



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department, Committee, Agency, Corporation, Quasi-Municipal Corporation, or Sub-unit thereof.

Meeting of the: **PARK & RECREATION COMMITTEE**
Date/Time: **Tuesday, September 2nd, 2014 @ 5:15pm**
Location: **City Hall (407 Grant Street) – Board Room**
Members: **Gisselman, Mielke, Neal, Nutting, Oberbeck (c)**

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

1. Call Regular Meeting to Order
2. Public Comment on Matters Appearing on the Agenda
3. Approve Minutes – August 4th, 2014
4. Fee Directive - Discussion and Possible Action on Revising Park and Recreation Fees
5. 400 Block Fees - Discussion and Possible Action on Revising the 400 Block Fee Policy
6. Nuisance Geese Discussion and Possible Action on Reducing the Negative Impacts of Geese on Public and Private Property
7. Athletic Neighborhood Park – Discussion and Possible Action on Dedicating Athletic Neighborhood Park
8. Aquatic Facility Project – Status Report on the Reconstruction of the City Aquatic Facilities
9. Summer Programs – Report on Summer Recreation Programs
10. Project Update
11. Future Agenda Items
12. Next Regular Meeting – Monday, October 6th, 2014 at 5:15pm
13. Adjourn

David Oberbeck - Committee Chairperson

Questions regarding this agenda may be directed to Jodi Luebbe (Park Office) @ (715) 261-1560.

This Notice was posted at City Hall and faxed to the Wausau Daily Herald newsroom on _____ @ _____M

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids & services. For information or to request this service, contact the City Clerk, at 407 Grant Street, Wausau WI 54403 or Ph# (715) 261-6620.

Others Distribution: Media, WSD-Admin, Alderpersons, Mayor, Duncanson, Knotek, Maryanne Groat, Brad Lenz, Brad Karger, Wisconsin Woodchucks, A. Werth, K. Rasmussen

AGENDA SUMMARY

4. Fee Directive – Discussion and Possible Action on Revising Park and Recreation Fees

The enclosed Comprehensive Fee Schedule shows the City of Wausau Park and Recreation fee adjustments recommended by staff. Shelter fees are recommended to increase reflecting personnel and materials cost increases. Most other fees stay the same following our practice of increasing small fees by 50 cents or a dollar on an infrequent basis. At the tubing hill staff proposes to offer some volume discounts. At this time daily pool entry fees and season passes have not been changed. Having a renovated Kaiser Pool with more features and staff for part of the season would suggest a higher daily fee. On the other hand, we will be providing overall reduced service with Kaiser not opening until sometime in July and Schulenburg closing for construction.

5. 400 Block Fees – Discussion and Possible Action on Revising the 400 Block Fee Policy

The 400 Block continues to be a focal point of activity in Wausau. Activity levels continue to increase as do expenses. The PRF Department is now expending approximately \$35,000 more per year than before reconstruction. Revenues are flat with \$2,478 received year to date. The net impact is that the PRF Department has had to reduce expenditures on other park facilities to support the 400 Block. When improvement to the 400 Block were planned, significantly higher revenues were anticipated. Fees for the use of the block were increased in accordance with the higher service levels available. However, the City special events policy exempts organizations that receive City support from rental fees and also includes up to \$5000 in in-kind services per event. Accordingly, the heaviest user of the block, Wausau Area Events is exempt from all fees. In addition, events that formerly paid fees such as Rock the 400 Block and Komen Race for the Cure are now under the Wausau Area Events umbrella and pay no fees. The PRF Department is looking for financial relief from being forced to subsidize special events from our existing park, recreation and forestry budgets.

6. Nuisance Geese Discussion and Possible Action Reducing the Negative Impacts of Geese on Public and Private Property

The Wausau area is home to a rapidly growing flock of Giant Canada Geese. These geese are a separate subspecies that does not migrate, reproduces rapidly, and has no natural enemies. They are well known for making public parks unusable due to the large amount of excrement they produce. The only reliable control measure has been found to be flock reduction. We are currently experiencing problems at Oak Island, Schofield Park, Gilbert Park, Riverside Park, D.C. Everest Boat Launch, Bluegill Bay, and the Marathon County Sports Complex. Staff proposes contracting a roundup in 2015 jointly funded by Wausau and Marathon County. Other private entities may also contribute. The initial cost estimate would be \$5,000 to remove 300 geese. The processed geese would be donated to local food pantries. Staff proposes to request supplemental budget funding of \$2,500.

