

AMENDED
City of Stevens Point
REGULAR COUNCIL MEETING

Council Chambers
County-City Building
1516 Church St

November 21, 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.

Consideration and Possible Action on the Following:

5. Minutes of the Regular Common Council meeting of October 17, and the special Common Council meetings of October 24 and November 7, 2016.
6. Minutes and actions of the City Plan Commission meeting of November 7, 2016.
 - a. Report of the September 6, 2016 Plan Commission meeting.
 - b. Request from Service Cold Storage, LLC for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copps Drive (Parcel IDs 2308-01-2100-03 and 2308-01-2100-05).
 - c. Request from the City of Stevens Point to Amend Chapter 23: Zoning Ordinance of the City of Stevens Point Revised Municipal Code to define and permit short term rentals. This item is for discussion purposes only; no formal action will be taken.
 - d. Community Development Department Monthly Report for October 2016.
7. Resolution – Conditional Use Permit – Request from TOTC LLC to increase residential occupancy at 1700 Monroe Street (Parcel ID 2408-32-4035-10).
8. Resolution – Conditional Use Permit and Site Plan Review – Request from Portage County to install exterior mechanical equipment at the Aging and Disability Resource Center (Lincoln Center), 1519 Water Street (Parcel ID 2408-32-2021-15), which is a City owned property.
9. Minutes and actions of the Personnel Committee meetings of October 17, November 3, and November 14, 2016.
 - a. Springsted Market Survey Presentation.
 - b. New Position Request Facilities Supervisor II – Parks Department.

- c. Amendment to Administrative Policy 1.07 – Harassment.
10. Minutes and actions of the Public Protection Committee meeting of November 14, 2016,
 - a. License List.
 - b. Request to Hold Event/Street Closings: YMCA – Frostbite Road Race and Winter Walk on December 3, 2016 with partial/complete closure of sections of Second Street N and Fourth Avenue for the first 20 minutes of the race.
 - c. Brochure outlining the role, powers and responsibilities of an alderperson.
 - d. Committee members’ ideas for future agenda items.
 11. Minutes and actions of the Board of Public Works meeting of November 14, 2016.
 - a. To accept the Director’s Report and place it on file.
 - b. To accept the Revocable Occupancy License Fees.
 - c. Introduction regarding requests for the installation of cell phone towers in city right-of-way
 12. Minutes and actions of the Finance Committee meeting of November 14, 2016.
 - a. Public Comments on the Proposed 2017 Operating Budget.
 - b. Review and Possible Action on the Proposed 2017 Operating Budget.
 - c. Adjusting the price of cable charged at Edgewater Manor.
 - d. Approval of snow and ice removal contract for sidewalks and boulevards.
 - e. Subordination Agreement for the existing loan with Service Cold Storage.
 - f. Approval of Payment of Claims.
 13. Minutes and actions of the Police and Fire Commission meeting of October 4, 2016,
 - a. Annual performance evaluations of the Police and Fire Chiefs.
 - b. Police Chief’s Report.
 - c. Update on EMS oversight decision.
 - d. Fire Chief’s Report/EMS Report.
 - e. Discussion of 2017 Police and Fire operational budgets.
 - f. Approval of minutes.
 - g. Confirmation of bills.
 - h. Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wisconsin Statute Section 19.85 (1) (c) [considering employment, promotion, compensation or performance evaluation data of any public employee of which the governmental body has jurisdiction or exercises responsibility] for police officer applicant interviews (2).
 - i. Reconvene into open session for possible action (approximately 4:50 p.m.).
 14. Minutes and actions of the Transportation Commission meeting of October 27, 2016.
 - a. Approval of the September 29, 2016 Transportation Commission minutes.
 - b. September 2016 financial report.
 - c. Manager’s Report:
 1. Staff Update
 2. City/County Consolidated Services Update
 - d. Next meeting date.
 15. Minutes and actions of the Board of Water and Sewerage Commissioners of November 14, 2016.

- a. Approval of minutes of the October 10, 2016 meeting.
- b. Discussion and possible action on approval of department claims.
- c. Report on water distribution operations. – Gary Kuplic
- d. Report on water supply operations. – Gary Kuplic
- e. Discussion and possible action on the Draft Groundwater Management Plan (*email distribution*). - Joel Lemke
- f. Report on collection system maintenance. – Rob Molski
- g. Report on sewage treatment operations. – Chris LeFebvre
- h. Update and report on Biosolids Improvement Project. – Joel Lemke
- i. Report on storm water operations. – Rob Molski/Joel Lemke
- j. Staff update on Stormwater Management Plan. – Joel Lemke
- k. Verbal report. – Joel (Discuss December CIP & Rates)

16. Minutes and actions of the Airport Commission meeting of October 14, 2016.

- a. Approval of minutes of the September 12, 2016 meeting.
- b. Discussion and possible action of department claims.
- c. Written report provided. – *Jason Draheim*
- d. Verbal report. – *Jason Draheim*

17. Minutes and actions of the Board of Park Commissioners meeting of November 1, 2016.

- a. Approval of the September 7, 2016 Minutes
- b. Adoption of 2017 Price Structure
- c. Survey questions for Comprehensive Outdoor Recreation Plan
- d. Director's report

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

***19.** Resolution – Condemns acts of hostility.

20. Adjournment.

RMC – Revised Municipal Code

Persons who wish to address the Common Council may make a statement as long as it pertains to a **specific** agenda item. Persons who wish to speak on an agenda item will be limited to a five (5) minute presentation. Any person who wishes to address the Common Council on a matter which is not on the agenda will be given a maximum of three (3) minutes and the time strictly enforced under the item, "Persons who wish to address the mayor and council on non-agenda items." Individuals should not expect to engage in discussion with members of the City Council and City staff.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during the regular business hours from 7:30 A.M. to 4:00 P.M.

**City of Stevens Point
REGULAR COUNCIL MEETING**

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

**October 17, 2016
7:00 P.M.**

PRESENT: Ald. Doxtator, Shorr, Ryan, Oberstadt, Johnson, Kneebone, Dugan, McComb, Phillips, Morrow.

EXCUSED: Ald. Slowinski

OTHERS

PRESENT: Mayor Wiza, Clerk Moe, Attorney Beveridge; Fire Chief Finn; Police Chief Skibba; Dir. Ostrowski, Schatschneider, Schrader, Lemke; H.R. Manager Jakusz, Assessor Shepro; Assistant Pazdernik; Brandi Makuski Stevens Point City Times, Nate Enwald, Portage County Gazette.

The meeting was called to order by Mayor Wiza at 7:00 p.m. and recessed at 7:00 p.m. The meeting reconvened at 7:30 p.m.

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

Atty. Beveridge stated the new format for the agenda now includes the individual items located under each of the minutes and actions section for the various committees and commissions. He stated this would allow for less confusion and enable council members to pull specific items for further discussion.

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.

The Mayor reminded those interested in addressing the Council on a specific agenda item should register at this time.

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

Tori Jennings, 1632 Ellis Street, addressed the Common Council on the Stanley Street reconfiguration. She stated she attended the Finance meeting and was pleased to learn that Stanley Street has become an official item for discussion and consideration for the 4-to-3 conversion. She added the principal reason to reconfigure Stanley is for safety and convenience.

Ald. McComb read a letter from Liz McDonald, former member of the Bicycle and Pedestrian Advisory Committee (BPAC). Ms. McDonald thanked Treavor Roark and Tori Jennings for assisting the City with receiving the TAP grant.

Clerk Moe stated the schedule for early voting is 7:30 a.m. to 4:00 p.m. in the City Clerk's office this week; 7:30 a.m. to 5:00 p.m. in the City Clerk's office as well as 10:00 a.m. to 6:00 p.m. at the former Mid-State Technical College at 933 Michigan Avenue the week of October 24 through November 4, 2016. He added there will also be Saturday hours, October 29, 2016 from 10:00 a.m. to 1:00 p.m. and November 5, 2016 from 10:00 a.m. to 2:00 p.m.

Ald. Phillips asked about the availability of parking at the former MSTC building.

Clerk Moe stated St. Michael's has graciously allowed the City the needed parking for voting.

5. Presentation by Jerry Deschane, Exec. Dir. of the League of Wisconsin Municipalities, regarding the 118th Annual League Conference and Legislative Agenda.

Mr. Deschane, Executive Director, League of Wisconsin Municipalities, stated the City of Stevens Point is the host for the Wisconsin League of Municipalities' Conference. He added there are many interesting and worthwhile sessions to attend. Mr. Deschane outlined the legislative priorities for the next session. He added an upcoming item is the discussion of the personal property tax.

Consideration and Possible Action on the Following:

6. Minutes of the Regular Common Council meeting of September 19, 2016.

Ald. Phillips **moved**, Ald. Morrow seconded, to approve the minutes of the Regular Common Council meeting of September 19, 2016.

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

***7. Authorizing submission of state grant application and appropriation of funds for urban wildlife damage abatement and control.**

Ald. Kneebone stated the resolution will also include Canada geese. She said the grant is for \$2,278 with matching funds from the Deer Management Committee. Ald. Kneebone stated this will include culling and processing of 35 deer as well as 10 dog and 10 owl kits to deter the geese. She added there have been 42 deer-car collisions since 2014.

Ald. Doxtator **moved**, Ald. McComb seconded, to approve the resolution to authorize submission of the state grant application and appropriation of funds for urban wildlife damage abatement and control.

Ald. Phillips stated the deer-car collisions were down to 10 and asked for clarification why the crashes are now up to 42.

Ald. Kneebone replied the information came from the Police Department and between January 2014 and the present, there were 42 crashes.

Ald. Phillips asked if the number of crashes per year could be provided.

Ald. Kneebone stated she would obtain the information through the Police Department and

provide it to the Clerk's office for distribution.

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

Nays: None. Motion adopted.

8. **Minutes and actions of the City Plan Commission meeting of October 3, 2016.**
 - a. **Report of the September 6, 2016 Plan Commission meeting.**
 - b. **Request from the University of Wisconsin Stevens Point for a site plan review to construct covered bicycle parking facilities at the Dreyfus University Center addressed at 1015 Reserve St. and at the new Chemistry Biology Building addressed at 2101 Fourth Avenue.**
 - c. **Request from Stratford Sign Company, LLC, representing Huntington Bank, for a sign variance at 5597 US Highway 10 East.**
 - d. **Request from Rettler Corporation, representing Operation Bootstrap, for a site plan review to expand the parking lot at 5000 Heffron Street.**
 - e. **Request from Lindsay and Josh Zimmerman and Michael and Tara Cooper to detach their properties from the City of Stevens Point and join them to the Town of Hull, located at 1400 Somerset Drive and 1396 Somerset Drive.**
 - f. **Community Development Department Monthly Report.**

Ald. Johnson **moved**, Ald. Kneebone seconded, to approve the minutes and actions of the City Plan Commission meeting of October 3, 2016.

Call for the Vote: Ayes: All.

Nays: None. Motion adopted.

9. **Resolution – Conditional Use Permit – utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a detached garage at 1556 Plover St. (Parcel ID 2408-32-1010-19).**

Ald. Doxtator **moved**, Ald. Ryan seconded, to approve the Resolution – Conditional Use Permit – utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a detached garage at 1556 Plover St.

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

Nays: None. Motion adopted.

10. **Resolution – Conditional Use Permit – utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a detached garage at 316 Union St. (Parcel ID 2408-29-3002-10).**

Ald. Doxtator **moved**, Ald. Phillips seconded, to approve the Resolution to reduce setbacks to Construct a detached garage at 316 Union Street.

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

Nays: None. Motion adopted.

11. Appeal of the Historic Preservation/Design Review Commission decision relating to 1801 Clark Street at their October 5, 2016 meeting.

Dir. Ostrowski stated the property owner indicated she wanted to replace the wood siding with vinyl siding and enclose the side porches. He added some of the demolition and construction started before permits were pulled. Dir. Ostrowski stated this property falls within a local preservation district area, not a state designated area. He reviewed the design guidelines for the district.

Ald. Shorr stated the recommendation from the Review Committee was for wood siding and the request was for vinyl siding. He added it was his understanding there were different grades or qualities of vinyl siding that could possibly fit with the Design recommendations.

Dir. Ostrowski replied alternative materials have been used but only for new construction within the district. He added the recommendation from the Historic Preservation was to replace with wood siding.

Ald. McComb reiterated that the new siding will match the lapboard siding rather than the cedar siding.

Dir. Ostrowski stated that was correct.

Ald. Ryan stated since he has been a part of the Preservation/Design Commission, vinyl siding has never been allowed as replacement siding on an existing structure. He added he would have a difficult time approving a vinyl product on an existing structure since it has not been done in the past.

Joyce Waite, 1801 Clark Street, stated this will be a big financial investment and the improvements will enhance the property. She said the vinyl siding will replicate the original clapboard and the side porch, which had been enclosed in the past, will provide a cleaner more visually enhanced appearance. Ms. Waite stated she petitioned her 12 neighbors to see if they would approve of her changes. She stated all the neighbors approved the project and she offered the petition as evidence of support to her project.

Ms. Waite added the requirements set forth by the Preservation/Design Commission must also keep in mind the financial ability of the homeowner as well.

Ald. Johnson asked what was the price differential being considered.

Ms. Waite stated shake shingles would be over \$9,000 than what was budgeted. She stated this was a loan and there is a cap which cannot be exceeded.

Jay Service, 1523 Green Tree Drive, the pre-finished cedar siding would be an additional \$9,200, the hardy board plank in addition to the vinyl was \$6,200; the vinyl shake shingle that would replicate what had been on the house was \$5,500 more.

Ald. Dugan asked why the demolition and construction began before the permits were pulled. She disapproved of the way this occurred.

Dir. Ostrowski stated that it does happen from time to time, but it typically should not be done this way.

Jay Service, 1523 Green Tree Drive, stated when he receives the bid packets from CAP Services, he knows everything is in place. He added he had no idea this was in the Historic Preservation/Design Review District, as he received all the information from CAP Services and they typically take care of all of these concerns. He stated CAP Services went to the State for approval and they should have gone to the City's Commission.

Mike O'Meara, 1809 Clark Street, stated he lives next door to Ms. Waite and she began this project in good faith. He stated Ms. Waite is unable to afford the wood siding and is able to pursue this project with the assistance of CAP Services. Mr. O'Meara reminded alderpersons this vote would require a two-thirds approval and sometimes the ordinance does not fit the situation. He believes this is one of those times and asked that consideration be given to approve the request.

Marsha Mace, 1717 Clark Street, stated common sense needs to prevail. She stated to grant the appeal would serve the property owner, the neighborhood and the City.

Ald. McComb stated she understands financial limitations and hopes that the vinyl siding chosen really does appear to be wood. She added she would support the appeal.

Ald. Johnson stated there are extenuating circumstances with this appeal, as CAP Services is involved and there has been some confusion between State Historical and the local Preservation/Design Commission.

Ald. Ryan stated this is a unique situation involving the City, CAP Services and the property owner. He is concerned about setting a precedent; however, with the CAP Services involvement this might not be the case.

Ald. Ryan **moved**, Ald. Johnson seconded, to allow the proposed vinyl with a thickness between 0.044 – 0.055 inches, coated with a UV reflective additive and wind resistant with color to be accepted by City Staff and the porch enclosed to match existing windows on the house.

Ald. Oberstadt thanked Ms. Waite for acting in good faith and contacting neighbors and continuing to work through this process for her project.

Ald. Dugan stated this is a special exception because of the CAP Services involvement. She stated the Preservation/Design guidelines do a great service preserving and maintaining historic property. Ald. Dugan stated in the future she would like to see City assistance to homeowners very similar to assistance provided to businesses.

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

12. Minutes and actions of the Personnel Committee meetings of October 10, 2016 and October 17, 2016.

a. 2017 Request(s) for known out of State Travel.

- b. **Addition of voluntary Critical Illness Insurance Benefit.**
- c. **Market Survey Results.**
- d. **New Position Request – Parks Department.**
- e. **Establishing salaries for the City Attorney, Comptroller/Treasurer and City Clerk for the 2017 – 2020 Term of Office.**

Mayor Wiza read the actions from the 10-17 Personnel Committee meeting. He stated there was a new request for a position in the Parks Department. Mayor Wiza stated a motion was made by Ald. Morrow, seconded by Ald. Shorr to postpone filling the position until which time there is a clear understanding of how this would be budgeted. He stated ayes all; nays none; motion carried.

Mayor Wiza reported item #2 was to establish salaries for the elected officials for the 2017 to the 2020 office term. He stated Ald. Johnson **moved**, Ald. Morrow seconded, to approve the ordinance; ayes all; nays none; motion carried.

Ald. Oberstadt **moved**, Ald. Morrow seconded, to approve the minutes and actions of the personnel committee meeting of October 10, 2016 and the actions of the October 17, 2016 meeting.

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

- 13. Minutes and actions of the Public Protection Committee meeting of October 10, 2016 and minutes of the Public Protection Committee meeting of September 19, 2016.**
- a. **Alcohol License List.**
 - b. **Request to Hold Event/Street Closings: Association of Downtown Businesses – Annual Christmas Parade on November 18, 2016 – Request for the street closure of the Downtown Square and a section of Main Street.**
 - c. **Request for input regarding a brochure outlining the role, powers and responsibilities of an alderperson.**
 - d. **Committee members’ ideas for future agenda items.**

Ald. Johnson **moved**, Ald. Ryan seconded, to approve the minutes and actions of the Public Protection Committee meetings of October 10, 2016 and September 19, 2016.

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

- 14. Minutes and actions of the Board of Public Works meeting of October 10, 2016.**
- a. **Director’s Report.**
 - b. **Report on annual APWA Snow Plow Rodeo.**
 - c. **Revocable Occupancy License Fees.**

Ald. McComb **moved**, Ald. Doxtator seconded, to approve the minutes and actions of the Board of Public Works meeting of October 10, 2016.

Call for the Vote: Ayes: All.
Excused: Ald. Slowinski, Shorr.
Nays: None.

15. Ordinance Amendment – Traffic – Additional Stop Signs at Sixth Ave and First St and Amend Stop Signs at Sixth Ave and West St (Section 9.06(a) of the RMC).

Ald. Oberstadt **moved**, Ald. Phillips seconded, to approve the ordinance amendment for an additional stop sign at Sixth Ave. and First St. and amend stop signs at Sixth Ave. and West St.

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

16. Temporary Parking Agreement with St. Michaels Hospital and Ellis Stone on Sims Ave.

Attorney Beveridge asked that Council consider incorporating minor changes made by staff.

Ald. Morrow **moved**, Ald. Oberstadt seconded, to approve the temporary parking agreement with St. Michael's Hospital and Ellis Stone on Sims Avenue and incorporating minor changes made by staff.

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

17. Minutes and actions of the Finance Committee meeting of October 10, 2016.

- a. **Approval of Long Term Capital Plan.**
- b. **Reallocation of the 2016 Transit Capital Budget.**
- c. **Contract extension with Charter Communications for providing cable television service to Edgewater Manor.**
- d. **Approval of new assignment agreement with Northpoint Center LLC, related to the payment of their development incentive.**
- e. **Approval of Payment of Claims.**
- f. **Closed session on the following:**
 - A. **Negotiating the sale of a lot in Whitetail Subdivision.**
 - B. **Negotiating a Potential Development Agreement in TIF District 9.**
- g. **Sale of a lot in Whitetail Subdivision.**

Ald. Phillips **moved**, Ald. Dugan seconded, to approve the minutes and actions of the Finance Committee meeting of October 10, 2016.

Mayor Wiza stated the effort is to try to determine priorities, establish needs, review assets and how best to maintain what is currently utilized for our long-term capital needs. He stated the City is currently undergoing a revaluation process and called upon Assessor Shepro to elaborate on this.

Assessor Shepro stated the objective of a revaluation is to achieve as close as possible to a 100% property value. He said currently there is a disparity between the assessment and the sale price of a home. Assessor Shepro states the Department of Revenue provides guidelines on how this is achieved. He stated this should be done on a five year cycle and the last time

a revaluation was done was 2003. He added there will be calls from constituents and to please refer them to the Assessor's office.

Ald. Phillips asked if the changes would affect the 2017 budget.

Mayor Wiza replied that was correct.

C/T Ladick stated currently the capital budget is \$3.9 million and the city will need \$5.5 million to maintain what is currently in place. He said this will not include anything new or any kind of discretionary upgrades. C/T Ladick said in order to close the gap between the \$3.9 million and the \$5.5 million, we will increase our debt payments, which opens up room to borrow more money for capital projects. He said keep in mind these are projected estimates, the current tax rate of \$9.84 and if property value would increase, the tax rate would go down to about \$8.34 and with the 1.6 million adjustment for the capital budget, it would actually be \$9.45.

C/T Ladick pointed out that since the last revaluation was in 2003, there could be more significant adjustments either way.

Mayor Wiza stated if alderpersons vote for this long-term capital plan, it will very likely result in a tax increase.

Ald. Ryan **moved**, Ald. Johnson seconded, to approve the minutes and actions of the Finance Committee meeting of October 10, 2016 and to pull the long-term capital plan for further discussion and a potential amendment to one of the line items.

Ald. Kneebone stated the price of putting off maintenance/projects is more costly than trying to maintain.

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

Item #A: The approval of the long-term capital plan.

Ald. Ryan stated he does not think resurfacing Division Street is the correct direction in which to proceed. He added he would like to change the name of that budget line item to resurface/reconstruct Division Street.

