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
April 6, 2022 - 6:30 PM

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 879 7284 5285 | Passcode:12345
By Computer: Join Now
By Phone: +1-312-626-6799 (US Chicago)

5:00 pm - Park tour to begin at the corner of Prentice and Maria Street; the tour route will include proposed convent site park property, 817 2nd Street North property and Franklin Street boat slips area. A walking tour will take place to view the properties. A quorum may be present but no City business will be conducted.

AGENDA

Discussion and Possible Action on:

1. Roll Call.
2. Approval of March 2, 2022 meeting minutes
3. Approval of Resolution authorizing staff to apply for a Wisconsin Department of Natural Resources Grant for Emerson Park.
4. Community Stadium and Goerke Park improvement project.
5. Discussion on current condition and needed repairs for 817 2nd Street rental property.
6. Rejection of bid for Pfiffner Pioneer Park Bandshell roof and site repair.
7. Approval of dedication of park lands in lieu of fees for The Convent Redevelopment Project adjacent Prentice Street and Maria Drive.
8. Director's Report

- Park technician hiring process update
- Easter Egg Hunt @ Midstate parking lot update
- Department Easter scavenger hunt update
- KB Willett roof replacement update

9. 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 Resolution authorizing staff to apply for a Wisconsin Department of Natural Resources Grant for Emerson Park.

The Friends of Emerson Park worked with City staff and determined that the Emerson Park project is eligible to apply for a grant program through the Wisconsin Department of Natural Resources. The Friends are desirous of applying for a federal grant administered and awarded through the WIDNR. The grant is a 50/50 matching grant.

Only a government municipality is eligible to submit for this grant so the Friends of Emerson Park are requesting to partner with the City of Stevens Point to apply for the grant with the understanding that the local match would be fundraised for and provided by the Friends of Emerson Park. If awarded, the City would be required to bond and bid the project and the grant would reimburse the awarded eligible costs.

To be grant eligible to submit the grant, the municipality must pass a resolution committing to complete the project. The resolution is included in the packet for review and consideration.

4. Community Stadium and Goerke Park Improvement project.

The City has planned for and approved replacement of the athletic turf surface in Goerke Park in 2022. The project team has been working with stakeholders and the area schools to examine additional upgrades within Goerke Park and Community Stadium as part of this project. Renderings of the additional upgrades are included in the packet.

Director Kremer and Tim Schierl from the project team will provide a power point presentation to the Parks Commission at the meeting. The presentation will review the project particulars and the costs associated. City staff will be seeking approval to move forward with the additional upgrades and project within Goerke Park following the presentation.

5. Discussion on current condition and needed repairs for 817 2nd Street rental property.

The Park owned rental house on 2nd street is recently vacant after a long-term tenant moved out. Due to the age and condition of the interior of the house, the City is faced with investing in improvements in order to be able to rent the property again. Staff will be seeking guidance and direction from the park commission on if continuing to rent the property is still the wishes of the commission and if City staff should move forward with the investment of remodeling the property.

6. Rejection of bid for Pfiffner Pioneer Park Bandshell and site repair.

See memos included in the packet.

7. Approval of dedication of park lands in lieu of fees for The Convent Redevelopment Project adjacent Prentice Street and Maria Drive.

See memo included in the packet.

REGULAR MEETING MINUTES
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)

Discussion and Possible Action on:

1. Roll Call.

Present: Bob Freckman, Mike Glodosky, Matt Kirsch, Liz McDonald, John Okonek, Shaun Przybylski, Alder David Shorr, Wayne Sorenson, Alder Mykeerah Zarazua.
Excused : Sue Hall, Alder Jeremy Slowinski

Also Present: Director Kremer and some unidentified attendees via zoom.

2. Approval of February 2, 2022 meeting minutes

Motion by Okonek to approve the meeting minutes, second by Kirsch; motion passed 9-0.

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

Motion to approve the Little Free Library and Pantry installation in Hein Park provided NextHome continues to maintain and care for it into the future. The City reserves the right to remove the pantry/library if it becomes damaged and/or needs repair and NextHome would no longer be caring for it. Motion by Glodosky, second by Freckmann; motion passed 9-0.

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

Motion to award the Mead Pickleball Court Project to Upper Midwest Athletic Construction Inc. in the amount of $51,524.00 made by Shorr, second by Okonek; motion passed 9-0.

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

Motion to award the Donald Copps Municipal Pool replastering project base bid and two alternates to Badger Swimpools, Inc. in the amount of $180.642.00 made by Okonek, second by Glodosky; motion passed 9-0.

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

Motion to award the Downtown Landscape Maintenance contract to Shulfer's Landscaping in the amount of $15,450.00 per year for 2022 and 2023 made by Okonek, second by Zarazua; motion passed 9-0.

