



**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

### MAY MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, May 3, 2017 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 meeting.
2. Approve claims.
3. Public Comment
4. Review/approve Normal Park Restroom bids.
5. Continued discussion on 5 year Outdoor Recreation Plan.
6. Discuss potential evening fees for Bierman Family Aquatic Center.
7. Potential authorization from Commission to authorize Parks & Recreation Director/City Engineer to approve River Bend trail east extension bids
8. Update from Merrill Youth Hockey Association on Smith Center Contract.
9. Update and status of upcoming City Forest Timber sale.
10. Monthly reports.
11. Set date for next meeting.
12. Public comment
13. Adjournment

Submitted by

*Mike Willman*

*chms*  
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.

APRIL

ACE HARDWARE	PARTS FOR SHOP	3/28/2017		\$21.97	55200-03-40000
ACE HARDWARE	BROOM	4/4/2017		\$15.97	55200-03-40000
ACE HARDWARE	SPRYPNT	4/10/2017		\$40.97	55200-03-50000
ACE HARDWARE	PREM ROLLER	4/10/2017		\$16.97	55200-03-40000
ACE HARDWARE	TUBE STRAP	4/12/2017		\$2.28	55200-03-40000
ACE HARDWARE	GLOVES/BATTERIES	4/13/2017		\$70.45	55200-03-40000
AMERICAN WELDING & GAS	CYLINDER RENTAL	3/31/2017	646	\$41.33	55200-02-15000
AMERICAN WELDING & GAS	CYLINDER RENTAL	3/31/2017	929	\$56.52	55200-02-15000
APPLIED	AEROTECH TRAFF MRKR	4/5/2017	96790103	\$636.92	55200-03-40000
ATCO INTERNATIONAL	LEMON DROP	3/22/2017	132383	\$260.00	55200-08-91000
BAUERNFEIND	CONTRACT FOR COPY MACHINE	4/19/2017	35714	\$223.44	55300-03-41500
BAUMGART WASTE REMOVAL	WASTE HAULING	5/2/2017		\$128.00	55400-02-23600
BEACON ATHLETICS	BASE ANCHOR	4/5/2017	0474621-IN	\$96.00	55200-08-91000
BEACON ATHLETICS	BASE ANCHOR	5/5/2017	474632	\$112.00	LIONS PARK BIERMAN FUND
BEACON ATHLETICS	SPARKLE	5/7/2017	474767	\$624.00	55200-03-40000
CTL	NIFTYNABBER	4/4/2017	2170904	\$75.46	55200-03-40000
FERGUSON ENTERPRISES	PARTS FOR SHOP	4/4/2017	105637	\$576.42	55200-03-50000
FERGUSON ENTERPRISES	ATHLETIC	4/8/2017	402688	\$114.47	55200-03-50000
G & K SERVICES	UNIFORMS JIM/JOE/ADAM	3/30/2017	1016531521	\$110.34	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE/ADAM	3/23/2017	1016528686	\$113.34	55200-03-46000
G & K SERVICES	MATS/MOPS	4/13/2017	1016537150	\$290.44	55400-02-23250
G & K SERVICES	UNIFORMS JIM/JOE/ADAM	4/6/2017	1016534343	\$112.92	55200-03-46000
G & K SERVICES	UNIFORMS JIM/JOE/ADAM	4/13/2017	1016237158	\$171.08	55200-03-46000
JOHN DEERE	ZERO TURN MOWER	3/17/2017		\$7,440.00	CAPITAL IMPROVEMENT
JUMLINE	INTERNET SERVICE FOR BARLEYFEST	4/1/2017	12232	\$123.40	BARLEYFEST
LEE RECREATION LLC	BENCH	5/14/2017	11049-17	\$375.00	MEMORIAL BENCHES
LEE RECREATION LLC	PET STATION/BENCHES	5/5/2017	11038	\$953.00	RIVER BEND DONATIONS
LEE RECREATION LLC	BASKETBALL HOOP	5/5/2017	11038	\$120.00	55200-03-43000
MARATHON TECHNICAL SERVICES	NORMAL PARK STRUCTURE	4/9/2017	2210	\$5,150.00	CAPTIAL PROJECT
MERRILL DISTRIBUTING	CLEANING SUPPLIES	3/20/2017	1370548	\$270.15	55200-03-40000

MERRILL FIRE DEPARTMENT	FIRST AIDE COURSE	3/28/2017		\$120.00	55200-02-15000
MERRILL YOUTH HOCKEY	BIRTHDAY PARTIES	3/29/2017	165	\$142.00	55300-03-41500
NAPA AUTO PARTS	HEADLIGHT BULB	4/7/2017	651870	\$36.08	55200-03-40000
NAPA AUTO PARTS	HOSE END	4/13/2017	653099	\$33.83	55200-03-40000
NELSON'S POWER HOUSE	TRIMMER SERVICE	3/31/2017	20434	\$14.95	55200-03-40000
NELSON'S POWER HOUSE	HUSQVARNA REPAIRED	3/27/2017	20396	\$75.88	55200-03-50000
PETERSON BROS SAND & GRAVEL	CONCRETE SAND	4/3/2017	11343	\$40.00	55200-03-40000
PHYSIO CONTROL	AED	3/28/2017	75332	\$2,206.79	26-31-5390
PREMIER MANUFACTURING	WHITE DYE CUT	4/19/2017	3959	\$8.00	55200-03-40000
RH MEDIA	ADVERTISEMENT	3/29/2017	85	\$298.00	55400-03-41000
SAM'S CLUB	CANDY FOR EGGS	4/4/2017		\$264.62	55300-03-41500
SANDRA ELLIS	PARK CANCELLATION	4/5/2017	VOUCHER	\$60.00	45200-46722
SANDRA ELLIS	PARK CANCELLATION	4/5/2017	VOUCHER	\$50.00	10-21-7200
SCHULZ'S RECYCLING	BATTERIES	3/29/2017	103291701	\$6.65	55200-02-15000
SECURITY FENCE	CHAIN LINK FENCE LIONS PARK	4/17/2017	2017-30454	\$5,836.00	LIONS PARK BIERMAN FUND
SERVICE MOTOR COMPANY	ZERO TURN MOWER	3/17/2017	UW04410	\$12,950.00	CAPITAL IMPROVEMENT
SUNRISE BROADCASTING	ADVERTISEMENT	4/3/2017		\$249.00	55400-03-41000
TERRI PIKE	PARK CANCELLATION	4/11/2017	VOUCHER	\$70.00	45200-46722
TERRI PIKE	PARK CANCELLATION	4/11/2017	VOUCHER	\$50.00	10-21-7200
VICTORY JANITORIAL	BATTIERIES, SQGE, DISK	3/29/2017	93756	\$231.20	55400-03-50000
VICTORY JANITORIAL	BATTERIES	4/3/2017	93819	\$256.42	55400-03-50000
VICTORY JANITORIAL	VAC. CLEANER	4/17/2017	94037	\$299.99	55400-08-82000
WALMART	EASTER CANDY	4/10/2017		\$66.56	55300-03-41500
WISCONSIN URBAN WOOD	URBAN WOOD PARTNERSHIP FEE	4/4/2017	WUW-3	\$250.00	55200-02-15000
WPS	STANGE PARK	4/19/2017	0401276260-00163	\$17.78	
WPS	CONCESSION STAND	5/1/2017	0405061701-00011	\$154.09	55200-02-22000
WPS	CONCESSION STAND	5/1/2017	0405061701-00018	\$46.39	55200-02-22000
WPS	MARC	5/2/2017	0405061701-00002	\$37.64	55200-02-22000
WPS	SMITH CENTER	5/2/2017	0405061701-00003	\$3,326.22	55400-02-22000

## PARKS AND RECREATION COMMISSION

April 4, 2017

The Merrill Parks and Recreation Commission met on Tuesday April 4, 2017 at 4:15 p.m. at the Merrill City Hall.

Members Present: John Burgener, Brian Artac, Melissa Schroeder and Mike Willman

Members Excused Absent: Dave Sukow, Jean Ravn and Ben Debroux

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Dave Johnson, Erik Pfantz, Derek Woellner, Kyle Gulke and Fred Heider NCWRPC and Mary Ball

\*\*\*Motion by Schroeder, seconded by Artac to approve the minutes from the March meeting.

