



**MERRILL
WISCONSIN**
City Of Parks

CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

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OCTOBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, October 5, 2016 at 4:15 p.m.**, at the **Merrill City Hall**.

Voting members of Commission: John Burgener, Jean Ravn, Brian Artac, Melissa Schroeder, Dave Sukow, 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. Discuss potential "Early Bird" season pass rates for Bierman Family Aquatic Center
5. Review/approve 2017 Parks & Recreation Department Operating Budget
6. Continued discussion on potential skate park locations.
7. Monthly reports.
8. Set date for next meeting.
9. Public comment
10. 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.

"Focusing on the Future"

An equal opportunity/affirmative action employer.

PARKS & RECREATION COMMISSION

August 3rd, 2016

The Merrill Parks & Recreation Commission met on Wednesday, August 3rd, 2016 at 4:15 p.m. at the Merrill City Hall.

Members Present: Mike Willman, John Burgener, Jean Ravn, Brian Artac, Dave Sukow, and Melissa Schroeder

Members Excused Absent: Ben Debroux

Department Staff Present: Dan Wendorf

Visitors: Erik Pfantz, Derek Woellner, Hunter Lane (MP3), Heather O'Neill, Jon Kurth, Dave Johnson, Kandy Peterson, Mary Ball, Mayor Bialecki

****Motion by Sukow, seconded by Artac to approve the minutes from the July meeting.**

****Carried Unanimously.**

****Motion by Burgener, seconded by Ravn to approve the claims.**

Public Comment: Erik Pfantz complimented the Commission on how nice the bike lanes are and thanked them for making it happen

Sukow asked why there were so many "gas for flowers" items for Pine Ridge Mobile. Wendorf stated that the description was wrong. City vehicles had to refill fuel at Pine Ridge Mobile until the Street Department pumps were fixed.

****Carried Unanimously.**

Chairperson Willman asked if the other Commissioners had any issue with moving item number 7 (Skate Park Discussion) up to the next item on the agenda. Everyone agreed.

The next item on the agenda was continued discussion on potential future skate park. Wendorf asked Heather O'Neill to introduce her guest Jon Kurth, who owns a skating related business in the Wausau Area, to speak on the merits of a skate park in a community. Jon began by saying he was excited about the new initiative and that it is important to have a nice skate park for many reasons and that it keeps skaters in areas they are desired. Stevens Point recently built a beautiful park, as well as Wausau and Weston. He stated they have had good numbers of users at those parks. He said skate boards are loud and locating them near residential areas might not be a great idea. Skate Parks bring capabilities to host events, competitions, and to provide lessons. Skate parks draw skaters from all over the state and beyond – Jon stated that Wausau & Weston draw from Milwaukee and Madison and that it has a tourism impact on a local community. Jon also stated that size and design are important as well as working with everyone in the community to ensure that the needs/wants of as many people as possible are addressed. Chairperson Willman asked Jon if he will be Heather's design consultant throughout the process. He replied that he is willing to help, and Heather said that Jon will help her look over designs

and help in that area and that Jon is not an actual designer. Jon said he is willing to make sure it is the right fit for the area, our skaters, and the community. Commissioner Schroeder asked Wendorf if he has heard anything back from WDNR or USACE and Wendorf stated that he has made contact with both entities and that he was asked to provide more information to both and he did so. He pointed out that during the Aquatic Center process it took some time to get definitive answers from both entities when asking this very same question. Commissioner Burgener stated that he would rather see the skate park elsewhere as Stange Park is a popular scenic destination where many people go to take special occasion pictures. Commissioner Sukow stated that he had some concerns with visibility in this location. City Administrator Johnson said the first question that needs to be answered before going any further is regulatory restrictions (if any), then it is up to the Commission to decide what they would like to do as they have final say on all park property decisions. Mayor Bialecki stated that he supports Stange Park being returned back to green space and mentioned the possibility of utilizing another city owned space that is currently not a park. Commissioner Ravn said she has had a number of calls regarding the skate park at Stange Park with some mentioning they would rather see a band shell put back there. Willman stated that in fairness to Heather we should choose a site so she doesn't spend money designing for one location that ultimately isn't approved. Jon Kurth said that the site does have a great impact on design so it is important to have that information. Burgener questioned how many Commissioners want Stange Park as the potential location. Willman asked Wendorf to go through potential locations, similar to concessions a few months ago, and bring back potential options to the Commission (or other available City Property). Willman asked Wendorf to utilize some of the criteria that was laid out by Mrs. O'Neill at the previous meeting. Heather stated that she thought we went through this last month – that Stange Park is the only park that fits these professional criteria. She said she is currently setting up a not for profit to be able to take donations. Once this is established and she is able to raise some funding, it will be used to work on actual designs. Heather told the commission to take her opinion seriously as she has studied skate parks for the past six months and that the Commission doesn't have the knowledge she does. She stated that photographs won't have anything to do with the skate park. Commissioner Artac stated that one positive about Stange Park is that it would be out front and not hidden.

The next item on the agenda was to continue discussion on Capital Budget for 2017 and beyond. Wendorf updated the Commission on the Normal Park Restroom request. He mentioned the memo he distributed to Council members as well as Commissioners. Wendorf mentioned that with the current timeline, combined with the cost increase by the pre-cast restroom company it was a good time to re-evaluate. Wendorf stated that it would be in our best interest to compare stick built with block as well as pre-cast. We might find that we can build more for less. Wendorf stated that that was the only change from the discussion last month. Willman commented how nice it is to have so much cooperation with the Street Department under its new leadership. Sukow stated that he hopes the City Council approves our new request for Normal Park restrooms and keeps in mind that we have provided quite a bit of our own funding from City Forest timber sales.

The next item on the agenda was to discuss potential aquatic center refund policy. Wendorf stated that with the number of incidents thus far at the aquatic center he wanted to have a clear policy sponsored by the commission. He stated that the public has been frustrated (along with the department) with the hassle that unexpected closures bring. Wendorf stated that he has spoken with a number of other aquatic centers around the state and some have policies and others are not clear cut – as they don't have anywhere near the issues that we have had. Wendorf stated that he favored how Appleton deals with closures. He said that Appleton doesn't give monetary refunds but will give a single day pool pass if the pool closes unexpectedly due to a loose stool incident or mechanical issue. Anything else (weather, formed stool) they do not issue "refund passes" as formed stool is a very temporary closure and

weather is unpredictable and people take a calculated risk when swimming while there is a chance of inclement weather.

****Motion Artac, seconded by Ravn to refund day passes to pool patrons who purchased a day pass on a day where the aquatic center has to be closed due to a loose stool incident or mechanical breakdown only (no refunds to season pass holders)**

****Carried Unanimously.**

The next item on the agenda was monthly report. Wendorf asked if there were any questions from the Commission. Willman said he wanted to pass along a compliment from an acquaintance of his, who didn't know he was on the Parks & Recreation Commission. This person told Willman they were at the Merrill Fast pitch tournament and they said the MARC is one of the nicest facilities in the entire State of Wisconsin and he said that they were treated so well by everyone all weekend. Wendorf thanked Willman for sharing that and stated that we have some fantastic youth sports organizations doing amazing things in our community. Artac also wanted to thank the Bierman Family Foundation for helping this community continue to make improvements to facilities so we can continue to have the best facilities.

