

**\*\*\*AMENDED\*\*\***

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

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

**CITY OF STEVENS POINT  
BOARD OF PUBLIC WORKS MEETING  
October 15, 2025 - 6:35 PM  
(or immediately following previously scheduled meeting)**

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

OR

**Zoom Teleconferencing**

**Meeting ID: 885 3196 7761 | Passcode: 716657**

**By Computer: <https://us02web.zoom.us/j/88531967761?pwd=CigMIElmAyLhe3JZlQEufBAnUoiwQE.1>**

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

**(A quorum of the City Council may attend this meeting)**

**AGENDA**

Roll Call

Informational

1. Director's Report
  - a. Division and Church Streets Reconstruction Project
  - b. Fall Paving Project
  - c. Hoover Road Intersections Signalizations
  - d. Park Street Railroad Crossing Closure investigation
  - e. Garbage and Recycling ordinance revisions
2. \*\*\* Discussion only regarding the potential adoption of a Terrace Garden Ordinance.

Discussion and Possible Action

3. Ordinance Amendment - To create traffic-controlled intersections at Hoover Road and Industrial Park Road and at Hoover Road and Coye Drive.
4. To approve applying for STP-Urban funding for the Business 51 Project.
5. To approve the Resolution to file a petition with the Office of the Commissioner of Railroads for the 2007 Patch Street Trail Project alterations.

Adjourn

Meeting Rider

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, TDD # 346-1556 or by mail at 1515 Strongs Ave., 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 normal business hours from 7:30 a.m. to 4:00p.m.

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

October 8, 2025

## DIRECTOR OF PUBLIC WORKS REPORT Scott Beduhn

### 1. Engineering Division

- **Country Club Drive:**
  - Construction is wrapping up, and the contractor should finish soon.
- **Division and Church Streets Reconstruction Project:**
  - AECOM has delivered near-final plans for the far south segment to WisDOT for review. Final plans are due to WisDOT in early November. Project bidding will occur this winter.
    - Real estate acquisition is proceeding very well in the south segment. To date, 21 of 28 acquisitions have been completed.
    - WisDOT has recently asked the City to include a new railroad crossing surface as part of the south segment project.
      - WisDOT is requesting additional funding to assist with the additional construction costs; however, the City will likely need to pay AECOM for the additional design.
  - AECOM anticipates delivering near-final plans to the city mid to late October, with final plans to be completed shortly into the new year. Project Bidding is anticipated to occur in late winter.
    - Real Estate continues in the North Segment but lags behind the South Segment. Twelve of the original 37 parcels (Franklin Street to North Point Drive) have been acquired. Real Estate is just beginning between Franklin Street and Briggs Street.
    - WPS is still contemplating plans for the relocation of overhead utilities throughout the North Segment. As many of the businesses are served from the rear of the building and not from Division Street, WPS is considering removing the overhead electricity within the corridor north of Fourth Avenue. Any relocation or removal should still occur later this year.
  - The current STP-Urban grant cycle is open again with applications due October 31, 2025. Staff is working on an application with the intent of applying.
    - The Stevens Point Urban Area Surface Transportation Committee prioritized the proposed applications and ranked Church Street the number one for the urban area applications.
    - Staff submitted a draft application to WisDOT for review and received comments. Staff will now complete the final application and submit it before the end of month deadline.
  - Staff is working with AECOM to hold an open house this winter to offer the public an opportunity to review the final designs to understand what to expect during construction and what changes to expect after construction is complete, such as intersection changes and access relocations and removals.

