REGULAR MEETING
Board of Park Commissioners
May 6, 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: 825 0193 5677 - Password: 029262

AGENDA

Discussion and Possible Action on:

1. Roll Call
2. Approval of March 4, 2020 minutes
3. Lease agreements with Golden Sands Resource Conservation & Development Council, Inc. for garden sites located at 300 Franklin Street and on the corner of West Cornell and West Whitney streets (Mead Park).
4. Emerson Park Concept Plan Design
5. Bench request for Bukolt Park by Prime Water Anglers
6. Election of Officers (Chairperson and Vice Chairperson).
7. Maintenance Agreement with North Central Conservancy Trust for property parcels adjacent Bukolt Park.
8. Director's Report

Meeting Rider
Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, TDD # 346-1556 or by mail at 1515 Strongs Ave., Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00p.m.

SPECIAL NOTICE

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

MEETING MINUTES
BOARD OF PARK COMMISSIONERS
March 4, 2020 AT 6:30 P.M.
POLICE DEPARTMENT COMMUNITY ROOM
933 MICHIGAN AVENUE

1. Roll Call

2. Approval of the February 5, 2020 Minutes

3. Special Event Request for Stevens Point Pride event at Pfiffner Pioneer Park on June 19, 2020

4. Discussion on Pfiffner Pioneer Park irrigation project and Donald Copps Municipal Pool Project Bids.

5. Reallocation of Parks, Recreation and Forestry Department capital funds for capital projects.

6. Pfiffner Pioneer Park irrigation project bids.

7. Donald Copps Municipal Pool filter replacement project bids.

8. Discussion on alcohol ordinance for Goerke Park

9. Discussion on Bukolt and Iverson Park Beach Houses, Iverson Park office building and Iverson Park storage building.

10. Presentation by City Forester, Todd Ernster, on Forestry operations.

11. Director's report

12. Adjournment

1. Roll Call

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

Excused: Sorenson

Also Present: Director Dan Kremer, Todd Ernster, Kate Gullickson, Noah Schulze, Nathan Loeffler, Katie Bechard, Bret Hilliard, Joshua Steward, Zach Nelson

2. Approval of the February 5, 2020 Minutes

Motion by Okonek, seconded by Slowinski to approve the February 5, 2020 Minutes.

Ayes all; Nays none; Motion carried.

3. Special Event Request for Stevens Point Pride event at Pfiffner Pioneer Park on June 19, 2020

Motion by Slowininski, seconded by Hall to approve the Stevens Point Pride special event at Pfiffner Pioneer Park on June 19, 2020

Ayes all; Nays none; Motion carried.

4. Discussion on Pfiffner Pioneer Park irrigation project and Donald Copps Municipal Pool Project Bids.

Two capital fund projects, Pfiffner Pioneer Park irrigation project and Donald Copps Municipal Pool Project, came in over budget. Staff recommends approving the reallocation of Park Department fleet funds to cover the funding gap allowing for bids to be awarded for each project.

5. Reallocation of Parks, Recreation and Forestry Department capital funds for capital projects.

Motion by Okonek, seconded by Hall to approve reallocation of Parks, Recreation and Forestry Department capital fleet funds in the amount of $46,865.80 for Pfiffner Pioneer Park irrigation project and Donald Copps Municipal Pool project.

Ayes all; Nays none; Motion carried.

6. Pfiffner Pioneer Park irrigation project bids.

Motion by Okonek, seconded by Slowinski to award the Pfiffner Pioneer Park irrigation project bid to Schulfer's in the amount of $67,900.

Ayes all; Nays none; Motion carried.

7. Donald Copps Municipal Pool filter replacement project bids.

Motion by Kirsch, seconded by Okonek to award the Donald Copps Municipal Pool filter replacement project bid to Badger Swimpools Inc. in the amount of $147,465.

Ayes all; Nays none; Motion carried.

8. Discussion on alcohol ordinance for Goerke Park

Director Kremer reviewed the current ordinance, 24.04 DRINKING IN GOERKE MEMORIAL PARK and presented a potential expansion to allow alcohol consumption and sales in Goerke Park, including the areas of K.B. Willett Arena, Football Stadium, and parking lot areas. Director Kremer requested direction from the Board of Park Commissioners on possible revisions. Parks staff will research options and return with potential policy changes at a future date.

