transfer all files, records, and documentation related to County transportation services and administration as deemed necessary by the City to carry out its obligations under this Agreement.

X. BREACH AND DISPUTE RESOLUTION

a. A party shall not be in breach of any provisions of this Agreement for failure to perform where such failure is due to strikes, walk-outs, civil insurrections or disorders, orders of civil authorities, shortages or motor fuel or equipment, acts of God, severe weather conditions, or for any other cause or causes beyond the control of said Party.

b. Notwithstanding any other provision of the Agreement to the contrary, each Party's obligations to performance hereunder shall be first conditioned upon its ability to do so based upon receipt of adequate program funds and compliance with all applicable laws governing the conduct of the City's and County's business and operations, including applicable federal, state and City budgetary restrictions.

c. Material breach. A material breach of duties under this agreement shall permit the other party to serve written notice thereof to the other party and will permit termination effective the following January 1st, or at the end of a six month period, whichever is later, in addition to any other valid legal remedy available to the aggrieved party.

d. Mediation. In the event that a dispute between parties cannot be resolved through informal communications and mutual agreement, the parties may mutually agree to submit the matter to mediation. If the parties agree to undertake mediation, the parties shall participate in good faith and make a reasonable effort to resolve the matter. A qualified mediator shall be selected by mutual agreement of the parties, and the parties shall each pay an equal share of any reasonable fees charged by said mediator.

XI. ACCRETION AGREEMENT

a. The Parties agree to combine the personnel of the County of Portage and the City of Stevens Point into a Consolidated Transportation System. The City of Stevens Point agrees to a onetime offer of employment to current ADRC Transportation personnel (hereinafter "employee") currently employed by the ADRC at the time of the signing of this agreement, with starting date of employment of January 1, 2017. A list of employees, position titles, and their hire dates is set forth as Appendix B to this Agreement.

b. Each employee shall be offered a position with the City as an employee, so long as the following requirements and conditions are met:

- Proper completion of a City application for employment, submitted by a reasonable due date established by the City.

- Properly executed acceptance of employment letter, which the City shall take responsibility for preparing.
- Successful completion of a background investigation.
- Successful completion of a drug screening test.
- Participation in a single informal interview by the City Transit Manager and/or his/her designee(s). No County employee will be denied employment with the City solely due to the outcome of this interview.
- Employees either have a CDL or acquire one within six (6) months of the date of the acceptance of employment letter.

c. Each County ADRC transportation employee shall retain any credit for years of service that they have properly accumulated with Portage County at the time of their hire. These years shall be only used for the purpose of determining any pay and benefits due, based on the proper placement on the current City wage and benefit scale, as well as the 20 year sick leave conversion threshold so long as such hours transferred are properly paid to the City. Such determinations will be made by the City Human Resources Director or designee. Any vacation and sick leave benefits carried such employee at the time of employment by the City may be carried over, subject to any limits placed by the City.

d. All County ADRC transportation personnel hired by the City under this agreement shall start their employment with the City in a probationary period, as per City policy. Each employee shall conform to City administrative policies, and the policies of the Transit Division.

e. The City shall assume responsibility for the issuance of any required uniforms and equipment upon employment.

f. No promises or agreement made with any employee entered into by anyone other than a proper legal agent of the City, not enumerated in this agreement, shall compel the City to honor them.

g. The start date of City employment for each employee shall be January 1, 2017, with credit for service as set forth in subparagraph (c.) of this section. Nothing in this agreement shall be construed to limit either party from engaging in future agreements, modifications, the lawful execution of their duties, or satisfying future changes in law.

XII. DURATION AND TERMINATION.

a. This Agreement shall commence effective January 1, 2017 and remain in full force and effect until the start of the County Board term of 2020 (the initial trial period). After the start of the County Board term of 2020, the term of the agreement shall be for consecutive two year terms, concurrent with the terms of the County Board of Supervisors.

b. After the initial trial period, either party seeking to withdraw shall give written notice to the other party of its desire and intention to withdraw. The effective date of the termination shall be January 1 of the second year after the written notice (allowing a

minimum one year transition period). Notwithstanding termination, powers of the Board under this Agreement shall continue to the extent necessary to:

1. Continue operation of a Consolidated Public Transit System until alternative transit operations are aligned;
2. The Board can settle and wrap-up its affairs, including discharge of any debt or liability associated with the operations pursuant to this Agreement; and,
3. The disposition and distribution of all property contributed to or otherwise acquired for activities pursuant to this Agreement.