\*\*\*Carried unanimously.

\*\*\*Motion by Burgener, seconded by Artac, to approve the claims.

\*\*\*Carried Unanimously.

Public Comment: Eric Pfantz commented about the shape that the basketball nets are in at both Streeter Square and Stange Park. Eric was also wondering if some line could be painted on the courts so the three point line is visible and also the free throw lines.

Derek Woellner stated that since Heather O'Neil no longer will be working on the skate board park he would like to pick up that "torch" and continue the progress that Heather worked hard on. Derek would also like to see this brought to a public meeting so people can discuss the location of a park. Mike Willman stated that this will be something to look at in the 5 year Outdoor Recreation plan.

Kyle Gulke requested that more permanent trash cans be put in the parks.

The first item on the agenda was to discuss upcoming 5 year Outdoor Recreation Plan. Dan Wendorf stated that Fred Heider was here from NCWRPC to discuss a timeline for the 5 year Outdoor Recreation Plan. Mr. Heider stated having the Recreation Plan done will allow the recreation department to apply for Stewardship funding, give the big picture of what recreation projects need to be done or could be done with proper funding. Mr. Heider stated that in April he will do an overview of the 5 year Recreation plan, May will be a summary of the plans, in June he will do a draft of the Outdoor Recreation Plan and have a public meeting, July will be looking at the feedback from the public meeting and hopefully in August or September it will be the final plan to be okayed by the Park and Recreation Commission and City Council

The next item on the agenda was an update on the Normal Park Restrooms. Wendorf stated that he and Rod Akey have been working on the project and will hopefully be able to approve bids on the project at the May 3 meeting. Wendorf stated that the Street Department will be helping with the project and whoever is awarded the project will be told that the project will need to be completed in a timely matter. Wendorf stated he would like to see the project completed by end of June beginning of July.

The next item on the agenda was an update of River Bend Trail east extension project and Pavilion. Wendorf stated that they met with Agra on where the project stands, since this is year #2 and work has not been started. Agra stated that their engineers is about 2 months behind in their work so the RDDF will be hiring an engineer to get progress going. Agra stated that they would also like to see a few more donations from local businesses. Wendorf stated that the east trail is coming along and it will be fully funded through the Stewardship grant.

The next item on the agenda was monthly board reports. Wendorf asked if anyone had any questions. Wendorf stated that the parks and ball diamonds are getting ready for spring sports and for parks to be open by May 1.

\*\*\*Motion by Artac, seconded by Schroeder to approve the monthly board report given by Wendorf.

\*\*\*Carried unanimously.

The next regular meeting is scheduled for Wednesday, May 3, 2017 at 4:15 p.m. at the Merrill City Hall.

Public comment: Mary Ball said thanks for all the hard work.

\*\*\*Motion by Schroeder, seconded by Burgener to adjourn at 5:00 p.m.

\*\*\*Carried unanimously.

Dawn Smith  
Recording Secretary

FAQ

Arborist (<http://wisconsinurbanwood.org/arborist-tree-care/>)

Sawyer (<http://wisconsinurbanwood.org/sawyers/>)

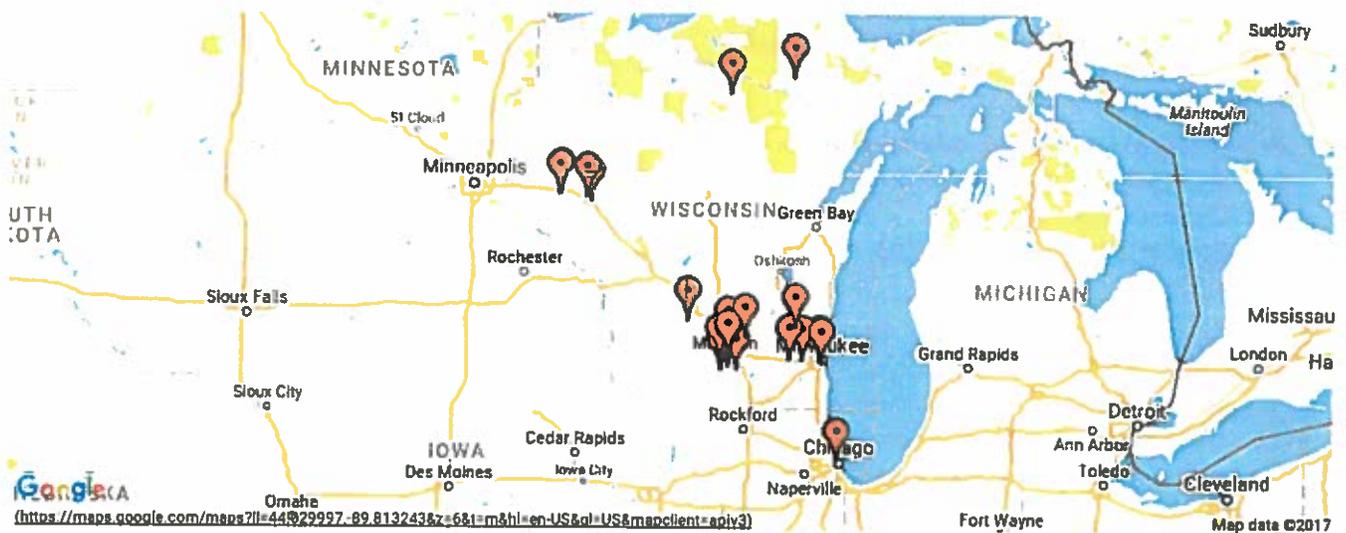
Wood Kilns (<http://wisconsinurbanwood.org/wood-kilns/>)

Producer/Retail (<http://wisconsinurbanwood.org/producers-retail/>)

Municipality

Architect

## About Us



*Wisconsin Urban Wood (WUW) is a collaborative network recycling urban trees back into communities across Wisconsin.*

🏠 (<http://wisconsinurbanwood.org>) > About Us

## About Us

### We Believe

Trees provide their greatest benefits while growing healthy and strong. When they can no longer serve in this way, they continue to provide benefits when converted into wood and long-lived locally produced goods. WUW partners work together to build supply, demand, and markets for urban wood. WUW operates as a 501c3 non-profit organization to promote the full cycle benefits of trees and their related human economies.

### We work together for the sake of urban trees and their woods

- WUW arborists identify eligible saw logs among trees destined for removal
- WUW sawyers transport the logs and saw them into useable lumber

### Support Us

- WUW kiln operators dry the wood to stabilize its properties for multiple uses
- A variety of WUW partners sell the lumber directly or in retail shops
- A variety of WUW partners use the wood to produce enduring goods
- WUW partner organizations engage urban wood supply, demand and markets
- WUW municipalities partner with WUW to salvage trees and build urban wood awareness in their communities
- WUW advocates promote our mission with outreach, education and funding
- WUW supporters contribute to our work with their time, effort, and money

If you are interested in being part of the stewardship of our urban forests, we'd love hear from you. Please introduce yourself to us. Provide your information here on our [Partnership Inquiry Form](http://wisconsinurbanwood.org/about/wuw-partnerships/) (<http://wisconsinurbanwood.org/about/wuw-partnerships/>).

## Outreach Partners

WUW partner organizations and individuals provide informed education and outreach about the urban forest, its benefits, challenges and stewardship. Outreach Partners bring critical feedback and support with experience that spans industries, journalism, and leadership in public office. The urban wood movement in Wisconsin would not be what it is today without the support of these community partners. Thank you!

- **Cindy Casey**
- **Sustainable Atwood** (<http://sustainableatwood.org/>)
- **Recycle Ann Arbor** (<http://recycleannarbor.org/services-guide/urban-wood>) | [Urbanwood.org](http://Urbanwood.org) (<http://urbanwood.org/>)
- **WasteCap** (<http://www.wastecap.org/>)

## Supporters

We are incredibly humbled by the people and organizations who support our work with their time, effort, and money. Every donation helps educate others about the full circle benefits of trees and their amazing ability to live on for generations after their growing years are through. Thank you! Become a Supporter now!

