

## Parks, Recreation, and Forestry Committee Minutes of February 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:**

**Absent:** Chris Viegut

**Also Present:** Ed Englehart, Parks & Recreation Director; Ben Steinbach, Parks and Recreation Maintenance Supervisor; and Jean Multerer, Marshfield Area Special Olympics.

**PR14-01** Motion by Buttke, seconded by Yaeger to approve the minutes of the December 12, 2013 meeting.

**Motion Carried 5-0**

**Public Comments:** None

The committee set Thursday, March 13<sup>th</sup>, 2014 at 6:00 p.m. as the date and time of their next meeting.

Kristy Palmer arrived – 6:05 p.m.

Wein moved agenda item F forward. Jean Multerer, presented a request from Marshfield Area Special Olympics to have the fee waived for their rummage sale on May 29, 30, and 31 at the Oak Avenue Community Center. The funds raised from the event will assist in funding Special Olympics activities. Englehart recommended that the fee be waived as requested.

**PR14-02** Motion by Buttke, seconded by Palmer to waive the building rental fees for Special Olympics use of the Oak Avenue Community Center for a rummage sale on May 29, 30, and 31, 2014.

**Motion Carried 6-0**

Buttke explained the Zoological Society's plans to have a zoo store at the Wildwood Zoo this summer. The Zoological Society is requesting approval to use the Ludwig Building garage space for their zoo store. Due to the building structural problems and the need for additional space for Rotary Winter Wonderland activities, the zoo operation activities that previously took place in the Ludwig garage space are being relocated to other areas of the zoo. The display cases and cabinets currently in the meeting room portion of the Ludwig Building will be moved into the garage area in preparation for demolition of the north half of the building.

**PR14-03** Motion by Yaeger, seconded by White to approve a one-year trial use of the garage area as a zoo store with the understanding that any modifications to the building must be approved in advance by the Parks and Recreation Maintenance Supervisor.

**Motion Carried 6-0**

Englehart reviewed the Parks and Recreation Department's 2015-2019 Capital Improvement projects submitted for consideration by the City Capital Improvement Program Committee. No action taken.

Steinbach reviewed the department's snow removal procedures that are now in place at Connor Park. The procedures have been modified so that department staff no-longer clears snow and ice from the sidewalks in front of the private lots east of the Connor Park property boundary. No action taken.

Englehart briefly reviewed the names identified in a 1990's park master plan for segments of the Upper Pond/large animal drive at Wildwood Park. The names have never been signed or publicized. The Committee discussed the difficulty in clearly identifying the various segments since they are on one contiguous park road, and whether or not they would be of assistance to a park user in trying to convey more accurately their location on the road. This was an information only item and no action was taken.

**Information Items:** Staff updated the Committee on their respective areas of responsibility and answered questions regarding the monthly reports. Steinbach noted that Michelle Weidner has been hired as the new Zoo Education Coordinator and she is currently working on scheduling presenters, and on acquiring sponsors for the Wild Wednesday programs held at the zoo this summer. Buttke and Palmer updated the committee on upcoming Zoological Society activities. Palmer is again coordinating the Zoo Education Week program that will present 25 animal/nature presentations to over 3,000 school children in late April & early May at the Wildwood Station building.

**Volunteer Recognitions:** Englehart briefly discussed the Weber Park 2013 Forestry information that was provided by Dan Umhoefer. Englehart and the Committee commended Mr. Umhoefer for his many years of volunteer work in making tremendous improvements to the park and its woodlands. Both Englehart and White commented on the heavy use the park is getting this winter by people using the trails for walking, skiing, and snowshoeing.

**Other** – Englehart briefly reviewed the 2013 Outfield Ad Sign Report, Comparison information on the Parks and Recreation Department budgets 2012-2014, the findings of the recently completed City Staffing/Operational review, and the department's 2013 carry forward request.

**Committee Member Questions, Comments, and Suggestions:** Luedtke suggested that staff re-evaluate the warming house/ice rink hours at Pickle Pond and consider opening at 10:00 a.m. on Saturdays instead of 1:00 p.m. and possibly closing earlier than the current 9:00 p.m. White commented that he had recently been snowshoeing at Hamus Park and the entrance drive is very narrow due to the snow levels, making it difficult for two vehicles to pass. Steinbach commented that his staff was able to get access to the City loader this past week and they have widened the section of the park road.

**Future Agenda Items:** Tennis/Racquetball Center fee proposals, Zoo donation box signage, and Comprehensive Outdoor Recreation Plan discussions with consultant.

**Communications:** Staff shared examples of some of the communications that have been received over the past month.

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

**Motion Carried** 6-0 Meeting adjourned at 7:32 p.m.

Ed Englehart, Parks and Recreation Director