

REGULAR MEETING
Board of Park Commissioners
October 7, 2020 - 6:30 PM

Meeting will be held via Zoom online meeting
Click to Connect:[Zoom Meeting](#)
Dial in Number: (312)-626-6799 - Meeting ID: 839 4339 4581

AGENDA

Discussion and Possible Action on:

1. Roll Call
2. Approval of September 2, 2020 meeting minutes
3. Approval of Healthy Halloween Scavenger Hunt special event for October 31, 2020 at Iverson, Bukolt and Koziczowski Parks.
4. Approval of K.B. Willett Arena Standard Facility Rental Policy
5. Approval Recreation program refund policy
6. Approval of Donald Copps Municipal Pool rental policy
7. Approval of 2021 Fee Schedule
8. Director's Report
9. 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. Consideration of a potential donation of real estate for public park usage that is predicated on a commitment by the City to make certain investments in infrastructure at the site in question, and which will potentially face complications due to implied or constructive easements benefiting adjacent properties.
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.

**REGULAR MEETING MINUTES
Board of Park Commissioners**

September 2, 2020 - 6:30 PM

**Meeting will be held via Zoom online meeting
Click to Connect: [Zoom Meeting](#)
Dial in Number: (312)-626-6799 - Meeting ID: 892 5672 8896**

Discussion and Possible Action on:

1. Roll Call

Present: Freckmann, Glodosky, Hall, McDonald, Okonek, Przybylski, Alder Shorr, Alder Slowinski, Alder Zarazua

Excused: Kirsch

Absent: Sorenson

Also Present: Director Dan Kremer, John Pearson, Kate Gullickson, Scott Halvorsen, Ana Marie Novak, Todd Ernster

2. Approval of August 5, 2020 meeting minutes

Motion by Okonek, second by Glodosky to approve August 5, 2020 meeting minutes.
Ayes, all; Nays, none; Motion carried.

3. Approval of ABER Suzuki Center special event request at Pfiffner Pioneer Park Bandshell on September 26, 2020.

Motion by Glodosky, second by Zarazua to approve the special event permit for ABER Suzuki Center at Pfiffner Pioneer Park Bandshell on September 26, 2020.
Ayes, all; Nays, none; Motion carried.

4. Approval of the construction of a concrete apparatus in Bukolt Park Skatepark to be installed by John Pearson and volunteers.

Motion to Glodosky, second by Hall to approve the construction of a concrete apparatus at the skatepark in Bukolt Park as proposed by John Pearson.
Ayes, all; Nays, none; Motion carried.

5. Approval of beverage sales agreement for Stevens Point Parks, Recreation and Forestry Department with Bottling Group, LLC (Pepsi).

Motion by Okonek, second by Przybylski to approve the beverage sales agreement with Bottling Group, LLC (Pepsi).
Ayes, all; Nays, none; Motion carried.

6. Approval of video streaming service contract for K.B. Willett Arena with LiveBarn Inc.

Motion by Okonek, second by Slowinski to approve the video streaming service contract with Live Barn Inc. provided that City staff confirms with Ice Hawks, UWSP and another municipal arena to confirm there hasn't been issues that need to be considered.

Ayes, all; Nays, none; Motion carried.

7. Awarding Bukolt & Koziczkowski Park beach area improvement planning and concept design to Rettler Corporation.

Motion by Glodosky, second by Zarazua to award Bukolt and Koziczkowski Park beach areas improvement planning and concept to Rettler Corporation for the amount of \$3000 each, \$6000 total.

Ayes, all; Nays, none; Motion carried.

8. Approval of 2021 Parks, Recreation and Forestry operational budget

Motion by Okonek, second by Hall to approve the 2021 Parks, Recreation and Forestry operational budget.

Ayes, all; Nays, none; Motion carried.

9. Director's Report

Covid-19

50 person maximum for all organized activities still being enforced

Masks required in Parks, Recreation and Forestry facilities

Covid-19 plan has been developed and implemented for Willet Arena for upcoming season.

Parks

Tuckpointing project for Goerke Stadium is completed

Replacement gazebo for Wells Point Landing has been installed. Paid for from storm damage account from July of 2019 storm

Seasonal staff is being reduced daily with students returning to school

Forestry

Significant watering efforts were underway the last several weeks.

Staff has been working on clearing/trimming stop sign view obstructions

Preparing for fall planting K.B. Willett Arena

Ice will be installed next week

Registstartedration for learn to skate program has

Flooring project to begin in September

10. 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. Consideration of a potential donation of real estate for public park usage that is predicated on a commitment by the City to make certain investments in infrastructure at the site in question, and which will potentially face complications due to implied or constructive easements benefiting adjacent properties.

Motion by Okonek, second by Glodosky to enter closed session at 7:33 pm.

A roll call vote was called.

Ayes: Glodosky, Hall, McDonald, Okonek, Przybylski, Shorr, Slowinshi, Zarazua, Freckmann

Nays: none

11. Adjournment

Motion by Okonek, second by Glodosky to adjourn the meeting in closed session at 8:00 pm.

Ayes, all; Nays, none; Motion carried.

Agenda Notes

3. Approval of Healthy Halloween Scavenger Hunt special event for October 31, 2020 at Iverson, Bukolt and Kozickowski Parks.

New special event request from the Central Wisconsin Children's Museum. The event is set up as a drive up/through event and the organizers have stated they will stay within the person limitations and follow social distancing requirements. No City services are requested aside from a space for the event organizers to stage at each park.

Staff recommendation is to approve the special event request.

