



CITY OF MARSHFIELD

MEETING NOTICE

Agenda

Parks, Recreation & Forestry Committee

5:30PM Thursday, February 9, 2017

City Hall, Room 108, 630 S. Central Avenue

- I. **APPROVAL OF MINUTES:** December 8, 2016
- II. **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 a limited discussion on the information received; however, no action can be taken under public comment.*
- III. **NEW BUSINESS:**
 - A. 2016 Rotary Winter Wonderland Presentation
 - B. Park Dedication Fees
- IV. **OLD BUSINESS:**
 - A. 2016 Pool Study Update
- V. **REPORTS:**
 - A. Zoological Society
 - B. Recreation
 - C. Parks & Zoo
 - D. Director
 - E. Parks, Recreation & Forestry Committee
- VI. **NEXT MEETING:** 5:30 pm, Thursday, March 9, 2017
- VII. **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 Memorandum

TO: Parks, Recreation, and Forestry Committee
FROM: Josh Miller, City Planner
DATE: February 9, 2017

RE: Parkland Dedication Requirement for Green Acres Estates 1st
Addition.

Background

As part of the Subdivision Ordinance that was adopted in 2010, the City began requiring parkland dedication or a fee in lieu of land dedication (Article V of Chapter 19 of the Municipal Code) during the approval process for major subdivisions. Section 19-80(3) states the following:

“In order that adequate open spaces and sites for public uses may be properly located and reserved and in order that the cost of providing public areas, such as but not limited to, parks, playgrounds, trails, recreation and open spaces may be equitably apportioned on the basis of additional need created by residential development, each subdivider of a major subdivision for residential use shall be required to dedicate land or fees in lieu of land for parks, recreation or open spaces.”

We recently received a preliminary plat for the Veterans Estates Subdivision (2400 Block of Veterans Parkway Frontage Road) that will consist of 13 new duplex lots (the red highlighted area) for a total of 26 new dwelling units. At the present time, the subdivision is proposed to be part of a Planned Unit Development (PUD). The first phase of the PUD, the General Development Plan, will be reviewed by the Plan Commission on February 21, 2017. Staff wanted to have the Parks, Recreation, and Forestry Committee review the parkland dedication aspect prior to the Plan Commission review.

“According to Section 19-80(2) of the Municipal Code (Subdivision Ordinance): Upon the submission of a preliminary plat for a major subdivision, the zoning administrator shall determine the dedication requirements and review them based on recommendations in the City's Comprehensive Plan and Comprehensive Outdoor Recreation Plan and request that this item be placed on the Parks and Recreational Forestry Committee's subsequent meeting agenda. The Parks and Recreational Forestry Committee shall review all park, playground, trail, recreation and

open space dedications and provide a recommendation to the Common Council based on the dedication requirements in Sec. 19-81.”

In March 2005, a Conditional Use Permit was approved for a 34-unit condo development on this 13-acre parcel; seventeen two-unit buildings served by private roads and utilities with a layout according to the attached development plan.

In 2008, the developer had seen a shift in the market and requested an amendment to the CUP to construct five (5) single-unit condos on the west side of Shortess Drive instead of the three (3) two-unit condo buildings.

To date, there have been two (2) two-unit condo buildings constructed on the west cul-de-sac of Savannah Circle and three (3) single-unit condos on the west side of Shortess Drive. Additionally, the east cul-de-sac and the northern extension of Shortess Drive were never constructed.

The development has since been acquired by a new developer, Shane Ruesch, owner of Ruesch Companies, LLC., out of Wisconsin Rapids. He is planning on finishing the roads, subdividing the property, and constructing duplexes. To do that, he will need to turn the roads and utilities over to the City and he is in the process of working on that with the City.

