



CITY OF MERRILL

Parks & Recreation Dept. - Smith Center

1100 Marc Drive - Merrill, WI 54452

Rec. Dept. Telephone (715)536-7313 * Smith Center (715)536-6187

Fax (715)539-2790

DECEMBER MEETING NOTICE

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, December 5, 2018 at 4:15 p.m.**, at the **Merrill City Hall**.

Voting members of Commission: Kate Baker, Jean Ravn, Brian Artac, Kyle Gulke, Dave Sukow, Joan Tabor and Dan Novitch

The following items will be included on the agenda:

1. Approve minutes from previous meeting.
2. Approve claims.
3. Public Comment
4. Update on 2019 Capital and Operating Budget
5. Update on Mayor's Special Skate Park Committee
6. Monthly reports.
7. Set date for next meeting.
8. Public comment
9. Adjournment

Submitted by

Brian Artac dms

Brian Artac, Vice-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.

PARKS AND RECREATION COMMISSION

November 14, 2018

The Merrill Parks and Recreation Commission met on Wednesday, November 14, 2018 at 4:15 p.m. at the Merrill City Hall.

Members Present: Kyle Gulke, Dan Novitch, Joan Tabor, Brian Artac

Members Excused Absent: Jean Ravn, Dave Sukow and Kate Baker

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Dave Johnson, MP3, and Rich LaValley WDNR

***Motion by Tabor, seconded by Gulke to approve the minutes from the October meeting.

***Carried unanimously.

***Motion by Novitch, seconded by Gulke, to approve the claims from October 2018

***Carried unanimously.

Public Comment: none

The next item on the agenda was a presentation from Rich LaValley from the WDNR regarding Timber Sales at the Merrill City Forest. Rich would like to continue with timber sales cutting 20 – 30 acres every 2 years. Rich LaValley stated that they will be finishing up the 2017 sales this winter and would like to start planning the 2020 timber sale. LaValley was concerned about the biking trails up there stating that when the timber sales are going on the bike trails in some areas would not be assessable. Wendorf stated that he talked with the bikers and they are aware of that. LaValley also was concerned if they are in there logging when the Badger State Games were going on there. Wendorf stated that they would have to work with that. Wendorf stated that he would put markings on the trails for the bikers when the logging is taking place. LaValley stated that it can take from 3 weeks to 8 weeks for the logging to take place. LaValley also had three concerns: 1. Did they want the WDNR to continue mowing at the City Forest? Wendorf stated that his crew mows once a year but would like to continue the working relationship with mowing. 2. LaValley offered to make some maps of the property showing where the bike trails were. Wendorf stated the Kate from the Water Utility Department would be GIS mapping the property. 3. Timber sale 2019, put information on website, and continues to manage the City Forest. Wendorf stated that would work well. LaValley also stated that he has a concern with the bikers up there during hunting season as they are not wearing any orange. Wendorf stated that he talked with them about wearing orange during the hunting season and will continue to talk with them to encourage safety.

The next item on the agenda was an update of 2019 Operating and Capital Budget. Wendorf stated that there was no change in the operating budget and with the capital budget the only thing cut was the budget for installing the mats at the Smith Center. Then it was decided to give \$5,000.00 towards the project. Wendorf stated that would allow for purchase of the mats but no install.

The next item on the agenda was updates on Stange and Athletic Park projects. Wendorf stated that the black top was completed at Stange Park parking lot and also the basketball court. Lights

were installed on path at Stange and they are waiting for the ground to freeze a little more to get the bridge in. Athletic Park light project is also on hold until the ground freezes a little more. Trenching and in ground conduit has been completed and everything is ready for poles and lights. Wendorf stated our crew is removing poles and fixtures to save money. Also we received the grant money from Baseball Tomorrow for \$45,000. Both projects are going good otherwise.

The next item on the agenda is monthly reports. Wendorf asked if anyone had any questions. Wendorf stated that all the trees have been planted including at the Festival Grounds and the entry way to the City coming off exit 208. Wendorf stated that the ice is in and everything is going good at the Smith Center.

***Motion by Tabor, seconded by Novitch to approve the monthly board reports given by Wendorf.

***Carried unanimously.

The next regular meeting is scheduled for Wednesday, December 5, 2018 at 4:15 p.m. at the Merrill City Hall.

