



**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

### **AUGUST 2018 MEETING NOTICE**

The Merrill Parks & Recreation Commission will have a meeting on Wednesday, August 1<sup>st</sup>, 2018 at 4:15 p.m., in the Council Chambers at the Merrill City Hall.

Voting members of the Commission are: Mike Willman, Brian Artac, Dave Sukow, Jean Ravn, Joan Tabor, Kyle Gulke, and Kate Baker

The following items will be included on the agenda:

1. Approve minutes from the previous meeting.
2. Approve claims.
3. Public comment.
4. Summary of Mayor's Special Skate Park Committee
5. Discuss request from Merrill Youth Hockey Association to sell Smith Center Arena advertising.
6. Request to add 511 Logan St. open parcel to park property as part of Athletic Park
7. Begin discussion on 2019 Capital and Operational Budget
8. Monthly reports
9. Set date and time for next meeting
10. Public comment
11. Adjournment

Submitted by,

A handwritten signature in black ink that reads "Mike Willman".

Mike Willman, Chairperson<sup>gsw</sup>  
Parks & Recreation Commission

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are required, please contact the Merrill City Hall at 715-536-7313.

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An equal opportunity/affirmative action employer.



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### August 2018 Parks & Recreation Director's Report

**Parks:** Summer is in full swing in our parks and things have been going great on the buildings and grounds side. Baseball and Softball leagues have wrapped up and we hosted our last tournament on July 20-22 at the MARC. Both the boys and girls tournaments were tremendously successful and bigger than they have been in years, with the girl's fastpitch tournament drawing 49 teams from all over the state to our community/facility for the entire weekend. We are fortunate to have the park facilities to be able to host tournaments like this and it is a great boost for our local economy to draw that many people here to showcase not only our park facilities, but our entire community. These tournaments also help generate a great deal of revenue for our associations, and they have been great about re-investing a lot of that revenue back into our ball fields and surrounding amenities. This has really helped improve those respective facilities with very little tax payer dollars. Construction on the new Stange Park facility has been moving along very nicely. They are right on schedule to finish up near the end of August. This new facility is going to be a great addition to Stange Park and will add another reservable shelter for all to enjoy. Work on the other facets of the Stange Park project will be starting very soon as well. Some of the project highlights will include: path lights, parking lot, south pedestrian bridge replacement (after 9/20), basketball court renovation, and removal of old tennis courts. With the dry weather and not having to mow grass all week long, our crew has been able to get after some projects much earlier this year (painting, cleaning, weeding, beautification, playground work, top dressing athletic fields, mulching, etc.). Along the same theme, the weather this summer has really helped the Bierman Family Aquatic Center. We have had a tremendous season thus far due to hot and dry weather and things have been running very smoothly at the pool. It is great to see crowds of people there every day and we hope to finish the summer just as strong as it began. It is our intention to keep the pool open until August 25<sup>th</sup>, and after that we will have to close due to our staff members having to start heading back to school. We have finished installing memorial benches along the River Bend Trail and other parks and have been working on finishing some of the turf maintenance work around the Agra Pavilion.

**Forestry:** Tree inspection calls have been quite steady this summer, and mostly due to the dry/hot weather that we have experienced. I did utilize our Facebook Page to urge our citizens to help water trees that we have planted for them within the last 3-5 years to help them through this dry stretch. It was received pretty well by the public and I think many people were helping water. We are going to have the lumber from the festival grounds red pine removal milled at our shop within the next few weeks. We are going to have some dimensions done for use in the interior of the Agra Pavilion and the rest we are going to use for our projects (picnic tables, benches, posts, borders, and other misc. projects). We are going to let ours air dry for the next year so we are able to utilize it next year. I am also still working on finalizing our fall pruning and planting plans so we are ready to execute when the trees are dormant and before the weather turns cold.

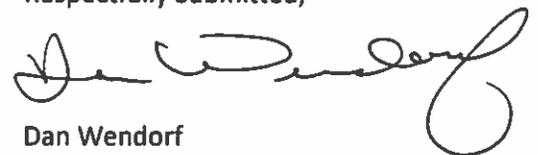
*"Focusing on the Future"*

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**Recreation:** Summer programs are still in full swing and things have been going very well so far. We have had fantastic registration numbers and the weather has been almost perfect for our outdoor programs and events. Summer Playground has been going very good as well, having everything at the Smith Center/MARC has been better again this year. It makes it easier to handle any/all issues all at one convenient location and weather is never an issue with the facilities we have here. We are helping with the Black Squirrel Scurry Triathlon that will utilize a number of our parks this weekend (7/28) as well as the Lobster Crawl on the same day in conjunction with the Lobsterfest. The Triathlon has the potential to be a unique event for our community and is composed of a paddle, bike, and run. This will bring in a completely different group of people from our other events and is a great opportunity for us to showcase our parks and community to new visitors. We still have a very strong set of recreation programs we are getting ready to kick off in August and we are looking forward to finishing the summer off real strong.

**Smith Center:** It has been very busy in the arena with Summer Playground utilizing it as home base every day, all summer long. We have been getting projects done around them though and it has been going well. We have been working on re-painting and re-surfacing the shower areas in all of the locker rooms, brushed out and cleaned the chiller over-flow pen areas, as well as minor maintenance repairs throughout the inside and outside of the entire arena. Youth Hockey is requesting to be able to sell arena sponsors and I do have the item on the agenda. We did have this discussion a number of years ago and the Commission was supportive of it but the person from Hockey didn't follow through. I do think it is a good idea to allow Hockey and even Merrill Ice Reflections to help with internal sponsorship. I would like to make sure that we at least are able to capture a small amount of that revenue because we are still responsible for all of the building costs and maintenance but would not ask for a tremendous amount. The revenue that they capture would be required to be re-invested in their programs to help strengthen them and hopefully would also be realized in more ice time and cost sharing in building improvements. We also have a good number of dry floor events coming up later this summer and fall, along with a number of potential events that I have been working with other parties on for arena usage. Surprisingly we have to start thinking about preparing for ice install and the upcoming season.

