Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

CITY OF STEVENS POINT
REGULAR COUNCIL MEETING

August 16, 2021
7:00 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 823 4892 3568 | Passcode: 885105
By Computer:
https://us02web.zoom.us/j/82348923568
By Phone: +1-312-626-6799 (US Chicago)

Agenda

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 regarding a non-agenda item.

5. Presentation to the Mayor and Council: Ariel Welling - United Way Co-Chair, presentation on the 2021 United Way Campaign.

Consideration and Possible Action on the Following:

6. Consent Agenda:

   - Minutes of the Common Council Meeting of July 19, 2021.

   - Actions of the Park Commission meeting of August 4, 2021:
     2. Approval of July 7, 2021 meeting minutes.
     3. Presentation on partnership history between the Stevens Point Softball Association and the Stevens Point Parks, Recreation and Forestry Department by Mike Disher.
     4. Approval of Central Wisconsin Children's Museum Duck Race and Wonderful Water Bash at Iverson Park on August 28, 2021 requested by Cory Rusch.
     5. Approval of Special Olympics Doubles Disc Golf Tournament at Yulga Disc Golf Course on October 9, 2021 requested by Kaleb Cuda.
     6. 2022 Capital Improvement budget discussion.
     7. Director's Report.

- Actions of the Plan Commission meeting of August 2, 2021:
  2. Report of the July 6, 2021 meeting of the City Plan Commission.
  4. A request from Mark Johnson, representing Shree Laxmi Narayan Inc., for a Site Plan Review to construct a drive-in restaurant at an unaddressed parcel off of Frontage Road (Parcel ID 281240829140013).

- Actions of the Board of Water and Sewerage Commissioners meeting of August 9, 2021:
  2. Approval of the July 12, 2021 meeting minutes.
  3. Approval of the 2020 Audit presented by Baker Tilly.
  4. Approval to file with the PSC for a simplified rate case to adjust water rates.
  6. Approval of Department Claims.
  9. Approval to replace building heat boilers at the Wastewater Treatment Plant.

- Actions of the Airport Commission meeting of August 9, 2021:
  2. Approval of July 12, 2021 meeting minutes of the Airport Commission.
  3. Approval of the 2020 Audit Presented by Baker Tilly.
  4. Approval of Department Claims.

- Actions of the Transportation Commission of August 9, 2021:
  2. Approval of June 10, 2021 minutes.
  3. Approval of the June-July financial/claims report.
  4. Approval to move forward with a federal 5310 grant application for Mobility Management and the Volunteer Driver program.
  5. Approval of the 2021 Mobility Management and Volunteer Driver operating budgets as a part of the 5310 grant application.
  6. Approval of the purchase of a network camera system under the facility budget.

- Minutes and Actions of the Personnel Committee meeting of August 9, 2021:
  2. Requests for known 2022 out of state travel.
  4. Reclassification of: Operations Supervisor, Assessment Technician, and stipend for additional certification - Inspection.
  5. Reorganization at Central Transportation.

- Minutes and Actions of the Board of Public Works meeting of August 9, 2021.

- Minutes and Actions of the Public Policy and General Government meeting of August 9, 2021:
  2. License List.
  3. Request to Hold Event/Street Closing.

- Minutes and Actions of the Finance Committee meeting of August 9, 2021:
  6. Awarding the bid for demolition of 325 Division St. to Kyle Kluck Trucking and Excavating.
  8. Approval of claims paid.

- Statutory Monthly Financial Report by Comptroller/Treasurer.

- Mayoral Appointments:
  - Portage County Water Quality Management Plan Advisory Committee: Principal Representative Mike Wiza and Alternate Joel Lemke, terms expiring July 31, 2026.
  - Redistricting Committee: See attached.
  - Housing Taskforce: See attached.

7. Resolution - A request from Cassie Berding, representing Northwest Journey, for a sign variance to install a freestanding sign on the property at 2442 Sims Avenue (Parcel ID 281240833200107).

8. To award the 2021 Fall Paving Project to American Asphalt of Wisconsin in the amount not to exceed $236,769.36.

9. Ordinance Amendment - To accept the Ordinance Amendments in Section 9.02 as it relates to speed limits.

10. Resolution - updated public participation plan for Community Development Block Grant funding.

11. Consideration and possible action on Resolution Approving an Amendment to the Project Plan of Tax Incremental District No. 5, City of Stevens Point, Wisconsin.

12. Consideration and possible action on modifying the method of funding sidewalk repairs and sidewalk continuation projects.

13. Consideration and possible action on the proposal from Forward Appraisal for completing a citywide revaluation of assessed property values.

14. 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 MINUTES

Community Room
933 Michigan Avenue, Stevens Point, WI

July 19, 2021
7:00 PM

OR

Zoom Teleconferencing

Minutes

1. Roll Call.

Mayor Wiza, Presiding

PRESENT Ald. Jennings, Shorr, Keymer, Zarazua, Johnson, Kneebone, Leek, Dalton, Fishler, Morrow.

EXCUSED Ald. Slowinski.

OTHERS PRESENT Clerk Yenter, Attorney Beveridge, C/T Ladick, Chief Finn, Interim Chief Zenner, Dir. Kernosky, Dir. Kremer, Dir. Beduhn, H/R Manager Jakusz, Assistant to the Mayor Frasch.

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 regarding a non-agenda item.

Consideration and Possible Action on the Following:

5. Consent Agenda:

Minutes of the Common Council Meeting of June 21, 2021.

Minutes and Actions of the Police and Fire Commission meeting of June 1, 2021:
5. Confirmation of bills.

Minutes and Actions of the Park Commission meeting of July 7, 2021:
3. Approval of Filth Avenue Festival special event request for Pfiffner Pioneer Park on September 25, 2021 from Lee Bartnik.
4. Approval of 89Q Sticker Stop Fun & Brat Fry special event request for Mead Park on July 14 and 20, 2021 from Ryan Bair.
5. Approval of reallocation of capital funds for Iverson Park restroom replacement.

Minutes and Actions of the Plan Commission meeting of July 6, 2021:
2. Report of the June 7, 2021 meeting of the City Plan Commission.
7. Request from Chris Lowry for a Site Plan Review to construct a pet bathing facility at

5590 Highway 10 East, consistent with Ch. 23.02(2)(e)(5).

8. Request from the City of Stevens Point to grant a Gas Easement and an Electric Underground and Overhead Easement to the Wisconsin Public Service Corporation within Municipal Lot 7 (Parcel ID 281240832201905).

9. February - June, 2021 Monthly Reports.

Minutes and Actions of the Board of Water and Sewerage Commissioners meeting of July 12, 2021:

2. Approval of May 10, 2021 meeting minutes.

3. Approval of Department Claims.

Minutes and Actions of the Airport Commission meeting of July 12, 2021:

2. Approval of the May 10, 2021 meeting minutes.

3. Approval of Department Claims.

Minutes and Actions of the Personnel Committee meeting of July 12, 2021:

2. Side letter with AFSCME Local 309 - Central Transportation relating to a one-time vacation benefit increase.

Minutes and Actions of the Board of Public Works meeting of July 12, 2021.

Minutes and Actions of the Public Policy and General Government meeting of July 12, 2021:

2. License List.

3. Request to Hold Event/Street Closing.

Minutes and Actions of the Finance Committee meeting of July 12, 2021:

1. Reallocation of the Parks Department Capital Budget and Award of Contract-Iverson Park Restroom Replacement.

2. Request for Additional Funding-Fire Department Training Site.

3. Claim for Damages-Mitchell Craven-Vehicle Struck Curb.

4. Request for Funding of 1-Way Pair Conversion Study of Clark St. and Main St. from Water St. to Minnesota Ave.

5. Approval of Claims Paid.

Statutory Monthly Financial Report by Comptroller/Treasurer.

Ald. Johnson **moved**, Ald. Dalton seconded, to approve the consent agenda.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

6. Resolution - A request from Tom Witt, representing the Consolidated Water Power Company, for a conditional use permit to construct a control house for an electrical substation at an unaddressed parcel off of Arlington Place (Parcel ID 281240832300261).

Ald. Morrow **moved**, Ald. Kneebone seconded, to approve the resolution request from Consolidated Water Power Company for a conditional use permit to construct a control house for an electrical substation at an unaddressed parcel off of Arlington Place.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None. Motion adopted.

7. Ordinance Amendment - A request from the City of Stevens Point to amend the Official Street Map of the City of Stevens Point to extend E M Copps Drive to the east within Parcel ID 281230801120008.

Ald. Shorr **moved**, Ald. Morrow seconded, to approve the ordinance amendment request from the City of Stevens Point to amend the official street map of the City of Stevens Point to extend E M Copps Drive to the east.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

8. Resolution - A request from James Lynn, representing Marshfield Clinic, for a conditional use permit to install two above ground storage tanks at 4100 State Highway 66 (Parcel ID 281240822340017).

Ald. Johnson **moved**, Ald. Leek seconded, to approve the resolution for the conditional use permit for Marshfield Clinic.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None. Motion adopted.

9. Resolution - A request from Sheldon Oppermann for a conditional use permit to construct a medical clinic at an unaddressed parcel off of Business Park Drive (Parcel ID 281230802400507).

Ald. Dalton **moved**, Ald. Morrow seconded, to approve the conditional use permit.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

10. Approval of Award of Iverson Park restroom replacement contract to Eagle Construction Co. Inc. in the amount of $226,000.

Ald. Johnson **moved**, Ald. Zarazua seconded, to approve the award for the Iverson Park restroom to Eagle Construction.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None. Motion adopted.

11. Ordinance Amendment - Section 13.27 of the Municipal Code as it relates to prohibiting placement of debris into stormwater system.

Ald. Morrow **moved**, Ald. Zarazua seconded, to approve the ordinance amendment for section 13.27 of the Municipal Code as it relates to prohibiting placement of debris into the stormwater system.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

12. Ordinance Amendment - Section 16.13 of the Municipal Code as it relates to placement of debris on streets and side.

Ald. Zarazua **moved**, Ald. Morrow seconded, to approve the ordinance amendment for section 16.13 of the Municipal Code as it relates to placement of debris on streets and sidewalks.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None. Motion adopted.

13. Ordinance Amendment - Section 9.05 of the Municipal Code as it relates to parking.

Ald. Zarazua **moved**, Ald. Dalton seconded, to approve the ordinance amendment for section 9.05 of the Municipal Code as it relates to parking.

Call for the Vote: Ayes: Jennings, Shorr, Keymer, Zarazua, Johnson, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

14. To award the Pavement Maintenance Project #21-04 to Fahrner Asphalt Sealers, LLC in the amount not to exceed $266,455.00.

Ald. Kneebone **moved**, Ald. Fishler seconded, to approve the award for Pavement Maintenance Project #21-04 to Fahrner Asphalt Sealers, LLC in the amount not to exceed $266,455.00.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Johnson, Zarazua, Keymer, Shorr, Jennings.
Nays: None. Motion adopted.

15. Adjournment.

Adjourned at 7:10 p.m.

REGULAR MEETING MINUTES
Board of Park Commissioners
August 4, 2021 - 6:30 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 896 9336 4374 | Passcode: 121212
By Computer: Click to Connect
By Phone: +1-312-626-6799 (US Chicago)

Discussion and Possible Action on:

1. Roll Call.

Freckman, Glodosky, McDonald, Okonek, Przybylski, Alder Shorr, Slowinski, Sorenson, and Alder Zarazua present. Hall and Kirsch excused.
Also present were Director Kremer, Mike Disher, Matt Disher, Cory Rusch, and Kaleb Cuda.

2. Approval of July 7, 2021 meeting minutes

Motion by Okonek to approve the meeting minutes for July 7, 2021 as presented; second by Freckman. Motion passed unanimously.

3. Presentation on partnership history between the Stevens Point Softball Association and the Stevens Point Parks, Recreation and Forestry Department by Mike Disher.

4. Approval of Central Wisconsin Children's Museum Duck Race and Wonderful Water Bash at Iverson Park on August 28, 2021 requested by Cory Rusch.

Motion by Glodosky to approve the Central Wisconsin Children's Museum Duck Race and Wonderful Water Bash as presented; second by Zarazua. Motion passed unanimously.

5. Approval of Special Olympics Doubles Disc Golf Tournament at Yulga Disc Golf Course on October 9, 2021 requested by Kaleb Cuda.

Motion by Glodosky to approve the Special Olympics Doubles Disc Golf Tournament as presented; second by Okonek. Motion passed unanimously.

6. 2022 Capital Improvement budget discussion

Motion by Okonek to accept the 2022 Capital Improvement budget as presented; second by Przybylski. Motion passed unanimously.

7. Director's Report

1. **Pool update**

8. Adjournment.

Motion to adjourn the meeting at 7:20 pm by Okonek; second by Glodosky. Motion passed unanimously.

REPORT OF CITY PLAN COMMISSION

August 2, 2021 – 6:00 PM
In-Person & Zoom Conference Call Meeting

PRESENT: Mayor Wiza, Commissioner Cooper, Commissioner Rice, and Commissioner Arntsen.

EXCUSED: Alderperson Kneebone, Commissioner Haines, and Commissioner Hoppe

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, Comptroller/Treasurer Ladick, Alderperson Dalton, Alderperson Fishler, Alderperson Johnson, Alderperson Keymer, Alderperson Morrow, Dawn Gunderson, Mark Johnson, Kyle Brissen, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the July 6, 2021 meeting of the City Plan Commission.
3. Public Hearing and action on a request from the City of Stevens Point to amend the Project Plan for Tax Incremental District No. 5 to share surplus increments with Tax Incremental District No. 10, 11, 12 & 13 under the provisions of Wisconsin Statutes Section 66.1105(6)(f)2.
4. A request from Mark Johnson, representing Shree Laxmi Narayan Inc., for a Site Plan Review to construct a drive-in restaurant at an unaddressed parcel off of Frontage Road (Parcel ID 281240829140013), consistent with Ch. 23.02(2)(f)(5)(b).
5. A request from Cassie Berding, representing Northwest Journey, for a sign variance to install a freestanding sign on the property at 2442 Sims Avenue (Parcel ID 281240833200107), consistent with Ch. 25.14.
6. Director's Report.
7. Adjourn.

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1. Roll call.

   Present: Wiza, Cooper, Rice, Arntsen

   Excused: Kneebone, Haines, Hoppe

Discussion and possible action on the following:

2. Report of the July 6, 2021 meeting of the City Plan Commission.

   Motion by Commissioner Cooper to approve the report of the July 6, 2021 Plan Commission meeting; seconded by Commissioner Arntsen.

   Motion carried 4-0.

3. Public Hearing and action on a request from the City of Stevens Point to amend the Project Plan for Tax Incremental District No. 5 to share surplus increments with Tax Incremental District No. 10, 11, 12 & 13 under the provisions of Wisconsin Statutes Section 66.1105(6)(f)2.

   Dawn Gunderson, representing Ehlers, provided an overview on the request to share surplus increments from Tax Incremental District No. 5 to Tax Incremental Districts No. 10, 11, 12 & 13. Ms. Gunderson discussed the approval process required for the project plan amendment and the "Statement of Kind, Number and Location of Proposed Public Works and Other Projects" for Tax Incremental District No. 5.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Commissioner Rice sought clarification on the City's ability to continue providing incentives for future project in Tax Incremental District No. 5 provided surplus increments are shared with other Tax Incremental Districts.

Commissioner Arntsen sought clarification that the sharing of surplus increments would not take away from dollars being spent within Tax Incremental District No. 5.

Comptroller/Treasurer Ladick stated that this agenda item provides the City the opportunity to share surplus increment from Tax Incremental District No. 5 to District No. 10, 11, 12 & 13 in the event that it is needed in future years. He further explained that the Ehlers report indicated that sufficient increment exists to support both future projects within Tax Incremental District No. 5 as well as sharing increment between other districts if needed.

Motion by Commissioner Arntsen to approve the request from the City of Stevens Point to amend the Project Plan for Tax Incremental District No. 5 to share surplus increments with Tax Incremental District No. 10, 11, 12 & 13 under the provisions of Wisconsin Statutes Section 66.1105(6)(f)2; seconded by Commissioner Cooper.

Motion carried 4-0.

4. A request from Mark Johnson, representing Shree Laxmi Narayan Inc., for a Site Plan Review to construct a drive-in restaurant at an unaddressed parcel off of Frontage Road (Parcel ID 281240829140013), consistent with Ch. 23.02(2)(f)(5)(b).

Associate Planner/Zoning Administrator Kuhn explained the request to construct a coffeehouse establishment, which would provide off-street parking spaces, drive-thru compatibility and bicycle parking accommodations. While the proposed project meets additional development regulations as required within Tax Increment District No. 5, all planned development within the aforementioned district requires a Site Plan Review. Staff recommended approval with the conditions outlined in the staff report.

Commissioner Arntsen asked if the proposed development is consistent with the planned improvements for Business 51.

Director Kernosky stated that the northern segment of Business 51 (defined as between Northpoint Drive and Fourth Avenue) is more auto-centric which would be consistent with the drive-thru nature of the proposed development. Further discussion occurred on the long-term plans for Frontage Road as the City progresses past the 30% design phase of the planned Business 51 improvement project.

Commissioner Arntsen asked whether the Commission can pass judgement on the types of uses that should and should not be allowed on a certain property.

Director Kernosky stated that the proposed use is permitted within the "B-4" Commercial District. The City's Zoning Code requires a Site Plan Review for any development proposed within Tax Increment District No. 5. If changes to the site plan, the Commission may place additional conditions on the request.