9. Discussion on Bukolt and Iverson Park Beach Houses, Iverson Park office building and Iverson Park storage building.

Motion by Slowinski, seconded by Okonek to draft an request for proposal to find another vendor to lease the facilities and provide services similar to Nature Treks, LLC.

Ayes all; Nays none; Motion carried.

10. Presentation by City Forester, Todd Ernster, on Forestry operations.

City Forester Todd Ernster gave an overview of the Forestry Department personnel and their job duties. Ernster presented on the new GIS software that inventories all of the trees under the care of the Forestry Department. The tree inventory will be available to the public via the city website in the coming months.

11. Director's report

K.B. Willett Arena, Goerke Stadium, Pool

- Kate/Gregg have been working on interviewing and hiring for lifeguards and summer staff
- City will be partnering with the YMCA to offer a movie at the pool this summer for the first time

Parks

- In the final days of Winter Sports Area at Iverson Park and outdoor ice rink resurfacing. Updates will be posted as the weather continues to warm.
- Staff is working on getting quotes for roof replacement for Iverson Park beach house
- Crew continues to work on the Bukolt Park wood entrance log. Hoping to mount on the posts before summer

Forestry

- Presentation by Todd Ernster

Riverfront Rendezvous

- New items this year will include fresh lemonade stand, inflatable slides and obstacles course, a cornhole tournament and an obstacle course organized by the Stevens Point Fire Department.

Administration

- Joel Rutkowski began his Park Technician duties on February 17.
- Anne has been leading the charge with online reservation and registration software. Still on track for having this system ready for the public by Summer

12. Adjournment

Motion by Okonek, seconded by Hall to adjorn the meeting at 7:49pm

Ayes all; Nays none; Motion carried.

Lease Agreement
For
Stevens Point Area Neighborhood Garden Site at
Franklin Street

This lease is between The City of Stevens Point, the owner of property parcel #281240830401324 at 300 Franklin Street and the lessee: Golden Sands Resource Conservation & Development Council, Inc.

The duration of the lease shall be from June 1, 2020 to September 30, 2023 and will be renewed every three (3) years by March 31, unless one of the two parties does not approve. There shall be no charge for use of the land for the purpose specified herein.

The lease is for use of land for the purpose of operating an existing neighborhood garden. The garden shall be located on the lot owned by Property Owner. The Property owner may provide access to and reasonable use of water.

Features may be added to the garden by the lessee such as compost bins, a sign, etc.

Signing of this agreement constitutes acceptance of the above terms and conditions.

_____ _____
City of Stevens Point Date

_____
Printed Name and Title

_____ _____
Golden Sands RC&D Council, Inc. Date
Joshua Benes, Executive Director

Lease Agreement
For
Stevens Point Area Neighborhood Garden Site at
Cornell & West Whitney Avenue

This lease is between The City of Stevens Point Parks Department, the owner of property parcel #281240831101201 located at West Cornell and West Whitney, and the lessee: Golden Sands Resource Conservation & Development Council, Inc.

The duration of the lease shall be from June 1, 2020 to September 30, 2023. There shall be no charge for use of the land for the purpose specified herein.

The lease is for use of land for the purpose of operating an existing neighborhood garden. The garden shall be located on the lot owned by Property Owner. The Property owner may provide access to and reasonable use of water.

Features may be added to the garden by the lessee such as compost bins, a sign, etc.

Signing of this agreement constitutes acceptance of the above terms and conditions.

