

**CITY OF STEVENS POINT
REGULAR COUNCIL MEETING**

Zoom Conference Call Meeting
Click to Connect: [Zoom Meeting](#)
Dial in Number: (312) 626-6799
Meeting ID: 820-8772-2192

**June 15, 2020
7:00 PM**

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.

Consideration and Possible Action on the Following:

5. Consent Agenda
 - Minutes of the Common Council Meeting of May 18, 2020.
 - Minutes and Actions of the Police and Fire Commission meeting of May 5, 2020
 - 4. Confirmation of bills - March and April 2020
 - Minutes and Actions of the Park Commission meeting of June 3, 2020
 2. Approval of May 6, 2020 meeting minutes
 3. Lease agreement with Northward Peddle and Paddle for two vacant buildings in Iverson Park for water and land recreation equipment rentals and concessions.
 4. 2020 Donald Copps Municipal Pool Operations
 5. Organized activities and sports in City Parks.
 6. Lodge and facility rentals in City Parks
 8. Director's Report
 - Minutes and Actions of the Airport Commission meeting of June 8, 2020
 2. Approval of Department Claims
 - Minutes and Actions of the Transportation Commission of June 8, 2020
 3. Approval of the May 2020 financial/claims report.
 4. Canadian National access agreement.

- Minutes and Actions of the Boards of Water and Sewerage Commissioners meeting of June 8, 2020
 - 2. Approval of Department Claims
 - Minutes and Actions of the Plan Commission meeting of June 1, 2020:
 - 10. Request from Lineage SCS WI, LLC, for a site plan review of an expansion to the existing cold storage warehouse facility at 5700 E.M. Copps Drive.
 - 11. Request from the City of Stevens Point for a site plan review for proposed improvements to Emerson Park.
 - 13. May, 2020 Monthly Report.
 - Minutes and Actions of the Board of Public Works meeting of June 8, 2020
 - 2. To award the 2020 Pavement Maintenance Program #20-04 to Fahrner Asphalt of Wisconsin in the amount not to exceed \$294,735.80.
 - Minutes and Actions of the Personnel Committee meeting of June 8, 2020
 - 2. Request to increase IT Support Analyst position from part-time to full-time.
 - 3. Elected versus appointed Clerk, Comptroller/Treasurer and City Attorney.
 - 4. Request to hire a limited term employee (LTE) in the Community Development Department.
 - 5. Adjourn into closed session pursuant to Wisconsin State Statute 19.85(1)(c) to consider a request for leave of absence without pay.
 - 6. Reconvene into open session for action on the request for leave of absence without pay.
 - Minutes and Actions of the Finance Committee meeting of June 8, 2020.
 - 2. Presentation of feasibility analysis for creation of 3 new Tax Incremental Financing (TIF) districts.
 - 5. Request to Increase IT Support Analyst position from Part-Time to Full-Time.
 - 6. Adjusting licensing fees for 2020 due to the interruption in business operations.
 - 7. Operation of the Municipal Pool for the current year.
 - 8. Capital reallocation for the Parks Department.
 - 9. Request to hire a Limited Term Employee (LTE) in the Community Development Department.
 - 10. Approval of Claims Paid
 - Minutes and Actions of the Public Protection meeting of June 8, 2020.
 - 2. License List
 - 3. Commercial Animal Establishment
 - 4. Request to Hold Event/Street Closing
 - Statutory Monthly Financial Report by Comptroller/Treasurer
 - Mayoral Appointments - Transportation Commission: Greg Koepel to the unexpired term of Marv Noltze (expires 4/30/23)
6. To award 2020 Goerke Football Stadium Exterior Restoration Project #2010 to Holton Brothers Inc. out of Grafton, WI in the amount not to exceed \$53,600.
 7. Resolution - Conditional Use Permit to operate a partial multiple-dwelling complex at 3421 Church Street.

8. Resolution - Conditional Use Permit to construct a front porch setback 15' 6" from the Franklin Street ROW at 516 Franklin Street.
9. Resolution - Conditional Use Permit to construct a gymnasium/lunchroom addition and enclosing an existing overhang at 600 Maria Drive, also known as Madison Elementary School.
10. Resolution - Conditional Use Permit to construct a lunchroom/kitchen addition at 1800 East Avenue, also known as Jefferson Elementary School.
11. Resolution - Rezone 3041 Michigan Avenue from "B-4" Commercial to "M-1" Light Industrial.
12. Resolution - Conditional Use Permit to construct four duplexes on an unassigned addressed lot on Doolittle Drive (Parcel ID 281240827230027).
13. Ordinance Amendment - Tourist rooming houses; Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3).
14. Purchase of 1009 Second Street (Parcel ID 281240832200405).
15. To award the 2020 Pavement Maintenance Program #20-04 to Fahrner Asphalt of Wisconsin in the amount not to exceed \$294,735.80.
16. To fund and award the Bicycle Network Improvement Project (TAP Grant) Project to Century Fence, Inc. out of Pewaukee, WI in the amount not to exceed \$685,480.82.
17. Resolution - Temporary Change to District 1 Polling Location.
18. Ordinance Amendment - Chapter 15 - Polling Locations - 15.03 (10) moving polling location for District 10.
19. City of Stevens Point Media Relations Policy.
20. Ordinance Amendment - Chapter 16.12 Central Business District Sidewalk Café Licenses.
21. Resolution - Relaxing the Open Intoxicant Ordinance on Specific Days in the Downtown Area.
22. Ordinance Amendment - Chapter 8.09 (2)(f) and Chapter 16.08 (1) of the RMC regarding the use of public parking lots and street side parking spaces for outdoor service, seating, and sales areas for local businesses.
23. Resolution - adopting the Portage County ['All Hazards Mitigation Plan'](#)
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 Strong's Avenue, Stevens Point, WI 54481.

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

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

Zoom Conference Call Meeting

Click to Connect: [Zoom Meeting](#)

Dial in Number: (312) 626-6799

Meeting ID: 822-1926-0610 | **Password:** 160530

May 18, 2020

7:00 PM

1. Roll Call

Mayor Wiza, Presiding

PRESENT Ald. Jennings, Shorr, Nebel, Zarazua, Johnson, Slowinski, Kneebone, Leek, Fishler, Dalton, Shaun Morrow.

OTHERS PRESENT Clerk Krautkramer, Attorney Beveridge, C/T Ladick, Chief Finn, Assistant Chief Zenner, Dir. Lemke, Dir. Kernosky, Dir. Kremer, Mayoral Assistant Pazdernik, Clerk Administrative Assistant Loew, Alan Hovorka - Stevens Point Journal.

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.

Meleesa Johnson, chair of the 2020 Complete Count Committee for Portage County, reported that Portage County ranks 61 out of all the counties in the United States in self-response reporting of Census information. She informed the Council that the Census is still ongoing and that she is going to be working with UWSP to make sure the students were counted for in Portage County as they reside here most of the year.

Consideration and Possible Action on the Following:

5. Consent Agenda

- Minutes of the Common Council meeting of April 20, 2020, Reorganization meeting of April 21, 2020, and Special Common Council meeting of April 22, 2020
 - Minutes and Actions of the Police and Fire Commission meeting of April 21, 2020
 - Minutes and Actions of the Plan Commission meeting of May 4, 2020.
6. April, 2020 Monthly Report

- Minutes and Actions of the Park Commission meeting of May 6, 2020
 2. Approval of the March 4, 2020 Minutes
 3. Lease agreements with Golden Sands Resource Conservation & Development Council, Inc. for garden sites located at 300 Franklin Street and on the corner of West
 4. Emerson Park Concept Plan Design Cornell and West Whitney streets (Mead Park).
 5. Bench request for Bukolt Park by Prime Water Anglers
 6. Election of Officers (Chairperson and Vice Chairperson).
 8. Director's report
- Minutes and Actions of the Airport Commission meeting of May 11, 2020
 2. Approval of Department Claims
- Minutes and Actions of the Board of Water and Sewerage Commissioners meeting of May 11, 2020
 2. Approval of Department Claims
- Minutes and Actions of the Special Board of Public Works meeting of May 5, 2020 and the Minutes and Actions of the Board of Public Works meeting of May 11, 2020
- Minutes and Actions of the Transportation Commission of May 11, 2020
 2. Approval of the March 9, 2020 Transportation Commission meeting minutes.
 3. Approval of the March 2020 financial/claims report.
 4. Approval of the April 2020 financial/claims report.
 5. Approval of action taken by the Transportation Commission Chair, Nichole Lysne, and Director Lemke to adjust Central Transportation services due to the COVID-19 pandemic.
 6. Discussion and approval to accept federal "CARES Act" (Coronavirus, Aid, Relief, and Economic Security Act) funding for the 2020 5311 operating budget.
 7. Nominations and appointment for the Transportation Commission Chair and Vice-Chair.
- Minutes and Actions of the Special Finance meeting of April 21, 2020
- Minutes and Actions of the Finance Committee meeting of May 11, 2020.
 2. Designation of Official Newspaper.
 4. Operation of the Municipal Pool for the Current Year.
 7. Funding for the Correction of Errors in Administering the Covid-19 Small Business Grant Program.
 8. Accept Proposal for Completing a Strategic Plan.
 9. Approval of Claims Paid.
- Minutes and Actions of the Special Personnel Committee meeting of April 21, 2020
- Minutes and Actions of the Special Public Protection meeting of April 21, 2020
- Minutes and Actions of the Public Protection meeting of May 11, 2020
 1. New Operators Licenses, Temporary Class "B" Licenses, 2020-2021 Liquor & Beer Licenses.
 3. Beekeeper Permits: Jeannie Hill, 1620 Clark Street.

- Statutory Monthly Financial Report by Comptroller/Treasurer

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

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

Discussion and Possible Action on:

6. Resolution - Establishing Absentee Voting Locations for the August Partisan Primary and November 2020 General Election.

Ald. Slowinski **moved**, Ald. Nebel seconded, to approve the resolution establishing absentee locations for the August Partisan Primary and November 2020 General Election.

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

7. Memorandum of Understanding with Stevens Point Firefighters IAFF Local 484 regarding bonus sick day accrual.

Ald. Kneebone **moved**, Ald. Dalton seconded, to approve the memorandum of understanding with Stevens Point Firefighters IAFF Local 484 regarding bonus sick day accrual.

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

8. Memorandum of Understanding with Stevens Point Firefighters IAFF Local 484 regarding vacation changes/carryover.

Ald. Slowinski **moved**, Ald. Kneebone seconded, to approve the memorandum of understanding with Stevens Point Firefighters IAFF Local 484 regarding vacation changes and carryover.

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

9. Ordinance Amendment - Chapter 23, Zoning - Section 23.02(1)(f)(4) and Section 23.02(1)(g)(4) to reduce the minimum lot area for two-unit dwellings in the R-4 and R-5 Zoning Districts

Ald. Jennings **moved**, Ald. Johnson seconded, to approve the ordinance amendment regarding Chapter 23, zoning Section 23.02(1)(f)(4) and Section 23.02(1)(g)(4) to reduce the minimum lot area for two-unit dwellings in the R-4 and R-5 Zoning Districts.

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

10. Resolution - Conditional Use Permit - 133 Second Street - Operate Tourist Rooming House, Non-owner occupied

Ald. Jennings **moved**, Ald. Johnson seconded, to send this back to Plan Commission for the consideration after the temporary rooming house ordinance has been resolved.

Ald. Jennings **withdrew** her motion, Ald. Johnson withdrew her second.

Ald. Jennings **moved**, Ald. Johnson seconded, to approve the conditional use permit with all of the seven stipulations as presented and an additional stipulation that the property owner provide commercial insurance for that property.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Nebel, Jennings.
Nays: Shorr. Motion adopted.

11. Maintenance Agreement with North Central Conservancy Trust for property parcels adjacent Bukolt Park.

Ald. Morrow **moved**, Ald. Zarazua seconded, to approve the agreement with North Central Conservancy trust for the property adjacent to Bukolt Park.

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

12. Contract renewal with Eastern Aviation Fuels

Ald. Slowinski **moved**, Ald. Kneebone seconded, to approve the contract renewal with Eastern Aviation Fuels.

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

13. Award of the 2020 Road Resurfacing Project #20-01 to Haas Sons Inc. out of Thorp, WI in the amount not to exceed \$1,347,389.38

Ald. Johnson **moved**, Ald. Fishler seconded, to approve the contract with Haas Sons.

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

14. Ordinance Amendments – Chapter 9 Traffic and Vehicle – Subsection 05 Parking

Ald. Dalton **moved**, Ald. Kneebone seconded, to approve the ordinance amendments to Chapter 9 in the subsection of parking.

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

15. Development Agreement - Tax Incremental District #5 - Pointer Plaza, LLC, for a project at 111 Division Street North.

Ald. Jennings **moved**, Ald. Shorr seconded, to approve the development agreement for Tax Incremental District #5.

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

16. Termination of Development Agreement with Stevens Point Student Housing, LLC, related to a project at 111 Division Street North.

Ald. Shorr **moved**, Ald. Johnson seconded, to terminate the agreement with Stevens Point Student Housing LLC.

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

17. Lexi's Love Car Show event on August 22, 2020 (recurring at Pete's Sports Bar)

Ald. Kneebone **moved**, Ald. Jennings seconded, to approve the Lexi's Love Car Show event at Pete's Sports Bar.

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

18. Ordinance Amendment - Chapter 12.14(13) Clerk Issuance of Operator's License

Ald. Nebel **moved**, Ald. Fishler seconded, to approve the ordinance amendment for Chapter 12 in regards to the clerk issuance of operator's license.

Bob Woehr, 727 Second Street, asked if the Clerk issues the license, can the Clerk terminate the license for an establishment if needed or does it have to go to Council.

Attorney Beveridge said the ordinance is for bartending licenses and is not for establishments.

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

19. Adjournment

Adjourned at 8:08 p.m.

CITY OF STEVENS POINT POLICE AND FIRE COMMISSION

**Tuesday, May 5, 2020
Stevens Point Police Department
933 Michigan Avenue**

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

Also Present: In person: Fire Chief Finn, Assistant Chief Zenner, Assistant Chief Rottier, Lt. Kussow, Assistant Chief Gemza and Assistant Chief Moody appeared telephonically, Brandi – SP Metro Wire

2. Election of Commission President, Secretary and appointment of liaisons

Commissioner Carlson moved, seconded by Commissioner Ostrowski, to elect Gary Wescott as President.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Kirschling, to elect Bob Ostrowski as Secretary.

Ayes, all; nays, none. Motion carried.

President Wescott made the following appointments which are effective immediately:

- Joe Kirschling is re-appointed liaison to the Fire Department
- Jerry Moore is re-appointed liaison to the Police Department

3. Approval of minutes

- **March 3, 2020**
- **March 17, 2020**
- **April 10, 2020**
- **April 21, 2020**
- **April 24, 2020**

Commissioner Carlson moved, seconded by Commissioner Kirschling to approve the minutes listed above.

Ayes, all; nays, none. Motion carried.

4. Confirmation of bills – March and April 2020

Commissioner Ostrowski moved, seconded by Commissioner Wescott, to approve the confirmation of the March and April 2020 bills.

Ayes, all; nays, none. Motion carried.

5. Update on COVID 19

Chief Finn reported the policies and procedures the Fire Department follows rely on the CDC guidelines. The FD makes sure all first responders in the county and the city have the proper PPE which in turn ensures everyone is properly protected.

The National Guard will be conducting free drive through testing on May 11 and May 12 at Portage County Health and Human Services, 817 Whiting Avenue in Stevens Point. All Wisconsin residents 5 years old and older who are experiencing one of the following symptoms may be tested: fever, cough, loss of taste/smell, shortness of breath, sore throat, fatigue, body aches, diarrhea, vomiting, nausea, chills, and/or muscle aches. The only stipulation to receiving this free testing is a person who does get tested will be required to self-quarantine for 48 hours.

As of this date there are seven confirmed cases of COVID-19 in Portage County. The Fire Department has had no contact with any of these seven confirmed cases.

On a daily basis the Department receives **ICS Form 201, incident briefing** from Portage County. This form is a summary of the number of people that have been tested and how many confirmed cases there are in the County.

The Department has implemented a new policy in the last several weeks. When responding to a call, every patient and every first responder will now wear a mask. In all code calls or CPR calls the whole crew will dress in PPE.

Inventory of PPE: The Department works with Portage County Emergency Management and requests PPE on a week by week basis.

The Department is continuing weekly webinars with long term care facilities. Also weekly webinars are conducted with St. Mike's hospital to discuss any trends the emergency rooms are seeing or to see if there are any needs that require being addressed.

The city will continue to follow the policies and procedures the CDC recommends.

6. Fire Chief's Report/EMS Report

Significant Events:

- Trying to take care of our membership during the COVID-19 Pandemic
- Metro Fire calls (3)
- Structure fires (3)
- Vehicle fires (0)
- Brush, grass, wildland fires (2)
- Cooking fire contained (0)
- Overheated cooking (1)
- Other fires (1)
- Rescue (4)
- EMS assist calls (34)
- False alarm responses (10)
- Hazardous materials responses (8)

- Other responses (18)
- Total fire losses (\$156,250.00)
- Total Property saved (\$426,100.00)
- Total responses (81)
- Training: FF I Fire behavior; the Not so New Fire Fighter; E-1 Pump Training; Building Construction; SCBA FF I; Motorola radio training. Total training hours: 48.
- Fire inspections: Certificate of occupancy (3); fire alarm inspections (0); general fire inspection (3); general/liquor license inspection (0); re-inspection/liquor license inspection (0); re-inspection (0); sprinkler system (0); complaint inspection (0); special event permit (0); ANSUL/Hood inspections (0); self-certification (0); tent inspection (0); consultation (0). Total inspections: 6
- Public Activities: Birthday drive by parades. Number of attendees: 44

Commissioner Wescott moved, seconded by Commissioner Carlson to accept the Fire Chief's Report for April 2020.

Ayes, all; nays, none. Motion carried.

7. **Police Chief's Report**

COVID-19 related:

- Auxiliary Unit remains suspended until further notice.
- Police Department lobby remains closed for business. Fingerprinting services remain suspended until further notice. Drug drop off services continue but require an officer to retrieve items at the front door.
- All training cancelled until further notice.
- Records personnel continue to work from home. One person continues to report for approximately two hours per day to conduct essential duties unable to be completed from home.
- Patrol and investigations Bureau continue to work a modified schedule to limit shift change interactions.
- Community Service Officers have been furloughed until further notice.
- All outside employment of sworn personnel suspended until further notice.
- Lieutenant Jeremy Mueller identified as Department Point of Contact for all COVID-19 related communication and FEMA data collection.
- Department work out room has been reopened but limited to personnel working out before and after scheduled shift.

Notes of interest:

- The Stevens Point Police Department Lifesaving award was issued to Sgt. Ben Uitenbroek and Lead Officer Kristi Ahrens. On April 10th officers responded to a drug overdose at which time Officer Ahrens administered NARCAN while Sgt. Uitenbroek performed CPR until EMS arrived at the scene. The individual was transported to St. Michael's Hospital where he was medically cleared.
- On April 8, Lead Officer Austin Lee responded to two separate drug overdoses. At the beginning of his shift Officer Lee responded to Kwik Trip on Old Highway 18 concerning a drug overdose found in the bathroom. Officer Lee administered two doses of NARCAN and the subject did recover. Later that day Officer Lee responded to an overdose at a private residence. Officer Lee again provided NARCAN to the subject who also made a recovery.
- On April 14 the Investigation Bureau assisted patrol with the investigation of a welfare check where an adult female and male were taken by force. The

suspect, adult male, has been identified but not located as of this time. The investigation verified the victim's statements and the suspect when located will be charged with false imprisonment, fleeing/elude officers, imprudent speeds and failing to stop at a stop sign.

- On April 3 Officers responded to a train versus bicycle accident on Water Street at Park Street. Male subject negotiated his bike past a stopped train but was struck by a second train. Airlifted with significant injuries.
- On April 24 following a Crime Stoppers tip, Investigation Bureau identified a suspect from theft at Target and arrested a 17-year-old female from Wittenberg. Investigation Bureau obtained a confession, followed by the recovery of over 40 infant outfits, countless diapers and bottles, 8 car seats and 2 strollers. (The 17-year-old posed as a mother but does not have any children).

Drug Related:

- Three separate drug overdose calls with NARCAN administered.
- Narcotics Detectives were assisting Central Wisconsin Drug Task Force which resulted in a chase from Marshfield into Portage County where Lt. Greg Bean spiked the tires as suspect was traveling in excess of 100 miles per hour southbound on I-39 in northbound lanes. Seized 4 ounces Methamphetamine, 1 ounce of crack cocaine and 1 gram of heroin.
- Search warrant in the 600 block of Second Street North. Obtained marijuana, THC wax and \$500.00.

Weapon involved incidents:

- One axe related call

Mental Health related incidents:

- Thirty-three (33) welfare checks
- Eight (8) voluntary commitments
- Three (3) emergency commitments

K9 Unit:

- Limited contacts due to COVID-19/vacation/quarantine
- Eight (8) deployments
- Three (3) building searches involving Investigation Bureau search warrant involving drug activity
- One (1) successful tracking assist for Portage County. Suspect fled scene of an accident and was successfully track by K9 Barry.
- One (1) demonstration, K9 Fala at Len Dudas

Staffing:

- Hiring process initiated for replacement of Records Administrative Assistant. Interview process will be conducted by Assistant Chief Rottier and Records Bureau Supervisor Lee Ann Spoon.
- Officer David Rogers submitted his resignation effective May 12, 2020. Application process initiated to fill vacant patrol officer position.

Training:

- All training has been cancelled due to COVID-19.
- All officers have received minimum 24 hour annual training required. Recertification has been submitted to Training and Standards.

Auxiliary Unit:

- Auxiliary Unit has been suspended due to COVID-19.

Facilities:

- Meeting with Public Works and Contractor for possible work to begin on roof in June 2020.

Commissioner Wescott moved, seconded by Commissioner Kirschling to accept the Police Chief's Report for April 2020.

Ayes, all; nays, none. Motion carried.