Motion by Commissioner Cooper to approve the request from Mark Johnson, representing Shree Laxmi Narayan Inc., for a Site Plan Review to construct a drive-in restaurant at an unaddressed parcel off of Frontage Road (Parcel ID 281240829140013), consistent with Ch. 23.02(2)(f)(5)(b) with the following conditions:

1. **A knox box shall be installed, subject to the review and approval of the City Fire Marshal.**
2. **Bicycle parking provided on the property shall meet bicycle parking standards as outlined in the City's Zoning Code, subject to the review and approval of Community Development staff.**

3. **The applicant shall submit final details on the size of wall signage proposed, subject to the review and approval of Community Development staff meeting Sign Code requirements.**
4. **An erosion control permit shall be obtained prior to any land disturbance.**
5. **Silt fencing shall be installed prior to any land disturbance and remain during the duration of construction.**
6. **A right-of-way permit shall be obtained prior to any land disturbance within the Frontage Road Right-of-Way, subject to the review and approval of the Public Works Department.**
7. **The applicant shall obtain a building permit prior to the start of construction.**
8. **Staff shall have the ability to approve minor amendments to the approved site plan.**

Seconded by Commissioner Arntsen.

Motion carried 4-0.

5. A request from Cassie Berding, representing Northwest Journey, for a sign variance to install a freestanding sign on the property at 2442 Sims Avenue (Parcel ID 281240833200107), consistent with Ch. 25.14.

Associate Planner/Zoning Administrator summarized the request to install a freestanding sign that exceeds the maximum number of freestanding signs allowed along Michigan Avenue. Given the size of the subject property and the number of primary uses that occupy the lot, staff believes that all requirements to grant a variance have been met.

Commissioner Rice asked if it is possible to have all freestanding signs along Michigan Avenue combined into one sign, similar to a shopping center sign.

Mayor Wiza stated that the Police Department likely would prefer having their own freestanding sign.

Motion by Mayor Wiza to approve the request from Cassie Berding, representing Northwest Journey, for a sign variance to install a freestanding sign on the property at 2442 Sims Avenue (Parcel ID 281240833200107), consistent with Ch. 25.14. with the following conditions:

1. **The freestanding sign shall be set back at least five feet from the property line.**
2. **The applicant shall adhere to clearview requirements, subject to the review and approval of Community Development staff meeting applicable Zoning Code requirements.**
3. **The sign shall conform to all other applicable requirements within the City's Sign Code.**
4. **A building permit shall be obtained prior to installation of signage.**
5. **Minor modifications to the proposed sign may be approved by staff.**

Seconded by Commissioner Arntsen.

Motion carried 4-0.

6. Director's Report

Director Kernosky noted that his memorandum had been included in the Agenda Packet. It contained:

a. Developmental Updates
b. Special Project Updates
c. Public Policy Updates
d. Economic Development Updates

6. Adjourn.

Meeting adjourned at 6:27 PM.

A recording of this meeting can be viewed/heard at: https://stevenspoint.com/365/AgendasMinutesVideos

City of Stevens Point
Board of Water and Sewerage Commissioners
August 9, 2021 - 12:00 PM

Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting URL to connect: https://us02web.zoom.uz/j/82026885705
Dial in number: (301) 715-8592
Meeting ID: 820 268805705

MINUTES

Discussion and Possible Action on:

1. Roll Call.

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

EXCUSED ABSENCE: Mae Nachman

STAFF PRESENT: Joel Lemke, Mary Klesmith, Chris Lefebvre, Eric Southworth, Craig Czaikowski, Jason Draheim and Jaime Zdroik

ALSO PRESENT: Jodi Dobson-Baker Tilly

2. Approval of Minutes

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve the July 12, 2021 meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. 2020 Audit Presentation by Baker Tilly, Jodi Dobson

Jodi Dobson of Baker Tilly summarized the 2020 Audit for the Water, Wastewater and Storm Departments.

The complete audit process was done remotely and wanted to thank management and staff for getting us the information needed to do this.

Jodi explained the auditors'responsibilities, management responsibilities, audit approach and explained that the financial statements received an unmodified opinion. Which is the highest level of assurance they can give.

Internal Control Matters: Similar to prior years, they did assist with preparation of year end adjustments and financial statements and they have to report this as a material weakness but very few governments have the staff to dedicate the time once a year to do this.

Required Communications: No new accounting standards or any concerns or policies, account estimates-no concerns, no difficulties, audit findings or issues, no disagreements, unusual transactions or consultations, and identified material adjustments during the audit which can be found in Appendix C under Reporting & Insights. No non-compliance, fraud or going concern was noted.

WATER UTILITY:

The Actual Rate of Return for the current year and prior year was just slightly below the authorized rate of return of 3.5%, so it makes sense to start looking at filing for a simplified rate case increase.

There's a very consistent margin between revenues and expenses during the last five years.

Unrestricted Case Reserves - minimum required cash on hand is 3 months and we have 7.30 months of cash on hand

Debt Coverage - required to have 1.10 and the actual is 3.84

At the end of 2020 only 22% of the capital assets are financed by outstanding debt. We like to see this under 50% debt.

WASTEWATER UTILITY:

Relatively consistent margin in operating revenues and expenses.

Unrestricted cash on hand is at 2.07 months is a little below the benchmark. It has been drawn down over the years due to projects. Need to look at building that back up.

Debt Coverage - required to have 1.25 and the actual is 1.64

At the end of 2020, 49% of the capital assets are financed by outstanding debt so below the 50% benchmark, understandible with the significant projects being done at the WWTP

STORMWATER UTILITY:

In the past five years there have been some ups and downs with this type of utility. Due to the rate adjustments, in 2020 revenues did outpace expenses.

Unrestricted cash on hand is at 3.35, cash reserves were drawn down but has stayed consistent the last couple of years.

Debt Coverage - required to have 1.10 and actual is 5.16.

At the end of 2020, 9% of the capital assets are financed by outstanding debt.

AIRPORT:

We look at operating revenues and what makes up those operating revenues. The City and other local subsidies have been a significant portion of the revenues. Maybe a little larger portion with the grant funding. Both operating revenues and expenses had decreased in 2020 due to the operational impact of the Covid 19 pandemic.

Unrestricted cash on hand is at 11.62, operating costs were lower so it looks higher but it actually has been pretty consistent.

Carl stated on page 20 it states that we do not have a formal investment policy. Do we need one? Jodi explained that if you have an investment policy it needs to be disclosed. The City has a formal investment policy which follows state statutes and should cover the utilities. Page 25 it says the investment policy does address this, but we do not have an investment policy.

Anna Haines asked if Jodi was going to go over the Fiber Dept. Jodi because it is so new they didn't have any trend information to go through. Anna asked if there was anything to be concerned about. Jodi stated there are cash and investment reserves. The bulk of the equity or net position comes from capital assets. Page 3 slight operating loss and the largest driver of that is depreciation. It is still in the building phase at this point.

Paul does not see the need for a specific investment policy because we follow the City's investment policy. Corey Ladick explained that it does cover all of the funds of the City. The City investment policy follows state statutes. They will note we are following the City-wide investment policy in the next audit.

Carl asked why there was a significant increase in land and land rights under capital assets and wanted to know why. Joel explained that was due to the property purchase from Kyle Kluck on Torun Road for wellhead protection.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the 2020 audit prepared by Baker Tilly.

Ayes all. Nays none.

4. Filing with the PSC for a simplified rate case to adjust water rates - *Joel Lemke*

Joel stated the last time we did a full rate case with the PSC. At that time, we discussed when we were eligible again to do a simplified rate increase through the PSC which generally comes back with a 3 to 3.5% rate increase. One of the ways to do maintenance to the rates, rather than do big adjustments. We had to wait a year from the last rate case before we could file a simplified rate case.

Joel would like approval to file the application with the PSC.

Motion made by Anna Haines, seconded Ray Schmidt to approve filing an application with the Public Service Commission for a simplified rate case.

Ayes all. Nays none. Motion carried.

5. Evaluating the need for rate adjustment for storm and wastewater rates - *Joel Lemke*

Joel said at the same time we are evaluating the water rates, we will also be reviewing the storm and wastewater rates. Joel said when we get the results back from the simplified rate case we will bring information back to the Commission on the storm and wastewater rates.

6. Approval of Department Claims

Motion made by Anna Haines, seconded by Carl Rasmussen to approve the department claims for the month of July 2021 as audited and read.

Ayes all. Nays none. Motion carried.

7. Water Supply and Distribution Reports - *Eric Southworth*

Eric stated water usage is up again this month.

8. Sewage Treatment Operations Report - *Chris Lefebvre*

Chris stated the WWTP met all permit requirements for the month of July. We were able to replace the variable frequency drive on the gas treatment skid that provides fuel for our biogas engine. So, mid month we were able to get that back up and running. We produced 8% of our own electricity and 62% of our heat utilized on site.

Anna asked Joel how much electricity the solar panels on the garage roof produce for us? Joel said he will bring this item back for next month's meeting and maybe provide a year's worth of data for the Commission to review.

9. Approval to replace building heat boilers at the Wastewater Treatment Plant - *Chris Lefebvre*

Chris explained the two building heat boilers were originally installed in 1992 and have reached the end of their life cycle. The replacement of the boilers was an item on the 2021 Capital Operations and Maintenance Plan without a dollar value when the plan was accepted by the Commission in January 2021. Two quotes have already been received and we are waiting on at least on more before a final selection is made. Chris is requesting the Commission approve the use of a maximum of $50,000 of replacement fund money for this project.

Motion made by Ray Schmidt, seconded by Anna Haines to approve the use of replacement fund money, not to exceed $50,000.00 to replace building heat boilers.

Ayes all. Nays none. Motion carried.

10. Construction and Maintenance Report - *Craig Czaikowski*

Craig stated the Water Service Crew replaced 19 lead service lines this year and plan on getting 6 more replaced in 2021. The Storm sewer crew finished up a project on Echo Dells and the homeowners are happy with the outcome. The construction project on Coye Drive is coming along well. The north side project is moving very slowly. They are looking at closing First Ave this week or next week.

11. Community Area Network Report - *Joel Lemke*

Joel stated they will be getting out bids for more work for current and potential customers. These would be pass through costs. They are looking at secondary connections to Wisnet to make the system more robust in the time of an outage.

12. Directors Report - *Joel Lemke*

Nothing to report.

13. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:34PM

City of Stevens Point
Airport Commission
August 9, 2021 - 12:30 PM

Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting URL to connect: https://us02web.zoom.us/j/82026885705
Dial in number: (301) 715-8592
Meeting ID: 820 268805705

MINUTES

Discussion and Possible Action on:

1. Roll Call.

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

EXCUSED ABSENCE: Mae Nachman

STAFF PRESENT: Joel Lemke, Mary Klesmith, Chris Lefebvre, Eric Southworth, Craig Czaikowski, Jason Draheim and Jaime Zdroik

ALSO PRESENT: Jodi Dobson-Baker Tilly

2. Approval of Minutes

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the July 12, 2021 meeting minutes of the Airport Commission.

Ayes all. Nays none. Motion carried.

3. 2020 Audit Presentation by Baker Tilly, Jodi Dobson

Jodi Dobson of Baker Tilly presented the 2020 Airport Audit.

The city and other local subsidies have been a significant portion of the revenues. Both operating revenues and expenses decreased in 2020 due to the operational impact of the Covid 19 pandemic. Unrestricted cash on hand is at 11.62, operating costs were lower, so it looks higher, but it actually has been pretty consistent.

Carl questioned the Airport running in a deficit and are there any concerns. Joel explained the change in net position being negative is due to the numbers not reflecting depreciation.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the 2020 Airport Audit completed by Baker Tilly.

Ayes all. Nays none. Motion carried.

4. Approval of Department Claims

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the department claims for the month of July 2021 as audited and read.

Ayes all. Nays none. Motion carried.

5. Written/Verbal Report - *Jason Draheim*

Joel stated it was a busy month due to EAA Airventure.

The Commission was questioning if the numbers for 2021 compared to 2019 more than 2020 due to Covid. Joel is guessing 2019 was busier yet, still a rebound effect from pandemic.

6. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:42PM

City of Stevens Point
Transportation Commission Meeting
August 9, 2021 - 4:45 PM
MINUTES

Discussion and Possible Action on:

1. **Roll Call.**
   Present via Zoom: Chair - Nichole Lysne, Ald. Thomas Leek, Marc Christianson, Greg Koepel
   Others via Zoom: Neil Peterson
   Present: Vice Chair - Karalyn Peterson, Ald. Mary Kneebone, Tom Bertram
   Others: Talin Scheuermann, Tom Carroll

2. **Approval of June 10, 2021 minutes.**
   Karalyn Peterson moved to approve the June 10,2021 minutes. Tom Bertram Seconded. Ayes all; Nays none; Motion carried.

3. **Approval of the June-July financial/claims report.**
   Ald. Mary Kneebone moved to approve the June-July financial/claims report. Karalyn Peterson Seconded. Ayes all; Nays none; Motion carried.

4. **Approval to move forward with a federal 5310 grant application for Mobility Management and the Volunteer Driver program.**
   Greg Koepel moved to approve moving forward with a federal 5310 grant application for Mobility Management and the Volunteer Driver program.
   Ald. Thomas Leek Seconded. Ayes all; Nays none; Motion carried.

5. **Approval of the 2021 Mobility Management and Volunteer Driver operating budgets.**
   Ald. Mary Kneebone moved to approve the 2021 Mobility Management and Volunteer Driver operating budgets as a part of the 5310 grant application. Karalyn Peterson, Seconded. Ayes all; Nays none; Motion carried.

6. **Approval of the purchase of network camera system under the facility budget.**
   Marc Christianson moved to approve the purchase of network camera system under the facility budget as long as there is no conflict with city and departmental policies and procedures. Karalyn Peterson Seconded. Ayes all; Nays none; Motion carried.

7. **Next meeting date - September 13, 2021 at 4:45pm.**

8. **Meeting adjourned at 5:24pm by Nichole Lysne.**

PERSONNEL COMMITTEE
August 9, 2021 - 6:17 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 852 5404 2711| Passcode: 725284
By Computer: https://us02web.zoom.us/j/85254042711
By Phone: +1-312-626-6799 (US Chicago)

MINUTES

Discussion and Possible Action on:

1. Roll Call

Present: Shorr, Zarazua, Leek, Dalton, Jennings

Others Present:
Mayor Wiza; Clerk Yenter; Comptroller Treasurer Ladick; City Attorney Beveridge; Alderperson(s) Kneebone, Keymer, Johnson, Morrow, Slowinski, Fishler; Chief Zenner; Chief Finn; Director(s) Kremer, Beduhn, Lemke, Kernosky; Greg Schanen; Joe Skibinski; Tom Carroll; Talin Scheuermann; Pat Draper; Mark DeLorme; Tricia Church; Carrie Freeberg; C. Gogin; Mary McComb; Mark Christianson; Fred Hopfensperger; Taylor Hale - PC Gazette; HR Manager Jakusz

2. Requests for known 2022 out of state travel.

Motion by Dalton, second by Zarazua to receive and place on file known 2022 out of state travel. Ayes all, nays none; motion carried.

3. Grievance: Central Transportation fill-in driver call in procedure.

Pat Draper appeared on behalf of this grievance. He is the grievant. Mark DeLorme - the AFSCME Staff Rep also attended the meeting but did not speak.

Motion by Alder Shorr to deny the grievance; second by Alder Zarazua. Motion carried with a vote of 4 - 1; Alder Dalton dissenting.

4. Reclassification of:
Operations Supervisor
Assessment Technician

Stipend for additional certifications - Inspection

Motion by Alder Zarazua to approve the reclassifications as presented, second by Alder Dalton. Ayes all, nays none. Motion carried.

5. Reorganization at Central Transportation

Motion by Alder Dalton, second by Alder Leek to approve the reorganization as presented at Central Transportation. Ayes all, nays none. Motion carried.

6. Adjournment.

The meeting was adjourned at 6:57 p.m.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING
August 9, 2021 - 6:58 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

MINUTES

Roll Call

PRESENT	Mayor Mike Wiza, Ald. Mary Kneebone, Ald. Shaun Morrow, Ald. Mykeerah Zarazua, Ald. Ginger Keymer, Ald. Jeremy Slowinski, Fred Hopfensberger
OTHERS PRESENT	**Alderpersons:** Polly Dalton, Meleesa Johnson, Keely Fishler, Thomas Leek, David Shorr, and Tori Jennings. **Directors:** Scott Beduhn, Joel Lemke, and Ryan Kernosky. **City Staff:** Clerk Yenter, Attorney Beveridge, C/T Ladick, Joe Skibinski - Projects Manager, Greg Schanen - City Engineer, Fire Chief Finn, Interim Chief Zenner, Carrie Freeberg - Deputy C/T. **Others Present:** Amy Canfield - AECOM, Taylor Hale - Portage County Gazette, Marc Christianson - 1641 Clark St, Mary McComb - 2100 Elk St, Neil Prendergast - 1924 Plover St, Nicole Tesch, Bill Cooper, and Carla Gogin.

Informational

1. **Director's Report**
   a. 2021 Road Resurfacing Project
   b. 2021 Streets Improvement Project
   c. 2021 Pavement Maintenance Project
   d. 2021 Fall Paving Project

Director Beduhn touched up on a few items. No action was needed.

2. **Presentation by AECOM regarding the recommended alternative for the Business 51 Project.**

Please see the City's website to view and follow along with the PowerPoint Presentation given by Amy Canfield with AECOM.

Discussion and Possible Action

3. To award the 2021 Fall Paving Project to American Asphalt of Wisconsin in the amount not to exceed $236,769.36.

Ald. Morrow **moved**, Ald. Slowinski seconded, to award the 2021 Fal Paving Project to American Asphalt of Wisconsin in the amount not to exceed $236,769.36.

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

4. To accept the Ordinance Amendments in Section 9.02 as it relates to speed limits.

Ald. Morrow **moved**, Ald. Kneebone seconded, to accept the Ordinance Amendments in Section 9.02 as it relates to speed limits.

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

Adjourn

Adjourned at 7:29 p.m.

CITY OF STEVENS POINT
PUBLIC POLICY AND GENERAL GOVERNMENT COMMITTEE MINUTES
August 9, 2021 - 6:00 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Discussion and Possible Action on:

1. **Roll Call.**

PRESENT Ald. Leek, Jennings, Keymer, Kneebone, Fishler.