_____ _____
City of Stevens Point Date

_____
Printed Name and Title

_____ _____
Golden Sands RC&D Council, Inc. Date
Joshua Benes, Executive Director

KEYNOTES

1. PLAYGROUND AREA (~8,000 SF WITH NEW EQUIPMENT AND WOOD FIBER SURFACE) (INCLUDING AN ADA COMPLIANT SWING & TODDLER/PARENT SWING)
2. PLAYGROUND PERIMETER WALK (CONCRETE SURFACE, 3' WIDTH)
3. SEATING AREA WITH BENCH
4. CENTRAL WALK (8-FT WIDE, CONCRETE)
5. BALL FIELD BACKSTOP
6. PERIMETER LANDSCAPING
7. COMBINATION PICKLEBALL/TENNIS /BASKETBALL COURT W/ 10' H VINYL COATED CHAIN LINK FENCING AND 4' WIDE GATE
8. PARK LIGHTING (TYP.)
9. SHELTER (1,000 SF) WITH SINGLE RESTROOM & DRINKING FOUNTAIN
10. SHADE / PICNIC AREA (MAINTAIN EXISTING TREES)
11. HARD SURFACE ARTISTIC AREA (15'x60')
12. OPEN GREEN SPACE FOR ACTIVITIES (ICE SKATING TRAIL CAN BE CREATED IN WINTER)
13. PARK-WIDE TURF IMPROVEMENTS (OVER SEED, FERTILIZE, MULCH, AND FINE GRADING IF NECESSARY)
14. MAINTAIN EXISTING GARDEN SPACE
15. CONCRETE CORNHOLE/BEAN BAG TOSS FEATURE
16. BIKE RACKS
17. ADA ACCESSIBLE PARKING SPACES
18. DRINKING FOUNTAIN

CITY OF STEVENS POINT

EMERSON PARK MASTER PLAN ▪ PREFERRED CONCEPT

ELLIS STREET ▪ STEVENS POINT, WI 54481

N

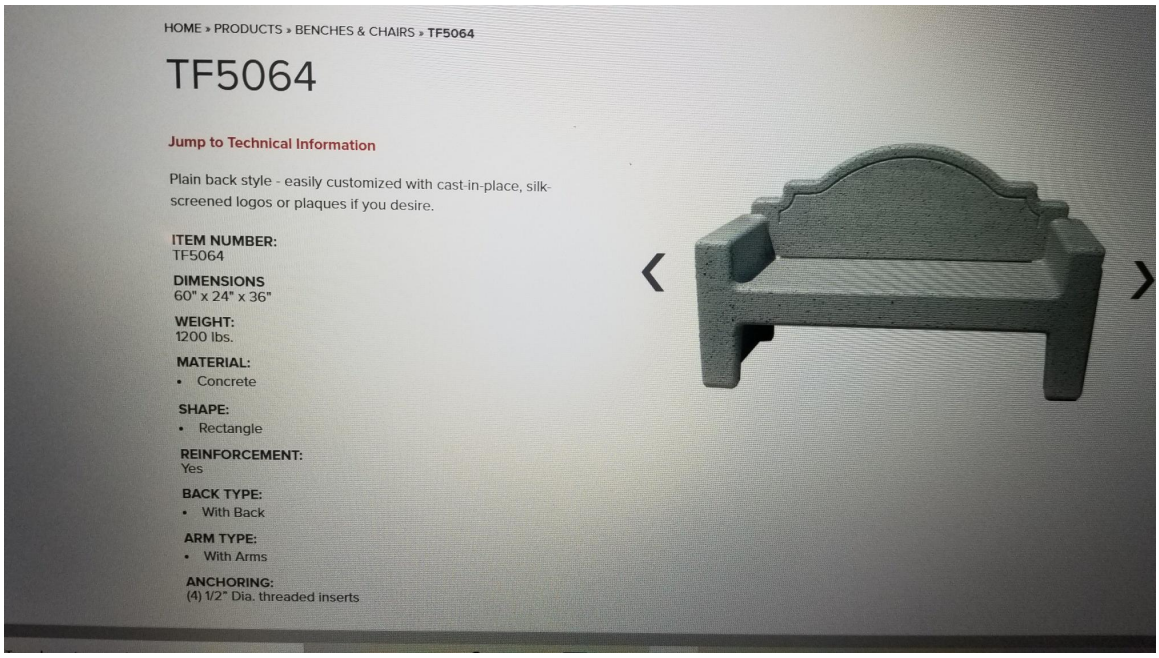
0' 20' 40' 60'

