CITY OF MERRILL

Parks & Recreation Dept. - Smith Center
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JUNE MEETING NOTICE

The Merrill Parks and Recreation Commission will have a Joint meeting between Parks & Recreation Commission and the Mayor's Special Skate Park Committee on **Wednesday, June 5, 2019** at **4:15 p.m.,** at the **Smith Center.**

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. Discussion on potential future skate park design with Vince Onel from Spohn Ranch Skate Parks.
5. Continued discussion on potential trail from Prairie Trails to the River Bend Trail.
6. Monthly reports.
7. Set date for next meeting.
8. Public comment
9. Adjournment

Submitted by
Dan Novitch
dms
Dan Novitch, Chairperson
Parks and Recreation Commission

The Smith Center is accessible to the physical disadvantaged. If special accommodations are required, please contact the Smith Center at 536-7313.

PARKS AND RECREATION COMMISSION

May 1, 2019

The Merrill Parks and Recreation Commission met on Wednesday, May 1, 2019 at 4:15 p.m. at the Smith Center.

Members Present: Kyle Gulke, Brian Artac, Dave Sukow, Kate Baker, Jean Ravn and Dan Novitch.

Members Excused Absent: Joan Tabor

Department Staff Present: Dan Wendorf and Dawn Smith

Visitors: City Administrator Dave Johnson, Mayor Derek Woellner, Judy Sukow, Sharon Anderson, and MP3:

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

***Carried unanimously.

***Motion by Artac, seconded by Ravn, to approve the claims from April.

Wendorf stated that the water bill for Normal was an overcharge for a running water order and money will be credited back.

***Carried unanimously.

Public Comment:

Sharon Anderson, 1200 A Johnson Street. Sharon stated that she is happy to see that the Park and Recreation Department is looking at expanding the trails in town. Sharon stated that when the River Bend Trail Committee applied for grants there was a proposal to extend the trail over to Prairie Trails. Sharon also stated that she would like to see the Aquatic Center start up lap swim for adults in the morning prior to the pool opening.

The next item on the agenda was to elect City Plan Commission Representative. Gulke questioned how long the term was to be the City Plan Commission Representative. Mayor Woellner stated you could set the term for however long you wanted to.

***Artac made a motion, seconded by Baker, to have a 1 year term set with a renewal yearly.

Sukow stated he did not think that would work because the City Plan Commission does not meet every month and it takes a while to familiarize with how things work. Sukow stated that he feels you should remain on the City Plan for a three year term.

Baker withdrew her second and agreed with Sukow.

Sukow made a motion, seconded by Baker to nominated Kyle Gulke to the City Plan Commission for a three year term ending May 1, 2022.

***Carried unanimously.

The next item on the agenda was to discuss idea of potential pedestrian path to connect Prairie Trails to the River Bend Trail. Wendorf stated that he had come up with this idea pre River Bend Trail back in 2005-2006. Wendorf stated that with all the trails in Merrill, none of them connected to each other, he thought it would be a good idea to kind of create a "green circle" like the Stevens Point area had. Wendorf explained that it would not cost a lot to complete this part of the trail since the city owns a lot of the land where the trail would be going. After some discussion Novitch requested that Wendorf keep the commission updated on any potential progress.

The next item on the agenda was continued discussion on 2020 Capital & Operating Budgets. Wendorf stated that they will be finding out soon when the final requests need to be handed in for the budget. Wendorf reviewed the Capital Items again for everyone and went through, in detail, the 2020 requests. Baker asked if the form could be organized differently and volunteered to lend a hand to show her idea. Wendorf suggested keeping all of the items the commission has discussed in the 2020 request. Ultimately its up to the City Council to approve/not approve. Gulke suggested giving the trail from Prairie Trails to Riverbend trail a higher priority & potentially moving it up the timeline.

The next item on the agenda was monthly reports. Wendorf asked if anyone had any questions. Wendorf stated that today was the first day of park opening.

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

***Carried unanimously.

The next regular meeting is scheduled for Wednesday, June 5, 2019 at 4:15 p.m. at the Smith Center, Wendorf requested that this be a joint meeting between the Skate Board Park Committee and Park and Recreation Commission because there will be a representative here from Spohn Ranch for the design of the skate park.

Public comment: Dave Sukow stated that all the meeting after the June meeting should be held at the Merrill City Hall. Sukow feels that without the use of microphones it will be hard for people to hear the meeting when they look back online at them. Anderson stated that she could not hear most of the meeting and she was only sitting a little ways away from the table. Anderson also commented that if you want people to bike at the Prairie Trails park the paths should be blacktopped otherwise they are hard to ride on.