**CITY OF WAUSAU
COMPREHENSIVE FEE SCHEDULE**

DEPARTMENT: Parks, Recreation, and Forestry

Change in Fee				
New Fee				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	2014 RATE	2015 SHELTER RATES	PROPOSED RATE 2015	PROPOSED RATE 2016 SHELTERS
Administrative Fee	\$20.00		\$25.00	
Administrative Fee for Contracts w/Insurance	\$20.00		\$25.00	
Boat Launch - Annual Sticker	\$25.00		\$25.00	
Boat Launch - Business Sticker	\$50.00		\$50.00	
Boat Launch - Daily Pass	\$4.00		\$4.00	
Boat Launch - Additional Sticker	\$10.00		\$10.00	
Boat Launch - Replacement Sticker			\$10.00	
Boat Launch - Violation Notice	\$25.00		\$25.00	
Playground Program- Resident	\$29.00		\$29.00	
Playground Program - Non Resident	\$37.00		\$37.00	
Tennis Program - Resident - Child 5-6 yrs.	\$18.00		\$18.00	
Tennis Program - Resident - Child 7 and Older	\$37.00		\$37.00	
Tennis Program - NonRes - Child 5-6 yrs.	\$23.00		\$23.00	
Tennis Program - NonRes - Child 7 and Older	\$48.00		\$48.00	
Tennis Program - Family - Res (2-4 people)	\$60.00		\$60.00	
Tennis Program - Family - Res (each additional)	\$10.00		\$10.00	
Tennis Program - Family - NonRes (2-4 people)	\$80.00		\$80.00	
Tennis Program - Family-NonRes (each additin)	\$13.00		\$13.00	
British Soccer Camp - Resident Over Sponsor Fee	\$15.00		\$15.00	
British Soccer Camp - Non Resident Over Sponsor Fee	\$20.00		\$20.00	
Dog Gone Snow Stomp/ Pool Party - per person over 13	\$5/person		\$5/person	
Tubing - Daily - Youth Admission	\$6.00		\$6.00	
Tubing - Daily - Youth 4 Admissions	-		\$22.50	
Tubing - Daily - Youth 8 Admissions	-		\$45.00	
Tubing - Daily - Youth 12 Admissions	-		\$67.50	
Tubing - Daily - Adult Admission	\$8.50		\$8.50	
Tubing - Daily - Adult Admission	-		\$32.00	
Tubing - Daily - Adult Admission	-		\$64.00	
Tubing - Daily - Adult Admission	-		\$96.00	
Tubing - Bonus Card - Youth	\$50.00		\$50.00	
Tubing - Bonus Card - Adult	\$70.00		\$70.00	
Tubing Private Rental - 1 Tow	\$350 min		\$350 min	
Tubing Private Rental - 2 Tows	\$550 min		\$550 min	
Swim Lesson - Resident - Parent-Child	\$13.00		\$13.00	
Swim Lesson - Resident - Pre-School	\$19.00		\$19.00	
Swim Lesson - Resident - Levels 1-5	\$31.00		\$31.00	
Swim Lessons - NonRes - Parent-Child	\$17.00		\$17.00	
Swim Lessons - NonRes - Pre-School	\$23.00		\$23.00	
Swim Lessons - NonRes - Levels 1-5	\$39.00		\$39.00	
Water Exercise - Resident-Fall/Winter Session	\$37.00		\$37.00	
Water Exercise - NonRes - Fall/Winter Session	\$47.00		\$47.00	
Scuba Lessons - agency fee over Klein fee	\$50.00		\$50.00	
Swim - Season Pass - Resident - Youth	\$21.00		\$21.00	
Swim - Season Pass - Resident - Adult	\$21.00		\$21.00	
Swim - Season Pass - Resident - Family	\$52.00		\$52.00	
Fee to Replace Lost Pass (1st One is FREE)	\$2.00		\$2.00	
Swim - Daily Admittance - Youth - 1p-7:50p	\$1.00		\$1.00	

**CITY OF WAUSAU
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Change in Fee				
New Fee				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	2014 RATE	2015 SHELTER RATES	PROPOSED RATE 2015	PROPOSED RATE 2016 SHELTERS
Swim - Daily Admittance - Adult - 1p-7:50p	\$1.00		\$1.00	
Swim - Daily Admittance - Youth - 6p-7:50p	\$1.00		\$1.00	
Swim - Daily Admittance - Adult - 6p-7:50p	\$1.00		\$1.00	
Swim - Wednesdays - Youth & Adult 6p-7:50p	Free		Free	
Swim - Agency Pass	\$26 + \$.050/person		\$26 + \$.050/person	
Swimming - Memorial Pool Rental 1-30	\$188.00	\$194.00		\$200.00
Swimming - Memorial Pool Rental 31-100	\$221.00	\$228.00		\$235.00
Swimming - Memorial Pool Rental 100+	\$276.00	\$284.00		\$293.00
Parks - Non-Exclusive Use - NonCommrcl/day	\$121.00	\$125.00		\$129.00
Parks - Non-Exclusive Use - Commercial/day	\$249.00	\$256.00		\$264.00
Parks - Oak Island Shelter - NonCommrcl/day	\$129.00	\$133.00		\$137.00
Parks - Oak Island Shelter - Commercial/day	\$268.00	\$276.00		\$284.00
Parks - PleasantView Shelter - NonComm/day	\$85.00	\$88.00		\$91.00
Parks - PleasantView Shelter-Commercial/day	\$175.00	\$180.00		\$185.00
Parks - Riverside Shelter-NonComm-1-200/day	\$191.00	\$197.00		\$203.00
Parks - Riverside Shelter - Comm - 1-200 /day	\$395.00	\$407.00		\$419.00
Parks - Riverside Shelter - NonComm - 201-300	\$317.00	\$327.00		\$337.00
Parks - Riverside Shelter - Comm - 201-300/day	\$658.00	\$678.00		\$698.00
Parks - Riverside Shelter - NonComm - 301-400	\$449.00	\$462.00		\$476.00
Parks - Riverside Shelter - Comm - 301-400/day	\$927.00	\$955.00		\$984.00
Parks - Riverside Shelter - Summr Mtg 1-50/ hr	\$35.00	\$36.00		\$37.00
Parks - Riverside Shelter - Summr Mtg 50+/hr	\$43.00	\$44.00		\$45.00
Parks - Riverside Shelter - Winter Mtg 1-50/hr	\$43.00	\$44.00		\$45.00
Parks - Riverside Shelter - Winter Mtg 50+/hr	\$48.00	\$49.00		\$50.00
Parks - Sylvan Hill Chalet - Non-Commercl/day	\$191.00	\$197.00		\$203.00
Parks - Sylvan Hill Chalet - Commercial/day	\$395.00	\$407.00		\$419.00
Parks - Sylvan Hill Chalet - Meeting 1-50/hr	\$35.00	\$36.00		\$37.00
Parks - Sylvan Hill Chalet - Meeting 50+/hr	\$43.00	\$44.00		\$45.00
Athletic Park Baseball w/o admission / game	\$80.00		\$80.00	
Athletic Park Baseball with admission/game plus 10% of gross admission	\$80.00		\$80.00	
Athletic Park Field Lights / hour	\$25.00		\$25.00	
Athletic Park - Non-Baseball Activities	Negotiable		Negotiable	
Ball Diamonds - Organized Adult or Comm Use	\$28.00		\$28.00	
Soccer Fields - Organized Adult or Comm Use	\$28.00		\$28.00	
Tennis Courts - Public Use	Free		Free	
Tennis Courts - Reserved Use - Non Comm	Free		Free	
Tennis Courts - Commercial or Private Use/hr	\$4.00		\$4.00	

RESOLUTION OF THE FINANCE COMMITTEE

Amending the 400 Block Policy and Fees

Committee Action: Failed 2-2

Fiscal Impact: Increase Revenues with specific amount difficult to predict

File Number: 95-0313

Date Introduced: May 9, 2012

WHEREAS, the Park Committee is recommending the implementation of user fees for the use of the 400 Block sound, lighting and electrical systems, and

