

**Parks, Recreation, and Forestry Committee Minutes of June 18, 2015**

**A. 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. Present: Chairperson John White, Jr.; Vice Chairperson Jane Yaeger; Alderperson; Rich Reinart; Alderman Tom Buttke; Members: Ali Luedtke and Chris Viegut.

Excused: None

Absent: None

Also Present: Justin Casperson, Parks and Recreation Director; Ben Steinbach, Parks Maintenance Supervisor; Kelly Cassidy, Parks and Recreation Supervisor.

**B. Approval of Minutes**

**PR15-15** Motion by Yaeger, seconded by Luedtke to approve the May 14, 2015 Parks, Recreation, and Forestry Committee meeting minutes. Motion Carried Unanimously.

**C. Public Comment**

None

**D. Introduction of new director**

New Parks and Recreation Director, Justin Casperson briefly talked about his professional and personal history.

**E. Set date, time, and location for the June meeting.**

Recommended Action: Set next meeting at 5:30 p.m. on Thursday, July 9<sup>th</sup>, 2015.

**F. Griese Park Player Shelters**

Ben Steinbach, Parks Maintenance Supervisor discussed the MYSA goal of installing soccer player dugouts at Griese Park. Steinbach received initial approval from the City Inspector and City Zoning Administrator. Steinbach presented the design plans to David Lumber for cost estimates. David Lumber had concerns with the lack of detail provided by the design; however, provided a rough estimate on costs for materials at \$1,500.00. Steinbach conveyed discussions with Casperson, at which point concerns came up on the lack of detail and types of material to be used. Steinbach talked about City Park Staff installing the concrete slab and the challenges with existing electric and irrigation. The goal is to install the dugouts before the start of the fall soccer season. Department staff plans to meet with MYSA personnel to finalize the plans and bring back to the Committee.

**G. Review & Discuss Comprehensive Outdoor Recreation Plan (CORP) - Veteran's Park.**

Chairperson White presented his goal of reviewing the CORP at each meeting to keep the Committee and Department reminded of what items specifically can be addressed short and long term. Ben Steinbach, Parks Maintenance Supervisor discussed the various projects conducted in Veteran's Park the past couple of years, and the wishes of Jan Altmann to make improvements to Veteran's Park. Director Casperson discussed the short repairs that could be performed by Park Staff, the possibility of EAB impacting ash trees in the park and how that might impact our urban forestry as a whole. Discussion ensued in regard to EAB and its impact on the City. Department staff will bring back details on Veteran's Park improvements requested by Jan Altmann.

**H. Information Items.**

1. Department Reports:

Wildwood-McMillan Connector Trail: Work continues on securing the necessary right-of-way for the Wildwood-McMillan Connector Trail and completing the plans and specifications. At this time, 19 of the 20 parcels have been secured, including the railroad parcel. Two parcels are awaiting final signatures, leaving one parcel yet to acquire. Negotiations are ongoing for the final parcel. The final design and plan/specifications are nearing completion; however, some design items are contingent on the final agreements for the remaining parcel. The final plans will also require a final review by DOT consultant Cedar Corp, and they indicate this will take approximately four weeks. Due to the unknown timing of securing the final parcel, the project has been delayed to 2016. The City has until December 31, 2016 to complete the project or lose the funding.

Hewitt Connector Trail: Wood County is in the process of developing the final plans and documents. The current plan is still to bid and construct the trail in 2015.

Grizzly Bear Exhibit: BPW and CC approved the signing of contract with Altmann Construction for \$1,117,726. The overall project is estimated to be approximately \$1.3 million. Currently, the Zoo Society

fundraising committee is approximately \$83,530 short of the estimated expenses for the project. Steinbach explained the current plan to bridge the gap is to create a budget resolution that will transfer \$5,000 from the Sustainable Marshfield Committee, \$30,000 additional dollars from the Zoo Society and \$48,530 from the Hackman Storage Building project.

Library/Community Center Project: Cassidy updated the Committee that the Senior Center has been temporarily moved the Marshfield Mall. There are still some items to be removed from the 'old' senior center to the space at the mall. Ground breaking is set for July 31. Staff will meet with Zimmerman Architects once the final plans are complete & construction begins on the library.

Tennis/Racquet Ball Center: Switched to summer hours.

Hefko Pool Open: The pool was opened to the public on Saturday, June 6. Staff had their first save already.

Pickle Ball: Still running at OACC.

Golf Lessons: Still being offered with MCC.

2. Zoological Society Report: Buttke updated the Committee that the first Wild Wednesday was on June 10 with over 440 participants, and shows at 11:00am & 1:00pm. UW-Stevens Point assisted with the event. Saturday, June 13 is Zoofest with costs of \$5.00 per person. This is the Zoological Society's main fundraiser.
3. Volunteer Recognition: Cassidy mentioned the senior citizens who have volunteered their time at the Senior Center & its relocation. Buttke mentioned the various volunteers who help at the Zoo Store and at the Zoo.

**I. Committee Member Questions, Comments, Ideas, and Suggestions**

White asked how much vandalism the Parks & Recreation Department has had. Steinbach commented there was some spray painting at the trail underpass. Clean up was already done. Viegut asked about the grooming and maintenance of trails in Weber Park. Steinbach explained the maintenance program.

**J. Future Agenda Items**

**K. Communications**

Kiwanis sent a thank you card for the Department's efforts with the Mother's Day Art Fair Event. Dairy Fest sent a thank you card for the Department's efforts with the Dairy Fest Event. The Department received a letter acknowledging our horse shoe courts at Braem Park are sanctioned.

**L. Adjournment**

**PR15-16** Motion by Luedtke, seconded by Yaeger to adjourn. Motion Carried Unanimously. Meeting adjourned at 6:37 p.m.

Respectfully Submitted:

Justin Casperson, Parks & Recreation Director