

**VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
February 16, 2026**

CALL TO ORDER: President Dan Holloway called the Park Ridge Village Board meeting to order at 5:30 p.m. The Village Board meeting was held in person at the Village Hall. After recitation of the Pledge of Allegiance by those present, roll call was taken. Trustees Gordon Renfert and Joe Thompson, and President Dan Holloway were present. Trustee Kristin Paulson attended via Zoom. Clerk Anne Arndt and Treasurer Melissa Clark were also present.

Others attending: Jim LaMar, Ken Vogel and Lon Butcher. Marjie Bell, Nancy and Joe Roppe attended via Zoom.

AGENDA ITEM # 1 - APPROVAL OF THE FEBRUARY AGENDA: Motion Renfert, second by Thompson to approve the agenda as printed. Motion carried 4/0.

AGENDA ITEM # 2 – PUBLIC COMMENT PERIOD – AGENDA ITEMS: There were no public comments on specific agenda items.

AGENDA ITEM # 3 - PUBLIC COMMENT PERIOD – NON-AGENDA ITEMS: There were no public comments on non-agenda items.

AGENDA ITEM # 4 – REVIEW AND APPROVE MINUTES FROM JANUARY 12, 2026: Motion Renfert second by Thompson to approve the January 12 minutes as printed. Motion carried 4/0. The Clerk reviewed slight procedural changes for taking minutes, including Copilot, which is an advanced AI program integrated with Microsoft 365.

AGENDA ITEM # 5 – REVIEW AND APPROVE JANUARY TREASURER’S REPORT: Treasurer Clark explained the reports she reconciles monthly and answered questions on money market accounts. Motion Renfert, second Thompson to approve the January treasurer’s report. Roll Call vote taken: Renfert – yes; Paulson – yes; Holloway - yes; Thompson – yes. Motion carried 4/0.

AGENDA ITEM # 6 – REVIEW AND APPROVE JANUARY AND FEBRUARY BILLS/ PAYMENTS: Motion Thompson, second Renfert to approve January and February bills/payments. Roll Call vote taken: Paulson – yes; Holloway – yes; Renfert – yes; Thompson – yes. Motion carried 4/0.

AGENDA ITEM # 7 – STEVENS POINT FIRE DEPARTMENT REPORT: Motion Paulson, second Thompson to approve the Stevens Point Fire Department Report as printed. Motion carried 4/0.

DISCUSSION AND/OR POSSIBLE ACTION ON THE FOLLOWING ITEMS:

AGENDA ITEM # 8 – APPROVE APPOINTMENT OF LON BUTCHER AS ZONING

ADMINISTRATOR: J.D. Manville moved out of the village, leaving the zoning administrator position vacant. Motion Renfert, second Thompson to approve the appointment of Lon Butcher as Zoning Administrator. Motion carried 4/0.

AGENDA ITEM # 9 – HILLCREST AVE / GREENBRIAR AVENUE NORTH ROAD PROJECT

UPDATE: Holloway stated a streetlight in the northeast corner of the Pinecrest/Hillcrest intersection is on order. Repair of non-working streetlights on Pinecrest and Sunset north has been reviewed with

MSA and Van Ert. If any trustees know of streetlight related items that need to be looked at please let Holloway know. A resident asked if any liquidated damages will be assessed to the construction company. Holloway stated they did not meet the substantial completion date and final completion date. Discussion will continue.

AGENDA ITEM # 10 – RIDGEWOOD DRIVE / GREENBRIAR AVENUE SOUTH ROAD PROJECT UPDATE: The project is currently scheduled for construction in the summer of 2028. The first draft of the design contract with MSA was submitted to President Holloway and Jason Schaeffer at Wis DOT by email on January 29, 2026. It includes intersection streetlights. The project financial responsibility is one hundred percent the Village's. It does not include water main. A water main design is expected to be contracted in a separate two-party contract between the Village and MSA. The status of the City of Stevens Point ordinance pertaining to Village water main construction is expected to be on a City Council meeting agenda in the near future.

AGENDA ITEM # 11 – APPROVE USE OF ABSENTEE BALLOT DROP BOX FOR 2026 ELECTIONS: The use of secure drop boxes is permitted under state law as a valid method of absentee ballot return. The use of drop boxes is not mandatory and is at the discretion of the municipal clerk. Motion by Thompson, second by Paulson the Board approve the use of an absentee ballot drop box at the clerk's discretion. Motion carried 3/1 with Renfert voting no.

AGENDA ITEM # 12 – CUSTODIAN 2026 WAGE AND HOURS: An hourly wage of \$19 and slightly reduced duties and hours was approved at the December 2025 Board meeting, which the custodian has agreed to.

AGENDA ITEM # 13 – TEXT AND MAPPING UPDATES TO THE PORTAGE COUNTY WELLHEAD PROTECTION ORDINANCE: The Village is not in the District. Holloway will be communicating with Tyler Kunze, Water Resource Specialist.

AGENDA ITEM # 14 – REVIEW AND APPROVE PRELIMINARY ZERO LOT-LINE CERTIFIED SURVEY MAP FOR ROWE BUILDERS: Holloway received clarification from Point of Beginning regarding the procedure. An initial survey is taken prior to building construction. Once the building is up, all is finalized. Motion by Thompson, second Renfert to approve the CSM. Motion carried 4/0.

AGENDA ITEM # 15 - SET DATE AND TIME FOR NEXT BOARD MEETING: March 16 at 5:30 p.m.

ADJOURN: Motion Holloway, second Renfert to adjourn at 6:23 p.m.