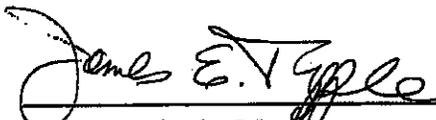
WHEREAS, the Park Committee is also recommending the approval of the 400 Block Policy and Reservation Form that provides clear guidance on block usage and contains all 400 Block rental information in one concise form, and

WHEREAS, the Finance Committee recommends the proposed new fees with the understanding that the fees would be assessed to individual events based upon the City of Wausau, "City Services and Equipment Usage Fee Determination Schedule," enacted by the Common Council on November 9, 2004 resolution 95-0313,

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that the revised 400 Block fees as attached be implemented and assessed to individual events in accordance with the City of Wausau, City Services and Equipment Usage Fee Determination Schedule, but organizations currently exempt on the matrix schedule remain exempt, and

BE IT FURTHER RESOLVED that the new fee structure be enacted and assessed on reservations received on or after June 1, 2012 and sunsets on December 31, 2012. The fee structure will be reviewed for the 2013 budget.

Approved:


James E. Tipple, Mayor

RESOLUTION OF PARK & RECREATION COMMITTEE

Amending The 400 Block Policy and Reservation Form

Committee Action: Approved 2-1

Fiscal Impact: None

File Number: 95-0313

Date Introduced: June 12, 2012

RESOLUTION

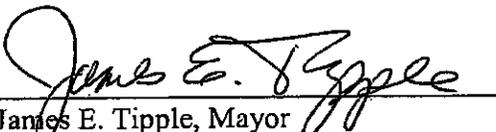
WHEREAS, the Park and Recreation Committee is recommending revisions and additions to The 400 Block Policy and Reservation Form that provides clear guidance on block usage and contains all of The 400 Block rental information in one concise form; and

WHEREAS, the City Council previously approved new fees for sound, light and electric services on May 9, 2012, with the understanding that all applicable fees would be assessed to individual events for which reservations are received on or after June 1, 2012, based upon the City of Wausau, "City Services and Equipment Usage Fee Determination Schedule," enacted by the Common Council on November 9, 2004, Council File No. 95-0313; and

WHEREAS, it is recommended that the rental fees apply to all events which are not exempt on the "City Services and Equipment Usage Fee Determination Schedule."

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau that the revised The 400 Block Policy and Reservation Form, a copy of which is attached hereto and incorporated herein by reference, be adopted.

Approved:


James E. Tipple, Mayor

City of Wausau Events Policy and Procedures

GOAL

It is the goal of the City of Wausau to encourage and coordinate special community events, while regulating these events in a positive manner to ensure the health and safety of participants in the event, efficient management of City services and the protection of public lands and facilities.

DEFINITION OF EVENT

“Event” means any planned extraordinary occurrence requiring City services and/or on public right-of-way or public premises including but not limited to: parades, processions, festivals, athletic events and events requiring street closures.

EVENT CLASSIFICATION

There are three classes of events: Class I, Class II and Class III. Each class has its own characteristics. An event does not have to have all the characteristics listed to be in the classification. The City reserves the right to make final determination of an event’s classification.

CLASS I: (\$100.00)

- Event will have a large number of participants and/or spectators (500 or more people).
- Event is open & may attract interest from the general population of the community & surrounding area.
- Usually involves the closing of a street (except residential block parties).
- May involve multiple events (i.e. parade and football game, carnival and crafts).

CLASS II: (\$30.00)

- Event is open to the public, but is only of interest to a certain segment of the community (i.e. runners, walkers, supporters of certain causes, bicyclists, etc.).
- Most athletic events (i.e. tournaments, fishing contests).
(The events policy does not apply to local youth sports organizations that contract for regular season games or tournament play)
- May involve the closing of a street, except residential block parties.

CLASS III: (\$15.00)

- Event is closed to the public or will only appeal to the members of a particular group and their guests.
- Event may be of general interest and open to the public, but will only involve a small number of people.
- May involve the closing of a street (except residential block parties).

EVENT REQUIREMENTS AND CONDITIONS

Application Deadline and Fee:

Class I	2 months prior to the event	\$100.00
Class II	2 months prior to the event	\$ 30.00
Class III	1 month prior to the event	\$ 15.00

Event Permits:

Event permits are required in advance for all classes of special events. Permits **do not** include vending permits that may also be required.

Vending Permits:

If sales occur at the event, all event vendors must obtain permission to vend and complete a registration form for the event organizer to submit with their special events application. In addition, food vendors must pass inspection and obtain a valid permit, if needed, from the Marathon County Health Department prior to serving at any event.

City Facilities, Park Land and Open Spaces:

The City establishes rental rates for city facilities, park land and open spaces annually. Event organizers intending to use a rentable park facility or whose event precludes normal occupancy and use of a rentable park facility must reserve it separately. **Submitting an event application does not reserve a rentable park facility and reserving a park facility does not give approval for the event.** Contact the Parks Department at 715-261-1500 to reserve the park shelter or facility.

THE 400 BLOCK

Contact the Clerk’s Office at 715-261-6620 to reserve The 400 Block prior to submitting this events application. **Reserving The 400 Block does not give approval for the event and submitting an events application does not reserve The 400 Block.**

DEFINITION

Public space for the use and enjoyment of the public at all times.

BLOCK USAGE

The Block may be reserved for free events and activities of interest to the general public, keeping with accepted standards of behavior and content. Up to 25% of the space may be rented by private groups for private events.

A limited number of specialized snack and/or beverage vendors may be permitted as an enhancement to daily use by the public. A vending permit fee will be paid to the City in lieu of real property tax.

Activities on the block will be limited to the hours of 7:00 am., to 12:00 midnight. Overnight camping and grilling are prohibited on the block. Vehicles may not be driven or parked on the block. Beware of buried water lines on the block. They are shallow and could easily be damaged by tent stakes or other objects pounded into the ground.

BLOCK COORDINATION AND SCHEDULING

Reservations will be made through the Clerk’s Office. It is recommended to reserve the block early as it is a first-come-first-serve basis. Reservations will not be taken for events occurring more than 24 months away.