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

No action taken.

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

No Action Taken

9. Director's Report

- Riverfront Art Center Director Hiring Update

- Ice Center and Pool Maintenance Technician Hiring Update

- Riverfront Rendezvous Update

10. Adjournment.

Motion to adjourn by Okonek, second by Freckmann; motion passed 9-0. The meeting adjourned at 7:29 pm.

RESOLUTION

RELATIVE TO AUTHORIZING SUBMITTAL OF STATE GRANT APPLICATION

A RESOLUTION authorizing the submittal of a Wisconsin Department of Natural Resources (WIDNR) 2022 Grant to construct the Emerson Park Revitalization Project.

WHEREAS, the City of Stevens Point is interested in obtaining a cost-share grant from the WIDNR for the purpose of improving park amenities and park related construction in Emerson Park. The City has partnered with the Friends of Emerson Park to complete the improvements.

WHEREAS, a Resolution authorizing the submitting of a state grant application by the Director of Parks, Recreation and Forestry, Dan Kremer, and the subsequent appropriation of City of Stevens Point funds for a Knowles-Stewardship Grant and Federal Land and Water Conservation Fund Grant project.

WHEREAS, the City of Stevens Point believes itself to be qualified and is willing and able to carry out all activities in the state grant application; and,

WHEREAS, in this action the City of Stevens Point Board of Park Commissioners has declared its intent to conduct the Emerson Park Revitalization Project improvements described in the application; and,

WHEREAS, in this action the City of Stevens Point Common Council will, upon award and acceptance of the grant, agree to the terms of the grant;

WHEREAS, the total match is being applied for is approximately $378,000 and the total project costs are approximately $757,000; and,

WHEREAS, the WIDNR requires as part of the grant process, a Resolution from the City of Stevens Point agreeing to fund the project if the grant is awarded.

IT IS, THEREFORE RESOLVED THAT:

The City of Stevens Point Common Council requests the funds and assistance available from the WIDNR under the Knowles-Stewardship Grant and Federal Land and Water Conservation Grant and will comply with the state or federal rules for the program; and,

BE IT FURTHER RESOLVED THAT:

The City of Stevens Point may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open to the general public during the City's park hours; and will obtain from the WIDNR or the National Park Service approval in writing before any change is made in the use of the project site; and,

HEREBY AUTHORIZES the Director of Parks, Recreation and Forestry to act on behalf of the City of Stevens Point to submit and sign and application to the WIDNR for financial aid for the Knowles-Stewardship Grant and Federal Land and Water Conservation Fund Grant, sign related documents; and,

HEREBY AUTHORIZES the Director of Parks, Recreation and Forestry to act on behalf of the City of Stevens Point to sign the grant agreement if the grant funds are awarded and to take necessary action to undertake, direct and complete the approved project.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Adopted this 18th day of April, 2022

By a vote of:

