

**DRAFT**

**CITY OF WAUSAU – PARK AND RECREATION COMMITTEE MEETING MINUTES**

Date/Time: September 14, 2015 at 5:00pm      Location: Maple Room, City Hall

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

Excused: Tom Neal

Others Present: William Duncanson–Director, Peter Knotek-Assistant Director, Brian Kowalski – City Pages, Patrick Hoerter, Matt Block-CWOCC, Jahn Martin-CWOCC, Romey Wagner-Councilperson

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner.

Nutting opened the meeting at 5:00 pm to listen to the project update report.

Project Update

Memorial Pool - The footings and foundations are complete along with most of the below grade plumbing for the bath house. For the pool itself the majority of below grade plumbing is complete, 3 of 5 sections have reinforcing steel installed and are ready for concrete and the slide foundations have been installed.

Athletic Park Phase 2 – Demolition of the existing structures along the third baseline is complete. Work has started on footings for the new 3<sup>rd</sup> base restrooms, concessions and bleacher facilities.

Radtke Point Erosion Mitigation – Two bids were received on August 10<sup>th</sup> and both were over budget. The project will be redesigned and rebid this year.

Street Tree Management – CISM Committee discussed the item and thought it was a good idea to think about street trees from the very beginning of street projects. The “tree cop” from Milwaukee will be brought in to do a seminar on street tree management and the seminar will be opened up to other municipalities.

It was noted there was a quorum present and Nutting turned the chair over to Oberbeck.

Public comments – None brought forward

Approval of Minutes – **Motion** by Mielke, second by Nutting to approve the Park and Recreation Committee August 3rd, 2015 draft minutes. Motion **carried** by voice vote. Vote reflected as 4-0.

Brockmeyer Park Master Plan – Discussion and Possible Action on Revising the Brockmeyer Park Master Plan to Accommodate JoJo’s Jungle Inclusive Playground – Duncanson said staff had met with Hoerter and had scoped the project. They discussed the most important items in the playground and how to incorporate those into other future potential ideas of what could happen in Brockmeyer Park. Staff has taken Hoerter’s concepts, the concepts from the original master plan and new suggestions to revise the park master plan. They thought about primary uses and how that may affect space utilization in the future. Knotek provided a graphic and said he took a lead from what they heard from the neighborhood meeting about a year ago and what they have been hearing in public comment about open play areas. Spaces are included for the possibilities of JoJo’s Jungle, a disc golf area, a pool, main shelter, open play/soccer field/event area, and hard court area. Spaces remain for parking, restroom/shelter, baseball field, and ice rink. Knotek discussed the layout of the revised master plan. Duncanson said the revised plan stays with the original concept but reallocates space. It has active play areas and open space and there is good space for multiple events. Additional items brought up included a family type restroom and meandering ice skating course. Duncanson discussed the walkways. Knotek said if the revised masterplan is approved they will develop a capital plan and funding will be contingent on what is available within the City budget and where they choose to put that money. Duncanson mentioned that JoJo’s Jungle timeline is looking at a 2017 construction with fundraising in 2016. Gisselman questioned if they were seriously thinking about a pool there in five years. Oberbeck said it’s been approved as a capital project and still has to go through the budgeting process. The comprehensive plan would outline some of those steps and what the master plan does is put in placeholders. There has been a lot more development in that area as far as housing and he believes the tax base is there to support this type of park. Knotek said the master plan is subject to change but there are place holders in there. If they don’t go in a certain direction they can repurpose the land but if a decision is made to put a pool in they know there is an appropriate space available. Wagner felt the document could be

adjusted. He said that every neighborhood doesn't deserve the same thing and this park could have something unique like the disc golf or JoJo's Jungle. As long as things are offered somewhere in Wausau he believes neighborhoods are served by walking/biking trails and open spaces. He questioned if they were still considering a dog park. Duncanson said everyone wants a dog park but no one wants to live near one. He felt it would be shortsighted to take a community park and turn it over to dogs. They are still committed to having a dog park, just not at this site. Knotek said the next step if the plan is approved is to take it to Plan Commission including a public hearing and final approval by the Council. **Motion** by Nutting, second by Gisselman to accept the revised Brockmeyer Master Plan to include any future modifications as presented and start the ball rolling. Motion **carried** by voice vote. Vote reflected as 4-0.

