

## **Parks, Recreation, and Forestry Committee Minutes of February 9, 2006**

Meeting called to order by Jim Wein, Chairperson, at 6:00 p.m. in the Executive Conference Room in the lower level of City Hall Plaza, 630 S. Central Avenue.

**Present:** Jim Wein, Alderman Tom Buttke, Brenda Baur, Julie Smith, and Chris Viegut

**Absent:** Jane Sautner-Yaeger (excused), and Zoological Society Board Representative (excused - position not filled)

**Also Present:** Ed Englehart, Parks and Recreation Director; Kelly Cassidy, Parks and Recreation Supervisor; Ben Lee and Al Nystrom, Rotary Holiday Lights Event; Gary Varsho and Mike Steinwagner, Marshfield Spring Baseball; John Scheuer, MARSH 21; and Marc-Oliver Wright, Zoological Society Board member

There were no comments regarding the January 12<sup>th</sup>, 2006 committee meeting minutes.

Ben Lee and Al Nystrom reviewed the planned route for the 2006 Rotary Holiday Lights event to be held at the Wildwood Zoo Thursday through Sunday evenings from November 24<sup>th</sup> through December 31<sup>st</sup>. The event will have a drive-through route which will enter off of 17<sup>th</sup> Street, proceed through the core zoo, and then exit out onto Roddis Avenue, and a walk-through route beginning at the south zoo parking lot and going into the core zoo. Ben distributed maps of the Zoo showing the routes. He also discussed a future drive-through route that would travel through the middle of the park from Central Avenue on the old park road and then through the core zoo. They have met with representatives from Marshfield Utilities to review options for additional electrical disconnect panels and a means with which to control the overhead security lights at the Zoo.

**PR06-04** Motion by Viegut, seconded by Smith, to approve drive-through route #1, the walk-through route, dates and times of the event, and the use of the Ludwig Building as coordinated through staff and with the stipulation that the Parks, Recreation, and Forestry Committee be kept abreast of any new information or details.

**Motion Carried** All ayes

Gary Varsho updated the Committee on Marshfield Spring Baseball's plans for the coming season. They are increasing their program to include 13 and 14 year olds. Their program last year was very successful and may see an increase in participation this year in their 10-12-year old program. Last year they sold concessions from under a canopy they set up each evening. This year they are requesting permission to locate a concession building at the fields for their use to sell concessions and to store their equipment in. The building would be 8' x 12' and be on skids so that it can be removed in early June at the end of the season. Trudeau Construction will be constructing the building and it will mimic the look of the Hackman Field building and look nice.

**PR06-05** Motion by Buttke, seconded by Baur, to approve the request for a one-year trial basis with the location of the stand to be approved by staff and under the condition that all costs associated with the stand's operation be covered by Marshfield Spring Baseball.

**Motion Carried** All ayes

Cassidy presented a request from the Marshfield Tennis Association to hold a tennis tournament this spring on a weekend. If scheduled, the tennis courts would not be available for use by the general public. This has not been done in the past, as far as Cassidy is aware, and the policy does not address this situation. Depending on the weather, demand for the courts in Spring can be marginal. M.T.A. is looking for ways to increase community interest in tennis by offering new activities. Should the committee approve the idea, Cassidy and the M.T.A. president, Mary Jo Siebenaler, will determine the dates for the tournament.

**PR06-06** Motion by Viegut, seconded by Buttke, to approve the use of the indoor tennis court for an M.T.A. tournament on a weekend this spring. Staff will identify a recommended fee that includes additional costs for non-residents and covers the actual cost to the City plus incorporates some of the concepts identified by the Community Organization Fee Review Committee and will return to the Parks, Recreation, and Forestry Committee for approval.

**Motion Carried** All ayes

Englehart reviewed a list of remaining improvements for the new baseball diamonds at Steve J. Miller Recreation Area with a prioritization developed by department staff in discussion with John Scheuer, who represents MARSH 21. The available funding this year will not complete all of the items. The top priority was to complete irrigation for the two youth diamonds and second was to purchase bleachers for the three fields.

**PR06-07** Motion by Buttke, seconded by Baur, to approve the prioritized listing and to direct staff to proceed with improvements as funding allows.

**Motion Carried** All ayes

Tom Buttke left the meeting at 7:00 p.m.

The 2006-2010 Comprehensive Outdoor Recreation Plan was discussed. Englehart explained that many of the typos and corrections have already been made from the draft version that the Committee received but no substantial changes were made. The Committee identified additional gymnasiums at some area churches that were not listed and they would like to see that information corrected. They also inquired of the capital improvement programs (c.i.p.) information and suggested that it reflect what has been requested by the department in the 2006-2010 capital improvement program. Understanding that the final adopted c.i.p. would more likely be very different from the requested projects, it was felt that the information should reflect the best estimates for the proposed projects.

**PR06-08** Motion by Wein, seconded by Smith, to recommend approval of the 2006-2010 Comprehensive Outdoor Recreation Plan to the Board of Public Works and the Common Council with identified changes.

**Motion Carried** All ayes

Englehart commented that the Zoo Master Plan Committee minutes include a recommendation to utilize some of the master plan funding to purchase automatic counters for the zoo gates. This will require a budget resolution and will be brought back to the Committee for direction after additional information is acquired regarding an alternate product.

**PR06-09** Motion by Smith, seconded by Baur, to receive and place on file the Minutes of the Zoo Master Plan Committee meeting of November 7, 2005.

**Motion Carried** All ayes

The Committee set the date for next meeting of the next Parks, Recreation, and Forestry Committee meeting for March 16<sup>th</sup> at 6:00 p.m.

Informational items were reviewed.

Cassidy updated the Committee on the status of the ice rinks. The recent warm weather has created problems with maintaining good ice on the rinks. The Steve J. Miller rink has been closed for the season but maintenance staff will continue to attempt to improve and maintain the rink at Pickle Pond.

Englehart distributed a 2006 project listing that identified improvements and projects to be completed at various parks over the coming year.

Englehart informed the Committee that the male wolf, Roberto, was euthanized this morning following a rapid decline in his health over the past week. Roberto was 19 years old and had been suffering from various ailments including cancer. The Zoo veterinarian and Wildlife Science Center were involved in the decision-making process. The decision regarding a replacement will be made in the coming weeks following review of various options. Plans are being made to receive a female elk from the Henry Vilas Zoo in Madison. They are closing their elk exhibit and contacted us to see if we would be willing to receive their elk. They will be providing all of the required certifications and transportation costs. The Finance, Budget, and Personnel Committee approved filling the Zoo Keeper position. The internal posting deadline is February 15<sup>th</sup> and the external application deadline is February 24<sup>th</sup>. We are not expecting to have any internal candidates post for the position. We anticipate beginning the interview process of external candidates sometime in March. The interview team will consist of the Parks and Recreation Director, Parks and Recreation Maintenance Supervisor, the Human Resource Specialist, a representative from the Parks, Recreation, and Forestry Committee, and the Wildwood Zoological Society President. Jeff Becker, maintenance department staff person, and the zoo veterinarian will also be assisting in the interview process.

Jim Wein asked Chris Viegut if he would be willing to represent the Committee on the interview team. Chris agreed to serve.

**PR06-10 Motion** by Smith, seconded by Baur, to adjourn. Meeting adjourned at 7:55 p.m.

Ed Englehart, Parks and Recreation Director