****Motion Schroeder, seconded by Sukow to approve the monthly report.**

****Carried Unanimously.**

The next regularly scheduled meeting will be September 7th, 2016, at 4:15 p.m. at the Merrill City Hall.

Public Comment: Derek Woellner commented about the lights at Kitchenette Park and stated his support for a skate park and that he felt it should be located somewhere near the middle school.

****Motion Artac, seconded by Sukow to adjourn at 5:35 p.m.**

****Carried Unanimously.**

Dan Wendorf
Recording Secretary

SEPT

ACE HARDWARE	CORD	8/23/2016		\$12.99	55200-03-50000
ACE HARDWARE	WATER WAND REPAIR	8/24/2016		\$2.87	55200-03-50000
ACE HARDWARE	WORK CREW GLOVES	8/29/2016		\$15.99	55200-03-40000
ACE HARDWARE	LED BULBS/DUCT TAPE	9/3/2016		\$18.98	55200-03-40000
ACE HARDWARE	BULBS	9/1/2016		\$9.99	55400-03-50000
ACE HARDWARE	BULBS	9/6/2016		\$22.99	55200-03-40000
ACE HARDWARE	TRASH CAN	9/9/2016		\$53.98	55200-03-40000
ACE HARDWARE	GLOVES	9/13/2016		\$23.97	55200-03-40000
ACE HARDWARE	WIREBRUSH/HANDLE	9/15/2016		\$11.98	55200-03-40000
AGRA INDUSTRIES, INC.	SECURITY DEPOSIT	9/12/2016	VOUCHER	\$50.00	10-21-7200
AJ CONTRACT SERVICES	BIERMAN AQUATIC CENTER	8/30/2016	35349	\$207.00	55420-03-50000
AMANDA PRENTICE	SECURITY DEPOSIT	9/19/2016	VOUCHER	\$50.00	10-21-7200
AMERICAN WELDING	CYLINDER RENTAL	8/18/2016	4234195	\$183.66	55420-03-40000
AMERICAN WELDING	CYLINDER RENTAL	8/25/2016	4243756	\$110.76	55420-03-40000
AMERICAN WELDING	CYLINDER RENTAL	8/31/2016	929	\$52.73	55300-03-41500
AMERICAN WELDING	BULK TANK LIQUID	8/31/2016	53403	\$590.24	55420-03-40000
AMERICAN WELDING	ARGON/OXYGEN/ACETYLENE	8/31/2016	4266656	\$38.47	55200-02-15000
AMY WOLLER	SECURITY DEPOSIT	9/12/2016	VOUCHER	\$50.00	10-21-7200
ANNA VOIGT	SECURITY DEPOSIT	8/29/2016	VOUCHER	\$50.00	10-21-7200
ATCO INTERNATIONAL	CENTURION/URINAL CUBES	8/26/2016	10468372	\$406.00	55200-03-40000
BAJA'S	FLAG FOOTBALL SHIRTS	9/6/2016	17076	\$1,255.50	55300-03-41500
BAJA'S	SHIRTS FOR COLORAMA	9/23/2016	17094	\$649.40	55300-03-41500
BAUMGART WASTE REMOVAL	WASTE HAULING/CARDBOARD	9/2/2016		\$83.00	55400-02-23250
BETH CALMES	SECURITY DEPOSIT	9/21/2016	VOUCHER	\$50.00	10-21-7200
BOBS WEST 64	MOUNT TIRES	8/3/2016		\$212.18	55200-03-50000
BRODIE ISAACSON	REFUND LITTLE GRIDDERS	9/11/2016	VOUCHER	\$20.00	
CITY PAGES, INC	ADVERTISING BARLEYFEST	9/21/2016	25007	\$355.96	BARLEYFEST
COMMUNITY FOOD PANTRY	SECURITY DEPOSIT	9/1/2016	VOUCHER	\$50.00	10-21-7200
COURIER/FOTO NEWS	ADVERTISEMENT	8/31/2016		\$792.50	55400-03-41000
DAVE'S COUNTY MARKET	SUPPLIES FOR SUMMER PLAYGROUND	8/24/2016		\$22.37	55300-03-41500

DAVE'S COUNTY MARKET	SUPPLIES FOR SUMMER PLAYGROUND	8/26/2016		\$57.66	55300-03-41500
DAVE'S COUNTY MARKET	PARCHMENT PAPERS - CONCESSIONS	8/26/2016		\$5.26	55300-03-41500
DAVE'S COUNTY MARKET	SUPPLIES FOR SUMMER PLAYGROUND	8/25/2016		\$33.10	55300-03-41500
DAVE'S COUNTY MARKET	FOOD FOR COLORAMA	10/24/2016		\$52.29	55300-03-41500
DAVE'S COUNTY MARKET	FOOD COLORAMA	9/23/2016		\$52.30	55300-03-41500
DIANA PETRUZALES	SECURITY DEPOSIT	8/29/2016	VOUCHER	\$50.00	10-21-7200
ESPN SPORTS FAN	ADVERTISING BARLEYFEST	9/24/2016		\$399.00	BARLEYFEST
FERGUSON	VACUUM BREAKER	8/11/2016	105637	\$21.01	55200-03-40000
FIRST PRESBYTERIAN CHURCH	SECURITY DEPOSIT	8/29/2016	VOUCHER	\$50.00	10-21-7200
G & K SERVICES	MATS, MOPS	9/1/2016	1016446761	\$290.44	55400-02-23250
G & K SERVICES	JIM/JOE/ADAM UNIFORMS	8/25/2016	1016443963	\$103.67	55200-03-46000
G & K SERVICES	UNIFORMS	9/8/2016	1016449629	\$103.67	55200-03-46000
G & K SERVICES	UNIFORMS	9/15/2016	1016452466	\$103.67	55200-03-46000
HALLMAN LINDSAY	GOAL LINE WHITE PAINT	8/19/2016	10229289	\$296.70	55300-03-41500
HILLSIDE FELLOWSHIP	SECURITY DEPOSIT	8/29/2016	VOUCHER	\$50.00	10-21-7200
HORST DISTRIBUTING	RIM	9/16/2016	60071	\$143.13	55200-03-50000
JAMESON MORGAN	REFUND LITTLE GRIDDERS	9/12/2016	VOUCHER	\$20.00	
JANET THOMPSON	COACHING TENNIS	9/22/2016	VOUCHER	\$660.00	55300-03-41000
JASON RAASCH	SECURITY DEPOSIT	9/1/2016	VOUCHER	\$50.00	10-21-7200
JOURNEY CHURCH	SECURITY DEPOSIT	9/12/2016	VOUCHER	\$50.00	10-21-7200
KALEB STAUS	REFUND LITTLE GRIDDERS	9/12/2016	VOUCHER	\$20.00	
KAREN MOOTZ	SECURITY DEPOSIT	9/12/2016	VOUCHER	\$50.00	10-21-7200
KIMBERLY YOUNG	SECURITY DEPOSIT	9/8/2016	VOUCHER	\$50.00	10-21-7200
LAUREN HALMSTAD	SECURITY DEPOSIT	9/1/2016	VOUCHER	\$50.00	10-21-7200
LEE RECREATION	PRESTIGE BENCH RBT	8/30/2016	10859-16	\$630.00	RIVER BEND BENCHES
MARY JANE MULLINS	SECURITY DEPOSIT	9/21/2016	VOUCHER	\$50.00	10-21-7200
MCDONALDS	SECURITY DEPOSIT	9/1/2016	VOUCHER	\$50.00	10-21-7200
MERRILL DISTRIBUTING	LABOR DAY SUPPLIES	9/12/2016	1344745	\$304.46	LABOR DAY
MERRILL DISTRIBUTING	LABOR DAY SUPPLIES	9/12/2016	1344856	\$96.75	LABOR DAY
MERRILL DISTRIBUTING	LABOR DAY SUPPLIES	9/12/2016	1344852	\$53.15	LABOR DAY
MERRILL DISTRIBUTING	SUPPLIES	9/16/2016	974956	\$386.16	55300-03-41500