- **2024 Street Improvement Project (Northside):**
  - All work is complete. The contractor will return next spring to address any warranty items.
- **2025 Street Improvement Project (Washington Ave):**
  - All utility work is complete, and the first layer of asphalt has been installed prior to completion of the concrete. The contractor continues to install concrete flatwork (sidewalk and driveways) west of West Street.
  - The project should wrap up in late October or early November.
- **2025 Street Improvement Project (Madison/Monroe):**
  - The contractor has completed the installation of all utilities. Roadbuilding activities will continue over the next few weeks, with paving anticipated to occur later this month.
- **East Park Commerce Center Badger Avenue Extension:**
  - WPS installed the electrical service, and the lighting system is now active. Unfortunately, there have been some issues identified with the lighting system that the contractor is addressing.
- **Forest Creek Subdivision:**
  - Nothing new to report
- **Curb Gutter and Sidewalk Repair Project:**
  - Nothing new to report.
- **Fall Paving Project:**
  - Green Avenue repaving will occur in the spring due to a lack of contractor availability to complete the work this fall.
  - A Public Informational Meeting (PIM) will be held this winter for those who may be impacted by the work.
- **Pavement Maintenance Project:**
  - All work has been completed.
- **Downtown Concrete Joint Repair Project:**
  - The contractor completed the work in the weeks of September 22<sup>nd</sup> and 29<sup>th</sup>. Traffic control was removed the week of October 6<sup>th</sup>, and the road has been reopened.
- **West River Drive:**
  - AECOM has delivered a near-final report. AECOM staff will be presenting their findings to the Board in November.
- **West Zinda Bridge:**
  - All work has been completed.
- **Michigan Avenue Underpass:**
  - The City's consultant is working on the engineering for the project and coordinating the work with Canadian National.
    - A project introductory meeting was held with CN on September 23, 2025, to discuss CN right-of-way permitting and flagging requirements.

- **Hoover Road Intersections Signalizations:**
  - Due to a delay in the delivery of poles, the contractor was not able to install the signal equipment until the very end of September.
    - The contractor completed the installation of the new signals on September 29<sup>th</sup>.
    - After operating in an all-way red flash mode for a period, the new signals are now operating based upon programmed signal timings.
  
- **Park Street Railroad Crossing Closure investigation:**
  - Staff held a public informational meeting (PIM) with residents and businesses that may be directly affected by the potential closure of the Park Street Railroad crossing.
    - A representative from CN was in attendance to answer questions from the railroad perspective.
    - City staff presented potential alternatives for truck routes if the crossing is closed.
    - City staff is asking the public to provide comments on the closure and potential truck route alternatives between now and the end of November. Staff will be looking to make a recommendation to the Board early in 2026.
  
- **SS4A Grant – Demonstration Activities (DAs):**
  - After a second round of data gathering, the three demonstration activities within the City of Stevens were removed as City staff prepares for winter. The three activities included:
    - Temporary curb extensions at the intersection of Fourth Avenue and Isadore Street.
    - Buffered bike lanes along Water Street between Riverview Avenue and Kwik Trip.
    - Buffered bike lanes along Michigan Avenue between Patch Street and Dixon Street.
  
- **Additional Miscellaneous Projects:**
  - Engineering Staff continues working on proposed 2026 and 2027 roadway projects, including gathering survey data, researching right of way, and preparing bidding documents.
  - Engineering staff have been working with university staff on several fronts to improve the University environment. These include:
    - Discussions in conjunction with Community Development on the future of the old Maytag lot.
    - Discussions regarding the reconstruction of Fourth Avenue through campus, which is tentatively scheduled for reconstruction in 2027.
  - Staff continue to work with the Utility Department on various water, sanitary, stormwater, and fiber projects.
  - Staff continue to work with the Community Development Department on various projects. These projects include:
    - Shopko redevelopment
    - Convent redevelopment
  - **Garbage and Recycling ordinance revisions**
    - Ordinance changes are required to comply with recent revisions to the State recycling rules found in Wisconsin Administrative Code NR500, 502, 520, 532, and 544.
    - While there are specific ordinance changes to be made, staff is taking the opportunity to also review the entirety of the City's ordinance language pertaining to Chapter 7 of the Revised Municipal Code, Section 7.06 Solid Waste Disposal, Yard Waste, and City of Stevens Point Drop-off.
    - The State's deadline for adoption of the new ordinance language is April 30, 2026. The Board should see both the State-required and staff proposed changes this winter.

