

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**

**Community Room
933 Michigan Avenue, Stevens Point, WI**

**March 21,
2022
7:00 PM**

OR

Zoom Teleconferencing

Meeting ID: 823 4499 2220 | Passcode: 521002

By

Computer: <https://us02web.zoom.us/j/82344992220?pwd=SVpUTGk4S3I1K3VOckFHbzhwRHR0Zz09>

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:
 - a. Meleesa Johnson, County Health Care Center Chair - County Health Care Center Update.
 - b. Marina Koval, Ukrainian Exchange Student - News from Ukraine and how to help.

Consideration and Possible Action on the Following:

6. Consent Agenda:
 - Minutes of the Common Council Meeting of February 21, 2022.
 - Actions of the Police and Fire Commission meeting of March 1, 2022:
 2. Approval of Minutes.
 - Actions of the Park Commission meeting of March 2, 2022:
 2. Approval of February 2, 2022 meeting minutes.
 3. Approval of Little Free Library and Pantry installation in Hein Park proposed by Keely Sullivan of Next Home Priority Realty.
 6. Award Downtown Landscape Maintenance Contract to Shulfer's Landscaping in the

- amount of \$15,450 per year for 2022 and 2023.
 - 7. Discussion on Bukolt Park sand area and beach house building draft plans.
 - 8. Discussion on city-owned boat slips and area adjacent on Franklin Street.
 - 9. Director's Report.
- Minutes and Actions of the Plan Commission meeting of March 7, 2022:
 - 2. Report of the February 7, 2022 meeting of the City Plan Commission.
 - 6. A request from Ryan Wanta, representing Great Northern Distilling, for a Site Plan Review to construct a principal structure at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch. 23.02(4)(b)(1).
 - 8. A request from Les Dobbe, representing Parkdale Development LLC, for a Site Plan Review to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(2)(e)(5).
 - 9. A request from the City of Stevens Point to enter into a Trail Easement Agreement with the Sisters of Saint Joseph Third Order of St. Francis and General Capital for the property located at 1300 Maria Drive (Parcel ID 281240829240034).
 - 11. January & February 2022 Monthly Report.
 - 12. Director's Report.
- Actions of the Board of Water and Sewerage Commissioners meeting of March 14, 2022:
 - 2. Approval of minutes of the February 14, 2022 meeting minutes.
 - 3. Approval of Department Claims.
 - 4. Engineering Scope of Services with Ruekert-Mielke.
 - 8. Update and approval on digester #3 cover repair.
- Actions of the Airport Commission meeting of March 14, 2022:
 - 2. Approval of minutes of the February 14, 2022 meeting minutes.
 - 3. Approval of Department Claims.
- Actions of the Transportation Commission of March 15, 2022:
 - 2. Approval of February 14, 2022 Transportation Commission minutes.
 - 3. Approval of the January 2022 financial/claims report.
 - 4. Approval of Rural Route bid restructuring.
- Minutes and Actions of the Personnel Committee meeting of March 14, 2022:
 - 2. Initial Classification of Battalion Chief and Reclassification of Training Officer and Fire Marshal Related to a Reorganization at the Stevens Point Fire Department.
 - 3. Request for Internal promotion per Administrative Policy 2.06.
- Minutes and Actions of the Public Policy and General Government meeting of March 14, 2022:
 - 2. License List.
 - 3. Request to Hold Event/Street Closing.
- Minutes and Actions of the Finance Committee meeting of March 14, 2022:
 - 2. Discussion and possible action on approving a Grant Transfer Development Agreement between the City of Stevens Point, Wisconsin Preservation Fund, Inc., and GenCap Danna Stevens Point 102, LLC.
 - 3. Discussion and possible action on approving additional capital project funding for improvements to the Donald Copps Municipal Pool.
 - 4. Discussion and possible action on approving additional capital project funding for the

2022 sidewalk repair project.

5. Discussion and possible action on approving a request for additional capital project funding for airport runway improvements at the Stevens Point Municipal Airport-Mattson Field.
6. Discussion and possible action on approving funding for the design of roads and other infrastructure within TIF District 9.
7. Discussion and possible action on awarding the bid for improvements to the Fire Department Training Site.
8. Discussion and possible action on authorizing the Department of Public Works to apply for various infrastructure improvement grants related to the federal Infrastructure Investment and Jobs Act, including STP-Urban, STP-Local, and STP-Bridge.
9. Discussion and possible action on approving funding for engineering and design services related to various infrastructure grant applications.
10. Discussion and possible action on approving a change order with AECOM related to additional hours for the Business 51 project.
11. Discussion and possible action on approval of claims paid.

- Statutory Monthly Financial Report by Comptroller/Treasurer.

7. Resolution - A request from James Jakusz for a conditional use permit to construct duplexes on three unaddressed parcels off of Doolittle Drive (Parcel ID's 281240827230109, 281240827230110 & 281240827230111) that are each zoned "R-4" Multiple Family I Residential, consistent with Ch. 23.01(13)(f).
8. Resolution - A request from Lucas Meddaugh, representing the Stevens Point Area School District, for a conditional use permit to perform interior and exterior improvements to Bananch Elementary School, located at 5400 Walter Street (Parcel ID 281240826400303) and consistent with Ch. 23.02(1)(b)(3)(f).
9. Resolution - A request from Ryan Wanta, representing Great Northern Distilling, to modify an adopted conceptual plan for the planned development of the property located at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch. 23.02(4)(b)(10)(b).
10. Resolution - A request from Les Dobbe, representing Parkdale Development LLC, for a conditional use permit to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(1)(f)(3)(g).
11. The award of contract 22-10 Utility Roofing Project, base bids 1 and 2 to Nick Michels & Sons, Inc. of Nekoosa, WI in an amount not to exceed \$295,794.95 including the allowable contingency of 15%.
12. The award of contract 22-16, Fiber Optic Project, to Elexco Inc. of Seymour, Wisconsin in an amount not to exceed \$246,057.88 which includes the allowable contingency of 15%.
13. The award of contract 22-10 Utility Roofing Project, base bid 3 to Badger Coatings & Insulation, LLC of Rosholt, WI in an amount not to exceed \$8,970.00 including the allowable contingency of 15%.
14. Preliminary Resolution - For installation of storm sewer laterals for the 2022 Streets Improvement Project #22-01.

15. Consideration of a Temporary Pay Differential for Late Shift Street Repair.
16. Ordinance Amendment - 12.28 Special Event Permits.
17. Land Use Restriction Agreement – GenCap Danna Stevens Point 102, LLC & City of Stevens Point, WI for the property at 1300 Maria Drive.
18. Collateral Assignment of Development Agreement between GenCap Danna Stevens Point 102, LLC, the Wisconsin Housing and Economic Development Authority, and the City of Stevens Point for the property at 1300 Maria Drive.
19. Approval of awarding the Mead Park Pickleball Court Project to Upper Midwest Athletic Construction, Inc. in the amount of \$51,524.
20. Approval of awarding Donald Copps Municipal Pool replastering project to Badger Swimpools, Inc. in the amount of \$180,642.
21. Consideration of a claim from Richard Wanta - cracks in his garage floor.
22. Electric Vehicle Infrastructure Economic Development Policy Guidebook.
23. Adjourn into closed session pursuant to Wisconsin Statutes 19.85(1)(e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) on the following:
 - A. Update on Boundary Agreement Discussions with the Town of Hull.
 - B. Negotiating the potential purchase of properties within the Town of Hull.
24. 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.

Portage County Health Care Center

Referendum for the future



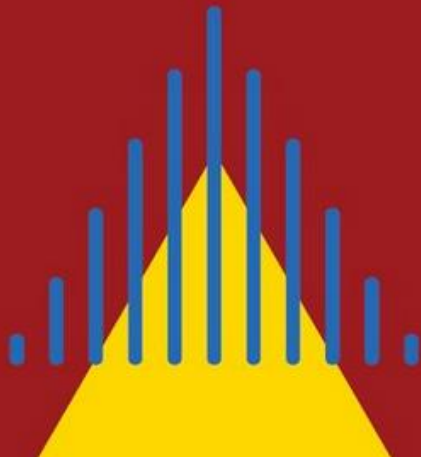
OUR HEALTH, OUR CARE,
OUR FUTURE



The PCHCC has continuously received a Five Star CMS rating, which indicates exceptional practices.

PCHCC'S MISSION:

To promote resident choice and individualized care to improve quality of life.



A brief history

- Portage County has been in the nursing home business for over 100 years.
- HCC has been at its current location since 1931, with a number of renovations and additions over the years.
- Types of care:
 - Skilled nursing (24/7/365 medical care)
 - Hospice care
 - Dementia/memory care
 - Physical therapy rehabilitative care
 - Respite care

2018 Health Care Center Referendum

Voters overwhelmingly support increasing tax levy
to “save” the HCC

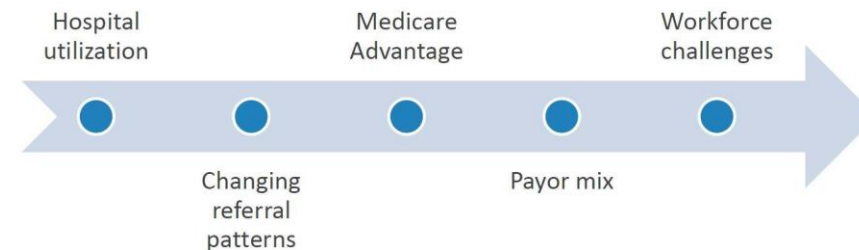
- Up to \$1.4 million annually
- 4 years of funding
- Policy makers, administration, staff and consultant used time to evaluate options and build a strategic plan



Since the successful referendum

- January 2019-August 2020-Market assessment conducted by CLA (Clifton Larson Allen accounting firm)
 - Evaluate local skilled nursing facility (SNF) market & demand
 - Evaluate current and likely trends within the industry
 - Map out how the above would impact viability of providing SNF nursing home care

Factors Influencing Reduced SNF Profitability



© 2019 CliftonLarsonAllen LLP

September 2020- Presentation of Strategic Plan

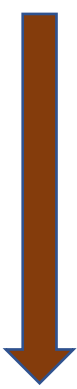
- **Key points:**
- Renovating or replacing facility crucial to the PCHCC's future success.
- Investments in technologies would allow staff to work more efficiently/effectively and allow residents to better connect with family for an improved quality of life.
- We would continue to focus on referral relationships (from hospitals, health care providers and insurances) and how PCHCC could provide value.
- We would explore collaborating with Marathon County to maintain service while decreasing overhead costs.
 - Unfortunately, this concept fell through

Sept 2020 –
Jan 2022

- Ongoing evaluations, meetings and data gathering
- Public listening sessions to identify appropriate solution for either renovating or replacing facility.
- Public input survey
 - Question: “if appropriate, would you support replacing the existing PCHCC facility with a new building,” 67% said “yes.”
 - Question: “provide your impression of the PCHCC facility,” only 14% of respondents indicated facility is “very nice facility.”
 - Question of HCC staff members were asked, “how do you view the overall state of the PCHCC,” over 51% of staff members responded with “poor condition.”
- Procurement process netted a professional service firm to provide a public information campaign and architectural/design services
 - Developed preliminary site design
- Reengaged CLA to develop 20-year business model based on preliminary site design, current expenditures and market evaluation

Unanimous
vote to go to
referendum:
County Board-
January 18, 2022

NOTICE OF REFERENDUM PORTAGE COUNTY



By law, the electors of Portage County shall consider the following referendum question in the election of April 5, 2022. Under state law, the increase in the levy of the County of Portage for the tax to be imposed for the next fiscal year, 2023, is limited to 1.894%, which results in a levy of **\$29,738,344**. Shall the County of Portage be allowed to exceed this limit and increase the levy for the next fiscal year, 2023, for the purpose of paying a portion of the cost to operate the Portage County Health Care Center, including costs associated with the construction of a new Portage County Health Care Center facility, by a total of 15.132% which results in a levy of **\$34,238,344**, and include the increase of **Up to \$4,500,000** for fiscal years **2024 through 2042?**

A "YES" vote means that you support granting Portage County the authority to increase the property tax levy limit **up to the amount stated in the referendum question** in order to allow the Portage County Health Care Center to pay a portion of its operating costs, including costs associated with construction of a new Portage County Health Care Center facility.

A "NO" vote means that you do not support granting Portage County the authority to increase the property tax levy limit up to the amount stated in the referendum question in order to allow the Portage County Health Care Center to pay a portion of its operating costs, including costs associated with construction of a new Portage County Health Care Center facility.

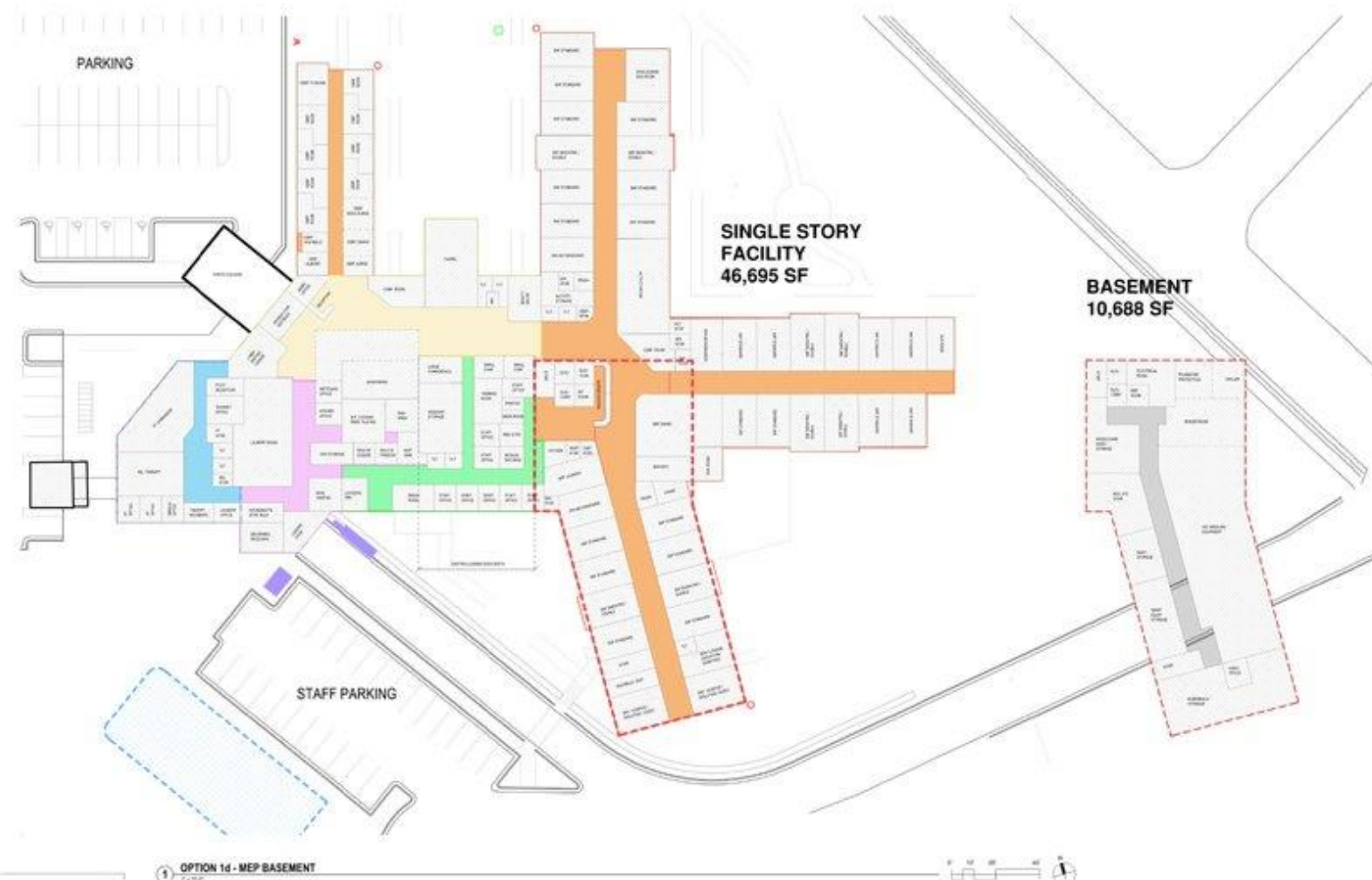
If the April referendum is approved, the potential increase in property taxes would be up to \$67.70 per year (or \$5.64 per month) per \$100,000 equalized value.



Proposed levy increase	\$67.70
Minus 2018 levy increase	-\$24.48
Net change	\$43.22



CONCEPTUAL FLOOR PLAN



New facility

- Approximately 57,000 square feet
- 32 bed Skilled Nursing Facility (SNF)
- 8 bed Community-Based Residential Facility (CBRF),
- Ancillary services –
 - physical and occupational therapy rehabilitation,
 - offices,
 - conference rooms,
 - dining areas,
 - on-site laundry,
 - a chapel,
 - an activity room,
 - a personal care area,
 - and various small group gathering spaces.
- To ensure the new facility is both environmentally responsible and minimizes our long-term operational costs, [LEED v4.1 benchmark standards](#) will be used during design and construction

FINANCING CHART

Issuance Amount	\$	20,145,000		
Issuance Date		9/1/2022		
First Interest		3/1/12023		
First Principal		9/1/2023		
Interest Rate		3.00%		
Term in years		20		
20 Year GO Bonds				
Year	Interest	Principal	Balance	
2023	604,350	750,000	19,395,000	
2024	581,850	770,000	18,625,000	
2025	558,750	795,000	17,830,000	
2026	534,900	820,000	17,010,000	
2027	510,300	845,000	16,165,000	
2028	484,950	870,000	15,295,000	
2029	458,850	895,000	14,400,000	
2030	432,000	920,000	13,480,000	
2031	404,400	950,000	12,530,000	
2032	375,900	980,000	11,550,000	
2033	346,500	1,005,000	10,545,000	
2034	316,350	1,035,000	9,510,000	
2035	285,300	1,070,000	8,440,000	
2036	253,200	1,100,000	7,340,000	
2037	220,200	1,135,000	6,205,000	
2038	186,150	1,170,000	5,035,000	
2039	151,050	1,205,000	3,830,000	
2040	114,900	1,240,000	2,590,000	
2041	77,700	1,275,000	1,315,000	
2042	39,450	1,315,000	-	
2043	-	-	-	
2044	-	-	-	
2045	-	-	-	
2046	-	-	-	
2047	-	-	-	
	6,937,050	20,145,000		

Draft schedule used for projections — actual schedule will be determined at issuance.

Assisted living facility income provides important source of income

ANTICIPATED FINANCIAL OUTCOMES

	2020 Actual	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected
Revenues								
Public Charges for Services								
Skilled Nursing Facility	\$ 5,336,798	\$ 3,588,989	\$ 4,281,745	\$ 3,765,327	\$ 4,031,146	\$ 4,360,973	\$ 4,469,588	\$ 4,581,017
Assisted Living Facility	-	-	-	-	450,622	464,141	478,065	492,407
Other Revenue	10,029	5,856	6,032	6,213	6,399	6,591	6,789	6,992
Total Revenues	5,346,827	3,594,845	4,287,777	3,771,540	4,488,167	4,831,704	4,954,442	5,080,417
Staff Expenses								
Salaries and Wages	2,881,224	2,643,505	2,812,497	2,896,872	2,657,992	2,731,752	2,819,864	2,904,460
Employee Benefits	1,398,258	1,178,077	1,380,937	1,422,365	1,302,697	1,341,778	1,382,032	1,423,493
Total Staff Expenses	4,279,482	3,821,582	4,193,434	4,319,237	3,960,690	4,079,511	4,201,896	4,327,953
General and Administrative Expenses								
Contractual Services	1,631,290	1,646,775	1,925,577	1,896,873	1,950,815	2,017,729	2,068,744	2,121,291
Supplies	628,569	462,226	527,616	458,058	471,799	506,084	521,266	536,899
Insurance	98,293	57,912	59,650	61,439	63,282	65,181	67,080	69,150
Interest	-	-	-	604,350	581,850	558,750	\$34,900	510,300
Depreciation	173,981	382,266	393,734	428,975	803,850	803,850	803,850	803,850
Total General and Administrative Expenses	2,532,133	2,549,178	2,906,576	3,449,695	3,871,597	3,951,593	3,995,897	4,041,495
Total Operating Expenses	6,811,615	6,370,761	7,100,010	7,768,932	7,832,287	8,031,104	8,197,793	8,369,448
Operating Income (Loss)	\$ (1,464,788)	\$ (2,775,915)	\$ (2,812,233)	\$ (3,997,392)	\$ (3,344,120)	\$ (3,199,399)	\$ (3,243,351)	\$ (3,289,031)

Additional services do not increase staffing costs beyond inflationary indexing

Debt service/depreciation begins in 2023

Projections indicate business model falls below worse case scenario of \$4.5 million in additional levy

The above are management prepared projections. No assurance is provided.

