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
March 2, 2022 - 6:30 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 867 7609 3153 | Passcode: 12345
By Computer: Click Here
By Phone: +1-312-626-6799 (US Chicago)

AGENDA

Discussion and Possible Action on:

1. Roll Call.
2. Approval of February 2, 2022 meeting minutes
3. Approval of Little Free Library and Pantry installation in Hein Park proposed by Keely Sullivan of Next Home Priority Realty.
4. Approval of awarding the Mead Pickleball Court Project to Upper Midwest Athletic Construction, Inc. in the amount of $51,524.
5. Approval of awarding Donald Copps Municipal Pool replastering project to Badger Swimpools, Inc. in the amount of $180,642.
6. Award Downtown Landscape Maintenance Contract to Shulfer's Landscaping in the amount of $15,450 per year for 2022 and 2023.
7. Discussion on Bukolt Park sand area and beach house building draft plans.
8. Discussion on city-owned boat slips and area adjacent on Franklin Street.
9. Director's Report
   - Riverfront Art Center Director Hiring Update
   - Ice Center and Pool Maintenance Technician Hiring Update
   - Riverfront Rendezvous Update
10. 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.

Agenda Notes

3. Approval of Little Free Library and Pantry installation in Hein Park proposed by Keely Sullivan of Next Home Priority Realty.

Keely Sullivan contacted the department and proposed installation and maintenance of a Little Library and Pantry that they would install in Hein Park. NextHome will pay for materials, install and maintain the structure.

Staff recommendation is to approve the installation of the Little Library and Pantry provided NextHome continues to maintain it. In the event that it is damaged and if NextHome does not maintain/repair it, the City would remove it.

4. Approval of awarding the Mead Pickleball Court Project to Upper Midwest Athletic Construction, Inc. in the amount of $51,524.

See memo in the packet.

5. Approval of awarding Donald Copps Municipal Pool replastering project to Badger Swimpools Inc. in the amount of $180,642.

See memo in the packet.

6. Award Downtown Landscape Maintenance Contract to Shulfer's Landscaping in the amount of $15,450 per year for 2022 and 2023.

See memo in the packet.

7. Discussion on Bukolt Park sand area and beach house draft plans.

The structural report for the Bukolt Park beach house was completed in late 2021 and states that the building is "eligible for remodel". Once that report was received, staff met with the DNR, Consolidated Water Power Company, and our City permitting office to determine what is constructible on the master plan and permittable to construct. Director Kremer will overview the plan and the feedback that was provided by those agencies at the meeting. These updates are following the design work and review that was performed by the subcommittee in 2021 that included Krista Olson, Alder Slowinski, Alder Zarazua and Alder Fishler.

Following review and discussion on this item, staff will be asking for direction on the following

1. Is the plan incorporating the wishes and wants for the area or do elements need to be added and removed from the plan?
2. Authorization for staff to begin working on a building rendering for review and comment by the local Historic Preservation Commission
3. Is the Park Commission comfortable incorporating the final plan and renderings into the Comprehensive Outdoor Recreation Plan for future budgeting and construction or does the commission wish to take action sooner on the plans?

8. Discussion on City-owned boat slips and area adjacent on Franklin Street.

The Mayor asked staff to look into what it would entail to expand the Franklin Street boat slips to create additional slips. Staff will provide an overview of what the DNR, Consolidated Water and Power and existing plans include for park commission discussion.

Following review and discussion of this item, staff will be asking for direction on the following:

1. Is park commission supportive of investigating expansion and creation of additional boat slips on Franklin Street?
2. If yes, what is the timeline the Park Commission wishes to see followed.

REGULAR MEETING MINUTES
Board of Park Commissioners
February 2, 2022 - 6:30 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 881 5242 4795 | Passcode: 12345
By Computer: Join Here
By Phone: +1-312-626-6799 (US Chicago)

Discussion and Possible Action on:

1. Roll Call.

Present: Bob Freckman, Mike Glodosky, Sue Hall, Liz McDonald, Shaun Przybylski, Alder David Shorr, Alder Jeremy Slowinski, Wayne Sorenson, Alder Mykeerah Zarazua.
Excused : John Okonek
Absent: Matt Kirsch
Also Present: Director Dan Kremer, Parks and Public Lands Superintendent Scott Halvorsen, Programs and Facility Supervisor Anne Hylla, Steven McKay

2. Approval of January 5, 2022 meeting minutes

Motion by Hall to approve the meeting minutes with edit to the spelling of Zarazua at the bottom of the minutes, second by Alder Zarazua; motion passed 9-0.

