



MERRILL
WISCONSIN
City Of Parks

CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

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SEPTEMBER MEETING NOTICE

The Merrill Parks and Recreation Commission will meet on **Wednesday, September 3, 2014, at 4:15 p.m.**, at the Merrill City Hall.

Voting members of Commission: Dave Sukow, Don Heyel, Ralph Sturm, Brian Artac, Melissa Schroeder, Michael Willman and Dorwin Harris.

The following items will be included on the agenda:

1. Approve minutes from previous meeting.
2. Approve claims.
3. Public Comment
4. Continued Pool Discussion
5. Review/approve Operational Budget
6. Review/approve Capital Budget
7. Revisit Park Rental policy for non-profit organizations.
8. Review/Approve Riverside Park bids for sandblast/repaint.
9. Monthly reports.
10. Set date for next meeting.
11. Public comment
12. Adjournment

Submitted by



Don Heyel, Chairperson
Parks and Recreation Commission

The Merrill City Hall is accessible to the physical disadvantaged. If special accommodations are required, please contact City Hall at 536-5594.

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An equal opportunity/affirmative action employer.

		AUGUST			
CTL COMPANY	TOWEL/TOILET TISSUE	7/11/2014	134643	\$297.45	55400-03-50000
1ST PLACE TROPHIES	RIBBONS	8/11/2014	61266	\$60.14	SUMMER STRIDE
AC & SONS	TENT RENTAL	8/14/2014	3272	\$290.13	SUMMER STRIDE
ACE HARDWARE	DUCT TAPE/ TRAPS	7/29/2014		\$27.97	55200-03-40000
ACE HARDWARE	SUMP PUMP	7/30/2014		\$159.99	55400-08-82000
ACE HARDWARE	SHIMS	8/1/2014		\$4.29	55200-03-40000
ACE HARDWARE	PADLOCKS	8/13/2014		\$128.48	55200-03-40000
ACE HARDWARE	CONCRETE MIX	8/14/2014		\$9.49	55200-08-91000
ACE HARDWARE	CARWASH BLOCORAL	8/19/2014		\$11.98	55200-03-40000
ACE HARDWARE	DUPLX COVER W/RECPCTLE	8/18/2014		\$23.97	55200-03-40000
ACE HARDWARE	SINGLE CUT KEY	8/22/2014		\$17.81	55200-03-40000
ACE HARDWARE	CLEANAIR SIMPLE GREEN	8/23/2014		\$28.97	55300-03-41500
AMERICAN WELDING	CYLINDER RENTAL	7/31/2014	BQ929	\$30.69	55200-02-15000
AMERICAN WELDING	CYLINDER RENTAL	7/31/2014	BC646	\$83.32	55200-02-15000
ASCENSION EPISCOPAL	SECURITY DEPOSIT	8/6/2014	VOUCHER	\$50.00	10-21-7200
ATCO INTERNATIONAL	LEMON DROP	8/1/2014	132383	\$360.00	55400-03-50000
ATCO INTERNATIONAL	SPLATZ	8/19/2014	1323838	\$124.00	55400-03-50000
BAJA'S	SHIRTS	8/15/2014	16385	\$468.75	SUMMER STRIDE
BAUMGART WASTE REMOVAL	WASTE HAULING	8/2/2014		\$108.00	55200-02-15000