- **Peter Kaseman-Wold of Goodland Tree Works** (<http://www.goodlandtreeworks.com/index.html>)



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Support Us

FAQ

Arborist (<http://wisconsinurbanwood.org/arborist-tree-care/>)

Sawyer (<http://wisconsinurbanwood.org/sawyers/>)

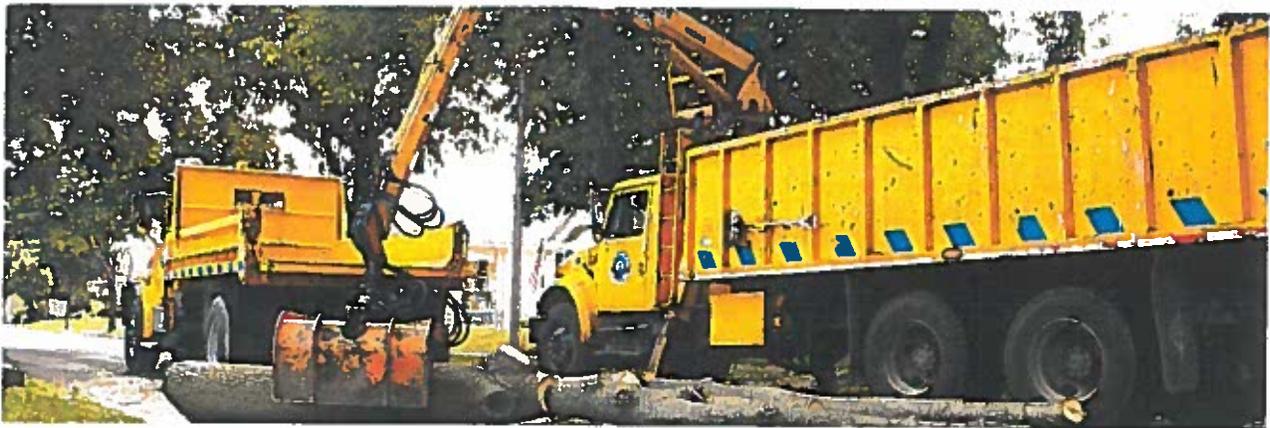
Wood Kilns (<http://wisconsinurbanwood.org/wood-kilns/>)

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Municipality

Architect

## Municipalities



*Wisconsin municipalities have wide ranging approaches to tree removal and subsequent tree disposals. Wisconsin Urban Wood (WUW) develops custom agreements with Municipalities that enable them to positively impact removal and disposal costs by diverting logs to local processors and wood using businesses.*

*WUW Municipalities are exemplary urban forest champions with reputations for excellence in forestry practices and an important part of our network. When public trees must be removed from WUW municipalities, the trees live on through*

- *Local wood related jobs,*
- *Enduring goods, and*
- *Public support of sustainable urban forest practices.*

*As WUW partners, municipalities achieve*

- *Cost neutral operations or cost savings,*
- *Health advantages for removal crews,*
- *Improved waste management, and*
- *Community confidence in the way their forest is cared for.*

---

Support Us

🏠 (<http://wisconsinurbanwood.org>) > **Municipalities**

City of Eau Claire Forestry Division (<http://wisconsinurbanwood.org/directory/city-of-eau-claire-forestry-division/>) **EAU CLAIRE**

Type: [Municipalities \(http://wisconsinurbanwood.org/municipalities/\)](http://wisconsinurbanwood.org/municipalities/)

Services: Municipality •

City of Stoughton (<http://wisconsinurbanwood.org/directory/city-of-stoughton/>)

**STOUGHTON**

Type: [Municipalities \(http://wisconsinurbanwood.org/municipalities/\)](http://wisconsinurbanwood.org/municipalities/)

Services: Lumber •



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**Support Us**



# CITY OF MERRILL

## Parks & Recreation Dept. - Smith Center

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Fax (715) 539-2790

**MERRILL**  
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### MEMO

To: Parks & Recreation Commissioners

From: Dan Wendorf  
Parks & Recreation Director

RE: Bierman Family Aquatic Center Reduced Evening Fees

Dear Commissioners,

I wanted to bring up a topic that I have heard some feedback on starting late last summer at the Aquatic Center. There are quite a few Merrill people that work in Wausau and would like to visit the pool more often but have voiced their concerns to me over paying full price to swim for less than two hours. We do have lap swim times designated for 6pm-7pm and last year charged full price but didn't have very good numbers. I am not opposed to a lesser rate from 5pm-7pm to make it more appealing for those people to swing out and utilize the aquatic center after work.

I would propose a rate of \$2.00 from 5pm-7pm for ages 2-61, and \$1.00 for 62+yrs, military, and non-swimmers. I think this is a fair proposal that will make people feel a little more compelled to come out and enjoy the facility more often.

Please feel free to contact me with any questions or concerns regarding this. I would be fine with leaving our fees the way they are as well, the choice is yours – I am just using feedback to try and improve everyone's experience.

Sincerely,

Dan Wendorf  
Parks & Recreation Director  
City of Merrill

*"Focusing on the Future"*

An equal opportunity/affirmative action employer.

# NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

210 McClellan Street, Suite 210, Wausau, Wisconsin 54403  
Telephone: 715-849-5510 Fax: 715-849-5110  
Web Page: [www.ncwrpc.org](http://www.ncwrpc.org) Email: [staff@ncwrpc.org](mailto:staff@ncwrpc.org)



SERVING ADAMS, FOREST, JUNEAU, LANGLADE, LINCOLN, MARATHON, ONEIDA, PORTAGE, VILAS AND WOOD COUNTIES

## **MEMORANDUM:**

**To: Merrill Park and Recreation Commissioners**  
**From: Fred Heider, AICP**  
**Re: Merrill Outdoor Recreation Plan – Initial Diagrams Possibly for Public Hearing**  
**Date: April 26, 2017**

---

I will be at the May Park and Recreation Commission meeting.

Please review all the attachments. I'll explain them at the meeting.

- 3 – 11x17 sheets relate to what past plans identify for outdoor recreation;
- A large packet of 8.5 x 11 sheets show what may be possible.
- A list of projects accomplished and initially planned for 2018 and beyond.

Please also bring your own park improvement ideas of what to present to the public.

We will review and revise all of the attachments for a possible June 2017 public hearing to get initial citizen input.

The plan website is at: <http://www.ncwrpc.org/lincoln/merrillorp/>

## Chapter 4 OUTDOOR RECREATION NEEDS ASSESSMENT

### **B. RECOMMENDATIONS AND PROJECTS COMPLETED (2013-2017)**

First we will start with a list of projects from the previous outdoor recreation plan (2013-2017), and note if they were completed, in progress, or not completed.

#### **Complete, In Progress, or Incomplete**

- 2013 Construct Dog Park; **Complete**  
Lions Park Restroom ADA Remodel; **Complete**  
Begin planning for new aquatic center; **Complete**  
Create implementation plan for developing and maintaining River Bend Trail;  
Begin citywide bicycle & pedestrian plan creation; **Complete**  
Riverside Park Trail improvements;  
Gebert Park Trail improvements;  
Develop master plan for Normal Park; **Complete**  
New infield at Athletic Park.
- 2014 Continue work on Aquatic Center Development; **Complete**  
Sandblast & Repaint Riverside Park Shelter; **Complete**  
Construct restroom facility at Normal Park; **Complete (2017)**  
Begin implementation of master plan for Normal Park; **In Progress**  
Construct restroom facility at Prairie Trails Park;  
Install lights on varsity softball field at MARC;  
Continue River Bend trail development; **In Progress**  
Irrigation to Athletic Fields at MARC;  
Begin implementing bicycle & pedestrian plan; **In Progress**  
Emergency exit route established at MARC.
- 2015 Lights on Varsity soccer field at MARC;  
Explore curling capabilities at Smith Center;  
Improvements/addition to Riverside Park Disc Golf Course; **In Progress**  
Restroom facility by MARC adult ball fields;  
New lights at Athletic Park;  
Finish and open new Aquatic Center; **Complete**  
Finish River Bend Trail from Center Ave to Council Grounds;  
Continue implementing bicycle & pedestrian plan; **In Progress**  
Continue implementation of Normal Park Master Plan; **In Progress**  
Construct Basketball Courts at MARC.
- 2016 Begin working establishment of River Bend Trail as State Trail;  
Begin working on connectivity of Bearskin/Hiawatha State Trails to Mountain  
Bay State Trail via our newly constructed River Bend Trail;  
New field lights at Ott's Park;  
Continue implementing bicycle & pedestrian plan; **In Progress**  
Continue implementation of Normal Park Master Plan. **In Progress**

2017 Repave parking lot at Stange Park;  
Lagoon Bridge replacements at Stange Park;  
Construct meeting/banquet “4-season” room above community room in Smith Center;  
Continue implementing bicycle & pedestrian plan; **In Progress**  
Continue implementation of Normal Park Master Plan; **In Progress**  
Trail expansion at Prairie Trails.

