

Parks, Recreation, and Forestry Committee Minutes of December 13, 2012

Meeting called to order by Jim Wein, chairperson, at 6:04 p.m. in the Council Chambers of City Hall Plaza, 630 S. Central Ave.

Present: Jim Wein, Corey Sullenger, Julie Smith, and Alderman Tom Buttke.

Excused: Jane Yaeger, Chris Viegut, Brenda Baur

Absent: None

Also Present: Ed Englehart, Parks & Recreation Director; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Kelly Cassidy, Parks and Recreation Supervisor, Alderman Earl, Sam Warp, and Mike Steinwagner.

PR12-40 Motion by Buttke, seconded by Smith to approve the minutes of the October 11th meeting.

Motion Carried 4-0

Public Comments: None

The committee set Thursday, January 10, 2013 at 6:00 p.m. as the date and time of their next meeting if a meeting is needed.

Mike Steinwagner presented a request to allow the American Legion Baseball to install display cases (30" x 40") at the Jack Hackman Field in the concrete block wall on either side of the donor wall. The cases would hold the retired Legion baseball jerseys of two former players who have played in the major leagues and the American Legion has retired their jerseys. The cases would be installed by Trudeau Construction and be paid for by the Marshfield Clinic. The American Legion Baseball would install the jerseys each year prior to the baseball season and remove them at the end of the season and store them off site.

PR12-41 Motion by Buttke, seconded by Smith to approve the request and to direct Mike Steinwagner to work with Ben Steinbach, Parks and Recreation Maintenance Supervisor, to complete the project. In addition, the American Legion Baseball would be permitted to install recognition baseballs, similar to those used for the outfield ad sign program, on the outfield fence to recognize the two individuals.

Motion Carried 4-0

Englehart presented the recommended Parks and Recreation Department 2013 Fee Schedule. The majority of fees are proposed to remain the same as they were in 2012. Staff is recommending changes to the fees at the Oak Avenue Community Center. Due to the additional staff time involved in putting down and picking up the gym floor mats, staff is recommending that gym rentals requiring the mats to be installed (non-athletic shoe activities) that the fee be increased to help cover that cost. The gym rental fee for events that do not require the mats to be installed is also being increased slightly but will now include the fee for use of the volleyball or basketball standards versus being charged separately. Englehart also commented that recent discussion had taken place regarding the fees charged for the Wildwood Station Building, the high demand for the building and a need to consider an increase in the fees. Although it was not shown in the proposed fee schedule that was in the agenda packet, Englehart is recommending that the six hour rental charge for ½ of the building be increased from \$82.50 to \$90.00 (sales tax included) and the other building charges adjusted accordingly based on that increase. Other minor fee increases and language updates were reviewed. No increase in fees was recommended in 2013 for winter storage at the fairgrounds.

PR12-42 Motion by Smith, seconded by Sullenger, to approve the 2013 fee schedule as presented, including the increase in fees for the Wildwood Station Building.

Motion Carried 4-0

Englehart reviewed the background on the Outfield Advertising Sign Program. The program was instituted in 2004 when rental fees for city athletic field uses were implemented. The ad sign program was intended to provide the organizations using the fields as a means of raising revenues to help offset the field rental fees. The program has worked well and some organizations have taken advantage of the opportunity and are generating revenues in excess of their field rental fees. Englehart is recommending that the program be extended through 2015 to allow organizations to sell signs in 2013 for a two-year period. Englehart provided a report showing the revenues, expenditures and the field rental fees paid by the organizations approved to participate in the ad sign program.

PR12-43 Motion by Buttke, seconded by Smith, to approve extension of the Outfield Advertising Sign Program through 2015.

Motion Carried 4-0

PR12-44 Motion by Smith, seconded by Sullenger, to appoint Chris Viegut as the WPR Legislative Key Contact for 2013.

Motion Carried 4-0

Staff reviewed the 2012-13 Parks and Recreation Department Project Listing. No action was requested or taken.

Information Items: Staff updated the Committee on their respective areas of responsibility. Sullenger provided an update of the Zoo Society activities.

Volunteer Recognitions: Fire Chief Jim Schmidt and Waste Water Superintendent Sam Warp, were recognized for their volunteer efforts in helping to trap mink at the Wildwood Zoo that had recently killed the screech owls in their exhibit at the zoo.

Other – Staff acknowledged receipt of a donation of \$1,141.67 from the Marshfield Clinic and the Wisconsin Rapids Rafter baseball organization to the Marshfield Little League to assist with the youth baseball program. Staff also acknowledged a donation of a food supplement for the wolves at the zoo from Liz Schlinsog, owner of Walkabout Health Products.

Committee Member Questions, Comments, and Suggestions: Wein inquired how the Rotary Winter Wonderland activities are going at the zoo and if there were any problems with the recent snow removal. Buttke updated the committee on the Zoological Society's metal recycle program with a special thank you to the elementary schools for their efforts in collecting cans for the zoo.

Future Agenda Items: New Grizzly Bear Exhibit project and 8th and Hemlock park property.

Communications: Englehart distributed a listing of some of the communications the department had received over the past two months regarding questions, concerns, and thank you cards/notes received.

PR12-45 Motion by Smith, seconded by Sullenger to adjourn the meeting.

Motion Carried 4-0 Meeting adjourned at 7:23 p.m.

Ed Englehart, Parks and Recreation Director