NOTE: Reservation of the 400 Block does not automatically permit the event. Approval process requires a special events application be completed and filed with the City Clerk. All conditions and requirements of the Special Event Policy, Municipal, State and Federal rules, regulations and guidelines must be followed prior to obtaining a permit.

BLOCK RENTAL FEES

Fees for city services are listed on the next page of this policy. Rental rates for the 400 block are as follows:

Events sponsored by a commercial enterprise	\$60 / hour or \$600 / day
Private event sponsored by a private group	\$30 / hour or \$300 / day
Free event of wide interest - open to public	\$10 / hour or \$100 / day
Admission event of wide interest - open to public or sponsored by not-for-profit or club	\$30 / hour or \$300 / day
Admission event of limited interest sponsored by not-for-profit or club	\$60 / hour or \$600 / day

FEES - Refer to Fee Determination Schedule for applicability

Event organizers should make every effort to secure resources and manpower from the private sector. For those instances where the City must provide service, the event shall be required to pay the anticipated cost to the City Clerk at least 3 business days prior to the event permit being issued. Events other than those directly sponsored by the City of Wausau shall fully reimburse the City for services rendered.

There are times when the city must provide unanticipated service following the event’s conclusion. Fees for those instances, services will be billed to the event following the event’s conclusion.

Fees or charges imposed under this policy shall not include any fee or charge for City services in connection with an event when the service is directly related to protection provided or precautions taken in anticipation of reaction or

response to expressive activity which is protected by the First Amendment to the United States Constitution.

Event Fees

Equipment Rental Deposit		\$ 50.00 / unit
(Water tank, trailer, service panels, & water stand pipes)		
Snow Fence 50" Roll including stakes and ties**	\$ 10.00 / roll	
Portable Stage**	\$150.00 / each	
Portable Stage Canopy**	\$ 75.00 / each	
Barricades **	\$ 5.00 / each	
Picnic Tables**	\$ 15.00 / each	
Manual Post Pounder	\$ 25.00	
Water Stand Pipes	\$ 50.00 / each	
Backflow Preventers	\$ 10.00 / each	
Bleacher Planks	\$ 5.00 / each	
Use of sound and/or light system(s) (400 Block only)	\$125.00 / \$500 deposit	

Park Services Staff	Week Day	\$ 34.00 / hr / person
	Weekend and Evenings	\$ 54.00 / hr / person
Electrical Services Staff	Week Day	\$ 40.00 / hr / person
	Weekend and Evenings	\$ 54.00 / hr / person
Public Works Staff	Week Day	\$ 34.00 / hr / person
	Weekend and Evenings	\$ 54.00 / hr / person

**Set up, delivery and pick up of equipment are not included in the daily rental rates and will be charged per hourly rate based on actual time spent. Delivery and pickup needs to be scheduled at least two weeks in advance and will not always be available for all items.

Damages or Cleanup:

If required, damage to city property or clean up after an event shall be invoiced to the event organizer following the event's conclusion.

The City of Wausau is an Eco-friendly municipality and as such requires Event Organizers to recycle as part of their cleanup plan. You will be required to contract with a company to provide garbage collection and recycling services for the event.

Insurance:

A commercial general liability policy is required in the following minimum amounts for Class I and Class II events.

Per person / injury	\$ 500,000
Per occurrence / injury	\$ 500,000
Property damage	\$ 500,000
Public liability and property damage and excess liability umbrella policy	\$1,000,000

Applicant must sign a hold harmless agreement and provide the City with a certificate of insurance showing insurance written by a company licensed by the State of Wisconsin and covering any and all liability or obligations which may result from the applicant's employees, agents, contractors, or subcontractors. **The certificate shall name the City of Wausau as an additional insured.** Proof of insurance, including coverage and exceptions must be provided to the City prior to the event permit being issued.

Ordinances:

Sponsors, participants and organizers of special events must comply with all applicable state, federal and municipal regulations and ordinances.

Total Occupancy of City Lands and Facilities:

An event may be allowed to totally or partially occupy the following Parks: Oak Island, Athletic, Riverside, Boileau Field, Woodson, Yawkey, City Hall, White Water, Big Bull Falls, Stewart, Sylvan Hill, portions of the River Edge Parkway, Fern Island, Picnic Island and Brockmeyer Park and The 400 Block.

Other City lands and facilities: Third Street Pedestrian Mall (Washington to Grant Streets), Wausau Downtown Airport, County Parks located in the City limits and school properties located in the City limits and Specified Parade Routes.

Public Safety:

Event organizers are responsible for ensuring the safety of the participants in their event. Depending upon the size, location, and nature of the event, the City may require any or all of the following: Private security on site, police on site, metal detectors, first aid services, EMS on site, internal communication system, external communication system, public address system, night lighting, exit signage, emergency plan including evacuation plan, weather monitoring, fire extinguishers and/or fire protection systems.

Parking:

Adequate parking must be available to support the event without causing undue disruption of normal commercial or residential activities. Off-site parking combined with shuttle transportation may augment on-site parking. If your event has parking issues, please include a proposal to address those issues in the application under the “Event Issues and Challenges” section.

Commercial Sales:

Sales of food, beverages and merchandise are allowed during special events on public property under the following conditions:

- a. Food, beverage and merchandise sales must be secondary to the primary theme or activity of the event.
- b. Uninvited vendors are not allowed to vend at an event unless they have express written permission from the event organizer and proper permits from the Marathon County Health Department. Event organizers are responsible for obtaining registration information for all vendors participating in their event.
- c. Merchandise sold by vendors during an event shall be reviewed by and have approval of the event organizer.
- d. Event vendors are responsible for obtaining and displaying all appropriate sales permit, health/sanitation licenses, food and beverage and vending permits if required. All food & beverage vendors should complete the food & beverage worksheet.

Wine and/or Beer Sales:

Wine and Beer concessions are allowed under the conditions of City ordinance 5.64.150 as follows: A Temporary Class “B” / Class “B” Retailers License (picnic license) must be obtained. These are only eligible to churches, foundations or bona fide clubs in existence for at least six months. Licensed operators (bartenders) are required. A Retailer’s license application is required by state law to be on file with the City Clerk a minimum of 15 days prior to issuance and requires approval from the City Council. If you are planning to serve beer or wine at your event, contact the City Clerk to file a “Temporary Class B Retailers” application at least **30 to 45 days** in advance of this event.