BAUMGART WASTE REMOVAL	WASTE HAULING	8/2/2014		\$108.00	55200-02-15000
BB COMMUNITY LEASING SERVICE	COPY MACHINE	8/12/2014	2058	\$138.25	55300-03-415100
BILL GROTH	SECURITY DEPOSIT	8/22/2014	VOUCHER	\$50.00	10-21-7200
BOB'S WEST 64	MOUNT TIRE	8/8/2014	61722	\$28.81	55200-03-50000
BREW CADDY	BREW CADDY RING	8/21/2014		\$475.00	BARLEYFEST
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	7/1/2014	48174	\$125.00	55200-02-15000
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	7/1/2014	48176	\$120.00	55200-02-15000
BURGOYNE'S TOILET RENTAL	TOILET RENTAL	7/1/2014	48175	\$250.00	55200-02-15000
CALVARY CHRISTIAN CHURCH	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
CENTRAL WISCONSIN COOPERATIVE	MACHINERY PARTS	7/31/2014	94404	\$372.39	55200-03-50000
CHRIST LUTHERAN CHURCH	SECURITY DEPOSIT	8/7/2014	VOUCHER	\$50.00	10-21-7200
COMMUIDID HISPANA	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
COUNTY MATERIALS	PARKING CURBS	7/30/2014	2400872-00	\$1,670.52	26-31-5360
COUNTY MATERIALS	MASON SAND	8/7/2014	2411184	\$370.00	55200-08-91000
DARLENE MATTSON	CAKE/COOKIE DECORATING	8/24/2014	VOUCHER	\$180.00	55300-03-41000
DAVE'S COUNTY MARKET	SUMMER PLAYGROUNJD	7/28/2014		\$27.60	55300-03-41500
DAVE'S COUNTY MARKET	PROGRAMS	7/31/2014		\$12.82	55300-03-41500
DAVE'S COUNTY MARKET	PROGRAMS	7/31/2014		\$1.59	55300-03-41500
DAVE'S COUNTY MARKET	PROGRAMS	8/5/2014		\$10.32	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUNJD	8/7/2014		\$35.37	55300-03-41500
DAVE'S COUNTY MARKET	PROGRAMS	8/7/2014		\$26.28	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PROGRAM	8/15/2014		\$37.55	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND	8/22/2014		\$8.64	55300-03-41500
DAVE'S COUNTY MARKET	COOKIES FOR PROGRAM	8/23/2014		\$5.98	55300-03-41500
DAVE'S COUNTY MARKET	JUICE FOR PROGRAM	8/23/2014		\$5.25	55300-03-41500
DAVID SCHUEDLKE	SECURITY DEPOSIT	8/5/2014	VOUCHER	\$50.00	10-21-7200
DAWN PFINGSTEN	SECURITY DEPOSIT	8/5/2014	VOUCHER	\$50.00	10-21-7200
DEBRA RAJEK	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
DOLORIS HEISE	SECURITY DEPOSIT	8/24/2014	VOUCHER	\$50.00	10-21-7200
FERGUSON ENTERPRISES	PARTS FOR SHOP	8/1/2014	27117	\$339.50	55200-03-50000
FERGUSON ENTERPRISES	PARTS FOR SHOP	8/1/2014	27117	\$223.00	55200-03-50000
FUN 4 KIDS	INFLATABLE	8/16/2014	181	\$165.00	55300-03-415000
G & K SERVICES	MOPS/MATS/RUGS	8/7/2014	1016132838	\$237.67	55400-02-23600