3. Swing donation proposal for Yulga Park by Dr. Ralph and Marcia Locher.

Motion to approve the acceptance of the swing donation as presented by Glodosky, second by Freckmann; motion passed 9-0.

4. Approval of building rental pledge for Iverson Park All-Purpose Building usage by the Village of Park Ridge.

Motion to approve building rental pledge agreement as presented by Sorenson, second by Przybylski; motion passed 9-0.

5. Award of Emerald Ash Borer Tree Treatment quote for 2022 and 2023.

Motion to award the Emerald Ash Borer contract to Trugreen in the amount of $6.15 per diameter inch made by Freckman, second by Hall; motion passed 9-0.

6. Division Reports
- **a. Parks Superintendent, Scott Halvorsen**
- **b. Programs and Facility Supervisor, Anne Hylla**

7. Director's Report
- **A. Goerke Turf Project and Stadium Improvements**
- **B. Bandshell Update**

C. Riverfront Art Center Director Recruitment
D. Ice Center and Pool Maintenance Technician Recruitment
E. Emerson Park campaign update

8. Adjourn into closed session pursuant to Wis. Stats. 19.85(1)(e) - deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session on the following:

a. Negotiating a potential land acquisition for park purposes.

Motion to go in to closed session at 7:04pm made by Zarazua, second by Shorr; motion passed with roll call vote 9-0.

9. Adjournment.

Motion to adjourn by Glodosky, second by Alder Zarazua; motion passed 9-0. The meeting adjourned at 7:19 pm.

From: Keely Sullivan
To: Dan Kremer
Subject: [External] Re: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director
Date: Tuesday, February 8, 2022 2:22:45 PM
Attachments: image001.png
lukes library map.pdf

Hi Dan

I have attached an aerial map with preferred site. Please let me know if there is anything further needed at this time

Thank you

Keely

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From: Dan Kremer <dkremer@stevenspoint.com>
Sent: Tuesday, February 8, 2022 12:35 PM
To: Keely Sullivan <kSullivan@nexthomepriority.com>
Subject: RE: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director

Hello Keely,

The picture of the library that you sent will suffice for Park Commission review; however, you have not provided an accurate and easily legible photo and depiction of the exact location within the park you are proposing to install it. If you can take a google image of the park and provide that location, I will place your proposal on the March 2 Park Commission meeting agenda for review. You will need to be present to make your presentation seeking permission. I will provide you that link for the agenda after I have the materials for the location in Hein Park you are requesting

Dan Kremer
Director of Parks, Recreation and Forestry
2442 Sims Ave.
Stevens Point, WI 54481
715-346-1531

Web Site: StevensPoint.com
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From: Keely Sullivan <kSullivan@nexthomepriority.com>
Sent: Tuesday, February 8, 2022 12:31 PM
To: Dan Kremer <dkremer@stevenspoint.com>
Subject: Re: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director

Hi Dan,

I just wanted to follow up and make sure you received last weeks email proposal for the Hein Park little free library and pantry. Hoping to install when the snow melts and would like to give the carpenter a heads up if we will be needing his services. Thank you again for your consideration.

NextHome
Where We Make Your Next Home, Our Priority
Keely Sullivan
Interior Designer & Realtor ®
715-252-6443
Ksullivan@nexthomepriority.com
nexthomepriority.com
20 Park Ridge Drive, Stevens Point, WI

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From: Keely Sullivan <kSullivan@nexthomepriority.com>
Sent: Wednesday, February 2, 2022 12:24 PM
To: Dan Kremer <dkremer@stevenspoint.com>
Subject: Re: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director

Our office would like to install a little free library/pantry similar to the photo below near the Hein park sign pictured. We have contacted a local carpenter to build something of similar low maintenance materials and style to the attached photo and our sign installer will install.

Thank you for your consideration of this project. We love to give back to the community and look forward to adding this library!

Keely Sullivan

LITTLE FREE
PANTRY
LITTLE FREE
LIBRARY

Get Outlook for iOS

From: Dan Kremer <dkremer@stevenspoint.com>
Sent: Wednesday, November 17, 2021 7:28:39 AM
To: Keely Sullivan <kSullivan@nexthomepriority.com>
Subject: RE: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director

Take a picture of the area you propose to install it. Provide a picture of what it would look like and provide a short narrative of what materials it is made of, who would build it and install it. Can be fairly short and sweet, one or two pages depending on how big your photos are.