Sylvan Hill Bike Park Concept Plan - Discussion and Possible Action on Creating Mountain Bike Park Facilities at Sylvan Hill – Duncanson said Committee had met previously with the Sylvan Hill neighborhood and discussed the opportunity for a bike park. This would be a major summer activity and speaks to the broader concept of developing a variety of bike activities over time that could potentially make the Wausau area an International Mountain Bike Association (IMBA) ride center. There has been funding from the Central Wisconsin Offroad Cycling Coalition (CWOCC) and grant funding from IMBA to do the conceptual plan of bike facilities on the eastern end of the park. There would be a trailhead and parking off of Coates Lane with a pump track and skills area. There would be a number of gravity trails with different difficulty with a return loop. Staff has blended existing activities with future activities and outlined the area where the bike park facilities would be. Staff is making sure there are hiking trails for the people in the neighborhood to use. In the long term people will be able to enter the park off Eagle Valley and move along the perimeter trail. Duncanson felt conflicts were resolvable. One way to resolve the intersections where the walking trails and biking trails meet is to separate users vertically. The timeline is to finalize the conceptual plan and bring it back to Committee next month and then go out for public comment. This would potentially move the project forward to possible design followed by potential construction in 2017 depending how the design and funding sources come together. The conceptual plan doesn't have hard dollars with it. Block said just to get an idea of what design costs would be it comes down to about \$1 per lineal foot of trail. He estimated that these trails would be around \$15,000 just for the trail design work. There would be separate costs for the pump track and skills area. Construction costs for the gravity trails would be \$5 per lineal foot so they are looking at a \$75,000 range which could go higher or lower depending on the soils and bedrock. A middle of the range pump track could cost \$30,000. Oberbeck thought those amounts of money were very reasonable considering the overall impact to the City from the amount of people these tracks could bring. It would be a substantial return on investment. Block gave an example that Copper Harbor which is a ride center that has a maximum population of eighty people and pulls in 40,000 visitors just to recreate. Nutting said when they first presented this there was an aspect of the group maintaining it. Block said generally ten percent of the build cost is for maintenance. He discussed a bike park that is City owned and maintained. He said their group has volunteers but at some point there will probably be more infrastructure than volunteers can maintain. They are growing to the point where other IMBA chapters are having their own hired staff to build and maintain trails which is their goal. Oberbeck said they could look at a trail fee for maintenance. Duncanson mentioned that CWOCC had rebuilt a good portion of single track trails at Nine Mile and there have been good reviews. The County has acquired around 70 acres at Brokaw for a possible bike facility and is looking at another potential piece of land near Mosinee Hill. CWOCC is working with the Marathon County landfill and also with Weston, Rothschild, and Rib Mountain.

Wagner left the meeting at 6:10 pm

Oberbeck felt the return on investment is so great compared to the cost that they should get it into the budget as soon as possible. He wanted to know if it was possible to adapt the 2016 budget to make a recommendation to at least get the planning dollars in. Duncanson said the design dollars are the only thing they can get a good grasp on and they could go real rough with \$15,000. It would be for the main trails but not the parking lot or trail head facility. Gisselman would like some information with regard to the return of investment and how it would help the City coffers. Duncanson said another IMBA ride center has completed an economic impact study which has new information on what mountain biking has meant to their community. Martin mentioned that their rider groups are used to paying trail fees to help offset maintenance costs. **Motion** by Nutting, second by Mielke to approve the conceptual plan and direct staff to develop cost estimates for designing the flow trails at a cost not to exceed \$20,000 for the 2016 budget. Motion **carried** by voice vote. Vote reflected as 4-0.

Mielke, Block, Martin, and Kowalski left the meeting at 6:25 pm.

2016-2017 Budget - Discussion and Possible Action on the Park, Recreation and Forestry Department's Proposed 2016-17 Supplemental Budget Requests – Duncanson said as staff developed the 2016 budget they had discussions in Committee about what 'cost to continue' was. The City had committed to some areas that the park and recreation programs were moving along in the major ones being the new swimming pools. There are additional manpower costs for bigger and expanded facilities and additional maintenance costs and they knew these were coming so staff has itemized those costs for pools, Athletic Park expansion, and the east riverfront redevelopment. The City is committed to those and will have to start to maintain the new and expanded facilities. Staff put those itemized costs in its initial budget they submitted to the Mayor. In that budget discussion they were directed that those costs weren't really 'costs to continue' and should be put in the supplemental budget request forms.