***Motion by Ravn, seconded by Artac to adjourn at 5:30 p.m.

***Carried unanimously.

Dawn Smith
Recording Secretary

		MAY			
AA LOCK SERVICE	KEYS FOR ENTRY WAY	4/25/2019		$175.00	55200-03-40000
AA LOCK SERVICE	KEYS FOR ENTRY WAY	5/1/2019		$135.00	55300-03-41500
AA LOCK SERVICE	KEYS FOR ENTRY WAY	5/8/2019		$120.00	55300-03-41500
ACE HARDWARE	SINGLE CUT KEY	4/26/2019		$45.84	55300-03-41500
ACE HARDWARE	PARTS FOR SHOP	4/22/2019		$15.16	55200-03-40000
ACE HARDWARE	LED PLUG	4/23/2019		$35.97	55200-03-50000
ACE HARDWARE	SOAP DISPEN. FOR SMITH CENTER	5/3/2019		$389.70	55400-03-5000
ACE HARDWARE	PRESSURE WASHER	5/3/2019		$229.99	NON LASPE ACCOUNT
ACE HARDWARE	TOILET BOWL CLEANER	5/3/2019		$35.88	55200-03-40000
ACE HARDWARE	STAPLES	5/9/2019		$1.79	55200-03-10000
ACE HARDWARE	CLEANER - TOILET BOWL	4/29/2019		$4.98	55200-03-40000
ACE HARDWARE	CLEANER	5/1/2019		$4.99	55200-03-40000
ACE HARDWARE	DEADBOLT	5/7/2019		$35.98	55200-03-50000
ACE HARDWARE	KEY	5/8/2019		$7.96	55200-03-40000
ACE HARDWARE	DOOR STOP	5/9/2019		$35.97	55200-03-50000
ACE HARDWARE	SPRAYPAINT/SANDPAPER	5/9/2019		$22.95	55200-03-43000
ACE HARDWARE	FASTENERS	5/9/2019		$0.34	55200-03-40000
ACE HARDWARE	ACE BAG	5/6/2019		$8.99	55200-03-40000
ACE HARDWARE	SOAP DISPEN AND TOILET CLEANER	5/3/2019		$655.57	55200-03-40000
ACE HARDWARE	LIME RUST	5/15/2019		$5.99	55420-03-50000
ACE HARDWARE	MR CLEAN ERASER	5/15/2019		$19.93	55420-03-50000
ACE HARDWARE	ADHESIVE	5/15/2019		$11.98	55200-03-40000
ACE HARDWARE	TIES	5/20/2019		$24.96	55200-03-40000
ACE HARDWARE	ACE PSTP SPRAY	5/21/2019		$4.99	55200-03-43000
ACE HARDWARE	HOOK/HINGE	5/21/2019		$12.44	55200-03-50000
ACE HARDWARE	WIRE SHELF	5/17/2019		$54.97	55420-03-40000
ACE HARDWARE	TRASH CANS	5/16/2019		$49.98	55200-008-91000
ACE HARDWARE	TROWL	5/24/2019		$14.98	55420-03-50000
AJ CONTRACT SERVICES	POOL CHEMICALS	5/17/2019	35512	$4,788.00	55420-03-40000
ALL AMERICAN CIRUS	REFUND SECURITY DEPOSIT	5/3/2019	VOUCHER	$100.00	10-21-71000

AMAZON	DESK TOP	4/22/2019	111-41736510677823	$99.99	55400-03-10000
AMERICAN WELDING	CYCLINDER RENTAL	4/30/2019	6309873	$67.05	55300-03-41500
AMERICAN WELDING	CYCLINDER RENTAL	4/30/2019	6309334	$49.65	55200-02-15000
BAJA'S	AQUATIC SHIRTS/SUMMER PLAY	5/24/2019	17735	$414.00	55300-03-41500
BAUMGART WASTE REMOVAL	WASTE HAULING	5/2/2019		$148.00	55400-02-23600
BRANDT EXTINGUISHERS	ANNUAL INSPECITON	5/19/2019	10928	$126.25	55200-02-15000
BRICKNERS PARK CITY, INC	PARKS TRUCK PLOW	5/16/2019	124031	$6,381.00	CAPITAL EQUIPMENT
BRITTANY SOYK	PARK SECURITY DEPOSIT	5/14/2019	VOUCHER	$50.00	10-21-7200
CINTAS	UNIFORMS	4/18/2019	4020253044	$83.19	55200-03-46000
CINTAS	UNIFORMS	4/25/2019	4020677695	$83.19	55200-03-46000
CINTAS	MOPS/MATS	5/9/2019	4021620145	$189.90	55400-02-23250
CINTAS	UNIFORMS	5/2/2019	4021120872	$91.81	55200-03-46000
CINTAS	UNIFORMS	5/9/2019	4021628184	$91.81	55200-03-46000
CINTAS	UNIFORMS	5/16/2019	4022018048	$91.81	55200-03-46000
CINTAS	UNIFORMS	5/23/2019	4022504003	$71.18	55200-03-46000
COUNTY MATERIALS	RIVER BEND TRAIL	5/16/2019	3234412-00	$249.00	NON LASPE ACCOUNT
ENVIRONMENTAL CHEMICAL	SEALANT	4/24/2019	3430	$295.15	55200-08-91000
ENVIRONMENTAL CHEMICAL	TURF KING	4/24/2019	342	$489.75	55200-08-91000
FASTENAL	PARTS FOR SHOP	5/7/2019	107833	$205.24	55200-08-91000
FASTENAL	STEEL BANDED EARMUFF	5/24/2019	108173	$42.54	55200-03-40000
FASTENAL	PARTS FOR SHOP	5/10/2019	107925	$790.02	55200-08-91000
FEGERGUSON	SHOWER HEAD	5/7/2019	105637	$82.30	55200-03-50000
FERGUSON ENTERPRISES	LIFE WATER WATER BUBBER	4/17/2019	105637	$53.55	55200-03-50000
FERGUSON ENTERPRISES	PARTS FOR SHOP	4/25/2019		$360.00	55200-03-40000
FERGUSON ENTERPRISES	PARTS FOR SHOP	4/2/1949	4976045	$95.82	55420-03-50000
HORST	SPRING	4/30/2019	77689-000	$125.58	55200-03-50000
JEFF KLEINSCHMIDT	SECURITY DEPOSIT	5/30/2019	VOUCHER	$50.00	10-21-7200
LINCOLN COUNTY HEALTH DEPARTMENT	POOL - PUBLIC	6/30/2019		$165.00	55420-03-40500
LINCOLN COUNTY HEALTH DEPARTMENT	WATER SLIDES	6/30/2019		$275.00	55420-03-40500
LINCOLN COUNTY HEALTH DEPARTMENT	WATER ATTRACTION	6/30/2019		$192.00	55420-03-40500
LINCOLN COUNTY HEALTH DEPARTMENT	RESTAURANT - PREPACKAGE	6/30/2019		$105.00	55420-03-40500

