



AGENDA

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Members

- Chairperson Schlice
- Vice-Chairperson Gardner
- Alderperson Kneebone
- Commissioner Cooper
- Commissioner Kemmeter
- Commissioner Ladick
- Commissioner Barrett

Date and Time:	April 3, 2025 3:00 PM	Location:	Stevens Point Police Department Community Room 933 Michigan Ave Stevens Point, WI 54481
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Opening Section:

1. Roll Call.
2. Persons who wish to address the Board on specific agenda items other than a “Public Hearing” must register their request at this time. Those who wish to address the Board during a “Public Hearing” are not required to identify themselves until the “Public Hearing” is declared open by the Chairperson.
3. Public comment for pre-registered individuals for matters appearing on the agenda.

Discussion and Possible Action on the Following:

1. Approval of Minutes from the February 25, 2025 meeting of the Redevelopment Authority.
2. Discussion on end-of-year financial numbers, income statements, and balance sheets.
3. Approval of the creation of a Rental Improvement Loan Program.
4. Discussion and possible action on the creation of a Commercial Revolving Loan Fund.
5. Discussion and update on the Downtown Targeted Area Master Plan
6. Approval of Request for Proposals for Shopko Parking Lot
7. Update on sale of property - 1700 Strongs Ave
8. Adjournment

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

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.



MINUTES
REDEVELOPMENT AUTHORITY
OF THE CITY OF STEVENS POINT

Members

- Chairperson Schlice
- Vice-Chairperson Gardner
- Alderperson Kneebone
- Commissioner Cooper
- Commissioner Kemmeter
- Commissioner Ladick
- Commissioner Barrett

Date and Time:	February 25, 2025 2:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
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Opening Section:

1. Roll Call

Members Present: Schlice, Gardner, Kneebone, Kemmeter, Ladick, Barrett
Members Excused: Cooper

2. Persons who wish to address the Board on specific agenda items other than a “Public Hearing” must register their request at this time. Those who wish to address the Board during a “Public Hearing” are not required to identify themselves until the “Public Hearing” is declared open by the Chairperson.
3. Public comment for pre-registered individuals for matters appearing on the agenda.
 - Liz McDonald, 1760 Strongs Avenue, registered to speak on agenda item #4 and will speak at that time.

Discussion and Possible Action on the Following:

1. Approval of Minutes from the October 14, 2024 meeting of the Redevelopment Authority.
 - Motion: Ladick moves approval of the minutes from the October 14, 2024 meeting of the Redevelopment Authority.
 - Second: Kemmeter seconds.
 - Discussion: None.
 - Vote: Unanimous approval.
2. Discussion and update on executed Lease Agreement for Municipal Lot #8 Parking Facilities with North Side Yard LLC.
 - Background: Director Kivela presents background information regarding the 20-stall lease executed with North Side Yard LLC with the option to terminate the lease agreement with a 6-month notice in case of development on the parcels.

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3. Discussion on future of Lot #8 Parking lot, parcel 281240832200421, and parcel 281240832200425.
 - Background: Director Kivela and Economic Development Specialist Klesmith present recent history of the parcel and need for direction when negotiating with developers. Further information from Director Lemke (Public Utilities) is requested regarding the need to move the stormwater main.
 - Discussion: Ladick posits that a smaller development that will not rely on the movement of the pipe may be preferred. Schlice, Gardner request that any development brought forward for negotiation or discussion either aid in the cost to move the stormwater pipe or not interfere with it.

4. Approval on sale of 1700 Strongs Ave.
 - Background: Director Kivela presents background information regarding the offer to purchase 1700 Strongs Ave.
 - Public Comment: Liz McDonald, 1760 Strongs Ave, speaks in opposition to the sale as the residents of this neighborhood need park space.
 - Discussion: Commissioners Kemmeter, Schlice, Gardner request additional information regarding the laterals serving the adjacent property through 1700 Strongs Ave. Director Kivela presents that the Public Utilities department has made attempts at working with the neighboring property owner to resolve the utility lines crossing the property.
 - Motion: Gardner moves to approve the sale of 1700 Strongs Ave contingent on staff working towards an amicable resolution of the utility lateral crossing the property.
 - Second: Ladick seconds the motion.
 - Vote:
 - Yea's: Schlice, Gardner, Kemmeter, Ladick, Barrett
 - No: Kneebone

5. Approval of modifications to existing housing grant and loan programs
 - Background: Economic Development Specialist Klesmith and Neighborhood Improvement Coordinator Kordus present background information regarding the requested modifications, included in the agenda packet.
 - Motion: Kemmeter moves approval of the modifications as presented.
 - Second: Kneebone.
 - Discussion: None.
 - Vote: Unanimous approval.

6. Approval of the creation of a Rental Improvement Loan Program.
 - Background: Klesmith presents an update from the previously drafted Rental Improvement Loan program.
 - Discussion: Commissioners Schlice, Gardner, Barrett request that modifications and clarifications be made based on the discussion, including: a clearly defined loan-to-value ratio, decrease in number of units eligible for repair to 4, removal of the partial loan forgiveness clauses, introducing more flexible loan terms (up to 10

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years), inclusion of “rental to residents at or below 80% the area median income” as a tenant access improvement.

- No action taken.
7. Discussion on the creation of a Commercial Revolving Loan Fund.
 - Background: Director Kivela presents background information regarding the need to further support the rehabilitation of downtown buildings and the expansion of downtown businesses. Kivela also presents background information regarding the USDA Intermediary Relending Program as a potential matching source of funds.
 - Discussion: Commissioners Gardner, Schlice question about the use and reallocation of previously set-aside funds, including the Façade Improvement Grant. Gardner expresses motivation to support larger business development with a loan fund. Schlice and Gardner ask for more frequent financial reports for the commission.
 8. Housing Loan and Grant Program Report
 - Background: Kivela presents the written report to the commission and the information session scheduled for Wednesday, March 26th for the housing programs.
 9. Update on former Shopko Site Developments
 - Background: Director Kivela presents information regarding discussions and dropped negotiations on potential Shopko projects, and on the progress of the workforce housing project.
 - Discussion: Ladick requests information the bus transfer center. Kivela provides update that the City would likely be moving the bus transfer center to the northwest development site in the conceptual plan.
 10. Adjournment.
 - Meeting adjourned at 3:50pm.

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Account Number	Account Title	2024 Prior year Budget	2024 Prior year Actual	
STEVENS POINT DEV FUND				
MISCELLANEOUS REVENUE				
208.48.00912.56	INTEREST ON NOTES	500	.00	.00
Total MISCELLANEOUS REVENUE:		500	.00	.00
OTHER FINANCING SOURCES				
208.49.00120.56	NOTE PRINCIPAL REPAYMENTS	.00	.00	.00
208.49.19310.59	GENERAL FUND BALANCE USAGE	395,000	.00	.00
Total OTHER FINANCING SOURCES:		395,000	.00	.00
GENERAL UNCLASSIFIED				
MISC UNCLASSIFIED GENERAL				
208.51.00850.5000	MISCELLANEOUS EXPENSES	500	.00	.00
Total MISC UNCLASSIFIED GENERAL:		500	.00	.00
CPA/AUDIT SERVICES				
208.51.19960.2004	CPA/AUDIT SERVICES	.00	465	.00
Total CPA/AUDIT SERVICES:		.00	465	.00
Total GENERAL UNCLASSIFIED:		500	465	93.00%
REDEVELOPMENT PROGRAMS				
REDEVELOPMENT PROGRAMS				
208.56.00615.7600	NEIGHBOR HELPING NEIGHBOR	50,000	49,684	99.37%
208.56.00615.7601	RESIDENTIAL DEMOLITION	40,000	37,100	92.75%
208.56.00615.7602	CURB APPEAL	100,000	.00	.00
208.56.00615.7604	RENTAL CONVERSION	100,000	13,894	13.89%
208.56.00615.7605	PROGRAM MARKETING	5,000	2,286	45.72%
Total REDEVELOPMENT PROGRAMS:		295,000	102,964	34.90%
Total REDEVELOPMENT PROGRAMS:		295,000	102,964	34.90%
TRANSFERS				
TRANSFER TO FUND 253				
208.59.99253.9500	TRANSFER TO FUND 253	100,000	100,000	100.00%
Total TRANSFER TO FUND 253:		100,000	100,000	100.00%
Total TRANSFERS:		100,000	100,000	100.00%
STEVENS POINT DEV FUND Revenue Total:		395,500	.00	.00
STEVENS POINT DEV FUND Expenditure Total:		395,500	203,429	51.44%
Net Total STEVENS POINT DEV FUND:		.00	203,429-	.00