### **2018 and Beyond**

Disk Golf Initiative continued;  
Continue expansion work on River Bend Trail;  
Construct new restroom/shelter facility at Stange Park;  
Begin Stange Park revitalization;

Continue City Forest bike trail work;  
Install vault toilets at City Forest;  
Construct shelter at City Forest;

Install ADA playground at Normal Park;

Create park on east side of the City;

Newly pave Lions Park parking lot;

Explore installing sculptures, carvings, or murals throughout City;

Resurface park parking lots;

Replace/refurbish park entrance signs;

Explore having curling at the MARC;

Make skatepark improvements;

Install vault toilets at Prairie Trails Park;

Resurface all playgrounds to synthetic surface;

Continue bike route designation through City;

Pave Athletic Park parking lot;

Replace Athletic Park lighting;

Restore Athletic Park’s wall;

Work on trail connectivity – River Bend Trail to other parks;

Work on establishing River Bend Trail as a state trail;

Complete new fence at Otts Park ball field;

Replace lights at Otts Park;

Extend potable water to dog park;

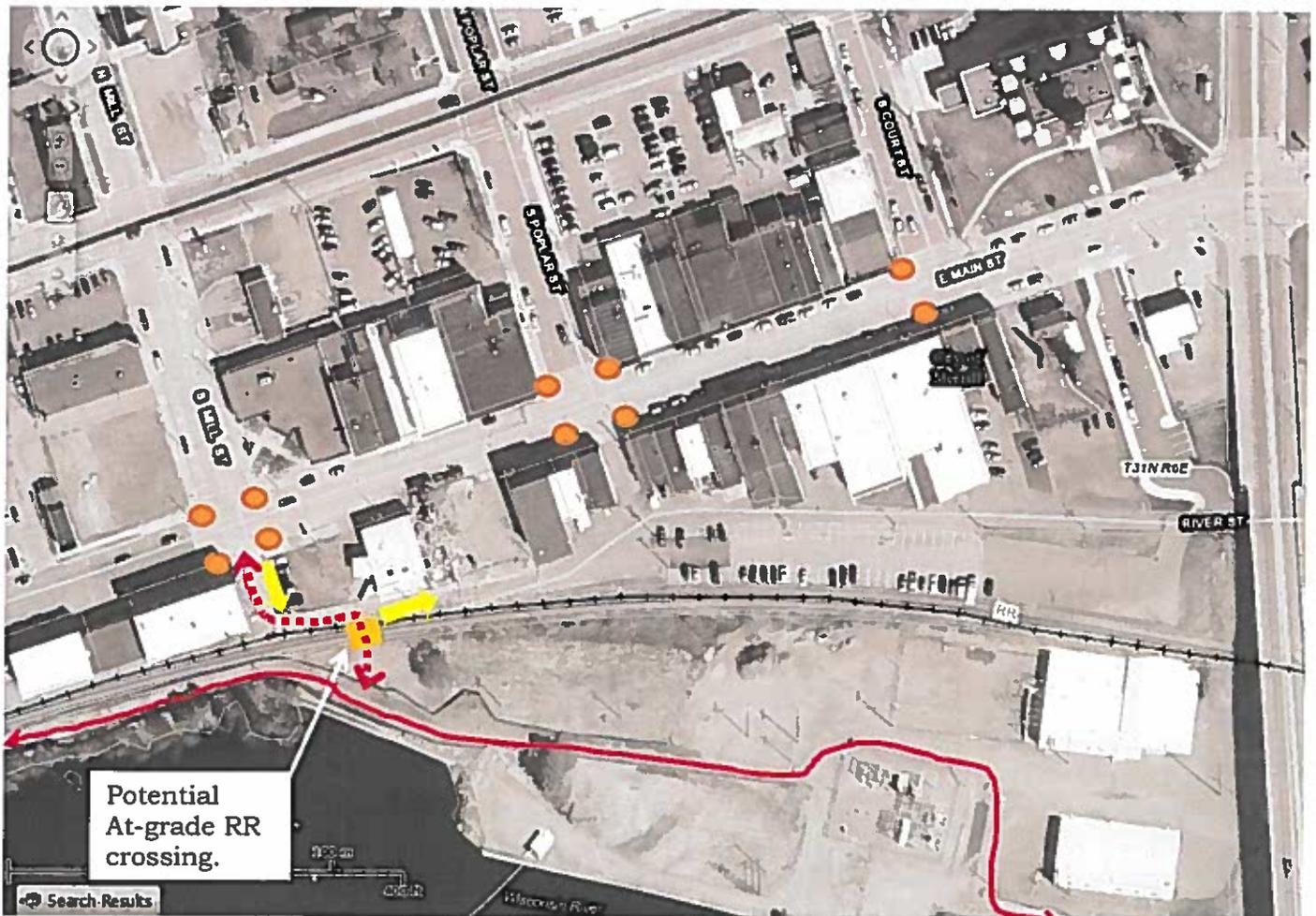
Create better access to dog park;

Install amenities in dog park.

## Proposed Downtown Parks

### Recommendations:

1. Add pedestrian & bike at-grade railroad crossing per diagram below.
2. Revise traffic pattern per diagram below.
3. Add bike parking, possibly designed/constructed by high school students, in downtown that meets the design guidelines in Merrill's Bike & Ped. Plan, and is located between the sidewalk and the street (see Sidewalk Bike Rack Locations attachment).
4. Create temporary, and then permanent, crosswalk curb extensions at locations identified in the diagram below (see "Crosswalk Curb Extension" attachment).



Source: Lincoln County Land Records Viewer, 2015 Aerial Imagery

-  = Potential direction of traffic
-  = Potential 2-way River Bend Trail connection to East Main Street
-  = Potential crosswalk curb extension
-  = River Bend Trail

## Crosswalk Curb Extensions

### **Recommendation:**

Install crosswalk curb extensions along E. Main St to make crossing the road easier at intersections identified in ***“Proposed Downtown Parks” attachment.***

Merrill Streets Dept. may coordinate painting the street with MAPS students.

Polka dots may need refreshing every other year.

**Note:** When curbs or Main Street need to be improved, then create permanent crosswalk curb extensions.

### **FROM THIS:**



E. Main St and S. Poplar St

### **TO THIS:**



Austin, TX

## Parklet *defined*

A parklet is a sidewalk extension that provides more space and amenities for business owners and citizens in one or more street parking spots.

Parklets provide an economical solution to the desire for wider sidewalks for seating, bike parking, or other amenities where narrow sidewalks restrict such uses.

A streets department, in coordination with other departments, establishes guidelines for the approval and installation of parklets either for exclusive use by a business or for the general public. This could be a seasonal or year-round installation.

Under such a program a business may request a permit for designing, maintaining, and installing a parklet either reserved for their patrons or for public use in front of their establishment.

There needs to be a direct way to identify if the space is public or not.

1. **Either** allow a business to use a parklet as sidewalk seating for their business and to appropriately identify it as such,
2. **Or** make the parklet publicly available and post the following sign:



Sample text provide by San Francisco Planning Department.

This parklet includes public bike parking in one car parking spot, and public seating in another car parking spot.



Parklet example from San Francisco.

