



MERRILL
WISCONSIN
City Of Parks

CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

1100 Marc Dr. • Merrill, Wisconsin • 54452
Rec. Dept. Telephone (715) 536-7313 • Smith Center Telephone (715) 536-6187
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OCTOBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, October 7, 2015, at 4:15 p.m., at the Smith Center.**

Voting members of Commission: Dave Sukow, Jean Ravn, Brian Artac, Melissa Schroeder, Troy Pieper, Ben Debroux and Michael Willman.

The following items will be included on the agenda:

1. Approve minutes from previous meetings.
2. Approve claims.
3. Public Comment
4. Site visit for new Aquatic Center
5. Review/approve fees for 2016
6. Monthly reports.
7. Set date for next meeting.
8. Public comment
9. Adjournment

Submitted by

Mike Willman, 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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PARKS AND RECREATION COMMISSION

September 2, 2015

The Merrill Parks and Recreation Commission met on Wednesday, September 2, 2015 at 4:15 p.m. at the Smith Center.

Members Present: Mike Willman, Melissa Schroeder, Dave Sukow, Jean Ravn, Troy Pieper, Brian Artac and Ben Debroux

Members Excused Absent: None

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors:

***Motion by Sukow, seconded by Artac to approve the minutes from the August 5, 2015 meeting.

***Carried unanimously.

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

***Carried Unanimously.

Public Comment: None

The next item on the agenda was to visit the new Aquatic Center construction site.

The next item on the agenda was to review/approve fees for 2016. Wendorf stated that he has provided information from other communities and what he recommends to begin discussion is:

Day Pass: \$4.00 Resident
\$5.00 Non-Resident
Under 2 free
\$2.00 after 5:00 p.m.

Seniors: \$2.00
Non swimmers: \$2.00
Military: \$2.00
Season Pass: \$100.00 Family (up to 4 members, \$15.00 additional members)
Resident
\$130.00 Family (up to 4 member, \$15.00 additional members)
Non-Resident
\$50.00 Single – Resident
\$80.00 Single – Non-Resident

Group Rates: \$2.00 per person on groups more than 50 people and scheduled either before or after normal pool hours.

Private Parties Pool Rentals:
1 – 50 people - \$125.00 per hour
51 – 75 people - \$150.00 per hour
75 – 100 people - \$175.00 per hour
101 + people - \$1.00 per person per hour

All of the private parties/pool rental rates only apply before/after regular operating hours. Must schedule in advance.

Wendorf stated the operational hours for old pool were Monday thru Saturday from 12:00 noon – 7:00 p.m. Pieper questioned if the pool would be operational during Sundays. Wendorf stated that it would not and they would use that day for reservations if Commission wishes to keep same operating schedule as old pool. DeBroux questioned if we would be running specials during tournaments. Wendorf stated that we would. Schroeder questioned the prices for lower income families stating that if a child has to pay \$4.00 and \$3.00 for bussing round trip it would cost that one person \$7.00. Sukow stated that the city is not responsible for getting people to and from the pool. There is a lot of different ways to get there. Sukow also stated that the bus is federally funded and they have to charge according to funding. Ravn stated that she is not in favor of the resident non-resident fees for a daily pass, she recommends keeping that the same price for everyone. Schroeder and Pieper agreed that daily passes should all be the same price. Wendorf stated that he will put a summary together on pricing after discussion and mail it to all commission members to review and to make any changes and approve fees at the October meeting.

The next item on the agenda was to review/approve 2016 operational budget. The only change for the 2016 will be allowing for additional watering for up to 29 hours per week. Willman questioned where the funding was coming for that. Wendorf stated that he has been working with Kathy Unertl and she stated that there was enough money in the budget to absorb the cost of additional flower watering. Sukow was wondering how many lifeguards would be hired. Wendorf stated they will probably need 8 – 10 lifeguards to cover rotation and some additional people for concessions and tickets.

***Motion by Sukow, seconded by Artac to approve the budget as presented.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions. Willman stated that another county had Emerald Ash. Schroeder questioned if we started cutting any of our Ash trees down yet. Wendorf stated that he started marking them but was waiting on the Street Department to cut them down. Wendorf stated he will have all the trees marked by fall. Wendorf thanked all staff members for their great work over the summer months.

