

Parks, Recreation, and Forestry Committee Minutes of August 8, 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 Avenue.

Present: Jim Wein, Jane Yaeger, Corey Sullenger, Ali Luedtke, John White and Alderman Tom Buttke.

Excused: Chris Viegut

Absent: None.

Also Present: Ed Englehart, Parks & Recreation Director; Kelly Cassidy, Parks and Recreation Supervisor; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Alex Krokstrom; Karen Henkel; Dave Tiffany; Arlan Ferch; and Alderman Gordy Earll.

PR13-25 Motion by Buttke, seconded by Yaeger to approve the minutes of the July 11th meeting.

Motion Carried 6-0

Public Comments: None

The committee set Thursday, September 12th, 2013 at 6:00 p.m. as the date and time of their next meeting.

Arlan Ferch made a presentation regarding the Russ Wenzel Park Fund at the Marshfield Area Community Foundation. Arlan explained that Russ was very fond and proud of the parks and facilities in the City of Marshfield and in his will left a portion of his estate to establish the fund at the Foundation to assist with future developments of the parks, zoo and trails in the City of Marshfield. Russ passed away in 2010. To-date, no funds have been expended. Supporters of the parks, zoo, and trails can make tax deductible donations to the fund through the Marshfield Area Community Foundation. Arlan is the advisor for the fund. Arlan left the meeting at 6:08 p.m.

Karen Henkel presented a request to allow her to develop and install ecological signage in Braem Park as part of her graduate school practicum project. Karen shared some of her ideas and the areas of the park where she is planning to add the interpretive signs. Mark Zee, instructor at the Marshfield Senior High, is serving as a cooperating teacher link to Karen for the project.

PR13-26 Motion by Buttke, seconded by White to approve the request with the understanding that Karen will complete the project elements with prior review and approval by Parks and Recreation Department staff.

Motion Carried 6-0

Alex Krokstrom presented a request to allow him to complete his Eagle Scout project at the Braem Park disc golf course. His project would help address some of the muddy conditions that the disc golfers can encounter in some areas of the course during wet weather conditions. The majority of the project would be placing wood chips along various areas of the course where muddy conditions traditionally exist. He would use wood chips provided by the Street Division from their tree removals.

PR13-27 Motion by Yaeger, seconded by Luedtke to approve the request with the understanding that Alex will complete the project with approval and coordination of the work by Ben Steinbach, Parks and Recreation Maintenance Supervisor.

Motion Carried 6-0

Englehart stated that the Soccer Field use policy has not been changed from what was presented at the July meeting. He did not receive any comments or suggested changes to the policy since the last meeting and is recommending the policy be approved as written. White commented that he is good with the policy as long as we are able to provide drop-in use fields within the community. Buttke commented that he felt we should include signs at the fields. Englehart indicated that placement of signs and other attempts will be made to inform individuals of the use policy. Wein asked about the field prep charges incurred by the user when the department closes the fields due to inclement weather. Englehart explained this is similar or the same language included in our ball diamond use policy and although limited, there can be situations where department staff expend extra time and materials for a field use but inclement weather conditions make the fields unplayable.

PR13-28 Motion by White seconded by Yaeger to approve policy 6.530 Athletic Facilities Policies and Procedures – Soccer Fields as written.

Motion Carried 6-0

Information Items: Staff updated the Committee on their respective areas of responsibility and answered questions regarding the monthly reports. Sullenger provided an update of the Zoo Society activities and their July broad meeting.

Volunteer Recognitions: Englehart briefly reviewed the procedures for the nomination and selection of the annual Parks and Recreation Volunteer of the Year award. Nominations can be made to the committee members and the committee will make a recommendation to the Parks, Recreation and Forestry Committee at their October meeting.

Other – Englehart gave a brief overview of the 2014 Parks and Recreation Department budget request that was submitted to the Finance Department in July for consideration by the City Administrator.

Committee Member Questions, Comments, and Suggestions: Yaeger inquired about any thank you cards that need to be sent out. Buttke commented that he would be able to make thank you announcements at Council meetings if he was provided the information. Sullenger noted that a spring is broken on the fire engine play piece at Forest Ridge Park.

Future Agenda Items:

Communications: Englehart reviewed some of the communications the department has received since the July meeting.

PR13-29 Motion by Yaeger, seconded by Luedtke to adjourn the meeting.

Motion Carried 6-0 Meeting adjourned at 7:11 p.m.

Ed Englehart, Parks and Recreation Director