XIII. DISPOSITION_OF PROPERTY UPON TERMINATION.

Upon termination, no property shall be disposed of until payment or performance of all obligations arising out of this Agreement are complete. All property, real and personal, held by the City at the time of termination shall be distributed in proportion to the total contributions by the City and County over the entire duration of this Agreement or as the parties may otherwise agree.

XIV. INSURANCE AND INDEMNIFICATION.

a. The City shall insure adequate levels of insurance and commit to obtain or retain such insurance or equivalent coverage through a governmental self-insurance pool as the entities jointly deem necessary for the protection of the City, the operation of a consolidated Public Transit System and the property and assets contributed, acquired or otherwise utilized to conduct the activities contemplated under this Agreement. The City and County each agree to save and protect, hold harmless, defend and indemnify the other for any and all claims, causes of action and damages of any nature whatsoever arising from, allegedly arising from or related to the actions and activities pursuant to this Agreement. The agreement to mutually indemnify and hold harmless does not constitute a waiver by either party of limitations on Tort Liability provided by Wisconsin Law.

b. Each party shall be responsible for the consequences of its own acts, errors or omissions and those of its employees, boards, commissions, agencies, officers and representatives, and be responsible for any losses, claims and liabilities which are attributable to such acts, errors or omissions, including providing its own defense. In situations including joint liability, each Party shall be responsible for the consequences of its own acts, errors and or omissions and those of its employees, agents, boards, commissions, agencies, officers and representations. The obligations of the Parties under this paragraph shall survive the expiration or termination of this Agreement. Each Party agrees that it will require appropriate indemnification agreements and insurance from any Subcontractor.

XV. ASSIGNMENT.

No party may assign its rights under this agreement or any of its rights or duties without the consent of all other parties.

XVI. PROHIBITION OF DISCRIMINATION AND DBE POLICY.

All parties hereby agree to specifically comply with all State, federal, and local laws prohibiting discrimination by reason of race, color, religion, sex or national origin during the terms of this contract.

a. DBE Policy. It is the policy of the U.S. Department of Transportation that disadvantaged business enterprises (DBE) including women and minority business enterprises as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds under this AGREEMENT. Consequently, the DBE requirements of 49 CFR Part 26 apply to this AGREEMENT.

b. DBE Obligation. The City's subrecipients agree to ensure that disadvantaged business enterprises (including women and minority business enterprises) as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with federal funds provided under this Agreement. In this regard, the County is a subrecipient, and all of its contractors, on contracts financed in whole or in part with federal funds provided under this Agreement, shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that minority business enterprises have the maximum opportunity to compete for and perform contracts funded in whole or in part by Federal DOT funds. The County and its contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT-assisted contracts.

c. Equal Opportunity (Employment). During the term of this Agreement, the County and City, each for itself, agrees to abide by its own affirmative action plan and in so doing, to make all employment related decisions without regard to race, religion, sex, disability, national origin, age, sexual preference, marital status, military discharge status or physical appearance and to provide equal opportunity, including, but not limited to, the following: employment, upgrading, demotion, transfer, layoff, termination, training, rates of pay, or any other form of compensation. The Parties further agree not to discriminate against any subcontractor or person who offers to subcontract on this contract because of race, religion, color, age, disability, sex or national origin. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases and exceptions shall be permitted only to the extent allowable in state and federal law.

XVII. APPROVAL.

Each party has read the agreement and certifies that the official executing the agreement has lawful authority and formal approval to bind the party. Each Party certifies it possesses legal authority to enter into this Agreement. A resolution, motion, budget item or similar action has been duly adopted or passed as an official act of the Party's governing body, authorizing the execution of this Agreement, and directing and authorizing the

person identified in Article XI as its agent to act in connection with this Agreement and to provide all required reports and such additional information as may be required.