Account Number	Account Title	2024 Prior year Budget	2024 Prior year Actual	
AMERICAN RESCUE PLAN EXPENSES				
216.52.00301.3001	GENERAL SUPPLIES	.00	.00	.00
216.52.00301.5910	GEN SEMINAR/EDUCATION EXP	7,000	2,339	33.42%
Total AMERICAN RESCUE PLAN EXPENSES:		7,000	2,339	33.42%
MISC GRANT EXPENSES				
216.52.00303.3001	MISC GRANT GENERAL SUPPLIES	.00	.00	.00
216.52.00303.3025	MISC GRANT GENERAL EQUIPMENT	.00	4,270	.00
216.52.00303.5910	MISC GRANT SEMINAR/ED EXP	.00	.00	.00
Total MISC GRANT EXPENSES:		.00	4,270	.00
EMS FLEX GRANT				
216.52.00304.3025	GENERAL EQUIPMENT	.00	.00	.00
Total EMS FLEX GRANT:		.00	.00	.00
Total EMS ACT 102 STATE GRANT EXP:		14,000	6,609	47.21%
EMS FUNDING ASSISTANCE PROGRAM Revenue Total:		14,000	13,786	98.47%
EMS FUNDING ASSISTANCE PROGRAM Expenditure Total:		14,000	6,609	47.21%
Net Total EMS FUNDING ASSISTANCE PROGRAM:		.00	7,176	.00
CDA/BLIGHT ELIMIN. FUND				
OTHER FINANCING SOURCES				
217.49.00120.56	NOTE PRINCIPAL REPAYMENTS	1,000	.00	.00
Total OTHER FINANCING SOURCES:		1,000	.00	.00
MISC UNCLASSIFIED GENERAL				
MISC UNCLASSIFIED GENERAL				
217.51.00850.5120	MISCELLANEOUS EXPENSES	1,000	380	38.00%
Total MISC UNCLASSIFIED GENERAL:		1,000	380	38.00%
Total MISC UNCLASSIFIED GENERAL:		1,000	380	38.00%
CDA/BLIGHT ELIMIN. FUND Revenue Total:		1,000	.00	.00
CDA/BLIGHT ELIMIN. FUND Expenditure Total:		1,000	380	38.00%
Net Total CDA/BLIGHT ELIMIN. FUND:		.00	380-	.00

Account Number	Account Title	2024 Prior year Budget	2024 Prior year Actual	
Total OTHER FINANCING SOURCES:		10,000	.00	.00
GENERAL GOVERNMENT				
MISC UNCLASSIFIED GENERAL				
243.51.00850.7910	GRANT DISBURSEMENTS	10,000	.00	.00
Total MISC UNCLASSIFIED GENERAL:		10,000	.00	.00
Total GENERAL GOVERNMENT:		10,000	.00	.00
COMM REHAB REVOLVING LOAN Revenue Total:		10,000	.00	.00
COMM REHAB REVOLVING LOAN Expenditure Total:		10,000	.00	.00
Net Total COMM REHAB REVOLVING LOAN:		.00	.00	.00
HOUSING TRUST FUND				
MISCELLANEOUS REVENUE				
246.48.00110.56	INTEREST ON CHECKING ACCTS	1,000	3,962	396.20%
246.48.00120.56	INTEREST ON NOTES	22,000	.00	.00
246.48.00155.56	INTEREST ON NOTES - TIF #6	10,000	8,329	83.29%
246.48.19900.51	MISC UNCLASSIFIED REVENUE	.00	.00	.00
Total MISCELLANEOUS REVENUE:		33,000	12,291	37.24%
OTHER FINANCING SOURCES				
246.49.00100.56	PRINCIPAL PAYMENTS	.00	2,862	.00
246.49.19817.59	TRANSFER FROM FUND 817	.00	.00	.00
Total OTHER FINANCING SOURCES:		.00	2,862	.00
MISCELLANEOUS EXPENSES				
MISCELLANEOUS EXPENSES				
246.56.00600.5000	MISCELLANEOUS EXPENSES	.00	.00	.00
246.56.00600.5450	DEPRECIATION EXPENSE	.00	.00	.00
246.56.00600.5950	GEN ADMIN CHARGES	1,000	124	12.40%
246.56.00600.7501	BAD DEBT EXPENSE	6,000	.00	.00
Total MISCELLANEOUS EXPENSES:		7,000	124	1.77%
REDEVELOPMENT STUDIES/PLANS				
246.56.00610.7610	REDEVELOPMENT STUDIES/PLANS	.00	5,700	.00
Total REDEVELOPMENT STUDIES/PLANS:		.00	5,700	.00
EXTERNAL AUDITING				
246.56.00960.2004	CPA/AUDITING SERVICES	6,000	5,601	93.35%

Account Number	Account Title	2024 Prior year Budget	2024 Prior year Actual	
	Total EXTERNAL AUDITING:	6,000	5,601	93.35%
	Total MISCELLANEOUS EXPENSES:	13,000	11,425	87.88%
CAPITAL OUTLAY				
CAPITAL OUTLAY				
246.57.70710.8755	PROPERTY ACQUISITION EXPENSE	.00	.00	.00
	Total CAPITAL OUTLAY:	.00	.00	.00
	Total CAPITAL OUTLAY:	.00	.00	.00
TRANSFER TO FUND 100				
TRANSFER TO FUND 100				
246.59.99100.9500	TRANSFER TO FUND 100	20,000	20,000	100.00%
	Total TRANSFER TO FUND 100:	20,000	20,000	100.00%
	Total TRANSFER TO FUND 100:	20,000	20,000	100.00%
	HOUSING TRUST FUND Revenue Total:	33,000	15,152	45.92%
	HOUSING TRUST FUND Expenditure Total:	33,000	31,425	95.23%
	Net Total HOUSING TRUST FUND:	.00	16,273-	.00
EDGEWATER FUND				
OTHER FINANCING SOURCES				
247.49.00310.55	FUND BALANCE USAGE	35,000	.00	.00
	Total OTHER FINANCING SOURCES:	35,000	.00	.00
EDGEWATER FUND				
EDGEWATER FUND				
247.56.00600.5000	MISCELLANEOUS EXPENSES	5,000	.00	.00
247.56.00600.5335	RELOCATION ASSISTANCE EXPENSE	30,000	14,480	48.27%
	Total EDGEWATER FUND:	35,000	14,480	41.37%
NONOPERATING EXPENSES				
247.56.00620.8399	LOSS ON DISP OF ASSETS	.00	.00	.00
	Total NONOPERATING EXPENSES:	.00	.00	.00
	Total EDGEWATER FUND:	35,000	14,480	41.37%
GEN CONSTRUCTION CHARGES				