4. Approval of K.B. Willett Arena Standard Facility Rental Policy

Early this year the Parks Commission approved the standard rental policies for lodges and the recreation center buildings. The K.B. Willett Arena requires a stand-alone policy due to the frequency and short notice of ice rentals and reservations when refunds are requested. This policy is similar to the other policy but has been edited to reflect the operations for the Willett and account for some reservations being made only days in advance.

Staff recommendation is to approve the policy as written.

5. Approval of Recreation Program Refund Policy.

Many questions have been raised regarding refunds for learn to skate program. Staff examined our current policies and drafted a policy specific to instruction recreation programs. This policy is written to cover the main areas in which refunds may apply for a program offering.

Staff recommendation is to approve the policy as written.

6. Approval of Donald Copps Municipal Pool rental policy.

Same explanation as item #4 above. This policy is specific to the pool facility.

Staff recommendation is to approve as written.

7. Approval of 2021 Fee Schedule.

The fee schedule for 2021 and forecasted schedule through 2024 is within the packet. No increase in fees is proposed for a majority of the schedule except for boat slips. There are some fee revisions proposed for the lodge facilities based on the supply/demand and size of the facilities. The proposed changes are written in red font color and the proposed increases are highlighted in yellow.

Staff recommendation is to approve the 2021 fee schedule as written.



Submitted On 9/24/20

PARKS, RECREATION & FORESTRY SPECIAL EVENT PERMIT

1. Name of Event: Healthy Halloween Scavenger Hunt

Event Date(s): October 31, 2020

Estimated Attendance: 50 Cars

Assembly Location: Iverson, Bukolt,
Koziczowski
Lower Whiting

Dispersal Location: Iverson, Bukolt, Koziczowski, Lower Whiting

Event Starting Time: 10 a.m. ____ p.m.

Ending Time: ____ a.m. 1 p.m.

Set Up Date and Time: Saturday, October 31, 2020 9:00 am

2. Please circle one:

New Event

Returning Event

Return Event w/ Changes

3. Type of Event (Check all that apply and describe: run/walk, concert, festival, picnic, etc.)

☐ Athletic Event: _____

☒ Financial Gain Special Event on Park Property: Scavenger hunt check-in points

☐ Free Public Special Event on Parkland: _____

☐ Private Special Event: _____

☐ Other: _____

4. Name of Sponsoring Organization: Central Wisconsin Children's Museum

Address: 1100 Main St. City: Stevens Point State: WI Zip Code: 54481

Are you a 501 (C-3) non-profit organization? ☒ Yes ☐ No If yes, Tax Exempt No. CES 055689

5. Contact Person: Sandy Williams - Executive Director Email: Sandy@cwchildrensmuseum.org

Address: 1100 Main St. City: Stevens Point State: WI Zip Code: 54481

6. Site plan/Map of the event attached (required)?

☒ Yes ☐ No

(include locations of vendors, tents, portable restrooms, etc.)

7. Please describe the purpose and nature of your event including all planned activities:

(Attach additional sheet if necessary)

See attached sheet

8. Please Check Appropriate Boxes:

	Yes	No		Yes	No
Admission/entry fee	☒	☐	Fireworks	☐	☐
Financial gain activity	☒	☐	Amusement rides/Inflatables	☐	☐
Concession sales	☐	☐	Erection of tents	☐	☐
Beer sales (requires special permit)	☐	☐	Amplification Equipment	☐	☐
Vendor displays/sales	☐	☐	Musical Bands	☐	☐
Electricity needed	☐	☐	Horses/animals	☐	☐
Portable toilets	☐	☐	Boats/snowmobiles/ATVs	☐	☐
Street closure*	☐	☐		☐	☐

*Requires special event permit from City Clerk's office.

9. Are you putting up any tents or inflatables? ☐ Yes ☒ No

If yes, and the structure is larger than 10'x10', you may be required to have a tent inspection, call the Stevens Point Fire Department for more information at 715-344-1833.

10. Will you drive anything into the ground? ☐ Yes ☒ No

If yes, the Parks Department requires a utility locate at the cost of \$25.00.

11. Describe any additional needs from the city (barricades, fencing, garbage cans, etc)?

N/A

12. Fermented Malt Beverage Vendor: _____

Please check the item below which applies to fermented malt beverages for your event.

- ☐ Fermented malt beverages will not be dispensed in any way.
- ☐ Fermented malt beverages will be given free to any person attending the event.
- ☐ Fermented malt beverages will be sold to visitors of the event.
- ☐ All members will bring their own fermented malt beverage for their own consumption.
- ☐ Other, please describe: _____

13. Insurance

Any special event sponsor that is renting the park (making payment to the City of Stevens Point) shall submit a general liability insurance policy certificate with a minimum amount of \$1,000,000.00 of coverage. The insurance policy must list CITY OF STEVENS POINT as an additional insured party.

☐ Attached

☒ Will submit at least thirty (30) business days prior to the event

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all Special Event organizers and participants must comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations.

14. Hold Harmless Indemnification and Defense

The person/group named on this application will be responsible for the conduct of the special event and for the condition of the facility. We will not deny anyone the benefits of, or otherwise subject anyone to discrimination because of race, color, creed, national origin, sexual orientation, handicap or religion.