ANNE ARNDT
VILLAGE CLERK

DAN HOLLOWAY
VILLAGE PRESIDENT

VILLAGE OF PARK RIDGE
Balance Sheet Prev Year Comparison
As of February 28, 2026

	Feb 28, 26	Feb 28, 25	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
11110 • Checking	1,207.00	2,465.22	-1,258.22
11310 • Operating Account	738,411.51	345,831.92	392,579.59
11340 • Reserve Account-Pineries-ARPA	0.00	31,178.29	-31,178.29
11343 • Pineries Money Market	115,050.03	113,621.58	1,428.45
11345 • Reserve Account-Bank of Amherst	10,266.98	10,190.34	76.64
11350 • Pineries CD Account	110,904.10	107,830.92	3,073.18
11360 • Petty Cash	0.00	300.00	-300.00
Total Checking/Savings	<u>975,839.62</u>	<u>611,418.27</u>	<u>364,421.35</u>
Other Current Assets			
12100 • Taxes Receivable	420,438.68	360,075.79	60,362.89
1499 • Undeposited Funds	0.00	85.00	-85.00
Total Other Current Assets	<u>420,438.68</u>	<u>360,160.79</u>	<u>60,277.89</u>
Total Current Assets	<u>1,396,278.30</u>	<u>971,579.06</u>	<u>424,699.24</u>
TOTAL ASSETS	<u><u>1,396,278.30</u></u>	<u><u>971,579.06</u></u>	<u><u>424,699.24</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 • Accounts Payable	50.00	0.00	50.00
Total Accounts Payable	<u>50.00</u>	<u>0.00</u>	<u>50.00</u>
Credit Cards			
2047 • Village Credit Card-2449	0.00	88.62	-88.62
2048 • Village Credit Card-2530	0.00	698.97	-698.97
2049 • Village Credit Card-2571	1,098.89	0.00	1,098.89
Total Credit Cards	<u>1,098.89</u>	<u>787.59</u>	<u>311.30</u>
Other Current Liabilities			
2100 • State W/H Tax	173.71	151.38	22.33
21511 • Federal W/H Tax	467.12	334.54	132.58
24700 • Due other taxing authorities	281,659.58	239,656.87	42,002.71
24800 • Due SP Utilities	4,440.11	4,927.62	-487.51
Total Other Current Liabilities	<u>286,740.52</u>	<u>245,070.41</u>	<u>41,670.11</u>
Total Current Liabilities	<u>287,889.41</u>	<u>245,858.00</u>	<u>42,031.41</u>
Total Liabilities	<u>287,889.41</u>	<u>245,858.00</u>	<u>42,031.41</u>
Equity			
3010 • Office Equipment Reserve	82.68	82.68	0.00
3018 • Street Reserve	638.28	638.28	0.00
3020 • Sewer Reserve	2,500.00	2,500.00	0.00
3025 • Reassessment Reserve	9,000.00	9,000.00	0.00
3060 • Disaster Reserve	12,345.31	12,345.31	0.00
3070 • Santa Visit Reserve	1,550.00	1,550.00	0.00
34100 • General Undesignated Fund Bal	103,265.36	103,265.36	0.00
3900 • Retained Earnings	634,761.00	240,411.15	394,349.85
Net Income	344,246.26	355,928.28	-11,682.02
Total Equity	<u>1,108,388.89</u>	<u>725,721.06</u>	<u>382,667.83</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,396,278.30</u></u>	<u><u>971,579.06</u></u>	<u><u>424,699.24</u></u>

VILLAGE OF PARK RIDGE
Profit & Loss Prev Year Comparison
 January through February 2026

	Jan - Feb 26	Jan - Feb 25	\$ Change
Ordinary Income/Expense			
Income			
41110 • Local Tax Levied	500,401.00	492,496.00	7,905.00
43531 • Transportation Aid	3,563.90	3,308.14	255.76
44120 • Cigarette/Bartender's Licenses	20.00	0.00	20.00
44200 • Dog Licenses	216.25	544.00	-327.75
44500 • Cable Franchise Fees	1,176.13	1,465.22	-289.09
48100 • Interest	1,957.47	1,357.91	599.56
48900 • Miscellaneous Income	0.00	0.00	0.00
Total Income	507,334.75	499,171.27	8,163.48
Expense			
51100 • Village Board			
5110001 • President Salary	941.94	941.94	0.00
5110002 • Trustee Salary	861.20	861.20	0.00
5110003 • Santa Visit	678.61	898.51	-219.90
5110004 • League of Municipalities Dues	590.51	91.38	499.13
5110006 • Board Expenses	500.00	0.00	500.00
Total 51100 • Village Board	3,572.26	2,793.03	779.23
51300 • Legal	1,147.50	0.00	1,147.50
51410 • Clerk/Treasurer			
5141001 • Clerk Compensation	5,420.71	7,028.10	-1,607.39
5141006 • General Office Supplies	555.98	703.88	-147.90
5141010 • Tax Collection Fee	1,383.61	1,401.54	-17.93
5141011 • Villagewide Mailing	0.00	109.50	-109.50
5141014 • Pineries Bank Fees/Supplies	50.00	0.00	50.00
5141022 • Dues & Subscriptions	377.46	423.24	-45.78
5141026 • Treasurer Compensation	1,845.00	1,300.42	544.58
5141027 • IT Services	300.00	200.00	100.00
Total 51410 • Clerk/Treasurer	9,932.76	11,166.68	-1,233.92
51420 • Elections			
5142001 • Inspectors	0.00	524.00	-524.00
5142002 • Election Expenses	16.01	0.00	16.01
Total 51420 • Elections	16.01	524.00	-507.99
51430 • Publication Fees	0.00	22.61	-22.61
51530 • Assessment of Property			
5153001 • Assessor Contract	1,035.00	1,035.00	0.00
Total 51530 • Assessment of Property	1,035.00	1,035.00	0.00
51600 • Village Hall			
5160001 • Maintenance Compensation	409.08	61.60	347.48
5160004 • Utilities	989.84	808.19	181.65
5160005 • Supplies and Equipment	23.98	0.00	23.98
5160006 • Repairs & Maintenance	0.00	97.00	-97.00
Total 51600 • Village Hall	1,422.90	966.79	456.11
51938 • Insurance			
5193801 • General Liability	4,121.00	2,473.00	1,648.00
5193803 • Worker's Compensation	830.00	863.00	-33.00
Total 51938 • Insurance	4,951.00	3,336.00	1,615.00
52100 • Crossing Guard	1,125.48	1,059.28	66.20
52205 • Fire & EMS Protection			
5220521 • Fire Protection & EMT Contract	0.00	500.00	-500.00
Total 52205 • Fire & EMS Protection	0.00	500.00	-500.00
52400 • Building Inspection	0.00	1,236.36	-1,236.36
52450 • Zoning Administration	134.57	134.56	0.01

VILLAGE OF PARK RIDGE
Profit & Loss Prev Year Comparison
 January through February 2026