MERRILL RANGERS	ADVERTISEMENT BARLEYFEST	8/24/2016		\$100.00	BARLEYFEST
MERRILL STREET DEPARTMENT	P-18	8/11/2016	8175	\$244.30	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	7/18/2016	8146	\$110.97	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	8/8/2016	8169	\$111.95	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	8/9/2016	8173	\$36.98	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	8/25/2016	8193	\$181.95	55200-03-50000
MERRILL STREET DEPARTMENT	P-20	8/31/2016	8168	\$369.20	55200-03-50000
MERRILL STREET DEPARTMENT	P-2	8/15/2016	8179	\$221.63	55200-03-50000
MERRILL STREET DEPARTMENT	P-21	8/25/2016	8198	\$241.75	55200-03-50000
MERRILL STREET DEPARTMENT	P-6	8/16/2016	8183	\$196.06	55200-03-50000
MERRILL STREET DEPARTMENT	P-0	8/16/2016	8184	\$63.45	55200-03-50000
MERRILL STREET DEPARTMENT	P-14	8/25/2016	8199	\$171.86	55200-03-50000
MERRILL STREET DEPARTMENT	P-11	8/16/2016	8185	\$87.74	55200-03-50000
MERRILL WATER UTILITY	STANGE'S KITCHENETTE - BATHROOM	10/10/2016	112-01540-13	\$282.81	55200-02-21000
MERRILL WATER UTILITY	LIONS PARK	10/10/2016	116-02440-00	\$342.08	55200-02-21000
MERRILL WATER UTILITY	OTT'S PARK BATHROOM	10/10/2016	102-38040-16	\$107.62	55200-02-21000
MERRILL WATER UTILITY	OTT'S PARK SHELTER	10/10/2016	102-38140-13	\$36.06	55200-02-21000
MERRILL WATER UTILITY	MARC	10/10/2016	106-000940-00	\$488.31	55400-02-21000
MERRILL WATER UTILITY	SOCCER BUILDING	10/10/2016	106-000943-00	\$173.14	55200-02-21000
MERRILL WATER UTILITY	MARC CONCESSIONS	10/10/2016	106-000941-06	\$415.19	55200-02-21000
MERRILL WATER UTILITY	STANGE KITCHENETTE	10/10/2016	112-01440-13	\$33.51	55200-02-21000
MERRILL WATER UTILITY	AQUATIC CENTER	10/10/2016	106-00944-00	\$2,688.03	55420-02-21000
MID WISCONSIN BEVERAGE	SODA	9/2/2016	10931	\$291.00	55420-03-40100
MIRON CONSTRUCTION	BIERMAN AQUATIC CENTER	7/30/2016		\$64,193.89	BIERMAN AQUATIC CENTER
NAPA AUTO PARTS	PTO PIN	8/24/2016	615162	\$3.99	55200-03-40000
NELSON'S HOUSE	GRAVELY	8/1/2016	17228	\$145.05	55200-03-50000
NELSON'S HOUSE	BLOWER	9/16/2016	17840	\$39.50	55200-03-50000
PAYTON ZIMMERMAN	REFUND LITTLE GRIDERS	9/12/2016	VOUCHER	\$20.00	
PHIL KRAUSE	SECURITY DEPOSIT	9/8/2016	VOUCHER	\$50.00	10-21-7200
PINE RIDGE MOBIL	GAS	8/26/2016		\$54.50	55200-03-53000
PINE RIDGE MOBIL	GAS	9/2/2016		\$46.58	55200-03-53000