Account Number	Account Title	2024 Prior year Budget	2024 Prior year Actual	
	Total TRANSFER TO ARTS CENTER:	.00	.00	.00
	Total TRANSFERS OUT:	.00	.00	.00
	PARKS DONATIONS Revenue Total:	55,000	130,565	237.39%
	PARKS DONATIONS Expenditure Total:	55,000	99,943	181.72%
	Net Total PARKS DONATIONS:	.00	30,621	.00
RDA-HOUSING MODERNIZATION LOAN				
OTHER FINANCING SOURCES				
253.49.00100.56	PRINCIPAL PAYMENTS	.00	11,231	.00
253.49.19100.59	TRANSFER FROM FUND 100	.00	.00	.00
253.49.19208.59	TRANSFER FROM FUND 208	100,000	100,000	100.00%
	Total OTHER FINANCING SOURCES:	100,000	111,231	111.23%
CONSERVATION & DEVELOPMENT				
CONSERVATION & DEVELOPMENT				
253.56.00600.5950	GENERAL ADMINISTRATION CHGS	5,000	1,636	32.71%
253.56.00600.7500	LOAN PROCEEDS DISTRIBUTION	92,000	59,743	64.94%
253.56.00600.7501	BAD DEBT EXPENSE	.00	.00	.00
	Total CONSERVATION & DEVELOPMENT:	97,000	61,378	63.28%
EXTERNAL AUDITING				
253.56.00960.2004	CPA/AUDITING SERVICES	3,000	.00	.00
	Total EXTERNAL AUDITING:	3,000	.00	.00
	Total CONSERVATION & DEVELOPMENT:	100,000	61,378	61.38%
	RDA-HOUSING MODERNIZATION LOAN Revenue Total:	100,000	111,231	111.23%
	RDA-HOUSING MODERNIZATION LOAN Expenditure Total:	100,000	61,378	61.38%
	Net Total RDA-HOUSING MODERNIZATION LOAN:	.00	49,853	.00
BUSINESS IMPROV DISTRICT (BID)				
254.11100	GENERAL OPERATING CASH	.00	96,441	.00
TAXES				
254.41.00120.56	BID ASSESSMENTS	53,174	53,738	101.06%

Account Number	Account Title	2024 Prior year Budget	2024 Prior year Actual	
Net Total FOREST CEMETERY TRUST FUND:		.00	7,475	.00
HOUSING TRUST FUND				
MISCELLANEOUS REVENUE				
817.48.00100.51	INV. INTEREST REVENUE	55,000	62,803	114.19%
817.48.00950.55	CAPITAL (GAIN)/LOSS ON INVEST	.00	.00	.00
817.48.00954.55	UNREALIZED (GAIN)/LOSS ON INV	.00	2,555	.00
Total MISCELLANEOUS REVENUE:		55,000	65,358	118.83%
TRANSFER FROM FUND 100				
817.49.19100.59	TRANSFER FROM FUND 100	.00	.00	.00
Total TRANSFER FROM FUND 100:		.00	.00	.00
MISCELLANEOUS EXPENSES				
MISCELLANEOUS EXPENSES				
817.56.00850.5000	MISC EXPENSES	.00	.00	.00
Total MISCELLANEOUS EXPENSES:		.00	.00	.00
Total MISCELLANEOUS EXPENSES:		.00	.00	.00
TRANS TO HOUSING TRUST FUND				
TRANS TO HOUSING TRUST FUND				
817.59.99246.9500	TRANS TO HOUSING TRUST FUND	55,000	.00	.00
Total TRANS TO HOUSING TRUST FUND:		55,000	.00	.00
Total TRANS TO HOUSING TRUST FUND:		55,000	.00	.00
HOUSING TRUST FUND Revenue Total:		55,000	65,358	118.83%
HOUSING TRUST FUND Expenditure Total:		55,000	.00	.00
Net Total HOUSING TRUST FUND:		.00	65,358	.00
SECTION 125 TRUST FUND				
INTERGOVERNMENTAL REVENUES				
850.43.00701.00	WATER & SEWER FLEX REIMB.	10,500	11,304	107.66%
850.43.00702.00	TRANSIT FLEX REIMB	4,000	.00	.00
850.43.00703.00	AIRPORT FLEX REIMB	500	.00	.00
Total INTERGOVERNMENTAL REVENUES:		15,000	11,304	75.36%

Redevelopment Authority Funds 12.31.2024

Stevens Point Dev. Fund (Fund 208)	\$907,395.36
CDA Blight Elimination (Fund 217)	\$22,132.00
Housing Trust Fund-Money Market (Fund 246)	\$374,737.81
Housing Modernization Loan Fund (Fund 253)	\$100,516.77
Total Currently Available RA Funds	\$1,404,781.94
Investment Portfolio with Schwab (Fund 817)	\$2,506,592.49
Minus-Principal to be Kept Intact	\$2,000,000.00
Investment Funds Available to use	\$506,592.49
Total RA Funds Available for Use	\$1,911,374.43
Total Portfolio (Including Funds kept intact)	\$3,911,374.43

Redevelopment Authority Income/Expense Summary for 2024

Fund	Name	Revenue	Expense	Profit/Loss	Notes
208	Stevens Point Development Fund	0	203,429	-203,429	100k Exp. trfr to 253
217	Blight Elimination Fund	0	380	-380	
246	Housing Trust Fund (HTF)	15,152	31,425	-16,273	
253	Housing Modernization	111,231	61,378	49,853	100k Rev trfr frm 208
817	HTF Investment Fund	65,358	0	65,358	Rev=inc. on invest
Totals		191,741	296,612	-104,871	
Years to Exhaust Available Funds		18.23			

Note that we will likely replenish funds when TIF districts close and we can utilize the TIF extension for housing



Memo

Chris Klesmith
**Neighborhood Planner / Economic
Development Specialist**

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
(715) 341-4171 | cklesmith@stevenspoint.com

To: Redevelopment Authority
From: Chris Klesmith
CC: Jarod Kivela
Date: March 28th, 2025
Subject: Rental Improvement Program Amendments for Review

Commissioners,

Thank you for your feedback regarding the proposed Rental Improvement Program at our last meeting. Modifications to the program had been made based on the input that was received, and the new program description, eligibility criteria, and application are attached to this memo for your review and hopeful approval. Changes to the drafted program include:

- A reduction in maximum number of units improved from 8 to 4.
- Explicit definition of the maximum loan-to-value ratio of 1.0.
- Removal of the partial loan forgiveness clause for qualifying non-profit organizations.
- Establishing the maximum duration of a loan as 10 years.
- Including rental to residents earning 80% or less of the region's area median income as a tenant access option.
- Offering a lower rate loan to property owners earning 80% or less of the region's area median income.
- Reducing the number of years of a rent freeze to half the loan term as a tenant access option.

It is the opinion of the staff that the program would be more likely to exceed in housing individuals from a variety of the tenant access requirements if housing structures with more units are allowed to participate. Staff would recommend approval of the program with the maximum number of units improved to be raised back to eight units rather than four.

Cheers,

Christopher Klesmith
Neighborhood Planner & Economic Development Specialist
City of Stevens Point



Rental Improvement Program

Please read and fill out the application in its entirety, ensuring all relevant attachments are included upon submittal. Questions about the application process and pre-application meetings should be scheduled via email to cklesmith@stevenspoint.com or by calling the office at (715) 341-4171 any time M-F, 7:30am-4:00pm. Completed applications and attachments may be sent to cklesmith@stevenspoint.com or mailed to **Community Development Department, 1515 Strongs Avenue, Stevens Point, WI 54481.**

Prior to applying for any City housing improvement program, residents and property owners should confirm if the following funds may be used to improve the project and property:

- Energy Services of Portage County, <https://esiwi.com/who-we-serve> and 715-344-5999
- CAP Services – Weatherization, Housing Rehabilitation, <https://capservices.org/our-services/housing-transportation/rehab/> and 715-343-7164 (Weatherization) or 715-340-5828 (Housing Rehabilitation)
- Stevens Point Water and Sewer Public Utilities - lateral replacement for sewer laterals ONLY in the public right-of-way, <https://stevenspoint.com/1455/Lateral-Line-Replacement-Program> and 715-345-5260

Program Overview

This program is designed to support residents who lease and rent housing in the City of Stevens Point by providing the owners of rental properties in Stevens Point a low-cost financing vehicle for property improvements. Such financing will accelerate improvements to rental housing stock and to 1) preserve the affordability of rental housing, and/or 2) promote the housing of residents struggling to locate a housing option. Approved applicants will receive a low-interest rate loan (2% simple interest) for eligible property improvements paid back over a maximum of 10 years. Property owners living inside the City and earning 80% or less of the area median income may receive a loan at a reduced rate (1%). Recipients are then required to report annually how they are meeting the affordability or access goals of the program.

Portage County Area Median Income								
Household size	1	2	3	4	5	6	7	8
80% Income Limit	\$55,550	\$63,450	\$71,400	\$79,300	\$85,650	\$92,000	\$98,350	\$104,700

Eligible Program Participants

The Rental Improvement Program is available to all owners of rental properties in the City of Stevens Point. Homeowners seeking financial assistance for their own homes eligible for other programs which are available online at stevenspoint.com/595/Homeowner-Help.