Respectfully Submitted,



Dan Wendorf  
Parks & Recreation Director  
City of Merrill

JULY

MID WISCONSIN BEVERAGE	AQUATIC CONCESSIONS	6/25/2018	2521942	\$200.00	55420-03-40100
95.5 WIFC	ADVERTISING	6/30/2018	352324-1	\$500.00	55400-03-41000
ACE HARDWARE	HOSE AND SPRINKLER	6/29/2018		\$44.57	55400-03-50000
ACE HARDWARE	WEED BLOCK	6/29/2018		\$43.98	55400-08-8200
ACE HARDWARE	WHEELBARROW	7/2/2018		\$54.99	55200-03-40000
ACE HARDWARE	CONCRETE MIX	6/25/2018		\$17.97	55200-08-91000
ACE HARDWARE	BRASS SHUTOFF	6/27/2018		\$7.99	55200-03-40000
AMERICAN WELDING	CYLINDER RENTAL	6/26/2018	5640958	\$310.99	55420-03-40000
CINTAS	DUST MOPS	7/5/2018	4007371276	\$174.19	55400-02-23250
CINTAS	UNIFORMS JIM/JOE	6/28/2018	4007163671	\$64.70	55200-03-46000
CINTAS	UNIFORMS JIM/JOE	7/5/2018	4007371384	\$64.70	55200-03-46000
DAVE'S COUNTY MARKET	SUPPLIES SUMMER PLAYGROUND	7/28/2018		\$26.92	55300-03-41500
DAVE'S COUNTY MARKET	SUPPLIES FOR POOL	6/29/2018		\$33.57	55420-03-40000
DAVE'S COUNTY MARKET	SUPPLIES FOR SUMMER PLAYGROUND	7/9/2018		\$3.27	55300-03-41500
DAWN GREENE	SECURITY DEPOSIT	7/9/2018	VOUCHER	\$50.00	10-21-7200
ENVIRONMENTAL CHEMICAL ENTERPRISES	SAFETY EQUIPMENT	6/17/2018	342G	\$260.27	55200-02-15000
ERIK BENZINGER	SECURITY DEPOSIT	7/9/2018	VOUCHER	\$50.00	10-21-7200
FASTENAL	SHOP PARTS	6/20/2018	102941	\$21.98	55200-03-40000
FASTENAL	PARTS FOR SHOP	7/2/2018	103165	\$33.55	55200-08-91000
FASTENAL	CABLE TIE	6/28/2018	103120	\$8.45	55200-03-40000
FERGUSON ENTERPRISES	SHOP PARTS	6/25/2018	4538888	\$57.12	55200-03-50000
FLOYD BAGELY	SECURITY DEPOSIT	7/9/2018	VOUCHER	\$50.00	10-21-7200
HALLMAN LINDSAY	FIELD PAINT	6/30/2018		\$699.80	55200-08-91000
HEARTLAND COOPERATIVE	GRASS SEED	7/1/2018	293499	\$49.99	55200-08-91000
HORST DISTRIBUTING	AIR CLEANER SPRAY	6/28/2018	72927-000	\$463.27	55200-03-50000
JEN HARTWIG	SECURITY DEPOSIT	7/9/2018	VOUCHER	\$50.00	10-21-7200
KATIE PINTENS	SUPPLIES SUMMER PLAYGROUND	7/9/2018	VOUCHER	\$16.80	55300-03-41500
LINCOLN COUNTY LANDFILL	GARBAGE	6/30/2018	10715	\$15.00	55200-02-15000
MENARDS	PAINT	7/9/2018		\$379.68	55400-03-50000
MENARDS	LANDSCAPE TIMBER	7/5/2018		\$46.62	55200-08-91000

MERRILL STREET DEPARTMENT	P-18	6/18/2018	12941	\$197.66	55200-03-50000
MERRILL DISTRIBUTING	AQUATIC CONCESSIONS	6/25/2018		\$1,814.93	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC CONCESSIONS	6/29/2018		\$113.22	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC CONCESSIONS	7/2/2018		\$1,843.00	55420-03-40100
MERRILL FOTO NEWS	ADVERTISING	7/1/2018		\$350.00	55400-03-41000
MERRILL FOTO NEWS	ADVERTISING	7/1/2018		\$277.68	TANGE PARK CAPITAL IMPROV
MERRILL FOTO NEWS	ADVERTISING	7/1/2018		\$451.50	55420-03-40000
MERRILL STREET DEPARTMENT	P-6	6/20/2018	12942	\$141.24	55200-03-50000
MERRILL STREET DEPARTMENT	P-24	6/27/2018	12957	\$106.08	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	6/25/2018	12952	\$130.42	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	6/11/2018	12929	\$52.84	55200-03-50000
MERRILL STREET DEPARTMENT	P-11	6/4/2018	12918	\$72.76	55200-03-50000
MERRILL STREET DEPARTMENT	P-10	6/5/2018	12920	\$46.71	55200-03-50000
MID WISCONSIN BEVERAGE	AQUATIC CONCESSIONS	6/25/2018	2521943	\$146.80	55420-03-40100
MID WISCONSIN BEVERAGE	AQUATIC CONCESSIONS	7/2/2018	2523674	\$200.00	55420-03-40100
MID WISCONSIN BEVERAGE	AQUATIC CONCESSIONS	7/2/2018	2523675	\$146.80	55420-03-40100
MID WISCONSIN BEVERAGE	AQUATIC CONCESSIONS	7/9/2018	2/24/8816	\$264.24	55420-03-40100
NANCY DREW	SECURITY DEPOSIT	7/9/2018	VOUCHER	\$50.00	10-21-7200
NASSCO	PAPER TOWEL	7/2/2018	2346205.001	\$373.90	55200-03-40000
NELSON'S POWER HOUSE	ARIENS BOLT	6/28/2018	26684	\$46.40	55200-03-5000
NELSON'S POWER HOUSE	ENGINE OIL	7/2/2018	26759	\$13.14	55200-03-40000
NELSON'S POWER HOUSE	AIR FILTER	7/5/2018	26793	\$3.50	55200-03-40000
PETERSON BROS SAND & GRAVEL	SCREENED TOPSOIL	7/3/2018	12864	\$176.50	55200-08-91000
SAMS CLUB	AQUATIC CONCESSIONS	6/27/2018		\$225.96	55420-03-40100
SAMS CLUB	AQUATIC CONCESSIONS	7/6/2018		\$158.98	55420-03-40100
SGS ENVIRONMENTAL	STANGE'S PARK	7/3/2018	26125	\$6,838.75	TANGE PARK CAPITAL IMPROV
SUNRISE BROADCASTING	ADVERTISING	7/2/2018		\$249.00	55400-03-41000
THE COSMO THEATRE	SUMMER PLAYGROUND	6/28/2018		\$624.00	55300-03-41500
WALMART	AQUATIC CONCESSIONS	6/26/2018		\$7.92	55300-03-41500
WALMART	AQUATIC CONCESSIONS	6/27/2018		\$33.30	55420-03-40100
WALMART	SUMMER PLAYGROUND	7/3/2018		\$197.86	55300-03-41500