PINE RIDGE MOBIL	GAS FOR IN FLOWERING TRUCK	9/9/2016		\$39.50	55200-03-53000
POMPS TIRE SERVICE	CARLISLE TUR SAVE	8/31/2016	35002600	\$140.00	55200-03-50000
PREMIER PROMOTIONS	REPLACEMENT BLACK BRASS PLATE	8/30/2016	3688	\$23.00	RIVER BEND BENCHES
QUICKSILVER BROADCASTING	ADVERTISEMENT	8/31/2016	242	\$246.00	55400-03-41000
R & R SPECIALITIES	EDGER BLADES	9/14/2016	60414	\$1,653.44	55400-03-50000
RIESTERER & SCHNELL	PARTS	9/1/2016	102482	\$378.78	55200-03-50000
RIESTERER & SCHNELL	MOWER BLADE	8/24/2016	1062697	\$217.08	55200-03-50000
RITA BURGNER	SECURITY DEPOSIT	8/29/2016	VOUCHER	\$50.00	10-21-7200
SALOONS N SPOONS	ADVERTISING BARLEYFEST	9/20/2016		\$275.00	BARLEYFEST
SANDRA ELLIS	SECURITY DEPOSIT	9/19/2016	VOUCHER	\$50.00	10-21-7200
SARA WEGNER	SECURITY DEPOSIT	9/8/2016	VOUCHER	\$50.00	10-21-7200
SPORTS FAN	ADVERTISING LABOR DAY	9/30/2016	7357-2	\$844.00	LABOR DAY
ST. JOHNS	SECURITY DEPOSIT	9/12/2016	VOUCHER	\$50.00	10-21-7200
TAYLOR TIMM	REFUND LITTLE GRIDDERS	9/12/2016	VOUCHER	\$20.00	
TOMAHAWK LEADER	ADVERTISEMENT BARLEYFEST	9/1/2016	MER200	\$349.00	BARLEYFEST
TRIDENT SUPPLY	TIDY FOAM ANTIBAC	8/30/2016	8828	\$38.95	LABOR DAY
TRINITY CHURCH	SECURITY DEPOSIT	9/12/2016	VOUCHER	\$50.00	10-21-7200
TUNES 2 GO	DJ SERVICE 5TH QUARTER	9/30/2016		\$200.00	5TH QUARTER
VIP OFFICE PRODUCTS	ROLLS FOR CALCULATOR	8/26/2016	98325	\$11.94	55400-03-10000
VIP OFFICE PRODUCTS	AA ALKALINE BATTERIES	8/9/2016	98369	\$154.97	55200-03-10000
WALMART	OFFICE SUPPLIES	9/8/2016		\$81.73	55300-03-41500
WALMART	FOOD/SUPPLIES COLORAMA	9/23/2016		\$298.44	55300-03-41500
WATER TECHNOLOGY	BIERMAN AQUATIC CENTER	8/29/2016	R14307.01	\$2,000.00	BIERMAN AQUATIC CENTER
WATERSTREET SPECIALTY SCREENPRINT	PILSNER GLASSES BARLEYFEST	9/6/2016	43841	\$1,707.52	BARLEYFEST
WEINBRENNER	SECURITY DEPOSIT	9/12/2016	VOUCHER	\$50.00	10-21-7200
WISCO SECURITY AGENCY	LABOR DAY PARADE	9/6/2016	160908	\$549.00	LABOR DAY
WISCONSIN BUILDING SUPPLY	TREATED PINE	8/12/2016	468936	\$11.99	55200-08-91000
WPS	MARC STAND	10/4/2016	405061701-00018	\$55.17	55200-02-22000
WPS	MARC CONCESSIONS	10/4/2016	405061701-00011	\$125.98	55200-02-22000
WPS	SMITH CENTER	10/4/2016	405061701-00003	-\$166.45	55400-02-22000

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City of Merrill Parks & Recreation Department

DRAFT - 9/27/2016

Net Cost (Expenses - Revenues) - 2016 Budget Proposal

Department	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2016 Sep-16	2016 Projected	2017 Request	Budget Change
5200 Parks	\$279,291	\$281,658	\$278,328	\$287,621	\$304,203	\$204,798	\$292,606	\$292,361	(\$11,842)
5207 River Bend Trail					Funded by River Bend Foundation			\$0	\$0
5201 Athletic Park Lights	\$1,261	\$1,797	\$1,056	\$1,525	\$2,000	\$1,546	\$2,000	\$2,000	\$0
5202 Ott's - Field Lights	\$1,798	\$1,315	\$876	\$1,289	\$1,500	\$921	\$1,500	\$1,500	\$0
5203 Lion's - Field Lights					No longer planned for implementation				
5300 Recreation	\$168,569	\$168,077	\$140,481	\$142,421	\$157,662	\$113,575	\$153,012	\$161,755	\$4,093
5400 MARC - Smith Center	\$64,726	\$47,308	\$56,222	\$71,357	\$53,325	\$54,008	\$63,391	\$64,100	\$10,775
							PR-Marketing of \$7,000 from Fund 24 - Room Tax		
5420 Pool - Aquatic Center	\$44,612	\$22,087	\$30,465	\$0	\$45,000	\$31,572	\$42,817	\$45,000	\$0
	Non-Lapsing	\$22,933	\$14,535	\$45,000	Should be within tax-levy \$45,000		Plus \$4,825 from Non-Lapsing		
Total Summary	\$580,257	\$543,155	\$519,761	\$549,213	\$563,690	\$406,420	\$555,126	\$566,716	\$3,026

CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 Parks

	2014 ACTUAL	2015 ACTUAL	2016			2017		PROPOSED BUDGET
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	
REVENUES								
Public Charges-Services								
45200-46720 Park Revenue	8,698	4,427	7,750	2,798	6,500	7,750	0	
45200-46721 Memorial Forest Revenue	125	125	250	0	250	250	0	
45200-46722 Park Shelter Reservation Rev	6,819	6,831	6,750	7,987	7,987	7,250	500	
TOTAL Public Charges-Services	15,642	11,383	14,750	10,785	14,737	15,250	500	
Miscellaneous Revenues								
45200-48339 MADC Snow Plowing	1,601	0	1,250	0	1,250	1,250	0	
45200-48500 Park Donations-No Carryover	1,789	2,729	0	925	925	0	0	
45200-48550 Teee Planting Donations	0	250	0	0	0	0	0	
TOTAL Miscellaneous Revenues	3,390	2,979	1,250	925	2,175	1,250	0	
TOTAL REVENUES	19,032	14,362	16,000	11,710	16,912	16,500	500	

EXPENDITURES

Personnel Services								
55200-01-11000 Salaries - Regular	31,485	32,922	34,405	24,940	34,405	36,096	1,691	
55200-01-21000 Wages - Perm - Regular	90,266	98,465	109,016	79,959	109,000	109,715	699	
55200-01-22000 Overtime	5,784	5,191	4,500	923	4,500	4,500	0	
55200-01-23000 Longevity	315	315	315	0	315	315	0	
55200-01-25000 Wages - Temp - Regular	23,679	23,529	26,000	25,002	26,750	28,000	2,000	
55200-01-51000 Social Security	11,104	12,518	11,424	9,827	12,750	11,500	76	
55200-01-52000 Retirement (WRS)	9,524	10,036	8,845	6,975	12,500	9,150	305	
55200-01-54000 Health Insurance	35,348	28,284	29,770	8,977	15,925	15,925	(13,845)	
55200-01-55000 Life Insurance	245	260	290	189	310	310	20	
TOTAL Personnel Services	207,751	211,519	224,565	156,791	216,455	215,511	(9,054)	

- 55200-01-1100Salaries - Regular **PERMANENT NOTES:**
Includes 50% of Parks & Recreation Director position.
- 55200-01-2100Wages - Perm - Regular **PERMANENT NOTES:**
Shared Transit/Parks Laborer position as of June 2015.
- 55200-01-2500Wages - Temp - Regular **PERMANENT NOTES:**
Includes Flower Watering.