GOERKE PARK

SYNTHETIC FOOTBALL FIELD REPLACEMENT

PERSPECTIVE

PLUNKETT RAYSICH ARCHITECTS, LLP

RETTLER corporation

GOERKE PARK

SYNTHETIC FOOTBALL FIELD REPLACEMENT

PERSPECTIVE

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View from Southwest

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View from Southwest

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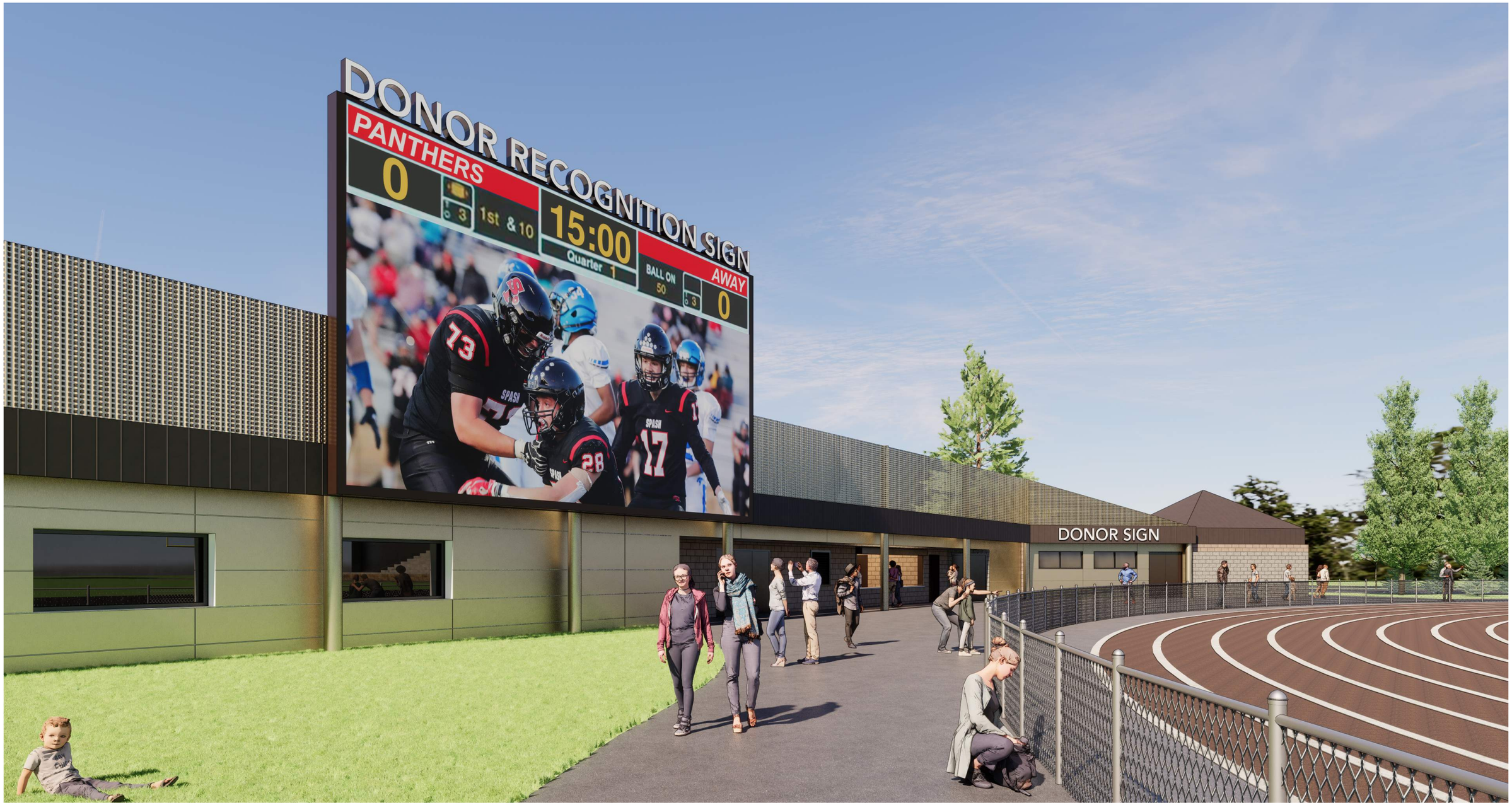

View from Southwest

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View from South

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View from South

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View from East

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Press Box Renovation from Southwest

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New Women's Hockey Locker Room

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New Women's Hockey Locker Room

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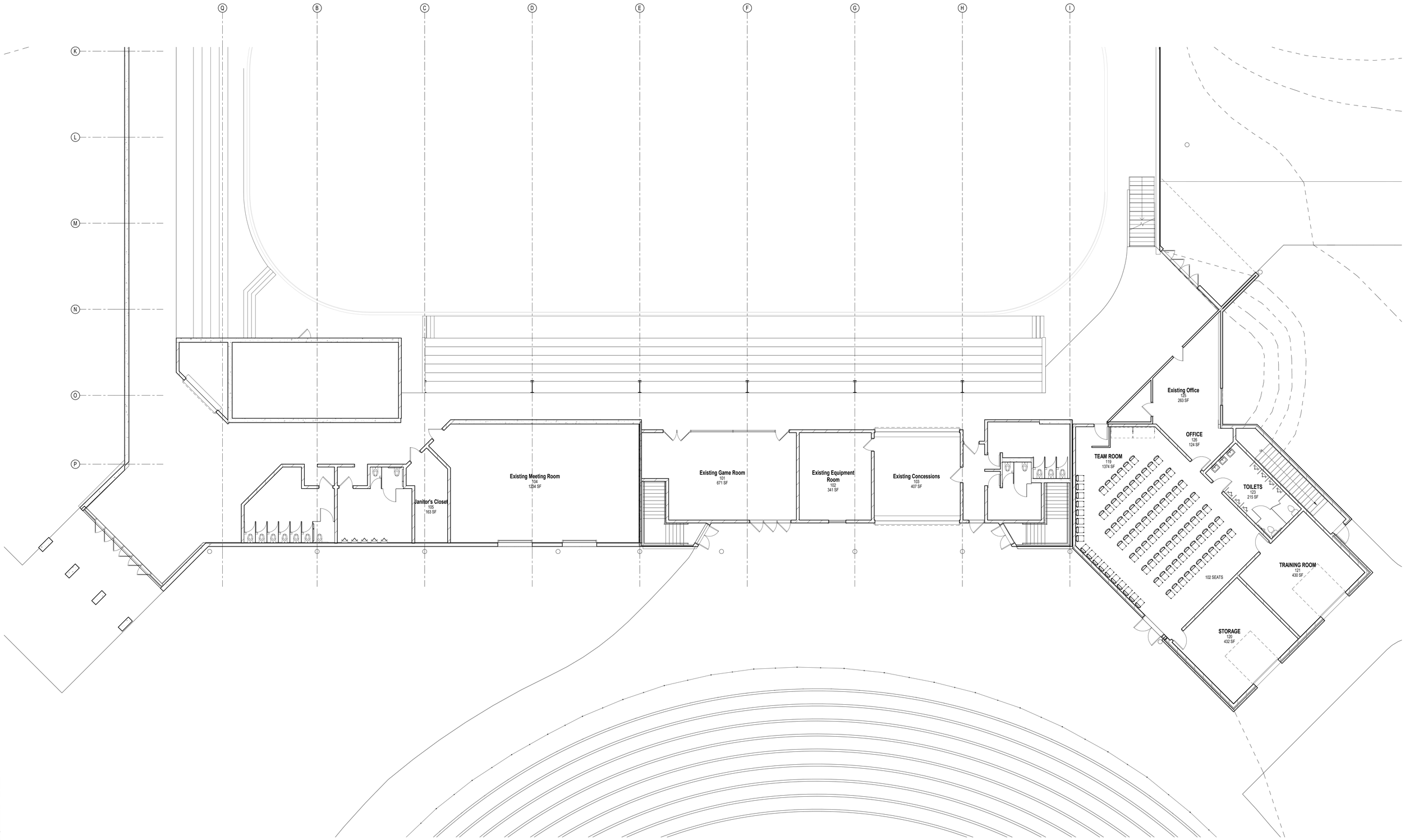
RETTLER corporation