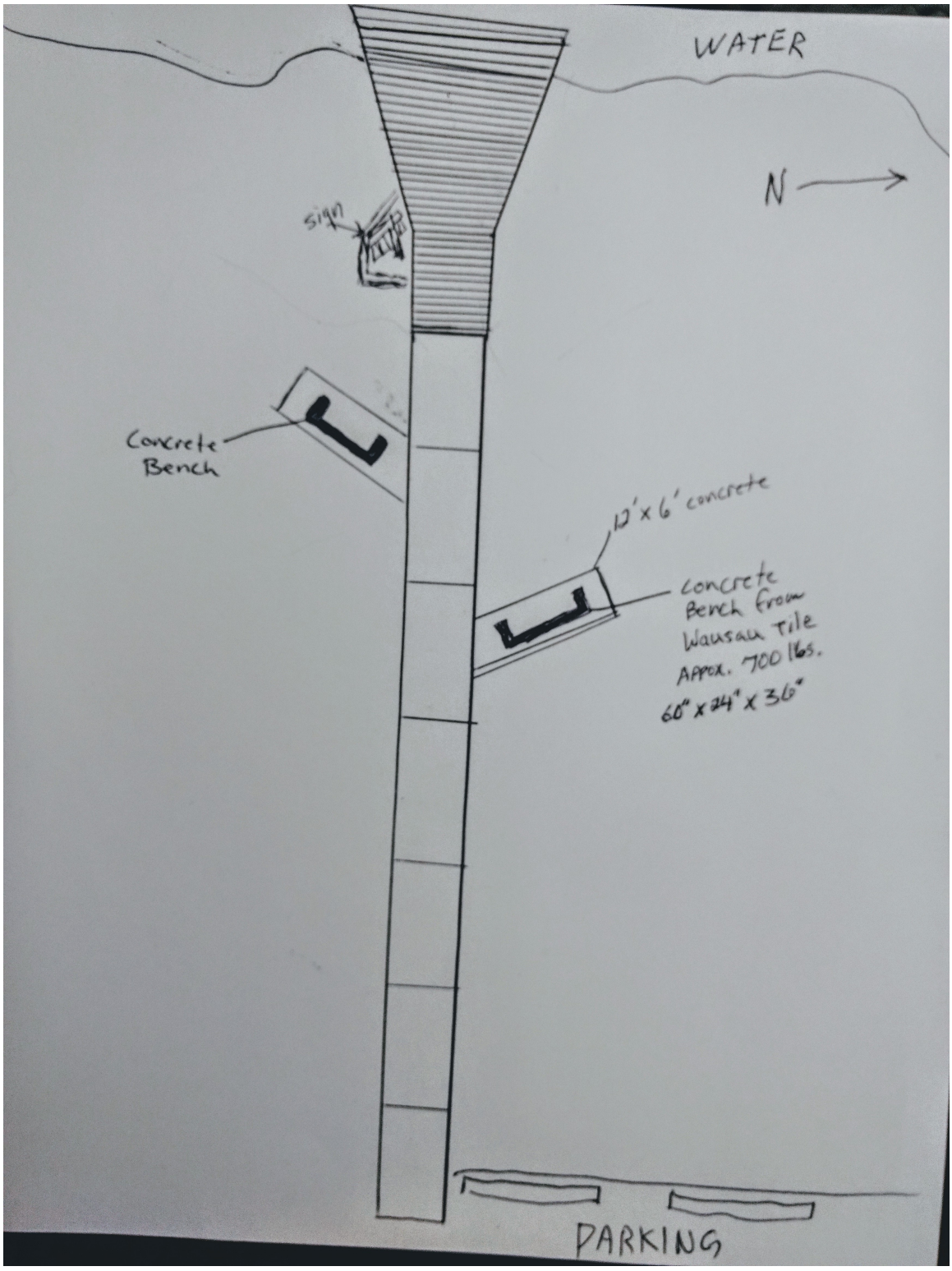
RETTLER CORP. PROJECT # ▪ 19.000

DATE ▪ 03.23.20

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


HOME » PRODUCTS » BENCHES & CHAIRS » TF5064
TF5064
Jump to Technical Information
Plain back style - easily customized with cast-in-place, silk-screened logos or plaques if you desire.
ITEM NUMBER:
TF5064
DIMENSIONS
60" x 24" x 36"
WEIGHT:
1200 lbs.
MATERIAL:
• Concrete
SHAPE:
• Rectangle
REINFORCEMENT:
Yes
BACK TYPE:
• With Back
ARM TYPE:
• With Arms
ANCHORING:
(4) 1/2" Dia. threaded inserts