8. Adjournment

The meeting adjourned at 3:05 p.m.

**REGULAR MEETING MINUTES
Board of Park Commissioners**

June 3, 2020 - 6:30 PM

Meeting will be held via Zoom online meeting

Click to Connect: [Zoom Meeting](#)

Dial in Number: (312)-626-6799 - Meeting ID: 813 3405 8832- Password: 269591

Discussion and Possible Action on:

1. Roll Call

Present: Freckman, Glodosky, Kirsch, McDonald, Okonek, Przybylski, Shorr, Slowinski, Sorenson, Zarazua

Absent: Hall

Also Present: Director Dan Kramer, Anne Hylla, Kate Gullickson, Matt Disher, Bobby Opiola, Archie Sawyer, Gretchen Hintz, Trish Baker, Fred Lane, Justin Kirking, Dave Cooper, Mike Wiza, Ian Corrado

2. Approval of May 6, 2020 meeting minutes

Motion by Okonek, seconded by Sorenson to approve May 6, 2020 Minutes.

Ayes, all; nays, none; Motion carried.

3. Lease agreement with Northward Peddle and Paddle for two vacant buildings in Iverson Park for water and land recreation equipment rentals and concessions.

Motion by Glodosky, seconded by Kirsch to approve the lease agreement with Northward Peddle and Paddle for two vacant buildings in Iverson Park for water and land recreation equipment rentals and concessions.

Ayes, all; nays, none; Motion carried.

4. 2020 Donald Copps Municipal Pool Operations

Motion by Okonek, seconded by Przybylski to open the Donald Copps Municipal Pool Operations for the 2020 season as suggested by staff.

A roll call vote was called for the motion.

Ayes: All; Nays, none; Motion carried.

5. Organized activities and sports in City Parks.

Motion by Okonek, seconded by Przybylski to allow organized activities and sports in city parks for Stevens Point participants or teams with Park Commission review and approval of any tournament play.

An Amendment to the original motion by Okonek, seconded by Przybylski to allow Stevens Point teams to practice and play games with limits of 50 people from Portage, Marathon and Wood county. Any tournament play must be reviewed and approved by the Park Commission.

A roll call vote was called for the amendment to the original motion.
Ayes, All; Nays, none; Motion carried.

An Amendment to the Amended Motion by Glodosky, seconded by Okonek to allow Stevens Point teams to practice and play games with limits of 50 people from Portage, Marathon, Wood and Waupaca counties and the Wisconsin River Valley Conference teams. Any tournament play must be reviewed and approved by the Park Commission.

A roll call vote was called for the amendment to the amended original motion.
Ayes: All; Nays, none; Motion carried.

A roll call vote was called for the original motion as amended.
Ayes: All; Nays, none; Motion carried.

6. Lodge and facility rentals in City Parks.

Motion by Okonek, seconded by Kirsch to follow staff recommendations to allow lodge and facility rentals in City Parks.

Ayes, all; Nays, none; Motion carried.

7. To award 2020 Goerke Football Stadium Exterior Restoration Project #20-10 to Holton Brothers Inc. out of Grafton, WI in the amount not to exceed \$53,600.

Motion by Shorr, seconded by Sorenson to award 2020 Goerke Football Stadium Exterior Restoration Project #20-10 to Holton Brothers Inc. out of Grafton, WI in the amount not to exceed \$53,600.

Ayes, all; nays, none; Motion carried.

8. Director's Report

a. Covid-19 Department Update

Covid-19 and Administration

- Office is opening 16 hours per week during phase 1 to the public as of June 1 and the remaining business hours will be by appointment. All services can be done online when office is not open to the public.
- Willett Arena and Riverfront Art Center will be opening on modified schedules very similarly
 - Increased safety measures are in place including sneeze guards, floor markings, signage, hand sanitizer, single use pens and restricted building access.
 - All Parks, Recreation and Forestry Department staff are working regular, 40-hour schedules. Staff is split between 6 separate locations to limit exposure.
- The Parks, Recreation and Forestry Department rotated schedules in May to reduce overtime to only Memorial Day. This was done proactively in response to the revenue shortage Covid-19 caused in March/April/May. Normal scheduled overtime will begin 1st weekend in June as lodge usage and activities begin to increase.
- The department held off on hiring all but 2 seasonal employees in May in response to Covid-19. Our department is now adding seasonal employees on staff.
- Online reservations for lodge facilities has been going very well. Terminals and technology is now being installed at the Willett, REC Center and Riverfront Art Center to allow the software to be utilized at all locations that we interact with the public.

Forestry

- Flower beds are being planted across the City
- Fence line and infield maintenance is being performed currently
- Playgrounds repairs at KASH and Village Green were performed while playgrounds were closed recently
- Continuing to work with volunteers to nurture the prairie planting at Koziczkowski Park

K.B. Willett Arena, Goerke Stadium, Pool

- KB Willett is working with a vendor to install some building automation controls. This will reduce energy use and aid in putting ice in and maintaining ice in a more energy efficient manner.
- Working on finalizing bid documents to replace rubber flooring on high traffic areas of arena
- Staff has been spending countless hours reviewing guidelines, on regional conference calls and webinars as they worked on planning and coordinating for a possible pool opening.
- Pool filter and lint pot repair project is completed and operating.

Parks

- Flag pole was replaced at Union Cemetery; unfortunately, someone has taken the Union Cemetery entrance sign that was placed on the ground to allow for tree trimming. Police report has been filed.

9. Adjournment

Motion by Glodosky, seconded by Sorenson to adjourn the meeting at 8:08pm.
Ayes, all; nays, none; Motion carried.

**City of Stevens Point
Airport Commission**

June 8, 2020 - 12:30 PM

**Meeting will be held via a Zoom Meeting
URL to connect: <https://us02web.zoom.us/j/82026885705>
Dial in number: (301) 715-8592 - Meeting ID: 820 2688 5705**

(or immediately following previously scheduled meeting)

MINUTES

Discussion and Possible Action on:

1. Approval of May 11, 2020 minutes

Motion made by Mae Nachman, seconded by Anna Haines to approve the minutes of the May 11, 2020 Airport Commission Meeting.

Ayes all. Nays none. Motion carried.

2. Approval of Department Claims

Paul Adamski presented the statement of claims for May. The balance as of May 1, 2020 was \$288,758.45. The bank deposits recorded in May 2020 were \$16,703.85. Checks issued in May 2020 numbered 2225 through 2233 were in the amount of \$20,004.22. The net balance on hand May 31, 2020 was \$285,458.08.

Motion made by Anna Haines, seconded by Carl Rasmussen to approve the department claims for the month of May 2020 was audited and read.

Ayes all. Nays none. Motion carried.

3. Written Report - Jason Draheim

The Commission reviewed the manager's report for May 2020.

Carl questioned how often Jason makes contacts with the individuals whom have shown interest in basing aircraft at Stevens Point Municipal Airport should space become available. Jason explains that he touches base with them on a quarterly basis.

Jason stated they received their Jet-A refueler tank truck May 28th and are very happy with it. The hangar paving project should be done within the next two weeks.

4. Verbal Report - Jason Draheim

Nothing discussed under this item.

5. Adjournment

Motion made by Anna Haines to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:16PM

The next Airport Commission meeting will be on Monday, July 13, 2020 immediately following the Board of Water & Sewerage Commission meeting.

**City of Stevens Point
Transportation Commission Meeting
June 8, 2020 - 4:45 PM**

**Central Transportation Facility
2700 Week Street
Stevens Point, WI 54482**

MINUTES

Discussion and Possible Action on:

1. Roll Call

Commissioners in attendance: Nichole Lysne-Chair, Karalyn Peterson-Vice Chair, Ald. Mary Kneebone, Fred Hopfensperger, Tom Bertram

Excused: Ald. Thomas Leek

Others in attendance: Joel Lemke-Director of Public Utilities and Transportation, Susan Lemke-Transportation Superintendent

2. Approval of May 11, 2020 Transportation Commission minutes.

Ald. Mary Kneebone moved to approve the minutes of the May 11, 2020 Transportation Commission meeting. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.

3. Approval of the May 2020 financial/claims report.

Fred Hopfensperger moved to approve the May 2020 financial/claims report. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

4. Canadian National access agreement.

The Commission reviewed a draft agreement between the City of Stevens Point and Wisconsin Central Ltd. to allow access to the railroad adjacent to the Central Transportation facility. The City attorney has reviewed and approved the content of the agreement. Director Lemke noted the agreement allows permanent access and railroad employees may come and go at will. The access route will enter off the Week St. cul-de-sac and travel north to the railroad track. Tom Bertram moved to approve the Access to Property Agreement between the City of Stevens Point and Wisconsin Central Ltd. with permission to allow minor changes if needed. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

5. Next meeting date.

July 13, 2020 at 4:45 p.m.

6. Adjournment

The meeting was adjourned by Chair Nichole Lysne at 4:55 p.m.

City of Stevens Point
Board of Water and Sewerage Commissioners
June 8, 2020 - 12:00 PM

Meeting will be held via a Zoom Meeting
URL to connect: <https://us02web.zoom.us/j/82026885705>
Dial in number: (301) 715-8592 - Meeting ID: 820 2688 5705

MINUTES

Discussion and Possible Action on:

1. Approval of May 11, 2020 minutes

Paul mentioned the date of the next Commission meeting listed in the May minutes was July 13, 2020 and should have stated June 8, 2020.

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the minutes of the May 11, 2020 Water & Sewerage Commission Meeting.

Ayes all. Nays none. Motion carried.

2. Approval of Department Claims

WATER DEPARTMENT

Paul Adamski presented the statement of claims for the Water Utility for May. The balance as of May 1, 2020 was \$3,175,657.81; the bank deposits recorded in May 2020 were \$1,107,295.62. Checks issued May 2020 numbered 54225 through 54293 were for \$1,289,157.04. The net balance on hand May 31, 2020 was \$2,993,796.39.

WASTEWATER DEPARTMENT

Paul Adamski presented the statement of claims for the Sewage Treatment Utility for May. The balance as of May 1, 2020 was \$5,869,007.87; the bank deposits recorded in May 2020 were \$379,030.93. Checks issued May 2020 numbered 34509 through 34555 were for \$923,980.11. The net balance on hand May 31, 2020 was \$5,324,058.69.

STORMWATER DEPARTMENT

Paul Adamski presented the statement of claims for the Stormwater Utility for May. The balance as of May 1, 2020 was \$825,825.42; the bank deposits recorded in May 2020 were \$118,889.95. Checks issued May 2020 numbered 2782 through 2796 were for \$61,913.58. The net balance on hand May 31, 2020 was \$882,801.79.

Motion made by Carl Rasmussen, seconded by Anna Haines to approve the department claims for the month of May 2020 as audited and read.

Ayes all. Nays none. Motion carried.

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

Report was provided, nothing was discussed.

Our pumpage in May was 149,292,000 gallons, a decrease of 5,054,000 gallons of water from May 2019.

4. Sewage Treatment Operations Report - *Chris Lefebvre*

Chris stated the WWTP met all permit requirements for the month of May. All of the digesters are up and running. He is hoping to have the biogas generator up and running next month. The lift station projects should be done in the next week. All of the construction projects are wrapping up.

Anna asked the status on how the odor control issue is coming along. Chris stated the lab will be here next week for testing and they will know more after that.

B.O.D. (4 average ppm), Phosphorus (.387 average ppm) and Suspended Solid (6.24 average ppm) limits were met for the month of May 2020.

5. Collection System Maintenance Report - Craig Czaikowski

A report for the month of May was provided to the Commission.

Craig stated the first phase of the construction project on Fremont St. and College Ave. is just about complete. Everything is going well.

6. Stormwater Operations - Craig Czaikowski

Nothing discussed for this item.

7. Community Area Network Report - Joel Lemke

Joel stated the fiber project with the school system is going well. They have a lot of conduit in the ground already. Billings for the project work has started and the Commission will start seeing those in the claims. The contractor for the project is Elexco.

8. Directors Report - Joel Lemke

Nothing discussed under this item.

9. Adjournment

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:11PM

The next Board of Water and Sewerage Commission meeting will be held on Monday, July 13, 2020 at noon.

REPORT OF CITY PLAN COMMISSION

June 1, 2020 – 6:00 PM
Zoom Conference Call Meeting

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

ALSO PRESENT: Director Kernosky, Director Kremer, Associate Planner/Zoning Administrator Kuhn, City Attorney Beveridge, Chief Finn, Secretary Mohr, Alderperson Jennings, Alderperson Zarazua, Alderperson Johnson, Alderperson Dalton, Alderperson Fishler, Alderperson Morrow, Bob Finn, Bob Woehr, Dan Derezinski, , Cathy Derezinski, David Lewis, Amanda Lewis, Ginger Keymer, Mark Rusch, Mihir Sangani, Troy Aeby, Herman Lassa, Kathleen Morey, Dan Pierre, Les Dobbe, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the May 4, 2020 meeting of the Plan Commission
3. Public hearing and action on a request from Mihir Sangani, representing NM Equities, LLC (dba Knights Inn) for a Conditional Use Permit to operate a partial multiple-dwelling complex within units 31 – 42 of the subject property consistent with Ch. 23.02(2)(d)(2)(a) at the premise of 3421 Church Street (Parcel ID 281230804301420).
4. Public hearing and action on a request from Daniel Derezinski for a Conditional Use Permit to construct a front porch setback 15' 6" from the Franklin Street Right of Way under the Traditional Neighborhood Overlay Zoning District consistent with Ch. 23.02(1)(h)(1.1)(3) at the premise of 516 Franklin Street (Parcel ID 281240830402310).
5. Public Hearing and action on a request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a gymnasium/lunchroom addition and enclosing an existing overhang at the premise of 600 Maria Drive (Parcel ID 281240829230042) also known as Madison Elementary School.
6. Public Hearing and action on a request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a lunchroom/kitchen addition at the premise of 1800 East Avenue (Parcel ID 281240832400210) also known as Jefferson Elementary School.
7. Public Hearing and action on a request from David Lewis (applicant) on behalf of Aeby Family Limited Partnership (Troy Aeby, registered agent), to rezone the property at 3041 Michigan Avenue (Parcel ID 281230804202026) from "B-4" Commercial to "M-1" Light Industrial.
8. Public Hearing and action on a request from James Jakusz for a Conditional Use Permit to construct four duplexes (8 total units) consistent with Ch. 23.01(13)(f) wherein there is proposed to be more than one principal structure on one parcel. The premises is an unassigned addressed lot on Doolittle Drive (Parcel ID 281240827230027)
9. Request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code. Said request adds Sections 23.01(13)(i) & (ii) relating to further regulations of tourist rooming houses; amends

Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3) to further clarify what zoning districts Tourist Rooming Houses may operate as a permitted or conditional use.

10. Request from Lineage SCS WI, LLC, for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copps Drive (Parcel ID 281230801210006 and 281230801120003).
 11. Request from the City of Stevens Point for a site plan review for proposed improvements to Emmerson Park (Parcel ID 281240832103401) consistent with WI Stats. §62.23(5).
 12. Request from the Redevelopment Authority of the City of Stevens Point to purchase 1009 Second Street (Parcel ID 281240832200405)
 13. May, 2020 Monthly Report
 14. Staff Update
 15. Adjourn.
-

1. Roll call.

Roll called at 6:03 PM.

Present: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Introduction of new Associate Planner/Zoning Administrator Kuhn, whom provided opening remarks and some personal and educational background information.

Discussion and possible action on the following:

2. Report of the May 4, 2020 meeting of the Plan Commission

Motion by Commissioner Cooper to approve the report of the May 4, 2020 meeting Plan Commission; seconded by Commissioner Haines.

Motion carried 7-0.

3. Public hearing and action on a request from Mihir Sangani, representing NM Equities, LLC (dba Knights Inn) for a Conditional Use Permit to operate a partial multiple-dwelling complex within units 31 – 42 of the subject property consistent with Ch. 23.02(2)(d)(2)(a) at the premise of 3421 Church Street (Parcel ID 281230804301420).

Director Kernosky provided a summary of the request and briefly explained that staff had been working with Knights Inn and Point Motel to bring the property into compliance regarding partial use of the property for long-term housing, and in meeting building code standards. After reviewing site details and findings, staff recommended approval with conditions outlined in the staff report, and specifically highlighted the requirement to meet all building code requirements due to the change in occupancy.

Commissioners made the following comments:

1. Inquiry of potentially requiring additional landscaping to the site.
2. Inquiry to how many total units existed beyond the ones being utilized for transient use, to which staff stated 60 units.

Mayor Wiza reviewed procedural rules for public hearings.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Director Kernosky reviewed potential options and limitations for adding landscaping requirements to the site, both procedurally and psychically on the site.

Motion by Alderperson Kneebone to amend the conditions of approval to add the following:

1. The applicant shall work with City staff to incorporate landscaping on the property in accordance with current zoning guidelines.

seconded by Commissioner Haines.

Motion carried 7-0.

Motion by Commissioner Hoppe to approve the request from Mihir Sangani, representing NM Equities, LLC (dba Knights Inn) for a Conditional Use Permit to operate a partial multiple-dwelling complex within units 31 – 42 of the subject property consistent with Ch. 23.02(2)(d)(2)(a) at the premise of 3421 Church Street (Parcel ID 281230804301420) with the following:

1. The property owner shall hire an architect or engineer and submit plans as a result of the change in occupancy for review to either:
 - a. The City of Stevens Point if the area that is changing occupancy is under 100,000 cubic feet, or
 - b. The State of Wisconsin Department of Safety and Professional Services if the area changing occupancy is greater than 100,000 cubic feet.
2. All applicable building permits shall be applied for and obtained prior to commencement of construction.
3. Staff shall have the authority to approve minor changes to the site plan.
4. The Conditional Use Permit shall be reviewed within 12 months, by July 1, 2021 upon which Community Development staff shall have the authority to approve the use to continue. If staff determines any conditions of approval or standards of review have been jeopardized, the use may be further reviewed by the Plan Commission and Common Council.
5. The applicant shall work with City staff to incorporate landscaping on the property in accordance with current zoning guidelines.

seconded by Commissioner Arntsen.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

4. Public hearing and action on a request from Daniel Derezinski for a Conditional Use Permit to construct a front porch setback 15' 6" from the Franklin Street Right of Way under the Traditional Neighborhood Overlay Zoning District consistent with Ch. 23.02(1)(h)(1.1)(3) at the premise of 516 Franklin Street (Parcel ID 281240830402310).

Director Kernosky provided a summary of the request to construct a front porch with reduced front-yard setbacks. The proposed porch, due to it being roofed, was considered a part of the main dwelling and subject to the 25-foot setback, however due to being within the Traditional Neighborhood District zoning

overlay, the setback could be reduced to 12 feet with approval of the conditional use permit. After review, staff found that the proposed would not be detrimental to the neighborhood, had no outstanding concerns, and recommended approval with conditions outlined in the staff report.

Mayor Wiza declared the public hearing open.

Bob Woehr (727 Second St) summarized prepared testimony, citing concerns with occupancy and spoke against allowing the reduced setbacks due to the duplex nature of the property.

Alderpersion Jennings (District One) spoke in favor of the request and in restoring homes to single family use.

Alderpersion Zarazua (District Four) spoke in favor of the request and in restoring the home.

Dan Derezhinski (516 Franklin St), applicant, provided a brief history of the dwelling's ownership, explaining that the house had been in their family for decades, and recalled the existence of an original wrap-around porch. The applicants intended to continue living at the property. Lastly, they noted that they wouldn't be any closer to the sidewalk than the surrounding properties.

Mayor Wiza declared the public hearing closed.

Director Kernosky noted that staff did not share similar concerns regarding occupancy use and cautioned about limiting occupancy type to the dwelling due to the residence being in the R-3 zoning district, in which the use was appropriate.

Mayor Wiza spoke in favor of the request, adding that it would improve the aesthetic of the neighborhood.

Commissioner Haines questioned why they would not want to allow such improvements to occur to duplexes if they were already within the Traditional Neighborhood District overlay, and questioned whether they needed to address it in the future.

Director Kernosky noted that the conversation would be worth having, adding that the TND overlay contained R-3 zoned properties which allowed for single and two-family uses.

Motion by Mayor Wiza to approve the request from Daniel Derezhinski for a Conditional Use Permit to construct a front porch setback 15' 6" from the Franklin Street Right of Way under the Traditional Neighborhood Overlay Zoning District consistent with Ch. 23.02(1)(h)(1.1)(3) at the premise of 516 Franklin Street (Parcel ID 281240830402310) with the following:

- 1. All applicable building permits shall be applied for and obtained prior to commencement of construction.**
- 2. Staff shall have the authority to approve minor changes to the site plan.**

seconded by Alderpersion Kneebone.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

5. Public Hearing and action on a request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a gymnasium/lunchroom addition and enclosing an existing overhang at the premise of 600 Maria Drive (Parcel ID 281240829230042) also known as Madison Elementary School.

Director Kernosky summarized the request to construct a gymnasium and lunchroom addition, as well as to

implement office and main entrance improvements for security purposes. After summarizing findings, staff held no additional concerns and found the request to be appropriate. Approval with conditions outlined in the staff report was recommended.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Motion by Commissioner Cooper to approve the request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a gymnasium/lunchroom addition and enclosing an existing overhang at the premise of 600 Maria Drive (Parcel ID 281240829230042) also known as Madison Elementary School with the following:

- 1. All applicable building permits shall be applied for and obtained prior to commencement of construction.**
- 2. All exterior façade improvements must match or complement the existing structure.**
- 3. Staff shall have the authority to approve minor changes to the site plan.**

seconded by Commissioner Haines.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

6. Public Hearing and action on a request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a lunchroom/kitchen addition at the premise of 1800 East Avenue (Parcel ID 281240832400210) also known as Jefferson Elementary School.

Director Kernosky summarized the request for a cafeteria and kitchen facility addition to the west side of Jefferson Elementary School, noting the intent to separate the existing shared location for student lunches and physical education. While the proposed addition would be 4.4 feet from Wyatt Avenue's right-of-way, the Zoning Code allowed reduced setbacks for public facilities so long as it didn't negatively impact the area. After reviewing the site overview, renderings, and findings, staff had no further concerns and recommended approval with the conditions outlined within the staff report.

