

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.

REGULAR MEETING
Board of Park Commissioners
October 6, 2021 - 6:30 PM
Community Room
933 Michigan Avenue, Stevens Point, WI

OR

[Zoom Teleconferencing](#)

Meeting ID: 822 1753 0893 | Passcode: 12345

By Computer: [Click to Connect](#)

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

AGENDA

Discussion and Possible Action on:

1. Roll Call.
2. Approval of September 1, 2021 meeting minutes
3. Roof resurfacing project at KB Willett Arena
4. Review of Public Park and Facility Naming Policy for the City of Stevens Point
5. Authorization to offer major donors naming rights within the Plover River Crossing capital campaign; requested by the Friends of the Plover River Crossing.
6. Authorization to offer major donors naming rights within the Emerson Park capital campaign; requested by the Friends of Emerson Park.
7. Director's Report
 1. Parks Division Report
 2. Forestry Division Report
8. Adjournment.

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.

SPECIAL NOTICE

Please take notice that a quorum of the Common Council, City Boards/Commissions may attend this meeting.

Meeting Notes

3. Roof resurfacing project at KB Willett Arena

See memo in packet

4. Review of Public Park and Facility Naming Policy for the City of Stevens Point.

The City's renaming policy is attached within the meeting packet for renaming of public parks and facility naming. Please look at #4, item C; #6 item C1; and item E, person name #1. These sections provide the most relevant information in regards to the next two action items for the Plover River Crossing project and Friends of Emerson Park project.

This agenda item is separate from the next two agenda items to allow the Park Commission to ask specific questions and/or discuss what criteria or sections of the policy they wish to know more about before considering the individual project actions for #5 and #6.

5. Authorization to offer major donors naming rights within the Plover River Crossing capital campaign, requested by the Friends of the Plover River Crossing.

The Friends of the Plover River Crossing have provided a page which details their fundraising goal and items they wish to exchange naming rights for. Staff recommendation is to approve of their proposal provided it agrees with the Public Parks and Facility Naming policy.

6. Authorization to offer major donors naming rights within the Emerson Park capital campaign; requested by the Friends of Emerson Park.

The Friends of Emerson Park have provided a page which details their fundraising goal and items they wish to exchange naming rights for. Staff recommendation is to approve of their proposal provided it agrees with the Public Parks and Facility Naming policy.

**REGULAR MEETING MINUTES
Board of Park Commissioners
September 1, 2021 - 6:30 PM**

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

OR

Zoom Teleconferencing

Meeting ID: 875 4493 7037 | Passcode: 121212

By Computer: [Click Here](#)

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

Discussion and Possible Action on:

1. Roll Call.

Freckman, Glodosky, Hall, McDonald, Okonek, Przybylski, Alder Shorr, Slowinski, Sorenson, and Alder Zarazua present. Kirsch excused.
Also present were Director Kremer, Alder Keymer, and President Johnson

2. Approval of August 4, 2021 meeting minutes

Motion by Glodosky to approve the meeting minutes for August 4, 2021 as presented; second by Hall. Motion passed unanimously.

3. Presentation and update on Emerson Park Project by the Friends of Emerson Park.

4. Director's Report

- 1. Iverson Park restroom project**
- 2. Eagle Scout project at Veterans Memorial Park**

5. Adjournment.

Motion to adjourn the meeting at 7:09 pm by Okonek; second by Hall. Motion passed unanimously.



Memo

TO: Parks Commission

FROM: Dan Kremer, Director of Parks, Recreation, Forestry

DATE: September 28, 2021

RE: Rejection of KB Willett Roof Recoat Bid

Bids were opened on September 28, 2021 for roof recoating of the KB Willett roof. One bid was received for \$118,400 from TMI Coatings, Inc. from St. Paul, Minnesota. Project budget is \$75,000.

Construction prices and roofing materials have continued to rise over the last 12 months since this budget was developed. If prices do not return to normal, revisit of the budget amount and/or consideration of reallocation of funds may be necessary in the future.

Recommendation

Reject bid from TMI Coatings, Inc. and rebid the project over the winter with a spring/summer completion date. If construction prices stay high, increasing project budget may be necessary.