Goerke Memorial Park Renovations



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First Floor Plan - 1/8" = 1'-0"

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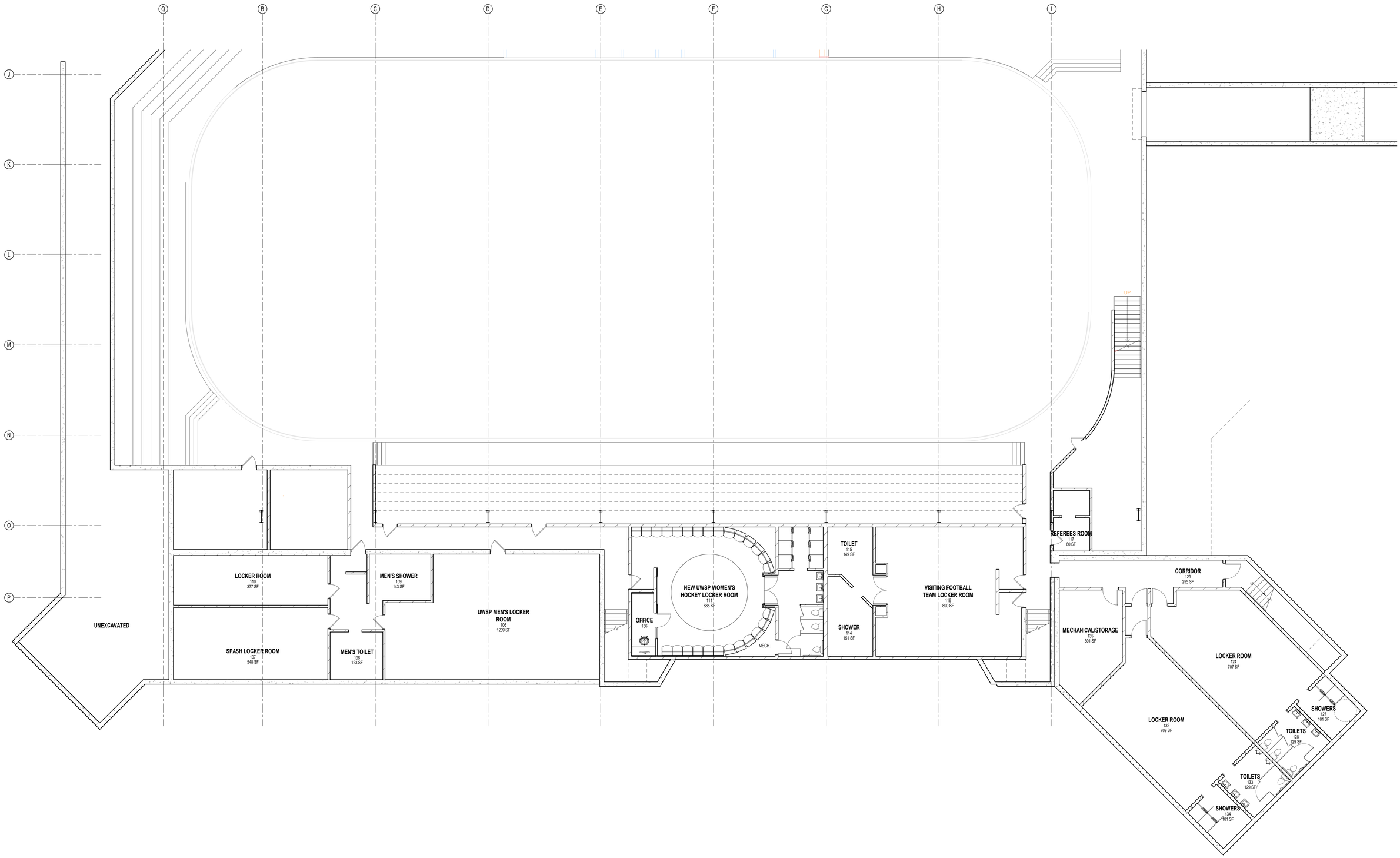
Goerke Memorial Park Renovations