	Jan - Feb 26	Jan - Feb 25	\$ Change
53311 · Street Maintenance			
5331101 · Snow Plowing	10,920.00	11,052.00	-132.00
5331103 · Street Maintenance	212.11	0.00	212.11
Total 53311 · Street Maintenance	11,132.11	11,052.00	80.11
53315 · Sewers	48.13	0.00	48.13
53420 · Street Lighting			
5342001 · Electric & Maintenance	2,937.04	1,966.22	970.82
5342004 · Digger Requests	753.04	474.23	278.81
Total 53420 · Street Lighting	3,690.08	2,440.45	1,249.63
53620 · Garbage Collection			
5362001 · Garbage Collection	5,732.40	5,491.48	240.92
Total 53620 · Garbage Collection	5,732.40	5,491.48	240.92
53635 · Recycling cost			
5363501 · Recycling Collection	1,435.65	1,374.14	61.51
5363503 · Yard Waste Drop Off	5,300.00	5,300.00	0.00
Total 53635 · Recycling cost	6,735.65	6,674.14	61.51
54100 · Humane Society Contract	1,709.17	1,839.01	-129.84
6560 · Payroll Expenses	0.00	0.00	0.00
Total Expense	52,385.02	50,271.39	2,113.63
Net Ordinary Income	454,949.73	448,899.88	6,049.85
Other Income/Expense			
Other Expense			
57200 · Capital Project Outlay	73,453.47	55,721.60	17,731.87
58100 · Loan Principal			
58110 · Linwood Ave Project	5,374.30	4,979.91	394.39
58120 · Operating Loan	19,931.73	15,817.78	4,113.95
Total 58100 · Loan Principal	25,306.03	20,797.69	4,508.34
58200 · Loan Interest			
58210 · Linwood Ave Project	2,875.70	3,270.09	-394.39
58220 · Operating Loan	9,068.27	13,182.22	-4,113.95
Total 58200 · Loan Interest	11,943.97	16,452.31	-4,508.34
Total Other Expense	110,703.47	92,971.60	17,731.87
Net Other Income	-110,703.47	-92,971.60	-17,731.87
Net Income	344,246.26	355,928.28	-11,682.02

VILLAGE OF PARK RIDGE

Revenue & Expenses Budget vs. Actual

January through February 2026

	Jan - Feb 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41110 • Local Tax Levied	500,401.00	500,401.00	0.00	100.0%
43410 • Shared Revenues	0.00	54,652.39	-54,652.39	0.0%
43420 • Fire Insurance	0.00	3,700.00	-3,700.00	0.0%
43430 • Exempt Computer Aid	0.00	269.56	-269.56	0.0%
43440 • Personal Property Aid	0.00	4,804.87	-4,804.87	0.0%
43450 • State Video (Cable) Aid	0.00	1,700.20	-1,700.20	0.0%
43529 • Other State Aid (Grant)	0.00	5,000.00	-5,000.00	0.0%
43531 • Transportation Aid	3,563.90	14,264.05	-10,700.15	25.0%
44110 • Liquor and Malt Beverage	0.00	800.00	-800.00	0.0%
44120 • Cigarette/Bartender's Licenses	20.00	60.00	-40.00	33.3%
44200 • Dog Licenses	216.25	80.00	136.25	270.3%
44300 • Building Permits/Inspections	0.00	1,000.00	-1,000.00	0.0%
44500 • Cable Franchise Fees	1,176.13	5,400.00	-4,223.87	21.8%
48100 • Interest	1,957.47	4,800.00	-2,842.53	40.8%
48200 • CD Interest	0.00	3,000.00	-3,000.00	0.0%
48900 • Miscellaneous Income	0.00	1,000.00	-1,000.00	0.0%
Total Income	507,334.75	600,932.07	-93,597.32	84.4%
Expense				
51100 • Village Board				
5110001 • President Salary	941.94	3,768.00	-2,826.06	25.0%
5110002 • Trustee Salary	861.20	3,445.00	-2,583.80	25.0%
5110003 • Santa Visit	678.61	1,000.00	-321.39	67.9%
5110004 • League of Municipalities Dues	590.51	590.51	0.00	100.0%
5110006 • Board Expenses	500.00	500.00	0.00	100.0%
Total 51100 • Village Board	3,572.26	9,303.51	-5,731.25	38.4%
51300 • Legal	1,147.50	5,000.00	-3,852.50	23.0%
51410 • Clerk/Treasurer				
5141001 • Clerk Compensation	5,420.71	35,000.00	-29,579.29	15.5%
5141002 • Mileage and Expense	0.00	500.00	-500.00	0.0%
5141006 • General Office Supplies	555.98	2,500.00	-1,944.02	22.2%
5141007 • Training	0.00	1,000.00	-1,000.00	0.0%
5141010 • Tax Collection Fee	1,383.61	1,500.00	-116.39	92.2%
5141011 • Villagewide Mailing	0.00	1,500.00	-1,500.00	0.0%
5141014 • Pineries Bank Fees/Supplies	50.00	150.00	-100.00	33.3%
5141022 • Dues & Subscriptions	377.46	3,500.00	-3,122.54	10.8%
5141025 • Background Checks	0.00	100.00	-100.00	0.0%
5141026 • Treasurer Compensation	1,845.00	6,000.00	-4,155.00	30.8%
5141027 • IT Services	300.00	2,000.00	-1,700.00	15.0%
Total 51410 • Clerk/Treasurer	9,932.76	53,750.00	-43,817.24	18.5%
51420 • Elections				
5142001 • Inspectors	0.00	4,000.00	-4,000.00	0.0%
5142002 • Election Expenses	16.01	500.00	-483.99	3.2%
Total 51420 • Elections	16.01	4,500.00	-4,483.99	0.4%
51430 • Publication Fees	0.00	500.00	-500.00	0.0%
51510 • Accounting				
5151001 • Reporting (Form C)	0.00	1,000.00	-1,000.00	0.0%
Total 51510 • Accounting	0.00	1,000.00	-1,000.00	0.0%
51530 • Assessment of Property				
5153001 • Assessor Contract	1,035.00	6,900.00	-5,865.00	15.0%
Total 51530 • Assessment of Property	1,035.00	6,900.00	-5,865.00	15.0%
51600 • Village Hall				
5160001 • Maintenance Compensation	408.08	1,200.00	-790.92	34.1%
5160004 • Utilities	989.84	3,200.00	-2,210.16	30.9%
5160005 • Supplies and Equipment	23.98	2,500.00	-2,476.02	1.0%
5160006 • Repairs & Maintenance	0.00	2,500.00	-2,500.00	0.0%
Total 51600 • Village Hall	1,422.90	9,400.00	-7,977.10	15.1%
51910 • Uncollectible Taxes	0.00	200.00	-200.00	0.0%
51938 • Insurance				
5193801 • General Liability	4,121.00	2,700.00	1,421.00	152.6%
5193802 • Local Gov't Property	0.00	1,000.00	-1,000.00	0.0%
5193803 • Worker's Compensation	830.00	1,000.00	-170.00	83.0%
Total 51938 • Insurance	4,951.00	4,700.00	251.00	105.3%

VILLAGE OF PARK RIDGE
Revenue & Expenses Budget vs. Actual
 January through February 2026