XVIII. BINDING EFFECT.

This agreement shall become effective on the latest date of execution. The signature of each of the parties to this Agreement shall bind them to comply with all terms and conditions expressed herein.

XIX. ENTIRE AGREEMENT.

This instrument contains the entire agreement between the parties, and no statements, promises, or inducements made by any party or agent of any party that are not contained in this written contract shall be valid or binding.

XX. MODIFICATION.

This agreement may not be enlarged, modified, or altered unless it is in writing and signed by each party after formal approval thereof.

XXI. COMPLIANCE.

Each party shall abide in all aspects with state, federal, and local laws, rules, and regulations which concern the construction and improvement of roadways.

XXII. INTERGOVERNMENTAL AGREEMENT.

This agreement is an official intergovernmental contract authorized under sec. 66.0301, Wis. Stats.

XXIII. GOVERNING LAW.

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Wisconsin.

XXIV. NOTICES.

All notices hereunder and communications with respect to this Agreement shall be directed by United States mail, postage prepaid and addressed as follows:

If to the CITY: Transit General Manager Susan Lemke
2700 Week Street
Stevens Point WI 54481 Tel. 715-341-4490

If to the COUNTY: ADRC Director Cindy Piotrowski
1519 Water Street
Stevens Point WI 54481 tel. 715-346-1418

Electronic mail may be used in lieu of United States mail. If electronic mail is used, it is the responsibility of the sending Party to insure that the electronic mail message is received by the other Parties

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by authority of the respective governing bodies.

CITY OF STEVENS POINT, WISCONSIN

Mike Wiza, Mayor

Date of Mayor's Signature: _____

COUNTY OF PORTAGE, WISCONSIN

Patty Dreier, County Executive

Date of Executive's Signature: _____

Approved as to form and content:

Andrew Logan Beveridge,
Stevens Point City Attorney

Date: _____

Mike McKenna,
Portage County Corporation Counsel

Appendix A Capital (Vehicle) Asset List
Appendix B List of ADRC Personnel with longevity

Board of Water and Sewerage Commissioners
Monday, September 12, 2016
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Carl Rasmussen, Ray Schmidt and Anna Haines.

ALSO PRESENT: Joel Lemke, Gary Kuplic, Chris Lefebvre, Rob Molski, Mary Klesmith, Jason Draheim, Eric Southworth, Angel Gebeau (AECOM) and Jaime Zdroik.

EXCUSED ABSENCE: Mae Nachman

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ADMINISTRATION

1. **Approval of minutes of the August 8, 2016 meeting.**

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the minutes of the August 8, 2016 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

2. **Discussion and possible action on a contract with Gremmer & Associates for staking services.**

Joel received two quotes for the construction staking for the Hoover Road Grade Separation Project.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the contract with Gremmer & Associates for staking services in the amount of \$8,978.00.

Aye all. Nays none. Motion carried.

II. ACCOUNTING

3. **Discussion and possible action on approval of department claims.**

WATER DEPARTMENT

Paul Adamski presented the statement of claims for the Water Utility for August. The balance as of August 1, 2016 was \$4,943,758.65; the bank deposits recorded in August 2016 were \$562,052.25. Checks issued August 2016 numbered 50360 through 50452 were in the amount of \$530,217.76. The net balance on hand August 31, 2016 was \$4,975,593.14.

WASTEWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for August. The balance as of August 1, 2016 was \$6,747,955.04; the bank deposits recorded in August 2016 were \$248,462.88. Checks issued August 2016 numbered 31911 through 31970 were in the amount of \$236,263.32. The net balance on hand August 31, 2016 was \$6,760,154.60.

STORMWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Stormwater Utility for August. The balance as of August 1, 2016 was \$1,473,796.71. The bank deposits recorded in August 2016 were \$65,635.22. Checks issued August 2016 meeting numbered 1701 through 1727 were in the amount of \$78,399.43. The net balance on hand August 31, 2016 was \$1,461,032.50.

Motion made by Anna Haines, seconded by Ray Schmidt to approve the department claims for the month of August 2016 as audited and read.