## Sidewalk Bike Parking Locations

Locate downtown Merrill bike parking, which complies with "Bicycle Parking Guidelines" (Att. \_\_), in the sidewalk terrace per the diagram below.

This recommendation is listed in the "Proposed Downtown Parks" attachment.

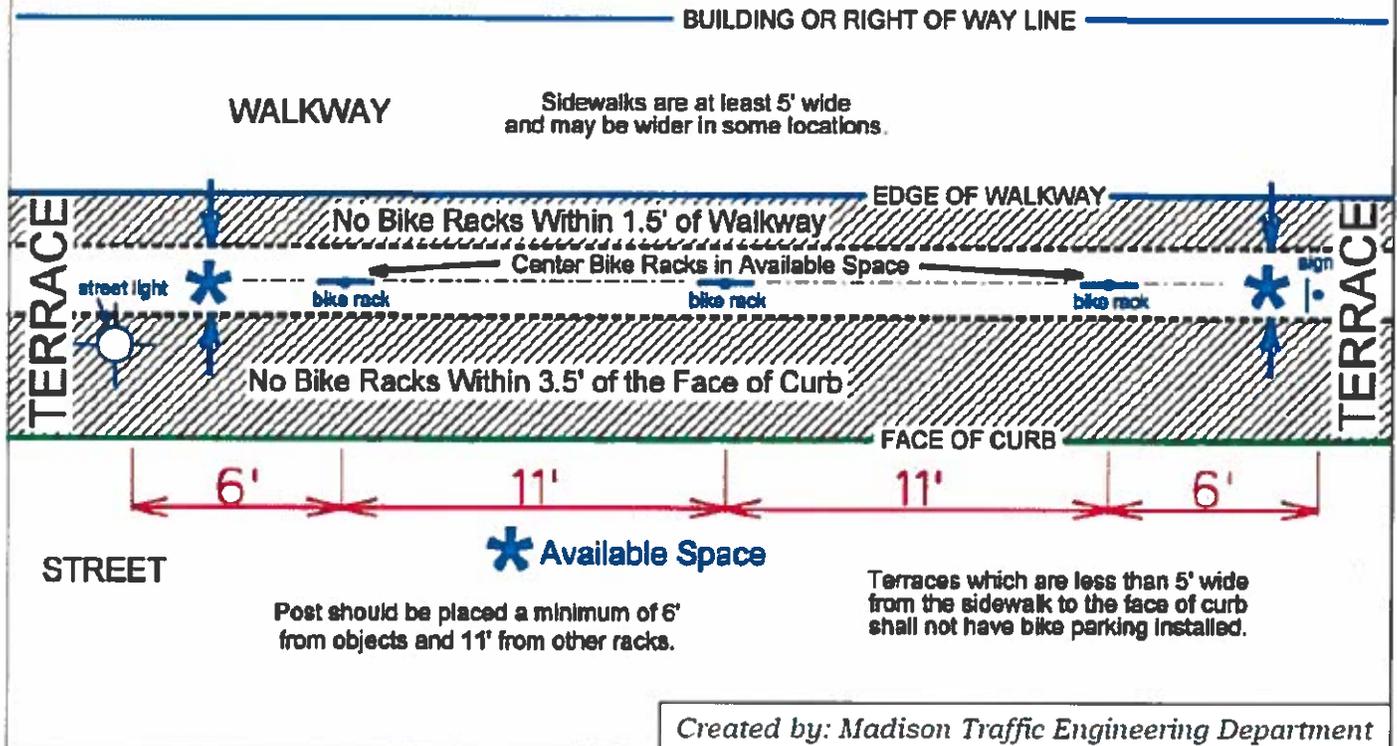
### IS THERE ENOUGH ROOM FOR BIKE PARKING RACKS?

#### Layout for Hitch Type Bike Rack Installation Between Curb and Sidewalk (Minimum Setbacks)

Hitch type bike rack



Connects to concrete or blacktop with four bolts



# Bicycle Parking Guidelines

A summary of recommendations from the Association of Pedestrian and Bicycle Professionals

## Bicycle Parking Design

- Required spaces shall be at least 2 feet by 6 feet.
- An access aisle of at least 5 feet shall be provided in each facility.
- Racks shall be situated to allow a minimum of 2 feet between adjacent bike parking stalls.
- Spaces shall have a vertical clearance of at least 80 inches.

## Bicycle Rack Design

Structures that require a user-supplied locking device:

- must accommodate U-shaped locking devices,
- support the bike frame at two points,
- be securely anchored to the ground or the building structure, and
- be designed and maintained to be mud and dust free.

## Bicycle Rack Location

- Racks should be located in a clearly designated safe and convenient location.
- Racks should be designed and located to be harmonious with the surrounding environment.
- Racks should be at least as convenient as the majority of auto parking spaces provided.

To learn more about bicycle parking guidelines, visit the Association of Pedestrian and Bicycle Professionals at: [www.apbp.org](http://www.apbp.org).

## *These bicycle racks do NOT meet the design guidelines:*

Grid or Fence Style Racks



Wave or Ribbon Style Racks



## *These bicycle racks DO meet the design guidelines:*

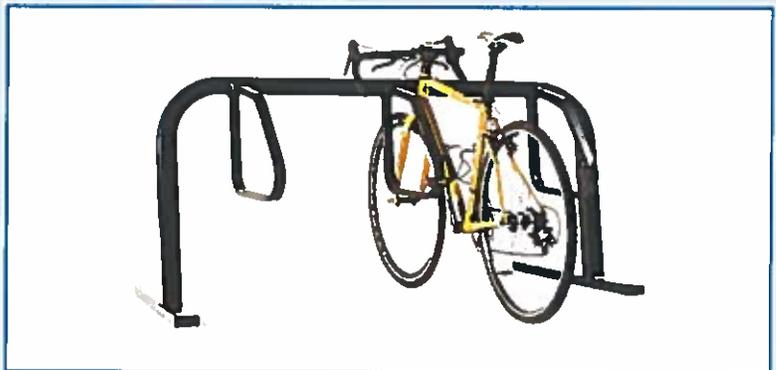
Inverted-U Style Racks



Post Hitch Style Racks



Freestanding Style Racks



The above images are examples only. NCWRPC does not endorse any particular bicycle rack manufacturers.

If you have questions about whether a particular bicycle parking rack you are considering using meets these requirements, please contact NCWRPC planner **Fred Heider**, AICP at [fheider@ncwrpc.org](mailto:fheider@ncwrpc.org).

## Possible Roll-Off Parklet

Need an area to eat ice cream that can be cleaned with a garden hose?

Park this in front of Bakery Park:



A parklet in downtown San Francisco, CA

### Roll-off Parklet Specifications:

- 10 yard, roll-off dumpster, (6-ft wide by 16-ft long) customized to add seating on one side and a sign.
- Ostrich Ferns (*Matteuccia struthiopteris*).
- Groundcover that is low maintenance.
- Red and white reflective strips, as seen on truck trailers, on top two corners of both ends that face traffic.

## Possible “Bakery” Park Improvements (818 E 1st St)

**History of site:** This site was home to a bakery building that was condemned and razed. Merrill decided that this site should become a park. Now the City needs ideas of how to program this pocket park. Adjacent uses include a floral shop, a restaurant with patio seating adjacent to park, and an ice cream parlor next to the restaurant.



Source: NCWRPC

Existing “Bakery” Park

### Recommendations:

1. Install a sign showing that this is a public park.
2. Add creative elements that entice people to use this space (sample drawing on back sheet).

Examples are shown in the following photos:



Source: © Hapk Erdmann Photography

<http://hankphoto.photoshelter.com/image/I0000Gzcs0kn19Cs>

Possible "Bakery" Park Improvements (818 E 1st St)



Alley park created during road construction in front of business.



Parklet, part of a competition.

## Possible “Bakery” Park Improvements (818 E 1st St)

### Possible Layout:



Lincoln County Land Records Viewer.  
2015 Air Imagery



= 3 to 5 foot wide brick paver strip along west fence line.