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF STEVENS POINT, a Wisconsin Municipal Corporation located in the County of Portage, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF STEVENS POINT, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

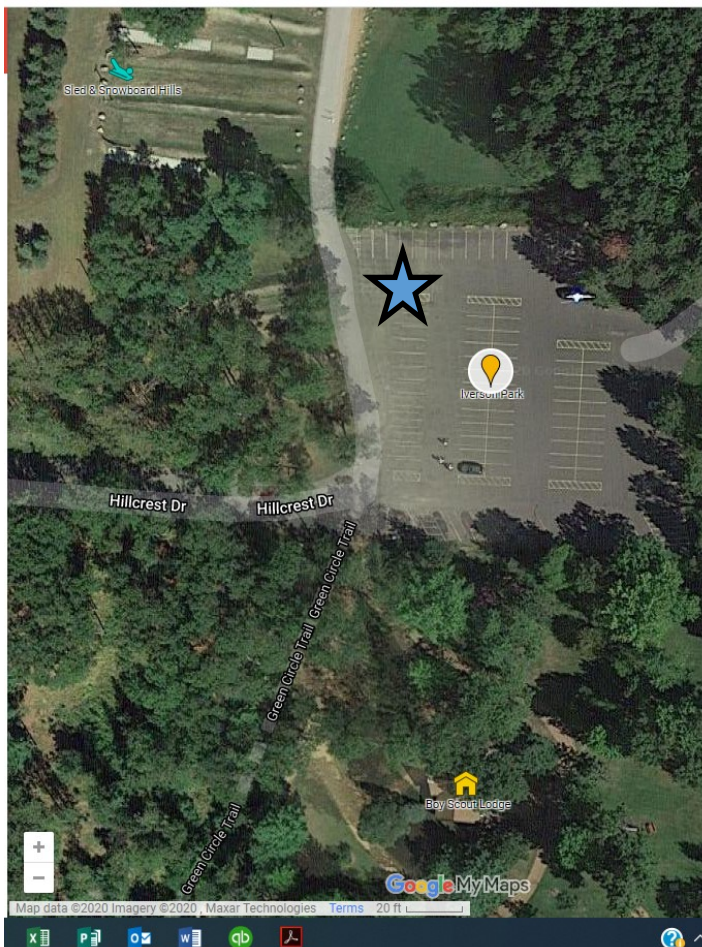
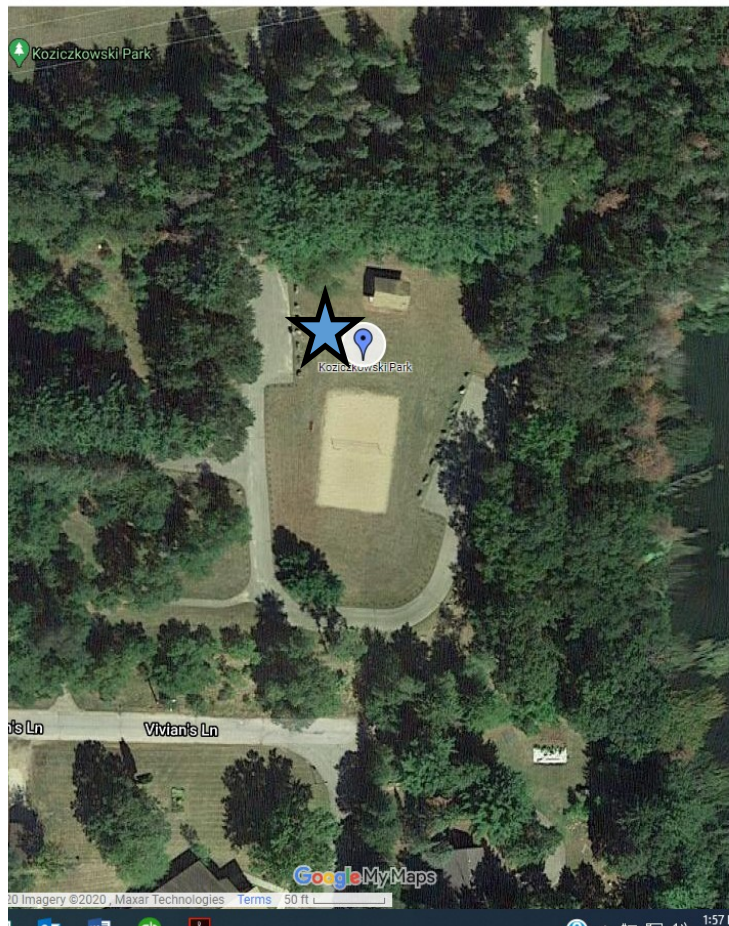
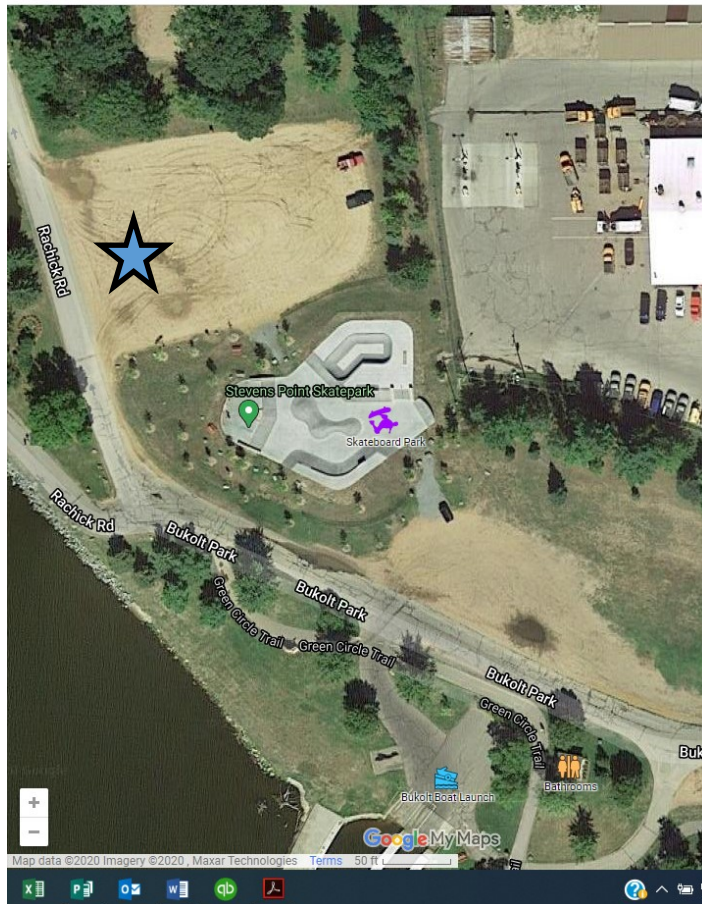
9/24/2020
Date