Ayes all. Nays none. Motion carried.

4. **Discussion and possible action on the purchase of additional GIS licenses.**

Joel stated there's a possibility of going in with the City for an enterprise license from ESRI so no action needs to be taken at this time.

III. WATER OPERATIONS

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

Gary stated the crews in all departments have been busy. Sixth Avenue construction should wrap up this week.

Valves were installed for the Hoover Grade Separation Project so we wouldn't be inconveniencing our customers, Delta Dental & Spectra Print, during the project.

The water operation report was distributed and reviewed for the month of August. A total of 697 valves have been operated in 2016.

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

Our pumpage in August was 167,623,000 gallons, a decrease of 40,500,000 gallons of water from August 2015.

7. **Presentation on utility GIS improvements.**

Eric Southworth did a presentation for the Commissioners showing the improvements made to the GIS System since its creation.

IV. SEWAGE TREATMENT OPERATIONS

8. **Report on Collection System Maintenance.**

Rob stated the lining project at Schmeekle Reserve is complete. The crew repaired 14 manholes.

Rob explained the lining process to the Commissioners.

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

9. **Report on sewage treatment operations.**

Chris stated all permit levels were met for August.

The rehab of the final clarifier was completed.

They biogas generator has a plugged heat exchanger. They are getting quotes for repair.

The fall biosolids hauling will start later on this week.

Meetings were held with representatives of Portage County regarding municipal biosolids.

B.O.D. (4 average ppm), Phosphorus (.607 average ppm) and Suspended Solid (3.90 average ppm) limits were met for the month of August 2016.

V. STORMWATER OPERATIONS

10. **Report on Stormwater operations.**

Rob stated ditching was done on Jay Ct., Nebel and Olympia. The crew also installed swales on W. River Drive, replaced two storm water manholes and installed six catch basins.

Joel stated this week one of the alderpersons is holding a listening session and one of the items they are going to discuss is stormwater especially in the areas East of Washington School.

Joel also stated we are focusing on improving the stormwater infrastructure in the areas where it will make the greatest impact.

VI. DIRECTOR'S REPORT

11. **Verbal Report.**

Joel stated he would provide an update on what happened in closed session regarding Well 11 whenever the Commissioners wanted to do that.

Well 4 media was replaced and it is working well.

They are working on Well 10 telemetry issues.

The next Water & Sewerage Commission meeting will be on Monday, October 10, 2016 at noon.

VIII. ADJOURNMENT

Motion made by Carl Rasmussen to adjourn the meeting.
Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:46 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

A handwritten signature in cursive script that reads "Carl Rasmussen". The signature is written in black ink and is positioned centrally below the board name.

CARL RASMUSSEN, SECRETARY

Airport Commission
Monday, September 12, 2016
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Carl Rasmussen, Ray Schmidt and Anna Haines.

ALSO PRESENT: Joel Lemke, Chris Lefebvre, Gary Kuplic, Mary Klesmith, Rob Molski, Jason Draheim, Eric Southworth, Angel Gebeau (AECOM) and Jaime Zdroik.

EXCUSED ABSENCE: Mae Nachman

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| | 4. Written report provided. | 2 |
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I. ADMINISTRATION

1. Approval of minutes of the August 8, 2016 meeting.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the minutes of the August 8, 2016 Airport Commission meeting.

Ayes all. Nays none. Motion carried.

2. Discussion and possible action on the designation of 2 acres of Airport land as “Fire Department Training” grounds.

Joel stated if we do this it will improve the City’s ISO rating. The map shows an area which is actually 4.3 acres. The Fire Department has used this area in the past without incident. There is no impact to the Airport at all.

Motion made by Anna Haines, seconded by Ray Schmidt to approve the designation of 4.3 acres of land as “Fire Department Training” grounds.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

AIRPORT

Paul Adamski also presented the statement of claims for the Airport for August. The balance as of August 1, 2016 was \$224,122.78. The bank deposits recorded in August 2016 were \$60,212.99. Checks issued in August 2016 numbered 1533 through 1539 were in the amount of \$20,577.08. The net balance on hand August 31, 2016 was \$263,758.69.