- Provides a place for moveable art, planters, and seating (movable seating would also be provided throughout the park), while also making grass cutting easy.
- Planters and art adds separation from private outdoor restaurant seating, without visually isolating the view of Bakery Park.



= Roll-off parklet seating (see Roll-Off Parklet attachment for details).

- Draws interest to the existence of Bakery Park.
- Easy to clean and maintain.
- Trendy and practical parklet.



= Square industrial park umbrellas (12-foot square).

- Introduces bold color to the area.
- Provides all day shade.
- Provides semi-private space in public area.

## Possible New Wisconsin River Boat Landing

Possible spot for a new or additional public boat launch onto the Wisconsin River.

### Recommendation:

1. Add a boat launch with turn around driveway.
2. Allow parking on only one side of Kinzel St to maintain access for truck traffic.



Merrill owned property on Wisconsin River



Bluegill Bay County Park, Wausau

## Possible Prairie River Tubing

Prairie Trails Park has become very popular since it was developed in 2002. There could be about a 2.5 mile long Prairie River water trail between Prairie Trails Park and Stange Kitchenette Park. This is a scenic route through the heart of Merrill. No boat launches exist along the Prairie River, but the water depth and width can easily accommodate canoes, kayaks, and inner tubes. \* there is canoe launch @

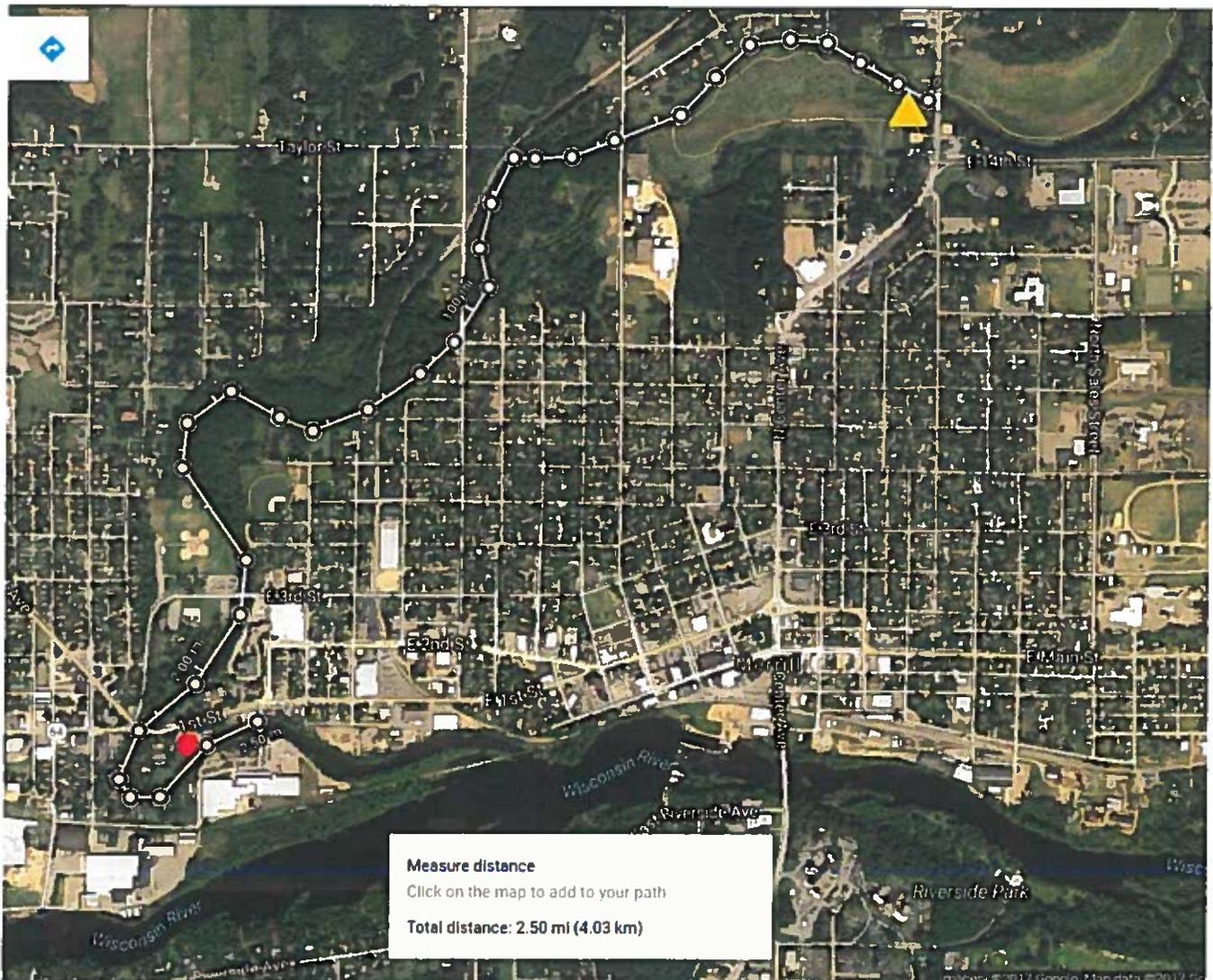
Prairie Trails

### Recommendation:

1. Add a canoe/kayak launch in Prairie Trail Park.
2. Add a canoe/kayak launch in Stange Kitchenette Park.

▲ Launch – Prairie Trails Park

● Take out – Stange Kitchenette Park

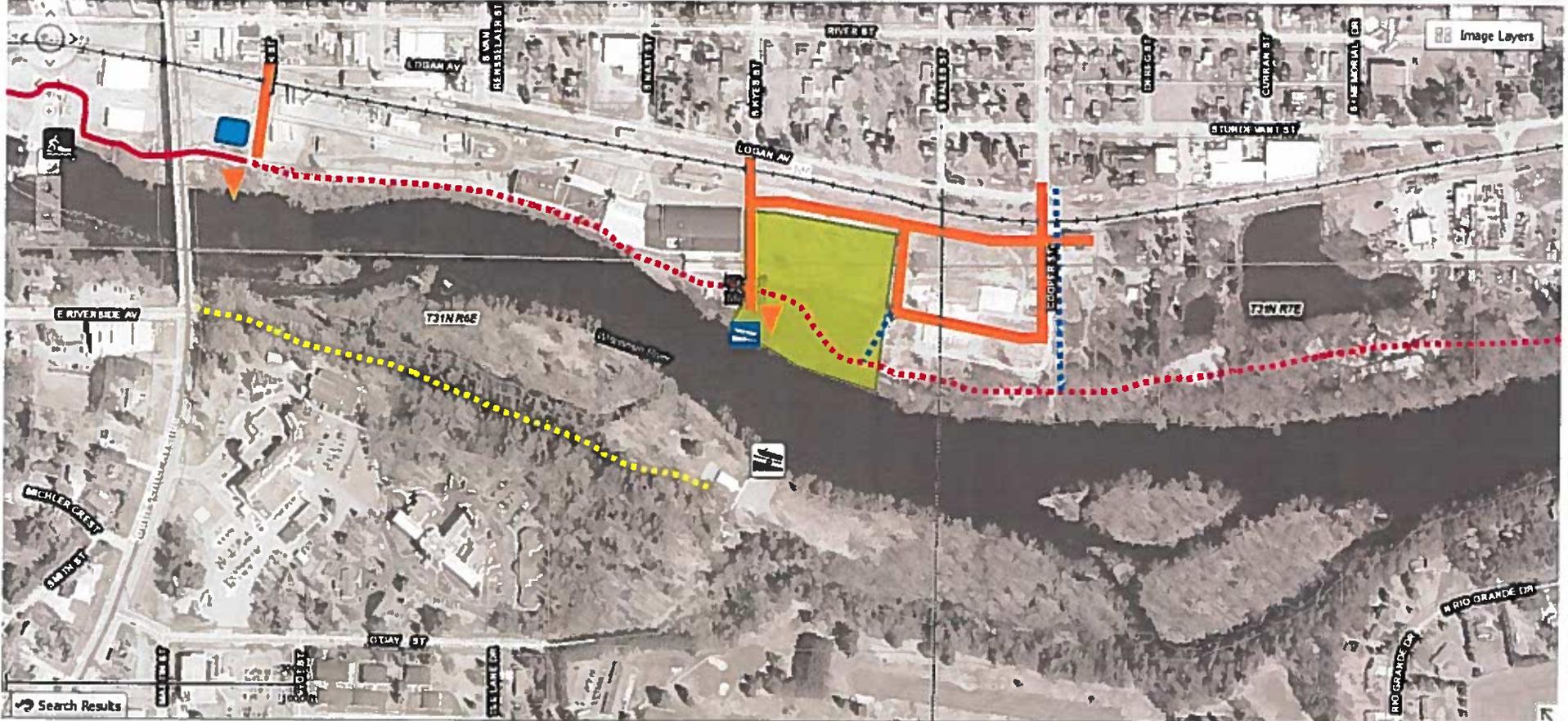


## Potential Outdoor Recreation & Development -- Merrill Riverfront

Lincoln County, Wisconsin  
PUBLIC ACCESS Land Records Viewer



Latitude: 45.100072 Longitude: -89.6678132  
Latitude: 45° 10' 48" N Longitude: 89° 40' 04" W



