



# MEETING NOTICE

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## Agenda

### Parks, Recreation, and Forestry Committee

Thursday, April 10<sup>th</sup>, 2014 - 7:00 p.m.

City Council Chambers - lower level - City Hall Plaza  
630 S. Central Avenue

- A. **Call to order – Jim Wein, Chairperson.**
- B. **Approval of Minutes of March 13<sup>th</sup>, 2014 Parks, Recreation, and Forestry Committee meeting.**
- C. **Public Comments** - At this time, the Chairperson will recognize members of the public who have indicated a desire to address the Committee.
- D. **Set date, time, and location for the May meeting.**  
Recommended Action: Set next meeting for 6:00 p.m. Thursday, May 8<sup>th</sup> in room 108 at City Hall.
- E. **Recognize Jim Wein (1987) and Chris Viegut (1999) for their years of service on the Parks, Recreation, and Forestry Committee.**
- F. **Comprehensive Outdoor Recreation Plan Update and Discussion.**  
Presented by: Jeff Bahling, Rettler Corporation.  
Recommended Action: No action required at this time. Provide input to consultant and staff regarding proposed process and plan elements to-date.
- G. **Adopted Parks and Recreation Department 2015-2019 Capital Improvement Projects.**  
Presented by: Ed Englehart, Parks and Recreation Director  
Recommended Action: Information only-no action necessary.
- H. **Information Items.**
  - 1. Monthly Reports – Staff
  - 2. Recreation Programs and Aquatics, 2013-14 Ice Rink Report - Kelly Cassidy
  - 3. Park Maintenance & Zoo Operations – Ben Steinbach
  - 4. Project Updates – Wildwood-McMillan Connector Trail, Hewitt-Marshfield Connector Trail, Ludwig Building, 2014 Asphalt Repairs - Staff
  - 5. Zoological Society Minutes/Report – Kristy Palmer
  - 6. Marshfield Area Friends of the Trails minutes
  - 7. Volunteer Recognition –
  - 8. Other – Response from Police Chief regarding committee request of a no hunting buffer area around parks in regards to the new ordinance permitting bow hunting in City limits.

- I. **Committee Member Questions, Comments, Ideas, and Suggestions.**
- J. **Future Agenda Items.**
- K. **Communications.**
- L. **Adjournment.**

Posted this 7<sup>th</sup> of April, 2014 at 4:00 p.m. by Ed Englehart, Parks and Recreation Director.

**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.  
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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 Ed Englehart, Director of Parks & Recreation, at 630 S. Central Ave., Floor 2R, City Hall Plaza, or by calling (715) 384-4642.

## Parks, Recreation, and Forestry Committee Minutes of March 13, 2014

Meeting called to order by Jim Wein, Chairperson, at 6:03 p.m. in the Room 108 of City Hall Plaza, 630 S. Central Avenue.

**Present:** Jim Wein, John White, Jane Yaeger, Ali Luedtke, Kristy Palmer, and Alderman Tom Buttke

**Excused:** Chris Viegut

**Absent:**

**Also Present:** Ben Steinbach, Parks and Recreation Maintenance Supervisor, Kelly Cassidy Parks & Recreation Supervisor and Jeff Bahling and Rebecca Ramirez, Rettler Corporation.

**PR14-04** Motion by Buttke, seconded by Yaeger to approve the minutes of the February 13, 2014 meeting.

**Motion Carried 5-0**

**Public Comments:** None

The committee set Thursday, April 10<sup>th</sup>, 2014 at 7:00 p.m. as the date and time of their next meeting.

Kristy Palmer arrived – 6:07 p.m.

Jeff Bahling from Rettler Corporation presented information on the department's Comprehensive Outdoor Recreation Plan (CORP). He explained how the process will work to collect information for the 2014 -2018 CORP. He also explained how and what this plan can be used for by our community. The calendar was reviewed with dates of obtaining the information from user groups and the general public that will be used to put the information together. This was an information only item and no action was taken.

**PR14-05** Motion by White, seconded by Luedtke to approve the fee reduction and discontinuation of non-resident fees for tennis and racquetball. The effective date to start the new fees will begin May 1<sup>st</sup>. The department will also run the student rate for spring break (March 15<sup>th</sup> - March 23<sup>rd</sup>), like what was done for the winter break.

**Motion Carried 6-0**

Cassidy explained the new rates that would be used for the tennis and racquetball center. These reduced rates are to try and get more people playing tennis in the community. Luedtke brought this information up at the Marshfield Tennis Association meeting and the members were all very happy to hear of the reduced fees. Staff will bring the results of the fee reduction back to the November meeting. The committee questioned if this is just a trial for the next eight months. It was confirmed by Cassidy that yes, this will be a trial through December 2014.

Steinbach reviewed the proposed city ordinance permitting bow hunting in the city limits. The committee was concerned that there is no buffer indicated in the ordinance around the park land. They asked that this be checked into to see if it can be added. This was an information only item and no action was taken.

**PR14-06** Motion by White, seconded by Yaeger to approve placing three signs at the zoo entrance gates with the wording to include suggested donations of \$2.00 for adults and \$1.00 for youth.

**Motion Carried 6-0**

Buttke explained that this idea came from another zoo that staff had visited, and with these suggested amounts, that zoo has increased their donation revenue. The current signs located in Wildwood Zoo will be moved to other donation collection areas within the zoo and be replaced with the new suggested donation signs.

**Information Items:** Staff updated the Committee on their respective areas of responsibility and answered questions regarding the monthly reports.