In addition, the applicant must be current on municipal taxes, charges, and utility payments.

Eligible Properties

- Any residential rental property within the City of Stevens Point that was constructed at least 30 years ago with 4 or less units.
- Rental properties must pass a simple health and safety inspection. The applicant agrees to allow City staff who manage the program to perform a brief habitability inspection of the eligible property as a part of the application process. The inspection form is attached to this application.

Total Allowable Funds

Up to \$15,000 may be distributed per unit, and no borrower may exceed a total of \$120,000 in outstanding loans from this program. The applicant shall not exceed a loan-to-value ratio of 1.0 as determined by the property value provided by the City of Stevens Point assessors.

Scoring Criteria

The Rental Improvement Program is a competitive program with limited funding. Property owners are expected to submit a short project narrative addressing the criteria on the following pages. It is the intent of this program to result in noticeable improvements while minimizing the impact those improvements may have on the cost for the property owner and tenants.

To be eligible for a loan through this program, the applicant must acquire at least 12 points and will be selected competitively against other applicants.

Scoring Rubric – For Internal Use Only

Criteria Name	Scoring	Value
Type of improvement (Max of 3 points)	Improvements that increase the interior livability and/or energy efficiency of the property (3 points). Exterior livability and aesthetic improvements (2 points). Emergency structural and utility repairs (1 point).	



	Non-emergency structural repairs to properties (0 points).	
Matching of funds (Max of 3 points)	100% or more (3 points). 50% to 99% match (2 points). 25% - 50% match (1 point). No contribution (0 points).	
Impact to monthly rent (Max of 2 points; will accept the higher point category. FMR identified by rentdata.org)	Little to no increase in monthly rent (<10%) or rent stays under 80% market rate (2 points). Moderate change in monthly rent collected (<25%) or rent stays under 100% market rate (1 point). Significant change in monthly rent collected (>25% increase in rent) or rent increases to or above median monthly rent (0 points).	
Number of Units Improved (Max of 6 points)	2 points per unit above 1 (up to 6 points).	
Frequency of Rental Improvement Program Use (Max of 3 points)	Owner has not received RIP loan in 3 or more years (3 points). Owner has not received RIP loan in previous calendar year (2 points). Owner has received a RIP loan in previous calendar year (1 point).	
Tenant Access Improvement (1 req'd; max of 6 points)	Owner agrees to one or more of the following: accept Section 8 housing vouchers or similar waiver, rent exclusively to residents earning 80% or less of the area median income for the duration of the loan and/or RentReady graduates, and/or owner agrees to freeze rent for half the duration of the loan. (2 points each).	
History of Property Improvements (Max of 3 points)	In the past 5 years, owner has invested in improvements across existing properties in Stevens Point: \$50,000 or more (3 points) \$25,000-\$49,999 (2 points) Less than \$25,000 (0 points)	
History of Owner's Property Violations (Max of -7 points)	For each property violation resulting in a service fee or citation in the past 3 years, -1 point.	
FINAL SCORE		

Terms

Below are the general terms that will apply for each loan:

- One loan may be awarded for each property **up to \$15,000 per unit improved, for a maximum of 4 units**. No borrower may exceed \$120,000 in outstanding loans through this program. A mortgage for the total amount disbursed will be recorded on the property. Down payments may be paid directly through the program or the property owner, depending on the needs of the project. Following successful inspection of completed work, funds will be distributed directly to the identified contractor(s).



- Recipient shall be responsible for paying loan preparation fees which will be included in the loan amount. These fees include:
 - Mortgage Recording (\$30) paid to Portage County Register of Deeds.
 - Title Review (\$100 for up to 2 adjacent residential parcels, \$150 for parcels zoned as commercial).
- Recipient must pay the loan back to the City of Stevens Point on a monthly payment schedule. Payment will be collected on the 1st day of each month. A 10-day grace period on payments will be granted.
 - The City of Stevens Point will establish a recurring ACH withdrawal from the recipients account of choice. If recipient is unable to establish ACH payments, payments may be made online or checks may be made to “City of Stevens Point” with the memo “Rental Improvement Program”. Checks can be delivered to 1515 Strongs Ave, Stevens Point, WI 54481, ATTN: City of Stevens Point Treasury.
 - If recipient will become unable to fulfill payments, it is the responsibility of the recipient to inform Community and Economic Development staff as soon as possible.
 - If a payment is delinquent by at least 10 days, a late fee of \$30 will be assessed.
 - Non-sufficient fund fees (\$30) and disputed transaction fees (\$30) are passed to the applicant.
 - Payments may be deferred one time for up to a total of 6 consecutive months.
 - Applicants are **strongly encouraged** to reach out to Community and Economic Development staff to be connected with financial planning assistance to recorrect loan payments.
- Loan payments begin after all project components are complete, when all funds have been distributed to the contractor(s), and change orders completed. If work is not complete by the original agreed upon date, the City may begin collecting payments and notify the recipient in writing.
- Loan must be repaid in full before sale of the property.
- The recipient will be required to meet *at least* one of the “tenant access improvements” defined in the scoring rubric. If the recipient ceases to provide the agreed upon tenant access, the loan will be adjusted to the bank prime rate plus 3 percentage points.

Additional Requirements

- Applicants shall submit all required mortgage, income, and property information to the Community and Economic Development Department prior to a pre-application meeting.
- If an applicant’s property lies within a 1% or higher flood plain (as determined by [FEMA](#)), the applicant must carry an amount of insurance equal to or greater than the value of the first mortgage and loan to be awarded.
- A pre-application meeting to review eligibility requirements, loan amount and terms, and project specifics is required with City staff prior to applying.
- Funds cannot be applied to improvements that have already been started or completed.
- All change orders must be approved by the City.
- All work requiring a contractor must be performed by licensed and insured contractors, with the applicant having acquired a minimum of two cost estimates from two different contractors. If work is being performed by the homeowner, cost estimates from two suppliers are required.
- If applicable, permits must be obtained prior to starting any work.
- Owners or owners’ direct relatives cannot be compensated for their labor or time on the project.
- After the loan is approved, applicant must add the City of Stevens Point as a mortgagee to their home insurance policy.



Project Selection

- Applications will be accepted on a first-come, first-served basis. Loan funds are limited, and funding is not guaranteed even for projects that otherwise qualify. Projects will be reviewed and awarded monthly as long as funding is available in the program year. Projects must meet a 12-point minimum in order to qualify.
- Applicants may resubmit their application if their application does not meet the point threshold.

Application & Loan Process

- Applicant discusses, in person, over the phone, or via email the program, eligibility, and proposed property and project(s) with Community & Economic Development staff. Staff inspection is scheduled.
- Following inspection, Applicant prepares application and submits it with all necessary documents, including:
 - Cost estimates from licensed contractors or approved suppliers.
 - Proof of insurance.
 - Any outstanding mortgages and/or liens on the property.
 - List of all properties owned, including those under a separate LLC.
- Application is reviewed, scored, and awarded or denied.
- Contractor(s) and applicant sign agreement, contractor(s) provide a W-9 to the City of Stevens Point.
- Staff requests any necessary downpayments from City Treasury.
- Applicant signs Borrower Certification, Mortgage Note, and agreement. Applicant or contractor(s) apply for all applicable permits to begin the project.
- Staff records Mortgage Note at Register of Deeds. Downpayments are distributed.
- Work begins. All change orders reported to City Staff. Loan adjustments are made, if necessary.
- Staff will request payment to contractors after permitted work is complete and passes inspection. Payment is disbursed in 30 days or less.
- Loan repayment begins. Tenant access improvement agreements are reviewed annually.

The Redevelopment Authority may grant exceptions to any of the requirements for this program.

