

**REGULAR MEETING
Board of Park Commissioners
June 5, 2024 - 6:30 PM**

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

OR

[Zoom Teleconferencing](#)

Meeting ID: 832 9752 4613 | Passcode: 354953

By Computer: [Join](#)

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

AGENDA

Discussion and Possible Action on:

1. Roll Call.
2. Approval of May 1, 2024 meeting minutes
3. Request by the Heart of Wisconsin Pickleball Association to donate one Automatic External Defibrillator (AED) to the City of Stevens Point for Mead Park.
4. Master plan development for Georke and Zenoff Parks.
5. Director's Report
 - A. Paul Ziemann selected as the new Park Superintendent
 - B. Arborist vacancy in the Forestry Division
 - C. Project updates
6. 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. Request by the Heart of Wisconsin Pickleball Association to donate one Automatic External Defibrillator (AED) to the City of Stevens Point for Mead Park.

Heart of Wisconsin Pickleball Association (HOWPA) purchased an AED and a weatherproof cabinet that contains a battery powered audible alarm and is proposing to donate the AED to the city. The donation requires the City to place the AED in Mead Park and have it available to the pickleball court users annually as well as the rest of the park users. Staff met with a member of their organization, Rob Greenwood, as well as the fire department to discuss vandalism protection, access for the public and future financial commitment proposed by HOWPA. The details of those discussions are included in the agreement draft that is located inside the packet.

The proposal from HOWPA is for their organization to supply all materials, the AED and the cabinet to the City and for the City to install the cabinet and the AED. In addition to the initial set up, the proposal includes that the city would accept all future cost responsibilities for replacement pads and replacement batteries. HOWPA has said the City may ask them to contribute to those costs in the future but they make no guarantees and would be under no obligation to contribute.

For access and vandalism protection, the parks department is working with the fire department to determine if Portage County Communication Center would be able to provide a code to anyone who would need to use it during a 911 incident. If that can be worked out, a pad lock would be installed on the cabinet and the parks department, HOWPA and dispatch would know. In the event that someone called 911, the code would be provided to the caller when an AED is needed.

Staff believes the AED is a valuable lifesaving tool that can be critical during emergencies. Staff recommends approval of installing an AED at Mead Park. Staff is asking for direction from the Board of Park Commissioners on if the future financial commitment being 100% on by the City is acceptable or if the board wishes to see different terms and conditions included as part of the donation agreement.

4. Master plan development for Goerke and Zenoff Parks.

The park commission and common council adopted the 2023-2028 Comprehensive Outdoor Recreation Plan (CORP) in early 2023. Within the CORP is a recommendation to perform master plans for several park locations including Goerke and Zenoff Parks.

Goerke Park is nearly completed with the multi-million-dollar improvement project and the City is currently awaiting the results for a grant application to construct a garage and office space adjacent to the police department in the park. Additional request items for Goerke Park have included an expansion plan for the boys and girls club, an aging pool facility needing replacement, lack of playground within the park and a growing need for more flexible green spaces and/or turf.

Zenoff Park needs new lights, a resurfaced parking lot and several other items that the master plan would help address. The reason Zenoff Park and Goerke Park would happen at the same time is that if an additional field or fields could be constructed at Zenoff Park, there may be potential to rethink the ball diamond configuration inside of Goerke Park. Components of each plan may accent each other and staff is hopeful to perform the master planning processes side by side so efficiencies can be achieved,

Staff is requesting authorization from the parks commission to hire Rettler Corporation to lead these two master planning processes in 2024. Estimated costs will be approximately \$6,250 and the cell tower revenue would be the funding source.

REGULAR MEETING MINUTES

Board of Park Commissioners

May 1, 2024 - 6:30 PM

Community Room

933 Michigan Avenue, Stevens Point, WI

OR

[Zoom Teleconferencing](#)

Meeting ID: 838 6111 7420 | Passcode: 664891

By Computer: [Join](#)

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

Discussion and Possible Action on:

1. Roll Call.

Present: Alder Broderick, Alder Buse, Freckmann, Disher, Glodosky, Alder Keymer, McDonald, Okonek, Przybylski, Sorenson, Winn

Also Present: Peter Gebhardt, Kevin Quevillon, Anne Hylla, Steven McKay

2. Approval of April 3, 2024 meeting minutes

Motion to approve by Winn, second by Okonek, passed 11-0.

