

## PARKS AND RECREATION COMMISSION

December 6, 2017

The Merrill Parks and Recreation Commission met on Wednesday, December 6, 2017 at 4:15 p.m. at the Merrill City Hall.

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

Members Excused Absent:

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Dave Johnson, Kyle Gulke, Bill Dinges

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

\*\*\*Carried unanimously.

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

Sukow stated that it is nice to see that next year we will not have to pay for porta potties at Normal due to the cost of them.

\*\*\*Carried Unanimously.

The first item on the agenda was to discuss potential vendor fee for vendors at Labor Day festivities at Festival Grounds. Wendorf stated that this was sent back to the Park and Recreation Commission because it was our event and the Festival Grounds committee felt that we should be in charge of charging the vendors and coming up with the price. Wendorf stated that he spoke with City Administrator Dave Johnson and it was suggested that we charge between \$50.00 - \$100.00. Some of the commission members felt that was a little high due to the length of time the vendors would be there.

\*\*\*Motion by Sukow, seconded by Tabor to charge vendors a \$25.00 fee for the Labor Day festivities at the Festival Grounds.

\*\*\*Carried Unanimously.

The next item on the agenda was an update on the River Bend Trail projects. Wendorf stated that the paving was complete and turned out very nice. The landscapers are done with the mulch and hydro seeding but that will need to be redone next year. Volunteers have put some hours beautifying the trail head last weekend. Wendorf also stated that the Agra building is coming along nicely.

The next item on the agenda was continued discussion on potential Agra Pavilion fees and maintenance agreement development. Wendorf stated that the River Bend trail committee meeting was postponed but he will keep the commission updated on the next meeting.

The next item on the agenda was an update and summery on 2018 capital projects. Wendorf stated that everything that the Park and Recreation Department requested was approved by the

City Council. Wendorf stated that he is excited about getting started on the projects and improvements being made to the parks.

The next item on the agenda is monthly reports. Wendorf asked if anyone had any questions. Wendorf stated another county has now been confirmed for Emerald Ash in Eau Claire. Wendorf stated 48 out of 72 counties have Emerald Ash. Wendorf stated that everything has been going smooth in the department. Wendorf stated that he would like to thank the employees of the Park and Recreation Department for all their hard work throughout the year.

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

\*\*\*Carried unanimously.

The next regular meeting is scheduled for Wednesday, February 7, 2018 at 4:15 p.m. at the Merrill City Hall.

Public comment: no

\*\*\*Motion by Sukow, seconded by Burgener to adjourn at 4:45 p.m.

\*\*\*Carried unanimously.

Dawn Smith  
Recording Secretary