Sandy Williams, Executive Director
Applicant's Signature

(For office use)

Special Event Approval Signatures: _____ Date: _____

Approval signature name (print): _____ Title: _____



Healthy Halloween Scavenger Hunt is a COVID safe family activity to raise funds for the Central WI Children's Museum. Cars with up to 6 people each will begin the scavenger hunt at assigned sponsor locations throughout the city. In between each main sponsor location, families will drive to smaller check-in/activity points located in various city parks. At these check-in points, participants will “drive thru” to get their passport stamped, a sponsor gift (ex: bike reflector), and directions to their next check-in point.

The park locations include:

- Iverson Park, parking lot at bottom of the hill
- Bukolt Park, gravel parking lot near the skate park
- Kozickowski Park
- Lower Whiting Park

At their last stop, participants will receive a boxed lunch provided by Team Schierl Companies/Subway. They will turn in their completed passport for a chance to win prizes.

Registered cars will be split into groups with each group assigned a different starting location in order to limit the number of cars at each check-in point at one time.



Stevens Point Parks, Recreation and Forestry Policies and Procedures	
Policy #: 1.02	Effective Date: May 1, 2020
Subject: K.B. Willett Arena Standard Rental Policy	
Purpose: To provide efficient operation of K.B. Willett Arena Rentals.	

All rentals/leases/reservations of Stevens Point Parks, Recreation and Forestry (PRF) Willett Arena are subject to the following provisions.

1. Fees and Reservations

- Reservations can be made at any time for the current calendar year
- KB Willett will accept Ice Rentals for nonrecurring Ice users and meeting room users as assigned by the Facility Supervisor.
- All Arena rentals shall be paid in full at the time reservation is made to secure the facility or space for single day rentals. Does not include reoccurring users.
- All Arena rentals that are multiple days/ rental times Shall be invoiced monthly.
- Arena rentals and special event rentals may receive a waiver of this provision of the policy if renter is using locations on reoccurring basis throughout a designated amount of time. PRF and Renter shall mutually agree on payment terms in these instances. (e.g. leagues, multi-day athletic field rentals, multi-day celebration special event, ice time rental, etc.)

2. Fee Waivers

- Fees may be waived for other Stevens Point City Departments, committees, or City of Stevens Point business.
- Fees may be waived for PRF related friends' groups or not-for profit civic minded groups such as Green Circle Trail Committee, and Sculpture Park Committee, or similar groups.
- Fees may be waived for groups or organizations who are meeting to advance purposes or provide a contribution to PRF event, project or program or volunteer groups who are providing labor force for PRF events, projects or programs.
- Director of Parks, Recreation and Forestry (Director) shall determine eligibility of fee waivers. A written request must be submitted to Director with fee waiver request details and the Director shall respond within thirty (30) days in writing with a determination.
 - Appeals of Director's decision may be requested in writing to the Park Commission within ten (10) days of Director's decision.



3. Cancellations

- a. Cancellations may be submitted in person, by phone or in writing through the Willett Office at 1000 Minnesota Ave.
- b. Cancellations made fourteen (14) days or more in advance of rental date shall be eligible for a refund of rental fee paid minus a \$25.00 cancellation fee.
- c. Cancellations made seven (7) to thirteen (13) days in advance shall be eligible for a 50% refund of rental fee paid minus a \$25.00 cancellation fee.
- d. Cancellations made less than seven (7) days in advance of rental date shall not be eligible for a refund. Renter shall only be able to reschedule reservation for a future available date.
- e. Regular user groups with multiple scheduled dates may be excluded to the above fees if deemed appropriate by Facility Supervisor/ Director.
- f. Facility Cancellation of Programming shall be done as deemed necessary by Facility Supervisors and/ or Director.

4. Refunds

- a. All refunds resulting from cancellation by renter shall be charged a \$25.00 cancellation fee.
- b. Refunds shall be issued via check from the City of Stevens Point Treasurer's office. Refunds may take up to thirty (30) days to be issued from request date.
- c. When possible, refunds shall be issued via credit card. Credit card refunds will be susceptible to processing/transaction fees required by the payment vendor in addition to the \$25.00 fee listed above.