**CITY OF STEVENS POINT
PUBLIC PARK AND FACILITY NAMING POLICY**

1. **Purpose**
To establish a consistent and formal policy and process for naming public parklands, parks and recreational facilities which the community may accept and readily identify with.
2. **Scope**
It will identify significant historical, geological and ecological areas located within the community. Also, it would give suitable recognition to individuals who make a sizeable monetary contribution or have contributed to the growth and development of the city.
3. **Responsibility**
The Parks Commission shall be responsible for recommending to the Common Council the naming or change in name for all assigned public Park and Recreation areas in the City of Stevens Point. However, notwithstanding this provision the Common Council shall not be precluded from naming a Park or Facility.
4. **Objectives and Goals**
 - A. The names should be purposeful, suitable, symbolic, and should fall under one of the classifications provided within this policy.
 - B. Names of facilities should be adopted before dedication of a facility or before development begins on a new facility.
 - C. Names will not be for living persons except when substantial donations are offered to the community for park and recreational purposes and when the donor stipulates a name as being a part of that donation or when a living person makes a substantial commitment of time and effort to improve the quality of life in the community. In such cases the Parks Commission shall recommend that the Council accept or reject such an offer.
 - D. Names for public officials will not be used without thorough justification and, in most cases, the person should be honored posthumously.
 - E. Names of individuals will be considered only if that person was actively involved in giving unselfishly of herself/himself for the betterment of the community. It will be necessary for this individual to have strong community support.
5. **Procedure**
 - A. Requests or proposals for adopting a specified name for a particular Park or Recreation area shall be submitted to the Parks Commission in written form along with thorough documentation giving the reasons for the selection of the proposed name.
 - B. After a name is decided upon by the Parks Commission, public notice of the recommended Qualifying Name will occur in the City's official newspaper. Citizen comments and recommendations must be in writing to the Director of Parks and Recreation and received prior to the next Common Council meeting for approval.

Revised 10.5.13

- C. For an individual (excluding historically significant individuals) to be considered, that person must have contributed significantly to the acquisition or development of the park or facility or to the park system overall. The recommended name must be accompanied by a biographical sketch which shall provide evidence of contributions to the park, facility, or park system overall.

6. **Selection Criteria**

Park and Recreation areas /facilities may be named:

- A. For location, such as the name of an adjacent street or the related plat or subdivision.
- B. For a geologic, geographic, historical, botanical, horticultural or scientific feature inherent to the area.
- C. To honor a person or groups:
 - 1. When a major donation has been made to the City for a park/facility wherein the donor stipulates a name as being a consideration of a donation, and donation is deemed suitable for recreational purposes, the Parks Commission shall make a recommendation to the Common Council as to accepting or rejecting such an offer.
 - 2. An organization, business, or group for whom a park/facility is to be named should meet the following criteria:
 - A. It should not be political or religious in nature unless it has had a unique and important place in the areas history.
 - B. It should be a local organization, business, or group, unless if a non-local group, it has performed some outstanding service for the area.
- D. To show gratitude to an individual:

When it seems appropriate to name a park/facility in honor of a person, it should be one who has made a major contribution to the community and/or has been instrumental in acquiring the area, and will be subject to the discretion of the Parks Commission.
- E. Classifications - These classifications are in order of priority.
 - Places and Features
 - 1. Natural phenomenon
 - 2. Recognizable area or neighborhood
 - 3. Descriptive
 - 4. Horticultural, zoological, environmental
 - 5. Assumed name (commonly used name)
 - Historic Events
 - 1. Battles
 - 2. Discoveries
 - 3. Explorations
 - 4. Community development
 - Organizations

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1. Civic
 2. Veterans
 3. Fraternal
 4. Other
- Person's Name
1. Large donors
 2. Historical groups
 3. Local hero
 4. National hero
 5. National official
 6. State official
 7. Local official
 8. Local individual(s)
- Great Ideas or Causes
1. Ecological
 2. Friendship
 3. Independence
 4. Peace

7. **Adoption**

A group may ask to adopt a park or recreation facility for improvement or maintenance purposes, and in return the park or facility could be named after that group. A written agreement should be signed specifically detailing the future responsibilities of the group adopting the park or facility and any name change must first be approved by the Common Council.