JUNE

KATIE PINTENS	SUMMER SUPPLIES	6/11/2018	VOUCHER	\$16.84	55300-03-41500
ACE HARDWARE	PAINTBRUSH	5/14/2018		\$30.97	55200-03-40000
ACE HARDWARE	TIES/SHARKBITE	5/16/2018		\$26.44	55200-03-40000
ACE HARDWARE	BATTERIES	6/1/2018		\$9.99	55200-03-40000
ACE HARDWARE	TAPCUBE	6/8/2018		\$52.70	55400-03-40000
ACE HARDWARE	BALL MOUNT	5/30/2018		\$33.98	55200-03-40000
ACE HARDWARE	FLAG/BATTERY	6/6/2018		\$36.97	55200-03-40000
ACE HARDWARE	RSTP SPRAY	6/5/2018		\$19.96	55200-03-40000
ACE HARDWARE	BOLTS/MENDING BRACE	6/7/2018		\$13.75	55200-03-40000
ACE HARDWARE	PUTTY KNIFE/BATTERY	6/12/2018		\$19.98	55420-03-40000
ACE HARDWARE	MORTAR MIX	6/18/2018		\$6.99	55300-03-41500
ACE HARDWARE	WIRE BRUSH	6/19/2018		\$7.78	55420-03-50000
ACE HARDWARE	ASSORTED SEEDS	6/20/2018		\$5.37	55300-03-41500
ACE HARDWARE	SPRAY PAINT	6/21/2018		\$13.95	55300-03-41500
ACE HARDWARE	SUPPLIES	6/12/2018		\$40.97	55200-03-40000
ACE HARDWARE	SUPPLIES	6/18/2018		\$50.97	55200-03-40000
ACE HARDWARE	SUPPLIES	6/18/2018		\$21.24	55200-03-40000
ACE HARDWARE	SUPPLIES	6/19/2018		\$3.98	55200-03-40000
ACE HARDWARE	SUPPLIES	6/20/2018		\$20.97	55200-03-40000
AMERICAN WELDING	CYLINDER RENTAL	5/30/2018	5580025	\$191.45	55420-03-50000
AMERICAN WELDING	CYLINDER RENTAL	6/7/2018	5616103	\$140.22	55420-03-540000
AMERICAN WELDING	HELIUM	5/31/2018	5598630	\$64.07	55300-03-41500
AMERICAN WELDING	CYLINDER RENTAL	6/14/2018	562600008	\$242.68	55420-03-40000
ANDY NEHRBESS	SECURITY DEPOSIT	6/11/2018	VOUCHER	\$50.00	10-21-7200
ATCO INTERNATIONAL	POP UP SWIPES	5/22/2018	132383	\$245.00	55400-03-40000
ATCO INTERNATIONAL	COOL BREEZE	6/18/2018	132383	\$118.00	55200-03-4000
BADGER SWIMPOOLS	PREP FOR OPENING	5/25/2018	42653	\$1,768.90	55420-03-50000
BAJAS	AQUATIC SHIRTS	6/1/2018	17547	\$239.25	55420-03-40000
BAJAS	TBALL/STARTER TBALL	6/12/2018	17553	\$1,063.35	55300-03-41500
BAJAS	SUMMER PLAYGROUND SHIRTS	6/1/2018	17548	\$364.00	55300-03-41500
BAJAS	LIFEGUARD SHIRTS	6/8/2018	17550	\$229.50	55420-03-40000