LINCOLN COUNTY HEALTH DEPARTMENT	WATER SLIDES	6/30/2019		$275.00	55420-03-40500
MERRILL ACE HARDWARE	SPRAY	4/12/2019		$19.96	55200-03-40000
MERRILL ACE HARDWARE	TISSUE DISP.	4/10/2019		$153.93	55200-03-40000
MERRILL DISTRIBUTING	TISSUE TOILET	4/16/2019	1483591	$500.00	55200-03-40000
MERRILL GLASS	GLASS WINDOW AT LIONS/KITCH	4/29/2019		$298.58	55200-03-50000
MERRILL HIGH SCHOOL BAND	SECURITY DEPOSIT	5/30/2019		$50.00	10-21-7200
MERRILL WATER UTILITY	ATHLETIC PARK	5/10/2019	222-26940-13	$167.92	55200-02-21000
MID WISCONSIN	SODA FOR AQUATIC CENTER	6/13/2019	2603338	$253.90	55420-03-40100
NAPA	BALL MT-POW	5/16/2019	777109	$68.30	55200-03-40000
NAPA AUTO PARTS	ADJTRI BALL RC HITCH	5/3/2019	774740	$165.19	CAPITAL NEW TRUCK
NAPA AUTO PARTS	REDUCER SLEEVE	5/3/2019	773832	$29.99	CAPITAL NEW TRUCK
NAPA AUTO PARTS	TRAILER BALL	5/21/2019	777960	$61.21	55200-03-40000
PETERSON BROS SAND AND GRAVEL	CONCRETE SAND	5/1/2019	13738	$200.00	55200-08-91000
PHYSIO-CONTROL, INC	INFANT PADDLES	5/17/2019	22366301	$197.20	55420-03-50000
PREMIER	DASHER BOARD	4/25/2019	10663A	$205.00	SMITH CENTER AD ACCOUNT
RTL ELECTRIC	NORMAL PARK CENTER	4/22/2019	62912	$164.69	55200-03-50000
RTL ELECTRIC	SMITH CENTER	4/22/2019	6122	$805.64	55400-08-82000
SAMS CLUB	MEMBERSHIP	5/3/2019		$45.00	55200-02-15000
SARA WEGNER	SECURITY DEPOSIT	5/30/2019	VOUCHER	$50.00	10-21-7200
SERVICE MOTOR COMPANY	COVER DUST	5/13/2019	5329	$40.70	55200-03-50000
SOUTHSIDE TIRE	TRUCK TUBE/TRACTOR TIRE	3/10/2019	399109	$383.24	55200-02-15000
SOUTHSIDE TIRE	SERVICE CALL BOOM TRUCK	3/10/2019	399109	$383.24	55200-03-50000
STREICH EQUIPMENT CO	SIGNS	4/16/2019	106160	$19.60	55200-03-40000
SUNRISE BROADCASTING	ADVERTISING	5/1/2019		$249.00	55400-03-41000
WMS AQUATICS	CALCITROL WATER SLIDE	5/9/2019	2848	$274.90	55420-03-50000
WPS	MARC	6/5/2019	0405061701-0003	$1,707.55	55200-02-21000
WPS	MARC CONCESSIONS	6/12/2019	0405061701-0011	$121.91	55200-02-22000
WPS	MARC	6/12/2019	0405061701-00018	$59.85	55200-02-22000