Mayor Wiza stated there was some confusion regarding these items and the current budget approval is for 2017. He stated future budget years for 2018 and 2019 while listed in the overall plan, will be discussed and voted on separately when those plans and numbers come before Council.

Ald. Ryan **moved**, Ald. Oberstadt seconded, to approve the long-term capital plan that was presented at the Finance Committee meeting of October 10, 2016.

Mayor Wiza stated generally speaking, property taxes will likely go up.

Ald. Johnson stated it would be ideal to have an opportunity for open discussion with each district alderperson to highlight all of the needs for the entire community.

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

18. Consideration of the proposed 2017 Capital Budget.

Ald. Ryan stated he would like the name to change from 'overlays' to 'reconstruction', or it could be a combination of the two terms, because the life expectancy for overlays is not sufficient.

Mayor Wiza pointed out this change would be effective for the 2018 budget.

Ald. Ryan read an excerpt from the Portage County Bicycle and Pedestrian Commission related to the Stanley St. plan. He added that support of bicycle and pedestrian trails/routes foster growth and development within the neighborhood and the city.

Ald. Shorr reiterated the safety concerns with traffic, pedestrians and bicyclists on Stanley Street.

Ald. Ryan asked Dir. Schatschneider if the road priorities were determined by one set of criteria.

Dir. Schatschneider replied yes.

Mayor Wiza stated the Council adopted the vision zero policy, which will allow other criteria to prioritize road work.

Ald. Dugan advocated for the need for a pedestrian friendly Stanley Street.

Ald. Kneebone asked if the Stanley St. project was approved, which project would be the least harmful to eliminate from the process.

Mayor Wiza redirected the comments back to the proposed 2017 Capital Budget item.

Ald. Phillips questioned the cost of the proposed zoning rewrite.

Mayor Wiza stated this was a large cost, but the intent was to budget more rather than to under budget. He added the range for this project runs between \$120,000 and \$200,000.

Ald. Phillips **moved**, Ald. Dugan seconded, to approve the proposed 2017 Capital Budget as presented.

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

19. Claim - Notice of Circumstances of Claim & Claim for Damages: Martin Goetz – damage to windshield.

C/T Ladick stated the City's insurance company recommended to disallow the claim.

Ald. Johnson **moved**, Ald. Oberstadt seconded, to disallow the claim for damages to Martin Goetz.

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

20. Minutes and actions of the Police and Fire Commission meeting of September 6, 2016 and September 8, 2016.

- a. People to be heard and announcements
- b. Informational presentation by Attorney Gregg Gunta on the roles and responsibilities of Police and Fire Commissions, related statutes and legal liabilities
- c. Request to hire up to two (2) officers on about November 1, 2016, contingent upon the PD receiving letters of retirement from currently employed officers
- d. PD staffing needs discussion (IB, School Liaison, and Patrol)
- e. Police Chief's Reports
- f. Fire Chief's Report/EMS Reports
- g. Approval of minutes
- h. Confirmation of bills
- i. PD staffing needs discussion (IB, School Liaison, and Patrol)
- j. Police Chief's Report
- k. Fire Chief's Report/EMS Report
- l. Discussion of the Portage County EMS Oversight/Public Safety Board meeting agenda item regarding EMS system analysis with comparisons and recommendations

Ald. Kneebone **moved**, Ald. Phillips seconded, to approve the minutes and actions of the Police and Fire Commission meetings of September 6, 2016 and September 8, 2016.

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

21. Minutes and actions of the Transportation Commission meeting of September 29, 2016.

- a. Approval of the August 17, 2016 Transportation Commission minutes
- b. August 2016 financial report
- c. 2017 Operating and Capital budgets
- d. Review draft Stevens Point-Portage County Consolidated Service Agreement
- e. Manager's Report
- f. Next meeting date

Ald. Shorr **moved**, Ald. Kneebone seconded, to approve the minutes and actions of the Transportation Committee meeting of September 29, 2016.

Ald. Phillips asked what the \$70,000 for the Transportation Development Plan included.

Ald. Shorr stated this is a requirement as municipalities seek grants from governmental resources.

Dir. Lemke stated the last time this was completed was in 2011 and this aspect of the project is behind.

Ald. Johnson notes that the consolidation agreement is still in draft form as she works on the ARDC Board.

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

22. Minutes and actions of the Board of Water and Sewerage Commissioners of October 10, 2016.

- a. Approval of minutes of the September 12, 2016 meeting.
- b. Discussion and possible action on approval of department claims.
- c. Report on water distribution operations. – *Gary Kuplic*
- d. Report on water supply operations. – *Gary Kuplic*
- e. Discussion and possible action on the Draft Groundwater Management Plan (*email distribution*) - *Joel Lemke*
- f. Discussion and possible action on demolition of 1917 Cypress. – *Joel Lemke*
- g. Report on collection system maintenance. – *Rob Molski*
- h. Report on sewage treatment operations. – *Chris LeFebvre*
- i. Report on storm water operations. – *Rob Molski/Joel Lemke*
- j. Verbal report – *Joel*

Ald. McComb **moved**, Ald. Ryan seconded, to approve the minutes and actions of the Board of Water and Sewerage Commissioners meeting of October 10, 2016.

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

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

Ald. Phillips **moved**, Ald. Morrow seconded, to approve and place on file the statutory monthly financial report of the C/T.

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

24. Mayoral Appointments: Board of Water and Sewerage Commissioners Supplemental Poll Workers

Ald. Oberstadt **moved**, Ald. Ryan seconded, to approve the mayoral appointments to the Board of Water and Sewerage Commissioners and Supplemental poll workers.

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

25. Adjourn into closed session pursuant to Wis. Stat. 19.85(1)(g) (conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation or is likely to become involved) for discussion of tax assessment litigation with Associated Bank, Portage County Case no. 15CV204.

Ald. Phillips **moved**, Ald. Doxtator seconded, to adjourn into closed session at 9:36 p.m..

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

Excused: Ald. Oberstadt

Nays: None. Motion adopted.

26. Reconvene into open session for action on Associated Bank matter.

Action taken on the Associated Bank matter.

27. Adjournment.

The meeting was adjourned at 9:54 p.m.

**City of Stevens Point
SPECIAL COUNCIL MEETING**

Lincoln Center
1519 Water Street

October 24, 2016
5:45 P.M.

Mayor Mike Wiza Presiding

ROLL

CALL: Ald. Ryan, Oberstadt, Johnson, Slowinski, Kneebone, Dugan, McComb, Phillips.

EXCUSED: City Clerk Moe, Ald. Doxtator, Shorr.

OTHERS

PRESENT: Mayor Wiza, City Attorney Beveridge, C/T Ladick; Dirs. Ostrowski, Lemke, Schrader, Schatschneider; H.R. Manager Jakusz; Brandi Makuski, Stevens Point City Times; Jake Keranen, Anthony Doubek, Brandon Pierzina, Kory Jorgersen.

Consideration and Possible Action on the Following:

2. Settlement agreement with Associated Bank, Portage County Case No. 15CV204.

Atty. Beveridge requested that a motion incorporate wording to allow staff to make minor changes to the document. He stated there was a discrepancy concerning the parcel numbers and indicated he is working with the Associated Bank attorney to correct this.

Ald. Dugan **moved**, Ald. Kneebone seconded, to approve the settlement agreement with Associated Bank, Portage County Case No. 15CV204.

Call for the Vote: Ayes: Ald. Phillips, McComb, Dugan, Kneebone, Slowinski, Johnson, Oberstadt, Ryan.
Nays: None. Motion adopted.

3. Resolution: Property line settlement with Doug Lynch, 100 Bukolt Park property.

Atty. Beveridge stated the attorney for Mr. Lynch requested there be a certified survey map as well as a resolution in order to create proper chain of title for the property. He added this does not alter the terms of the agreement.

Ald. Slowinski **moved**, Ald. McComb seconded, to approve the resolution with the property line settlement with Doug Lynch, 100 Bukolt Park property.

Call for the Vote: Ayes: Ald. Ryan, Oberstadt, Johnson, Slowinski, Kneebone, Dugan, McComb, Phillips.
Nays: None. Motion adopted.

4. Certified Survey Map: 100 Bukolt Park property.

Ald. Oberstadt **moved**, Ald. Phillips seconded, to approve the certified survey map of 100 Bukolt Park property.

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

5. Ordinance Amendment – Establishing Elected Official salaries for City Clerk, Comptroller/Treasurer, and City Attorney for the 2017-2021 term (Section 3.39 of the RMC).

Ald. Johnson **moved**, Ald. Ryan seconded, to approve the ordinance amendment establishing elected official salaries for City Clerk, Comptroller/Treasurer and City Attorney for the 2017-2021 term (Section 3.39 of the RMC).

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

6. Adjournment.

The meeting was adjourned 5:52 p.m.

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

**Water Department
300 Bliss Avenue
Stevens Point**

**November 7, 2016
5:55 P.M.**

ROLL CALL: Ald. Doxtator, Shorr, Ryan, Oberstadt, Johnson, Kneebone, McComb (5:56 p.m.), Phillips, Morrow.

Excused: Ald. Slowinski, Dugan.

OTHERS

PRESENT: City Attorney Beveridge; City Clerk Moe; Directors Ostrowski, Lemke; Kathy Kaniecki; Vern Gagar; Tony Aldworth; Debra Oksiuta; Sara Brish; Nate Enwald, Brandi Makuski.

Discussion and Possible Action on the Following:

2. Consideration of Volunteer Polling Place Greeters and Supplemental Election Officials.

Mayor Wiza noted that the Elections Commission has determined that although we use volunteers as greeters they still need to be approved by the governing body. He also noted that Ashley Schneider was removed and Mary Ann Krems was added to the list of volunteer greeters.

Ald. Phillips **moved**, Ald. Oberstadt seconded, approval of the Volunteer Polling Place Greeters and Supplemental Election Officials.

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

3. Adjournment.

Meeting adjourned at 5:56 p.m.

REPORT OF CITY PLAN COMMISSION

November 7, 2016 – 6:00 PM

Water Department Conference Room – 300 Bliss Avenue, Stevens Point, WI 54481

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

ALSO PRESENT: Director Ostrowski , Associate Planner Kearns, City Attorney Beveridge, Police Chief Skibba, Alderperson Doxtator, Alderperson Shorr, Alderperson Ryan, Alderperson Oberstadt, Alderperson Johnson, Alderperson Dugan, Alderperson McComb, Alderperson Phillips, Alderperson Morrow, Nate Enwald, Brandi Makuski, Kurt Orlikowski, Les Dobbe, Hannah Povicki, Kathy Kaniecki, Vern Gagas, Tracy McCall, Jim Larbie, John Stalker, Greg Ignatowski, Debra Oksiuta, Terrence Martin, Sarah Brish, and Bill Schierl.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the October 3, 2016 Plan Commission meeting.
3. Public Hearing – Request from TOTC LLC for a conditional use permit to increase residential occupancy at 1700 Monroe Street (Parcel ID 2408-32-4035-10).
4. Action on the above.
5. Public Hearing – Request from Igna Real Estate & Investments LLC for a conditional use permit to construct an apartment building at 3600 Doolittle Drive (Parcel ID 2408-27-2300-32).
6. Action on the above.
7. Public Hearing – Request from Portage County for a conditional use permit and site plan review to install exterior mechanical equipment at the Aging and Disability Resource Center (Lincoln Center), 1519 Water Street (Parcel ID 2408-32-2021-15), which is a City owned property.
8. Action on the above.
9. Request from Service Cold Storage, LLC for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copps Drive (Parcel IDs 2308-01-2100-03 and 2308-01-2100-05).
10. Request from the City of Stevens Point to Amend Chapter 23: Zoning Ordinance of the City of Stevens Point Revised Municipal Code to define and permit short term rentals. *This item is for discussion purposes only; no formal action will be taken.*
11. Community Development Department Monthly Report for October 2016.
12. Adjourn.

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1. Roll call.

Present: Wiza, Kneebone, Cooper, Haines, Brush, Curless

Excused: Hoppe

Discussion and possible action on the following:

2. Report of the October 3, 2016 Plan Commission meeting.

Motion by Commissioner Cooper to approve the report of the October 3, 2016 Plan Commission meeting; seconded by Alderperson Kneebone.

Motion carried 6-0

3. Public Hearing – Request from TOTC LLC for a conditional use permit to increase residential occupancy at 1700 Monroe Street (Parcel ID 2408-32-4035-10).

Mayor Wiza reported that there had been an addendum to the administrative staff report.

Director Ostrowski summarized the request from TOTC LLC for a conditional use permit to increase residential occupancy at 1700 Monroe Street by first highlighting the property details concerning its current dwelling license, zoning, and occupancy limits. He explained that the applicant was looking to increase occupancy from their existing 24 occupant maximum to 36 occupants, but given the lack of bathrooms within the facility, the maximum occupancy based on bathroom count would be 14 on the first floor and 8 on the second floor. Were additional bathrooms to be added, the first floor could occupy 18, and the second floor could occupy 25. However, with the conversion of one of the rooms into a bathroom and the addition of others, Turn of Century Studios would be able to increase their maximum occupancy to 38 based on the improvements proposed on room size and bathroom count. Director Ostrowski went on to note that one of the standards of review was to not to create an over concentration of multi-family living units, not only in the area, but within the facility itself. He explained that with the increased density within the small facility, there could be potential for additional noise, activity, and traffic. He went on to summarize police related calls to the facility and reviewed the number of calls from 2014 to year-to-date 2016. After meeting with staff and the police department regarding the request, he recommended to deny the increase in occupancy within the facility, but making sure to note the possibility of revisiting it in the future if changes were made to improve the operations of the facility and to come back into compliance with current occupancy requirements.

Commissioner Curless asked if parking was required with its current zoning.

Director Ostrowski stated that parking was not required other than the six initial spots, and explained that if they did increase occupancy or change their conditional use, then Plan Commission could require additional parking.

Commissioner Curless asked for clarification on parking spaces across the street, to which Director Ostrowski confirmed that some spaces were rented for use.

Mayor Wiza declared the public hearing open.

Kurt Orlikowski (1700 Monroe St), owner of Turn of Century Studios, stated that there were discrepancies in the report, one of which was over occupancy as he was currently now at the 24-occupant limit. He noted that the issue had been brought to his attention and that he had taken steps to have it corrected. He also explained that the increase in police reports was due to the fact that he took on active management of the property, noting that calling the police department was a way of getting something on record and a commonly used tactic among landlords. He also stated that calls to police were for noise and arguments, but if a decrease was wanted, he could stop calling unless there was a danger to life, limb, or property. Mr. Orlikowski testified for the character of his tenants, and stated places like TOCS weren't common even though there was a need for residences that were cheap, safe, clean, and quiet. In addition, he explained that there were situations in which he had taken people in when normal landlords may have not after going through a background check. He wanted to make it clear that there were rules within the facility that had to be followed such as no drinking in common areas, no partying or loud music, and no tolerance for violence. Mr. Orlikowski stated that he was willing to put an economic investment into the property and noted that as upgrades were made and the facility continued to improve, they got better people living there. Lastly, he stated that he had been working with the police and other departments closely in order to assure that repeat complaints or issues don't happen.

Jon Stalker (2171 Post Rd, Plover WI), a previous tenant of TOCS and current employee at Saint Vincent's, testified on the behalf of Mr. Orlikowski. He stressed the need for places like TOCS and people like Mr. Orlikowski as he had been given the opportunity to get back on his feet and prove himself to the community after several hardships.

Tracy McCall (1700 Monroe St), current resident and employee at TOCS, also testified on behalf of Mr. Orlikowski and TOCS. She cleans and takes care of the property when Mr. Orlikowski isn't present and assists in enforcement of the property. She explained that the residence has a bad reputation, but that there were people living there that work very hard to keep their life on track and to make things better for themselves, of which she considers them family. Ms. McCall praised the building and the Orlikowskis, as well as reiterated the need for places like TOCS within Stevens Point.

Jim Larbie (2709 Church St) explained his situation and experience as a previous tenant of TOCS, in particular how grateful he was for having been given the opportunity to get back on his feet after coming off a wayward path. Mr. Larbie also stated there was a need for residences such as TOCS and expressed his support for allowing further improvements to the facility and increasing occupancy. Lastly, he stated that the building was far from a detriment to the community.

Aldersperson McComb (Ninth District) expressed her appreciation for Mr. Orlikowski's efforts in providing housing for people who may otherwise have trouble finding decent housing, noting the larger need for affordable housing around town. She went on to report the stances and experiences of two surrounding business owners who were not in favor of the expansion due to concerns about the tenants and calls to service.

Aldersperson Morrow (Eleventh District) explained that since Mr. Orlikowski had taken on a more active part in running the facility, he had seen improvements. He also stated that his office had worked with TOCS in the past and confirmed that a lot of the residents were trying to get back on

their feet and a place like this was needed and expanding might be a good idea as there were no other places like it.

Mayor Wiza asked if Alderperson Morrow could elaborate on his profession to put his testimony into context.

Alderperson Morrow (Eleventh District) stated that he ran the state's probation parole office where they worked with individuals coming out of institutions, as well as assisting them in finding places to live. He further stated that they were able to swiftly correct any issues with tenants they were working with.

Debra Oksiuta (8005 County Rd CC, Rosholt), a realtor in Stevens Point, testified on behalf of Mr. Orlikowski's character and noted there was a real need for places like TOCS, in addition to voicing support for the expansion.

Mayor Wiza declared the public hearing closed.

4. Action on the above.

Mayor Wiza requested Police Chief Skibba provide additional information regarding the police reports.

Police Chief Skibba confirmed that many of the calls were from the manager or someone onsite. These included disturbances, medical, overdose, and mental health calls, adding that they were generally experienced at a higher frequency from people that were trying to get back on their feet. Police Chief Skibba also explained that at a certain point of congestion within a small structure, calls for service would increase and set a bad precedent to the surrounding businesses if the police were in the area more often, but showed concern over calls for service going down simply to reduce the call amount. If approved, he asked that the expansion be done in a tiered way, and additional steps be taken such as annual inspections and bringing the current over occupancy into compliance.

Commissioner Brush asked if any of the complaints were from outside the building or from the neighborhood.

Police Chief Skibba stated that the complaints he was referring to were attached solely to that address, as well as explaining that while they may get calls to the park or the multitude of bars in the area, it didn't point directly at TOCS.

Mayor Wiza clarified that Commissioner Brush asked how many calls for service originated from the address as opposed to outside the address.

Police Chief Skibba explained that calls were coded with the location of where call originated from, so the calls they were looking at originated from the premises.

Commissioner Curless asked for clarification on the 58 calls made. There was discussion to clear up misunderstood questions until Police Chief Skibba clarified that while there were 58 calls coded to 1700 Monroe Street, they may not have been related to the residence. For example, a car crash in front of the residence could have been coded 1700 Monroe Street, but not have been directly linked to the facility or its residents.

Commissioner Curless asked the applicant for more clarification on the four calls related to fire, to which Mr. Orlikowski couldn't recall any damage to the building, but summarized an instance where a tenant filled the second floor with smoke due to burning papers indoors.

Mayor Wiza asked if he was an onsite manager, to which Mr. Orlikowski confirmed that there was not, but that he and his wife stopped by on a daily basis for spot checks. In addition, residents and employees regularly kept him informed, and he was currently in the process of recruiting one. He hoped the remodeling would attract a better manager.

Mayor Wiza asked what the average costs of the units were, to which Mr. Orlikowski stated that the smaller units were \$245 whereas there were studios that were \$400 a month. Utilities were included, as well as furnishings.

Commissioner Curless asked how many bedrooms would be shared if he had 36 people.

Kurt Orlikowski (1700 Monroe St) stated that he didn't actively track people that were there, and that the issue had been brought up by the Inspection and Development Department. At this time, he began working with them to get occupancy down to the 24-occupancy limit, in addition to working with them on this proposed project.

Mayor Wiza asked if people living there weren't paying rent if they weren't being tracked, to which Mr. Orlikowski explained that he wasn't keeping a tally of people saying he was over the 24-occupancy limit, and wasn't aware that it was an important number until it was brought to his attention. He noted that once it was brought to his attention, he took actions to remedy the situation, of which one of them was the expansion proposal.

Commissioner Haines asked for clarification on room totals.

Associate Planner Kearns referenced page 17 of the staff report and noted that the rooms on the first floor were large enough to accommodate two occupants.

Commissioner Haines clarified her question and asked how many total rooms there were currently, to which 28 rooms were confirmed.

Kurt Orlikowski (1700 Monroe St) noted that one of them would be the manager's room, and if he got a couple to watch the building, he would like some leeway due to them adding to the occupancy total.

Commissioner Haines asked how often they received requests for two people in the same room, to which Mr. Orlikowski explained that he had turned down four different requests in the last three months, but that it was not a common occurrence. He also touched upon the concern that close quarters could lead to additional arguments, and reassured staff that any arguments that could lead to danger of life, limb, or property would be redirected to the proper authorities.

Commissioner Curless asked how many one bedroom units there would be after the remodeling.

Kurt Orlikowski (1700 Monroe St) clarified that room sizes would remain the same and no new bedrooms would be added, and that the bathroom additions would be done to increase occupancy and morning efficiency.

Commissioner Brush summarized an experience where he had a delivery for Operation Bootstrap at the facility and that it took a while to get into the building as it was very secure. He also added that there was a large common room just inside the front door area where people socialized.

Commissioner Curless asked if there was a kitchen, to which Mayor Wiza asked if it was a community kitchen.