BEACON ATHLETICS	ULTRALITE HIGH PRESSURE HOSE	6/29/2018	491657	\$596.00	LIONS PARK IMPROVEMENTS
BRAD WEBER	CANCELLED PARK	5/31/2018	VOUCHER	\$55.00	45200-46722
BRAD WEBER	CANCELLED PARK	5/31/2018	VOUCHER	\$50.00	10-21-7200
BURGOYNES' TOILET RENTAL	TOILET RENTAL	5/3/2018	56173	\$860.00	55200-02-15000
CARQUEST	NEUTRA FUEL TREATMENT	5/25/2018	302115	\$6.61	55200-03-40000
CINTAS	UNIFORMS	5/24/2018	4006188054	\$64.70	55200-03-46000
CINTAS	UNIFORMS	5/17/2018	4005991189	\$64.70	55200-03-46000
CINTAS	UNIFORMS	5/31/2018	4006378845	\$64.70	55200-03-46000
CINTAS	UNIFORMS	6/7/2018	4006556836	\$64.70	55200-03-46000
CINTAS	UNIFORMS	6/14/2018	4006756691	\$64.70	55200-03-46000
CINTAS	UNIFORMS	6/21/2018	4006953718	\$64.70	55200-03-46000
CURRENT TECHNOLOGIES	NEW WIRE FOR LIGHTS	6/1/2018	5445	\$1,019.00	AQUATIC CENTER NON LASPE
DAVE'S COUNTY MARKET	AQUATIC CENTER	6/5/2018		\$7.56	55420-03-40100
DAVE'S COUNTY MARKET	AQUATIC CENTER	6/5/2018		\$13.47	55300-03-41500
DAVE'S COUNTY MARKET	POOL SUPPLIES	6/25/2018		\$11.92	55420-03-40100
DEBBIE KUNKEL	SECURITY DEPOSIT	6/18/2018	VOUCHER	\$50.00	10-21-7200
ENVIRONMENTAL CHEMICAL	FIRST AID	6/17/2018	342	\$459.33	55300-03-41500
ETCO ELECTRIC SUPPLY	RIVERSIDE PARK	5/31/2018	20834	\$341.55	55200-03-50000
FASTENAL	HELLKAT GRAY GLASSES	7/1/2018	102637	\$27.68	55200-03-40000
FASTENAL	NUTS AND BOLTS	5/31/2018	102599	\$24.31	55200-03-40000
FASTENAL	JAW-JAW	6/4/2018	102641	\$94.93	55200-03-40000
FASTENAL	PARK SUPPLIES	6/12/2018	102809	\$11.99	55200-03-40000
FERGUSON	PARTS FOR SHOP	6/4/2018	4501705	\$235.68	55420-03-40000
FERGUSON	PARTS FOR SHOP	6/12/2018	4501705	\$235.68	55420-03-50000
HEARTLAND COOP	GALLAGHER XL17230	6/4/2018	292086	\$12.49	55200-03-40000
HEARTLAND COOP	SEEDS	6/6/2018	244718	\$94.76	55200-08-91000
HEATHER KARABA	SECURITY DEPOSIT	6/11/2018	VOUCHER	\$50.00	10-21-7200
HEATHER POPHAL	SECURITY DEPOSIT	6/5/2018	VOUCHER	\$50.00	10-21-7200
JENNIFER HEISINGER	SECURITY DEPOSIT	5/31/2018	VOUCHER	\$50.00	10-21-7200
JENNY MASEK	SECURITY DEPOSIT	6/4/2018	VOUCHER	\$50.00	10-21-7200
JOSI BECKER	SECURITY DEPOSIT	6/11/2018	VOUCHER	\$50.00	10-21-7200
JUDY SCHAVE	CANCELLED PARK	6/11/2018	VOUCHER	\$50.00	10-21-7200

JUDY SCHAVE	CANCELLED PARK	6/11/2018	VOUCHER	\$55.00	45200-46722
KATERI ACHTERBERG	SECURITY DEPOSIT	6/18/2018	VOUCHER	\$50.00	10-21-7200
KATHY BECKER	SECURITY DEPOSIT	5/31/2018	VOUCHER	\$50.00	10-21-7200
LEE RECREATION	BENCH	6/11/2018	11615-18	\$659.00	RBT MEMORIAL BENCH
MAPS JAZZ	SECURITY DEPOSIT	6/6/2018	VOUCHER	\$50.00	10-21-7200
MARIANA SAVELA	SECURITY DEPOSIT	5/31/2018	VOUCHER	\$50.00	10-21-7200
MECHANICAL INCORPORATED	DAMAGED ROOF VENTS SMITH CENTE	5/23/2018	522276	\$1,685.90	55400-08-82000
MERERILL WATER	METER INSTALLS	5/14/2018		\$400.00	55200-02-21000
MERRILL COURIER/FOTO NEWS	LOBSTER CRAWL	6/1/2018		\$90.00	LOBSTER CRAWL
MERRILL COURIER/FOTO NEWS	ADVERTISEMENT	6/1/2018		\$1,144.00	55400-03-41000
MERRILL DISTRIBUTING	AQUATIC CENTER	6/4/2018	6042018	\$2,433.21	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC CENTER	6/8/2018	1440160	\$50.35	55420-03-40100
MERRILL DISTRIBUTING	AQUATIC CENTER	6/5/2018	1439401	\$234.00	55420-03-40100
MERRILL DISTRIBUTING	URINAL BLOCS	5/15/2018	1435338	\$96.80	55400-03-44000
MERRILL DISTRIBUTING	SUPPLIES FOR POOL	6/15/2018	981808	\$3,456.49	55200-03-40000
MERRILL HIGH SCHOOL	SECURITY DEPOSIT	5/31/2018	VOUCHER	\$50.00	10-21-7200
MERRILL STREET DEPARTMENT	P-69	5/29/2018	12907	\$128.82	55200-03-50000
MERRILL STREET DEPARTMENT	P-18	5/31/2018	12912	\$104.28	55200-03-50000
MERRILL WATER UTILITY	WATER AT STANGE	6/12/2018		\$35.00	55200-02-21000
MERRILL WATER UTILITY	LIONS PARK	7/10/2018	116-02440-00	\$322.15	55200-02-21000
MERRILL WATER UTILITY	109 1ST STREET	7/10/2018	112-01540-13	\$107.84	55200-02-21000
MERRILL WATER UTILITY	STANGE'S KITCHIENETTE	7/10/2018	112-01440-13	\$21.16	55200-02-21000
MERRILL WATER UTILITY	AQUATIC CENTER	7/10/2018	106-00944-00	\$2,514.42	55420-02-21000
MERRILL WATER UTILITY	AQUATIC	7/10/2018	399-30140-00	\$424.68	
MERRILL WATER UTILITY	SOCCER ASSOCIATION	7/10/2018	106-00943-00	102-39	55200-02-21000
MERRILL WATER UTILITY	MARC CONCESSION STAND	7/10/2018	106-00941-06	301-35	55200-02-21000
MERRILL WATER UTILITY	MARC	7/10/2018	106-00940-00	\$536.01	55400-02-21000
MERRILL WATER UTILITY	OTT'S SHELTER	7/10/2018	102-38140-013	\$21.37	55200-02-21000
MERRILL WATER UTILITY	OTT'S BATHROOM	7/10/2018	102-38040-13	\$59.70	55200-02-21000
MID WISCONSIN BEVERAGE	AQUATIC CENTER	5/31/2018	1555	\$176.16	55420-03-40100
MID WISCONSIN BEVERAGE	AQUATIC CENTER	6/1/2018	2517039	\$400.00	55420-03-40100
MID WISCONSIN BEVERAGE	SODA FOR POOL	6/18/2018	2520312	\$205.52	55420-03-40100