SPOHN RANCH

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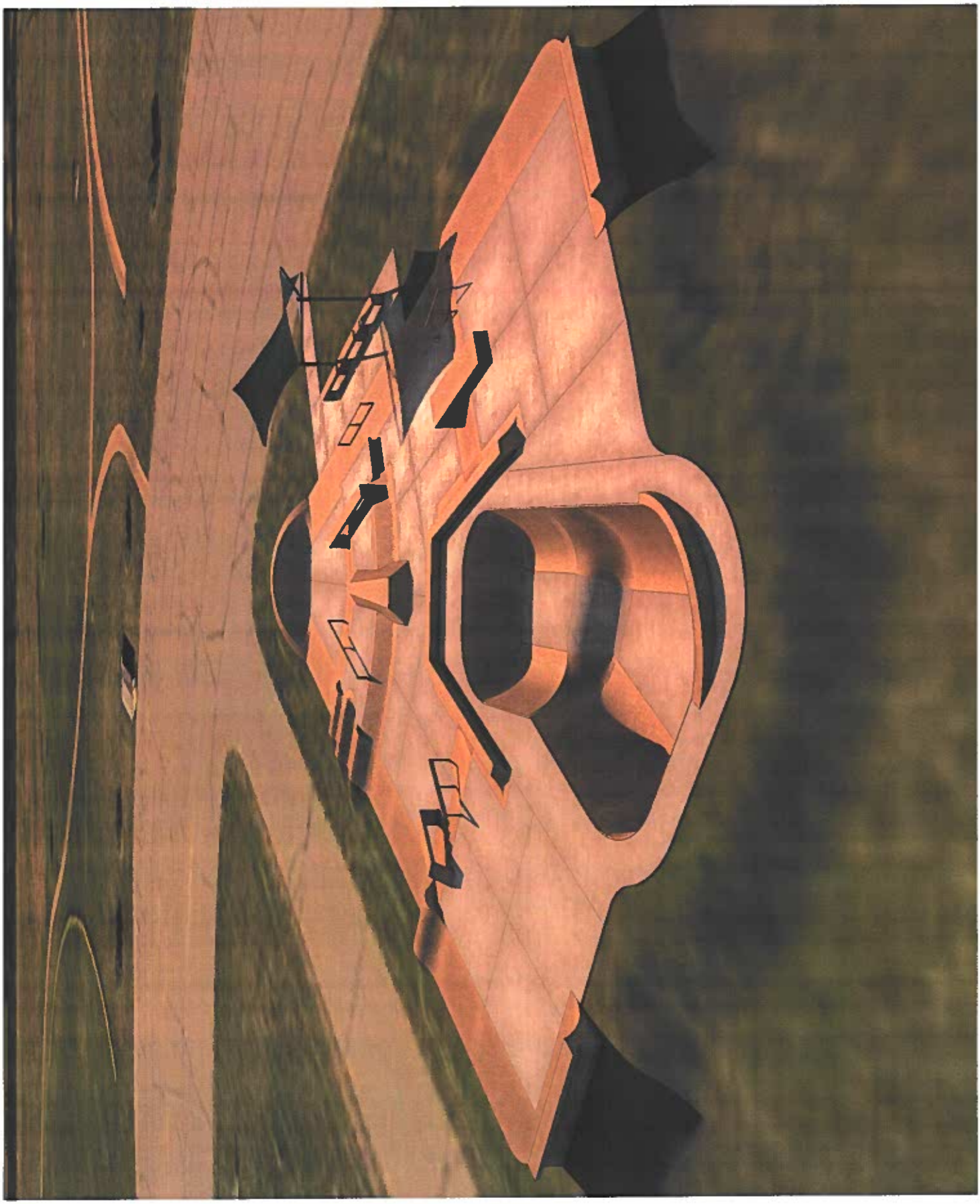