Dan

From: Keely Sullivan <kSullivan@nexthomepriority.com>
Sent: Wednesday, November 17, 2021 7:26 AM
To: Dan Kremer <dkremer@stevenspoint.com>
Subject: Re: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director

Do you have an example of a proposal? Not trying to be difficult just want to make sure i provide what you need. I have no experience in this matter. Thank you for your time and consideration

Keely

Get Outlook for iOS

From: Dan Kremer <dkremer@stevenspoint.com>
Sent: Tuesday, November 16, 2021 3:17:00 PM
To: Keely Sullivan <kSullivan@nexthomepriority.com>
Subject: RE: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director

With a complete proposal, we would review and provide feedback within a couple weeks. The Park Commission would review at their next scheduled board meeting after that the 1st Wednesday of the month.

Dan

From: Keely Sullivan <kSullivan@nexthomepriority.com>
Sent: Tuesday, November 16, 2021 1:49 PM
To: Dan Kremer <dkremer@stevenspoint.com>
Subject: Re: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director

My office would be responsible for building and maintaining the library. Any idea how soon we could have an answer?

NextHome
Where We Make Your Next Home, Our Priority

Keely Sullivan
Interior Designer & Realtor ®
715-252-6443
Ksullivan@nexthomepriority.com
nexthomepriority.com
20 Park Ridge Drive, Stevens Point, WI

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From: Dan Kremer <dkremer@stevenspoint.com>
Sent: Tuesday, November 16, 2021 1:45 PM
To: Keely Sullivan <kSullivan@nexthomepriority.com>
Subject: RE: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director

Good Afternoon,

You would need to put together a proposal that will ultimately be reviewed and considered by the Park Commission. Proposal would need to include funding, who builds and installs it, who maintains it, etc. A proposed location and all other details would be needed in that proposal as well. You can submit the proposal to my office for review and comment before we take it to the park commission.

Dan Kremer
Director of Parks, Recreation and Forestry
2442 Sims Ave.
Stevens Point, WI 54481
715-346-1531

Web Site: StevensPoint.com
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From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Tuesday, November 16, 2021 12:03 PM
To: Dan Kremer <dkremer@stevenspoint.com>
Subject: [External] Online Form Submittal: Contact the Parks, Rec, Forestry Director

Contact the Parks, Rec, Forestry Director

First and Last Name:	Keely Sullivan
Street Address:	20 Park Ridge Drive
City	Stevens Point (change City, State, and/or Zip as needed)
State:	WI
Zip:	54481
Phone Number:	715.252.6443
Email Address:	ksullivan@nexthomepriority.com
Please enter your questions or comments below:	My office is located just up the street from Hein Park. We would love to sponsor a free library and pantry and were wondering what we would need to do to have it located in the park? We were thinking just north of the park sign.

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Portage County GIS

2/8/2022, 12:53:00 PM

Roadways
Local

Parcel Numbers
Parcel Boundaries

Address Points
Municipal Boundary

1:564

0 0.01 0.01 0.02 mi

0 0.01 0.01 0.03 km

I = installation site

Planning and Zoning Department
©Portage County, WI

City of Stevens Point
2442 Sims Avenue
Stevens Point, WI 54481-3594

Memo

TO: Parks Commission

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

DATE: February 25, 2022

RE: Award of Mead Park Pickleball Court Project

Two bids were opened for the Mead Park pickleball court project on February 16. The bid tab and bid recommendation letter from Rettler Corporation is included with this memo for review.

The City's capital budget included $15,000 in capital budget funding and the remaining amount to be from the City's Park fees in lieu of park land fund. The low bid amount being recommended for approval is $46,840.

Total anticipated project expense including design, bidding, construction and contingency is $58,524; this amount will require $43,524 in funding from the park fees in lieu of park land fund.

Recommendation

Award the Mead Park pickleball project base bid to Upper Midwest Athletic Construction in the amount of $51,524. This amount includes a 10% contingency.

