

CITY OF MARSHFIELD
PARKS, RECREATION AND FORESTRY COMMITTEE
February 9, 2017 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 Yaeger; Alderperson Tom Witzel; Zoological Society Representative Tom Buttke; Members: Nick Faber & Ali Luedtke
Excused: Chris Viegut

Also Present: Justin Casperson, Parks and Recreation Director; Josh Miller, City Planner; Mary Wilson, Vice President of Zoological Society; Al Nystrom and Danielle Nystrom, Rotary Winter Wonderland Volunteers.

II. APPROVAL OF MINUTES:

PR17-01 Motion by Buttke, seconded by Yaeger to approve the December 8, 2016 Parks, Recreation, and Forestry Committee meeting minutes. Motion Carried.

III. PUBLIC COMMENT: None.

IV. NEW BUSINESS:

A. 2016 Rotary Winter Wonderland Presentation:

Al and Danielle Nystrom presented the highlights & challenges from the 2016 Winter Wonderland Event. The highlights included, but not limited to the following: 45,000 cans of food to 28 food pantries; over 500,000 cans of food since 2006; sustain pantries for six months; gate collections were \$56,000; sponsorships were \$50,000, annual expenses were \$80,000, 100% of profit toward food pantries, stipends to volunteer groups; Rotary Clubs have never taken a dollar out of this project and both clubs pay into event; recruited and organized 1,100 coordinate operations, snow removal and emergency planning with Department; estimated visitor count is 25,000 to 30,000 walkers per season; stayed open every night, despite weather challenges; significant lift to local restaurants and other businesses. Some challenges included: weather and recruiting volunteers to take down is difficult. Future plans include: refresh the project; stay within our footprint; leadership succession.

B. Park Dedication Fees:

Josh Miller explained the Subdivision Ordinance that was adopted in 2010, in which the City began requiring parkland dedication or a fee in lieu of land dedication for major subdivisions. The City recently received a preliminary plat for the Veterans Estates Subdivision that will consist of 13 new duplex lots for a total of 26 new dwelling units. The parkland dedication requirement is one 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.

PR17-02: Motion by John White, second by Nick Faber to choose 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 set up a non-lapsing account, dedicated for purchase, development, and improvement of parks, playgrounds, trails, recreation and open spaces. Motion Carried.

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 last month's meeting. 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 and Mary Wilson expressed a desire to have society floats in local parades. They would like to remodel and insulate RWW warming house pavilion where the current zoo store is located. Casperson said the zoo store at the RWW warming house is not part of the City plans. The

society is looking at purchasing items for the zoo store. They did quite well at RWW, but the zoo store did not work out well in conjunction with the event. The society said there were issues with heat, in which RWW did not hold up their end of the agreement. They would like the RWW to move out of the RWW warming house, as the society was concerned with the electrical cords and breakers, and wants the electrical inspector to be down there. They were also disturbed that the sidewalks to the warming house were not shoveled all year and people were getting hurt.

B. Recreation: None

C. Parks & Zoo: None

D. Director

1. Zoo Maintenance Building – The project is currently out for bid. The bid due date is February 22.
2. Fairgrounds - The Fair Commission approved two projects at the February meeting. The first project is the Grandstands Painting project. The second project is the Grandstands sealing project. Both projects were awarded to Van Asten Painting out of Wisconsin Rapids. I am working with the CWSF on the development of the stage plans and bid documents.
3. Community Center – The Common Council approved the floor plan with the removal of the ADRC offices. Plans are being finalized with the hopes of construction starting in June and P&R offices moving in December.
4. Wenzel Family Plaza – The City has met SEH three times to plan the new plaza. Erin Brown, Jason Angell and I visited the people responsible for the 400 Block in Wausau in January. They do not provide any restrooms at the park, nor do they provide staff for the warming house.
5. CIP – I am preparing documents for the 2018-2022 Capital Improvement Program, and will be recommending a Master Plan for Braem Park in lieu of proceeding forward with the projects slated for improvements.
6. Wildwood-McMillian Trail – The state put a hold on funding until their 2017 fiscal year, which starts July 1, 2017.
7. MACF – I recently joined the MACF board of directors, which is a 3-year term.
8. WPRA – I recently joined the WPRA board of directors as the secretary/treasurer, which is a 2-year term.

E. Parks, Recreation and Forestry Committee

VII. NEXT MEETING: March 9, 2017 at 5:30 p.m.

VIII. ADJOURNMENT: Meeting adjourned at 6:36 p.m.

Respectfully Submitted: Justin Casperson Parks & Recreation Director