Application Number (Office Use Only)

Applicant Information and Project Narrative



Applicant Information

Name of Applicant:

LLC Name, if applicable

Contact Phone

Email

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Name of Co-Applicant(s)

LLC Name, if applicable

Contact Phone

Email

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Project Address

Build Date and Assessed Value (City-provided)

Address of Applicant's Primary Residence

If owned by an LLC, please list all members of the LLC below **or** attach the LLC's articles of incorporation:

LLC Name	Contact Name	Contact Phone	Contact Email

Applicants' Adjusted Gross Income (Verify on W9)

Liability Information

List all financial obligations that are recorded against the property, such as mortgages, liens, and delinquent taxes, as well as additional outstanding financial obligations. **Attach the most recent mortgage or loan summary.**



Lienholder / Bank Name	Debt Purpose	Current Balance	Monthly Payment	Date Closed	Interest Rate (%)	Loan Type
Totals						

Is the most recent mortgage or loan summary attached?

Is the title review attached? (Provided by City)

Do you Escrow for Property Taxes?

Project Narrative

Describe the scope of work being performed to update the property, including number of units directly impacted. Please address how the improvements will impact rent costs and indicate if the rental unit will be reserved for Rent Ready graduates. *Attach additional sheets if necessary:*

Property Improvement History

Please provide you or your company’s property improvement history in the City of Stevens Point in the past 5 years up to \$50,000 of improvements. If possible, please site building permit identification as proof. If no building permit was necessary for the improvements, please provide proof of the improvements. If unable to locate building permit information, City staff will assist.



The applicant must provide the following information in addition to the application fields:

Requirements:

Yes No N/A

Proof of Insurance
(Attach insurance policy)

Is the building situated within a flood plain?
(City attach FEMA verification)

Monthly Mortgage Statement
(Please identify your monthly PITI costs)

List all properties owned in the City of Stevens Point
(Used to verify other permitted property improvements)

Verified No Municipal Taxes or Utility Fees

Cost estimates from contractors/suppliers
(Attach estimates with clearly identified contractors/suppliers)

Preferred Payment Account / ACH Authorization
(Attach completed ACH Authorization form)

Basic Habitability Review
(Internal)

After Approval and/or Construction:

Mortgage Recorded

Final Inspection & Occupancy Approval

Updated Home Insurance Policy

Three empty checkboxes stacked vertically.

Project Contacts and Costs

Provide the names of the contractor(s) or supplier(s) who have provided estimates for the project:

Contractor/Supplier Name	Work Being Performed or Supplies Sold	Contact Number



Applicant Signature Date

Co-Applicant Signature Date

Print Name

Print Name



Memo

Chris Klesmith
Neighborhood Planner / Economic
Development Specialist

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
(715) 341-4171 | cklesmith@stevenspoint.com

To: Redevelopment Authority
From: Chris Klesmith
CC: Jarod Kivela
Date: March 28th, 2025
Subject: Downtown Revolving Loan Fund

Commissioners,

As several of you already know, local revolving loan funds are economic development tools that can help reduce the annual costs to business owners and developers to ensure that projects are financially feasible. With Central Wisconsin Economic Development Fund continuing to operate and serve traditional business expansion, staff are confident that a revolving loan fund will be a beneficial tool to support the downtown specifically by reducing development costs in the district and assisting with the abundance of development opportunities available to the City and Redevelopment Authority.

Since our last meeting, staff have met with representatives from several local banks and credit unions, including Paper City Savings, Prevail Bank, Pineries Bank, and Summit Credit Union to discuss the Downtown Targeted Area Master Plan and the possibility of establishing a revolving loan fund for Downtown Stevens Point. Bank representatives see the plans as ambitious and had several questions about the plan and fund, including:

- Q: What other communities have had large plans like this one, and have been successful?
 - A: The most recent example of large scale plan similar to ours is the City of Eau Claire and their redevelopment of the confluence. The projects have been a success due to a combination of factors, including large philanthropy, business partnerships with JAMF and Royal Credit Union, and City TIF assistance.
- Q: What size of fund would be needed to be beneficial to smaller projects? And larger projects?
 - A: Most funding gaps that staff have seen on large real estate development projects have been in excess of \$2,000,000, and have been a direct request for TIF. These projects often do not have significant partner equity contributed to the project, and further assistance would be dependent on increased partner equity. Smaller projects range from \$50,000 to \$500,000. A revolving loan fund of \$1,000,000 would be adequate to support smaller projects, and a revolving loan fund of \$3,000,000 would open support to larger projects.
- Q: How can we [the financial institutions] provide support?
 - A: Banks can contribute support through a donation to the fund to meet Community Reinvestment Act Requirements. Downtown Stevens Point is an Opportunity Zone, and there will likely be other projects – such as workforce housing projects – that may require direct lending and more flexible terms if possible. Banks and credit unions may also be able to help capitalize the fund by providing a low-interest rate loan of 1% that is relent to local businesses and developers, but City staff would prefer philanthropic contributions rather than a low-interest loan.
- Q: What are the City's main priorities in this plan?
 - A: Given the need for housing, housing development at the Shopko, Edgewater, and Lot 8 sites are paramount – staff see these sites as a prerequisite to support the retail

market and enhance the survivability for necessary retail (grocers, pharmacy, etc). There are several niche projects along the riverfront that we anticipate discussing with community partners soon. In order to preserve the cost of housing, staff believe any avenue to decrease development costs for these housing units as crucial, too. These efforts would include workforce housing programs and establishment of a local revolving loan fund. Staff would hope to build relationships with office-type businesses seeking a walkable environment for their employees during this time as well.

Based on initial conversations with the small cohort of financial institutions, staff believe it would be feasible to capitalize a revolving loan fund of \$1,000,000 within the year to support smaller, local projects within Downtown which will help reduce commercial vacancies. Staff would ultimately have a goal of reaching a total revolving loan fund of \$3,000,000 to help drive down the cost of development projects, including the variety of housing projects that are specifically requested in the Downtown Targeted Area Master Plan and the commercial centers that will be needed to support the increase in Downtown residents. I would like to note that establishing a revolving loan fund may not remove requests for TIF assistance, but may decrease their total request.

Staff are still considering the Intermediary Relending Program as an asset to bolster the Downtown Revolving Loan Fund to expand its capacity. Staff are currently finishing the design of the program and will acquire assistance from Redevelopment Resources, which administers the Central Wisconsin Economic Development Fund. Additionally, staff are completing coursework for the Entrepreneur Development Professional certification, which includes training in economic development finances, including revolving loan fund and additional real estate development concepts.

Staff plan to request a \$250,000 seed from the Redevelopment Authority to show public commitment to downtown redevelopment prior to the end of the year. Public commitment will be necessary to recruit local banks, credit unions, and philanthropy to advance the vision for Downtown Stevens Point, which has been showcased in majority of case studies for urban development in small to mid-size college communities.

Cheers,



Christopher Klesmith
Neighborhood Planner & Economic Development Specialist
City of Stevens Point



Memo

Chris Klesmith
**Neighborhood Planner / Economic
Development Specialist**

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
(715) 341-4171 | cklesmith@stevenspoint.com

To: Redevelopment Authority; Board of Park Commissioners; City Plan Commission;
Transportation Commission
From: Chris Klesmith
CC: Jarod Kivela; Joel Lemke; Scott Beduhn; Talin Scheuermann; Dan Kremer
Date: March 28, 2025
Subject: Adjustments to Downtown Targeted Area Master Plan

Commissioners,

In May of 2024, each of your commissions had reviewed and recommended approval of the Downtown Targeted Area Master Plan, which included conceptual plans for multiple sites throughout the Downtown. Since adoption, progress has been made towards the redevelopment of the Shopko site, Edgewater Manor site, and the Civic Campus. Upon further evaluation and discussion between multiple departments, a few modifications to plan are recommended in order to improve the rate of development, decrease development costs, and result in a good long-term outcome for the community.

Of note, there are two major revisions to the Downtown Targeted Area Master Plan for your review before recommending approval to the Common Council. These changes are not quite substantive, and all elements of the former concepts are retained, moved, or given an improved visual to communicate with community partners and developers to accelerate the completion of this plan. Revisions include an amendment to the Shopko redevelopment plan concept, and inclusion of an additional visual for the Riverfront Connection / West Downtown concept.