Director Ostrowski confirmed there was one on the first floor, to which Mr. Orlikowski expanded on the community kitchen and its use by the tenants.

Commissioner Brush asked how much of a decrease would be a breakpoint for calls for service to the police department.

Mayor Wiza stated that it would be more of a matter of what the calls were related to. While he commended the efforts in being proactive and trying to keep peace and order within the facility, he expressed concern over the type of calls coming in, and suggested that perhaps the tenants were in need of additional services if they were dealing with overdoses and the like. He noted that with having that many people in close proximity, they were bound to have some issues.

Commissioner Curless noted that the disturbance complaints were problematic, not the overall number of calls.

Mayor Wiza stated that it was up to the commission to decide whether the calls for service were acceptable or not, noting that drug dealing, overdoses, and acts of violence would be concerning.

Commissioner Brush stated that he was more concerned with calls that affected other people's lives and property, but some seemed to be directed towards the individual and didn't affect other people.

Mayor Wiza reiterated that the commission could determine what warranted a denial.

Commissioner Cooper stated that instead of setting a number to complaints, they should instead watch for trending, and suggested that six months was not long enough. Lastly, he noted that the trend had gone up.

Commissioner Haines stated that there may be a reason why it had gone up, to which Commissioner Cooper added that it may not have been for good reasons.

Mayor Wiza stated that six months was a suggestion, but could be amended to a year, to which Commissioner Haines stated six months was fine as the type of housing was needed within the community. She encouraged the owner to not stop calling for service due to the decision being made at Plan Commission.

Aldersperson Kneebone expressed concern over the lack of change to existing room sizes, noting the potential for conflict and unwanted behavior when people were confined to close quarters.

Mayor Wiza asked Director Ostrowski if the rooms listed within the plan met the minimum size requirements to hold two people.

Director Ostrowski confirmed that the minimum requirements for two occupants was 120 square feet and one bathroom for eight occupants. He indicated that they were looking to increase the

number of bathrooms. Another thing to consider, he said, would be to take additional actions rather than just the decrease the calls for service, such as having an onsite manager or providing additional services for individuals within the facility. He stated that if the status quo was kept and the only thing changing was the addition of bathrooms and occupants, most likely calls to service wouldn't improve and additional steps would have needed to be taken prior to increase in occupancy. He agreed with Police Chief Skibba's suggestion for a stepped approach to the expansion and perhaps setting a timeline for review for each step in increased occupancy.

Police Chief Skibba explained that they had a required abatement plan when dealing with a chronic nuisance ordinance. He proposed that within the next couple weeks, police staff could meet with Mr. Orlikowski and talk about his plans in more detail and discuss potential resources that they may be able to offer or point him towards. He said that it was clear there was a need for the establishment, and their goal was to make sure it was safe for current and future tenants. Lastly, he stated that they would take a proactive approach in helping to address concerns that staff may have from a law enforcement perspective

Motion by Commissioner Brush to deny the request from TOTC LLC for a conditional use permit to increase residential occupancy at 1700 Monroe Street (Parcel ID 2408-32-4035-10) with the conditions that proactive steps are made to decrease the number of disturbances at the property as well as coming into compliance with current city ordinances, and with staff allowing the applicant to reapply in six months if improvements are made; seconded by Commissioner Haines.

Motion carried 5-1, with Commissioner Cooper voting in the negative.

5. Public Hearing – Request from Igna Real Estate & Investments LLC for a conditional use permit to construct an apartment building at 3600 Doolittle Drive (Parcel ID 2408-27-2300-32).

Director Ostrowski summarized the request from Igna Real Estate & Investments LLC for a conditional use permit to construct an apartment building at 3600 Doolittle Drive, noting it was next to a number of apartment complexes on the east side of the city. The proposed construction would be a 2-story, 12-unit facility with 36 bedrooms. Due to it being zoned R4 multi-family, the request required a conditional use, and he mentioned that the current owner also owned the property to the east. He reviewed the building footprint, site plan, internal floorplan layouts, elevations, landscaping plan, and architectural details. He noted some concerns when dealing with the landscaping plan, stating it was not specific enough to know what trees were currently on the property and which would be removed or preserved and that this information was important in order to meet current ordinance requirements. Lastly, he stated that the lot size requirements and building setbacks had been met, it was in a proper zoning district, and met the City of Stevens Point Comprehensive Plan. He recommended approval with the conditions outlined in the staff report.

Commissioner Haines asked if there would be one person per bedroom, to which Director Ostrowski confirmed.

Mayor Wiza declared the public hearing open.

Debra Oksiuta (8005 County Rd CC, Rosholt), owner of 3609 Stanley Street and northeast of the proposed site, expressed her opposition to the new construction. She stated that she had initially opposed the construction of the complex east of the proposed development, at which time they were told there would be some sort of fencing or barrier between the properties which was never built. She also recounted an incident with a previous tenant where their family dog had been shot,

as well as a time where trees from the south lot had fallen into her property and caused damage. Due to these experiences, she felt it was very unlikely that the trees on the proposed property could be maintained around such a large building.

Greg Ignatowski (Vesper, WI), father of Tyler Ignatowski, stated that his son had purchased the properties two years ago. At the time, they were under the impression that the city had approved the development of two buildings. He expressed concern over the park and ride area on Wilshire Boulevard, noting the requirement to build a sidewalk and the issue that it didn't lead anywhere. He also noted that Kwik Trip plowed the roads, often plowing the snow onto his son's property. Lastly, he stated that there were inconsistencies with tree maintenance requirements, noting an occurrence where a dead tree had fallen on a property of theirs on Fifth Avenue, and the city had given them 10 days to remove it, whereas there were dead trees all over the proposed lot and he had not received any notices or complaints.

Terrence Martin (Appleton, WI) architect for the project, said that they would confirm to the required items listed by staff and that they would be addressed and followed up on the final plans. If they were to receive approval, plans would then be submitted for state approval, at which time they would then resubmit to the city.

Aldersperson Dugan (Eighth District) expressed concern about adding to the impacts of the high density living facilities in the area coupled with high intensity commercial use and heavily traveled arterial and collector street, referencing to conditional use standards of review one and nine. She stated that she had personally visited the site and observed the traffic and parking in the area, as well noting the amount of litter in the wooden area of the proposed development. She also testified on the behalf of two neighbors who were opposed to the construction.

Kathy Kaniecki (145 Wilshire Blvd) expressed strong opposition to the development noting privacy, safety, traffic, and litter concerns. She explained that as someone who worked a swing shift, it was hard enough as is to sleep in her home when there was noise during the day and partying at night, adding that she had purchased a security system due to theft and an incident where someone had physically been hiding on her roof. Ms. Kaniecki expressed that she felt like she was being pushed out of her own home.

Mayor Wiza asked Ms. Kaniecki to write down her thoughts and submit it them to him or staff in order to present it to council, and to distribute her concerns to the alderpersons.

Commissioner Brush and Aldersperson Kneebone inquired about the location of Ms. Kaniecki residence, to which it was clarified that her property was directly south of the potential development site.

Commissioner Curless asked how long she had lived at the residence and if the apartments were there prior to her moving in, to which Ms. Kaniecki stated 15 years and that the apartments had not been there.

Vern Gagas (8005 Hillcrest Rd, Custer), fiancé to Kathy Kaniecki, also expressed strong opposition to the development, noting potential safety concerns and nuisances to Ms. Kaniecki.

Mayor Wiza declared the public hearing closed.

6. Action on the above.

Mayor Wiza asked if there had been previous issues concerning the owner of the proposed development, to which Director Ostrowski confirmed that there had been other concerns with Mr. Ignatowski.

Commissioner Brush asked for clarification on the landscape recommendation, to which Director Ostrowski stated that the landscaping plan submitted was inadequate for the proposal, noting the lack of specific details, making it difficult to know if it met current ordinance requirements as outlined in the zoning code.

Commissioner Brush clarified his question by asking how the landscaping recommendation fit into the site plan.

Director Ostrowski referenced to page 43 of the administrative staff report, noting that additional items could be added, suggesting that there could be an internal connection between the new development and existing complex to the east so there would be only one access point off Doolittle Drive. He also briefly explained complications with the use of the property as R4, noting restrictions on uses while still trying to meet the comprehensive plan and in keeping with the surrounding area.

Commissioner Haines asked if lightning on the site could be steered away from other residences, and if the driveway for the development could be moved to Wilshire Boulevard. Lastly, she called for the enforcement of landscaping requirements as other properties didn't seem well screened or have much landscaping even if it had been made a requirement.

Mayor Wiza asked Director Ostrowski if he knew the landscaping requirements for the development at 3616 Doolittle Drive when it had been approved.

Director Ostrowski stated that he currently did not have that information, but that they could look back at the conditional use permit for that property. He explained that the project was originally constructed by someone else and not the current owner. He agreed that landscaping was very challenging, but also noted that there was time to pause and look at other options to first address concerns now that there was better representation of how the public felt.

Commissioner Brush expressed concern with the single-family home at 3609 Stanley Street, and asked whether they should require some sort of visibility fence where the trees and vegetation to be removed, to which Director Ostrowski stated that they could set that as a condition.

Aldersperson Kneebone agreed with the idea of moving the driveway to Wilshire Boulevard or going through the existing property, as well as adding screening on the south end of the proposed development site in order to protect the privacy of 145 Wilshire Boulevard.

Commissioner Cooper stated that while it is a good thought to require the access through the other property, it would be tying their hands in selling both properties together if there was no sort of easement.

Commissioner Curless asked if the driveway would fit on Wilshire and asked if the park and ride area had anything to do with the current project.

Mayor Wiza confirmed that the vehicles were in a public area. He stated that they could create an ordinance to prohibit parking there, but his expectation would be that it would continue to be public parking.

Terrence Martin (Appleton, WI) stated that the driveway had originally come off Wilshire Boulevard when originally submitted, and that it had worked better in terms of snow removal, access, and traffic flow.

Associate Planner Kearns explained that installing a sidewalk along Wilshire Boulevard would shrink the parking area. Given the width of the right-of-way, there may not be enough space when the sidewalk is installed to have street parking.

Commissioner Haines asked for clarification on park and ride, to which Mayor Wiza explained that people parked and carpooled from there.

Commissioner Curless asked if provisions could be made to handle park and ride, to which Mayor Wiza stated there were plans in the works to potentially put a park and ride location closer to the airport.

Motion by Commissioner Haines to postpone action on the request from Igna Real Estate & Investments LLC for a conditional use permit to construct an apartment building at 3600 Doolittle Drive (Parcel ID 2408-27-2300-32) and to direct staff to work with the applicant in addressing concerns with parking, driveway access, screening and additional concerns brought up during testimony.

seconded by Commissioner Brush.

Motion carried 6-0

7. Public Hearing – Request from Portage County for a conditional use permit and site plan review to install exterior mechanical equipment at the Aging and Disability Resource Center (Lincoln Center), 1519 Water Street (Parcel ID 2408-32-2021-15), which is a City owned property.

Director Ostrowski summarized the request from Portage County for a conditional use permit and site plan review to install an emergency generator along the side of the Aging and Disability Resource Center. He explained that it would be set on an existing concrete pad behind existing screening. He stated that the ADRC was a conditional use within the R4 district and owned by the city. He also noted that any changes to the exterior had to go through Plan Commission and Common Council for approval. He explained that staff did not see any concerns with it and recommend approval with the conditions outlined in the staff report. Lastly, he noted that the request had gone through and been approved by the Historic Preservation / Design Review Commission.

Commissioner Haines asked why a backup generator was necessary, to which Mayor Wiza explained that in an event of a power failure, there are some critical systems that could be kept running. He stated that the Facilities Director would be able to address any additional questions.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Todd Neuenfeldt (1462 Strongs Ave), Facilities Director for Portage County, explained that in an event of an extended power outage, the generator would provide power to necessarily systems such as the access system to the building, as well as to communications in the building. In the past they found it difficult to maintain services and keep computers running. Lastly, he noted that the

generator was being installed at the cost of the county, and there were no incurred costs for the generator for the city.

Commissioner Haines expressed concerns about the level of noise the generator would produce.

Todd Neuenfeldt (1462 Strongs Ave) compared the noise level to a diesel engine running. He mentioned that they would have to be run once a week for testing and insurance purposes.

Mayor Wiza added that it would be very clear when it happened, but wouldn't say it would create a disturbance.

8. Action on the above.

Motion by Commissioner Cooper to approve the request from Portage County for a conditional use permit and site plan review to install exterior mechanical equipment at the Aging and Disability Resource Center (Lincoln Center), 1519 Water Street (Parcel ID 2408-32-2021-15), which is a City owned property, with the following conditions:

1. **Applicable building permits shall be obtained.**
2. **If the existing screening is ever removed or reduced, new screening in the form of landscaping or fencing shall be installed in its place to entirely screen the unit during all times of the year.**

seconded by Commissioner Curless.

Motion carried 6-0

9. Request from Service Cold Storage, LLC for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copsps Drive (Parcel IDs 2308-01-2100-03 and 2308-01-2100-05).

Director Ostrowski summarized the request from Service Cold Storage, LLC for the third phase of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District. He explained that phase two had recently been approved, and this new phase would add 30,000 square feet of dry-storage on the northwest side of the building. In addition, there would be loading docks on the north side of the facility for access into the dry-storage. The CN main rail line would be to the north. He recommended approval with staff recommendations as the expansion fit into the industrial park and comprehensive plan.

Les Dobbe (5700 E.M. Copsps Dr), President and CEO of Service Cold Storage, asked a clarifying question regarding the screening and vegetation between the west side of the parameter, to which Director Ostrowski confirmed that additional screening was needed for the railroad right away on the west side, but an area had to be left for snow plowing.

Motion by Commissioner Curless to approve the request from Service Cold Storage, LLC for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copsps Drive (Parcel IDs 2308-01-2100-03 and 2308-01-2100-05) with the following conditions:

1. **The driveway leading to the new loading docks, along with the loading parking zones and any other staging areas to the north shall be hard surfaced with concrete or asphalt.**
2. **The applicant shall submit an updated site plan showing the hard surfaced area to be reviewed and approved by the Community Development Department.**
3. **The parking and loading area shall be screened from the west which should be identified on the site plan/landscape plan.**
4. **A landscaping plan shall be submitted to be reviewed and approved by the community development department.**

seconded by Alderperson Kneebone.

Motion carried 6-0

10. Request from the City of Stevens Point to Amend Chapter 23: Zoning Ordinance of the City of Stevens Point Revised Municipal Code to define and permit short term rentals. *This item is for discussion purposes only; no formal action will be taken.*

Director Ostrowski explained that there had been a request for a potential use for a property being rehabbed, noting that the closest type of use was for short term rentals. He explained that the current zoning code didn't define them, but that they were becoming increasingly popular all across the country and they were starting to see it locally. He noted the importance of determining how they would be handled and regulated, and stated that the current definition of a family within the zoning code was problematic with moving forward with them in certain zoning districts. He stated that the agenda item was for discussion for plan commission and the public to help in moving it forward.

Mayor Wiza reiterated the importance of figuring out how to handle them for the safety of the community and renters.

Commissioner Curless asked if there was a special tax for those properties, to which Director Ostrowski stated there was nothing currently, but some communities required room tax, and briefly explained that there could be unfair competition if people were able to lease out a facility or room and not have to pay that tax when other hotels or bed and breakfasts were paying it.

Sarah Brish (340 Division St N), Executive Director of the Stevens Point Area Convention & Visitors Bureau, gave a brief summary on the trends of short term rentals within central Wisconsin and across the globe, noting in particular that people who stayed at short term rentals tended to stay longer and spend more within a community. She expressed the importance of the city to consider support of an ordinance that would create the framework for the trending lodging option, as well as keeping them on a level playing field as other lodging establishments by requiring licensing, inspections, and room tax. Lastly, she stated that it was in the best interest of the Stevens Point Area Convention & Visitors Bureau to make sure that the safety, security, and health of visitors was never compromised.

Commissioner Brush asked for clarification on the existing listings within Stevens Point, to which it was clarified that there were currently 18 active listings with no licensing due to lack of requirements and regulations.

Mayor Wiza explained that someone could rent a room or rent a whole house, noting potential risks that came with inviting strangers into homes. Even so, he noted the need to be proactive and place regulations so people would have confidence in knowing the rentals were safe. He explained that Director Ostrowski had provided several examples of ordinances and that they were looking for feedback or concerns.

Commissioner Curless asked what they were considering for short term, to which Ms. Brish stated that the city could define it, but it was typically less than 30 days.

Aldersperson Morrow (Eleventh District) asked how rates and fees would be collected.

Mayor Wiza stated that the sites used were public, and that there could be periodic spot checks, to which Ms. Brish agreed and added that checking availability was fairly easy.

Aldersperson McComb (Ninth District), while familiar with them, expressed concern over how situations would be handled were there issues at the property.

Sarah Brish (340 Division St N) explained that would be handled similarly to owner occupied properties. In addition, she mentioned that Airbnb had very tight policies and guidelines for renters, and if not adhered to, would lead to being blacklisted and unable to rent from them in the future.

Mayor Wiza confirmed that from a city standpoint, they would be addressed like any other property, whether it meant needing enforcement or inspection. Ultimately, he added, the owner would be responsible for what happens on the property.

Commissioner Brush asked if they would require owners be residents of the community, or if they could live out of state.

Mayor Wiza stated that while some of the ordinances from other communities required the rentals be the owner's primary residence, he didn't know whether they should be that strict. Either way, it was something to think about.

Sarah Brish (340 Division St N) agreed that perhaps they didn't need to be that extreme, but having them nearby, easy to contact, or readily available should be important.

Mayor Wiza stated that a mileage restriction may be ok, but that he would refer to city Attorney for wording.

Director Ostrowski noted that for multi-family license rentals, the owner could live anywhere they wanted so long as a locally designated agent was available for contact.

Aldersperson Kneebone agreed with the need to act, and asked whether licensing would generate more people to come in to rent the facilities, to which Ms. Brish agreed that it would, adding that the majority of the listed properties online were rated four stars and up.

Aldersperson Kneebone stated that if we have ordinances in place, it would make it safe for people to come and visit, thus encouraging people to spend more.

Commissioner Curless expressed concern about allowing short term rentals in residential areas, noting there would not be much of a difference as people would then be living next to a rental property. He provided several examples.

Sarah Brish (340 Division St N) stated that the majority of online rentals were not occupied by the owner, and that it was a part of the global trend.

Aldersperson Dugan recounted an experience with short term rentals where family members had swapped homes with someone else and several complications had arisen due to lack of licensing, inspection, and owner vetting. She asked that regulations be put in place and owners be vetted, as well as agreeing with Commissioner Curless in restricting where they should allow these facilities.

Bill Schierl (109 County Road E S) and his wife are owners and developers of 1665 Main Street rehab project. They are turning it into an Airbnb type facility, and expressed their support for allowing these types of rentals within the city. Mr. Schierl explained that the home would be single family and the house rented as a whole. He understood Commissioner Curless' concerns in how they would be monitored, but hoped that people would see the benefits of them taking a blighted project or facility into a new direction and having it act as a gateway to the community. In addition, he hopes visitors would be able to live like a local and see what the Stevens Point community has to offer. Lastly, he explained that one of the biggest reasons people come to a community, is because people they know have visited and have had good experiences.

Aldersperson McComb (Ninth District) expressed support in permitting this type of lodging, noting her own positive experiences.

Mayor Wiza briefly explained that they should identify details for districts in which to allow them in, minimum and maximum stay periods, occupancy limits, inspection and licensing requirements, room tax and parking requirements. He did recommend staying away from requiring that rentals be the owner's primary residence.

Director Ostrowski stated that Madison allows unlimited number of stays in single and two-family districts if the owner stays on the premises. If they are not present, they limit stays to 30 days per calendar year. He said it was a way to allow them to occur in a residential area, but not potentially change the dynamics of the residential area.

Commissioner Brush expressed concern over the minimum amount of space allowed for a single person and felt rooms should be harmonious in size.

Director Ostrowski stated that the room size requirements would fall under the state building code, and that they were not allowed to be more restrictive as they had to follow minimum requirements.

Commissioner Curless asked if people could stay as long as they wanted, to which Director Ostrowski stated that stay limits could be set, and at some point they would become a tenant. He explained that in one of the ordinances, the community allowed for unlimited stays in a calendar year if the owner resided at the home. However, if they didn't reside there, stays per calendar year would be limited.

Commissioner Curless asked for further clarification of stay and occupancy limits based on single and two family residences.

Director Ostrowski stated that they were getting into definitions and language within the ordinances. He stated that one could not rent out 5 different bedrooms to 5 different people, but rather one group or family per night, and they would have to be further defined within the ordinance.

Mayor Wiza explained that they could be defined in different areas or zoning districts, and that he would only caution limiting the market to owner occupied only.

Commissioner Haines noted that the Village of Fontana talked a lot about what was discussed.

Mayor Wiza stated that if anyone had any ideas, concerns, or comments, to contact Director Ostrowski, their Alderpersons, or himself. He mentioned that a proposed draft ordinance would be prepped for consideration at the next meeting.

Alderperson Dugan expressed caution in moving forward as the community already had many rentals.

11. Community Development Department Monthly Report for October 2016.

Director Ostrowski reported that it had been another good month and summarized new construction, permits issued, and year to date valuation, noting that valuation was well above the norm.

Mayor Wiza commented on the year to date valuation of \$50 million, and noted the importance of raising the value of the city in order to be able to provide better and additional services.

