

Parks, Recreation, and Forestry Committee Minutes of March 11, 2010

Meeting called to order by Jim Wein, Chairperson, at 6:00 p.m. in Room 108 at City Hall Plaza, 630 S. Central Avenue.

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

Excused: Julie Smith **Absent:** None

Also Present: Ed Englehart, Parks and Recreation Director; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Kelly Cassidy, Parks and Recreation Supervisor, Josh Miller, Planning and Zoning Administrator, Jean Worzella, Dennis Keffer, Dan Umhoefer, Lori Bents, Michael Zimmerman, and Bryan Zimmerman.

There were no changes or comments regarding the January 14th meeting minutes. Note - The February meeting was not held due to lack of a quorum.

Public Comments: There were no public comments.

The Committee agreed to hold the April meeting on Thursday, April 8th at 6:00 p.m.

Josh Miller presented information regarding the purchase and installation of a plaque to be installed on the Columbia Park band shell indicating the structure is listed on the Wisconsin and United States Historic Register. The Historic Preservation Committee's budget amount will only cover the cost of a granite plaque. It is felt that the bronze plaque is preferred at this location. Committee members expressed concern over the funding process and a desire for bronze plaques to be used on city buildings similar to the bronze plaque used at the Post Office building.

PR10-05 Motion by Buttke, seconded by Oettiker to approve the purchase of a bronze plaque this time with the additional \$400 coming from the Columbia Park Band Shell Restoration project account with the hope that the Historic Preservation Committee will change their policy to fully fund the desired designation plaque. The plaque will be mounted on the concrete located at the northeast corner of the band shell.

Motion Carried 6-0

Bryan Zimmer presented his request to complete his Eagle Scout project at Griese Park by making improvements to the existing playground. He would be adding additional tire "stepping stones", painting and staining some of the existing wood structures, and adding a new climbing unit.

PR10-06 Motion by Yaeger, seconded by Baur to approve request contingent upon staff review and confirmation of compliance with playground safety standards and compatibility with current playground structures. All work at Griese Park must be scheduled and approved in advance by the Parks & Recreation Maintenance Supervisor.

Motion Carried 6-0

Jean Worzella, representing her Leadership Marshfield project committee, requested to hold a 5K fun run/walk event at Wildwood Park on April 10, 2010 to raise funds for playground equipment at Shirley's House of Hope. She is also requesting that the park road around the zoo and upper pond be closed during their event. She is estimating that the road would need to be closed from approximately 8:00 a.m. to noon.

PR10-07 Motion by Baur, seconded by Yaeger to approve the request with the requirement that they place a sign on the gate stating the reason the road is closed and what time it will reopen and to waive the fee for the Labor Council shelter.

Motion Carried 6-0

Dennis Keffer, representing his Leadership Marshfield project committee, requested to use park facilities to run a summer family movie night series. They are planning to show movies at Columbia Park band shell, Wildwood Park and Zoo, Marshfield Fairgrounds Park, and Jack Hackman Field. There will be no admission to attend the movies. Dennis commented that his committee is looking into having various community organizations sell concessions at the movies as a fund raiser for their organizations. Dennis is requesting use of the facilities at no charge. He is also asking that the Oak Avenue Community Center be scheduled on those dates so that in the event of rain they would move the movie to the gym. Some concerns were expressed about the use of Jack Hackman Field and whether or not rental fees should be waived.

PR10-08 Motion by Viegut, seconded by Baur, to approve the request as proposed and require Dennis's committee to work with the Parks and Recreation Department staff to carry out the use of the facilities as smoothly as possible and

waive any fees; however, should damages occur to city property as a result of the event, the Leadership Marshfield project committee shall reimburse the City for the cost to repair the damages.

Motion Carried 6-0

Englehart explained the background regarding the request to include a statement in the Oak Avenue Community Center's building use policy to require that when the gym is rented by outside groups that all of the gym floor mats be required to be placed on the floor unless all participants wear clean, dry gym shoes. The situation does not present itself very often but it has occurred a couple of times over the past year and staff has concerns over damage occurring to the gym floor surface.

PR10-09 Motion by Buttke, seconded by Yaeger to approve the change to policy 6.32 Buildings and Shelters to require use of the gym floor mats at Oak Avenue Community Center as recommended.

Motion Carried 6-0

Ben Steinbach reviewed the updated Parks and Recreation Department project listing. It is a general listing that lists improvements or maintenance items that have been identified for various park and building locations. No comments or additions were made by the committee members at this time. Englehart requested that if committee members had any questions or suggested additions following a closer review they could contact either Ben or Ed.

Englehart presented the request from Cassidy to approve a special preseason season pass rate for the 2010 Hefko Swimming Pool Season. This incentive has been offered the past two years. The primary goal is to encourage the purchase of season passes prior to the pool opening to reduce long lines and waiting for purchase of passes at the office. The discount would be available through May 27th. The estimated cost to offer the discount is approximately \$380.

PR10-10 Motion by Viegut, seconded by Oettiker to approve a preseason swimming pool season pass discount of \$3.00 for adults, \$2.00 for youth and \$7.00 for family if purchased by May 27th.

Motion Carried 6-0

Englehart reviewed the city staff proposed changes to the current Marshfield Bicycle/Pedestrian Plan. Discussion followed.

PR10-11 Motion by Buttke, seconded by Viegut to approve the changes to the plan as recommended by staff and to forward the revised plan to the Board of Public Works for their consideration.

Motion Carried 6-0

Information items were reviewed with the committee. Englehart commented that Kelly Cassidy had confirmed sponsors for the 2010 Free Swim at Hefko Pool. The 14 businesses and organizations each donate \$250 to make the Free Swim period available during the summer. Steinbach stated that Darlene Schubert, Zoo Education Coordinator, has confirmed the Wild Wednesday Education Programs to be held this summer at the Zoo. Nine programs are scheduled. The programs are free for participants. The programs are sponsored by the Wildwood Zoological Society and other donors. Steinbach also noted that the elk and white tail buck have shed their antlers and the zoo staff was able to collect them. The antlers will be given to the Zoological Society to raise funds for the zoo at their silent auction. Oettiker reviewed the Zoological Society minutes from their previous two meetings. Tom Oettiker and Angela Steevens recently traveled to Minnesota to pick up the new lynx purchased by the Zoological Society for the zoo. The lynx is currently in quarantine at the zoo.

7:20 p.m. Cassidy arrived.

Communications - Englehart passed around the Marshfield Area Friends of the Trails list of volunteer hours for 2009. They contributed over 1400 volunteer hours assisting with trail development and maintenance in 2009. Englehart reviewed requests from Shirley's House of Hope and Bethel Center for donation of prizes i.e. pool passes, program registration, etc. for their upcoming fund raisers. The committee members all agreed that they did not feel it was appropriate to provide items for fund raisers that do not specifically benefit the Parks and Recreation Department operations and services.

PR10-12 Motion by Baur, seconded by Yaeger, to adjourn. Meeting adjourned at 7:25 p.m.

Ed Englehart, Parks and Recreation Director