**Committee Member Questions, Comments, and Suggestions:** None

**Future Agenda Items:** Ice Rink Report

**Communications:** None

**PR14-04** Motion by Yaeger, seconded by Palmer to adjourn the meeting.

**Motion Carried 6-0** Meeting adjourned at 7:34 p.m.

Kelly Cassidy, Parks & Recreation Supervisor

City of Marshfield, Wisconsin  
*Capital Improvement Program*  
 2015 thru 2019

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
<b>Parks &amp; Recreation</b>								
Wildwood-McMillan Connector Trail	PR-L-1647	1	499,000					499,000
Wildwood Park Pond Improvements	PR-L-2800	2					60,000	60,000
Playground Development/Renovation	PR-L-2804	2			50,000		50,000	100,000
Fairgrounds softball field improvements	PR-L-2808	2			20,000			20,000
Helko Pool	PR-L-2811	2			500,000			500,000
Wildwood Zoo Storage/Maintenance Building	PR-L-2824	2	355,000					355,000
Braem Park parking lot maintenance	PR-L-2827	2		100,000				100,000
Parks and Recreation Asphalt Surface Maintenance	PR-L-2854	2			30,000		30,000	60,000
Park Forestry Improvement Program	PR-L-2855	2		20,000	20,000			40,000
Braem Park Tennis Court Renovation Project	PR-L-2857	2				140,000		140,000
ADA Park Facility Access Improvements	PR-L-2860	1	0	20,000	20,000			40,000
Hewitt Connector Trail	PR-L-2861	2	121,000					121,000
<b>Parks &amp; Recreation Total</b>			<b>975,000</b>	<b>140,000</b>	<b>640,000</b>	<b>140,000</b>	<b>140,000</b>	<b>2,035,000</b>
<i>Borrowed - Taxes on Incremental Value</i>			20,000					20,000
<i>Borrowed - Nonrecurring Projects</i>					500,000			500,000
<i>Borrowed Funds - Recurring Projects</i>			565,000					565,000
<i>Donations/Private Funds</i>			118,000					118,000
<i>Non-Local Revenue</i>			92,000					92,000
<i>Room Tax</i>			180,000	140,000	140,000	140,000	140,000	740,000
<i>Parks &amp; Recreation Total</i>			<b>975,000</b>	<b>140,000</b>	<b>640,000</b>	<b>140,000</b>	<b>140,000</b>	<b>2,035,000</b>
<b>Grand Total</b>			<b>975,000</b>	<b>140,000</b>	<b>640,000</b>	<b>140,000</b>	<b>140,000</b>	<b>2,035,000</b>

**Capital Improvement Program**

2015 thru 2019

Department Parks & Recreation

**City of Marshfield, Wisconsin**

Contact Ed Englehart

Project # PR-L-1647  
 Project Name Wildwood-McMillan Connector Trail

Type N/A

Useful Life Unassigned

Category L - Parks

Priority Level 1

Assessable Project No

Companion Project Not Applicable

**Description**

The project will complete a pedestrian/bicycle trail from Wildwood Park/17th Street on the south to McMillan Avenue near Fig Avenue on the north. This project was approved for an 80/20 funding allocation by the State of Wisconsin in 2008. The project will require acquisition of the former Texas Spur rail corridor from Park Street south to Wildwood Park and cooperation from the School District of Marshfield for the trail segment on the west boundary of Grant School. Segments of the trail on Oak Avenue, from Depot Street to Cleveland Street, Park Street, from Spruce Avenue to Pine Avenue and a 1 block portion of Spruce Avenue will consist of a combination of on road bike lanes and sidewalks. The remainder of the trail is proposed to be 10'-12' asphalt surface. Development of plans and specifications and R.O.W. acquisition are scheduled for 2014 with construction in 2015.

**Justification**

In 2009, the city entered into an agreement with the State of Wisconsin to construct this off-road trail. The state will fund 80% (\$810,800) of the trail project cost. The trail will provide a key connector segment to other existing trails through the center of the city trail system plan, including the Veteran's Parkway pedestrian overpass, and will create a connection to the medical complex area, Security Health, and Grant School. This project was suggested by the Friends of the Trails and is supported by staff. The design and ROW acquisition phase of the project has taken considerably longer than was anticipated and the project cost estimate has increased. In addition to the increased construction costs due to inflation, additional costs were identified due to a route modification and findings during the plan development. The Federal/State funding for the project is capped at the 2009 level and it will be necessary for the City to budget additional dollars to complete the project. The State has extended the deadline for the City to complete the project until December 31, 2016 to be eligible to receive the reimbursement for construction. The project has received positive support from St. Joseph's Hospital, Marshfield Clinic, Reliant Rehab, Modern of Marshfield, Marshfield Utilities and the School District of Marshfield in the planning of the project. Funding will be received from some of those entities for specific design features that they have requested. With the increased City funding it would reflect the project funding of 61% from outside funding and 39% City funds instead of the original 80% outside funding and 20% City funding.

Expenditures	2015	2016	2017	2018	2019	Total
Construction	499,000					499,000
<b>Total</b>	<b>499,000</b>					<b>499,000</b>

Funding Sources	2015	2016	2017	2018	2019	Total
Borrowed Funds - Recurring Pr	350,000					350,000
Donations/Private Funds	109,000					109,000
Room Tax	40,000					40,000
<b>Total</b>	<b>499,000</b>					<b>499,000</b>

**Budget Impact/Other**

Increased maintenance cost for mowing, snow removal, and other trail and associated ground maintenance.

Should the City decide not to complete the project it will be necessary to re-pay the State the 80% reimbursement made to the City for the design services.

**Capital Improvement Program**

2015 thru 2019

City of Marshfield, Wisconsin

Department Parks & Recreation

Contact Ed Englehart

Type N/A

Useful Life Unassigned

Category L - Parks

Priority Level II

Project #	PR-L-2800
Project Name	Wildwood Park Pond Improvements

Assessable Project No

Companion Project Not Applicable

**Description**

Project includes improvements and maintenance for the upper and lower ponds at Wildwood Park. The initial phase of the project would provide for an assessment of the ponds and establish a master plan for improvements and maintenance. One goal of the assessment project would be to identify opportunities to enhance the recreational value of the ponds.

**Justification**

With the removal of the power plant, the primary uses of the ponds are for recreational benefits and storm water management. With limited natural bodies of water in Marshfield the ponds at Wildwood Park provide some of those experiences for the park visitors. The CORP identifies the need to improve the recreational and aesthetic qualities of the ponds.

In past years the upper pond provided fishing opportunities for both youth and adults. In recent years the quality of fishing has diminished. An improved understanding of the conditions of the ponds and future maintenance needs is also beneficial for long term use of the ponds as a storm water management tool. In 2012, the water level of the Upper Pond dropped significantly in part due to very low rainfall amounts.

Expenditures	2015	2016	2017	2018	2019	Total
Construction					40,000	40,000
Design					20,000	20,000
<b>Total</b>					<b>60,000</b>	<b>60,000</b>

  

Funding Sources	2015	2016	2017	2018	2019	Total
Room Tax					60,000	60,000
<b>Total</b>					<b>60,000</b>	<b>60,000</b>

**Budget Impact/Other**

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**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

Department Parks & Recreation  
 Contact Ed Englehart  
 Type N/A  
 Useful Life 20  
 Category L - Parks  
 Priority Level II

Project # PR-L-2804  
 Project Name Playground Development/Renovation

Assessable Project No  
 Impassant Project Not Applicable

**Description**

This is an on-going program of providing and maintaining safe playground facilities in the city parks that meet current safety and accessibility standards. Projects may include the rehabilitation or expansion of existing playgrounds or newly established ones.