Motion made by Carl Rasmusen, seconded by Anna Haines to approve the department claims for the month of August 2016 as audited and read.

Ayes all. Nays none. Motion carried.

III. AIRPORT MANAGERS REPORT

4. Written report provided.

The monthly report for August was reviewed by the Commission.

5. **Verbal report.**

Jason stated precision approach lighting has been placed back into service. It has been recertified.

Fuel farm coating project has been bumped up and it is in progress now.

Commissioner Ray Schmidt questioned why we aren't building more hangars if we currently have 21 individuals interested in basing their aircraft in Stevens Point. Joel and Jason both stated it is on the Capital Plan but it has not been approved in the past the past budgets.

The next Airport Commission meeting will be on Monday, October 10, 2016 immediately following the Board of Water & Sewerage Commission meeting.

IV. ADJOURNMENT

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:55pm

AIRPORT COMMISSION

A handwritten signature in cursive script, appearing to read "Carl Rasmussen".

CARL RASMUSSEN, SECRETARY

MEETING MINUTES
BOARD OF PARK COMMISSIONERS
Wednesday, September 7, 2016

1. **Roll Call**
2. **Approval of the August 3, 2016 Minutes**
3. **Dedicating the Mead Shelter after Jeff Bahling**
4. **Director's report**
5. **Adjournment**

1. **Roll Call**

Present: Freckmann, Glodosky, Hall, Kirsch, McDonald, Ald. Oberstadt, Sorenson, Okonek, Ald. Slowinski
Excused: Smith, Ald. McComb,
Also Present: Director Tom Schrader

2. **Approval of the August 3, 2016 Minutes**

Motion by Hall, seconded by Ald. Slowinski, to approve the August 3, 2016 minutes and place them on file.

Ayes all; Nays none; Motion carried.

3. **Dedicating the Mead Shelter after Jeff Bahling**

Director Schrader stated that Jeff Bahling was a member of the Board of Park Commissions for a number of years and was President at the time of his passing. Dedicating the Mead Shelter after Jeff would be honoring him for his work in the city's park system. Director Schrader said he's worked with Jeff for over 20 years and this was the last project he was working on for the parks. Rick Rettler of the Rettler Corporation, Jeff's former employer will be working on the landscaping plan of the Mead Shelter and obtaining donations to complete the project in Jeff's honor. President Okonek spoke with Peggy Bahling and she was in agreement to the dedication in Jeff's name.

Motion by McDonald, seconded by Ald. Oberstadt, to dedicate the Mead Shelter after Jeff Bahling.

Ayes all; Nays none; Motion carried.

4. **Director's report**

Director Schrader reported

- K.B. Willett Arena opens this Saturday, Sept. 10
- Events in the park over the Sept 10-11weekend: Gus Macker at Pfiffner, Spud Bowl at Goerke, Hope Walk at Zenoff.
- Art-in-the-Park will be held in Pfiffner now Sept. 17
- The Goerke service road and Willett Arena entrance sidewalks will be repaved later this month
- The Finance Committee will be meeting this Monday to start the review of capital improvements from the 6 million dollars of requests
- Commissioner Liz McDonald asked about sending thank you notes KI Mobility and Prime Water Anglers for the work on the handicap accessible pier in Bukolt Park. KI Mobility for their donation of money to fund the work and the Prime Water Anglers for doing the work
- Forestry staff have cleared all street signs for a two block radius around each public and private schools.
- Paul Ziemann, our City Arborist, is working on a video regarding Dutch elm disease

- CVMIC our insurance carrier has toured three playground sets: KASH, Pfiffner and Bukolt. KASH has a few minor notes with Pfiffner and Bukolt sets being the oldest sets having issues to correct/replace. Pfiffner is scheduled for replacement in 2018 and we may want to consider Bukolt too.
- Will be having a demonstration of a wood chip blower. Summer staff can't keep up with mulching all parking lots and playgrounds in a timely fashion. Just finished mulching for the season. A wood chip blower would save much needed time and labor.

Commissioner McDonald asked if bike racks are in capital improvement because more are needed around the city.