	Jan - Feb 26	Budget	\$ Over Budget	% of Budget
52100 • Crossing Guard	1,125.48	4,000.00	-2,874.52	28.1%
52205 • Fire & EMS Protection				
5220521 • Fire Protection & EMT Contract	0.00	114,146.90	-114,146.90	0.0%
Total 52205 • Fire & EMS Protection	0.00	114,146.90	-114,146.90	0.0%
52450 • Zoning Administration	134.57	550.00	-415.43	24.5%
53311 • Street Maintenance				
5331101 • Snow Plowing	10,920.00	27,000.00	-16,080.00	40.4%
5331103 • Street Maintenance	212.11	60,000.00	-59,787.89	0.4%
5331104 • Street Maint-Trees/pickup	0.00	14,000.00	-14,000.00	0.0%
Total 53311 • Street Maintenance	11,132.11	101,000.00	-89,867.89	11.0%
53315 • Sewers	48.13	75.00	-26.87	64.2%
53420 • Street Lighting				
5342001 • Electric & Maintenance	2,937.04	12,000.00	-9,062.96	24.5%
5342004 • Digger Requests	753.04	3,000.00	-2,246.96	25.1%
Total 53420 • Street Lighting	3,690.08	15,000.00	-11,309.92	24.6%
53620 • Garbage Collection				
5362001 • Garbage Collection	5,732.40	33,500.00	-27,767.60	17.1%
5362002 • Fall Large Item Pick-up	0.00	900.00	-900.00	0.0%
Total 53620 • Garbage Collection	5,732.40	34,400.00	-28,667.60	16.7%
53635 • Recycling cost				
5363501 • Recycling Collection	1,435.65	9,000.00	-7,564.35	16.0%
5363503 • Yard Waste Drop Off	5,300.00	5,400.00	-100.00	98.1%
Total 53635 • Recycling cost	6,735.65	14,400.00	-7,664.35	46.8%
54100 • Humane Society Contract	1,709.17	1,900.00	-190.83	90.0%
55200 • Parks Dept. Pledge (\$5.50/per)	0.00	3,000.00	-3,000.00	0.0%
Total Expense	52,385.02	383,725.41	-331,340.39	13.7%
Net Ordinary Income	454,949.73	217,206.66	237,743.07	209.5%
Other Income/Expense				
Other Expense				
57101 • Undesignated Fund Bal Outlay	0.00	45,381.02	-45,381.02	0.0%
57200 • Capital Project Outlay	73,453.47			
58100 • Loan Principal				
58110 • Linwood Ave Project	5,374.30	5,374.90	-0.60	100.0%
58120 • Operating Loan	19,931.73	19,931.73	0.00	100.0%
58130 • Hillcrest/Greenbriar Loan Princ	0.00	72,520.06	-72,520.06	0.0%
Total 58100 • Loan Principal	25,306.03	97,826.69	-72,520.66	25.9%
58200 • Loan Interest				
58210 • Linwood Ave Project	2,875.70	2,875.10	0.60	100.0%
58220 • Operating Loan	9,068.27	9,068.27	0.00	100.0%
58230 • Hillcrest/Greenbriar Loan Int	0.00	62,055.58	-62,055.58	0.0%
Total 58200 • Loan Interest	11,943.97	73,998.95	-62,054.98	16.1%
Total Other Expense	110,703.47	217,206.66	-106,503.19	51.0%
Net Other Income	-110,703.47	-217,206.66	106,503.19	51.0%
Net Income	344,246.26	0.00	344,246.26	100.0%

9:24 PM

03/03/26

VILLAGE OF PARK RIDGE
Reconciliation Detail
11110 - Checking, Period Ending 02/28/2026

Type	Date	Num	Name	Clr	Amount	Balance
Paycheck	02/27/2026	16754	Zdroik, Henry D		-129.29	-6,558.99
Paycheck	02/27/2026	16753	Lepak, Rebecca A		-70.18	-6,629.17
Total Checks and Payments					-6,629.17	-6,629.17
Total Uncleared Transactions					-6,629.17	-6,629.17
Register Balance as of 02/28/2026					-11,654.61	1,207.00
New Transactions						
Checks and Payments - 1 item						
Liability Check	03/13/2026	DM	United States Treas...		-467.12	-467.12
Total Checks and Payments					-467.12	-467.12
Total New Transactions					-467.12	-467.12
Ending Balance					-12,121.73	739.88

VILLAGE OF PARK RIDGE

Reconciliation Detail

11310 - Operating Account, Period Ending 02/28/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						934,783.09
Cleared Transactions						
Checks and Payments - 3 items						
Transfer	02/05/2026			X	-28,831.86	-28,831.86
Transfer	02/10/2026			X	-332,403.84	-361,235.70
Transfer	02/25/2026			X	-4,801.78	-366,037.48
Total Checks and Payments					-366,037.48	-366,037.48
Deposits and Credits - 5 items						
Deposit	02/05/2026			X	12.25	12.25
Deposit	02/05/2026			X	128,544.47	128,556.72
Deposit	02/10/2026			X	39,141.31	167,698.03
Deposit	02/17/2026			X	1,176.13	168,874.16
Deposit	02/28/2026			X	791.74	169,665.90
Total Deposits and Credits					169,665.90	169,665.90
Total Cleared Transactions					-196,371.58	-196,371.58
Cleared Balance					-196,371.58	738,411.51
Register Balance as of 02/28/2026					-196,371.58	738,411.51
Ending Balance					-196,371.58	738,411.51

9:29 PM

03/03/26

VILLAGE OF PARK RIDGE

Reconciliation Detail

11343 · Pinerias Money Market, Period Ending 02/28/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						114,939.81
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	02/28/2026			X	110.22	110.22
Total Deposits and Credits					110.22	110.22
Total Cleared Transactions					110.22	110.22
Cleared Balance					110.22	115,050.03
Register Balance as of 02/28/2026					110.22	115,050.03
Ending Balance					110.22	115,050.03

6:20 PM

03/10/26

VILLAGE OF PARK RIDGE

Reconciliation Detail

11345 · Reserve Account-Bank of Amherst, Period Ending 02/28/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,266.98
Cleared Balance						10,266.98
Register Balance as of 02/28/2026						10,266.98
Ending Balance						10,266.98

9:46 PM

03/03/26

VILLAGE OF PARK RIDGE

Reconciliation Detail

11350 - Pineries CD Account, Period Ending 02/28/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						110,904.10
Cleared Balance						110,904.10
Register Balance as of 02/28/2026						110,904.10
Ending Balance						110,904.10

6:30 PM

03/10/26

VILLAGE OF PARK RIDGE

Reconciliation Detail

2049 - Village Credit Card-2571, Period Ending 02/28/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						991.67
Cleared Transactions						
Charges and Cash Advances - 9 items						
Credit Card Charge	02/03/2026		all American Compli...	X	-10.99	-10.99
Credit Card Charge	02/06/2026		WMCA	X	-65.00	-75.99
Credit Card Charge	02/10/2026		Adobe	X	-21.09	-97.08
Credit Card Charge	02/12/2026		Microsoft Store	X	-42.00	-139.08
Credit Card Charge	02/12/2026		Microsoft Store	X	-13.19	-152.27
Credit Card Charge	02/17/2026		Zoom US	X	-159.90	-312.17
Credit Card Charge	02/18/2026		Gunderson Cleaners	X	-241.73	-553.90
Credit Card Charge	02/20/2026		US Postal Service	X	-526.00	-1,079.90
Credit Card Charge	02/26/2026		Complete Office of WI	X	-18.99	-1,098.89
Total Charges and Cash Advances					-1,098.89	-1,098.89
Payments and Credits - 1 item						
Bill	02/10/2026		Pineries	X	991.67	991.67
Total Cleared Transactions					-107.22	-107.22
Cleared Balance					107.22	1,098.89
Register Balance as of 02/28/2026					107.22	1,098.89
Ending Balance					107.22	1,098.89