Commissioner Curless requested to know what had been taxed and what had been exempt, to which Mayor Wiza stated that the information would be provided to him the following month.

12. Adjourn.

Meeting adjourned at 8:16 PM

THE PLAN COMMISSION RECOMMENDED TO DENY THIS REQUEST

RESOLUTION

[CONDITIONAL USE PERMIT – 1700 MONROE STREET – INCREASE OCCUPANCY]

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 **1700 Monroe Street (Parcel ID 2408-32-4035-10)**, described as S 85' LOTS 9 & 10 BLK 4 HELM ADD 551872-CERT 553877 553878-STIP 620233, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit to increase occupancy on the premises as shown on the attached plans, with the following conditions:

1. **Council to insert conditions if they wish to approve.**

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

Approved:

Mike Wiza, Mayor

Attest:

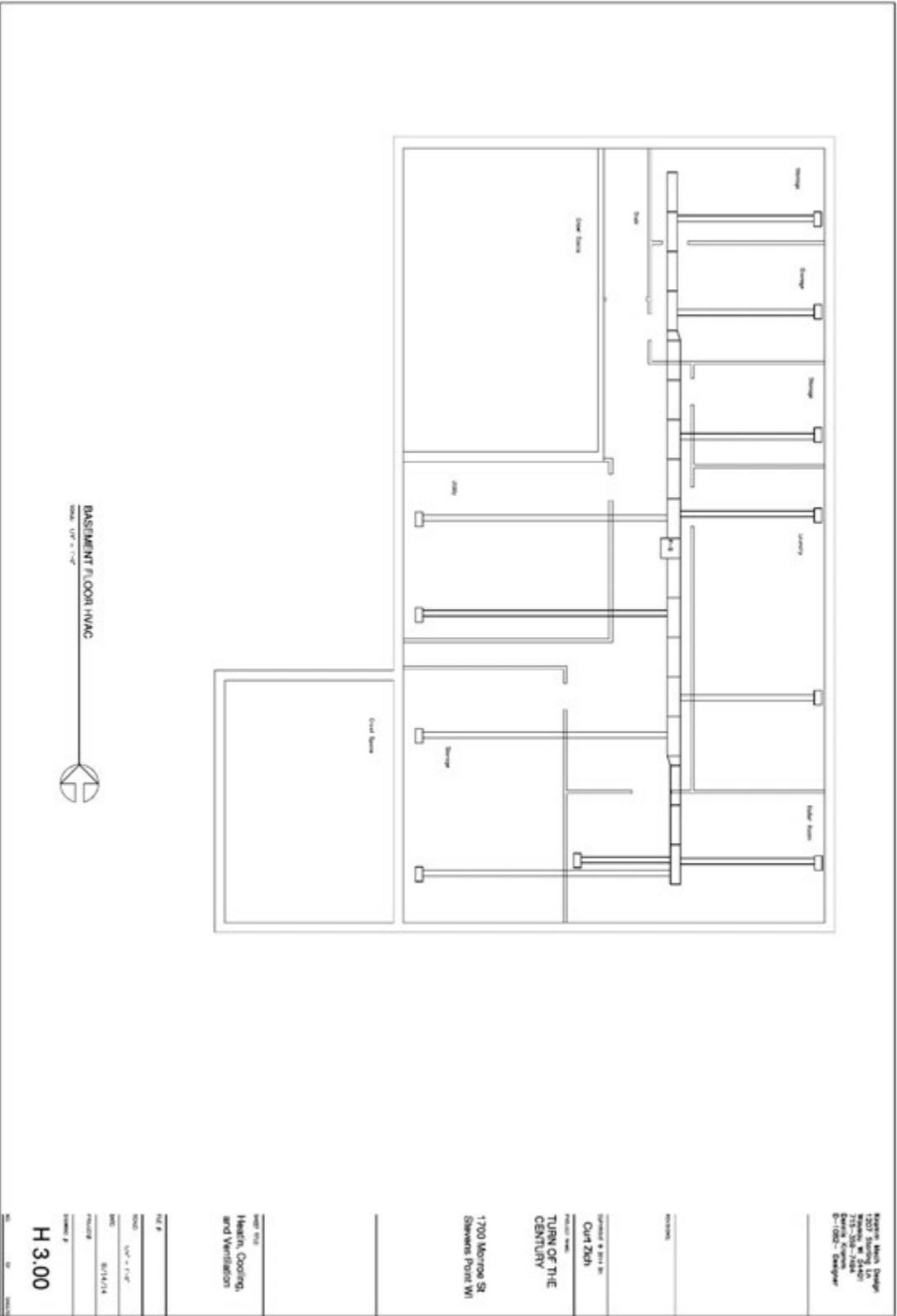
John Moe, City Clerk

Dated: November 21, 2016

Adopted: November 21, 2016

Drafted by: Michael Ostrowski

Return to: City Clerk



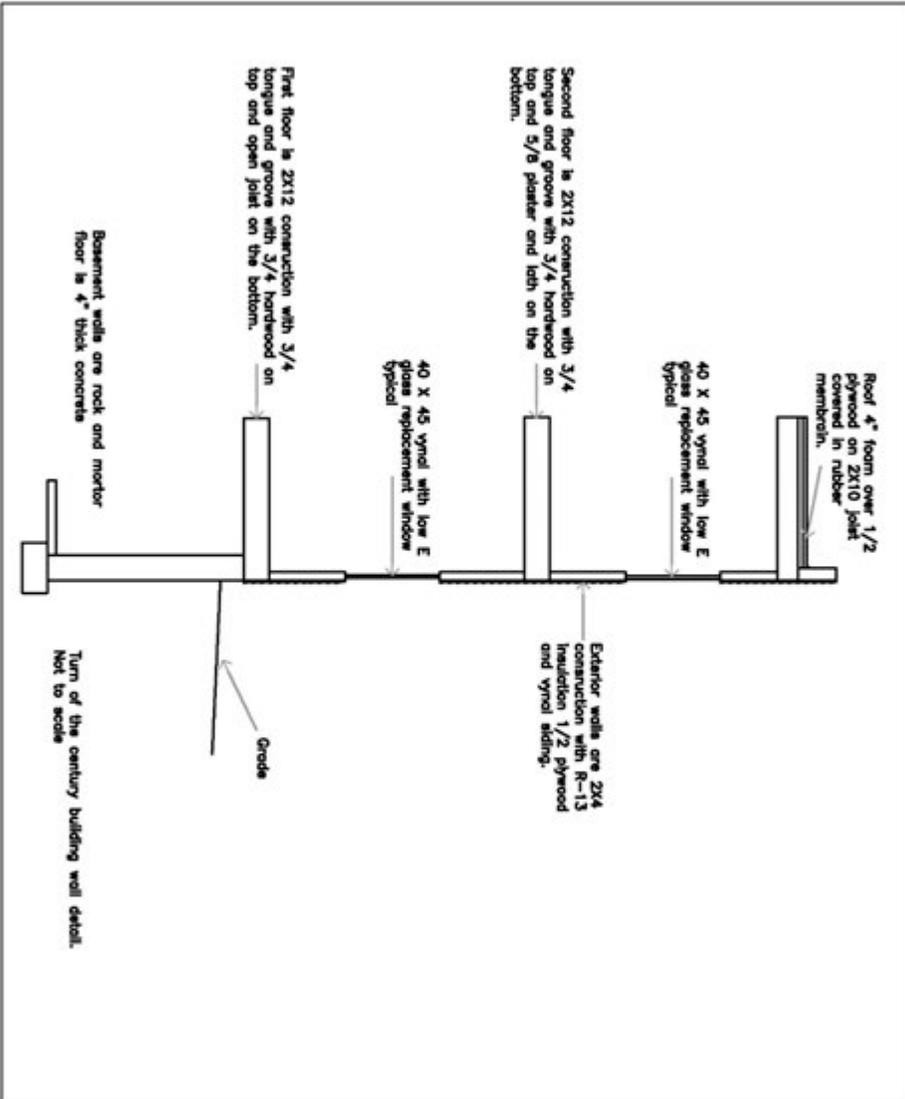
Robert L. Mann, Designer
 Wisconsin, W-24401
 215-258-2184
 2-1102 - Chicago

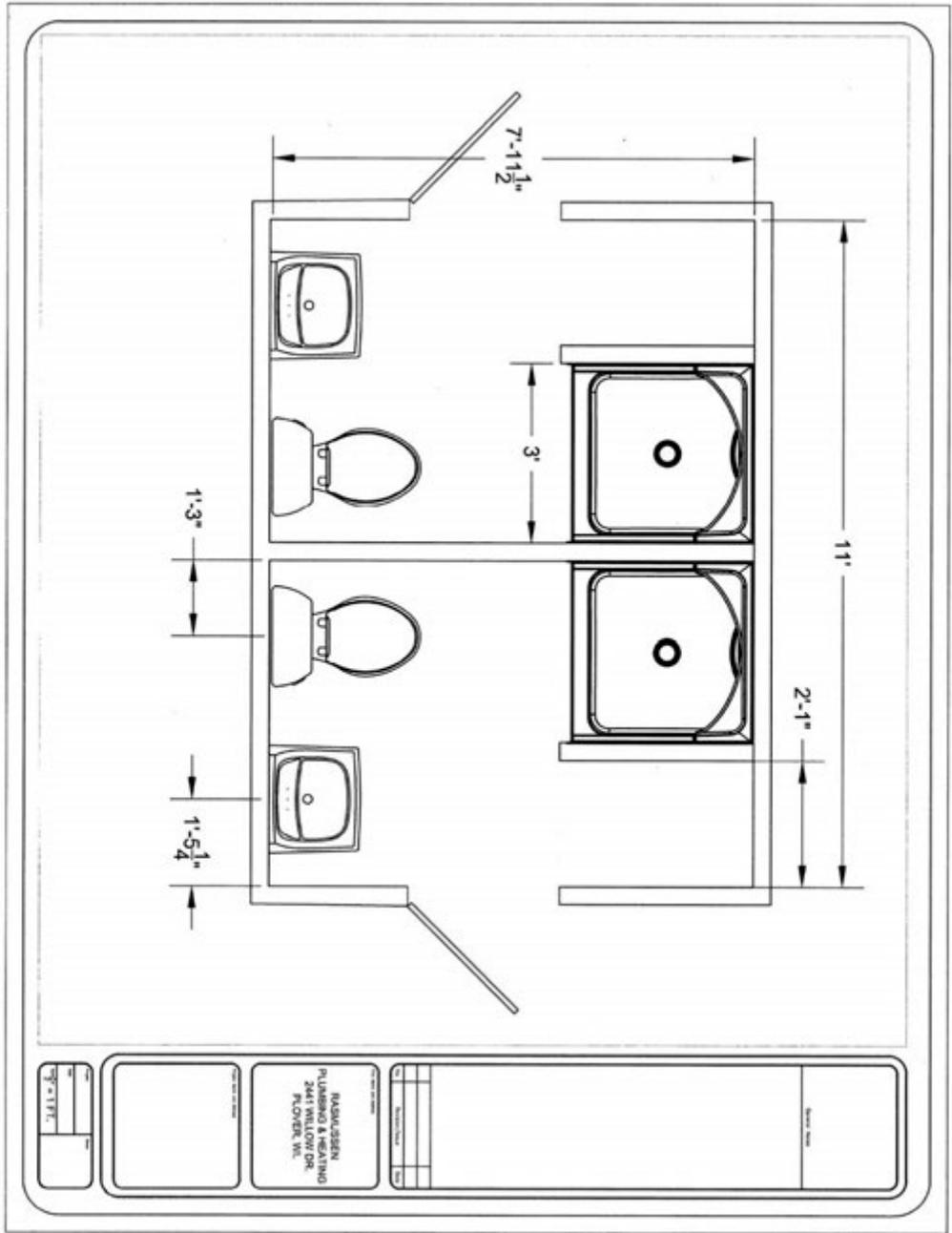
Contract # 2011-01
 QJH ZKH
 PROJECT NAME
TURN OF THE CENTURY

1700 Monroe St
 Stevens Point WI

Heat, Vent,
 Health, Cooling,
 and Ventilation

DATE: 1/1/11
 SHEET: 21/21
 PROJECT: 2101/11
 DRAWING #
H 3.00





RESOLUTION

[CONDITIONAL USE PERMIT – 1519 WATER STREET – INSTALL GENERATOR]

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 **1519 Water Street (Parcel ID 2408-32-2021-15)**, described as LOTS 7 TO 11 INCL & 14 TO 18 INCL FELLOWS SUB DIV & LOT 38 BLK 35 S E & O ADD, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit for the purposes of installing exterior mechanical equipment, generator, as shown on the attached plans, with the following conditions:

1. Applicable building permits shall be obtained.
2. If the existing screening is ever removed or reduced, new screening in the form of landscaping or fencing shall be installed in its place to entirely screen the unit during all times of the year.

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

Approved: _____
Mike Wiza, Mayor

Attest: _____
John Moe, City Clerk

Dated: November 21, 2016
Adopted: November 21, 2016

Drafted by: Michael Ostrowski
Return to: City Clerk



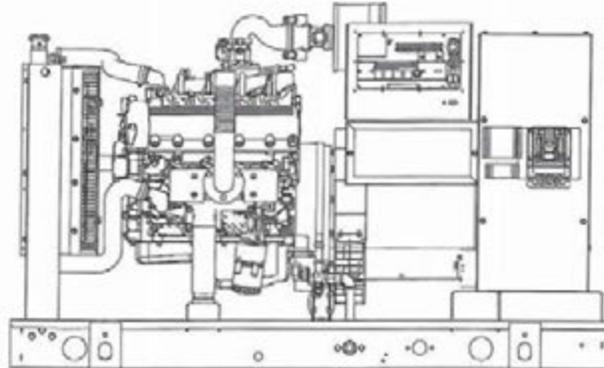
SG035 | 5.4L | 35 kW
INDUSTRIAL SPARK-IGNITED GENERATOR SET
EPA Certified Stationary Emergency

STANDBY POWER RATING

35 kW, 44 kVA, 60 Hz

PRIME POWER RATING*

32 kW, 39 kVA, 60 Hz



*Built in the US using domestic and foreign parts.

*EPA Certified Prime ratings are not available in the U.S. or its Territories.

Image used for illustration purposes only.

CODES AND STANDARDS

Generac products are designed to the following standards:

 UL2200, UL508, UL142, UL498

 NFPA70, 99, 110, 37

 NEC700, 701, 702, 708

 ISO9001, 8528, 3046, 7637,
Pluses #2b, 4

 NEMA ICS10, MG1, 250, ICS6, AB1

 ANSI C62.41

 IBC 2009, CBC 2010, IBC 2012, ASCE 7-05,
ASCE 7-10, ICC-ES AC-156 (2012)

POWERING AHEAD

For over 50 years, Generac has led the industry with innovative design and superior manufacturing.

Generac ensures superior quality by designing and manufacturing most of its generator components, including alternators, enclosures and base tanks, control systems and communications software.

Generac's gensets utilize a wide variety of options, configurations and arrangements, allowing us to meet the standby power needs of practically every application.

Generac searched globally to ensure the most reliable engines power our generators. We choose only engines that have already been proven in heavy-duty industrial application under adverse conditions.

Generac is committed to ensuring our customers' service support continues after their generator purchase.

SG035 | 5.4L | 35 kW
INDUSTRIAL SPARK-IGNITED GENERATOR SET
EPA Certified Stationary Emergency

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32 kW, 39 kVA, 60 Hz



*Built in the USA using American and foreign parts

*EPA Certified 24hr ratings are not available in the U.S. or its Territories.

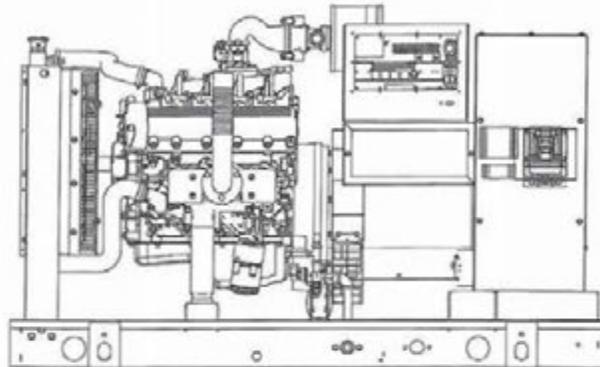


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GENERATOR ENCLOSURES



DESCRIPTION

GENERAC POWER SYSTEMS' generator enclosures provide year-round weather protection for your power equipment. Engineered with functionality and value in mind, the enclosure design benefits are unique in that the enclosures utilize dimensionally matched components for either a weather protective configuration or a sound attenuated/acoustic configuration. With common components used between design, modification and on-site upgrades can be accomplished with ease.

The enclosure design offers several benefits over the "standard enclosures" of other manufacturers. Generac's enclosures have been created with the goal of maximizing the customer's product performance satisfaction while maintaining the functionality of reducing exterior noise levels and discouraging product tampering.

Although others may require a "premium" for a self-enclosed exhaust system, rugged steel panel construction or protective polyethylene washers under all exterior panel fasteners, Generac includes these and several other features on every enclosure configuration. Be sure to compare. Generac Enclosures offer additional design enhancement extras that other "standard enclosures" do not.

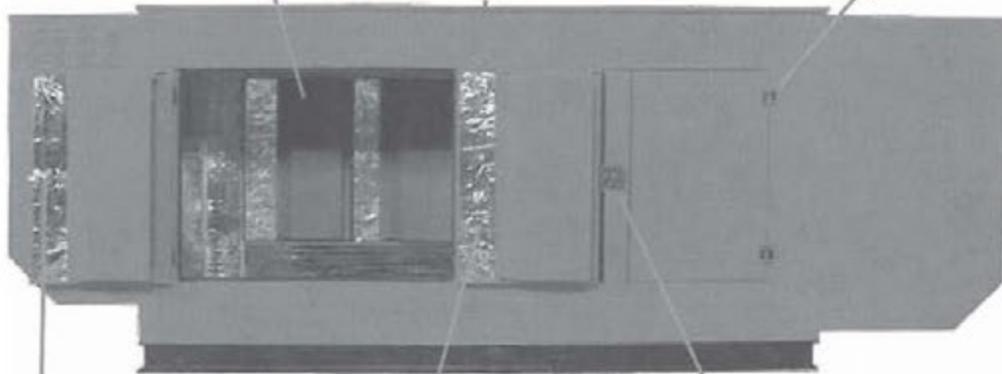
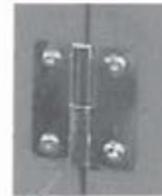
GENERATOR ENCLOSURES

Post-Free Twin Doors
Provide Large, Unobstructed
Service Access

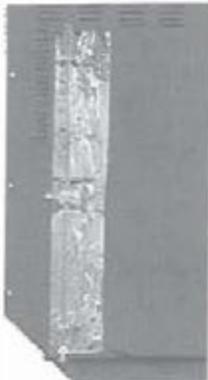


**Gasket-Free, Interconnected
Roof Panel Joint**
Drip-Free, Maintenance-Free

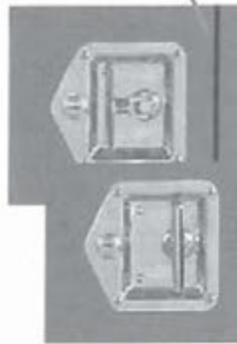
**Heavy Gage, Stainless
Steel, Partial Pin Hinges**
with Nylon Spacers
Durable, Corrosion-Free,
Removable Doors



**Two-Point Door Latch
System**
Ensures Proper Seal
Preventing Water Ingress
and Sound Egress



**Dense, Closed-Cell Foam Insulation with
Reflective Silver Mylar Layer**
Improved Sound Attenuation Without
Damaging Effects From Radiant Heat
Exposure

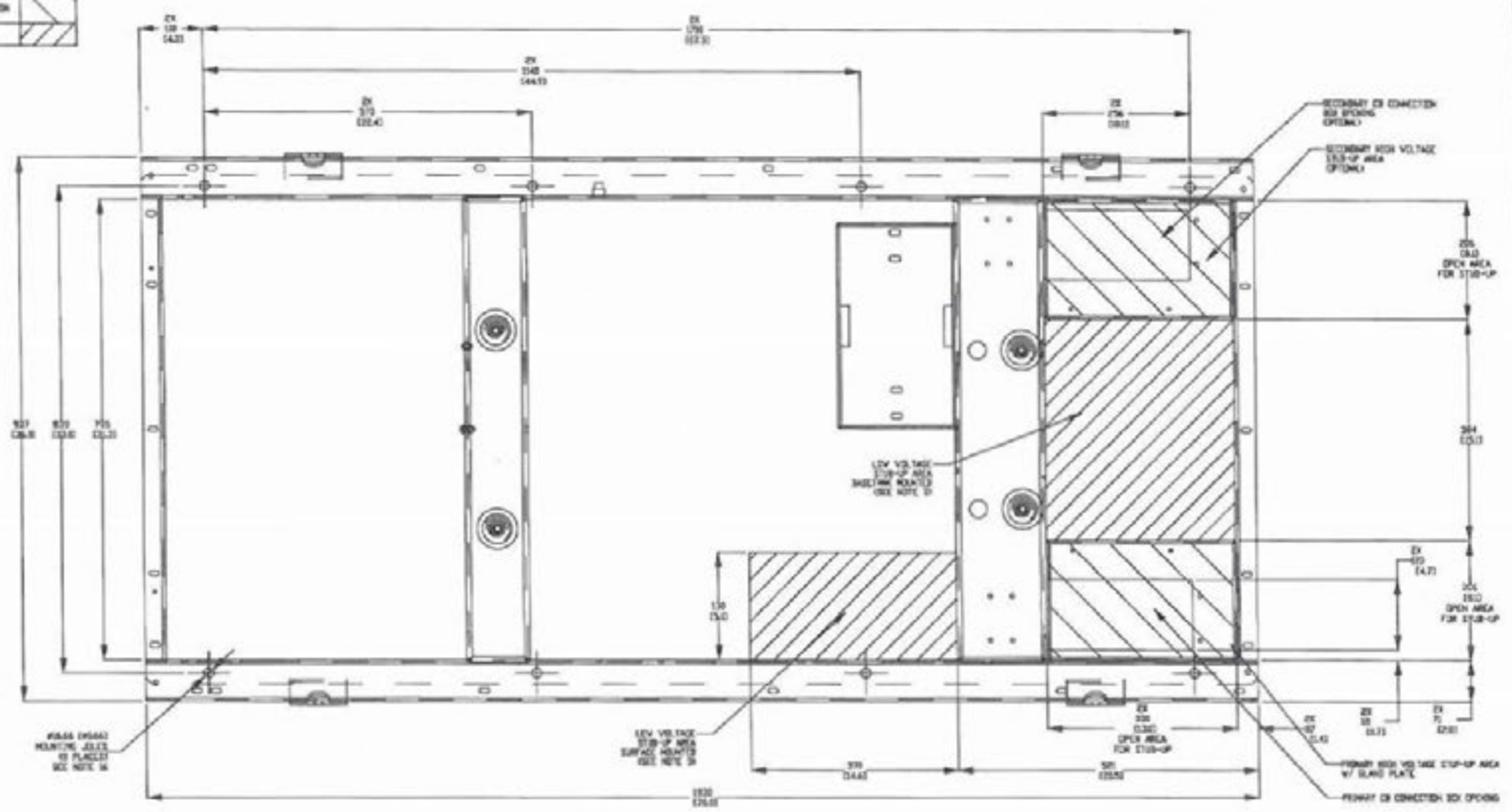


**Lockable Turn and Tuck
Stainless Steel Latch
Handle**
Corrosion-Free, Non-
Protruding and Secure



SH 2/3 REV E

ROOMS: ELECTRICAL STUB-UP
 200V VOLTAGE STUB-UP
 480V VOLTAGE STUB-UP
 120V VOLTAGE STUB-UP



DRAWING CREATED FROM PRO/ENGINEER TO FILE. (NO MODIFICATION TO BE APPLIED TO SOLID MODEL ONLY.)