**Justification**

Allocate funds to develop new and renovate existing city playgrounds. Priority replacement of existing playgrounds that do not comply with Americans with Disabilities Act (A.D.A.) and Consumer Product Safety Guidelines (C.P.S.G.) for playground equipment. The Comprehensive Outdoor Recreation Plan also identifies underserved areas in the community that may present an opportunity for a playground development.

Expenditures	2015	2016	2017	2018	2019	Total
Construction			50,000		50,000	100,000
<b>Total</b>			<b>50,000</b>		<b>50,000</b>	<b>100,000</b>

  

Funding Sources	2015	2016	2017	2018	2019	Total
Room Tax			50,000		50,000	100,000
<b>Total</b>			<b>50,000</b>		<b>50,000</b>	<b>100,000</b>

**Budget Impact/Other**

Reduce maintenance in short term for existing playgrounds. Increased maintenance costs for new playgrounds.

**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

**Department** Parks & Recreation  
**Contact** Ed Englehart  
**Type** N/A  
**Useful Life** Unassigned  
**Category** L - Parks  
**Priority** Level II

**Project #** PR-L-2808  
**Project Name** Fairgrounds softball field improvements

**Assessable Project** No  
**Companion Project** Not Applicable

**Description**

Two softball diamonds located inside the track area at the Marshfield Fairgrounds, 513 E. 17th Street. Substantial improvements were made to these fields in 1999 and 2003. This funding will address items that were either not made at that time or areas that now need updating and/or renovation.

**Justification**

These fields are the primary softball fields in the community and are used for girls youth softball, middle school and high school girls softball, and men and women's softball. The intent is to make needed renovations and improvements to these fields to avoid deterioration and maintain quality community softball fields. Examples of improvements are bleachers, scoreboards, fencing, infield surface, dugout roofs, and outfield turf.

Expenditures	2015	2016	2017	2018	2019	Total
Construction			20,000			20,000
<b>Total</b>			<b>20,000</b>			<b>20,000</b>

Funding Sources	2015	2016	2017	2018	2019	Total
Room Tax			20,000			20,000
<b>Total</b>			<b>20,000</b>			<b>20,000</b>

**Budget Impact/Other**

**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

Department Parks & Recreation

Contact Ed Englehart

Type N/A

Useful Life 30

Category L - Parks

Priority Level II

Project # PR-L-2811

Project Name Hefko Pool

Assessable Project No

Companion Project Not Applicable

**Description**

Should the YMCA expansion project be successfully completed and include an expanded swimming pool, sized to meet the community needs during the summer months, it is proposed that the Hefko Swimming Pool would be demolished and a "splash pad" play area be constructed in that location of Wildwood Park at 1800 S. Roddis Avenue. This would retain a water related recreation area at Wildwood Park and would be less costly to construct and maintain. Splash pads have been successfully introduced in Wisconsin communities over the past ten years and have proven to be very popular.

**Justification**

Hefko pool was built in 1933 and renovated in 1974. The average life expectancy of outdoor swimming pools in our region of the United States is between 30 - 35 years. In 2000, a preliminary report was completed to provide the city with more detailed information regarding the options and implications of a new pool. The required ADA accessibility improvements remain to be addressed. With the lack of other natural water recreation options in Marshfield it is felt that a quality public outdoor pool facility should be available for a community of this size. Most communities the size of Marshfield now provide outdoor swimming pools with a variety of enhancements and water features for their residents. New facilities now include features that appeal to a wider segment of the community including youth, families, young adults and active seniors. A new swimming facility relates to community health, safety, and economic development issues.

Expenditures	2015	2016	2017	2018	2019	Total
Construction			500,000			500,000
<b>Total</b>			<b>500,000</b>			<b>500,000</b>

  

Funding Sources	2015	2016	2017	2018	2019	Total
Borrowed - Nonrecurring Proje			500,000			500,000
<b>Total</b>			<b>500,000</b>			<b>500,000</b>

**Budget Impact/Other**

Current pool operates at \$25,000 - \$35,000 annual deficit. The 2000 study indicated that a new outdoor facility would be projected to recover nearly all operating costs from user fees. Depending on the design and size of splash pad it and whether or not user fees were charges it is estimated to cost between \$10,000 - \$15,000 annually to operate.

**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

Department Parks & Recreation

Contact Ed Englehart

Type N/A

Useful Life 30

Category L - Parks

Priority Level II

Project # PR-L-2824  
 Project Name Wildwood Zoo Storage/Maintenance Building

Assessable Project No

Companion Project

**Description**

Wildwood Zoo - core zoo area, 1800 S. Roddis Ave. project would include the construction of a metal building (approximately 56' x 60') west of the present Ludwig building to house zoo vehicles, materials, work room, staff area, storage space and space for special event providers who hold events at the zoo and park. Examples of these events are Rotary Winter Wonderland, Zoological Society Special events, cross country races, and bike rides.

**Justification**

Currently no adequate space is available at the zoo to store the zoo truck and utility vehicle inside. This space would also assist staff in removing maintenance equipment and other supplies out of animal management areas. Some supplies are also stored outside due to lack of storage space and it would be preferred to store these inside due to the large number of visitors that have access to this area. This would also remove maintenance functions from the Ludwig Building. The future of the Ludwig Building is in question since a failure of the floor structural system occurred in late 2012. The maintenance building was identified in the 1990 Zoo Master Plan and 2006-10 CORP.

Expenditures	2015	2016	2017	2018	2019	Total
Construction	355,000					355,000
<b>Total</b>	<b>355,000</b>					<b>355,000</b>

Funding Sources	2015	2016	2017	2018	2019	Total
Borrowed Funds - Recurring Pr	215,000					215,000
Room Tax	140,000					140,000
<b>Total</b>	<b>355,000</b>					<b>355,000</b>

**Budget Impact/Other**

Increased maintenance costs as building ages being offset slightly with possible extended life of vehicle due to inside storage. Increased utility costs for additional building.

**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

Department Parks & Recreation  
 Contact Ed Englehart  
 Type N/A  
 Useful Life 20  
 Category L - Parks  
 Priority Level II

Project # PR-L-2827  
 Project Name Braem Park parking lot maintenance

Assessable Project No  
 Companion Project

**Description**

Braem Park, 905 N. Cedar Ave., project would provide a total asphalt resurfacing with partial base course replacement as needed.