Commissioners made the following comments:

1. Inquiry on whether the existing driveway would remain and become a loading dock, to which staff stated that a loading dock would be added for Wyatt Avenue to serve the kitchen facilities, also known as the area historically used for bus parking and as an emergency access to the playground.
2. Inquiry as to whether the removed landscaping would be replaced, to which staff stated that there would be no replacement of landscaping, but they would be redoing the playground with an impervious surface. It was noted that the applicant was available for further questions.
3. Inquiry on where the existing dumpsters would be located.

Mayor Wiza declared the public hearing open.

Alderperson Johnson (District Five) stated her support for the request, stating that the existing landscaping was not well maintained, and the architects had done a fine job with very limited space. They were unconcerned about the removal of landscaping.

Mayor Wiza declared the public hearing closed.

Dan Pierre (4941 Kirschling Ct), applicant, explained that some shrubs would be removed because of the addition, but overall the site would see improvements. The dumpsters would also be enclosed and screened per the provided site plans.

Motion by Commissioner Hoppe to approve the request from Dan St. Pierre, representing the Stevens Point Area Public School District for a Conditional Use Permit consistent with Ch. 23.02(1)(d)(3)(a) to construct a lunchroom/kitchen addition at the premise of 1800 East Avenue (Parcel ID 281240832400210) also known as Jefferson Elementary School.

1. All applicable building permits shall be applied for and obtained prior to commencement of construction.
2. All exterior façade improvements must match or complement the existing structure.
3. That the Plan Commission and Common Council authorize a reduced setback along the Wyatt Avenue Right of Way not to be less than the existing setback of the school.
4. Staff shall have the authority to approve minor changes to the site plan.

seconded by Commissioner Arntsen.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

7. Public Hearing and action on a request from David Lewis (applicant) on behalf of Aeby Family Limited Partnership (Troy Aeby, registered agent), to rezone the property at 3041 Michigan Avenue (Parcel ID 281230804202026) from "B-4" Commercial to "M-1" Light Industrial.

Director Kernosky summarized the request to rezone 3041 Michigan Avenue from B-4 Commercial to M-1 Light Industrial, noting that the business manufactured and maintained arcade equipment which was not permitted in the B-4 District. The M-1 zoning would allow the use, and the district was intended to act as a buffer between heavy manufacturing and commercial or high-density residential uses. The property itself was already bounded by M-1, M-2, B-4, and R-2 and R-3 zoning districts. Due to the industrial type uses adjacent to the property in question, as well as the proposed use, staff did not have concerns with the proposed zoning change and noted that the change would also be consistent with the City's Comprehensive Plan. Staff recommended approval of the request.

Commissioners made the following comments:

1. Inquiry as to why a Conditional Use Permit was not pursued, noting that it could have expanded on the use rather than changing the zoning of the whole property as the rezoning opened all other potential future uses permitted under the M-1 Light Industrial zoning.

Director Kernosky indicated that staff had reviewed the possibility of a Conditional Use Permit option, but after review felt that the use would still not be permitted even conditionally.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Motion by Alderperson Kneebone to approve the request from David Lewis (applicant) on behalf of Aeby Family Limited Partnership (Troy Aeby, registered agent), to rezone the property at 3041 Michigan Avenue

(Parcel ID 281230804202026) from “B-4” Commercial to “M-1” Light Industrial; seconded by Commissioner Cooper.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

8. Public Hearing and action on a request from James Jakusz for a Conditional Use Permit to construct four duplexes (8 total units) consistent with Ch. 23.01(13)(f) wherein there is proposed to be more than one principal structure on one parcel. The premises is an unassigned addressed lot on Doolittle Drive (Parcel ID 281240827230027)

Director Kernosky summarized the first phase of a multi-phase project on undeveloped property along Doolittle Drive. The first phase would consist of eight duplexes to be served by a private drive, with each unit requiring their own water and sewer line in addition to landscaping requirements. He reminded the commission that the City Council recently approved a reduced minimum density requirement for two-family dwellings. After a brief overview of the site and project renderings, staff recommended approval with conditions outlined in the staff report.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Chief Finn, with the City’s Fire Department, stated that they had no further concerns, especially with the listed staff condition in place.

Commissioner Arntsen inquired on potential concerns for utilizing the adjacent lot for development, to which Director Kernosky noted that they could request an access easement to document the future utilization of that parcel to prevent any deviations.

Motion by Commissioner Arntsen to amend the conditions of approval to add the following:

1. **The applicant shall record an access easement between the two subject properties (Parcel ID 281240827230027 & 281240827230028).**

Seconded by Commissioner Kneebone.

Motioned carried 7-0.

Motion by Commissioner Cooper to approve the request from James Jakusz for a Conditional Use Permit to construct four duplexes (8 total units) consistent with Ch. 23.01(13)(f) wherein there is proposed to be more than one principal structure on one parcel. The premises is an unassigned addressed lot on Doolittle Drive (Parcel ID 281240827230027) with the following:

1. **All applicable building permits shall be applied for and obtained prior to commencement of construction.**
2. **Staff shall have the authority to approve minor changes to the site plan.**
3. **Applicant shall adjust side yard setback of the northernmost structure to meet the minimum 10’ setback requirements.**
4. **Developer shall submit private utility plans to the utility department for review and approval. Initial installation of eight (sixteen total) sewer and water stubs shall be installed to service the future development to the east of the subject property. Note: the proposed water and sewer is a**

private system and shall be continuously maintained to a high standard by the private party.

5. Developer shall enter into an utility and access easement agreement with the City to provide utility connections to the parcel consistent with fire and utility department requirements.
6. The applicant shall record an access easement between the two subject properties (Parcel ID 281240827230027 & 281240827230028).
7. Proper abandonment of the existing west sewer and water laterals shall be required consistent with utility department requirements.
8. Developer shall install one water and sewer lateral for each unit (two per building).
9. Install a fire hydrant(s) consistent with fire and utility department requirements. Staff shall have the authority to review and approve said plans.
10. The applicant shall submit detailed drawings on the private refuse location on the property, including fencing consistent with City Zoning Regulations. Staff shall have the authority to review and approve said plans.
11. Applicant shall install a stop sign at the intersection of the private driveway and Doolittle Drive consistent with City Engineering specifications.
12. Applicant shall submit a landscaping plan consistent with the City's requirements for review. If the landscaping plan meets minimum requirements, staff shall have the authority to approve said plans.
13. The applicant shall submit proper stormwater management plans to City Engineering for review and approval consistent with the City and WI-DNR regulations. Staff shall have the authority to review and approve said plans.
14. This conditional use permit is only for the subject property (PID 281240827230027). Any additional developments on adjacent or surrounding properties must be reviewed by the Zoning Administrator for consistency with the code as development occurs.
15. Private access road shall be a minimum of 20' in width to comply with NFPA 1 18.2.3.4.1.1
16. Applicant shall construct a turnaround system, approved by the fire department, able to handle the turning radius of the City's fire equipment. Per NFPA 1 18.2.3.1.4, The applicant may forgo the turnaround system only if all residences are provided with a fire suppression system in compliance with all laws, codes, and standards required for the proposed occupancy.

seconded by Commissioner Hoppe.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

9. Request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code. Said request adds Sections 23.01(13)(i) & (ii) relating to further regulations of tourist rooming houses; amends Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3) to further clarify what zoning districts Tourist Rooming Houses may operate as a permitted or conditional use.

Director Kernosky summarized the most recent proposed ordinance amendments resulting from continued discussion from the May Plan Commission meeting. After reviewing the updated amendments, staff recommend approval as outlined per staff recommendations.

Mayor Wiza asked for comments from the audience.

Aldersperson Jennings (District One) commended staff on their recent efforts in attempting to address some issues, however even with latest adjustments they held lingering concerns with allowing Tourist Rooming Houses in any of the lower residential neighborhoods. They needed to consider that they were allowing commercial enterprises in residential neighborhoods, and the use should be more geared towards zoning issues, rather than accommodating personal preferences when bringing forward for discussion.

Mayor Wiza briefly noted that residential neighborhoods already had occurring commercial endeavor, such as home businesses.

Mayor Wiza read prepared testimony by Bill Schierl into the record which noted support for the general amendments, however still brought forward the possibility of additional zoning overlays.

Bob Woehr (727 Second St) noted that previous comments by decision makers had been made and based off personal experience, when the overall long-range impact should have been taken into consideration.

Aldersperson Kneebone asked whether they could look at regulating Tourist Room Houses as Bed and Breakfasts seeing as they were already allowed in the R-3 Zoning District, to which staff explained that while they shared a lot of similar concepts, they were regulated differently by the State and Zoning Code.

There was a brief discussion regarding the accuracy of how the current Agenda Item had been posted, and after a brief review, a confirmation was made that a notice of Public Hearing had been posted.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

Commissioner Hoppe commended staff efforts on the proposed changes and noted that they were significantly better than what had been processed previously.

Motion by Commissioner Hoppe to approve the request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code. Said request adds Sections 23.01(13)(i) & (ii) relating to further regulations of tourist rooming houses; amends Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3) to further clarify what zoning districts Tourist Rooming Houses may operate as a permitted or conditional use with the following:

SECTION II: That Section 23.02(1)(b)(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point, shall be amended to read as follows:

2) Permitted Uses

- a) Permitted uses in "C" District except truck gardening
- b) Single Family dwellings
- c) Home occupations/Professional home offices
- d) Tennis courts
- e) Churches, convents, chapels, temples, synagogues, parish or rectory houses.
- f) Fire and police stations
- g) Accessory uses
- h) Filling of property
- i) Family day care centers
- j) Tourist Rooming House where the owner permanently resides within the home/building (owner-occupied), **subject to the regulations identified within Section 23.01(13)(i) of this Zoning Code.**

SECTION III: That Section 23.02(1)(b)(3), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

3) Conditional Uses

- a) Conditional uses in "C" District except campgrounds and shooting ranges
- b) Accessory uses.
- c) Industrial pipelines
- d) Private garage intended for storage of automobiles and other personal property owned by the property owner and specifically related to a permitted residential use.
- e) Large group day care centers
- f) Public and parochial elementary schools
- g) Churches, convents, chapels, temples, synagogues, parish or rectory houses if the proposed setback does not meet overlying district standards.
- h) Infilling of building space on a property, where the current building setback is not in conformance.

~~i) Tourist Rooming House where the owner does not permanently reside within the home or building~~

SECTION IV: That Section 23.02(1)(f)(3), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

3) Conditional Uses

- a) Conditional uses in "R-3" District except single family zero lot line dwellings and except accessory buildings as a conditional use.
- b) Multiple dwellings (three units or more)
- c) Accessory uses
- d) Industrial pipelines
- e) Bed & breakfast establishments/maximum of 4 rooms/one family per room
- f) Temporary housing
- g) Rest homes, nursing homes, and homes for the aged
- h) Inn

~~i) Tourist Rooming House where the owner does not permanently reside within the home or building, subject to the regulations identified within Section 23.01(13)(ii) of this Zoning Code.~~

SECTION V: That Section 23.02(2)(a)(3), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

3) Conditional Uses

- a) Conditional Uses in "R-5" District
- b) Carry-out beer and liquor
- c) Bowling alleys
- d) One and two family dwelling units
- e) Taverns and night clubs
- f) Gas and service stations
- g) Credit Unions and Bank
- h) Accessory uses
- i) Industrial pipelines
- j) Off-premise sign/billboard
- k) Convenience food retail outlets not exceeding 3,000 square feet
- l) Car/Truck Wash
- m) Expansion of existing mini-warehouse improvements
- n) Greenhouse & Nurseries

~~o) Tourist Rooming House where the owner does not permanently reside within the home or building, subject to the regulations identified within Section 23.01(13)(ii) of this Zoning Code.~~

seconded by Commissioner Cooper.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

10. Request from Lineage SCS WI, LLC, for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copps Drive (Parcel ID 281230801210006 and 281230801120003).

Director Kernosky summarized the request for phase four of the cold storage warehouse facility expansion, or approximately a 122,276 square foot addition. The addition would have a similar appearance and function as of the second and third phase expansions, and compromise majorly of freezer space. The proposed site plan was consistent with the Planned Industrial District and East Park Commerce Center, as well as the City's Comprehensive Plan in terms of development. While they were still working through some stormwater management, all other building setbacks, parking, landscaping, and other zoning requirements had been met.

Motion by Commissioner Arntsen to approve the request from Lineage SCS WI, LLC, for a site plan review of an expansion to the existing cold storage warehouse facility located within the Planned Industrial Development Zoning District at 5700 E.M. Copps Drive (Parcel ID 281230801210006 and 281230801120003) with the following:

1. stormwater management plan shall be submitted providing evidence that the existing retention facilities are adequate for this expansion or provide additional retention to address the expansion.
2. A landscaping plan shall be submitted to be reviewed and approved by the community development department. The landscaping plan shall include and identify an extension of the existing landscaping in relation to the proposed addition. Furthermore, the landscaping plan should incorporate and continue previous requirements to the extent applicable with the project which include:
 - a. Landscaping and screening shall be installed to screen additional new parking within 6 months of the completion of any addition or expansion.
 - b. The southern trailer parking area shall be screened with a decorative fence of at least 6 feet tall or a berm (minimum of 6 feet) with landscaping.
 - c. Additional landscape screening, to be approved by staff, shall be installed along the southern and western property lines, as well as along the sides of the parking areas.
 - d. Street trees shall be installed along the street at a rate of 1 per every 75 lineal feet.
 - e. Landscaping shall be irrigated and maintained in perpetuity.
 - f. Stormwater detention areas shall be maintained.

seconded by Mayor Wiza.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

11. Request from the City of Stevens Point for a site plan review for proposed improvements to Emerson Park

(Parcel ID 281240832103401) consistent with WI Stats. §62.23(5).

Director Kernosky summarized the request for several Emerson Park improvements located at 1401 East Avenue. While the proposed conceptual plans had already been approved by the Park Board, there was a need for the request to also go before the Historic Preservation/Design Review Commission due to the bathroom shelter being proposed. Active spaces within the park would consist of a multi-use court, bean bag toss area, restroom shelter, playground, and incorporate two new handicapped stalls off the East Avenue right-of-way. Staff held no concerns for the request and recommended approval as proposed.

Mayor Wiza commended those involved in the efforts for the park redevelopment.

Director Kremer, Parks Department, had nothing to add and noted his support for the request.

Aldersperson Johnson (District Five) commended staff, Rettler Corporation, and community members for all their efforts regarding the park improvements. She also highlighted the Friends of Emerson Park organization, noting that they were in the process of a capital campaign to fund the proposed project, adding that they had been working on the design over the previous 2.5 years.

Mayor Wiza made additional remarks of support for the community, Friends of Emerson Park organization, and all those involved in getting to this point.

Ginger Keymer (Zoom Chat), on behalf of the Friends of Emerson Park organization, thanked the Mayor, Director, and members of the Planning Commission for their time.

Commissioner Arntsen, for clarification, asked if the black areas within the noted wood fiber surface area indicated the future placement of park equipment, to which staff confirmed accurate.

Motion by Mayor Wiza to approve the request from the City of Stevens Point for a site plan review for proposed improvements to Emmerson Park (Parcel ID 281240832103401) consistent with WI Stats. §62.23(5); seconded by Commission Haines.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

12. Request from the Redevelopment Authority of the City of Stevens Point to purchase 1009 Second Street (Parcel ID 281240832200405)

Mayor Wiza reiterated the need to have Plan Commission approval for any acquisition or sale of City-owned property.

Director Kernosky briefly explained that staff had been working with the owner of 1009 Second Street to acquire the property for the purpose of forming a 'super-block' for future development. The intent would be to demolish the building, in addition to the Belke Lumber buildings. It was a strategic move for the proposed Wanta development. Based on these findings, staff recommended approval of the purchase.

Motion by Commissioner Arntsen to approve the request from the Redevelopment Authority of the City of Stevens Point to purchase 1009 Second Street (Parcel ID 281240832200405); seconded by Commissioner Haines.

Roll Call:

Yeas: Wiza, Kneebone, Arntsen, Cooper, Haines, Hoppe, Rice

Nays:

Motion carried 7-0.

13. May, 2020 Monthly Report

Director Kernosky indicated that while values and fees were down compared to previous years, the amount of issued permits was still climbing at a steady pace, many of which included fences, sheds, roofing jobs, and other smaller projects. The Delta Dental Headquarters project was expected to be issued for June.

Motion by Commissioner Cooper to accept the May, 2020 Monthly Report and place it on file; seconded by Commissioner Haines.

Motion carried 7-0.

14. Staff Update

Director Kernosky provided the following updates:

1. Commended the new Associate Planner/Zoning Administrator, Adam Kuhn, on his efforts thus far.
2. Announced that most City offices had reopened with staff back on-site. The Community Development Department remained closed due to renovations, but office staff was expected to return mid-late June. Remote operations continued where possible.

15. Adjourn.

Meeting adjourned at 7:56 PM.

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

Attachment relating to Agenda Item 4: 516 Franklin Street CUP

Maria Mohr

From: Bob Woehr <bobandhilde@core.com>
Sent: Thursday, May 28, 2020 3:30 PM
To: rkenowski@stevenspoint.com
Subject: TND Conditional Use Permit - 516 Franklin St

Ryan and Adam,

In reading thru the agenda for Monday's Plan Commission agenda, I noticed that the owner of 516 Franklin Street has applied for a Conditional Use permit under the Traditional Neighborhood provisions of Chap 23 RMC. In my opinion there are at least two problems with the application. The intent of the TND is stated on page 58 of the ordinance which reads, in part:

"h) "R-TND" Traditional Neighborhood Development Overlay District

1) Intent. The purpose of this district is to allow the development and redevelopment of residential land in the city consistent with the design principles of traditional neighborhoods. A traditional neighborhood is compact, designed for the human scale, and characterized by larger homes on smaller lots with smaller setbacks from the property lines. (emphasis added)."

The home certainly meets the criteria of "large" at nearly 3000 square feet, but the lot size (100' x 125') isn't a "smaller" lot when compared to others in the surrounding area.

The second (and most troubling) problem with the application is that issuance of the permit would be in direct contravention of the ordinance. Specifically, the ordinance reads in part on page 59:

"The Common Council may consider the following conditional use setback requirements as an alternative to the setback requirements in the underlying zoning district. These conditional use setback requirements shall be applied only to single family uses." (emphasis added)

Per the assessor's data sheet (available on the website) the home in question is a 2 family use. That fact is confirmed by the applicant on the application form. Therefore, granting the permit would not be legal.

I suggest that the item be pulled from Monday's agenda and that the application fee be refunded. If the applicant wants to pursue his plans, I'd suggest that he investigate the Zoning Board of Appeals process.

Bob Woehr
727 Second Street, Stevens Point, WI 54481
Tel: (715)341-3454

Bob Woehr
727 Second Street, Stevens Point, WI 54481
Tel: (715)341-3454

Attachment relating to Agenda Item 9: Amend Chapter 23, relating to regulations of Tourist Rooming Houses

June 1, 2020

To Planning and Zoning Commission:

Comment to agenda item #9.

Request from the City of Stevens Point to amend Chapter 23, Zoning Ordinance of the Revised Municipal Code. Said request adds Sections 23.01(13)(i) & (ii) relating to further regulations of tourist rooming houses; amends Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3) to further clarify what zoning districts Tourist Rooming Houses may operate as a permitted or conditional use.

I am not able to attend the meeting this evening and would like to submit my support for this revision in Municipal Code. As I stated at a previous meeting, as an existing Tourist Rooming House operator this is not about restricting competition. I believe that commercial operations (which this activity is without a doubt) need to be carefully planned and follow specific zoning with input and knowledge from neighboring properties. A land purchaser who buys a parcel of land next to a commercially zoned property has that information upon purchase. This is fair and equitable for all parties involved while still allowing rezoning options.

If there remains a desire to accommodate Tourist Rooming Houses as commercial operations in Residential zoned areas for non-owner occupied transactions, I would think that there are overlay zoning opportunities that would allow such use while also providing input upfront from neighboring properties. This is something that could be planned and zoned appropriately to the neighborhood with possible maximum properties based on percentage of lots or population.

Sincerely,

Bill Schierl

Community Development Report - May 2020

Construction Report

New Construction	# of Permits	Location	Declared Valuation	Fees
Single Family	1	708 Frederick St	\$398,000.00	\$1,175.00
Two Family	-	-	-	-
Multi-Family	-	-	-	-
Commercial/Industrial	2	1443 Water St (Berkshire PLB - HVAC)	\$1,715,383.57	\$6,796.22
	1	2240 Patch St (Storage Building)	\$97,530.00	\$899.64

Additions or Alterations	# of Permits	Declared Valuation	Fees
Residential	97	\$497,530.17	\$6,636.25
Commercial	30	\$4,759,716.00	\$23,895.70
Monthly Permits	131	\$7,468,159.74	\$124,814.57

2019	521	\$51,764,648.14	\$211,354.24
2018	487	\$29,758,677.46	\$196,439.61
2017	355	\$16,528,797.15	\$155,078.79

* All Berkshire Apartment permits have been issued.