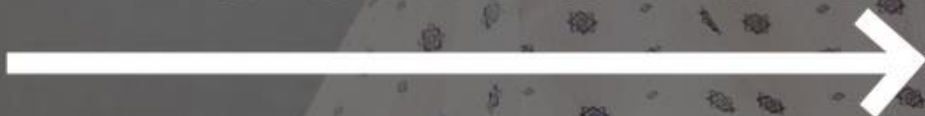
The Team

- Members of the public
- Consultants
 - CLA – business planning and market evaluations
 - Dimensions IV – architectural and design
 - CMPI – marketing & outreach
- Portage County Administration
 - Executive Chris Holman, HCC Administrator Marcia McDonald, HCC Business Manager Lynn Lingford, Finance Director Jennifer Jossie, HR Director Laura Bellanger-Tess, Facilities Management Director Todd Neuenfeldt
- Portage County Health Care Center Committee
 - 2020-2022: Supervisors-- Ray Reser, Dennis Raabe, Mildred Neville, Chai Moua (Vice-Chair), Meleesa Johnson (Chair)
 - 2018-2020: Supervisors-- Mildred Neville, Mike Splinter, Chai Moua, Vinnie Miresse (Vice-Chair), Meleesa Johnson (Chair)

Portage County Health Care Center Referendum



OUR HEALTH, OUR CARE,
OUR FUTURE



Quality health care is important and as a County, we've provided services to our residents for almost 100 years. **On Tuesday, April 5,** residents of Portage County will decide whether to invest in a new Portage County Health Care Center (PCHCC) and the operations for that building. A new facility will allow for appropriate personal care spaces and updated health care offerings for decades to come.

Learn More

<https://www.ourhealthourcareourfuture.com/>



**CITY OF STEVENS POINT
REGULAR COUNCIL MEETING MINUTES**

**Community Room
933 Michigan Avenue, Stevens Point, WI**

**February 21, 2022
7:00 PM**

OR

Zoom Teleconferencing

1. Roll Call.

Present: Ald. Christianson, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.

Others Present: Clerk Yenter, Attorney Beveridge, C/T Ladick, Director Lemke, Director Kernosky, Director Kremer, Director Beduhn, Chief Zenner, Chief Finn, Robert Larson, David Crueger, Dean Shuda, Stephen Klein, Corey Keahlier, Ron Carlson, City Assessor Shepro.

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.

Ald. Kneebone, thanked and congratulated Chief Finn on his retirement. She reminded people that February is national heart month.

Robert Larson, 3283 Lindbergh Avenue, spoke about the service charge that is imposed on residents around McDill pond. He requested a plan be established that doesn't increase fees on residents.

Keith Kedrowski, 1536 Water Street, spoke about the Business 51 project and the proposed referendum.

Corey Kealiher, 1111 Minnesota Avenue, spoke about the school board challengers and the difficulties faced by candidates.

Colin Kobishop, 2308 Rice Street, spoke about concerns regarding St. Michael's hospital and funding for the Business 51 project.

Fred Kalkofen, 910 Ridge Road, voiced his concerns about the council members.

David Eiden, 1008 Matilda Street, expressed his concerns about the Business 51 project and the city council members.

Brock Maddox, 5421 Monroe Avenue, spoke about the Freedom Fighters of Central Wisconsin and their mission.

5. Presentation to the Mayor and Council: John Harry, Executive Director of the Portage County Historical Society – Introduction and Update.

John Harry, Executive Director of the Portage County Historical Society, gave an introduction and update on the Portage County Historical Society.

Consideration and Possible Action on the Following:

6. Consent Agenda:

Minutes of the Common Council Meeting of January 17, 2022.

Actions of the Police and Fire Commission meeting of February 1, 2022:

3. Confirmation of bills.

Actions of the Park Commission meeting of February 2, 2022:

2. Approval of January 5, 2022 meeting minutes.

3. Swing donation proposal for Yulga Park by Dr. Ralph and Marcia Locher.

4. Approval of building rental pledge for Iverson Park All-Purpose Building usage by the Village of Park Ridge.

5. Award of Emerald Ash Borer Tree Treatment quote for 2022 and 2023.

6. Division Reports.

7. Director's Report.

8. Adjourn into closed session pursuant to Wis. Stats. 19.85(1)(e).

Minutes and Actions of the Plan Commission meeting of February 7, 2022:

2. Report of the January 3, 2022 meeting of the City Plan Commission.

5. A request from Chase Rettler, representing Sentry Insurance, for a fence waiver to construct perimeter privacy fencing at the property located at 601 Michigan Avenue North (Parcel ID 281240821310003), consistent with Ch. 23.01(14)(g).

6. A request from the City of Stevens Point to be granted a Communication Line Easement

from Westside Highway, LLC at an unaddressed parcel off of Roosevelt Drive (Parcel ID 173-23-0823-08) in the Village of Plover.

7. Discussion Only: Accessory Dwelling Unit & Accessory Commercial Unit Ordinance.

8. December 2021 Monthly Report.

9. Director's Report.

Actions of the Board of Water and Sewerage Commissioners meeting of February 14, 2022:

2. Approval of Minutes.

3. Approval of Department Claims.

4. Addition and corrections to Capital Operations and Maintenance Plan.

Actions of the Airport Commission meeting of February 14, 2022:

2. Approval of Minutes.

3. Approval of Department Claims.

Actions of the Transportation Commission of February 14, 2022:

2. Approval of January 10, 2022 Transportation Commission minutes.

3. Approval of the January 2022 financial/claims report.

4. Approval for Central Transportation to explore dedicated routes for SentryWorld's 2023

USGA event with the consideration that local costs will be offset by advertising revenue.

Minutes and Actions of the Personnel Committee meeting of February 14, 2022:

- 2. Amendments to Administrative Policy 2.06 and 2.07.**
- 3. Reorganization of Records Area in the Police Department.**
- 4. Reorganization of the Community Development Department.**

Minutes and Actions of the Board of Public Works meeting of February 14, 2022.

Minutes and Actions of the Public Policy and General Government meeting of February 14, 2022:

- 2. License List.**
- 3. Request to Hold Event/Street Closing.**

Minutes and Actions of the Finance Committee meeting of February 14, 2022:

- 3. Consideration of Claim: Cory Rolack-Damage from Pothole.**
- 4. Approval of Claims Paid.**

Ald. Dalton asked to pull item #2 of the Public Policy and General Government meeting.

Ald. Christianson asked to pull item #4 of the Personnel Committee meeting.

Ald. Johnson moved, Ald. Morrow seconded, to approve the consent agenda with the above-named items pulled for further discussion.

Stephen Klein, 301 Union Street, clarified his statements at the Public Policy and General Government meeting on February 14, 2022 stating his concerns were not with tarp restrictions specifically but with the lack of consideration or discussion when passing ordinances.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion carried.

Ald. Keymer moved, Ald. Fishler, seconded to approve the license list.

Call for the vote: Ayes: Morrow, Fishler, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Christianson.
Nays: None. Abstention: Dalton. Motion carried.

Ald. Shorr moved, Ald. Morrow seconded, to approve the reorganization of the Community Development Department.

Call to vote: Ayes: Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Abstention: Christianson. Motion carried.

7. Resolution - A request from James Jakusz for a conditional use permit to construct three duplexes on an unaddressed parcel off of Echo Dells Avenue (Parcel ID 281230805420304).

Ald. Fishler moved, Ald. Leek seconded, to approve the request from James Jakusza for a conditional use permit to construct three duplexes on an unaddressed parcel off of Echo Dells Avenue.

Call for the vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Christianson.
Nays: None. Motion carried.

8. Resolution - A request from Benjamin Pfiffner for a conditional use permit to operate a non-owner-occupied tourist rooming house at the property located at 2308 Main Street (Parcel ID 281240833201607).

Ald. Morrow moved, Ald. Dalton seconded, to approve a request from Benjamin Pfiffner for a conditional use permit to operate a non-owner-occupied tourist rooming house at the property located at 2308 Main Street.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion carried.

9. Consideration and possible action on: A Memorandum of understanding with Integrity Grading and Excavating.

Director Lemke outlined the memorandum.

Ald. Slowinski moved, Ald. Dalton seconded, to approve a memorandum of understanding with Integrity Grading and Excavating.

Call for the vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Christianson.
Nays: None. Motion carried.

10. Ordinance Amendment - Parking Meter Zones and Controls.

Ald. Keymer moved, Ald. Morrow seconded, to approve the Ordinance Amendment - Parking Meter Zones and Controls.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion carried.

11. To award the Bituminous Patching Project #22-03 to American Asphalt of WI in the amount not to exceed \$114,250.43.

Ald. Dalton moved, Ald. Morrow seconded, to approve awarding the Bituminous Patching Project #22-03 to American Asphalt of WI in the amount not to exceed \$114,250.43.

Call for the vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Christianson.
Nays: None. Motion carried.

12. Revocable Occupancy License - for SentryWorld to construct a fence along North Point Drive and Michigan Avenue around the golf course.

Ald. Morrow moved, Ald. Shorr seconded, to approve the Revocable Occupancy License - for SentryWorld to construct a fence along North Point Drive and Michigan Avenue around the golf course.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.

Nays: None. Motion carried.

13. Ordinance amendment: Common Council action pursuant to Wis. Stats. s. 9.20(4) to either adopt RMC 4.18 concerning transportation finance or submit it for referendum on the August 2022 primary ballot.

Ald. Slowinski moved, Ald. Morrow seconded, to adopt RMC 4.18 concerning transportation finance.

Robert Larson, 3283 Lindbergh Avenue, recommended the city council adopt the RMC 4.18 and suggested a test on the Business 51 project.

Keith Kedrowski, 1536 Water Street, supports the adoption of RMC 4.18 and spoke about the number of road projects that would need to be put to a referendum.

Jenny Burton, expressed her support for the current plan and her trust in the city council.

Brock Maddox, 5421 Monroe Avenue, spoke about the number of people who are against the current Business 51 plan and called for an end to the division.

Colin Kobishop, 2308 Rice Street, spoke about the potential traffic flow issues with the Business 51 plan and suggested other options for the road project.

David Eiden, 1008 Matilda Street, shared his concerns regarding safety and issues with traffic flow.

Ron Carlson, 3356 Oak Avenue, encouraged the council to adopt RMC 4.18 and shared his hope for a positive solution.

Mary McComb, 2100 Elk Street, encouraged the council to let RMC 4.18 go to referendum rather than adopt it.

Director Beduhn gave an overview of other Business 51 options and their consequences.

Call for the vote: Ayes: Slowinski.

Nays: Morrow, Fishler, Dalton, Leek, Kneebone, Johnson, Zarazua, Keymer, Shorr, Christianson. Motion denied.

Ald. Johnson moved, Ald. Leek seconded, to send RMC 4.18 to referendum at the August Primary, in the absence of an August primary, the November General Election.

Call for the vote: Ayes: Christianson, Shorr, Keymer, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.

Nays: None. Motion carried.

14. Discussion and Action on the Adoption of the City's Strategic Plan.

Director Kernosky provided a brief overview of the strategic plan.

Ald. Johnson moved, Ald. Dalton seconded, to approve the city's strategic plan.

Ald. Keymer moved, Ald. Dalton seconded, to amend the plan to include Emerson Park as an opportunity for development within the central and south point hubs and other places where it may be relevant.

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

Call for the vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Keymer, Shorr, Christianson.

Nays: None. Motion carried.

15. Adjournment.

Adjourned at 9:00 p.m.

**CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION MINUTES
MEETING OF MARCH 1, 2022**

1. **Roll Call:** Commissioners Moore, Mrozek, Ostrowski and Taylor
 Commissioner Kirschling, excused

Also Present: Fire Chief Finn, Police Chief Zenner, Alderperson Mary Kneebone, AC
 Moody, AC Gemza, Lt. Joe Johnson

2. **Approval of Minutes**

 Commissioner Ostrowski moved, seconded by Commissioner Taylor to approve the
 February 1, 2022 minutes.

 Ayes, all; nays, none. Motion carried.

3. **Confirmation of bills**

 Commissioner Ostrowski moved, seconded by Commissioner Mrozek to approve the
 confirmation of the February 2022 bills.

 Ayes, all; nays, none. Motion carried.

4. **Presentation by Lt. Joe Johnson on Use of Force**

 Lt. Joe Johnson briefed the commission on use of force reporting within the police
 department, as follows:

 As law enforcement officers we often encounter people in a wide variety of situations.
 Many of the encounters are basic, ordinary contacts. Other contacts require law
 enforcement to exert control over people by giving verbal orders, directing their
 movements or taking them into custody.

 Even some of the best, most skilled officers do not always get voluntary compliance.
 There are times when officers have to use physical force to achieve control and
 accomplish their legitimate law enforcement objective.

 In Wisconsin most law enforcement agencies train Defense and Arrest Tactics, also
 known as DAAT, which is a "system of verbalization skills coupled with physical
 alternatives."

 A Use of force by definition, "amount of effort required by police to compel compliance
 by an unwilling subject."

Limitations on use of force:

- The U.S. Constitution
- Wisconsin Law
- Agency Policy
- Officer training

When can officers use force?

- To achieve and maintain control of resistive subjects
- To detain a person reasonably suspect of criminal behavior
- To make a lawful arrest
- To defend themselves or others
- To prevent escape

Law enforcement officers cannot use force to punish, to retaliate against someone who has angered or offended the officer, to teach them a lesson or to show someone who is boss. The purpose of law enforcement officers use of force is to control.

How do we report?

- Officers complete a use of force form which is accompanied by a detailed officer's report.

Reviews are completed by use of force lead (Lt. Joe Johnson)

- Use of force with injury for officer or subject
- Excessive use of force
- Citizen complaints
- Property damage in some cases

5. Approval of Cody Stankowski to regular police officer status

Commissioner Taylor moved, seconded by Commissioner Mrozek to approve Cody Stankowski to regular police officer status.

Ayes, all; nays, none. Motion carried.

6. Police Chiefs Report

The Department would like to make you aware of the following updates:

Note of Interest:

- Officer Stacy Morton has completed Step 2 of the field training process. She is currently in Step 3 assigned to Officer Kristi Ahrens. Officer Morton is progressing to expectations.
- Officer Radsek, along with Salvation Army representatives, conducted a check of homeless people in the downtown area. No one located.
- Several interviews conducted by Administrative Lt Joe Johnson. Interviews entailed mental health, crime prevention, National Missing Person's Day, and drug testing strips.
- Department squad changeover has now been completed after lengthy delays.
- Department has received another resignation from a crossing guard. We are currently exploring different options in effort to maintain coverage. An ongoing recruitment has not been successful.
- The Department held the Recognition Banquet on February 2nd. The Banquet honors the hard work of our Auxiliary Officers and citizens who were issued a recognition coin during

the past year. The Banquet was a success and Auxiliary Officer Fred Strasser again won the award for most hours volunteered. Congratulations Fred!

Calls of Interest:

- **02/05/2022 – Suspicious Vehicle – Fleet Farm Gas Mart** – Suspicious vehicle reported driving around the gas station for approximately twenty minutes. Vehicle left while officers were in route but they forgot to turn their headlights on. Traffic stop conducted and odor of marijuana smelled by officers. Officers conducted search of vehicle that resulted in the seizure of 289.98 grams of marijuana, scales, cash and a handgun. Suspects in jail.
- **02/05/2022 – Agency Assist – Plover PD Pursuit** – Plover attempted stop on a truck which fled from officer. During pursuit, the truck stopped and occupants all fled on foot in different directions. Plover K9 tracked the driver to an address on Fawn Lane. K9 Barry tracked passengers and male suspect gave himself up when he heard Barry bark, concerned that he would be bit. All suspects located and it was determined they had been breaking into storage units all day.
- **02/06/2022 – Traffic Stop – Pursuit** – Officer attempted a traffic stop on vehicle failing to stop for a stop sign. Vehicle fled, no pursuit as vehicle sped off and turned off lights. Area searched and vehicle located where it again fled. Again pursuit was terminated. Area continued to be checked and vehicle was again located behind Kent's towing. Officer exited his squad to approach and the suspect again fled, striking officer, who received minor injuries. Pursuit was initiated. Officer used the PIT technique and vehicle went into snowbank. 17 year old male driver was arrested for OWI (mushrooms and THC) felony fleeing, endangering safety, possession drugs, and numerous traffic citations
- **02/09/2022 – Missing Person – YMCA** – Male subject with cognitive disabilities reported missing from the YMCA. Numerous locations checked but officers unable to locate the male. Multiple alerts sent out to local agencies and the community. Male was later located at Saint Michael's Hospital. He had gone to the fifth floor and entered a room undetected.
- **02/13/2022 – Fatal Crash – Country Club Drive/Kirschling Court** – Officers responded to one vehicle crash with possible ejection. Male driver was ejected from vehicle and was deceased upon officer arrival. Uninjured female passenger was still seat belted in the passenger seat. Portage County Sheriff's Office took over investigation as accident ended in their jurisdiction
- **02/17/2022 – Disturbance/Pursuit – Zenoff Park** - Officers responded to a call of a male aiming a crossbow at a female and blocking her from leaving the park. Female did provide a registration plate number before becoming uncooperative with follow-up information. Vehicle was leaving as officer arrived. Suspect vehicle fled at high speeds as officers attempted to conduct a traffic stop. Suspect then increased speed to 60+mph and running stop signs in residential neighborhood. Pursuit was terminated. Another complaint a short time later of the suspect vehicle speeding on West side of the city. Vehicle was later located unoccupied. Vehicle was towed and inventoried. Male driver later located and arrested. Had purchased a crossbow the night before.

Monthly Use of Force Reporting (annual total in parenthesis):

Number of Use of Force Incidents: 7 (11)

- 1/27/22 – Officers were attempting to reason with a man who had created a disturbance at a hotel. The suspect was unwilling to leave the hotel and kept slamming the door in the officer's face. The officers made entry into the room where the man resisted their efforts. Officers gave the suspect commands while he was on the ground, which the suspect did not follow. One SPPD officer deployed his taser, striking the

suspect on his left side. The suspect removed a probe, making the taser ineffective. The man was taken into custody. No injuries.

- 1/27/22 – SPPD Officers were investigating an attempted burglary to a building in town. Two suspects had fled the area after being observed by a reporting witness. Officers located the suspects hiding in the woods. The female suspect had her hands in her pockets and when officers gave her commands to show her hands, one officer had his gun drawn. Both suspects were taken into custody without incident. No injuries.
- 1-30-22 – Officers were investigating a disturbance where a juvenile female had broken glass, destroyed a house and attempted to assault her mother. The suspect tried walking past an officer by physically trying to move the officer out of the way. Officers lowered the suspect to the ground where they tried to handcuff the suspect. The suspect bit an officer in the leg. The bite caused minor pain. The suspect was then handcuffed without incident. The suspect was not injured.
- 2-2-22 – SPPD Detectives were conducting a search warrant on a residence. Upon entry into the residence, the officers had their guns drawn. When they confronted a suspect, he failed to listen to commands and was taken down onto a couch, where he was taken into custody without incident or injury.
- 2-6-22 – Officers were pursuing a vehicle that had fled during a traffic stop. The suspect vehicle had struck an officer with the side mirror during the pursuit. An Officer was able to perform a P.I.T maneuver on the suspect vehicle, disabling it in a snow bank. Officers exited their squad cars and pointed their weapons at the suspects. K9 Fala was also on leash in an active display. The suspect was taken into custody without further incident.
- 2-10-22 – Officers were attempting to stop a fleeing suspect from a domestic abuse incident. The suspect had just struck the victim with her car. As the vehicle came to a stop, the suspect got out of their car quickly and walked toward officers. The officer had his weapon drawn, but not pointed at the suspect. The suspect followed officer commands and the officer holstered his weapon. As the officers were trying to handcuff the suspect, she began to pull away and scream. The officers had to apply pressure to the suspect's wrists to gain compliance. Once the suspect was in handcuffs, she claimed her shoulder was injured.
- 2-15-22 – SPPD Detectives and Officers conducted a drug warrant on a residence. The officers who entered the residence had their guns drawn. Suspects were encountered and taken into custody without incident or injury.

Mental health related incidents

- Officers responded to the following:
 - 35 Welfare Checks
 - One Emergency Commitments
 - Five Voluntary Commitments
 - One completed suicide

Training:

- Assistant Chief Robert Kussow continues to attend Command College at Fort McCoy.
- Lt Steven Spath attending Leadership in Police Organization (LPO).
- Lead Officer Joe Clark attending "Dare to be Great Leadership" training.
- Officer Al Raasoch and Officer Kristi Ahrens attending Advanced Crisis Intervention Training.
- Lead Officer Robert Roser, DAAT instructor for the Department, attending training identified as "Legally Justified but Avoidable"

Auxiliary Unit:

- Seven events held, **totaling 30 hours**, included:
 - UWSP Hockey games
 - SPASH winter formal

Commissioner Moore moved, seconded by Commissioner Ostrowski to accept the Police Chief's report for February 2022.

Ayes, all; nays, none. Motion carried.

7. Fire Chief's Report/EMS report

- Heart Month: Keep the heart red – there were nine black bulbs placed in the heart this month, representing the number of cardiac arrests and heart attacks in Portage County during the month of February.
- Activities for the month:
 - Keep the heart red (tracking heart attacks and sudden cardiac arrests in Stevens Point and Portage County)
 - There are four different videos that will be released through the month.
 - Social media posts promoting heart healthy lifestyle
 - Friday, February 4th SPFD participated in National wear red day
- Thanks to the following who helped make the month's activities possible: Chief Moody; Fire Marshal Egan; Training Officer Howard; MPO/Paramedic Schultz, FF/Paramedics Westphal, Karpinski and Pelot; Sara Theroux (Production Specialist Community Media); City Alderperson Kneebone; City Alderperson Christianson; City Alderperson Zarazua; City Alderperson Keymer; Chef Chris (MSTC culinary arts); Leah Eckstein (MSTC Nursing Program); Traci Tauferner (Advanced Physical Therapy and Sports Medicine)

Commissioner Moore moved, seconded by Commissioner Taylor to accept the Fire Chief's Report for February 2022

Ayes, all; nays, none. Motion carried.