**Justification**

The surface has a large amount of small cracks and deterioration to the point that slurry seal surface maintenance will not be effective. The park is a major community recreational facility and the parking lot serves individuals using the ball diamond, tennis courts, horseshoe courts, disc golf course, skate park, and the park trails.

Expenditures	2015	2016	2017	2018	2019	Total
Construction		100,000				100,000
<b>Total</b>		<b>100,000</b>				<b>100,000</b>

  

Funding Sources	2015	2016	2017	2018	2019	Total
Room Tax		100,000				100,000
<b>Total</b>		<b>100,000</b>				<b>100,000</b>

**Budget Impact/Other**

Small reduction in annual asphalt maintenance. Striping costs every 3 - 5 years.

**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

**Department** Parks & Recreation  
**Contact** Ed Englehart  
**Type** N/A  
**Useful Life** 10  
**Category** L - Parks  
**Priority** Level II

**Project #** PR-L-2854  
**Project Name** Parks and Recreation Asphalt Surface Maintenance

Assessable Project  
 Companion Project

**Description**

This project is an on going project to provide new or improved asphalt surfaces under the responsibility of the Parks and Recreation Department. Facilities include park roads, parking lots, pedestrian/bicycle trails and other asphalt surfaces. Improvements may include new construction, complete renovation, resurfacing, seal coating, crack sealing, and restriping.

**Justification**

The number of asphalt surface areas in the Parks and Recreation Department has increased substantially over the past 10 years and more asphalt improvements are expected in the coming years. To provide planning and funding for these improvements a project is included in the City Capital Improvement Program.

<b>Expenditures</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Total</b>
Construction			30,000		30,000	60,000
<b>Total</b>			<b>30,000</b>		<b>30,000</b>	<b>60,000</b>

  

<b>Funding Sources</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Total</b>
Room Tax			30,000		30,000	60,000
<b>Total</b>			<b>30,000</b>		<b>30,000</b>	<b>60,000</b>

**Budget Impact/Other**

As new improvements are made additional maintenance costs are necessary to properly maintain the improvements and extend their life.

**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

Department Parks & Recreation

Contact Ed Englehart

Type N/A

Useful Life 40

Category L - Parks

Priority Level II

Project # **PR-L-2855**  
 Project Name **Park Forestry Improvement Program**

Assessable Project

Companion Project

**Description**

Project will provide funding to implement a systematic tree replacement and risk tree removals in the city parks along with other park forestry improvements as identified in the 2010 Park Tree Inventory and Assessment and related plans.

**Justification**

The tree stock in many of the city's park facilities are old and in deteriorating conditions. In the newer parks the tree plantings have been minimal to date and plans call for additional trees to be planted. To avoid a total transformation of these areas it is necessary that we begin to plant new trees that will take the place of some of the older trees as it becomes necessary to replace them due to potential hazards or from wind damage. It will also continue tree plantings in parks that are under planted plus provide replacement trees for ash trees as they are removed due to EAB concerns and in turn it will also provide for a more diversified tree stock within the parks.

Expenditures	2015	2016	2017	2018	2019	Total
Construction		20,000	20,000			40,000
<b>Total</b>		<b>20,000</b>	<b>20,000</b>			<b>40,000</b>

Funding Sources	2015	2016	2017	2018	2019	Total
Room Tax		20,000	20,000			40,000
<b>Total</b>		<b>20,000</b>	<b>20,000</b>			<b>40,000</b>

**Budget Impact/Other**

Increased cost to properly manage current and future park forestry resources in accordance with the 2010 plan(s).

**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

Department Parks & Recreation

Contact Ed Englehart

Type N/A

Useful Life 30

Category L - Parks

Priority Level II

Project# PR-L-2857

Project Name Braem Park Tennis Court Renovation Project

Assessable Project

Companion Project

**Description**

Project includes the renovation/replacement of all components of the 4 Braem Park tennis courts. It would include new asphalt or synthetic surface, nets, net standards, fencing and lighting.

**Justification**

These tennis courts were originally constructed in 1981 and the major components (surface, fencing, and lighting) are becoming more difficult to maintain and in need of renovation and replacement. Due to deterioration of the fixtures the lighting was discontinued in 2013. These tennis courts would represent the only city owned lighted tennis courts and they are located in Braem Park, a multi-use park that serves the northeast part of the community. These courts also serve as over flow courts for when large tennis events are scheduled at the Boson Tennis Courts at the nearby Senior High School.

<b>Expenditures</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Total</b>
Construction				140,000		140,000
<b>Total</b>				<b>140,000</b>		<b>140,000</b>
<b>Funding Sources</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Total</b>
Room Tax				140,000		140,000
<b>Total</b>				<b>140,000</b>		<b>140,000</b>

**Budget Impact/Other**

Initially reduced maintenance costs plus reduced electrical cost with more efficient lights.

**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

**Department** Parks & Recreation  
**Contact** Ed Englehart  
**Type** N/A  
**Useful Life** 20  
**Category** L - Parks  
**Priority** Level 1

**Project #** PR-L-2860  
**Project Name** ADA Park Facility Access Improvements

Assessable Project  
 Companion Project

**Description**  
 Funding will be used to address non-compliance accessibility items in accordance with the 2010 Department of Justice design requirements for recreation facilities and programs.

**Justification**  
 Compliance with federal regulations governing accessibility standards for recreational facilities and programs.

Expenditures	2015	2016	2017	2018	2019	Total
Construction	0	20,000	20,000			40,000
<b>Total</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>			<b>40,000</b>

  

Funding Sources	2015	2016	2017	2018	2019	Total
Room Tax	0	20,000	20,000			40,000
<b>Total</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>			<b>40,000</b>

**Budget Impact/Other**  
 Depending upon the improvement we would expect to experience Increased maintenance costs both short term and long term.

**Capital Improvement Program**  
**City of Marshfield, Wisconsin**

2015 thru 2019

Department Parks & Recreation  
 Contact Ed Englehart  
 Type N/A  
 Useful Life 30  
 Category L - Parks  
 Priority Level II

Project # PR-L-2861  
 Project Name Hewitt Connector Trail

Assessable Project  
 Companion Project

**Description**

Project would complete the final link between the City of Marshfield and Village of Hewitt/Town of Marshfield pedestrian/bicycle trail systems and apply an asphalt surface to an existing stone surface trail between Stadt Road and the proposed connector link. The two trail systems are within less than a 1/4 mile of each other. The project is proposed to comply with City of Marshfield trail standards resulting in a 10' wide asphalt pedestrian/bicycle trail that would connect the two trail systems. Funding and in-kind services have been secured to allow for construction of a stone base link in 2014. The funding requested for 2015 would complete the project as originally proposed, including asphalt surfacing.