**SUPERINDENT OF STREETS REPORT**  
**Chris Johnson**

**2. Streets Division- September**

- **Continued Operations:**
  - Garbage and Recycling
  - Street Sign Compliance and replacement
  - Street Light Maintenance
  - Street Patching/Trumbull
  - Drop-off Site Operations
  
- **Staffing:**
  - We are pleased to report that the Streets Department remains fully staffed.
  
- **Summer Maintenance crews:**
  - Beginning in October, crews transitioned from the seasonal four-ten schedule back to the standard five-eight schedule.
    - **Patching/Trumbull:** The Trumbull crew has completed all assigned routes for the season. They are currently tarring around manholes in preparation for the upcoming plowing season. The infrared patcher continues to follow plow routes. Crews are also addressing locations where residents have submitted complaints, ensuring these patches are made more permanent.
    - **Concrete:** The concrete crew continues joint replacement work on W. Clark Street. This effort has gone well and is a significant improvement to the roadway this year.
    - **Paint:** The paint crew has completed approximately 90% of the city's pavement marking for the season. They continue to focus on crosswalks and directional arrows throughout the city.
    - **Sweeping:** In September, crews completed a fourth full pass of the city. As fall sets in, the focus shifts to managing leaves accumulating along the curb lines. We hope to complete two more passes before the sweepers are winterized for the season.
    - **Crack Fill:** The crack fill crew is about 90% complete with the 2025 crack fill program.
  
- **Equipment maintenance/Garage:**
  - Notably in September, plow trucks began their annual maintenance program to ensure readiness for winter operations. One of two new garbage trucks ordered under the 2025 budget cycle was delivered this month, with the second expected to arrive in November.

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1515 Strongs Avenue  
Stevens Point, WI 54481



**Public Works**

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October 8, 2025

To: Board of Public Works

From: Scott Beduhn, Director of Public Works 

Re: Terrace Gardens

While some have quietly existed for years, there appears to be greater interest among residents in creating gardens and planting within the public right-of-way. It is now commonplace for residents to ask at street improvement PIMs (Public Informational Meetings) what can go back in the right-of-way after construction, or for residents to remove the erosion control matting after restoration efforts are completed to plant flowers and other ornamentals.

Except for lawn maintenance (RMC Chapter 21) and public trees and shrubs (RMC Chapter 11), currently, there is no specific ordinance regarding plantings within the right of way. This lack of guidance is now becoming a concern for staff as more residents take an interest in lawn options other than traditional turf grass.

An example terrace garden ordinance is attached for discussion, and staff is still looking for comments. The language presented is specifically written with the intention of allowing plantings within the terrace; however, the ordinance does not have to allow any plantings and could prohibit all plantings other than turf grass. Many communities prohibit any landscaping or alterations of the right-of-way.

The intent of an ordinance, if one is created, is to provide the framework for residents to promote more consistency across the community, reduce staff time addressing questions as to what is acceptable, help identify and correct violations when they might occur, and most importantly, to allow for beautification of properties and the community while still maintaining for the safety of the public.

I look forward to your thoughts on creating such an ordinance and any comments you may have.

If there are any questions, please do not hesitate to contact me.

Thank you.

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## **TERRACE GARDENS**

### **1. Definitions.**

As used in this ordinance, unless the context otherwise indicates, the following definitions apply:

1. "Terrace" also known as "Verge" or "Boulevard" means the public right-of-way lying between the property line and sidewalk, and between the sidewalk and the roadway, or where no sidewalk exists, between the property line and the roadway.
2. "Drip line" shall mean an imaginary vertical line that extends from the outermost branches of a tree's canopy to the ground.
3. "Noxious weeds" and "Invasive plants" shall mean any plant so defined in Chapter 21 of the City of Stevens Point Revised Municipal Code.