Analysis

Based on the City's Comprehensive Plan, there are no future parks identified within the proposed platted subdivision. However, in the Future Park Acquisition Areas Map in the Comprehensive Outdoor Recreation Plan, this area does fall within one of those future park acquisition areas. That does not mean that land is required to be dedicated as part of this subdivision, it just means a review should take place as to whether parkland is desired in this location. If this is not a desirable location for a future park or if not enough usable land is available for a future park, then the City would require a fee in lieu of the land dedication.

There are two proposed outlots in this subdivision. Outlot 1 to the north is about 1/3 wetlands, inaccessible by public right-of-way, and is less than an acre in area. Outlot 2 is a little over 2 acre, but is mostly wetlands and includes a stormwater pond. Neither site is ideal for parkland. Section 19-80(4) requires that the land be suitable for parks:

“In the design of a major subdivision or planned unit development, provision shall be made for suitable sites of adequate area for parks, playgrounds, trails, recreation and open spaces. Such sites are to be shown on the Preliminary Plat and Final Plat, and the following areas should be preserved when feasible but shall not count towards the required parkland dedication: scenic and historic sites, stands of trees,

marshes, lakes, ponds, streams, watercourses, watersheds, ravines and woodlands, prairie and wetlands, and plant and animal communities.”

The parkland dedication requirement is 1 acre per 45 potential development units or \$200 per potential development units. The current zoning is TR-6 which allows for duplexes. Therefore with 13 lots that could be developed as duplexes, the maximum required fee would be \$5,200 (23 dwelling units x \$200).

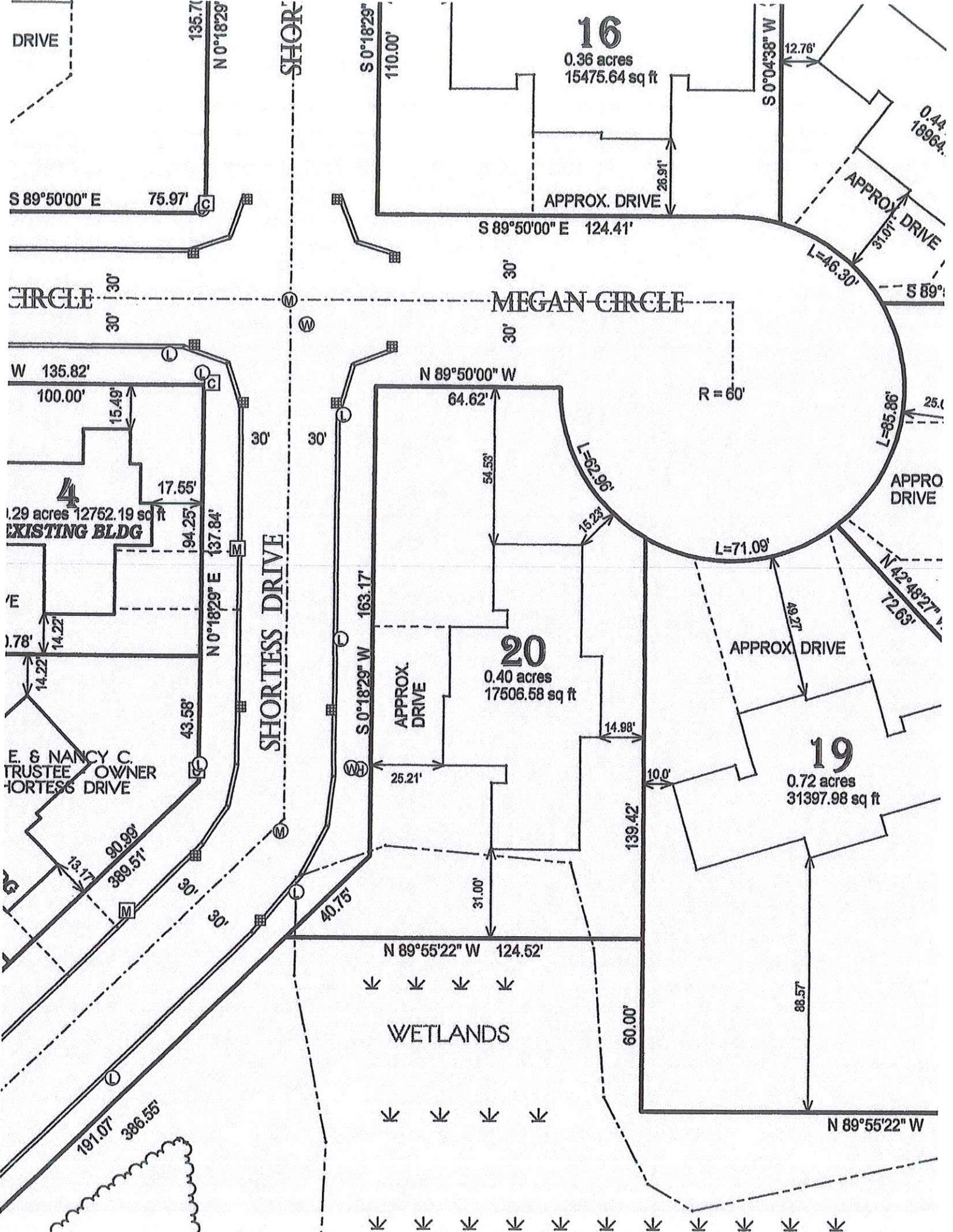
The fees collected shall be held in a non-lapsing fund to be used for purchase, development, and improvement of parks, playgrounds, trails, recreation and open spaces. Once this account is setup, staff would recommend that any expenditure made from the account be reviewed and approved by the Parks, Recreation, and Forestry Committee.