***Motion by Schroeder, seconded by Ravn to approve the monthly reports.

***Carried unanimously.

The next regular meeting is scheduled for October 7, 2015 at 4:15 p.m. at the Smith Center

No public comment

***Motion by Artac, seconded by Pieper to adjourn at 6:00 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

		SEPTEMBER			
1ST PLACE TROPHY & ENGRAVING	TROPHIES FOR SOCCER TOURNAMENT	9/16/2015	399	\$104.00	55300-03-41500
1ST PRESBYTERIAN CHURCH	SECURITY DEPOSIT	9/1/2015	VOUCHER	\$50.00	10-21-7200
AMBER WEGNER	SECURITY DEPOSIT	9/1/2015	VOUCHER	\$50.00	10-21-7200
AMERICAN WELDING	CYLINDER RENTAL	8/25/2015	3485184	\$93.65	55200-02-15000
AMERICAN WELDING	CYLINDER RENTAL	8/31/2015	3508224	\$35.61	55200-02-15000
ATCO INTERNATIONAL	CENTURION	9/11/2015	132383	\$266.00	55200-03-40000
BAJA'S	FLAG FOOTBALL SHIRTS	8/31/2015	16762	\$1,109.75	55300-03-41500
BOB'S WEST 64	MOUNT TIRE	9/10/2015	25834	\$26.23	55200-03-50000
CARQUEST	OIL FILTER CAP	9/9/2015	50717	\$0.86	55200-03-40000
CENTRAL BEER DISTRIBUTORS	WRISTBANDS	9/25/2015	W-177693	\$45.00	BARLEYFEST
CENTRAL WISCONSIN WHOLESALE	ULTRA SUPREME TUBE CASES	9/17/2015	12884	\$43.60	55200-03-40000
CHARLIE JOHNSON	SECURITY DEPOSIT	9/8/2015	VOUCHER	\$50.00	10-21-7200
CHRIST UNITED METHODIST CHURCH	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
CITY DIRECTORY	ADVERTISEMENT	9/16/2015	174397	\$382.00	55400-03-41000
COMMUNITY FOOD PANTRY	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
COURIER FOTO NEWS	ADVERTISEMENT	9/8/2015		\$862.50	55400-03-41000
COURIER FOTO NEWS	ADVERTISEMENT BARLEYFEST	9/8/2015		\$779.00	BARLEYFEST
COURIER FOTO NEWS	ADVERTISEMENT LABOR DAY	9/8/2015		\$1,622.40	LABOR DAY
DALE DEMPSEY	SECURITY DEPOSIT	8/31/2015	VOUCHER	\$50.00	10-21-7200
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND SUPPLIES	8/21/2015		\$5.97	55300-03-41500
DAVE'S COUNTY MARKET	KOOL AID/ICE	8/21/2015		\$16.13	55300-03-41500
DAVE'S COUNTY MARKET	SUMMER PLAYGROUND PROJECT	8/7/2015		\$10.95	55300-03-41500
DAVE'S COUNTY MARKET	COLORAMA RIDE	9/24/2015		\$98.05	55300-03-41500
DEPARTMENT OF NATURAL RESOURCES	CITY FOREST TRAIL GRANT	9/11/2015	211217	\$1,234.00	ITY FOREST TRAIL GRANT
ED & SHARONS	SUMMER PLAYGROUND	8/27/2015	3167	\$145.50	55300-03-41500
FASTENAL	LIME VEST	9/25/2015	83889	\$9.99	55200-03-40000
G & K SERVICES	MATS/MOPS	9/3/2015	1016297420	\$261.45	55400-02-23250
G & K SERVICES	UNIFORMS JIM/JOE/ADAM	8/27/2015	1016294547	\$92.21	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE/ADAM	9/3/2015	1016297428	\$92.66	55200-03-46000