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CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 Parks

	2014 ACTUAL	2015 ACTUAL	2016			2017		
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	BUDGET CHANGE	PROPOSED BUDGET
Contractual Services								
55200-02-15000 Contract Services	11,946	12,580	10,500	6,243	10,500	10,500	0	
55200-02-21000 Water and Sewer	7,706	9,038	9,000	5,326	8,000	9,000	0	
55200-02-22000 Electric and Natural Gas	7,450	7,292	12,500	4,950	7,500	9,500	(3,000)	
55200-02-24100 Forest Road Repairs	0	0	500	0	500	500	0	
55200-02-25000 Telephone	1,089	3,553	1,000	1,155	1,750	1,750	750	
TOTAL Contractual Services	28,192	32,463	33,500	17,674	28,250	31,250	(2,250)	
55200-02-21000 Water and Sewer								PERMANENT NOTES: 2017 - \$750 for new Normal Park restroom/concession.
55200-02-22000 Electric and Natural Gas								PERMANENT NOTES: In 2017 - \$2,000 for Normal Park restroom/concession.
Supplies & Expenses								
55200-03-10000 Office Supplies	11	187	250	84	250	250	0	
55200-03-32000 Education & Conference	1,185	925	1,000	0	1,000	1,000	0	
55200-03-40000 Operating Supplies	7,943	9,111	10,000	6,725	10,000	10,000	0	
55200-03-43000 Vandalism Repair/Maintena	302	54	1,388	0	1,000	1,000	(388)	
55200-03-46000 Uniform Services	2,965	4,244	3,000	3,267	3,250	3,250	250	
55200-03-46500 Safety Toe Boots	195	313	500	303	313	500	0	
55200-03-50000 Repair/Maint. Supplies	14,986	14,347	11,500	12,797	15,000	14,000	2,500	
55200-03-53000 Gas & Oil-Vehicles/Equip.	11,180	7,450	9,500	6,551	8,000	8,000	(1,500)	
55200-03-77000 Stump Removal	0	0	500	0	500	100	(400)	
TOTAL Supplies & Expenses	38,766	36,630	37,638	29,727	39,313	38,100	462	
Capital Outlay								
55200-08-90500 Park Equipment Outlay	426	2,037	1,000	1,078	2,000	1,000	0	
55200-08-91000 Park Improvements	11,675	12,998	13,000	6,355	13,000	13,000	0	
55200-08-91225 Weed Control	2,950	92	3,000	92	3,000	2,500	(500)	
55200-08-91500 Picnic Tables	545	619	1,000	645	1,000	1,000	0	
55200-08-92000 Trees & Beautification	5,053	5,624	6,500	4,146	6,500	6,500	0	
TOTAL Capital Outlay	20,649	21,370	24,500	12,315	25,500	24,000	(500)	
TOTAL EXPENDITURES	295,358	301,983	320,203	216,508	309,518	308,861	(11,342)	
REVENUE OVER/(UNDER) EXPENDITURES	(276,326)	(287,621)	(304,203)	(204,798)	(292,606)	(292,361)	11,842	

CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 River Bend Trail

	2014 ACTUAL	2015 ACTUAL	(-----) 2016 CURRENT BUDGET	(-----) 2016 Y-T-D ACTUAL	(-----) 2016 PROJECTED YEAR END	(-----) 2017 REQUESTED BUDEGT	(-----) 2017 BUDGET CHANGE	(-----) PROPOSED BUDGET
REVENUES								
<u>Taxes (or Utility Rev.)</u>								
45273-41355 Cellular Lease-Anson-Gilkey	0	8,721	19,554	18,112	21,076	1,964	(17,590)	
45273-41500 TowerCo - Lump Sum	0	0	261,000	0	261,000	0	(261,000)	
TOTAL Taxes (or Utility Rev.)	0	8,721	280,554	18,112	282,076	1,964	(278,590)	
45273-41355 Cellular Lease-Anson-GilkePERMANENT NOTES: Final AT&T lease payment will be March 2017.								
<u>Miscellaneous Revenues</u>								
45273-48950 River Bend Foundation	0	0	0	0	33,446	3,716	3,716	
45273-48957 Trail Donations-Benches ETC	0	1,724	0	11,161	12,500	5,000	5,000	
TOTAL Miscellaneous Revenues	0	1,724	0	11,161	45,946	8,716	8,716	
45273-48957 Trail Donations-Benches ETPERMANENT NOTES: Unexpended RB Trail benches-amenities into Non-Lapsing.								
TOTAL REVENUES	0	10,445	280,554	29,273	328,022	10,680	(269,874)	
EXPENDITURES								
<u>Personnel Services</u>								
55273-01-21000 Wages - Perm - Regular	0	1,004	3,000	1,634	3,000	3,000	0	
55273-01-22000 Overtime	0	0	0	17	50	50	50	
55273-01-25000 Wages - Temp - Regular	0	165	1,225	95	95	500	(725)	
55273-01-51000 Social Security	0	89	323	128	237	285	(38)	
55273-01-52000 Retirement (WRS)	0	68	198	109	200	255	57	
55273-01-54000 Health Insurance	0	182	244	126	125	125	(119)	
55273-01-55000 Life Insurance	0	2	10	10	15	15	5	
TOTAL Personnel Services	0	1,510	5,000	2,120	3,722	4,230	(770)	
<u>Contractual Services</u>								
55273-02-21000 Water and Sewer	0	0	0	0	0	250	250	
55273-02-22000 WPS - S Park St Building	0	211	0	259	375	450	450	
55273-02-22035 WPS - Trail Lighting	0	0	0	276	425	500	500	
TOTAL Contractual Services	0	211	0	535	800	1,200	1,200	
55273-02-2100Water and Sewer PERMANENT NOTES: Planned water and sanitary sewer connection to S. Park St. building as part of City Idle Sites Grant improvements.								

CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 River Bend Trail

	2014	2015	(----- 2016 -----)			(----- 2017 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
Supplies & Expenses								
55273-03-91225 Weed Control	0	0	0	0	0	250	250	
TOTAL Supplies & Expenses	0	0	0	0	0	250	250	
Capital Outlay								
55273-08-50000 Contract Engineering	0	5,549	0	0	0	0	0	
55273-08-52355 River Bend Foundation	0	0	261,000	0	261,000	0	(261,000)	
55273-08-52525 WI DNR Wetlands Permit	0	1,013	0	0	0	0	0	
55273-08-53533 River Bend Trail-Benches	0	1,724	0	6,512	7,500	5,000	5,000	
55273-08-53575 River Bend Trail-Lighting	0	439	0	36,269	50,000	0	0	
TOTAL Capital Outlay	0	8,724	261,000	42,781	318,500	5,000	(256,000)	
55273-08-52355 River Bend Foundation			PERMANENT NOTES: TowerCo permanent easement lump sum payment will be transferred to River Bend Foundation by City of Merrill.					
TOTAL EXPENDITURES	0	10,445	266,000	45,436	323,022	10,680	(255,320)	
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	14,554	(16,163)	5,000	0	(14,554)	

CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 Athletic Park Lights

	2014	2015	2016			2017		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
<u>Contractual Services</u>								
55201-02-22000 Electric - Field Lights	1,056	1,525	1,800	1,546	1,800	1,800	0	
TOTAL Contractual Services	1,056	1,525	1,800	1,546	1,800	1,800	0	
<u>Supplies & Expenses</u>								
55201-03-50500 Field Light Replacement	0	0	200	0	200	200	0	
TOTAL Supplies & Expenses	0	0	200	0	200	200	0	
TOTAL EXPENDITURES	1,056	1,525	2,000	1,546	2,000	2,000	0	

CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 Ott's Park Lights

	2014	2015	2016			2017		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
EXPENDITURES								
Contractual Services								
55202-02-22000 Electric - Field Lights	676	1,289	1,400	921	1,400	1,400	0	
TOTAL Contractual Services	676	1,289	1,400	921	1,400	1,400	0	
Supplies & Expenses								
55202-03-50500 Field Light Replacemant	0	0	100	0	100	100	0	
TOTAL Supplies & Expenses	0	0	100	0	100	100	0	
TOTAL EXPENDITURES	676	1,289	1,500	921	1,500	1,500	0	

CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 Recreation Programs

	----- 2016 -----				----- 2017 -----			
	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDEGT	BUDGET CHANGE	PROPOSED BUDGET
55300-03-4020WPRA Discount Tickets	PERMANENT NOTES: There is an offsetting Revenue account.							
55300-03-4100Self & Non-Support-Wages	PERMANENT NOTES: Wages paid to Per-Game Limited Term Employees (such as referees/scorekeepers) or sports camp instructors.							
TOTAL EXPENDITURES	212,540	218,424	233,862	192,084	235,481	245,255	11,393	
REVENUE OVER/(UNDER) EXPENDITURES	(140,481)	(142,421)	(157,662)	(113,575)	(153,012)	(161,755)	(4,093)	

CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 MARC - Smith Center

	2016				2017			
	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	BUDGET CHANGE	PROPOSED BUDGET
transferred into Non-Lapsing Account - future Smith Center Roof Replacement.								
Supplies & Expenses								
55400-03-10000 Office Supplies	606	71	500	284	500	500	0	
55400-03-32000 Education & Conference	200	180	200	0	200	200	0	
55400-03-40000 Operating Supplies	1,489	1,896	3,000	2,023	3,000	3,000	0	
55400-03-41000 Public Relations/Marketin	11,981	7,614	8,500	6,775	8,500	8,500	0	
55400-03-44000 Janitor Supplies	839	481	1,000	587	750	750	(250)	
55400-03-46500 Safety Toe Boots	0	0	100	0	100	0	(100)	
55400-03-50000 Repair/Maint. Supplies	8,460	8,245	8,500	2,469	8,500	8,500	0	
55400-03-51500 Ice Machine Supplies	2,818	1,104	4,000	162	2,500	2,500	(1,500)	
TOTAL Supplies & Expenses	26,393	19,591	25,800	12,300	24,050	23,950	(1,850)	
55400-03-4100Public Relations/MarketingPERMANENT NOTES: See also Fund 24 - Room Tax								
Capital Outlay								
55400-08-79000 Crack Sealing/Concrete	0	0	2,500	2,147	2,147	2,500	0	
55400-08-81000 Floor Scrubber	0	4,057	0	0	0	0	0	
55400-08-82000 MARC/Smith Improvements	7,794	2,878	4,000	7,793	8,000	4,000	0	
55400-08-82233 Scoreboard Replacement	0	11,422	0	1,269	1,269	0	0	
TOTAL Capital Outlay	7,794	18,357	6,500	11,209	11,416	6,500	0	
TOTAL EXPENDITURES	136,268	143,586	140,725	90,094	135,791	136,500	(4,225)	
REVENUE OVER/(UNDER) EXPENDITURES	(56,222)	(71,357)	(53,325)	(54,008)	(63,391)	(64,100)	(10,775)	

CITY OF HERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

24 -Merrill Festival Grounds
 Room Tax

	2014 ACTUAL	2015 ACTUAL	(----- 2016 -----) CURRENT BUDGET	(----- 2016 -----) Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2017 -----) REQUESTED BUDEGT	(----- 2017 -----) BUDGET CHANGE	PROPOSED BUDGET
REVENUES								
Taxes (or Utility Rev.)								
45304-41210 Room Tax	0	54,502	65,000	54,493	81,500	82,500	17,500	
TOTAL Taxes (or Utility Rev.)	0	54,502	65,000	54,493	81,500	82,500	17,500	
45304-41210 Room Tax								PERMANENT NOTES: Increased from 4.0% to 6.0% effective 10/1/2015. Hotel retains 0.1%.
45304-41210 Room Tax								CURRENT YEAR NOTES: Amount retained by City of Merrill is entirely allocated to offsetting Merrill Festival Grounds operational expenses. *

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TOTAL REVENUES	0	54,502	65,000	54,493	81,500	82,500	17,500	
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EXPENDITURES								
Supplies & Expenses								
55304-03-41000 MARC - PR/Marketing	0	6,809	7,000	4,618	6,825	7,000	0	
55304-03-50000 Tourism Committee-Chamber	0	40,855	45,500	38,145	57,000	57,750	12,250	
TOTAL Supplies & Expenses	0	47,664	52,500	42,763	63,825	64,750	12,250	
55304-03-4100MARC - PR/Marketing								PERMANENT NOTES: 0.5% for PR/Marketing of Merrill Area Recreation Complex.
55304-03-5000Tourism Committee-Chamber								PERMANENT NOTES: Per WI Stats, 70.0% to Tourism Commission (through Merrill Area Chamber of Commerce).

TOTAL EXPENDITURES	0	47,664	52,500	42,763	63,825	64,750	12,250	
REVENUE OVER/ (UNDER) EXPENDITURES	0	6,838	12,500	11,730	17,675	17,750 *	5,250	

CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 Aquatic Center

	2016			2017				
	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	BUDGET	PROPOSED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDEGT	CHANGE	BUDGET
REVENUES								
Public Charges-Services								
45420-46730 Aquatic Center-Sponsors	0	0	0	400	400	0	0	
45420-46734 Aquatic Center Revenue	0	0	21,500	73,145	73,145	75,000	53,500	
45420-46735 Concession Revenue	0	0	3,500	30,324	30,324	30,000	26,500	
TOTAL Public Charges-Services	0	0	25,000	103,869	103,869	105,000	80,000	
Miscellaneous Revenues								
45420-48750 From Non-Lapsing Fund	0	0	50,500	0	0	0	(50,500)	
TOTAL Miscellaneous Revenues	0	0	50,500	0	0	0	(50,500)	
TOTAL REVENUES	0	0	75,500	103,869	103,869	105,000	29,500	
EXPENDITURES								
Personnel Services								
55420-01-22000 Overtime	0	0	500	1,921	1,921	2,000	1,500	
55420-01-25000 Wages - Temp - Regular	0	0	33,750	68,202	68,202	72,500	38,750	
55420-01-51000 Social Security	0	0	2,625	5,364	5,364	5,700	3,075	
55420-01-52000 WRS - Retirement	0	0	0	0	0	275	275	
TOTAL Personnel Services	0	0	36,875	75,487	75,487	80,475	43,600	
55420-01-2500Wages - Temp - Regular								PERMANENT NOTES: Hours vary based upon weather conditions. Lifeguards - Pool Assistant 4,462 Hours in 2016 Admissions - Concessions 1,836 Hours in 2016
55420-01-2500Wages - Temp - Regular								CURRENT YEAR NOTES: For 2017 - includes adult LTE to assist in management.
Contractual Services								
55420-02-21000 Water and Sewer	0	0	10,000	4,613	8,500	8,500	(1,500)	
55420-02-22000 Electric and Natural Gas	237	0	10,000	12,518	17,000	16,500	6,500	
55420-02-25000 New Facility Design	30,228	0	0	0	0	0	0	
55420-02-95000 Security-Alarms/Cameras	0	0	0	0	0	1,500	1,500	
TOTAL Contractual Services	30,465	0	20,000	17,131	25,500	26,500	6,500	
55420-02-2100Water and Sewer								PERMANENT NOTES: Finance Director Note: pending \$2,715 utility bill plus final 2016 amount.