Recommendation

Staff recommends choosing a fee in lieu of parkland dedication for \$200 per potential development unit based on the maximum density of the zoning at the time of Final Plat approval and directing staff to setup a non-lapsing account, dedicated for purchase, development, and improvement of parks, playgrounds, trails, recreation and open spaces.

Attachments

1. Proposed Preliminary Plat
2. Future Park Acquisition Areas Map



DRIVE

S 89°50'00" E 75.97'

CIRCLE

W 135.82'

100.00'

15.49'

17.55'

1.29 acres 12762.19 sq ft
EXISTING BLDG

17.55'

94.25'

137.84'

17.8'

14.22'

14.22'

14.22'

43.58'

E. & NANCY C.
TRUSTEE OWNER
SHORTESS DRIVE

13.17'

90.99'

389.51'

30'

30'

40.75'

191.07'

386.55'

SHORTESS DRIVE

S 0°18'29" W 110.00'

16

0.36 acres
15475.64 sq ft

S 0°04'38" W 12.76'

APPROX. DRIVE 26.91'

S 89°50'00" E 124.41'

MEGAN CIRCLE

30'

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30'

R = 60'

L = 56.29'

L = 85.86'

25.1'

APPROX. DRIVE

L = 71.09'

APPROX. DRIVE 49.27'