MIKE HORNISCHER	SECURITY DEPOSIT	6/18/2018	VOUCHER	\$50.00	10-21-7200
NAPA	EZ POUR HI FLO	5/24/2018	719929	\$12.99	55200-03-40000
NAPA	BATTERIES	6/5/2018	721949	\$38.49	55200-03-40000
NELSON'S POWER HOUSE	ORANGE LINE	6/13/2018	26367	\$16.95	55200-03-40000
NELSON'S POWER HOUSE	MUFFLER	6/18/2018	26466	\$14.05	55200-03-50000
ORIENTAL TRADING	SUMMER PLAYGROUND	6/12/2018	690557219	\$90.37	55300-08-41500
PAM KUFHAL	SECURITY DEPOSIT	6/18/2018	VOUCHER	\$50.00	10-21-7200
PER MAR SECURITY	SERVICE CALL	5/29/2018	1875440	\$109.50	55420-02-95000
PERMAR SECURITY	YEARLY INSPECTION	6/28/2018	1203870500	\$453.84	55400-02-16500
PERMAR SECURITY	POOL	6/8/2018	1884338	\$741.60	55420-02-95000
PETERSON SAND AND GRAVEL	GRAVEL	6/1/2018	12670	\$20.00	55200-08-91000
PREMIER	CUSTOM BANNER	6/7/2018	9451	\$105.00	55200-03-40000
SAMS CLUB	AQUATIC CENTER	5/29/2018		\$340.88	55420-03-40100
SAMS CLUB	SUPPLIES FOR POOL	6/13/2018		\$334.76	55420-03-40100
SARAH PFUND	CANCELLED SUMMER PLAYGROUND	6/18/2018	VOUCHER	\$300.00	
SCHULZ'S RECYCLING	FRIDGE	6/18/2018	6181801	\$20.00	55200-02-15000
SHAWN BAADÉ	SECURITY DEPOSIT	6/5/2018	VOUCHER	\$50.00	10-21-7200
STEVE BOOHER	SECURITY DEPOSIT	5/31/2018	VOUCHER	\$50.00	10-21-7200
SUNRISE BROADCASTING	ADVERTISEMENT	6/1/2018		\$249.00	55400-03-41000
TB SCOTT LIBRARY	CANCELLATION ON POOL RENTAL	6/18/2018	VOUCHER	\$200.00	
THERESA SNUKOWSKI	SECURITY DEPOSIT	6/5/2018	VOUCHER	\$50.00	10-21-7200
TRINITY PRE SCHOOL	SECURITY DEPOSIT	5/31/2018	VOUCHER	\$50.00	10-21-7200
TRINITY SCHOOL	SECURITY DEPOSIT	6/5/2018	VOUCHER	\$50.00	10-21-7200
VICTORY	GARBAGE BAGS	6/12/2018	101230	\$43.00	55420-03-40000
VIP OFFICE	TIME CARD RACK	6/1/2018	103694-001	\$51.98	55420-03-40000
VIP OFFICE	STAMPS FOR AQUATIC CENTER	6/8/2018	103744-001	\$10.99	55420-03-40000
VIP OFFICE	CORDS FOR IPADS	6/20/2018	103821-001	\$90.95	55420-03-40000
WALMART	AQUATIC CENTER	5/29/2018		\$99.99	55420-03-40000
WALMART	TOTES AQUATIC CENTER	6/1/2018		\$87.88	55420-03-40000
WALMART	AQUATIC CENTER	6/5/2018		\$139.66	55420-03-40000
WALMART	WHISTLES/GAUZE/BANDAIDES	6/11/2018		\$46.64	55300-03-41500
WALMART	SUMMER PLAYGROUND SUPPLIES	6/6/2018		\$104.96	55300-03-41500



## Skate Park Special Committee

July 2<sup>nd</sup>, 2018

The Merrill Skate Park Special Committee met on Monday, July 2<sup>nd</sup>, 2018 at 4:00 p.m. in the basement conference room at Merrill City Hall.

Members Present: Dan Wendorf, Kyle Gulke, Kate Baker

Visitors: Brad Gulke, Ron Peterson, Rose Marie Peterson, Nancy Meier, Melissa Schroeder, Jeremy Ratliff, Corey Bennett, John VanLieshout, Ryan Schwartzman

Wendorf called the meeting to order at 4:00 p.m. and introduced himself and asked that the other members of the committee introduce themselves as well.

The next item on the agenda was to define the purpose of the committee. Wendorf began the discussion with a brief history of the current skate park on Polk Street as well as the most recent skate park initiative in 2016-17. Wendorf read the memo in the packet from Mayor Woellner regarding the purpose of the committee. It was stated in the memo that the committee "has been created for the purpose of recognizing, researching, and then recommending the location, design, and funding opportunities for a new skate park to the Merrill Parks and Recreation Commission."