* PJ Jacobs interior remodel:

\$3,565,240 (May - ELE, PLB, HVAC)
 \$1,562,609 (April - BLD)

Violation Report

Exterior Structure Complaints	Violations	Count
Multiple Exterior Property Violations		0
Exterior Property Violations		0
Accumulation of Rubbish or Garbage		22
Grass or Weeds		85
Improper Parking of Vehicles		5
Improper Storage of Refuse or Refuse Carts		0
Snow and Ice		0
Storage of Household Items Outside		13
Unlicensed or Inoperable Vehicles		0
Unsanitary Conditions		0
Exterior Building or Structure Violations		1
Defective Sidewalks, Driveways		0
Defective Protective Treatment		0
Defective Exterior Walls, Roofs, Windows, Doors		0
Interior Structure Complaints		
Multiple Interior Structure Violations		0
Interior Structure Violations		0
Multiple Violations		
General Case		30
Other Violations		
Rodent or Pest Violations		0
Fire Prevention Violations		0
No Heat Violation		0
Electrical Violations		1
Nuisance Violations		0
Mechanical Violations		0
Signage Violations		0
Plumbing Violations		0
Improper Occupancy: Multi-Family Dwelling		0
Improper Occupancy: Residential Dwelling		0
Visibility Obstruction Violations		0
Unlawful Animal		0
Land Use Violations		1
Loss of Pre-existing Use Status		0
Work w/o Historic Preservation Review		0
Work Without Permit		4
Open Permit Status		0
Total Violations / Total Service Fees Billed		162
30/162 Tagged or Verbal, 26/30 Remedied = 86% Compliance		\$500

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

June 8, 2020 - 6:00 PM

(or immediately following previously scheduled meeting)

Zoom Conference Call Meeting

Click to Connect: [Zoom Meeting](#) | Dial in Number: (312) 626-6799 | Meeting ID: 810 3697 2353

MINUTES

Roll Call

PRESENT Mayor Wiza, Ald. Kneebone, C\T Ladick, Ald. Morrow, Ald. Jennings, Ald. Zarazua, Ald. Shorr, Ald. Johnson

EXCUSED Ald. Slowinski

OTHERS HR Jakusz, Clerk Krautkramer, Attorney Beveridge, Chief Finn, Asst. Chief
PRESENT Zenner, Dir. Beduhn, Dir. Lemke, Dir. Kernosky, Dir. Kremer, Streets Assistant Pacyna, Ald. Johnson, Ald. Shorr, Ald. Fisher, Ald. Nebel, Ald. Johnson, Oren Jakobson, Nebel, Ald. Dalton, Marlene Pohl

Informational

1. **Director's Report**
 - a. **TAP Grant**
 - b. **Streets Improvement Project**
 - c. **Road Resurfacing Project**

Mayor Wiza commented on possibly holding a special meeting later this month in regards to TAP Grant.

Discussion and Possible Action

2. To award the 2020 Pavement Maintenance Program #20-04 to Fahrner Asphalt of Wisconsin in the amount not to exceed \$294,735.80.

Ald. Morrow **moved**, Ald. Zarazua seconded, to approve the 2020 Pavement Maintenance Program #20-04 to Fahrner Asphalt of Wisconsin in the amount not to exceed \$294,735.80.

Call for the Vote: Ayes: Kneebone, Ladick, Morrow, Jennings, Zarazua.
Nays: None. Motion carried.

Adjourn

6:19 meeting adjourned

PERSONNEL COMMITTEE

June 8, 2020 - 9:55 PM

Zoom Conference Call Meeting

Click to Connect: [Zoom Meeting](#) | Dial in Number +1 312 626 6799 | Meeting ID 810 3697 2353

MINUTES

Discussion and Possible Action on:

1. Roll Call

PRESENT Ald. Shorr, Dalton, Leek, Zarazua, Nebel

OTHERS Alderpersons Morrow, Jennings, Johnson, Fishler, Kneebone; Mayor

PRESENT Wiza; Clerk Krautkramer; Attorney Beveridge; C/T Ladick; Chief Finn; Assistant Chief Zenner, Dir. Lemke, Dir. Kernosky, Dir. Kremer, Dir. Beduhn; Deputy C/T Freeberg; Paul Bronk; R. Chase; HR Manager Jakusz

2. Request to increase IT Support Analyst position from part-time to full-time.

Ald. Cindy Nebel **moved**, Ald. Mykeerah Zarazua seconded, to approve the increase for IT Support Analyst position from part-time to full-time.

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

3. Elected versus appointed Clerk, Comptroller/Treasurer and City Attorney.

Following discussion, Chairperson Shorr indicated he would map out options for further discussion and consideration at the July meeting.

4. Request to hire a limited term employee (LTE) in the Community Development Department.

Ald. Polly Dalton **moved**, Ald. Cindy Nebel seconded, to approve the request to hire a limited term employee (LTE) in the Community Development Department.

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

5. Adjourn into closed session (approximately 7:00 p.m.) pursuant to Wisconsin State Statute 19.85(1)(c) to consider a request for leave of absence without pay.

Ald. Nebel **moved**, Ald. Zarazua seconded, to approve the adjournment into closed session at 10:25 p.m. pursuant to Wisconsin State Statute 19.85(1)(c) to consider a request for leave of absence without pay.

Call for the Vote: Ayes: Shorr, Dalton, Leek, Zarazua, Nebel
Nays: None. Motion adopted.

6. Reconvene into open session (approximately 10 minutes after adjourning into closed session) for action on the request for a leave of absence without pay.

Motion by Alder Nebel, second by Alder Dalton to reconvene into open session (10:47 p.m.) for action on the request for a leave of absence without pay.

Call for the Vote: Ayes: Shorr, Dalton, Leek, Zarazua, Nebel
Nays: None. Motion adopted.

Motion by Alder Shorr, second by Alder Dalton to extend the leave of absence without pay through July 31, 2020. Ayes all, nays none. Motion carried.

7. Adjournment

Chairperson Shorr adjourned the meeting at 10:51 p.m.

CITY OF STEVENS POINT
FINANCE COMMITTEE AGENDA
June 8, 2020 - 6:40 PM

(or immediately following previously scheduled meeting)

Zoom Conference Call Meeting

Click to Connect: [Zoom Meeting](#) | Dial in Number +1 312 626 6799 | Meeting ID 810 3697
2353

MINUTES

Discussion and Possible Action on:

1. Roll Call

PRESENT Ald. Johnson, Dalton, Morrow, Shorr

EXCUSE Ald. Jeremy Slowinski
D

OTHERS C/T Ladick; Mayor Wiza; Clerk Krautkramer, Attorney Beveridge, Chief
PRESENT Finn, Interim Chief Zenner, Directors Lemke, Kernosky, Kremer, Beduhn;
Human Resource Manager Jakusz; Deputy C/T Freeberg; IT Manager
Van Dreel; Kate Gullickson; Greg Johnson; Tony Langfellow; Richard
Chase; Paul Bronk .

2. Presentation of feasibility analysis for creation of 3 new Tax Incremental Financing (TIF) districts.

Presentation was given by Greg Johnson from Ehlers.

Ald. Shorr moved, Ald. Morrow seconded, to approve moving forward with the creation of all 3 new TIF districts.

Call for the Vote: Ayes: Ald. Johnson, Morrow, Shorr Nays: Ald. Dalton. Motion approved.

3. Presentation on the City's investments, including a review of the Investment Policy.

Presentation was given by C/T Ladick.

4. Review of budget variations for the 2019 fiscal year.

C/T Ladick presented an overview of the budget variations for the 2019 fiscal year.

5. Request to Increase IT Support Analyst position from Part-Time to Full-Time.

Ald. Morrow moved, Ald. Shorr seconded, to approve the increase from part-time to full-time for the IT Support Analyst position and have staff continue to work out the details.

Call for the vote: Ayes: All; Nays: None; Motion carried.

6. Adjusting licensing fees for 2020 due to the interruption in business operations.

Ald. Shorr moved, Ald. Dalton seconded, to approve adjusting the license fees for 2020.

Call for the vote: Ayes: All; Nays: None; Motion carried.

7. Operation of the Municipal Pool for the current year.

Ald. Dalton moved, Ald. Morrow seconded, to approve the opening of the municipal pool on July 1st.

Call for the Vote: Ayes: Dalton, Morrow, Shorr Nays: Johnson. Motion adopted.

8. Capital reallocation for the Parks Department.

Ald. Shorr moved, Ald. Morrow seconded, to approve the capital reallocation for the Parks Department.

Call for the vote: Ayes: All; Nays: None; Motion carried.

9. Request to hire a Limited Term Employee (LTE) in the Community Development Department.

Ald. Dalton moved, Ald. Morrow seconded, to approve hiring an LTE for the Community Development Office.

Call for the vote: Ayes: All; Nays: None; Motion carried.

10. Approval of Claims Paid

Ald. Dalton moved, Ald. Shorr seconded, to approve the claims paid in the amount of \$4,549,867.02.

Call for the vote: Ayes: All; Nays: None; Motion carried.

11. Adjournment

Adjournment at 9:55 p.m.

**CITY OF STEVENS POINT
PUBLIC PROTECTION COMMITTEE MINUTES
June 8, 2020 - 6:20 PM**

Zoom Conference Call Meeting

Click to Connect: [Zoom Meeting](#) | Dial in Number: (312) 626-6799 | Meeting ID: 810 3697 2353

Discussion and Possible Action on:

1. Roll Call

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

OTHERS Mayor Wiza; Clerk Krautkramer; Attorney Beveridge; C/T Ladick; Alders:

PRESENT Shorr, Zarazua, Johnson, Dalton, Morrow; Chief Finn; Interim Chief Zenner;
Directors: Lemke, Kernosky, Kremer, Beduhn; Kathy Johnson.

2. License List

A. Class "B" Beer and "C" Wine; and Renewal Class "B" Combination

Ald. Nebel **moved**, Ald. Fishler seconded, to approve the Class "B" Beer and "C" Wine and Renewal Class "B" Combination licenses.

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

3. Commercial Animal Establishment (Renewal):

A. The Barking Lot, 3432 Minnesota Avenue, Stevens Point, WI; Pamalla Schneider, 1937 Plover Street, owner.

B. Country Paws Bed & Biscuit, 2107 Country Club Drive, Stevens Point, WI; Laura Bronk, 2107 Country Club Drive, owner.

Ald. Leek **moved**, Ald. Fishler seconded, to approve the commercial animal establishment renewals.

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

4. Request to Hold Event/Street Closing

A. ~~Pedal Point Rally 2020, July 31 and August 1, 2020 (New)~~ CANCELLED

B. Bria Bella & Co Birthday Bash, June 15 - June 20, 2020 (Recurring)

Ald. Nebel **moved**, Ald. Fishler seconded, to approve the closure of two parking spaces on Friday, June 19 and Saturday June 20.

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

C. Discover Downtown, July 18, 2020 (Recurring)

Kathy Johnson, 1201 Water Street, asked what the proper application is and what the Committee members biggest fears are with the open intoxicants.

Ald. Jennings said this can be discussed further on agenda item 8.

Ald. Kneebone **moved**, Ald. Leek seconded, to approve the street closure and rain date for Discover Downtown.

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

D. ~~Farmers Market – Street Closure Request~~ *APPLICANT PULLED ITEM PRIOR TO THE MEETING*

5. Polling Locations Changes

A. Resolution - Temporary Change to District 1 Polling Location

B. Ordinance Amendment: Chapter 15.10 Polling Places

Ald. Fishler **moved**, Ald. Nebel seconded, to approve moving the polling locations based on Clerk Krautkramer's recommendations.

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

6. City of Stevens Point Media Relations Policy

Ald. Nebel **moved**, Ald. Kneebone seconded, to approve adopting the City of Stevens Point Media Relations Policy.

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

7. Ordinance Amendment: Chapter 16.12 Central Business District Sidewalk Café Licenses

Ald. Nebel **moved**, Ald. Fishler seconded, to approve the removal of requiring fencing for the 2020 year.

Mayor Wiza said Troy Hojnacki, 912 Main Street, contacted him saying he is in support of this.

Ald. Jennings read an email from Christopher Klesmith, Create Portage County Project Activator, who wrote in support of this to provide safer dining and business options during the COVID pandemic.

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

8. Discussion and possible action on relaxing the Open Intoxicant Ordinance on specific days in the downtown area.

Kathy Johnson, 1201 Water Street, thanked everyone for their consideration with this. She expressed the urgency and importance with coming up with a plan now because downtown businesses may not survive if this is postponed. She expressed her feelings on how and why this is a good idea for downtown.

Marlene Pohl, 9654 Krogwold Road, Amherst Junction, questioned the fairness of only opening this up to the downtown area. She expressed her concerns; one of them being the affects on the other businesses in the City.

Trevor Roark, 601 Washington Avenue, said he supports amending the ordinance and said it is a great step forward.

Kellen Ferkey, 725 Franklin Street, said he would be excited to see Thursdays as an option and that the public would benefit greatly from this.

The committee asked staff to clarify this and bring it to Council to vote on.

9. Discussion and possible action regarding the use of public parking lots and street side parking spaces for outdoor service, seating, and sales areas for local businesses.

Kathy Johnson, 1201 Water Street, said due to the urgency of this, asked if the permits and additional fees be waived to the businesses.

Jared Lensmire, 1410 Third Street, expressed his gratitude towards the committee, alders, and city staff for pushing this through so quickly.

Ald. Cindy Nebel **moved**, Ald. Thomas Leek seconded, to approve the use of public parking lots and street side parking spaces for outdoor service seating, and sales areas for local businesses with a sunset clause of 2020.

Mayor Wiza said this would require an ordinance amendment and the motion does not approve an ordinance amendment.

Ald. Nebel **amended**, Ald. Leek seconded, the motion asking staff to draft an ordinance amendment with a clause including a sunset date of 2020.

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

10. Adjournment

Adjourned at 7:43 p.m.

COMPTROLLER-TREASURER REPORT
for the period ending April 30, 2020

	Bal April 1, 2020	Receipts	Disbursements	Bal April 30, 2020
GENERAL OPERATING CASH	\$1,952,010.15	\$4,364,678.01	\$3,739,074.45	\$2,577,613.71
WATER & SEWER (CASH & INVEST) (includes airport, transit , stormwater)	\$10,960,589.18	\$3,292,178.90	\$3,245,348.08	\$11,007,420.00

INVESTMENTS	Bal April 1, 2020	TRANSFER IN	TRANSFER OUT	Bal April 30, 2020
GENERAL	\$33,657,092.78	\$1,000,000.00	\$0.00	\$34,657,092.78
SPECIAL REVENUE	\$756,824.62	\$0.00	\$0.00	\$756,824.62
DEBT SERVICE	\$2,356.76	\$0.00	\$0.00	\$2,356.76
CAPITAL PROJECTS	\$3,366,467.48	\$0.00	\$0.00	\$3,366,467.48
ENTERPRISE	\$0.00	\$0.00	\$0.00	\$0.00
TRUST	\$3,235,944.80	<u>\$0.00</u>	<u>\$0.00</u>	\$3,235,944.80
TOTALS	<u>\$41,018,686.44</u>	<u>\$1,000,000.00</u>	<u>\$0.00</u>	<u>\$42,018,686.44</u>

EXPENDITURES:	BUDGET	YTD	%	REVENUES	BUDGET	YTD	%
GENERAL GOVT	\$3,858,347.00	\$1,538,691.77	39.88%	GENERAL	\$24,994,619.00	\$13,896,637.00	55.60%
POLICE	\$5,700,710.00	\$1,744,321.21	30.60%				
FIRE	\$5,507,623.00	\$1,702,249.76	30.91%				
PUBLIC WORKS	\$6,285,626.00	\$1,503,479.86	23.92%				
PARK & REC	\$2,017,013.00	\$475,316.19	23.57%				
CAPITAL PROJECTS	\$6,131,094.00	\$860,496.54	14.03%				
DEBT SERVICE	\$6,645,557.00	\$4,948,552.04	74.46%				
YTD TARGET	33.33%						

Application Form

Name: Greg Koepel

Address: 1408 Strong's Ave, Apt 401

Phone: 715-252-7192

Email: koepelg@gmail.com

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

TRANSPORTATION COMMISSION

MAYOR'S ADVISORY COUNCIL ON ARTS AND CULTURE

I'm open to serving as needed - please let me know where you need help.

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

I want to serve because I believe in community service - it's what makes a community strong and vibrant. I am a veteran with a decade of service. I've had a successful 30 year career in business as a leader and executive. I am a university teacher and doctorate student. I've been a leader on organization boards and committees. I have the experience, skills, and time commitment, to make a worthwhile and significant contribution to our community through governmental service.
Thank you for your consideration .

Please return the completed application and a copy of your resume to:

City of Stevens Point City Clerk's Office

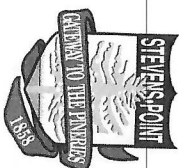
1515 Strong's Avenue, Stevens Point WI, 54481

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

RECEIVED
MAY 29 2020
CITY CLERKS
OFFICE

Stevens Point

Boards, Commissions, &
Committees Application



Greg Koepel

1408 Strongs Ave, Apt 401, Stevens Point, WI 54481

715-252-7192 | koepelg@gmail.com

Curriculum Vitae

Education

Michigan Technological University, Bachelor of Science in Business Administration, 1985.

University of Phoenix, Master of Arts in Management, 1991. Thesis: "An Evaluation of the U.S. Army's Officer Evaluation Reporting System."

University of Wisconsin-Stout, accepted and enrolled for the Doctorate of Education in Career and Technical Education beginning fall semester 2020.

Teaching Experience

University of Wisconsin Stevens Point, School of Business and Economics (SBE), Associate Lecturer, August 30, 2019 – Present

The SBE creates career ready graduates and leaders through applied learning. We serve the businesses, economy, and people of the greater Central Wisconsin region. We specialize in preparing students for success by providing professional development experiences, access to employers, and in-demand skills. SBE is accredited by the Association to Advance Collegiate Schools of Business (AACSB), a designation earned by only 5 percent of world business schools.

Lecturer for Business 322 – Leadership for Managers – a required course for a Business Administration degree. Shaping and developing leadership abilities of juniors and seniors through the exploration of character development and self-mastery and teaching a proven, research-based leadership model.

Lecturer for Business 320 – Introduction to Management beginning in the fall semester 2020. An elective course for non-business majors to develop business skills to supplement their major.

Industry Experience

Roehl Transport, Inc., Vice President of Workforce Development and Administration (Human Resources and Strategic Communications), June, 1999 – July 2019

Roehl is a truck transportation and logistics company at the time doing business nationwide with \$400 million in revenue, multiple locations and 2,800 employees. Led a department of over 100 people with a leadership team including a vice president, three directors and five managers. A 2018 Forbes Magazine “Best Mid-Sized Employer.”

Responsible for executing and leading HR strategy, policy, programs, and communications across multiple sites serving a nationwide distributed workforce. I’m a highly skilled generalist with expertise in HR policy and operations, executive coaching, culture building, organizational development and training, and both strategic and tactical organizational communications. Partnered with senior leaders (from Directors to Presidents) across the business to deliver against operational goals, by identifying, prioritizing, and building human capital capabilities, behaviors, structures, strategy, and processes. These were the major elements of my role:

Member of the company’s Executive Leadership Team consisting of the business unit leaders, functional department heads and the CEO. Acted as an internal consultant; advising the CEO and peers on strategic planning, human capital management, employee relations, organizational development, communications, process improvement initiatives, change management, and culture development.

Head of Learning and Development (training and development, organizational development, employee engagement, culture). Developed training programs, implemented learning initiatives and continuously updated current training programs to ensure alignment with company goals. Assessed company-wide development needs to drive learning initiatives. Provided organizational strategies with the goal of helping employees perform better within the organizational context.

Internal Communications – In partnership with the CEO and leadership across the company, led the strategic development and execution of internal communications activities that positively reflected the company’s culture and enhanced employee engagement. Assessed communications needs and developed appropriate solutions – digital, social, video, presentations, etc. Managed the planning, development and execution of creative design services. Was the company’s primary spokesperson.

Selected Highlights and Accomplishments:

- Developed and implemented “ground up” HR and company operations policies, processes, procedures, structures, and talent recruitment and selection to support the company’s development from a company with just over 1,000 employees to a company with over 2,800 employees. I did this work from the strategic planning level all the way to the tactical execution level.
- Created and implemented *Organizational Masonry – Building a Powerful Positive Culture – the Foundation of Success*. Using Organizational Masonry, improved individual and organizational behaviors and decision-making by aligning company and employee values, resulting in a significant and sustained measurable improvement in performance metrics. We moved from a middling position to a position of industry leadership that has been sustained over the past 17 years.
- Established a commercial driver’s license (CDL) talent development training program which effectively closed the “skills gap” providing us a new source of talent that allowed us to grow in a “hyper” constrained employment market. Scaled this program to a weekly run rate of 40 fully qualified (completed CDL written test, obtained commercial drivers permit, passed CDL and hair analysis drug screenings, and passed CDL medical exam) students per week. This made us one of the largest CDL vocational training programs in the nation.
- Secured a half million-dollar grant to offset development and start-up costs for an innovative skills training program.
- Developed a program recognized by the leader of the transportation industry’s leading advocacy group for women’s issues as “the model” for training to address women’s issues and concerns.
- Created the industry’s first federally (Department of Labor and Department of Veterans Affairs) certified 2-year apprenticeship program.
- Managed succession of key executives. Recruited and led the selection for 5 of 8 members of the Executive Leadership Team (the exceptions are the CEO, one other and myself).
- Partnered with Northcentral Technical College and led the initiative to create the degree program known today as Healthcare Business Administration. At the time it was NTC’s first new program in over a decade.
- Developed and implemented internal university which we came to call Roehl “Youniversity.” Led the identification, selection and implementation of an industry leading learning management system (Litmos) and the subsequent build out of content to leverage the platform.
- Partnered with Fox Valley Technical College to establish a flexible flow contracted training model using our vocational content, methods and standards. This allowed us to expand our training capacity in an economical way.

Industry Experience continued

Historia Leadership, 2006 - Present

Teaching leadership by using powerful examples of leaders from the past. We all know Washington and Lincoln, but the little-known stories of leadership excellence I share make for a delightful learning experience people are sure to remember. All presentations are told in an entertaining way, using historical images, music and dramatic storytelling.

In addition to powerful leader training, I provide extensive insight into organizational culture building. Rather than generalized guidance, I provide leaders specific action steps for building and leading a powerful positive culture using my "10 C's of Leadership".

Lloyd-Flanders Industries, Human Resources Manager, 1998-1999.

The world's leading manufacturer of high-end wicker furniture. Responsible for all aspects of Human Resources and internal communications for this 400+ employee company with 300 members of a union bargaining group including: employee relations, recruitment and selection, on-boarding, performance management, conflict resolution, union relations, grievance management and resolution, off-boarding, safety management, and gain-sharing implementation.

Mid-Wisconsin Bank, Director of Human Resources, 1996-1998

Company with \$300 million in assets, 12 geographically dispersed locations, and 150 employees. Responsible for all aspects of Human Resources and internal communications.