19

0.72 acres
31397.98 sq ft

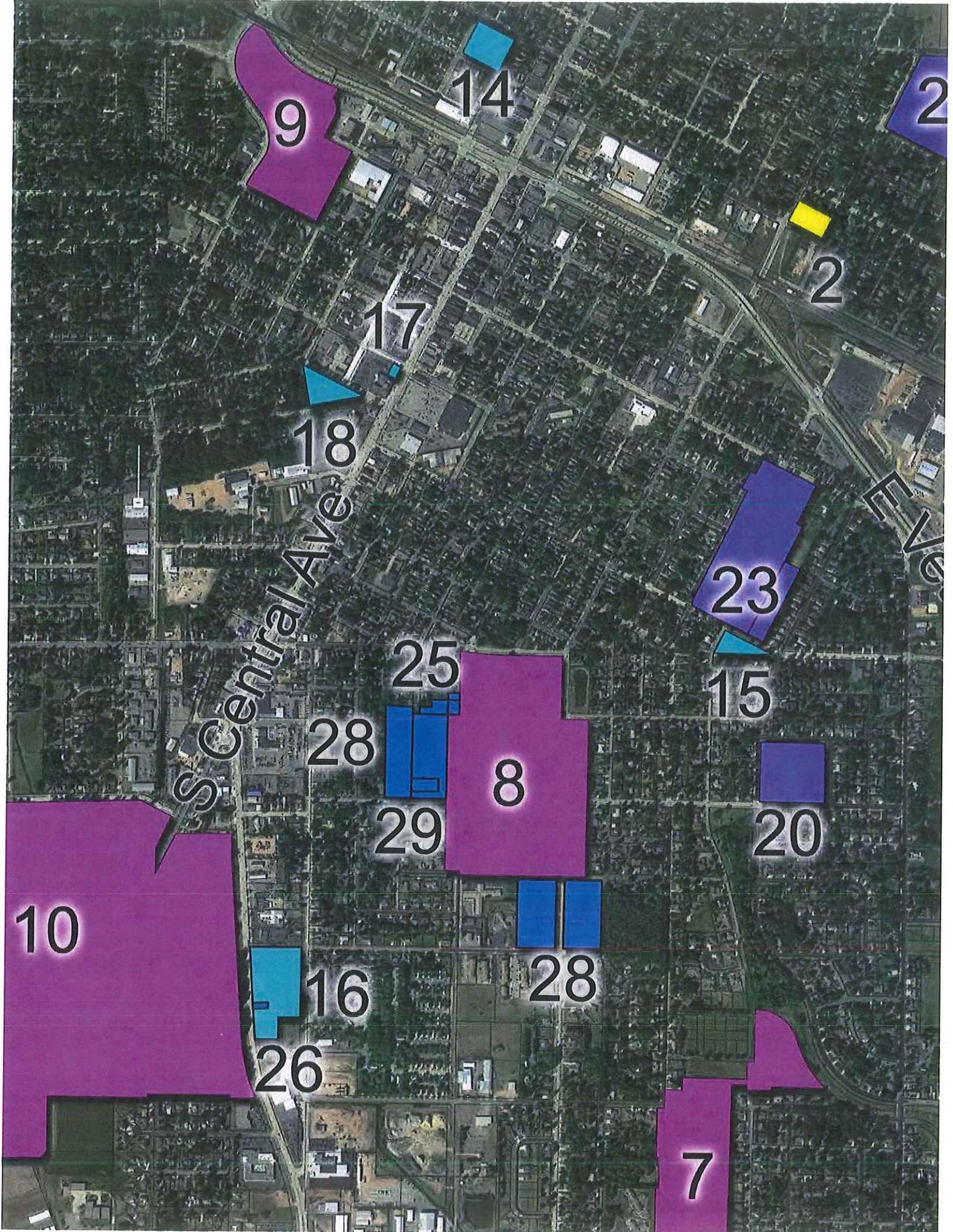
N 89°55'22" W 124.52'

WETLANDS

60.00'

88.57'

N 89°55'22" W



9

14

2

2

17

18

23

15

25

28

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S Central Ave

E Valley

CITY OF MARSHFIELD
PARKS, RECREATION AND FORESTRY COMMITTEE
December 8, 2016 Meeting Minutes

I. CALL TO ORDER:

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

ROLL CALL:

Present: Chairperson John White, Jr.; Vice Chairperson Jane Yeager; Alderperson Tom Witzel; Zoological Society Representative Tom Buttke; Members Chris Viegut & Ali Luedtke

Also Present: Justin Casperson, Parks and Recreation Director; Kelly Cassidy, Parks and Recreation Supervisor; Ben Steinbach, Parks Maintenance Supervisor, Mike Baltus, Cemetery Sexton; Nicolas Kumm, Marshfield Utilities; Chris Jockheck, Alderperson; Natasha Tompkins, resident at 101 N Adams

II. APPROVAL OF MINUTES:

PR16-26 Motion by Buttke, seconded by Yeager to approve the November 10, 2016 Parks, Recreation, and Forestry Committee meeting minutes. Motion Carried Unanimously.