RETTLER corporation

Memorandum

BID RECOMMENDATION

PROJECT: CITY OF STEVENS POINT PARKS, RECREATION & FORESTRY DEPARTMENT MEAD PARK- PICKLEBALL COURT CONVERSION PROJECT

FROM: Rettler Corporation, Ross Rettler
TO: City of Stevens Point Parks, Recreation & Forestry Dept., Dan Kremer
DATE: February 17, 2022
RE: Bid Results – Contract 'A' – Mead Park Pickleball Court Conversion Project

Director Kremer;

The City of Stevens Point, Mead Park, Pickleball Court Conversion Project bids were opened on February 16th, 2022.

Bids for Contract 'A' Mead Park Pickleball Court Conversion Project were received from two (2) contractors. Bids were received from Upper Midwest Athletic Construction, Inc and Direct Management Company, Inc.

Qualifying Bids, for Contract 'A' Mead Park Pickleball Court Conversion Project – Base Bid are as follows:

Upper Midwest Athletic Construction, Inc.	*$46,840.00*
Direct Management Company, Inc.	*$119,144.84*

Upper Midwest Athletic Construction, Inc. is the recommended qualified low bidder for the Contract "A", Base Bid of $46,840.00. We are recommending a 10% contingency be maintained on this project. The recommended contractor has exhibited successful completion of similar past projects.

An alternate bid was solicited for installing a 10'x12' Maintenance Gate that was not accepted by the City of Stevens Pont. Rettler Corporation recommends the City of Stevens Point accept the base bid for the project as follows:

Contract "A" base bid ***$46,840.00***

Please contact us if you have questions concerning the bid results and recommendations.

Sincerely,

Ross Rettler, PLA, ASLA
Partner

City of Stevens Point Parks, Recreation & Forestry Department
Mead Park - Pickleball Court Conversion
February 16, 2022 at 11:00 a.m.

CONTRACT "A"- GENERAL SITE CONSTRUCTION - BASE BID				Upper Midwest		Direct Management	
Item No.	Item Description	Units	Estimated Quantity	Unit Price	Extension	Unit Price	Extension
DEMOLITION / EARTHWORK / EROSION CONTROL							
1.	Mobilization	L.S.	1	$2,000.00	$2,000.00	$12,150.00	$12,150.00
2.	Sawcut & Remove Existing Net Posts	EACH	4	$1,000.00	$4,000.00	$932.50	$3,730.00
3.	Tennis Court Cleaning & Preparation	L.S.	1	$4,550.00	$4,550.00	$14,920.00	$14,920.00
4.	Crack Repair - Armor Patch	L.F.	290	$22.00	$6,380.00	$101.74	$29,504.60
5.	Pickleball Court Resurfacing	S.Y.	1,450	$7.00	$10,150.00	$19.21	$27,854.50
6.	Pickleball Court Striping	L.S.	1	$3,600.00	$3,600.00	$9,972.00	$9,972.00
7.	4', Black, Vinyl Coated Chain Link Fence (Driven)	L.F.	88	$70.00	$6,160.00	$135.23	$11,900.24
8.	4'H x 4'W, Black, Vinyl Coated Chain Link Fence Gate (Driven)	EACH	2	$500.00	$1,000.00	$1,087.50	$2,175.00
9.	Pickleball Net Post System	EACH	6	$2,000.00	$12,000.00	$1,989.75	$11,938.50
MISCELLANEOUS							
10.	In-Kind Donation	L.S.	(1)	$3,000.00	-$3,000.00	$5,000.00	-$5,000.00
	TOTAL CONTRACT "A" - General Site Construction - BASE BID				**$46,840.00**		**$119,144.84**
						as written	**$129,147.00**

CONTRACT "A-Alternate 1" - 12' Service Gate Addition			Quantity	Unit Price	Extension	Unit Price	Extension
1.	10'H x 12' Wide, Galvanized, Service Gate (Concrete Footings)	EACH	1	$4,900.00	$4,900.00	$11,500.00	$11,500.00
	TOTAL CONTRACT "A-Alternate 1" - 12' Service Gate Addition				**$4,900.00**		**$11,500.00**

City of Stevens Point
2442 Sims Avenue
Stevens Point, WI 54481-3594

Memo

TO: Parks Commission and Finance Committee

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

DATE: February 25, 2022

RE: Award of Donald Copps Municipal Pool Replastering Project

The 2022 capital budget includes $150,000 to replaster the main pool in 2022 and a $60,000 placeholder to replaster the wading and slide pools in 2023. Bids were opened on February 28 for the replastering of the main pool. Alternate bid items were included to determine the costs to replaster the wading and slide pools at that same time. Two bids were received and the bid tab is included with this memo.