Nationwide Insurance Group (Wausau Insurance Companies, at the time Nationwide's commercial arm), Human Resources Manager, 1990-1996.

Joined corporate HR as a Compensation Analyst and was a member of the team that developed the pay band structure that Nationwide continues to use today. Promoted to Human Resources Manager for the group health insurance operations center, providing a broad range of human resources services: recruiting and selection, on-boarding, employee relations, employee training and development, performance management, off-boarding, HR administration and employment law compliance.

United States Army Veteran, 1985 to 1990, retiring with the rank of Captain. Platoon leader, direct leader for a unit of 35 soldiers. Responsible for operational planning and tactical execution, soldier welfare, training and readiness for mission, equipment maintenance, and enforcing Army standards of accountability.

Liaison Officer, responsible for shaping perceptions of visitors and guests of the Commanding General, 4th Infantry Division to promote the competence and capabilities of the Division.

Assistant Battalion S3, responsible for developing and implementing training exercises to develop the operational readiness of the unit.

Industry Experience continued

Michigan Army National Guard, 1980 – 1985

Platoon leader, direct leader for a unit of 35 soldiers. Responsible for operational planning and tactical execution, soldier welfare, training and readiness for mission, equipment maintenance, and enforcing Army standards of accountability. Platoon received “top platoon in the battalion” trophy.

Industry Writing

There are No 4 Wheelers!, INFORMER, Issue 37, 3rd Quarter 2009

Industry Presentations

- **Commercial Carrier Journal’s Annual Spring Symposium**, May 2019, keynote speaker – “Organizational Masonry – *How to Build a Positive Powerful Culture.*”
- **Direct Employers Association Annual Meeting** and national conference, April 2019, featured presenter – “Don’t Let Your Applicant Tracking System Determine Your Candidate Experience.”
- **Direct Employers Association Annual Meeting** and national conference, April 2018, keynote speaker – “Organizational Masonry – *How to Build a Positive Powerful Culture.*”
- **DBA Benefits Consulting’s annual customer conference**, May 2018, Keynote Speaker – “Organizational Masonry – *How to Build a Positive Powerful Culture.*”
- **National Lease’s Annual Member HR Conference**, July 2019, keynote speaker – “The Signs of Leadership.”
- **University of Georgia, Trucking Profitability Strategies Conference**, April 2009, featured presenter – “Talent Selection.”

Awards

- **Human Resources Professional of the Year – 2006**

The highest honor for excellence in HR leadership from the transportation and logistics industry’s largest trade group the American Trucking Associations (ATA). The ATA has more than 37,000 members employing hundreds of thousands people across the U.S.

- **Gold Winner SIAA 11th Annual Awards – 2014**, Employee Benefits Guide.

Service Industry Annual Awards – SIAA – is the only advertising awards to specifically recognize the advertising achievements in the service industry. I was author/concept designer.

Awards continued

- **Gold MarCom – 2016**, Owner Operator Marketing Campaign.
- **Gold MarCom – 2007**, Employee Publication – Internal Newsletter.
- **MarCom Honorable Mention – 2007**, “The Wall of Values.” Corporate value communication.

MarCom Awards honors excellence in marketing and communication. MarCom is administered by the Association of Marketing and Communication Professionals. The international organization, founded in 1995, consists of several thousand marketing, communication, advertising, public relations, digital and web professionals. I was author/concept designer.

- **Best Junior Officer – 1985**, 107th Engineer Battalion Michigan Army National Guard. Annual award given to the battalion’s top junior officer (lieutenant – captain) out of a group of some 30 plus officers.
- **James E. West Fellowship Award**, Recognition for substantive investment in growing the future leaders of our nation through the character building attributes of Scouting.

Grants

Wisconsin Fast Forward Grant, 2015. Wrote a successful grant application leading to maximum funding available in the grant program - \$500,000. The grant supported an innovative employment program which closed the skills gap and put Wisconsin citizens to work.

Professional Development

- **SPHR – Senior Professional in Human Resources.**
- **Harvard Business School**, The HR-CEO Connection. A professional development short course – June 2018.
- ***The Leadership Challenge*** (Kouzes and Posner), Trained facilitator.
- **Aubrey Daniels International**, Performance Management and Precision Leadership.
- **Blanchard’s**, Situational Leadership.
- **Development Dimensions International (DDI)** trained facilitator:
 - Interviewing.
 - Interaction Essentials.
 - Catalyst Leadership.
 - Customer Service.

Koepel CV continued

Professional Development continued

- **Franklin-Covey** trained facilitator:
 - The Seven Habits of Highly Effective People.
 - Building Trust.
 - Covey Leadership.
 - The 4 Disciplines of Execution.

Memberships

- **Society for Human Resource Management (SHRM).**
- **Association for Talent Development (ATD).**

Community Involvement

Annual Breast Cancer Survivors Dinner, 10th annual dinner for breast cancer survivors in the greater Marshfield Wisconsin area. 100% funding sponsor.

Annual Greg & Tammy Koepel Scholarship, 8th annual scholarship (currently \$1,200) to a graduating senior from Lake Linden – Hubbell High School.

North Wood County Historical Society, member.

Samoset Council – Boy Scouts of America, member Executive Board , 2009 – 2017.



Memo

TO: Park Commission and Finance Committee

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

DATE: May 29, 2020

RE: Award of Project #20-10 Goerke Stadium Exterior Restoration Project

The Parks, Recreation and Forestry Department (PRF) opened bids for the Goerke Stadium Exterior Restoration Project on May 27, 2020 and received two bids. The bid tab is included in your packet and the low bid was Holton Brothers Inc. out of Grafton, WI in the amount of \$53,600.

The project base bid was to perform tuckpointing of four critical areas needing immediate attention; photos of these areas are included in the packet. The project bid documents included two alternate bid amounts to provide the City a unit price to perform additional tuckpointing and calking on the structure if the base bid came in under budget. Staff is not recommending award of the alternate bids at this time.

Two bids were received for this project and the second bidder was much higher than the low bid. Staff reviewed Holton Brothers Inc. bid and followed up with a discussion with the contractor to verify the elements within the bid document will be repaired adequately. After review, Holton Brothers Inc. is very familiar with the project, has been to the site multiple times inspecting the building and have performed tuckpointing on this building and other City buildings in the past.

The project budget is \$50,000. The contingency fund that was reallocated at the March commission and finance meeting for the Donald Copps Municipal Pool Project and Pfiffner Pioneer Park irrigation project was \$13,380.80. The pool project is complete and required \$1,451.25 from that contingency fund. The Pfiffner project is nearly complete and has not required any contingency to this point. Balance of these project contingency currently is \$11,929.55.

Recommendations:

1. Award the project to Holton Brothers Inc. from Grafton, WI in the amount not to exceed \$53,600.
2. Reallocate 10,000 of contingency funds from the Donald Copps Municipal Pool Project and the Pfiffner Pioneer Park irrigation project. The reallocation would cover the \$3,600 needed for the base bid and provide a project contingency of \$6,400 (12%).

Note - If item #1 and #2 are approved, \$1,929.55 will remain in project contingency for the Pfiffner Pioneer Park irrigation project.

RESOLUTION

[CONDITIONAL USE PERMIT – 3421 CHURCH STREET – OPERATE PARTIAL MULTIPLE-DWELLING UNITS]

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 **3421 Church Street (Parcel ID 281230804301420)**, and described as LOT 2 of CSM 43/78, City of Stevens Point, Portage County, Wisconsin, is hereby granted Conditional Use Permit to operate partial multiple-dwelling units, subject to the following conditions:

- 1) The property owner shall hire an architect or engineer and submit plans as a result of the change in occupancy for review to either:
 - a) The City of Stevens Point if the area that is changing occupancy is under 100,000 cubic feet, or
 - b) The State of Wisconsin Department of Safety and Professional Services if the area changing occupancy is greater than 100,000 cubic feet.
- 2) All applicable building permits shall be applied for and obtained prior to commencement of construction.
- 3) Staff shall have the authority to approve minor changes to the site plan.
- 4) The Conditional Use Permit shall be reviewed within 12 months, by July 1, 2021 upon which Community Development staff shall have the authority to approve the use to continue. If staff determines any conditions of approval or standards of review have been jeopardized, the use may be further reviewed by the Plan Commission and Common Council.
- 5) The applicant shall work with City staff to incorporate landscaping on the property in accordance with current zoning guidelines.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 1, 2020
Adopted: June 15, 2020

Drafted by: Ryan Kernosky
Return to: City Clerk

RESOLUTION

[CONDITIONAL USE PERMIT – 516 FRANKLIN STREET – CONSTRUCT A FRONT PORCH SETBACK 15' 6" FROM RIGHT-OF-WAY]

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 **516 Franklin Street (Parcel ID 281240830402310)**, and described as LOTS 5 & 6 BLK 5 E B & H GRANTS ADD, City of Stevens Point, Portage County, Wisconsin, is hereby granted Conditional Use Permit to construct a front porch setback 15' 6" from the right-of-way, subject to the following conditions:

- 1) All applicable building permits shall be applied for and obtained prior to commencement of construction.
- 2) Staff shall have the authority to approve minor changes to the site plan.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 1, 2020
Adopted: June 15, 2020

Drafted by: Ryan Kernosky
Return to: City Clerk

RESOLUTION

[CONDITIONAL USE PERMIT – 600 MARIA DRIVE – CONSTRUCT A GYMNASIUM/LUNCHROOM ADDITION AND ENCLOSE AN EXISTING OVERHANG]

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 **600 Maria Drive (Parcel ID 281240829230042)**, and described as LOT 1 CSM#4051-14- 107 BNG PRT SWNW S29 T24 R8 452/428-89, City of Stevens Point, Portage County, Wisconsin, is hereby granted Conditional Use Permit to construct a gymnasium/lunchroom addition and enclose an existing overhang, subject to the following conditions:

- 1) All applicable building permits shall be applied for and obtained prior to commencement of construction.
- 2) All exterior façade improvements must match or complement the existing structure.
- 3) Staff shall have the authority to approve minor changes to the site plan.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 1, 2020
Adopted: June 15, 2020

Drafted by: Ryan Kernosky
Return to: City Clerk

RESOLUTION

[CONDITIONAL USE PERMIT – 1800 EAST AVENUE – CONSTRUCT A LUNCHROOM/KITCHEN ADDITION]

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 **1800 East Avenue (Parcel ID 281240832400210)**, and described as LOT 1 CSM#4491-15- 286 AKA BLK 2 SMITH ADD SE SE S32 T24 R8, City of Stevens Point, Portage County, Wisconsin, is hereby granted Conditional Use Permit to construct a lunchroom/kitchen addition, subject to the following conditions:

- 1) All applicable building permits shall be applied for and obtained prior to commencement of construction.
- 2) All exterior façade improvements must match or complement the existing structure.
- 3) That the Plan Commission and Common Council authorize a reduced setback along the Wyatt Avenue Right of Way not to be less than the existing setback of the school.
- 4) Staff shall have the authority to approve minor changes to the site plan.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 1, 2020
Adopted: June 15, 2020

Drafted by: Ryan Kernosky
Return to: City Clerk

RESOLUTION

[REZONE APPLICATION – 3041 MICHIGAN AVENUE – REZONE FROM “B-4” COMMERCIAL TO “M-1” LIGHT INDUSTRIAL]

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 **13041 Michigan Avenue (Parcel ID 281230804202026)**, and described as PT SENW 4-23-8 COM NW/C 40;S,530'-POB;E273';S 200';W273';N200'POB&L2 21/ 102 EX WLY33';EX OL1 40/46; &L1 26/104;SUBJ ESMT749869 222/363 313/134 428/1143, City of Stevens Point, Portage County, Wisconsin, is hereby granted a rezone of the subject property from “B-4” Commercial to “M-1” Light Industrial.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 1, 2020
Adopted: June 15, 2020

Drafted by: Ryan Kernosky
Return to: City Clerk

RESOLUTION

[REZONE APPLICATION – UNASSIGNED ADDRESSED LOT ON DOOLITTLE DRIVE – CONSTRUCT MORE THAN ONE PRINCIPAL STRUCTURE ON A PARCEL

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 on **Doolittle Drive (Parcel ID 281240827230027)**, and described as LOT 1 CSM#8479-34- 9&A BNG PRT SWNW S27 T24 R9 582/189 789/123, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit to construct more than one principal structure on one parcel, with the following conditions:

- 1) All applicable building permits shall be applied for and obtained prior to commencement of construction.
- 2) Staff shall have the authority to approve minor changes to the site plan.
- 3) Applicant shall adjust side yard setback of the northernmost structure to meet the minimum 10' setback requirements.
- 4) Developer shall submit private utility plans to the utility department for review and approval. Initial installation of eight (sixteen total) sewer and water stubs shall be installed to service the future development to the east of the subject property. Note: the proposed water and sewer is a private system and shall be continuously maintained to a high standard by the private party.
- 5) Developer shall enter into an utility and access easement agreement with the City to provide utility connections to the parcel consistent with fire and utility department requirements.
- 6) The applicant shall record an access easement between the two subject properties (Parcel ID 281240827230027 & 281240827230028).
- 7) Proper abandonment of the existing west sewer and water laterals shall be required consistent with utility department requirements.
- 8) Developer shall install one water and sewer lateral for each unit (two per building).

- 9) Install a fire hydrant(s) consistent with fire and utility department requirements. Staff shall have the authority to review and approve said plans.
- 10) The applicant shall submit detailed drawings on the private refuse location on the property, including fencing consistent with City Zoning Regulations. Staff shall have the authority to review and approve said plans.
- 11) Applicant shall install a stop sign at the intersection of the private driveway and Doolittle Drive consistent with City Engineering specifications.
- 12) Applicant shall submit a landscaping plan consistent with the City's requirements for review. If the landscaping plan meets minimum requirements, staff shall have the authority to approve said plans.
- 13) The applicant shall submit proper stormwater management plans to City Engineering for review and approval consistent with the City and WI-DNR regulations. Staff shall have the authority to review and approve said plans.
- 14) This conditional use permit is only for the subject property (PID 281240827230027). Any additional developments on adjacent or surrounding properties must be reviewed by the Zoning Administrator for consistency with the code as development occurs.
- 15) Private access road shall be a minimum of 20' in width to comply with NFPA 1 18.2.3.4.1.1.
- 16) Applicant shall construct a turnaround system, approved by the fire department, able to handle the turning radius of the City's fire equipment. Per NFPA 1 18.2.3.1.4, The applicant may forgo the turnaround system only if all residences are provided with a fire suppression system in compliance with all laws, codes, and standards required for the proposed occupancy.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 1, 2020
Adopted: June 15, 2020

Drafted by: Ryan Kernosky
Return to: City Clerk

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE
OF THE CITY OF STEVENS POINT, WISCONSIN
[Chapter 23 of the Revised Municipal Code – Zoning Ordinance – Tourist Rooming House]**

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

SECTION I: That Section 23.01 (13), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point, shall be amended to add Section 23.01 (13) (i) and 23.01 (13) (ii) to read as follows:

23.01 (13)

i) Tourist Rooming Houses. Tourist Rooming Houses are permitted consistent with Section 23.02 of this Zoning Code. Tourist Rooming Houses shall be subject to the following provisions:

- 1) The Tourist Rooming House shall be the owner's primary residence, and shall require a City-issued permit issued by the Zoning Administrator.
 - a. Said permit shall provide evidence that the applicant has received all applicable State and County permits, and the proper documentation to collect and remit sales, use, and the local lodging tax, and that the owner has the proper business insurance.
 - b. The Zoning Administrator shall keep a record of all approved applications, and shall administratively review each permit each calendar year for compliance with subsection (a) as identified above.
 - c. In the event the Zoning Administrator chooses to not reissue a permit, the applicant may appeal the decision to the Plan Commission, who will make a recommendation to the City Council for a final determination.
- 2) The Tourist Rooming House must be occupied by the owner during the time the property is being used for said use.

ii) Non-Owner-Occupied Tourist Rooming Houses. Non-Owner-Occupied Tourist Rooming Houses are permitted consistent with Section 23.02 of this Zoning Code. Non-Owner-Occupied Tourist Rooming Houses shall be subject to the following provisions:

- 1) Non-Owner-Occupied Tourist Rooming Houses shall require a City-issued permit issued by the Zoning Administrator.
 - a. Said permit shall provide evidence that the applicant has received all applicable State and County permits, and the proper documentation to collect and remit sales, use, and the local lodging tax, and that the operator has the proper business insurance. A responsible operator, who resides within Portage

- County, shall also be identified and provide appropriate contact information.
- b. The Zoning Administrator shall keep a record of all approved applications, and shall administratively review each permit each calendar year for compliance with subsection (a) as identified above.
 - c. In the event the Zoning Administrator chooses to not reissue a permit, the applicant may appeal the decision to the Plan Commission, who will make a recommendation to the City Council for a final determination.

SECTION II: That Section 23.02(1)(b)(2), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point, shall be amended to read as follows:

2) Permitted Uses

- a) Permitted uses in "C" District except truck gardening
- b) Single Family dwellings
- c) Home occupations/Professional home offices
- d) Tennis courts
- e) Churches, convents, chapels, temples, synagogues, parish or rectory houses.
- f) Fire and police stations
- g) Accessory uses
- h) Filling of property
- i) Family day care centers
- j) Tourist Rooming House where the owner permanently resides within the home/building (owner-occupied), subject to the regulations identified within Section 23.01(13)(i) of this Zoning Code.

SECTION III: That Section 23.02(1)(b)(3), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

3) Conditional Uses

- a) Conditional uses in "C" District except campgrounds and shooting ranges
- b) Accessory uses.
- c) Industrial pipelines
- d) Private garage intended for storage of automobiles and other personal property owned by the property owner and specifically related to a permitted residential use.
- e) Large group day care centers
- f) Public and parochial elementary schools
- g) Churches, convents, chapels, temples, synagogues, parish or rectory houses if the proposed setback does not meet overlying district standards.
- h) Infilling of building space on a property, where the current building setback is not in conformance.

SECTION IV: That Section 23.02(1)(f)(3), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

3) Conditional Uses

- a) Conditional uses in "R-3" District except single family zero lot line dwellings and except accessory buildings as a conditional use.
- b) Multiple dwellings (three units or more)
- c) Accessory uses
- d) Industrial pipelines
- e) Bed & breakfast establishments/maximum of 4 rooms/one family per room
- f) Temporary housing
- g) Rest homes, nursing homes, and homes for the aged
- h) Inn
- i) Tourist Rooming House where the owner does not permanently reside within the home or building, subject to the regulations identified within Section 23.01 (13) (ii) of this Zoning Code.

SECTION V: That Section 23.02(2)(a)(3), Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

3) Conditional Uses

- a) Conditional Uses in "R-5" District
- b) Carry-out beer and liquor
- c) Bowling alleys
- d) One and two family dwelling units
- e) Taverns and night clubs
- f) Gas and service stations
- g) Credit Unions and Bank
- h) Accessory uses
- i) Industrial pipelines
- j) Off-premise sign/billboard
- k) Convenience food retail outlets not exceeding 3,000 square feet
- l) Car/Truck Wash
- m) Expansion of existing mini-warehouse improvements
- n) Greenhouse & Nurseries
- o) Tourist Rooming House where the owner does not permanently reside within the home or building, subject to the regulations identified within Section 23.01 (13) (ii) of this Zoning Code.

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

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 1, 2020
Adopted: June 15, 2020
Published: June 19, 2020



To: City Plan Commission

From: Ryan Kernosky, Director of Community Development

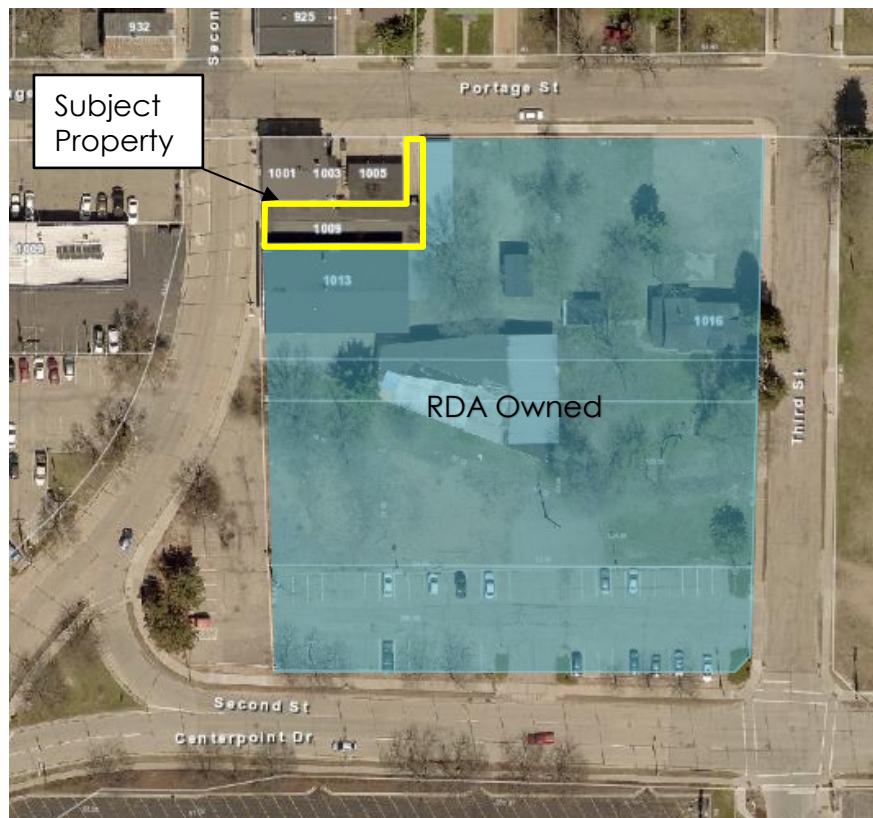
Date: June 1, 2020

RE: **Request from the Redevelopment Authority of the City of Stevens Point to purchase 1009 Second Street (Parcel ID 281240832200405)**

Background: The Redevelopment Authority of the City of Stevens Point is planning to purchase the property at 1009 Second Street as part of the Belke Lumber block redevelopment planning efforts. If acquired, the Redevelopment Authority would own all the property within the block with the exception of 1001 Second Street (Kim's Barrell Inn).

