



CITY OF MARSHFIELD

MEETING NOTICE

Agenda

Parks, Recreation & Forestry Committee

5:30 p.m. Thursday, March 17, 2016

City Hall – Room 108 - City Hall Plaza
630 S. Central Avenue

- I. **CALL TO ORDER:** John White, Jr., Chairperson
- II. **APPROVAL OF MINUTES:** February 11, 2016
- III. **PUBLIC COMMENT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. At this time, the chairperson will recognize members of the public who have indicated a desire to address the Committee. Be advised that there may be limited discussion on the information received; however, no action can be taken under public comment.
- IV. **OLD BUSINESS:**
 - A. None
- V. **NEW BUSINESS:**
 - A. Zoo Education Program – Josh Skattum
 - B. 2016 Summer Program – Kelly Cassidy
 - C. 2017-2021 CIP – Justin Casperson
- VI. **REPORTS:**
 - A. Zoological Society
 - B. Recreation
 - C. Parks & Zoo
 - D. Director
 - E. Parks, Recreation & Forestry Committee
- VII. **NEXT MEETING:** Thursday, April 14, 2016 at 5:30 p.m.
- VIII. **ADJOURNMENT:**

UPON REASONABLE NOTICE: It is possible that members, and possibly a quorum, of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; any governmental body specifically referred to above in this notice will take no action. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Parks & Recreation Department (715) 384-4642 at least 2 days prior to the meeting.

CITY OF MARSHFIELD
PARKS, RECREATION AND FORESTRY COMMITTEE
February 11, 2016 Meeting Minutes

I. CALL TO ORDER:

Meeting called to order by John White, Jr. at 5:30 p.m. in room 108 in City Hall Plaza, 630 S. Central Avenue.

II. ROLL CALL:

Present: Chairperson John White, Jr.; Vice Chairperson Jane Yaeger; Alderperson Rich Reinart; Members Ali Luedtke, Nick Faber; Zoological Society Representative Tom Buttke
Absent: Chris Viegut

Also Present: Justin Casperson, Parks and Recreation Director; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Kelly Cassidy, Parks and Recreation Supervisor; Steve Burns, Zookeeper; Al Nystrom and Dan Knoeck, Rotary Winter Wonderland; Brandi Reed, Wildwood Zoological Treasurer; Mary Wilson, Wildwood Zoological Vice President; Erica Nikolai, Maureen Cassidy, Nora Rickman & Ashley Cherney, AP Environmental Science Students

III. APPROVAL OF MINUTES:

PR16-06 Motion by Luedtke, seconded by Yeager to approve the January 14, 2016 Parks, Recreation, and Forestry Committee meeting minutes. Motion Carried Unanimously.

IV. PUBLIC COMMENT:

None

V. NEW BUSINESS:

A. 2015 Rotary Winter Wonderland Presentation:

Al Nystrom and Dan Knoeck reported on the 2015-16 event.

B. Honey Bee Exhibit Presentation:

Steve Burns and four students from the Marshfield High School AP Environmental Science class gave a presentation about adding a beehive to the Wildwood Zoo. This exhibit would be put in the zoo store and a local honey producer would be found to take care of the hive. The students will be presenting this to the Zoological Society next.

C. 2015 Wildwood Zoo Presentation:

Steve Burns updated the committee on the zoo for 2015. The new exhibit was the Kodiak bear exhibit; the exhibits that were updated include vulture/crane and wolf. There were nine animals born at the zoo, 1 elk calf, 3 bison calves & 5 prairie dogs, as well as five new animals brought into the zoo including 2 Kodiak bear cubs and 3 timber wolves. In 2016, there will be a bighorn sheep added.

D. Hardacre Park MOU:

Justin explained the Memorandum of Understanding on the Hardacre Park.

PR16-07 Motion by Luedtke, second by Yeager to approve the MOU and send it forward.

VI. REPORTS:

A. Zoological Society:

Tom Buttke introduced two society members, Mary Wilson and Brandi Reed. They have been working on how Zoological Society will be giving the Zoo Society members something more than just the newsletter. They will be sending each member a business card that can be used in the gift shop for 10% off a purchase. For each level of membership, members will receive something else in addition, which has not been decided yet. There will be new items this year in the zoo store which include postcards, stuffed animals and a photo book.

