

REGULAR MEETING
Board of Park Commissioners
February 3, 2021 - 6:30 PM

Meeting will be held via Zoom online meeting

[Click to Connect:](#)

Dial in Number: (312)626-6799 Meeting ID: 879 4171 5862 Passcode: 824646

AGENDA

Discussion and Possible Action on:

1. Roll Call
2. Approval of January 6, 2021 meeting minutes
3. Approval of SPASH National Honor Society Food Drive Skate Special Event request at Goerke Park on February 5 and 12.
4. Approval of request by Recycling Connections to install two temporary recycling displays along the Riverfront for June, July and August of 2021.
5. Approval of contract award for Project Number 20.052 to Upper Midwest Athletic Construction, Inc. in the not-to-exceed amount of \$80,279.20 for Goerke Tennis Court Resurfacing.
6. Approval of special events, lodge rentals and organized activities.
7. Director's Report
 - a. Bukolt Playground Project
 - b. Iverson Restroom Project
 - c. KB Willett Arena
8. 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 SPASH National Honor Society Food Drive Skate Special Event request at Goerke Park on February 5 and 12.

This is a first-time special event request to hold a food drive at Goerke Park Ice rinks. The organizer stated they would still allow the general public to skate and use the rinks during their event dates. They are asking the City to have the ice ready and to turn on the sound system.

Staff recommendation is to approve the special event provided the event organizer develops and enforces participants to follow safe COVID protocols.

4. Approval of request by recycling connections to install two temporary recycling displays along the Riverfront for June, July and August of 2021.

Please see the detailed proposal memo in the packet. Staff has reviewed the sites and does not believe the displays will create any maintenance challenges for our team. Recycling Connections has agreed to monitor, repair and keep the appearance in good shape for the duration of the display.

Staff recommendation is to approve the request as presented.

5. Approval of contract award for Project Number 20.052 to Upper Midwest Athletic Construction, Inc. in the not-to-exceed amount of \$80,279.20 for Goerke Tennis Court Resurfacing.

Bids were opened on January 19, 2021 to perform crack filling and resurfacing of Goerke Tennis Courts. Project budget is \$115,000. Rettler Corporation performed the design for the project.

Rettler and City staff recommend award to the lowest qualified bidder, Upper Midwest Athletic Construction, Inc, in the amount not-to-exceed \$80,279.20. That amount includes a 15% project contingency and awards both alternates.

6. Approval of special events, lodge rentals and organized activities.

Last year the City Parks Commission and Common Council limited special events, lodge rentals and organized activities to 50 people maximum in all City owned parks and facilities following Health Order #1 from the Portage County Health Department. With the new year and roll out of the Covid vaccine, the Parks, Recreation and Forestry Department is fielding many questions from event organizers and rental planners on what the allowances will be for this year. This agenda item is being included for the commission to consider amending, extending or removing the current 50-person restriction.

REGULAR MEETING MINUTES
Board of Park Commissioners

January 6, 2021 - 6:30 PM

Meeting will be held via Zoom online meeting
Click to Connect: [Zoom Meeting](#)
Dial in Number: (312)-626-6799 - Meeting ID: 898 7668 6312

Discussion and Possible Action on:

1. Roll Call

Present: Freckman, Glodosky, Hall, Kirsch, McDonald, Okonek, Przybylski, Alder Shorr, Alder Slowinski, Sorenson, Alder Zarazua

Also Present: Director Kremer, Scott Halvorsen, Kate Gullickson, Todd Ernster, John Raflik, Michael Blair, Craig Gerlach, Paul Swawinski, Taylor Hale, Brad Duckworth

2. Approval of December 2, 2020 and December 7, 2020 meeting minutes

Motion by Alder Slowinski, second by Hall to approve the December 7, 2020 meeting minutes.

Ayes, all; Nays, none; Motion carried.

3. Approval of modified opening of Goerke Community Stadium to organized activities and athletics.

Motion by Glodosky, second by Kirsch to approve the modified opening of Goerke Community Stadium to athletes, essential game personnel and 25% capacity to organized activities and athletics.

Ayes, all; Nays, none; Motion carried.

4. Approval of award for hydrologic and hydraulic study (H&H) for Iverson Park restroom replacement to AECOM in the amount of not-to-exceed \$19,500.

Motion by Okonek, second by Hall to award AECOM the hydrologic and hydraulic study for Iverson Park restroom replacement in the amount of not-to-exceed \$19,500.

Ayes, all; Nays, none; Motion carried.

5. Approval of partnership with Central Wisconsin Wild Ones for installation of erosion control and pollinator plants in a predefined area along the Wisconsin River (south Franklin Street, east of boat slips).