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Lower Level Plan - 1/8" = 1'-0"

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: March 29, 2022

RE: Rejection of Pfiffner Pioneer Park Bandshell Roof

One bid was received to replace the roof and site work at the bandshell in Pfiffner Pioneer Park. The lone bid was for $94,717 and was from Ellis Construction. The bid amount was significantly higher than anticipated by City staff and the City's architect and consultant.

Recommendation
The City's consultant, CBS Squared, and City staff recommend rejecting the lone bid for this project and rebidding the project later this year. A memo is included in the packet from CBS Squared. Before the project is rebid, the project team will follow up with the bidders list to determine if anything within the roof specification is causing unforeseen cost increases.

The bandshell roof needs replacement in 2022 due to the storm damage received in late 2021. Additionally, the glalum support beam is due for repair/replacement as soon as possible per the structure report completed in late 2021.

At this time, no events or activities are being affected by this project delay.

Your Project Solutions Start Here

DATE: March 30, 2022

TO: City of Stevens Point
Parks, Recreation, and Forestry Department
Dan Kremer, Director
2442 Sims Ave.
Stevens Point, WI 54481

RE: Project Number 22-12
City of Stevens Point
Pfiffner Pioneer Park Bandshell Repair Phase 1 Project

Dear Mr. Kremer,

Bidding for the subject project closed on Tuesday, March 29, 2022 at 11:00 AM local time. Online bidding was completed using QuestCDN services. Three plan holders were listed as Prime Bidders: Ellis Construction, Altmann Construction Company, and The Boldt Company. A single bid was received from Ellis Construction in the amount of $94,717.00.

The single bid received is approximately 80% over the AE estimate and is significantly higher than recent bids for similar work. We understand that other listed plan holders intended to bid, but logistical issue prevented preparing a responsive bid. For these reasons, CBS Squared, Inc. recommends not awarding the project at this time. Rather, we recommend re-bidding the project after review of the specifications.

Sincerely,

Matt Gundry, P.E.

770 Technology Way
Chippewa Falls, WI 54729

P:715.861.5226
E:info@cbssquaredinc.com

www.cbssquaredinc.com

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

Department of Community Development
Redevelopment Authority
Ryan J. Kernosky, Director
Ph: (715) 346-1567
Fax: (715) 346-1498

