

CITY OF MARSHFIELD
PARKS, RECREATION AND FORESTRY COMMITTEE
September 15, 2016 Meeting Minutes

I. CALL TO ORDER:

Meeting called to order by John White at 5:30 p.m. at Wildwood Station, 1800 S. Roddis Avenue.

ROLL CALL:

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

Excused: Alderperson Tom Witzel

Also Present: Justin Casperson, Parks and Recreation Director; Kelly Cassidy, Parks and Recreation Supervisor; and Ben Steinbach, Parks Maintenance Supervisor, Residents Jack Farris and Jeff Kleiman

II. APPROVAL OF MINUTES:

PR16-21 Motion by Buttke, seconded by Yaeger to approve the July 14, 2016 Parks, Recreation, and Forestry Committee meeting minutes. Motion Carried Unanimously.

III. PUBLIC COMMENT: None

IV. NEW BUSINESS:

A. Free Little Library on Wildwood Station Trail:

Justin Casperson explained to the committee where the library would be going along the trail, and Jack Farris & Jeff Kleiman talked about the size and look of the library. They also explained that they will be the ones taking care of filling and repairing the library should something happen to it. During the discussion, the location from behind the home of Jeff changed to be located next to the bench that will be off of State Street as a better place to have this library.

PR16-22 Motioned by Viegut seconded by Luedtke to work with staff for the placement and installation of the little free library, and have Jeff and Jack come back in the spring to let the committee know how things are going with the little free library.

B. Swim Lesson Agreement:

Kelly Cassidy went over the changes to the agreement from the approval in 2013. The YMCA would like the wording about the joint program brochure removed and the lessons in 2017 to increase by \$1.00 to take prices for YMCA members to \$39.00, City residents to \$47.00 and non-residents to \$57.00.

PR16-23 Motioned by Yaeger, seconded by Faber to approve the renewal of the agreement for 2017, 2018 & 2019 with the YMCA for swim lessons with the proposed fees and charges.

C. 2016 Pool Study Update:

Justin asked the individuals that are on the Pool Study Committee to give an update to the Parks, Recreation & Forestry Committee on where we are at and what the committee is looking at for a new pool. Allie, John and Kelly all shared information with the committee.

V. REPORTS:

A. Zoological Society: Tom reported that the Trick-or-Treat in the zoo on October 8th. They will be having a booth at Fall Fest and selling items from the zoo store. The Zoo store will be open on weekends for now.

B. Recreation

1. Library/Community Center Project – Library opened their doors to the public on Monday, September 6th. The council is looking at options and costs to remodel the community center.

2. Fall program brochure - Went out to the public on Friday, August 5th.

3. Programs

a. Tennis/Racquetball center started fall hours on Tuesday, September 6th. There is now an employee that is in the center for appointments.

b. Tennis Lessons will begin Monday, September 12th.

c. Fall Soccer is in full swing and has three weeks left. There are 474 participants enrolled.

d. This past weekend we started a soccer program for children 3-5 years of age on Sunday afternoons.

e. Adult volleyball league meeting was held Wednesday, September 7th. Leagues begin the week of October 17th.

f. Open Gym & Swim will start at the Sr. High on Monday, September 19th.

g. Senior Health Fair will be held at the Jr. Fair Expo Building at the Fairgrounds on Friday, September 30th from 9:30 a.m. – Noon.

- h. Pickleball hours no longer include Thursday evenings. Participants are playing on Tuesdays from 6-8 p.m. and Thursdays from 1-3 p.m.

C. Aquatics

1. Hefko Pool closed for the season on August 30th.
2. Early Bird Lap Swim and Aquacise resumed for the fall on Tuesday, September 6th. They are being held on Tuesday and Thursday mornings at the Sr. High pool.

D. Parks & Zoo

1. Parks Maintenance Operations
 - a. Maple Fall Fest Preparation.
 - b. Park staff assisted with Hub City Days, American Legion Regional and State Baseball Tournaments, Columbus and Senior High Cross Country events, MSA Tournament, Fall Soccer, Liberty Classic Horse Show, Fair Time, and Be a Hero 5K walk.
 - c. Staff installed concrete flat work at Griese Park including: press box on Figi Field, player shelter extensions on home & guest shelters on Figi Field, & home & guest shelters on Weinfurter Field.
 - d. Staff installed new playground chips at Wildwood Park and Upper Pond play areas.
2. Forestry
 - a. Thirty-seven park ash trees were treated to help prevent EAB: (26) at Wildwood Park and Zoo, (5) at SJ Miller, (3) at Griese, (2) at Pickle Pond and (1) at Veterans Park.
3. Fairgrounds
 - a. The park is under "Fair Time" agreement through September 21st.
4. Zoo
 - a. Steve Burns was off for extended time for birth of child.
 - b. Little Free Library was installed in core area of zoo.
 - c. Loss of Big Horn Sheep.

E. Director

1. Zoo Maintenance Building – 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 overall efficiency of the zoo operations. We anticipate the project planning to be complete in 2016 and built in 2017.
2. Fairgrounds - The Director has been part of several fairgrounds long-term strategic planning meetings. The goals of the meetings are to ensure the fair's sustainability, increase property usage, define stakeholder's roles, streamline event management, improvement of facilities & develop clear communication. The Director has been soliciting cost estimates for the sandblasting and painting of the grandstands steel roof structure and sealing the concrete deck.
3. Hardacre Park – The painter has begun work on the murals at Hardacre Park. On September 22nd, there will be a Fall Block Party hosted by Main Street Marshfield.
4. Wildwood-McMillian Trail – The state put a hold on funding until their 2017 fiscal year, which starts July 1, 2017.
5. 8th & Hemlock – On August 25th there was a neighborhood meeting for the 8th & Hemlock property. At the meeting, it came to light that the property is used for parking quite extensively by Marshfield School District users for various fall events. The Director would like resume conversations with the School District about their use of the property.
6. Cemetery – The Board of Public Works requested a proposal to design an interior niche room within the existing chapel. The services will include an initial concept design, construction documents, sales projections & cost estimates. It is staff's recommendation to remove the chapel because of significant restoration costs, lack of function and future use.
7. Wenzel Family Plaza – The City is requesting proposals for design & engineering services. The goal is to complete design and engineering by February, with construction commencing in spring 2017.
8. Zoo Signage – A new directional sign was installed on the drive-around section of the zoo in August. New entrance signs will be installed at all three pedestrian entrances in September.

VI. OLD BUSINESS:

A. CORP Plan:

1. Wildwood Park & Zoo – a tour of the park and zoo was taken by the committee.

VII. NEXT MEETING: October 13, 2016 at 7:00 p.m.

VIII. ADJOURNMENT: Meeting adjourned at 7:10 p.m.

Respectfully Submitted: Kelly Cassidy, Parks & Recreation Supervisor