Enclosure Required—Picnic License.

- a. The license holder of a special Temporary Class “B” Retailers License (picnic license) shall cause to be installed around the main point of sale a fence or fences at least seven feet in height measured from ground level, or two fences at least four feet high and eight feet apart, in order to control ingress and egress of persons and consumption of fermented malt beverages; and shall station an adult at the entrance to the area for the purpose of checking age identification. The herein described fence regulations shall not apply to a licensed area within an enclosed building.
- b. No fermented malt beverage shall be served to or consumed by anyone outside of the fenced-in area unless a waiver has been requested and granted pursuant to conditions described in WMC 5.64.150 on or before

December 31, 2004 for certain described locations.

- c. All license holders issued a Temporary Class “B” Retailers License (picnic license) shall post in a conspicuous location at the main point of sale and at all entrances to the facility a sufficient number of signs disclosing that no fermented malt beverage shall be served to any underage person.
- d. A licensed operator (bartender) shall be stationed at all points of sale at all times. (Ord. 61-4591 §1, 1986.)

Bands, Public Address Systems and Entertainment:

If the event includes the use of public address systems, amplified music or live entertainment, this information must be detailed on the application when submitted. Event Organizers should contact neighboring residential properties within 200 feet of the event of noise issues as to the type of noise, the dates of the event, the expected times of when the noise will begin and conclude at least 15 days prior to the event.

If complaints are received, the Wausau Police Department shall require the event organizer to reduce the sound volume. If the organizer(s) fail to reduce the sound volume to an acceptable level, they shall be subject to a penalty as provided by City noise ordinance.

Event organizers are responsible for contacting the Department of Inspections and Electrical Systems for any electrical assistance they may need for band equipment, amplifiers, stage lighting, temporary lighting, food and beverage vendors, etc. All vendors should complete a food & beverage stand registration worksheet. Questions regarding electrical use should be directed to 715-261-6780.

Accessibility:

Event organizers are responsible for ensuring their public event complies with the accessibility requirements of the Americans with Disabilities Act (ADA). Many events change the normal use patterns or exceed the normal design capacity of public facilities. Organizers are responsible for providing any additional facilities such as accessible parking, travel-ways, seating, restrooms, drinking water, etc., plus service and program access for individuals with physical, sight, speech, hearing and other impairments covered by the act. Organizers shall provide sufficient access for public safety vehicles.

Sanitation and Toilet Requirements:

Depending on the nature of the special event, organizers may be required to provide additional restroom and refuse facilities such as portable toilets, hand-washing stations, garbage cans, dumpsters, etc., if determined appropriate by the County Health Department and/or the City.

Street Closures:

If your event requires closure of a street, please detail such request on the application. The Police Department and Public Works will review your application and determine whether to permit the closure. Please note that arterial streets, major collector streets, and bus routes may not be acceptable for closure.

By submitting the application, the applicant shall be responsible for contacting all persons on the block; for verifying there are no objections to the street closing; for placing barricades and signs, on the street as directed by City officials, removing them after the event; and for cleanup of all debris by 9:00 am., the morning after the event.

“Fire and EMS response apparatus require a minimum of 20 foot width clearance for vehicle access. All access lanes/roads must be kept clear to that width for emergency vehicles. Cul-de-sacs should have a minimum turning diameter of 70 feet, and other type turnarounds such as L-types, T-types, and Y-types should allow for fire apparatus with a wheelbase of 25 feet to turn around with no more than one (1) backing maneuver. Access into and around individual display booths, tents, facilities, restrooms, etc. must be maintained to the extent that personnel with ambulance cots, EMS equipment, and/or fire equipment can maneuver freely and quickly when responding to an emergency. Street barricades should be easily removable to admit emergency/police vehicles as necessary with minimal time delay.”

The City Department of Public Works shall supply necessary signs and barricades at specific locations on the

boulevard on the day of the event and pick them up the next workday following the event.

Parades:

Parade organizers must apply for a special event permit from the City Clerk. The application must include details as to the exact parade route, the location of staging and demobilization areas, the times of the parade start and finish, the size of the parade including number of floats and an itinerary or schedule of times for each detail i.e. staging at location and time, parade on route at time, demobilization at location and time, etc. The City Clerk will determine the appropriate class category.

Parade organizers must submit a map of the parade route with their event application. All parades must be held on parade routes approved by the Traffic Lieutenant and Director of Public Works. Streets are normally closed for parades. The City will determine the number, type and location of barricades and/or traffic cones required.

The City shall be responsible for delivery and pick up of the barricades or traffic cones. The City shall place the barricades or traffic cones at the appropriate time and shall remove them from the street when they are no longer needed. Non-City sponsored events will be billed for the cost of services provided.

Cancellation: Cancellation of any event, for any reason, shall result in charges for actual services provided, forfeiture of permit fees and any other forfeiture related to facility or equipment rentals.

Approval Process:

Event applications are reviewed by staff consisting of representatives from (any or all of) the following entities: Parks Department, Police Department, Fire Department, Inspections/Electrical Department, Engineering Office, Department of Public Works, City Clerk, Mayor, and Marathon County Health Department. These Departments will review your application for compliance of areas under their expertise. Should a department have a concern with something in your application, they will contact you directly to provide assistance, information and education to resolve the issue. Once the event is reviewed, the City staff will make recommendations to the Public Health & Safety Committee who approves the event prior to issuance by the City Clerk. Please note, the Public Health & Safety Committee only meets once per month. It is in your best interest to get your application filed well in advance of your event.

A listing of events shall be provided to Council on a monthly basis; however approval of the event is delegated by Council to the Public Health & Safety Committee. Events denied, shall receive a full refund of application fees less 25% administrative processing fee.