**Justification**

This is the remaining trail segment to link the City of Marshfield and Village of Hewitt trail systems. Allowing pedestrians and bicyclists with a safer off-road option to commute between the two communities. With the completion of this trail segment, individuals would be able to travel from the Village of Hewitt city park to the far west side of the City of Marshfield entirely on off-road pedestrian/bicycle trail. The trail connection is included in the Marshfield Bicycle Transportation Plan. The right-of-way necessary for this connection has been secured. Wood County has agreed to provide the necessary engineering services to design the trail, Security Health Plan has committed to fund 10% of the project through their Health & Wellness Charitable Contributions program and a DNR Stewardship Grant was received to assist with phase 1 in 2014. Representatives from Village of Hewitt, Wood County, City of Marshfield and the Marshfield Area Friends of the Trails are working together to complete this project. Due to the availability of funding, the project will need to be completed in 2 phases.

Expenditures	2015	2016	2017	2018	2019	Total
Construction	121,000					121,000
<b>Total</b>	<b>121,000</b>					<b>121,000</b>

Funding Sources	2015	2016	2017	2018	2019	Total
Borrowed - Taxes on Increme	20,000					20,000
Donations/Private Funds	9,000					9,000
Non-Local Revenue	92,000					92,000
<b>Total</b>	<b>121,000</b>					<b>121,000</b>

**Budget Impact/Other**

Increase maintenance both short term and long term.

**Monthly Report for Parks and Recreation Department**  
**SUMMARY OF MAJOR WORK PROJECTS/ACCOMPLISHMENTS: March 2014**

**ADMINISTRATION**

Held numerous conference calls and meetings with Rettler Corporation staff to acquire information, plan for public information collection, and review information compiled. A listing of stake holders was established and questionnaire was sent to them requesting comments and feedback for the CORP.

Attended City C.I.P. Committee meetings and provided information regarding proposed Parks and Recreation Department projects. The Common Council is scheduled to act on the C.I.P. as recommended by the C.I.P. Committee at their April 8<sup>th</sup> meeting.

Held conference call regarding Wildwood-McMillan Connector Trail project. Call included representatives from Wisconsin D.O.T., Cedar Corporation, Strand Associates, and city staff. Discussion focused on the process and procedures to inventory and make necessary sidewalk improvements to the existing sidewalks on Oak Avenue between Depot Street and Cleveland Street. It is proposed that the sidewalk improvements could be made outside of the trail construction utilizing the city's traditional procedures for sidewalk improvements. The sidewalks will be inspected by city staff this spring when weather permits. The plat for the trail project was submitted by Strand Associates, and Cedar Corp has recommended its approval. This allows for the right-of-way phase of the project to proceed in preparation for construction to occur in 2015.

Continued to work with the Zoological Society Bear Exhibit fundraising group to secure donations for a new Grizzly Bear exhibit at the Wildwood Zoo.

Continued to work on the draft specifications for installation of a new shingled roof on the Round Barn. It is planned to solicit bids for the work in May with the Fair Commission awarding the bid and the work being completed by October 1, 2014.

The department worked with the Buyers' Guide to put together the 2014 Summer Program brochure, which will be released to the public on Friday, April 4<sup>th</sup>.

**PARKS**

Park staff continues daily seasonal operations at all parks, including emptying trash, inspecting facilities, picking up litter and debris, and addressing miscellaneous repair issues, such as those involving signs, plumbing, electrical, and vandalism.

Park staff continues to perform maintenance at Oak Avenue Community Center, Wildwood Station, Junior Fair Expo Building, John C. Lang 4-H Building, and the Senior Community Center.

Park Staff continues to assist with special events.

Staff continued to perform maintenance on "as-needed" items on playgrounds, buildings, trails, and parks that are supervised by the Parks Department:

- ◆ Maintained ice at Pickle Pond and Show Palace rinks.
- ◆ Performed snow and ice removal on park roads, parking lots, trails and sidewalks as needed.
- ◆ Finished painting and plumbing repair in the downstairs restrooms at the fair office building.
- ◆ Worked on refurbishing the wooden trail signs for Hamus Park.
- ◆ Miscellaneous work including; repairing picnic tables and park benches, cleaned and organized the maintenance shop, changed furnace filters, performed park checks, and emptied trash cans.

Park Maintenance Supervisor:

- ◆ Continued to coordinate with all contractors, including snow removal; electrical, heating and cooling; tree service; plumbing; and others as needed.
- ◆ Continued to meet with the Bear Design/Fundraising Committee.
- ◆ Worked on acquisition for a Mini Wheel Loader.
- ◆ Held interviews and filled all summer seasonal maintenance positions.
- ◆ Attended WPRA Spring Workshop.
- ◆ Attended WSTMA annual turf conference.

- ◆ Attended an outdoor sport court seminar.
- ◆ Met with Rettler and assisted Director on CORP information.

### ZOO

Staff continues to perform daily operations such as cleaning exhibits, preparing and feeding diets, maintaining equipment, and cleaning buildings and grounds.

- ◆ Athens Veterinary Service completed monthly animal care checks at the zoo.
- ◆ Performed snow and ice removal as needed.
- ◆ Moved all staff operations out of the Ludwig Building. Clean/painted/relocated cabinets/etc. in the Ludwig garage for the opening of the Zoological Society's Zoo Store in May.
- ◆ Doctor Paul, Steve Burns, Natalie Quinn and Ben Steinbach visited Minnesota Zoo and Como Zoo to gain operational ideas on their Grizzly and Polar Bear Exhibits.

### OLDER ADULTS

Brunch was held on Friday, March 14<sup>th</sup> with Lori Belongia being the presenter on the Library/Community Center Project. There were 23 people that attended this brunch.

The AARP Homestead, Federal and State tax program for low income started February 10<sup>th</sup> and will run through April 9<sup>th</sup>. Marshfield Area United Way is taking the appointments for this program and also providing the location for the taxes to be prepared. They have a large area where the equipment can stay set-up for the program. The new location that the taxes are being prepared is 106 West 1<sup>st</sup> Street, Marshfield.

### TENNIS/RACQUETBALL CENTER

Youth tennis lessons for the winter session conclude March 13<sup>th</sup>. The spring session began March 25<sup>th</sup>.