PLANNING AND ZONING DEPARTMENT

1462 STRONGS AVENUE, STEVENS POINT, WI 54481 • PHONE: 715-346-1334

MEMORANDUM

TO: Village of Park Ridge Board
FROM: Kristen Johnson, Planner
DATE: March 17, 2026
RE: First Review of Draft Portage County Countywide Bicycle & Pedestrian Plan

For the last year, County and municipal staff have been working with other local officials to aid the contracted consultant, Vandewalle & Associates, in the update of the 2014 Portage County Countywide Bicycle & Pedestrian Plan. Funded by a planning grant through the Safe Streets and Roads for All (SS4A) Grant from the U.S. Department of Transportation, it sought to update the 2014 Plan to address new planning strategies, new engineering best practices, and ensure that public opinion is consistent with the recommended policies of the Plan.

For the last half-year or so, staff have been reviewing and providing edits to the 2014 Plan. The attached Plan represents the third draft that is created, and the first that has been released to the SS4A Task Force, SS4A Bicycle and Pedestrian Plan Subcommittee, and four partnering municipalities (City of Stevens Point and Villages of Plover, Park Ridge, and Whiting) for feedback. (This draft is available for viewing on the Portage County website at: <https://www.co.portage.wi.gov/730/County-Wide-Bicycle-and-Pedestrian-Plan>.)

The draft Plan is broken into the following sections:

- Identifying short-term actions that should be prioritized to promote and enhance the County bicycle and sidewalk network.
- An overview of the planning process, aiding in the development of this Plan.
- Presenting existing bicycling and walking conditions across Portage County.
- A description of the different bicycle and pedestrian facilities.
- Establish a vision for what bicycling and walking in Portage County should look like in 2045.
- Infrastructure and non-infrastructure recommendations in the Urban Area (defined as the City of Stevens Point, Villages of Plover, Whiting, Park Ridge, and the Towns of Hull and Plover) and the Rural Area.
- Steps and strategies to implement the Plan.

During the March 17th meeting, you will be given a brief presentation of the Plan, and the Village Board will have an opportunity to review the draft Plan and provide feedback. To aid in your review, the following are a few areas that I would prioritize:

- Recommended short-term actions (pg. 1-10): Are these recommendations reasonable and realistic to achieve in the next 1-5 years? Are there any short-term actions that are not identified that should be?

- Non-infrastructure recommendations (pg. 55-66): Please review and provide general feedback. Note that many of these recommendations will apply to areas outside of the Village of Park Ridge; however the last recommendation on page 66 is for Park Ridge only.
- Urban area facility recommendations (pg. 81-102): Please review and provide general feedback. And please prioritize reviewing areas within the Village limits found on:
 - Map 9.1 (pg. 87): Urban area existing and proposed bike facilities.
 - Table 9.8 (pg. 90).
 - Map 9.2 (pg. 98) and Table 9.17 (pg. 99-100): Urban area sidewalk inventory and recommendations.

Portage County Bicycle and Pedestrian Plan Village of Park Ridge Presentation

March 17, 2026



1



Project Team:

- Kristen Johnson, County Planner
- Lucas Meddaugh, County Highway Engineer
- Karmen Anderson, Village of Plover Planner
- Adam Kuhn, City of Stevens Point Planner & Zoning Admin
- Scott Beduhn, City of Stevens Point Public Works Director
- Trevor Roark, Business Owner & Executive Director of 1,000 Friends of Wisconsin



revelation
PR. Powering to Social Media

2

Project Overview

- Collaborative effort between Portage County and local municipalities – Stevens Point, Park Ridge, Plover, and Whiting
- Update to the **2014 Countywide B & P Plan** as a part of the **Safe Streets For All (SS4A)** federal grant
- SS4A Task Force, Bicycle and Pedestrian Plan Subcommittee
- Objectives for Plan Update:
 - Evaluate existing bicycle and pedestrian facilities
 - Evaluate community needs
 - Develop recommendations for future bicycle and pedestrian improvements and programming throughout the County



3

Public Engagement

- Stakeholder Focus Groups
 - Elected officials, nonprofits and community organizations, schools, etc.
- Bicycle and Pedestrian Online Survey & Map
- Community Workshops
- Walk Audits



4

The Case for Walking and Biking

- Economic Vitality
- Improved Health
- Transportation Choice
- Tourism
- Recreation
- Traffic & Safety
- Building Community
- Environmental
- Quality of Life



THE CASE FOR BICYCLING AND WALKING



5

Why Plan for Active Transportation?

- Enable safe walking, biking, & rolling – identify routes, reduce conflicts between users, recommend the right infrastructure in the right location
- Engage the community in important conversations
- Identify investment opportunities and priorities for responsible fiscal planning
- Demonstrate community vision and values to make it an attractive place to live and work



6

Issues and Opportunities

ISSUES

- Gaps in connectivity in trail and sidewalk networks
- Lack of connectivity between urban and rural communities
- Missing bicycle and pedestrian infrastructure on busy roads
- Cyclists and motorists in conflict with one another

OPPORTUNITIES

- Connections to Green Circle Trail, Tomorrow River Trail, and Ice Age Route
- Reconstruction of I-39 in Plover and Division Street in Stevens Point
- Grow public support for walking, biking, and safer streets
- Use infrastructure and programming to make Portage County a more vibrant and desirable place to live and work

7

Vision, Goals, and Strategies (Chapter 6)

- Strengthen **connections** between neighborhoods, schools, parks, employment, and commercial centers for bicyclists and pedestrians.
- Maintain and enhance** bicycle and pedestrian infrastructure
- Enhance **intergovernmental cooperation** and coordination of transportation facilities across Portage County.