8. President's Report

Please keep Assistant Chief Robert Kussow in your prayers for the recent loss of both his parents.

9. Adjournment

The meeting adjourned at 10:55 a.m.

REGULAR MEETING MINUTES

Board of Park Commissioners

March 2, 2022 - 6:30 PM

Community Room

933 Michigan Avenue, Stevens Point, WI

OR

[Zoom Teleconferencing](#)

Meeting ID: 867 7609 3153 | Passcode: 12345

By Computer: [Click Here](#)

By Phone: +1-312-626-6799 (US Chicago)

Discussion and Possible Action on:

1. Roll Call.

Present: Bob Freckman, Mike Glodosky, Matt Kirsch, Liz McDonald, John Okonek, Shaun Przybylski, Alder David Shorr, Wayne Sorenson, Alder Mykeerah Zarazua.

Excused : Sue Hall, Alder Jeremy Slowinski

Also Present: Director Kremer and some unidentified attendees via zoom.

2. Approval of February 2, 2022 meeting minutes

Motion by Okonek to approve the meeting minutes, second by Kirsch; motion passed 9-0.

3. Approval of Little Free Library and Pantry installation in Hein Park proposed by Keely Sullivan of Next Home Priority Realty.

Motion to approve the Little Free Library and Pantry installation in Hein Park provided NextHome continues to maintain and care for it into the future. The City reserves the right to remove the pantry/library if it becomes damaged and/or needs repair and NextHome would no longer be caring for it. Motion by Glodosky, second by Freckmann; motion passed 9-0.

4. Approval of awarding the Mead Pickleball Court Project to Upper Midwest Athletic Construction, Inc. in the amount of \$51,524.

Motion to award the Mead Pickleball Court Project to Upper Midwest Athletic Construction Inc. in the amount of \$51,524.00 made by Shorr, second by Okonek; motion passed 9-0.

5. Approval of awarding Donald Copps Municipal Pool replastering project to Badger Swimpools, Inc. in the amount of \$180,642.

Motion to award the Donald Copps Municipal Pool replastering project base bid and two alternates to Badger Swimpools, Inc. in the amount of \$180,642.00 made by Okonek, second by Glodosky; motion passed 9-0.

6. Award Downtown Landscape Maintenance Contract to Shulfer's Landscaping in the amount of \$15,450 per year for 2022 and 2023.

Motion to award the Downtown Landscape Maintenance contract to Shulfer's Landscaping in the amount of \$15,450.00 per year for 2022 and 2023 made by Okonek, second by Zarazua; motion passed 9-0.

7. Discussion on Bukolt Park sand area and beach house building draft plans.

No action taken.

8. Discussion on city-owned boat slips and area adjacent on Franklin Street.

No Action Taken

9. Director's Report

- Riverfront Art Center Director Hiring Update
- Ice Center and Pool Maintenance Technician Hiring Update
- Riverfront Rendezvous Update

10. Adjournment.

Motion to adjourn by Okonek, second by Freckmann; motion passed 9-0. The meeting adjourned at 7:29 pm.

REPORT OF CITY PLAN COMMISSION

March 7, 2022 – 6:00 PM

In-Person & Zoom Conference Call Meeting

PRESENT: Alderperson Kneebone, Commissioner Arntsen, Commissioner Cooper, Commissioner Haines, and Commissioner Rice.

ALSO PRESENT: Director Kernosky, Associate Planner/Zoning Administrator Kuhn, Alderperson Zarazua, Alderperson Keymer, Alderperson Leek, Alderperson Morrow, Lucas Meddaugh, Les Dobbe, Ryan Wanta, Frank Jurgella, Kim Krayecki, Kathleen Kaniecki, Lynn Markham, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

Opening Section:

1. Roll call.

Discussion and possible action on the following:

2. Report of the February 7, 2022 meeting of the City Plan Commission.
 3. Public Hearing and action on a request from James Jacusz for a conditional use permit to construct duplexes on three unaddressed parcels off of Doolittle Drive (Parcel ID's 281240827230109, 281240827230110 and 281240827230111) that are each zoned "R-4" Multiple Family I Residential, consistent with Ch. 23.01(13)(f).
 4. Public Hearing and action on a request from Lucas Meddaugh, representing the Stevens Point Area School District, for a conditional use permit to perform interior and exterior improvements to Bannach Elementary School, located at 5400 Walter Street (Parcel ID 281240826400303) and consistent with Ch. 23.02(1)(b)(3)(f).
 5. Public Hearing and action on a request from Ryan Wanta, representing Great Northern Distilling, to modify an adopted conceptual plan for the planned development of the property located at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch.23.02(4)(b)(10)(b).
 6. A request from Ryan Wanta, representing Great Northern Distilling, for a Site Plan Review to construct a principal structure at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch. 23.02(4)(b)(1).
 7. Public Hearing and action on a request from Les Dobbe, representing Parkdale Development LLC, for a conditional use permit to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(1)(f)(3)(g).
 8. A request from Les Dobbe, representing Parkdale Development LLC, for a Site Plan Review to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(2)(e)(5).
 9. A request from the City of Stevens Point to enter into a Trail Easement Agreement with the Sisters of Saint Joseph Third Order of St. Francis and General Capital for the property located at 1300 Maria Drive (Parcel ID 281240829240034).
 10. Electric Vehicle Infrastructure Economic Development Policy Guidebook.
 11. January & February 2022 Monthly Report.
 12. Director's Report.
- Closing Section:
13. Adjourn.

Opening Section:

1. Roll call.

Present: Kneebone, Arntsen, Cooper, Haines, Rice

Excused: Wiza

Absent: Hoppe

Motion by Commissioner Arntsen to appoint Dave Cooper as Temporary Chairperson; seconded by Commissioner Rice.

Motion carried 5-0.

Discussion and possible action on the following:

2. Report of the February 7, 2022 meeting of the City Plan Commission.

Motion by Commissioner Arntsen to approve the report of the February 7, 2022 Plan Commission meeting; seconded by Alderperson Kneebone.

Motion carried 5-0.

3. Public Hearing and action on a request from James Jacusz for a conditional use permit to construct duplexes on three unaddressed parcels off of Doolittle Drive (Parcel ID's 281240827230109, 281240827230110 and 281240827230111) that are each zoned "R-4" Multiple Family I Residential, consistent with Ch. 23.01(13)(f).

Associate Planner/Zoning Administrator Kuhn summarized the request for a conditional use permit to construct nine duplexes on the three subject parcels. After review, staff had no concerns and recommended approval with conditions outlined in the staff report. The request was before the commission due to proposing building more than one principal structure on one zoning lot.

Chairperson Cooper declared the public hearing open.

Kathleen Kaniecki (145 Wilshire Blvd N) stated their concerns for trespassers and general debris or rubbish coming into their property from the adjacent properties. Asked whether there would be a privacy fence.

Chairperson Cooper declared the public hearing closed.

Commissioners made the following comments:

1. Inquiry as to whether the proposed development was consistent with the surrounding neighborhood, to which staff confirmed accurate.
2. Recalled adding screening requirements to previous similar developments. There was a brief discussion along which property lines would make the most sense for screening.

Staff explained that fencing wasn't proposed on the southern property line, and trash receptables would accompany each duplex. However, staff could address the rubbish issues under existing ordinances and code enforcement measures. It was additionally noted that the commission did have the authority to request additional screening.

Motion by Commissioner Haines to approve the request from James Jakusz for a conditional use permit to construct duplexes on three unaddressed parcels off of Doolittle Drive (Parcel ID's 281240827230109, 281240827230110 and 281240827230111) that are each zoned "R-4" Multiple Family I Residential, consistent with Ch. 23.01(13)(f) with the following:

1. Garbage collection shall be handled commercially and a trash receptable location shall be incorporated for the proposed development. Location and proper screening shall be reviewed by Planning staff.

2. A grading plan shall be provided, subject to the review and approval of Public Utilities staff.
3. The applicant shall meet DNR NOI requirements.
4. Separate water and sewer service shall be installed for each unit.
5. A utility easement shall be entered into for the City to operate valves on water service.
6. The three subject parcels shall be combined prior to the start of construction.
7. A landscaping plan shall be produced, subject to the review and approval of the Zoning Administrator.
8. Edging shall be provided along the southern extent of the turn-around loop.
9. An additional fire hydrant shall be installed to complement the proposed development, subject to the review and approval of the City Fire Marshal.
10. Privacy fencing shall be installed along the west lot line of the planned combined parcel, subject to the review and approval of Community Development staff.

seconded by Commissioner Arntsen.

Motion carried 5-0.

4. Public Hearing and action on a request from Lucas Meddaugh, representing the Stevens Point Area School District, for a conditional use permit to perform interior and exterior improvements to Bannach Elementary School, located at 5400 Walter Street (Parcel ID 281240826400303) and consistent with Ch. 23.02(1)(b)(3)(f). Associate Planner/Zoning Administrator Kuhn summarized the request for several interior updates, in addition to exterior site improvements. After review, staff had no concerns and recommended approval with conditions outlined in the staff report.

Chairperson Cooper declared the public hearing open.

Aldersperson Morrow (District Eleven) stated his support for the proposed school improvements.

Chairperson Cooper declared the public hearing closed.

Commissioners made the following comments:

1. Inquiry as to whether there would be additional traffic control measures at the intersection of Golla Road and Sandy Lane, to which staff confirmed that a stop sign would be added, therefore converting the intersection from a 3-way stop, to a 4-way stop.
2. Noted the site improvements would be a great addition to the community.

Motion by Aldersperson Kneebone to approve the request from Lucas Meddaugh, representing the Stevens Point Area School District, for a conditional use permit to perform interior and exterior improvements to Bannach Elementary School, located at 5400 Walter Street (Parcel ID 281240826400303) and consistent with Ch. 23.02(1)(b)(3)(f) with the following:

1. The intersection of Golla Road and Sandy Lane shall be a four-way stop. Stop sign installation for the bus drop-off location shall be reviewed by Public Works staff.
2. A multi-use path shall be constructed from the Walter Street-Sandy Lane intersection to the Golla Road-Sandy Lane intersection. The multi-use path shall be constructed in accordance with the Portage County Safe Routes to School Plan and applicable engineering best practices, subject to the review and approval of Public Works Staff.
3. The existing fire hydrant located at the intersection of Golla Road and Sandy Lane shall be relocated to the north. The proposed location shall be reviewed and approved by the City Fire Marshal.
4. A razing permit shall be obtained prior to razing the temporary classroom building.
5. The planned parking lot improvements shall meet applicable accessibility requirements as outlined by the Americans with Disabilities Act Accessibility Guidelines.

6. A landscaping plan shall be submitted showing landscape specifications for areas where new parking stalls are proposed, subject to the review and approval of Community Development staff meeting applicable Zoning Code requirements.
7. A building permit shall be obtained prior to the start of construction.
8. Staff shall have the ability to approve minor changes to the site plan.

seconded by Commissioner Rice.

Motion carried 5-0.

5. Public Hearing and action on a request from Ryan Wanta, representing Great Northern Distilling, to modify an adopted conceptual plan for the planned development of the property located at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch.23.02(4)(b)(10)(b).

Associate Planner/Zoning Administrator Kuhn provided a summary of the November 2021 approvals for the Great Northern Distilling development, noting that after those approvals, the applicant amended the approved site plan to reduce the planned structure to one story in height, increase the size of the distillery and locate the building closer to the southern property line. And in doing so, triggering the need for approval for a major modification by the commission and Common Council. After review, staff had no concerns and recommended approval with conditions outlined in the staff report.

Chairperson Cooper declared the public hearing open.

Aldersperson Christianson (District One) stated his support for the proposed request, noting it would be a benefit to the district.

Ryan Wanta (E1750 King Rd, Waupaca), representing Great Northern Distilling, indicated that an item yet be finalized included extending the asphalt on the east side of the building to the adjacent drive.

Aldersperson Keymer (District Three) inquired on the use of the alleyway and whether trash receptacles would be placed to the north. Additionally, she noted concerns for pedestrian pathways in relation to the adjacent developments. She was excited for the development

Frank Jurgella (925 Second St) asked how much parking was slated for the development.

Chairperson Cooper declared the public hearing closed.

Staff made the following comments:

1. Details for the 26-foot alleyway, mostly for fire access.
2. Property falls within the Downtown Business District, therefore there are no parking requirements within the zoning district.
3. Garbage access exists on the northeast corner of the lot.

Commissioners made the following comments:

1. Noted municipal parking lots to the west and south of the development for parking.
2. Inquiry as to the ownership of the neighboring parcels, to which staff indicated that the lots were owned by the Redevelopment Authority, and the extension of the asphalt for the alleyway would benefit the three parcels.

Motion by Commissioner Arntsen to approve the request from Ryan Wanta, representing Great Northern Distilling, to modify an adopted conceptual plan for the planned development of the property located at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch.23.02(4)(b)(10)(b) with the following:

1. A zero-foot pavement setback shall be provided along the southern lot line, western lot line and the northern lot line between the principal structure and the property addressed as 1001 Second Street.

2. **The cumulative size of wall signs shall be allowed to exceed the maximum 500 square feet that is allowed within the “B-2” District.**

seconded by Commissioner Haines.

Motion carried 5-0.

6. A request from Ryan Wanta, representing Great Northern Distilling, for a Site Plan Review to construct a principal structure at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch. 23.02(4)(b)(1).

Associate Planner/Zoning Administrator Kuhn explained that a Site Plan Review had to coincide with any modification to an approved conceptual plan due to the Planned Development zoning of the subject property. The modifications had largely been discussed under Agenda Item 5. Historic Preservation/Design Review Commission had also approved the site plan. Staff recommended approval with conditions outlined.

Chairperson Cooper asked for comments from the audience.

Motion by Commissioner Haines to approve the request from Ryan Wanta, representing Great Northern Distilling, for a Site Plan Review to construct a principal structure at 1009 Second Street (Parcel ID 281240832200424), consistent with Ch. 23.02(4)(b)(1) with the following:

1. **The alleyway to the south of the proposed structure (within Parcel ID 281240832200423) shall be paved with asphalt in its entirety from Second Street to Third Street. The width of the alleyway shall be subject to review and approval by the Public Works Department.**
2. **The applicant shall submit final details on proposed landscaping for the property, subject to the review and approval of Community Development staff meeting applicable Zoning Code requirements.**
3. **A Knox box shall be installed on the building that is reviewed and approved by the City Fire Marshal if fire alarms or sprinklers are provided.**
4. **An erosion control permit shall be obtained and appropriate erosion control facilities shall be installed prior to the start of land disturbance, subject to the review and approval of the Utilities Department.**
5. **The required van accessible parking stall shall meet applicable design, striping and signage requirements meeting applicable requirements of the Americans with Disabilities Act Accessibility Guidelines.**
6. **A building permit shall be obtained prior to the start of construction.**
7. **Staff shall have the ability to approve minor amendments to the approved site plan.**

seconded by Commissioner Arntsen.

Motion carried 5-0.

7. Public Hearing and action on a request from Les Dobbe, representing Parkdale Development LLC, for a conditional use permit to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(1)(f)(3)(g).

Director Kernosky summarized the request for a conditional use permit to construct a senior living facility on the subject parcels, noting that that senior living facilities were a conditional use within the B-5 District. Phase One of the development would consist of a one-story, 96,576 sq.ft. facility with 60 assisted living units and 20 memory care units, with associated parking and detached garage for site maintenance. After review, staff had no concerns and recommended approval.

Chairperson Cooper declared the public hearing open.

Les Dobbe (9197 State Rd 49, Iola) representing Parkdale Development, noted that they had been the landowners for over 20-years in the area, and the proposed facility was part of a backfill development. While

their purpose was financially driven, the market did show a significant need in the community for assisted senior living.

Chairperson Cooper declared the public hearing closed.

Commissioners made the following comments:

1. Inquiry on the status for senior living facilities, to which staff explained that the City had not had an assisted living facility for many years, noting that the Berkshire development was independent senior living.
2. Concern noted for potential runoff into the adjacent pond.
3. Inquiry as to the existing pedestrian infrastructure. Staff explained that they were requiring a sidewalk extension for Windy Drive and Songbird Lane, but there were also existing accommodations.
4. Noted the need for a low impact development, and for additional senior living, in that area.

Motion by Alderperson Kneebone to approve the request from Les Dobbe, representing Parkdale Development LLC, for a conditional use permit to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(1)(f)(3)(g); seconded by Commissioner Arntsen.

Motion carried 5-0.

8. A request from Les Dobbe, representing Parkdale Development LLC, for a Site Plan Review to construct a senior living facility on an unaddressed parcel off of Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(2)(e)(5).

Director Kernosky reiterated that due to the zoning of the subject properties, a Site Plan Review was part of the approval process for the senior living facility. After review, staff had no concerns and recommended approval with conditions outlined in the staff report.

Chairperson Cooper asked for comments from the audience.

Trevor Roark (601 Washington Ave) inquired on whether the developer would have the ability to reduce the number of parking stalls at a future date. Staff explained that the zoning code could be updated in the future, and the developer could request the reduction at that time.

Erin Barrett, developer, explained that the State's Department of Quality Assurance required a certain amount of parking stalls per unit, in addition to City requirements. Additionally, they would not have an issue in maintaining a buffer zone for runoff around the water body.

Lynn Markham indicated that if fertilizer was used, it should contain no phosphorus, to which the developer indicated that they did not use fertilizer at any of their facilities.

Commissioners made the following comments:

1. Clarification was made that future phases of the development were subject to additional approvals as a Conditional Use Permit and Site Plan Review.
2. Clarification requested on adding additional protections for the water quality. Staff confirmed that adding vegetative screening or barriers was under the purview of the commission, and staff could work with the developer to implement best practices.

Motion by Commissioner Arntsen to amend conditions of approval to include directing staff to work with the developer for best practices on reducing fertilizer runoff into the water body; seconded by Commissioner Rice.

Motion carried 5-0.

Motion by Commissioner Haines to approve the request from Les Dobbe, representing Parkdale Development LLC, for a Site Plan Review to construct a senior living facility on an unaddressed parcel off of

Songbird Lane (Parcel ID 281240836220063) and an unaddressed parcel off of Badger Avenue (Parcel ID 281240836220042), consistent with Ch. 23.02(2)(e)(5) with the following:

1. Future phases of development are subject to Conditional Use Permit and Site Plan Review consistent with the City's zoning code.
2. Sidewalks shall be constructed along Songbird Lane and Windy Drive, subject to the review and approval of Public Works staff.
3. Fire Suppression sprinklers are required to be installed in the building, subject to the review and approval of the City Fire Marshal.
4. The applicant shall work with the Fire Marshal on ensuring appropriate fire access exists for the planned development.
5. Fire Department Connections are required and shall be subject to the review and approval of the City Fire Marshal.
6. A Knox box shall be installed on the structure, subject to the review and approval of the City Fire Marshal.
7. An erosion control permit shall be obtained with appropriate erosion control measures installed throughout the duration of construction, subject to the review and approval of Public Utilities staff.
8. All parking lot aisles designated for two-way traffic shall be 22 feet in width consistent with the City's zoning code.
9. One additional accessible stall shall be provided on the property in compliance with the Americans with Disabilities Act Accessibility Guidelines.
10. An additional interior landscape island shall be constructed along the northwest corner of the unaddressed Songbird Lane parcel, subject to the review and approval of the Zoning Administrator.
11. An updated landscaping plan shall be submitted showing specifications of proposed species that will be planted, subject to the review and approval of the Zoning Administrator.
12. Bicycle racks shall be installed on the property to provide a minimum of six bicycle parking spaces. Such bicycle racks shall be constructed and installed meeting applicable Zoning Code requirements.
13. A building permit shall be obtained prior to the start of construction.
14. Staff shall have the ability to approve minor changes to the site plan.
15. Staff shall work with the developer for best practices on reducing fertilizer runoff into the water body.

seconded by Commissioner Rice.

Motion carried 5-0.

9. A request from the City of Stevens Point to enter into a Trail Easement Agreement with the Sisters of Saint Joseph Third Order of St. Francis and General Capital for the property located at 1300 Maria Drive (Parcel ID 281240829240034).

Director Kernosky explained that as part of the Convent redevelopment, the City was requesting to enter into a Trail Easement Agreement with the Sisters of Saint Joseph Third Order of St. Francis and General Capital, which required Plan Commission and Common Council approval per state statute requirements. After review, staff had no concerns and recommended approval.

Chairperson Cooper asked for comments from the audience.

Aldersperson Morrow (District Eleven) stated support for the request, noting that the development would be one of the premier developments in the City.

Aldersperson Keymer (District Three) inquired on whether the sisters would retain any ownership of the property. Staff explained that the sisters would remain as part of the title, noting that the City, the developer, and the sisters would sign the trail agreement.

Trevor Roark (601 Washington Ave) stated support for the pedestrian facility, and thanked staff for building it into the development.

Aldersperson Zarazua (District Four) stated support for the project, noting excitement for what it could bring to the area.

Motion by Commissioner Arntsen to approve the request from the City of Stevens Point to enter into a Trail Easement Agreement with the Sisters of Saint Joseph Third Order of St. Francis and General Capital for the property located at 1300 Maria Drive (Parcel ID 281240829240034); seconded by Commissioner Haines.

Motion carried 5-0.