The youth hitting clinic concluded Monday, March 3<sup>rd</sup>.

Contracted tennis and racquetball times are scheduled to run through May 9<sup>th</sup>. There are eight tennis contracts of 1.5 hours each and one contract for 2 hours.

We held another court special for spring break. There were three new users during this 9-day special from March 15<sup>th</sup> to 23<sup>rd</sup>. We had 56 tennis reservations and 5 racquetball reservations.

### AQUATICS

Early Bird Lap Swim is held Tuesdays, Thursdays, and Fridays; Aquacise is held Tuesday and Thursday mornings. All activities are held at the Senior High Pool and will conclude on Friday, April 4<sup>th</sup>.

Open Swim ran on Monday and Wednesday evenings from 5:30 – 8:00 p.m. until Wednesday, March 26. There was no swim offered over spring break.

### ADULT ACTIVITIES

Placed and order of MACCI gift certificates for adult volleyball league awards. There are still two leagues that will be playing until the end of April due to the cancelations this winter. Leagues on Mondays are scheduled to end April 21<sup>st</sup> and Tuesdays ending April 29<sup>th</sup>. Basketball concluded for Thursday evenings on March 6<sup>th</sup>.

### ICE RINKS

Staff is currently working on an ice rink report for the 2013–14 season.

The outdoor ice rink season ended on Sunday, March 9<sup>th</sup>. This is the longest season we have had in over 25 years. The weather this winter was very cold and great for making ice, but the number of users was down due to the cool temperatures.

## **MAJOR GOALS, OBJECTIVES, & TASKS PLANNED FOR THE MONTH OF: April 2014**

### **ADMINISTRATION**

- Continue planning efforts with other city staff, Strand Associates, and others for the Wildwood-McMillan Connector Trail project, more specifically in securing all necessary easements and right of way.
- Continue to work with the Zoological Society Bear Exhibit Fundraising Committee to finalize fundraising materials and schedule of fundraising activities for 2014.
- Continue development of specifications and seek bids for the Round Barn roof replacement.
- Continue Comprehensive Outdoor Recreation Plan process.
- Attend Children's Festival on April 5<sup>th</sup>.
- Program brochure for the summer will be out on April 4<sup>th</sup>.

### **PARKS**

- Successfully complete all department maintenance assistance for special events.
- Continue maintaining all parks and facilities for seasonal operations.
- Continue with seasonal maintenance projects in parks and fairgrounds buildings and grounds.
- Continue with Wildwood Station, Fairgrounds, Oak Avenue Community Center, and Senior Center operations.
- Continue to work with the Recreation Department and other facility users to prepare courts for play.
- Work with service providers – lawn mowing services, dumpster services, and others as needed.
- Work with contactors as needed – electrical, plumbing, heating and cooling, utilities, and others as needed.
- Work on acquisition of infield groomer replacement.
- Work on acquisition of new scoreboards for softball complex.
- Prep for spring season, restrooms, small equipment, tennis soccer & batting cage nets, etc.

### **ZOO**

- Continue animal care and maintenance of management areas.
- Continue to maintain zoo buildings, grounds, and exhibits.
- Work on raptor acquisitions.
- Prep for spring season; remove winter covers from Cat House windows, clean exhibits and grounds.
- Host Wisconsin Municipal Zoo Association (WMZA) meeting.
- Hold in-house emergency plan review.

### **AQUATICS**

- Plan to hold a lifeguard training class – look at partnering with the YMCA in April.
- Put together staff training letter for summer employees.
- Organize forms to be used at Hefko Pool.
- Get AED organized for Hefko Pool and add information to the staff manual.
- Interview and hire summer staff.

### **YOUTH ACTIVITIES**

- Review employee return letters for summer positions.
- Begin to organize for summer program activities.
- Interview and hire summer staff.

### **OLDER ADULT ACTIVITIES**

- Attend MSCC board meeting on Friday, April 4<sup>th</sup>.
- Brunch will be held on Friday, April 11<sup>th</sup>.
- Spring Dinner will be held on Tuesday, April 15<sup>th</sup>.
- Work on Library/Senior Center project.
- Work with Candy on offering some new programs at the center during the mornings.

### **TENNIS/RACQUETBALL CENTER**

- Continue coordination of facility usage and monitor staff.
- Advertise for the new fees that will be offered starting May 1<sup>st</sup>.

### **ADULT ACTIVITIES**

- Monitor volleyball referees for Monday & Tuesday evenings. Leagues for these evenings will be done by Tuesday, April 29<sup>th</sup>.

**Marshfield Parks & Recreation**  
2013 - 2014 Ice-rink Report

**Expenditures**

**A) Ice-rink Attendants Hours & Wages**

	2013-14	2012-13	2011-12	2010-11	2009-2010	2008-2009	2007-2008	2006-2007	2005-2006
Hours	283.75	192.25	137.25	212.00	352.75	202.25	265.75	133.25	254.00
Wages	\$2,266.58	\$1,600.41	\$1,161.59	\$2,260.10	\$2,775.74	\$1,666.95	\$2,039.35	\$980.93	\$1,644.50

**B) Ice-rink Maintenance**

*Wages & Equipment Rental for Current Year*

	Sweeping & Plowing Equip Exp	Flooding Equip Exp	Staff Time		Expenditure Per Site Totals
			Hours	Wages	
Pickle Pond	\$ 427.13	\$ 1,214.20	46.25	\$ 970.80	\$ 2,612.13
Jerry Lang Show Palace Rink	\$ 214.85	\$ 1,050.75	30.00	\$ 690.10	\$ 1,955.70
<b>Totals</b>	<b>\$ 641.98</b>	<b>\$ 2,264.95</b>	<b>76.25</b>	<b>\$ 1,660.90</b>	<b>\$ 4,567.83</b>

*Annual Comparison - Maintenance, Wages, & Equipment Rental*

	2013-14	2012-13	2011-12	2010-11	2009-10	2008-09	2007-08	2006-2007	2005-06
Flood	\$ 2,264.95	\$ 4,062.91	\$ 2,311.66	\$ 2,516.20	\$ 1,970.50	\$ 3,026.00	\$ 3,760.25	N/A	\$ 3,690.75
Sweep/Plow	\$ 641.98	\$ 665.83	\$ 442.05	\$ 754.31	\$ 2,865.58	\$ 777.16	\$ 906.85	N/A	\$ 1,732.50
Staff Wages (full time)	\$ 1,660.90	\$ 2,498.65	\$ 1,400.60	\$ 1,887.15	\$ 2,696.49	\$ 2,138.04	\$ 2,885.27	N/A	\$ 2,671.10
<b>Totals</b>	<b>\$ 4,567.83</b>	<b>\$ 7,227.39</b>	<b>\$ 4,154.31</b>	<b>\$ 5,157.66</b>	<b>\$ 7,532.57</b>	<b>\$ 5,941.20</b>	<b>\$ 7,552.37</b>	<b>N/A</b>	<b>\$ 8,094.35</b>