CITY OF MERRILL
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 30TH, 2016

10 -General Fund
 Aquatic Center

	2014 ACTUAL	2015 ACTUAL	2016			2017		
			CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	BUDGET CHANGE	PROPOSED BUDGET
Supplies & Expenses								
55420-03-19000 Credit Card Fees	0	0	0	0	750	750	750	
55420-03-32000 Education & Conference	0	0	0	600	600	600	600	
55420-03-40000 Operating Supplies	0	0	10,000	15,720	16,500	15,000	5,000	
55420-03-40100 Concession Supplies	0	0	3,250	16,790	17,500	18,000	14,750	
55420-03-40500 License Fee(s)	0	0	350	2,149	2,149	2,250	1,900	
55420-03-50000 Repair/Maint. Supplies	0	0	5,025	7,564	8,000	7,500	2,475	
TOTAL Supplies & Expenses	0	0	18,625	42,823	45,499	44,100	25,475	
Technology								
55420-15-45000 Network Support/Maint.	0	0	0	0	0	1,000	1,000	
55420-15-46352 Member Tracking Software	0	0	0	0	0	1,000	1,000	
55420-15-46377 ShopKeep POS System	0	0	0	0	0	1,750	1,750	
TOTAL Technology	0	0	0	0	0	3,750	3,750	
TOTAL EXPENDITURES	30,465	0	75,500	135,442	146,486	154,825	79,325	
REVENUE OVER/ (UNDER) EXPENDITURES	(30,465)	0	0	(31,572)	(42,617)	(49,825)	(49,825)	

Aquatic Center "Early Bird" Season Pass Rate Comparisons

I would like to consider an "Early Bird" season pass incentive for the Bierman Family Aquatic Center. There are quite a few other communities who offer this as an incentive to their patrons and aquatic center users. It also is a great way to start promoting the facility earlier in the year, and makes for great gifts during the holiday season.

<u>Community</u>	<u>Discount Amount(s)</u>	<u>Deadline(s)</u>
Watertown	\$5.00 ind/fam	Before 5/4
Grafton	15% & 10%	Before 3/31 & 4/30
Menomonie	\$15 & \$10	Before 5/8
Janesville	\$5.00 ind/fam	Before 6/1
Milwaukee		
Cool Waters & David Schultz	\$5.00 off ind/\$13.50 fam	Before 5/25
Wausau	15% & 10%	12/1 - 1/5 & 1/6 - 4/15
Hartford	\$10 fam/\$5 ind	Between 5/16 – 5/31
Slinger	\$10 fam/\$5 ind	Between 4/28 – 5/30
Horicon	\$5.00 ind/fam	Before 5/31
Kaukauna	10%	Before 5/29
Manitowoc	\$20.00 fam/ind	2/3 – 5/1
Weston/Rothschild	\$20.00 fam/ind	Before 5/20
Eau Claire	20%	Between 12/1 – 1/31
Appleton	\$20 ind adult/family	Between 12/1 – 5/4

As you can see there are a wide variety of ways other communities offer incentives on their early bird season passes. I like a set amount of money (not a percentage) discounted on each pass, along with an escalator on the timing as well. I also would like to recommend we sell early bird passes leading up to the holiday season, as mentioned above; it makes for great gifts and stocking stuffers. I would like to recommend we offer the following:

****From December 1st through December 30st save \$15.00 on the purchase of a family season pass, and save \$10.00 on the purchase of an individual season pass.**

****From the first business day of the New Year through April 14th save \$10.00 on the purchase of a family season pass, and save \$5.00 on the purchase of an individual season pass.**

****Any family members beyond the four included on the pass would still apply at the regular rate. Discounted rates will be subtracted from regularly established Resident and Non-Resident rates.**



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
Fax (715) 539-2790

2016 Bierman Family Aquatic Center Summary Report

The following is a summary from the first season of operation at the Bierman Family Aquatic Center. I will provide you with key statistics, revenue & expense numbers, as well as an overall operational summary. We were able to keep accurate attendance numbers utilizing our Member Track Software from Jolly Technology, and our Shopkeep Software allowed us to keep real-time data on our admissions and concessions (as well as utilize credit cards).

Attendance: For our inaugural season we were open for 78 days to the public, and one full day reservation for the Merrill Aqua Jays. Our total attendance was 20,889 for an average daily attendance of 264. We met or exceeded our 406 bather load on 14 different occasions, with 5 of those exceeding 500 people. *As long as our bather load in the pool doesn't exceed 406 we are able to handle a few hundred on the deck – lounging, eating, riding the spiral slides, etc. We did have a very nice and warm summer for swimming, however we did have to either close early or open late on 6 occasions – as well as close down completely on 7 occasions unfortunately due to fecal incidents.

Revenue/Expense: With no experience to draw from or expectations going into year one, we were extremely pleased with how our numbers came out. The revenue for the first year totaled \$103,869 (\$400 in sponsorships, \$73,145 admissions, \$30,324 concessions). I think it is safe to say that year one was a success! Expenditures totaled \$135,442 (there are a few small item expenses to be reconciled). We had to make some investments this year (freezer for concession storage, CO2 system for balance, enzyme pump, and the point of sale equipment & software) so the expenses could have been slightly lower. What does this mean? It means that as it stands right now, the Bierman Family Aquatic Center had a "tax burden" of \$31,572 (subtracting overall revenue from overall expenses). If we compare these numbers to 2009-2011 numbers from the Stange Park Pool they had "tax burden" numbers of \$64,414, \$44,612, \$50,090, and \$60,950 respectively. So as you can see the Aquatic Center has already proven its value in many ways.