MEMORANDUM

To: City Park Commission

From: Ryan Kernosky, Director of Community Development

Date: March 29, 2022

RE: Dedication of Park & Park Agreement - The Convent Redevelopment Project

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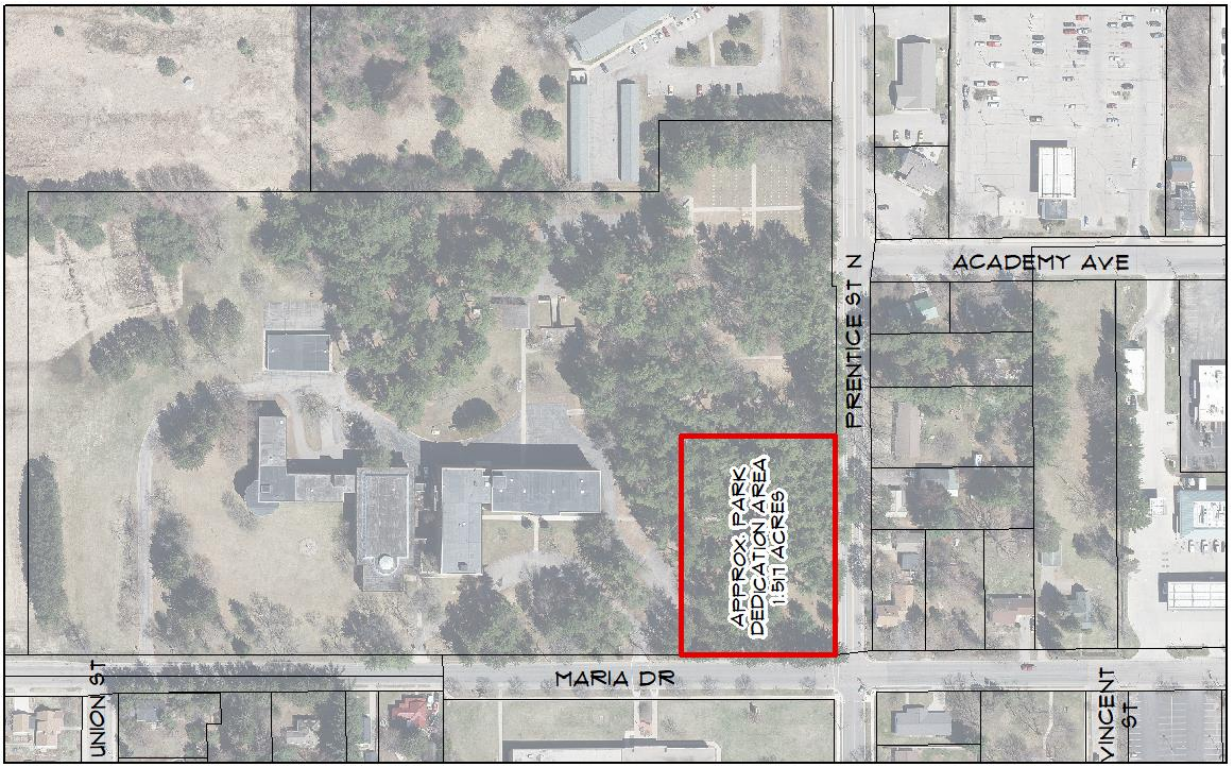
Commissioners –

As part of the development agreement with General Capital Group, who is redeveloping the Convent property into affordable family-and-senior housing, they have agreed to provide 1.517 acres at the corner of Maria Drive and Prentice Street for park purposes:



www.stevenspoint.com

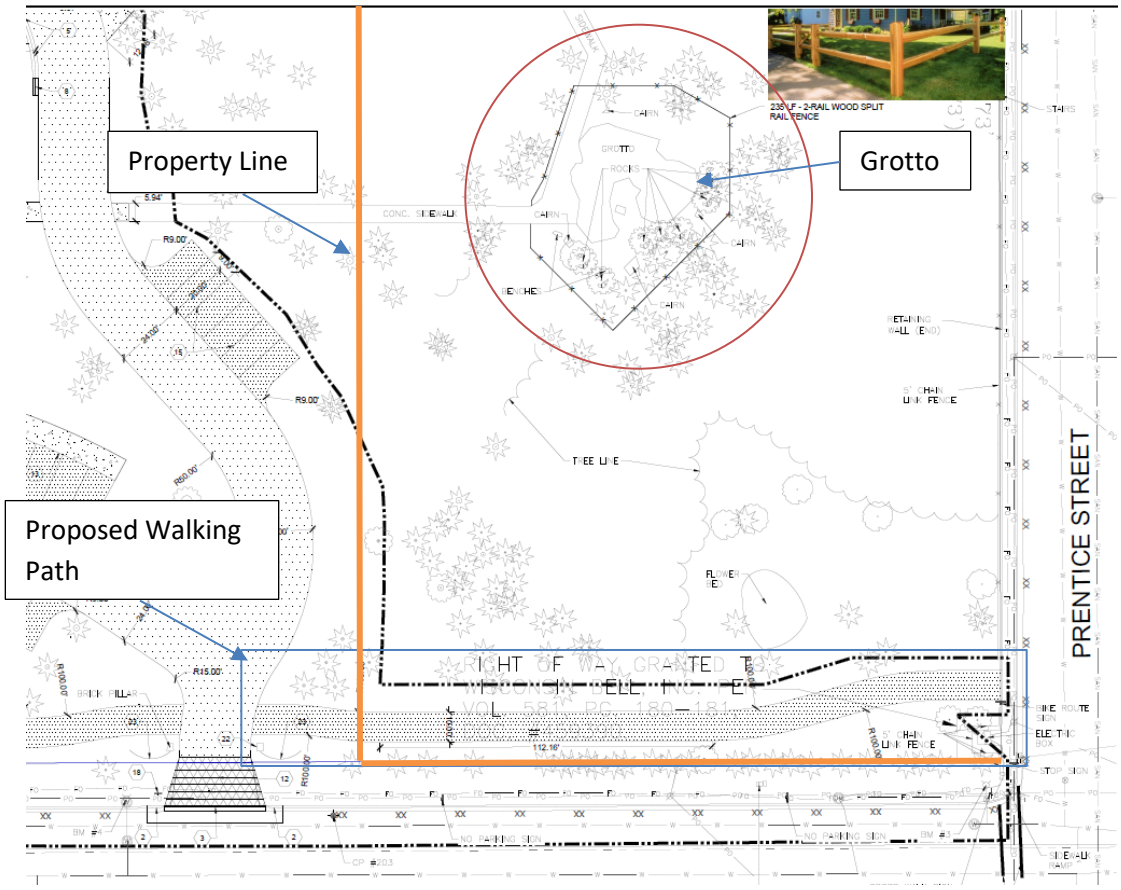
Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.