**C) Utilities/Other Charges**

	2013-14	2012-13	2011-12	2010-11	2009-10	2008-09	2007-2008	2006-2007	2005-2006
Electric	\$ 118.41	\$ 84.51	\$ 98.10	\$ 96.12	\$ 104.56	\$ 55.25	\$ 123.23	N/A	\$ 109.47
Gas	\$ 1,034.82	\$ 546.10	\$ 245.12	\$ 516.65	\$ 655.21	\$ 459.88	\$ 259.43	N/A	\$ 122.95
Water	\$ 29.97	\$ 38.58	\$ 38.99	\$ 52.36	\$ 23.97	\$ 26.22	\$ 22.41	N/A	\$ 13.32
Sewer	\$ 76.36	\$ 95.69	\$ 94.42	\$ 54.15	\$ 56.83	\$ 69.32	\$ 55.00	N/A	\$ 35.95
Phone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Protection	\$ 11.80	\$ 11.80	\$ 9.28	\$ 7.58	\$ 7.89		\$ 7.59	n/a	\$ 4.97
Water Charge	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 650.00	\$ 650.00
<b>Totals</b>	<b>\$ 1,971.36</b>	<b>\$ 1,476.68</b>	<b>\$ 1,185.91</b>	<b>\$ 1,426.86</b>	<b>\$ 1,548.46</b>	<b>\$ 1,310.67</b>	<b>\$ 1,167.66</b>	<b>N/A</b>	<b>\$ 936.66</b>

\* Please note starting with 2005-2006 season utility amounts are for Pickle Pond, Dec. to Feb. only. 2013-14 season opened into March.

**E) Summary of Expenditures**

	2013-14	2012-13	2011-12	2010-11	2009-10	2008-09	2007-2008	2006-2007	2005-2006
Attendant Wages	\$ 2,266.58	\$ 1,600.41	\$1,161.59	\$ 2,260.10	\$ 2,775.74	\$ 1,666.95	\$ 2,039.35	\$ 980.93	\$ 1,644.50
Maint Wages & Equip	\$ 4,567.83	\$ 7,227.39	\$ 4,154.31	\$ 5,157.66	\$ 7,532.57	\$ 5,941.20	\$ 7,552.37	N/A	\$ 8,094.35
Utilities	\$ 1,271.36	\$ 776.68	\$ 485.91	\$ 726.86	\$ 848.46	\$ 610.67	\$ 467.66	N/A	\$ 286.66
Water Charge	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 650.00	\$ 650.00
<b>Totals</b>	<b>\$ 8,805.77</b>	<b>\$ 10,304.48</b>	<b>\$ 6,501.81</b>	<b>\$ 8,844.62</b>	<b>\$ 11,856.77</b>	<b>\$ 8,918.82</b>	<b>\$ 10,759.38</b>	<b>\$ 1,630.93</b>	<b>\$ 10,675.51</b>

Maintenance Expenditures Not Included in Totals:  
Shelter Set-up: Park Staff Wages & Supplies

**Participation Count Totals**

Note: Participation counts are taken on an hourly basis and only when an attendant is on duty. Counts may not represent actual number of individuals at the rink over the course of any given day but rather the number of individuals at the rink during the hour at which a count is taken (e.g. one individual may be counted more than once if at the rink for more than one hour.)

	2013-14	2012-13	2011-12	2010-11	2009-2010	2008-2009	2007-2008	2006-2007	2005-2006	2004-2005
S.J. Miller										
Pickle Pond	1,503	1,757	1,217	2,208	3,545	1,844	2,530	1,594	2,558	1,466
<b>Totals</b>	<b>1,503</b>	<b>1,757</b>	<b>1,217</b>	<b>2,208</b>	<b>3,545</b>	<b>1,844</b>	<b>2,530</b>	<b>1,594</b>	<b>2,558</b>	<b>1,466</b>

**Days Open By Site (warming house and rink)**

	2013-14		2012-2013		2011-2012		2010-2011		2009-2010		2008-2009		2007-2008		2006-2007		2005-2006		2004-2005	
	Rink	Warming House	Rink	Warming House	Rink	Warming House	Rink	Warming House	Rink	Warming House	Rink	Warming House	Rink	Warming House	Rink	Warming House	Rink	Warming House	Rink	Warming House
S.J. Miller																				
Pickle Pond	82	67	54	45	32	29	59	55	71	67	50	43	77	53	34	31	62	44	37	33

**Loads of Water Applied to Rinks (1 load = 1,500 gallons)**

Prior to 2005-2006: 1 load = 1,000 gallons

After 2005-2006: 1 load = 1,500 gallons

	2013-14	2012-2013	2011-2012	2010-2011	2009-2010	2008-2009	2007-2008	2006-2007	2005-2006	2004-2005
S.J. Miller									53.25	n/a
Pickle Pond	46.25	53.25	37.75	40.25	31.50	41.30	47.38	N/A	33.00	n/a
8th & Hemlock										n/a
Braem Park										n/a
Forest Ridge										n/a
Jerry Lang	30.00	32.50	30.75	22.25						
Hockey Rink					32.17	26.87	25.32	N/A	23.25	n/a
<b>Total Loads</b>	<b>76.25</b>	<b>85.75</b>	<b>68.50</b>	<b>62.50</b>	<b>63.67</b>	<b>68.17</b>	<b>72.70</b>	<b>0.00</b>	<b>109.50</b>	<b>0.00</b>
<b>Total Gallons</b>	<b>114,375.00</b>	<b>128,625.00</b>	<b>102,750.00</b>	<b>93,750.00</b>	<b>95,505.00</b>	<b>102,255.00</b>	<b>109,050.00</b>	<b>0.00</b>	<b>164,250.00</b>	<b>0.00</b>

**Summaries**

- 2013-2014
  - ♦ Opened for the season on Wed., Dec. 18th.
  - ♦ Closed for season on Sunday, March 9th, due to the condition of the ice. No complaints of smelly ice this year.
  - ♦ This was the longest season for ice and the coldest weather in 25 years for the ice rinks.
  - ♦ Closed for fifteen days throughout the season either due to cold, snow or soft ice.
  - ♦ Again made an ice rink at Jerry Lang Show Palace & Pickle Pond.
  