Commissioner Hall thanked the City for cutting the grass in the dog park and for doing maintenance on the trails in the park.

5. Adjournment

Motion by McDonald, seconded by Glodosky, to adjourn the meeting at 6:45p.m.

Ayes all; Nays none; Motion carried.

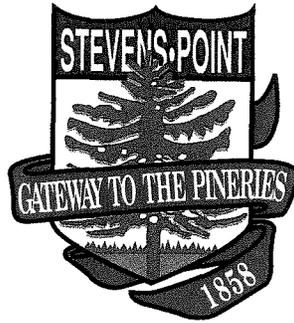
COMPTROLLER-TREASURER REPORT
for the period ending July 31, 2016

| | Bal July 1, 2016 | Receipts | Disbursements | Bal July 31, 2016 |
|--|------------------|----------------|----------------|-------------------|
| GENERAL OPERATING CASH | \$1,963,013.45 | \$4,686,748.54 | \$3,106,403.99 | \$3,543,358.00 |
| WATER & SEWER (CASH & INVEST) (includes airport, transit , stormwater) | \$13,163,920.96 | \$2,158,692.86 | \$1,301,101.77 | \$14,021,512.05 |

| INVESTMENTS | Bal July 1, 2016 | TRANSFER IN | TRANSFER OUT | Bal July 31, 2016 |
|------------------|------------------------|-----------------------|---------------------|------------------------|
| GENERAL | \$25,887,603.00 | \$3,999,599.72 | \$516.24 | \$29,886,686.48 |
| SPECIAL REVENUE | \$640,865.38 | \$0.00 | \$0.00 | \$640,865.38 |
| DEBT SERVICE | \$76,195.20 | \$0.00 | \$0.00 | \$76,195.20 |
| CAPITAL PROJECTS | \$10,141,795.73 | \$0.00 | \$541,884.07 | \$9,599,911.66 |
| ENTERPRISE | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TRUST | \$2,923,811.40 | <u>\$0.00</u> | <u>\$0.00</u> | \$2,923,811.40 |
| TOTALS | <u>\$39,670,270.71</u> | <u>\$3,999,599.72</u> | <u>\$542,400.31</u> | <u>\$43,127,470.12</u> |

| EXPENDITURES: | BUDGET | YTD | % | REVENUES | BUDGET | YTD | % |
|------------------|----------------|----------------|--------|----------|-----------------|-----------------|--------|
| GENERAL GOVT | \$3,463,009.00 | \$1,928,206.81 | 55.68% | GENERAL | \$22,182,082.00 | \$16,553,853.02 | 74.63% |
| POLICE | \$5,192,699.00 | \$2,948,348.77 | 56.78% | | | | |
| FIRE | \$4,909,019.00 | \$2,788,601.00 | 56.81% | | | | |
| PUBLIC WORKS | \$5,707,540.00 | \$2,835,629.23 | 49.68% | | | | |
| PARK & REC | \$1,753,730.00 | \$1,002,618.69 | 57.17% | | | | |
| CAPITAL PROJECTS | \$750,300.00 | \$351,910.48 | 46.90% | | | | |
| DEBT SERVICE | \$5,890,657.00 | \$3,660,436.80 | 62.14% | | | | |
| YTD TARGET | 58.33% | | | | | | |

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



Mike Wiza
Mayor
mwiza@stevenspoint.com
715-346-1570

September 13, 2016

Members of the Common Council
Stevens Point, Wisconsin

The following appointments are recommended for your consideration.

Smongeski Health Fund Committee – 1 year term expires September 1, 2017.

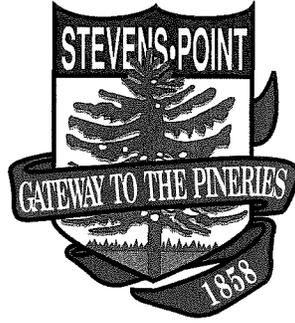
| | |
|---------------------------|-----------------------------|
| Reappoint Marge Molski | 800 St. Paul Street |
| Reappoint William Zimdars | 3924 Doolittle Drive, Apt.6 |

Your confirmation of these appointments would be appreciated.