- Shopko Redevelopment Concept
 - Additional utility easements and locations were noted under the previously recommended bus transfer center, and groundwater contamination at the Building A site was found at more shallow depths than originally reported. Staff are recommending trading the bus transfer center with Residential Building A. Furthermore, staff are recommending a visual of a surface-level transfer center until further development occurs and future amenities are needed at the transfer center site, or if the upcoming needs assessment indicates additional uses.
 - Utilities extend from Main Street to the future College Court under the proposed park space. Staff recommend expanding the park the length of the block to accommodate first-floor businesses for an attractive retail and entertainment environment without incurring the cost of relocating utilities.
- Riverfront Connection Concept
 - A “bubble” concept was included in the adopted plan, indicating proposed uses for spaces, but without a visual representation. The aerial image presented now was not included originally due to concerns of Chase Bank’s permanence on the Wisconsin River. The aerial illustrates potential for the expansion of the arts center, additional housing options near a primary community feature, and public space that could become improved should Chase Bank proceed with the offer to purchase their property.

Attached to this memo are three pages that would replace the former Shopko conceptual site plan and added to the figures representing the riverfront connection. Staff feel these visual amendments are necessary to consistently communicate the plan to community partners and developers and achieve progress on the plans. If you have any questions regarding the reasoning or need to adjust the Downtown Targeted Area Master Plan, please call me at your earliest convenience and I would be happy to discuss. We hope the proposed amendments renew excitement and interest in downtown development as a primary community location in the City of Stevens Point.

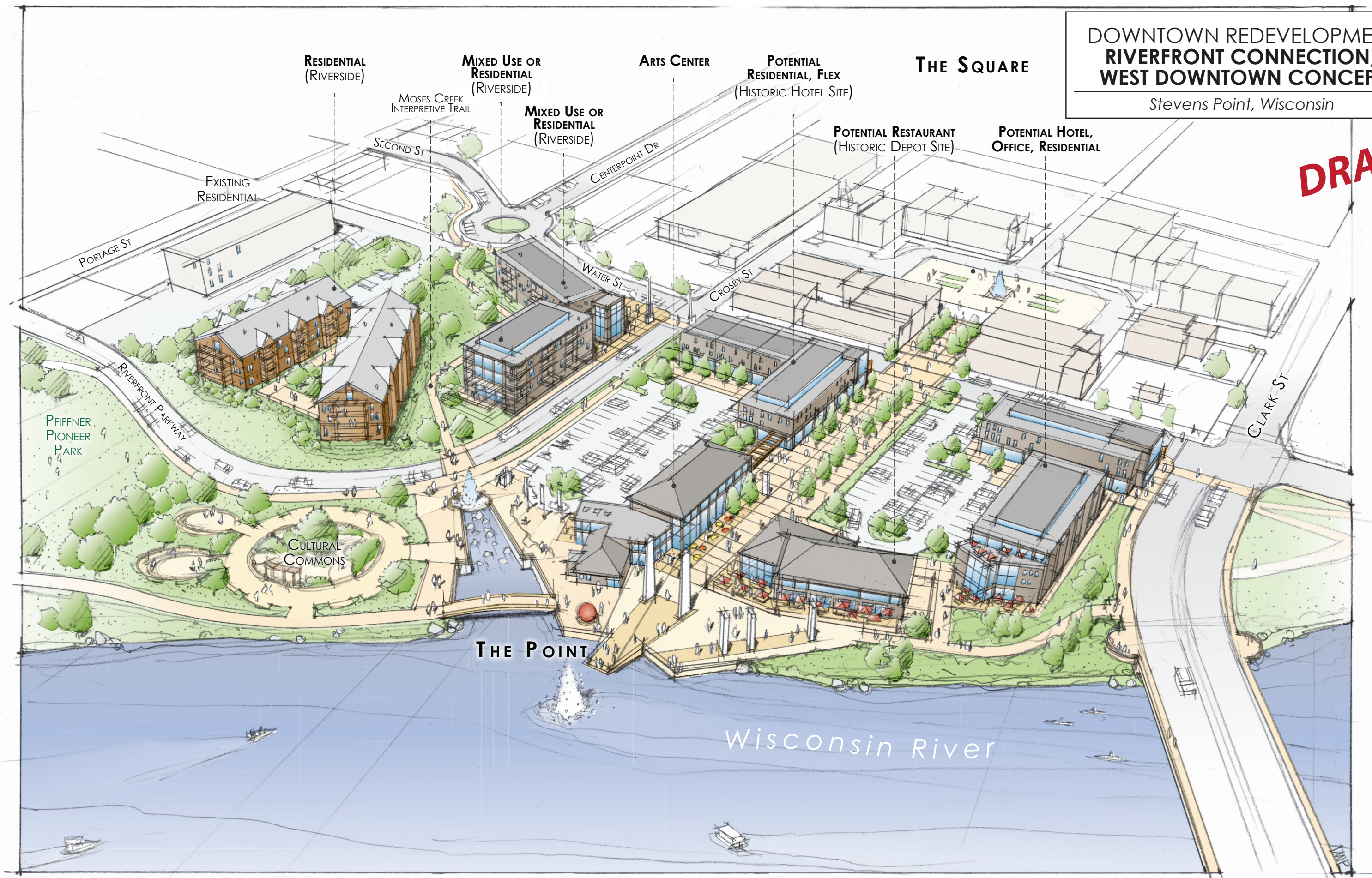
Cheers,

A handwritten signature in cursive script, appearing to read "Christopher Klesmith".

Christopher Klesmith
Neighborhood Planner & Economic Development Specialist
City of Stevens Point

