

CITY OF MARSHFIELD
PARKS, RECREATION AND FORESTRY COMMITTEE
September 10, 2015 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; Zoological Society Representative Tom Buttke; Members: Ali Luedtke. Absent: Alderpersons Rich Reinart & Nick Faber.

Also Present: Justin Casperson, Parks and Recreation Director; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Kelly Cassidy, Parks and Recreation Supervisor II; Phil Hiller from Hillers True Value

- III. **APPROVAL OF MINUTES:** PR15-19 Motion by Buttke, seconded by Luedtke to approve the August 13, 2015 Parks, Recreation, and Forestry Committee meeting minutes with following changes: "change Tom Butke title from Alderperson to Zoological Society Representative & change Nick Faber from absent to present." Motion Carried Unanimously.

- IV. **PUBLIC COMMENT:** None

V. **OLD BUSINESS:**

A. **CORP Review:**

1. **Benedict Park** – Casperson discussed the various items scheduled and suggested in the CORP plan associated with Benedict Park. He explained the biggest need at Benedict Park was the need for a new basketball court. There is some concern with the basketball court close proximately to one of the homes adjoining the park.
2. **Forest Ridge Park** – Casperson discussed the various items scheduled and suggested in the CORP plan associated with Forest Ridge Park. He noted the playground surfacing needs to be addressed, the backstop needs repairs, and possible soccer goals to be added. The Committee asked about additional fencing around the perimeter to avoid lost balls in the bushes. The Committee asked about improving the road access off of Onstad Drive.
3. **Bounce House Rental Policy & Procedures:**
Casperson explained the Department's various bounce house rental policy options & asked the committee for feedback. Phil Hiller from Hillers True Value expressed his concerns in regard to the requirement of staking the bounce houses, people having to call in utility locates, renters having to be charged an additional fee and the requirement of insurance. The Committee had a lengthy discussion on the merits of each option. The Committee asked the Department come back with a possible policy based on the items discussed.

VI. **NEW BUSINESS:**

- A. **None.**

VII. **REPORTS:**

A. **Chairperson:** None

B. **Zoological Society:**

Buttke noted Fall Fest is coming up September 19th and that Boo at the Zoo is coming up October 10th. Buttke stated there was record participation in Wild Wednesdays this year and the Society's desire to expand the program. He explained the Society's desire to end Zoo Education Week because the presenter is not returning for 2016, and the amount of work is demanding.

C. **Recreation:**

1. **Hefko Pool** – Hefko had a cool August. There were seven days that free swim was not held and nine days that we didn't open the pool at all due to cool temps/rain which, in turn, brought attendance down for the month of August. We closed the pool on Friday, August 28th for the season due to staffing issues with college students returning to school. This did not create any issues for our department. We will bring a pool report to the next meeting.
2. **Library/Community Center Project** – On September 3rd, bids were received and opened for the 3rd time. After significant work by the construction manager (Boson) in conjunction with the architect (Zimmerman) and City staff to revise the plans/specifications, the effort paid off,

as the overall project package has been brought within budget (under \$7 million for Phase 1 alone; under \$7.32 million including the Phase 2 work authorized by the Council as part of Phase 1). The item will go in front of the Common Council at Monday, September 14th special to seek your approval to move forward with the project.

3. Fall Programs – Tennis/Racquetball center started fall hours on Tuesday, September 8th. Tennis Lessons will begin Monday, September 14th. The fall soccer league comprising of 38 teams and 450 children is in full swing and has four weeks left. This weekend we will start a soccer program for children 3-5 years of age on Sunday afternoons. Adult Volleyball league meeting was held last night. Leagues will begin the week of October 12th. Open Gym & Swim will start at the Sr. High on Monday, September 21st. Senior Health Fair will be held at the Jr. Fair Expo Building at the Fairgrounds on Friday, October 2nd from 9:30 a.m. to Noon.

D. Parks & Zoo:

1. CWSFA – Fair Time began on August 19th and ends September 21st. Total Electric was hired to make electrical repairs to the grounds before the fair began. Repairs still need to be coordinated at the Grand Stand roof and Jer Lang Show Palace alarm system.
2. Athletic Fields – All fall soccer programs have begun. All fields at Griese and UW have been prepped and ready for play. Player shelters on Figi are near complete; a few touch-up items still need to be finalized. They have been used for both Senior High and Columbus events.
3. Herbicide Treatments – Fall Herbicide applications of general park areas are taking place this week. Had one phone call from a concerned citizen asking that we eliminate the spraying of herbicide in the park areas.
4. Wildwood Park – Cross Country race events were held on September 5th and 8th. Both events were a success. Parks maintenance staff assists in the set-up and take-down of the events. Cross Country Team donated approximately 15 yards of material that park staff spread and compacted on a portion of the trails in Wildwood Park.
5. Zoo Exhibit – The wolf exhibit maintenance repairs are complete. Steve Burns is coordinating the arrival of three wolves this fall.
6. Parks Employee – The process of filling the Parks Technician III open position is still in process. Hope to have all positions filled in October.

E. Director

1. Bear Exhibit – The project is approximately 40 days from completion. Private donations are still coming in. Final plans are being worked out for the mural, donor plaques, landscaping, maintenance road improvements & pathway construction. No arrival date has been picked for the bears. The bear exhibit grand opening will be 1:00 p.m. October 24th.
2. Wildwood/McMillian Connector Trail – Final details and plans are being completed. The plan is being bid out for the project in late 2015 or early 2016 with completion by the end of 2016.
3. Marshfield/Hewitt Connector Trail – The project has substantial completion. The only remaining items that remain are painting & a few additional signs.
4. 2016 Budget – The 2016 budget preparation is in full swing. Our Department has submitted operations budgets to the Finance Department. The first public meeting is scheduled for October 6th and final approval by November 24th.
5. Forestry Presentation – The Street Division and Parks Division will be doing a presentation on its current urban forestry program to the Common Council on September 22nd. The presentation will educate the Common Council and residents on its operation and challenges looking forward.

VIII. NEXT MEETING: October 8, 2015.

IX. FUTURE AGENDA ITEMS: None suggested.

X. ADJOURNMENT: PR15-20: Motion by Yaeger, seconded by Luedtke to adjourn. Motion Carried Unanimously. Meeting adjourned at 6:28 p.m.

Respectfully Submitted: Justin Casperson, Parks & Recreation Director