5. Security Deposits (if applicable)

- a. Security deposits are required on select facilities
- b. Security deposits shall be set by location and listed on rental contracts.
- c. Security deposits are required to be submitted in cash or check.
- d. Security deposits collected via credit card will be subject to processing/transaction fees required by the payment processor/vendor.
- e. Security deposits are completely separate from payment of the rental fee and are fully refundable if the following criteria are met:
 - Fully adhering to any/all of the rules and regulations
 - There is no damage resulting from your use
 - There is no additional staff-time required after Rental



6. Damage

- a. PRF reserves the right to charge renter for any additional costs (e.g. damage, cleaning, materials, etc.) that are determined to be the fault of the renter or renter's agent and/or guests. Any additional costs are due within thirty (30) days of invoice.

7. Additional Fees

- a. Key replacement fees are charged at a flat \$100.00 per rental key when keys are not timely returned, lost or damaged. Additional fees could apply if locks require changing from key loss.

8. Keys

- a. Renter shall obtain key(s) to rental facility at the Willett office located at 1000 Minnesota Ave.
- b. Key(s) may be picked up during regular business days and hours of Monday – Friday, 7:30 am – 4:00 pm.
- c. Key(s) shall be issued no more than two (2) business days before the reserved date. If two (2) business days prior to reserved start time fall outside of the business hours stated above, keys may be obtained on the final business day in which they are available for pickup prior to rental date from the Willett office.
- d. Key(s) must be returned to the Willett Arena within two (2) business days after the rental has ended.
- e. If key(s) are not timely returned, lost, damaged or stolen, renter shall pay for the replacement of the key(s) and any costs associated with lock replacements.
- f. Key deposit is \$50.00 per rental.
 - i. If a facility deposit is greater than \$50.00; no additional key deposit is required/collected.

9. Smoking

- a. Smoking is not allowed in any City facility. Smoking is permitted on the grounds outside of any City facility. Smoking waste shall be discarded appropriately.

10. Cleanup

- a. All tape, decorations, signs, etc. must be removed and disposed of.
- b. All lights must be turned off after event.
- c. Renters shall wipe down tables, chairs, counters sinks and other surfaces.
- d. Renters shall leave facility after rental in the same condition they started rental in.

11. Facility Tours

Park Commission Approved:
Council Approved:



- a. Tours may be completed during regular business hours to inspect a facility being considered for rent Monday – Friday from 7:30 am – 4:00 pm. Tours may be scheduled by appointment only.

12. Alcohol

- a. Specific Alcohol Provisions are outlines in Signed User Contracts per user group.
- b. Alcohol may not be sold without proper permit and licensure from the City Clerk's office and Stevens Point PRF Department.
- c. All local, state and federal laws for alcohol serving, consumption and possession apply for all reservations.

13. Skate Sharpening

- A. Skates dropped of at Arena for Sharpening will be completed within a 24 hours of original drop off time.
- B. No phone call will be made when skates are complete.
- C. Payment for skates will be done upon completion of sharpening and will need to be paid in full when the skates are picked up.
- D. The Arena will not be responsible for nor store sharpened skates not picked up 6 months after the original documented drop off date.

14. Lost and Found

- a. Lost and found items will be placed in the lost and found bin in the skate shop of the arena.
- b. The Arena will not be responsible for Lost and Found items not picked up by owner.



Stevens Point Parks, Recreation and Forestry Policies and Procedures	
Policy #: 1.02	Effective Date: -----
Subject: Recreation Program Refund Policy	
Purpose: To provide efficient operation of recreation program operations	

All recreation programs of Stevens Point Parks, Recreation and Forestry Department are subject to the following provisions. Additional program specific terms and conditions are found within each activity registration form and agreement.

1. Refunds

- a) A full refund shall be granted for any instructional program cancelled by the City
- b) A full refund shall be granted if an instructional program time, date or location is changed by the City and the participant is unable to attend because of the change.
- c) A full refund less a \$10.00 processing fee shall be granted for any instructional program if the participant requests a refund prior to the third meeting of the program.
 - a. If a program meets less than four (4) times, refund request must be received prior to the first meeting of the program
 - b. The processing fee will be waived if refund amount is credited to the individual or family account, as applicable, in the CivicRec Registration Software Program. User credit request must be requested prior to the third meeting of the program.
 - c. Credit card refunds shall only include the amount of the program fee. No credit card processing fees are refundable. No additional credit card processing fees will be assessed to refund requests.
- d) Annual passes and punch cards are not refundable
- e) Daily admission fees and punch pass use are not refundable for any reason, including due to inclement weather.



Stevens Point Parks, Recreation and Forestry Policies and Procedures	
Policy #: 1.03	Effective Date: May 1, 2020
Subject: Donald Copps Municipal Pool Rental Policy	
Purpose: To provide efficient operation of Donald Copps Municipal Pool Rentals.	

All rentals/leases/reservations of Stevens Point Parks, Recreation and Forestry (PRF) municipal pool spaces are subject to the following provisions.

1. Fees and Reservations

- Donald Copps will start accepting rental requests will start on May 1st
- All Pool rentals shall be paid in full at time reservation is made to secure the facility or space for single day rentals. Does not include reoccurring users.
- Pool rentals and special event rentals may receive a waiver of this provision of the policy if renter is using locations on reoccurring basis throughout a designated amount of time. PRF and Renter shall mutually agree on payment terms in these instances. (e.g. leagues, multi-day athletic field rentals, multi-day celebration special event, ice time rental, etc.)
- A notice of 5 days is required prior to the scheduled date of the pool rental.

