

Parks, Recreation, and Forestry Committee Minutes of November 13th, 2008

Meeting called to order by Jim Wein, Chairperson, at 6:00 p.m. in 1st floor meeting room 108 of City Hall Plaza, 630 S. Central Avenue.

Present: Jim Wein, Alderman Tom Buttke, Tom Oettiker, Brenda Baur, Chris Viegut, and Jane Sautner-Yaeger

Excused: Julie Smith

Absent:

Also Present: Ed Englehart, Parks and Recreation Director; Kelly Cassidy, Parks and Recreation Supervisor; Ben Steinbach, Parks and Recreation Maintenance Supervisor; and Alderman Josh Hansen.

There were no comments regarding the October 9th meeting minutes.

Public comments - There were no public comments.

The December meeting will be scheduled for Thursday, December 11th at 6:00 p.m. in City Hall.

Cassidy reviewed the proposed changes for use of the Senior Community Center. The intent of the suggested changes is to bring the policy for this facility more in line with the other building/facility use policies. Staff is also recommending that this policy be made a part of policy 6.320 Buildings and Shelters to provide one single reference point for the building use policies.

PR08-31 Motion by Buttke, seconded by Bauer, to approve the changes to policy 6.322 Senior Community Center as presented and to add it to policy 6.320 Buildings and Shelters and discontinue policy 6.322.

Motion Carried All ayes 6-0

Englehart noted that he is requesting that policy 6.320 Buildings and Shelters be changed to include the new shelter at Weber Park. The rental fee for this shelter will be the same as the two large shelters at Wildwood Park and the shelter at Hamus Nature Preserve and Recreation Area. The department plans to begin accepting reservations for the Weber Park Shelter on January 2nd.

PR08-32 Motion by Baur, seconded by Oettiker, to approve the change to policy 6.320 Buildings and Shelters adding the Weber Park shelter to the policy.

Motion Carried All ayes 6-0

Englehart presented a request from Narayana Murali to extend the use of the Wildwood Station building until 2:00 a.m. on January 1, 2009 for a New Years Eve party.

PR08-33 Motion by Yaeger, seconded by Baur, to approve the request from Narayana Murali to use of the Wildwood Station building until 2:00 a.m. on January 1st with the normal extension fees.

Motion Carried All ayes 6-0

Information items were reviewed. Buttke updated the committee on the status of the new deer hunting ordinance. The committee inquired about any established guidelines for memorial donations such as the park benches and whether or not these standards are listed anywhere. Englehart commented that we have established a standard for memorial park benches and the current cost is \$500. There is a need to identify other items needed in the department that would provide an opportunity to provide the memorial recognition such as the plaques that are placed on the benches. The committee would also like to again pursue the "gift catalog" concept that was discussed a number of years ago but not completed. Englehart suggested that the department staff could draft a sample catalog and submit it to Buttke and Viegut for their review and suggestions. Englehart informed the committee that the Fair Commission took action at their October meeting to allow the Parks, Recreation and Forestry Committee to establish all facility fees and user policies for the Marshfield Fairgrounds Park in an effort to provide a more consistent process for setting fees and user policies for the Fairgrounds Park since the maintenance and operation budget is a Parks and Recreation Department budget and responsibility. Englehart passed around a copy of the Governmental Volunteer Opportunities brochure developed by the Mid-State Technical College students. Jim and Sarah Krueger and family were awarded the 2008 Parks and Recreation Department Volunteer of the Year Award at the November 11th Common Council meeting.

Englehart reviewed communications the department had received since the October meeting.

PR08-34 Motion by Yaeger, seconded by Oettiker, to adjourn. Meeting adjourned at 7:06 p.m.

Ed Englehart, Parks and Recreation Director