8

Vision, Goals, and Strategies, continued

- D. Provide adequate bicycle and pedestrian **education, encouragement, and enforcement** efforts targeted at high risk activities by all road users
- E. Develop **branded looped bicycling routes and trails** to raise Portage County's profile as a destination for bicycle tourism
- F. **Evaluate and assess** bicycling and walking in Portage County and monitor the implementation of this Plan

9

Short-Term Action Plan

10

Short-term Action Plan: 1) Build the Network

- Include and budget for bicycle & pedestrian facilities within street projects
- Apply for TAP Grants in each two-year cycle



11

Short-term Action Plan: 2) Grow the Culture



- Proactive plan monitoring and implementation by the County
- Develop County Bike Maps
- Increase knowledge of elected officials on the benefits of well connected, walkable, and bikeable communities
- Promote Portage County as a destination for recreational bicycling

12

Short-term Action Plan: 2) Grow the Culture



- Sponsor Bike to Work Week and Bike & Walk to School Day, working with partners
- County website landing page for bicycle and pedestrian education
- Boost education through the web and social media
- Adopt and implement this plan

13

Bicycle and Pedestrian Facility Recommendations

14

Location-Specific Recommendations

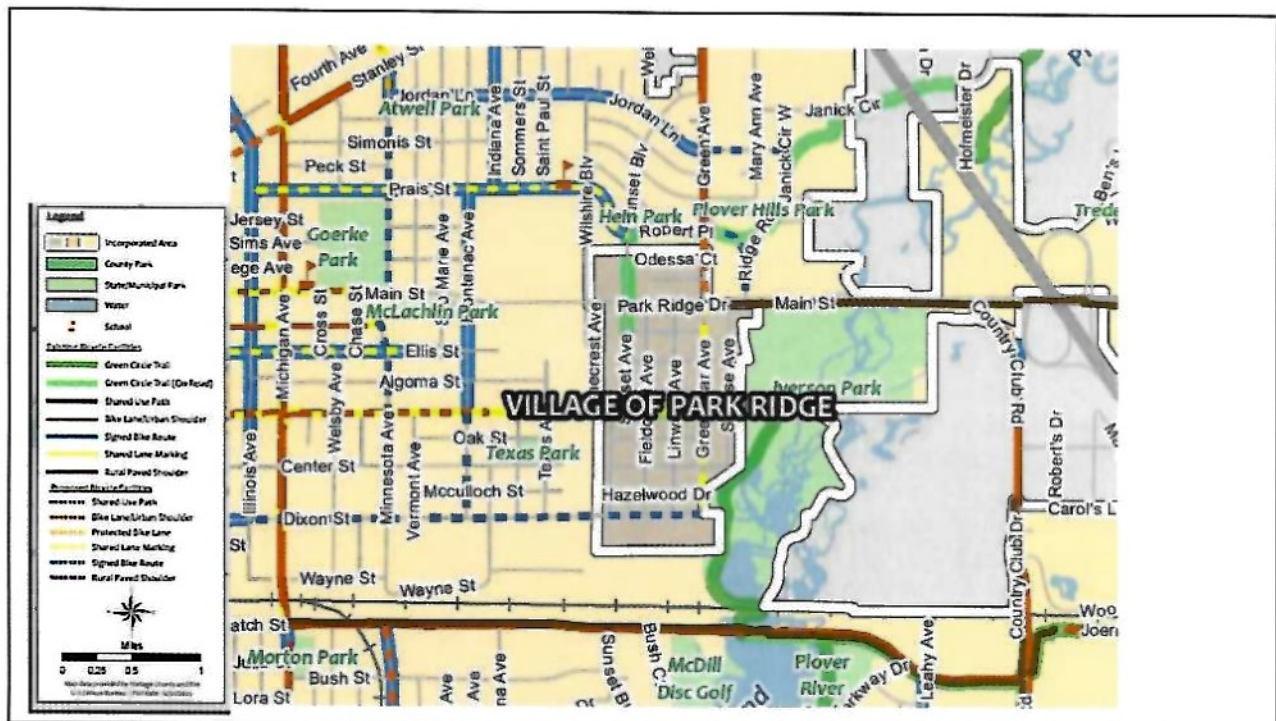
• Chapter 8 – Rural Area Recommendations

- General Bike Recommendations
- Specific Bike Facility Recommendations - Map 8.1
- General Pedestrian & Crossings Recommendations

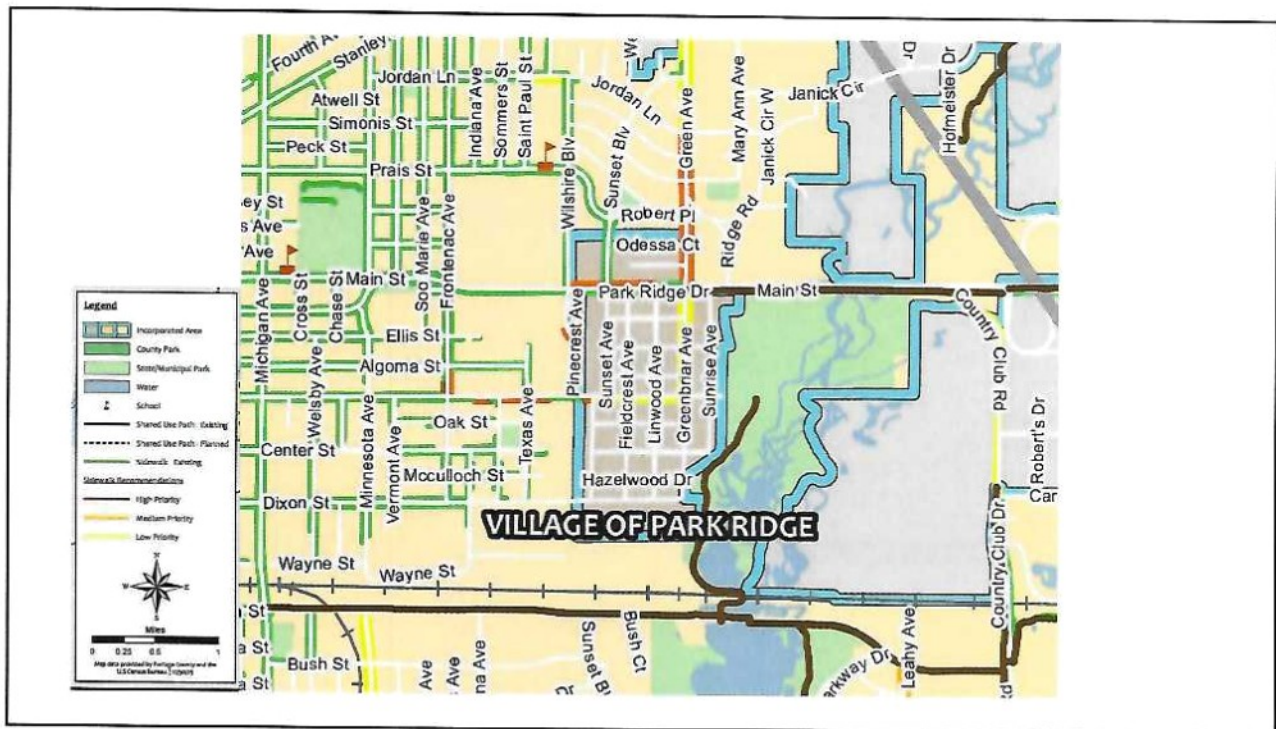
• Chapter 9 – Urban Area Recommendations