The Redevelopment Authority and the Owner, Saved From Scrap, LLC have agreed to a sale of \$45,000.00. The City intends to raze the building when the Belke Lumber building is razed for the Live/Work units proposed by Wanta & Son.

Staff Recommendation:
Staff recommends
APPROVAL.



WB-24 OPTION TO PURCHASE

1 **LICENSEE DRAFTING THIS OPTION ON** June 1, 2020 **[DATE] IS (AGENT OF BUYER)**
2 **(AGENT OF SELLER/LISTING BROKER) (AGENT OF BUYER AND SELLER)** **[STRIKE THOSE NOT APPLICABLE]**
3 The Seller (Optionor), Saved From Scrap, LLC, hereby grants to
4 the Buyer (Optionee), Redevelopment Authority, City of Stevens Point,
5 an option to purchase (Option) the Property known as [Street Address] 1009 Second Street
6 _____ in the City
7 of Stevens Point, County of Portage, Wisconsin, on the following terms:
8 **DEADLINE FOR GRANT OF OPTION** This Option is void unless a copy of the Option, or separate but identical copies, is/are signed by all
9 Sellers and delivered to Buyer on or before June 15, 2020 (Time is of the Essence).
10 **OPTION TERMS**
11 ■ **INITIAL OPTION TERM:** A nonrefundable option fee of \$ 1,500.00 will be paid by Buyer to Seller within 30 days
12 of the later of: (i) the granting of this Option, or (ii) the deadline for execution of a lease if line 141 of this Option is checked. This Option may only be
13 exercised if Buyer delivers written notice to Seller no later than midnight July 20, 2020 unless extended below.
14 ■ **EXTENDED OPTION TERM:** The Deadline to exercise this Option shall be extended until midnight _____, upon
15 payment of \$ _____ to Seller on or before _____, as an option
16 extension fee which shall not be refundable.
17 ■ **EXERCISE:** To exercise this Option, Buyer must sign and deliver (i) the notice at lines 355-361, or (ii) any other written notice which states that
18 Buyer exercises this Option. If the Option is exercised, \$ 1,500.00 of the option fee and \$ _____ of the
19 option extension fee, if any, shall be a credit against the purchase price at closing.
20 **CAUTION: If the option fees are to be paid into listing broker's trust account or to a third party, specify in additional provisions at lines 256-268**
21 **or 326-330 or in a separate agreement attached per line 325.**
22 **TERMS OF PURCHASE** If this Option is exercised per the terms of this Option, the following shall be the terms of purchase:
23 ■ **PURCHASE PRICE:** Fourty Five Thousand Dollars
24 (\$ \$45,000.00) will be paid in cash or equivalent at closing unless otherwise provided below.
25 ■ **INCLUDED IN PURCHASE PRICE:** Seller is including in the purchase price the Property, all Fixtures on the Property on the date of this Option
26 not excluded at lines 28-29, and the following additional items: _____
27 _____
28 ■ **NOT INCLUDED IN PURCHASE PRICE:** _____
29 _____
30 **CAUTION: Identify trade fixtures owned by tenant, if applicable, and Fixtures that are on the Property (see lines 75-82) to be excluded by**
31 **Seller or which are rented and will continue to be owned by the lessor.**
32 **NOTE: The terms of this Option, not the listing contract or marketing materials, determine what items are included/excluded.**
33 **OPTIONAL PROVISIONS** TERMS OF THIS OPTION THAT ARE PRECEDED BY AN OPEN BOX (☐) ARE PART OF THIS OPTION ONLY IF
34 THE BOX IS MARKED SUCH AS WITH AN "X." THEY ARE NOT PART OF THIS OPTION IF MARKED "N/A" OR ARE LEFT BLANK.
35 **DELIVERY OF DOCUMENTS AND WRITTEN NOTICES** Unless otherwise stated in this Option, delivery of documents and written notices to a
36 party shall be effective only when accomplished by one of the methods specified at lines 37-54.
37 (1) **Personal Delivery:** giving the document or written notice personally to the Party, or the Party's recipient for delivery if named at line 38 or 39.
38 Seller's recipient for delivery (optional): Nate Wojtalewicz
39 Buyer's recipient for delivery (optional): Ryan Kernosky
40 ☐ (2) **Fax:** fax transmission of the document or written notice to the following telephone number:
41 Seller: (_____) Buyer: (_____) _____
42 ☐ (3) **Commercial Delivery:** depositing the document or written notice fees prepaid or charged to an account with a commercial delivery
43 service, addressed either to the Party, or to the Party's recipient for delivery if named at line 38 or 39, for delivery to the Party's delivery address at
44 line 47 or 48.
45 ☐ (4) **U.S. Mail:** depositing the document or written notice postage prepaid in the U.S. Mail, addressed either to the Party, or to the Party's
46 recipient for delivery if named at line 38 or 39, for delivery to the Party's delivery address at line 47 or 48.
47 Delivery address for Seller: 9903 County Rd E S, Pittsville, WI 54466
48 Delivery address for Buyer: 1515 Strongs Ave, Stevens Point, WI 54481
49 ☐ (5) **E-Mail:** electronically transmitting the document or written notice to the Party's e-mail address, if given below at line 53 or 54. If this is a
50 consumer transaction where the property being purchased or the sale proceeds are used primarily for personal, family or household purposes,
51 each consumer providing an e-mail address below has first consented electronically to the use of electronic documents, e-mail delivery and
52 electronic signatures in the transaction, as required by federal law.
53 E-Mail address for Seller (optional): natewojo22@hotmail.com
54 E-Mail address for Buyer (optional): rkernosky@stevenspoint.com
55 **TIME IS OF THE ESSENCE** "Time is of the Essence" as to: (1) payment of option fees; (2) payment of extension fees; (3) Seller's grant of this
56 Option; (4) Buyer's exercise of this Option; (5) occupancy; (6) date of closing; **[STRIKE AS APPLICABLE]** and all other dates and Deadlines in this
57 Option except: _____. If "Time is of the Essence" applies
58 to a date or Deadline, failure to perform by the exact date or Deadline is a breach of contract. If "Time is of the Essence" does not apply to a date
59 or Deadline, then performance within a reasonable time of the date or Deadline is allowed before a breach occurs.
60 **PERSONAL DELIVERY/ACTUAL RECEIPT** Personal delivery to, or Actual Receipt by, any named Buyer or Seller constitutes personal delivery
61 to, or Actual Receipt by, all Buyers or Sellers.

DEFINITIONS

■ **ACTUAL RECEIPT:** "Actual Receipt" means that a Party, not the Party's recipient for delivery, if any, has the document or written notice physically in the Party's possession, regardless of the method of delivery.

■ **DEADLINES:** "Deadlines" expressed as a number of "days" from an event, such as acceptance, are calculated by excluding the day the event occurred and by counting subsequent calendar days. The deadline expires at midnight on the last day. Deadlines expressed as a specific number of "business days" exclude Saturdays, Sundays, any legal public holiday under Wisconsin or Federal law, and any other day designated by the President such that the postal service does not receive registered mail or make regular deliveries on that day. Deadlines expressed as a specific number of "hours" from the occurrence of an event, such as receipt of a notice, are calculated from the exact time of the event, and by counting 24 hours per calendar day. Deadlines expressed as a specific day of the calendar year or as the day of a specific event, such as closing, expire at midnight of that day.

■ **DEFECT:** "Defect" means a condition that would have a significant adverse effect on the value of the Property; that would significantly impair the health or safety of future occupants of the Property; or that if not repaired, removed or replaced would significantly shorten or adversely affect the expected normal life of the premises or adversely affect the use of the Property.

■ **FIXTURE:** A "Fixture" is an item of property which is physically attached to or so closely associated with land or improvements so as to be treated as part of the real estate, including, without limitation, physically attached items not easily removable without damage to the premises, items specifically adapted to the premises and items customarily treated as fixtures, including, but not limited to, all: garden bulbs; plants; shrubs and trees; screen and storm doors and windows; electric lighting fixtures; window shades; curtain and traverse rods; blinds and shutters; central heating and cooling units and attached equipment; water heaters and treatment systems; sump pumps; attached or fitted floor coverings; awnings; attached antennas; garage door openers and remote controls; installed security systems; central vacuum systems and accessories; in-ground sprinkler systems and component parts; built-in appliances; ceiling fans; fences; storage buildings on permanent foundations and docks/piers on permanent foundations. A "Fixture" does not include trade fixtures owned by tenants of the Property.

CAUTION: Exclude any Fixtures to be retained by Seller or which are not owned by Seller, such as rented fixtures (e.g., water softener or other water conditioning systems, home entertainment and satellite dish components, L.P. tanks, etc.) on lines 28-29.

■ **PROPERTY:** Unless otherwise stated, "Property" means the real estate described at lines 5-7.

PROPERTY DIMENSIONS AND SURVEYS Buyer acknowledges that any land, building or room dimensions, or total acreage or building square footage figures, provided to Buyer by Seller or by a broker, may be approximate because of rounding, formulas used or other reasons, unless verified by survey or other means.

CAUTION: Buyer should verify total square footage formula, total square footage/acreage figures, and land, building or room dimensions, if material.

BUYER'S WALK-THROUGHS Within 3 days of the earlier of: (i) the Deadline for Buyer's exercise of this Option; or (ii) the Buyer's exercise of this Option; and again within 3 days prior to closing, at a reasonable time pre-approved by Seller or Seller's agent, Buyer shall have the right to walk through the Property to determine that there has been no significant change in the condition of the Property, except for ordinary wear and tear and changes approved by Buyer, and that any Defects Seller has agreed to cure have been repaired in the manner agreed to by the Parties.

PROPERTY DAMAGE BETWEEN EXERCISE OF OPTION AND CLOSING Seller shall maintain the Property until the earlier of closing or occupancy of Buyer in materially the same condition as of the date Buyer exercises this Option, except for ordinary wear and tear. If, prior to closing, the Property is damaged in an amount of not more than five percent (5%) of the purchase price, Seller shall be obligated to repair the Property and restore it to the same condition that it was on the day this Option was exercised. No later than closing, Seller shall provide Buyer with lien waivers for all lienable repairs and restoration. If the damage shall exceed such sum, Seller shall promptly notify Buyer in writing of the damage and this Option may be canceled at the option of Buyer. Should Buyer elect to carry out this Option despite such damage, Buyer shall be entitled to the insurance proceeds, if any, relating to the damage to the Property, plus a credit towards the purchase price equal to the amount of Seller's deductible on such policy, if any. However, if this sale is financed by a land contract or a mortgage to Seller, any insurance proceeds shall be held in trust for the sole purpose of restoring the Property.

DISTRIBUTION OF INFORMATION Buyer and Seller authorize the agents of Buyer and Seller to: (i) distribute copies of the Option to Buyer's lender, appraisers, title insurance companies and any other settlement service providers for the transaction as defined by the Real Estate Settlement Procedures Act (RESPA); (ii) report sales and financing concession data to multiple listing service sold databases; and (iii) provide active listing, pending sale, closed sale and financing concession information and data, and related information regarding seller contributions, incentives or assistance, and third party gifts, to appraisers researching comparable sales, market conditions and listings, upon inquiry.

NOTICE ABOUT SEX OFFENDER REGISTRY You may obtain information about the sex offender registry and persons registered with the registry by contacting the Wisconsin Department of Corrections on the Internet at <http://www.widocoffenders.org> or by telephone at (608) 240-5830.

112 **CLOSING** This transaction is to be closed (within 6 0 days after the exercise of this Option) (no later
 113 than) **STRIKE AND COMPLETE AS APPLICABLE** at the place selected by Seller, unless otherwise
 114 agreed by the Parties in writing.

115 **CLOSING PRORATIONS** The following items, if applicable, shall be prorated at closing, based upon date of closing values: real estate taxes,
 116 rents, prepaid insurance (if assumed), private and municipal charges, property owners association assessments, fuel and _____
 117 _____.

118 **CAUTION: Provide basis for utility charges, fuel or other prorations if date of closing value will not be used.**
 119 Any income, taxes or expenses shall accrue to Seller, and be prorated at closing, through the day prior to closing.
 120 Real estate taxes shall be prorated at closing based on [CHECK BOX FOR APPLICABLE PRORATION FORMULA]:

121 ☒ The net general real estate taxes for the preceding year, or the current year if available (Net general real estate taxes are defined as
 122 general property taxes after state tax credits and lottery credits are deducted) (NOTE: THIS CHOICE APPLIES IF NO BOX IS CHECKED)
 123 ☐ Current assessment times current mill rate (current means as of the date of closing)
 124 ☐ Sale price, multiplied by the municipality area-wide percent of fair market value used by the assessor in the prior year, or current year if
 125 known, multiplied by current mill rate (current means as of the date of closing)
 126 ☐ _____.

127 **CAUTION: Buyer is informed that the actual real estate taxes for the year of closing and subsequent years may be substantially**
 128 **different than the amount used for proration especially in transactions involving new construction, extensive rehabilitation, remodeling**
 129 **or area-wide re-assessment. Buyer is encouraged to contact the local assessor regarding possible tax changes.**

130 ☐ Buyer and Seller agree to re-prorate the real estate taxes, through the day prior to closing based upon the taxes on the actual tax bill for
 131 the year of closing, with Buyer and Seller each owing his or her pro-rata share. Buyer shall, within 5 days of receipt, forward a copy of the bill
 132 to the forwarding address Seller agrees to provide at closing. The Parties shall re-prorate within 30 days of Buyer's receipt of the actual tax
 133 bill. Buyer and Seller agree this is a post-closing obligation and is the responsibility of the Parties to complete, not the responsibility of the real
 134 estate brokers in this transaction.

135 **LEASED PROPERTY** If Property is currently leased and lease(s) extend beyond closing, Seller shall assign Seller's rights under the lease(s) and
 136 transfer all security deposits and prepaid rents thereunder to Buyer at closing. The terms of the (written) (oral) **STRIKE ONE** lease(s), if any, are
 137 _____
 138 _____, Insert additional terms, if any, at lines 256-268 or 326-330 or attach as an addendum per line 325.

139 **LEASE-OPTION PROVISIONS** [CHECK BOX ON LINE 140 OR 141, IF APPLICABLE]:

140 ☐ Concurrent with the granting of the Option, Seller and Buyer have entered into a written lease for the Property.
 141 ☐ This Option is contingent upon Seller and Buyer, within _____ days from the granting of this Option, entering into a written lease
 142 for the Property with minimum terms which shall include: term from _____ to _____ and
 143 an initial rent of \$ _____ per month or this Option shall be null and void.

144 [CHECK ANY OF THE FOLLOWING THAT APPLY, IF LINE 140 OR 141 WAS CHECKED ABOVE]:
 145 ☐ In the event that this Option is timely exercised, \$ _____ of each monthly rent payment of \$ _____
 146 shall be applied to the purchase price while the balance shall be deemed solely rent that is retained by Seller.
 147 **NOTE: Lenders may not recognize a credit for rent paid under a lease.**
 148 ☐ Buyer may not exercise this Option unless Buyer is current with all rent.
 149 ☐ Any material breach of the lease by Buyer shall also constitute a default under this Option.

150 **PROPERTY CONDITION REPRESENTATIONS** Seller represents to Buyer that, as of the date Seller grants this Option, Seller has no notice or
 151 knowledge of any Defects (lines 72-74) other than those identified in Seller's disclosure report dated _____
 152 and, if applicable, Real Estate Condition Report dated _____, and, if applicable, Vacant Land Disclosure Report
 153 dated _____, which was/were received by Buyer prior to Buyer signing this Option and which is/are made a part of this Option
 154 by reference **COMPLETE DATES OR STRIKE AS APPLICABLE** and _____
 155 _____

156 **INSERT CONDITIONS NOT ALREADY INCLUDED IN THE DISCLOSURE OR CONDITION REPORT(S)**

157 **CAUTION: If the Property includes 1-4 dwelling units, a Real Estate Condition Report containing the disclosures provided in Wis. Stat. §**
 158 **709.03 may be required. If the Property does not include any buildings, a Vacant Land Disclosure Report containing the disclosures**
 159 **provided in Wis. Stat. § 709.033 may be required. Excluded from these requirements are sales of property with 1-4 dwelling units that**
 160 **has never been inhabited, sales exempt from the real estate transfer fee, and sales by certain court-appointed fiduciaries (for example,**
 161 **personal representatives who have never occupied the Property). The buyer may have certain rescission rights per Wis. Stat. § 709.05 if**
 162 **Seller does not furnish such report(s) within 10 days after Seller grants this Option or if a report disclosing Defects is furnished before**
 163 **expiration of those 10 days, but after the Option is submitted to Seller. Buyer should review the report form or consult with an attorney**
 164 **for additional information regarding rescission rights.**
 165 Seller agrees to notify Buyer in writing of any Defect which Seller becomes aware of after Seller's granting of, but prior to Buyer's exercise of this
 166 Option, which is materially inconsistent with the above representations. For purposes of this provision (lines 150-156), Defect does not include
 167 structural, mechanical or other conditions of which the Buyer has actual knowledge or written notice or which Buyer discovers prior to the exercise
 168 of this Option.

169 **ZONING** Seller represents that the property is zoned B - 2 " C e n t r a l B u s i n e s s T r a n s i t i o n "

OCCUPANCY Occupancy of the entire Property shall be given to Buyer at time of closing unless otherwise provided in this Option at lines 256-268 or 326-330 or in an addendum attached per line 325. At time of Buyer's occupancy, Property shall be in broom swept condition and free of all debris and personal property except for personal property belonging to current tenants, or that sold to Buyer or left with Buyer's consent. Occupancy shall be given subject to tenant's rights, if any.

CAUTION: Consider an agreement which addresses responsibility for clearing the Property of personal property and debris, if applicable.

RENTAL WEATHERIZATION ~~Unless otherwise agreed, Buyer shall be responsible for compliance with Rental Weatherization Standards (Wis. Admin. Code Ch. SPS 367), if applicable.~~

DEFAULT Seller and Buyer each have the legal duty to use good faith and due diligence in completing the terms and conditions of this Option. A material failure to perform any obligation under this Option is a default which may subject the defaulting party to liability for damages or other legal remedies.

If Buyer defaults, Seller may:

- (1) sue for specific performance if Buyer has exercised this Option; or
- (2) terminate the Option and may sue for actual damages.

If Seller defaults, Buyer may:

- (1) sue for specific performance; or
- (2) terminate the Option and may sue for actual damages.

In addition, the Parties may seek any other remedies available in law or equity.

The Parties understand that the availability of any judicial remedy will depend upon the circumstances of the situation and the discretion of the courts. If either Party defaults, the Parties may renegotiate the Option or seek nonjudicial dispute resolution instead of the remedies outlined above. By agreeing to binding arbitration, the Parties may lose the right to litigate in a court of law those disputes covered by the arbitration agreement.

NOTE: IF ACCEPTED, THIS OPTION CAN CREATE A LEGALLY ENFORCEABLE CONTRACT. BOTH PARTIES SHOULD READ THIS DOCUMENT CAREFULLY. BROKERS MAY PROVIDE A GENERAL EXPLANATION OF THE PROVISIONS OF THE OPTION BUT ARE PROHIBITED BY LAW FROM GIVING ADVICE OR OPINIONS CONCERNING YOUR LEGAL RIGHTS UNDER THIS OPTION OR HOW TITLE SHOULD BE TAKEN AT CLOSING. AN ATTORNEY SHOULD BE CONSULTED IF LEGAL ADVICE IS NEEDED.

ENTIRE CONTRACT This Option, including any amendments to it, contains the entire agreement of the Buyer and Seller regarding the transaction. All prior negotiations and discussions have been merged into this Option. This agreement binds and inures to the benefit of the Parties to this Option and their successors in interest.

BUYER DUE DILIGENCE Prior to the granting or exercising of this Option, Buyer may wish to perform certain authorized inspections, investigations and testing of the Property. Buyer shall provide for any specific inspections, investigations or tests Buyer intends to perform as part of Buyer's due diligence items on lines 256-268, 314-321, or 326-330 or attach as an addendum per line 325. In addition, Buyer may need to obtain and review documents relevant to financing approval, appraisals, or perform general due diligence activities for the transaction, including but not limited to: business records, condominium documents, maps or other information, municipal and zoning ordinances, recorded building and use restrictions, covenants and easements of record, as they may prohibit or restrict certain uses and improvements for the Property. Buyer may also need to obtain or verify certain permits, zoning variances, other governmental or private approvals, environmental audits and subsoil tests, required road improvements, utility hook-up and installation costs, or other development related costs and fees, in order to fully determine the feasibility of any proposed or planned development of the Property. Seller agrees to cooperate with Buyer as necessary to complete any due diligence items or any authorized investigations, testing and inspections as provided for in this Option, without cost to Seller, unless otherwise agreed by the Parties in writing.

209 **RECORDING OF OPTION** Buyer (may) (may not) ~~STRIKE ONE~~ record this Option at Buyer's expense.
210 Buyer (may) (may not) ~~STRIKE ONE~~ ("may" if neither is stricken) record a separate instrument evidencing this Option at Buyer's expense. If this
211 Option or a separate instrument evidencing this Option is to be recorded, insert legal description at lines 256-268 or 326-330 or attach as an
212 addendum per line 325. If recording, the parties agree to provide authenticated or acknowledged signatures as may be required.
213 **CAUTION: Failure to record may give persons with subsequent interests in the Property priority over this Option.**

214 **TITLE EVIDENCE**

215 ■ **CONVEYANCE OF TITLE:** Upon payment of the purchase price, Seller shall convey the Property by warranty deed (or condominium
216 deed if Property is a condominium unit, trustee's deed if Seller is a trust, personal representative's deed if Seller is an estate or other
217 conveyance as provided herein), free and clear of all liens and encumbrances, except: municipal and zoning ordinances and agreements
218 entered under them, recorded easements for the distribution of utility and municipal services, recorded building and use restrictions and
219 covenants, present uses of the Property in violation of the foregoing disclosed in Seller's Real Estate Condition Report and in this Option, general
220 taxes levied in the year of closing and _____

221 _____
222 _____ which constitutes merchantable title for purposes of
223 this transaction. Seller shall complete and execute the documents necessary to record the conveyance at Seller's cost and pay the Wisconsin
224 Real Estate Transfer Fee. The Parties agree that Seller shall not rezone the Property or create any additional liens or encumbrances on title after
225 Seller grants this Option without Buyer's written consent except for liens and encumbrances that will be removed at closing.