10. Electric Vehicle Infrastructure Economic Development Policy Guidebook.

Director Kernosky explained that staff was tasked in putting together a policy document that required electric vehicle infrastructure in private projects that leveraged public funds, such as TIF financing. That guide had since been drafted for review and was located on page 126 of the Agenda Packet. Staff was open to questions or comments.

Director Kernosky read a prepared statement by Mayor Wiza.

Chairperson Cooper asked for comments from the audience.

Aldersperson Keymer (District Three) inquired on whether any of the projects previously discussed would fall under TIF districts where these guidelines would apply. Staff confirmed several developments would have fallen under the EV guidelines; however, it was harder to retroactively require them at this point but would do so moving forward if approved.

Commissioners made the following comments:

1. Inquiry as to how EV charging locations were being advertised, to which staff noted that phone apps were often used by EV owners.
2. Suggestion to note it to developers that the City was moving in this direction.

Lynn Markham confirmed there were apps to assist in locating EV charging stations, additionally they were starting to be advertised on highway signage.

Motion by Aldersperson Kneebone to approve the Electric Vehicle Infrastructure Economic Development Policy Guidebook; seconded by Commissioner Haines.

Motion carried 5-0.

11. January & February 2022 Monthly Report.

Director Kernosky noted that while there was nothing too abnormal about the beginning of 2022, the declared valuation for February largely jumped due in part to Sentry's hospitality stations, placing them in a good position compared to previous years. Several larger projects were also slated for the year.

Motion by Chairperson Cooper to approve the January & February 2022 Monthly Report and place them on file; seconded by Commissioner Rice.

Carried 5-0.

12. Director's Report

Director Kernosky 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

Closing Section:

13. Adjourn.

Meeting adjourned at 7:08 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
March 14, 2022 - 12:00 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 26885705

MINUTES

Discussion and Possible Action on:

1. Roll Call.

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

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

2. Approval of Minutes

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the February 14, 2022 meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve the department claims for the month of February 2022 as audited and read.

Ayes all. Nays none. Motion carried.

4. Engineering Scope of Services with Ruekert-Mielke - Joel Lemke

Ruekert-Mielke has been doing the consulting for the City in regards to the East Park Commerce Center (EPCC). Ruekert-Mielke was asked to prepare a list of services that would need to be done in order to complete the next phase of development. Two items that were listed in this scope that need approval are the Water System Model Update for \$12,800.00 and Water System Study for \$20,800.00.

Most of the previous infrastructure was paid for through the Tax Increment District (TID). These two items are outside the scope of services for the City to cover payment on and are specific to the Water Department. The two items will determine how and where to create a second pressure zone in the City and where to potentially site a new water tower.

Joel explained that we do not want to be the party holding up development for the City.

This proposal is also going to the Finance Committee.

Motion made by Mae Nachman, seconded by Anna Haines to the Engineering Scope of Services with Ruekert-Mielke for an amount that is not to exceed \$33,600 for engineering related services in East Park Commerce Center(EPCC).

Ayes all. Nays none. Motion carried.

5. Water Supply and Distribution Reports - Eric Southworth

Eric stated pumpage is up in February due to the mill using more water. We are waiting on the screen for the test Well 12 to come in. It was supposed to be installed this week but it looks like it will be another week or two before that will be done.

Carl was questioning the Well 11 pumpage and the agreement that we have with the Town of Hull. Joel explained the agreement with the Town of Hull. Joel also explained the pumpage rotation of the wells in our system and stated we have no capacity issues.

6. Sewage Treatment Operations Report - Chris Lefebvre

Chris stated the WWTP met all DNR permit requirements for the month of February. Andritz has been onsite working on the dryer. They will be doing a final check to make sure we have no leaks either today or tomorrow and then we will be up and running and not having to do anymore sludge hauling.

Chris stated we currently have a local farmer that takes the finished product from dryer and land applies it as fertilizer. We have no trucking or disposal costs associated with this. It is paid for by the local farmer.

7. The award of contract 22-10 Utility Roofing Project, base bids 1 and 2 to Nick Michels & Sons, Inc. of Nekoosa, WI in an amount not to exceed \$295,794.95 including the allowable contingency of 15% - Joel Lemke

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve awarding of contract 22-10 Utility Roofing Project, base bids 1 and 2 to Nick Michels, Inc. of Nekoosa WI in an amount not to exceed \$295,794.95 including the allowable contingency of 15%.

Ayes all. Nays none. Motion carried.

8. Update and approval on digester #3 cover repair - Joel Lemke/Chris Lefebvre

Joel explained that this item was on the 2022 Capital Operations and Maintenance Plan and was listed with a zero dollar amount because we didn't have the details yet. We now know the scope of the project and feel we can get the entire project done for under \$20,000.

Staff is requesting permission to modify the 2022 Capital Operations and Maintenance Plan to include a \$20,000 dollar amount on the line item listed as "Digester 3 Cover Repair".

Motion made by Mae Nachman, seconded by Anna Haines to approve modifying the 2022 Capital Operations and Maintenance Plan to include a \$20,000 dollar amount on the line item listed as Digester 3 Cover Repair.

Ayes all. Nays none. Motion carried.

9. Construction and Maintenance Report - Craig Czaikowski

Craig stated the crew was working on the flooding that occurred last weekend. They discussed some problem areas that will require some small projects that will be completed in-house. They are also working on fire hydrant maintenance and getting ready for spring.

10. The award of contract 22-16 Fiber Optic Project. (Information to be provided at the meeting.) - Joel Lemke

This project is an addition to the Community Area Network. This project will construct facilities from our existing infrastructure toward facilities for the School District, Portage County and several spots for the City of Stevens Point.

All of the costs are billable outside of the CAN enterprise fund.

So we are requesting to award project 22-16, Fiber Optic Project, to Elexco Inc. of Seymour, Wisconsin in an amount not to exceed \$246,057.88, which includes the allowable contingency of 15%.

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve awarding project 22-16, Fiber Optic Project, to Elexco Inc. of Seymour, Wisconsin in an amount not to exceed \$246,057.88, which includes the allowable contingency of 15%.

Ayes all. Nays none. Motion carried.

11. Community Area Network Report - Joel Lemke

Nothing discussed.

12. Directors Report - Joel Lemke

Nothing discussed.

13. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:36pm

**City of Stevens Point
Airport Commission
March 14, 2022 - 12:37 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 26885705

MINUTES

Discussion and Possible Action on:

1. Roll Call.

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

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

2. Approval of Minutes

Motion made by Mae Nachman, seconded by Anna Haines to approve the February 14, 2022 meeting minutes of the Airport Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve the department claims for the month of February 2022 as audited and read.

Ayes all. Nays none. Motion carried.

4. Update on fence project - Jason Draheim/Joel Lemke

Jason stated they completed the grubbing and clearing around the Airport for the fence. They are starting to position equipment onsite to get started on construction.

5. Update on runway reconstruction - Jason Draheim/Joel Lemke

Joel stated the Finance Committee approved a sponsor only memo to make sure the runway project happens this year. This letter states that the City is responsible for project costs that are incurred prior to the State being funded for the project. Due to some state and federal timelines, the state couldn't award the runway project without

the sponsor memo because they hadn't received the grant dollars yet. A memorandum of understanding was developed with the general contractor stating that the project will not incur costs until the State is fully funded.

- 6. The award of contract 22-10 Utility Roofing Project, base bid 3 to Badger Coatings & Insulation, LLC of Rosholt, WI in an amount not to exceed \$8,970.00 including the allowable contingency of 15% - Jason Draheim/Joel Lemke**

Motion made by Carl Rasmussen, seconded by Ray Schmidt to approve awarding of contract 22-10 Utility Roofing Project, base bid 3 to Badger Coatings & Insulation, LLC of Rosholt, WI in an amount not to exceed \$8,970.00 including the allowable contingency of 15%.

Ayes all. Nays none. Motion carried.

- 7. Written/Verbal Report - Jason Draheim**

Jason stated it was a standard month operationally in February for the Airport.

- 8. Adjournment.**

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:46pm

**City of Stevens Point
Transportation Commission Meeting
March 14, 2022 - 4:45 PM**

Minutes

1. Roll Call.

Present: Chair - Nichole Lysne

Present via Zoom: Greg Koepel, Tom Bertram, Ald. Marc Christianson, Ald. Mary Kneebone, Vice Chair - Karalyn Peterson

Others: Talin Scheuermann, Joel Lemke, Tom Carroll

2. Approval of February 14, 2022 Transportation Commission minutes

Ald. Marc Christianson moved to approve the February 14, 2022 minutes. Ald. Mary Kneebone Seconded. Ayes all; Nays none; Motion carried.

3. Approval of the February 2022 financial/claims report

Ald. Mary Kneebone moved to approve the February financial/claims report. Tom Bertram. Ayes all; Nays none; Motion carried.

4. Approval of the Rural Route bid restructuring

Vice Chair - Karalyn Peterson made a motion to approve the proposed Rural Route bid restructuring. Ald. Mary Kneebone Seconded. Ayes all; Nays none; Motion carried.

5. Update from the Transportation Superintendent:

Passio Go - Working on installation hoping to go live by Summer 2022.

LNT route update - seeing improved ridership numbers with new adjusted schedule.

Staff update - Rural supervisor retirement looking to promote internally. Onboarding one transit driver and looking to hire one rural driver.

6. Adjournment.

Next meeting date April 11, 2022 4:45pm

Meeting adjourned at 5:16pm

PERSONNEL COMMITTEE
March 14, 2022 - 6:00 PM
Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

<https://us02web.zoom.us/j/84907310251?pwd=L3JJZHNyeXVvWHgxTm5VRW54YUliQT09>

Meeting ID: 849 0731 0251| Passcode: 967686

By Computer: ** URL **

By Phone: +1-312-626-6799 (US Chicago)

MINUTES

Discussion and Possible Action on:

1. Roll Call.

PRESENT: Chairperson Shorr; Alders Zarazua, Dalton, Christianson, Leek

OTHERS PRESENT: Alders Johnson, Kneebone, Keymer, Fishler, Slowinski, Morrow; City Attorney Beveridge; Clerk Yenter; Director(s) Kremer, Kernosky, Lemke, Beduhn; Chief Moody; Assistant Chief Kussow; Mark Kordus; Ron Carlson; Kevin Flatoff; Steve McKay; Fred Kalkofen; Dean Shuda; David Crueger; Tori Jennings; Karen Maddow (Daily Herald); HR Manager Jakusz

2. Initial Classification of Battalion Chief and Reclassification of Training Officer and Fire Marshal Related to a Reorganization at the Stevens Point Fire Department.

Motion by Alder Dalton, second by Alder Christianson to approve the initial classification of Battalion Chief and reclassification of Training Officer and Fire Marshal related to a reorganization at the Stevens Point Fire Department. Ayes all, nays none. Motion carried.

3. Request for Internal Promotion per Administrative Policy 2.06.

Motion by Alder Dalton, second by Alder Leek to approve the Internal Promotion per Administrative Policy 2.06. Ayes all, nays none. Motion carried.

4. Adjournment.

The meeting was adjourned at 6:04 p.m.

**CITY OF STEVENS POINT
PUBLIC POLICY AND GENERAL GOVERNMENT COMMITTEE MINUTES
March 14, 2022 - 6:05 PM**

**Community Room
933 Michigan Avenue, Stevens Point, WI**

**OR
Zoom Teleconferencing**

Minutes

1. Roll Call.

Present: Ald. Leek, Christianson, Keymer, Kneebone, Fishler.

Others

Present: Clerk Yenter; Accounting Clerk Pagel; Chief Moody;
Assistant Chief Kussow; H/R Manager Jakusz; Directors:
Beduhn, Lemke, Kernosky, Kremer; Attorney Beveridge;
Ald. Shorr, Zarazua, Johnson, Slowinski, Dalton, Morrow;
Neighborhood Improvement Coordinator Kordus; Ron
Carlson; Stephen Klein; Steve McKay; Fred Kalkofen;
Dean Shuda; David Crueger; Kevin Flatoff,
Corey Kealiher; Tori Jennings; Trevor Roark.

2. License List:

- A. Class “B” Beer License: Pallet & Planks at 1036 Main St, Stevens Point for license period beginning March 22, 2022.**
- B. Class “B” Beer License: Northward LLC at 4201 Main St, Stevens Point for license period beginning May 1, 2022.**
- C. Class “B” Beer/”Class B” Liquor License: Icon WI at 956 Main St, Stevens Point for license period beginning April 1, 2022.**
- D. Class “B” Beer/”Class B” Liquor License: Underground at 5110 Main St, Stevens Point for license period beginning March 22, 2022.**
- E. Temporary Class “B” Beer/”Class B” Wine License: North Central Conservancy Trust, Inc., 301 W Cedar St, Stevens Point for North Central Conservancy Trust Annual Dinner on September 22, 2022 at Bukolt Park, 100 Bukolt Avenue, Stevens Point, WI 54481.**
- F. Temporary Class “B” Beer/”Class B” Wine License: St. Joseph Parish, 1709 Wyatt Avenue, Stevens Point for Picnic 2022 on June 4, 2022 at 1709 Wyatt**

Ave, Stevens Point, WI 54481.

- G. Temporary Class “B” Beer/”Class B” Wine License: CREATE Portage County, PO Box 565, Stevens Point for Stevens Point PRIDE on June 11, 2022 at Pfiffner Pioneer Park.**
- H. Temporary Class “B” Beer/”Class B” Wine License: CREATE Portage County, PO Box 565, Stevens Point for Levitt AMP Stevens Point on June 2, 9, 16, 23, July 7, 14, 21, 28, and August 4, 2022 at Pfiffner Pioneer Park.**

Ald. Keymer moved, Ald. Fishler seconded to approve the license list.

Assistant Chief Kussow expressed no concerns.

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

3. Request to Hold Event/Street Closing:

- A. Horseshoes and Hand Grenades Concert on August 13, 2022 (New Event).**
- B. Levitt AMP Stevens Point on June 2, 2022; June 9, 2022; June 16, 2022; June 23, 2022; June 30, 2022; July 7, 2022; July 14, 2022; July 21, 2022; July 28, 2022; and August 4, 2022 (Recurring).**
- C. Paddle Quest from August 12, 2022 to August 14, 2022 (Recurring).**
- D. Riverfront Jazz Festival on September 3, 2022 and September 4, 2022 (Recurring).**
- E. Stevens Point Pride on June 11, 2022 (Recurring).**
- F. **Trivia Parade on April 8, 2022 (Recurring).**

Ald. Fishler moved, Ald. Christianson seconded, to approve the event/street closures list.

Assistant Chief Kussow communicated that the Police Department is requesting two contractual officers be present at the Stevens Point Pride event.

Ald. Fishler moved, Ald. Keymer seconded, to amend the motion to include the recommendation from the Police Department for two contractual officers for the Stevens Point Pride event.

Director Kremer called attention to the Horseshoes and Hand Grenades Concert and the new park location where it will be held.

Voice vote is on the amendment:

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

Voice vote on main motion:

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

4. Ordinance Amendment - 12.28 Special Event Permits.

Attorney Beveridge gave an overview of the proposed amendment.

Ald. Christianson moved, Ald. Keymer seconded, to approve Ordinance Amendment - 12.28 Special Event Permits.

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

5. Discussion only: Amendments to Chapter 21.08 – 21.19, Property Maintenance Code.

Director Kernosky gave an overview of the proposed amendments to Chapter 21.08 - 21.19 of the property maintenance code.

6. Adjournment.

Adjourned at 6:22 p.m.

CITY OF STEVENS POINT

FINANCE COMMITTEE AGENDA

March 14, 2022 - 6:25 PM

**Community Room
933 Michigan Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Meeting ID: 849 0731 0251 | Passcode: 967686

By Computer:

<https://us02web.zoom.us/j/84907310251?pwd=L3JJZHNyeXVvWHgxTm5VRW54YUliQT09>

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 Mayor Wiza; Clerk Yenter; Attorney Beveridge; Alderpersons:
PRESENT Christianson, Zarazua, Kneebone, Fishler, Fire Chief Moody; Assistant Police Chief Kussow; Directors: Beduhn, Kernosky, Kremer, Lemke; Tax Specialist Pagel, Ron Carlson; Kevin Flatoff; Tori Jennings; Trevor Roark, Dean Shuda, Mary McComb; Corey Kealiher; David Crueger; Fred Kalkofen; Steve McKay.

II. Discussion and Possible Action on:

2. Discussion and possible action on approving a Grant Transfer Development Agreement between the City of Stevens Point, Wisconsin Preservation Fund, Inc., and GenCap Danna Stevens Point 102, LLC.

Ald. Shorr **moved**, Ald. Morrow seconded, to approve the Grant Transfer Development Agreement between the City of Stevens Point, Wisconsin Preservation Fund, Inc., and GenCap Danna Stevens Point 102 LLC.

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

3. Discussion and possible action on approving additional capital project funding for improvements to the Donald Copps Municipal Pool.

Ald. Shorr **moved**, Ald. Dalton seconded, to approve the pool base bid and two alternatives to Badger Swimpools, Inc. in the amount of \$180,642 to be paid from unspent capital project funds from 2021.

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

4. Discussion and possible action on approving additional capital project funding for the 2022 sidewalk repair project.

Ald. Shorr **moved**, Ald. Dalton seconded, to approve additional funding of \$74,000 for the 2022 Sidewalk Project to be paid from unspent capital project funds from 2021.

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

5. Discussion and possible action on approving a request for additional capital project funding for airport runway improvements at the Stevens Point Municipal Airport-Mattson Field.

Ald. Dalton **moved**, Ald. Morrow seconded, to approve additional capital project funding for airport runway improvements at the Stevens Point Municipal Airport-Mattson Field in the amount of \$268,000.

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

6. Discussion and possible action on approving funding for the design of roads and other infrastructure within TIF District 9.

Ald. Shorr **moved**, Ald. Morrow seconded, to approve funding of \$251,800 for the design of roads and other infrastructure within TIF District 9 .

Kevin Flatoff, 2151 Ellis St, voiced his concerns regarding the timeline and costs of construction because of the possible ordinance/referendum.

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

7. Discussion and possible action on awarding the bid for improvements to the Fire Department Training Site.

Ald. Morrow **moved**, Ald. Dalton seconded, to award the bid for improvements to the Fire Department Training Site to Stuczynski Trucking and Excavating, Inc. not to exceed \$233,148.41.

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

8. Discussion and possible action on authorizing the Department of Public Works to apply for various infrastructure improvement grants related to the federal Infrastructure Investment and Jobs Act, including STP-Urban, STP-Local, and STP-Bridge.

Ald. Shorr **moved**, Ald. Dalton seconded, to authorize the Department of Public Works to apply for various infrastructure improvement grants related to the Federal Infrastructure Investment and Jobs Act, including STP-Urban, STP Local, and STP-Bridge.

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

9. Discussion and possible action on approving funding for engineering and design services related to various infrastructure grant applications.

Ald. Dalton **moved**, Ald. Morrow seconded, to approve funding for engineering and design services related to various infrastructure grant applications not to exceed \$100,000.

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

10. Discussion and possible action on approving a change order with AECOM related to additional hours for the Business 51 project.

Ald. Morrow **moved**, Ald. Dalton seconded, to approve the change order with AECOM related to additional hours for the Business 51 project not to exceed \$85,864.00.

Kevin Flatoff, 2151 Ellis St, briefly discussed his concerns regarding Business 51. He plans to follow up with Director Beduhn with additional questions as to what was revealed in AECOM meetings with stakeholders and businesses regarding Business 51.

Ron Carlson, 3356 Oak Ave, briefly discussed his concerns regarding payment timelines for AECOM. Director Beduhn explained that the additional funds are for time and materials. If the hours are not utilized, they would not be paid for.

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

11. Discussion and possible action on approval of claims paid.

Ald. Dalton **moved**, Ald. Shorr seconded, to approve the claims already paid in the amount of \$9,936,084.01.

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

III. Closing Items:

12. Adjournment.

Adjourned at 7:17pm.