3. Lease agreement with Golden Sands Resource Conservation and Development Council, Inc. for the Stevens Point Area Neighborhood Garden located at Cornell & West Whitney Avenue

Motion to approve agreement as presented by Disher, second by Okonek; passed 11-0.

4. Boys and Girls Club landscaping extension and lease amendment for Goerke Park

Motion to approve amendment as presented by Glodosky, second by McDonald; passed 11-0.

5. Recreation division report presented by Recreation Superintendent, Anne Hylla.

No action.

6. Director's Report

- Scott Halvorsen last day was April 19. Scott provided 24 years of service to the city.

- The newest member of our department begins May 13, Rebecca Danczyk. Hired as a park technician

- Seramur Park Pavilion construction update

- Groholski Park construction update

- 40th anniversary of Riverfront Rendezvous

No action.

7. Election of officers: President and Vice President of the Park Commission

Motion to approve the nomination of John Okonek for president by McDonald, second by Alder Buse; passed 11-0. Motion to approve the nomination of Wayne Sorenson for vice president by McDonald, second by Okonek; passed 11-0.

8. Adjournment.

Motion to adjourn by Disher, second by Sorenson; meeting adjourned at 7:03 pm.

Donation Agreement Automatic External Defibrillator at Mead Park

This Donation Agreement (the "Agreement") is made and entered into on this ____ day of _____, 2024, by and between the City of Stevens Point (the "City") and the Heart of Wisconsin Pickleball Association (the "HOWPA"). The City and HOWPA are collectively referred to as the "Parties."

Recitals

WHEREAS, HOWPA desires to donate an Automatic External Defibrillator (AED) to be located at Mead Park in Stevens Point, Wisconsin, to enhance public safety for park users; and

WHEREAS, the City agrees to accept the donation of the AED and to assume responsibility for the installation and seasonal placement of the AED at Mead Park.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

1. Donation and Ownership

1.1 HOWPA agrees to donate an Automatic External Defibrillator (AED) to the City for use at Mead Park.

1.2 Ownership of the AED shall transfer to the City upon acceptance of the donation.

2. Responsibilities of HOWPA

2.1 HOWPA agrees to supply and pay for the AED and all associated components, including a weatherproof and locked cabinet for storage.

2.2 HOWPA will inspect the AED unit periodically and notify the City if the unit is showing signs of disrepair or had to be used for an emergency situation that is known to the membership of HOWPA.

2.3 HOWPA will provide decals on the AED cabinet providing instruction of how to properly gain access to the AED unit in the event of an emergency.

3. Responsibilities of the City

3.1 The City agrees to install the AED cabinet at a mutually agreed upon location within Mead Park. The cabinet shall be weatherproof and locked at all times.

3.2 The City shall be responsible for placing the AED in the cabinet by April 15 each year and for removing the AED from the cabinet by September 15 each year.

3.3 The City and HOWPA agree to work with the Portage County Communication Center to ensure that the key code for the locked AED cabinet is available to any caller of 911 who needs to use the AED.

3.4 City shall be responsible for 100% of all costs of supplying and paying for replacement batteries and pads as needed, including when they are used, damaged, or otherwise in need of repair. The City may solicit HOWPA for cost sharing at the time of replacement but bears the burden the replacement if HOWPA is not able to contribute.

3.5 The City shall include the AED within the City's regular inspection and repair schedule. The City can work with HOWPA if the unit needs to be replaced or experiences vandalism or damage due to misuse.

4. Term and Termination

4.1 This Agreement shall commence on the date first written above and shall continue indefinitely unless terminated by either Party upon thirty (30) days' written notice to the other Party.

4.2 Upon termination of this Agreement, the City agrees to return the AED and any associated components to HOWPA.

5. Indemnification

5.1 HOWPA agrees to indemnify, defend, and hold harmless the City, its officers, employees, and agents from any and all claims, liabilities, damages, or costs arising out of or in any way related to the donation, maintenance, or use of the AED.