8. **Other Naming Alternatives**

1. Parks and facilities that are donated to the City can be named by deed restriction by the donor. The naming and acceptance of land is subject to approval by the Parks Commission and Common Council.
2. Special names for new facilities or areas within a park (i.e. playgrounds, shelters, etc.) will be allowed under stated classifications and criteria when donations result in a substantial contribution to the proposed facility. (Generally 50% or more of the proposed cost of the facility). These names will be recommended to the Common Council for final approval.

9. **Frequency, Repetition, Segmentation**

Generally, individuals and/or groups recognized (named) with one park or facility cannot be recognized with additional parks or facilities. Groups are not allowed to identify parks or facilities by using local chapters, numbers, troops, etc.

10. **Renaming**

1. The renaming of parks and facilities is strongly discouraged. It is recommended

Revised 10.5.13

that efforts to change a name be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributors.

2. Only those parks and facilities named for geographic location, outstanding feature or subdivision should be considered for renaming. Parks named by deed restriction cannot be considered for renaming.
3. In order for a park or facility to be considered for renaming the following must occur:
 - a. The recommended name must qualify according to Section 6 of this policy, and;
 - b. Be accompanied by a petition from the particular park or facility users.

11. **Use of Plaques and Markers**

1. This means of recognition will be used to honor individuals and organizations for the community or designate history of a particular property. All plaques, markers, memorials or monuments placed on parkland must be approved by the Parks Commission as to design and placement.
2. All plaques, markers, and memorials are subject to the same naming criteria in Section 6 of this policy.
3. Because of their proneness to vandalism and maintenance, plaques, markers, and memorials should be used sparingly.
4. Designed to blend with and compliment the existing Parks and Recreation Department Sign policy, and Plaques, Markers, and Memorials Policy, and must be reviewed and approved by the Commission.
5. A written maintenance agreement for each plaque/marker/memorial shall be developed and signed by the Director of Parks and Recreation and donor individual/organization.
6. The Commissions first priority is to use the Community Foundation Tree Memorial program as a means of recognition.

12. **Contest**

Contests may be used for naming parks or facilities providing they meet the approval of the Parks Commission and Common Council.

13. **Groundbreaking and Dedication**

When a new park is given or a facility constructed and ready for public use, a certain amount of public relations work should accompany the occasion. The purpose is to bring awareness to the public of a new property or facility for public use. Media tools to be used include radio, T.V. (cable), video, newspaper, magazine, Internet, etc.

14. **Grandfather Clause**

All existing park and recreational facilities named prior to adoption of this policy are under a grandfather clause with respect to this policy.