G & K SERVICES	JIM AND JOE UNIFORMS	7/31/2014	1016129889	\$61.22	55200-03-46000
G & K SERVICES	JIM AND JOE UNIFORMS	8/7/2014	1016132835	\$61.22	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	8/14/2014	1016135766	\$61.22	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE	8/21/2014	1016138675	\$60.07	55200-03-46000
GREEN LAWN UNDERGROUND SPRINKL	SPRINKLER SYSTEM	8/18/2014	14-12989	\$231.30	ATHLETIC PARK
HEARTLAND COOPERATIVE	STRAW	7/23/2014	590073	\$14.24	55200-08-91000
HEARTLAND COOPERATIVE	MISC. HARDWARE	7/28/2014	296705	\$92.00	55200-03-40000
HEARTLAND COOPERATIVE	GENERIC ROUNDUP	7/16/2014	196391	\$46.00	55200-08-91000
HEARTLAND COOPERATIVE	GENERIC ROUNDUP	7/17/2014	296218	\$184.00	55200-08-91000
HORST DISTRIBUTING	SEAL KIT	8/8/2014	41106-000	\$132.67	55200-03-50000
HORST DISTRIBUTING	STARTER	8/12/2014	41318-000	\$168.95	55200-03-50000
HUGO'S PIZZA	SUMMER PLAYGROUND	8/22/2014		\$306.50	55300-03-41500
IKE LAABS	SECURITY DEPOSIT	8/22/2014	VOUCHER	\$50.00	10-21-7200
JAKES JUMPERS LLC	JUMPY CASTLE LABOR DAY	8/7/2014		\$760.00	LABOR DAY
JANSSEN HEATING & COOLING	WATER PUMP	8/11/2014	18896	\$101.00	55400-08-82000
JEREMY THOMPSON	SECURITY DEPOSIT	8/24/2014	VOUCHER	\$50.00	10-21-7200
JOHN RATHKE	SECURITY DEPOSIT	8/26/2014	VOUCHER	\$50.00	10-21-7200
JON GARTMAN	KARATE CLASS	8/24/2014	VOUCHER	\$270.00	55300-03-41000
JUDY KRAUSE	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
JUDY TROYK	SECURITY DEPOSIT	8/5/2014	VOUCHER	\$50.00	10-21-7200
JULIE YOUNG	SECURITY DEPOSIT	8/22/2014	VOUCHER	\$50.00	10-21-7200
KAY YOHN	SECURITY DEPOSIT	8/5/2014	VOUCHER	\$50.00	10-21-7200
KENDYL PETTIT	LADIES EXPO	8/20/2014	VOUCHER	\$150.00	DIES LIFESTYLE EXPO
LEN THORWALDOON	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
LINCOLN WOOD PRODUCTS	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
LINDA GARIHEE	SECURITY DEPOSIT	8/24/2014	VOUCHER	\$50.00	10-21-7200
LINDA WILSON	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
LISA HASS	REFUND ON CLASS	8/8/2014	VOUCHER	\$30.00	
MAIRE RIEN	SECURITY DEPOSIT	7/30/2014	VOUCHER	\$50.00	10-21-7200
MARGARET SCHULTZ	SECURITY DEPOSIT	8/24/2014	VOUCHER	\$50.00	10-21-7200
MARIE RIEN	PARK REFUND	7/30/2014	VOUCHER	\$55.00	45200-46722
MERRILL BIBLE CHURCH	SECURITY DEPOSIT	8/20/2014	VOUCHER	\$50.00	10-21-7200
MERRILL COURIER	ADVERTISING	7/31/2014	73114012	\$357.75	554010-03-41000
MERRILL DISTRIBUTING	SUPPLIES	7/31/2014	974956	\$570.90	55200-08-91000
MERRILL FOTO NEWS	ADVERTISING	7/31/2014	30664-07	\$257.80	55400-03-41000
MERRILL FOTO NEWS	HELP WANTED	7/31/2014		\$111.30	55400-03-41000
MERRILL LIONS	SECURITY DEPOSIT	8/24/2014	VOUCHER	\$50.00	10-21-7200
MERRILL STREET DEPARTMENT	COOLANT LEAK	6-11-14	6232	\$144.88	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE AND INSPECTION	7/30/2014	6279	\$424.17	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE CALL CLUTCH OUT	7/30/2014	6277	\$120.64	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE AND INSPECTION	7/30/2014	6276	\$126.61	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACE GRASS CHUTE GUARD	7/30/2014	6271	\$74.59	55200-03-50000
MERRILL STREET DEPARTMENT	CLUTCH WORE THROUGH CLUTCH	7/30/2014	6269	\$155.11	55200-03-50000
MERRILL STREET DEPARTMENT	SWITCH WATER TANK	7/30/2014	6268	\$51.70	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACE SPARK PLUGS	7/30/2014	6264	\$18.94	55200-03-50000
MERRILL STREET DEPARTMENT	REPAIR RUNNING WINGS	7/30/2014	6260	\$103.41	55200-03-50000
MERRILL STREET DEPARTMENT	PUMP NOT WORKING	7/30/2014	6258	\$37.13	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE	7/30/2014	6255	\$129.76	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE	7/30/2014	6251	\$94.12	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACE FRONT TIRES	7/30/2014	6252	\$289.46	55200-03-50000
MERRILL STREET DEPARTMENT	UNIT WON'T MOVE	7/30/2014	6247	\$104.84	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE AND INSPECTION	7/30/2014	6246	\$86.09	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE	7/30/2014	6245	\$95.19	55200-03-50000