### **2. Plantings Permitted.**

- A. A property owner in the city shall be permitted to plant, care for and maintain gardens within the terrace adjacent to their property, subject to the restrictions set forth below.
  1. No part of any planting shall exceed thirty-six (36) inches in height. Plantings shall not exceed twenty-four (24) inches in height along any intersection of roads, driveways and/or alleys within a triangle beginning with the clearview requirements as identified in Chapter 23 of the City of Stevens Point Revised Municipal Code and extending the hypotenuse of the clearview requirements to the pavement edge and completing the sides of the triangle along the pavement edge to the intersection. No planting is allowed within a five (5) foot radius around fire hydrants. Height shall be measured from the edge of driving surface.
  2. Plantings shall be maintained with no encroachment or overhang onto the adjacent sidewalk, curb, or street. At ground level no individual plant shall be planted within one (1) foot of the sidewalk, curb or where no sidewalk or curb exists, the shoulder of the road. Seeded gardens such as native or turf grasses may be planted up to the sidewalk, curb, or shoulder provided they do not encroach or overhang onto the adjacent sidewalk, curb, or street.
  3. Damage to tree roots within the dripline of an existing street tree is prohibited without the permission of the City Forester.
  4. Plantings may include flowers, native or turf grasses, and other plants, but in no event shall any noxious weed be planted or maintained.
  5. Plantings with thorns, spines, or sharp ridged parts, as well as shrubs (evergreen or deciduous) or other woody plants are not allowed.
  6. Edible fruits and vegetables are not allowed.
  7. No change to the established grades is allowed. Depth of swales cannot be reduced and soil levels shall not exceed the height of either sidewalk or curb if present.
  8. Stone (such as river rock or similar aggregate material) may not be used. Mulch may not be used within swales but is permissible in other areas. Property owners must prevent the migration of any mulch onto any sidewalk, shoulder or roadway pavement inclusive of the gutter if one exists. Rocks, boulders and structures such as retaining walls, planters, raised garden beds, fences and steps are prohibited.
  9. Terrace gardens may not be planted within any stormwater management feature intended to convey water such as roadside ditches.

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- B. The current property owner shall be solely responsible for the maintenance of the terrace garden. Maintenance at a minimum shall include:
1. Removal of noxious weeds or invasive plants;
  2. Removal of all woody plants except for approved street trees. Gardens must be mowed no less than annually to prevent the establishment of trees, bushes, and shrubs.
  3. Removal of accumulated sediment;
  4. Removal of trash, leaves, grass clippings, or other debris;
  5. Repairing areas of bare soil or erosion; and
  6. Removal of any plant material, soil, mulch, or stone from the sidewalk, curb and gutter, or roadway inclusive of any paved or gravel shoulder.
- C. A permit shall not be required for a terrace garden.

### **3. Public Works and Utilities.**

Notwithstanding the foregoing, all such terraces remain public property and subject to the right of the city and private utility companies to perform necessary work, to plant, trim and otherwise maintain trees, to access utilities and store excess snow. In the event the city interferes with terrace plantings in the course of such work, it shall restore the terrace to a grassy state. In no event shall the city or private utility company be liable for any damage to, disruption of, or removal of plantings, either direct or indirect, as a result of the city or private utility company, their employees, agents or contractors performing any installation, maintenance or repairs. Further, the city shall have the right to remove or restrict any plantings that are deemed to interfere with the safety of pedestrians and motorists without notice.

### **4. Violations.**

If the Code Official determines that circumstances warrant, the property owner shall be notified and given 15 days to correct the violation. If the property owner does not remove the plant or other prohibited material within 15 days, the City will take corrective action and bill the owner.

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October 7, 2025

To: Board of Public Works  
From: Scott Beduhn, Director of Public Works  
Re: Ordinance Amendments

The ordinance amendment of Section 9.03(b), creating Traffic Control Signals; Controlled Intersections Designated is in response to the installation of traffic signals through the Hoover Road Signalization Project.

If there are any questions, please do not hesitate to contact me.

Thank you,

**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 34 of Section 9.03(b) of the Revised Municipal Code, **Traffic Control Signals; Controlled Intersections Designated** is hereby **created** to read as follows:

9.03(b) 34. At the intersection of Hoover Road and Industrial Park Road.

**SECTION II:** That subsection 35 of Section 9.03(b) of the Revised Municipal Code, **Traffic Control Signals; Controlled Intersections Designated** is hereby **created** to read as follows:

9.03(b) 35. At the intersection of Hoover Road and Coye Drive.