226 **WARNING: Municipal and zoning ordinances, recorded building and use restrictions, covenants and easements may prohibit certain**
227 **improvements or uses and therefore should be reviewed, particularly if Buyer contemplates making improvements to Property or a use**
228 **other than the current use.**

229 ■ **TITLE EVIDENCE:** Seller shall give evidence of title in the form of an owner's policy of title insurance in the amount of the purchase price on a
230 current ALTA form issued by an insurer licensed to write title insurance in Wisconsin. Seller shall pay all costs of providing title evidence to Buyer.
231 Buyer shall pay all costs of providing title evidence required by Buyer's lender.

232 ■ **GAP ENDORSEMENT:** Seller shall provide a "gap" endorsement or equivalent gap coverage at (Seller's)(Buyer's) ~~STRIKE ONE~~ ("Seller's"
233 if neither stricken) cost to provide coverage for any liens or encumbrances first filed or recorded after the effective date of the title insurance
234 commitment and before the deed is recorded, subject to the title insurance policy exclusions and exceptions, provided the title company will issue
235 the endorsement. If a gap endorsement or equivalent gap coverage is not available, Buyer may give written notice that title is not acceptable for
236 closing (see lines 242-248).

237 ■ **PROVISION OF MERCHANTABLE TITLE:** For purposes of closing, title evidence shall be acceptable if the required title insurance
238 commitment is delivered to Buyer's attorney or Buyer not more than _____ days after Seller grants this Option ("15" if left blank), showing
239 title to the Property as of a date no more than 15 days before delivery of such title evidence to be merchantable per lines 215-223, subject only to
240 liens which will be paid out of the proceeds of closing and standard title insurance requirements and exceptions, as appropriate.

241 **CAUTION: Buyer should consider obtaining an update of the title commitment prior to exercising this Option.**

242 ■ **TITLE NOT ACCEPTABLE FOR CLOSING:** If title is not acceptable for closing, Buyer shall notify Seller in writing of objections to title within
243 _____ days ("15" if left blank) after delivery of the title commitment to Buyer or Buyer's attorney. In such event, Seller shall have a
244 reasonable time, but not exceeding _____ days ("5" if left blank), from Buyer's delivery of the notice stating title objections, to deliver notice
245 to Buyer stating Seller's election to remove the objections by the time set for closing. In the event that Seller is unable to remove said objections,
246 Buyer may deliver to Seller written notice waiving the objections, and the time for closing shall be extended accordingly. If Buyer does not waive
247 the objections, Buyer shall deliver written notice of termination and this Option shall be null and void. Providing title evidence acceptable for
248 closing does not extinguish Seller's obligations to give merchantable title to Buyer.

249 ■ **SPECIAL ASSESSMENTS/OTHER EXPENSES:** Special assessments, if any, levied or for work actually commenced prior to the date this
250 Option is exercised shall be paid by Seller no later than closing. All other special assessments shall be paid by Buyer.

251 **CAUTION: Consider a special agreement if area assessments, property owners association assessments, special charges for current**
252 **services under Wis. Stat. § 66.0627 or other expenses are contemplated. "Other expenses" are one-time charges or ongoing use fees**
253 **for public improvements (other than those resulting in special assessments) relating to curb, gutter, street, sidewalk, municipal water,**
254 **sanitary and storm water and storm sewer (including all sewer mains and hook-up/connection and interceptor charges), parks, street**
255 **lighting and street trees, and impact fees for other public facilities, as defined in Wis. Stat. § 66.0617(1)(f).**

256 **ADDITIONAL PROVISIONS** Buyer agrees to pay for closing costs up to
257 \$1,500.00. In event that closing costs exceed
258 said amount, seller shall cover anything
259 beyond \$1,500.00.
260 _____
261 _____
262 _____
263 _____
264 _____
265 _____
266 _____
267 _____
268 _____

CONDOMINIUM UNITS

CAUTION: If this Option involves a condominium unit, Buyer should obtain and review the condominium disclosure documents before entering into this Option. See lines (198-208)

If the Property is a residential condominium unit, Seller must comply with the following:

■ **CONDOMINIUM DISCLOSURE MATERIALS:** Seller agrees to provide Buyer, at Seller's cost, within 10 days of Buyer exercising this Option, but no later than 15 days prior to closing, current and accurate copies of the condominium disclosure materials required by Wis. Stat. § 703.33. The condominium disclosure materials include a copy of the following and any amendments to any of these [except as may be limited for small condominiums with no more than 12 units per Wis. Stat. § 703.365(1)(b) and (8)]: (a) proposed or existing declaration, bylaws and any rules or regulations, and an index of the contents; (b) proposed or existing articles of incorporation of the association, if it is or is to be incorporated; (c) proposed or existing management contract, employment contract or other contract affecting the use, maintenance or access of all or part of the condominium; (d) projected annual operating budget for the condominium including reasonable details concerning the estimated monthly payments by the purchaser for assessments and other monthly charges; (e) leases to which unit owners or the association will be a party; (f) general description of any contemplated expansion of condominium including each stage of expansion and the maximum number of units that can be added to the condominium; (g) unit floor plan showing location of common elements and other facilities available to unit owners; (h) the executive summary.

■ **BUYER RESCISSION RIGHTS:** As provided in Wis. Stat. § 703.33(4)(a), Buyer may, within 5 business days of receipt of all the required disclosure documents, rescind this Option by written notice delivered to Seller. If the disclosure materials are delivered to Buyer and Buyer does not receive all of the disclosure documents, Buyer may, within 5 business days of Buyer's receipt of the disclosure materials, either rescind the Option or request any missing documents. Seller has 5 business days following receipt of Buyer's request for missing documents to deliver the requested documents. Buyer may rescind the sale within 5 business days of the earlier of Buyer's receipt of requested missing documents or the deadline for Seller's delivery of the documents [Wis. Stat. § 703.33(4)(b)]. **The Parties agree that the 5 business days begin upon the earlier of: (1) Buyer's Actual Receipt of the disclosure materials or requested missing documents or (2) upon the deadline for Seller's delivery of the documents.**

NOTE: BUYER SHOULD READ ALL DOCUMENTS CAREFULLY. BROKERS MAY PROVIDE A GENERAL EXPLANATION OF THE PROVISIONS OF THE DOCUMENTS BUT ARE PROHIBITED BY LAW FROM GIVING LEGAL ADVICE OR OPINIONS.

■ **ADDITIONAL CONDOMINIUM ISSUES:** In addition to the disclosure materials required by Wis. Stat. § 703.33, Buyer may wish to consider reviewing other condominium materials as may be available, such as copies of: the condominium association's financial statements for the last two years, the minutes of the last 3 Unit owners' meetings, the minutes of condominium board meetings during the 12 months prior to acceptance, information about contemplated or pending condominium special assessments, the association's certificate of insurance, a statement from the association indicating the balance of reserve accounts controlled by the association, a statement from the association of the amount of any unpaid assessments on the unit (per Wis. Stat. § 703.165), any common element inspection reports (e.g. roof, swimming pool, elevator and parking garage inspections, etc.), any pending litigation involving the association and the declaration, bylaws, budget and/or most recent financial statement of any master association or additional association the unit may be part of. Not all of these materials may exist or be available from the condominium association.

■ **OPTION FEES NOT A DEPOSIT:** The Parties agree that if this Option is for a residential condominium unit, the option fee and any option extension fee are not deposits subject to return under Wis. Stat. § 703.33(4)(c).

INSPECTIONS AND TESTING Buyer may only conduct inspections or tests if specific authorizations are included in this Option. An "inspection" is defined as an observation of the Property which does not include an appraisal or testing of the Property, other than testing for leaking carbon monoxide, or testing for leaking LP gas or natural gas used as a fuel source, which are hereby authorized. A "test" is defined as the taking of samples of materials such as soils, water, air or building materials from the Property and the laboratory or other analysis of these materials. Seller agrees to allow Buyer's inspectors, testers, appraisers and qualified third parties reasonable access to the Property upon advance notice, if necessary to perform the activities authorized in this Option. Buyer and licensees may be present at all inspections and testing. Except as otherwise provided, Seller's authorization for inspections does not authorize Buyer to conduct testing of the Property. Buyer agrees to promptly restore the Property to its original condition after Buyer's inspections and testing are completed unless otherwise agreed to with Seller. Buyer agrees to promptly provide copies of all inspection and testing reports to Seller. Seller acknowledges that certain inspections or tests may detect environmental pollution which may be required to be reported to the Wisconsin Department of Natural Resources.

314 **AUTHORIZATION FOR APPRAISAL, INSPECTIONS AND TESTS** Buyer is authorized to have the Property appraised by a Wisconsin licensed or certified
315 appraiser and to conduct the following inspections and tests (see lines 304-313) prior to Buyer's exercise of this Option. Any inspection(s) and test(s) shall
316 be performed by a qualified independent inspector or expert, or an independent qualified third party. Inspections and testing shall be conducted pursuant to
317 government or industry protocols and standards, as applicable.

318 List inspections (e.g., home, roof, foundation, septic) here: All inspections necessary for the purchase and redevelopment of the property, including
319 environmental testing.

320 List tests (e.g., radon, lead-based paint, well water) here: All inspections necessary for the purchase and redevelopment of the property, including
321 environmental testing.

322 Describe additional inspections and tests, if any, at lines 256-263 or 326-330 or attach as an addendum per line 325.

323 **NOTE: Any testing authorizations should specify the areas of the Property to be tested, the purpose of the test, (e.g., to determine if**
324 **environmental contamination is present), any limitations on Buyer's testing and any other material terms.**

325 ☒ **ADDENDA:** The attached Attachment A - Map of Property is/are made part of this Option.

326 **ADDITIONAL PROVISIONS** This option is conditioned upon receiving
327 final approval from the Redevelopment Authority of the City of
328 Stevens Point and the City's Common Council.

331 **IF GRANTED, THIS OPTION CAN CREATE A LEGALLY ENFORCEABLE CONTRACT. BOTH PARTIES SHOULD READ THIS OPTION AND ALL**
332 **ATTACHMENTS CAREFULLY. BROKERS MAY PROVIDE A GENERAL EXPLANATION OF THE PROVISIONS OF THE OPTION BUT ARE**
333 **PROHIBITED BY LAW FROM GIVING ADVICE OR OPINIONS CONCERNING YOUR LEGAL RIGHTS UNDER THIS OPTION OR HOW TITLE**
334 **SHOULD BE TAKEN AT CLOSING IF THE OPTION IS EXERCISED. AN ATTORNEY SHOULD BE CONSULTED IF LEGAL ADVICE IS NEEDED.**

335 This Option was drafted by [Licensee and Firm] Andrew Beveridge, City Attorney
336 on June 1, 2020.

337 Buyer Entity Name (if any): _____

338 (x) _____

339 Buyer's/Authorized Signature ▲ Print Name/Title Here ► John Schlice Date ▲ _____

340 (x) _____

341 Buyer's/Authorized Signature ▲ Print Name/Title Here ► Ryan Kernosky Date ▲ _____

342 **SELLER GRANTS THIS OPTION. THE WARRANTIES, REPRESENTATIONS AND COVENANTS MADE IN THIS OPTION SURVIVE**
343 **CLOSING AND THE CONVEYANCE OF THE PROPERTY. SELLER AGREES TO CONVEY THE PROPERTY ON THE TERMS AND**
344 **CONDITIONS AS SET FORTH HEREIN AND ACKNOWLEDGES RECEIPT OF A COPY OF THIS OPTION.**

345 Seller Entity Name (if any): _____

346 (x) _____

347 Seller's/Authorized Signature ▲ Print Name/Title Here ► Nate Wojtalewicz Date ▲ _____

348 (x) _____

349 Seller's/Authorized Signature ▲ Print Name/Title Here ► _____ Date ▲ _____

350 This Option was presented to Seller by [Licensee and Firm] _____

351 _____ on _____ at _____ a.m./p.m.

352 This Option is rejected _____ This Option is countered _____

353 Seller Initials ▲ Date ▲ Seller Initials ▲ Date ▲

354 **NOTE: Parties wishing to counter this Option should draft a new Option (WB-24) or draft a Counter-Offer (WB-44) to reference this Option.**

355 **NOTICE OF EXERCISE OF OPTION** By signing below and delivering this notice (see lines 35-54) to Seller, Buyer hereby exercises this Option to
356 Purchase.

357 Buyer Entity Name (if any): _____

358 (x) _____

359 Buyer's/Authorized Signature ▲ Print Name/Title Here ► _____ Date ▲ _____

360 (x) _____

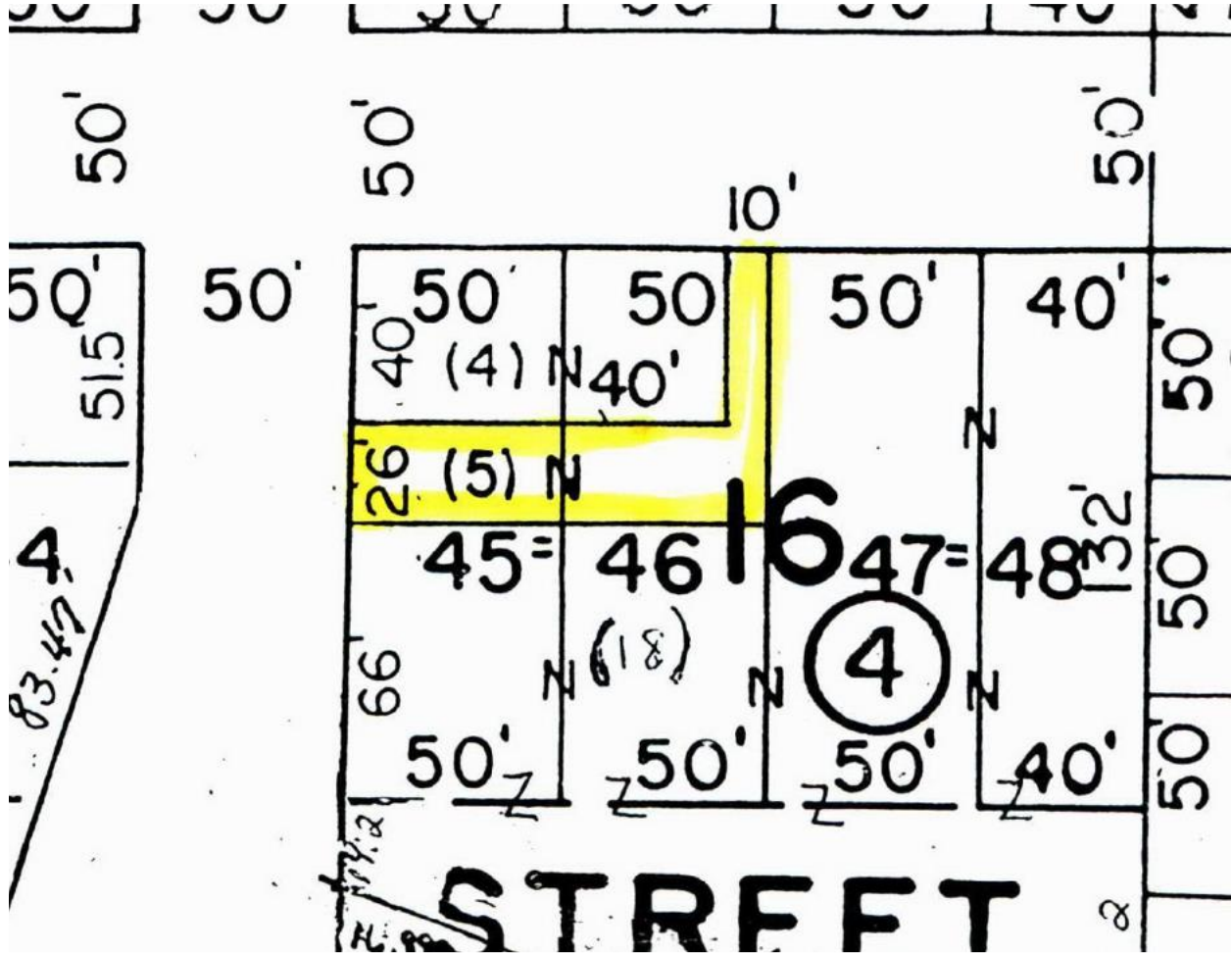
361 Buyer's/Authorized Signature ▲ Print Name/Title Here ► _____ Date ▲ _____

Attachment A – Map of Property

General boundary of the property is identified below in yellow.

Parcel ID: 281240832200405

Address: 1009 Second Street, Stevens Point, WI 54481



2020 Pavement Maintenance Program Project #20-04 (Quest #7050670)

Owner: City of Stevens Point

Solicitor: City of Stevens Point

05/18/2020 11:00 AM CDT

					Fahrner Asphalt of WI		Scott Construction, Inc	
Line Item	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
						\$256,292.00		\$261,147.50
1	475.01	Seal Coat	S.Y.	18500	\$2.63	\$48,655.00	\$2.81	\$51,985.00
2	SPV.0045.01	Portable Changeable Message Boards	DAY	36	\$125.00	\$4,500.00	\$150.00	\$5,400.00
3	SPV.0060.01	Infrared Patching	EACH	250	\$100.00	\$25,000.00	\$90.00	\$22,500.00
4	SPV.0105.01	Supplemental Traffic Control	L.S.	1	\$4,500.00	\$4,500.00	\$2,500.00	\$2,500.00
5	SPV.0180.01	Seal Coat	S.Y.	47550	\$2.24	\$106,512.00	\$2.25	\$106,987.50
6	SPV.0180.01	Seal Coat Special (Fog Seal)	S.Y.	66050	\$0.50	\$33,025.00	\$0.50	\$33,025.00
7	SPV.0180.01	Seal Coat Special (GSB-88)	S.Y.	31000	\$1.10	\$34,100.00	\$1.25	\$38,750.00
				Base Bid Total:		\$256,292.00		\$261,147.50
				Base Bid with Contingency:		\$294,735.80		\$300,319.63

City of Stevens Point
1515 Strongs 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

June 11, 2020

To: Stevens Point Common Council

From: Scott Beduhn, Director of Public Works

Re: Bicycle Transportation Network Improvement Project (TAP Grant) – Bid Recommendation.

A bid opening for the Bicycle Transportation Network Improvement Project (TAP Grant) was held on June 2, 2020. While there are several companies that can provide epoxy pavement markings, only one, Century Fence, submitted a bid. The bid received was in the amount of \$596,070.28. This single bid exceeded the Engineer Estimate of \$402,630.00 by \$193,440.28 and more importantly exceeds the original application estimate of \$369,452.00 by \$226,618.28. Because the grant award is based upon the original application estimate, any cost in excess of the estimate is not covered by the grant and is the responsibility of the City.

The attached Exhibit A contains an evaluation of the previous estimates and the bid received. As can be seen from the exhibit, while traffic control and signage are generally in line with the estimates, almost all of the paint related bid items are higher than estimated by either the original estimators or the design engineer. While the unit prices themselves are already higher than estimated, the large quantity of certain bid items quickly escalates the overall cost. In particular are four items which are highlighted in yellow in the exhibit. These four items alone represent nearly \$200,000 in increased cost from the engineer estimate.

Exhibit B contains summaries of unit price bid costs from recent public bids from around the state provided by SEH. Each summary corresponds to one of the four highlighted bid items in Exhibit A. As can be seen from the summaries, while most unit prices received are higher than the average of previous bids (which is often used as a starting point in cost estimating), the unit prices are generally within the overall range of previous unit item bid costs.

Although the bid is higher than expected, based upon the evaluation of the overall bid and the individual unit prices, the unit prices, while high, can generally be considered consistent with other recent bids. The current bid environment appears to be favorable to the bidder which has resulted in higher than expected bid prices. It

would appear that the current bid environment has been in place for some time going back at least as far as the current data from late 2019. Engineering staff confirmed this by contacting another epoxy pavement marking company who indicated that they had already exceeded their 2020 revenue projection by mid-winter. Therefore, it is not believed that rebidding the project within the current environment would result in a significant change in the bid price. This sentiment regarding rebidding has also been shared by WisDOT staff, who agree that it is unlikely that rebidding would result in any significant savings. It is therefore the recommendation of this office to accept the bid from Century Fence in the amount of \$596,070.28.

The recommendation to award the project, while not favorable in overall price, is driven by the availability of the federal funding to offset costs. Given the current bidding environment, it is likely that forfeiting the TAP Grant would result in the City incurring costs above and beyond the current overage by having to solely fund the project.

As mentioned earlier, in accepting the bid, the City of Stevens Point will be responsible for the additional cost of construction in the amount of \$226,618.28 plus any additional costs that may arise during construction. Although historically our contingency costs have typically been about 8 percent or less, assuming a 15 percent contingency, an additional \$89,410.54 could be needed towards this project. Therefore, to ensure we can cover unforeseen costs it will be necessary to identify up to an additional \$316,028.82. To meet this funding need, I have discussed with Comptroller/Treasurer Ladick who has ideas on how the funding need can possibly be met.

If there are any questions, please don't hesitate to contact me.

Thank you.