G & K SERVICES	JIM/JOE/ADAM UNIFORMS	9/10/2015	1016300361	\$92.66	55200-03-46000
G & K SERVICES	JIM/JOE/ADAM UNIFORMS	9/17/2015	1016303256	\$93.56	55200-03-46000
HEARTLAND COOPERATIVE	RYEGRASS	8/24/2015	590073	\$9.70	55200-08-91000
HELEN OURODA	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
HILLSIDE FELLOWSHIP	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
HUGO'S PIZZA	SUMMER PLAYGROUND	8/20/2015		\$229.50	55300-03-41500
JACKIE WELCH	REFUND OF PROGRAM	9/28/2015	VOUCHER	\$40.00	
JAKE JUMPERS	INFLATABLES LABOR DAY	9/7/2015		\$760.00	LABOR DAY
JERRY BURROW	SECURITY DEPOSIT	9/3/2015	VOUCHER	\$50.00	10-21-7200
JOANN MEYER	SECURITY DEPOSIT	9/1/2015	VOUCHER	\$50.00	10-21-7200
JODI ZERBE	SECURITY DEPOSIT	9/1/2015	VOUCHER	\$50.00	10-21-7200
JOYCE NINMANN	REFUND BUS TRIP	9/28/2015	VOUCHER	\$86.00	
KINDHEARTED HOME CARE	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
LEAH LANGE	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
LINCOLN COMMUNITY BANK	SECURITY DEPOSIT	9/28/2015	VOUCHER	\$50.00	10-21-7200
LINCOLN COUNTY 4-H	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
LINDA GARIHEE	SECURITY DEPOSIT	9/8/2015	VOUCHER	\$50.00	10-21-7200
MARTHA JOHNSON	SECURITY DEPOSIT	9/14/2015	VOUCHER	\$50.00	10-21-7200
MCDONALDS	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
MERRIL STREET DEPARTMENT	P-18	8/17/2015	6728	\$70.32	55200-03-50000
MERRILL DISTRIBUTING	TOILET TISSUE/PAPER TOWEL	9/3/2015	1300958	\$293.30	LABOR DAY
MERRILL STREET DEPARTMENT	P-9	8/26/2015	7745	\$59.10	55200-03-50000
MERRILL STREET DEPARTMENT	P-6	8/26/2015	7746	\$143.32	55200-03-50000
MERRILL STREET DEPARTMENT	P-21	8/20/2015	7733	\$254.53	55200-03-50000
MERRILL STREET DEPARTMENT	P-21	8/13/2015	6723	\$93.53	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	8/13/2015	6722	\$202.43	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	8/6/2015	6714	\$36.16	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	8/5/2015	6709	\$96.26	55200-03-50000
MERRILL STREET DEPARTMENT	P-11	8/27/2015	7747	\$48.94	55200-03-50000
MERRILL STREET DEPARTMENT	P-11	8/6/2015	6713	\$100.39	55200-03-50000

MIRON CONSTRUCTION	AQUATIC CENTER	9/28/2015		\$239,791.07	AQUATIC CENTER
NORTHERN WIRE	SECURITY DEPOSIT	9/28/2015	VOUCHER	\$50.00	10-21-7200
OTT'S GARAGE	SECURITY DEPOSIT	9/28/2015	VOUCHER	\$50.00	10-21-7200
PATHWAY FELLOWSHIP	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
PETERSON BROTHERS	SCREENED TOP DIRT	9/1/2015	8791	\$30.50	55200-08-91000
PHIL KRAUSE	SECURITY DEPOSIT	9/8/2015	VOUCHER	\$50.00	10-21-7200
QUICKSILVER BROADCASTING	ADVERTISEMENT BARLEYFEST	8/31/2015	242	\$320.00	BARLEYFEST
QUICKSILVER BROADCASTING	ADVERTISEMENT	8/31/2015		\$246.00	55400-03-41000
RTL ELECTRIC	NORMAL PARK IMPROVEMENT	8/21/2015	60827	\$832.50	NORMAL PARK IMPROV.
RTL ELECTRIC	OTT'S PARK REPLACEMENT SCOREBOARD	8/21/2015	60828	\$623.49	55200-08-91000
RTL ELECTRIC	NORMAL PARK TEMPORARY PANEL FOR ELECT.	8/21/2015	60826	\$572.94	DONATION FROM C.M.
RTL ELECTRIC	T/S AND REPAIR DROP CORD TO RINK	8/21/2015	60825	\$226.54	55400-03-50000
RTL ELECTRIC	SKATE PARK	8/21/2015	60824	\$500.06	55200-08-91000
RTL ELECTRIC	ATHLETIC PARK	8/21/2015	60829	\$98.22	55200-03-40000
SALOONS AND SPOONS	ADVERTISEMENT	8/31/2015		\$300.00	BARLEYFEST
SARAH SABATKE	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
SIERRA PACIFIC	SECURITY DEPOSIT	9/1/2015	VOUCHER	\$50.00	10-21-7200
ST. JOHN	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
ST. JOHN	SECURITY DEPOSIT	9/14/2015	VOUCHER	\$50.00	10-21-7200
TALYA QUINTAL	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
TARA SLAGASKI	CANCELLATION OF PROGRAM	8/24/2015	VOUCHER	\$20.00	
TIFFANY SCHULTZ	SECURITY DEPOSIT	9/8/2015	VOUCHER	\$50.00	10-21-7200
TOMAHAWK LEADER	ADVERTISEMENT	8/31/2015	MER200	\$320.00	BARLEYFEST
TRANTOW DO IT YOURSELF	ATHLETIC PARK	8/22/2015		\$205.36	ATHLETIC PARK IMPR.
TRANTOW DO IT YOURSELF	ATHLETIC PARK	8/22/2015		\$595.26	ATHLETIC PARK IMPR.
TRINA DELASKY	SECURITY DEPOSIT	9/1/2015	VOUCHER	\$50.00	10-21-7200
WAID FUNERAL HOME	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
WALMART	WHISTLES FOR FLAG FOOTBALL	9/1/2015		\$37.60	55300-03-41500
WALMART	COLORAMA RIDE	9/24/2015		\$79.88	55300-03-41500
WATER TECHNOLOGY	AQUATIC CENTER	8/31/2015	14307.01	\$4,000.00	AQUATIC CENTER