WATER
N
sign
Concrete Bench
10' x 6' concrete
concrete Bench from Wausau Tile
Approx. 700 lbs.
60" x 24" x 36"
PARKING

PROPERTY MAINTENANCE AGREEMENT

This maintenance agreement is made on this _____ day of May, 2020, by and between the CITY OF STEVENS POINT, a Wisconsin Municipal Corporation located in Portage County, with its offices at 1515 Strongs Avenue, Stevens Point, WI, 54481 (the "City") and the NORTH CENTRAL CONSERVANCY TRUST, Inc., a non-profit corporation located in Portage County, with its offices located at 301 West Cedar Street, Stevens Point, WI 54481 ("NCCT"). Collectively these entities will be referred to as the "Parties".

RECITALS

WHEREAS, The NCCT owns land LOT 2 CSM#11286-52-116 BEING PART SWNE S30 T24 R08 - 03.17 5.15A 431370 685290 845536 856141 856737 and GOV LOT 1; EX N12RDS OF E9RDS; EX W282.28' OF S50' OF E528'; EX CSM 50/89; EXC PARTS ANNXD TO CITY S30 T24 R8 41.90A M/L 822808 856737 (INCL ISLAND) (the "Parcels") which are adjacent to Bukolt Park and listed within the City of Stevens Point Riverfront Plan;

WHEREAS, the NCCT and City entered into a grant agreement dated 10/29/2019 in which the City provided grant funding for the purchase of the parcels listed above (the "Grant");

WHEREAS, the Parties desire to improve the maintenance and operations of the parcels listed above

WHEREAS, The NCCT and City are desirous of entering into a 10 year maintenance agreement.

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. **Term.** This agreement shall become effective on the signature date and expire on January 1, 2029.

2. **Maintenance.** The City shall perform general and routine maintenance of the Parcels whenever necessary to maintain the parcels generally in a natural state, and in a good, safe condition to ensure safe access to the general public.

3. **Public Access.** Parties agree parcels shall remain open to the public for access during park hours 30 minutes before daylight until 11 pm, daily. Fencing and "no trespass" signs shall be removed from the Parcels by the City.

4. **Cost Sharing.** NCCT shall pay for any and all costs for expenses related to efforts directed by NCCT. In addition, in the event that NCCT ever transfers ownership of the Parcels to any person other than the City without the City's consent, NCCT will reimburse the City for each full year of maintenance it performs at a rate of $5,000 per year. This reimbursement requirement will survive termination of this Maintenance Agreement.

DRAFT

City shall pay for routine maintenance expenses including dead tree management and removals, debris and refuse cleanup, mowing (if needed), snow removal (if needed) Green Circle Trail, and other general routine maintenance activities.

Neither party shall incur any costs on behalf of the other, unless otherwise mutually agreed upon in writing by NCCT and City.

5. Snow Plowing. The Parcels do not require snow removal at time of this agreement and City shall not be required to perform snow removal of any future trail segments within the Parcels.

6. Green Circle Trail. Parties agree to work with the Green Circle Trail, Inc to install the Green Circle Trail through the Parcels.

7. Invalidity. Should any provision in this Agreement be deemed invalid or unenforceable, the remainder of the Agreement shall not be affected and each term condition shall be valid and enforceable to the extent permitted by law.

8. Liability and Insurance. NCCT has provided the City with evidence of insurance coverage, which is satisfactory to the City. NCCT shall maintain coverage as generally described in the evidence of insurance coverage already provided.

The City shall obtain and maintain throughout the term of the Agreement coverage minimum liability limits of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) in the aggregate for its liability exposures, including comprehensive general liability, errors and omissions, auto liability and police professional liability. The insurance policy shall provide coverage on an occurrence basis.