OTHERS PRESENT Mayor Wiza; Clerk Yenter; Attorney Beveridge; C/T Ladick; Alderpersons: Shorr, Zarazua, Johnson, Slowinski, Dalton, Morrow; Chief Finn; Interim Chief Zenner; Directors: Beduhn, Kernosky, Kremer, Lemke; HR Manager Jakusz; Deputy C/T Freeberg; City Engineer Schanen; Project Manager Skibinski; Operations Supervisor Carroll; Transportation Superintendent Scheuermann; Engineering Administrative Assistant Church; Taylor Hale - Portage County Gazette; Pat Draper; Mark Christianson; Fred Hopfensperger, Julie Birrenkott, Caitlin Sparling, Gail Zalewski.

2. **License List:**

A. Temporary Extension of Premise: 212 Fitness, 3217 John Joanis Drive, Stevens Point for August 28, 2021.

Ald. Fishler **moved**, Ald. Keymer seconded, to approve the temporary extension of premise for 212 Fittness on August 28, 2021 .

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

3. **Request to Hold Event/Street Closing:**

A. Pointoberfest and Blubber Run on September 18, 2021. (Recurring)

B. Give & Live Better 5K Fun Run/Walk on August 28, 2021. (New Event)

C. 5th Annual Purple Ribbon Walk on October 1, 2021. (Recurring)

Ald. Fishler **moved**, Ald. Kneebone seconded, to approve the event and street closings for the Pointoberfest and Blubber Run on September 18, 2021, Give & Live Better 5K Fun Run/Walk on August 28, 2021, and 5th Annual Purple Ribbon Walk on October 1, 2021.

Julie Birrenkott, 2617 Water Street, said the event will take place across the street from the brewery where it has been in years past. She said the railroad tracks are non-functioning, and only used as a landmark. .

Gail Zalewski, 1303 Highway 66 W, said she coordinates the Purple Ribbon Walk with other Purple Ribbon Walks in the state and requested the date change from October 1, 2021 to October 4, 2021.

Ald. Fishler **moved**, Ald. Keymer seconded, to amend the date of Purple Ribbon Walk to October 4, 2021.

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

The committee then voted on the motion as amended.

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

4. Discussion and consideration of an updated public participation plan for Community Development Block Grant funding.

Ald. Keymer **moved**, Ald. Fishler seconded, to approve the updated public participation plan for Community Development Block Grant funding.

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

5. Adjournment.

Adjourned at 6:16 p.m.

CITY OF STEVENS POINT

FINANCE COMMITTEE AGENDA
August 9, 2021 - 7:31 PM
Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 852 5404 2711 | Passcode: 725284
By Computer: https://us02web.zoom.us/j/85254042711
By Phone: +1-312-626-6799 (US Chicago)

MINUTES

I. Non-Action Items:

1. Roll Call.

PRESENT	Ald.Meleesa Johnson, Jeremy Slowinski, Polly Dalton, Shaun Morrow, David Shorr.
OTHERS PRESENT	Mayor Wiza; Attorney Beveridge; C/T Ladick; Alderpersons: Jennings, Keymer, Zarazua, Kneebone, Fishler, Chief Finn; Interim Chief Zenner; Directors: Beduhn, Kernosky, Kremer, Lemke; Deputy C/T Freeberg; Nichole Tesch

2. Presentation of the 2020 Audit Report by Baker Tilly.

Carla Gogin, Baker Tilly, gave a presentation on the 2020 Audit and overall financial condition of the CIty.

3. Review of budget variations for the 2020 fiscal year.

C/T Ladick gave an overview of the 2020 budget variations in Information Technology and Other General Government.

4. Discussion on the 2022 City budget, and planning for future budgets.

C/T Ladick explained that the initial indications are that we will not have a lot of flexibility in the 2022 operating budget.

5. Discussion on completing a citywide revaluation of assessed property values.

Nicole Tesch, Forward Appraisal, gave a presentation on the citywide revaluation of assessed property values.

II. Discussion and Possible Action on:

6. Discussion and possible action on awarding the bid for demolition of 325 Division St. to Kyle Kluck Trucking and Excavating.

Ald. Morrow **moved**, Ald. Dalton seconded, to award the bid for demolition of 325 Division Street to Kyle Kluck Trucking and Excavating.

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

7. Discussion and possible action on modifying the method of funding sidewalk repairs and sidewalk continuation projects.

Ald. Morrow moved, Ald. Shorr seconded, to leave the method of funding sidewalk repairs and sidewalk continuation projects as status quo.

Roll Call: Ayes: Ald. Shorr and Morrow Nays: Ald. Slowinski, Johnson, and Dalton

Motion failed.

Ald. Johnson **moved**, Ald. Dalton seconded, to approve modifying the method of funding sidewalk repairs and sidewalk continuation projects.

Roll Call: Ayes: Ald. Slowinski, Johnson, and Dalton Nays: Ald. Shorr and Morrow

Motion carried.

8. Discussion and Possible Action on the Approval of Claims Paid.

Ald. Morrow **moved**, Ald. Shorr seconded, to approve the claims paid in the amount of $1,884,703.61.

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

III. Closing Items:

9. Adjournment.

Adjourn at 9:06 p.m.

COMPTROLLER-TREASURER REPORT
for the period ending June 30, 2021

	Bal June 1, 2021	Receipts	Disbursements	Bal June 30, 2021
GENERAL OPERATING CASH	$2,243,628.61	$2,548,595.14	$2,974,471.31	$1,817,752.44
UTILITIES & TRANSPORTATION (Cash and Investments)	$11,656,930.08	$924,778.37	$779,119.54	$11,802,588.91

INVESTMENTS	Bal June 1, 2021	TRANSFER IN	TRANSFER OUT	Bal June 30, 2021
GENERAL	$27,910,880.55	$0.00	$1,508,000.00	$26,402,880.55
SPECIAL REVENUE	$820,085.70	$0.00	$0.00	$820,085.70
DEBT SERVICE	$18,471.90	$0.00	$0.00	$18,471.90
CAPITAL PROJECTS	$2,881,367.12	$0.00	$0.00	$2,881,367.12
INTERNAL SERVICE	$2,016,248.20	$0.00	$0.00	$2,016,248.20
TRUST	$3,453,081.77	$0.00	$0.00	$3,453,081.77
TOTALS	$37,100,135.24	$0.00	$1,508,000.00	$35,592,135.24

EXPENDITURES:	BUDGET	YTD	%
GENERAL GOVT	$4,018,922.00	$1,936,027.20	48.17%
POLICE	$5,653,446.00	$2,737,642.04	48.42%
FIRE	$5,567,003.00	$2,630,048.33	47.24%
PUBLIC WORKS	$6,290,108.00	$2,514,591.02	39.98%
PARK & REC	$2,023,093.00	$889,076.78	43.95%
CAPITAL PROJECTS	$6,288,000.00	$2,192,837.57	34.87%
DEBT SERVICE	$7,169,701.00	$6,015,159.25	83.90%
YTD TARGET	50.00%		

REVENUES:	BUDGET	YTD	%
GENERAL	$25,493,722.00	$15,446,612.09	60.59%

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

Department of
Administrative Services
Ph: 715-346-1594

August 12, 2021

MEMORANDUM

TO: Common Council

FROM: Mayor Wiza

RE: Appointees to the State Water Quality Management Plan committee

Wisconsin Statutes require the State to have an adopted Water Quality Management Plan related in part to municipal wastewater treatment operations. This statewide plan is overseen by the Department of Natural Resources (WiDNR). As is the case with many State planning requirements, the responsibility for planning is delegated to counties and other local units of government. Portage County Planning and Zoning has taken that responsibility. State Statute requirements are explained and carried out thru Ch. 121 of the Wisconsin Administrative Code.

The Stevens Point Urban Area, consisting of Stevens Point, Villages of Plover, Whiting, and Park Ridge, and Towns of Hull, Plover, Linwood and Stockton, has been identified as one of these "non-designated planning areas".

Statues require each municipality to designate a Principal Representative that is the Chief Elected official or someone elected by the community as well as an Alternate Representative without the "elected" restriction.

In order for the committee to reconvene to begin an update, each of the 8 communities will need to formally appoint a Principal Representative and Alternate Representative, as described above. Once the committee membership has been updated, the planning process can begin.

To comply with Statues, I am recommending appointment of the Chief Elected Official, Mayor Mike Wiza as the Principal Representative and Director Joel Lemke as the Alternate Representative. Joel has the expertise in the field and will be our point of contact for all things related to the plan.

Respectfully,

Mayor Mike Wiza

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

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

July 30, 2021

Member of the Common Council
Stevens Point, Wisconsin

The following appointments are recommended for your consideration:

Appoint Mike Wiza to Portage County Water Quality Management Plan Advisory Committee as Principal Representative (term begins August 1, 2021) –5-year term expiring July 31, 2026

Appoint Joel Lemke to Portage County Water Quality Management Plan Advisory Committee as Alternative Representative (term begins August 1, 2021) –5-year term expiring July 31, 2026

Your confirmation of the appointments would be appreciated.

Mike Wiza

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

FAX 715-346-1498

Kari Yenter
City Clerk
715-346-1569

August 11, 2021

Mayor and members of the Common Council
Stevens Point, Wisconsin

The following appointments are recommended for your consideration:

REDISTRICTING COMMITTEE

City Attorney Andrew Logan Beveridge	1515 Strongs Avenue, Stevens Point
City Clerk Kari Yenter	1515 Strongs Avenue, Stevens Point
Paul Piotrowski	510 West Street, Stevens Point
Andrew J. Halverson	501 Wilshire Blvd, Stevens Point
Kate O'Malley	4301 Heffron Street, Stevens Point

Your confirmation of these appointments would be appreciated.

Kari Yenter

Kari Yenter, City Clerk

Application Form

Name: Paul Piotrowski

Address: 510 West St Stevens Point

Phone: 715 347-7918

Email: piotrowski@charter.net

Indicate which board(s), commission(s), and/or committee(s) you are interested in serving on.

Redistricting Commission

Please write a brief description of your background and why you are interested in serving (attach extra sheets if necessary):

As the former clerk and having been involved in election for more then 20 years, I am keenly aware of how important having wards and districts that make sense are. As a political science graduate, I having always been interested in redistricting and would love to serve on this commission.

Please return the completed application and a copy of __your resume__ to:

City of Stevens Point City Clerk's Office

1515 Strong's Avenue, Stevens Point WI, 54481

City of Stevens Point
Attn: City Clerk' s Office
1515 Strongs Ave.
Stevens Point, WI 54481

Stevens Point

Boards, Commissions, & Committees Application

PAUL PIOTROWSKI

510 West St. Stevens Point, WI 54481 | 715-341-3576 | piotrowski@charter.net

SUMMARY

29 years of uniformed experience as a Law Enforcement Officer and Naval Officer. Skilled in dealing with a wide variety of stressful situations and resolving them while ensuring the safety and rights of all persons involved. Nearly 20 years of supervisory experience with a variety of staff, both uniformed and civilian. I have also worked as the City Clerk for Stevens Point, on an interim basis, and for 20 years prior to that as a Chief Inspector and poll worker, and I am familiar with many of the functions of running an election for the City of Stevens Point as well as licensing procedures for various positions overseen by the City Clerk's Office. I have also worked as a school security person and casual driver for Sentry Insurance.

JOB EXPEREINCE

October 2018 – January 2020

Stevens Point City Clerk. City of Stevens Point, WI

Prepare agendas and minutes for various committees and the Common Council for the City of Stevens Point.

Administer issuance of various licenses authorized by the ordinances of the City of Stevens Point.

Administer all Elections for the City of Stevens Point to include municipal, state and federal elections. Stay up to date on election laws, issue notice of elections, validate nomination papers and ensure campaign registration compliance for local candidates, and recruit, train and schedule poll workers for 11 polling locations throughout the city.

April 2017 – September 2018

Substitute Security Person, Stevens Point Area High School

Provide front desk monitoring, hallway patrols, and monitor activities in the Commons areas and the In School Suspension Room. Assist with developmentally disabled students as deemed necessary by school administration. Stay continually updated on school district policies on first aid, handling of developmentally disabled and emotionally disturbed persons.

February 2017- October 2018

Casual Driver, Sentry Insurance

Drive authorized vehicles for the company to include shuttle service between Sentry residence hall and various Sentry buildings. Pick up and drive associates to the Central Wisconsin Airport as needed. Provide evening and weekend transportation for associates group outing from the Sentry Residence hall

November 2017 – September 2018

Transportation Security Officer. Central Wisconsin Airport

- Screen every passenger to ensure the safety of all departing aircraft
- Screen all checked baggage for contraband materials
- Serve as the Network Information Officer for CWA

February 1998-Present	Poll Worker/District Chair for the City of Stevens Point

- Supervise the running of a polling site and staff working the site to include helping with public tests of voting machines and processing of absentee ballots and being familiar with laws governing the fair administration of a polling site on elections days

June 1990 – January 2017	Police Officer/ Sergeant, City of Stevens Point Police Department

- Enforcement of state laws and local ordinances.
- Implement safety and security procedures in a variety of community situations
- Participation in Emergency Management scenario training for the City of Stevens Point and Portage County including completion of multiple modules of Incident Command Training.
- Serve as the media contact and as the Public Information Officer during emergencies for the department. Completed media training as part of Certified Public Manager training.
- Supervision of a patrol shift of 7 officers for more than 13 years to include scheduling, evaluations and supervising daily operations.
- Community Resource Sergeant for an additional 6 years, supervise three school liaison officers at separate schools, supervise the police auxiliary unit of 15 volunteers, Supervise Community Service Staff responsible for parking enforcement, fingerprinting, and the collection and inventorying of bicycles. Supervise a staff of 9 adult crossing guards
- Coordinate Police Department involvement for special events in the City of Stevens Point

April 1987 - September 1994	Naval Officer US Navy Reserve, *Active Duty at Ft Meade Maryland and Naval Officer Candidate School Newport, RI 1987-1989 Reserve Duty at NRSGU Oshkosh, WI 1989-1994*

- Information Security Analyst at the National Security Agency, Ft Meade, Maryland
- Executive Officer for the Naval Reserve Security Group Unit at Oshkosh, WI
- Maintained a Top Secret Clearance and supervised training and tasking for a unit of 20 Naval Reserve enlisted personnel
- Recipient of the Defense Meritorious Service Medal

October 2018-January 2020	Stevens Point City Clerk

Maintain vital city records, draft and issue agendas and minutes for City Council Meetings and various city committee meetings.
Administer elections for the City of Stevens Point, ensuring compliance with voting laws, recruiting and training poll workers and chief inspectors.
Issue and maintain licenses issued by the City of Stevens Point

EDUCATION

September 1983- December 1986	Political Science(Major) History (Minor) (BS), *University of Wisconsin Stevens Point*
September 1982– June 1983	Political Science (Major) Economics (Minor) *University of Denver*
September 1979 – May 1982	High School Graduate *Stevens Point Area Senior High School (SPASH)*
Additional certifications:	Law Enforcement Officer, Crisis Negotiator, TYME System Operator Emergency Dispatcher, Certified Public Manager - University of Wisconsin 2007 Transportation Security Academy Graduate

Application Form

Name: Andrew J. Halverson

Address: 501 Wilshire BLVD.

Phone: 715-342-6978

Email: andrew@elliswi.com

Indicate which board(s), commission(s), and/or committee(s) you are interested in serving on.

Re-districting

Please write a brief description of your background and why you are interested in serving (attach extra sheets if necessary):

Double Major in Political Science and Public Admin, UWSP; 16 Credits towards Masters Degree in Public Admin. UWM. Former Mayor, City of Stevens Point. Current Executive Vice President & Co-Owner of Ellis Construction. This topic is of high interest to me and should be executed and decided with the highest level of objectively and equity.

Please return the completed application and a copy of <u>your resume</u> to:

City of Stevens Point City Clerk's Office

1515 Strong's Avenue, Stevens Point WI, 54481

City of Stevens Point
Attn: City Clerk' s Office
1515 Strongs Ave.
Stevens Point, WI 54481

Stevens Point

Boards, Commissions, & Committees Application

ANDREW J. HALVERSON

501 Wilshire Blvd.
Stevens Point, WI 54481
Email: andrew@elliswi.com Home: 715-342-6978

EDUCATION

- Stevens Point Area Senior High (SPASH)
  Graduate with Honors
  May 1996

- University of Wisconsin Stevens Point (UWSP)
  B.A. Double Major: Political Science & Public Administration
  May 2001

- University of Wisconsin Milwaukee (UWM)
  Graduate School: Department of Public Administration
  Sept. 2001-May 2002 Emphasis: Municipal Management & Public Finance

WORK HISTORY

Executive Vice President & Co-Owner
Ellis Stone Construction Company, INC. (Ellis Construction)
3201 Stanley Street
Stevens Point, WI
January 2017-Present

Responsible for the overall support of the President in the full operations of the Company. My areas of responsibilities include: Human Resources and Benefits, Risk and Insurance, Financial Oversight and Review, Business Development, Trustee of The Ellis Stone Construction Company Retirement Plan and Community Relations.

Vice President, Business Development
Ellis Stone Construction Company, INC. (Ellis Construction)
3201 Stanley Street
Stevens Point, WI
December 2014-January 1, 2017

As the core contact for business development for the company I was responsible for: client services, project development and targeting, company strategy, strategic planning, and efficiency modeling as well as media relations. Through market research and relationships, develop new opportunities for the company, as well as ensuring that our lasting relationships with key clients were always paramount.

Mayor, City of Stevens Point, WI
1515 Strongs Ave. Stevens Point, WI
April 2007-December 2014

As the full time Chief Elected Official and Chief Executive Officer of the City, I was responsible for all operations of City government; and had to ensure that all elected officials and employees were fulfilling their responsibilities. In my administrative role I was responsible for budget preparation in excess of $24,000,000.00 for seven departments with multiple unique subsets; while holding department heads accountable through progressive evaluations and measurable goal setting. I instituted various cost saving measures and approaches that included, but were not limited to, lean six sigma techniques as well as collaborative synergistic use of fleet and personnel. Also, as the head of economic development, I was charged with all developments as well as direct negotiation of agreements which were up to $30,000,000.00.
In addition to administrative responsibilities, I was the main point of contact for all communication with: the community as a whole; the State of Wisconsin; the University; and for all media outlets within and outside of the City. I was also responsible for building, in many instances, multi-jurisdictional partnerships to find collective solutions in order to ensure Stevens Point continued to be the best place to live, work, and raise a family.