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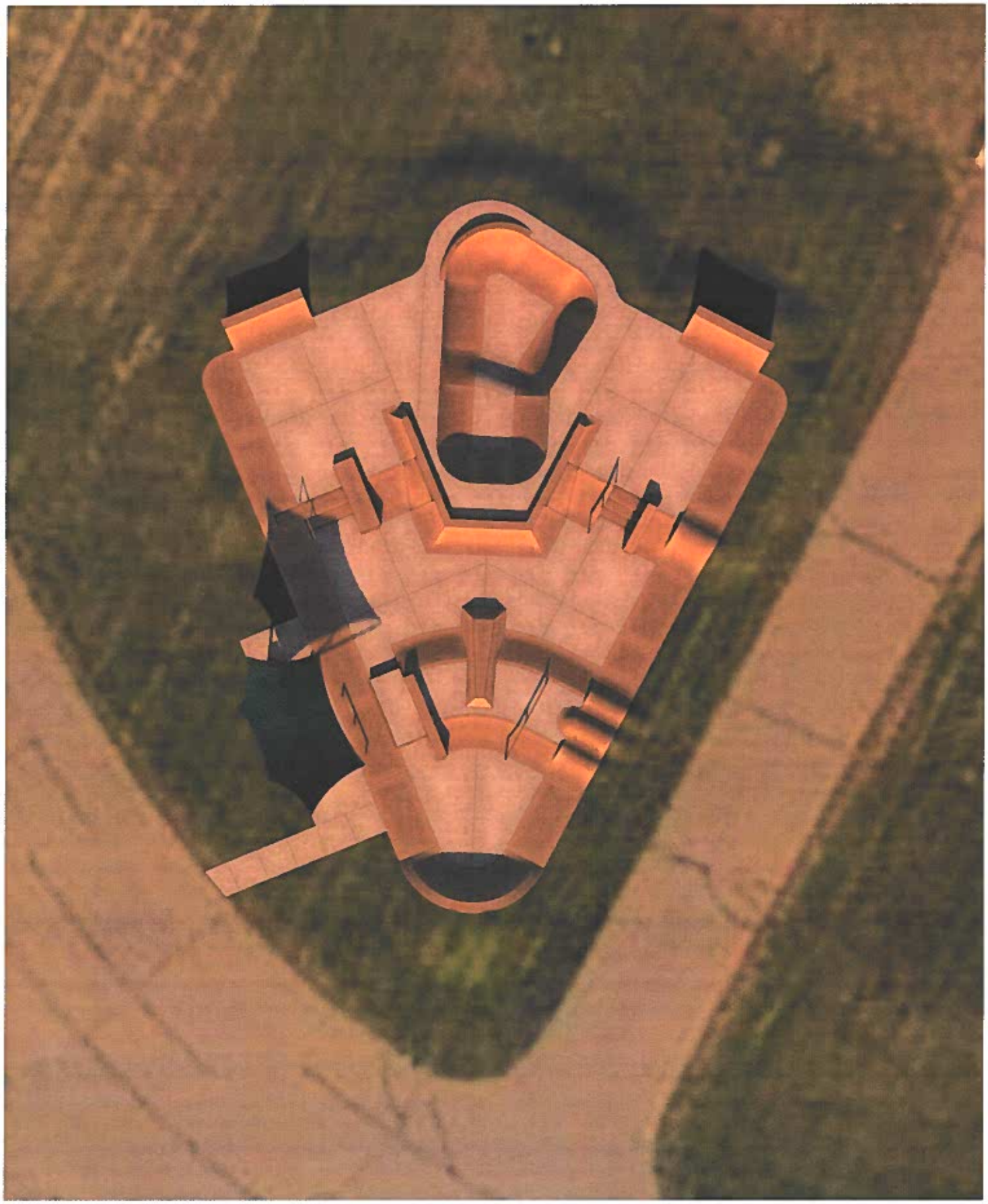

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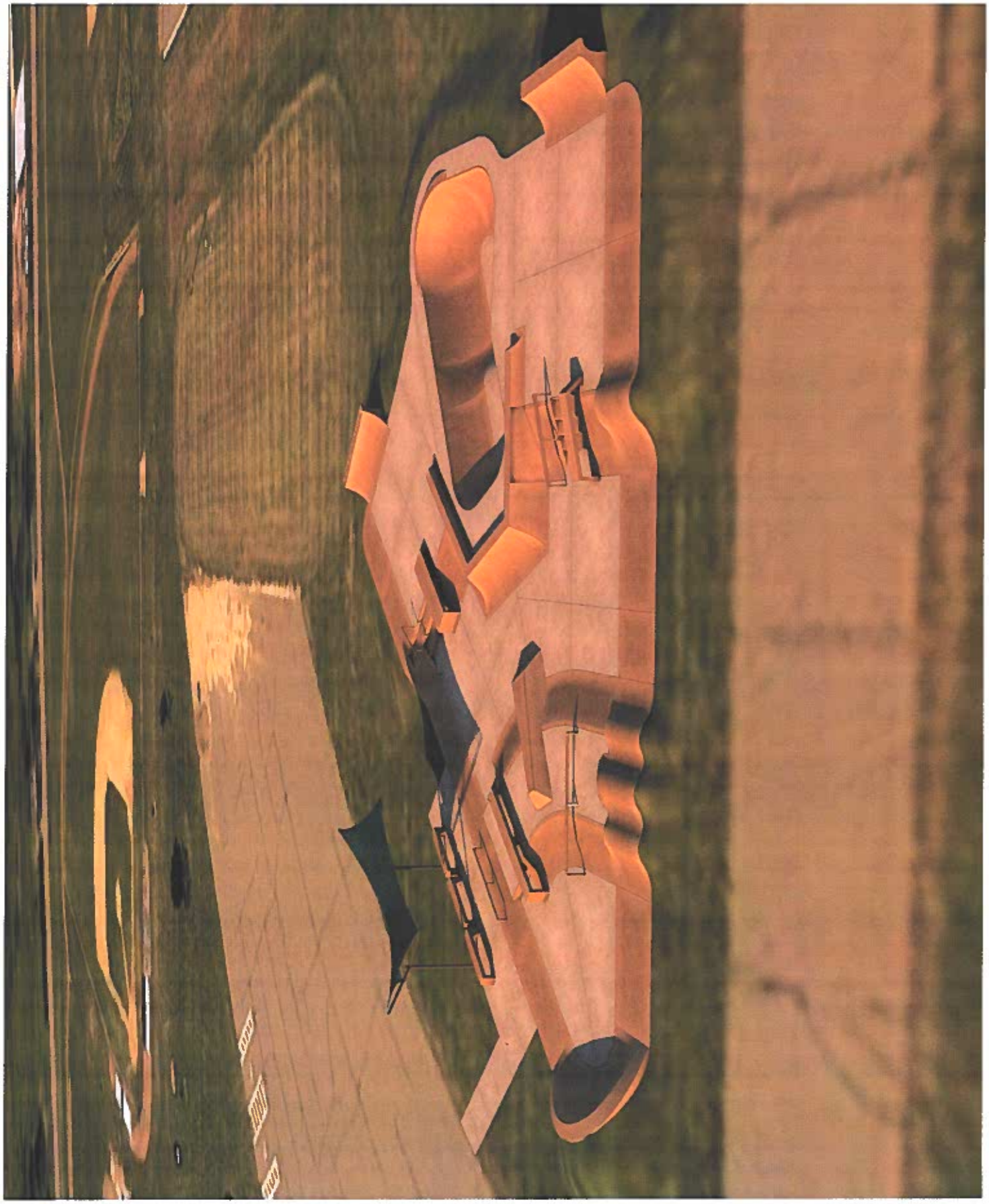