The low bid to complete all three pool wells in 2022 is $172,040 which is $22,040 above the 2022 budget amount ($150,000) to perform the large pool well alone. Staff reviewed the bid tabulation with Comptroller Ladick and Mayor Wiza to determine if cost savings would be observed if all three pool wells can be performed in 2023. With the raising labor costs and product costs in the future, costs are likely to increase if the wading pool and slide pool are rebid in 2023. Additionally, by reallocated these additional dollars now, the $60,000 pool replastering request that is place held for 2023 can be removed from the 2023 capital budget.

Recommendation

Award the pool replastering base bid and two alternates to Badger Swimpools, Inc. in the amount of $180,642 which includes a 5% contingency. Comptroller Ladick will present the identified sourcing of the additional funds at the March finance committee meeting.

2022 Stevens Point Municipal Pool Replaster Project (#8113424)
Owner: Stevens Point WI, City of
Solicitor: Stevens Point WI, City of
02/22/2022 11:00 AM CST

						Engineer Estimate		Global Specialty Contractors Inc		Badger Swimpools, Inc.	
Section Titl	Line Item	Item Code	Item Descr	UofM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
2022 Municipal Pool Replaster - Base Bid							$0.00		$111,000.00		$132,400.00
	1	1.1	Lap Pool: C	LS	1			$23,000.00	$23,000.00	$17,100.00	$17,100.00
	2	1.2	Lap Pool: V	LS	1			$5,000.00	$5,000.00	$3,300.00	$3,300.00
	3	1.3	Lap Pool: A	LS	1			$14,000.00	$14,000.00	$2,000.00	$2,000.00
	4	1.4	Lap Pool: A	LS	1			$69,000.00	$69,000.00	$110,000.00	$110,000.00
2022 Municipal Pool Replaster - Alternate #1 Bid							$0.00		$50,100.00		$21,700.00
	5	2.1	Wading Po	LS	1			$16,000.00	$16,000.00	$3,400.00	$3,400.00
	6	2.2	Wading Po	LS	1			$5,100.00	$5,100.00	$1,000.00	$1,000.00
	7	2.3	Wading Po	LS	1			$7,000.00	$7,000.00	$1,000.00	$1,000.00
	8	2.4	Wading Po	LS	1			$22,000.00	$22,000.00	$16,300.00	$16,300.00
2022 Municipal Pool Replaster - Alternate #2 Bid							$0.00		$38,377.00		$17,940.00
	9	3.1	Plunge Poc	LS	1			$13,000.00	$13,000.00	$2,600.00	$2,600.00
	10	3.2	Plunge Poc	LS	1			$2,600.00	$2,600.00	$940.00	$940.00
	11	3.3	Plunge Poc	LS	1			$4,000.00	$4,000.00	$1,400.00	$1,400.00
	12	3.4	Plunge Poc	LS	1			$18,777.00	$18,777.00	$13,000.00	$13,000.00

City of Stevens Point
2442 Sims Avenue
Stevens Point, WI 54481-3594

Todd Ernster
Forestry & Landscape Superintendent
715-346-1532

To: Parks Commission
Date: February 21, 2022
Subject: Downtown Landscape Maintenance Contract

Quote requests for maintenance of Downtown Planters were solicited over the last 30 days. Quote requests were emailed to three vendors individually including Shulfers, Palaski, and Green Thumb; the only quote received was from Shulfers Landscaping.

The scope of work includes Spring cleanup, mulching, weeding, pruning and fall cleanup each year. Shulfers has had the contract for the last four years and has done a very nice job.

Recommendation

Staff recommends that the Downtown Maintenance contract for 2022 and 2023 be awarded to Shulfers Landscaping for $15,450 per year.

CITY OF STEVENS POINT

BUKOLT PARK BEACH RENOVATION PROJECT ▪ CONCEPT 2

3433 MINNESOTA AVE, STEVENS POINT, WI 54481

RETTLER CORP. PROJECT # ▪ 20.039

DATE ▪ 03.03.22

RETTLER corporation
▪ 3317 BUSINESS PARK DRIVE, STEVENS POINT, WI 54482
▪ TELEPHONE ▪ 715 - 341 - 2633, FAX ▪ 715 - 341 - 0431
▪ EMAIL ▪ INFO @ RETTLER.COM, WEBSITE ▪ WWW.RETTLER.COM