CITY OF WAUSAU
CITY SERVICES INCLUDING EQUIPMENT USAGE AND 400 BLOCK RESERVATION / USE FEES
FEE DETERMINATION SCHEDULE

	ADMISSION/FREE EVENT OF LIMITED INTEREST not open to the General Public Sponsored and/or Organized by a Not-For-Profit Group, Club or Community Group	ADMISSION EVENT OF WIDE INTEREST Open to the General Public Sponsored and/or Organized by a Not-For-Profit Group, Club or Community Group	FREE EVENT OF WIDE INTEREST Open to the General Public Sponsored and/or Organized by a Not-For-Profit Group, Club or Community Group	Event is Sponsored and/or Organized by a Private Group	Event is Sponsored and/or Organized by a Commerical Enterprise
Example of an Event	Political Groups, Club Organizations such as model railroad or Ham Radio Operators	Blues Fest, Renaissance Festival, Log Jam	Weekly Concert Series on the Square, Fall Art Festival, Easter Egg Hunt, Kayak Races, Christmas Parade, Balloon Rally	Weddings, Company Picnics, Private Party	Circus, Auction, Sale
Primary Audience	Special Interest Group not representing the General Public	Wide interest by the General Public	Wide interest by the General Public	Invited guests	Fee Paying Audience, Special Interest Groups
Beneficiary of Fees or Commerical Venture	Admission fees/indirect revenues generated benefit the NFP group, or club	Admission fees generated benefit the NFP group, or club	Indirect revenues generated benefit the NFP group, or club	Private Group	Private organization or commerical enterprise
Role of the City	No Inkind Services	Inkind Services may apply	Inkind Services may apply	No Inkind Services	No Inkind Services
Park/Facility Rental	Fees as outlined per the fee schedule	Inkind Services determined through application process*	Inkind Services determined through application process*	Fees as outlined per the fee schedule	Fees as outlined per the fee schedule
Fees for Equipment Rental	Fees as outlined per the fee schedule	Inkind Services determined through application process*	Inkind Services determined through application process*	Fees as outlined per the fee schedule	Fees as outlined per the fee schedule
Fees for Park Service Staff	Hourly rates as provided on the attached schedule	Inkind Services determined through application process*	Inkind Services determined through application process*	Hourly rates as provided on the attached schedule	Hourly rates as provided on the attached schedule
Fees for Electrical Services	Hourly rates as provided on the attached schedule	Inkind Services determined through application process*	Inkind Services determined through application process*	Hourly rates as provided on the attached schedule	Hourly rates as provided on the attached schedule
Fees for Public Works Staff	Hourly rates as provided on the attached schedule	Inkind Services determined through application process*	Inkind Services determined through application process*	Hourly rates as provided on the attached schedule	Hourly rates as provided on the attached schedule

* Events receiving direct city funding, along with the Christmas, Labor Day, Memorial Day, and United Way Parade are exempt from application for inkind services not to exceed \$5,000.

THE 400 BLOCK POLICY AND RESERVATION FORM

DEFINITION

Public park for the use and enjoyment of the public at all times.

BLOCK USAGE

- May be reserved through the City Clerk's Office for free events and activities of interest to the general public, keeping with accepted standards of behavior and content. Up to 25% of the space may be rented for private events.
- Hours - Event related activities on the block will be limited to the hours of 7:00 a.m., to 12:00 midnight.
- Camping - Overnight camping is prohibited on the block.
- Fires - Open fires are allowed by permit but are restricted to only liquid or gas fuel.
- Grilling - No grilling is allowed except for those special events granted waivers.
- Vehicles may not be driven or parked on the block without an approved special events permit.
- No vehicles may be driving across or parked on the fountain.
- Stakes – Any event that involves penetrating the grass area of the block may not occupy the site until all underground utilities potentially impacted have been marked by City personnel. Costs of marking underground utilities will be charged to the event organizer. Utility maps are available from the Clerk's Office to help plan events. Event operators are responsible for damages to the facilities.
- Decorations – Nothing may be used that punctures, abrades, leaves residue, removes finishes or discolors any surface of any City property. Decorations may be present within the permit time period.
- Vending and Advertising – No person shall sell or offer anything for sale or post or distribute bills or advertisements without the express written permission of the City.
- Tents – Tent delivery, erection and removal shall occur during the permit time period.

BLOCK COORDINATION AND SCHEDULING

Reservations will be made through the Clerk's Office. It is recommended you reserve the block early as it is a first come first serve basis. Reservations will not be taken for public class I events occurring more than 24 months away. Reservations for all other events may be made up to 12 months in advance. Event organizers may pay for their future year reservations in the year of the reservation, but must be paid prior to the event. Block use permits will not be issued until the fee is paid in full. Wausau Area Events and large annual events shall have the first right of refusal for reservation dates.

NOTE: Reservation of the block does not automatically permit an event. Approval process requires a special event application be completed and filed with the City Clerk and all conditions and requirements of the Special Event Policy, Municipal, State and Federal rules, regulations and guidelines must be followed prior to obtaining a permit.

BLOCK RENTAL FEES AND DEPOSITS

Fees for city services are established in the Special Events policy. Rental rates for the 400 block are as follows and shall apply all the time that The 400 Block is occupied by any event related activity except for those organizations currently fee exempt on the 'City Services and Equipment Usage Fee Determination Schedule'.

BLOCK RENTAL

Events sponsored by a commercial enterprise	\$60 / hour or \$600 / day
Private event sponsored by a private group	\$30 / hour or \$300 / day
Free event of wide interest - open to public	\$10 / hour or \$100 / day
Admission event of wide interest - open to public or sponsored by not-for-profit or club	\$30 / hour or \$300 / day
Admission event of limited interest sponsored by not-for-profit or club	\$60 / hour or \$600 / day

SOUND, LIGHT AND ELECTRICAL

Sound and Light System

Rental Fee

Minimum \$125 / day

Includes daily setup and take down by City staff. Events requiring more than two hours of City staff time per day (as determined by the City) shall pay the hourly City staff fee for additional time beyond the initial 2 hours of staff time.

Light System

Rental Fee

\$60 / day

Includes daily activation and deactivation by City staff. Events requiring more than one hour of City staff time per day (as determined by the City) shall pay the hourly staff fee for additional time beyond the initial 1 hour of staff time.

Electrical System

Stage and Planter Pedestals

\$25 / event

Includes 8 planter receptacles and 2 stage receptacles. Each has 1-50 amp plug in and 2-20 amp circuits.