MERRILL STREET DEPARTMENT	DECK AXLE BROKE	7/30/2014	6244	\$603.34	55200-03-50000
MERRILL STREET DEPARTMENT	SPRAYER NOT WORKING	7/30/2014	6221	\$34.97	55200-03-50000
MERRILL STREET DEPARTMENT	FLAT TIRE	7/30/2014	6224	\$17.23	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE AND INSPECTION	7/30/2014	6226	\$128.85	55200-03-50000
MERRILL STREET DEPARTMENT	SERVICE AND INSPECTION	7/30/2014	6227	\$113.71	55200-03-50000
MERRILL STREET DEPARTMENT	REPLACED BATTERY	7/30/2014	5229	\$79.42	55200-03-50000
MERRILL STREET DEPARTMENT	DECK BELT OFF	7/30/2014	6231	\$51.70	55200-03-50000
MERRILL WATER UTILITY	ATHLETIC PARK	9/10/2014	222-27040-00	\$68.07	55200-02-21000
MERRILL WATER UTILITY	ATHLETIC PARK	9/10/2014	222-26940-13	\$1,586.87	55200-02-21000
MERRILL WATER UTILITY	CLEANED PIT	6/25/2014		\$158.65	55400-03-50000
MIKE KUNKEL	SECURITY DEPOSIT	8/20/2014	VOUCHER	\$50.00	10-21-7200
NAPA AUTO PARTS	SUPPLIES	8/4/2014	488921	\$7.99	55200-03-50000
NAPA AUTO PARTS	FUSE	8/8/2014	489728	\$3.45	55200-03-50000
NAPA AUTO PARTS	GLOVES	8/24/2014	492399	\$4.99	55200-03-40000
NORTHERN WIRE	SECURITY DEPOSIT	8/13/2014	VOUCHER	\$50.00	10-21-7200
NORTHWOODS	STORM SHIELD LIQUID	8/18/2014	68418	\$164.38	55400-03-50000
PATSY TRAVIS	SECURITY DEPOSIT	8/20/2014	VOUCHER	\$50.00	10-21-7200
PAULA LAABS	SECURITY DEPOSIT	8/13/2014	VOUCHER	\$50.00	10-21-7200
PETER SCHWARTZ	SECURITY DEPOSIT	8/13/2014	VOUCHER	\$50.00	10-21-7200
PETERSON BROTHERS SAND	ROCK	8/4/2014	7575	\$45.00	55200-08-91000
PETERSON BROTHERS SAND	CRUSHED ROAD GRAVEL	8/1/2014	7569	\$228.00	55200-08-91000
RADIO ONE COMMUNICATIONS	ADVERTISING	8/1/2014	242	\$246.00	55400-03-41000
RENEE SMITH	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
RICHARD BJORKLUND	SECURITY DEPOSIT	8/20/2014	VOUCHER	\$50.00	10-21-7200
RTL ELECTRIC	RIVERSIDE PARK	8/19/2014	60365	\$76.35	55200-03-43000
RTL ELECTRIC	SMITH CENTER	8/13/2014	60356	\$120.00	55200-02-15000
SANDY DITTMAR	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
SCHOESSOW	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$50.00	10-21-7200
SCOTT KUFAHL	SECURITY DEPOSIT	8/20/2014	VOUCHER	\$50.00	10-21-7200
SHARON SCHMELTZER	SECURITY DEPOSIT	8/20/2014	VOUCHER	\$50.00	10-21-7200
SHIRELY WIEDERFOEFT	SECURITY DEPOSIT	8/5/2014	VOUCHER	\$50.00	10-21-7200
STEVE RESNICK	LABOR DAY CELEBRATION	8/24/2014		\$400.00	LABOR DAY
SUSAN RYMAN	REFUND ON CLASS	8/8/2014	VOUCHER	\$30.00	
SWIMOUTLET	SWIM FINS (CRAZY DAZY)	7/29/2014	8181336	\$323.10	55300-03-41500
TAMMY KAISER	REFUND ON TRIP	8/11/2014	VOUCHER	\$70.00	
TIMAMA BOEITCHER	SECURITY DEPOSIT	8/8/2014	VOUCHER	\$100.00	10-21-7100
TODD ANNIS	SECURITY DEPOSIT	8/20/2014	VOUCHER	\$50.00	10-21-7200
TOMAHAWK LEADER	ADVERTISING	8/1/2014	MER200	\$220.75	SUMMER STRIDE
TRANTOW DO IT CENTER	CEDAR SMOOTH	8/21/2014	16448	\$249.00	55200-08-91000
TRANTOW DO IT CENTER	FIRE DOOR CLOSER REPLACEMENT	8/21/2014	16448	\$273.65	55200-03-50000
TRINITY CHURCH	SECURITY DEPOSIT	8/20/2014	VOUCHER	\$50.00	10-21-7200
TUNES 2 GO	5TH QUARTER	8/18/2014		\$175.00	55300-03-41500
WAID FUNERAL HOME	SECURITY DEPOSIT	8/22/2014	VOUCHER	\$45.00	10-21-7200
WALMART	SUPPLIES FOR PROGRAMS	8/1/2014		\$11.68	55300-03-41500
WALMART	PROGRAMS	8/18/2014		\$38.70	55300-03-41500
WALMART	SUMMER PROGRAM	8/19/2014		\$20.85	55300-03-41500
WALMART	SUMMER PLAYGROUND	8/13/2014		\$35.73	55300-03-41500
WPS	MARC SIGN	8/23/2014	405061701-000002	\$22.41	55200-02-22000
WPS	MARC	8/23/2014	405061701-000003	\$1,644.69	55400-02-22000
WPS	MARC CONCESSION STAND	8/23/2014	4058061701-00018	\$67.03	55200-02-22000
WPS	MARC CONCESSION STAND	8/23/2014	405061701-00011	\$178.12	55200-02-22000
YORDE TOOL	REPAIR ALUMINUM BRACKETS	8/23/2014		\$125.00	55200-03-50000
ZOE SLEWITZKE	LADIES EXPO	8/20/2014	VOUCHER	\$75.00	LLF