Public comment: none

***Motion by Novitch, seconded by Tabor to adjourn at 5:15 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

NOVEMBER

ACE HARDWARE	SINGLE KEY CUT	10/19/2018		\$3.98	55200-03-40000
ACE HARDWARE	SINGLE KEY CUT	10/19/2018		\$3.98	55200-03-40000
AMERICAN WELDING	CYLINDER RENTAL	10/31/2018	646	\$47.33	55200-02-15000
AMERICAN WELDING	CYLINDER RENTAL	10/31/2018	92029	\$64.07	55300-03-41500
AMERICAN WELDING	ACETYLENE	11/20/2018	5950410	\$75.62	55200-02-15000
ATCO INTERNATIONAL	POP UP SWIPES	10/26/2018	132383	\$245.00	55400-03-50000
BAUMGART	WASTE HAULING	11/1/2018		\$256.00	55400-02-23600
BRANDT EXTINGUISHERS	ANNUAL INSPECTIONS	11/26/2018	10431	\$33.75	55400-02-16500
CARQUEST	GR SHIELD	11/14/2018	313440	\$28.01	55200-03-40000
CINTAS	UNIFORMS JIM AND JOE	10/18/2018	4011109511	\$64.70	55200-03-46000
CINTAS	UNIFORMS JIM AND JOE	10/25/2018	4011403746	\$64.70	55200-03-46000
CINTAS	UNIFORMS JIM AND JOE	11/1/2018	12706286	\$64.70	55200-03-46000
CINTAS	UNIFORMS JIM AND JOE	11/8/2018	12713660	\$64.70	55200-03-46000
CINTAS	UNIFORMS JIM AND JOE	11/14/2018	40112262980	\$64.70	55200-03-46000
COUNTRY 106	ADVERTISING BARLEYFEST	11/1/2018	590	\$330.00	BARLEYFEST
COUNTY MATERIALS	SCREENED TOP SOIL	10/19/2018	3168321-00	\$646.00	LIONS PARK IMPROVEMENTS
COUNTY MATERIALS	SCREENED TOP SOIL	10/19/2018	3168320-00	\$646.00	LIONS PARK IMPROVEMENTS
COUNTY MATERIALS	SCREENED TOP SOIL	10/19/2018	3168319-00	\$646.00	LIONS PARK IMPROVEMENTS
DUANE KOHNHORST	DJ	11/16/2018	122	\$350.00	55300-03-41500
FASTENAL	SHOP PARTS	10/29/2018	105179	\$207.32	55200-08-91000
FERGUSON	SHOP PARTS	10/23/2018	105637	\$37.47	55200-03-40000
GREEN LAWN UNDERGROUND SPRINKLERS	WINTERIZATION	11/17/2018	18-02264	\$125.00	55200-02-15000
HEARTLAND COOPERATIVE	SUN & SHADY MIX	11/30/2018	299994	\$13.59	55200-08-91000
HEARTLAND COOPERATIVE	SUN & SHADY MIX	11/30/2018	290334	\$70.09	55200-08-91000
J. WENNING GRINDING AND SUPPLY	SHARPEN ZAMBONI KNIFE	11/20/2018	96421	\$81.00	55400-03-51500
MECHANICAL INCORPORATED	START UP MAINTENANCE	10/26/2018	53061	\$1,182.26	55400-02-16250
MENARDS	TIE WIRE/STEEL POSTS/WIRE	10/25/2018		\$334.34	55200-08-92000
MERRILL ACE HARDWARE	CONCRETE MIX	10/17/2018		\$209.70	55200-08-91000
MERRILL ACE HARDWARE	BLADE SAWZAL	10/25/2018		\$26.99	55200-03-50000

MERRILL DISTRIBUTING	CLEANING SUPPLIES	11/6/2018	1463659	\$188.05	55400-03-44000
MERRILL FOTO NEW/MERRILL COURIER	ADVERTISING	11/1/2018		\$285.00	55300-03-41500
MERRILL FOTO NEW/MERRILL COURIER	ADVERTISING	11/1/2018	BARLEYFEST	\$139.00	BARLEYFEST
MERRILL HOCKEY ASSOCIATION	BARLEYFEST	10/25/2018	172	\$3,772.27	BARLEYFEST
MERRILL WATER UTILITY	SOCCER ASSOCIATION	12/10/2018	106-00943-00	\$69.42	55200-02-21000
MERRILL YOUTH HOCKEY	ARENA SIGNS	11/24/2018	174	\$800.00	55400-03-50000
MERRILL YOUTH HOCKEY	BARLEYFEST	10/30/2018	173	\$3,702.27	BARLEYFEST
MIDWEST COMMUNICATIONS	ADVERTISEMENT	10/15/2018		\$500.00	BARLEYFEST
NAPA AUTO PARTS	SURFACE COND PAD	11/2/2018	746513	\$22.48	55200-03-40000
NORTHWOODS NURSERY	TREES	10/31/2018		\$3,900.00	55200-08-9200
NORTHWOODS NURSERY	TREES - FESTIVAL GROUNDS	10/31/2018		\$3,600.00	FESTIVAL GROUNDS
NORTHWOODS NURSERY	TREES - HWY 64 EAST	10/31/2018		\$2,883.00	HWY 64 EAST
PREMIER	ADVERTISEMENT ON SIGNS	11/20/2018	10177	\$310.00	55400-03-50000
PREMIER	ADVERTISEMENT ON SIGNS	11/14/2018	10143	\$1,609.00	55400-03-50000
REINDL	RESERVATION FORMS	10/25/2018	147170	\$209.00	55300-03-41500
RIESTERER & SCHNELL	MOWER	11/1/2018	102482	\$17,663.11	CAPITAL EQUIPMENT
SUNRISE BROADCASTING	ADVERTISING	11/1/2018		\$762.00	55300-03-41500
SUNRISE BROADCASTING	ADVERTISING	11/1/2018		\$259.00	55400-03-41000
WALMART	CLEANING SUPPLIES	11/5/2018		\$36.98	55400-03-44000
WPS	MARC	12/3/2018	0405061701-00018	\$33.49	55200-02-22000
WPS	SMITH CENTER	12/4/2018	2536981381-00000	\$3,431.81	55200-02-21000

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How Milwaukee Saves Money by Turning Dead Trees into Urban Wood

Locally grown and sustainable

BY MARY SUSSMAN NOV. 13, 2018 3:09 P.M.