WATER UTILITY	TURN ON CHARGE	9/28/2015		\$35.00	AQUATIC CENTER
WIENBRENNER	SECURITY DEPOSIT	8/24/2015	VOUCHER	\$50.00	10-21-7200
WISCO SECURITY	LABOR DAY	9/28/2015	150906	\$501.50	LABOR DAY
WPS	MARC STAND	9/11/2015	0405061701-00018	\$46.58	55200-02-22000
WPS	SOCCER STAND	9/11/2015	0405061701-00011	\$168.26	55200-02-22000
WPS	MARC SIGN	9/11/2015	0405061701-00002	\$34.98	55200-02-22000
WPS	SMITH CENTER	9/11/2015	0405061701-00003	\$1,518.87	55400-02-22000

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Summary of Aquatic Center Fee Suggestions & Discussion

*The following information was derived following discussion from the 9/2/15 Parks & Recreation Commission meeting. The discussion was based upon information gathered from 18 other Wisconsin Communities that own and operate Aquatic Centers.

Day Passes: \$4.00 (2-61yrs)
\$2.00 (62yrs+/Military)
\$2.00 (Non swimmer fee)
Free (under 2 yrs. old)

*No resident/non resident fees to be applied to day passes

*Also quite a bit of discussion regarding age requirements for children to be left on their own and it was suggested to have an age limit (children under ___yrs. must be companied by an adult)

Season Passes: \$50.00 Resident Individual \$80.00 Non-Resident Individual
\$100.00 Resident Family \$130.00 Non-Resident Family

*Family passes include up to 4 immediate family members that reside in the same household, additional family members can be added for \$15 each provided they meet the criteria listed above.

*Identification required to prove residency

Group Rates: \$2.00 per person for groups with 50 or more people.

*Must be pre-arranged through the Parks & Recreation Office.

*There was also considerable discussion regarding supervision with groups, there must be at least one adult for every 10 children in groups (our lifeguards are not daycare)

Party Rates/Pool Rental:

1-50 people: \$125.00/hr.
51-75 people: \$150.00/hr.
76-100 people: \$175.00/hr.
101 – capacity: \$1.00 per person per hour

*These rates will only apply before/after regular operating hours – must pre-arrange

Punch Pass: \$70.00 for 20 visits

***Other discussion and considerations:** Sell apparel out of concession area (goggles, sunscreen, suits?)

Days & Hours of operation: Old Pool was M-Sat, Noon-7pm. . . Would like to keep similar total hours of operation (for budgeting) but shift a few hours away from early week to allow for pool to be open on Sundays, i.e. Mon & Tues hrs. = 3-7pm to allow Sunday Noon-6pm (or something similar).