DIMENSIONS ARE IN MILLIMETERS (MM)

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 SCALE: 0.125
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 DWG NO: 0J6865
 WT-KG: 1
 SHEET: 2 of 3

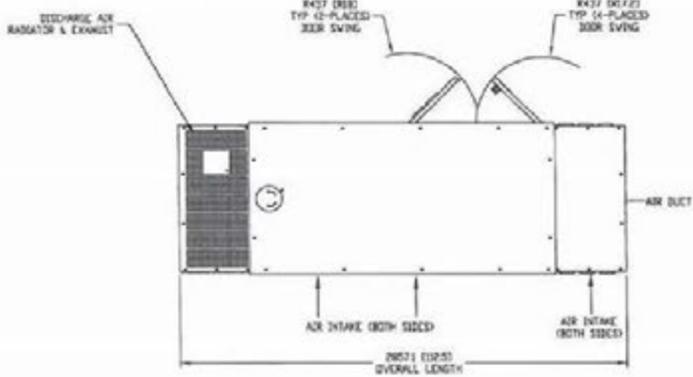
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TITLE			
STUB-UP VIEW			
GS.4L 60HZ: SG035, PG032			
SG040, PG036, SG043, PG041			
SG050, PG045			
ISSUE DATE:	6/28/14	DWG NO:	0J6865
SIZE:	B	CAGE NO:	N/A
SCALE:	0.125	WT-KG:	1
		SHEET 2 of 3	

INSTALLATION DRAWING

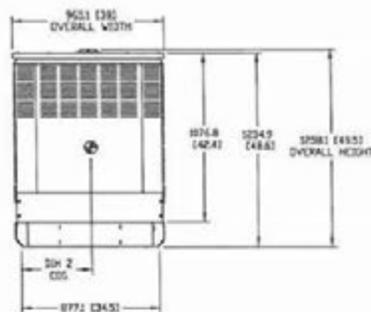
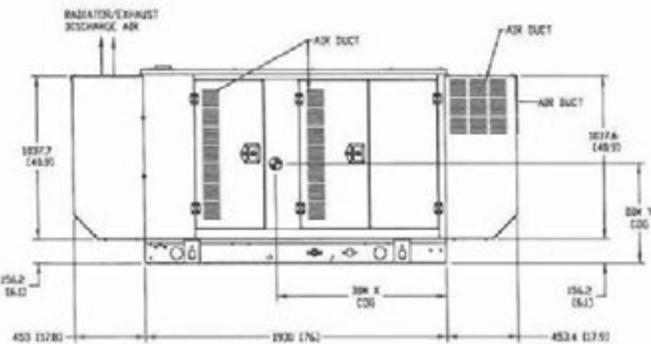
Page 31 of 44

DRAFT PLAN STAFF AGENDA

SH 1/1 REV E



FOR ALL STUB-UP, WEIGHT, AND CGG DETAILS, SEE CORRESPONDING OPEN SET DRAWING PER UNIT CONFIGURATION.



DRAWING CREATED FROM PRO/ENGINEER 2D FILE. CGG MODIFICATION TO BE APPLIED TO 3D MODEL ONLY.

INSTALLATION DRAWING

DIMENSIONS ARE IN MILLIMETERS (INCHES)

THIS DRAWING IS THE PROPERTY OF THE DRAWING OFFICE. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.

ELECTRONICALLY APPROVED
TIGHE WINDMILL

GENERAC

TITLE			
L1A ENCLOSURE			
G5.4L 60HZ: SG035, PG002			
SG040, PG036, SG045, PG041			
SG050, PG045			
ISSUE DATE:	6/1/24		
SIZE	CAGE NO	DWG NO	REV
B	N/A	0J6865B	F
SCALE	0.035	VT-KG	SHEET 1 of 1

Page 32 of 44

DRAFT PLAN STAFF AGENDA

PERSONNEL COMMITTEE MEETING
Monday, October 17, 2016 – 6:30 p.m.
Council Chambers ~ County-City Building

PRESENT: Vice Chairperson Oberstadt; Alderpersons Johnson, Morrow, Shorr

EXCUSED: Chairman Slowinski

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; Attorney Beveridge; Alderperson(s) Ryan, Kneebone, Phillips, McComb, Dugan; Director(s) Lemke, Schrader; Chief Finn; Chief Skibba; Bob Gregorich; Todd Ernster; Steve Plaski; Dave Worzalla; Mike O'Meara; Human Resource Manager Jakusz

Vice Chairperson Slowinski called the meeting to order.

1. New Position Request – Parks Department

Parks Director Schrader reviewed the timeline of the position he is requesting be reinstated (he distributed copies at the meeting). He indicated that the department has hired three seasonal employees in the last five years; creating a revolving door that required a great deal of time for training. Director Schrader stated that although he understands the budget constraints, he questions the validity of that argument based on the creation of positions in past years such as the Associate Planner and earlier this year, the Council approved making the Ordinance Control position full time.

Director Schrader feels the City owes it to the patrons of the Willett arena and municipal pool.

Alderman Morrow asked Director Schrader if he gets a lot of complaints about these facilities. Director Schrader indicated that although there aren't a lot of complaints questions are raised due to inconsistency.

Mayor Wiza stated he agrees that the position is needed, however the Fire Department and Police Department have been requesting additional positions as well and the money just isn't there. Growth in the City will allow us to increase our operational levy.

He asked that the Alderpersons keep in mind the next agenda item – to set the salaries for the elected positions of City Clerk, City Attorney and

Comptroller Treasurer as well as the market survey that we are having done for our employee's compensation. Mayor Wiza added that he has asked the Comptroller/Treasurer to put as much money as he can into contingency for the market survey.

Aldersperson Johnson thanked the employees who stepped up and took on additional duties with the full-time position was eliminated in the Parks Department. She raised the concern of recruitment due to these additional duties being added to the other Park's management positions. Director Schrader replied that adding this position back to the department will not alter the current job descriptions of the other management staff; they will continue to have those responsibilities.

Comptroller/Treasurer Ladick stated that he agrees with the Mayor. He stated that due to budgetary constraints placed on us by the State we are in a difficult operation environment. He feels that new position requests should be part of the budget process and that we let all departments know so that they can make their pitch.

Vice Chairperson Oberstadt stated that the current situation isn't sustainable; we need another plan to reduce turnover.

Alderman Shorr asked if other positions in the City have been cut.

The Personnel Committee meeting was recessed at 7:00 p.m.

The Personnel Committee meeting was reconvened at 7:00 p.m.

Chief Finn stated that his department has lost two management positions due to a reorganization of that department some years ago.

Mayor Wiza stated we want the process to be fair, not a situation where "the squeaky wheel gets the grease".

Bob Gregorich, Park & Rec Facility Supervisor I voiced his concern that we train employees to use very expensive equipment and run very expensive facilities.

Aldersperson Johnson suggested establishing criteria for ranking new positions. It would be a transparent approach to handling multiple requests.

Human Resource Manager Jakusz stated that the current policy includes an annual deadline for submitting new position requests and indicates the documentation the department head must submit. After review, the Mayor submits his recommendation to the Personnel Committee for action. The Personnel Committee could amend that policy per Aldersperson Johnson's suggestions.

Director Schrader stated Parks is a service department that runs 7 days a week more than 8 hours a day.

Mayor Wiza replied that most of the City is 24/7; it's not about that – it's a concern over the budget. If we approve new positions, where do we cut? He added that although it would be nice to have an answer this evening; we have some time. He added that a special meeting will be held in early November (dated TBD) to review the findings of the market survey – and the Personnel Committee can further consider this item at that time. We will then have a clearer picture of the cost for the implementation of the market survey. Mayor Wiza also reminded the Personnel Committee that if additional positions are approved we will need to know what the Alders wish to cut from the budget.

Alderman Morrow suggested postponing action until the presentation on the market survey and the cost for implementation.

Director Schrader stated that he understands the concern over budget costs; added that he was told when the position was eliminated that we should "try this"; he followed the procedures outlined in the City policy for his request.

Alderman Ryan asked what alternatives have been evaluated; can we make modifications to the fee structure?

Director Schrader responded that the fees are addressed by the Parks Commission and will be coming up in the next month.

Alderman McComb questioned whether room tax could be used to supplement.

Comptroller/Treasurer Ladick replied that the Willett Arena is not making money and in fact receives \$80,000 per year in room tax.

Alderman Morrow moved to postpone action on this item until such time as the market survey results are presented; Alderman Shorr seconded. Ayes all, nays none; motion carried.

2. Establishing salaries for the City Attorney, Comptroller/Treasurer and City Clerk for the 2017 – 2020 Term of Office.

Mayor Wiza reviewed the documents provided to the Personnel Committee relating to the process he used for his salary recommendations. He noted the salary for the City Clerk and City Attorney appeared to be in the ballpark, but the Comptroller/Treasurer salary was way below. He indicated that as the survey data indicates, in other communities this is not an elected position. He added that the only elected position with "qualifications" currently is the City Attorney; the possibility of investigation applying qualifications is being investigated.

Alderman Johnson moved to approve the recommendation; Alderman Morrow seconded. Ayes all, nays none. Motion carried.

3. Adjournment – 7:29 p.m.

PERSONNEL COMMITTEE MEETING
Thursday, November 3, 2016 – 6:00 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairperson Slowinski; Alderpersons Johnson, Morrow, Shorr

EXCUSED: Alderperson Oberstadt

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; Attorney Beveridge; Alderperson(s) Ryan, Kneebone, Phillips, McComb, Dugan; Director(s) Lemke, Schrader, Schatschneider, Ostrowski; PFC Commissioner Ostrowski; Steve Plaski; Ken Rozek; SPCT – Brandi Makuski; Human Resource Manager Jakusz

Chairperson Slowinski called the meeting to order.

1. Springsted Market Survey Presentation

Mayor Wiza stated that the market survey process has been completed. Ann Antonsen from Springsted held four City-wide employee presentations across the City earlier in the day. She will also be doing a presentation for the Personnel Committee and Council members this evening.

He stated that the City hired a professional and let them do their job. We provide the information to Springsted (prior job description questionnaires, appeal information) and tasked the department heads with reviewing those documents to see if anything had changed in the job in the past three years. If something had changed, then the department head was given the opportunity to draft a narrative outlining changes and submit that along with the JDQ.

Mayor Wiza stated that in addition to the market survey going forward we will have the "SAFE" tool to use to evaluate changes in positions and newly created positions.

He added that Ann Antonsen from Springsted will handle the reconsideration process; this will take the politics out of the process. Once this process is employed, we will receive training on the "SAFE" system.

Going forward, the City will have a new matrix; the old or current matrix wasn't reviewed as part of the process. Currently, there isn't consistency between grades; the recommended matrix has a 6% spread between grades. The current pay plan has no bearing on the proposed matrix.

At the completion of Springsted's process, no employee salaries were "red circled" – meaning they weren't over the top step.

He added that in order to work with our payroll system, the matrix we use must be divisible to two places past the decimal point.

In preparing the new matrix, several department heads noted concern that employees were anticipating the cost of living adjustment (COLA) of .68% as established by the Wisconsin Employment Relations Commission, to the 2016 matrix and some of the grade/step placements on the plan post market survey had a lower pay rate. Based on this, the Comptroller/Treasurer's Office applied the 2017 COLA of .68% and moved each salary to the next step that provided an increase. By applying this formula, two employees are now above.

Comptroller Treasurer Ladick stated that the City basically had two options for implementation; to go to the next step which would have provided an increase – which would have resulted in less of an increase than employees were anticipating, or follow the process Mayor Wiza described previously and that's the option we recommend. It will cost \$111,870 including wages and fringe benefits.

He added that funding this more generous option is a bit of a stretch for 2017, but not irresponsible. Because we are being more generous in 2017 we may not be able to do so in 2018. Funding the more generous option for 2017 will require reducing the contingency by \$16,000. He said that it is not realistic to fund the more generous option and the new position request for the Parks Department. The cost doesn't include any reconsideration requests that may be approved through that process.

Chairperson Slowinski stated that he isn't a fan of not funding a cost of living adjustment for 2018 – if we don't fund it, it will cause the City's pay plan to fall behind.

Mayor Wiza stated there is a high importance to keeping our pay system valid. Departments may have to reduce operating budgets to make up the difference.

Aldersperson Kneebone asked what CPI has been running. Comptroller/Treasurer Ladick stated that in 2016 it was .73%; in 2017 it is .68%. It is established by the Wisconsin Employment Relations Commission.

Aldersperson Johnson asked if the Council will see wins/losses for each employee. Mayor Wiza replied that he will send an electronic copy of the findings to all the Alderspersons. He added that this information has been provided to the department heads.

Alderman Ryan inquired about the full time code enforcement officers. Mayor Wiza replied that it was included in the Market Survey process and is funded in 2017. This position will have a revenue stream.

Ann Antonsen indicated that there have been several components – the market survey, employee meetings and the reconsideration process. Once the reconsideration process is completed, Springsted will provide a written summary of their findings.

Mayor reminded that this was an evaluation of jobs – not of specific employees.

Aldersperson Dugan asked whether the JDQ's from the prior study were accurate. Mayor Wiza reminded that all directors and department heads were told to review the JDQ's and provide a narrative of what had been overlooked in the original version or what had changed.

Aldersperson Johnson questioned whether the reclass process will be changed or if we would just utilize the SAFE tool.

Ann Antonsen from Springsted stated City staff would be trained on the use of the SAFE tool and be provided a questionnaire to utilize to assist in the review of positions and job descriptions going forward.

Alderperson Johnson inquired whether there is movement afoot to develop something more objective and less subjective.

Ann Antonsen from Springsted replied that they have made the SAFE system and questionnaire more user-friendly; it is more simplified than the prior job description questionnaires.

Alderman Shorr questioned whether the SAFE system would be utilized to evaluate positions on an annual basis.

Mayor Wiza stated that while this does not need to be done on an annual basis, it may well not be the last market survey the City will ever need to do. He added that the cost of living adjustment to the matrix is very important to avoid obsolescence – we need to maintain the plans integrity.

Alderman Slowinski questioned how often the City needed to go through this process if we are able to provide a cost of living adjustment to the matrix annually.

Ann Antonsen of Springsted replied that every 5 – 7 years; less often if there's a recession and more often if there's a market change or high turnover of employees.

Alderman Morrow moved to approve the Market Survey plan result and reconsideration process; Alderman Shorr seconded.

Alderperson Johnson stated that she is not comfortable voting so she will be voting against it. She added that she needs to have conversation with employees and review the documents.

Alderman Morrow stated that he feels comfortable moving along; the plan has been presented to employees and they will be provided information regarding the reconsideration process.

Vote: 3 – 1 Alderperson Johnson dissenting. Motion carried.

2. New Position Request Facilities Supervisor II – Parks Department
Alderson Dugan stated that she wishes to support and argue for reinstatement of this position. She feels that the Parks Department is as essential as the Streets Department. She feels that we have a low wage economy here and people need the opportunity to recreate and we have facilities that need to be supervised and maintained.

Director Schrader stated this his budget can cover the wages but not the fringes. Historically, the general fund has had money left at the end of the year. He added that it's hard to believe the additional funds can't be found and five full time positions have been added in recent years.

Mayor Wiza stated that the full time IT position was created and that it was a huge priority. Previously, the City contracted for these services and was able to greatly reduce the contract and put the money toward the new position.

He added that it is a matter of priority. If you choose this priority, what gets bumped? The City needs to budget appropriately and seek additional monies via grant opportunities. We need to grow the economy in the City so that we can increase our operation.

Comptroller Treasurer Ladick stated that the annual audit which is provided to the Council members shows that monies left over go into funding capital projects. He added that we've all had to do more with less. Departmental budgets have been reviewed very closely the past three years and cuts have been made. The City needs to look at budget revenues more aggressively – such as increasing the cost of building permits. The other option is to resort to asking department heads for budget reductions.

He noted that things that are unpredictable – such as the weather, impact budgets for such things as road salt and overtime. We need to continually look at how we can push the envelope. Is it disappointing to have to choose between priorities? Yes, but it is reality right now. He suggests continuing discussions about priorities.

Aldersperson McComb stated that the City has valuable complicated facilities used by thousands of people on an annual basis. She is concerned that these facilities are supervised by temporary employees. Director Schrader has followed the process for requesting reinstatement of this position.

Comptroller Treasurer Ladick stated that the Redevelopment Authority meets soon to discuss the portion of the Community Development Director's salary they pay. If the vote to reduce the portion they are paying, this will add another cost to the 2017 budget.

Alderman Morrow stated that he commends Director Schrader. He does feel the position is needed, but the City needs to fully implement the findings of the Market Survey for all employees.

Alderman Shorr stated that he looks at the situation similarly to Alderman Morrow. He feels it is important to hear the case for it even if we can't find the resources to fund it at this point.

Aldersperson Johnson questioned what are our priorities as a Council? What is the vision for the community? She feels there haven't been any priorities collectively set. She added that it is a critical conversation in the visionary process that the City Council members need to have.

Mayor Wiza stated that work is being done on a mission statement for the City. We are also trying to gain ground with smart economic development, but it is a slow process. The more we grow the value of the City, the more we can provide. He added that he hopes we will be able to fund some of these positions in the near future.

Alderman Slowinski stated that he understands the Parks request for the position, but the budget is already tight and the City has an obligation to fund the pay recommendation.

Alderman Slowinski moved to deny the request, Alderman Morrow seconded.

Aldersperson Dugan emphasized that parks are a priority for the City; creating parks should be a major priority. She agrees that the Council should be far more engaged as a group.

Alderman Slowinski stated that he is extremely reluctant to approve requests from any department this year due to the upcoming budget being tight.

Alderman Phillips stated his opinion that now is not the time to be hiring people for new positions. The City needs to look at potential revenue streams such as boat launch fees. We're paying down on our debt this year; we've got streets that need to be repaired.

Vote: 3 – 1 Aldersperson Johnson dissenting. Motion carried.

3. Adjournment – 7:52 p.m.

PERSONNEL COMMITTEE MEETING
Monday, November 14, 2016 – 6:00 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairman Slowinski; Alderpersons Oberstadt, Johnson, Shorr

EXCUSED: Alderman Shorr

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; Attorney Beveridge; Clerk Moe;
Alderperson(s) Ryan, Kneebone, Phillips, McComb, Dugan,
Doxtator; Director(s) Lemke, Schrader, Ostrowski; Chief Finn; Chief
Skibba; Jake Pederson; Jacob Bobreder; Tricia Church; Nate
Enwald ~ PC Gazette; Human Resource Manager Jakusz

Chairman Slowinski called the meeting to order.

1. Amendment to Administrative Policy 1.07 – Harassment

Human Resource Manager Jakusz explained that this is an entirely new policy. Since our relationship began with Cities and Villages Mutual Insurance Company (CVMIC) earlier this year, more training has been afforded to department heads and employees. The upcoming training session for employees is on harassment. They are providing two training dates; one in late November and one in early December. After reviewing our current policy and CVMIC's policy, the City Attorney felt comfortable with using their policy as a template and tailoring it to fit the City of Stevens Point.