ZOEY DREIKOSEN	LADIES EXPO	8/20/2014	VOUCHER	\$25.00	LLE

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PARKS AND RECREATION COMMISSION

August 6, 2014

The Merrill Parks and Recreation Commission met on Wednesday, August 6, 2014 at 4:15 p.m. at the City Hall.

Members Present: Don Heyel, Dorwin Harris, Melissa Schroeder, Mike Willman, Ralph Sturm, Brian Artac and Dave Sukow

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: Dave Johnson, Kandy Peterson, Mark Weix Jr., Melody Hamlin, Ryan Lamer, Keith Boyce, Josh Tayler, Roger Schamberger, Phil Valitchka, Jim Beam and Pastor Angie.

***Motion by Sukow, seconded by Willman, to approve the minutes from the previous meeting.

***Carried unanimously.

***Motion by Schroeder, seconded by Artac, to approve the claims.

***Carried Unanimously.

The first item on the agenda was public comment. Pastor Angie from Christ Church requested that the Park and Recreation Commission reconsider the fee they charge for non profit organizations for the rental of Normal Park. Pastor Angie stated that the \$55.00 they used to rent the park would have been used to purchase food for the local food pantries and would provide a lot of food for the pantries. Pastor Angie stated that on August 23, 2014 all the churches are working together to "Fill the Gazebo" for a local food drive and would like the Park and Recreation Commission to reconsider the fee. Phil Valitchka from the River District Foundation spoke in regards to the River Bend Trail about a signage plan for the River Bend Trail. Phil Valitchka stated that signs along the road would be 18 X 18 and signage for the trails would be 9 X 9. Phil stated that he would leave a sample of what the signs would look like and would like to placed on the September Park and Recreation agenda to receive approval for the signs.

The next item on the agenda was to review and approve Smith Center HVAC bids. Wendorf stated that only one bid was received from Mechanical Incorporated in the amount of \$37,800.00. Wendorf stated that Mechanical Inc. has performed all maintenance on the building for the past 10 years.

***Motion by Willman, seconded by Sukow, to accept the bid from Mechanical Inc. in the amount of \$37,800.00 for Smith Center HVAC replacement.

Heyel stated that he would like to see more than one bid for items being put out for bid.

***Carried Unanimously.

The next item on the agenda was to review and approve the Stange Park roof bids. Wendorf stated that only one bid from Finnegan Construction Inc. came in for the amount of \$4,565.00. Wendorf stated that Finnegan Construction Inc. has done work for the city in the past.

***Motion by Artac, seconded by Willman, to accept the bid from Finnegan Construction Inc. in the amount of \$4,565.00 for the Stange Park roof.

Heyel stated again that he would like to see more than one bid for the projects bid out. Wendorf stated that all projects put out to bid are advertised in both the Merrill Courier and the Merrill Foto News.