III. PUBLIC COMMENT: Natasha Tompkins spoke about the clear cut of trees along the powerlines. She is asking Marshfield Utilities to invest in replanting the trees that were taken down along the trail.

IV. NEW BUSINESS:

A. Wildwood Station Trail – Marshfield Utilities:

Casperson explained why Marshfield Utilities was at the meeting and asked Nicolas Kumm to explain to the committee the reason for the tree removal and the replanting process. Kumm did explain to the committee that every 3 – 5 yrs. trees are trimmed. A storm went through this summer which caused the utilities to look at cutting trees in this area. The utilities did talk with the home owners about removal of the trees and gave them three options (side trimming, topping trees, and cutting the trees down). It was agreed that the best way was to cut the trees down and replant. There were also trees taken down along the trail to get to these trees along the powerlines. There was also a concern that the city was not notified about this work that was done and asked Kumm to make sure that the lines of communication be open in the future. Viegut gave the idea of planting white pines or Hemlock back in the area. Kumm was going to look into the possibility of planting more trees in the area that the trees were taken from along the trail.

B. Food Drive Rental Fee Waiver Request:

Casperson explained that Soup or Socks would like to use the Oak Ave. Community Center for Friday, May 12 through Monday, May 15, 2017 for their food drive.

PR16-27 Motioned by Buttke seconded by Luedtke to approve the usage of Oak Ave. Community Center in May for the 2017 food drive. Motion Carried Unanimously.

C. 2017 Fees and Chrges:

Casperson explained that the department was looking at a fee increase for the fairgrounds facilities and cemetery user fees. The increase for the fairgrounds is 5% and was last increased in 2011. The cemetery increase is being asked to narrow the gap between operation costs. The committee decided to vote on each increase separately.

PR16-28 Motioned by Viegut seconded by Yeager to approve the fee schedule for the fairgrounds facilities. Motion Carried Unanimously.

PR16-29 Motioned by Buttke seconded by Yeager to approve the cemetery fee increase. Motion Carried Unanimously.

V. OLD BUSINESS:

A. 2016 Pool Study Update:

Casperson updated the Parks, Recreation & Forestry Committee on the open house that the committee held at Wildwood Station on December 7th.

B. CORP Projects

Casperson shared with the committee the final short, medium, and long-term list of projects for the department. This list includes the changes from the last month's meeting on changes. This will be reviewed each year with the committee.

PR16-29 Motioned by White seconded by Buttke to approve the CORP project lists. Motion Carried Unanimously.

VI. REPORTS:

A. Zoological Society: Buttke reported that the society will be holding a Wild for Cats fundraiser at Rose Bowl Lanes.

B. Recreation

1. Winter/Spring program brochure – Will go out to the public on Friday, December 16th. Heinzen Printing will again be helping us to get this published and printed.
2. Programs
 - a. Tennis/Racquetball Center has seen an increase of usage as the weather has turned colder and the nets were taken down at Boson.
 - b. 2nd session of tennis lessons will conclude the week of December 12th.
 - c. Open Gym & Swim at the Sr. High is held on Monday and Wednesday evenings and will conclude for the Fall on December 7th.
 - d. The 4th grade co-ed basketball program has been running since Saturday, October 22nd and will conclude on December 17th. There are 31 participants signed up.
 - e. Pickleball is being held on Tuesdays from 6-8 p.m. and Thursdays from 1-3 p.m.
 - f. Gymnastics on Mondays will conclude on December 12th at the Sr. High. A class of tot-nastics was added on Wednesdays starting November 16th through December 14th. There were 16 children on the waiting list for a class and we were able to get 12 students in the class on Wednesdays.
 - g. Indoor ice rink has held a few open skate dates for early release and no school days.