Owner, Founder, & Director of Operations
Andrew's Limited, Distinctive Men's Clothing
Highway 10 East & 1000 Main St. Stevens Point, WI
August 2002-January 2013

As the owner of Andrew's Limited, I was charged with all decisions relating to business success: budget, inventory management, sales, marketing, financial control, and personnel matters. After founding the business in 2002 I was able to grow the business by between 15%-30% annually for over five years; while harnessing niche approaches to men's clothing and targeting long forgotten markets. Andrew's Limited grew from $185,000 in sales its first year to nearly $600,000 by year five with two locations. Andrew's Limited during its tenure was also able to grow tuxedo rentals into the third largest retail operation for Savvi Formalwear in the Midwest.

INVOLVEMENT

- Stevens Point Kiwanis Club 2005-2008 former Vice President
- Portage County Business Council, Board of Directors 2006-2014, 2019-Present & Executive Committee
- Saint Michael's Hospital, Ministry Health Care, Foundation Board of Directors 2006-2008
- UWSP Alumni Association, Board of Directors 2007-2011
- Saint Michael's Hospital, Ministry Health Care, Corporate Board of Directors 2008-2012
- League of Wisconsin Municipalities, Board of Directors 2008-2011
- Central Wisconsin Economic Development Fund, Inc. (CWED), Board of Directors, 2009-2012; Vice President 2010-2014
- Central Wisconsin Manufacturing Alliance (CWIMA) 2015-Present, Current Vice President
- United Way of Portage County, Board of Directors 2018-Present
- UWSP Foundation, Inc. Corporate Board of Directors 2016-Present

HONORS AND DISTINCTIONS

- Two-time University Leadership Award recipient, UWSP; 2000, 2001
- **Chancellor's Leadership Award recipient**, UWSP; 2001
- **James H. Albertson Medallion of Excellence, 2001 UWSP's Highest Honor, based on involvement, academics, and** community service
- **Founded Andrew's Limited Distinctive Men's Clothing in 2002 at age 23**
- Nominated for Entrepreneur of The Year 2003; Portage County, WI
- Awarded, Entrepreneur of The Year for Portage County, WI 2004
- State of Wisconsin, Young Entrepreneur of The Year 2005, U.S. Small Business Administration
- **Chosen as UWSP's 2006 Spring Commencement Speaker**
- Elected Mayor of the City of Stevens Point, WI with 70% of the vote in April 2007 at age 29; re-elected in April of 2011
- Identified and eventually had awarded over $10,000,000.00 in grants and outside funding for the City of Stevens Point
- Awarded the Meritorious Service Medal for Wisconsin by Adjutant General Donald Dunbar, Wisconsin National Guard, for service to the 32nd Infantry Brigade (civilian)
- **Awarded the Portage County Business Council President's Award for Service to the Portage County Business** Community; January 2015
- Awarded, with Business Partners, the Saint Michael's Hospital Community Leadership Award, 2019

REFERENCES

Available upon request.

Application Form

Name: Kate O'Malley

Address: 4301 Heffron St., Stevens Point, 54481

Phone: 715-572-3289

Email: komalley770@gmail.com | kate.omalley@sentry.com

Indicate which board(s), commission(s), and/or committee(s) you are interested in serving on.

Redistricting Committee

Please write a brief description of your background and why you are interested in serving (attach extra sheets if necessary):

I am a Stevens Point native and was happy to get the opportunity to return to town three years ago after joining Sentry's corporate legal department. I care about the Stevens Point community, am very familiar with it, and am excited to be involved with this project.

Please return the completed application and a copy of <u>your resume</u> to:

City of Stevens Point City Clerk's Office

1515 Strong's Avenue, Stevens Point WI, 54481

City of Stevens Point
Attn: City Clerk' s Office
1515 Strongs Ave.
Stevens Point, WI 54481

RECEIVED
JUL 26 2021
CITY CLERKS OFFICE

Stevens Point

Boards, Commissions, & Committees Application

KATE O'MALLEY

ATTORNEY | ADVISOR | STRATEGIC PARTNER

CONTACT

715-572-3289

komalley770@gmail.com

She/Her/Hers

COMMUNITY INVOLVEMENT AND BOARD SERVICE

Green Circle Trail

Board of Directors | Education and Promotion Committee

January 2020 - Present

Milwaukee Young Lawyers Association

Board of Directors | Treasurer

May 2016 - July 2018

EDUCATION

Marquette University Law School

Juris Doctorate | Cum Laude

2011 - 2014

Cumulative GPA: 3.620/4.000

Class Rank: 14/222 (Top 10%)

Associate Editor – Marquette Law Review

Academic Success Program Leader

Dean's List - 5 Semesters

CALI Award for Highest Grade in Deposition Practice Workshop (Spring 2013)

PROFILE

I am an effective, practical, and trusted advisor with a combination of law firm and corporate in-house legal experience. I seek to understand and accommodate business needs by acting as a strategic partner and presenting a range of risk decisions to leaders within the organization. In my current role, I partner with Human Resources to advise on various labor, employment, facilities, safety/health, employee benefits, physical security, social media, hospitality, and related issues impacting employees across the United States. I am committed to furthering diversity, equity and inclusion for women and other marginalized and underrepresented groups in the workplace.

EXPERIENCE

Sentry Insurance Company

Associate Counsel – Operational and Personnel Resources | Stevens Point, WI

August 2019 - Present

I am an Associate Counsel at Sentry where I advise on labor, employment, facilities, employee benefits, ERISA, CCPA, safety/health, physical security, social media, and related issues involving the over 4,000 associates employed by Sentry throughout the United States. During the COVID-19 pandemic, I worked closely with HR leadership to navigate complex and fluid questions affecting Sentry's facilities and workforce, including moving 95% of Sentry's associates from an office environment to a temporary work-from-home model.

In addition to my traditional employment work, I provide legal counsel to Sentryworld, Sentry's hospitality division, which includes two restaurants, a Robert Trent Jones, Jr. parkland golf course, wedding and special event spaces, and a boutique hotel. In that role, I advise on traditional employment issues as well as on various issues that are specific to the hospitality space, including human trafficking, bloodborne pathogen precautions, unique safety and security issues for both employees and guests, and special events, such as the 2019 USGA Girls' Junior Championship and the 2023 U.S. Senior Open.

Reinhart Boerner Van Deuren, S.C.

Associate Attorney – Labor and Employment | Milwaukee, WI

August 2015 - July 2018

As a Labor and Employment Associate at Reinhart, I represented and advised employers regarding their labor and employment issues. I handled all varieties of management-side labor and employment matters, including employment litigation, fiduciary litigation, wage and hour issues, employment contracts, restrictive covenants, theft of trade secrets, and employee training. I frequently presented on issues such as pay equity and workplace harassment in the wake of the #MeToo movement.

Associate Attorney – Bankruptcy, Insolvency & Creditors' Rights | Milwaukee, WI

July 2014 - August 2015

As a first-year associate at Reinhart, I represented a range of business clients, including financial institutions, secured and unsecured creditors, debtors and others in bankruptcy proceedings, receiverships, and workouts. I represented lenders in foreclosure proceedings

University of Wisconsin – Madison

Bachelor of Science | Psychology and Criminal Justice

2007 - 2010

Legal Information Center – Volunteer

Pre-Law Society

Alpha Chi Sigma – Professional Chemistry Fraternity

and drafted documents related to loan agreements, forbearance agreements, and asset purchase agreements. I also regularly researched issues arising from the Uniform Commercial Code, Uniform Fraudulent Transfer Act, federal bankruptcy law, and state receivership law.

Reinhart Boerner Van Deuren S.C.

Summer Associate | Milwaukee, WI

June 2013 - August 2013

As a Summer Associate at Reinhart, I got to know various practice areas by researching and drafting memoranda on a variety of issues, including labor and employment and bankruptcy issues, and assisting with the formation of a 401(c)(3), in addition to networking and building relationships with lawyers and staff.

BAR ADMISSIONS

State of Wisconsin

United States District Court for the Eastern District of Wisconsin

United States District Court for the Western District of Wisconsin

United States District Court for the Northern District of Illinois

ADDITIONAL INTERESTS

In addition to my professional accomplishments and community involvement, the following are also important aspects of me:

• I have a German Württemberger horse named Claus, a Beagle/Cattle Dog/Blue Heeler mix named Buddy, and two naughty cats, Garfield and Olivia.

• I am originally from Stevens Point, Wisconsin

• I love all forms of biking—including mountain biking and road cycling—and I visit Copper Harbor, Michigan regularly to ride the mountain bike trails there with my fiancé, Jon.

• I love to travel and explore new restaurants.

• I am a PADI-certified rescue diver and a 200-hour certified yoga instructor

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

Department of
Administrative Services
Ph: 715-346-1594

August, 11, 2021

MEMORANDUM

TO: Common Council

FROM: Mayor Wiza

RE: Housing Task Force Appointees

Appointments to the most recently created Housing Task Force are below for your consideration. The group consists of representatives from many of the agencies that were outlined in the creation document and we may seek other appointees as needed.
I did not provide detailed background information on each due to the volume and the fact that most of you should be familiar with the person or agency they represent.

Jennifer Leck	Salvation Army Housing Case Manager
Brandon Taylor	Property Manager and Realtor
BobbieJoy Amann	CAP Services Executive Support Specialist
Tiffani Krueger	Evergreen Community Initiatives
Jason Blenker	Blenker Construction
Travis Haines	Candlewood Properties
Noah Eschenbauch	First Weber Realty/Property owner
Jane Johnson	One Big Tent
Rachel Leach	Director of Door2Dreams
Idowu Odedosu	Executive Director S.P. Housing Authority
Chris Klesmith	Project Activator – CREATE Portage County
Lisa Bellavin	Stevens Point Community Development
Polly Dalton	Stevens Point Alderperson
Meleesa Johnson	Council President (required)
Mayor Mike Wiza	Stevens Point Administration Representative

Respectfully submitted,

Mike Wiza
Mayor of the City of Stevens Point

RESOLUTION

**[SIGN VARIANCE – 2442 SIMS AVENUE –
INSTALL FREESTANDING SIGN]**

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **2442 Sims Avenue (Parcel ID 281240833200107)**, and described as PT NENW COM@ NE/C MAIN&MICH; N250'POB;N884'ML E1257.7'TO WL MINN;S1134.5' TO NL MAIN;W847.1';N423'; W393';S173';W7'POB; EX HWY 566759 S33 T24 R8 28.80A 123/344;147/36;452/ 428;773023ESMT;773622UTIL 649/901;801723;806808, City of Stevens Point, Portage County, Wisconsin, is hereby granted a sign variance to install a freestanding sign with the following conditions:

1. The freestanding sign shall be set back at least five feet from the property line.
2. The applicant shall adhere to clearview requirements, subject to the review and approval of Community Development staff meeting applicable Zoning Code requirements.
3. The sign shall conform to all other applicable requirements within the City's Sign Code.
4. A building permit shall be obtained prior to installation of signage.
5. Minor modifications to the proposed sign may be approved by staff.

Approved: ______________________________
Mike Wiza, Mayor

Attest: ______________________________
Kari Yenter, City Clerk

Dated: August 2, 2021
Adopted: August 16, 2021

Drafted by: Adam Kuhn
Return to: City Clerk

2021 Fall Paving Project (#7943160)
Owner: City of Stevens Point
08/03/2021 11:00 AM CDT

					American Asphalt	
Line Item	**Item Code**	**Item Description**	**UofM**	**Quantity**	**Unit Price**	**Extension**
1	211.01	Prepare Foundation for Asphaltic Paving (Project)	LS	1	$23,610.00	$23,610.00
2	213.01	Finishing Roadway (Project)	EACH	1	$1,500.00	$1,500.00
3	460.6243	HMA Pavement Binder 3 MT 58-34S	TON	580	$89.50	$51,910.00
4	460.6244	HMA Pavement Binder 4 MT 58-34S	TON	450	$96.20	$43,290.00
5	460.6244	HMA Pavement Surface 4 MT 58-34S	TON	910	$94.04	$85,576.40
		Base Bid Total:				**$205,886.40**
		Base Bid with Contingency:				**$236,769.36**

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

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

SECTION I: That subsection "n" of Section 9.02(a)1, **35 miles per hour on** of the Revised Municipal Code, **Speed Limits** is hereby **repealed**:

SECTION II: This ordinance change shall take effect upon passage and publication:

Approved: ______________________________
Mike Wiza, Mayor

Attest: ______________________________
Kari Yenter, City Clerk

Dated: August 2, 2021
Approved: August 16, 2021
Published: August 20, 2021

RESOLUTION
ADOPTING A CITIZEN PARTICIPATION PLAN

WHEREAS, the City of Stevens Point has applied for a Community Development Block Grant ("CDBG"); and,

WHEREAS, the City of Stevens Point, in 2009, adopted a Citizen Participation Plan ("CPP") for CDBG funding; and,

WHEREAS, the 2009 approved CPP no longer meets federal and state guidelines for CDBG funds; and,

WHEREAS, the State of Wisconsin Department of Administration and the U.S. Department of Housing and Urban Development require recipients of CDBG monies to have in place a CPP; and,

WHEREAS, the CPP shall encourage citizen participation (especially by persons of low- to moderate-income), provide citizens reasonable and timely access to local meetings and information, provide for technical assistance, provide for public hearings and provide for a complaint procedure; and,

WHEREAS, the City of Stevens Point has prepared and publicly reviewed a CPP.

NOW, THEREFORE, BE IT RESOLVED, that the City of Stevens Point officially adopts the attached Citizen Participation Plan, identified as "Attachment A" to this Resolution.

BE IT FURTHER RESOLVED, that the City of Stevens Point 2009 Citizen Participation Plan is hereby replaced by the Citizen Participation Plan attached to this resolution.

Approved: ______________________________
Mike Wiza, Mayor

Attest: ______________________________
Kari Yenter, City Clerk

Dated: August 9, 2021
Adopted: August 16, 2021

RESOLUTION NO. ___________

RESOLUTION APPROVING AN AMENDMENT TO THE PROJECT PLAN OF TAX INCREMENTAL DISTRICT NO. 5, CITY OF STEVENS POINT, WISCONSIN

WHEREAS, the City of Stevens Point (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental May 16, 2005 as a blighted area district; and

WHEREAS, the City now desires to amend the Project Plan of the District (the "Amendment") in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, such Amendment will:

a. Amend the categories, locations or costs of project costs to be made as permitted under Wisconsin Statutes Section 66.1005(4)(h)1.
b. Allow excess revenue to be transferred to Tax Incremental Districts No. 10, 11, 12 & 13 (the "Recipient District") as permitted under Wisconsin Statutes Section 66.1105(6)(f)2.

WHEREAS, an amended Project Plan for the District has been prepared that includes:

a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
b. An economic feasibility study;
c. A detailed list of estimated project costs;
d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
e. A map showing existing uses and conditions of real property in the District;
f. A map showing proposed improvements and uses in the District;
g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
h. A list of estimated non-project costs;
i. A statement of the proposed plan for relocation of any persons to be displaced;
j. A statement indicating how the amendment of the District promotes the orderly development of the City;
k. An opinion of the City Attorney or of an attorney retained by the City advising that the Project Plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).; and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Portage County, the Stevens Point Area School District, and the Mid State Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on August 2, 2021 held a public hearing concerning the proposed amendment to the

Project Plan of the District, providing interested parties a reasonable opportunity to express their views thereon; and

WHEREAS, after said public hearing, the Plan Commission adopted the Project Plan, and recommended to the Common Council that it amend the Project Plan.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Stevens Point that:

1. The boundaries of the District named "Tax Incremental District No. 5, City of Stevens Point" remain unchanged.

2. That this Amendment is effective as of the date of adoption of this resolution.

3. The Common Council finds and declares that:

    (a) The improvement of such area is likely to enhance significantly the value of substantially all of the other real property in the District.

    (b) The City estimates that less than 35% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period, pursuant to Wisconsin Statutes Section 66.1105(5)(b).

    (c) The project costs relate directly to promoting the elimination of blight of the area consistent with the purpose for which the District is created.

    (c) There are no lands within the District proposed for newly platted residential development.

    (c) Under the amended Project Plan, excess tax increments will be transferred to the Recipient District.

    (d) The District and the Recipient District lie within the same overlapping taxing jurisdictions.

    (e) The District has sufficient revenue to pay for all current Project Costs and has sufficient excess revenue to pay for eligible project costs of the Recipient District.

    (f) The Recipient Districts No. 11 & 13 are blighted area districts which qualifies them as an eligible recipient of excess revenue.

    (g) The Recipient Districts No. 10 & 12 are districts in need of rehabilitation or conservation which qualifies them as an eligible recipient of excess revenue.

4. The Project Plan for "Tax Incremental District No. 5, City of Stevens Point" (see Exhibit A), as amended, is approved, and the City further finds the Project Plan is feasible and in conformity with the master plan of the City.

Adopted this __________ day of ________________, 2021.

____
Mayor

____
City Clerk

August 10, 2021

Project Plan Amendment

Tax Incremental District No. 5

Northside Business District

City of Stevens Point, Wisconsin

Organizational Joint Review Board Meeting Held:	August 2, 2021
Public Hearing Held:	August 2, 2021
Approval by Plan Commission:	August 2, 2021
Adoption by Common Council:	August 16, 2021
Approval by the Joint Review Board:	August 18, 2021

Table of Contents

SECTION 1:
Executive Summary

Description of District

Tax Incremental District ("TID") No. 5 ("District") is a 92 - acre Blighted Area District created on May 16, 2005. The District was created to:

- Assure that private development occurs within the District consistent with the City's development and redevelopment objectives. To be accomplished by eliminating blight, installing public improvements and making necessary related expenditures to promote development and redevelopment within the District.
- Increase tax base and provide for and preserve employment opportunities within the City.