B. Recreation:

Library/Community Center Project – No Report

Winter Programs

1. Tennis/Racquetball continues to be busy. We are using the door code on some of the weekend & this has been working well.
2. We have been offering tennis lessons for the grade school children and a hitting clinic for middle school and high school players.
3. Pickleball is being held at OACC on Tuesday nights from 6 - 8 pm and Thursday afternoons from 1 - 3 pm.
4. Open Gym & Swim is being held on Monday and Wednesday evenings. The pool is open from 5:45 – 8 pm and the gym is open from 7:15 – 9 pm.
5. Early Bird Lap Swim and Aquacise for the winter session continue to be held.

Ice Rinks

1. Outdoor Ice Rink at Pickle Pond opened on January 16th.

Adult Athletic Leagues

1. Adult volleyball is underway with leagues on Monday, Wednesday and Thursday evenings. There are a total of 53 teams.

Parks & Zoo

1. Winter Parks Maintenance Operations – Snow and ice removal along with ice maintenance at Pickle Pond and Jer Lang Show Palace are in full operation.
2. Forestry – Park Staff has been working on buckthorn and underbrush removal at Braem Park. Maintenance staff participated in a chainsaw safety training course held at Wildwood Station & Wildwood Park on Wednesday February, 10th.
3. Fairgrounds – Quality Door and Hardware will be re-keying several of the Fairground Park buildings. The project should be completed by May.
4. Zoo – Staff is in the process of hiring a zoo intern for the summer of 2016. We hope to have the position filled within the next two weeks.

Director

1. Hackman Field Storage Building – The Hackman Field Storage Building plans are complete. The bid opening was held on February 25th. The goal is to have the project complete by July 1st.
2. Zoo Maintenance Building – The Zoo Maintenance Building design is being drafted. The goal is to move all of the zoo operations into one building to improve efficacy. We hope to complete the project in 2016, however understand if the project gets pushed back to 2017.
3. 8th & Hemlock – The Board of Public Works approved the Department exploring options for the property at 8th & Hemlock

C. Committee:

VII. NEXT MEETING: 5:30pm, March 17, 2016.

VIII. ADJOURNMENT: PR16-08 Motion by Yaeger, seconded by Luedtke to adjourn. Motion carried unanimously. Meeting adjourned at 7:10 p.m.

Respectfully Submitted: Kelly Cassidy, Parks & Recreation Supervisor

City of Marshfield, Wisconsin
Capital Improvement Program
 2017 thru 2021

PROJECTS BY DEPARTMENT

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Parks & Recreation								
Oak Avenue Community Center Gym Floor	PR-K-2867	2					75,000	75,000
Wildwood-McMilan Connector Trail	PR-L-1647	1	250,000					250,000
Playground Improvement Program	PR-L-2804	1	25,000			80,000		105,000
Softball Facilities	PR-L-2808	2		50,000	50,000			100,000
Helko Pool	PR-L-2811	2		200,000	5,300,000			5,500,000
Zoo Pond & Stream	PR-L-2818	2				15,000	35,000	50,000
Columbia Park Bandshell	PR-L-2821	2	15,000					15,000
Braem Park Parking Lot	PR-L-2827	1		120,000				120,000
Parks Maintenance Building	PR-L-2843	2				15,000	75,000	90,000
Adler Road Trail	PR-L-2845	2		40,000	355,000			395,000
Zoo Welcome Center and Cougar Exhibit	PR-L-2847	1	25,000	375,000				400,000
UW Arboretum Trail	PR-L-2849	2					85,000	85,000
East 4th Street Trail	PR-L-2852	2			40,000	315,000		355,000
Galvin Avenue Trail	PR-L-2853	2					20,000	20,000
Parks Asphalt Maintenance Program	PR-L-2854	2	20,000		30,000		30,000	80,000
Park Forestry Improvement Program	PR-L-2855	1	20,000	20,000	20,000	20,000	20,000	100,000
Braem Park Tennis Courts	PR-L-2857	1	140,000					140,000
Parks ADA Improvement Program	PR-L-2860	1		20,000		25,000		45,000
Park Master Plans	PR-L-2863	2	10,000	10,000			10,000	30,000
Parks & Recreation Total			505,000	835,000	5,795,000	470,000	350,000	7,955,000
GRAND TOTAL			505,000	835,000	5,795,000	470,000	350,000	7,955,000