B. Aquatics

1. Early Bird Lap Swim and Aquacise, being held on Tuesday and Thursday mornings at the Sr. High, will conclude for the fall on December 15th.

C. Parks & Zoo

1. Parks Maintenance Operations.
 - a. Park staff assisted with Rotary Winter Wonderland and Festival Turkey Trot.
 - b. The staff has completed the process of winterizing facilities. The final item was the bear exhibit waterfall. It was shut down for the season this afternoon.
 - c. The staff has started the preparation for outdoor ice rinks. We are hopeful to have ice available for use at Pickle Pond and Jr Lang Show Palace on Friday, December 16th.
 - d. Snow removal and de-icing are in full operation.
2. Forestry
 - a. Large oak risk tree was removed at Wildwood Park near Central Ave.
 - b. Friends of the Trail have been cutting and stacking buckthorn on the Wildwood Station Trail. The staff has been removing piles as needed.
 - c. We plan on starting ash tree removals as weather and staff scheduling allows.
3. Fairgrounds
 - a. Winter storage has been finalized.
4. Zoo
 - a. Zoo winter hours are currently 7:30 a.m. to 2:30 p.m. daily.
 - b. Rotary Winter Wonderland hours are daily 5:00 p.m. to 9:00 p.m. through December 31st.
 - c. Lexi, our Lynx, has been diagnosed with diabetes. She is currently on medication and a special diet to help treat her symptoms.
 - d. Held our annual zoo safety meeting. Staff reviewed the emergency protocols and held an emergency scenario.

D. Director

1. Zoo Maintenance Building – The staff is still working on design, construction documents, cost estimates, utility extensions and a certified survey map. The goal is to move all of the zoo operations into one building to improve the overall efficiency of the zoo operations. We anticipate the project planning to be complete in 2016 and built in 2017.
2. Fairgrounds - The long-term strategic planning meetings have been put on hold since July 2016. The Fair Commission wants to sandblast and paint of the grandstands steel roof structure and seal the concrete deck in 2017.
3. Wildwood-McMillian Trail – The state put a hold on funding until their 2017 fiscal year, which starts July 1, 2017.
4. Cemetery – At the Board of Public Works' December 5th meeting, the board discussed a new development of a possible donor willing to donate \$160,000 for the needed repairs and improvements. However, no repairs are authorized, as no future use has been identified. Discussions are still in the works.
5. Wenzel Family Plaza – The City had its first meeting with SEH, an engineering and architectural company, on Tuesday, November 8th. The next meeting is scheduled for December 13th.

VII. **NEXT MEETING:** January 12, 2017 at 5:30 p.m.

VIII. **ADJOURNMENT:** Meeting adjourned at 6:25 p.m.

Respectfully Submitted: Kelly Cassidy, Parks & Recreation Supervisor

Wildwood Park Zoological Society

5:30 November 17, 2016

City Plaza Building Room 108

Present: Tom B, Wilson, Mueller, Shaw, Terri B, Woltmann, Gleisner, Leonhardt, Frankwick,

Excused: Brandi R, Kelly R, Bo R,

Unexcused: Marsh, Hansen, Oettiker, Steinmetz, Tim B,

Guest/Honorary Members: Floreine Kurtzweil, Steve Burns

5:30 Roll Call Attendance confirmed as above

Approval of October 2016 Minutes-

Motion to approve by Gleisner

Seconded by Shaw

Motion Carried

Approval of October 2016 Treasurer's Report-

Motion to approve by Mueller

Seconded by Woltmann

Motion Carried

Parks and Rec Report: Given by Burns

Zoo Report: Lynx was diagnosed with diabetic neuropathy. Ornate box turtle will be in exhibit around April. A bobcat was added with the Lynx exhibit.

Facebook and Web: Woltmann to send to Justin.

Committee Updates:

Wild4Cats discussion

Adopt an Animal: Tom B. mentioned signs at Park and Rec that aren't picked up

Adjourn-

Adjourned