COMPTROLLER-TREASURER REPORT
for the period ending December 31, 2021

	Bal December 1, 2021	Receipts	Disbursements	Bal December 31, 2021
GENERAL OPERATING CASH	\$1,929,556.41	\$27,857,791.24	\$23,267,200.01	\$6,520,147.64
UTILITIES & TRANSPORTATION (Cash and Investments)	\$11,299,904.80	\$4,513,771.58	\$2,074,593.50	\$13,739,082.88

INVESTMENTS	Bal December 1, 2021	TRANSFER IN	TRANSFER OUT	Bal December 31, 2021
GENERAL	\$24,226,574.21	\$9,113,689.53	\$0.00	\$33,340,263.74
SPECIAL REVENUE	\$820,085.70	\$0.00	\$0.00	\$820,085.70
DEBT SERVICE	\$18,474.02	\$17,646.46	\$0.00	\$36,120.48
CAPITAL PROJECTS	\$3,612,964.37	\$4,223,204.00	\$117,706.58	\$7,718,461.79
INTERNAL SERVICE	\$2,031,856.05	\$0.00	\$0.00	\$2,031,856.05
TRUST	\$3,453,081.77	<u>\$458,420.91</u>	<u>\$0.00</u>	\$3,911,502.68
TOTALS	<u>\$34,163,036.12</u>	<u>\$13,812,960.90</u>	<u>\$117,706.58</u>	<u>\$47,858,290.44</u>

EXPENDITURES:	BUDGET	YTD	%
GENERAL GOVT	\$4,018,922.00	\$4,024,641.35	100.14%
POLICE	\$5,653,446.00	\$5,543,825.86	98.06%
FIRE	\$5,567,003.00	\$5,391,782.14	96.85%
PUBLIC WORKS	\$6,290,108.00	\$5,926,525.53	94.22%
PARK & REC	\$2,023,093.00	\$1,989,978.93	98.36%
CAPITAL PROJECTS	\$6,288,000.00	\$6,647,051.60	105.71%
DEBT SERVICE	\$7,169,701.00	\$8,028,398.40	111.98%
YTD TARGET	100.00%		

REVENUES:	BUDGET	YTD	%
GENERAL	\$25,493,722.00	\$24,406,633.28	95.74%

RESOLUTION

[CONDITIONAL USE PERMIT – UNADDRESSED PARCELS OFF OF DOOLITTLE DRIVE – CONSTRUCT NINE DUPLEXES]

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, three unaddressed parcels off of Doolittle Drive (**Parcel ID's 281240827230109, 281240827230110 & 281240827230111**). Parcel ID 281240827230109 is described as LOT 1 CSM#8478-34- 8&A BNG PRT SWNW S27 T24 R8 .70A 859319, City of Stevens Point, Portage County, Wisconsin. Parcel ID 281240827230110 is described as LOT 2 CSM#8478-34- 8 BNG PRT SWNW S27 T24 R8 .70A 859319, City of Stevens Point, Portage County, Wisconsin. Parcel ID 281240827230111 is described as LOT 3 CSM#8478-34- 8 BNG PRT SWNW S27 T24 R8 .70A 859319, City of Stevens Point, Portage County, Wisconsin. This development is hereby granted a Conditional Use Permit to construct nine duplexes, subject to the following conditions:

1. Garbage collection shall be handled commercially and a trash receptable location shall be incorporated for the proposed development. Location and proper screening shall be reviewed by Planning staff.
2. A grading plan shall be provided, subject to the review and approval of Public Utilities staff.
3. The applicant shall meet DNR NOI requirements.
4. Separate water and sewer service shall be installed for each unit.
5. A utility easement shall be entered into for the City to operate valves on water service.
6. The three subject parcels shall be combined prior to the start of construction.
7. A landscaping plan shall be produced, subject to the review and approval of the Zoning Administrator.
8. Edging shall be provided along the southern extent of the turn-around loop.
9. An additional fire hydrant shall be installed to complement the proposed development, subject to the review and approval of the City Fire Marshal.
10. Privacy fencing shall be installed along the west lot line of the planned combined parcel, subject to the review and approval of Community Development staff.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: March 7, 2022
Adopted: March 21, 2022

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[CONDITIONAL USE PERMIT – EXTERIOR IMPROVEMENTS – BANNACH ELEMENTARY SCHOOL]

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 5400 Walter Street (**Parcel ID 281240826400303**) and described as L1 CSM#6208-23-31 EX OL1 CSM#6609-24-132 BNG PRT SW SE S26 T24 R8 18.37AC 277/501;452/428; 452/455;514/952 516/481; 757/28-30-ESMT;769253ESMT, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit to perform exterior improvements to Bannach Elementary School subject to the following conditions:

1. The intersection of Golla Road and Sandy Lane shall be a four-way stop. Stop sign installation for the bus drop-off location shall be reviewed by Public Works staff.
2. A multi-use path shall be constructed from the Walter Street-Sandy Lane intersection to the Golla Road-Sandy Lane intersection. The multi-use path shall be constructed in accordance with the Portage County Safe Routes to School Plan and applicable engineering best practices, subject to the review and approval of Public Works Staff.
3. The existing fire hydrant located at the intersection of Golla Road and Sandy Lane shall be relocated to the north. The proposed location shall be reviewed and approved by the City Fire Marshal.
4. A razing permit shall be obtained prior to razing the temporary classroom building.
5. The planned parking lot improvements shall meet applicable accessibility requirements as outlined by the Americans with Disabilities Act Accessibility Guidelines.
6. A building permit shall be obtained prior to the start of construction.
7. Staff shall have the ability to approve minor changes to the site plan.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: March 7, 2022
Adopted: March 21, 2022

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[AMENDMENT TO CONCEPTUAL PLAN – 1009 SECOND STREET – PLANNED DEVELOPMENT]

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 1009 Second Street (**Parcel ID 281240832200424**) and described as LOT 1 CSM#011596 DOC-883286 BNG PRT BLK 16 STRONGS, ELLIS & OTH IN GL1 & NENW S32 T24 R8 .537A 863412, City of Stevens Point, Portage County, Wisconsin, is hereby granted approval of an amended conceptual plan subject to the following approved deviations:

1. A zero-foot pavement setback shall be provided along the southern lot line, western lot line and the northern lot line between the principal structure and the property addressed as 1001 Second Street.
2. The cumulative size of wall signs shall be allowed to exceed the maximum 500 square feet that is allowed within the "B-2" District.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: March 7, 2021
Adopted: March 21, 2021

Drafted by: Adam Kuhn
Return to: City Clerk

RESOLUTION

[CONDITIONAL USE PERMIT – OPERATE A SENIOR LIVING FACILITY – UNADDRESSED PARCEL OFF OF SONGBIRD LANE]

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 an unaddressed parcel off of Songbird Lane **(Parcel ID 281240836220063)** and an unaddressed parcel off of Badger Avenue **(Parcel ID 281240836220042)**. Parcel ID 281240836220063 is described as Lot 2, CSM # 011456 DOC-871489 BNG PART LOT 5 PARKDALE SUB 4.510A 556322, City of Stevens Point, Portage County, Wisconsin. Parcel ID 281240836220042 is described as LOT 1 CSM#8637-35- 17 A & B BNG PRT NENW S36 T24 R8 559823-ANNEX 566817-AFF 672419, City of Stevens Point, Portage County, Wisconsin. The Common Council hereby grants a Conditional Use Permit to operate a senior living facility at the above properties.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: March 7, 2022
Adopted: March 21, 2022

Drafted by: Adam Kuhn
Return to: City Clerk



March 9, 2022

TO: Water and Sewerage Commission
RE: Award of project 22-10, Utility Roofing Project

Commissioners,

Our 2022 Capital Improvement and Operations Plan included roofing projects for water and wastewater facilities. Those bids have been opened and are summarized on the bid tabulation attached.

We have received a recommendation of award for these projects from our roofing resource (The Garland Company, Inc.) that coincides with staff recommendation. Our request for approval is as follows:

To award of project 22-10, Utility Roofing Project, base bids 1 and 2 to Nick Michels & Sons, Inc. of Nekoosa, WI in an amount not to exceed \$295,794.95 including the allowable contingency of 15%.

The dollar amount that will be part of the Water Department Capital is \$44,219 (\$50,852 with contingency).

The dollar amount that will be part of the wastewater Department Capital is \$212,994 (\$244,942.95 with contingency). This dollar amount is significantly higher than what appears on the Cap O&M because one of the roof projects was not included in the proposed capital number. The number on our proposed Cap O&M should have been \$220,000, but it was only \$120,000. If these projects are approved, we will modify the Cap O&M to reflect this change.

Thank you for your consideration.

Sincerely,

Joel Lemke
Director of Public Utilities

Bidding Contractor	Base Bid #1 -DAF and Blower Building Roof:			Base Bid #2 -Well #10 Building Roof:			Base Bid #3 -Airport Hanger Door:	Required Paperwork	Addendum Acknowledgment
	A	B	Total Bid (A & B)	A	B	Total Bid (A & B)	Lump Sum Bid		
ED Chase			Did Not Bid			Did Not Bid	Did not Bid		
Muza			Did Not Bid			Did Not Bid	Did not Bid		
Pioneer Roofing	\$196,682.00	\$71,510.00	\$268,192.00	\$58,792.00	\$10,938.00	\$69,730.00	\$44,997.00	yes	yes
Northern Roofing	\$189,300.00	\$65,600.00	\$254,900.00	\$16,187.00	\$55,443.00	\$71,630.00	Did not bid	yes	yes
Nick Michels & Sons	\$68,893.00	\$144,101.00	\$212,994.00	\$13,085.00	\$31,134.00	\$44,219.00	Did not bid	yes	Yes
Badger Coatings & Insulation			Did Not Bid			Did Not Bid	\$7,800.00	yes	yes



March 14, 2022

TO: Water and Sewerage Commission
RE: Award of project 22-16, Fiber Optic Project

Commissioners,

Last Friday (3/11/22) we publicly opened bids for the 2022 fiber optic project. This project will construct facilities from our existing infrastructure toward facilities for the School District, Portage County, and several spots for the City of Stevens Point.

Following this memo, you will find a recommendation from our consultants on this project, MC&E. We agree with the recommendation of MC&E and would like request the Commissions approval as follows:

To award project 22-16, Fiber Optic Project, to Elexco Inc. of Seymour, Wisconsin in an amount not to exceed \$246,057.88 which includes the allowable contingency of 15%.

All of the cost of this project is billable to entities outside of the CAN enterprise fund.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Joel Lemke". The signature is written in a cursive, flowing style.

Joel Lemke
Director of Public Utilities

March 14th, 2022



Mr. Joel Lemke – Public Utilities Director
City of Stevens Point
300 Bliss Ave.
Stevens Point, WI 54481

Subject: **City of Stevens Point 2022 Fiber Optic Project #22-16**

Bid Results Tabulation

	Holtger Bros., Inc.	TelCom Construction	Elenco	DeLuca & Tobin Cable Contractors Inc	MP Nexlevel, LLC
Portage County Transportation Building	\$ 190,970.10	\$ 199,180.11	\$ 126,716.68	\$ 235,092.08	\$ 262,389.25
Museum/Light Pole	\$ 38,397.90	\$ 13,960.64	\$ 14,120.26	\$ 11,704.00	\$ 21,711.76
Kennedy Elementary	\$ 57,323.74	\$ 45,087.68	\$ 30,912.62	\$ 37,802.38	\$ 49,961.35
Ruth Gilfry Building	\$ 16,884.95	\$ 11,529.91	\$ 8,635.98	\$ 11,975.21	\$ 11,670.37
City Garage	\$ 9,434.75	\$ 4,984.70	\$ 5,897.70	\$ 4,520.00	\$ 16,743.42
Transit Building	\$ 39,098.81	\$ 41,442.47	\$ 27,680.13	\$ 124,858.79	\$ 32,481.16
TOTALS	\$ 352,110.25	\$ 316,185.51	\$ 213,963.37	\$ 425,952.46	\$ 394,957.31
lump sum bid (before provisions page)	\$ 402,189.97	\$ 316,185.51	\$ 225,705.00	\$ 425,869.46	\$ 395,796.77
<i>Difference</i>	\$ (50,079.72)	\$ -	\$ (11,741.63)	\$ 83.00	\$ (839.46)
bid bond yes/no?	yes	yes	yes	yes	yes

Recommendation

MCE reviewed the Bid responses thoroughly and recommends that the Labor Award be made to the low bidder, Elenco, Inc., 423 Bronson Road, Seymour, WI 54165 for the amount of \$213,963.37. The amount recommended for award is based on the unit pricing and quantities in their bid and not the lump sum of \$225,705.00 as shown on page GSP-118 of Elenco's response. This results in a bid \$11,741.63 less than the lump sum bid amount. MCE believes that the Bidding Documents were clear that the units sheets were supposed to total the lump sum bid page. The MCE estimates for all the projects was \$286,832.08. Elenco's bid is \$72,868.71 less than the estimates. Additional conversations and clarifications with Elenco should be performed to discuss the discrepancies. MCE would recommend a contingency fund of 15% (\$32,094.51) of the total project be reserved to cover any unforeseen change orders that may arise given the current uncertainty of product pricing and availability.

Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in blue ink that reads 'Joel P. Mikulsky'.

Joel Mikulsky – Civil Engineering Technician
Multimedia Communications & Engineering, Inc.
O: (920) 301-7901
C: (920) 676-0494
E: jmikulsky@mcewi.com
W: www.mcewi.com

City of Stevens Point
Department of
Public Utilities &
Transportation



Joel C Lemke
Director
Phone: 715-345-5266
jlemke@stevenspoint.com

March 9, 2022

TO: Airport Commission
RE: Award of project 22-10, Utility Roofing Project (for door insulation)

Commissioners,

The Airport used a recent roofing project bid to include a needed door insulation project bid. This project is covered by previously approved CIP and is favorable to quotes that we've previously received for the same work.

The attached bid tab is the same as for the Utility Roofing project, but also has the Airport Hangar Door bid on it. Our recommendation for approval is as follows

To award of project 22-10, Utility Roofing Project, base bid 3 to Nick Michels & Sons, Inc. of Nekoosa, WI in an amount not to exceed \$8,970 including the allowable contingency of 15%.

Thank you for your consideration.

Best Regards,

A handwritten signature in black ink, appearing to read "Joel Lemke". The signature is fluid and cursive, with the first and last names being the most prominent parts.

Joel Lemke
Director

cc: Jason Draheim – Airport Manager

Bidding Contractor	Base Bid #1 -DAF and Blower Building Roof:			Base Bid #2 -Well #10 Building Roof:			Base Bid #3 -Airport Hanger Door:	Required Paperwork	Addendum Acknowledgment
	A	B	Total Bid (A & B)	A	B	Total Bid (A & B)	Lump Sum Bid		
ED Chase			Did Not Bid			Did Not Bid	Did not Bid		
Muza			Did Not Bid			Did Not Bid	Did not Bid		
Pioneer Roofing	\$196,682.00	\$71,510.00	\$268,192.00	\$58,792.00	\$10,938.00	\$69,730.00	\$44,997.00	yes	yes
Northern Roofing	\$189,300.00	\$65,600.00	\$254,900.00	\$16,187.00	\$55,443.00	\$71,630.00	Did not bid	yes	yes
Nick Michels & Sons	\$68,893.00	\$144,101.00	\$212,994.00	\$13,085.00	\$31,134.00	\$44,219.00	Did not bid	yes	Yes
Badger Coatings & Insulation			Did Not Bid			Did Not Bid	\$7,800.00	yes	yes

PRELIMINARY RESOLUTION

RESOLVED, by the Common Council of the City of Stevens Point, Wisconsin:

SECTION I. The Common Council of the City of Stevens Point hereby declares its intention to exercise its police power under Section 66.0703(1)(a), Wisconsin Statutes, to levy special assessments upon property within the following described area for special benefits conferred upon such property by improvement to such areas:

A. FOR INSTALLATION OF STORM SEWER LATERALS - PROJECT # 22-01.

- 1) All property fronting upon both sides of **Washington Avenue** from its intersection with Second Street to its intersection with Pulaski Place.
- 2) All property fronting upon both sides of **Portage Street** from its intersection with First Street to its intersection with Smith Street.
- 3) All property fronting upon both sides of **Third Street** from its intersection with Centerpoint Drive to its intersection with Fourth Avenue.
- 4) All property fronting upon both sides of **Meadow Street** from its intersection with Portage Street to its intersection with Fourth Avenue.
- 5) All property fronting upon both sides of **Smith Street** from its intersection with Centerpoint Drive to its intersection with Fourth Avenue.

SECTION II.

- A. The public improvement described in Section I.A shall include the installation of storm sewer laterals in said streets or portion thereof. The public improvement does not include installation of laterals between the right of way line and the house; this part of the lateral is located on private property and is not included in the assessment. The public improvement will terminate the lateral at the right of way line/property line.

SECTION III. The total amount assessed against the properties in the defined assessment district shall not exceed 100% of the cost of the improvement. The Common Council determines that the improvement constitutes an exercise of the police power and the amount assessed against each parcel shall be based on actual cost.

SECTION IV. The manner and method of payment will be determined in the final resolution.

SECTION V. The Board of Public Works will prepare a report which shall consist of:

- A. Preliminary Plans and specifications for the improvements.
- B. The estimated cost of the proposed improvements.
- C. Schedule of proposed assessments.

SECTION VI. When the report is completed, the Board of Public Works shall file a copy of the report with the City Clerk.

SECTION VII. Upon receiving the Report of the Board of Public Works, the Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed assessment district, the time and place at which the report may be inspected, and the time and place of the public hearing in the matters contained in the preliminary resolution and the report. This notice shall be published as a Class I notice and a copy shall be mailed, at least ten (10) days before the hearing to every interested party.

SECTION VIII. The hearing shall be held in the Community Room at the Stevens Point Police Department at a time set by the City Clerk in accordance with Section 66.0703(7)(a), Wisconsin Statutes.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: March 7, 2022
Adopted: March 21, 2022
Publish: March 25, 2022

City of Stevens Point
1515 Strong's Avenue
Stevens Point, WI 54481



Public Works

Engineering Department:
Phone: 715-346-1561
Fax: 715-346-1650

Streets Department:
Phone: 715-346-1537
Fax: 715-346-1687

March 17, 2022

To: Common Council

From: Scott Beduhn, Director of Public Works

Re: Request for differential pay to provide extended hours for street maintenance.

As you may be aware the City has recently taken ownership of an infrared patcher which was part of this year's capital budget. The patcher will allow City staff to make semi-permanent repairs that will last much longer than traditional pothole filling. Pothole filling still has its place within our arsenal of road repair and together the two will help extend the life of our roads.

To best address the maintenance of our roads and make the most out of both new and existing equipment we would like to establish an alternate workday shift to extend the hours of road maintenance and repair. To accomplish this I am requesting permission to offer a differential pay of \$1.00 per hour for those that would volunteer to work non-traditional hours. The goal is to establish two crews of two people each. One two-person crew will be assigned to the new infrared patcher and one to the traditional patcher. An alternate workday shift together with our traditional daytime work shift will allow the City to maximize the use of the equipment we have and address the many needs that our current roads have. The goal would be to become more proactive in how we address pavement failures to make more lasting repairs.

While we have operated alternate workday shifts before for short durations, the intent here is to establish a much longer alternate shift beginning as soon as the weather would permit and ending on June 30, 2022. The crew members would be selected based upon voluntary willingness and seniority. Therefore, I, along with staff and the Mayor feel an adjustment to compensation in the form of differential pay is appropriate for this limited term assignment.

This request would be for only this early as described above and the cost would be covered by our current Public Works budget. If warranted, we may seek this permission again in fall.

Please do not hesitate to contact me if you should have any questions.

Thank you.

Z:\90 - MEETINGS\2022 - MEETINGS\03 - March Meeting\Common Council\Memo - Street Repair Differential Pay.docx

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

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

SECTION I: That Section 12.28 of the Revised Municipal Code of the City of Stevens Point, Special Event Permits, is hereby **created** as follows:

12.28 SPECIAL EVENT PERMITS

(1) **PURPOSE.** Special events are community events such as parades on City streets, athletic events, charity walks and runs, music festivals, and other events that meet the definition in this chapter. Such events are allowed subject to the reasonable requirements of this chapter, City ordinances and of the policies and procedures of City departments. The Common Council finds such requirements necessary to promote the equitable and efficient use, and continued protection of limited public park and other lands, to allow for the efficient use of limited City staff resources through proper planning for such events, and to protect the public health, safety, and welfare.

(2) **DEFINITIONS.** In this ordinance:

(a) “Large Event” means a special event with an estimated attendance of 500 or more people.

(b) “Medium Event” means a special event with an estimated attendance of between 100 and 500 people.

(c) “Small Event” means a special event with an estimated attendance of less than 100 people.

(d) “Exempt Event” means any of the following:

- i. Special events sponsored by the City or veterans groups.
- ii. Elementary and secondary school events under the direction and supervision of school authorities.
- iii. Funeral processions.

(e) “Recurring Event” means a special event that occurs on multiple occasions within a calendar year, each of which is substantially similar in terms of location, expected attendance, and other factors relevant to the administration of this ordinance.

~~(e)~~(f) “Special event” is defined as follows:

- i. A special event shall mean a scheduled public gathering of persons, on City property and/or public right of way, which is open to the public and to which any of the following apply:
 1. Over 100 persons are expected to attend in a single day; or
 2. At which concessions are to be sold, such as food or beverages; or
 3. At which merchandise or other items are to be sold, such as clothing or crafts; or
 4. At which fireworks are to be discharged; or
 5. At which an entry fee or admission is charged for participation or inclusion; or
 6. At which over 2 half-barrels of fermented malt beverage or wine are to be present; or
 7. At which intoxicating liquor will be served; or
 8. Which will reasonably require, based on then existing City policies and procedures, the provision of City support services to accommodate the event on public property
- ii. A special event is open to the public at a predetermined location on public property, including but not limited to City parks, streets, and sidewalks. Events held solely on private property or public property not owned or managed by the City are not Special Events. The Saturday farmers market held on the Mathias Mitchell Public Square is not a Special Event.
- iii. Marches, public assemblies, and other events held primarily for the purpose of conducting activities protected by the First Amendment to the United States Constitution are not Special Events.

(3) APPLICATION AND PERMIT

- (a) **Permit required.** A Special Event shall have a special event permit. It is unlawful for a special event to take place without a special event permit. Any person who organizes, holds, operates, controls, or directs a Special Event for which a permit has not been issued shall be subject to the penalties identified in this Section. Recurring events may be permitted based upon a single application and permit which covers all instances of the event within a single calendar year.
- (b) **Filing of application.** Any person, group, organization, or association desiring to hold a Special Event shall file an application with the City Clerk's Office. Special Events requiring Common Council approval shall be filed at least 60 calendar days prior to the Special Event. For all other Special Events the application shall be filed at least 30 calendar days prior to the Special Event.