Operations: With nothing to compare it to, and no prior experience in the Aquatic Center realm, the first season was a very successful. The most vital thing we can do in year one is observe, take notes, and use that information to improve all facets of our operation. The integration of the ShopKeep for admissions and concessions, as well as Member Track for passes/admissions was an absolute life-saver. It allowed us to manage large volumes of people and transactions in an efficient and accurate manner. Those two terms (efficient & accurate) are very important at a facility such as this. The mechanical end of things ran very smoothly, (with the exception of a few breakers, door closers, switches and a few

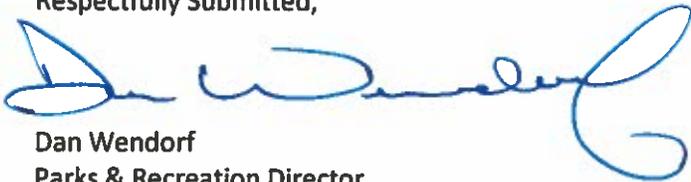
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other minor glitches). We were having a little trouble with chemical balance the first few days, but once we installed the liquid CO2 tanks with direct line injectors it saved us a tremendous amount of staff time and chemicals. We didn't have any issues with pumps, filters, plumbing, or technology after we were up and running. A few slight changes we are going to impose next year are as follows: *increase mandatory breaks to 10 minutes at the top of every hour, *sign in list for non-pass holders (guest book), *more "preventative" guarding to include more swim testing near deep end, *more aggressive approach to parents/guardians not attending to 3 and under year olds, *work towards pool manager person (person to help with concession supply ordering/monitoring, staff schedules aligned, rules/reg's followed, stay on top of the hour to hour issues that may arise, to name a few. It is vital that we continue to learn from our experiences so that we can consistently improve our product and our user experience. We don't want to settle for this year being great and seeing what happens next year, we should continue to strive for perfection every year!

All in all the first year went much better than I had even hoped. Many of the concerns that were voiced during the process of site selection and design were put to rest immediately. We had great numbers of people biking out to use the facility, the parking worked like a charm, the Merrill-Go-Round consistently made routine drop offs, a few existing event organizers utilized the pool to enhance their tournaments – and others are joining in, the Aqua Jays swim meet was highly successful and appears to be growing already in year two, and we had people consistently visit our facility from all over the state and beyond.

Respectfully Submitted,



Dan Wendorf
Parks & Recreation Director
City of Merrill



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City Of Parks

CITY OF MERRILL

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October 2016 Parks & Recreation Director's Report

Parks: It is officially fall on the calendar but the grass is still growing like early summer. That means we have had to spend quite a bit of time mowing. It looks like we are going to have a late fall color and leaf drop as well so our mulching will be later into the season as well. Our park facilities and reservations close on October 1st so that saves us quite a bit of time from a daily routine stand point. We will start winterizing our facilities and get them prepared for the cold winter months. We are still finishing some projects, including topdressing our pedestrian trails and ADA requirements. We are going to be working on turf maintenance as well, including: aerating, topdressing, and fertilizing heavy use areas and athletic fields so we are able to sustain good turf throughout our busy seasons. After the parks close we will also start bringing in picnic tables, bases, and other exterior items so we can spend the winter season repairing them. The Bierman Family Aquatic Center pool portion has been winterized by Badger Pool and everything went very well throughout that process. We have been chipping away at taking canopies down, cleaning chairs & tables, washing the entire inside and outside of the building, and cleaning deck areas before we winterize the building portion for the season. We have had to work on these projects when we are not cutting grass this time of year. The first year at the Aquatic Center was a learning experience for us all, but I would describe it as outstanding. For us to draw over 20,000 people from our community and beyond is great to see. We consistently drew people from beyond a 30 mile radius and that should make everyone feel good about the decision to make it a destination facility. Operationally it ran like a charm (we had some small issues with breakers, door closers, and a few light switches – but Miron was good in working with us on fixing right away). As you might be able to see from the budget we are reviewing we were able to bring in \$100,000 of revenue from the aquatic center in less than 3 months. I would like to propose an “Early Bird” season pass incentive for aquatic center passes next year. There are quite a few other communities that have successfully been doing this for years and I think it would be a great idea for us, especially before the holiday season. I will include a list of what other communities do for you to consider, along with my recommendation. I have some additional good news; the Stewardship Grant that I wrote in April has been selected for funding. We are tentatively going to receive \$30,407.93 from the Recreation Trails Act and the Natural Resources Board is considering funding the remainder of the request through the regular Stewardship Grant. From what I was told by our Community Services Specialist, our grant scored one of the highest in the state so we have a great chance. The Street Department has been graciously helping us with the ADA work in the parks, starting with the paths at Ott’s, Kitchenette, Streeter, and Normal. They excavated the paths for us and prepared them for paving – which will be done very soon. The two difficult parks (Stange & Riverside) will be done hopefully this fall yet or next spring/early summer. They are difficult because there is a significant amount of excavation to be done and we want to make sure there is enough time to start and finish.

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Forestry: I have been working on tree inspections throughout town for trimming and removals where necessary, as well as selecting planting locations. I will be finalizing the planting locations, species for those locations and finishing the tree order within the next week or so in order to plant in October. We will be planting almost exclusively along the boulevards this fall and will focus on keeping up with the areas that are most in need. As always we will not be planting any maples or ash again this year, and will focus on maximum diversity for overall urban forest health.

Recreation: Our fall recreation season is off to a great start. Flag football is going well in both divisions with good numbers and the games have been going pretty smooth. This is the first year in a very long time that we have had enough parent volunteer coaches for both divisions. It is great to see the participation and it is a great experience for everyone when they get involved. We hosted a 5th Quarter on September 16th inside the Smith Center. We typically host one per year to coincide with a home MHS Football game. It is always a very popular event where we get sponsors to help cover the cost of inflatable games, a DJ, prizes, etc. as it gives middle school aged kids a safe place to go and have fun. We also added a few more bus trips, one to an Amish Farm that happened on 9/28 and another to the Mall of America coming up on 2/4/17. The September trip was full and we anticipate the other to fill up as well. The bus trips have been tremendously popular and have been a great addition to our recreation line up during the different seasons. With winter approaching we are also gearing up for winter recreation (hard to believe it is right around the corner).

Smith Center: As mentioned, we hosted the 5th Quarter on September 16th inside the arena that was attended by hundreds of middle schoolers. We are hosting our 9th Annual Lincoln Lager Barleyfest on October 1st and typically draw 500+ event goers from all over the state and beyond. This event is always a great showcase for not only our facility but for the entire community. We are also hosting the 2nd Annual Tots Need Toys event put on by a local motor cycle club on October 15th. After that event is finished, we are going to turn the floor on and begin the ice install process. It will take us a few weeks to get the ice complete. We are going to start the season off with a Halloween Skate and will be ready for another great season of indoor ice inside the Smith Center. We are also going to be finishing up our preventative maintenance HVAC work over the next few weeks, which includes the radiant bleacher tube heaters and the overhead heater in the Zamboni pit. We have a very good ice schedule formulated already for this season and are looking forward to it.

Respectfully Submitted,



Dan Wendorf
Parks & Recreation Director
City of Merrill