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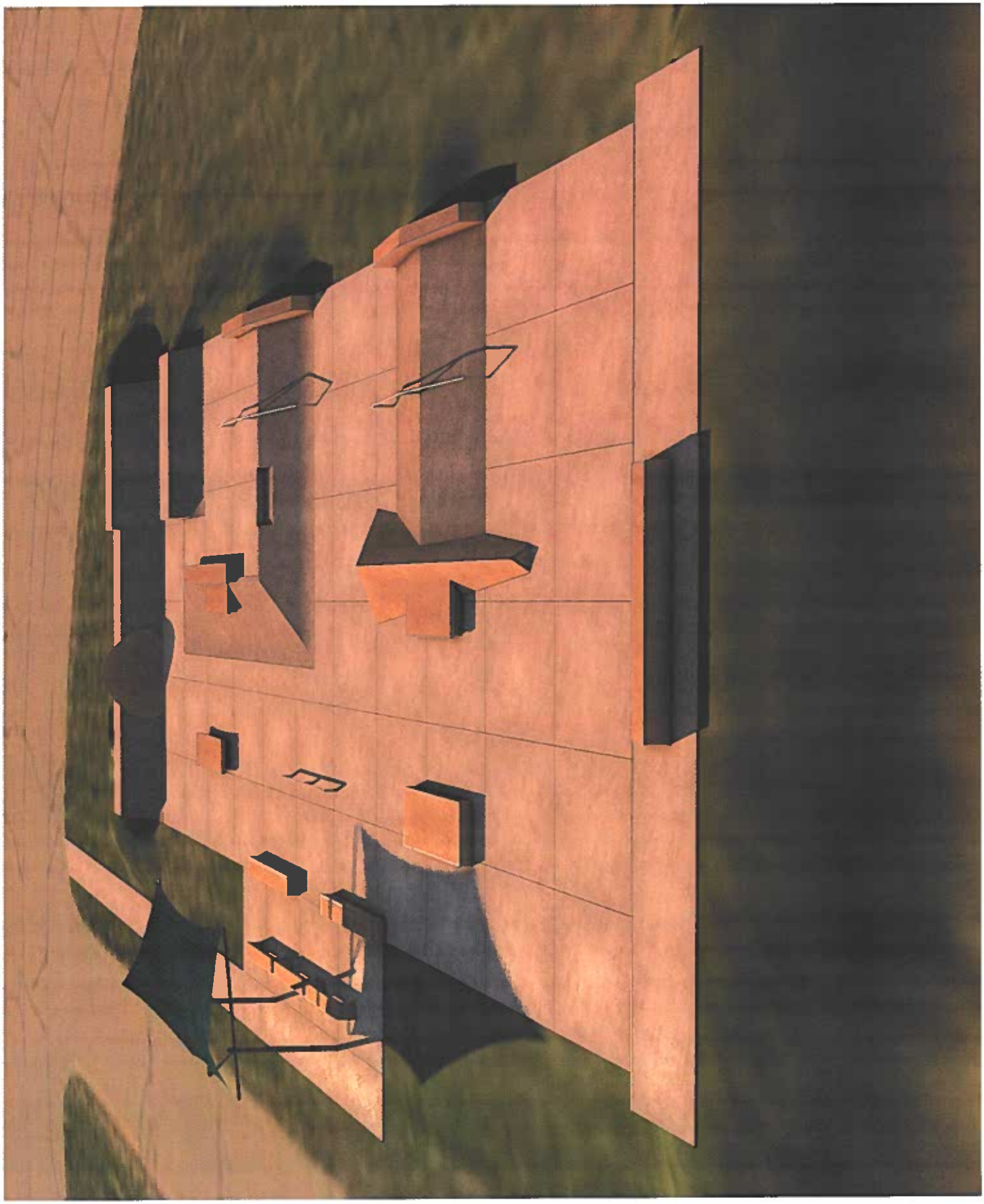