5.2 The City agrees to indemnify, defend, and hold harmless HOWPA, its officers, employees, and agents from any and all claims, liabilities, damages, or costs arising out of or in any way related to the City's installation, placement, or removal of the AED.

6. Miscellaneous

6.1 This Agreement constitutes the entire understanding between the Parties and supersedes all prior negotiations, representations, or agreements, whether written or oral.

6.2 This Agreement may be amended only by a written instrument signed by both Parties.

6.3 This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin.

6.4 If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Donation Agreement as of the day and year first written above.

City of Stevens Point

By: _____
Name: _____
Title: _____
Date: _____

Heart of Wisconsin Pickleball Association

By: _____
Name: _____
Title: _____
Date: _____

Outdoor Red AED Cabinet with Audible Alarm

Part#: AMP1200-R | Water-Resistant Fiberglass Surface-Mount Cabinet

[Write a Review](#)

Your Price: \$535.50



Outdoor Red AED Cabinet with Audible Alarm

Add Ons



Flexible Wall Sign

\$14.95



Flat Wall Sign

\$10.00



Perpendicular Wall Sign

\$7.48

Qty

Best Seller



PHILIPS HEARTSTART FRx AED

\$1,944.00

IN STOCK

SKU#: PFRX-N-NRTS

Product Features



Semi Automatic



Audio Cues



FAA Approved

Qty

-	1	+
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Add to Cart

Add Accessories

Philips HeartStart FRx AED Adult SMART Pads II 989803139261 +\$64.00 ⓘ

LifeShield AED Compliance Management (1 Year) +\$100.00 ⓘ

First Aid Kit - 25 Person +\$35.97 ⓘ

Alarmed AED Wall Cabinet +\$169.00 ⓘ

Philips HeartStart OnSite / FRx AED Battery +\$189.00 ⓘ



Cardio Partners

Order Confirmation

S3344345

May 10, 2024

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Cardio Partners Inc

PO Box 772834
Detroit, MI 48277
715-356-0200

Customer Number

C0989197

Your Reference

Customer PO Number

Shipping Method

FEDEX Ground

Payment Terms

Credit Card

SOLD TO:

Heart Of Wisconsin Pickleball Association
Robert Greenwood
1501 Sky Line Drive
Stevens Point, WI 54482
USA

SHIP TO:

Heart Of Wisconsin Pickleball Association
Robert Greenwood
1501 Sky Line Drive
Stevens Point, WI 54482
USA

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
861304-C01	PM-AED FRx Defibrillator with Soft Case	1	Each	1,944.00	1,944.00
ARCH-1	MD-Arch Medical Direction and Program Management - 1 year	1	Each	119.99	119.99
AEDAPRIL200	Heartsine 350/360P, 450P, CR2, FRx, Onsite, ZOLL AED Plus, 4/1-4/30/2024	1	Each	(200.00)	-200.00
989803139311	PM-Key FRx Infant/Child	1	Each	109.25	109.25
989803139261	PM-Electrode FRx SMART Pads II	1	Each	61.94	61.94
AMP1200-R	MM-Outdoor Fiberglass AED Wall Cabinet w/Alarm - RED	1	Each	525.59	525.59
200849	MM- Holders Wire Stick On Plastic	1	Each	0.00	0.00
CRT-CPRAED	TRG-CardioReady Training AED/CPR License - Individual	10	Each	14.99	149.90
	Shipping Charges	1		11.26	11.26

Subtotal	2,721.93
Invoice Discount	0.00
Total Tax	143.12
Total USD Incl. Tax	2,865.05