Alderperson Johnson indicated that because the policy is lengthy, it would have been her preference to have the policy the month prior as a discussion item for the committee with action the following month. She indicated that she had not had the time to read through the draft policy in its entirety.

The City Attorney stated that the policy re-write includes more modern language including retaliation and prohibits certain behavior. Our relationship with CVMIC puts the City on good footing; we tend to go

through their recommendations and find them favorable as they strengthen the City's position.

Aldersperson Johnson asked whether the Council would be apprised in the event such a claim were filed. The City Attorney replied that any disciplinary action would work up the chain.

Aldersperson Johnson moved to approve the policy amendment; Aldersperson Oberstadt seconded.

Aldersperson Kneebone stated that during her time as a federal employee, the VA had included in their harassment policy a timeline for the investigatory process. In addition, the VA had selected two employees to attend EEOC training; employees who had an issue could come to fellow employees if they felt more comfortable doing so than going to a supervisor or department head.

Mayor Wiza stated that staff can review the possibility of modifying the policy in the future to include a timeline.

Aldersperson Johnson added a friendly amendment to her original motion that staff work with Aldersperson Kneebone and CVMIC to work on adding a timeline to the policy; Aldersperson Oberstadt was agreeable to the amendment to the original motion.

Ayes, all nays none. Motion carried.

2. Adjournment – 6:17 p.m.

**CITY OF STEVENS POINT
PUBLIC PROTECTION COMMITTEE
Monday, November 14, 2016 – 6:20 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 Doxtator, Shorr, Oberstadt, Slowinski, Kneebone and Phillips; Directors Schrader, Lemke and Ostrowski; Police Chief Skibba; Fire Chief Finn; Deputy C/T Freeberg; Tricia Church; Collin Schroeder; Brett Stuchert; Carl Rasmussen; Jacob Berkalow; Nate Enwald – Gazette

1. License List:

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

Chief Skibba said all licenses have been appropriately vetted.

Ald. McComb **moved**, Ald. Ryan seconded, to approve the provisional operator licenses as presented.

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

B. Rapids Kwik Cab, 122 8th Street S., Wisconsin Rapids, WI; Christopher Wickersham, owner.

Ald. Johnson asked if Mr. Wickersham is currently in business in Wisconsin Rapids.

Christopher Wickersham, 122 8th Street S, replied he has been in business for eight months in Wisconsin Rapids.

Ald. Johnson asked how many drivers and vehicles he has.

Mr. Wickersham said he has three drivers and two vehicles.

Ald. Johnson asked if his vehicles are licensed and inspected.

Mr. Wickersham replied yes.

Ald. Johnson asked if he has any issues in Wisconsin Rapids.

Mr. Wickersham said his business in Wisconsin Rapids is good.

Clerk Moe said the Clerk's office needs his vehicle inspections and proof of insurance before issuing the license.

Chief Skibba said he contacted the Wisconsin Rapids Police Department and they do not have any issues with this company.

Clerk Moe asked if the drivers' applications will be submitted after this license is approved.

Mr. Wickersham replied correct.

Ald. McComb **moved**, Ald. Morrow seconded, to approve the license for the new taxicab company.

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

2. Request to Hold Event/Street Closings: YMCA – Frostbite Road Race and Winter Walk on December 3, 2016 with partial/complete closure of sections of Second Street N and Fourth Avenue for the first 20 minutes of the race.

Chief Skibba said this is an annual event that has been a success in the past.

Ald. Dugan **moved**, Ald. Morrow seconded, to approve the request to hold the event and street closings for the YMCA Frostbite Road Race.

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

3. Brochure outlining the role, powers and responsibilities of an alderperson.

Mayor Wiza noted that alderpersons can have a generic phone number assigned to them and all calls would be directed to the alderperson's phone number of their choosing. He said this way the phone number for the alderperson would always remain the same. The Mayor said an email addresses could also be set up the same way.

Ald. Morrow said currently the alderpersons' contact information is on the website.

Ald. Johnson said she put together this brochure with the help of the City Attorney and Ald. McComb. She said this is a draft and she is open to suggestions.

Ald. Dugan made some suggestions on consistency and structure.

Ald. Morrow said the Committee should continue to work on this.

Ald. Dugan asked if it is correct that the City has a weak mayor form of government.

Mayor Wiza replied the Common Council has the authority so it is called the weak mayor system.

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

Ald. Morrow took the opportunity to congratulate Clerk Moe on how smoothly and well organized the election process was especially at his local polling place.

Ald. Johnson agreed and thanked Clerk Moe for his work.

There were no suggestions from the committee members for future topics.

5. Adjournment.

Adjournment at 6:41 p.m.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, November 14, 2016
Lincoln Center – 1519 Water Street
Stevens Point, WI 54481

MINUTES

PRESENT: Mayor Mike Wiza, Comptroller/Treasurer (C/T) Corey Ladick and Tricia Church;

Alderspersons: Garrett Ryan(3rd), Heidi Oberstadt(4th), Jeremy Slowinski(6th), Mary Kneebone(7th) and Mary McComb(9th).

EXCUSED: Director of Public Works Scott Schatschneider

ALSO PRESENT:

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

OTHER CITY STAFF MEMBERS: City Attorney Andrew Beveridge, City Clerk John Moe, Fire Chief Bob Finn, Police Chief Marin Skibba and Deputy C/T Carrie Freeberg.

ALDERPERSONS: George Doxtator(1st), David Shorr(2nd), Meleesa Johnson(5th), Cathy Dugan(8th), Mike Phillips(10th) and Shaun Morrow(11th).

OTHERS PRESENT: Nate Enwald – Portage County Gazette and Carl Rasmussen – UWSP Facilities.

Mayor Mike Wiza called the Board of Public Works meeting to order at 6:43 p.m. The meeting was held on Monday, November 14, 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.

Mayor Wiza pointed out that the Coye Drive intersection is now reopened with the paving completed and seeding that was done today.

Mayor Wiza also wanted to recognize and commend Scott Swenson who just retired from the Streets Department after serving 31 years.

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

Ayes all; nays none; motion carried.

2. Consideration and possible action to accept the Revocable Occupancy License Fees.

Mayor Wiza explained that last month we went over the licenses and now this month we are looking at the fee structure associated with them. The estimated request from Director Schatschneider is a onetime \$500.00 fee.

Aldersperson Kneebone questioned the requested onetime fee and asked if we could bill out the cost of the staff time on an individual basis. She feels that it would be more equal if folks were only billed for the time it took city staff to complete their license.

Mayor Wiza replied that it would be difficult due to all the departments that are involved and it would require more city staff time to complete the process.

Attorney Beveridge stated that he would not like the idea of working with a stop watch.

C/T Ladick agreed and added that he feels it would be easier to let folks know how much it will cost up front versus telling them we don't know what it will cost until we are done with the process.

Aldersperson McComb feels this is a great idea; therefore, moved to accept \$500.00 for the Revocable Occupancy License Fees; seconded by Aldersperson Oberstadt.

Ayes all; nays none; motion carried.

3. Introduction regarding requests for the installation of cell phone towers in city right-of-way.

Mayor Wiza explained that the City has been approached by a company that has "utility status" to put up cell phone towers within our right-of-ways. He pointed out that these towers are a little different than the cell phone towers we are used to seeing. He added that a representative from this company, Mobilitie, will be present at the meeting in December.

Attorney Beveridge further explained that this company has a certain status under the State Statute, which puts them under the Public Utilities Commission through the State of Wisconsin. What this means is that our ability to say no is somewhat constrained; however, in meeting with the representative of the company, it sounds like they are fairly flexible in terms of locations.

Aldersperson McComb asked if we would be receiving rent from this company for the use of our right-of-way. Attorney Beveridge said no due to them being in the same sort of footing as a public service such as power lines, phone lines and cable television lines.

Aldersperson McComb asked if these towers would interfere with any other frequencies. Mayor Wiza said they would have to go through the FCC if that were an issue.

Carl Rasmussen representing UWSP stated that he attended a meeting representing the Universities interest. He believes that the selected areas they are coming forward with were based on an engineering location or areas that would serve the greatest demand. He feels they came forward with this in the wrong way but believes they are willing to listen to our concerns in terms of locations.

Mayor Wiza stated that some of the locations could have been better served had they approached us earlier and asked what the City and Universities thoughts were in terms of locations.

4. ADJOURNMENT: Mayor Mike Wiza adjourned the November 14, 2016 Board of Public Works Meeting at 7:10 p.m.

**FINANCE COMMITTEE
NOVEMBER 14, 2016 AT 7:10 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 Lemke, Schrader, Ostrowski; Ald. Slowinski, Morrow, McComb, Oberstadt; Fire Chief Finn; Police Chief Skibba; Deputy C/T Freeberg; Nate Enwald

ITEM #1 – PUBLIC COMMENTS ON THE PROPOSED 2017 OPERATING BUDGET.

There were no public comments on the proposed 2017 Operating Budget.

ITEM #2 – REVIEW AND POSSIBLE ACTION ON THE PROPOSED 2017 OPERATING BUDGET.

C/T Ladick stated that Ald. Phillips approached him with a proposal that he had for the operating budget. Since there will be some adjustments coming up in relation to property taxes with the revaluation, Ald. Phillips questioned if phasing in the adjustment would make sense. C/T Ladick stated that initially he was reluctant toward the idea because that was not his initial recommendation; however he became more open to it when we found out that the school district tax rate will be decreasing. Basically, even with the County going up a bit, we are still projecting a 20 cent decrease in the tax rate, so the thought was rather than decrease the rate for 2016 and then have it possibly go back up in 2017, we could smooth it out a bit by increasing our tax rate this coming year by 10 cents, so instead of \$9.84, it would go to \$9.94. He stated due to levy limits, we would have to use the money for debt payments since they are not restricted. Every cent is about \$15,000, so the 10 cent increase would equal about \$150,000, which could be put toward early retirement of debt. He stressed that we do not have all the information on tax credits back yet, such as the lottery credit and the school property tax credit and whether or not those will change, so we would be making the best decision based on the information we currently have.

Ald. Phillips stated his thoughts were that if your tax bill was \$5,000 last year, he did not want it to go higher than \$5,000, but he would like to put some money towards paying down more debt and this would give us the opportunity to do that.

Mayor Wiza stated his concerns were that there will be two consecutive years of City increases. Then again, some people budget through an escrow account and this would keep that on track. He is not sure how the homeowners would want this handled, to save some on taxes this year and have it go up more next year, or have it relatively stable this year and still go up a bit next year.

Ald. Dugan and Ald. Shorr stated they are supportive.

C/T Ladick reminded everyone that we have not had a revaluation done in over 10 years so a lot changes with regards to real estate prices and valuations, so you could see some significant adjustments. He also stated we are taking a little bit of edge off, but you could still see some significant adjustments next year.

Ald. Kneebone stated she is supportive of paying off more debt, but she stated her concern is those that are on fixed incomes. Mayor Wiza stated this will not take the blow completely away, but will lessen it and your bill should not be more this year because of the decrease in other taxing jurisdictions.

Ald. Doxtator stated he is supportive and likes the idea of paying down more debt.

Motion made by Ald. Doxtator, seconded by Ald. Dugan, to approve the proposed 2017 operating budget and increase the tax rate to \$9.94.

Ald. Dugan stated she would like the Council to have more input and be involved at an earlier time. Mayor Wiza stated that they are working to get the Council involved earlier in the process and this Council has been involved earlier than previous Councils. C/T Ladick also stated that a great deal of work goes into the budget, but 95% of what you see in the budget is continuing our current operations, there is not a pot of money that we have to find a place to put it, most of it is already claimed by wages and continuing the current services we provide.

Ald. Kneebone stated she would like to see a public hearing on infrastructure priorities which can translate into some capital projects.

Ald. Dugan stated she would like to see the Council members set priorities. C/T Ladick reminded the Committee that if you want to add priorities, you will need to find things that are not priorities to make room because due to levy limits and reductions in Aid, there is not extra money.

Ayes: All Nays: None Motion carried.

ITEM #3 – ADJUSTING THE PRICE OF CABLE CHARGED AT EDGEWATER MANOR.

C/T Ladick stated at Edgewater Manor, the cable is automatically included in the rent so all the tenants have it. They are charged \$30 per month for the service, but the actual cost to Edgewater is \$37. He stated last month the extension of the cable contract was approved and there were some requests to bring it back this month to discuss the price that residents were paying. Candlewood's recommendation is to charge the full price of \$37 per month for the cable. Currently, Edgewater is doing ok financially and is making a profit, which is good, but once renovations start and money needs to be borrowed, that could change.

Ald. Doxtator stated he would like to see quotes from other providers, such as Dish Network and Direct TV, especially since the renovations are going to be starting, now would be the time to run wires. Mayor Wiza stated that the cable contract has been renewed so this is just regarding the cost. Candlewood is looking at the infrastructure because there is some old copper wiring that they are considering upgrading during the remodeling project, but that is still on the table.

Ald. Kneebone stated she supports splitting the cost evenly amongst the residents, but does agree that she would like to see something in the future with regards to other providers.

Motion made by Ald. Kneebone, seconded by Ald. Shorr, to approve the recommended adjustment of the cable price to \$37.

Ald. Dugan stated she supports the increase but agreed with Ald. Doxtator and would like to see something brought up in the future with regards to pricing from other providers.

Ald. Phillips questioned when the contract was up. C/T Ladick replied we just renewed it, and it is a one year contract.

Director Ostrowski clarified that in the memo from Candlewood, they are recommending to only increase it to \$37 this year, but if rates do go up in the future that they will be split equally. That being said, this would not come before Committee every time an increase is warranted, but rather be dealt with during the approval of the cable contract. Charter has a certain percentage escalator clause that they can do every year, so with that, Candlewood would adjust accordingly to charge equally amongst apartments, rather than bringing it back to Committee. Travis from Candlewood has tried repeatedly to contact other providers and has not heard back from them. He also stated that one of the challenges that they face is that once the coax cable is run through the building, Charter uses those lines so if individuals want cable and internet and Charter supplies the internet and Dish (or whoever) does not, it will present challenges in how we feed each one of those apartments, unless we run two or three lines to every apartment which we are looking at as we go through the improvements. They are looking at maybe running the lines on the outside of the building rather than the inside.

Ald. Doxtator stated he would like to see this looked at again next year at contract time.

Ayes: All Nays: None Motion carried.

ITEM #4 – APPROVAL OF SNOW AND ICE REMOVAL CONTRACT FOR SIDEWALKS AND BOULEVARDS.

C/T Ladick stated the Community Development department has a contract with a small business called Larry's Helping Hand, that takes care of the snow removal, etc. for homeowners that do not take care of it, which in turn gets billed back to the property owner. We have used this contractor for several years and the Director is recommending a renewal of that contract.

Director Ostrowski stated we have used Larry's Helping Hand for a number of years as his rates have been very competitive and he has handled some of the difficult situations well. He has also taken care of our grass and weed issues along with junk in the yard removal. He recommends continuing the contract and stated the contract does include an automatic renewal so we do not have to keep bringing this back, unless it would exceed a 3% annual increase, at which time we would bring it back to Committee.

Motion made by Ald. Kneebone, seconded by Ald. Doxtator, to approve the contract as presented for snow and ice removal for sidewalks and boulevards with Larry's Helping Hand.

Ayes: All Nays: None Motion carried.

ITEM #5 – SUBORDINATION AGREEMENT FOR THE EXISTING LOAN WITH SERVICE COLD STORAGE.

C/T Ladick stated a few years ago the City made a \$200,000 interest free loan to Service Cold Storage as part of a Developer's Agreement that we had with them. In regards to property/mortgage loans, there is a pecking order when it comes to recording as far as who is first in line and who is second, etc. The primary lender is first in line and we agreed to be second in line. Now, they have refinanced due to their expansions, so we need to again approve the subordination to agree to stay in second place.

Motion made by Ald. Doxtator, seconded by Ald. Dugan, to approve the subordination agreement for the existing loan of \$200,000 with Service Cold Storage.

Ayes: All Nays: None Motion carried.

ITEM #6 – APPROVAL OF PAYMENT OF CLAIMS.

Motion made by Ald. Doxtator, seconded by Ald. Shorr, to approve the payment of claims in the amount of \$873,648.79.

Ayes: All Nays: None Motion carried.

Adjournment at 7:46 p.m.



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

Gary Wescott
President
(715) 346-1508

October 4, 2016
4:00 p.m.

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

Also Present: Police Chief Skibba, Fire Chief Finn, Assistant Chief Joe Gemza, Alderperson Mary Kneebone, Brandi – Stevens Point City Times, Mel Plummer, Ashley Hansen, Lee Ann Spoon – Records Bureau Supervisor

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

Alderperson Mary Kneebone thanked Chiefs Skibba and Finn for the topics shared on their face book accounts as she shares this information with the community.

3. **Annual performance evaluations of the Police and Fire Chiefs**

The evaluation process for police and fire chiefs is as follows:

- Step 1: Chief Finn and Chief Skibba initiate a self evaluation.
- Step 2: Chiefs meet with appropriate liaison for self evaluation.
- Step 3: Bring the self evaluations to the commission at their December 6th meeting for finalization.
- Step 4: The liaisons who conduct the evaluations will not participate in the vote.

4. **Police Chief's Report**

Chief Skibba reported:

September:

- SPASH and Pacelli football games, assisted by Auxiliary
- September 1, First day of school and move in day for UWSP freshmen
- September 3, Justice Works ½ marathon
- September 3-4, Jazz Fest at Pffifner
- September 4, Move in for the rest of UWSP
- September 7, Citizens Academy starts
- September 7, Homicide Investigations Conference, Holiday Inn
- September 9-11, Pacelli Panacea
- September 10, Walk for Hope, Spud Bowl and associated 5K, assisted by Auxiliary
- September 10-11, Gus Macker, assisted by Auxiliary
- September 17, Harvest Fest, Art in the Park, Pointober Fest and associated 5K, assisted by Auxiliary and Contractual officers

- September 17-18, Dozynki, Moose Lodge
- September 24, Run From the Cops and the Alzheimer's Walk

October:

- Sergeant Rottier to present "Good Neighbor" policy at several UWSP meetings
- October 1, Juvenile Diabetes Walk at Pfiffner Park, assisted by contractual officer
- October 5, Cancer Awareness, UWSP on Fourth Avenue from 10A-2P
- October 7, Pacelli Homecoming Parade
- October 15, UWSP Homecoming Parade, assisted by contractual officers at Partners
- October 22, PODS Midnight Run, Jackson School
- October 29, Downtown Trick or Treat
- October 31, Halloween Community Trick or Treat, assisted by Auxiliary

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

Ayes, all; nays, none. Motion carried.

5. **Update on EMS Oversight decision**

At the September 15th Portage County EMS Oversight boarding meeting a motion was made requesting the Tech Team explore the possibility of putting an ambulance in Plover. The Tech Team has scheduled a meeting for October 13th at 11:00 a.m. for discussion.

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

Chief Finn reported:

- The Captain's and Lieutenant's promotional exam material was posted at both stations. Letters of intent and resumes must be submitted to the Chief by October 3rd. The written test is scheduled for November 7th and 8th at Mid-State.
- Prep work continues for our ISO evaluation on October 11th. We have met with the Water Department and the Communication Center for statistics and maintenance reports. We are close to completing our PIP's, ladder and pump test data and vehicle inventories.
- Our cascade SCBA air supply filters and air certification test are completed.
- Crews visited the new UWSP Science building construction.
- Prep work continues on our controlled burn structure at 1917 Cypress Street. Trees were trimmed, pallets and hay were brought in to start burn within rooms, obtained the DNR permit and razing permit from the Inspection Department, instructors worked on burn plans and WPS cut power on the 26th. The two neighboring houses will also have power shut off during the burn due to proximity of the overhead supply line. September 28th was the burn date.
- Explorer Scout meeting took place at Station 1. They reviewed fire investigation procedures.
- Through the Guns and Hoses event, an action track chair was donated. Captain Moody was instrumental in taking twelve veterans on a pheasant hunt, utilizing the track chair.
- P-2 has had electrical failures to the aerial ladder on three occasions. Red Power has not been able to diagnose the problem yet, but P-2 is scheduled for its yearly maintenance soon. The city garage replaced the turbo charger and water pump on September 26th.

- E-3 had an exhaust leak that caused personnel inside the cab to feel sick. A close call form was filled out and the city garage repaired the leak.
- Metro fire calls: 3; total fire calls: 86.
- Training: Trench Rescue Trailer review, Hose line Deployment, Class B foam application, EVOC driver training for all three crews at the Stevens Point Airport and Controlled House burn at 1917 Cypress Street.
- Metro Training: 325 Hoover Avenue, Aerial Ops, Denver Drills, Wall Breaches and roof ventilation. Total training hours: 108.
- Fire inspections: Witnessed hydro test at the Cold Storage Facility new addition on EM Copps Drive; drawing and collecting data on PIP's; tent inspections for Gus Macker and Fall Festival events. Total inspections: 144.
- Public Education:
 - Assistant Chiefs Davis and Gemza were at the Aging and Disability Resource Center. We signed up seven elderly people for our free 10 year battery life smoke detectors and installed them.
 - Channel 7 interviewed five of our members for the remembrance of the 911 attacks, where they were, or if they were deployed afterwards.
 - UWSP students helped out with washing and waxing the fire apparatus for labor of love day on Saturday, September 3rd.
 - During the UWSP Student welcoming night, we dropped 1,500 glow balls from our platform that had prizes in them.
 - Emergency Management was here for our MABAS photo IDs for all personnel.
 - The Citizens Academy here for their first visit of the SPFD. We showed them our apparatus, rescue equipment, ropes, confined space, and a ride in the aerial platform overlooking the city.
 - After the trailer house fire at 1430 Torun Road, we went door to door requesting to install our 10 year life smoke detectors. We now have 38 installs to do.
 - Fire Prevention Week is coming October 9 – 15. Teachers and students are coming weekly for our friendly firefighter program and station tour.
 - Met with Craig Gerlach, School Superintendent, about meeting with teachers to get more fire safety programs into schools. We sent him the down loads from the NFPA apps, and he will review and get teacher feedback.