***Carried Unanimously.

The next item on the agenda was to request permission to seek quotes for Riverside Park Shelter sandblast and repaint (this was advertised for bids but none were received). Wendorf requested permission to seek out bids for this project. Harris stated that invites for bids should be sent to at least 3 or 4 local contractors. Wendorf would like to have this project approved at the September meeting. The Park and Recreation Commission gave Wendorf permission to seek out bids for the Riverside Park Shelter project.

The next item on the agenda was continued Outdoor Pool discussion – Flood Study Results. Wendorf stated Melody Hamlin and Ryan Lamer from Becher Hoppe were present to discuss the Flood Study Results. Melody stated that according to the results of the Flood Study there would be no possible way to build a new pool at the current site. Even if we use the existing footprint, code would require additional fixtures and ADA accommodations. Melody and Ryan explained how the study was completed and according to the FEMA regulations there would be no possible way to build there unless the pool was built exactly to the same size it currently is. Sturm stated that it would only be a quarter inch and there is a variance that could be used. Sturm stated that this is where the public wants it and this is where we should try and build it. Sukow stated because of the results from the flood study the Park and Recreation Commission should consider a different location. Sukow feels it is a waste of money to keep putting money into the site if there is no possible way to build the pool there. Sturm stated that a letter should be drafted and sent to FEMA requesting permission to build on the current site at Stange Park. After some discussion it was decided to have a letter drafted up and sent to FEMA in regards to the current site the pool is on and request permission to build there. A copy of the letter is to be sent to all Park and Recreation Commission members before it is sent to FEMA. A letter will also be sent to the DNR. A presentation was also given by Burbach Aquatics, Inc.

The next item on the agenda was to review Operational and Capital preliminary budgets. Wendorf stated that everyone has received a copy of the preliminary budget provided by Kathy Unertl. Wendorf stated that the operation budget is exactly the same as last year as there is no increase allowed. Capitol follows our list from previous years and now forecast out 10 years.

The next item on the agenda was to review request from Merrill Girls Softball to accept donation from Bierman Foundation for projects at MARC. Wendorf stated that Noel Bushar was present to talk about where and what the donation will be spent on. Noel stated that everyone should have received a copy of all the plans for the donation. Noel stated that two covered areas, 24 X 28 will be built with one going between fields one and two and another between fields three and four. Score boards and picnic tables will be purchased along with finishing the fencing around diamonds three and four. Diamonds three and four will also get new turf, the current concession stand will be expanded for more sitting area and there will also be a sidewalk that will go around the concession stand. Noel stated that all improvements would be completed sometime this year. Noel requested the money be placed in a non lapsing account with the city.

***Motion by Sturm, seconded by Sukow, to approve the donation from the Bierman Foundation and all improvements to be made by Merrill Girls Softball and to pass along to City Council to be approved.

The next item on the agenda was to discuss the MARC Soccer parking lot. Wendorf stated that this item was requested by Dorwin Harris. Harris stated that he was a little confused on who gave Wendorf permission to make the parking lot smaller than what was discussed at the last meeting. Harris stated that the parking lot was supposed to be 250 X 150, big enough to park 80 cars in. The parking lot that was put in is only big enough to park 35 cars. Wendorf stated that at the meeting a smaller option was discussed in detail that would not interfere with existing soccer fields. Johnson stated that we should try this parking lot for a year and if it doesn't work we can add on. Harris stated that is not what the City Council nor the Park and Recreation Commission voted on and he feels the parking lot should be added onto now. Schroeder also stated that when she made the motion she was making the motion for the parking lot to be 250 X 150. Mayor Bialecki stated that this parking lot has been an issue for the last couple of years and from what he understood the parking lot was too built 250 X 150 that was the size that was approved by City Council.

***Motion by Harris, seconded by Schroeder, to finish the parking lot as proposed by City Council to original plan which is 250 X 150 East to West.

***Carried unanimously.

The next item on the agenda was to discuss Merrill Youth Hockey Contract interpretation. Wendorf stated that with the new language in the contract it was an oversight and he will be making an up a sheet stating what can and can not be done with rental and who is allowed to bring stuff in.

