



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: Monday, June 1, 2015 @ 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 – May 4, 2015
4. Park Capital Project Priorities – Discussion and Possible Action on the Ranking and Timing of Known Park Capital Projects 2015 - 2020
5. Athletic Park Bleachers – Discussion and Possible Action on Athletic Park Bleacher Replacement
6. Park Facility Sponsorships – Report and Discussion on Developing a Park Facility Sponsorship Program
7. Mowing – Report and Discussion on Park Mowing Policies and Practices
8. Project Update
9. Future Agenda Items
10. Next Regular Meeting – Monday, July 6, 2015 at 5:15pm
11. 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

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

DRAFT

CITY OF WAUSAU – PARK AND RECREATION COMMITTEE MEETING MINUTES

Date/Time: May 4, 2015 at 5:15pm

Location: Board Room, City Hall

Members Present: Gary Gisselman, Robert Mielke, David Nutting, Tom Neal, David Oberbeck (c)

Others Present: William Duncanson–Director, Pat Peckham – City Pages, Patrick Hoerter

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Oberbeck at 5:15pm.

Public comments – Hoerter said he received approval from the Community Foundation Board to hold the fund for the accessible playground which will be called JoJo’s Jungle. He distributed a brochure and said he received positive feedback and people interested in helping with fundraising. He also met with some playground manufacturers and in a couple weeks could have a design. His group is working on finalizing a budget which is between \$750,000-950,000. They are on target to create a pretty impressive playground with that number especially given Brockmeyer Park’s accommodations already. Oberbeck said he heard favorable comments from the neighborhood.

Approval of Minutes – **Motion** by Mielke, second by Neal to approve the Park and Recreation Committee April 6, 2015 draft minutes. Motion **carried** by voice vote. Vote reflected as 5-0.

Brockmeyer Park – Discussion and Possible Action on Updating the Brockmeyer Park Master Plan – Duncanson gave history on how the land was acquired for both Brockmeyer and Swiderski Parks. He discussed the subdivisions and how parks took land through the parkland dedication ordinance because they wanted to serve multiple levels of development. He said that easements were acquired for the Brockmeyer Walkway to help the neighborhood get safely to the park and corridors were acquired at Swiderski Park to help people get there as well. Parks has been providing pedestrian transportation through walkway systems when it’s not really their job to provide this. The City is looking at transportation as an infrastructure issue not just as a recreation issue. Duncanson discussed the concept of Brockmeyer as a community park where facilities are at a unique and higher level. The expectation from people is to be able to stay there for extended period of time and have their needs met with things like drinking water, restrooms and off street parking. He discussed some of the ideas in the original master plan including the Junior League baseball diamond, soccer fields, ice skating, shelter, play area, and trail system and what has and has not been developed. He said that years ago there was a group interested in doing a large adventure type playground but the funding never came. He noted that Swiderski Park hasn’t been developed and there has not been a lot of park development in the community over the last several years unless there was something tied with it like reversionary clauses on deeds. He said that time has passed and things are changing. Oberbeck felt that the west side is a growing area and the park should be developed. Gisselman thought the residents should be surveyed to see what they want. Hoerter discussed a possible location in the park for the large accessible playground. Duncanson said they should not be discussing this at a playground level, they should be discussing all the things they want in the park. Staff would then take all the ideas and figure out relationships as to what fits best next to what and where. Lengthy discussion followed on updated master plan ideas including large accessible playground, skate park, bmx or pumptrack, disc golf, pool, tennis courts, pickle ball, paved walking paths, ice rink, enclosed reservable shelter, nature education, adult seating/swings, mini golf, splash pad, and open sports fields. Members liked the idea of mixed uses in the park.

Hoerter questioned if there are resources available to work on the playground for instance if it was fully funded by next year if there is availability to help know how it would integrate into a potential location. Duncanson said part of the reason for this discussion is to see what they are thinking about because it has to be close to an existing restroom or another restroom will have to be associated with it. Duncanson said there would have to be sidewalks along the parking lot, restriping, and curb breaks because on the west side there is not the transition from parking to walkway on hard surface to the playground area. There are a number of things that have to happen to make everything fit together. Those are the details to be worked out once the uses and proximities to each other are decided.

Gisselman left the meeting at 6:25 p.m.