(c) **Contents of Application.** The application shall contain the following information:

- i. A completed application form, the contents of which shall be determined by the City Clerk's office and updated as needed from time to time.
- ii. An accurate map and layout of the proposed use of the public property requested.
- iii. A non-refundable application processing fee as indicated on the City of Stevens Point License and Permit Fee Schedule.

(d) **Approval or Denial of Permit.** Review and approval of special events permits shall occur as follows:

- i. **Common Council Approval.** Approval by the Common Council is required for any Special Event for which any of the following apply:
 1. At which 1,000 people or more are expected to attend.
 2. At which 6 or more half barrels of fermented malt beverage or wine are to be present or served over the duration of the event.
 3. At which alcohol will be served on the streets, sidewalks, alleys, or boulevards of the City.
 4. The event requires the closing of a street.
- ii. **Administrative Approval.** All special events not requiring Common Council approval may be reviewed and approved by City staff as follows:
 1. The City Clerk shall refer any incomplete applications back to the applicant to provide the missing information. The City Clerk shall provide completed applications to the Parks Director if the event involves any City Park; to the Public Works Director if the event involves the use of sidewalks, streets, or other public right of way; and to the Chief of Police for all medium and large events and events at which alcohol will be sold or provided to attendees. The City Clerk shall also refer completed applications to the Fire Chief or designee for a determination of whether the applicant would need to take measures to comply with any regulations or ordinances administered by the Fire Department.
 2. Permits may be approved, approved with conditions, or denied based upon physical availability of the requested event space, the limited availability of City staff whose services would be

needed in connection with the event, the compatibility of the proposed event with other users of the physical space where it will occur and other previously scheduled events, compliance with City ordinances and License and Permit Fee Schedule, potential damage to the proposed facility, the ability to follow health department food regulations, to protect public health, safety or welfare, or due to violation of this section, the Revised Municipal code, or applicable state or federal law. The City Clerk, Chief of Police, and Parks Director and/or Public Works Director, if applicable, must all approve an application for the permit to be issued. If the applicant has held one or more special events in the past, the history of such events may be considered in determining whether an application will be approved. Applications not requiring approval by the Common Council shall be either approved, approved with conditions, or denied within 15 business days of the filing of the application.

3. The applicant shall be required to meet with the City Clerk or Chief of Police or their designees to review the Special Event application for all first-time events, events with significant changes from the previous year's event, or for events which generated complaints or violated City ordinances when previously held. Such meeting may be conducted in person or remotely at the discretion of the relevant City staff.

(e) **Appeal of Permit Denials.** An administrative denial of a permit may be appealed to the Common Council and heard at their next regularly scheduled meeting, provided that the request for an appeal is received no later than 4:00P.M. on the Tuesday preceding such meeting. Any appeal requests received subsequent to that time shall be heard at the Common Council meeting held at the regularly scheduled time and date in the following month. Denials of permits by the Common Council or denials of appeals by the Common Council under this subsection shall not be reviewable by the Administrative Review Board under RMC 3.56.

(f) **Street Closures.** All events requiring street closures shall require approval by the Common Council for such closures. This includes events which are otherwise held solely on private property. This is including but not limited to running and walking events where the start and end location is on private property. Street closures shall be coordinated by the Police Department and, if necessary, Public Works Department and may be subject to additional fees for staff time as appropriate.

(g) **Fees.** No later than 10 days prior to the date of the special event, the applicant for a special event permit shall pay the appropriate fees for the City

services needed for the event as set forth in the License and Permit Fee Schedule no later than 10 days prior to the date of the special event. The City Clerk may establish reasonable fees for provision of additional City services requested by the applicant if such services are not set forth in the License and Permit Fee Schedule. Contractual police officers may be required by the Chief of Police if deemed necessary at the Chief's discretion due to the size of the event, location of the event, presence of alcohol, duration of the event, or other appropriate factors which would necessitate the presence of sworn officers. Approved permits shall be issued upon payment of appropriate fees. Additional fees may be imposed based upon other provisions of the Revised Municipal Code, including but not limited to alcohol licensing fees, or for use of City equipment or facilities, including but not limited to standard fees for use of City Parks facilities and buildings.

~~(g)~~(h) **Refunds.** Permit fee payments may be refunded, other than the non-refundable application fee, if an application for a special event permit is denied by the City Clerk or if notification of cancellation of a permitted special event is received by the City Clerk at least 10 working days prior to the scheduled event.

(4) **ALCOHOL SALES.** It is the responsibility of the special event permit holder to obtain the appropriate license for alcohol sales pursuant to RMC 12.14 if alcohol is to be provided at the special event in a manner that requires any type of licensing pursuant to Wis. Stats. Ch. 125. Such licensing is separate and distinct from any Special Events permit issued under this Section. The license holder shall, in addition to all other requirements of the law, the City liquor license, and this section, take reasonable steps to ensure that alcohol beverages are consumed only by persons who are of legal drinking age, and not by persons who are not of age or who are intoxicated. Reasonable steps shall include the use of wristbands to indicate individuals of legal drinking age, the use of clear cups to serve alcohol, the prohibition of consumption of alcohol by bartenders while on duty, prohibition of sales to anyone under 21 years of age even if accompanied by parent or guardian, and supervision of the area by security and staff personnel. Reasonable steps may also include, especially for larger or longer duration events, the use of barriers and fences to enclose the area where alcohol is to be consumed, and/or police services fee per the provisions contained in this Section. Failure to take reasonable steps and use them at all times when alcohol is sold is grounds for termination of the event, issuance of a City ordinance citation, or denial of an alcohol licensing or special events permit in the future.

(5) **CONTENTS OF PERMIT.** Each special events permit shall state the following information:

(a) The name, address, home and business telephone numbers of the person or organization named on the permit.

(b) A description of activity for which the permit has been issued.

- (c) The date, hours, and location for the special event.
- (d) The expiration time and date.
- (e) When possible, the estimated attendance for the special event.
- (f) Where applicable for parades, the minimum and maximum speeds, and maximum intervals of space to be maintained by units of a parade.
- (g) Portions of the streets that may be occupied by the special event.
- (h) Such other information as the City Clerk shall find necessary to the enforcement of this section.

(6) PERMIT REGULATIONS.

- (a) **City Not Liable.** The special event permit application shall contain a statement that: “To the fullest extent permitted by law, the applicant shall indemnify, hold harmless, and defend the City, its officers, directors, and employees, from all demands, judgments, losses and all suits at law or in equity, costs and expenses including reasonable attorney fees, for injury or death of any person or loss or damage to the property of any person, firm, organization or corporation, including both parties thereto and their employees, arising as a consequence of granting of the permit for such special event. Nothing contained herein shall waive the City’s rights and defenses under Section 893.80, Wis. Stats., or any subsequent amendments thereto.” No permit may be issued unless the applicant has agreed to the terms of this statement on the written application.

- (b) **Insurance.**

- i. Each applicant for a medium or large event, and any event requiring Common Council approval, shall furnish with the application fee submitted to the City Clerk a certificate of insurance written by a company licensed in the State of Wisconsin, approved by the City and covering any and all liability or obligations which may result from the operations by the applicant’s employees, agents, contractors or subcontractors, and including worker’s compensation coverage in accordance with Ch. 101, Wis. Stats. The certificate shall provide that the company will furnish the City with a 10-day written notice of cancellation, non-renewal or material change. The insurance shall be written in comprehensive form and shall protect the applicant and City against all claims arising from injuries to members of the public or damage to property of others arising out of any act or omission of the applicant, its employees, agents, contractors and subcontractors.

- ii. The policy of insurance shall provide minimum combined single bodily injury and property damage of \$1,000,000.00, or such other insurance as deemed to be adequate by the City Attorney.

(c) **No discrimination.** The special event permit application shall contain a statement that: “The applicant agrees that the sponsoring organization will not exclude any person from the public area described in the permit on the basis of membership in any protected class.” No permit may be issued unless the applicant has agreed to the terms of this statement on the written application.

(7) **PENALTY.** Any person violating any violation of this section, upon conviction, shall forfeit a maximum of \$500 and the costs and disbursements of such action, and in default of payment thereof be confined to the county jail for not more than 20 days, or until such forfeiture costs are paid.

SECTION II: This ordinance shall take effect upon passage and publication, as provided by law.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: March 10, 2022
Approved: March 21, 2022
Published: March 25, 2022



MEMORANDUM

To: Mayor Mike Wiza
Common Council

From: Ryan Kernosky, Director of Community Development 

Date: March 21, 2022

RE: **Land Use Restriction Agreement – GenCap Danna Stevens Point 102, LLC & City of Stevens Point, WI for the property at 1300 Maria Drive**

Members of the Common Council-

The attached Land Use Restriction Agreement between the City and GenCap Danna Stevens Point 102, LLC for the property at 1300 Maria Drive (Convent Redevelopment project). In short, the proposed agreement restricts the use of the property, requiring a minimum of 51 percent of the units be made available to households earning at or below 80 percent of median income. This requirement is imposed for a minimum of five years. It will be the City's responsibility to ensure that this agreement is adhered to.

Please note that this Land Use Restriction Agreement is outlined as part of Article II(B) of the Developer's Agreement approved by the Finance Committee on March 14, 2022.

Please review the document and let staff know if you have any additional questions or concerns. I recommend approval as presented.

www.stevenspoint.com

Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.

THIS LAND USE RESTRICTION AGREEMENT (“**Agreement**”) is made and entered into as of the ____ day of _____, 2022, by and between GenCap Danna Stevens Point 102, LLC, a Wisconsin limited liability company (“**Owner**”) in favor and for the benefit of City of Stevens Point, a Wisconsin municipal corporation (the “**City**”).

W I T N E S S E T H :

WHEREAS, Owner owns the real property legally described in Exhibit A which is attached hereto and incorporated herein by reference (the “**Property**”), and located at 1300 Maria Drive, City of Stevens Point, Portage County, Wisconsin upon which Owner will develop a 102 unit multifamily housing Project (the “**Project**”);

WHEREAS, City received a grant (the “**Grant**”) from the State of Wisconsin Department of Administration under the Community Development Block Grant Program as governed by 42 U.S.C. 5301, et seq. and under the regulations set forth in 24 Code of Federal Regulations Part 570.

After recording return to:

City of Stevens Point
City Clerk
1515 Strongs Avenue
Stevens Point, WI 54481

281240829240034

Parcel Identification Number(s)

WHEREAS, City, Owner and Wisconsin Preservation Fund, Inc. (“**WPF**”) have entered into a Developer’s Agreement dated on or about the date hereof (the “**Developer’s Agreement**”) pursuant to which City has agreed to provide Grant proceeds in the amount of \$915,000 to WPF and WPF has agreed to loan such proceeds to Owner for use in connection with the acquisition of the Property.

WHEREAS, the Developer’s Agreement requires and Owner agrees to restrict the use of the Property as hereinafter described:

NOW THEREFORE, in consideration of the premises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Owner hereby covenants and agrees as follows:

1. The Project consists of the development of one hundred two (102) housing units in Stevens Point, Wisconsin, at least 51% of which (53 units) (each, an “**Affordable Unit**”) shall be made available to households earning at or below 80% of area median income (“**AMI**”) published by the United States Department of Housing and Urban Development (“**HUD**”) for the area in which the Property is located, as adjusted for family size. The Gross Rent for Affordable Units shall not exceed 30% of the income limitation applicable to the persons or families of each such Affordable Unit; provided that the Imputed Income Limitation (as defined in Section 42(g)(2)(C) of the Internal Revenue Code of 1986, as amended (the “**Code**”)) shall apply to all Affordable Units. “**Gross Rent**” means the rental charge for an Affordable Unit including any utility allowance determined by HUD in accordance with Section 8 of the United States Housing Act of 1937 (42 U.S.C. 1437(f) (“**Section 8**”). Gross Rent does not include any subsidy payment under Section 8 or any comparable rental assistance program (with respect to such unit

or the tenant(s) thereof), nor does it include any fee for a basis of the low-income status of the tenant(s) of the unit by any governmental program of assistance (or by an organization described in Section 501(c)(3) of the Code and exempt from tax under Section 501(a) of the Code) if such program (or organization) provides assistance for rent and the amount of assistance provided for rent is not separable from the amount of assistance provided for supportive services. Gross Rent does not include any rental payment to the owner of a unit if the owner pays an equivalent amount to the Farmers Home Administration under Section 515 of the Housing Act of 1949 (42 U.S.C. 1485).

2. Subject to the provisions of Section 3 below, this Agreement and the restrictions described herein shall encumber the Property and remain in full force and effect for a period of five (5) years commencing on the Completion Date (as defined below) and shall automatically terminate (without any further action by City or Owner) on the fifth (5th) anniversary of the Completion Date (the "**Affordability Period**"). The date on which the construction and renovation of the Project is complete and a certificate of occupancy for the Project is received, is the "Completion Date".

3. Notwithstanding the foregoing, this Agreement will automatically terminate (without any further action by Owner or City) upon foreclosure or upon transfer of the Property in lieu of foreclosure, provided however, this Agreement shall revive according to the original terms if, during the Affordability Period, the owner of record before the foreclosure, or deed in lieu of foreclosure, or any entity that includes the former owner or those with whom the former owner has or had family or business ties, obtains an ownership interest in the Property.

4. If City becomes aware of a violation of any of the provisions hereof, it shall give immediate written notice thereof to Owner directing Owner to the remedy the violation within a reasonable specified period of time, which will be a minimum of 60 days. If any violation of this Agreement is not corrected to the satisfaction of the City within the period of time specified by the City in the notice described above, the City shall have the right, without further notice, to declare an event of default ("**Event of Default**") under this Agreement. Owner's investor members (collectively, "**Investor Member**") shall be given the opportunity to remedy any violation described herein on the same terms as the Owner, and any remedy tendered by the Investor Member shall be accepted or rejected by the City as if offered by Owner. During the occurrence of an Event of Default, the City shall have the right to apply to any court, state or federal, for specific performance of this Agreement or an injunction against any violation of this Agreement so as to correct noncompliance with this Agreement.

5. All notices to be given pursuant to this Agreement shall be in writing and shall be deemed given when mailed by certified or registered mail, return receipt requested, to the parties hereto at the addresses set forth below, or to such other place as a party may from time to time designate in writing.

If to Owner:	GenCap Danna Stevens Point 102, LLC c/o General Capital Management, Inc. 6938 N. Santa Monica Boulevard Fox Point, WI 53217 Attn: David Weiss
--------------	---

If to City:	City of Stevens Point 1515 Strong's Avenue Stevens Point, WI 54481 Attn: City Clerk
-------------	--

If to Investor Member: MCI Grove, LLC
c/o Merchants Capital Investments, LLC
410 Monon Boulevard, 5th Floor
Carmel, Indiana 46032
Attention: Julie Sharp

With Copy to: Frost Brown Todd LLC
400 West Market Street, Suite 3200
Louisville, Kentucky 40202
Attention: Amy Curry, Esq.

MPC WI Grove Apartments PCFd, LLC
3414 Peachtree Road, Suite 825
Atlanta, GA 30326
Attn: Steve LeClere

Barnes & Thornburg LLP
3475 Piedmont Road NE, Suite 1700
Atlanta, GA 30305
Attn: Sean C. Honeywill

6. This Agreement may be simultaneously executed in multiple counterparts, all of which shall constitute one and the same instrument and each of which shall be deemed to be an original.

[Signatures on Following Pages]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

GENCAP DANNA STEVENS POINT 102, LLC

BY GENCAP DANNA STEVENS POINT 102 MM, LLC,
Managing Member

BY GENERAL CAPITAL MANAGEMENT, INC.,
Manager

BY _____
David Weiss, Chief Executive Officer

STATE OF _____)
) SS
COUNTY OF _____)

This instrument was acknowledged before me on the ____ day of _____, 2022, by David Weiss, the chief executive officer of General Capital Management, Inc., the manager of GenCap Danna Stevens Point 102 MM, LLC, the managing member of GenCap Danna Stevens Point 102, LLC.

[SEAL]

* _____
Notary Public, State of _____
My Commission: _____

```
*print or type name here
```

CITY OF STEVENS POINT,
a Wisconsin municipal corporation

By: _____
Name: _____
Title: _____

STATE OF WISCONSIN)
) SS
COUNTY OF _____)

Personally came before me this ____ day of _____, 2022, the above named _____
_____ of City of Stevens Point, to me known to be the person who executed the foregoing
instrument and acknowledged the same.

[SEAL]

*

Notary Public, State of Wisconsin
My Commission: _____

*print or type name here

This instrument was drafted by:

Reinhart Boerner Van Deuren s.c.
1000 N. Water Street, Suite 1700
Milwaukee, WI 53202

Exhibit A

LEGAL DESCRIPTION

[To be Inserted]

Document Number

Collateral Assignment of
[DEVELOPMENT
AGREEMENT]

Document Title

Recording Area

Name and Return Address

Legal Services
Wisconsin Housing and Economic
Development Authority
P.O. Box 1728
Madison, Wisconsin 53701-1728

Parcel Identification Number (PIN)

See Exhibit A attached

This Instrument was drafted by:

Matthew D. Fortney, General Counsel
Wisconsin Housing and Economic Development Authority
201 West Washington Avenue, Suite 700
P.O. Box 1728
Madison, Wisconsin 53701-1728

Dev Deal No. 6154
HFA No. 53362

COLLATERAL ASSIGNMENT OF [DEVELOPMENT AGREEMENT]

This COLLATERAL ASSIGNMENT OF [DEVELOPMENT AGREEMENT] (the "**Assignment**") is made effective as of _____, by and between GENCAP DANNA STEVENS POINT 102, LLC, a Wisconsin limited liability company ("**Borrower**"), and WISCONSIN HOUSING AND ECONOMIC DEVELOPMENT AUTHORITY, a Wisconsin public body corporate and politic ("**Lender**"), and consented to by the CITY OF STEVENS POINT, WISCONSIN, a Wisconsin municipal corporation (the "**City**") (collectively, the "**Parties**," and each individually, a "**Party**").

RECITALS

WHEREAS, Borrower will be the owner of a 102-unit elderly and family rental housing development known as The Grove Apartments (the "**Project**"), located in the City of Stevens Point, Portage County, Wisconsin and more particularly described on Exhibit A attached hereto (the "**Mortgaged Property**");

WHEREAS, the City and the Borrower entered into the [DEVELOPMENT AGREEMENT] dated _____ (the "**Development Agreement**"), which governs aspects of the development of the Mortgaged Property and the City's provision of tax increment financing ("**TIF**") for the Project. A copy of the Development Agreement is attached hereto as Exhibit B;

WHEREAS, in connection with the TIF, Lender is making a loan to Borrower in the original principal amount of \$2,250,000.00; and

WHEREAS, as a condition of making the Loan, Lender is requiring that Borrower enter into this Assignment and that the City consent to this Assignment.

NOW THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. **Recitals.** The foregoing recitals are adopted by the Parties, incorporated herein by reference, and made a part of this Assignment.

2. **Assignment.** As a condition of Borrower obtaining the Loan, Borrower hereby assigns, grants, and conveys to Lender all of its rights, title, and interest under the Development Agreement, including, but not limited to, the right to receive the Monetary Obligation (as that term is defined in the Development Agreement) from the City, for collateral purposes. The Parties agree that such assignment is being done solely for the purpose of securing all payments and obligations of Borrower in relation to the Loan and all other obligations of Borrower for construction purposes or other purposes in relation to the Project or use of the Mortgaged Property, and that Lender will not exercise its rights under this Assignment unless Borrower is in default under the Loan Documents (as such term is defined in the Loan Agreement between Borrower and Lender and executed in connection with the Loan on the same date of this Assignment) and such default extends beyond any applicable notice and cure period, or Borrower is in default under the terms and conditions of the Development Agreement and such default extends beyond any applicable notice and cure period.

3. **Performance.** Borrower agrees to materially perform (a) all of its obligations under this Assignment; (b) all of its obligations under the Development Agreement; and (c) all of its obligations under the Loan Documents.

4. **Notice.** Borrower agrees that at no time shall it be in default under the terms and conditions of the Development Agreement, and in the event that Borrower shall be in default under the Development Agreement, or any default under the Development Agreement is about to take place, Borrower agrees to promptly notify Lender of such default or pending default. If Borrower is in default under the Development Agreement, the City shall notify Lender pursuant to Section 16 below. Borrower and Lender agree to notify the City of any default under any of the Loan Documents that extends beyond any applicable notice and cure period.

5. **Warranties and Representations by Borrower.** Borrower represents and warrants that as of the date of signing this Assignment:

(a) **Right to Assign.** Borrower has full right and approval from the City to assign the Development Agreement and the Monetary Obligation for collateral purposes.

(b) **No Prior Assignment.** Borrower has not previously sold, conveyed, assigned, encumbered, or otherwise disposed of any right under the Development Agreement or the Monetary Obligation prior to entering into this Assignment.

(c) **No Further Transfer.** Borrower will not sell, convey, assign, encumber, or otherwise dispose of any of its rights in the Development Agreement or the Monetary Obligation other than those issued in this Assignment.