EMS Activities Report:

- Portage County EMS Awards Banquet: Stevens Point Fire/EMS hosted the 2016 Portage County EMS Association Awards Banquet on September 22nd at the Elks. SPFD personnel who received awards: Years of service: Shane Westphal, 5 years; David Briggs, 10 years; Larry Pingel, Joe Gemza and Ron Heibler, 20 years; Art Dahms, 25 years. Outstanding Service Award for their hard work and support of EMS in Portage County, along with all the help making the EMS banquet possible, was awarded to Local 484 Charitable Foundation.
- Emergency Vehicle Operations Course: The Stevens Point Fire Department line personnel completed our yearly Emergency Vehicle Operations Course (EVOC). The course was designed for Fire and EMS apparatus. "A" crew won the driving course this year.
- Rapids Response Vehicle: There were a total of 67 runs in September.

1.	Cancelled en route:	7 times
2.	Lieutenant not available:	2 times
3.	Staffing not allowed:	0 times
4.	RRU not available:	0 times

5. RRU responded: 58 times

Simultaneous Ambulance Requests: Total number of ambulance requests in September: 377.

2 ambulances out:	73 (19.3%)
3 ambulances out:	17 (4.5%)
4 ambulances out:	2 (.53%)
5 ambulances out	0

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

Ayes, all; nays, none. Motion carried.

7. Discussion of 2017 Police and Fire Operational Budgets

Commissioner Wescott moved, seconded by Commissioner Kirschling, to move approval of the 2017 Police Department and Fire Department operating budgets as presented to the Police and Fire Commission.

Ayes, all; nays, none. Motion carried.

8. Approval of Minutes

Commissioner Carlson moved, seconded by Commissioner Moore, to approve the minutes of the September 6, 2016 and September 8, 2016 meetings.

Ayes, all; nays, none. Motion carried.

9. Confirmation of Bills

Commissioner Wescott moved, seconded by Commissioner Carlson, to approve the confirmation of the September 2016 bills.

Ayes, all; nays, none. Motion carried.

10. Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wisconsin Statute Section 19.85 (1) (c) [considering employment, promotion, compensation or performance evaluation data of any public employee of which the governmental body has jurisdiction or exercises responsibility] for police officer applicant interviews (2)

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

Ayes: Carlson, Kirschling, Moore, Ostrowski, Wescott
Nays: None. Motion carried.

Commissioner Kirschling left the meeting at 5:10 p.m.

11. Reconvene into open session for possible action

Commissioner Moore moved, seconded by Commissioner Wescott, to reconvene into open session.

Ayes: Carlson, Moore, Ostrowski, Wescott

Nays: None. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Ostrowski, 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.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Ostrowski, contingent upon receiving a letter of retirement, to extend a conditional offer of employment to Ashley Hansen upon the successful completion of all hiring protocols and testing.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Ostrowski, contingent upon receiving a letter of retirement, to extend a conditional offer of employment to Mel Plummer upon the successful completion of all hiring protocols and testing.

Ayes, all; nays, none. Motion carried.

12. Adjournment

The meeting adjourned at 5:48 p.m.

MINUTES
Transportation Commission Meeting
October 27, 2016

Commissioners in attendance: Chairperson Nichole Lysne, Karalyn Peterson, Ald. David Shorr, Fred Hopfensperger, Tom Bertram

Excused: Ald. Mary Kneebone, Elbert Rackow

Others present: Susan Lemke

Chairperson Nichole Lysne called the meeting of the Transportation Commission to order at 5:00 p.m.

1. Approval of the September 29, 2016 Transportation Commission minutes.
Karalyn Peterson moved to approve the minutes of the September 29, 2016 Transportation Commission meeting as presented. Ald. David Shorr seconded. Ayes all; Nays none; Motion carried.
2. September 2016 financial report.
Ald. David Shorr moved to approve the September 2016 financial report. Tom Bertram seconded. Ayes all; Nays none; Motion carried.
3. Manager's Report:
 - Staff Update: All Bus Operator positions are now filled. The most recent hire will begin training next week, the two previous hires are fully trained and are working their bid shifts.
 - City/County Consolidated Services Update: City staff has received all necessary 2017 budget information from the County. The Transit Manager has been working with WisDot to assure the appropriate application of funding sources for the consolidated program for 2017. Because the deadline for the 5310 grant application for 2017 was August 15th the consolidated program will not reflect additional funding through that program. Therefore the remaining funding sources available are the County 85.21 funding, the City 5311/85.20 funding, and all revenues supporting the programs. The Taxi and Volunteer county programs would be funded through 85.21, County Match, and revenues. The county fixed flexible bus route would be included with the City 5311 program and be funded by 5311, 85.21, revenue, and county levy. Expenses for the consolidated program reflect adjustments for duplications within the programs and the added positions needed to adequately support the consolidated program. Approximately \$90,810 of local levy remains available for the programs which at current levels of program funding can secure approximately \$275,181 of additional operating.
Fred Hopfensperger moved to approve the Manager's report and place it on file. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.
4. **Next meeting date.**
December 1, 2016 – 5:00 pm
5. **Adjourn.**
The meeting was adjourned at 5:40 p.m.

Board of Water and Sewerage Commissioners
Monday, November 14, 2016
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Carl Rasmussen, Mae Nachman, and Anna Haines.

ALSO PRESENT: Joel Lemke, Rob Molski, Mary Klesmith, Jason Draheim, Jaime Zdroik, Eric Lynne and Ed Nevers of Donohue & Associates and Angel Gebeau of AECOM.

EXCUSED ABSENCE: Ray Schmidt

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ADMINISTRATION

1. Approval of minutes of the October 10, 2016 meeting.

Motion made by Mae Nachman, seconded by Anna Haines to approve the minutes of the October 10, 2016 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

WATER DEPARTMENT

Paul Adamski presented the statement of claims for the Water Utility for October. The balance as of October 1, 2016 was \$5,166,098.28; the bank deposits recorded in October 2016 were \$1,481,431.84. Checks issued October 2016 numbered 50532 through 50629 were in the amount of \$2,069,815.50. The net balance on hand October 31, 2016 was \$4,577,714.62.

WASTEWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for October. The balance as of October 1, 2016 was \$6,865,891.38; the bank deposits recorded in October 2016 were \$590,574.76. Checks issued October 2016 numbered 32014 through 32084 were in the amount of \$634,649.33. The net balance on hand October 31, 2016 was \$6,821,816.81.

STORMWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Stormwater Utility for October. The balance as of October 1, 2016 was \$1,477,610.32. The bank deposits recorded in October 2016 were \$193,766.80. Checks issued October 2016 meeting numbered 1751 through 1772 were in the amount of \$48,610.97. The net balance on hand October 31, 2016 was \$1,622,766.15.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the department claims for the month of October 2016 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

Joel stated the Sixth Ave. Project is complete and they will be wrapping up the Hoover Road Grade Separation Project for this year.

The water operation report was distributed and reviewed for the month of October. A total of 985 valves have been operated in 2016.

4. Report on water supply operations.

Our pumpage in October was 143,498,000 gallons, a decrease of 21,658,000 gallons of water from October 2015.

5. Discussion and possible action on the Draft Groundwater Management Plan (email distribution).

Joel stated there were no substantial changes made from the last Groundwater Management Plan.

No action taken.

IV. SEWAGE TREATMENT OPERATIONS

6. Report on Collection System Maintenance.

Rob stated they are working on cutting roots out of problem areas. Everything is going well.

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

7. Report on sewage treatment operations.

Joel stated there was a spike in loadings right around the time the County deadline was for pumping septic.

Everything is going well.

B.O.D. (5 average ppm), Phosphorus (.421 average ppm) and Suspended Solid (6.26 average ppm) limits were met for the month of October 2016.

8. Update and report on Biosolids Improvement Project.

Joel stated we have an engineering services agreement with Donohue & Associates that was signed last December and work was started January of 2016 to evaluate all options, cost alternatives and what will need to be accomplished on a regulatory perspective.

Joel explained that we are in a better position to pay for the project due to debt being retired in recent years so not all of the new debt would need to be accounted for by a rate increase. Information was submitted to the auditors so they can have more specifics on how this project would affect rates for next months meeting. The Operations & Maintenance and Capital Improvements will also be presented to the Commission next month. A rate study was already approved 1.5 years ago but had been put on hold.

Joel explained that if we go with the “do nothing” approach we will still have to spend money on liquid sludge storage which is very expensive and we’d have the future expense of increased hauling and land application costs due to tightening regulation. It also wouldn’t put us any closer to meeting future permit requirements in regards to the tightening effluent limits.

At December’s meeting, the Commission would like to see the different scenarios/alternatives that were considered and which option staff recommends proceeding with. The Commission would also like to see a “break even” analysis.

V. STORMWATER OPERATIONS

9. Report on Stormwater operations.

Rob stated the crew is finishing up replacing catch basins for the year and focusing on cleaning catch basins.

10. Staff update on Stormwater Management Plan.

Our current contract is with Brown Caldwell to complete the Stormwater Management Plan but we are currently on hold because the DNR has not issued the new permit limits for TMDL waste load allocations.

VI. DIRECTOR’S REPORT

11. Verbal Report.

Joel stated the rates and Capital Improvements discussion were discussed in Item 8.

The next Water & Sewerage Commission meeting will be on Monday, December 12, 2016 at noon.

VIII. ADJOURNMENT

Motion made by Mae Nachman to adjourn the meeting.
Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:39 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS

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

CARL RASMUSSEN, SECRETARY

Airport Commission
Monday, November 14, 2016
12:30 P.M.

MINUTES

PRESENT: Paul Adamski, Carl Rasmussen, Mae Nachman and Anna Haines.

ALSO PRESENT: Joel Lemke, Mary Klesmith, Rob Molski, Jason Draheim, Jaime Zdroik, Angel Gebeau (AECOM), Eric Lynne and Ed Nevers of Donohue & Associates.

EXCUSED ABSENCE: Ray Schmidt

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I. ADMINISTRATION

1. Approval of minutes of the September 12, 2016 meeting.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the minutes of the September 12, 2016 Airport Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

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

AIRPORT

Paul Adamski also presented the statement of claims for the Airport for September. The balance as of September 1, 2016 was \$238,215.19. The bank deposits recorded in September 2016 were \$26,645.03. Checks issued in September 2016 numbered 1540 through 1561 were in the amount of \$41,745.97. The net balance on hand September 30, 2016 was \$223,114.25.

Paul Adamski also presented the statement of claims for the Airport for October. The balance as of October 1, 2016 was \$233,165.71. The bank deposits recorded in October 2016 were \$58,822.35. Checks issued in October 2016 numbered 1562 through 1579 were in the amount of \$63,451.41. The net balance on hand October 31, 2016 was \$228,536.65.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the department claims for the months of September & October 2016 as audited and read.

Ayes all. Nays none. Motion carried.

III. AIRPORT MANAGERS REPORT

4. Written report provided.

The monthly reports for September & October were reviewed by the Commission.

5. Verbal report.

MB5 snow removal vehicle was delivered in September. Four people were trained/certified on the MB5 in October, two from the Stormwater Dept and two from Airport.

The next Airport Commission meeting will be on Monday, December 12, 2016 immediately following the Board of Water & Sewerage Commission meeting.

IV. ADJOURNMENT

Motion made by Carl Ramussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:44pm

AIRPORT COMMISSION

A handwritten signature in cursive script that reads "Carl Ramussen".

CARL RASMUSSEN, SECRETARY

**MEETING MINUTES
BOARD OF PARK COMMISSIONERS
Tuesday, November 1, 2016**

1. **Roll Call**
2. **Approval of the September 7, 2016 Minutes**
3. **Adoption of 2017 Price Structure**
4. **Survey questions for Comprehensive Outdoor Recreation Plan**
5. **Director's report**
6. **Adjournment**

1. **Roll Call**

Present: Freckmann, Glodosky, Hall, Kirsch, Ald. McComb, McDonald, Okonek, Ald. Slowinski, Smith, Sorenson

Excused: Ald. Oberstadt

Also Present: Director Tom Schrader, Betty Bruski Mallek, Ald. Cathy Dugan, Nicholas Gilman, Logan Jones, Marie Clair, Ariel Hinz

2. **Approval of the September 7, 2016 Minutes**

Motion by McDonald, seconded by Sorenson, to approve the September 7, 2016 minutes and place them on file.

Ayes all; Nays none; Motion carried.

3. **Adoption of 2017 Price Structure**

Director Schrader referred Commissioners to the agenda packet that included the proposed 2017 price structure information. This proposal also includes the proposed rates for 2018, 2019 and 2020. Only the 2017 rates are being considered at this time for approval. The proposal of rates for the following years gives customers a preview of proposed costs for planning and budgeting in the future for their organizations. A suggestion to raise the pool fees from \$2.25 and \$2.75 to \$3.00 for an entire day would be in line with what other pools charge which is the daily charge. Right now we charge \$2.25 for 5 and under per session and \$2.75 for 6 and above per session. Our sessions run from 1 to 4 p.m. and then 5 to 8 p.m. The proposal of \$3.00 per day per person would allow swimmers the option of attending both sessions during the day for \$3.00. If someone would just attend just the 5 to 8 p.m. session the fee would be \$2.00. We're also proposing that 3 and under would be free and/or 2 and under would be free.

Commissioner Glodosky stated he likes the idea of 3 and under being free and the proposal of a 1 day fee, Director Schrader stated last year there were 20 free swim sessions on Saturdays and Sundays sponsored by local businesses. We also offer individual or family passes.

Ald. McComb asked for clarification about the fees at the K.B. Willett for Tot 1-3 and up to Freestyle. Director Schrader stated that these are fees for skating lessons and the fees vary on the length of the lesson sessions and ages of skaters.

Commissioner Freckmann asked about the fees for the hockey clinic in 2019 and 2020 because the price structure shows that it's not offered. Director Schrader stated that should be changed for this year and the next 2 years. Hockey clinics haven't been offered since Ice Hawk Arena opened.

Commissioner Hall asked for clarification of the fees for track under Football/Track rental for State/Conference.

Director Schrader stated we had a regional (high school) meet 2 years ago and usually State Track is held in La Crosse, however, this would be the fee if it was held here in Stevens Point. Any track meet other than for SPASH would be charged a team fee plus staff costs if staff is required.

Commissioner McDonald asked about the hockey clinic fees. Do we not want to offer this clinic and do we need to make up these fees with something else? Director Schrader stated the UW is still offering the clinic and is getting a better deal at the other location. We're breaking even without offering the clinic because we don't need to open the rinks as early as was required before for the clinics.

Ald. Slowinski asked about the boat slips fees and if we're in line with what others charge for the boat slips. Director Schrader stated our fees are just as competitive as the others and we still have a waiting list.

Ald. Slowinski asked if the Parks has ever thought about raising revenue by charging non-residents a fee for park usage. We know that budgets are tight and maybe this could raise some revenue. Director Schrader stated this would be hard to enforce. Ald. Slowinski thought maybe with the tax bills we could include a park pass sticker for car windows. It could be doable but probably hard to enforce.

Commissioner Sorenson stated as with visitors we market our parks and it would be disadvantageous to charge for someone coming in to get to the Green Circle. He would be in favor of fees for non-residents for other services.

Ald. Slowinski asked the Commissioners and Director Schrader to consider boat launching fees like the County is doing to bring in revenue. Ald. Phillips asked him to bring this suggestion to the Commissioners. The County is charging a \$5.00 fee per use or a \$25.00 year round pass. Director Schrader stated that the County has park rangers to enforce this fee.

Commissioner Kirsch would be in favor of the boat launch fees and also increasing the number of boat slips we offer to bring in revenue that could be used to clean up the shore lines and pay for extra fees. He stated the police pass through the parks and could issue citations for not having the pass or sticker for the boat.

Commissioner Glodosky stated that the County offers a drop box for the boat launch fees for after hours. It's on an honor system and this could work for us. Commissioner Kirsch agreed that if we create the opportunity for users to pay this fee, many would, some would not but it might reinforce the "nice" atmosphere of Stevens Point residents.

Ald. Slowinski asked if we have any more room and about adding more boat slips at the Wells Point location. Director Schrader stated that would go against our park plan to build any more slips and let private enterprise do it.

Director Schrader stated to keep in mind when we're taking about raising fees that the Common Council voted unanimously to turn down the proposal for a \$10.00 resident wheel tax that could bring in about \$240,000.00. All of the park fee increases will amount to less than \$3,000. The wheel tax also a user fee and he was disappointed it was shot down without much discussion during the first budget meeting.

Ald. Slowinski stated in defense of his vote he didn't like it because it was so localized for the City. It's just not city residents on our streets. It really should be a county tax. Director Schrader stated if it's a county tax the City probably won't get any of this money just like Wausau.

Motion by Glodosky, seconded by Kirsch to approve the recommendation of the \$3.00 all day fee for the pool, the \$2.00 fee for the evening session and 3 and under free for 2017.

Ayes all, Nays none; Motion carried.

Motion by Glodosky seconded by Ald. Hall, to approve and adopt the 2017 Price Structure.

Ayes all; Nays none; Motion carried.

4. Survey questions for Comprehensive Outdoor Recreation Plan

Director Schrader stated in Capital Improvements the Council approved \$18,000.00 to do our five year comprehensive park plan so he put together some questions for a survey that he would like to send out to residents. Not all residents, we would go through voters. Last time we used 30 voters from each district. If they vote, they probably will return surveys. We'll also take input from on line and through public meetings. Many of the questions in this survey come from a survey from the Milwaukee county parks. We can review, add or change anything in this survey. Look it over and we can bring it back after changes are made. With the survey last time more people commented on what they liked about the parks than what they disliked.

Director Schrader thought some of the questions were pretty unique like question #5 asking if you had a budget of \$100.00 for improving the parks how would you allocate the funding among the listed categories. It might give us a better idea of how people feel about how the money is spent. If the services we offer are used or if they feel something should be reduced. Do our services meet your expectations?

Commissioner Freckmann suggested using \$1,000.00 in question #5. It would be a more realistic amount to work with.

Commissioner McDonald said she would like to see one question asking the person completing the survey if they personally would pay more for services to a special parks fund.

Commission Sorenson asked if there could be a questions asking the person completing the survey how often they use the parks.

Director Schrader stated we have time to finalize this survey. He talked with SEH, our consultant, and they will start compiling data this winter, will meet with the Commission in spring and have a public hearing too with a completion date of May-June. So anything you wanted added, changed, etc. just email him and we'll make the changes.

5. Director's report

Director Schrader reported:

- Mead Parking lot is complete and a rain garden was installed there.
- First Choice Tree Service finished soil injections of Ash trees. Ash trees now make up 11.05% of our street trees. We have 7486 street trees and 827 are ash.
- Forestry is partnering one more year with the Golden Sands Resource, Conservation, and Development Council and UWSP students will be placing green ribbons around ash trees during the month of April.
- 140 trees were planted during this fall planting season.
- We hosted 2 SPASH games at Community stadium. We could host a Level 4 game there if SPASH wins or someone else petitions for it.
- Water lines all have been blown out except for KASH because of the warm weather. We probably will leave the bathrooms open as long as possible since we haven't had any vandalism

6. Adjournment

Motion by Hall, seconded by Smith, to adjourn the meeting at 6:57 p.m.

Ayes all; Nays none; Motion carried.