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PHOTO CREDIT: WISCONSIN URBAN WOOD

Growing out of the urban agriculture movement, “urban wood” is coming into its own. As the name might suggest,

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urban wood comes from trees grown in cities, not in forests. Trees removed from urban areas because of disease, damage or death are given a second life when they are sent to mills and then returned to cities as processed wood.

No one pays much attention to the more than 4,000 trees that are cut down by City of Milwaukee foresters annually. Before 2012, the downed trees were hauled to landfills for disposal, and the city paid landfill tipping charges. Since then, however, Milwaukee has been repurposing its downed trees. Today, the Milwaukee's annual haul of 2,500 tons of trees gets processed at Kettle Moraine Hardwoods, Inc. in Hartford, Wis., or at Bay View Lumber, says City of Milwaukee forestry services manager David Sivyver.

Architects and developers are beginning to use this processed urban wood with greater frequency. In the new Fiserv Forum, for example, 20,000 board feet of urban white oak was used in the concourses. American elm from urban areas in Wisconsin was used to build bookshelves and kitchen cabinetry in apartments (as well as decoratively in the lobby) of DoMUS—a new luxury apartment building built on the last developable parcel on Riverwalk's east bank. Developer Mandel Group, architect HGA and contractor C.D. Smith Construction shared the 2018 Wisconsin Urban Wood Utilization Award.

Saving Money and Finding Markets

Last year, the city estimated it saved about \$113,000 by repurposing its solid wood waste. Per ton, landfill costs run about \$48 for solid wood. “That’s a very real savings,” Sivyver says. “Just on the financial basis alone it’s worth doing.” “This issue of repurposing urban wood has been an

interest in municipal forestry for decades,” Sivyer continues. “I think it was the urban agricultural movement that really kind of stimulated some traction in this. This notion of people wanting to know where their food comes from and the food safety issue kind of bled into people having an interest in knowing where their wood came from and their concerns about moving products further distances than what are necessary.”

Scott Lyon, forest products specialist at the Wisconsin Department of Natural Resources, believes the market for urban wood is expanding and says that demand has been increasing in Milwaukee, Madison, Green Bay, Appleton and Eau Claire. He says Wisconsin is one of the leaders in urban wood utilization across the country.

“I know there are at least 30 companies in the state that are producing products out of urban wood,” says Lyon. “There is a need, however, to help end-consumers to understand the benefits and value of using urban wood.” He points out that wood in general is a renewable resource, unlike steel and concrete.

Building a market for the locally sourced wood is more of a challenge than finding sources for urban wood. “We’ve introduced a new kind of wood. It’s been a part of my effort as an advocate for Wisconsin Urban Wood and a business owner to introduce a new resource that comes with all kinds of benefits,” says Dwayne Sperber, owner of Wudeward Urban Forest Products and a founding partner of Wisconsin Urban Wood, a nonprofit focused on networking people and businesses that provide or use urban wood products and services in Wisconsin. Sperber says urban wood is creating local jobs, keeping emissions low and “helping us be good stewards of our forests.”

‘Changing Our Culture’

Like Lyon, Sperber sees demand increasing. “My customers are asking me for a responsibly sourced product,” Sperber says. “I think it’s pretty cool that in Milwaukee building and project needs are being fulfilled by a wood source that perhaps came from right down the street and that otherwise would have been wasted. This movement is changing our culture, just like recycling did.”

Milwaukee’s Sivyer credits Sperber with helping to build demand from architects for urban wood and helping to sustain a small industry. “There’s growth happening statewide and nationwide in urban wood utilization,” Sivyer says. “Hopefully, it’s on solid footing and is here to stay. It remains to be seen how much more demand will grow for wood products that people might buy for their homes. That hasn’t happened yet to any large degree.”

Kettle Moraine Hardwoods receives about 2/3rds of Milwaukee’s solid wood waste from the city’s north and central districts, Sivyer says. Kettle Moraine Hardwoods mills about 30-35% of that amount, with the balance going to lower-grade materials like wood chips, mulch or boiler fuel. The cut trees are stored in 30-cubic-yard containers, which, when filled, are hauled by a private contractor to Kettle Moraine Hardwoods.

Bay View Lumber (162 E. Lincoln Ave.) receives wood waste from Milwaukee’s southern district. Sivyer explains that Kettle Moraine has a large dry kiln which allows them to produce dimensionally stable lumber. Milwaukee has an arrangement with Kettle Moraine Hardwoods, which provides the city with dried wood on an as-needed basis for projects around town. Bay View Lumber has yet to install a dry kiln. It produces green cut lumber used in marine applications.