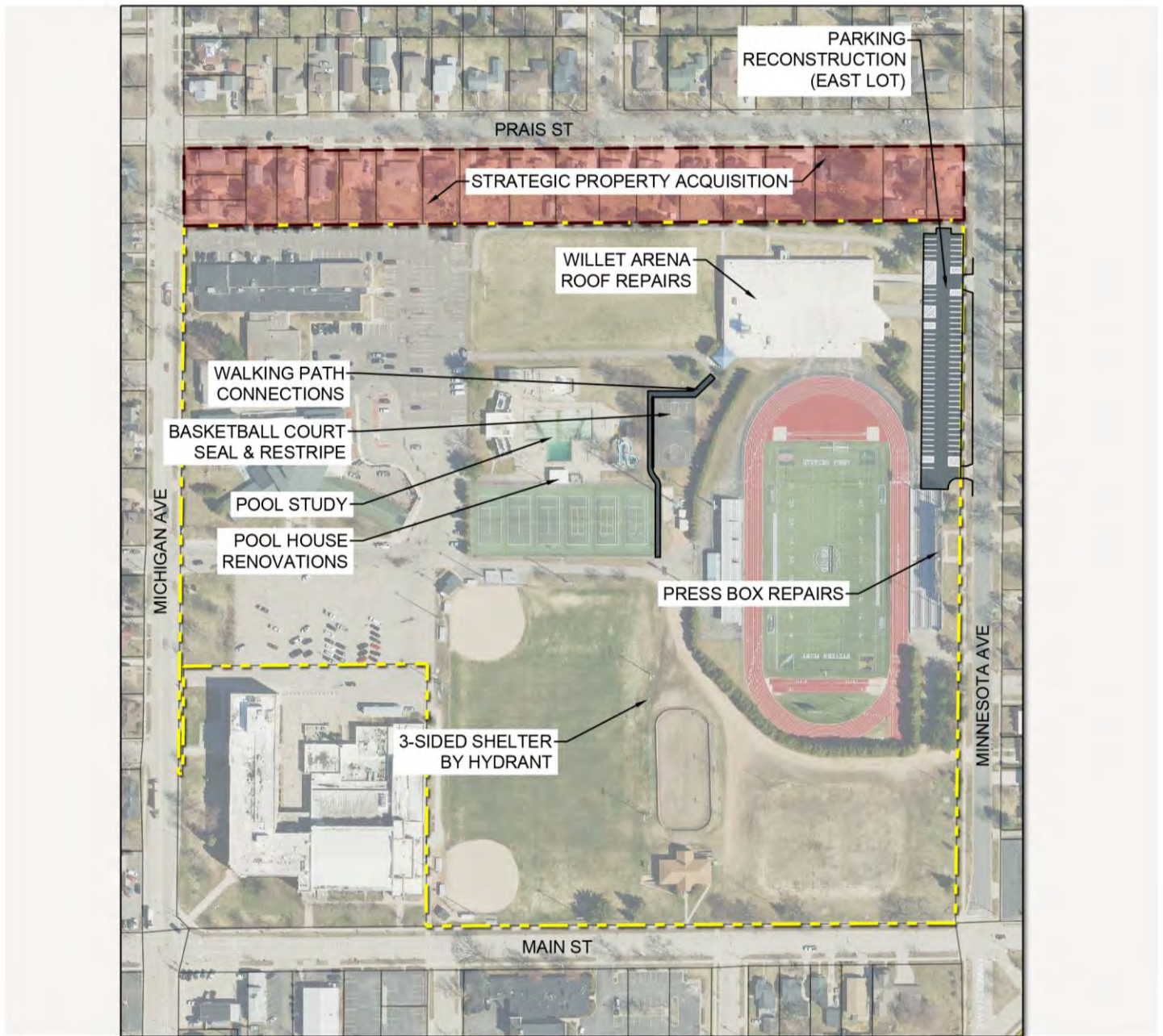
['Click Here to Pay'](#)

Prepared for you by:

Stephen Weiss

15. GOERKE MEMORIAL PARK

Community Park
28.80 acres

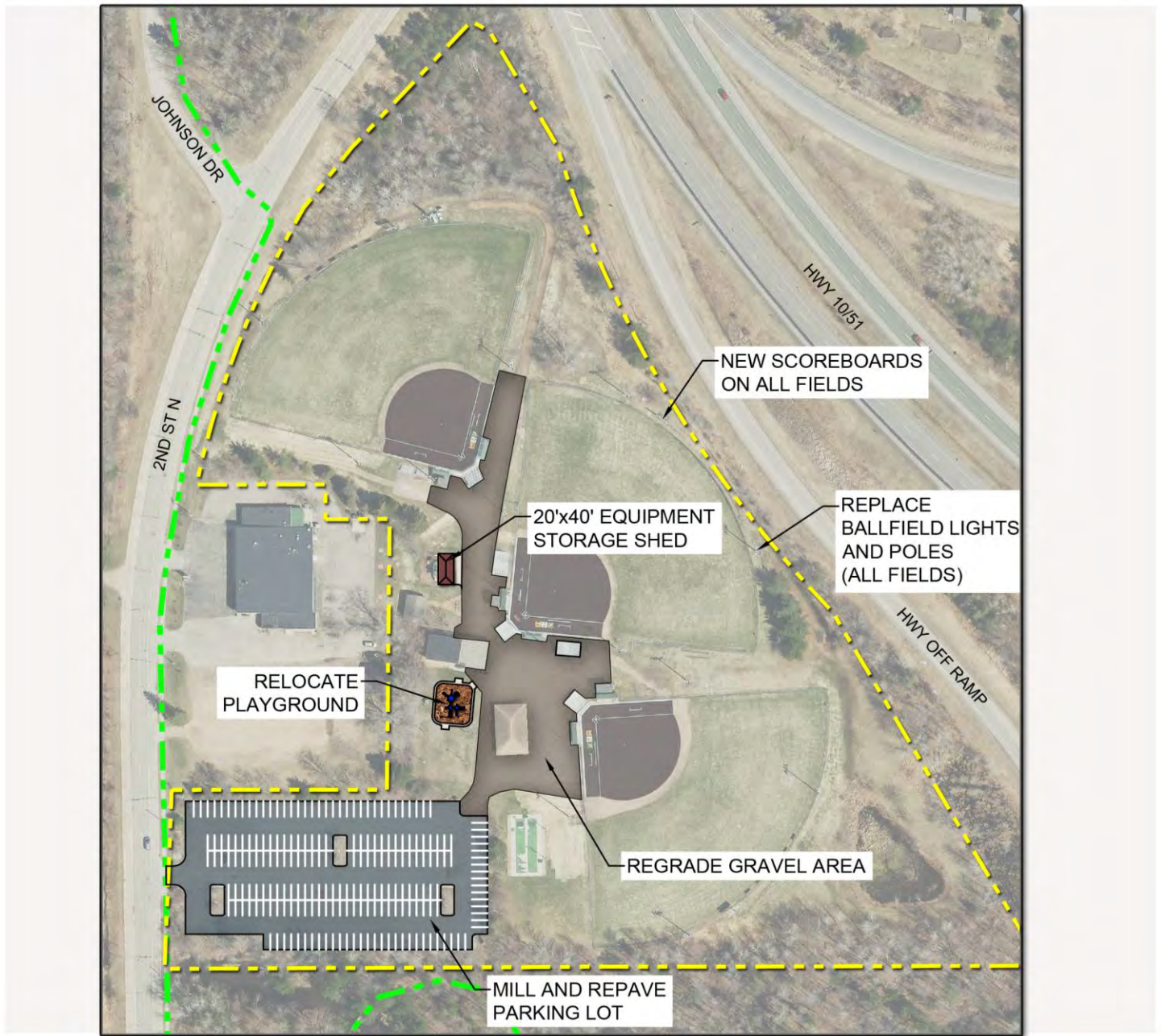


RECOMMENDATIONS SUMMARY:

- Park Master Plan Allowance
- Strategic Property Acquisition (as opportunity arises)
- Parking Reconstruction (west lot)
- Parking Reconstruction (east lot)
- Pool Study
- Walking Path Connections
- Basketball Court Seal & Restripe
- Willet Arena Roof Repairs Allowance
- Stadium Pressbox Roof Repairs Allowance
- Pool House Renovations/Repairs Allowance
- Determine Long Term Future of Parker Building/
Warming House
- Three-sided Structure by Ice Rink Hydrant
- Signage Allowance

19. ZENOFF PARK

Community Park
16.34 acres



RECOMMENDATIONS SUMMARY:

- Park Master Plan Allowance
- Main Parking Lot Maintenance (mill & repave)
- Relocate Playground
- Construct Storage Shed
- Regrade Gravel Area
- New Scoreboards



Multiplier

*Note: A 3.5% construction inflation multiplier to be added per year to the current estimated cost.

