

Parks, Recreation, and Forestry Committee Minutes of March 14, 2013

Meeting called to order by Jim Wein, chairperson, at 6:00 p.m. in the Room 108 of City Hall Plaza, 630 S. Central Ave.

Present: Jim Wein, Julie Smith, Jane Yaeger, Chris Viegut, Brenda Baur, and Alderman Tom Buttke.

Excused: Corey Sullenger **Absent:** None.

Also Present: Ed Englehart, Parks & Recreation Director; Kelly Cassidy, Parks and Recreation Supervisor; Steve Burns, Zookeeper; and Jon Viegut.

PR13-08 Motion by Buttke, seconded by Yaeger to approve the minutes of the February 14th meeting.

Motion Carried 6-0

Public Comments: None.

The committee set Thursday, April 11, 2013 at 6:00 p.m. as the date and time of their next meeting.

Jon Viegut distributed information and made a presentation to the Committee regarding his proposed Eagle Scout project to construct an Eagle Nest Exhibit at the Wildwood Zoo. Zookeeper, Steve Burns, has worked with Jon on the exhibit concept and department staff is supportive of the project. Jon estimates the cost of the exhibit will be \$1,000 to \$1,250; however, there would be no cost to the city. Jon is planning to fundraise for the project and ask the Zoo Society for some funding assistance if needed. He is planning to install the exhibit in the spring of 2014.

PR13-09 Motion by Yaeger, seconded by Smith to approve the request to construct an Eagle Nest exhibit at the Wildwood Zoo and direct Jon to complete the project under the supervision of Steve Burns, Zookeeper.

Motion Carried 6-0

Englehart reviewed the 2014-2018 C.I.P. projects that the City's Capital Improvement Program Committee will be recommending to the Common Council. Some Parks and Recreation projects were either reduced or shifted to a non-year. The majority of the requested projects remained in the proposed plan. The Parks, Recreation and Forestry Committee did not have any comments or questions.

Englehart passed out maps and reviewed the various locations that the Parks and Recreation Department is responsible for maintaining that are not connected to park or trail properties. These parcels are generally either a future street opening, land that was separated from the main park due to past street reconstruction, or a remnant piece of land that somehow the city became the owner of. The Parks and Recreation Department takes care of these parcels (grass mowing and snow removal) primarily because they are close in proximity to a park or other facility that the department maintains. This information is provided for information only. Staff is not recommending any action regarding these locations. In the future, if the city is interested in trying to convey some of these properties to an adjoining property owner or other entity, staff would be supportive of this action. The Parks, Recreation and Forestry Committee did not have any comments or questions.

Englehart distributed a listing of Parks and Recreation Department planning efforts that have occurred since 1990 for Wildwood Park and/or the zoo. Over 14 planning efforts have occurred since 1990. Englehart gave a brief description of each effort and then reviewed the basic process for completing a new Comprehensive Outdoor Recreation Plan. There had been some consideration to possibly perform a modified planning process; however, he is recommending the traditional process be followed to ensure the city's ability to qualify for Wisconsin DNR grant funding. The Parks and Recreation Department has benefited numerous times from these grants in the past 15 to 20 years. Funding for the CORP was budgeted in 2012 and is in place. To date, Englehart has reviewed CORP plans recently completed for other Wisconsin communities, spoken with potential consultants, and has begun the request for proposals document. He is also planning to meet with city planning department staff to get their input on the process and request for proposal. He is expecting the planning process to take place this fall. Viegut commented that he felt it was important to complete a new CORP, as it allows for public input that is more current, can assist in the decision-making and can be tested against current plan recommendations. It also assures eligibility to apply for Wisconsin D.N.R. grant funding. He was also glad to hear that even though the current CORP expired in 2010, that it has been determined that the city is still eligible to apply for grant funding for the Hewitt-Marshfield Connector Trail project.

Information Items: Staff updated the Committee on their respective areas of responsibility and answered questions regarding the monthly reports. Buttke provided an update of the Zoo Society activities. Baur noted that the park maintenance monthly report lists repair of wooden benches and picnic tables and was curious how many wooden tables we still have. Englehart explained that the number of wooden picnic tables has been reduced considerably in the past 10 years, but we still have some wooden tables and benches that require repair but this repair is completed over the winter months when time and staff permit. Baur asked what the prizes are that are awarded to the adult volleyball teams. Cassidy stated that they are currently awarded MACCI gift certificates; however, there has been some discussion at league meetings to do away with any prizes in an effort to reduce the league fees. Viegut commented

that he had recently taken some of his scouts to use the Senior High swimming pool during a Parks and Recreation open swim period for their badges. He feels it is a very nice resource and opportunity for the community.

Volunteer Recognitions: No acknowledgements were made.

Other – None.

Committee Member Questions, Comments, and Suggestions: Wein asked about the status of Rotary Winter Wonderland cleanup at the zoo. Burns indicated that the majority of items have been removed; however, a few remain due to the snow. Buttke complimented Jon Viegut on his presentation and noted that Jon is Chris's son. Wein inquired about the sending of thank you cards to department volunteers.

Future Agenda Items: None were noted.

Communications: Englehart commented that they have been receiving some complaints regarding snow removal related to the trails and neighboring park properties. Cassidy stated that the department also received some questions and complaints regarding the outdoor ice rink and its closing for the season.

PR13-10 Motion by Baur, seconded by Yaeger to adjourn the meeting.

Motion Carried 6-0 Meeting adjourned at 7:12 p.m.

Ed Englehart, Parks and Recreation Director