6. **Lender's Right to Cure.** Lender shall have the right, but not the obligation, at any time upon a default by Borrower under this Assignment or the Development Agreement, which extends beyond any applicable notice and cure period, to perform Borrower's duties and receive Borrower's benefits under the Development Agreement with respect to the Mortgaged Property, all on the same terms and conditions as Borrower. Notwithstanding the foregoing, if a default by Borrower under the Development Agreement would necessitate Lender taking legal action to secure control of the Mortgaged Property in order to cure such default, Lender shall: (a) within the cure period provided in the Development Agreement, notify the City of its intent to cure such default; and (b) have 60 days from the date Lender receives notice of Borrower's default to commence such legal action; so long as Lender is expeditiously working to cure such default, the City shall not terminate the Development Agreement or otherwise take remedial action under the Development Agreement. After a default by Borrower that continues beyond any applicable notice and cure period, Lender may engage any agent or agents as Lender deems appropriate to carry out the terms and conditions of the Development Agreement.

7. **Lender's Right to Confer with the City.** Lender shall have the right at any time, even though no default may have occurred under this Assignment, the Development Agreement, or the Loan Documents, to confer with the City regarding Borrower's rights and obligations under the Development Agreement and the receipt of the Monetary Obligation from the City, including, without limitation, the certification of Project costs and determination whether, to the City's knowledge, any default has occurred or will soon occur with regard to Borrower's performance under the Development Agreement.

8. **Lender's Right to Receive Payments Directly from the City.** Lender shall have the right at any time, even though no default may have occurred under this Assignment, the Development Agreement, or the Loan Documents, to receive the Monetary Obligation (or any individual installment thereof) directly from the City, rather than from the Borrower. Notwithstanding the foregoing, all other terms and conditions set forth in the Development Agreement shall remain in full force and effect.

9. **City's Responsibilities.** Notwithstanding anything to the contrary, the City shall not be liable to Lender or Borrower for complying with Lender's instructions pertaining to the Monetary Obligation (or any individual installment thereof), even if Borrower notifies the City that Lender is not legally entitled to directly receive payments, unless City takes such action after it is served with an injunction, restraining order, or other legal process enjoining it from doing so, issued by a court of competent jurisdiction, and had a reasonable opportunity to act on the injunction, restraining order, or other legal process.

10. **Indemnification.** Borrower agrees to indemnify and hold harmless the City, its officers, officials, employees, and agents for, from, and against claims, liabilities, and expenses arising out of this Assignment. Notwithstanding anything to the contrary, the City's rights and obligations under the Development Agreement remain unchanged by this Assignment.

11. **Consent by City.** The City hereby consents to this Assignment so long as Lender does not exercise its rights to assume the Development Agreement or Monetary Obligation until such time as either: (a) Lender is notified of a default under this Assignment or under the Development Agreement, which is not cured within any applicable notice and cure period; or (b) Lender has declared an Event of Default under the Loan Documents, which is not cured within any applicable notice and cure period. Upon the occurrence and during the continuance of (a) or (b) in the preceding sentence, Lender shall have the right

and authority to assume all rights, duties and obligations of the Borrower under the Development Agreement, provided that Lender has cured any Borrower default under the Development Agreement and is not itself in default under the Development Agreement. Notwithstanding the foregoing, however, the City consents to the assignment of the Monetary Obligation to Lender immediately, and not only upon the occurrence and during the continuance of (a) or (b) set forth herein.

12. **Legal Expenses.** If any legal action or other proceeding between Lender and Borrower is brought for the enforcement of this Assignment, or because of an alleged or actual dispute, breach, default or misrepresentation between Lender and Borrower in connection with any provision of this Assignment, and Lender shall be successful in the enforcement of this Assignment, Lender shall be entitled to recover from Borrower reasonable attorneys' fees and other costs incurred in such action or proceeding in addition to any other relief to which it may be entitled.

13. **No Waiver.** The failure of Lender to insist upon any one or more instances of strict performance of any of the terms of this Assignment or to institute any action, including the rights and privileges granted to it shall not be construed as a waiver of such terms.

14. **Binding Effect.** This Assignment binds and inures to the benefit of the Parties and their respective successors and permitted assigns, as the case may be.

15. **Governing Law and Venue.** This Assignment has been negotiated and executed in the State of Wisconsin and shall be governed by and interpreted and construed in accordance with the laws of the State of Wisconsin. In the event of any dispute, the venue of any litigation shall be the Circuit Courts of Dane County, Wisconsin.

16. **Notice of Default.** Lender and City acknowledge that both have a mutual interest in the successful construction and operation of the Project, as contemplated in the Development Agreement and the Loan Documents. As such, upon a default by Borrower under the Development Agreement or under any of the Loan Documents, and prior to the City or Lender enforcing any remedy against Borrower that would have a material adverse effect on the City or Lender, City or Lender agree that: the City, in the case of a default under the Development Agreement, shall endeavor in good faith to notify Lender; and Lender, in the case of a default under the Loan Documents, shall endeavor in good faith to notify the City. The City and Lender shall then discuss the specifics of the default and the remedies that may be available to address the default in light of the relevant facts and circumstances. The City and Lender shall work together in good faith to salvage the intended purpose of the Project, which is the provision of affordable housing in the City of Milwaukee. Notwithstanding the foregoing, if the default under the Development Agreement precipitates the City stopping payments under the Development Agreement, the City's ability to do so shall not be limited consistent with the terms of the Development Agreement.

Notices of default shall be given to the City and Lender at the following addresses:

City:

With a Copy To:

Lender: Wisconsin Housing and Economic Development Authority
201 West Washington Avenue, Suite 700
Madison, WI 53703-2727
Attn: General Counsel

17. **Multiple Counterparts.** This Assignment may be simultaneously executed in multiple counterparts, all of which shall constitute one and the same instrument and each of which shall be deemed to be an original.

18. **Capitalized Terms.** Capitalized terms used but not defined in this Assignment shall have the meanings given to such terms in the Lender's Multifamily Mortgage, Assignment of Rents and Security Agreement securing the Loan or the Lender's Loan Agreement, both of even date herewith.

19. **Termination**. This Assignment shall terminate and be of no further force and effect upon repayment of the Loan or upon expiration of the Development Agreement, whichever is sooner.

[Signature Pages Follow.]

EACH PARTY ACKNOWLEDGES THAT THEY HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL OF THE PROVISIONS OF THIS ASSIGNMENT.

IN WITNESS HEREOF, the Parties have hereunto set their hands the day and year first above written.

BORROWER:

GENCAP DANNA STEVENS POINT 102, LLC
a Wisconsin limited liability company

By: GENCAP DANNA STEVENS POINT 102 MM, LLC
a Wisconsin limited liability company
Its Managing Member

By: GENERAL CAPITAL MANAGEMENT, INC.
a Wisconsin corporation
Its Manager

By: _____
David Weiss
Chief Executive Officer

STATE OF WISCONSIN)
) SS
COUNTY OF _____)

This Multifamily Mortgage, Assignment of Rents and Security Agreement (Construction Mortgage) was acknowledged before me on _____, 2022, by David Weiss, as Chief Executive Officer of General Capital Management, Inc., as Manager of GenCap Danna Stevens Point 102 MM, LLC, as Managing Member of GenCap Danna Stevens Point 102, LLC.

*

Notary Public, State of Wisconsin
My Commission expires: _____
*print name

DEV Deal No. 6154
HFA No. 53362

[Signatures continue next page.]

LENDER:

WISCONSIN HOUSING AND ECONOMIC
DEVELOPMENT AUTHORITY

By: _____
Matthew D. Fortney
General Counsel

STATE OF WISCONSIN)
) SS
COUNTY OF DANE)

This Collateral Assignment of Development Agreement was acknowledged before me on _____,
2022, by Matthew D. Fortney, as General Counsel of the Wisconsin Housing and Economic Development
Authority.

Ian Halwig
Notary Public, State of Wisconsin
My Commission expires: March 15, 2025

DEV Deal No. 6154
HFA No. 53362

[Signatures continue next page.]

CITY OF STEVENS POINT:

By: _____
_____, Mayor

By: _____
_____, City Clerk

STATE OF WISCONSIN)
) SS
COUNTY OF PORTAGE)

This Collateral Assignment of Development Agreement was acknowledged before me on _____ by _____, as Mayor of the City of Stevens Point, Wisconsin, and by _____, as City Clerk of the City of Stevens Point, Wisconsin.

*

Notary Public, State of Wisconsin
My Commission expires: _____
**print name*

DEV Deal No. 6154
HFA No. 53362

EXHIBIT A

Legal Description

EXHIBIT B

Copy of

[DEVELOPMENT AGREEMENT]

between the

City of Stevens Point, Wisconsin and Gencap Danna Stevens Point 102, LLC

See attached.



MEMORANDUM

To: Mayor Mike Wiza
Common Council

From: Ryan Kernosky, Director of Community Development 

Date: March 21, 2022

RE: Collateral Assignment of Development Agreement between GenCap Danna Stevens Point 102, LLC, the Wisconsin Housing and Economic Development Authority, and the City of Stevens Point for the property at 1300 Maria Drive

As part of the Development Agreement with GenCap Danna Stevens Point 102, LLC ("Developer") the City agreed to offer a Tax Increment Finance incentive of \$2,250,000.00, due upon occupancy permits being issued. The Developer is receiving a loan from the Wisconsin Housing and Economic Development Authority ("WHEDA") and is hoping to collateralize the City's TIF incentive as part of the WHEDA financing of the project.

The attached Collateral Assignment outlines the ability for the Developer to assign the TIF incentive to WHEDA, or for WHEDA to request payment directly from the City if necessary. As part of the Collateral Assignment, the Developer agrees to materially perform (a) all of its obligations under the Collateral Assignment, and all of its obligations under the Development Agreement from when the City negotiated the development.

The attached Collateral Assignment is a straight-forward document, and City staff would recommend approval as presented. Thank you.

www.stevenspoint.com

Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.

BID RECOMMENDATION

**PROJECT: CITY OF STEVENS POINT PARKS, RECREATION & FORESTRY DEPARTMENT
MEAD PARK- PICKLEBALL COURT CONVERSION PROJECT**

FROM: Rettler Corporation, Ross Rettler
TO: City of Stevens Point Parks, Recreation & Forestry Dept., Dan Kremer
DATE: February 17, 2022
RE: Bid Results – Contract ‘A’ – Mead Park Pickleball Court Conversion Project

Director Kremer;

The City of Stevens Point, Mead Park, Pickleball Court Conversion Project bids were opened on February 16th, 2022.

Bids for Contract ‘A’ Mead Park Pickleball Court Conversion Project were received from two (2) contractors. Bids were received from Upper Midwest Athletic Construction, Inc and Direct Management Company, Inc.

Qualifying Bids, for Contract ‘A’ Mead Park Pickleball Court Conversion Project – Base Bid are as follows:

<i>Upper Midwest Athletic Construction, Inc.</i>	<i>\$46,840.00</i>
<i>Direct Management Company, Inc.</i>	<i>\$119,144.84</i>

Upper Midwest Athletic Construction, Inc. is the recommended qualified low bidder for the Contract “A”, Base Bid of \$46,840.00. We are recommending a 10% contingency be maintained on this project. The recommended contractor has exhibited successful completion of similar past projects.

An alternate bid was solicited for installing a 10’x12’ Maintenance Gate that was not accepted by the City of Stevens Point. Rettler Corporation recommends the City of Stevens Point accept the base bid for the project as follows:

Contract “A” base bid	\$46,840.00
------------------------------	--------------------

Please contact us if you have questions concerning the bid results and recommendations.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ross Rettler', followed by a period.

Ross Rettler, PLA, ASLA
Partner

City of Stevens Point Parks, Recreation & Forestry Department
Mead Park - Pickleball Court Conversion
February 16, 2022 at 11:00 a.m.

CONTRACT "A"- GENERAL SITE CONSTRUCTION - BASE BID				Upper Midwest		Direct Management	
Item No.	Item Description	Units	Estimated Quantity	Unit Price	Extension	Unit Price	Extension
DEMOLITION / EARTHWORK / EROSION CONTROL							
1.	Mobilization	L.S.	1	\$2,000.00	\$2,000.00	\$12,150.00	\$12,150.00
2.	Sawcut & Remove Existing Net Posts	EACH	4	\$1,000.00	\$4,000.00	\$932.50	\$3,730.00
3.	Tennis Court Cleaning & Preparation	L.S.	1	\$4,550.00	\$4,550.00	\$14,920.00	\$14,920.00
4.	Crack Repair - Armor Patch	L.F.	290	\$22.00	\$6,380.00	\$101.74	\$29,504.60
5.	Pickleball Court Resurfacing	S.Y.	1,450	\$7.00	\$10,150.00	\$19.21	\$27,854.50
6.	Pickleball Court Striping	L.S.	1	\$3,600.00	\$3,600.00	\$9,972.00	\$9,972.00
7.	4', Black, Vinyl Coated Chain Link Fence (Driven)	L.F.	88	\$70.00	\$6,160.00	\$135.23	\$11,900.24
8.	4'H x 4"W, Black, Vinyl Coated Chain Link Fence Gate (Driven)	EACH	2	\$500.00	\$1,000.00	\$1,087.50	\$2,175.00
9.	Pickleball Net Post System	EACH	6	\$2,000.00	\$12,000.00	\$1,989.75	\$11,938.50
MISCELLANEOUS							
10.	In-Kind Donation	L.S.	(1)	\$3,000.00	-\$3,000.00	\$5,000.00	-\$5,000.00

TOTAL CONTRACT "A" - General Site Construction - BASE BID

\$46,840.00

\$119,144.84

as written **\$129,147.00**

CONTRACT "A-Alternate 1" - 12' Service Gate Addition			Quantity	Unit Price	Extension	Unit Price	Extension
1.	10'H x 12' Wide, Galvanized, Service Gate (Concrete Footings)	EACH	1	\$4,900.00	\$4,900.00	\$11,500.00	\$11,500.00

TOTAL CONTRACT "A-Alternate 1" - 12' Service Gate Addition

\$4,900.00

\$11,500.00



Memo

TO: Parks Commission

FROM: Dan Kremer, Director of Parks, Recreation, Forestry

DATE: February 25, 2022

RE: Award of Mead Park Pickleball Court Project

Two bids were opened for the Mead Park pickleball court project on February 16. The bid tab and bid recommendation letter from Rettler Corporation is included with this memo for review.

The City's capital budget included \$15,000 in capital budget funding and the remaining amount to be from the City's Park fees in lieu of park land fund. The low bid amount being recommended for approval is \$46,840.

Total anticipated project expense including design, bidding, construction and contingency is \$58,524; this amount will require \$43,524 in funding from the park fees in lieu of park land fund.

Recommendation

Award the Mead Park pickleball project base bid to Upper Midwest Athletic Construction in the amount of \$51,524. This amount includes a 10% contingency.



Memo

TO: Parks Commission and Finance Committee

FROM: Dan Kremer, Director of Parks, Recreation, Forestry

DATE: February 25, 2022

RE: Award of Donald Copps Municipal Pool Replastering Project

The 2022 capital budget includes \$150,000 to replaster the main pool in 2022 and a \$60,000 placeholder to replaster the wading and slide pools in 2023. Bids were opened on February 28 for the replastering of the main pool. Alternate bid items were included to determine the costs to replaster the wading and slide pools at that same time. Two bids were received and the bid tab is included with this memo.

The low bid to complete all three pool wells in 2022 is \$172,040 which is \$22,040 above the 2022 budget amount (\$150,000) to perform the large pool well alone. Staff reviewed the bid tabulation with Comptroller Ladick and Mayor Wiza to determine if cost savings would be observed if all three pool wells can be performed in 2023. With the raising labor costs and product costs in the future, costs are likely to increase if the wading pool and slide pool are rebid in 2023. Additionally, by reallocated these additional dollars now, the \$60,000 pool replastering request that is place held for 2023 can be removed from the 2023 capital budget.

Recommendation

Award the pool replastering base bid and two alternates to Badger Swimpools, Inc. in the amount of \$180,642 which includes a 5% contingency. Comptroller Ladick will present the identified sourcing of the additional funds at the March finance committee meeting.

2022 Stevens Point Municipal Pool Replaster Project (#8113424)

Owner: Stevens Point WI, City of

Solicitor: Stevens Point WI, City of

02/22/2022 11:00 AM CST

Section Title	Line Item	Item Code	Item Descr	UofM	Quantity	Engineer Estimate Unit Price	Extension	Global Specialty Contractors Inc Unit Price	Extension	Badger Swimpools, Inc. Unit Price	Extension
2022 Municipal Pool Replaster - Base Bid							\$0.00		\$111,000.00		\$132,400.00
	1	1.1	Lap Pool: C LS		1			\$23,000.00	\$23,000.00	\$17,100.00	\$17,100.00
	2	1.2	Lap Pool: V LS		1			\$5,000.00	\$5,000.00	\$3,300.00	\$3,300.00
	3	1.3	Lap Pool: A LS		1			\$14,000.00	\$14,000.00	\$2,000.00	\$2,000.00
	4	1.4	Lap Pool: A LS		1			\$69,000.00	\$69,000.00	\$110,000.00	\$110,000.00
2022 Municipal Pool Replaster - Alternate #1 Bid							\$0.00		\$50,100.00		\$21,700.00
	5	2.1	Wading Po LS		1			\$16,000.00	\$16,000.00	\$3,400.00	\$3,400.00
	6	2.2	Wading Po LS		1			\$5,100.00	\$5,100.00	\$1,000.00	\$1,000.00
	7	2.3	Wading Po LS		1			\$7,000.00	\$7,000.00	\$1,000.00	\$1,000.00
	8	2.4	Wading Po LS		1			\$22,000.00	\$22,000.00	\$16,300.00	\$16,300.00
2022 Municipal Pool Replaster - Alternate #2 Bid							\$0.00		\$38,377.00		\$17,940.00
	9	3.1	Plunge Poc LS		1			\$13,000.00	\$13,000.00	\$2,600.00	\$2,600.00
	10	3.2	Plunge Poc LS		1			\$2,600.00	\$2,600.00	\$940.00	\$940.00
	11	3.3	Plunge Poc LS		1			\$4,000.00	\$4,000.00	\$1,400.00	\$1,400.00
	12	3.4	Plunge Poc LS		1			\$18,777.00	\$18,777.00	\$13,000.00	\$13,000.00

From: Allison C. De Franze <acd@cvmic.com>
Sent: Tuesday, March 15, 2022 12:23 PM
To: Lisa Jakusz
Cc: Corey Ladick
Subject: [External] Richard Wanta v City of Stevens Point

Hi Lisa,

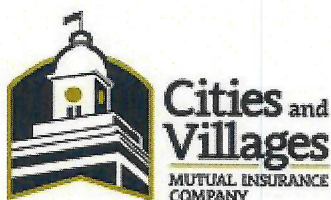
I am in receipt of the above claim that has been filed by Richard Wanta against the City of Stevens Point in the amount of \$2,700 for damages to the Mr. Wanta's garage floor. Mr. Wanta has indicated that his garage floor, which was already cracked, cracked more as a result of vibrations from the City re-paving the alley approximately 20 feet away. As you are aware, the damages claimed by Mr. Wanta are within the City's self-insured retention and should the city decide to settle this claim, any settlement would be within your retention and payment would come from the City.

After reviewing submitted documents, it is my opinion that that there is no proof that Mr. Wanta's garage floor crack became worse due to the vibrations of City machinery repaving the alley twenty feet away. It is my understanding that the alley re-paving was done properly, and because the alley is in the city right of way, the City had the right to re-pave the alley.

Additionally, it is my opinion that the City is immune from liability under Wis. Stat. 893.80(4), which provides immunity to municipalities for discretionary actions. The fact that the City chose to re-pave the alley, and how they re-paved the alley are discretionary decisions and therefore the city would be immune from liability.

Finally, Mr. Wanta has not met the burden of proof in this matter. The burden of proof rests with Mr. Wanta to prove that his damages occurred as a result of the City's negligent actions. Since there is no proof of any negligence on the part of the City, it would be my recommendation that this claim be denied.

Should you have further questions regarding this matter, please feel free to contact me.



9898 W. Bluemound Road
Wauwatosa, WI 53226

Allison C. De Franze

Liability Claims Manager

tel: (414) 831-5989

office: (262) 784-5666 (ext 189)

email: acd@cvmic.com

web: cvmic.com

fax: (262) 784-5599

This communication along with any attachments is intended only for the use of the individual or entity to which it was addressed. It may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you received this communication in error, please notify the original sender immediately by telephone or return e-mail and delete this message along with any attachments from your computer and destroy any printed copies. **Thank you.**

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

CITY OF
STEVENS POINT
NOTICE OF CLAIM

RECEIVED

OCT 19 2021

CITY CLERKS
OFFICE

Name: RICHARD WANTA

Incident/Accident Information

Address: 2417 ELLIS ST.
STEVENS POINT, WI 54481

Date: WEEK OF SEPT 13
Time: MID - DAY - NO EXACT TIME
NOTICED DAMAGE LATER

Phone: 715-341-5112

Location: 2417 ELLIS - IN THE ALLEY

CIRCUMSTANCES OF CLAIM

In the space below briefly describe the circumstances of your claim. (Attach additional sheets, if necessary) For auto damage, attach a copy of the policy report (if any), a diagram of the accident scene indicating north, south, east or west corners if the accident occurred at an intersection. For bodily injury, indicate nature of injury and whether or not medical attention was sought along with the name of medical care provider. Also identify any witnesses to the accident/incident.

WHEN USING THE COMPACTOR WHEN THE ROAD MATERIAL WAS
ADDED, THE VIBRATION CAUSED THE GARAGE FLOOR TO HEAVE
UP DOWN THE MIDDLE WHERE THERE WAS A SMALL CRACK.
NOW IT IS A LARGE TRIPPING EDGE. THE CONCRETE IS
UNEVEN.