Portable Electrical Panels (Spider Box)

\$125 / panel / event

Each panel includes 6-20 amp and 1-30 amp 240v Circuits and set up and removal by City Staff.

Deposit – Sound, Light and /or Electrical Panels

\$500 / event

Payable to City Clerk at least three business days prior to the event.

EQUIPMENT

Equipment Rental Deposit

\$ 50.00 / unit

(Water tank, trailer & water stand pipes)

Snow Fence 50' Roll including stakes and ties**

\$ 10.00 / roll

Portable Stage**

\$150.00 / each

Portable Stage Canopy**

\$ 75.00 / each

Barricades**

\$ 5.00 / each

Picnic Tables**	\$ 15.00 / each
Manual Post Pounder	\$ 25.00
Backflow Preventers	\$ 10.00 / each
Portable Bleachers	\$100.00 / each
Bleacher Planks	\$ 5.00 / each

**Set up, delivery and pick up of equipment are not included in the daily rental rates and will be charged per hourly rate based on actual time spent. Delivery and pickup needs to be scheduled at least two weeks in advance and will not always be available for all items.

LABOR

Operations and Maintenance Staff	Week Day	\$34.00 / hr / person
	Weekend & Evenings	\$54.00 / hr / person
Electrical Staff	Week Day	\$40.00 / hr / person
	Weekend & Evenings	\$54.00 / hr / person

Cancellation of Reservation: You may be entitled to a partial refund of your reservation fee if you have notified the City in writing of your intent to cancel the reservation at least 2 weeks prior to the reserved date. The City shall retain an administrative fee of the lesser of 25% or \$25 of the total fee paid. No reservation refunds shall be issued after the fact (ie...events that never take place) or for late cancellations (within 2 weeks of the reserved date).

(See attached application)



THE 400 BLOCK RESERVATION FORM

(Submit this Application to the City of Wausau Clerk's Office)

Make checks payable to: City of Wausau

Amount Submitted: \$

Check #: #

Contact Person:

Is this an Annual Event? Yes
 No

Organization's Name:

Organization's E-mail Address:

Address:

Work Phone #:

Home/Cell Phone #:

Event Dates:

Time of Event:

Set Up Dates:

Removal Dates:

Name of Event:

Reservation of the block does not automatically permit an event. Approval process requires a special event application be completed and filed with the City Clerk and all conditions and requirements of the Special Event Policy, Municipal, State and Federal rules, regulations and guidelines must be followed prior to obtaining a permit.

Please check mark the statement that most applies to your event.		#Hrs	#Days	Rental Fee
<input type="checkbox"/>	The event is sponsored by a commercial enterprise.			
<input type="checkbox"/>	The event is private (not open to the general public) and is sponsored by a private group.			
<input type="checkbox"/>	The event is free to the general public and is of wide interest to the general public.			
<input type="checkbox"/>	Admission is charged to this event which is of wide interest and open to the general public. The event is sponsored by not-for-profit or club.			
<input type="checkbox"/>	Admission is charged for this event which is of limited interest to the general public. The event is sponsored by not-for-profit or club.			

I agree to indemnify and save harmless the City of Wausau and Marathon County and their employees, elected and appointed officials, and agents from any and all liability from claims of bodily injury, property damage, or any other nature whatsoever arising out of the use of the Wausau property herein specified.

I have received a copy of the Block rental policy and Special Events Policy/Application and agree to abide by all rules and regulations formulated by the City of Wausau for use of the block; and to adhere to all specifications and limits contained in the state policies. I understand that inaccurate information or an unauthorized event is grounds for cancellation of any reservation granted to me and may jeopardize future reservations. I understand that reservation of The 400 Block does not authorize or permit the event to occur.

Signature _____ Date: _____

City of Wausau Authorization Form

To Department(s): Police (2), Fire, Parks, DPW (2), Health Dept, Mayor, Inspections, Metro Ride	Date Requested: 8/12/14
Contact Name: Hardel, Barnes, Kujawa, Duncanson, Andringa, B. Buchberger, Tipple, Wunsch, Seubert	Requested by: City Clerk

Applicant: Heidi Rose	Phone # 414-351-9283
D/B/A WAVE Educational Fund	Hm/Cell # 414-840-5449
Address: PO Box 170393, Milwaukee WI	Email: hrose@WAVEedfund.org

License Type: Special Event Class III Hearts & Soles to Prevent Gun Violence
 Traveling display of empty shoes to remember victims of gun violence, Saturday September 23, 2014 on The 400 Block. Short program with speakers at 4:00 pm.

Please review the attached application for compliance with state, federal and municipal regulations, cost of services rendered and other issues you may have with its contents. **QUESTIONS OR CONCERNS REGARDING THE EVENT SHOULD BE DIRECTED TO THE APPLICANT LISTED ABOVE BY THE DEPARTMENT.** Once your questions have been answered, mark the appropriate box as indicated below, then sign and *return only the authorization form to the City Clerk.* **KEEP THE ATTACHED APPLICATION FOR YOUR RECORDS.**

I have no issues with the application as submitted and give the City Clerk my authorization as indicated by my signature below.

I approve of the application as long as the following conditions / restrictions are met and reasonably verified by the City Clerk prior to issuing of the permit. I have discussed these conditions/restrictions with the Event Organizer prior to giving my approval.

List conditions / restrictions below:

I **temporarily object** to the application due to the following conditions / restrictions and request the situation described be remedied and another inspection/review be accomplished by this department.

List conditions / restrictions below:

I **OBJECT** to the licensing of this applicant / event for the following reasons and request the applicant be informed of his/her right to appeal this decision as indicated in the events policy.

List Reasons for your Objection / Denial below:

Estimated Cost to Provide City Service \$ _____

_____ Date _____
 Authorized Signature
 _____ Department _____
 Print Name

Education



DON'T FEED WATERFOWL

Feeding waterfowl is a popular activity for many people, but it is a significant cause of high urban bird populations. Consider implementing a "No waterfowl feeding" ordinance or policy. Congregating wildlife by hand feeding can be unhealthy nutritionally for geese and more easily spread disease through waterfowl populations. Feeding also disrupts natural patterns and concentrates waterfowl which can have a decoy effect, attracting more birds to the location.