2016 Budget – Discussion and Possible Action on 2016+ Capital Improvement Projects – Duncanson reviewed several proposed projects including Schulenburg Pool estimated at 3.2 million. Duncanson noted that the school referendum passed and A.C. Kiefer will be closed. Staff does not yet know if the Jefferson/Schulenburg site will be available for a new aquatic facility. Oberbeck felt if the Schulenburg site was not available it opens up the discussion of where a pool would best serve the west side residents. Nutting believed the Schulenburg or Kiefer sites were the focus. Duncanson said that instead of Schulenburg Pool they could say third Pool but they don't know if they need to leave the Schulenburg site. They do know for sure that the existing Schulenburg Pool is being planned on for construction next year. Another project involves software and hardware needed for City street tree inventory which is a project that came out of the LEAN process and how to manage the urban forest more effectively. Athletic Park restroom fixtures and the Athletic Park outfield were agreed to in the development agreement. The City Comprehensive Outdoor Recreation Plan (CORP) has been done internally in the past but staff time is currently consumed with large projects and staff is looking to contract this out. Playground equipment is another project that needs to be brought into ADA and CPSC compliance for accessibility and safety. This is the beginning of a multi-year program to repair and replace playground equipment throughout the City. Rolling Stock is the final item. Oberbeck questioned if money could be put in to implement Brockmeyer Park development and how the Committee felt about that. Neal questioned if it could be placed under the CORP item. Duncanson thought that would be shortcutting the planning process. He questioned how they thought a project would be received by the Capital Improvement Project Committee if it were asked for \$300,000 for Brockmeyer Park when projects are due June 1st but staff has no plans and no cost estimates at this time. Oberbeck said there is a plan that is not funded and the City has an obligation to deal with some of these parks. Duncanson said he did not want to get into a position where he agrees to spend money on a project where there is promised funding but he doesn't know if there is going to be a maintenance fund or if the City is willing to have it gifted and do all the maintenance. He wants the Committee's support and direction because others could say he went out contrary to existing policy and direction and this is a lot of City money. Oberbeck questioned if they could use the comprehensive plan as the basis for Brockmeyer Park. They can't just revisit this every year, they need to take action and ask for money like other committees ask for road projects or economic development type projects. This park already has some infrastructure for development. Neal said the Parks Department has expressed support for an accessible park subject to funding itself. He doesn't know what the City would do other than if there were some infrastructure upgrades needed to accommodate JoJo's Jungle and they should at least get that on there. Duncanson suggested if they shortcut the overall planning process for this whole list of ideas, and say no matter what, they are going to put JoJo's Jungle in a certain area and they know they need to support it with a restroom and other accessible facilities in this part of the park and Committee makes this decision and says lets go ahead on that. Neal also wanted the perimeter walkway upgrade because it's always been on the plan and he hasn't heard anything against it. Nutting agreed the play area was a go and it was getting steam. Neal said they need to identify what the CIP request is for. Nutting said it would be for the infrastructure to support this future development and perimeter walkway. Oberbeck said and continued development. **Motion** by Neal, second by Mielke to approve the entire CIP listing with the addition of number eight which is for the accessibility issues related to the west parking lot as they relate to the future development of the accessible playground and creating of a perimeter multi-use walkway with dollars to be determined. Hoerter questioned what they would need to refine the wish list for other areas of the park to say this is what they want. Duncanson said more time than they have to do regular work and this is late to be entering this in, something may dropout with staff's ability to do all of these things within the year. Oberbeck said the City Council can add in any amount even during the budgeting process if they want. This is the initial offering and CIP is not complete until November. He thinks it would be good whatever is needed as far as accommodating this potential use that would be in there to have it ready. Duncanson said if the third pool goes back a year that buys some staff time to get work done. Neal questioned if there would be an additional restroom needed. Duncanson said that is part of what is not defined is what the total build out is for JoJo's Jungle and all the support facilities. How much is provided by JoJo's Jungle and how much is provided by the City. Hoerter said they tried to see what the playground and foundation would cost. If it is just the playground going in and nothing else in the park, the existing restroom would be ample. They have other covered features in the playground along with garbage bins and bench seating. Duncanson said part of what they don't know is where the playground might end up in and its relation not only to the restroom but what it may do to other potential features. That's one of the risks in going ahead with one thing. They want to maintain the flexibility of doing other things and he doesn't believe it should be put in as the central feature of the park, space should be left for other things. They should go in assuming it's going to need its own restroom because the very young and very old need restrooms more than others. **Motion carried** by voice vote, vote reflected as 4-0.

Program Update – Report on Spring and Summer Activities – Duncanson said staff is hiring people for the summer programs. Schulenburg Pool will be open at the beginning of the season and Kaiser Pool is on schedule to open the beginning of July. Staff will be receiving additional training on the water slides. Duncanson distributed the parks spring/summer recreational guide.