The District was amended on July 20, 2015 in order to share surplus increment with Tax Incremental District No. 6.

Purpose of Amendment

The purpose of this amendment, referred to hereafter as the Plan, the Amendment, or the Plan Amendment, is to:

- Allow excess revenue to be transferred to Tax Incremental District Nos. 10, 11, 12 and 13 ("Recipient Districts") as permitted under Wis. Stat. § 66.1105(6)(f)1. The Plan Amendment meets the following criteria necessary to allow for the transfer of excess revenue:

    1. The District and the Recipient Districts lie within the same overlapping taxing jurisdictions.
    2. The District is within its expenditure period, which expires May 16, 2027.
    3. The District has enough revenue to pay for all current Project Costs and has enough excess revenue to pay for eligible project costs of the Recipient Districts.
    4. The Recipient Districts No. 11 and 13 are a blighted area districts and Recipient Districts No. 10 and 12 are districts in need of rehabilitation or conservation which qualifies them eligible recipients of excess revenue.

- Amend the categories, locations or costs of project costs to be made as permitted under Wis. Stat. § 66.1105(4)(h)1. ("Project").

Estimated Total Project Cost Expenditures

The City anticipates making total expenditures of approximately $31.8 million ("Project Costs") to undertake the projects listed in this Project Plan ("Plan"). Project Costs include an estimated $20.4 million in additional increment sharing and $10 million in improvements to the Business Highway 51 corridor and 1.4 million in additional interest and administration expenses. The allowance to share increments with the recipient Districts will provide additional resources needed to assist the Recipient Districts in accomplishing the economic development goals as set forth in the Project Plans. This promotes the overall economic development of the City to benefit the overlapping taxing jurisdictions.

Incremental Valuation

The City projects that new land and improvements value of approximately $7.5 million of additional value was added in 2020 but is not forecasting any additional value resulting from the Project. Creation of additional value may be made possible by the additional Project Costs made within the District, but no projections are being made at this time. The City is also forecasting an adjustment make by the state due to corrections in the equalized ratio of the City. A table detailing assumption's as to the development timing and associated values is included in the Economic Feasibility Study located within this Plan.

Expected Termination of District

Based on the Economic Feasibility Study located within Section 9 of this Plan, the City anticipates that the District will generate sufficient tax increment to pay all Project Costs within its allowable 27 years.

Summary of Findings

As required by Wis. Stat. § 66.1105, and as documented in this Plan and the exhibits contained and referenced herein, the following findings are made:

1. That "but for" the creation of this District, the development projected to occur as detailed in this Plan: 1) would not occur; or 2) would not occur in the manner, at the values, or within the timeframe desired by the City. In reaching this determination, the City has considered:

   The substantial investment needed to provide the public infrastructure necessary to allow for development within the District. Absent the use of tax incremental financing, the City is unable to fully fund this program of infrastructure improvements.

Current and projected tax increment collections for the Recipient Districts will be insufficient to pay for projects costs already incurred and/or the additional projects that need to be completed in the Districts to achieve the objectives of their Project Plans.

2. The economic benefits of the District, as measured by increased employment, business and personal income, and property value, are sufficient to compensate for the cost of the improvements. In making this determination, the City has considered the following information:

   That the Contractors and Developers are likely to purchase goods and services from local suppliers in construction of the Project, and induced effects of employee households spending locally for goods and services from retailers, restaurants and service companies.

3. The benefits of the proposal outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing jurisdictions. As required by Wis. Stat. § 66.1105(4)(i)4., a calculation of the share of projected tax increments estimated to be paid by the owners of property in the overlying taxing jurisdictions has been prepared and can be found in this Plan. However, because the Project would not occur without the use of tax incremental financing, these tax increments would not be paid but for creation of the District. Accordingly, the City finds that the benefits expected to be realized as set forth in this Plan outweigh the value of the tax increments to be invested in the Project. Also, given that it is likely that the Recipient Districts will not achieve all of the objectives of their Project Plans without the ability to share in the surplus increments from District No. 5, the City reasonably concludes that the overall additional benefits outweigh the value of the tax increment to be shared.

4. The boundaries of the District are not being amended.

5. The Project Costs relate directly to the elimination of blight in the District, consistent with the purpose for which the District is created.

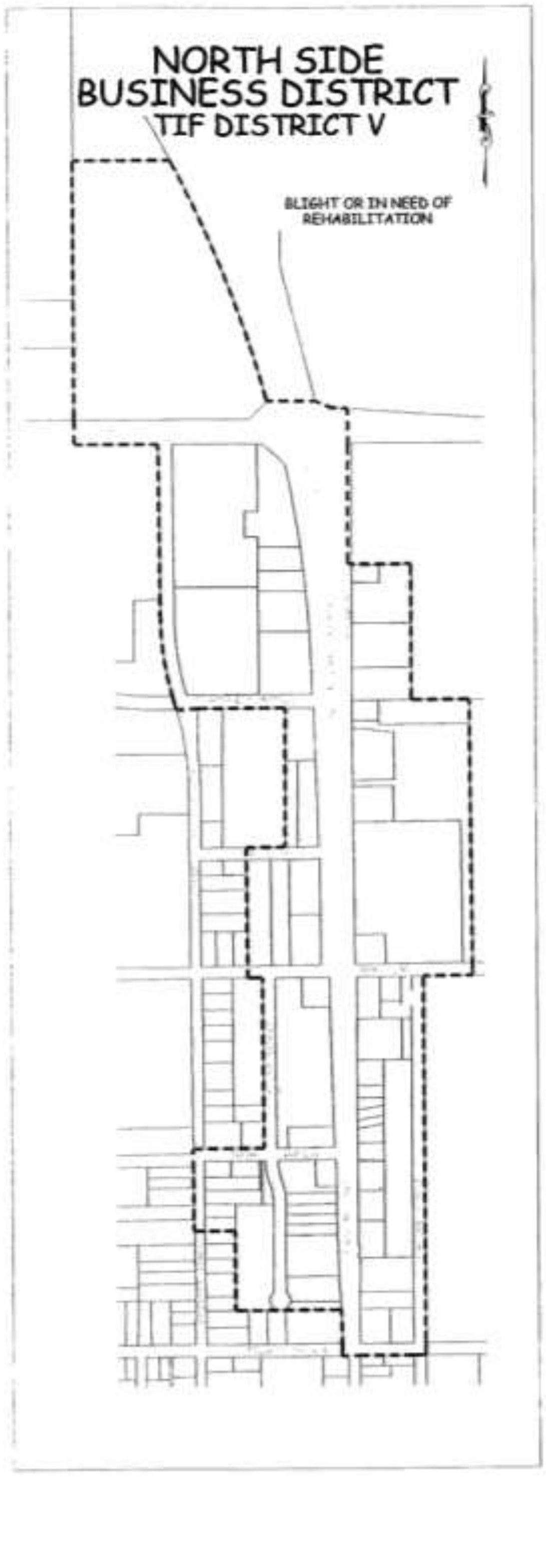
6. Improvements to be made in the District are likely to significantly enhance the value of substantially all of the other real property in the District.

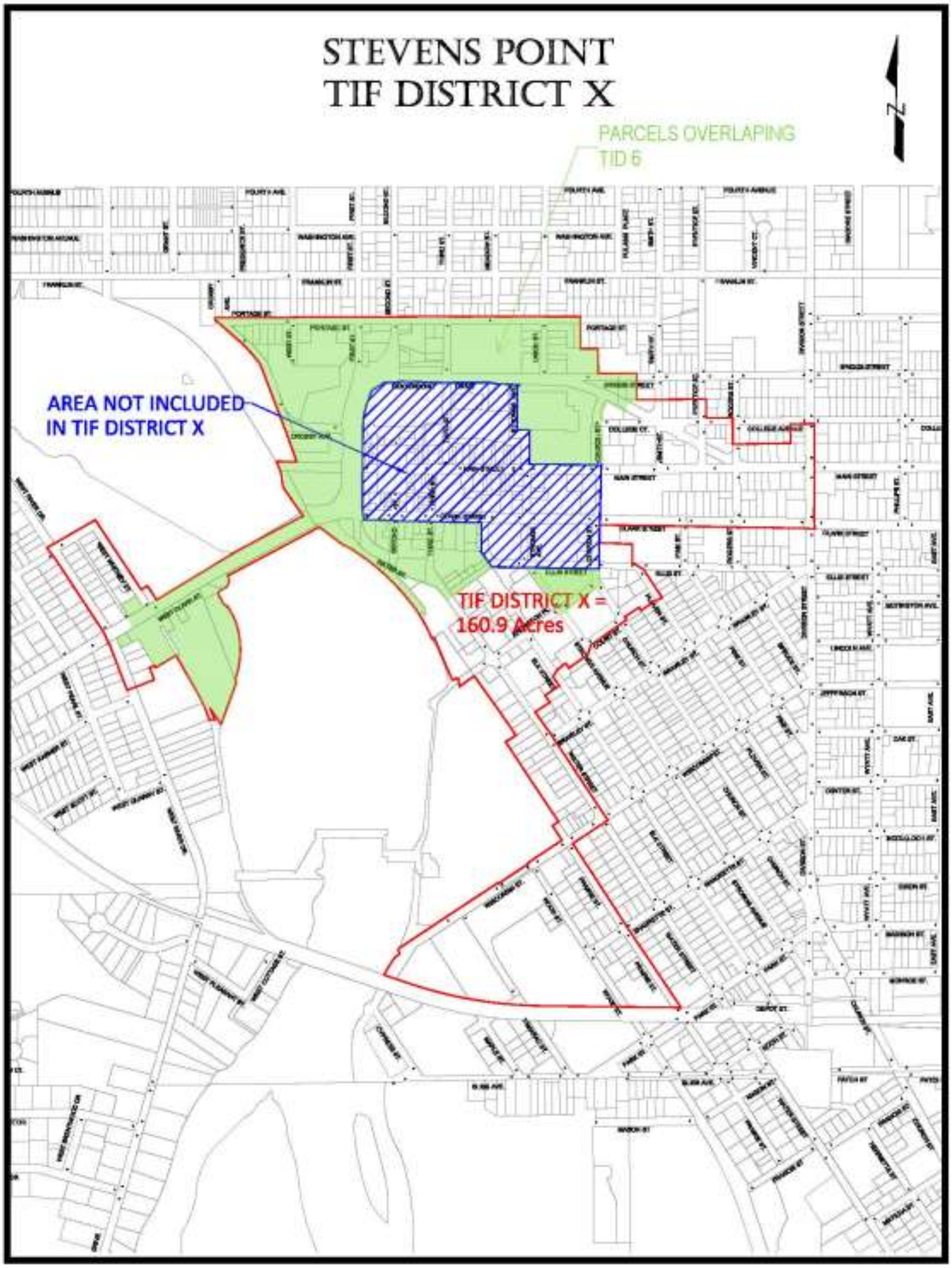
7. The Plan for the District is feasible and is in conformity with the Master Plan of the City.

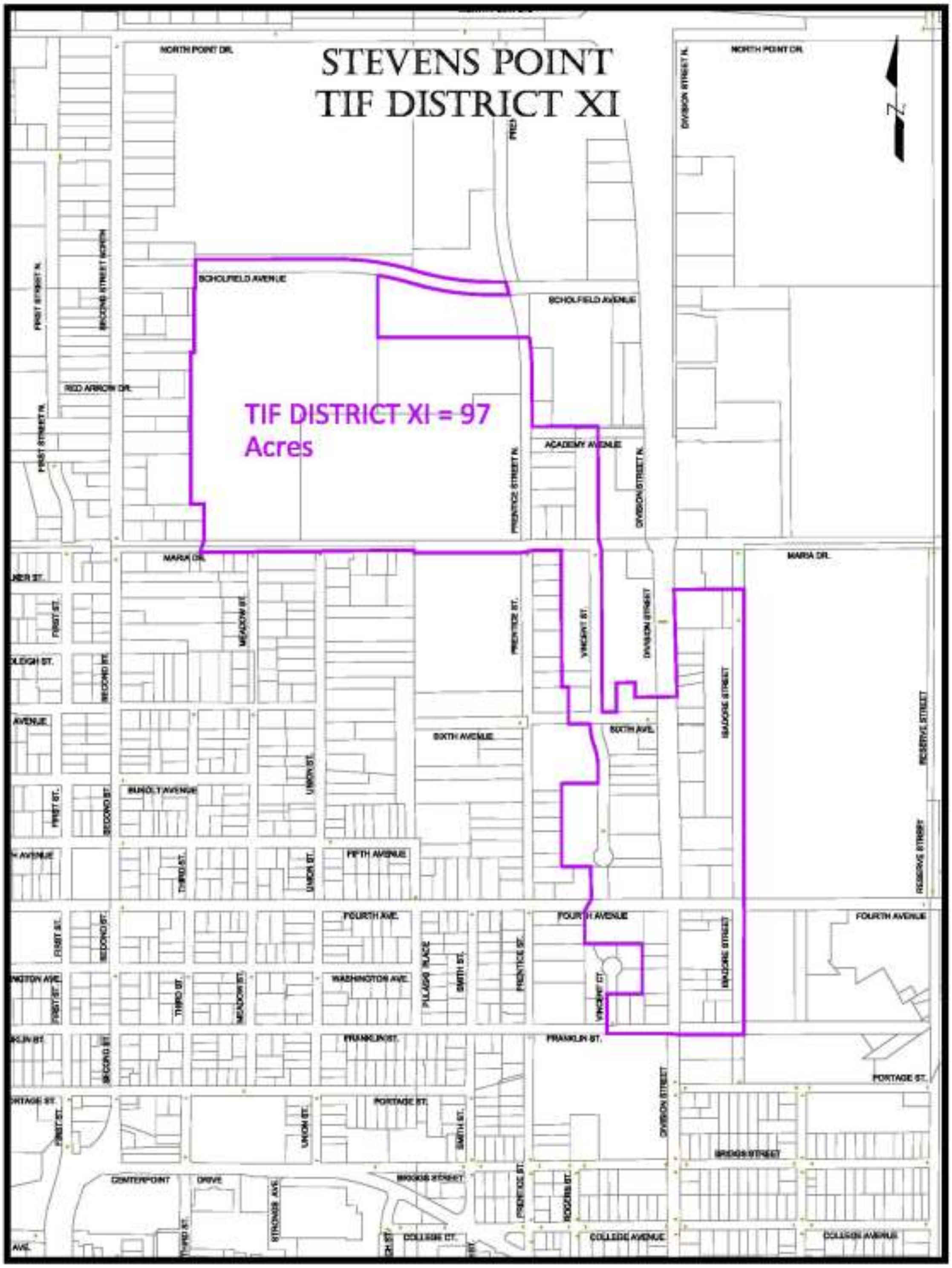
8. The City estimates that less than 35% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period, pursuant to Wis. Stat. § 66.1105(5)(b).

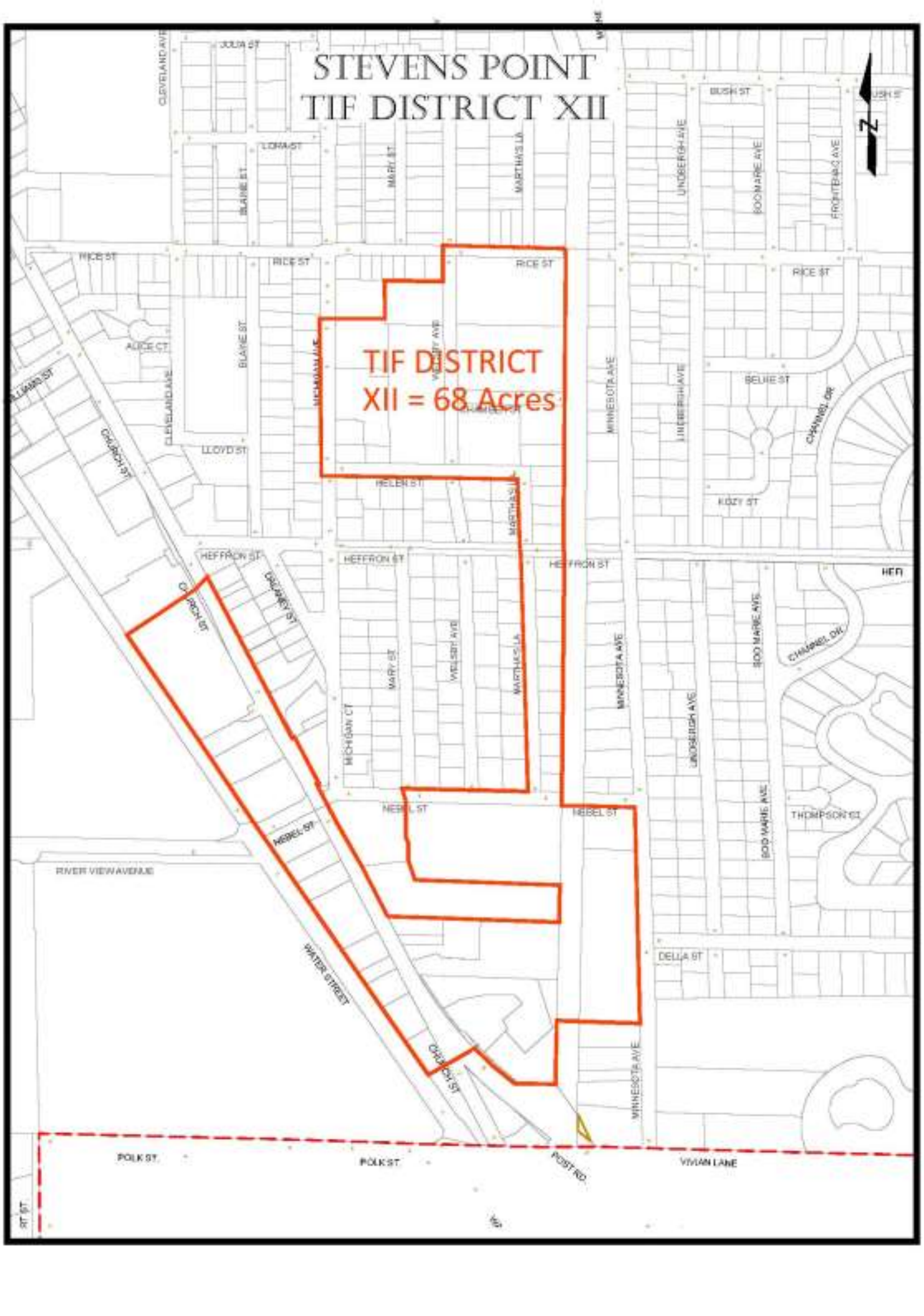
SECTION 2:
Map of Current District Boundary