- General Bike Recommendations
- Specific Bike Facility Recommendations – Map 9.1
- General Pedestrian & Crossings Recommendations
- Specific Sidewalk Recommendations – Map 9.2

15



16



17

Park Ridge Highlights (see Map 9.1 and Chapter 9)

• Recommended Bikeways per Table 9.8

TABLE 9.8: VILLAGE OF PARK RIDGE BIKEWAYS (ALL TYPES)

Street	Facility Type	From	To	Miles
Greenbriar Ave	Shared Lane Marking	Park Ridge Dr	Ridgewood Dr	0.49
Hillcrest Dr	Shared Lane Marking	City of Stevens Point	East end	0.34
Park Ridge Drive	Shared Use Path	Greenbriar Ave	Existing Path	0.11
Sidewalk	Signed Bike Route	City of Stevens Point	Greenbriar Ave	0.24

18

Park Ridge Highlights (see Map 9.2 and Chapter 9)

- **Recommended Sidewalks per Table 9.17:**
 - Greenbriar Ave (Park Ridge – Jefferson) Low Priority
 - Jefferson Street (Frontenac – Greenbriar) High Priority (Jefferson to Sunset)
 - Main Street (Frontenac – I-39) High Priority (Wilshire to Lynwood Ave)

19

Non-Infrastructure Recommendations

20

The 5 Es of Bicycle and Pedestrian Plans

- **Engineering:** creating safe and convenient places to ride, walk, and roll
- **Equity & Accessibility:** a bicycle and pedestrian friendly America for everyone
- **Education:** giving people of all ages and abilities the skills and confidence to cycle
- **Encouragement:** creating a strong bicycle and pedestrian culture
- **Evaluation & Planning:** planning for active transportation as a safe and viable option



21

Plan Implementation

- **2026-2031:** Focus on Short-Term Action Plan (3-5 years) and look ahead to establish priorities for 2031 and beyond
- **2031-2036:** Confirm next round of priority projects, incorporate priority projects in budgets
- Seek outside funding and partnerships (see Appendix F)

22

Bike Ped Plan Next Steps

- **February/March:** Present Draft Plan to Stevens Point, Plover, Park Ridge, and Whiting
- **March:** Receive Draft #4 from consultant
- **April** – Bike/Ped Subcommittee and Task Force meetings to recommend approval of Bike Ped Plan
- **April/May** – Adoption by Stevens Point, Plover, Park Ridge, and Whiting
- County Adoption Process to be scheduled



23

Comments on Draft Plan

24

Documentation for Focus on Energy Streetlight Rebates – Village of Park Ridge

From Tom Turchi <tturchi@msa-ps.com>

Date Wed 3/18/2026 9:03 AM

To Sylvia Lopez <Sylvia.Lopez@focusonenergy.com>

Cc Clerk <clerk@vi.parkridge.wi.gov>; Dan Holloway <dholloway@vi.parkridge.wi.gov>

4 attachments (15 MB)

Viking invoice(s).pdf; STREET LIGHTING park ridge Temp.pdf; 09617004 Pay Application 4 - 11-30-25 Title.pdf; Village of Park Ridge - 2025 Hillcrest Drive and Greenbriar Avenue Reconstruction - Lighting Fixture & Pole Submittal 7-17-25.pdf;

Good afternoon Sylvia,

I wanted to provide additional detail regarding the Village of Park Ridge's request for Focus on Energy reimbursement related to the streetlight replacements completed during construction in the summer of 2025.

The Village retained MSA to reconstruct approximately one-half mile of roadway on Hillcrest Drive and Greenbriar Avenue. This project included the removal and replacement of LED street lighting as well as new water utilities. As part of the work, nine (9) existing, outdated 150-watt and 175-watt metal halide lamps were removed and replaced with enclosed LED light fixtures. In total, the project resulted in the removal of nine existing lights and the installation of ten (10) new LED streetlights. For reference and documentation, I have included:

- The original electrical plans identifying the streetlights removed as part of this project
- The Viking Electric invoice for the LED lighting materials
- A copy of Pay Application 4 – Please note Street Lighting Items (9 light poles fixtures have been purchased and installed) Note that the final fixture will be installed in the spring as it was omitted with the original order.
- Payment for these fixtures will happen in pay applications
- The lighting fixture and pole submittal for project review.

I hope this information provides sufficient documentation to support the Village of Park Ridge's eligibility for Focus on Energy credit rebates associated with the streetlight replacements.

Craig Woyak from WPS has identified the former lights as 150-watt and 175-watt metal halide lamps.

If there is any additional information or documentation that you require, please let me know and I will provide it promptly.

Streetlighting														
28	Remove Existing Street Lights	9	EA	\$378.00	\$3,402.00	9	0	\$0.00	9.0	\$3,402.00	\$0.00	\$3,402.00	100.0%	\$0.00
29	Lighting Contol Cabinet and Base	1	EA	\$14,060.00	\$14,060.00	1	0	\$0.00	1.0	\$14,060.00	\$0.00	\$14,060.00	100.0%	\$0.00
30	Sternberg PT-E350 LED Dark Sky Fixtures	9	EA	\$2,704.00	\$24,336.00	0	0	\$0.00	9.0	\$24,336.00	\$0.00	\$24,336.00	100.0%	\$0.00
31	Sternberg 3900 Richmond Series Poles w/Auger Base	9	EA	\$6,718.00	\$60,462.00	0	0	\$0.00	9.0	\$60,462.00	\$0.00	\$60,462.00	100.0%	\$0.00
32	Pull Boxes	24	EA	\$1,330.00	\$31,920.00	24	0	\$0.00	24.0	\$31,920.00	\$0.00	\$31,920.00	100.0%	\$0.00
33	3-inch Conduit, Rigid Non-	96	LF	\$11.00	\$1,056.00	90	0	\$0.00	90.0	\$990.00	\$0.00	\$990.00	93.8%	\$66.00

	metallic, SCH 40													
34	2-inch Conduit, Rigid Non- metallic, SCH 40	5,671	LF	\$9.00	\$51,039.00	5000	1039	\$9,351.00	6039.0	\$54,351.00	\$0.00	\$54,351.00	106.5%	-\$3,312.00
35	Electrical Wire Lighting, #8 AWG	670	LF	\$0.90	\$603.00	720	0	\$0.00	720.0	\$648.00	\$0.00	\$648.00	107.5%	-\$45.00
36	Electrical Wire Lighting, #10 AWG	5,600	LF	\$1.00	\$5,600.00	6300	0	\$0.00	6300.0	\$6,300.00	\$0.00	\$6,300.00	112.5%	-\$700.00
37	Electrical Wire Lighting, #12 AWG	3,450	LF	\$1.50	\$5,175.00	3000	450	\$675.00	3450.0	\$5,175.00	\$0.00	\$5,175.00	100.0%	\$0.00

Best regards,
Tom



Thomas Turchi, PE | Project Manager - Engineering

Licensed in WI

MSA Professional Services, Inc.