The next item on the agenda was to begin compiling a list of potential skate park sites. Wendorf began the discussion by passing out a recent summary that he presented to the Parks & Recreation Commission. The skate park summary discussed the process that the Commission went through for the existing skate park, as well as the recent process when discussing potential locations during a citizen initiative in 2016-17. Wendorf said the most recent initiative for a new skate park was brought forth to provide a destination skate park (minimum of 25,000 square feet) in a location that was safer than the current site and more accessible to visitors from outside of our community. Wendorf stated that the Parks & Recreation Commission was and is supportive of a new skate park but some of the locations that were proposed (for non-park sites) were either not supported by neighboring businesses or did not fit with current or future use plans for certain city owned non-park properties. Wendorf stated the person driving the initiative decided to stop pursuing a new skate park. Wendorf stated that there was extensive discussion and thought that was put into the current site and there is room there to expand if needed (current site is approximately 5,100 square feet) and there is room to expand. The biggest issue with the current site is safety. The Polk St site is located at the confluence of two one way streets and a side street and can be challenging at times to cross in either direction. The main question moving forward with this site is can the safety be improved sufficiently enough to warrant future consideration of this site. Wendorf then went into the other locations that have been discussed in previous Parks & Recreation Commission Meetings. Some of those include: Festival Grounds, American Legion Building area, Streeter Square, Stange Park, Municipal Parking Lot south of Main St downtown), MARC, Ott's Park, and the Memorial Ice Rink area to name a few. Wendorf also mentioned that he has asked City Staff to help compile a list of other City owned vacant properties that could potentially be considered viable so as to give the property a new purpose and not change the current usage/function of an existing park. Wendorf asked both members for their thoughts on location and if they have any preferences. Gulke began by saying the existing site is not safe because of the road crossing difficulties and he favors something more centrally located if at all possible. He also said he does favor the idea of two smaller skate parks in different locations to potentially provide more access to more users. Baker

stated that she likes the potential of a vacant building that could provide four season usage and that she has heard that skaters are looking for simply a little more space to free skate, and she also likes the idea of multiple smaller scale skate parks. Wendorf passed around a few skate park photos from other communities around the Country and pointed out that quite a few of them are not much larger than ours but the layout is more skater friendly. Gulke stated that he likes the idea of incorporating art into the design that would also serve as a skate amenity, similar to the photos of one of the skate parks. Alderman VanLieshout added that the Health & Safety Committee has concerns regarding the safety of the current site. Police Chief Bennett shared the current ordinance (Sec. 36-185 Play Vehicles) stating that it shall be unlawful for any person to operate or ride a skateboard, roller blades, roller skis, roller blades, etc. on any city street or roadway where a sidewalk is available and the defined streets that they are prohibited. Bennett stated that wherever the new skate park is located we should also consider revisiting the current ordinance to allow for a more practical usage of skateboards. Wendorf wrapped up the location discussion by saying there are many sites to consider and that he would like to wait and see a list of other non-park, City owned properties before finalizing any lists to bring forward to the Parks & Recreation Commission. The committee agreed that it is a good idea to wait and take a thorough look at all possibilities before moving on any sites at this time.

Wendorf then moved the agenda to Public Comment.

Melissa Schroeder stated she would like to see a Parks & Recreation Commission member on this special committee that has been around through the previous skate park discussions in 2016-17 to give perspective. She also shared her disapproval for the Streeter Square site due to similar safety concerns on Third St, current usage as a quiet greenspace area, and potential for increased noise especially with two churches, funeral home, and close residential areas.

Nancy Meier stated she lives across the street and notices a lot of families using the park for quiet green space and believes that Streeter is not a good location. She also said that traffic on Third St can pose similar safety issues as the current location in that it can be quite busy. She also had concerns over parking, especially with the churches and funeral home utilizing some of the same street parking that would compete.

Ryan Schwartzman requested the meetings be held upstairs in the Council Chambers so that they can be video recorded like other city meetings.

Ron Peterson suggested the current equipment at the current skate park be moved to where the Stange Park tennis courts are right now. He said that is centrally located and could potentially serve the same purpose but off of busy Hwy 64.

Jeremy Ratliff implored the committee to stick to the task at hand. He said that there is going to be opposition to virtually any/all sites that are discussed and/or chosen but it is important for progress to pick one and go with it.

Wendorf stated that the next meeting is to be determined. He would like to wait until he has additional (non-park property) information for consideration before being scheduled.

\*\*\*Motion Gulke, seconded by Baker to adjourn at 4:57 p.m.

\*\*\*Carried unanimously

Dan Wendorf, Recording Secretary

## Skate Park Special Committee

July 17<sup>th</sup>, 2018

The Merrill Skate Park Special Committee met on Tuesday, July 17<sup>th</sup>, 2018, at 4:00 p.m. in the Council Chambers at the Merrill City Hall.

Members Present: Dan Wendorf, Kyle Gulke, Kate Baker, Justin Novitski, Shawn Molley, Ryan Bartz, Dakota Branski

Visitors: Dave Sukow, Mayor Woellner, Erik Pfantz

Wendorf called the meeting to order at 4:00 p.m. and asked for introductions once again because a number of members were unable to attend the first meeting.

The next item on the agenda was to continue the discussion on skate park location. Wendorf began the discussion by summarizing the discussion and sentiments from the previous meeting to help bring the new members up to speed. After the summary, Wendorf asked the new members for their input and thoughts on potential locations. The general theme was that a skate park needs to be accessible to pedestrian traffic (walking/biking distance), enough space for different levels of skaters, not on a main. They also mentioned that parking doesn't make any difference at all because a lot of the users can't drive anyways. Gulke asked them if they had any opinion on two smaller parks versus one main park. They said they liked the idea but Kurth stated that with the struggles to find one location it might be a difficult proposition to find two acceptable locations. The skaters mentioned that they actually do not mind the current location and that could potentially remain, if the steel ramps are removed and the fencing around the park, as one location with newer amenities and add another wherever we decide. They felt the current location is well known for skaters. Gulke suggested removing the Festival Grounds from consideration. Wendorf agreed and mentioned he has heard from a few people that there will be push back if this location continues to be considered. Gulke suggested the possibility of leaving the current location as the "beginner" park and the other location is for more advanced skaters. Wendorf mentioned the MARC (where the old outdoor ice rink was located) as a good potential site that has been overlooked. He said the Merrill Area Recreation Complex (MARC) was built for purposes such as this; it is a Recreation Complex that is designed to handle any and all of the issues that have come to light throughout the previous process. He mentioned that there is ample parking, lighting, ready ground, and plenty of eyes and ears around at all hours to ensure the investment is treated with respect. Wendorf stated that it is obviously not centrally located but that argument should be rendered moot after the construction of the Aquatic Center. The same argument was utilized repeatedly throughout the Aquatic Center location process and since it opened has been tremendously successful, and Wendorf stated that there are a great number of kids that walk and/or bike out to the Aquatic Center. It would also be another wonderful amenity for siblings who are not participating in soccer, baseball, softball, hiking the trails, using the dog park, etc. Also very close to Council Grounds State Park so it would be a draw for visitors who are camping. The skaters agreed with the MARC as being a strong location and was moved to the favorite category. Baker asked the skaters what they felt about the potential of a vacant building for four season skating opportunities. They unanimously agreed that that would be the best possible scenario because in the winter months they have to drive over to Green Bay to skate. Wendorf did state that obviously a four seasons location would be tremendous, but with that comes heating/cooling, restrooms, staffing, etc. Not that it should be overlooked but that is the reality of a comprehensive facility such as that. Kurth asked Wendorf if he could research any potential vacant buildings that could