The increasing popularity in the Milwaukee area of urban wood for building material is a homegrown success story—

Making Your Community Forest-Friendly

A Worksheet for Review of Municipal Codes and Ordinances
August 2018

Produced by the Center for Watershed Protection

Funded by the USDA Forest Service

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PROTECTION**



This project was made possible through funding from the USDA Forest Service. USDA is an equal opportunity provider, employer and lender.





About the Forest-Friendly Code and Ordinance Worksheet

This worksheet was designed to help communities review and revise their development regulations, so that future projects conserve and protect valuable trees and woodlands and encourage new plantings. It provides a set of questions to help local officials determine whether local codes require, allow, or prohibit “forest-friendly” development practices. These practices were developed with input from subject matter experts including foresters, planners, transportation engineers, homebuilders, and fire administration representatives, to ensure that they maximize tree cover protection without compromising other goals, such as public safety, visibility, access, and economic value.

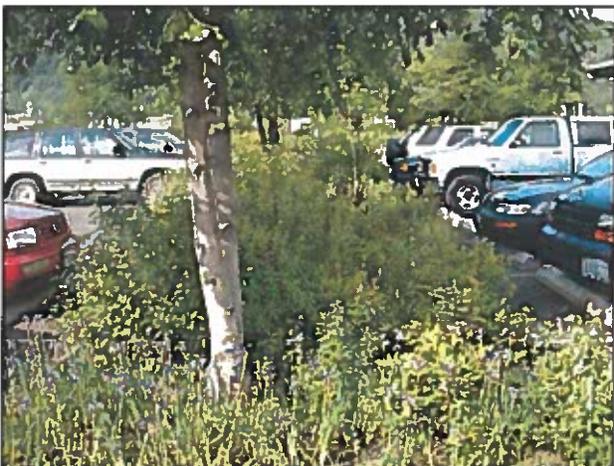
Following community “rules” for development often results in more pavement and fewer trees

Development regulations in many communities today have changed little since the post-WWII-era when mass production of homes was the norm. Using simple, uniform layouts in large tracts—called subdivisions—housing developments resulted in wholesale clearing and grading of forested areas, expansive parking lots, and excessively wide streets in residential areas. These regulations often acted as barriers to conservation of trees during development, even when developers wished to employ innovative or “green” techniques.

For example, local codes often specify minimum street widths that reflect a blanket application of design standards developed for high traffic volume streets. What this means is that even residential neighborhoods with little traffic end up with very wide streets that are designed for a much greater traffic volume. Constructing wider streets requires more clearing, limiting the ability to save existing trees along roadway edges. What green space does remain in the right-of-way is often planted with grass because it is too narrow to support healthy trees.

This assessment worksheet provides a tool to help bring trees and forests back into our neighborhoods

The following codes and ordinances are the most common ones influencing how much tree/forest protection and tree planting happens at a development site. Examples of how these regulations can promote forest-friendly practices are also identified.





Type of Code	Description	Example Forest-Friendly Elements
Zoning	Divides a jurisdiction into different districts, and defines rules for each regarding allowable uses, density, building footprints and height, signage, parking, setbacks, landscaping, and more	Allow “open space design” that does not require special approval; require trees to be part of all landscaping; set parking standards based on local demand; establish minimum width for parking lot islands to support large trees
Forest Conservation or Tree Protection	Requires conservation and protection of some portion of existing forest or trees above a certain size at development sites	Establish conservation thresholds and require planting if existing forest is minimal to none
Subdivision/ Land Development	Defines standards for elements of a subdivision, such as street widths and layout, right-of-way widths, turnarounds, utilities, driveways, sidewalks, and management of open space	Ensure that street and right-of-way widths are the minimum needed; require planting of street trees in a minimum 6 foot wide planting strip; establish a funding source for long term open space management
Riparian Buffer	Requires preservation of the forested riparian zone within a specified distance from the stream	Establish a minimum 100 foot buffer width and identify allowable and prohibited uses
Erosion and Sediment Control or Grading	Define requirements for clearing, grading, and erosion and sediment control	Limit clearing on steep slopes; set maximum area that can be cleared at one time; ensure that limits of disturbance are on plan and clearly marked at site.
Stormwater Management	Define requirements for post-construction management of stormwater runoff	Provide developers “credit” towards meeting stormwater requirements if they conserve existing forest or plant trees

Completing the Forest-Friendly Code and Ordinance Worksheet is the first step in changing what development looks like in your community. If the questionnaire seems overwhelming, you can pick just one section as a place to start, and work your way through the rest at your own pace.