100% Employee Owned

+1 (715) 304-0462



From: Sylvia Lopez <Sylvia.Lopez@focusonenergy.com>

Sent: Monday, March 9, 2026 3:09 PM

To: Tom Turchi <tturchi@msa-ps.com>

Cc: Clerk <clerk@vi.parkridge.wi.gov>

Subject: Focus on Energy - Village of Park Ridge

Hey Tom,

We need the old wattages/quantity of the previous fixtures that are being replaced. And then the new invoice showing the 10 new fixtures.

I already have an invoice that states 9 fixtures, but if you can send over the 1 additional, or a new invoice showing the total 10. Whatever is easiest.

Anne- Tom contacted me about the streetlights, looks like we are able to make it work!! (very happy about this for you!) I can get together an application once I receive the items above, and get you your money!!

Sylvia



Sylvia Lopez | Northcentral/Northeastern Energy Advisor

☎ 715.720.2035

☎ 414.430.1988

✉ sylvia.lopez@focusonenergy.com

Wausau WI 54401



451 Industrial Blvd. NE
Minneapolis, MN 55413

TEL 715-845-7312

INVOICE DATE	ACCOUNT NUMBER
12/08/25	V13981
INVOICE NUMBER	
S009509949.002	
PLEASE REMIT PAYMENT TO:	
VIKING ELECTRIC PO BOX 7411039 CHICAGO IL 60674-1039	
VIEW AND PAY ONLINE AT:	TOKEN
https://vikingelectric.billtrust.com	QQG RFB QPS

SOLD TO:

VAN ERT ELECTRIC - WAUSAU
7019 STEWART AVE
WAUSAU WI 54401-9230

SHIPPED TO: V93606

DOUG MIELKE STREET LIGHTING PROJECT
C/O VAN ERT ELECTRIC
7013 STEWART AVE
WAUSAU WI 54401-9339

For Credit Dept. assistance call 612-627-1269 or
email vikingcredit@vikingelectric.com.

ACCOUNT NUMBER	CUSTOMER PO NUMBER	RELEASE NUMBER	ORDERED BY		
V13981	W257031-AA		Doug Mielke		
SALESMAN	ENTERED BY	SHIPPING BRANCH	SHIP DATE	SHIP VIA	
RAINOLD MLODIK	CHRISTOPHER BERGER	VWAU	12/08/25	PROJECT BILLING	
ORDER QTY	SHIP QTY	DESCRIPTION	UNIT PRICE	UOM	EXT PRICE
9	9	PT-E350LED-SF-16L30T3-MDL010-FL-BLO C/BKT	2,120.00	ea	19,080.00
9	9	3914FP4-.125-HXB-FH/BKT *INCLUDES HBX HELIX BASE*	3,795.00	ea	34,155.00
A 2% surcharge will be added on all account payments made via credit card.					

Invoice is due by 01/25/26.

For complete terms and conditions please visit
www.vikingelectric.com/TermsAndConditions
MN road improvement delivery fee may be charged on MN
deliveries and will be included in the sales tax line.

SUBTOTAL	53,235.00
S & H CHARGES	0.00
SALES TAX	0.00
TOTAL DUE	53,235.00

PARK RIDGE RECOMMENDED TREE LIST

Recommended by Matt Bushman, US Forestry; Wisconsin DNR; most tested in Iverson Park/City

Recommended for wildlife food production, aesthetics, disease resistance, soil type, contribution to native flora and fauna.

- Hickory
- Disease Resistant American Chestnut
- Disease Resistant American Elm (NOT Valley Forge)
- Bur Oak
- White Oak
- Red Oak
- Sugar Maple
- Kentucky Coffee Tree
- Tulip Poplar
- Catalpa
- Frasier or Umbrella Magnolia
- Amelanchier
- Hazelnut Shrub

FORESTRY CONTACTS

Matt Bushman: 715-292-7811(c)

U.S. Forest Service Botanist/Ecologist (former silviculturist)

Tree recommendations for Park Ridge

Joe Hoffman:

715-422-5541 | 715-572-5852

Email: Joe.Hoffman@mstc.edu

Instructor, Arborist at Mid-State

Rapids

Student project – Forestry students were lined-up to help with planting

Mark J. Pinkalla, ISA Certified Arborist #WI-0216A

First Choice Tree Care Inc.

Ofc. (715) 952-9771

Cell (715) 340-5603

www.firstchoicetreecare.com

Arborist consultation services – provide recommendations for pre-construction tree preservation | Identify post construction tree planting locations.

Todd Ernster

City of Stevens Point Forestry & Landscape Operations Superintendent

715-346-1532

Email: TErnster@stevenspoint.com

Knowledge about trees that do well in area including Iverson Park.

WHOLESALE TREE NUSERIES

Recommended by Todd for best trees and prices.

- McKay Nursery out of Waterloo
- Leaves Inspired out of Chilton
- Johnsons Tree Nursery out of Menominee Falls

McKAY NURSERY COMPANY

Tim Wagner

VP Wholesale Sales

Twagner@mckaynursery.com

Direct: 920-478-8525

Cell: 815-403-8882

Semi Truck delivery
of trees = \$250 -
\$500

Installation per tree
\$150

Thanks very much for considering McKay Nursery Company for your plant needs. We can do the following from your list. Freight will be 20%. Ship to location will have to accommodate semi-trailers. Contact me with any questions you may have.

Hickory

Disease resistant American Chestnut

Disease resistant American Elm (NOT Valley Forge!) Princeton Elm 1.5" B&B \$195

Bur oak 1.5" B&B \$205

White oak Swamp White Oak 1.5" B&B \$195

Kentucky Coffee Tree 1.5" B&B \$200

Tulip Poplar

Catalpa 1.5" B&B \$180

Amelanchier 1.5" B&B \$195

Hazelnut Shrub #5 container \$32.50

Sugar Maple Fall Fiesta Sugar Maple 1.5" B&B \$200

LEAVES INSPIRED TREE NURSERY

Bill Stroobants

W3848 Quinney Rd.

Chilton, WI 53014

262 709-6100

Email: bill@leavesinspired.com

Emailed 34 page price list

JOHNSON'S TREE NURSERY

Wholesale Only

262-252-4980

Johnson's Nursery grows and supplies landscape contractors, re-wholesalers, and municipalities across the Midwest with field-grown (B&B) and container trees, shrubs, conifers, broadleaf evergreens, and perennials.