On the north half of the proposed park property a grotto exists. Because the grotto is more than 50 years old, it's considered a 'contributing structure' to the historic nature of the Convent property (please note that the garage and utility/boiler house, built in 1965 are also considered a 'contributing structure' to the property). Because the Convent redevelopment project is receiving extensive historic tax-credits from the National Park Service, the grotto must remain intact for at least five years upon completion of the project per the tax-credit agreement. If the grotto is removed before the five years, the project could lose historic tax credits and would no longer be eligible for the National Register of Historic Places. Given the extensive remodeling and new construction going on at the property, it is likely that completion will not occur until 2024 – which then requires the grotto to remain until at least 2029.

The Sisters of St. Joseph, Third Order of St. Francis, the City, and the Developer recognize that the grotto is not in good shape and all three parties would like to have it removed as soon as possible. Not wanting to risk the tax credits and the National Register of Historic Places classification, City staff, the Sisters, and the Developer have agreed to the following terms:

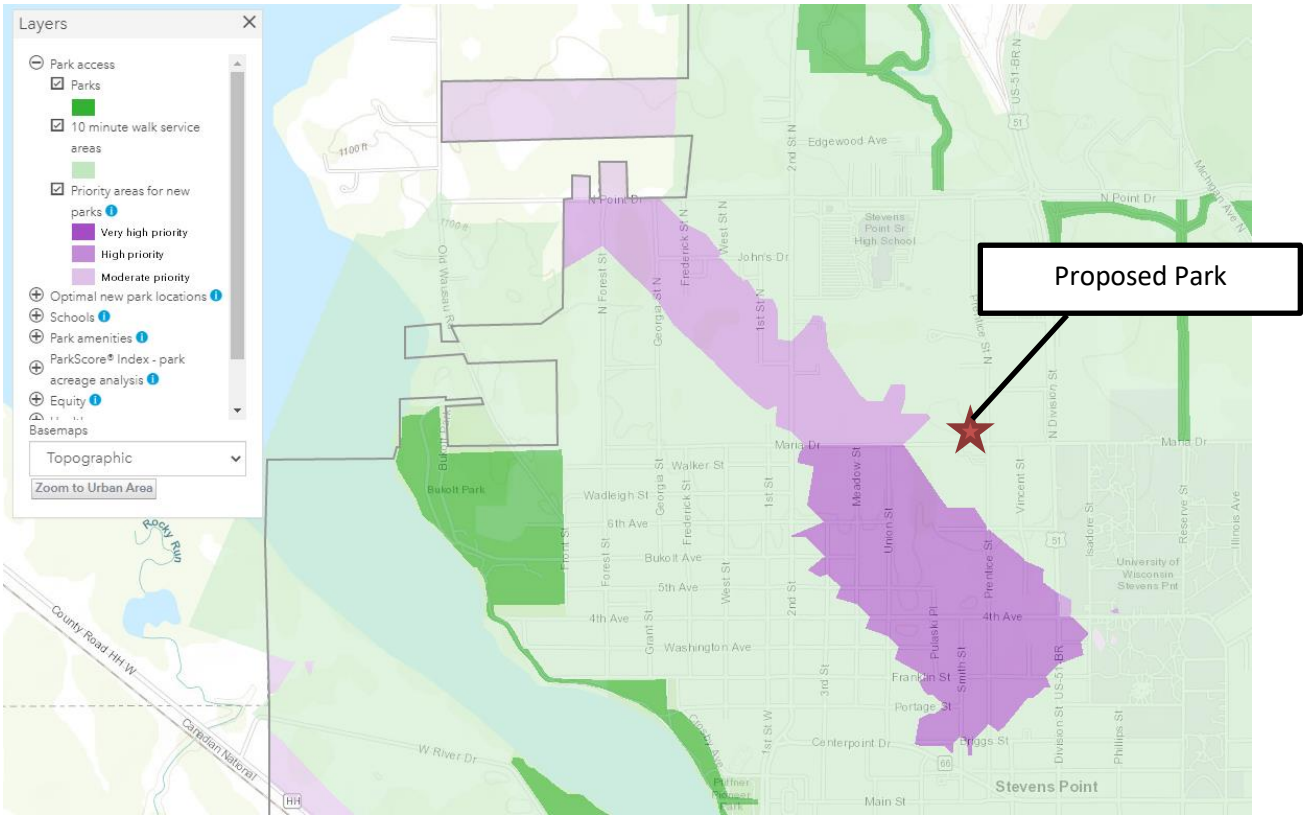
- The developer will construct a split-rail fence around the grotto and work with the City on installation of interpretive signage discussing the historical context of the grotto and the eventual removal of the grotto from a City park.