**SECTION III:** These Ordinance changes shall take effect upon passage and publication.

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Susan Pagel, City Clerk

Dated: October 7, 2025  
Approved: October 20, 2025  
Published: October 30, 2025

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



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October 8, 2025

To: Board of Public Works

From: Scott Beduhn, Director of Public Works

Re: Permission to apply for STP-Urban Grant Funding  
Business 51 Reconstruction Project

As previously mentioned as part of the Director's Report, the 20262031 program cycle of the Surface Transportation Program – Urban (STP-Urban) is currently open. STP Urban is an 80 percent grant-funded, 20 percent locally funded program to address existing roadway pavement. Applications are due on October 31, 2025. If you may recall, the city received STP-Urban funding for the far south segment of Business 51, which will be reconstructed next year.

City staff identified the portion of Church Street between Rice Street and Francis Street for this cycle. This segment of reconstruction is believed to provide the best opportunity for the City due to the pavement condition and the size of the project. The Portage County Surface Transportation Committee ranked this project as its priority for this application cycle. A draft application has been reviewed by WisDOT regional staff, and feedback was very positive towards our application.

Staff respectfully request approval to submit an application.

If there are any questions, please do not hesitate to contact me.

Thank you,

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



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October 8, 2025

To: Board of Public Works

From: Scott Beduhn, Director of Public Works

Re: Resolution to Petition the Office of the Commissioner of Railroads (OCR) for the 2007 Alteration of the Patch Street Railroad Crossing

In early July, OCR staff conducted a review of the public railroad crossing related to the spur that runs parallel to Minnesota Avenue, starting at Patch Street and going to the south City limits. As a result of the investigation, OCR staff identified that the Patch Street railroad crossing did not match the description they had on file. After some additional investigation by both OCR and City staff, it was identified that an alteration to the crossing was completed in 2007 as part of the Patch Street Trail project.

According to OCR, they have no record of the alteration, and City records also do not identify that the alteration was ever submitted to OCR for approval. Public railroad crossings are overseen by the OCR, and no crossing may be established, altered, or removed without their approval. While this oversight occurred 18 years ago, OCR is asking the City to file a petition for official approval of the alteration.

In addition to receiving approval of the work already completed, OCR will review the crossing for safety compliance and may identify other improvements necessary to comply with current regulations and industry standards as a condition of approval.

A required component of a petition to the OCR is a resolution in support of the proposed alteration. The attached resolution is based upon the OCR-provided template and will be presented to the council this month for consideration.

If there are any questions, please do not hesitate to contact me.

Thank you,

**RESOLUTION**

**CITY OF STEVENS POINT  
PETITION FOR THE ALTERATION OF AN AT-GRADE CROSSING**

**WHEREAS**, the City of Stevens Point altered the at-grade crossing of Patch Street, a public street crossing the tracks of the Canadian National Railway, formally known as the Wisconsin Central Ltd. (US DOT crossing number 692744R), and

**WHEREAS**, the alteration of the crossing was necessary to promote public safety and convenience for pedestrians and bicyclists carried out by the Patch Street Trail Project 01-7A, and

**WHEREAS**, the Office of the Commissioner of Railroads through docket 9164-RX-960 opened an investigation into the unauthorized alteration and a determination of the adequacy of the warning devices and safety of the crossing with Patch Street.

**WHEREAS**, Section 195.29 Wisconsin Statutes authorizes the Office of the Commissioner of Railroads to determine whether the alteration of the crossing was necessary to promote public safety and convenience, to determine the necessary warning devices for the crossing, and

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Stevens Point hereby directs the City of Stevens Point staff to take all necessary steps to petition the Office of the Commissioner of Railroads for an investigation and order to approve the altered crossing of Patch Street with the tracks of the Canadian National Railway in the City of Stevens Point, Portage County.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the City of Stevens Point staff shall comply with Chapter 195, Wisconsin Statutes and RR 1.025, Wisconsin Administrative Code in the filing of the petition.

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor

ATTEST: \_\_\_\_\_  
Sue Pagel, City Clerk

Dated: September 15, 2025  
Approved: October 20, 2025  
Published: October 30, 2025