A handwritten signature in black ink, appearing to read "Mike Wiza".

Mike Wiza, Mayor

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



Mike Wiza
Mayor
mwiza@stevenspoint.com
715-346-1570

September 14, 2016

Members of the Common Council
City of Stevens Point, Wisconsin

The individuals listed below have expressed interest in becoming Election Officials (poll workers). I am submitting their names to you for consideration to be added to the list of workers for this election cycle.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Wiza".

Mike Wiza
Mayor

- Name
Karin McDonald
Frances Vollrath
Mary Berg
Randal Orlikowski
Sue Chapman
Rose Williams
Shannon Eckels
Yvonne Gies
James Gies
Linda Strosin
Ellen Coulthurst
Sandra Coyle
David Ladick
Valerie O'Meara
Michael O'Meara
David Gibson
Robyn Gibson

SUBORDINATION AGREEMENT

Document Number

KNOW ALL MEN BY THESE PRESENTS THAT, WHEREAS, on the 25th day of April, 2014, Service Cold Storage, LLC

("Borrower"), executed a mortgage to City of Stevens Point

("Lender"), to secure payment of Two Hundred thousand and no cents

Dollars (\$ 200,000.00), which mortgage was recorded in the Office of the Register of Deeds for Portage County, Wisconsin, on May 14, 2014, as Document No. 795609 (the "Original Mortgage") and conveyed the real estate known as:

See attached legal description

Recording Area

Name and Return Address
COVANTAGE CREDIT UNION
PO BOX 107
ANTIGO WI 54409-0107

2308-01-2100-05; 2308-01-2100-03

Parcel Identification Number (PIN)

(hereinafter referred to as the "Property").

AND WHEREAS, on September 26, 2016, Borrower granted to _____

CoVantage Credit Union

a mortgage on the Property to secure payment of Nineteen million five hundred thousand and no cents

Dollars (\$ 19,500,000.00), which mortgage will be recorded in the Office of the Register of Deeds for Portage County, Wisconsin, on this date or shortly thereafter (the "Subsequent Mortgage").

WHEREAS, Lender has been requested to and has agreed to subordinate the lien of the Original Mortgage to the lien of the Subsequent Mortgage.

NOW, THEREFORE, for a good and valuable consideration, Lender hereby agrees that the lien of the Original Mortgage is subordinate and junior to the lien of the Subsequent Mortgage and that the lien of the Subsequent Mortgage shall also have a prior right over the lien of the Original Mortgage to all awards and payments made as a result of the exercise of the right of eminent domain against the Property, or any part, all rents, income or profits, all compensation received for the taking of the Property, or any part, by condemnation proceedings, all compensation received as damages for injury to the Property, or any part, all proceeds from insurance on improvements to Property, and all proceeds occurring as a result of foreclosure against the Property, including a deed given in lieu of foreclosure.

IN WITNESS WHEREOF, the said officers of Lender have hereunto set their hands and seals this _____ day of _____.

By: _____

* Mike, Wiza, Mayor

By: _____

*

ACKNOWLEDGMENT

STATE OF Wisconsin)
) ss.
 _____ County)

Personally came before me this _____ day of _____, _____ the above named

by Mike Wiza

to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Drafted by: Katherine M. Stockhaus/CoVantage Credit Union
Name and Company Name

*
Notary Public, State of Wisconsin

My Commission is permanent. (If not, state expiration date: _____.)

* Names of persons signing in any capacity must be typed or printed below their signature.

Lots One (1) and Two (2) of Certified Survey Map No. 10446-47-26, as recorded in the office of the Register of Deeds for Portage County, Wisconsin on October 29, 2013, in Volume 47 of Surveys, page 26, as Document No. 790872; being all of Lot One (1) of Certified Survey Map No. 10431-47-11, as Document No. 790298, located in part of the Fractional Northeast Quarter (fr¹ NE 1/4) of the Northwest Quarter (NW 1/4) of Section One (1), Township Twenty-three (23) North, Range Eight (8) East, City of Stevens Point, Portage County, Wisconsin.