**DOWNTOWN REDEVELOPMENT
RIVERFRONT CONNECTION/
WEST DOWNTOWN CONCEPT**
Stevens Point, Wisconsin

DRAFT

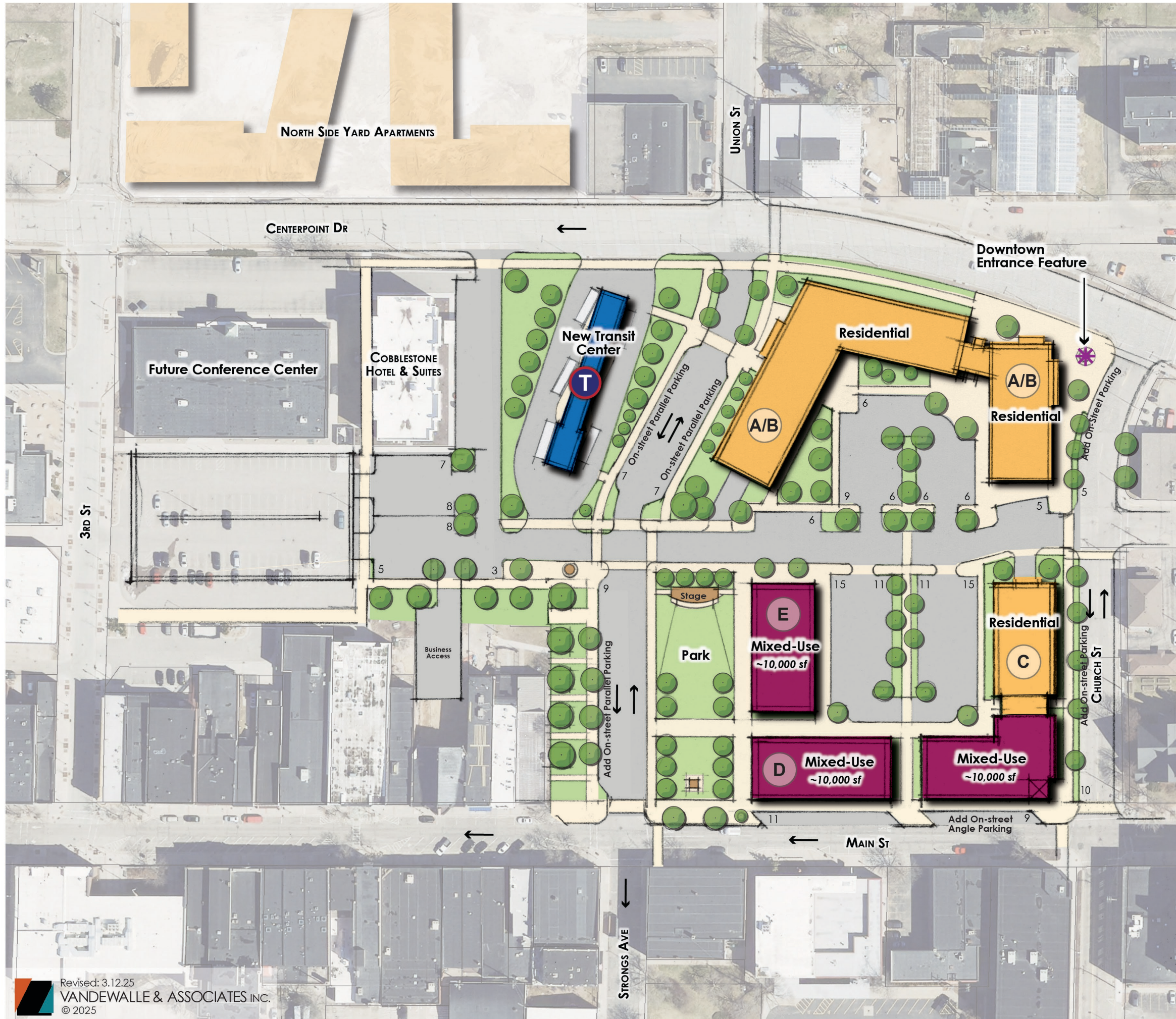


SHOPKO SITE REDEVELOPMENT
VISION PLAN
Stevens Point, Wisconsin



SHOPKO SITE REDEVELOPMENT CONCEPT PLAN

Stevens Point, Wisconsin



Building A/B
3-4 Story
50-75 Residential units
Potential flex/commercial first floor along
Strong/Union Street
Underground parking

Building C
3 Story along Church Street
3 Story along Main Street
20-40 Residential units
Retail first floor along Main Street
10,000 sq. ft.
Underground Parking

Building D
2 Story
10-15 Residential Units
Retail first floor along Main Street
10,000 sq. ft.

Building E
2 Story
10-15 Residential Units
Retail first floor along Park
10,000 sq. ft.

Transit Center
1 Story Transit Center



Memo

Chris Klesmith
**Neighborhood Planner / Economic
Development Specialist**

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
(715) 341-4171 | cklesmith@stevenspoint.com

To: Redevelopment Authority
From: Chris Klesmith
CC: Jarod Kivela
Date: March 28th, 2025
Subject: Shopko – Parking Lot RFP

Commissioners,

City staff will be concluding the planning and design of the transit center, right of way, and necessary stormwater management systems for the redevelopment of the Shopko block through 2025 to begin road construction in 2026. With preliminary designs in progress and pending the approval of revisions to the Downtown Targeted Area Master Plan, staff plan to release a request for proposals (RFP) to begin advertising the redevelopment opportunity at the Shopko parking lot.

The request for proposals is attached for your review. In our recent experience, establishing deadlines in RFPs has resulted in developers passing opportunities. This RFP will be processed on a rolling basis, responding to inquiries and proposals as they are submitted to staff. Staff would bring forward credible submissions for review by the commission.

Following approval of the RFP and amendments to the Downtown Targeted Area Master Plan, staff will market the development opportunity through the state economic development portal, local MLS, City website and social media accounts, physical signage at the development site, and direct communication with local and regional developers with the goal of securing a development agreement by the end of the calendar year.

Staff are requesting your approval to issue the RFP as presented and to begin soliciting developments for this body to review based on the marketing plan outlined above.

Cheers,

Christopher Klesmith
Neighborhood Planner & Economic Development Specialist
City of Stevens Point



SHOPKO PARKING LOT REDEVELOPMENT

Parcel 281-24-0832202969

**THIS REQUEST FOR PROPOSALS WILL BE
PROCESSED ON A ROLLING BASIS**



Outline of proposed development area

DISCLOSURE AND DISCLAIMER

This Request for Proposals (“RFP”) is being furnished to the recipient by the Redevelopment Authority of the City of Stevens Point (RA) for the recipient’s convenience. Any action taken by the RA in response to submissions, made pursuant to this RFP, or in making any awards or failure or refusal to make any award pursuant to such submissions, or in any cancellation of awards, or in any withdrawal or cancellation of this RFP, either before or after issuance of any awards, shall be without any liability or obligation on the part of the RA and its employees, officers, or commissioners.

The RA, at its discretion, may at anytime withdraw this RFP, may accept or decline any submissions and may waive any abnormality if the RA deems appropriate and if it is in the RA’s best interest. The RA has the ability to determine the responsiveness and acceptability of any submitted proposal.

It is the responsibility of the developer to fully understand and interpret all applicable City of Stevens Point (the “City”) ordinances and building codes when preparing and submitting proposals. Prospective developers should be aware of the City’s review and approval process for development within the applicable Zoning Districts and Historic Preservation / Design Review District. For example, any development occurring on the property in question must receive design approval from the Historic Preservation / Design Review Commission. The RA is not liable for the misinterpretation of City laws and ordinances. Developers should contact City officials or staff to obtain needed information. The RA makes no guarantee that any submission which conforms to the requirements of this RFP will be selected for consideration or approval.

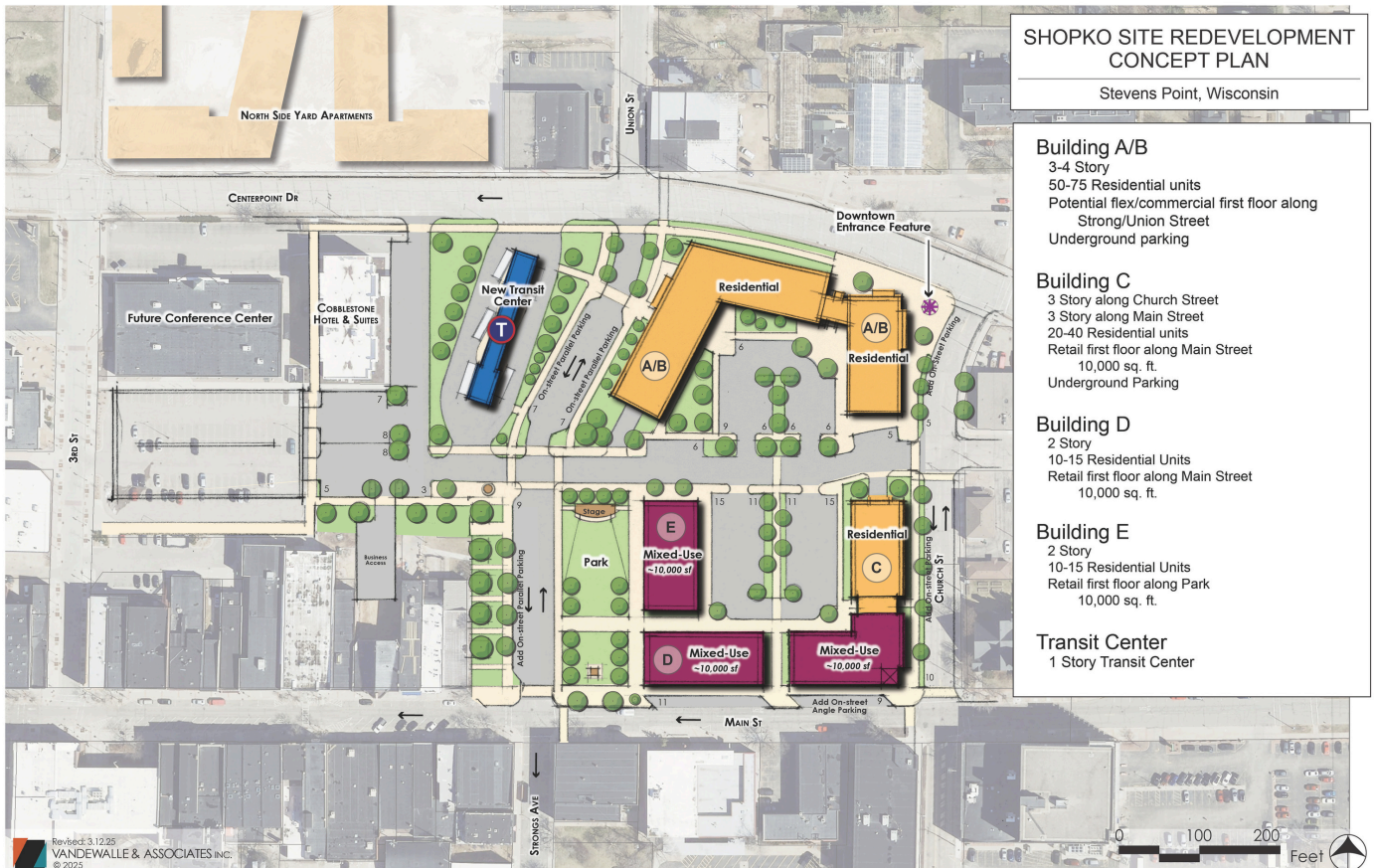
The RA, City, and the selected developer(s) will be bound only if and when a submission, as same may be modified, and any applicable definitive agreements and budgetary authorizations pertaining thereto, are approved by the Redevelopment Authority of the City of Stevens Point’s Board of Commissioners and then only pursuant to the terms of the definitive agreements executed among the parties.

