

BUSINESS PARK BUSINESS IMPROVEMENT DISTRICT BOARD MEETING

November 18, 2025

9:00 AM

Conference Room
Stevens Point Transit Center
2700 Week Street
Stevens Point WI 54481

Opening Section:

1. Roll Call

Present — Mike Trzinski, Dir. Kivela, Jeff Ramlow, Jim Anderson, Debra Marten, Dale Steinmetz

Excused — Chase Rettler

Others Present — Associate Planner/Zoning Administrator Kuhn, BID-Executive Director Karen Margelofsky, Keith Pilger, Heidi from Lineage

2. General Reports and Updates

A. City Staff Updates

Eric and Heidi appointment approved at council 11/17/25 — they start 1/1/26

BID operating plan approved by council too

Burlington junction railway talks in progress for sidetrack and railroad spur

Would add to TIF tax base — would be owned by city & operated by Burlington

B. Executive Director Report

Ponds taken care of

Landscaping maintenance — increased visibility on roads

Pothole discovery and abatement

Made name tags for BID members

C. Board Chair Report

Now is the time to address maintenance that has been deferred

Good to have channels for business to voice requests

Thanks to Eric and Heidi for starting 1/1/25

D. Treasurer Report
N/A

Discussion and possible action on:

1. Legal Document - Review & Approve: Property Use and Maintenance Agreement - Attorney Keith Pilger
Reviewed document.

Anderson moved approval, Steinmetz seconded

Ayes: Unanimous
Nays: N/A

2. Legal Document - Review & Approve Resolution Transferring of Real Estate to City - Attorney Keith Pilger
Reviewed document.

Ramlow moved approval, Marten seconded

Ayes: Unanimous
Nays: N/A

3. Approve Meeting Minutes from October 10, 2025
Steinmetz moved approval, Ramlow seconded

Ayes: Unanimous
Nays: N/A

4. Presentation: Current Deed Restrictions and Protective Covenants — Adam Kuhn

Went over the DRPC's currently and discussed what updates might be desirable.
A subcommittee can review and draft a new version.

Land use plan is not required — could adopt city zoning — but BID would lose some control
Topic of subdivision of parcels will need to be addressed

5. Review & Approve: 2025-26 Snow Contract
Anderson moved approval, Ramlow seconded

Ayes: Unanimous
Nays: N/A

6. For Review & Discussion: 2026 Memorandum of Understanding between BIDs, City & SPACVB
New director for the convention and visitor bureau

7. Adjournment

10:15 AM

Steinmetz moved approval, Marten seconded.

Ayes: Unanimous

Nays: N/A