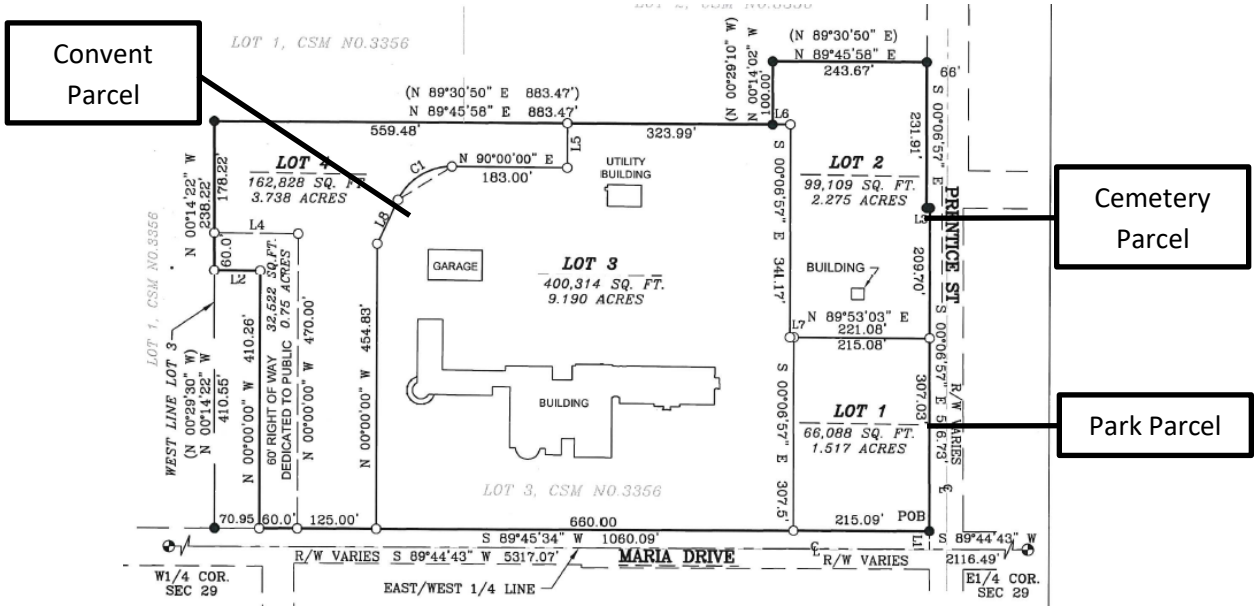
- Developer agrees to provide an escrow check at time of closing with a 2% increase over the five years to cover the costs to remove the grotto after the five years.
    - Ex: $10,000 to remove the grotto, increasing 2%/year for five years = Escrow of $11,000 due at time of closing.



City staff from the Community Development and Parks Department are working with the developer and the Sisters on the park agreement, which will outline the conditions discussed above and any additional conditions the Park Commission would like to see. Because we are still working through the park agreement, City staff is asking for permission from the Commission to review and authorize for signatures when the document is ready.

This park does address the need for a park in the high priority area of the map below:





Park Impact Fees: A Certified Survey Map (CSM) was produced to split the entire parcel into four separate parcels. Please note that a CSM is not considered a "Major Subdivision" (>5 new lots). As such, normal density-based park dedication is not required. However, if it was required, the proposed park dedication would still exceed the minimum standards set forth in the Subdivision Ordinance, as outlined below:

Acres of Land for Residential development: 9.19
New Housing Units: 102

9.19 acres/102 units=11 units/acre
>8.1 unit/acre requires 14%-20% of land dedication.

9.19 x .16 = 1.464 acres required for park dedication.
Total proposed park dedication: 1.517 acres.

When a subdivision is not required and park dedication based on density is not part of the overall development plan, City staff does charge $200/unit for new construction. In this case:

102 units x $200.00 = $20,400.00.

Per the appraised value of the property, the 1.517 acres is appraised at $70,690.00, well above the total dollar amount that would be received. As such, City staff will waive the park impact fee in lieu of park dedication beyond the minimum required.

Thank you for your consideration. Please let Director Kremer or I know if you have any questions.