INTRODUCTION

The RA is seeking proposals for the purchase and redevelopment of a prime property within the City’s downtown, and for developers who have an interest and expertise in redeveloping urban properties. The property is located in the heart of the City’s downtown nestled between the historic properties of Main Street and just a short walk from the Wisconsin River and City square. As outlined in this RFP, a successful proposal will supplement the historic retail corridor, integrate housing, and include a design that interacts with adjacent park space.

BACKGROUND – DOWNTOWN PLAN

The City and RA adopted a targeted area master plan for the downtown in May of 2024. The community produced a vision for the site of the former Shopko building and its parking lot which is documented conceptually in this plan and is provided below. The proposed use for the site includes multiple residential and mixed-use buildings, as well as an enhanced bus transfer center and urban park. The City intends to ensure all components of the plan for the site are constructed within the site. Ground floor retail and restaurant space should be included along Main Street and the park space.



SITE DETAILS & DESIGN GUIDELINES

Several utility lines circumscribe the parking lot, presenting approximately 55,000 square feet of developable land with nearby utilities. Road reconstruction is anticipated around the site in 2026.

- Total Size: Approximately 1.68 acres or 73,000 square feet
- Width: 310 feet
- Length: 230 feet
- Zoning: B3 - Central Business District ([Page 74](#))
- Parking minimum: None. Residential underground parking preferred.
- Utilities: 12" water and 8" sewer available to site.
- Special Districts: TID's #6 and #10, Downtown Business Improvement District

The advertised site is within the City's [Historic Preservation & Design Review District](#) which provides guidance for the exterior appearance of the property. As a Main Street Community, assistance incorporating this guidance is available upon request.

PURCHASE PRICE

The purchase price for the property is negotiable. Land cost shall be determined on the overall value and ability of the proposal to meet the needs of the city as identified in this request for proposals.

The RA will not base their decision solely on the value of the project and purchase price of the site. Please see Selection Criteria on page 7 for additional information on the selection process.

ENVIRONMENTAL CONSIDERATIONS

The City of Stevens Point has concluded a full site investigation on the proposed site and is available to any developer upon request. A Phase I and Phase II Environmental Site Assessment were completed for the site in 2020 and investigation of the nearby building was completed in 2023 and 2024.

NEARBY DEVELOPMENT AND KEY ASSETS

This development block is in close proximity to many new and valuable resources, community amenities, and keystone features of Stevens Point, including:

- **Great Northern Distilling:** The home base and serving room of Great Northern Distilling is located within three blocks of the proposed site. Great Northern Distilling is neighbored by the Northside Yard Apartments, Main Grain Bakery & Eatery, and Emy J's Coffeehouse, a vibrant culinary corner of the district.
- **The Opera House:** The highly-anticipated rehabilitation of the City's former Fox Theater is slated to be completed with a newly operational beer garden.
- **Pfiffner Pioneer Park:** The City's premier riverfront park, the host location for [Riverfront Rendezvous](#), [Levitt AMP Stevens Point](#), and many other [community events](#), is just one-third mile from the site. [The Green Circle Trail](#), a 27-mile trail encircling the City, is accessible from Pfiffner Park.
- **Higher Education:** The site is adjacent to [Mid-State Technical College's Stevens Point Campus](#), and within a half mile of [University of Wisconsin - Stevens Point](#), a national leader in natural resource conservation and growing business & economic programs.
- **Mathias Mitchell Square:** At the heart of Stevens Point's historic downtown, Mathias Mitchell Square provides a home base for the longest-running farmer's market in Wisconsin history.



RA AND CITY ASSISTANCE

The RA and City may provide assistance, depending on the proposed value and scope of the development, by:

- Assisting developers in accessing other financial resources (e.g., grants, loans, etc.)
- Providing direct financial assistance through Tax Incremental Financing
- Facilitate meetings with various stakeholders (e.g., elected officials, staff, citizens, etc.) as needed
- Act as the liaison between other organizations that have vital information regarding the site

PROPOSAL REQUIREMENTS

- Resume of the Developer
 - Background of development company and team members
 - Company portfolio of similar projects if available
- Proposed Development, including:
 - Narrative describing the development's compatibility with the surrounding context and plan
 - Preliminary site and building plans, including building phases if applicable
 - Building elevations and sketches with architectural details
 - Schematic design of the overall site that identifies public space(s), parking, drainage, and landscaping
 - Indication of land use(s), prospective business, or housing types. Include unit counts, square footage
 - Total value of project; breakdown of individual aspects / use(s)
 - List of preliminary building materials (primarily exterior)
- Preliminary development budget
 - Please include total development costs, proposed uses and sources of funds, and a pro forma income analysis
- Additional Information
 - Summary of the overall economic impact and tangible benefits for the City, including tax base and employment generation

SELECTION CRITERIA & PROCESS

The RA and City's Community & Economic Development department will evaluate proposals based on the following criteria:

- Alignment with the City's plan and design documents, including the incorporation of retail, restaurant, and residential property
- Design that matches or complements the historic character of downtown Stevens Point and/or the community at large
- Economic impact to the city, downtown, and surrounding area, including taxable value
- Project utilizes professional local design personnel, consultants, and contractors to complete the project
- Project provides opportunities for existing downtown businesses to own property within the site
- Proposal offers a reasonable purchase price to the City and limits the ask for public assistance
- Proposal incorporates context-appropriate bicycle friendly, pedestrian friendly, and/or public space design concepts

City staff may conduct interviews or meetings with developers submitting a proposal at any point. It is anticipated that a summary presentation will be made by the developer to the RA and City of Stevens Point Common Council for acceptance at which point the developer will enter into a development agreement.

Closing will occur once final plan approvals have been made. Work is expected to begin within 3 months of closing. Developer must finish all work and obtain an occupancy permit within twenty-four months of commencing construction.

QUESTIONS AND SUBMISSION OF PROPOSALS

Questions and proposals may be submitted physically or digitally to:

Jarod Kivela
Director of Community Development / Redevelopment Authority
City of Stevens Point
1515 Strongs Avenue
Stevens Point WI, 54481
jkivela@stevenspoint.com

Christopher Klesmith
Neighborhood Planner & Economic Development Specialist
City of Stevens Point
cklesmith@stevenspoint.com
(715) 341-4171

FOR SALE

PRIME DEVELOPMENT OPPORTUNITY

SHOPKO SITE REDEVELOPMENT

Stevens Point, Wisconsin

- ◆ Mixed-Use | Residential | Retail
- ◆ 40-70 Residential Units Desired (Buildings C, D, and E)
- ◆ First Floor Retail & Commercial Spaces Desired
- ◆ Close to Public Transit, Park Space, and an Established Downtown

More Information:

Jarod Kivela
Director of Community
Development/
Redevelopment Authority
jkivela@stevenspoint.com

Christopher Klesmith
Neighborhood Planner &
Economic Development
Specialist
cklesmith@stevenspoint.



FOR SALE



Developable Land

Residential, Restaurant, & Retail

Improved Public Park

Improved Public Transportation

More information:

(715) 341-4171

Development@stevenspoint.com