Urban Wildlife Damage Abatement and Control Grant

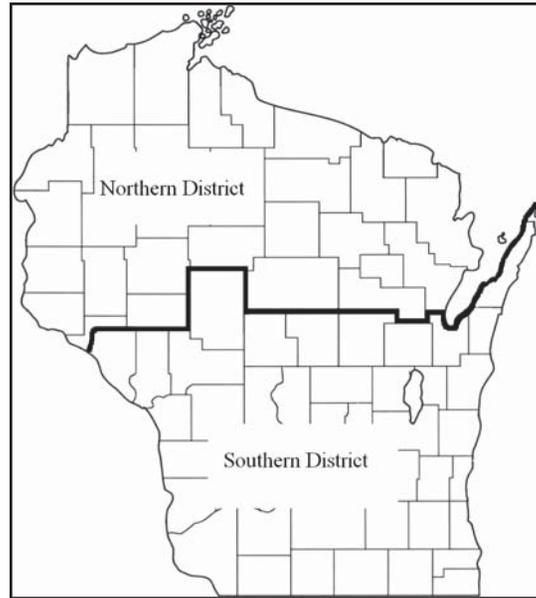
UWDAC grants are available from the DNR to any town, city, village, county or tribal government in an "urban area." Grant funding is available to help urban areas develop wildlife plans and/or to implement specific damage abatement and/or control measures for white-tailed deer and/or Canada geese.

A statewide total of \$25,000 is available annually. This program provides 50 percent project reimbursement up to a maximum of \$5,000 (\$10,000 total project cost). Advance payments of 50 percent (not to exceed \$2500) of the grant award can be requested at the time the grant agreement is signed.

<http://dnr.wi.gov/org/caer/cfa/LR/Urbanwildlife/grants.html>

For Further Information

If you have any questions regarding Canada goose management, please contact your region's USDA Wildlife Services district office for more information.



Northern District:
USDA APHIS Wildlife Services
PO Box 1064
Rhinelander, WI 54501
(800) 228-1368

Southern District:
USDA APHIS Wildlife Services
1201 Storbeck Drive
Waupun, WI 53963
(800) 433-0663

This publication was made possible by the WDNR and the USDA.

This publication can be made available in alternate format upon request. Please call (608) 264-6036 for information.

The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240.



Resident Canada Goose Management in Wisconsin



PUB WM-474-2007



Resident Canada Geese

The population of resident Canada geese in Wisconsin has dramatically increased over the last 25 years. This phenomenal growth has been recorded throughout the United States as well as internationally. This is partially due to the development of large open mowed grassy areas that humans have created and the protection that they provide. Resident Canada geese are large, very adaptable, long lived, productive, and protective of nests and young. These traits often lead to conflicts with citizens.

Conflicts

As the population increases, so do the incidents of human conflict. High concentrations of resident Canada geese can lead to landscape damage, decreased water quality, disruption of recreational activities and decreased aesthetics from abundant droppings. However, there are solutions to these problems for landowners and local governments. In Wisconsin, the management strategy for these geese is twofold: 1) Manage the overall population through hunter harvest and 2) Address property or community specific problems with professionally guided integrated management.



Management Decision

The decision and cost to manage the local Canada goose situation lies with local leaders in accordance with State and/or Federal rules.

Integrated Management Plan

It is recommended that an integrated plan, utilizing multiple techniques, be implemented to successfully resolve conflicts with resident Canada geese.

Techniques to consider include:

Habitat modification. Habitat modification is altering the characteristics of the site so that geese do not find it attractive. This can be achieved by allowing grass to grow or planting buffer strips of native grasses or shrubs around water bodies to block the geese's clear view of potential predators, making them feel uncomfortable.

Fence barriers. Fences can prevent geese from conveniently walking from water to grass areas. Many different cost effective varieties, from mesh fencing to monofilament lines, can work well at disrupting access to feeding or loafing areas.

Scare devices. It is legal to harass Canada geese without a state or federal permit as long as the geese are not touched and adults are not kept away from their nests with eggs. These techniques are designed to make the geese uncomfortable and encourage them to find friendlier habitat. Trained dogs, auditory calls, predator effigies, mylar flagging, pyrotechnics and human harassment can be a critical part of an integrated plan.

Repellants. Chemical repellents can be applied to grassy areas where geese are accustomed to feeding. Typical goose repellents coat the grass with products that the geese find distasteful. They often associate the repellent's slight discoloration of the treated areas with the bad taste and avoid feeding in the area. Landowners should contact the Wisconsin DNR before using repellents because a permit may be needed.

Population management. Population management is achieved by either reducing the recruitment and/or increasing the mortality of the local population. This can be done several ways. Where possible, hunters harvesting geese during the early September hunt can be effective at reducing local populations and establishing that the area is no longer a safe refuge for the geese. However, local ordinances may have to be altered to allow hunting in developed areas. In order to manage the local population outside of the established hunting season, either by reducing nesting success or removal of adult and juvenile birds, a State and/or Federal permit is



necessary to conduct these activities in Wisconsin. Nesting success can be reduced by obtaining a nest destruction permit. This will allow the permit holder to oil, addle or destroy a nest with eggs. Destroying alone may cause the geese to attempt re-nesting. Nests without eggs may be destroyed without a permit. The removal of adults and juvenile geese or "round-up" is conducted in mid-June to early July during the molting process when geese are flightless. Prior to removing geese the population must be sampled for environmental contaminants. Captured birds are processed and made available to local food pantries for human consumption.

Important things to consider

Consider the timing of your actions. Goose behavior and damage changes throughout the year.

Reduce the available food and eliminate the ability of geese to walk from the water to feeding areas.

Solicit public involvement. While some people enjoy observing geese others would rather have them removed. Consider all opinions to avoid negative reactions.

Be aware of laws and regulations. These change over time.

Consider reducing geese, not eliminating them. Most successful plans aim to reduce goose numbers to a level tolerable to all stakeholders.

Be proactive. Many people wait until the problem is out of control before seeking help.

PROJECT UPDATE

Athletic Park Perimeter Wall Repair

The project includes tuck pointing, damaged wall cap replacement and minor foundation repair. It will go out to bid August 30 and bids are due on September 16.

Athletic Neighborhood Park Playground Netting

Staff is awaiting revised design from Becher-Hoppe Associates.