Part 1: Introduction

“Forest-friendly” communities are those that protect trees and forests by:

1. Directing growth away from large, ecologically intact forest land using zoning, land use planning and Smart Growth techniques
2. Permanently protecting valuable forest land (e.g., riparian corridors) through purchase of land and conservation easements
3. Limiting overall forest loss during development through local regulations that:
 - a. Limit clearing of trees and forests
 - b. Require forest conservation
 - c. Require forested stream buffers
 - d. Promote open space development
 - e. Protect trees during construction
 - f. Provide stormwater credits for planting and tree conservation
 - g. Require tree planting as part of landscaping requirements
 - h. Require tree planting on Brownfield sites, agricultural land and vacant sites where old structures have been removed
4. Developing programs for community reforestation of public lands, providing incentives for planting trees on private property, and establishing municipal tree programs that support the long-term maintenance of the urban forest.
5. Promoting sustainable forest harvesting activities and management on working forest lands

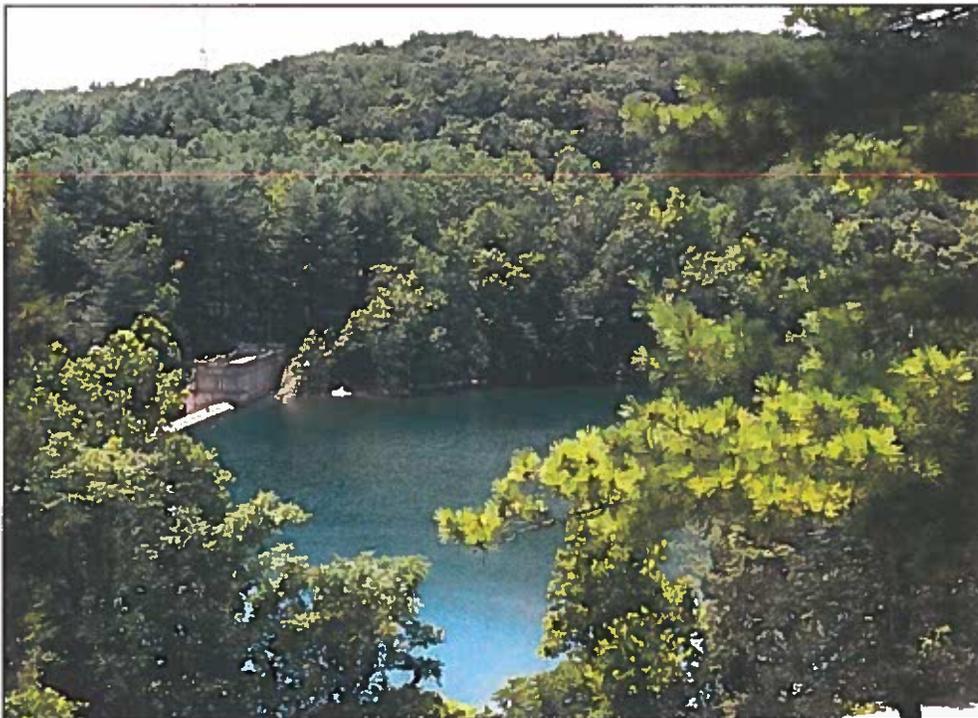


Figure 1: Land use planning and zoning in Baltimore County help to direct growth away from important forest lands such as those surrounding the County's water supply reservoirs.



Figure 2: The Oak Terrace Preserve community in North Charleston, SC employed forest-friendly site design techniques that allowed existing mature trees to be preserved and protected.



Figure 3. Increases in urban tree canopy can be achieved through programs for reforestation of public lands, such as the Town of Leesburg, Virginia's efforts to reforest dry ponds.



In most communities, a complex network of municipal plans, programs, and policies shape how much tree cover is present, and also influence the health and longevity of the urban forest. Table 1: *Key Municipal Plans, Programs and Policies to Promote Tree Protection and Planting* presents the vast menu of tools that municipalities can use to influence tree cover and health in their communities, while also addressing other local needs.

Part 2 of this document, the *Forest-Friendly Code and Ordinance Worksheet*, focuses on the highlighted elements in Table 1—namely, regulations that govern local site development. A worksheet is provided for review of your community’s local development codes and ordinances to see how well these regulations reduce forest loss during development and encourage tree planting using best practices to promote tree growth. The worksheet can be used by municipal staff, non-governmental organizations and others who have an interest in promoting forest-friendly practices to evaluate their municipal development regulations and identify specific areas of improvement.

Part 3 of this document, *Urban Forestry Best Practices and Resources*, provides additional resources, ideas, and guidance for developing a community forestry program beyond the regulatory changes addressed in the Forest-Friendly Code and Ordinance Worksheet. See the [Vibrant Cities Lab website](#).