Plover River Crossing Trail Project Proposed Donor Recognition Opportunities

September 2021



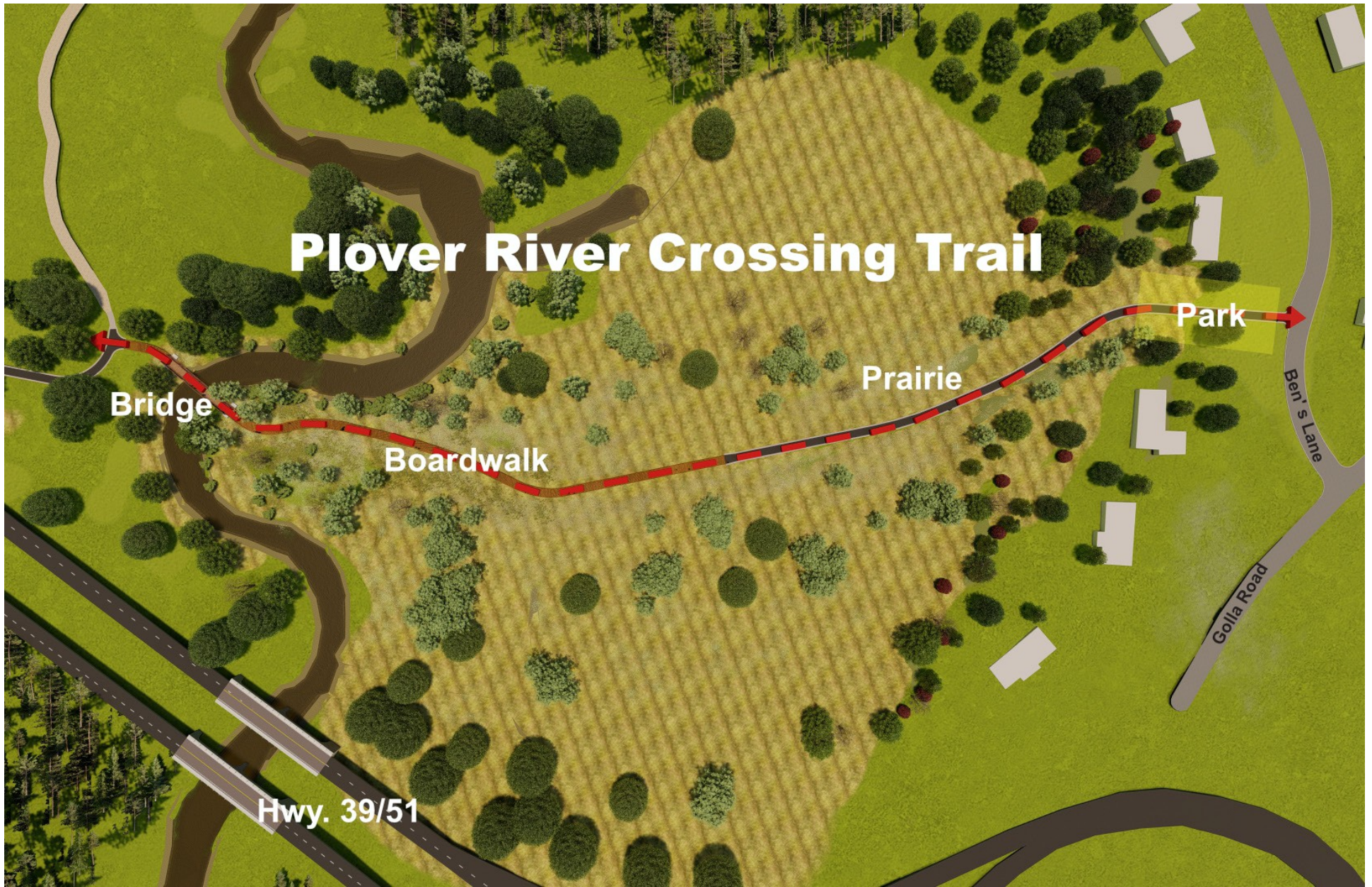
Major Gifts (\$25,000 - \$150,000):

- Trail Naming (1 gift) *see map attached*
- Bridge Naming (1 gift) *see map attached*
- Park Naming – (1 gift) - 2.6 acre green space on Ben’s Lane (**gift pledge in progress**) *see map attached*
- Boardwalk Naming (1 gift) *see map attached*
- Prairie Naming (1 gift) *see map attached*

Benefactor Gifts (less than \$25,000):

- Bridge Keystone Plaque/Plate - Level 1 (15 gifts)
- Bridge Keystone Plaque/Plate - Level 2 (25 gifts)

Total Campaign Goal:.....\$500,000



FRIENDS OF | STEVENS POINT, WISCONSIN

Emerson Park

September 27, 2021

To: The City of Stevens Point Parks Board

Re: Authorization for Naming Rights

The Friends of Emerson Park would like to offer major donors the opportunity of Naming Rights within the Emerson Park Revitalization Project. We are seeking authorization from the City of Stevens Point Parks Board to offer \$1,000,000 in naming opportunities for the following park structures and amenities. In the event that we surpass our project goal and raise more money than needed for park improvements, the additional funds will be used to create an Endowment Fund to assist with park maintenance and support. Thank you for your consideration.

Naming Opportunities
Central Pavilion
Athletic Court
Playground
Pavilion Plaza
Cantilever Shade Structure
Main Promenade
Ball Field & Backstop
Park Walks & Pathways
Turf Improvements
Fencing
Picnic Tables & Benches
Sculptures/Public Art
Permanent Cornhole Boards
Bike Racks
Shade Trees