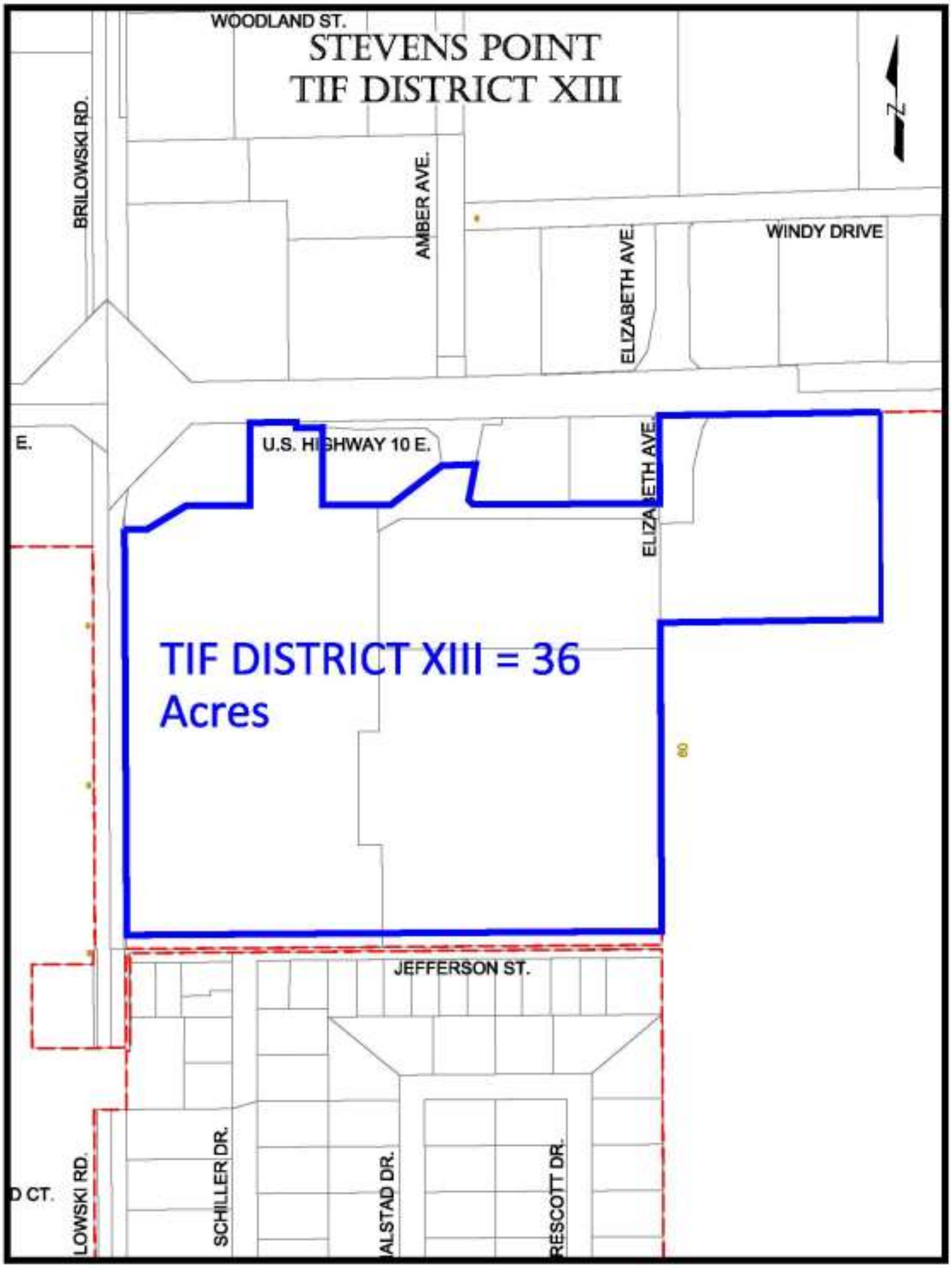
A map identifying the current boundaries of the Donor District and the Recipient Districts are found on the following page. The District's boundaries are not being amended.


NORTH SIDE
BUSINESS DISTRICT
TIF DISTRICT V
BLIGHT OR IN NEED OF
REHABILITATION


STEVENS POINT
TIF DISTRICT X
PARCELS OVERLAPING
TID 6
AREA NOT INCLUDED
IN TIF DISTRICT X
TIF DISTRICT X =
160.9 Acres
N


STEVENS POINT
TIF DISTRICT XI
TIF DISTRICT XI = 97 Acres
NORTH POINT DR.
SCHOLFIELD AVENUE
RED ARROW DR.
ACADEMY AVENUE
MARIA DR.
SIXTH AVENUE
FIFTH AVENUE
FOURTH AVENUE
WASHINGTON AVE.
FRANKLIN ST.
PORTAGE ST.
CENTERPOINT DRIVE
BRIGGS STREET
COLLEGE AVENUE
DIVISION STREET
PRENTICE STREET N.
ISADORE STREET
RESERVE STREET
VINCENT ST.
UNION ST.
MEADOW ST.
THIRD ST.
SECOND ST.
FIRST ST.

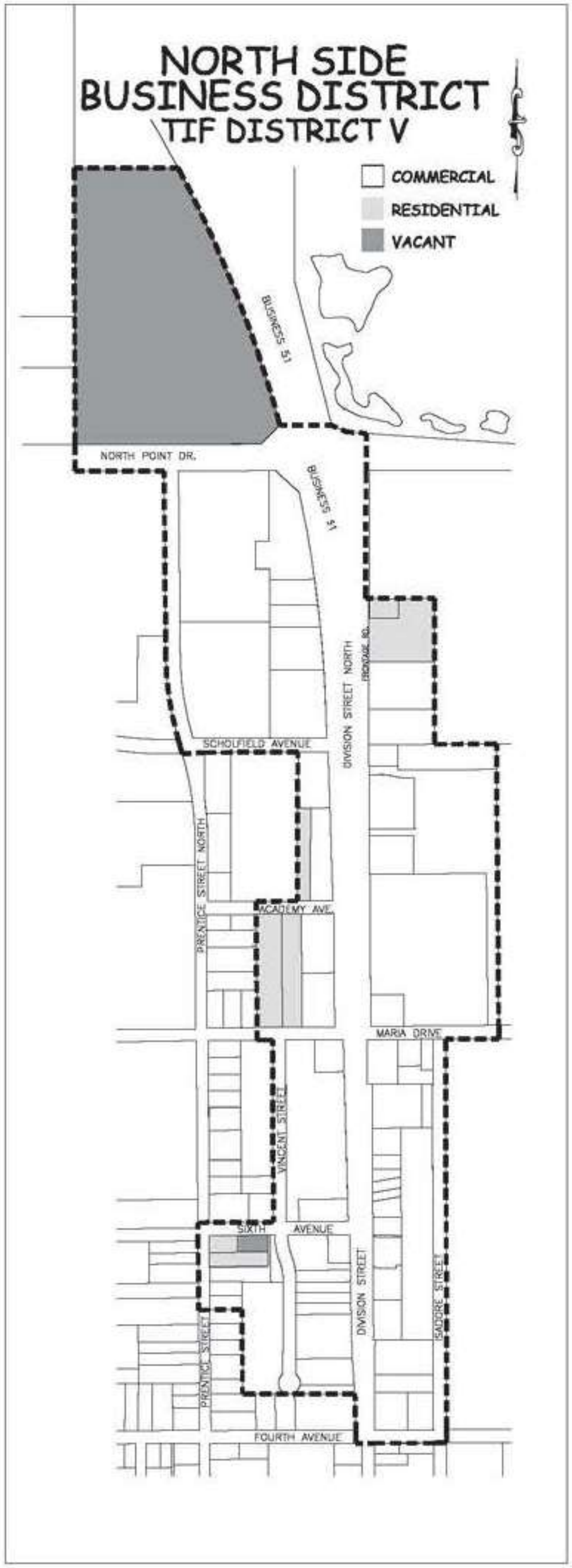

STEVENS POINT
TIF DISTRICT XII
TIF DISTRICT
XII = 68 Acres
RICE ST
HEFFRON ST
NEBEL ST
HELEN ST
LLOYD ST
CHURCH ST
WATER STREET
RIVER VIEW AVENUE
MINNESOTA AVE
LINDBERGH AVE
SOO MARIE AVE
MICHIGAN AVE
MICHIGAN CT
MARY ST
MARTHA'S LA
BLAINE ST
CLEVELAND AVE
DELLA ST
POLK ST.
POLK ST
POST RD
VIVIAN LANE
CHANNEL DR
BELKE ST
KOZY ST
THOMPSON ST
ALICE CT
N



STEVENS POINT
TIF DISTRICT XIII
WOODLAND ST.
BRILOWSKI RD.
AMBER AVE.
ELIZABETH AVE.
WINDY DRIVE
U.S. HIGHWAY 10 E.
E.
ELIZABETH AVE.
TIF DISTRICT XIII = 36 Acres
JEFFERSON ST.
SCHILLER DR.
D CT.
LOWSKI RD.
ALSTAD DR.
RESCOTT DR.
N

SECTION 3:
Map Showing Existing Uses and Conditions

The District's boundaries are not being amended. The "Map Showing Existing Uses and Conditions" included within the District's original Project Plan dated May 16, 2005 remains unchanged and is incorporated by reference as part of this Plan Amendment.


NORTH SIDE
BUSINESS DISTRICT
TIF DISTRICT V
COMMERCIAL
RESIDENTIAL
VACANT
BUSINESS 51
NORTH POINT DR.
BUSINESS 51
DIVISION STREET NORTH
SCHOLFIELD AVENUE
PRENTICE STREET NORTH
ACADEMY AVE.
MARIA DRIVE
VINCENT STREET
SIXTH AVENUE
DIVISION STREET
ISADORE STREET
PRENTICE STREET
FOURTH AVENUE

SECTION 4:
Equalized Value Test

No territory will be added to the District. Demonstration of compliance with the equalized value test is not required for this Plan Amendment.

SECTION 5:
Statement Listing the Kind, Number and Location of All Proposed Public Works or Improvements Within the District

Project Costs are any expenditure made, estimated to be made, or monetary obligations incurred or estimated to be incurred as outlined in this Plan. Project Costs will be diminished by any income, special assessments or other revenues, including user fees or charges, other than tax increments, received or reasonably expected to be received in connection with the implementation of the Plan. If Project Costs incurred benefit territory outside the District, a proportionate share of the cost is not a Project Cost. Costs identified in this Plan are preliminary estimates made prior to design considerations and are subject to change after planning, design and construction is completed.

With all Project Costs, the costs of engineering, design, survey, inspection, materials, construction, restoring property to its original condition, apparatus necessary for public works, legal and other consultant fees, testing, environmental studies, permits, updating ordinances and plans, judgments or claims for damages and other expenses are included as Project Costs. The map found in Section 7 of this Plan along with the Detailed List of Project Costs found in Section 8 provide additional information as to the kind, number and location of potential Project Costs.

The "Statement of Kind, Number and Location of Proposed Public Works and Other Projects" set forth in the original District Project Plan approved on May 16, 2005 and its subsequent amendment approved on July 20, 2015 is amended to add the following Project Costs that the City has made, expects to make, or may need to make, in conjunction with the implementation of the District's Plan or this Plan Amendment.

Property, Right-of-Way and Easement Acquisition

Property Acquisition for Conservancy

To promote the objectives of this Plan, the City may acquire property within the District that it will designate for conservancy. These conservancy objectives include: preserving historic resources or sensitive natural features; protection of scenic and historic views; maintaining habitat for wildlife; maintaining adequate open space; reduction of erosion and sedimentation by preserving existing vegetation; and providing adequate areas for management of stormwater. The cost of property acquired for conservancy, and any costs associated with the transaction, are eligible Project Costs.

Acquisition of Rights-of-Way

The City may need to acquire property to allow for installation of streets, driveways, sidewalks, utilities, stormwater management practices and other public infrastructure. Costs incurred by the City to identify, negotiate and acquire rights-of-way are eligible Project Costs.

Acquisition of Easements

The City may need to acquire temporary or permanent easements to allow for installation and maintenance of streets, driveways, sidewalks, utilities, stormwater management practices and other public infrastructure. Costs incurred by the City to identify, negotiate and acquire easement rights are eligible Project Costs.

Relocation Costs

If relocation expenses are incurred in conjunction with the acquisition of property, those expenses are eligible Project Costs. These costs may include but are not limited to: preparation of a relocation plan; allocations of staff time; legal fees; publication of notices; obtaining appraisals; and payment of relocation benefits as required by Wis. Stat. Chapter 32 and Wis. Admin. Code ADM 92.

Site Preparation Activities

Environmental Audits and Remediation

If it becomes necessary to evaluate any land or improvement within the District, any cost incurred by the City related to environmental audits, testing, and remediation are eligible Project Costs.

Demolition

To make sites suitable for development, the City may incur costs related to demolition and removal of structures or other land improvements, to include abandonment of wells or other existing utility services.

Site Grading

Land within the District may require grading to make it suitable for development, to provide access, and to control stormwater runoff. The City may need to remove and dispose of excess material, or bring in fill material to provide for proper site elevations. Expenses incurred by the City for site grading are eligible Project Costs.

Utilities

Sanitary Sewer System Improvements

To allow development to occur, the City may need to construct, alter, rebuild or expand sanitary sewer infrastructure within the District. Eligible Project Costs include, but are not limited to, construction, alteration, rebuilding or expansion of: collection mains; manholes and cleanouts; service laterals; force mains; interceptor sewers; pumping stations; lift stations; wastewater treatment facilities; and all related appurtenances. To the extent sanitary sewer projects undertaken within the District provide direct benefit to land outside of the District, the City will make an allocation of costs based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the City construct, alter, rebuild or expand sanitary sewer infrastructure located outside of the District. That portion of the costs of sanitary sewer system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs. The improvements to the wastewater treatment facilities, although not within the ½ mile radius, is an eligible project cost under Wis. Stat. § 66.1105(2)(f)1 k.

Water System Improvements

To allow development to occur, the City may need to construct, alter, rebuild or expand water system infrastructure within the District. Eligible Project Costs include, but are not limited to, construction, alteration, rebuilding or expansion of: distribution mains; manholes and valves; hydrants; service laterals; pumping stations; wells; water treatment facilities; storage tanks and reservoirs; and all related appurtenances. To the extent water system projects undertaken within the District provide direct benefit to land outside of the District, the City will make an allocation of costs based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the City construct, alter, rebuild or expand water system infrastructure located outside of the District. That portion of the costs of water system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs.

Stormwater Management System Improvements

Development within the District will cause stormwater runoff. To manage this stormwater runoff, the City may need to construct, alter, rebuild or expand stormwater management infrastructure within the District. Eligible Project Costs include, but are not limited to, construction, alteration, rebuilding or expansion of: stormwater collection mains; inlets, manholes and valves; service laterals; ditches; culvert pipes; box culverts; bridges; stabilization of stream and river banks; and infiltration, filtration and detention Best Management Practices (BMP's). To the extent stormwater management system projects undertaken within the District provide direct benefit to land outside of the District, the City will make an allocation of costs based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the City construct, alter, rebuild or expand stormwater management infrastructure located outside of the District. That portion of the costs of stormwater management system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs.

Electric Service

To create sites suitable for development, the City may incur costs to provide, relocate or upgrade electric services. Relocation may require abandonment and removal of existing poles or towers, installation of new poles or towers, or burying of overhead electric lines. Costs incurred by the City to undertake this work are eligible Project Costs.

Gas Service

To create sites suitable for development, the City may incur costs to provide, relocate or upgrade gas mains and services. Costs incurred by the City to undertake this work are eligible Project Costs.

Communications Infrastructure

To create sites suitable for development, the City may incur costs to provide, relocate or upgrade infrastructure required for voice and data communications, including, but not limited to: telephone lines, cable lines and fiber optic cable. Costs incurred by the City to undertake this work are eligible Project Costs.

Streets and Streetscape

Street Improvements

To allow development to occur, the City may need to construct or reconstruct streets, highways, alleys, access drives and parking areas. Eligible Project Costs include, but are not limited to: excavation; removal or placement of fill; construction of road base; asphalt or concrete paving or repaving; installation of curb and gutter; installation of sidewalks and bicycle lanes; installation of culverts, box culverts and bridges; rail crossings and signals; utility relocation, to include burying overhead utility lines; street lighting; installation of traffic control signage and traffic signals; pavement marking; right-of-way restoration; installation of retaining walls; and installation of fences, berms, and landscaping.

Streetscaping and Landscaping

To attract development consistent with the objectives of this Plan, the City may install amenities to enhance development sites, rights-of-way and other public spaces. These amenities include but are not limited to: landscaping; lighting of streets, sidewalks, parking areas and public areas; installation of planters, benches, clocks, tree rings, trash receptacles and similar items; and installation of brick or other decorative walks, terraces and street crossings. These and any other similar amenities installed by the City are eligible Project Costs.

Community Development

Cash Grants (Development Incentives)

The City may enter into agreements with property owners, lessees, or developers of land located within the District for sharing costs to encourage the desired kind of improvements and assure tax base is generated sufficient to recover Project Costs. No cash grants will be provided until the City executes a developer agreement with the recipient of the cash grant. Any payments of cash grants made by the City are eligible Project Costs.