2. Fee Waivers

- Fees may be waived for other Stevens Point City Departments, committees, or City of Stevens Point business.
- Fees may be waived for PRF related friends' groups or not-for profit civic minded groups such as Green Circle Trail Committee, Sculpture Park Committee, or similar group.
- Fees may be waived for groups or organizations who are meeting to advance purposes or provide a contribution to PRF event, project or program or volunteer groups who are providing labor force for PRF events, projects or programs.
- Director of Parks, Recreation and Forestry (Director) shall determine eligibility of fee waivers. A written request must be submitted to Director with fee waiver request details and the Director shall respond within thirty (30) days in writing with a determination.
 - Appeals of Director's decision may be requested in writing to the Park Commission within ten (10) days of Director's decision.

3. Cancellations



- a. Cancellations may be submitted in person, by phone or in writing through the Willett Office at 1000 Minnesota Ave.
- b. Cancellations made fourteen (14) days or more in advance of rental date shall be eligible for a refund of rental fee paid minus a \$25.00 cancellation fee.
- c. Cancellations made seven (7) to thirteen (13) days in advance shall be eligible for a 50% refund of rental fee paid minus a \$25.00 cancellation fee.
- d. Cancellations made less than seven (7) days in advance of rental date shall not be eligible for a refund. Renter shall only be able to reschedule reservation for a future available date.
- e. Pool Rentals may be canceled due to weather related circumstances and will not be subject to the cancellation fees, but renter may reschedule to another open date during the current season.
- f. If a party is canceled due to weather no refund would be given, party can be rescheduled.
- g. Regular user groups with multiple scheduled dates may be excluded to the above fees if deemed appropriate by Facility Supervisor/ Director.
- h. Facility Cancellation of Programming shall be done as deemed necessary by Facility Supervisors and/ or Parks Director.

4. Refunds

- a. All refunds resulting from cancellation by renter shall be charged a \$25.00 cancellation fee.
- b. Refunds shall be issued via check from the City of Stevens Point Treasurer's office. Refunds may take up to thirty (30) days to be issued from request date.
- c. When possible, refunds shall be issued via credit card. Credit card refunds will be susceptible to processing/transaction fees required by the payment vendor in addition to the \$25.00 fee listed above.

5. Security Deposits (if applicable)

- a. Security deposits are required on select facilities
- b. Security deposits shall be set by location and listed on rental contracts.
- c. Security deposits are required to be submitted in cash or check.
- d. Security deposits collected via credit card will be subject to processing/transaction fees required by the payment processor/vendor.
- e. Security deposits are completely separate from payment of the rental fee and are fully refundable if the following criteria are met:
 - Fully adhering to any/all of the rules and regulations
 - There is no damage resulting from your use
 - There is no additional staff-time required after Rental



6. Damage

- a. PRF reserves the right to charge renter for any additional costs (e.g. damage, cleaning, materials, etc.) that are determined to be the fault of the renter or renter's agent and/or guests. Any additional costs are due within thirty (30) days of invoice.

7. Smoking

- a. Smoking is not allowed in any City facility. Smoking is permitted on the grounds outside of any City facility. Smoking waste shall be discarded appropriately.

8. Cleanup

- a. All tape, decorations, signs, etc. must be removed and disposed of.
- b. All lights must be turned off after event.
- c. Renters shall wipe down tables, chairs, counters sinks and other surfaces.
- d. Renters shall leave facility after rental in the same condition they started rental in.
- e. All refuse must be put into designated garbage or recycling bins at facility.
- f. All garbage, debris, supplies, etc. must be picked up outside and near buildings and emptied into refuse containers.

9. Alcohol

- a. No alcohol possession or consumption shall be allowed at the Donald Municipal Pool.

10. Lost and Found

- a. Lost and found items will be placed in the lost and found bin table in the lobby of the Donald Copps Pool.
- b. The Pool will not be responsible for Lost and Found items not picked up by owner.

11. Music

- a. No music allowed during pool rentals

12. Glass

- a. No Glass of any type is allowed in pool facility

13. Food and Beverage

- a. All Food and Beverages must be kept in designated concessions/ eating areas.

