

Parks, Recreation, and Forestry Committee Minutes of May 12, 2011

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, Chris Viegut, Alderman Tom Buttke, and Brenda Baur.

Excused: Jane Yaeger, Tom Oettiker, and Julie Smith.

Absent: None

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

Wein turned the meeting over to Englehart to conduct the election of officers. Baur nominated Jim Wein for chairperson and Chris Viegut for vice-chairperson.

PR11-16 Motion by Baur, seconded by Buttke to cease nominations and cast a unanimous ballot for Jim Wein for chairperson and Chris Viegut for vice-chairperson.⁶⁷

Motion Carried 4-0

PR11-17 Motion by Buttke, seconded by Baur to approve the minutes of the April 14th meeting.

Motion Carried 4-0

Public Comments: None

The committee set Thursday, June 9th at 6:00 p.m. as the date and time of their next meeting.

Englehart reviewed the 2010 Park Forestry Management Plans and related information. Viegut inquired about the need to remove ash trees prior to E.A.B. being confirmed in Marshfield. Buttke commented that there is a need to continue to include funding in the annual budget to address recommendations of the plans so that we are able to catch up with our management practices and not find ourselves in the situation we are in today. He also commented that he hopes we are able to plant larger trees than were planted last fall. Steinbach reviewed the current tree removal status and updated the committee on tree plantings planned for this spring at Griese Park, and tree removal planned for Wildwood Park this fall and winter. No action was taken. This item was intended for information only.

Englehart reviewed the proposed changes to Policy 6.320 Buildings and Shelters. Staff is recommending updating the numbers of the municipal code that are referenced in the policy in regards to serving of alcohol in glass containers. Staff is also recommending that the actual dollar amount charged for rescheduling a reservation be referenced as an administrative fee listed in the annual fee schedule, and to add this provision to the section covering the Oak Avenue Community Center. The final change is to change the Oak Avenue gym rental availability time from 6:00 a.m. to 8:00 a.m. to allow staff to install the floor covering without incurring overtime.

PR11-18 Motion by Baur, seconded by Viegut to approve changes and additions to Policy 6.320 Buildings and Shelters as presented.

Motion Carried 4-0

Cassidy reviewed the proposed revision to Policy 6.750 Administrative Policies for Handling Public Monies in the Parks and Recreation Department. Cassidy explained that the policy is outdated and the changes will bring it up-to-date with the current procedures. Finance Department staff reviewed the proposed changes and concur with the recommendations that are being made.

PR11-19 Motion by Buttke, seconded by Baur to approve the changes and additions to Policy 6.750 Administrative Policies for Handling Public Monies as presented.

Motion Carried 4-0

Information Items: The information items were reviewed. Wein inquired about the status of the new batting cage and when it is expected to be ready for use. He also asked about the winter covering on the Columbia Park bandshell and what plans staff has for a more permanent covering. Viegut asked for clarification regarding public swimming opportunities at the Senior High swimming pool. Buttke commented that he is working with the Zoological Society to investigate again holding the summer Zoo Fest activity. Englehart reviewed with the committee the recommendation he will be making to the Finance, Budget and Personnel Committee regarding the open parks maintenance position. Englehart also informed the committee that Jeff Tarres, representing Fellowship of Christian Athletes, will again be holding a skateboard demonstration, competition and clinic at the Marshfield Skate Park on July 10th. The skate park will be closed for the event from 1:00 - 6:00 p.m. and there will be no charge to attend the activity.

Committee Member Questions, Comments, and Suggestions: Baur commented on whether or not with motion sensors are working properly in the restrooms at Weber Park. She noticed that the lights were on and no one was in the facility. She also commented that she has observed vehicles driving onto the park trail from 4th Street between the

playground and the tennis court. This is not safe and something should be done to keep vehicles from doing this. Viegut commented that there are a large number of plastic zip ties on the pedestrian overpass from the banners being hung and removed. He would like to see whoever installs and removes the banners to properly dispose of the ties and not leave them on the walkway. Baur asked if staff had any plans to remove the piles of cut buckthorn from Weber Park. Viegut comment that he noticed that a large percentage of the trees recommended in the planting plan were trees that would grow no higher than 30'.

Future Agenda Items: None noted.

Communications: Englehart reviewed briefly a listing of communications and topics that the staff had received since the past month.

PR11-20 Motion by Buttke, seconded by Baur, to adjourn.

Motion Carried 4-0 Meeting adjourned at 7:43 p.m.

Ed Englehart, Parks and Recreation Director