The next item on the agenda was to review/approve Athletic Park shelter project revisions. Wendorf state he was approached by Merrill Baseball to revise the sun shelter to be build at Athletic Park. Wendorf stated that they have been approved by the City Council last year but has decided to make the shelter a little smaller than what was approved. Artac stated that the City will see no expense for the sun shelter and the money has been raised through donations. Artac stated they will build on a deck with some picnic tables and sun shelter. Willman stated that the new plan will need to be sent back to City Plan for approval.

***Motion by Harris, seconded by Schroeder, to approve the new plan for the covered area at Athletic Park as proposed by Merrill Baseball.

The next item on the agenda was monthly reports. Wendorf stated that reports from both June and July have been submitted in packets. Wendorf asked if anyone had any questions. Sukow asked when the piece of playground would be replaced that was vandalized. Wendorf stated that it will be replaced when summer is over and things slow down a little bit. Sukow stated that it really is a shame about all the money spent on repairing vandalized equipment and trees. Harris questioned about the new playground that was set to go into Normal Park from the Optimist Club. Wendorf stated they are working very hard to raise the money for the playground. Schroeder questioned why bathrooms at Kitchenette Park were not locked at night. Wendorf stated bathrooms are locked every night just at different times.

***Motion by Schroeder, seconded by Harris to accept the board reports given by Wendorf.

***Carried unanimously.

The next regular meeting is scheduled for September 3, 2014 at 4:15 p.m., at the Merrill City Hall.

Public Comment:

Mayor Bialecki wanted to say that sometimes not enough credit is given to the Park and Recreation Department for all the hard work they do. Mayor Bialecki also stated that one location that should be looked at for the pool location is the Old Fox Point building. The City should purchase the land, tear the building down and place the new pool there. Mark Weix Jr. wanted to thank Wendorf for all the hard work the Park Department did on getting the diamonds ready for the tournaments held at the MARC. Artac stated the same thing.

***Motion by Schroeder, seconded by Sukow, to adjourn at 6:30 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary



CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

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MERRILL
WISCONSIN
City Of Parks

September 2014 Parks & Recreation Director's Report

Parks: Hard to believe that the summer months have come and gone already. With that so is our summer seasonal help. With the grass still growing and another month of events and park reservations, we have our work cut out for us but will manage as we always do. The bike route designation passed through the City Council so I have been working with WisDOT and NCWRPC to make sure we follow proper protocol for the route. WisDOT suggested that we wait until our Bike Ped/Facilities Grant is completed to paint the physical route to ensure continuity with our initiative. The grant is progressing and should be done this fall, but I am not quite sure if I want to wait that long to get the route established. It would be nice to have it painted and connected in conjunction with the River Bend Trail. We have been having issues with washouts on the drive way down to Riverside Park. With the recent heavy rains we have experienced, we have had material starting to wash onto the road and undermine the pavement and wash a portion of the road out. There is a storm sewer that daylight at the top of the road and empties into our ditch, so we are working with the Street Department to have this issue resolved. Work on the City Forest trail grant is scheduled to begin this week or next week. We are going to begin by working with the WDNR local office and their bulldozer to cut the new paths we proposed. Work will continue into the fall season and ultimately conclude with 2 miles of new trails, improvements to existing trails, and better signage to help way-finding throughout the entire property. As you may (or may not know) our department handles the entire Labor Day Parade and festivities so we will be busy over the weekend preparing for the event. I have had numerous conversations with painting contractors in hopes of getting some prices for the Riverside Shelter and will hopefully have a few options for you to choose from by meeting time.

Forestry: I have been working on a new insect in town, the Japanese Beetle. It has shown itself in a few parts within the City and seems to be very concentrated near Athletic Park. I have been working with WDNR Forest Health Specialist and Lincoln County to keep them informed. Larvae feed in root zone of turf areas and the adult beetles are defoliators so they are double trouble. They do not have the destructive powers or cause for alarm as the Emerald Ash Borer, as they are defoliators that can damage turf. But they are a nuisance and need to be dealt with. They are cyclical in regeneration, as they tend to hang around and grow in numbers for a number of years, then decline and disappear for a number of years. There is no real news of note related to EAB, which as always is good. I am going to be sending our guys to a chainsaw training and safety course in Wausau on October 1st. I am also exploring additional grant funding opportunities for tree planting and related forestry work. I will be spending quite a bit of time on the boulevards over the next few months between inspections for pruning/removals, as well as potential planting sites.