Current Parks, Rec & Forestry Price Struture

	CURRENT	PROPOSED	PROPOSED	PROPOSED	PROPOSED
PROGRAM	2020 Prices	2021 Prices	2022 Prices	2023 Prices	2024 Prices
-----	-----	-----	-----	-----	-----
Proposed % increase		0%		0%	
K.B. WILLETT ARENA					
Public Skating Weekday: Tues & Thurs / Sat & Sun	\$ 3.00	\$ 3.50	\$ 3.75	\$ 3.75	\$ 4.00
Public Skating: Weekend	\$ 3.50	\$ 4.00	\$ 4.25	\$ 4.25	\$ 4.50
Open Freestyle	\$ 15.00	\$ 15.00	\$ 15.25	\$ 15.25	\$ 15.50
Open Hockey	\$ 15.00	\$ 15.00	\$ 15.25	\$ 15.25	\$ 15.50
Individual Pass	\$ 120.00	\$ 120.00	\$ 122.50	\$ 122.50	\$ 125.00
Family Pass	\$ 170.00	\$ 170.00	\$ 172.50	\$ 172.50	\$ 175.00
10 Use Fee	\$ 35.00	\$ 35.00	\$ 36.00	\$ 36.00	\$ 37.00
Non-Resident Program Fee	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
Tot 1-3	\$ 48.50	\$ 48.50	\$ 48.75	\$ 48.75	\$ 49.00
Pre Alpha	\$ 51.00	\$ 51.00	\$ 51.25	\$ 51.25	\$ 51.50
Alpha	\$ 51.00	\$ 51.00	\$ 51.25	\$ 51.25	\$ 51.50
Beta	\$ 54.50	\$ 54.50	\$ 54.75	\$ 54.75	\$ 55.00
Gamma	\$ 54.50	\$ 54.50	\$ 54.75	\$ 54.75	\$ 55.00
Delta	\$ 54.50	\$ 54.50	\$ 54.75	\$ 54.75	\$ 55.00
Freestyle 1-4	\$ 54.50	\$ 54.50	\$ 54.75	\$ 54.75	\$ 55.00
Adult	\$ 54.50	\$ 54.50	\$ 54.75	\$ 54.75	\$ 55.00
Artistic/Power/Moves	\$ 92.00	\$ 92.00	\$ 92.25	\$ 92.25	\$ 92.50
Stars on Ice I & II	\$ 79.50	\$ 79.50	\$ 79.75	\$ 79.75	\$ 80.00
Open Freestyle Less	\$ 139.00	\$ 139.00	\$ 139.25	\$ 139.25	\$ 139.50
Skate Rental	\$ 4.00	\$ 4.00	\$ 4.25	\$ 4.25	\$ 4.50
Ice Rental	\$ 165.00	\$ 165.00	\$ 170.00	\$ 170.00	\$ 175.00
No Prep Ice Fee	\$ 70.00	\$ 70.00	\$ 72.50	\$ 72.50	\$ 75.00
Arena Exhibition Fee	\$ 800.00	\$ 800.00	\$ 805.00	\$ 805.00	\$ 810.00
Summer Ice Rate (per hour)	\$ 180.00	\$ 180.00	\$ 185.00	\$ 185.00	\$ 190.00
Game Rate UWSP	\$ 1,075.00	\$ 1,075.00	\$ 1,080.00	\$ 1,080.00	\$ 1,085.00
Game Rate SPASH Boys	\$ 745.00	\$ 745.00	\$ 750.00	\$ 750.00	\$ 755.00
Game Rate JR B Teams	\$ 700.00	\$ 700.00	\$ 705.00	\$ 705.00	\$ 710.00
Game Rate High School Girls	\$ 525.00	\$ 525.00	\$ 530.00	\$ 530.00	\$ 535.00
Willett Large Meeting Room (per hour)		\$ 20.00	\$ 20.25	\$ 20.25	\$ 20.50
Willett Small Meeting Room (per hour)		\$ 15.00	\$ 15.25	\$ 15.25	\$ 15.50

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** Game rate includes ice rental fee and cleanup costs					
COPPS SWIMMING POOL					
Ages 0 - 3	free	free	free	free	
Ages 4 - adult	\$ 3.00	\$ 3.00	\$ 3.25	\$ 3.25	\$ 3.50
Individual Pass	\$ 75.00	\$ 75.00	\$ 77.00	\$ 77.00	\$ 79.00
	Approved	PROPOSED	PROPOSED	PROPOSED	PROPOSED
PROGRAM	2020 Prices	2021 Prices	2022 Prices	2023 Prices	2024 Prices
COPPS SWIMMING POOL					
Individual Pass	\$ 100.00	\$ 100.00	\$ 105.00	\$ 105.00	\$ 107.00
Family Pass	\$ 110.00	\$ 110.00	\$ 115.00	\$ 115.00	\$ 120.00
Family Pass	\$ 135.00	\$ 135.00	\$ 140.00	\$ 140.00	\$ 145.00
1-50 Rental	\$ 90.00	\$ 90.00	\$ 95.00	\$ 95.00	\$ 100.00
51-100 Rental	\$ 105.00	\$ 105.00	\$ 110.00	\$ 110.00	\$ 115.00
101-500 Rental	\$ 120.00	\$ 120.00	\$ 125.00	\$ 125.00	\$ 130.00
WINTER RECREATION					
Outdoor Skating					
Lodge Rental >50	\$ 160.00	\$ 160.00	\$ 165.00	\$ 165.00	\$ 170.00
Lodge Rental 51-100	\$ 180.00	\$ 180.00	\$ 185.00	\$ 185.00	\$ 190.00
Lodge Rental 101>	\$ 200.00	\$ 200.00	\$ 205.00	\$ 205.00	\$ 210.00
Toboggan Rental (per hour)	\$ 10.00	\$ 10.00	\$ 10.25	\$ 10.25	\$ 10.50
East Room of Lodge Rental(2 hours)		\$ 100.00	\$ 105.00	\$ 105.00	\$ 110.00
FOOTBALL/TRACK RENTAL					
Football-UWSP *	\$ 925.00	\$ 925.00	\$ 930.00	\$ 930.00	\$ 935.00
Football-High School *	\$ 925.00	\$ 925.00	\$ 930.00	\$ 930.00	\$ 935.00
Football-Jr. High, Spoh, JV, 7th & 8th Grade	\$ 400.00	\$ 400.00	\$ 405.00	\$ 405.00	\$ 410.00
Football-State/Conf. **	\$ 1,500.00	\$ 1,500.00	\$ 1,505.00	\$ 1,505.00	\$ 1,510.00
Football - West Willett FB Field		\$ 80.00	\$ 85.00	\$ 85.00	\$ 90.00
Soccer: Varsity/JV & Lacross(locker rooms,staff person)	\$ 900.00	\$ 900.00	\$ 905.00	\$ 905.00	\$ 910.00