2015 Air Imagery

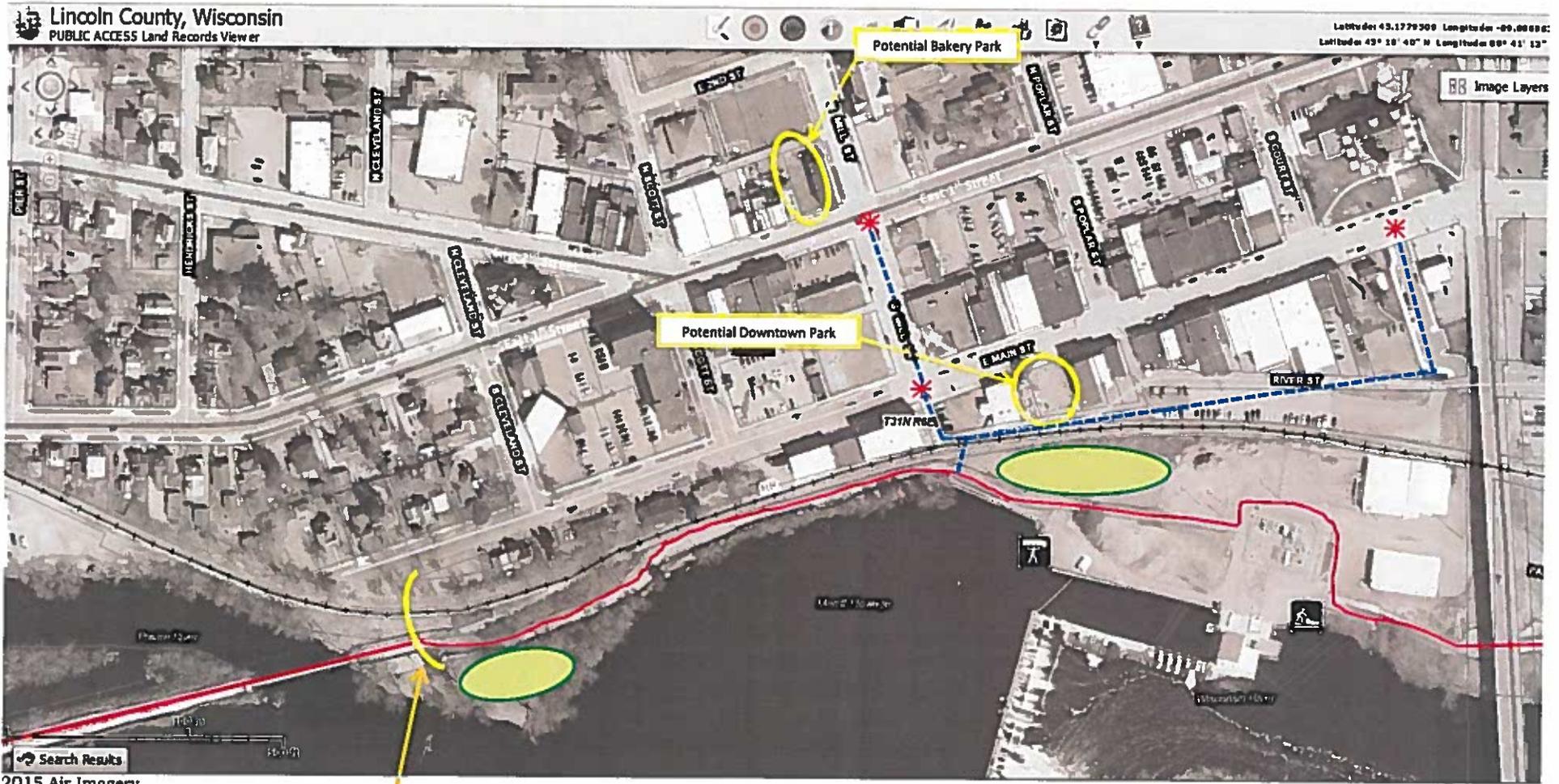
-  = Potential parking
-  = Potential new park
-  = Potential roads

-  = Potential River Bend trailhead
-  = Potential boat launch
-  = Boat launch
-  = Canoe launch

-  = Existing River Bend Trail
-  = Future River Bend Trail
-  = Potential south river trail
-  = Potential off-street path



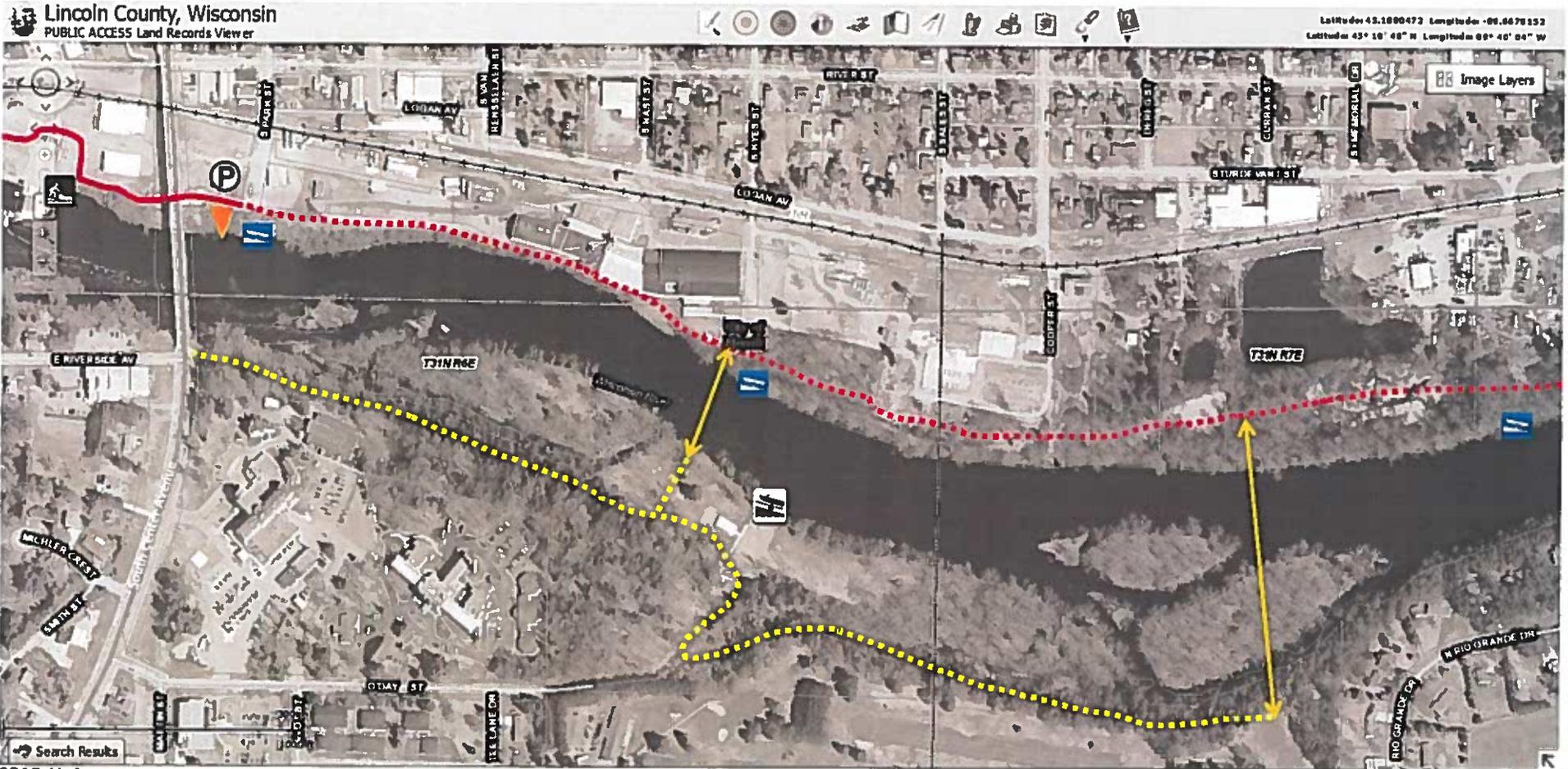
Potential Outdoor Rec. Improvements from Various Plans Merrill's Downtown