9. **Termination.** Each Party shall have the right to terminate this Agreement in the event the other Party is in default of any material term or condition of this Agreement, by providing (30) days' advance notice specifying the basis for such determination. If the other Party thereafter fails to commence reasonable steps within the thirty-day period to correct fully and to remedy the default within ninety (90) days from the date of the notice, then the Agreement shall be deemed terminated, provided that, if the nature of the default is such that it cannot be remedied within ninety (90) days, then the Agreement shall not terminate so long as the Party in default is proceeding promptly to remedy the default and does so within such additional period as may be agreed by the Parties. Nothing herein shall give NCCT the right to terminate its obligations under the Grant Agreement.

The undersigned representatives certify that they are authorized to make, execute and deliver the Maintenance Agreement.

CITY OF STEVENS POINT	NORTH CENTRAL CONSERVANCY TRUST INC.
By:_____	By:_____

DRAFT

Name: Mike Wiza
Its: Mayor
Date:

Name: David M. James
Its: President
Date:

CITY OF STEVENS POINT

By:_____

Name
Its: City Clerk
Date:

NORTH CENTRAL CONSERVANCY TRUST, INC.

By:_____

Name: Janet Smith
Its: Executive Director
Date:

DRAFT

Director's Report
5.6.20

Administration

- Online reservation went live on Friday, May 1st via CivicRec program. Anne Hylla and Kate Gullickson were instrumental in getting this programmed and ready to roll out to the community.
- I have delayed seasonal hiring and overtime expenditures during the month of May except for a handful of seasonal employees we needed to complete our essential duties due to loss of 2 full time staff for the next several weeks who are out on leave. We have our regular number of seasonal employees on stand by and hope to hire them for a normal full-time schedule if restrictions improve after May 26.
- We were on a modified schedule for a few weeks in late March and early April in response to Covid-19 but have now transitioned into everyone reporting to work on a normal schedule. We have spread staff out through 6 work site locations to limit employees being in the same spot. We have also increased our daily sanitizing and cleaning of touchable surfaces. The staff has responded to Covid-19 incredibly well thus far and has continued to keep our parks safe for people to enjoy.

Forestry

- Spring tree planting is in full swing.
- We were unable to celebrate a traditional Arbor Day this year but the department will be doing a separate celebration for Arbor Day at a later date.
- Performing playground structure repairs to be ready for them to possibly open in late May.

K.B. Willett Arena, Goerke Stadium, Pool

- KB Willett is receiving LED light upgrades above the ice area. This is being paid for via an energy efficiency grant through the Treasurer's office.
- K.B. Willett ice is out and available for summer use and rental once we are allowed to do so via Safer and Home expiration
- Swimming Pool filter project is in full swing and over half done. Contractor will fill the pool to test the equipment when they finish in late May.
    - We continue to monitor guidance from the state about if pools will be allowed to open this summer. We are building out a plan to open on time and a plan to open a month late. We also are preparing if we are not allowed to open due to regulations, timing or lifeguard availability. This is a very fluid situation we are continuing to monitor and will provide updates in June.

Parks

- Lodge rentals, special events, and activities are all cancelled through May 26
- All playgrounds, swings and play structures are closed through May 26
- Park locations are open for walking, running, hiking, bicycling, exercising and passing through
- Mead shelter, Iverson main restroom, Bukolt Boat Landing and Goerke West restrooms are open and cleaned and disinfected once daily including the weekends
- Tennis courts, skate park, disc golf courses, Goerke Community Stadium are all open. Signs have been posted with guidelines that must be followed in order for the facilities to remain open
- Park security has started patrolling in the evenings on a reduced schedule of 8 pm to 11 pm.
- Pfiffner Pioneer Park irrigation project began Thursday.

Riverfront Rendezvous

- Being evaluated and discussed with planning team, local health officials and the Wisconsin Park and Recreation Association as we continue to monitor the Covid-19 guidance and regulations. An announcement will be made later in May for the festival.

  Our park spaces have become a safe haven during Covid-19 response and we are seeing record numbers of people using them. We are fortunate to have these spaces for our community, especially during these challenging times.

"Crowded parks may lead to closed parks, please do your part to follow CDC guidelines"