

Parks, Recreation, and Forestry Committee Minutes of November 14, 2013

Meeting called to order by Jim Wein, Chairperson, at 6:02 p.m. in the Room 108 of City Hall Plaza, 630 S. Central Avenue.

Present: Jim Wein, Chris Viegut, Ali Luedtke, John White and Alderman Tom Buttke

Excused: Jane Yaeger

Absent: None. (Zoo Society Board representative replacement not yet appointed)

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

PR13-35 Motion by Buttke, seconded by Luedtke to approve the minutes of the September 12th meeting.

Motion Carried 5-0

Public Comments: None

The committee set Thursday, December 12th, 2013 at 6:00 p.m. as the date and time of their next meeting.

The swim lesson and joint program brochure agreement with the YMCA was presented for consideration. This agreement has been in place between the Parks and Recreation Department and the YMCA since 1994. The agreement is reconsidered every three years.

PR13-36 Motion by Buttke, seconded by White to approve the agreement for 2014-2016.

Motion Carried 5-0

Englehart shared site maps of a proposed cellular communications building that is being considered by the Marshfield Utilities and the City of Marshfield next to the existing communications building at Grant Park. This structure would support the antennas that Verizon Communications is planning to place on the water tower. A lease agreement is currently being negotiated with the Marshfield Utilities. Department staff was able to provide input on the location and landscaping for the proposed structure. The Parks and Recreation Department receives 10% of the annual lease payment for the existing structure operated by AT&T.

PR13-37 Motion by Buttke, seconded by Wein to recommend approval to the Board of Public Works with 10% of the lease agreement payment being paid to the City of Marshfield as park revenue on an annual basis.

Motion Carried 5-0

Jim Wein presented the recommendation from the Volunteer of the Year review committee. The committee is recommending that John Christenson be recognized as the 2013 Parks and Recreation Department Volunteer of the Year for his volunteer efforts with the new Fox Exhibit, and his earlier volunteer efforts in constructing the raptor exhibits at the zoo.

PR13-38 Motion by Leudtke seconded by White to name John Christenson as the 2013 Parks and Recreation Department Volunteer of the Year

Motion Carried 5-0

Information Items: Staff updated the Committee on their respective areas of responsibility and answered questions regarding the monthly reports. Cassidy reviewed the 2013 Hefko Swimming Pool report. Steinbach shared information on the recently completed risk tree removals and new tree plantings in Wildwood Park. Englehart noted that the Board of Public Works approved the selection of Rettler Corporation to assist with the updating of the Comprehensive Outdoor Recreation Plan. The process started this week with Englehart and Steinbach touring all of the city parks with the Rettler Corporation representatives. The schedule calls for the plan to be completed by June of 2014.

Volunteer Recognitions: Englehart noted that Kent Mueller and other members of the Marshfield Area Friends of the Trails spent two recent Saturdays removing buckthorn along the Wildwood Station trail near Lincoln Avenue and State Street. They removed a large amount of buckthorn and the trails look much better in these areas. The buckthorn was encroaching onto the trails prior to this work.

Tom Buttke left the meeting at 6:54 p.m. to attend the Zoo Society Board meeting.

Other – Englehart commented that the Common Council is expected to adopt the 2014 budget at their November 26 meeting. At this time, no major reductions from the city administrator's proposed budget are anticipated. Englehart shared information regarding the Marshfield Collaborative Design team activities. The group represents various organizations in the community and is working on a business plan to would expand and coordinate opportunities for youth and families in the community. The completed plan is expected to be developed by the end of December.

Committee Member Questions, Comments, and Suggestions: None

Future Agenda Items: None

Communications: Englehart passed around thank you notes the department received from the Columbus Catholic Schools for help with their 5K route in Weber Park and for their Ludo Games event; Marshfield Convention and Visitor's Bureau for use of the Wildwood Park and our staff assistance in setting up and taking down for the Fall Fest event; MACCI for our assistance with their Leadership Marshfield Quality of Life day activities; Marshfield Walk to End Alzheimer's committee for use of the Wildwood Park and Wildwood Station for their annual event; and Schalow's Nursery for using their services for the recent tree planting project.

PR13-39 Motion by Luedtke, seconded by White to adjourn the meeting.

Motion Carried 5-0 Meeting adjourned at 7:12 p.m.

Ed Englehart, Parks and Recreation Director