Motion by Alder Slowinski, second by Alder Zarazua to approve the partnership with Central Wisconsin Wild ones for installation of erosion control and pollinator plants in a predefined area along Wisconsin River south Franklin Street, east of boat slips.

Ayes, all; Nays, none; Motion carried.

6. Approval of award of Tree Care Quote for 2021.

Motion by Okonek, second by Sorenson to approve the award the Tree Care Quote for 2021 to Zblewski Brothers in the amount of \$26,900.

Ayes, all; Nays, none; Motion carried.

7. Division Updates

- Recreation (Kate)
- Forestry (Todd)
- Parks (Scott)

Updates were given by Kate Gullickson on the K.B. Willett Arena programming, Todd Ernster on Forestry and Playgrounds, and Scott Halvorsen on Parks and Winter Sports.

8. Director's Report

- Intern position announcement
- Plover River Crossing Project Update

Director Kremer presented a new department Internship position and gave an update on the Plover River Crossing Project.

9. Adjournment

Motion by Glodosky, second by Okonek to adjourn the meeting at 7:45 pm.

Ayes, all; Nays, none; Motion carried.



Submitted On _____

PARKS, RECREATION & FORESTRY SPECIAL EVENT PERMIT

1. Name of Event: SPASH National Honor Society Food Drive Skate
Event Date(s): Fri 2/5, 2/12 + 2/26 Backup date Estimated Attendance: 100 (or whatever city sets for limit)
Assembly Location: Gearte Rink Dispersal Location: Gearte Rink
Event Starting Time: ____ a.m. 7 p.m. Ending Time: ____ a.m. 9 p.m.
Set Up Date and Time: 6pm evening of

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: _____
☐ Free Public Special Event on Parkland: _____
☐ Private Special Event: _____
☒ Other: High School event for food drive

4. Name of Sponsoring Organization: SPASH NHS

Address: 120 North Point Dr City: Stevens Point State: WI Zip Code: 54481

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

5. Contact Person: Alyssa Olson/Krista Olson Email: Csktkolson@gmail.com
Alyssa.St85@gmail.com

Address: 3317 Pella St City: Stevens Point State: WI Phone: 715-347-8901

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)

SPASH Student only skate with music on. Students must bring non perishable food donation to get in. SPASH ids will be checked, and all school event rules will apply.

8. Please Check Appropriate Boxes:

Food Donation

if outlet available
to light up
donation drop
off/check in table

	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.

-city will turn
on music

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)?

Garbage can nice, but not necessary. Music on outside, may need outlet to plug in lights at event sign in table

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.

1/27/21
Date

Krista Olson *Alyssa Olson*
Applicant's Signature

(For office use)

Special Event Approval Signatures: _____ Date: _____

Approval signature name (print): _____ Title: _____

Summer Display in the City (June-August)

Celebrating 40 Years of Recycling in Stevens Point

What: Recycling Connections would like to host a temporary display that represents and celebrates recycling in Stevens Point for 40 Years. This will be a visually pleasing and creative display that will offer some education and history to learn about Recycling Connections accomplishments, tips on recycling right, composting, and encourage people to reduce and reuse more!

This temporary display will be made of recyclable material. It will be a nice focal point along the Green Circle Trail in the community that will span a few months so people can learn and celebrate with us. A sample image of this temporary display is below. The sides are strings of plastic bottles between PVC piping. The “wheels” are not real wheels. They are an artistic cover for stakes that would be put in the ground to secure the structure. This would be a structure designed to allow people to walk through the display. There will be information on display to help people gain ideas of reusing and purposing items instead of disposing of them and how to recycle right.



Following the summer, Recycling Connections will deconstruct the display. It will then be used for other events Recycling Connections will be part of in the future.

Where: There are two areas we think would be good to consider between Bukolt and Pffifner along the river. One staff member lives at the last house on 4th Ave. If we place it near there, the display can be constantly monitored. Another idea is to place it by the boat dock/skate park in Bukolt Park. This area would be visible and could be checked frequently.

When: Up to 3 months on display between Memorial Day and Labor Day. Summer months.

Who: Recycling Connections would be responsible for this display throughout the full summer.

Possible Addition: Having 1-2 bales of recyclable material next to this display to showcase what a bale of recyclable material looks like. We will have a competition on who can guess the weight of the bale. Visitors can submit their guesses to Recycling Connections and we will announce a winner on who guess is closest. We are in conversations with UWSP and the Portage County Solid Waste Department to “borrow” a bale or two for this display.