Signed: Richard Wanta Date: 10/19/2021

CLAIM

(NOTE: you are not required to make a claim at this time. As long as you have the filed the above Notice of Claim you may file a claim with the City at any time consistent with the applicable statute of limitations. However, in order for the City to formally accept or deny your claim at this time, the following claim must be completed and signed.)

The undersigned hereby makes a claim against the City of Stevens Point arising out of the circumstances described above in the amount of \$ 2700.00 + (9500.00) if heat is needed

To process this claim it is necessary to detail all damages being sought. COPY OF REPAIR
ESTIMATE IS ENCLOSED

Signed: Richard Wanta Date: 10/19/2021

Address: 2417 ELLIS ST
STEVENS POINT, WI 54481



Date: 10/15/2021
Dick Wanta
2417 Ellis Street
Stevens Point, WI
Wanta Concrete Work
715.340.0131
rbwpew@charter.net

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

Garage Floor Patch:

\$2,700.00

- Sawcut, demo, and haul off existing garage floor.
- Pour garage patch, 4" thick, w/fiber, Trowel Finish, 4000psi concrete. (Approx. 18' x 4' = 72 Sq. Ft.)
- Sawcut control joints.

Heating Allowance:

\$500.00

Clarifications:

- Pricing is valid for 90 days.
- Concrete will be broom finished with no color unless noted otherwise.
- Sealing is not included.

General Notes:

- Alchemy warrants all products to the same level as the manufacturer. (Including but not limited to color variation between pours)
- Unknown/underground elements that require time/materials will be billed accordingly.
- Unless otherwise specified landscape repair by others.
- Unless otherwise specified sprinkler repair by others.
- Unless otherwise specified siding removal and repair by others.
- Alchemy has permission to use images of the project in promotional material.

Payment terms: Just prior to work beginning a payment equaling 50% of the original invoice is required. The remaining balance will be invoiced with payment due 10 business days from invoice date.

Interest: 1.5% Monthly Finance Charge After 15 Days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date: _____



MEMORANDUM

To: City Plan Commission

From: Ryan Kernosky, Director of Community Development 

Date: March 7, 2022

RE: **Electric Vehicle Infrastructure Economic Development Guide**

Background: At the request of the Mayor Wiza, City staff was instructed to put together a policy document that requires Electric Vehicle infrastructure in private projects that include tax increment finance dollars. As such, the attached document outlines the goal of the policy document, identifies existing EV infrastructure and future planning considerations, and the public funding for private development requirements.

The proposed policy identifies the types of uses that would require EV infrastructure and the level of infrastructure needed, as outlined below:

Table 1: Required EV Infrastructure for TIF Funded Projects

USE	EV INFRASTRUCTURE LEVEL	# OF STALLS
MID-DENSITY RESIDENTIAL	Level 1 AND Level 2	See table 2
HIGH DENSITY RESIDENTIAL & MIXED-USE	Exclusively Level 2	See table 2
COMMERCIAL/OFFICE/MANUFACTURING	Exclusively Level 2	See table 2

Based upon the number of parking stalls in a proposed development with TIF incentives, the development would have to include a specific number of EV charging stations. Please note that if a municipal parking lot is within the TIF, the City may require that the developer pay for such infrastructure to be installed in the municipal parking lot. If the infrastructure is installed on a private parking lot, proper easements and agreements need to be in place for public usage. The total number of stalls required is on the next page.

www.stevenspoint.com

Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.

Table 2: Minimum Required EV Infrastructure based on Parking Stalls

NUMBER OF PARKING STALLS	MINIMUM ELECTRIC VEHICLE CHARGING SPACES	
	Multiple-Family Residential Uses & Mixed Uses	Non-Residential Uses
0-5	0	0
6-25	1	1
26-50	2	3
51-75	3	5
76-100	4	8
101+	5% of total stalls provided	10% of total stalls provided

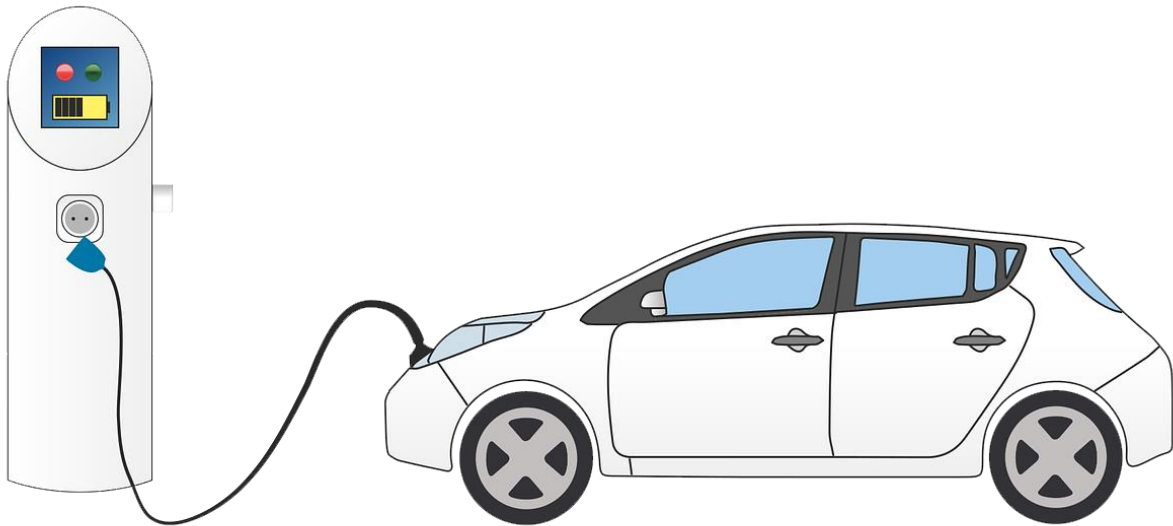
There is the ability for the Council to choose to exempt EV infrastructure requirements as part of the policy document.

Please review the attached policy document and reach out to staff with any additional questions or concerns.

Thank you.

Electric Vehicle Infrastructure Economic Development Guide

Leveraging public funds for EV infrastructure in private development



Prepared by:
City of Stevens Point, Wisconsin
Department of Community Development
Ryan J. Kernosky, Director
Adam Kuhn, Associate Planner
715-346-1567
CommunityDevelopment@stevenspoint.com

Project Date 03/2022

Background

Electric Vehicles (EV) are becoming more common place in the United States, Wisconsin, and locally. It is expected that by 2030, nearly 19 million EVs may be on the road in the United States, representing a market share of 10 percent¹. As part of the changing trends, the City of Stevens Point is seeking to take a proactive approach in addressing future EV infrastructure needs, especially when public funds are utilized for private development through tax increment financing.

This document is designed to be a guiding policy document for EV infrastructure in the City of Stevens Point, with one main goal:

“To increase the number of, and level of, electric vehicle charging infrastructure throughout the City of Stevens Point through the use of public funds for private developments.”

Strategic location placement for EV infrastructure is critically important. Serious consideration needs to be given to ensuring the public has full access to EV infrastructure, especially as the City invests public funds in this critical infrastructure. It is recommended that the City adopt a planning document to ensure that future EV infrastructure is properly planned for and appropriately placed.

This document is a policy guidebook, meant to guide developers and City staff towards a more sustainable future in which EVs are a central part of our transportation infrastructure. By leveraging public funding for projects to include EV infrastructure, the City is planning for our future.

Existing EV Infrastructure & Future Planning Considerations

The City of Stevens Point has existing EV infrastructure within the community. Several Level 1 and Level 2 chargers exist as of the project date of this policy document.

Level 1 chargers utilize a common 120-volt household outlet and can charge an EV between 3 and 5 miles every hour². Level 1 chargers are common in residential homes and apartment complexes throughout the United States, but typically do not charge fast enough for a traveler. Battery sizes in full EV's are larger, so Level 1 chargers should be utilized for hybrid vehicles.

Level 2 chargers are considered more commonplace for daily EV charging, and can charge between 12 and 80 miles per hours of charge. Level 2 chargers are commonplace in residential homes, apartment complexes, and offices/shopping

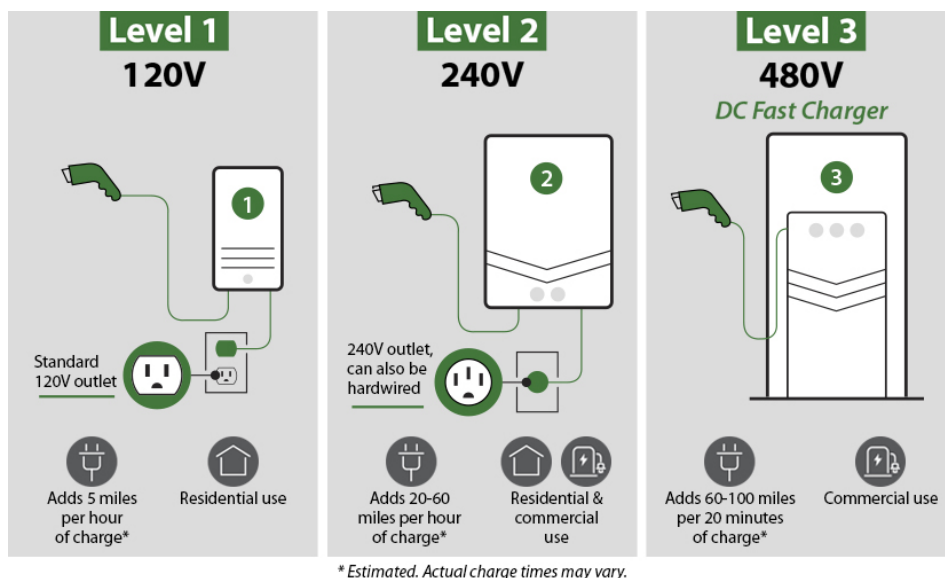
¹

<https://www.energystar.gov/sites/default/files/asset/document/Comm%20Buildings%20and%20EV%20Charging.pdf>

² <https://www.forbes.com/wheels/advice/ev-charging-levels/>

centers, and can be utilized by travelers seeking to charge their vehicle. Level 2 chargers do require 100-amp 240 volt dedicated circuit.

Level 3 chargers are considered the fastest type of charger for travelers and can charge between 3 and 20 miles per minute of charge. Level 3 chargers utilize direct current voltage, as opposed to Level 1 and 2 chargers that utilize alternating current voltage to provide electricity to the EV. Level 3 chargers are expensive to install and are not commonplace in residential, apartment, or commercial districts. Level 3 chargers are typically found along major interstate highways and are clustered for a traveler seeking to recharge their EV quickly.



Source 1: <https://www.cenhud.com/en/my-energy/electric-vehicles/how-to-charge/>

The existing infrastructure identified below is considered available to the public. Private or 'guest only' infrastructure is not included in this table.

Charger Level	Charger Type	Address
Level 1	NEMA520 1 unit	Kwik Trip #691 1600 Maria Drive Stevens Point, WI 54481
Level 1	NEMA520 1 unit	Kwik Trip #863 5311 Old Hwy 18 Stevens Point, WI 54482
Level 1	NEMA520 1 unit	Kwik Trip #183 3258 Church Street Stevens Point, WI 54481
Level 1	Wall Plug 1 unit	Stevens Point Auto Center 3733 Stanley Street Stevens Point, WI 54481
Level 2	J1772 2 units	UWSP Lot T 2116 4 th Avenue Stevens Point, WI 54481

Level 2	J1772 2 units	UWSP Lot Y 1730 Portage Street Stevens Point, WI 54481
Level 2	J1772 4 units	Mid-State Technical College 1001 Center Point Drive Stevens Point, WI 54481
Level 2	J1772 2 units	Schmeeckle Reserve 2419 Northpoint Drive Stevens Point, WI 54481
Level 2	J1772 1 unit	Stevens Point Nissan 301 Green Avenue Stevens Point, WI 54481
Level 2	J1772 1 unit	Stevens Point Auto Center 3733 Stanley Street Stevens Point, WI 54481
Level 2	Tesla Chargers 2 units	Municipal Lot #7 1440 Third Street Stevens Point, WI 54481

New infrastructure should be considered depending on the location and accessibility. Special focus on ARPA infrastructure grant funding has been for new EV infrastructure within one mile of major highway systems. Figure 1 identifies areas within one mile of Interstate 39/Hwy 51 and Hwy 10, and includes existing TIF districts. TIF districts 5, 7, 8, 9, 11 fall within the one mile radius and should be a focus while negotiating public funds in private developments to include EV infrastructure.

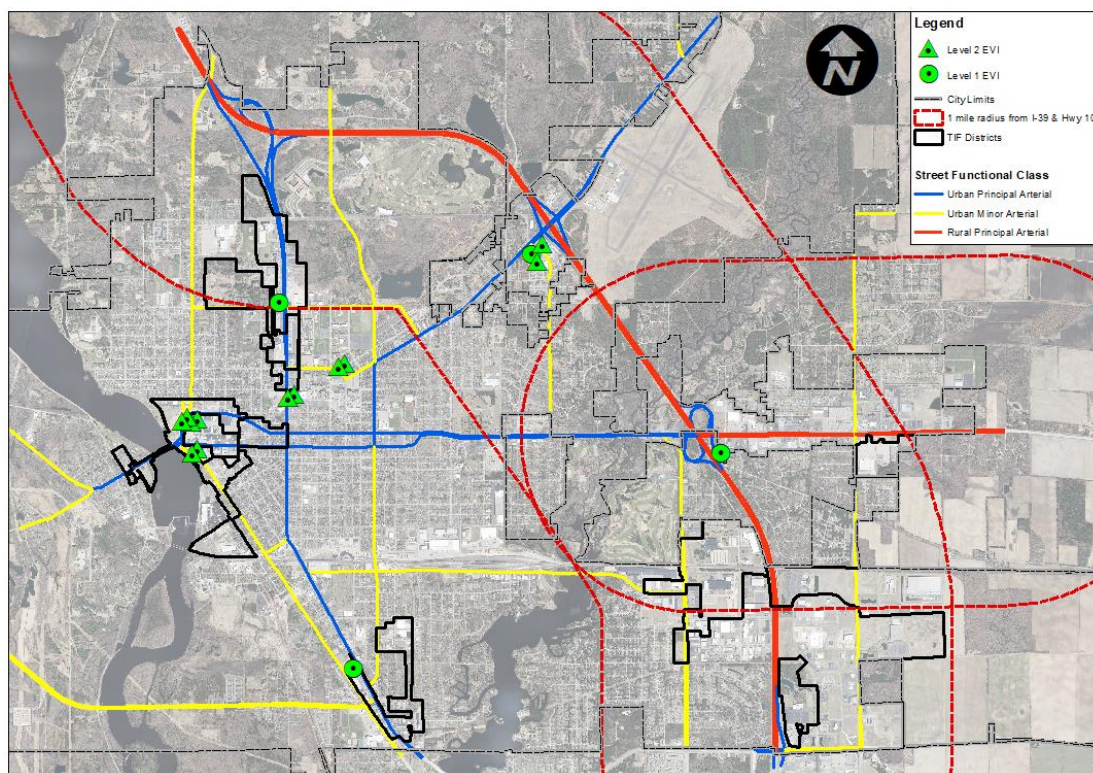
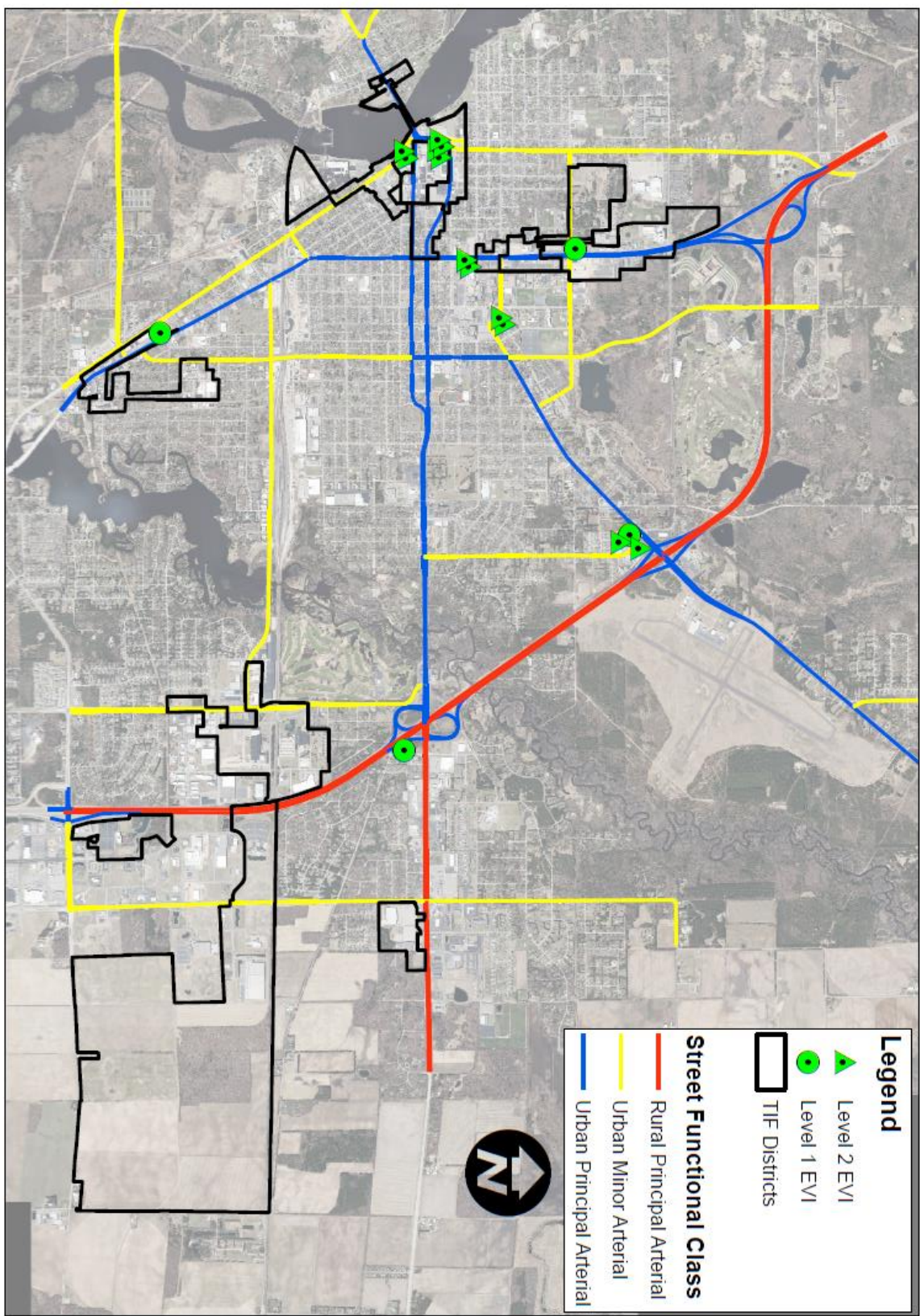


Figure 1 Map of 1 Mile Radius around Major Roadways

Existing EV Infrastructure with TIF Districts



Public Funding for Private Development

Economic development efforts often require the City to leverage tax increment finance (TIF) incentives to developers to justify the “but for” clause in large projects. These projects include various mixed-use developments, downtown redevelopment efforts, and large-business incentives. Because of the strategic location of these projects, namely in the downtown area and near heavily trafficked corridors (US-51/I-39 and Hwy-10), the City’s approach to incentives, especially ‘up front incentive’ shall include the need for EV infrastructure in new projects. The type of EV infrastructure shall be determined based upon the use of the development and the number of units shall be determined by the number of parking stalls as outlined below.

Table 1: Required EV Infrastructure for TIF Funded Projects

USE	EV INFRASTRUCTURE LEVEL	# OF STALLS
MID-DENSITY RESIDENTIAL	Level 1 AND Level 2	See table 2
HIGH DENSITY RESIDENTIAL & MIXED-USE	Exclusively Level 2	See table 2
COMMERCIAL/OFFICE/MANUFACTURING	Exclusively Level 2	See table 2

Table 2: Minimum Required EV Infrastructure based on Parking Stalls

NUMBER OF PARKING STALLS	MINIMUM ELECTRIC VEHICLE CHARGING SPACES	
	Multiple-Family Residential Uses & Mixed Uses	Non-Residential Uses
0-5	0	0
6-25	1	1
26-50	2	3
51-75	3	5
76-100	4	8
101+	5% of total stalls provided	10% of total stalls provided

EV infrastructure should be developed in public spaces or property when able. If a public parking lot or public property exists within the TIF District in which the incentivized project is occurring, the developer shall cover the costs of the EV infrastructure on the public property. If private property is to be involved, proper access agreements and/or easements shall be included as part of a development agreement, or as part of a separate agreement. Revenue sharing and expenses shall also be considered as part of the project. Proper building and zoning permits shall be obtained prior to commencement of installation.

The Council may choose to exempt this policy on developments. If a developer seeks an exemption to this policy, they shall provide written justification to the Council for their consideration.

Conclusion

Leveraging public funds in private development is a common practice throughout the United States. Historically, public funds have been provided to the developer with limited requirements. Working through the process of requiring critical EV infrastructure in projects that have public funds as part of the incentive project is a win-win for the City and the developer.

Developer & Public Contacts:

Ryan Kernosky, Director of Community Development

rkernosky@stevenspoint.com

715-346-1567

Adam Kuhn, Associate Planner-Zoning Administrator

akuhn@stevenspoint.com

715-346-1567