Miscellaneous

Projects Outside the Tax Increment District

Pursuant to Wis. Stat. § 66.1105(2)(f)1.n, the City may undertake projects within territory located within one-half mile of the boundary of the District provided that: 1) the project area is located within the City's corporate boundaries; and 2) the projects are approved by the Joint Review Board. The cost of projects completed outside the District pursuant to this section are eligible project costs and may include any project cost that would otherwise be eligible if undertaken within the District. The City intends to make the following project cost expenditures outside the District: Possible Business Highway 51 Corridor Improvements

Professional Service and Organizational Costs

The costs of professional services rendered, and other costs incurred, in relation to the creation, administration and termination of the District, and the undertaking of the projects contained within this Plan, are eligible Project Costs.

Professional services include but are not limited to: architectural; environmental; planning; engineering; legal; audit; financial; and the costs of informing the public with respect to the creation of the District and the implementation of the Plan.

Administrative Costs

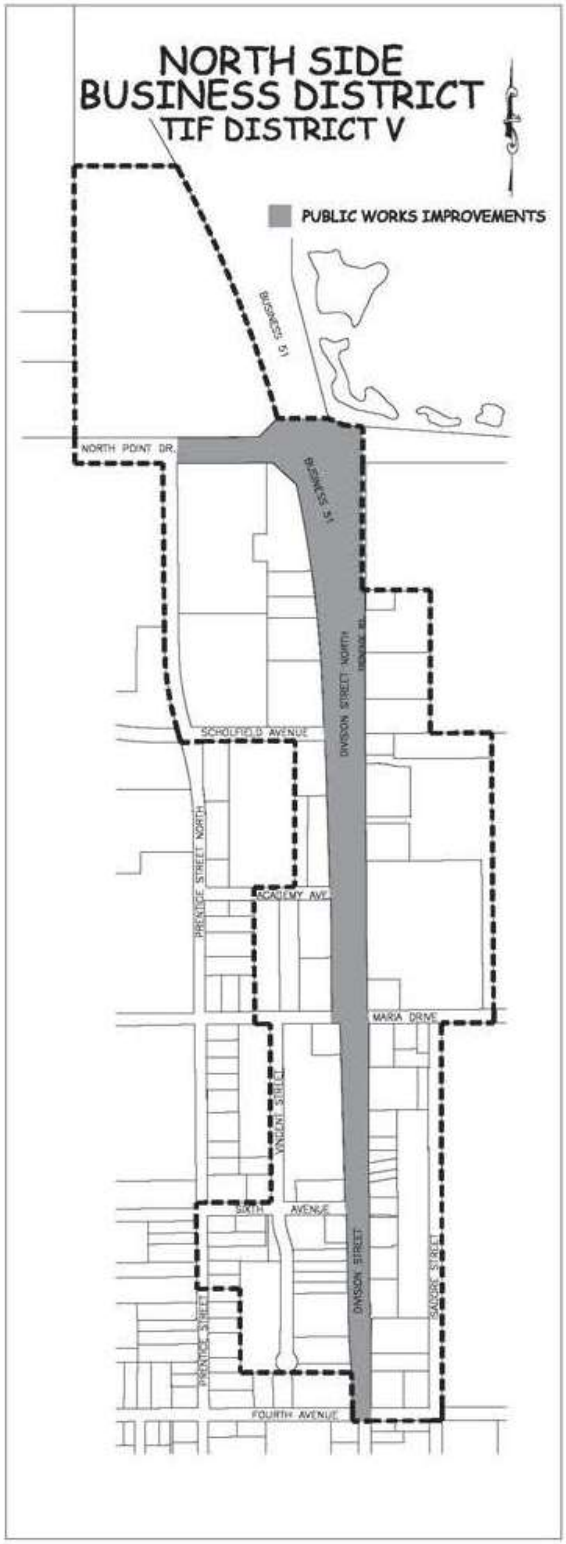
The City may charge to the District as eligible Project Costs reasonable allocations of administrative costs, including, but not limited to, employee salaries. Costs allocated will bear a direct connection to the time spent by City employees relating to the implementation of the Plan.

Financing Costs

Interest expense, debt issuance expenses, redemption premiums, and any other fees and costs incurred in conjunction with obtaining financing for projects undertaken under this Plan are eligible Project Costs.

SECTION 6:
Map Showing Proposed Improvements and Uses

The District's boundaries are not being amended. The "Map Showing Proposed Improvements and Uses" included within the District's original Project Plan dated May 16, 2005 remains unchanged as it includes improvements for the HWY 51 corridor and is incorporated by reference as part of this Plan Amendment.


NORTH SIDE
BUSINESS DISTRICT
TIF DISTRICT V
PUBLIC WORKS IMPROVEMENTS
BUSINESS 51
NORTH POINT DR.
BUSINESS 51
DIVISION STREET NORTH
SCHOLFIELD AVENUE
PRENTICE STREET NORTH
ACADEMY AVE.
MARIA DRIVE
VINCENT STREET
SIXTH AVENUE
DIVISION STREET
PRENTICE STREET
FOURTH AVENUE

SECTION 7:
Detailed List of Estimated Project Costs

The following list identifies the Project Costs that the City has made, expects to make, or may need to make in conjunction with the implementation of the District's Plan or this Plan Amendment. All projects identified and related costs reflect the best estimates available as of the date of preparation of this Plan Amendment. All costs are preliminary estimates and may increase or decrease. Certain Project Costs listed may become unnecessary, and other Project Costs not currently identified may need to be made. (Section 6 details the general categories of eligible Project Costs). Changes in Project Cost totals or the types of Project Costs to be incurred will not require that this Plan be amended. This Plan is not meant to be a budget nor an appropriation of funds for specific Project Costs, but a framework within which to manage Project Costs.

City of Stevens Point, Wisconsin

Tax Increment District #5

Estimated Project List

Project ID	Project Name/Type	Multi Phases 2021-2033	Phase II 2025	Ongoing 2021-2033	Total (Note 1)
1	Future Increment Sharing with TID #6	8,780,900			8,780,900
2	Future Increment Sharing with TID #10	5,470,000			5,470,000
3	Future Increment Sharing with TID #11	4,690,000			4,690,000
4	Future Increment Sharing with TID #12	1,070,000			1,070,000
5	Future Increment Sharing with TID #13	350,000			350,000
6	Business Highway 51 Corridor Improvements		10,000,000		10,000,000
7	Interest and Financing Costs			1,307,420	1,307,420
8	Administration expenses			87,060	87,060
Total Projects		20,360,900	10,000,000	1,394,480	31,755,380

Notes:

Note 1 Project costs are estimates and are subject to modification

TID #6 sharing approved in 2015 Project Plan Amendment

While not considered to be a Project Cost, this Plan Amendment provides authority for the District to transfer excess revenue to Tax Incremental Districts No. 10, 11, 12 and 13. The City will only share increment to the Recipient Districts to the level that is needed to support any gap in fulfilling the objectives of the plans as adopted.

SECTION 8:

Economic Feasibility Study, Description of the Methods of Financing Estimated Project Costs and the Time When Related Costs or Monetary Obligations are to be Incurred

This Section includes an updated forecast of the valuation increases expected within the District, the associated tax increment collections, a summary of how remaining Project Costs would be financed, and a projected cash flow demonstrating that the District remains economically feasible.

Key Assumptions

The Project Costs the City plans to make are expected to be covered by the current increment value of the TID. Estimated valuations changes are included in Table 1. Assuming the City's current equalized TID Interim tax rate of $23.26 per thousand of equalized value adjusted downward for 2022 based upon anticipated changes to the state budget, and no economic appreciation or depreciation, the Project would generate approximately $30 million in incremental tax revenue over the remaining 12 years the District as shown in Table 2.

City of Stevens Point, Wisconsin

Tax Increment District #5

Development Assumptions

Construction Year		Actual	Student Housing	State Correction	Annual Total	Construction Year	
1	2005	1,360,800			1,360,800	2005	1
2	2006	5,539,600			5,539,600	2006	2
3	2007	6,200,200			6,200,200	2007	3
4	2008	(50,900)			(50,900)	2008	4
5	2009	2,880,500			2,880,500	2009	5
6	2010	(1,965,900)			(1,965,900)	2010	6
7	2011	(5,454,900)			(5,454,900)	2011	7
8	2012	2,489,300			2,489,300	2012	8
9	2013	5,988,100			5,988,100	2013	9
10	2014	627,200			627,200	2014	10
11	2015	831,400			831,400	2015	11
12	2016	4,425,100			4,425,100	2016	12
13	2017	2,779,100			2,779,100	2017	13
14	2018	56,743,000			56,743,000	2018	14
15	2019	24,276,000			24,276,000	2019	15
16	2020		7,500,000	(7,868,000)	(368,000)	2020	16
17	2021			3,934,000	3,934,000	2021	17
18	2022				0	2022	18
19	2023				0	2023	19
20	2024				0	2024	20
21	2025				0	2025	21
22	2026				0	2026	22
23	2027				0	2027	23
24	2028				0	2028	24
25	2029				0	2029	25
26	2030				0	2030	26
27	2031				0	2031	27
	Totals	106,668,600	7,500,000	(3,934,000)	110,234,600		

Notes:

State adjustments in 2020 and 2021 are based upon anticipated corrections to the Equalization ratio

Table 1 – Development Assumptions

City of Stevens Point, Wisconsin

Tax Increment District #5

Tax Increment Projection Worksheet

Type of District	Blighted Area		Base Value	0
District Creation Date	May 16, 2005		Appreciation Factor	0.00%
Valuation Date	Jan 1,	2005	Base Tax Rate	$20.00
Max Life (Years)	27		Rate Adjustment Factor	
Expenditure Period/Termination	22	5/16/2027		
Revenue Periods/Final Year	27	2033		
Extension Eligibility/Years	Yes	6	Tax Exempt Discount Rate	
Eligible Recipient District	Yes		Taxable Discount Rate	1.50%

	Construction Year	Value Added	Valuation Year	Inflation Increment	Total Increment	Revenue Year	Tax Rate	Tax Increment
1	2005	1,360,800	2006	0	1,360,800	2007	$22.64	**30,803**
2	2006	5,539,600	2007	0	6,900,400	2008	$22.75	**156,995**
3	2007	6,200,200	2008	0	13,100,600	2009	$22.71	**297,505**
4	2008	-50,900	2009	0	13,049,700	2010	$24.11	**314,648**
5	2009	2,880,500	2010	0	15,930,200	2011	$23.45	**373,619**
6	2010	-1,965,900	2011	0	13,964,300	2012	$24.19	**337,857**
7	2011	-5,454,900	2012	0	8,509,400	2013	$25.13	**213,853**
8	2012	2,489,300	2013	0	10,998,700	2014	$25.45	**279,862**
9	2013	5,988,100	2014	0	16,986,800	2015	$22.84	**387,984**
10	2014	627,200	2015	0	17,614,000	2016	$22.78	**401,277**
11	2015	831,400	2016	0	18,445,400	2017	$22.63	**417,415**
12	2016	4,425,100	2017	0	22,870,500	2018	$22.60	**516,898**
13	2017	2,779,100	2018	0	25,649,600	2019	$23.60	**605,333**
14	2018	56,743,000	2019	0	82,392,600	2020	$23.76	**1,957,641**
15	2019	24,276,000	2020	0	106,668,600	2021	$23.26	**2,480,798**
16	2020	-368,000	2021	0	106,300,600	2022	$22.79	**2,422,795**
17	2021	3,934,000	2022	0	110,234,600	2023	$22.79	**2,512,458**
18	2022	0	2023	0	110,234,600	2024	$22.79	**2,512,458**
19	2023	0	2024	0	110,234,600	2025	$22.79	**2,512,458**
20	2024	0	2025	0	110,234,600	2026	$22.79	**2,512,458**
21	2025	0	2026	0	110,234,600	2027	$22.79	**2,512,458**
22	2026	0	2027	0	110,234,600	2028	$22.79	**2,512,458**
23	2027	0	2028	0	110,234,600	2029	$22.79	**2,512,458**
24	2028	0	2029	0	110,234,600	2030	$22.79	**2,512,458**
25	2029	0	2030	0	110,234,600	2031	$22.79	**2,512,458**
26	2030	0	2031	0	110,234,600	2032	$22.79	**2,512,458**
27	2031	0	2032	0	110,234,600	2033	$22.79	**2,512,458**
Totals		**110,234,600**		**0**			**Future Value of Increment**	**38,832,324**

Notes:

Actual results will vary depending on development, inflation of overall tax rates.

Table 2 – Tax Increment Projection Worksheet

Financing and Implementation

The City anticipates financing the Business Highway 51 corridor improvements with the issuance of General Obligation Promissory Notes and other costs included the sharing of excess increment will be supported through the cash flow of the District. Table 3. provides a summary of the District's financing plan.

Based on the Project Cost expenditures as included within the cash flow exhibit (Table 4), and utilization of excess increment to be shared with Districts No. 10, 11, 12 and 13 the District is projected to accumulate sufficient funds by the year 2033 to pay off all Project cost liabilities and obligations. The projected closure is based on the various assumptions noted in this Plan and will vary dependent on actual Project Costs incurred and the actual amount of tax increments collected as well as the actual amount of increment needing to be shared.

City of Stevens Point, Wisconsin

Tax Increment District #5

Estimated Financing Plan

		TID Cash Flow 2021-2033		G.O. Promissory Note 2025	Totals
Projects					
	Multi Phases Increment Sharing	20,360,900			20,360,900
	Business Highway 51 Improvement			10,000,000	10,000,000
	Financing and Interest Expenses	1,307,420			1,307,420
	Administration Elxpenses	87,060			87,060
Total Project Funds		21,755,380		10,000,000	31,755,380
Estimated Finance Related Expenses					
	Municipal Advisor			46,100	
	Bond Counsel			10,200	
	Rating Agency Fee			25,000	
	Paying Agent			875	
	Underwriter Discount		12.50	127,500	
Total Financing Required				10,209,675	
Estimated Interest			0.25%	(12,500)	
Assumed spend down (months)			6		
Rounding				2,825	
Net Issue Size				**10,200,000**	**10,200,000**

Notes:

Increment shared with the Recipient District will be based upon actual need.

Table 3 – Financing Plan

City of Stevens Point, Wisconsin

Tax Increment District #5

Cash Flow Projection

	Projected Revenues							Expenditures																Balances			
Year	Tax Increments	Interest Earnings/ (Cost)	Computer Aid/Personal Property Aid	Reconcile Increment Revenue	Misc Revenue	Proceeds From Bonds	Total Revenues	GO Promissory Notes, 2018B 2,375,000 Dated Date: 11/01/18 Principal	Interest	Taxable GO Bonds 1,520,000 Dated Date: 12/17/20 Principal	Interest	G.O. Promissory Note 10,200,000 Dated Date: 08/01/25 Principal	Interest	Other Capital Projects	Total PAYGO Developer payments	Pointer Plazza LLC	Transfer to TID #6	Transfer to TID #10	Transfer to TID #11	Transfer to TID #12	Transfer to TID #13	Admin.	Total Expenditures	Annual	Cumulative	Principal Outstanding	Year
		0.15%																									
2005							0								0							10,000	10,000	(10,000)	(10,000)		2005
2006							0								0							2,324	2,324	(2,324)	(12,324)		2006
2007	30,803		4,634				35,437								0							1,005	1,005	34,433	22,109		2007
2008	156,995		8,905	1,600			167,500								183,396							9,662	193,058	(25,558)	(3,449)		2008
2009	297,505		9,869				307,374							40,090	198,239							4,888	243,217	64,156	60,707		2009
2010	314,648		15,535				330,184							17,832	248,298							9,530	275,659	54,525	115,232		2010
2011	373,619		12,171				385,790								282,228							1,150	283,378	102,412	217,644		2011
2012	337,857		10,950	(1,600)			347,207							354,688	256,566							1,425	612,679	(265,472)	(47,828)		2012
2013	213,853	4	9,585				223,443								182,154							1,350	183,504	39,939	(7,889)		2013
2014	279,862		9,094				288,956								188,346							1,353	189,699	99,257	91,368		2014
2015	387,984		8,778				396,762								163,548							13,900	177,448	219,314	310,682		2015
2016	401,277		10,758				412,035								83,142							1,450	84,592	327,443	638,124		2016
2017	417,415		9,199				426,614							82,838	82,838		510,900					1,319	677,895	(251,281)	386,843		2017
2018	516,898	1,104	9,334			2,460,879	2,988,215							2,261,831	77,169		731,000					63,063	3,133,063	(144,848)	241,995	2,375,000	2018
2019	605,333	2,166	14,573		285,865		907,937		63,375					81,228	81,228		750,000					52,532	1,028,363	(120,426)	121,569	2,375,000	2019
2020	1,957,641	4	29,939			1,540,469	3,528,053	100,000	82,500					6,738	48,783	1,500,000	1,879,000					30,958	3,647,979	(119,926)	1,644	3,795,000	2020
2021	2,480,798	2	45,304				2,526,105	100,000	78,500	765,000	11,266				48,691		990,000	100,000	350,000	35,000		20,000	2,498,457	27,648	29,291	2,930,000	2021
2022	2,422,795	44					2,422,839	100,000	74,500	510,000	10,000				49,816		1,370,000		300,000			5,000	2,419,316	3,522	32,814	2,320,000	2022
2023	2,512,458	49					2,512,507	100,000	70,500	245,000	2,450				49,816		1,100,000	200,000		10,000	50,000	5,100	1,832,866	679,641	712,455	1,975,000	2023
2024	2,512,458	1,069					2,513,527	100,000	66,500						43,978		1,450,000	200,000	200,000	10,000	50,000	5,202	2,125,680	387,847	1,100,302	1,875,000	2024
2025	2,512,458	12,500				10,075,325	12,600,283	100,000	62,500					10,000,000	0			200,000	300,000	10,000	50,000	87,481	10,809,981	1,790,302	2,890,604	11,975,000	2025
2026	2,512,458	4,336					2,516,794	575,000	49,000			1,000,000	258,490		0			400,000		10,000	200,000	5,306	2,497,796	18,998	2,909,602	10,400,000	2026
2027	2,512,458	4,364					2,516,823	600,000	27,750			1,100,000	236,990		0			200,000	200,000	10,000		5,412	2,380,152	136,671	3,046,273	8,700,000	2027
2028	2,512,458	4,569					2,517,028	600,000	9,000			1,150,000	212,790		0			400,000	200,000	45,000		5,520	2,622,310	(105,283)	2,940,990	6,950,000	2028
2029	2,512,458	4,411					2,516,870					1,200,000	186,340		0			500,000	500,000	45,000		5,631	2,436,971	79,899	3,020,889	5,750,000	2029
2030	2,512,458	4,531					2,516,990					1,300,000	157,180		0			500,000	500,000	45,000		5,743	2,507,923	9,066	3,029,955	4,450,000	2030
2031	2,512,458	4,545					2,517,003					1,400,000	124,030		0			950,000	750,000	100,000		5,858	3,329,888	(812,885)	2,217,070	3,050,000	2031
2032	2,512,458	3,326					2,515,784					1,500,000	86,650		0			900,000	850,000	250,000		5,975	3,592,625	(1,076,842)	1,140,228	1,550,000	2032
2033	2,512,458	1,710					2,514,169					1,550,000	44,950		0			920,000	540,000	500,000		6,095	3,561,045	(1,046,876)	93,352	0	2033
Total	38,832,324	48,736	208,628	0	285,865	14,076,673	53,452,227	2,375,000	584,125	1,520,000	23,716	10,200,000	1,307,420	12,845,245	2,268,238	1,500,000	8,780,900	5,470,000	4,690,000	1,070,000	350,000	374,231	53,358,875				Total

Notes:

Actual Increment Sharing is subject to change and will be based upon actual need by the recipient districts to meet the objectives of their original project plans.