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October 2015 Parks & Recreation Director's Report

Parks: By the time you read this our parks will have closed on October 1st. The crew will begin winterizing the areas that will no longer be used for the next few weeks. There are a few locations at the MARC that we need to leave until fall sports are finished (cross country & soccer). After the parks close it allows us a little extra time to finish some of the things we were unable to after the seasonal staff left. It also is the time that we perform some athletic field/turf maintenance before the winter months arrive. This typically includes aerating, fertilizing, topdressing, and seeding any of the areas that were trampled during their respective seasons. We had a very good park reservation season this year with very few issues, which is a good thing to say the least. If our budget request is passed within the next month, I will need to get right to work on the ADA required work so it is laid out and ready to be bid over the winter. We requested to perform all of the work next year so we keep the cost down overall and so we are able to complete all tasks in one year. The Aquatic Center has been progressing very nicely. There are a lot of things happening right now and all of the trades are on schedule. There will be some backfilling and grading beginning the week of the meeting so that the other trades can continue. The masons will be finishing the buildings by the end of next week and trusses and roofers will be here following that. The footings have been poured and are ready for the basketball hoop, spiral slides, and umbrellas. The light footings will be next and will be ready to install along with the pool deck within the next two weeks. The goal has been to wrap up as much as possible by Thanksgiving and it is looking like a very good reality. I have said this before and will say it again – it has been a pleasure working with the Miron Team. They have made this project very seamless and they are very diligent in everything they do. I am very excited to see this project through and see the results when we open the doors next summer!

Forestry: With all of the happenings over the past few weeks I haven't had as much time as I would like on Forestry. Over the next few months I will finally be able to spend a lot more time marking and inspecting trees, as well as getting ready to perform our plantings. Part of the inspections and markings will include the continuation of the pre-emptive ash removals. Our crew will be attending a training workshop at the Lincoln County Service Center, hosted by UW Extension and WDNR. It is a Tree Pruning Objectives/techniques class, along with tree anatomy and physiology to help understand why we prune the way we do and what the goals are for the different types of pruning's. I finished and submitted the WDNR Urban Forestry Grant on time again this year. We have to wait for the results for a few months and I have my fingers crossed that we are successful so we can plant more trees. I wanted to mention that it has been nice to have a year with timely rain and some heat. As you may have noticed it has promoted growth in some of our young tree stock around town and in our parks.

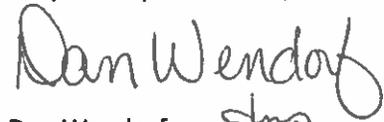
"Focusing on the Future"

An equal opportunity/affirmative action employer.

Recreation: Our fall recreation programs are in full swing, with some wrapping up already. We had our 33rd Annual Colorama Bike Ride on September 26th. We had a decent turn out but we were really anticipating more with the weather being absolutely beautiful. Sometimes the beautiful fall weekends can help and hurt you at the same time. That, combined with many other events simultaneously can affect numbers. Nonetheless, it was a great event. Our flag football leagues are wrapping up this week, and we had great numbers and another great season. It was nice this year to have as close to perfect weather as we are ever going to get for an entire flag football season as well. We have had previous seasons with cold/rain/snow, etc. We are already planning for the winter recreation season and all of the fun and exciting things that it brings.

Smith Center: We have had some busy weeks over the past month and will continue from here on out inside the Smith Center. We had a very successful 5th Quarter in September again this year and we will be hosting our 8th Annual Lincoln Lager Barleyfest on October 3rd. For those of you who haven't attended I would highly recommend it. It is such a neat gathering of people from all over the state, region, country, right here at the Smith Center in Merrill. It has turned into a wonderful event where we can showcase our facilities and community. We are also hosting a new event on October 17th, Tots Need Toys and are very excited about it. After the weekend of the 17th we will turn the floor on and get ready to make ice for the winter season. I talked with Zamboni this week and we should take delivery on our new Zamboni right away in November. We will most likely need to start the first few weeks of ice prep with the old one, and then bring out the new when it arrives. I am also working on our preventative maintenance project that was scheduled for this year (water heaters) with Mechanical Incorporated. I am waiting for some specific details from them so I can bid the project out and have it completed hopefully by the end of the year. I was hoping to have this done already but there isn't much I can do until I have all of the specifics to bid. It will not affect any of the day to day functions of the building when we do the install so we will be alright.

Respectfully Submitted,

A handwritten signature in black ink that reads "Dan Wendorf". The signature is written in a cursive style with a small flourish at the end.

Dan Wendorf
Parks & Recreation Director
City of Merrill