potentially serve as an indoor skate park, and Wendorf said he would look into it. Gulke also mentioned the area by the Weinbrenner Outlet as another location that he thought would be viable. Wendorf agreed but said he was unsure if that space was owned by the City or Weinbrenner and would look into it. It was also suggested that another really good location would be the open space between Genesee Street and Wright Street just north of West Main Street where the old factory was demolished. Wendorf stated that he believes that property to be owned by the individual who demolished it but would also check on that. There was no further discussion and Wendorf asked that the new members digest the information that was discussed and also try to talk to as many skaters as they could to gain their input before we move forward on a recommendation. Everyone thought that was a good idea and agreed to solicit input and additional ideas for the next meeting.

The next item on the agenda was public comment. Alderman Sukow commented that he felt that if we had done this special committee previously we might already have a skate park. He also urged the committee to not choose Stange Park tennis court area due to concerns with water and being at the bottom of two hills and a road. He said this is a significant investment and would like to see it be built in a more tolerable spot for it to last. Erik Pfantz commented that he had a few other locations to suggest, the empty lot next to the Post Office, the WPS building(s) area immediately west of the Center Avenue Bridge, and the former Anson Gilkey property.

The next meeting will be scheduled for July 31<sup>st</sup>, 2018 at 4:00 p.m. in the Council Chambers at the Merrill City Hall.

**\*\*Motion Baker, seconded by Gulke to adjourn at 5:13 p.m.**

**\*\*Carried unanimously.**

Dan Wendorf  
Recording Secretary



**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

### MEMORANDUM

To: Parks & Recreation Commission

From: Dan Wendorf  
Merrill Parks & Recreation Department

RE: Smith Center Arena Advertising

Dear Commissioners,

I was asked by representatives of the Merrill Youth Hockey Association about potentially allowing them to solicit sponsorship ads for inside the arena. We already have an existing arena advertising program but I believe that by allowing our two main user groups help sell sponsorship it will grow exponentially. It will allow us to expand our network of Smith Center supporters much quicker and further than we have been able to in the past.

I would like to propose that we continue utilizing the existing arena sponsorship information; it is fair and allows for creative exposure within our arena. I would like to allow each association the capability to recruit businesses to sponsor in our arena utilizing the same rates/forms that we use. If they attract a new business to advertise in our arena, they keep 80% of the annual display fee during the first year and 50% every year after (for as long as said business advertises in the arena). The reason for the cost split is that we have made a conscious effort to keep ice rates drastically lower than surrounding arenas, we bear the cost of daily operations and utilities year round, repair/maintenance costs, and we have administrative costs associated with the execution of the signs and installs.

I feel that this proposal is more than fair for all parties and could greatly benefit everyone and the Smith Center Arena as well.

Respectfully,

Dan Wendorf  
Parks & Recreation Director  
City of Merrill

*"Focusing on the Future"*

An equal opportunity/affirmative action employer.

# Advertisement/Sponsorship Program

## SMITH CENTER

715-536-7313

[www.merrillparkandrec.com](http://www.merrillparkandrec.com)

The Smith Center has contracted with Andy Goretski of Custom Murals to design and produce all the signs and banners for this program. This arrangement was made to ensure that the overall aesthetics of the Smith Center be maintained and that each sign maintain a certain standard of appearance. Smith Center Management along with Custom Murals will also determine the location of each sign to ensure equal exposure to all Sponsors and Advertisers.

### Options Available:

#### Dasher Board Signs – 30” tall x 8’ long

Dasher board panels are designed to have a tyvek advertisement sheet inserted into the face of the panel. Located on the player’s bench side facing the bleachers or at either end by the goal.

Annual Display Fee: \$500 per sign

Cost to Produce: \$225.00-\$300.00

#### Sign Boards – 4’ x 4’ (can be combined to make a 4’ x 8’ sign)

Lettered on an aluminum composite panel and permanently attached to the wall behind the team benches

Annual Display Fee: \$200.00 per sign (\$400.00 for a 4’ x 8’ sign)

Cost to Produce: \$175.00-\$250.00 for a 4’ x 4’ sign

\$325.00-\$400.00 for a 4’ x 8’ sign

#### Hanging Banners – 42” x 8’

Lettered on vinyl coated canvas type banner material. All edges are seam stitched. Top and bottom edge is internally supported to ensure that banners hang straight and maintain the high level appearance desired. These banners will be hung in two rows on the ceiling above the team benches.

Annual Display Fee: \$350.00 per banner

Cost to Produce: \$250-\$300.00

3’ x 6’ vinyl banners with your name, address and telephone number (No logo).

These smaller banners will be displayed on the west wall of the arena.

Annual Display Fee: \$200.00 per banner

Cost to Produce: \$125.00-\$175.00

#### In-Ice Signs – 40-60 Sq. Ft. in the neutral zone facing the bleachers

These signs are painted on the ice sheet.

Annual Display Fee: \$500 per sign

Cost to Produce: \$150

\*In Ice Signs are for the ice season only and will be removed when the ice is removed in the spring. There are limited spaces for “in-ice” advertising and will be considered on a first come first serve basis.