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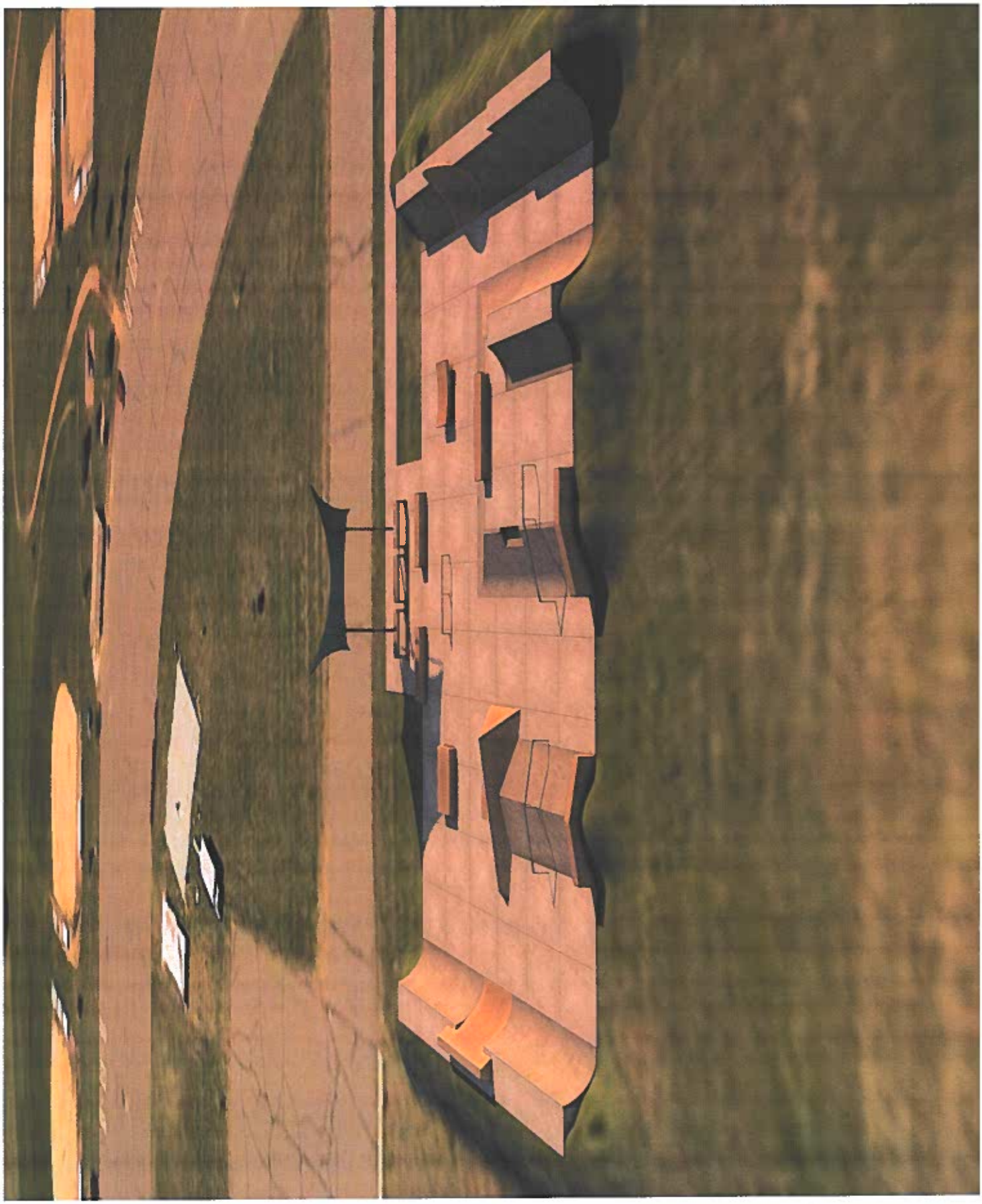