- 2012-2013
  - ♦ Opened for the season on Fri., Dec. 28th.
  - ♦ Closed for season on Wed., Feb. 20th, due to the smell and condition of the ice.
  - ♦ Closed for nine days throughout the season either due to cold or snow.
  - ♦ Again made an ice rink at Jerry Lang Show Palace.
  
- 2011-2012
  - ♦ Opened for the season on Wed., Jan. 4th and closed on the 6th to remake the ice. We reopened on the Jan. 18.
  - ♦ Closed for season on Thursday, February 16th, due to warm weather.
  - ♦ Very warm winter only opened 29 days.
  - ♦ Made ice rink at Jerry Lang Show Palace.
  
- 2010-2011
  - ♦ Opened for the season on Fri., Dec. 17th. We were open over the break all but two days.
  - ♦ Closed for season on Sunday, February 13th, due to warm weather.
  - ♦ Closed for four days throughout the season.
  - ♦ Changed outdoor ice rink at Fairgrounds to Jerry Land Show Palace
  
- 2009-2010
  - ♦ Opened for the season on Fri., Dec. 18th. We were open over the break all but one day.
  - ♦ Closed for season on Saturday, February 27th.
  - ♦ Closed for four days throughout the season.
  
- 2008-2009
  - ♦ Opened for the season on Fri., Dec. 19th. We were open over the break all but one day.
  - ♦ Closed for season on Friday, February 6th.
  - ♦ Closed for 13 days throughout the season.
  
- 2007-2008
  - ♦ Opened for the season on Mon., Dec. 17th. Closed over the Holiday break 12/21- 12/24.
  - ♦ Closed for season on Sat., March 1st
  - ♦ Closed for 23 days throughout the season.
  - ♦ Pickle Pond was the only outdoor skating rink. A warming house was staffed at this rink.
  
- 2006-2007
  - ♦ Opened for the season on Thurs., Jan. 18th.
  - ♦ Closed for season on Tues., Feb. 20th.
  - ♦ Closed for three days throughout the season.
  - ♦ A rinks at Pickle Pond was the only one made. Warming house and supervisor at Pickle Pond only.
  
- 2005-2006
  - ♦ Opened for the season on Thur., Dec. 15th. Open for five days for Holiday Break.
  - ♦ Closed for season on Wed., Feb. 15th, which is relatively normal.
  - ♦ Closed for 19 days throughout the season.
  - ♦ Rinks at Pickle Pond and S.J. Miller only. Warming house and supervisor at Pickle Pond only.
  
- 2004-2005
  - ♦ Opened for holiday break on Sat., Dec. 23rd.
  - ♦ Closed for season on Wed., Feb. 1st. Normal season closing is around Feb. 14th.
  - ♦ Closed for eight days during the season.
  - ♦ Only made rinks at Pickle Pond and S.J. Miller.
  
- 2003-2004
  - ♦ Opened for holiday break on Sat., Dec. 20th.
  - ♦ Closed for season on Wed., Feb. 18th.
  - ♦ Closed for eight days during the season.
  - ♦ First season since '99-'00 that rinks were open for holiday break.

WildWood Park Zoological Society  
7:00pm February 27<sup>th</sup>, 2014  
City Plaza Building Room 108

Present: Buttke, Reed, Morrow, Oettiker, Baer, M. Weidner, R. Weidner, Tim Buttke, Frankwick, Bluhm

Excused: Sullenger, Shaw, Leonhardt, Palmer, Gerrits, Burns

Guests: Floreine Kutzweil, Ken Zittleman

Unexcused:

Meeting was called to order at 7:00pm and Roll Call taken.

January 16<sup>th</sup>, 2014 Minutes-

Motion to approve Minutes by Bluhm

Seconded by Frankwick

Motion Carried

Treasurer's Report-

No significant changes

Motion to approve Treasurer's Report by M. Weidner

Seconded by Morrow

Motion Carried

WildWood/Lions trailer-

Ken Zittleman came to the meeting to discuss our relationship with Lion and the trailer use. Ryan Baer is looking into our insurance policy and food permits. Ann's husband Perry has volunteered to help with floor in the trailer and Jen's boyfriend Ben will do something with trailer hitch. Lion's Club will do the soda, water and curds. We will need volunteers from the Zoo Society and Lions will split revenue according to hours worked. We could get volunteers through the new United Way Volunteer Program.

Motion to approve continued relations with the Lion's Club by Bluhm

Seconded by R. Weidner

Motion Carried

Bear Exhibit-

No new information

Parks and Rec-

Nothing to Report

Zoo Report-

Adopt and Animal has been changed. Michelle has Serenity Designs making signs that have the animal that has been adopted with the person or entity's name engraved. Window Clings have been ordered; we may use these with memberships and adopt an animal. Serenity Designs is donating some of the cost for the signs to keep the Zoo's cost down.

Garrett Frankwick will be doing a facebook target audience for the Zoo, using the WildWood Zoo Page.

Motion to allow Garrett to use the Zoo page for these targets cost not to exceed \$20.00 by R.

Weider

Seconded by Tim Buttke

Motion Carried

Resignations-

Ron Dielmann and Amber Wignet have resigned from the Zoo Society

Motion to acknowledge these resignations by Bluhm

Seconded by Reed

Motion Carried

Committee Updates-

Blues in the Zoo will be Tunes in the Zoo. Great presentation given by Rob Weidner!!! We are going to team with VOX Series. This means more advertising to a wider audience. Garrett Frankwick will also be helping in this marketing area! Changes to consider is gate charges, carry-ins, use of the trailer for food and some beer, beer tasting with local brews etc.... It looks to be exciting!

Spring Ed is fast approaching. Toys need to be ordered.

Motion for budget of toys not to exceed \$1500.00 by Reed

Seconded by Tom O

Motion Carried

Zoo Store items needed.

Motion to allow \$2747.57 for Pioneer Saving to cover cost by Tim Buttke

Seconded by Frankwick

Motion Carried

VOX Series for Tunes in the Zoo.

Motion for VOX Series not to exceed \$2500.00 by Tim Buttke

Seconded by Tom O

Motion Carried

We have discussed maybe doing a Run/Walk and other ideas to raise fund for the Zoo.

Old/New Business-

Felicia Ritter wants to join the Zoo Society and will be at next meeting.

Motion to adjourn meeting 10:00pm by Morrow