Table 1. Key Municipal Plans, Programs and Policies to Promote Tree Protection and Planting (Adapted from the [Vibrant Cities Lab](#))

Policy	More Information	Examples
Comprehensive plans	The comprehensive plan—yours may be called a general plan or master plan—is the foundation policy document for local governments. They’re called “comprehensive” because they address many different community concerns—from land use and transportation to school boundaries and public health. These kinds of plans help guide specific policy decisions for a decade or more.	Include a natural resources element that identifies priority areas for protection; link to transfer of development rights program
Stormwater, water quality and watershed plans	Because of Federal and state requirements, your community almost certainly works under a similar plan or set of plans	Implement a municipal street sweeping or curbside leaf pickup program
Green infrastructure plans	The best begin with a comprehensive assessment of needs and wants, then proceed to lay out the case for why green infrastructure (including forestry) should be implemented, its costs and benefits. All crafted with the best available science at the core.	Identify priority tracts for conservation and priority planting sites; offer incentives for forest conservation such as property tax reduction



Policy	More Information	Examples
Transportation plans	Streets and roadways constitute the largest share of publicly-owned and controlled land. Consequently, they're one of the best places to implement municipal urban forestry plans. Many communities integrate green and gray infrastructure as part of their stormwater management on public streets.	Incorporate "green street" designs that use trees and other vegetation to reduce runoff
Sustainability plans	Many communities—large and small—have developed multi-dimensional sustainability plans. Virtually all embrace protecting and enhancing the natural resources that make urban spaces livable.	Adopt green purchasing policies that reduce environmental impact (e.g., FCS wood products, recycled paper)
Watershed plans	The most useful watershed plans transcend urban and rural boundaries. Viewing the watershed as a whole (i.e. "everybody lives downstream from somebody else") enables planners to evaluate the impact of site-specific interventions, including urban forests.	Estimate forest loss with future watershed buildout; offer incentives to private landowners for tree planting (e.g., tree giveaways)
Disaster, hazard mitigation and climate adaptation plans	Particularly for cities subject to severe weather events, these types of plan—while aiming at resilience—also offer a framework to establish goals and develop policies to protect natural resources. Urban forests almost always can play a significant role in stormwater management and, to a lesser but still relevant extent, in flood control.	Consider how changes in expected rainfall and temperature may influence future species selection for planting projects
Stormwater ordinances	Though often constrained by state BMP manuals and other state or Federal rules, modifying your stormwater ordinances to incorporate trees and other forms of green infrastructure may be the most direct route to achieving your goal.	Provide stormwater credits for tree conservation and planting
Zoning, development, site and subdivision design ordinances	Whichever of these regulatory approaches one chooses, by applying low-impact design principles, communities can exercise significant influence on the extent of impervious cover in new developments and the practices required to manage on-site stormwater.	Allow open space subdivisions
Tree protection ordinances	These often form the core of a community's urban forestry efforts—setting standards for tree removal, replacement and for protection of trees during construction.	Protect the critical root zone of trees to be preserved during construction



Policy	More Information	Examples
Urban forestry practices and protocols	These can include a wide range of tools—guidelines, ordinances, laws, regulations—concerning such things as public agency cooperation, green industry collaboration, cooperative arrangements with utilities, protection and preservation of large and/or private trees, use of native species, planting requirements, preferred soil specification, etc.	Outreach to forest landowners about management; ensure forestry activities are required to have an effective timber harvest plan that is reviewed/ approved by the municipality
Urban forestry budget and staffing	With a budget in place and protected, adequate staffing is essential for making progress toward a sustainable urban forest. Of course, municipal capacity can get a tremendous boost from independent nonprofits, community groups, and individual volunteers. And increasingly, formal arrangements with commercial contractors can be an economical way to supplement or even substitute for municipal staff. Without line items in the city budget, urban forestry activities are apt to be haphazard at best.	Dedicate source of funding for program; employ an arborist or urban forester to oversee the program; get assistance from local tree board or commission
Urban Forestry Maintenance Plans	These plans address operational processes involving individually managed trees on public property such as streets, recreation centers, and other public places.	Include periodic inspection of trees to evaluate health, pests and disease, potential risks, etc.
Regional and statewide plans and regulations	These could include existing plans or planning processes directly or indirectly related to aspects of the broader urban forest, such as open space, recreation trails, economic development, etc.	Collaborate with land trusts to acquire critical forested properties
Capital project plan and construction review	Charlotte, North Carolina for example requires sign-off (literally) from their urban forestry staff at every stage of every capital project. Needless to say, this makes it (much) easier to ensure natural elements are included in site and building plans.	Require review and approval of urban forestry staff for all projects
Neighborhood redevelopment projects	Many cities—small and not-so-small—are rebuilding themselves. Often, when large sites (even entire neighborhoods) are slated for renewal, many different municipal departments can come together to plan for a greener setting with more natural landscapes—satisfying many different objectives at once. Bonus: different agencies have their own funding streams that can contribute to the cost of the project.	Offer incentives for redevelopment to prevent forest loss on greenfield sites

SKATE PARK SPECIAL MAYOR'S COMMITTEE

November 26th, 2018

The Merrill Skate Park Special Mayor's Committee met on Monday, November 26th, 2018, at 4:00 p.m. in the Council Chambers at the Merrill City Hall.

Members Present: Dan Wendorf, Kyle Gulke, Ryan Bartz

Members Absent: Shawn Molley, Justin Novitski, Kate Baker

Visitors Present: Heather O'Neill, Jon Kurth, MP3, Paul Russel, Dave Sukow, Dave Johnson

Wendorf called the meeting to order at 4:00 p.m. Wendorf also noted that there was not a quorum present so the Committee will only have discussion.