- \* = Potential River Bend Wayfinding Sign
- - - = Potential River Bend Connection
- = Potential trailside park with shore fishing

- = River Bend Trail
- ⚓ = Portage Take Out
- 🚣 = Canoe Put In

Potential Outdoor Rec. Improvements from Various Plans Merrill's Riverfront



2015 Air Imagery

-  - Potential trailhead parking
-  - Potential River Bend wayfinding sign
-  - Potential River Bend trailhead
-  - Potential boat launch
-  - Existing boat launch
-  - Canoe launch
-  - River Bend Trail
-  - Future River Bend Trail
-  - Potential south river trail
-  - Potential Wisconsin River bridge



**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

### MEMO

To: Parks & Recreation Commissioners

From: Dan Wendorf  
Parks & Recreation Director

RE: Normal Park Restroom Bids

Dear Commissioners,

I wanted to inform you that Normal Park Restroom Bids are due on Wednesday, May 3<sup>rd</sup>, at 2:00pm at the Merrill City Hall. I will tabulate the bids right afterwards and have them for you at the meeting.

Sincerely,

Dan Wendorf  
Parks & Recreation Director  
City of Merrill



**MERRILL**  
**WISCONSIN**  
*City Of Parks*

# CITY OF MERRILL

## Parks & Recreation Dept. - Smith Center

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### May 2017 Parks & Recreation Director's Report

**Parks:** It is finally that time of year for our parks to officially open on May 1<sup>st</sup>. It is a great time of year, High School Baseball and Softball seasons have begun on our fields a few weeks ago and the youth leagues have been practicing and are about to begin. Boys Little League begins the week of May 1<sup>st</sup>, and the Girls City League Softball begins the week of May 22<sup>nd</sup>. The fields have been in good condition when the weather has cooperated, but that has been a bit of a challenge over the past few weeks. This weather is pretty normal yet (although everyone is anxious for summer weather) and we will still have some weather to contend with. We did receive our new Zero Turn mowers, one from John Deere and a Kubota. With the grass starting to grow we have already had to put them into use and they are working very well thus far. We were able to get the Normal Park Restroom/Concession bids out a few weeks ago and will be opening them the afternoon of the Commission meeting. I will summarize the bids and have them for you at the meeting. . . With the timing of everything and getting all of the drawings from the architect compiled, we needed the full amount of time right up until the meeting day for bid review and collection. Once we award the job, we will immediately secure a contract with the awarded company and get them going. Project completion date is going to be middle end of July. I had hoped to make a tighter deadline than that, but having received feedback from several potential bidders saying they would not bid if we kept the completion date too aggressive, we flexed it to what it is now. In the end we want to make sure we have a number of competitive bids so that we have a good selection of qualified builders and a good price. I have been working with the gentleman who has carved the past few "River Rat" statues by the Library area of Stange Park. The last statue rotted and is not salvageable for exterior use anymore. He has agreed to carve another River Rat again and we are working on finding the right materials (logs) to utilize for the project. We would also like to find a way to enclose the statue in some sort of large glass case to make this one last longer than 10 years. We are going to be starting to un-winterize the Bierman Family Aquatic Center within the next few weeks and get ready for season number two. I would like to start early as we had typically done, to allow time to work on any issues and balance the water. We are scheduled to officially open on June 9<sup>th</sup> again this summer because MAPS school runs right up until June 9<sup>th</sup>. We were fortunate to have enough lifeguards to operate comfortably again this summer; for a little while we were looking to be a bit short on extras but we are good now. Lastly I wanted to mention to everyone that Center Avenue is being re-finished very shortly and when it is re-painted, it will be road dieted to have one lane in each direction (with bike sharrows) and a center turn lane. This will really help with pedestrian accommodations on Center Avenue and be a much welcomed improvement to the road.

**Forestry:** We had to change the date of our Arbor Day Observation/Celebration to May 19<sup>th</sup> at 10 a.m. We are going to plant trees at Stange Park with students from Prairie River Middle School to commemorate Arbor Day in our community. Please mark your calendars as it would be great to have

*"Focusing on the Future"*

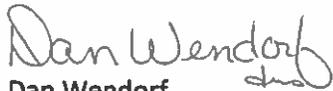
An equal opportunity/affirmative action employer.

you there to celebrate Arbor Day for our City. We did receive some additional funding to help purchase Arbor Day Trees from American Transmission Company, so a big thank you to them for their support. I have been keeping up with tree inspections and will continue, when time allows, trying and getting ahead so we can do more preventative pruning in the coming years. It will be nice to get back to more preventative pruning and training pruning. With more cooperation from the Street Department this is very attainable and would allow for pruning "cycles" broken into zones. No news on the EAB front, which is good news. May and June are the typical "fly times" for hatched adult beetles so in the coming weeks will be when we will hear any new news. Several weeks ago I met with the Executive Director of Wisconsin Urban Wood (WUW) to discuss potentially having Merrill become a member of the organization. WUW is a statewide association comprised of communities, private businesses, universities, and businesses working towards the utilization of wood specifically in an urban setting. We became a community partner of the WUW and it offers some very neat opportunities that I have been talking about for quite some time. We have opportunities to partner with some of these organizations to utilize some of our wood that has been removed for things other than burning. It is growing in popularity and will benefit our community very much in very little time.

**Recreation:** Summer recreation program guides have been distributed and we have been seeing registrations steadily come in over the past few weeks. We have had a good response thus far and are on our way to another great season. Our bus trips are almost full already which is very good to see again. We have finalized our summer recreational staff and have a very talented group that will really help enhance all of our programs, as well as the participants' experience. I cannot remember if I mentioned this but we are going to be moving our Summer Playground Program back to Ott's Park this summer. As nice (and convenient) as it was to have everything at the Smith Center last summer, it was almost too convenient for the kids. We had to spend quite a bit of time trying to get the kids to put down their electronic devices and get involved in activities. It is our goal to get everyone out and active and there were times where that was an uphill battle. Ott's Park is a great location, has worked very well for years, and will ensure that all participants will enjoy the outdoors and being active. Summer Playground children will still have the same great opportunities they did last summer, (aquatic center, Council Grounds, field trips, etc.) they will just be in a different location.

**Smith Center:** Our dry floor events are off to a good start with a very successful Children's Festival and Stardust Circus to name a few. We have a number of other dry floor events coming up in the very near future; including a wedding and the June Dairy Breakfast before summer begins. We had a few issues with the contactors on our compressors for the in floor chiller. We had those repaired right away after we turned the floor off. It is always best to have it done right away so that we know that we will be completely ready when it is time to make ice again in the fall. We are continuing to work on new events to carefully introduce over the next year and beyond. As you have heard me mention many times, annual events take quite a bit of work to set up and establish initially and we are careful not to do anything that we cannot sustain. You only get one chance to roll out an event that people enjoy and return to, and we take great pride in that with our limited staff.

Respectfully Submitted,



Dan Wendorf  
Parks & Recreation Director  
City of Merrill