

Stevens Point Business Park Business Improvement District

Board Meeting Minutes

April 10th, 2026, at 8am at the Transit Center Conference Room

Opening Section:

1. At 8am Mike asked Karen to performed roll call: Alderperson – absent, Heidi Charlesworth – present, Eric Carlson – present, Jeff Ramlow – present, Mike Trizinski – present, Debra Marten – excused, Chase Rettler – present, Dale - present. Also present from the City is Adam Kuhn, Karen Margelofsky and Jarod Kivela. Also in attendance, Midstate representatives, and fire Chief Moody
2. General reports and city staff updates. Adam reporting progressing along with DRPC, rewrite and at the point now where we have the land use the land use allowances or the entire city. The DRPC will be presented to you in the next couple of weeks and will be more restrictive than city’s zoning code. Currently, the DRPC says that it's the county that has jurisdiction to review and grant any variation at grant. Any variances from those DRP, standards BID don't have jurisdiction. Until those comprehensive updates are adopted, knowing that this proposal that the fire department and mid-state had been working on will go through the approval process in May prior to this board. Having the authority to grant deviations and review it. We wanted to have this presentation more as a courtesy. It's just if there's any variation. If there's any areas where it doesn't mean code that you guys can't grant exceptions in the county.
3. Presentation from Midstate and Stevens Point fire department. Project has been last 2 years that we've been working closely and partnered, as you can see, you're going to see in this presentation. They've been vetting centralized and decentralized training areas, and what that looks like from its technical college. Also, we've been looking at the need for a third firehouse. At the east side of the city as the city develops and grows obviously east. (Further notes and details in appendix)
4. Move on to the executive director report: Branding & Deed Restriction & Protective Covenants, we've been busy with the branding, and we'll cover that a little bit later in the deed, restrictions and protective covenants. Any questions for the executive director? Move on
5. Move to the Board Chairman: then the board chairman has nothing to report excellent. So, moving on to any questions for me. Move on

6. Treasury report: Regular expenses in February as well as March did. See, a pretty good chunk going to Jay's lawncare. I think finished now winter. Nothing unexpected. Question? Move on
7. Branding Work Group reports, Karin delivered the slide and broke down to the last 10 favorites, which then broke down further to 3 or 4. Reported good conversation, also strong opinions in the rebranding group. Company to bring Logos: Green Point / Point East / Fountains Point and Default Stevens Point BP. Mike called out the fountains and what if removed – keeping the naming conventional possibly keeping Point in the naming. Ask was to stay away from Fountains statement in the naming. Alexis from Skyward supports. Marketing. Timing on to create the logo and will have it at mid to end of May. Jarod requested a poll on the names and send out for a vote deadline of following Friday. Industrial Park changing? Not at this time, further discussion with the details were just delivered.
8. Deed Restriction/Protective Convenance WG – Karen Reported Meeting got through pages 5-18 completed, Reviewed the land use map. Adam reported 1 more WG meeting so finalize the remaining document (admin functions). Basis of the BID review and granting or not granting. Next board meeting review full working draft with BID. Adam asked changes is this board has approval, Karen 8.20.25 reported moving from owners association to BID. New companies, no resistance before 60 days were able to move on. Any questions? Move on

Discussion on possible action items:

1. Meeting minutes from 02/13/2026, Eric made a motion to approve, Jeff seconded, all in favor, none opposed or abstained.
2. No March Meeting reported
3. Approval for pond and fountain maintenance contract, callout separate pumps on ponds. Falls within budget. Eric made a motion to approve, Chase seconded, all in favor, none opposed or abstained.
4. Approve 2026 Landscape contract from Jays lawn care. Eric made motion to approve, Dale seconded, all in favor, none opposed or abstained.
5. Approve MOU and invoice Stevens Point Visitors Bureau rental agreement, 35% of the \$500, Rick made motion to approve, Heidi seconded, all in favor, none opposed or abstained.
6. Approval of Jays lawn care for immediate project, median concerns by the GI associates, remove the shrubbery and replace with perennials. Safety concerns the traffic flow. Not in the budget, call out the flagpole also has no lighting, further conversation. Gazebo needs some work. “Centre location”. Karen is

making BID aware, south pond trees called out also as a concern. Create a list of needs with building the budget going into 2027 in August. Getting with Jays on current contract and review of the contract with vendor. No motion is necessary table till budget. 2027 conversation around putting out for BID. Ask, is there a requirement to put work out for RFP BID, concern is the quality of the vendor service, do need to get 3 vendor bids and do we have to choose low bid? No. Jays contract does not state snow removal, just snow plow, concern around who is responsible. Before winter need to review contract.

7. Mike adjourned the meeting at 09:39am with an exhausted agenda, Erik and Dale motion to adjourn.

Minutes respectfully submitted by Heidi Charlesworth – Secretary