The first item on the agenda was to discuss minutes. There was no discussion on the minutes from the previous meeting. Minutes will be approved at the next scheduled meeting.

The next item was public comment. Heather O'Neill asked what the status was of the skate park due to the potential budget veto and uncertainty throughout the community. Wendorf stated that he would clarify that question on the next agenda item.

The next item on the agenda was to update the Committee on the 2019 Budget process as it relates to skate park design funding. Wendorf began the discussion by saying the 2019 Budget was approved, then vetoed so all projects were not finalized yet. Mayor Woellner was in attendance and Wendorf asked him if he would mind summarizing where things were at for the 2019 Budget. Mayor Woellner then confirmed the 2019 Budget was vetoed and would be discussed at a Special Meeting on 11/28. He said that he didn't have any concerns with the Skate Park Design as it relates to being funded because he has not heard any issues from anyone on it. Wendorf mentioned that it was important to keep the funding for the project because of the momentum that has been achieved, as well as the popularity of the skate park. Wendorf said it was one of the top 2-3 items mentioned on the survey when we went through the Outdoor Recreation Plan a year ago.

The next item on the agenda was to discuss feedback and receive direction on the design options that were provided at the previous meeting from Spohn Ranch. Wendorf began the discussion by reminding everyone that these were the designs that were offered for free by them to get us started on design discussion and the ideas were provided by the Committee. Wendorf also asked if anyone had the opportunity to study it further and talk with other skaters for their feedback. Bartz said that he will begin reaching out to skaters in our community and other communities to discuss things they like about the plan as well as things they would like to see added/changed. He said personally he would like to see a few things added to the design. He would like some of the features to have more than one purpose as well as be able to be skated different ways by skaters of different ability levels. Wendorf asked Jon Kurth what he had gleaned from his experience and discussions with the skaters he deals with on a daily basis. Kurth said that designs are trending to 75% plaza style blended with 25% transition style. He stated that by designing mostly plaza and having the natural/street look, and designing the transition portion around that it makes for a more well-rounded skate park. O'Neill agreed with Kurth and said she would

like to see a skate path surrounding the park with curved banks. She said it would be more inviting to advanced and beginner skaters and would blend the park nicely for a better experience for all. Kurth also mentioned that parks are going with smaller obstacles because of their multi-use capabilities. Gulke said that Merrill is also known as the cordwood capital and it would be nice to try to incorporate some type of cordwood features into the design as well to honor that heritage here.

The next item on the agenda was to discuss design process and timeline. Wendorf stated that he has talked with the representative from Spohn Ranch to keep him informed of our progress and would like to begin working with them once the 2019 Budget is finalized. He said even though it appears everything will be fine, he was not comfortable moving forward until our funding is 100% confirmed. Wendorf also stated that the way he sees it moving forward is to meet one more time after funding is approved to make sure that everyone's vision is captured as best as possible before starting conversations with designer. He also said he would like as much experience as possible in the room when the conversation begins and invited Kurth and O'Neill to join the design team. Wendorf said once the design team has its first discussion with the designer, it will take them some time to develop a first draft and deliver that to the Committee. When that is in hand, we will reconvene to review and discuss and share with the public to see what everyone thinks. After having that discussion and receiving feedback, the design team will go back to the designer and request changes to the design (as many drafts as it takes) until we have exactly what we want. The one thing that is going to come into play, obviously, is going to be having a design that meets our needs/wants as well as what we feel we can afford to pay for and maintain. O'Neill suggested that once the design is at its final stage we have it reviewed by the Tony Hawk Foundation. She said they have a group of professional skaters that are extremely knowledgeable and will review the plan for free. Everyone on the Committee felt that was a very good idea.

The next item was public comment. Wendorf thanked everyone on the committee for their hard work as well as Kurth and O'Neill for sharing their passion and expertise for this project. Wendorf said we are all very fortunate to have them involved in this.

The next item on the agenda was to establish date, time, and location for the next meeting. Wendorf asked the Committee what they thought and that the budget could/should be finalized at the 12/11/18 Council meeting and suggested having the meeting on 12/17 to begin information collection for the design discussion with Spohn Ranch. Everyone agreed with that so the meeting is scheduled for 12/17/18 at 4:00 p.m. in the Council Chambers at the Merrill City Hall. Wendorf said that if something changes, or the 2019 Budget is not approved for some reason at that point, they will adjust the meeting accordingly.

Due to lack of quorum, the meeting was not adjourned – just finished discussion at 4:52 p.m.