Current Parks, Rec & Forestry Price Struture

PROGRAM	RES/NON /UNIVER	CURRENT 2016 Prices	PROPOSED 2017 Prices	PROPOSED 2018 Prices	PROPOSED 2019 Prices	PROPOSED 2020 Prices
SUMMER RECREATION PROGRAMS						
Adult Tennis	R	not offered	not offered	not offered	not offered	not offered
Adult Tennis	N	not offered	not offered	not offered	not offered	not offered
Youth Tennis	R	not offered	not offered	not offered	not offered	not offered
Youth Tennis	N	not offered	not offered	not offered	not offered	not offered
Adult Tennis Leag	R	not offered	not offered	not offered	not offered	not offered
Adult Tennis Leag	N	not offered	not offered	not offered	not offered	not offered
Nature Camp	R	not offered	not offered	not offered	not offered	not offered
Nature Camp	N	not offered	not offered	not offered	not offered	not offered
Sport Camp	R	not offered	not offered	not offered	not offered	not offered
Sport Camp	N	not offered	not offered	not offered	not offered	not offered
Suumer Play	u	not offered	not offered	not offered	not offered	not offered
Fun/Mother Natr	R	not offered	not offered	not offered	not offered	not offered
Fun/Mother Natr	N	not offered	not offered	not offered	not offered	not offered
Kiddie Korner	R	not offered	not offered	not offered	not offered	not offered
Kiddie Korner	N	not offered	not offered	not offered	not offered	not offered
Summer Playground	U	not offered	not offered	not offered	not offered	not offered
K.B. WILLETT ARENA						
Public Skating: Tues & Thurs / Sat & Sun	U	\$2.50/\$3.00	\$3.00/\$3.50	\$3.00/\$3.50	\$3.00/\$3.50	\$3.00/\$3.50
Open Freestyle	U	\$14.00	\$15.00	\$15.00	\$15.00	\$15.00
Open Hockey	U	\$14.00	\$15.00	\$15.00	\$15.00	\$15.00
Individual Pass	U	\$100.00	\$110.00	\$110.00	\$110.00	\$120.00
Family Pass	U	\$150.00	\$160.00	\$160.00	\$160.00	\$170.00
10 Use Fee	U	\$27.00	\$30.00	\$30.00	\$30.00	\$35.00
Tot 1-3	R	31.00-46.50	31.00-46.50	31.00-46.50	33.00-48.50	33.00-48.50
Tot 1-3	N	41.00-56.50	41.00-56.50	41.00-56.50	43.00-58.50	43.00-58.50
Pre Alpha	R	33.00-49.00	33.00-49.00	33.00-49.00	35.00-51.00	35.00-51.00
Pre Alpha	N	43.00-59.00	43.00-59.00	43.00-59.00	45.00-61.00	45.00-61.00
Alpha	R	33.00-49.00	33.00-49.00	33.00-49.00	35.00-51.00	35.00-51.00
Alpha	N	43.00-59.00	43.00-59.00	43.00-59.00	45.00-61.00	45.00-61.00
Beta	R	37.00-52.50	37.00-52.50	37.00-52.50	39.00-54.50	39.00-54.50
Beta	N	47.00-62.50	47.00-62.50	47.00-62.50	49.00-64.50	49.00-64.50
Gamma	R	37.00-52.50	37.00-52.50	37.00-52.50	39.00-54.50	39.00-54.50
Gamma	N	47.00-62.50	47.00-62.50	47.00-62.50	49.00-64.50	49.00-64.50
Delta	R	37.00-52.50	37.00-52.50	37.00-52.50	39.00-54.50	39.00-54.50
Delta	N	47.00-62.50	47.00-62.50	47.00-62.50	49.00-64.50	49.00-64.50
Freestyle 1-4	R	37.00-52.50	37.00-52.50	37.00-52.50	39.00-54.5	39.00-54.5
Freestyle 1-4	N	47.00-62.50	47.00-62.50	47.00-62.50	49.00-64.50	49.00-64.50
Adult	R	37.00-52.50	37.00-52.50	37.00-52.50	39.00-54.50	39.00-54.50
Adult	N	47.00-62.50	47.00-62.50	47.00-62.50	49.00-64.50	49.00-64.50
Artistic/Power/Moves	R	72.50-90.00	72.50-90.00	72.50-90.00	74.50-92.00	74.50-92.00
Artistic/Power/Moves	N	82.50-100.00	82.50-100.00	82.50-100.00	84.50-102.00	84.50-102.00
Stars on Ice I & II	R	37.00-77.50	37.00-77.50	37.00-77.50	39.00-79.50	39.00-79.50
Stars on Ice I & II	N	67.00-87.50	67.00-87.50	67.00-87.50	49.00-89.50	49.00-89.50
Open Freestyle Less	R	72.50-137.00	72.50-137.00	72.50-137.00	74.50-139.00	74.50-139.00
Open Freestyle Less	N	82.50-147.00	82.50-147.00	82.50-147.00	84.00-149.00	84.00-149.00
Power Skating	R	not offered	not offered	not offered	not offered	not offered
Power Skating	N	not offered	not offered	not offered	not offered	not offered
Hockey Clinic	R	not offered	not offered	not offered	not offered	not offered
Hockey Clinic	N	not offered	not offered	not offered	not offered	not offered
Skate Rental	U	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
Ice Rental - Prim	U	\$155.00	\$155.00	\$160.00	\$160.00	\$165.00
Ice Rental - Sec	U	not offered	not offered	not offered	not offered	not offered
Ice Rental - Ter	U	not offered	not offered	not offered	not offered	not offered
Non-Cty Ice Fee	N	\$60.00	\$60.00	\$60.00	\$70.00	\$70.00
Arena Exhibition Fee	U	\$700.00	\$700.00	\$800.00	\$800.00	\$800.00
Summer Ice Rate	U	*175.00/hr	*175.00/hr	*180.00/hr	*180.00/hr	*180.00/hr
Game Rate UWSP	U	\$992.00	\$992.00	\$1031.00	\$1031.00	\$1031.00
Game Rate SPASH	U	\$692.00	\$692.00	\$719.00	\$719.00	\$719.00
Game Rate JR B Teams	U	\$651.00	\$651.00	\$674.00	\$674.00	\$674.00
Game Rate Red Panthers/JV Girls	U	\$484.00	\$484.00	\$501.00	\$501.00	\$501.00
* Based on a 12 hour per day minimum						
** Game rate includes ice rental fee and cleanup costs						
***Learn to skate prices vary depending on length of session						
COPPS SWIMMING POOL						
0-5 yrs Admiss	U	\$2.25	\$3.00/\$2.00*	\$3.00/\$2.00*	\$3.00/\$2.00*	\$3.00/\$2.00*
6 - Adult Admiss	U	\$2.75	\$3.00/\$2.00*	\$3.00/\$2.00*	\$3.00/\$2.00*	\$3.00/\$2.00*
Individual Pass	R	\$70.00	\$70.00	\$70.00	\$75.00	\$ 75.00

* \$3.00 is for all day/\$2.00 for evening session/3 & under free

PROGRAM	RES/NON /UNIVER	CURRENT 2016 Prices	PROPOSED 2017 Prices	PROPOSED 2018 Prices	PROPOSED 2019 Prices	PROPOSED 2020 Prices
COPPS SWIMMING POOL						
Individual Pass	N	\$95.00	\$95.00	\$95.00	\$100.00	\$100.00
Family Pass	R	\$105.00	\$105.00	\$105.00	\$110.00	\$110.00
Family Pass	N	\$130.00	\$130.00	\$130.00	\$135.00	\$135.00
1-50 Rental	U	\$85.00	\$85.00	\$85.00	\$90.00	\$90.00
51-100 Rental	U	\$100.00	\$100.00	\$100.00	\$105.00	\$105.00
101-500 Rental	U	\$115.00	\$115.00	\$115.00	\$120.00	\$120.00
Teen Nite	U	not offered	not offered	not offered	not offered	not offered
Swim Lessons	R	not offered	not offered	not offered	not offered	not offered
Swim Lessons	N	not offered	not offered	not offered	not offered	not offered
WINTER RECREATION						
Basketball Team Fee	U	not offered	not offered	not offered	not offered	not offered
Basketball Indivd	U	not offered	not offered	not offered	not offered	not offered
Basketball Instruc	U	not offered	not offered	not offered	not offered	not offered
Volleyball Team Fee	U	not offered	not offered	not offered	not offered	not offered
Volleyball Indivd	U	not offered	not offered	not offered	not offered	not offered
Volleyball Instruc	U	not offered	not offered	not offered	not offered	not offered
Outdoor Skating	U					
Lodge Rental >50	U	\$150.00	\$150.00	\$155.00	\$155.00	\$ 160.00
Lodge Rental 51-100	U	\$170.00	\$170.00	\$175.00	\$175.00	\$ 180.00
Lodge Rental 101>	U	\$190.00	\$190.00	\$195.00	\$195.00	\$ 200.00
Toboggan Rental	U	\$8.00	\$8.00	\$8.00	\$8.00	\$ 10.00
FOOTBALL/TRACK RENTAL						
Football-UWSP *	U	\$875.00	\$875.00	\$900.00	\$900.00	\$ 925.00
Football-High School *	U	\$875.00	\$875.00	\$900.00	\$900.00	\$ 925.00
Football-Jr. High, Spoh, JV, 7th & 8th Grade	U	\$380.00	\$380.00	\$395.00	\$395.00	\$ 400.00
Football-State/Conf. **	U	\$1450.00	\$1450.00	\$1500.00	\$1500.00	\$ 1,500.00
Soccer: Varsity/JV	U	\$450.00	\$875/\$450	\$875/\$450	\$875/\$450	\$900/\$475
Lighting	U	\$230.00	\$230.00	\$235.00	\$235.00	\$ 250.00
Track Practice Fee	U	\$250.00	\$250.00	\$250.00	\$250.00	\$ 250.00
Track Team Meet Fee ***	U	\$40.00	\$50.00	\$50.00	\$50.00	\$ 50.00
Track State/Conf	U	\$475.00	\$475.00	\$475.00	\$475.00	\$ 475.00
Stadium rental	U	\$110.00/hr	\$115.00/hr	\$115.00/hr	\$115.00/hr	\$120.00/hr
Practise rental for contributors	U	\$20.00/hr	\$25.00/hr	\$25.00/hr	\$25.00/hr	\$30.00/hr
* Add .05/student to Football Fee & \$1/ paid admission stadium fee						
** plus additional site prep costs to prepare stadium/field						
*** Track meet fee is per team plus staff costs						
BASEBALL/SOFTBALL						
Bukolt/Mon-Fri	U	\$90.00	\$90.00	\$100.00	\$100.00	\$ 110.00
Sat-Sun & After hrs	U	\$90.00	\$90.00	\$100.00	\$100.00	\$ 110.00
Iverson&Zenoff/Mon-Fri	U	\$70.00	\$70.00	\$75.00	\$75.00	\$ 80.00
Sat-Sun & After hrs	U	\$70.00	\$70.00	\$75.00	\$75.00	\$ 80.00
Lights	U	\$70.00	\$70.00	\$75.00	\$75.00	\$ 80.00
Drying materials*	U	\$30.00	\$30.00	\$35.00	\$35.00	\$ 35.00
* Drying materials is based on our cost						
# SPSA,SPYBA,SPYGSA,Legion use the diamonds at no charge						
## Add staff costs to Sat. & Sun rental fees						
RECREATION MISC.						
Boat Slip Rental	R	\$575.00	\$575.00	\$575.00	\$575.00	\$ 600.00
Boat Slip Rental	N	\$675.00	\$675.00	\$675.00	\$675.00	\$ 700.00
Covered Slip	U	\$125.00	\$125.00	\$125.00	\$125.00	\$ 130.00
Public Beaches	U					
Non-Resident Fee	NON	\$20.00	\$25.00	\$30.00	\$30.00	\$ 35.00
Gym Rental	U	\$40.00	\$40.00	\$40.00	\$50.00	\$ 50.00
Lodge Rental-Buklt/Pfiff/ArtC	U	\$185.00	\$195.00	\$195.00	\$200.00	\$200.00
Lodge Rental-Boy Scout	U	\$155.00	\$165.00	\$165.00	\$170.00	\$170.00
Lodge Rental-All-Purp	U	\$185.00	\$195.00	\$195.00	\$200.00	\$200.00
Lodge Rental-Girl Sct	U	\$145.00	\$155.00	\$155.00	\$160.00	\$160.00
Room Rental	U	\$30.00	\$30.00	\$30.00	\$30.00	\$35.00
Bandshell Rental	U	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
*Picnic table rental	U	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Mobile Concession per month	U	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
*max. of 20 tables						

proposed 11/1/16

Dear Resident,

We are in the process of updating our current Comprehensive Outdoor Plan for the City of Stevens Point. Below is a short questionnaire we would like to have you and/or your family complete and return in the self-addressed stamped envelope. Your input will help us improve and develop our parks system into the future.

1. In an effort to better understand how much you agree as to the importance of services the City provides as it relates to parks, Recreation and Forestry, please circle the corresponding number as it relates to the statement service below:

“I think it is important for the City of Stevens Point to.....”

		Strongly Agree	Agree	Disagree	Strongly Disagree
1.	Provide large parks that serve residents throughout the city with a variety of experiences	4	3	2	1
2.	Provide small neighborhood parks (playgrounds, etc.)	4	3	2	1
3.	Preserve open space and the environment	4	3	2	1
4.	Provide outdoor youth and adult sports fields for baseball, softball, soccer, football, cricket, etc.	4	3	2	1
5.	Provide walking, hiking, biking and nature trails	4	3	2	1
6.	Provide natural areas, including forests, prairies, marshes, lagoons, grassland, etc.	4	3	2	1
7.	Provide waterfront parks and beach areas, with facilities for boating, fishing and open space	4	3	2	1
8.	Provide indoor sports and recreation facilities (community centers, indoor pools, indoor sports fields and courts)	4	3	2	1
9.	Provide outdoor neighborhood swimming pools, splash pads, etc.	4	3	2	1

2. Which **THREE** of the statements from the list in Question #1 are the **MOST IMPORTANT** services/facilities for the City **to provide for you and members of your household?** [Using the numbers in Question #1 above, please write in the numbers below for your 1st, 2nd, and 3rd choices]

1st: _____ 2nd: _____ 3rd: _____

3. Please indicate if **YOU or any member of your HOUSEHOLD** has a need for each of the parks and recreational **FACILITIES** listed below (regardless of the provider) by circling **YES** or **NO**.

	Type of Facility	Do You Have a Need for this Facility?		If YES You Have a Need. How Well Are Your Needs Being Met?				
		Yes	No	100% Met	75% Met	50% Met	25% Met	0% Met
1.	Walking/hiking/cycling trails (hard surface)	Yes	No	5	4	3	2	1
2.	Walking/hiking/cycling trails (soft-surface)	Yes	No	5	4	3	2	1
3.	Mountain bike trails	Yes	No	5	4	3	2	1
4.	Community centers	Yes	No	5	4	3	2	1
5.	Diamond fields (baseball, softball, etc.)	Yes	No	5	4	3	2	1
6.	Rectangular fields (football, soccer, etc.)	Yes	No	5	4	3	2	1
7.	Skate park	Yes	No	5	4	3	2	1
8.	Small neighborhood parks	Yes	No	5	4	3	2	1
9.	Large regional parks	Yes	No	5	4	3	2	1
10.	Dog park	Yes	No	5	4	3	2	1
11.	Splash pads and spray grounds	Yes	No	5	4	3	2	1
12.	Marinas and boat launches	Yes	No	5	4	3	2	1
13.	Swimming beaches of the system	Yes	No	5	4	3	2	1
14.	Playgrounds	Yes	No	5	4	3	2	1
15.	Natural areas	Yes	No	5	4	3	2	1
16.	Outdoor swimming pools	Yes	No	5	4	3	2	1
17.	Wading pools	Yes	No	5	4	3	2	1
18.	Tennis courts	Yes	No	5	4	3	2	1
19.	Disc golf courses	Yes	No	5	4	3	2	1
20.	Sand volleyball courts	Yes	No	5	4	3	2	1
21.	Pavilion and picnic area rentals	Yes	No	5	4	3	2	1
22.	Ice skating rinks	Yes	No	5	4	3	2	1
23.	Cross-country skiing trails	Yes	No	5	4	3	2	1
24.	Basketball courts (full and half)	Yes	No	5	4	3	2	1

4. Which **FOUR** of the parks and recreation FACILITIES from the list in Question #3 **are most important for the City** to provide to your household?

1st: _____ 2nd: _____ 3rd: _____ 4th: _____

5. If you had a budget of \$1000 for improving the City Parks system how would you allocate the funding among the categories listed below? [Please be sure that your allocation adds up to \$1000.

\$ _____ Repair and improve existing parks, trails, natural areas, etc.

\$ _____ Repair and improve existing sports facilities, community centers, swimming / aquatic facilities, etc.

\$ _____ Develop new passive recreation facilities (trails, picnicking areas, etc.)

\$ _____ Develop new active recreation facilities (sports fields, aquatics, etc.)

\$ _____ Acquire additional parkland or open space

\$ **1000** **TOTAL**

6. Listed below are four types of actions that could help to resolve unfunded deferred maintenance and repair issues for **existing** outdoor and indoor parks, trails, and other related cultural and recreation facilities. Please indicate the **ONE** action that you most prefer.

_____ (1) Reduce the size of the City park system to match current available funding

_____ (2) Increase tax and fee revenues from various sources to help pay for deferred maintenance and repair issues

_____ (3) Develop partnerships with for-profit and non-profit agencies to support operations and \ financing of the system

_____ (4) Be part of a Friends Group that raises funds

_____ (5) Not sure

7. There is a section in the plan that deals with problems, needs, opportunities and improvements as they relate to improving the quality of our parks, recreation, and forestry system. Please comment, on the back of this sheet if you need more space on any of these two areas.

a.) Please list any improvements, needs, opportunities and/or problems as they relate to the quality of our parks, recreation and forestry systems.

b.) Please list some positives you've experienced regarding our parks, recreation and forestry system.

8. Which of the Stevens Point parks do you or your family visit?
(Please check all that apply.)

- | | |
|--|---|
| <input type="checkbox"/> Bukolt Park | <input type="checkbox"/> Pfiffner Pioneer Park |
| <input type="checkbox"/> Goerke Park | <input type="checkbox"/> Plover Hills 1 & 2 |
| <input type="checkbox"/> Iverson Park | <input type="checkbox"/> Green Circle Trail |
| <input type="checkbox"/> Mead Park | <input type="checkbox"/> Plover River Park |
| <input type="checkbox"/> Atwell Park | <input type="checkbox"/> Rice Street |
| <input type="checkbox"/> Hein Park | <input type="checkbox"/> Riverwoods |
| <input type="checkbox"/> Morton Park | <input type="checkbox"/> Kozickowski Park |
| <input type="checkbox"/> Slomann Park | <input type="checkbox"/> Zenoff Park |
| <input type="checkbox"/> Veteran's Memorial Park | <input type="checkbox"/> Parkwood |
| <input type="checkbox"/> Texas Park | <input type="checkbox"/> Conifer |
| <input type="checkbox"/> McGlachlin Park | <input type="checkbox"/> Other (please specify) |
-

9. How often do you or your family visit: (Please circle the best answer)

Parks

Once a year 2-5 times per year 6-10 times per year More than 10 times

Trails

Once a year 2-5 times per year 6-10 times per year More than 10 times

DEMOGRAPHICS:

10. Counting yourself, how many people are in your household?

Under age 5 _____	Ages 20-24 _____	Ages 55-64 _____
Ages 5-9 _____	Ages 25-34 _____	Ages 65-74 _____
Ages 10-14 _____	Ages 35-44 _____	Ages 75+ _____
Ages 15-19 _____	Ages 45-54 _____	

11. What is your age? _____

12. How many years have you lived in Stevens Point? _____ years

13. Your Gender? _____(1) Male _____(2) Female

14. Closest intersection to residence? _____
(example: Michigan Avenue and Sims Avenue)

Thank you for your time.

Sincerely

Stevens Point Board of Park Commissioners

COMPTROLLER-TREASURER REPORT
for the period ending September 30, 2016

	Bal September 1, 2016	Receipts	Disbursements	Bal September 30, 2016
GENERAL OPERATING CASH	\$1,786,793.42	\$2,927,735.71	\$3,704,179.40	\$1,010,349.73
WATER & SEWER (CASH & INVEST) (includes airport, transit , stormwater)	\$14,120,104.19	\$1,090,298.20	\$966,380.77	\$14,244,021.62

INVESTMENTS	Bal September 1, 2016	TRANSFER IN	TRANSFER OUT	Bal September 30, 2016
GENERAL	\$24,886,744.90	\$17,383.46	\$2,533.09	\$24,901,595.27
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	\$9,163,836.21	\$0.00	\$1,890,550.36	\$7,273,285.85
ENTERPRISE	\$0.00	\$0.00	\$0.00	\$0.00
TRUST	\$2,923,811.40	\$0.00	\$0.00	\$2,923,811.40
TOTALS	<u>\$37,691,453.09</u>	<u>\$17,383.46</u>	<u>\$1,893,083.45</u>	<u>\$35,815,753.10</u>

EXPENDITURES:	BUDGET	YTD	%	REVENUES	BUDGET	YTD	%
GENERAL GOVT	\$3,463,009.00	\$2,361,125.10	68.18%	GENERAL	\$22,182,082.00	\$17,123,228.45	77.19%
POLICE	\$5,192,699.00	\$3,812,341.27	73.42%				
FIRE	\$4,909,019.00	\$3,481,013.61	70.91%				
PUBLIC WORKS	\$5,707,540.00	\$3,714,389.42	65.08%				
PARK & REC	\$1,753,730.00	\$1,326,383.74	75.63%				
CAPITAL PROJECTS	\$750,300.00	\$440,890.68	58.76%				
DEBT SERVICE	\$5,890,657.00	\$5,436,721.29	92.29%				
YTD TARGET	75.00%						

RESOLUTION

WHEREAS, diversity and inclusion have long been hallmarks of the Stevens Point community; and

WHEREAS, Stevens Point is the home of the University of Wisconsin Stevens Point, host to students, faculty and staff from around the world, across the nation and from diverse backgrounds; and

WHEREAS, recent acts of hostility both nationally and against members of our community have been reported; and

WHEREAS, such acts of hostility spread fear for other members of the targeted group; and

WHEREAS, such acts of hostility threatens Stevens Point's economic, educational and community vitality and growth; and

WHEREAS, such acts of hostility run contrary to the principles of respect, dignity and fairness, that the Stevens Point community values;

NOW THEREFORE BE IT RESOLVED that the Stevens Point Common Council condemns acts of hostility, whether verbal, written or physical.

AND BE IT FURTHER RESOLVED that the Stevens Point Common Council stands in support of those who are affected by such hostility.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
John Moe, City Clerk