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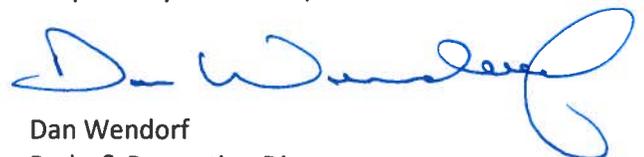
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Recreation: Summer programs have all wrapped up during the last week in August. We had an amazing and highly successful summer. All of our programs had great registration numbers and we managed to escape any/all major issues, which is a good thing and means we were organized and running smooth. We are already beginning our fall recreation programs with Flag Football evaluations and registrations complete. We have over 150 children signed up for Flag Football this year, which is great to see. We also hosted our 2nd Annual Summer Stride Fun Run/Walk on August 16th and had great numbers once again. On that same day we hosted the 1st Normal Park Arts/Crafts Festival that Dawn handled and it went over extremely well too. Those two events have tremendous potential and will most likely be separated so they can both grow without taking away from each other. We will also be hosting our 32nd Colorama Bike Ride on September 27th at Kitchenette Park. I would invite any/all of you to stop out to either participate in one of the rides, visit with the many riders that come from longer distances, or see what we do. We also had a successful presence at Crazy Days on August 14th, with a hamburger eating contest, inflatable games, and the Flipper Softball Game versus Wal Mart employees at Streeter Square. We are looking forward to many more successful fall recreation programs, as well as the planning efforts that are already underway for the winter sports and recreation programs.

Smith Center: We have played host to a number of great events over the past month, including weddings, rummage sale, election location, flag football registrations/evaluations, hockey registration, and our various youth recreation programs. We are very busy getting ready for the packed schedule in the arena from now until the ice goes in. Some events include, 5th Quarter, wedding, Barleyfest, Business & Trade Show, and seasonal recreation celebrations to name a few. After the past meeting, I have been working with Mechanical Inc. to make sure we are on track with our HVAC replacements before the ice season starts. We are going to install ice around the middle/end of October once again so we are ready for the season.

Other: I would like to sincerely thank all of our full and part time staff members for a fabulous job in helping make this summer a smashing success. We could not do what we do without each and every one of them. We are fortunate to have an amazing team of dedicated and talented employees who are the reason that we are able to improve each year. So, please, if you see any of our Parks & Recreation Employees say THANK YOU. **Also, I know I have said this quite often but PLEASE contact me if you have any questions or issues BEFORE the meetings so that I can either answer the question or get you the answer/response/documentation you need and share it factually at the meeting. I am always around and always accessible, and invite each of you to stop out and visit when you get a chance. I would enjoy an opportunity to talk with you about anything that is on your mind, and share with you everything our department is about.

Respectfully Submitted,



Dan Wendorf
Parks & Recreation Director
City of Merrill



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MERRILL
WISCONSIN
City Of Parks

Wednesday, August 27, 2014

To: Parks & Recreation Commissioners

From: Dan Wendorf
Merrill Parks & Recreation Department

Re: Operational/Capital Budget

Dear Commissioners:

In order to conserve paper and postage, please bring your operational and capital budget sheets we provided for your review at the August meeting. We only reviewed the budgets at that meeting without any adjustments so there are no changes currently.

If you need another copy of either (or both), please contact us and we can bring a copy along for you.

Sincerely,

Dan Wendorf
Parks & Recreation Director
City of Merrill

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MERRILL
WISCONSIN
City Of Parks

Thursday, August 28, 2014

To: Parks & Recreation Commissioners

From: Dan Wendorf
Parks & Recreation Department

Re: Riverside Park Repaint Project

Dear Commissioners,

I wanted to let you know, that I received one quote for sandblasting and repainting the Riverside Park Shelter. I contacted 6 others and invited them to provide us a price for their services. There were a few that informed me they were booked for the remainder of the year, and there were a few that visited and are hustling to get me a price before the meeting on Wednesday.

In fairness to the bidder that turned their information in, I have withheld their information so that prospective bidders cannot use that price once the board packets are published and distributed. I will hand out the bids on Wednesday before the meeting begins.

Sincerely,

Dan Wendorf
Parks & Recreation Director
City of Merrill

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