\*\*The cost to produce the signs is a ONE TIME expense you will incur to have the sign created (with the exception of IN ICE signs that have to be painted on each year). If you should choose to not participate after a certain period of time, your sign is your property and will be removed and returned to your business for your usage.



**PARKS & RECREATION COMMISSION**

June 6<sup>th</sup>, 2018

The Merrill Parks & Recreation Commission met on Wednesday, June 6<sup>th</sup>, 2018 at 4:15 p.m. at the Smith Center.

Members Present: Brian Artac, Dave Sukow, Joan Tabor, Mike Willman, Kate Baker, Kyle Gulke, and Jean Ravn

Members Absent: None

Department Staff Present: Dan Wendorf

Visitors: Dave Johnson, Kandy Peterson, Erik Pfantz, Melissa Schroeder, MP3

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

**\*\*Carried unanimously.**

**\*\*Motion by Ravn, seconded by Baker to approve the claims from May 2018.**

**\*\*Carried unanimously**

The next item on the agenda was to elect Chairperson of the Commission. Wendorf took over the meeting for this portion and asked for nominations for chairperson. Wendorf summarized duties and responsibilities of Chairperson, including being a member of the City Plan Commission.

**\*\*Motion Artac, seconded by Sukow to nominate Mike Willman as Chairperson of the Commission.**

**\*\*Carried unanimously.**

Public Comment: Greg Hartwig urged the Commission to re-consider/urge others to support the continuation of alternate River Bend Trail route to Pine Ridge Avenue. The route was discussed at the Board of Public Works a few weeks ago and the loop route back to Park Street was approved but the route to Pine Ridge Avenue was not acted upon. Hartwig stated the importance of connectivity throughout town and this would be a very positive continuation. Ravn mentioned that she has had some public feedback on this topic as well.

The next item was to elect Vice Chairperson of the Commission. Wendorf led the discussion again and Baker asked what the duties were for Vice Chairperson. Wendorf explained that this person is responsible to run the meetings when the Chairperson is unable to attend, and that any Commissioner has the ability to request items be placed on the agenda.

**\*\*Motion Sukow, seconded by Tabor to nominate Brian Artac as Vice Chairperson of the Commission Baker asked if it were possible to nominate herself as Chairperson. After brief discussion, it was determined that was not possible.**

**\*\*Motion Gulke, seconded by Ravn to nominate Kate Baker as Vice Chairperson of the Commission Wendorf then asked the Commission if they would prefer voice vote on the two nominees or secret ballot. The Commissioners requested secret ballot vote. Wendorf passed out ballots and collected them and counted them. The results were 4 in favor of Artac and 3 were in favor of Baker.**

**\*\*After the results were tallied, the Commission unanimously for Artac as Vice Chairperson.**

The next item on the agenda was to begin revisiting the topic of Skate Park. Wendorf began the discussion by talking about Mayor Woellner's public comment from the previous meeting requesting the Commission revisit the skate park discussions. Mayor Woellner stated that he would like to formulate an Ad-Hoc Committee to steer the process and he mentioned that he had some ideas for funding as well. Wendorf mentioned that at this time we should not be looking at specific locations, designs, funding, or any other details but this was to reintroduce the topic and get things started. Sukow stated that he talked with Mayor Woellner after that meeting and he mentioned that he would like the Ad-Hoc Committee to focus on design and funding, as well as potential locations. Willman stated that he would like to use the word funding instead of fundraising because the fundraising word can limit potential people who would otherwise like to be involved. Artac mentioned that we will most likely need to revisit some of the previous locations that were discussed at length over the past few years. Ravn mentioned the area between Lions and Stange Park where there are currently houses would be an intriguing spot because of its location and would not interfere with current park purposes. Willman mentioned that those are great ideas but today we are looking at discussing the formation of an Ad-Hoc Committee to dig deeper into all of the details that it would take to develop a new skate park. Wendorf mentioned that he was involved in the process of developing the current site years ago and the theme was the same over the past few years as it was 16+ years ago. Wendorf also mentioned that this might be a great opportunity to think outside of the box and potentially look into a vacant building for an enclosed four seasons skate park. Wendorf said this has never been considered before and could be a better investment of efforts to have something for 12 months instead of 7-9. There are other communities who have indoor skate parks, and in some instances they are not affiliated with Parks & Recreation. Ravn commented that she liked Wendorf's previous summary where it stated that a preferred location doesn't have to be in a park so as not to change the intended purpose, or usage, of a current park setting. Gulke also mentioned that he likes the idea of one main skate park and a few smaller/simple skate facilities spread around. The conversation then began on Ad-Hoc Committee volunteers from the Commission and Willman asked if there were any volunteers. Gulke and Baker voiced their interest in being involved on the Ad-Hoc Committee. Wendorf stated that he would reach out to Mayor Woellner to begin putting the new Mayor's committee together and set a game plan. Wendorf said he will report back to the Commission when things get going.

The next item was monthly reports. Wendorf asked if there were any questions before summarizing the upcoming summer projects, aquatic center opening, and busy recreation season that was upon the department. He mentioned that things were going well.

**\*\*Motion Ravn, seconded by Artac to approve Wendorf's monthly report.**

**\*\*Carried unanimously.**

The next meeting is scheduled for Wednesday, July 11<sup>th</sup>, at 4:15 at City Hall.

Public Comment: Commissioner Ravn stated she had a call from some of the volunteers that offer the free lunch in the park program at Stange Park about availability during construction. Wendorf stated that it should not be a concern and asked Ravn to have them contact him for any arrangements. Greg Hartwig asked the Commission to reconsider their location (prior to public comment the location for the July meeting was to be at the Smith Center again). He stated it is difficult to hear at times, as well as the lack of live stream capabilities at a remote site. The Commission thanked him for his feedback and changed the location to the City Hall.

**\*\*Motion Artac, seconded by Ravn to adjourn at 5:18 p.m.**

**\*\*Carried unanimously.**

Dan Wendorf  
Recording Secretary