

## Parks, Recreation, and Forestry Committee Minutes of April 8, 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, Julie, and Jane Yaeger

**Excused:** Tom Oettiker, Chris Viegut   **Absent:** None

**Also Present:** Ed Englehart, Parks and Recreation Director; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Kelly Cassidy, Parks and Recreation Supervisor, Pam Nikolai, Angela Steevens, Wildwood Zoological Society officers; Alderman Gordy Earll

There were no changes or comments regarding the March 11<sup>th</sup>, 2010 meeting minutes.

**Public Comments:** There were no public comments.

The Committee agreed to hold the May meeting on Thursday, May 13<sup>th</sup> but the starting time will be moved to 6:30 p.m.

The Committee recognized Julie Smith and Brenda Baur for their past years of service on the Parks, Recreation, and Forestry Committee. They have both completed their three year term on the Committee. Tom Buttke extended his thanks to Brenda and Julie for their years of volunteer service. He also added that he wanted to thank all citizens who serve on the various city committees.

Pam Nikolai, Wildwood Zoological Society President, requested approval from the Committee to allow the Zoological Society to place three additional donation boxes at the entrances to the core zoo with a sign stating a suggested donation. The Zoological Society will fund the construction of the donation boxes/signs, the installation, and will be responsible for the collection of the donations. The funding will be used to assist with improvements at the zoo, plus various Zoological Society programs.

**PR10-13** Motion by Buttke, seconded by Smith to approve the request with the location and sign statement to be approved prior to installation by the Parks and Recreation Department staff. The Zoological Society will also hold these funds in a separate account and prepare an agreement that clearly identifies how the funds will be used.

**Motion Carried 5-0**

Englehart reviewed the Wildwood-McMillan Connector Trail project that is planned to run from Wildwood Park north to McMillan Street. The City received 80% funding for the project from the federal and state governments. The project is estimated to cost approximately \$1,000,000. The project schedule calls for the project to be designed in 2010 and constructed in 2011. Englehart stated that he is planning to establish a project committee to assist with public input during the project and would like a member of the Parks, Recreation, and Forestry Committee to serve on his project committee. Brenda Baur volunteered to serve on the project committee.

Englehart reviewed the proposed changes to policy 6.520 Athletic Facility Policies and Procedures – Baseball/Softball Diamonds. The primary purpose for the changes is to move up the schedule request submittal deadline and the confirmation date so that priority organizations can receive their assigned field information earlier in the year to allow them to complete schedules and other program processes. In addition, other elements of the policy were clarified and language was added to allow for priority scheduling of fields for varsity sports and recognition of organizations that have reciprocal use agreements for their facilities with the Parks and Recreation Department. Englehart requested that any action on the policy changes be delayed until the May meeting to allow him to provide the information to the priority user groups for their review and comments to the Committee.

Englehart reviewed the 2010-2014 Capital Improvement Program's Parks and Recreation Projects that have been forwarded to the Common Council for their consideration and action. The Common Council will act on the item at their April 27<sup>th</sup> meeting.

Information items were reviewed by the staff. Cassidy reviewed the 2009-10 Ice Rink Reports. Englehart reviewed the preliminary plans for the Griese Park North Development project. The Marshfield Youth Soccer Association has agreed to donate \$20,000 to the project.

**Committee Member Suggestions:** Buttke commented that he would like to see some effort to better recognize donations and volunteer efforts at Common Council meetings or by other means.

**Future Agenda Items:** There were no suggested future agenda items.

**Communications:** Cassidy stated that she had received a request from an individual to have a portable toilet provided at Benedict Park.

**PR10-14 Motion** by Yaeger, seconded by Baur, to adjourn. Meeting adjourned at 7:30 p.m.

Ed Englehart, Parks and Recreation Director