Project Update

Kaiser Pool – Bath house fixtures are being installed along with pool mechanical equipment. Plastering of pool shell, concrete pool deck, climbing wall, and the interactive water feature are all scheduled for early to mid-May installation.

Memorial Pool – Project will be advertised for bid on May 11th. Bid opening will be on June 2nd.

Athletic Park – Woodchucks phase 2 improvements are in final design. Staff is working closely with the Woodchucks and the Samuels Group.

Next Regular Meeting – Monday, June 1, 2015 at 5:15pm at Board Room, City Hall.

Adjourn - **Motion** by Nutting, second by Mielke to adjourn at 7:30 p.m. Motion **carried** by voice vote. Vote reflected as 4-0.

AGENDA SUMMARY

4. Park Capital Project Priorities – Discussion and Possible Action on the Ranking and Timing of Known Park Capital Projects 2015 - 2020

The City has had a very ambitious capital program involving Parks, Recreation and Forestry in recent years and it will likely continue for some time. In addition to large planned projects such as reconstructing the three swimming pools we have had significant unplanned projects occur such as Athletic Park Phase I, Athletic Park Neighborhood Park, the Sylvan Hill Bike Park, ADA Title 10 revisions, and now Athletic Park Phase II, JoJo's Jungle and the just completed Whitewater Park 20 Year Master Plan. It is wonderful that the community wants to make these great improvements. However, each of these improvements comes with costs. The costs include:

- Administrative staff time to negotiate agreements, develop plans, determine costs, obtain approvals, incorporate into work plans and budgets, apply for grants, fundraise, obtain designs with construction drawings and specifications, prepare bid specifications, administer contracts, supervise and inspect construction.
- City capital including CIP, bonding and TIF
- City operation and maintenance support in the forms of maintenance staff, operational staff, administrative staff, vehicles, equipment, utilities, supplies, and contracted services.

The cumulative demands of the projects before us exceed our resource capabilities in all areas. The PRF administrative staff that deals with the inception, planning, design, construction and administration of this project work plus the overall administration of the entire department consists of two positions (Director, Asst. Director) each funded at 20 hours per week for City of Wausau work. There is no other planning, design, contract administration support staff. Project funding requests are at all time highs while the City budget is ever more constrained and State grant programs are being significantly reduced. The PRF Department does not have the capability to maintain and operate more facilities without additional staff and funding. The 2015 funding for the 400 Block allowed the department to offset maintenance capability losses caused by underfunding 400 Block maintenance but it did not create any excess maintenance capacity.

An additional consequence of the multiple unplanned project opportunities we have experienced is that planned work and projects have been deferred. For example, we had intended to have the Eau Claire River Conservancy's parking lot and trails completed this year to coincide with the opening of the sports complex. This and other important projects have been set back numerous times.

It is time to take a more comprehensive look at the PRF projects and opportunities before us and determine priorities for accomplishing them. These priorities need to be tempered by staff and funding capabilities to create them and the ability to maintain and operate them once they are complete. Below is a listing of major projects in our immediate future with construction costs (if known) by year. Staff has put them in a rank order based on our perception of current commitments, need, and ability to develop and construct with current administrative staff. Please note that there is no current capability to maintain more facilities. The PRF Department

AGENDA SUMMARY

is already planning on requesting a budget increase in 2016 to cover additional facilities at Athletic Park and the East Riverfront Redevelopment Area.

	COST	CONST		
		2016	2017	2018
1. Athletic Park Restroom Fixtures	\$100,000	X		
2. Athletic Park Outfield Renovation	\$200,000	X		
3. Vehicle and Equipment Replacement	\$176,000	X	X	X
4. Playground Equipment Compliance	\$150,000	X		
5. Schulenburg Pool Reconstruction	\$3,100,000	X		
6. City Street Tree Inventory Software and Hardware	\$125,000	X	X	X
7. Comprehensive Outdoor Recreation Plan	\$30,000	X		
8. Brockmeyer Improvements Including JoJo's Jungle	?		X	
9. Sylvan Bike Park	?		X	
10. Eau Claire River Conservancy	?		X	
11. Mountain Bay Trail Urban Link	?		?	
12. River Edge Trail Easements and Construction	\$500,000/yr		X	X

PROJECT UPDATE

Kaiser Pool

Project is nearing completion, final finishes going into bath house, pool deck complete, fencing is ongoing. Pool is scheduled to be filled with water June 15.

Memorial Pool

Bids open on June 2nd.