Dan Wendorf
Recording Secretary



December 2018 Parks & Recreation Director's Report

Parks: It has been a fairly short time since our last meeting, but over the past few weeks we have been quite busy. We had to pause the Athletic Park light project temporarily due to soft ground conditions for the past few weeks. But with the weather changing to consistently mid-winter cold and having frost built up enough to strengthen the ground, the light project is planned for continuation next week. Van Ert was able to finish all underground power trenching to each location and terminations so all that is left is to drill down all light bases, let them set up, then return to set poles on top of them with lights and test them after all wiring is completed. As previously mentioned, to save money, our crew is removing the poles and lights that they removed. I asked Van Ert to simply drop them where they were and leave them so we could take care of them. It shouldn't be much longer and that project will be complete. Stange Park project is also nearing completion. Our crew was able to finish the basketball hoops as well as the bridge removal. We are in the process of freezing the path down to that far bridge so that Custom Manufacturing can get there without any turf damage and offload the one piece bridge directly onto the new site that the old bridge once stood. I am working with them currently to set up the best time to bring it up and get it on the ground. With the early cold weather and frost, it is looking like we are going to have to do our site restoration/turf work/backfilling in the spring. We have to back fill around the entire new parking lot, basketball courts, drive up to new shelter, as well as all top soil work around the new shelter when things are not frozen anymore. The guys have had to do some snow removal on a few occasions already and things are going well with our equipment. We have also started laying some base water coats down on our outdoor rinks. This will allow us to get rinks set up quicker when the weather decides to level out more consistently (which is looking almost like right now). Just to update you all, the 2019 City Budget was approved at the 11/13/18 Common Council Meeting then later vetoed by the Mayor. There will be a Special Council Meeting on 11/28 that we are all required to attend to revisit the budget. I will have a verbal update for you at our December Commission meeting. It is looking like the budget will be re-worked and potentially finalized at the 12/11/18 regularly scheduled Common Council meeting. We had a Skate Park Committee Meeting on 11/26/18 at the City Hall and had very good discussion once again. I have included the minutes of that meeting for you to read.

Forestry: Our crew finished planting all of our 150 fall trees and they did a tremendous job as usual. I would like to thank them, as well as the Street Department for providing us with one person to help, and using some of their equipment to help with the process. I do need to say that it has been wonderful over the past few years to have full cooperation from the Street Department (and all other departments). The interdepartmental cooperation we all have right now is tremendous, and I cannot thank other departments and their leaders enough. The Street Department is starting to catch up on our tree prunings and removals, which is good and will get us caught up hopefully by the end of the year or early next. I have started the tedious task of working on our 2018 Tree City USA Certification. As always, we meet all of their qualifications with ease and if approved again, we should be able to achieve Tree City USA status for our 33rd year! I am also excited to inform you that our current timber sale/harvest is going to begin very soon. Our logging company is beginning to freeze their roads/routes at the City

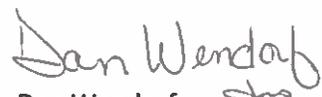
Forest right now and will begin the harvest as soon as possible. This is great news because it means that we will see that revenue, and it allows us to get going on the next sale that Rich talked about at the last meeting.

Recreation: We are still receiving registrations for our winter recreation program, Little Dribblers Youth Basketball. Thus far, our numbers are doing alright. As always we will continue to promote to get as many youngsters involved as we can. As always, this time of year we are beginning to lay out our 2019 spring/summer/fall recreation programs. There are a tremendous amount of details that need to be worked on for all programs and this is a great time to work on that. We are fortunate that Dawn does such a wonderful job laying all of these things out and getting things prepared for late winter/early spring. By being ready early each year it allows us more time to promote our programs and participation for the upcoming season.

Smith Center: Our ice season is off to a great start once again. We have been having some issues with one of our dehumidifiers that is on our 2019 equipment replacement schedule (that is not funded yet officially). Looking at where we are in the season, and having to bid the project out, it wouldn't be until February at the earliest that we could replace them. . . but one of them needs to be accessed from the ice so it would be more like after ice is out. So we decided to try to repair the compressor in the one and it was fixed. Shortly after it was fixed, the bearings in the motor went so we are down one dehumidifier as we speak. We are researching a few options and will figure out a cheap solution to get us by long enough to replace them. Our rubber flooring request that was reduced from \$17,000 to \$5,000 (not including contributions from MYHA and MIR) will have to wait until the 2019 budget is approved as well. Once that is approved we do have enough money to purchase the flooring but will have to do the install ourselves and strip the paint off the existing floors first. Our main ice user groups are doing well and the Learn to Skate Program (joint effort between Merrill Youth Hockey, Merrill Ice Reflections, and our department) is off to a record breaking start. They have been averaging over 75 participants through their first few sessions which is great. It is a great way to introduce children to skating and making them feel comfortable on the ice. Our public skates have been very well attended as well this year, we have scheduled more of them to fill in some of the gaps that we did have in our ice schedule. So far everyone has been appreciative of our wider variety of public skate times and opportunities. We will also be hosting our annual Breakfast with Santa in the Community Room on December 8th from 8:00 a.m. until 11:00 a.m. so please bring your family out to enjoy our popular holiday event.

Note: As always I like to finish my last board report of each year by thanking everyone for their part in our department's success. We had another fantastic year in 2018 and it is due to all of our tremendous staff members, full and part time. We have a lot of things we are responsible for on so many different spectrums and each and every year, with the help of our staff members, are able to keep our parks beautiful and programs popular. That is a testament to everyone associated with our department and I would like to publicly thank them for all that they do!! Happy Holidays to you all!

Respectfully Submitted,



Dan Wendorf
Parks & Recreation Director
City of Merrill