June 2019 Parks & Recreation Director's Report

Parks: The weather is continuing to play a vital role in our progress as we near the "summer season." We have been able to play out all of the MAPS sports seasons luckily in between the rainy days. Youth baseball and softball leagues have begun already and are in full swing at the MARC, Lions, and Athletic Parks to name a few. We are almost at full staff for our summer seasonals, which helps us tremendously. The grass has been starting to grow fairly fast and it is nice to be able to spread out and accomplish multiple things at the same time with extra help! The lights at Athletic Park have been working out tremendously and so far our teams and teams from other cities have passed along rave reviews. The parks have been open for about a month now and things have been going pretty good. We have had a few minor issues with different forms of vandalism that always causes issues but that is unfortunately what all communities have to deal with. Most commonly graffiti, messes or small damage in restrooms, lots of littering, and one of the most common ones is dog waste in parks. We constantly try to proactively talk with people but it only has a small effect unfortunately. The weather has still kept us from finishing putting the net and fence back up inside Athletic Park after the light project, as well as finishing the entire area around the new shelter and tennis court areas at Stange Park after the shelter construction. We are going to have that area hydro-seeded so that we can hopefully give grass germination a head start in an area that has fairly heavy traffic. By the time you read this report, we will have water in the pool and things up and in operation for our opening date of June 7th. There is a fair amount of prep work that goes into getting the aquatic center ready and we are fortunate to have great staff members working hard to get things done. On May 30th we have/had our official start up and I will report verbally how things went. As part of the start-up, we turn all motors over and start up the heaters, filters, and all operations to make sure things are in good order and ready for the season. We had some storm clean up throughout our parks (nothing real major) after the wind storm during the week of May 20th. I have been trying to get things going with the River Rat enclosure so that we can get the statue put back up in its location on the Stange Park triangle area. I am waiting on Agra to finish the structure so we can proceed and finish. As previously mentioned, if we can do a permanent enclosure this time, we don't have to worry about replacing the hand carved statue every 10-15 years. Our park shelter reservation numbers have rebounded over the past month, which is good to see. It is also great to see people excited about the new shelter at Stange. Our reservations at Stange have increased significantly due to the new shelter versus just the old shelter.

Forestry: Trees are finally starting to leaf out, wasn't sure that was going to happen this year and it is one of the latest we have seen in recent memory. I have been keeping up with inspections as best as I can for this time of year and so far the winter we endured has not shown too many ill effects on our street and park trees. The wind storm did knock a few newly planted trees over but we have re-set and re-staked them and they are doing fine. We did host our Arbor Day/Tree City USA planting on May 16th and it was a tremendous success. We planted 12 trees total, 10 of them at Ott's and 2 at Stange and had a number of people in attendance to help us plant and celebrate our 33rd year as a Tree City USA. As previously mentioned, I would like to do some summer tree planting this year to allow us to plant more

trees this year and while we have seasonal help. We were fortunate to receive additional funding in the 2019 budget to help facilitate this and we intend to accomplish it this year. I am also starting to get plans ready for our gravel bed for staging trees. It is going to be something that we finish this year and can begin staging trees in for 2020. The trees should be staged in the beds in spring to promote the fibrous root growth for an extended period of time, then planted in the fall to enhance survival rates and growth rates. In the near future we are going to bring the woodmizer back to process the logs at our park shop from the Whispering Pines area that were removed from storm damage last fall. We will have them sawed up into dimensional lumber to be used for park projects again this year as part of our urban wood re-utilization initiative. This is all white pine and will produce some really nice lumber for us.

Recreation: Some schools are just about done for the season and we are ready to begin our busy summer recreation season right away. We have everything organized and ready to go for the summer and are looking forward to getting started. We are looking forward to seeing how the fixed number of children works out for Summer Playground this year. With 80 kids, we think it will create a more consistent and controllable program. It also allows us to be more creative with everything that we do and have a better overall program from top to bottom. We will very carefully evaluate the program top to bottom at the end of the season and see if it something that we would like to continue or adjust. All of our other programs have good registration numbers and are ready to go when school is out for the summer. Now all we need is school to be let out and get things started!

Smith Center: We have been working on our small maintenance projects and cleaning inside the Smith Center between events and things have been going well. I have ordered the new dehumidifiers and they have not arrived yet but we are working on scheduling that work so we are ready when they arrive. I have met with a renewable energy company and am working with them on solar energy potential for our southern exposure roofline on the Smith Center as well as retro-fitting all of our light fixtures inside the entire building to LED. We have a lot of lights in all of the areas inside the Smith Center and if we can invest in more energy efficiencies it will be another way for us to save money each and every day. I am working to get better prices and options/phases for these projects to make it easier to compromise if need be at budget time. I feel very strongly about investing in energy savings and I hope this initiative is something that we are able to begin to accomplish. I have received commitments from both Merrill Ice Reflections and Merrill Youth Hockey to split the cost of the new flooring by thirds so I will be ordering that very soon as well. We are going to do the install ourselves to save a lot of money. We also have number of events coming up in the arena once again starting with the June Dairy Breakfast on June 9th.

Respectfully Submitted,

Dan Wendorf

Dan Wendorf
Parks & Recreation Director
City of Merrill