1.035 to 1.188	1.229 to 1.411	1.460+
Short Term (1-5 Years) 2023-2027	Mid Term (6-10 Years) 2028-2032	Long Term (11+ Years) 2033+

CURRENT ESTIMATED COST				
PARK NAME				
Parking Lot Improvements (south)	\$285,000			X
Bukolt Lodge Repairs Allowance	\$500,000	X		
Beach House Renovation Allowance	\$774,000		X	
Drive Repairs Allowance	\$330,000		X	
Skate Park Expansion & Improvements Allowance	\$235,000		X	
Ball Diamond Concession Roof Repairs Allowance	\$61,500	X		
Signage Allowance	\$3,500	X		
SUBTOTAL	\$2,308,000			

Goerke Park				
Park Master Plan Allowance	\$10,000	X		
Strategic Property Acquisition Allowance	TBD		X	
Parking Reconstruction (east lot)	\$115,000		X	
Pool Study (Master & Maintenance Plan)	\$10,000	X		
Walking Path Connections	\$18,800		X	
Basketball Court Improvements Allowance	\$10,500	X		
Willet Arena Roof Repair Allowance	\$950,000		X	
Stadium Pressbox Roof Repairs Allowance	\$97,000	X		
Pool House Renovations/Repairs Allowance	\$175,000		X	
Parker Building/Warming House Study	\$8,000		X	
Three-Sided Structure (by Ice Rink Hydrant)	\$12,000	X		
Signage Allowance	\$3,500		X	
SUBTOTAL	\$1,409,800			

Iverson Park				
Park Master Plan Allowance	\$10,000	X		
Buildings Evaluation Study	\$10,000	X		
Maintenance Building Upgrades Allowance	\$50,000	X		
ADA Upgrades Allowance (Boys & Girls Scout Lodges)	\$50,000	X		
Beach Area Redesign & Funding Study	\$10,000	X		
Beach Area & Building Renovation Allowance	\$489,000		X	
Riverbank Stonework Repair Allowance	\$12,000		X	
Bridge Upgrades Allowance	\$12,000		X	
Toboggan Slide Maintenance Allowance	\$10,000	X		
Upper Parking Lot Maintenance Allowance	\$53,100	X		
Sidewalk Connections	\$11,500		X	
SUBTOTAL	\$717,600			



Multiplier

*Note: A 3.5% construction inflation multiplier to be added per year to the current estimated cost.

	1.035 to 1.188	1.229 to 1.411	1.460+
Short Term (1-5 Years) 2023-2027		Mid Term (6-10 Years) 2028-2032	Long Term (11+ Years) 2033+

CURRENT ESTIMATED COST

PARK NAME

Mead Park				
Park Master Plan Allowance	\$10,000	X		
Strategic Property Acquisition Allowance	TBD		X	
Connecting Walks	\$60,000	X		
Playground Surface Replacement	\$338,400	X		
Parking Addition	\$100,700			X
SUBTOTAL	\$509,100			

Pfiffner Park				
Park Master Plan Allowance	\$10,000	X		
Bike Parking and Repair Station	\$5,000	X		
Bandshell Renovations Allowance	\$55,000	X		
Pfiffner Building Upgrades Allowance	\$500,000		X	
Strategic Property Acquisition Allowance	TBD			X
Central Company Building Long Term Study	\$10,000		X	
Wells Point Boat Lanch Dock Upgrades Allowance	\$25,000	X		
Conduit Upgrades Allowance	\$5,000	X		
SUBTOTAL	\$610,000			

Zenoff Park				
Park Master Plan Allowance	\$10,000	X		
Main Parking Lot Improvements	\$261,400	X		
Relocate Playground	\$87,000	X		
Construct Storage Building	\$324,600		X	
Regrade Gravel Area	\$35,800	X		
New Scoreboards (3 fields)	\$75,000		X	
Replace Ballfield Lights and Poles (3 fields)	\$540,000	X		
SUBTOTAL	\$1,333,800			

McDill Disc Golf Park				
Park Redevelopment Allowance	TBD	X		
Signage Allowance	\$3,500	X		
SUBTOTAL	\$3,500			

Peters Family Park				
Continue with Master Plan	TBD	X		
Parking Area	\$37,500			X
Bicycle Repair Station	\$2,000	X		
Signage Allowance	\$3,500	X		