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Soccer: Varsity/JV & Lacross(only field &scoreboard)	\$ 475.00	\$ 475.00	\$ 480.00	\$ 480.00	\$ 485.00
Lighting	\$ 250.00	\$ 250.00	\$ 255.00	\$ 255.00	\$ 260.00
Track Practice Fee	\$ 250.00	\$ 250.00	\$ 255.00	\$ 255.00	\$ 260.00
Track Team Meet Fee ***	\$ 50.00	\$ 50.00	\$ 55.00	\$ 55.00	\$ 60.00
Track State/Conf	\$ 475.00	\$ 475.00	\$ 480.00	\$ 480.00	\$ 485.00
Stadium rental (per hour) (Max \$600.00/day, no staff, setup, prep)	\$ 120.00	\$ 120.00	\$ 125.00	\$ 125.00	\$ 130.00
Practice rental for contributors (per hour)	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00
* Add .05/student to Football Fee & \$1/ paid admission stadium fee					
** plus additional site prep costs to prepare stadium/field					
*** Track meet fee is per team plus staff costs					
BASEBALL/SOFTBALL					
Bukolt/Mon-Fri	\$ 110.00	\$ 110.00	\$ 115.00	\$ 115.00	\$ 115.00
Sat-Sun & After hrs	\$110.00	\$110.00			
Iverson/Mon-Fri	\$ 80.00	\$ 80.00	\$ 85.00	\$ 85.00	\$ 85.00
Sat-Sun & After hrs	\$80.00	\$80.00			
Morton		\$ 80.00	\$ 85.00	\$ 85.00	\$ 85.00
Mead		\$ 80.00	\$ 85.00	\$ 85.00	\$ 85.00
Goerke North (infields, outfields, no o/f fence)		\$ 80.00	\$ 85.00	\$ 85.00	\$ 85.00
Goerke South (infields, outfields, no o/f fence)		\$ 80.00	\$ 85.00	\$ 85.00	\$ 85.00
Zenoff (Game Rate)	\$ 200.00	\$ 200.00	\$ 205.00	\$ 205.00	\$ 205.00
Zenoff (Tournament Rate)	\$ 500.00	\$ 500.00	\$ 505.00	\$ 505.00	\$ 505.00
Lights	\$ 80.00	\$ 80.00	\$ 85.00	\$ 85.00	\$ 85.00
Athletic Green Space Fee (no prep, use of outfield/field)		\$ 20.00	\$ 25.00	\$ 25.00	\$ 25.00
Drying materials*	\$20.00	\$20.00			
* Drying materials is based on our cost					
Drying agent, field materials					
# SPSA,SPYBA,SPYGSA,Legion use the diamonds at no charge					
## Add staff costs to Sat. & Sun rental fees					
RECREATION MISC.					
Boat Slip Rental	\$ 600.00	\$ 650.00	\$ 675.00	\$ 700.00	\$ 725.00
Boat Slip Rental	\$ 700.00	\$ 750.00	\$ 775.00	\$ 800.00	\$ 825.00
Covered Slip	\$ 130.00	\$ 150.00	\$ 155.00	\$ 160.00	\$ 165.00
Non-Resident Fee	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00

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Gym Rental (2 hour)	\$50.00	\$50.00			
Gym Rental (all day)	\$110.00	\$110.00			
Gym Rental (per hour)		\$ 25.00	\$ 26.00	\$ 26.00	\$ 27.00
Lodge Rental - Pfiffner Building		\$ 250.00	\$ 255.00	\$ 255.00	\$ 260.00
Lodge Rental-Bukolt Lodge	\$ 225.00	\$ 235.00	\$ 240.00	\$ 240.00	\$ 245.00
Lodge Rental-All-Purpose Lodge	\$ 225.00	\$ 235.00	\$ 240.00	\$ 240.00	\$ 245.00
Lodge Rental-Boy Scout	\$ 195.00	\$ 195.00	\$ 200.00	\$ 200.00	\$ 205.00
Lodge Rental-Girl Sct	\$ 185.00	\$ 85.00	\$ 90.00	\$ 90.00	\$ 95.00
REC Room Rental (2 hour)	\$35.00	\$35.00			
REC Room Rental (all day)	\$80.00	\$80.00			
REC Center Meeting Room (per hour)		\$ 20.00	\$ 21.00	\$ 21.00	\$ 22.00
Bandshell and Lawn Rental	\$ 500.00	\$ 250.00	\$ 255.00	\$ 255.00	\$ 260.00
Pfiffner Lawn in front of Bandshell		\$ 100.00	\$ 105.00	\$ 105.00	\$ 110.00
Electric Pedestals along Crosby and River		\$ 100.00	\$ 105.00	\$ 105.00	\$ 110.00
*Picnic table rental (max 20 tables)	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Mobile Concession per month	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00

Director's Report October 2020

Parks

- Logs for Bukolt Park entrance are up. Huge kudos to Steve McKay, Joel Rutkowski, Scott Halvorsen and several other members of the Parks Department who found the logs, prepared them and completed this project.
- Starting to perform winterizing/blow outs of irrigation lines
- Park restrooms will close after the October 11
- The Green Circle Trail in Bukolt Park is scheduled for install any day, will be completed in early October.

Forestry

- Fall planting is about to begin. Approximately 100 trees being planted
- Have been performing playground inspections and replacing playground parts. Several slides required replacement this fall. KASH rubber surfacing has required significant patching this year.
- Will be performing some Oak Wilt trenching this month

K.B. Willett Arena

- Opened to the public under modified Covid procedures at the end of September
- 142 participants enrolled for Learn to Skate this fall. Up about 20 from last year
- Offering registration for an adult and college hockey intramural league. Both leagues scheduled to begin in October 2, 2020