Projected TID Closure

Table 4 – Cash Flow

SECTION 9:

Annexed Property

A tax incremental district cannot include annexed territory unless at least three years have elapsed since the annexation, or certain other requirements are met. No territory is being added to the District as part of this Plan Amendment.

SECTION 10:

Estimate of Property to be Devoted to Retail Business

Pursuant to Wis. Stat. § 66.1105(5)(b), the City estimates that less than 35% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period.

SECTION 11:

Proposed Changes of Zoning Ordinances, Master Plan, Map, Building Codes and City Ordinances

Zoning Ordinances

The proposed Plan Amendment is in general conformance with the City's current zoning ordinances. Individual properties may require rezoning at the time of development.

Master (Comprehensive) Plan and Map

The proposed Plan Amendment is in general conformance with the City's Comprehensive Plan identifying the area as appropriate for Business Development.

Building Codes and Ordinances

Development within the District will be required to conform to State Building Codes and will be subject to the City's permitting and inspection procedures. The proposed Plan Amendment conforms to all relevant State and local ordinances, plans, and codes. No changes to the existing regulations are proposed or needed.

SECTION 12:
Statement of the Proposed Method for the Relocation of any Persons to be Displaced

Should the continued implementation of this Plan require relocation of individuals or business operations, relocations will be handled in compliance with Wis. Stat. Chapter 32 and Wis. Admin. Code ADM 92.

SECTION 13:
How Amendment of the Tax Incremental District Promotes the Orderly Development of the City

Plan Amendment promotes the orderly development of the City by eliminating blighted areas, providing necessary public infrastructure improvements, and providing appropriate financial incentives for private development projects. Through use of tax increment financing, the City can attract new investment that results in increased tax base. Development will occur in an orderly fashion in accordance with approved plans so that the Projects will be compatible with adjacent land uses. Development of new uses in the District will add to the tax base and will generate positive secondary impacts in the community such as increased employment opportunities and redevelopment within other parts of the City with the sharing of excess increment.

SECTION 14:
List of Estimated Non-Project Costs

Non-project costs are public works projects which only partly benefit the District. Costs incurred that do not benefit the District may not be paid with tax increments. Examples of non-project costs are:

- A public improvement made within the District that also benefits property outside the District. That portion of the total Project Costs allocable to properties outside of the District would be a non-project cost.
- A public improvement made outside the District that only partially benefits property within the District. That portion of the total Project Costs allocable to properties outside of the District would be a non-project cost.
- Projects undertaken within the District as part of the implementation of this Project Plan, the costs of which are paid fully or in part by impact fees, grants, special assessments, or revenues other than tax increments.

No improvements to be made within the District will benefit property outside the District. Furthermore, there will be no improvements made outside the District that will only partially benefit the District.

SECTION 15:

Legal Opinion Advising Whether the Plan is Complete and Complies with Wis. Stat. § 66.1105(4)(f)

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

Andrew Logan Beveridge
abeveridge@stevenspoint.com
City Attorney
715-346-1695

Becky Kalata, Paralegal
bkalata@stevenspoint.com
715-346-1556

August 9, 2021

Mayor Mike J. Wiza
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

RE: Project Plan Amendment for Tax Incremental District No. 5

Dear Mayor:

Wisconsin Statute 66.1105(4)(f) requires that a project plan for a tax incremental financing district include an opinion provided by the City Attorney advising as to whether the plan is complete and complies with Wisconsin Statute 66.1105. As City Attorney for the City of Stevens Point, I have been asked to review the above-referenced project plan amendment for compliance with the applicable statutory requirements. Based upon my review, in my opinion, the amended Project Plan for the City of Stevens Point Tax Incremental District No. 5 is complete and complies with the provisions of Wisconsin Statute 66.1105.

Sincerely,

ANDREW LOGAN BEVERIDGE
City Attorney

ALB:blk

stevenspoint.com

SECTION 16:
Calculation of the Share of Projected Tax Increments Estimated to be Paid by the Owners of Property in the Overlying Taxing Jurisdictions

The following projection is provided to meet the requirements of Wis. Stat. § 66.1105(4)(i)4.

Estimated portion of taxes that owners of taxable property in each taxing jurisdiction overlaying district would pay by jurisdiction.

	Statement of Taxes Data Year: 2020	Percentage
Portage County	10,015,276	19.56%
McDill Protection & Rehab District	0	0.00%
City of Stevens Point	23,566,071	46.03%
School District of Stevens Point Area	15,791,036	30.84%
Mid-State Technical College	1,823,451	3.56%
Total	51,195,833	

Revenue Year	Portage County	McDill Protection & Rehab District	City of Stevens Point	School District of Stevens Point Area	Mid-State Technical College	Total	Revenue Year
2007	6,026	0	14,179	9,501	1,097	30,803	2007
2008	30,712	0	72,267	48,424	5,592	156,995	2008
2009	58,200	0	136,945	91,763	10,596	297,505	2009
2010	61,554	0	144,836	97,051	11,207	314,648	2010
2011	73,090	0	171,982	115,241	13,307	373,619	2011
2012	66,094	0	155,520	104,210	12,033	337,857	2012
2013	41,835	0	98,439	65,962	7,617	213,853	2013
2014	54,748	0	128,824	86,322	9,968	279,862	2014
2015	75,900	0	178,594	119,671	13,819	387,984	2015
2016	78,501	0	184,713	123,771	14,292	401,277	2016
2017	81,658	0	192,141	128,749	14,867	417,415	2017
2018	101,119	0	237,935	159,434	18,410	516,898	2018
2019	118,419	0	278,642	186,711	21,560	605,333	2019
2020	382,967	0	901,126	603,822	69,726	1,957,641	2020
2021	485,311	0	1,141,942	765,187	88,359	2,480,798	2021
2022	473,964	0	1,115,242	747,296	86,293	2,422,795	2022
2023	491,504	0	1,156,515	774,952	89,487	2,512,458	2023
2024	491,504	0	1,156,515	774,952	89,487	2,512,458	2024
2025	491,504	0	1,156,515	774,952	89,487	2,512,458	2025
2026	491,504	0	1,156,515	774,952	89,487	2,512,458	2026
2027	491,504	0	1,156,515	774,952	89,487	2,512,458	2027
2028	491,504	0	1,156,515	774,952	89,487	2,512,458	2028
2029	491,504	0	1,156,515	774,952	89,487	2,512,458	2029
2030	491,504	0	1,156,515	774,952	89,487	2,512,458	2030
2031	491,504	0	1,156,515	774,952	89,487	2,512,458	2031
2032	491,504	0	1,156,515	774,952	89,487	2,512,458	2032
2033	491,504	0	1,156,515	774,952	89,487	2,512,458	2033
	7,596,642	0	17,874,996	11,977,588	1,383,098	38,832,324	

Notes:

The projection shown above is provided to meet the requirments of Wisconsin Statute 66.1105(4)(i)4.

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Corey D. Ladick
Comptroller-Treasurer

Phone: 715-346-1574
Fax: 715-346-1683

August 12, 2021

To: Common Council

Subject: Additional Information-Method of Funding Sidewalks

As a follow-up to the discussion at the Finance Committee meeting, the three departments that are involved with the sidewalk assessment process, DPW-Engineering, City Clerk, and Comptroller-Treasurer, have compiled a time estimate related to the special assessment process for sidewalks. The estimate is as follows:

Sidewalk Repairs

DPW-Engineering:	48 Hours
City Clerk:	11 Hours
Treasurer's Office:	14 Hours
Total:	75 Hours

Sidewalk Continuation
(May depend on size of project)

DPW-Engineering:	48 Hours
City Clerk:	11 Hours
Treasurer's Office:	11.5 Hours
Total	70.5 Hours

Also, Clerk Yenter has attached a memo regarding the impact on the City Clerk's office.

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

FAX 715-346-1498

Kari Yenter
City Clerk
715-346-1569

August 11, 2021

To: Members of the Common Council

Subject: Funding for sidewalks

The City Clerk's office is involved with the sidewalk assessment process as this office enters the assessments for each property and produces and mails invoices and notices for the sidewalk assessments. On average each year, 126 properties are assessed for sidewalk repairs and/or sidewalk continuation projects. Staff dedicates a significant amount of time to complete this process. I have attached a spreadsheet outlining the amount of time it takes to complete the sidewalk assessment billing process. This is the best-case scenario so it is the least amount of time it will take to complete the process. On average, the cost for staff, printing, materials, and postage is $866.02.

The sidewalk repairs and/or installation projects are completed during the summer months. The Clerk's office does not receive the sidewalk assessment amounts from the Department of Public Works until fall. In even numbered years, the fall is an extremely busy time for the Clerk's office because of the General Elections. With the increased number of absentee ballot requests, our office continues to become even busier during this time. Elimination of this task will provide staff additional time to concentrate on election and more important duties. Of course, the Clerk's office will continue to perform these tasks if that is the wishes of the Council.

NUMBER OF SPECIAL ASSESSMENT LETTERS EACH YEAR		
	SIDEWALK IMPROVEMENT	**SIDEWALK CONTINUATION**
2020	62	33
2019	114	16
2018	128	25
AVERAGE	101	25

SIDEWALK IMPROVEMENT	
Task	**Estimated Time**
Software – Entry	6 hours
Mail merge, print, fold & mailing	2 hours
Phone calls/questions	2 hours
Corrections/adjustments	1 hour
Total	**11 hours**

SIDEWALK CONTINUATION	
Task	**Estimated Time**
Mailing notices	6 hours
Software – Entry	2 hours
Mail merge, print, fold & mailing	1 hour
Phone calls/questions	1 hour
Corrections/adjustments	1 hour
Total	**11 hours**

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Redevelopment Authority
Ryan J. Kernosky, Director
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: Finance Committee

From: Ryan Kernosky, Director of Community Development

Date: August 4, 2021

RE: 2023 City-wide Property Assessment Revaluation

Background: The last City-wide Property Assessment Revaluation ("Revaluation") was done in 2017, with the prior Revaluation done in 2003. While the City began working on a revaluation in 2008, it was cancelled due to the great recession and the possible financial impacts during uncertain economic times. Until 2017, the City was utilizing the 2003 property assessments, which led to consternation when the 2017 Revaluation was finalized and property assessments increased to be more in line with the 2017 real estate market. By performing the Revaluation after six years, we believe the public will be better able to understand the changes in property assessment.

There are three main reasons to do a Revaluation in 2023:

1) The City is currently out of compliance with the WI-Dept. of Revenue major classes of property assessment ratio. The City of Stevens Point has two major classes, commercial and residential. Major classes of property must assess within 10 percent of full value in the same year (between 90 – 110 percent), at least once within a five-year period. For residential, in 2019, we were below the 90 percent ratio (88.51 percent) and in 2020 we fell further below (85.34 percent). We have stayed within compliance for commercial, however, we are nearing the out of compliance status.

2) If the City chooses not to perform a Revaluation in 2023, and we remain in non-compliance with WI-DOR regulation, we may be subject to a State-supervised assessment revaluation in 2024. At that point, the City has almost no control over the process and review of the Revaluation, and we end up paying the costs associated with the supervised assessment.

3) Changes in the real estate market between 2017 and 2023 have and will likely continue to change. Although 2020 and 2021 real estate values have exploded,

we are seeing a correction in the market that will likely assist in having a balanced Revaluation in 2023.

As mentioned earlier in this memorandum, the City does not want to be in a similar situation previously wherein you had 14 years between Revaluations, as the market changes so drastically.

The City of Stevens Point has three possible choices to make as it relates to the Revaluation:

1) The City Assessor (contracted through Forward Appraisal) has provided us a proposal to perform the 2023 Revaluation at a cost of $36,000.00. Steve Shepro, the statutory City Assessor, has been working with the City for several years and has a very intimate knowledge of our community. Additionally, he would be working with the two full-time City Assessing Division staff (Property Appraiser and Assistant Assessor) to perform the field work and office work required as part of the Revaluation.

2) The City could issue a Request for Proposals for a City-wide assessment. Recently, the Village of Plover issued an RFP for Village-wide assessment and had very limited interest. Ultimately, the Village signed a contract for $325,000.00 to perform the Revaluation.

3) If the City chooses to stay in non-compliance with WI-DOR standards, DOR will perform the Revaluation in 2024 and contract with an outside group. It is expected this may cost the City around $500,000.00.

Comptroller Ladick and I feel strongly that Forward Appraisal is beyond qualified to perform the Revaluation with assistance from City staff.

Please let us know if you have any additional questions or concerns.

CITY OF STEVENS POINT

REVALUATION

FOR

2023

ASSESSING REVALUATION NEEDS

What is a revaluation?

A revaluation is the process of inspecting, listing, modeling, and revaluing all properties within the municipality.

The purpose of a revaluation is to create equitable assessments at market value. Equitable assessments at market value ensure that each property bears only its fair share of the property tax burden.

When is a revaluation necessary?

There are several reasons why revaluations are periodically necessary:

1. Inequities within classes of property (neighborhoods, style of home, age of home etc.)
2. Inequities between classes of property (residential, commercial etc.)
3. Outdated record cards and property information
4. Variance in assessed value that is more than 10% above or below market value (100%)

Review of key metrics

The Assessment office has determined that it is appropriate and necessary to perform a revaluation based on the following:

1. Changes in the real estate market since the last revaluation (2017)
2. Inequity between classes of property (residential vs commercial)

Year	Property Class	Municipal Assessed Value	DOR Base Value	% of DOR Base Value	Ratio (%)	Major Class Municipal Compliance Status
2020	Residential	973,923,000	1,141,244,500	53.46	85.34	NO
	Commercial	830,737,700	908,850,400	42.57	91.41	YES
	Agricultural	101,900	117,000	0.01	87.09	
	Sum Of 5, 5M, 6, 7	440,800	407,700	0.02	108.12	
	Personal	73,182,500	84,117,900	3.94	87.00	
	Total	1,878,385,900	2,134,737,500	100.00	87.99	NO
2019	Residential	968,286,600	1,094,037,100	53.16	88.51	NO
	Commercial	817,500,700	882,938,100	42.91	92.59	YES
	Agricultural	112,700	117,800	0.01	95.67	
	Sum Of 5, 5M, 6, 7	440,800	410,400	0.02	107.41	
	Personal	76,329,900	80,347,300	3.90	95.00	
	Total	1,862,670,700	2,057,850,700	100.00	90.52	NO
2018	Residential	962,849,800	1,023,934,300	54.72	94.03	YES
	Commercial	758,108,700	774,509,600	41.39	97.88	YES
	Agricultural	129,000	131,800	0.01	97.88	
	Sum Of 5, 5M, 6, 7	446,400	392,900	0.02	113.62	
	Personal	70,709,800	72,152,900	3.86	98.00	
	Total	1,792,243,700	1,871,121,500	100.00	95.78	YES

PROPOSED PLAN RECOMMENDATION

Type of Revaluation

Our recommendation would be to implement a market interim revaluation, to be completed for the 2023 assessment year.

A simplified guideline to what is involved in a market interim revaluation is as follows:

- All property is revalued (Real Estate, Personal Property and Mobile Homes)
- Sales of all classes and property types are reviewed
- Cost models for land and improvements are adjusted to reflect market values based on the last 3 years of sales data
- A drive-by of properties to update photos and information as needed

Work Timeline

The following table has been provided as a work timeline which would result in a completed revaluation for 2023:

START DATE	COMPLETION DATE	WORK DESCRIPTION
August 2022	December 2022	Review and correct all data audit errors Review all sales (2020-2022) and analyze data trends
January 2023	March 2023	Model Calibration and valuation of all properties
April 2023	April 2023	Final Review
May 2023 – June 2023		Mail Notices, Hold Open Book, and Board of Review

Revaluation Cost Estimate

The following is the cost for all components of the revaluation as described in this report. No additional costs are anticipated for this project.

The contracted assessment firm, Forward Appraisal, will be responsible for the revaluation. All work will be performed by Forward Appraisal, with assistance provided by the in-house assessment staff.

Total Revaluation Cost	**$36,000**

Billings would be done monthly, beginning August 31, 2022, and ending on July 31, 2023, with payment due within 10 days of billing date.

Assessor (Print Name)	Sign	Date
City Representative (Print Name)	Sign	Date