BID RECOMMENDATION

**PROJECT: CITY OF STEVENS POINT PARKS, RECREATION & FORESTRY DEPARTMENT
GOERKE PARK - TENNIS COURT RESURFACING PROJECT**

FROM: Rettler Corporation, Ross Rettler
TO: City of Stevens Point Parks, Recreation & Forestry Dept., Dan Kremer
DATE: January 19, 2021
RE: Bid Results – Contract ‘A’ – Goerke Park Tennis Court Resurfacing Project

Director Kremer;

The City of Stevens Point, Goerke Park, Tennis Court Resurfacing Project bids were opened on January 19th, 2021.

Bids for Contract ‘A’ Goerke Park Tennis Court Resurfacing Project were received from two (2) contractors. Bids were received from Upper Midwest Athletic Construction, Inc and Valley Sealcoat, Inc.

Qualifying Bids, for Contract ‘A’ Goerke Park Tennis Court Resurfacing Project – Base Bid are as follows:

<i>Upper Midwest Athletic Construction, Inc.</i>	<i>\$55,558.00</i>
<i>Valley Sealcoat, Inc.</i>	<i>\$58,435.00</i>

Upper Midwest Athletic Construction, Inc. is the recommended qualified low bidder for the Contract “A”, Base Bid of \$55,558.00. We are recommending a 15% contingency be maintained on this project. The recommended contractor has exhibited successful completion of similar past projects.

An alternate bid was solicited for (A1) replacing tennis court net posts for all 6 courts and a voluntary alternate bid was provided for a broom finish final coat of acrylic color coat. Rettler Corporation recommends the City of Stevens Point accept the alternate and voluntary alternate bids for the project as follows:

<i>Contract “A – Alternate Bid A1” (Add)</i>	<i>\$12,000.00</i>
<i>Contract “A – Voluntary Alternate” (Add)</i>	<i>\$2,250.00</i>

<i>Total Contract “A” base bid and alternates</i>	<i>\$69,808.00</i>
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Please contact us if you have questions concerning the bid results and recommendations.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ross Rettler', with a stylized flourish at the end.

Ross Rettler, PLA, ASLA
Partner

City of Stevens Point Parks, Recreation & Forestry Department
Goerke Park Tennis Court Resurfacing Project
Rettler Project #: 20.052

CONTRACT "A"- GOERKE PARK TENNIS COURTS RESURFACING - BASE BID				Upper Midwest Athletic Construction		Valley Sealcoat	
Item No.	Item Description	Units	Estimated Quantity	Unit Price	Extension	Unit Price	Extension
DEMOLITION / EARTHWORK / EROSION CONTROL							
1.	Mobilization	L.S.	1	\$2,500.00	\$2,500.00	\$8,000.00	\$8,000.00
2.	Tennis Court Cleaning & Preparation	L.S.	1	\$3,000.00	\$3,000.00	\$3,635.00	\$3,635.00
3.	Crack Repair - Armor Patch	L.F.	1,055	\$20.00	\$21,100.00	\$20.00	\$21,100.00
4.	Tennis Court Resurfacing	S.Y.	3,800	\$7.41	\$28,158.00	\$5.40	\$20,520.00
5.	Tennis Court Striping	L.S.	1	\$4,800.00	\$4,800.00	\$5,180.00	\$5,180.00
MISCELLANEOUS							
6.	In-Kind Donation	L.S.	1	-\$4,000.00	-\$4,000.00	\$0.00	\$0.00

TOTAL CONTRACT "A" - GOERKE PARK TENNIS COURTS
RESURFACING - BASE BID

\$55,558.00

\$58,435.00

CONTRACT “A-Alternate 1” - Tennis Court Net Post Replacement			Quantity	Unit Price	Extension	Unit Price	Extension
A-1.1	Sawcut & Remove Existing Net Posts	Each	12	\$300.00	\$3,600.00	\$474.00	\$5,688.00
A-1.2	Tennis Court Net Post Installation & Patching	Each	12	\$700.00	\$8,400.00	\$1,281.00	\$15,372.00

TOTAL CONTRACT "A-Alternate 1" - Tennis Court Net Post
Replacement

\$12,000.00

\$21,060.00

VOLUNTARY ALTERNATES							
Upper Midwest Athletic Construction							
1.	Broom finish final coat of acrylic color coat	1	L.S.	\$2,250.00	\$2,250.00		
Valley Sealcoat							
1.	Nusurf instead of acrylic resurfacer	1	L.S.			\$0.00	\$0.00
2.	Hydro blasting instead of power washing, if needed	1	L.S.			\$4,848.00	\$4,848.00

\$2,250.00

\$4,848.00

TOTAL BID

\$69,808.00

\$84,343.00