Bicycle Transportation Network Improvements (TAP Grant)

\$226,618.28

EXHIBIT B-1
Evaluation of Unit Prices
Marking Line Epoxy 4-inch
Bicycle Transportation Network Improvement (TAP Grant)

Item	Description	Average	High	Low	Unit	Bid Count
646.1020	Marking Line Epoxy 4-Inch	\$0.64	\$1.75	\$0.01	LF	52 Bids

Letting Date	Proposal	County	Proposal Average	Proposal High	Proposal Low	Quantity	Proposal Bid Count
5/12/2020	011 - 20200512011	Waukesha	\$0.60	\$0.70	\$0.50	147,327.00000 LF	2 Bids
	024 - 20200512024	Adams Wood	\$0.72	\$0.72	\$0.72	75,694.00000 LF	1 Bid
	026 - 20200512026	Waupaca	\$0.65	\$0.65	\$0.65	50,474.00000 LF	2 Bids
	034 - 20200512034	Bayfield	\$0.75	\$0.75	\$0.75	70,820.00000 LF	3 Bids
4/14/2020	005 - 20200414005	Columbia	\$0.31	\$0.31	\$0.31	150,838.00000 LF	1 Bid
	006 - 20200414006	Sauk	\$0.52	\$0.52	\$0.52	82,286.00000 LF	1 Bid
	008 - 20200414008	Green Lafayette	\$0.21	\$0.40	\$0.01	85,363.00000 LF	2 Bids
	009 - 20200414009	La Crosse	\$0.55	\$0.55	\$0.55	58,674.00000 LF	1 Bid
	029 - 20200414029	Forest	\$0.50	\$0.50	\$0.50	128,919.00000 LF	2 Bids
3/10/2020	013 - 20200310013	Waukesha	\$0.77	\$0.85	\$0.75	68,290.00000 LF	5 Bids
	018 - 20200310018	Fond Du Lac	\$0.60	\$0.60	\$0.60	72,698.00000 LF	2 Bids
	030 - 20200310030	Barron Polk	\$0.52	\$0.52	\$0.52	57,751.00000 LF	1 Bid
	036 - 20200310036	Bayfield	\$0.59	\$0.60	\$0.58	88,846.00000 LF	2 Bids
2/11/2020	006 - 20200211006	Richland	\$0.40	\$0.40	\$0.40	80,611.00000 LF	1 Bid
	013 - 20200211013	Racine	\$1.64	\$1.75	\$1.20	51,427.00000 LF	5 Bids
	014 - 20200211014	Milwaukee	\$1.00	\$1.00	\$1.00	55,957.00000 LF	2 Bids
	015 - 20200211015	Waukesha	\$0.55	\$0.55	\$0.55	93,495.00000 LF	2 Bids
	017 - 20200211017	Racine Walworth	\$0.55	\$0.55	\$0.55	56,684.00000 LF	2 Bids
	018 - 20200211018	Kenosha Racine	\$0.80	\$0.80	\$0.80	66,389.00000 LF	2 Bids
1/14/2020	007 - 20200114007	Walworth	\$0.65	\$0.65	\$0.65	51,389.00000 LF	3 Bids
	011 - 20200114011	Sheboygan	\$0.68	\$0.95	\$0.50	94,136.00000 LF	5 Bids
	021 - 20200114021	St Croix	\$0.80	\$0.80	\$0.80	77,860.00000 LF	1 Bid
	034 - 20200114034	St Croix	\$0.56	\$0.56	\$0.56	67,509.00000 LF	1 Bid
12/10/2019	007 - 20191210007	Columbia	\$0.35	\$0.35	\$0.35	139,552.00000 LF	2 Bids
	029 - 20191210029	Douglas	\$0.65	\$0.65	\$0.65	59,277.00000 LF	1 Bid

Data pull is from Dec. 1, 2019 to June 3, 2020, for quantity between 50,000 and 200,000 LF.

EXHIBIT B-2
Evaluation of Unit Prices
Marking Arrow Epoxy
Bicycle Transportation Network Improvement (TAP Grant)

Item	Description	Average	High	Low	Unit	Bid Count
646.502	Marking Arrow Epoxy	\$292.74	\$375.00	\$225.00	EACH	32 Bids

Letting Date	Proposal	County	Proposal Average	Proposal High	Proposal Low	Quantity	Proposal Bid Count
5/12/2020	044 - 20200512044	Milwaukee	\$250.00	\$250.00	\$250.00	53.00000 EACH	1 Bid
	045 - 20200512045	Northeast Region Wide	\$260.00	\$260.00	\$260.00	63.00000 EACH	1 Bid
4/14/2020	011 - 20200414011	Waukesha	\$375.00	\$375.00	\$375.00	55.00000 EACH	1 Bid
	036 - 20200414036	Douglas	\$300.00	\$300.00	\$300.00	64.00000 EACH	1 Bid
3/10/2020	013 - 20200310013	Waukesha	\$280.00	\$300.00	\$275.00	107.00000 EACH	5 Bids
2/11/2020	008 - 20200211008	Dane	\$268.33	\$300.00	\$225.00	53.00000 EACH	3 Bids
	019 - 20200211019	Milwaukee	\$290.00	\$300.00	\$280.00	50.00000 EACH	4 Bids
	030 - 20200211030	Northwest Region Wide	\$300.00	\$300.00	\$300.00	237.00000 EACH	1 Bid
	040 - 20200211040	La Crosse	\$357.00	\$357.00	\$357.00	75.00000 EACH	1 Bid
1/14/2020	008 - 20200114008	Racine	\$250.00	\$250.00	\$250.00	84.00000 EACH	6 Bids
	017 - 20200114017	North Central Region Wide	\$267.50	\$300.00	\$235.00	217.00000 EACH	2 Bids
12/10/2019	010 - 20191210010	Racine	\$315.00	\$370.00	\$275.00	53.00000 EACH	6 Bids

Data pull is from Dec. 1, 2019 to June 3, 2020, for quantity between 50 and 250 EA.

EXHIBIT B-3
Evaluation of Unit Prices
Marking Symbol Epoxy
Bicycle Transportation Network Improvement (TAP Grant)

Item	Description	Average	High	Low	Unit	Bid Count
646.5220	Marking Symbol Epoxy	\$227.13	\$370.00	\$100.00	EACH	56 Bids

Letting Date	Proposal	County	Proposal Average	Proposal High	Proposal Low	Quantity	Proposal Bid Count
5/12/2020	002 - 20200512002	Dane	\$215.00	\$215.00	\$215.00	20.00000 EACH	1 Bid
	044 - 20200512044	Milwaukee	\$200.00	\$200.00	\$200.00	20.00000 EACH	1 Bid
4/14/2020	018 - 20200414018	Kenosha	\$165.00	\$165.00	\$165.00	2.00000 EACH	4 Bids
	036 - 20200414036	Douglas	\$235.00	\$235.00	\$235.00	38.00000 EACH	1 Bid
3/10/2020	012 - 20200310012	Milwaukee	\$240.00	\$240.00	\$240.00	23.00000 EACH	3 Bids
	040 - 20200310040	Green	\$241.00	\$265.00	\$225.00	2.00000 EACH	5 Bids
2/11/2020	008 - 20200211008	Dane	\$166.67	\$200.00	\$150.00	13.00000 EACH	3 Bids
	011 - 20200211011	Southeast Region Wide	\$300.00	\$325.00	\$275.00	10.00000 EACH	2 Bids
	014 - 20200211014	Milwaukee	\$300.00	\$300.00	\$300.00	4.00000 EACH	2 Bids
	030 - 20200211030	Northwest Region Wide	\$300.00	\$300.00	\$300.00	18.00000 EACH	1 Bid
1/14/2020	007 - 20200114007	Walworth	\$250.00	\$250.00	\$250.00	1.00000 EACH	3 Bids
	010 - 20200114010	Racine	\$200.20	\$261.00	\$185.00	20.00000 EACH	5 Bids
	012 - 20200114012	Outagamie	\$210.00	\$210.00	\$210.00	24.00000 EACH	4 Bids
	015 - 20200114015	Door	\$200.00	\$200.00	\$200.00	8.00000 EACH	4 Bids
12/10/2019	005 - 20191210005	Dane	\$191.67	\$250.00	\$100.00	13.00000 EACH	9 Bids
	010 - 20191210010	Racine	\$251.67	\$370.00	\$185.00	2.00000 EACH	6 Bids
	012 - 20191210012	Milwaukee	\$195.00	\$195.00	\$195.00	32.00000 EACH	2 Bids

Data pull is from Dec. 1, 2019 to June 3, 2020, for quantity between 1 and 100 EA. No quantity over 38.

EXHIBIT B-4
Evaluation of Unit Prices
Marking Removal Line Water Blasting 8-inch
Bicycle Transportation Network Improvement (TAP Grant)

Item	Description	Average	High	Low	Unit	Bid Count
646.911	Marking Removal Line Water Blasting 8-Inch	\$1.77		\$7.00	\$1.00 LF	14 Bid

Letting Date	Proposal	County	Proposal Average	Proposal High	Proposal Low	Quantity	Proposal Bid Count
2/11/2020	013 - 20200211013	Racine	\$1.00	\$1.00	\$1.00	3,051.0000	5 Bids
	016 - 20200211016	Waukesha	\$1.00	\$1.00	\$1.00	4,805.0000	2 Bids
12/10/2019	006 - 20191210006	Dane	\$1.40	\$2.10	\$1.00	1,033.0000	4 Bids
	022 - 20191210022	Marathon	\$3.67	\$7.00	\$2.00	1,250.0000	3 Bids

Data pull is from Dec. 1, 2019 to June 3, 2020, for quantity between 1,000 and 5,000 LF.

**RESOLUTION
TEMPORARY CHANGE TO DISTRICT 1 POLLING LOCATION**

WHEREAS, the polling place for electors of Aldermanic District 1 has been the Hi-Rise Manor located at 1300 Briggs Court and,

WHEREAS, the Stevens Point Housing Authority notified the City that in response to COVID 19 and the safety of their residents, the building will remain closed to the public, and

WHEREAS, due to the restriction of public access, the building will not be available for use as a polling place for the 2020 Fall and General elections, and

WHEREAS, Mid-State Technical College has agreed to provide adequate space to accommodate the voters, staff and equipment for the remaining calendar year elections.

THEREFORE, BE IT RESOLVED, the Common Council of the City of Stevens Point declares 1001 Centerpoint Drive to be temporarily established as the polling place location for electors residing in the 1st Aldermanic District for the August 11, 2020 Partisan Primary and the November 3, 2020 General Election.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 3, 2020
Adopted: June 15, 2020

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

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

SECTION I: That Subsection 15.03(10) of the Revised Municipal Code, POLLING PLACES, is hereby **amended** to read as follows:

(10) Tenth District: Ruth Gilfry Center 817 Whiting Avenue

SECTION II: The foregoing shall take effect upon passage and publication, as provided by Wisconsin law.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 2, 2020
Approved: June 15, 2020
Published: June 19, 2020

City of Stevens Point Media Relations Policy

Version: 03/2020

GOAL:

The City of Stevens Point seeks to work cooperatively, whenever possible, with the media to disseminate information of public interest and concern in an accurate, complete and timely manner.

POLICY:

1. To achieve the city's goal, the Mayor is designated as the City Public Information Officer (City PIO) and shall be responsible for the implementation of this policy. When the City PIO is unavailable, they shall designate one of the authorized city spokespersons as the Acting City PIO.
2. The press should be treated courteously, politely and in a professional manner. Any media inquiries received by city staff shall be referred, as soon as is practicable, to their Department Director who, in turn, will, as soon as is practicable, forward the contact to the City PIO for response.
3. Inquiries from the news media are given a high priority by the City of Stevens Point and should be responded to as quickly and efficiently as possible.
4. When contacted by the City PIO for information needed to respond to a media inquiry, all Department Directors shall, as soon as is practicable, provide the City PIO the most accurate and complete information available for the response.
5. If the City PIO determines that the city's goal can best be achieved by having someone with more background or expertise speak for the city on a particular topic, they may designate one of the authorized spokespersons to assist with, or give the city's response.
6. To assure that the city council members have accurate, complete and timely information they shall be informed by email of the substance of significant media inquiries and of the city's official response. They shall be notified of all official city press releases. Notification to city council members shall be in advance of release.

CITY SPOKESPERSONS:

Authorized city spokespersons that the City PIO, in his or her judgment, may designate for a particular response are:

The City Council members
The City Attorney
All Department Directors
The Police Department or Fire Department PIO
City employees with expertise on a specific issue

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

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

SECTION I: That subsection (2)(d)(3) of Section 16.12 of the Revised Municipal Code pertaining to fencing requirements for sidewalk cafes, is hereby **repealed**.

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

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 3, 2020
Approved: June 15, 2020
Published: June 19, 2020

RESOLUTION

WHEREAS, the COVID-19 pandemic has had a severe negative impact on business in the Stevens Point area, particularly bars and restaurants; and

WHEREAS, numerous bar and restaurant owners in the Downtown area have expressed an interest in a temporary relaxing of open intoxicant ordinances so as to allow for alcoholic beverages purchased downtown to be consumed outdoors within that general area; and

WHEREAS, providing patrons of Downtown bars and restaurants to consume alcohol purchased at those locations outdoors and off-premises will facilitate the practicing of social distancing and reduce the likelihood of transmitting the COVID-19 virus;

NOW THEREFORE BE IT RESOLVED that the Stevens Point Common Council hereby declares as follows:

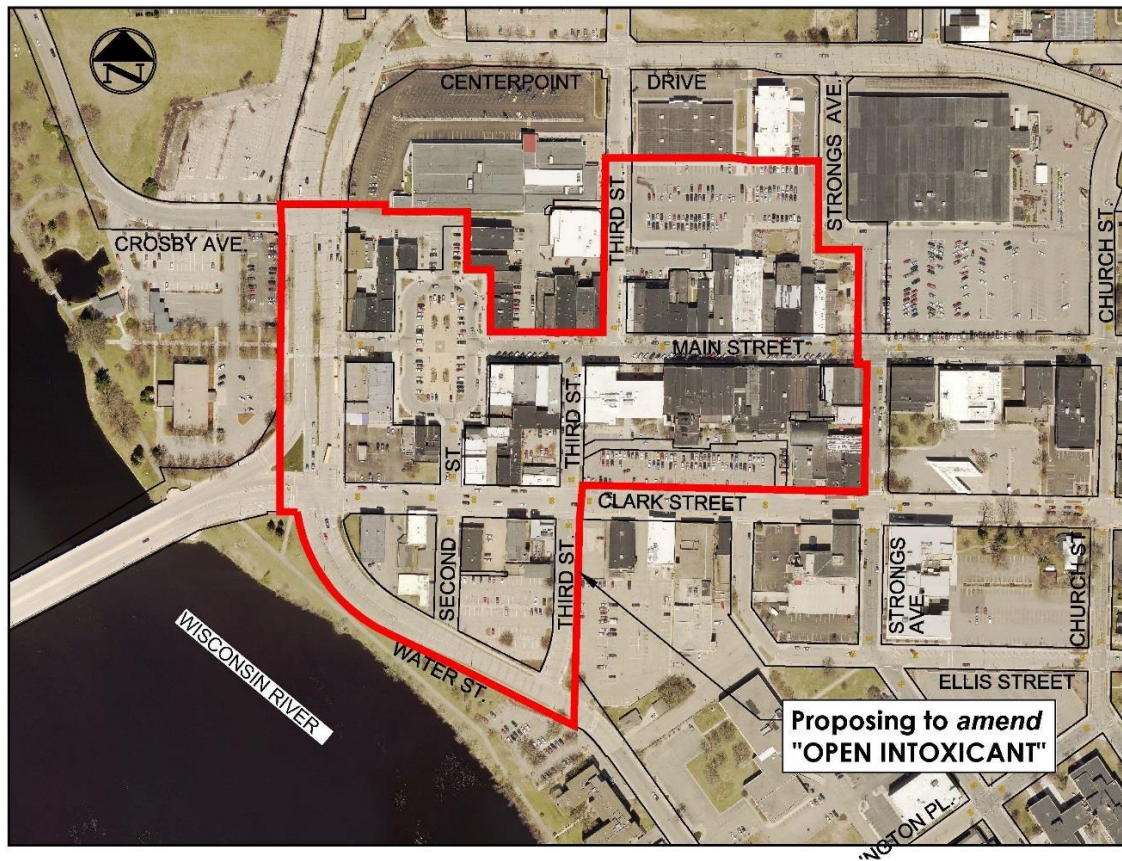
1. Pursuant to the language of Revised Municipal Code section 24.03 permitting the Common Council to create exceptions to the prohibition on open intoxicants on public ways, the provisions of RMC 24.03 shall not apply to the Downtown area defined on the attached Exhibit A from the effective date of this Resolution until October 18th, 2020. This exception shall apply from 4:00 P.M. until 9:00 P.M. on Wednesday, Thursday, and Friday and shall expire at 9:00 P.M. on Friday, October 16th. This exception shall not apply to glass containers.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Karlyn Krautkramer, City Clerk

Dated: June 9, 2020
Adopted: June 15, 2020

EXHIBIT A





MEMORANDUM

TO: Mayor Mike Wiza
Members of the City Council

From: Ryan Kernosky, Director of Community Development

Date: June 10, 2020

RE: **ORDINANCE AMENDMENT TO ALLOW PARKLETS IN MUNICIPAL PARKING STALLS**

Background: At the request of the Public Protection Committee, Community Development Staff has drafted an amendment to Chapters 8 (public property) and 16 (Streets, Alleys, Sidewalks) of the Stevens Point Municipal Code to allow parklets to operate within Municipal Parking Lots similar to the on-street parklet program approved in 2019.

Each section of the proposed amendment is included below with staff explanation.

SECTION I: *That Section 8.09(2) Public Property of the Revised Municipal Code of the City of Stevens Point shall be amended to add Section 8.09(2)(f) to read as follows:*

8.09(2)(f) Use of Municipal Lot Parking Spaces for Parklet. Each business adjacent to a municipal parking lot may utilize up to two non-permitted parking spaces for use of a parklet. Use of a municipal parking lot stall as a parklet shall be regulated further under Chapter 16.08 of the Revised Municipal Code of the City of Stevens Point.

Chapter 8 of the Municipal Code regulates the uses of public properties like municipal parking lots. Ch. 8.09 specifically regulates municipal parking lot management and operations. The added section, under the operations subsection of the Municipal Code, would allow each business adjacent to a municipal parking lot to utilize up to two parking spaces for use of a parklet. This section also referenced Chapter 16 as the further regulation of parklets within municipal parking lots.

SECTION II: *That Section 16.08 (1) and 16.08(2) of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:*

16.08(1) Parklets

A parklet is a platform/seating area, ~~or~~ sidewalk extension in the on-street parking lane of the right-of-way, or municipal parking lot stall(s) adjacent to a business intending to utilize the stall for parklet purposes. The parklet can be used to extend the sidewalk space, add additional outdoor seating for a restaurant, or to provide additional public space for people to stop and sit. A parklet repurposes part of

the street or municipal parking lot into a space for people and improves the aesthetics of the streetscape or parking lot, but also can improve the business operations of nearby businesses.

Chapter 16 regulates the usage of streets, alleys, and sidewalks within the City's Municipal Code. There's an existing section that calls out the use of parklets that did not mention the use of municipal parking lots. The amendment adds municipal parking lots as part of the parklet program. Please note that there are administrative permits and guidelines that will be updated when the Council adopts the attached ordinance amendment.

SECTION III: *That this ordinance amendment shall terminate one year after the date of publication, and shall return to the Public Protection Committee and City Council for extension upon request.*

Per the approved recommendation of the Public Protection Committee, Section III was added to sunset the ordinance amendment for one year after the date of publication. If requested, this can be brought back to the City Council for reconsideration.

Recommendation: Staff recommends APPROVAL as presented.

DRAFT

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

[Chapter 8 of the Revised Municipal Code – Public Property]

AND

[Chapter 16 of the Revised Municipal Code – Streets, Alleys, Sidewalks]

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

SECTION I: That Section 8.09(2) Public Property of the Revised Municipal Code of the City of Stevens Point shall be amended to add Section 8.09(2)(f) to read as follows:

8.09(2)(f) Use of Municipal Lot Parking Spaces for Parklet. Each business adjacent to a municipal parking lot may utilize up to two non-permitted parking spaces for use of a parklet. Use of a municipal parking lot stall as a parklet shall be regulated further under Chapter 16.08 of the Revised Municipal Code of the City of Stevens Point.

SECTION II: That Section 16.08 (1) and 16.08(2) of the Revised Municipal Code of the City of Stevens Point shall be amended to read as follows:

16.08(1) Parklets

A parklet is a platform/seating area, or sidewalk extension in the on-street parking lane of the right-of-way, or municipal parking lot stall(s) adjacent to a business intending to utilize the stall for parklet purposes. The parklet can be used to extend the sidewalk space, add additional outdoor seating for a restaurant, or to provide additional public space for people to stop and sit. A parklet repurposes part of the street or municipal parking lot into a space for people and improves the aesthetics of the streetscape or parking lot, but also can improve the business operations of nearby businesses.

SECTION III: That this ordinance amendment shall terminate one year after the date of publication, and shall return to the Public Protection Committee and City Council for extension upon request.

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

Approved: _____

Mike Wiza, Mayor

Attest: _____

Karlyn Krautkramer, City Clerk

Dated: June 10, 2020

Adopted:

Published:

Drafted By: R. Kernosky

Return To: City Clerk

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



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

RESOLUTION

ADOPTING THE PORTAGE COUNTY ALL HAZARDS MITIGATION PLAN UPDATE

WHEREAS, the City of Stevens Point recognizes the threat that natural hazards pose to people and property; and

WHEREAS, under taking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save tax payer dollars; and

WHEREAS, an adopted all hazards mitigation plan is required as a condition of future grant funding for mitigation projects; and

WHEREAS, all hazard mitigation plans are required to be updated every 5-years; and

WHEREAS, the City of Stevens Point adopted the original 5-year All Hazards Mitigation Plan on June 15, 2020; and

WHEREAS, the City of Stevens Point participated jointly in the planning process with Portage County and the other local units of government within the County to prepare an update to the All Hazards Mitigation Plan;

NOW, THEREFORE, BE IT RESOLVED, that the City of Stevens Point, hereby adopts the Portage County All Hazards Mitigation Plan Update as an official plan; and

BE IT FURTHER RESOLVED, that Portage County Emergency Management will submit, on behalf of the City of Stevens Point, the adopted All Hazards Mitigation Plan Update to Wisconsin Emergency Management and Federal Emergency Management Agency officials for final review and approval.

Mike Wiza
Certifying Official