Oberbeck said the cost to continue is not anything different from 2015; it's the decisions made by Council like the riverfront and Athletic Park and all the costs associated with those decisions. The City committed to capital expenses but not to the operating expenses and that's the problem. He felt decisions were made without these other costs being put in and they are not really supplemental budget items but are things that have to be done. Gisselman said especially with Athletic Park they are adding a second elevator and that will need to be taken care of. Oberbeck recommends putting the Athletic Park Facility Maintenance and 3<sup>rd</sup> Base Elevator Supplemental budget request back into the base budget. It's funded or else the elevator sits unused and there is not ADA accessibility to second floor. Duncanson noted that all the labor is not elevator related the majority of it has to do with maintaining the other three million dollars in facilities at Athletic Park. He detailed some of that work. Gisselman said they took the money, they could have said no. Duncanson said the service implication option of not doing it is to take other park facilities and programs and close them down and shift that into Athletic Park so they meet the user agreement. That's the only option. Something does not happen because the department is out of manpower, materials, and utility funding. That's it, the budget is broken. **Motion** by Gisselman, second by Nutting to send this back as a base budget item. **Motion carried** by voice vote. Vote reflected as 3-0.

Deferred maintenance projects – Oberbeck questioned if the list of projects are things that need to be done to maintain the facilities the City has invested in. Knotek gave the example of replacing the bridge decking at Fern Island. He said they could put plywood on the deck but that only lasts so long. Duncanson said eventually it will reduce the ability to take vehicles across it and it becomes a low quality pedestrian bridge. Knotek discussed some of the other maintenance items including sink replacement at the Oak Island Park restrooms, furnace and front door replacement at Sylvan Hill, light fixture and masonry repairs at Stewart Park, wall repair, staining and putting a concrete band in front of the stage at the 400 Block, seating and bank repair at Whitewater Park, 1<sup>st</sup> base concession roof and 1<sup>st</sup> base drinking fountain replacement at Athletic Park. Knotek said they could keep limping along that they will not close these facilities but the facilities will be of lesser quality and the deterioration will happen at a more rapid pace as time goes on. Oberbeck questioned if there is a budget established for yearly maintenance. Duncanson said it's under materials and supplies and is small projects that staff puts together. Fifteen years ago that was forty to sixty thousand a year but in the last few years it has been down to twenty thousand. When money has been taken from the parks budget that is the first place they go. Cumulatively this is work that hasn't happened and it represents an annual number that needs to be continued. Oberbeck felt a fund is needed to maintain a maintenance budget for park facilities. **Motion** by Nutting, second by Gisselman to re-establish this amount for maintaining the existing facilities. **Motion carried** by voice vote. Vote reflected as 3-0.

Duncanson left the meeting at 6:50 pm.

East Riverfront Redevelopment - Knotek said the City has committed to doing this work. The request is for manpower, water/sewer, electric, fuel, and the agriculture/horticultural/maintenance supply costs to take care of it. Oberbeck said this project is under development and involves what will be in place. Knotek said when the Council commits the dollars or approve the TIF changes to allow projects to happen, maintenance funding should be rolled in there. Gisselman felt these costs have to go hand in hand with adopting a plan for the riverfront and both parts should be there. Oberbeck said whoever is bringing forth this project has to have a capital improvement project. The Finance Committee has to look at this and it should be tied into that overall discussion. The Finance Committee has to bring

the overall plan with a realistic number and then tie this number in. We should leave the East Riverfront project go as far as a supplemental budget request and have the discussion in Finance Committee on east riverfront and all associated costs with it. There are also other costs associated and it needs to go to Finance Committee as a package. It should be incorporated into the whole project cost. Oberbeck felt it would be beneficial to send it to the Economic Development Committee to have them put that in their budget and request it and it goes to Finance Committee as a total package. Knotek clarified that at the Park and Recreation Committee's recommendation is this should be sent to the Economic Development Committee to be included within the full request for the project so it is an annual request. Oberbeck agreed that it should not be separated out. Oberbeck recommended that CISM Committee should also have all costs associated with that project come in so they are looked at under one budget item. **Motion** by Gisselman, second by Nutting that this supplemental budget request is forwarded to the Economic Development Committee to be included as a project cost as they are presented to City Council as a supplemental cost for 2016. **Motion carried** by voice vote. Vote reflected as 3-0.

Memorial Pool and Kaiser Pool – Knotek said this request is for additional staffing and a small amount of equipment. They knew these costs were coming when these pools were built. Based on concession and gate revenues this may not be a budget increase in the long run but will still be an expense increase covered by revenue. This is something the City committed to and it is a cost to continue. Oberbeck agreed and said the pool doesn't open unless staff is provided. Nutting agreed that it should not even be an item on the table. **Motion** by Nutting, second by Gisselman to put this in the 2016 base budget and take it out of the supplemental budget request. **Motion carried** by voice vote. Vote reflected as 3-0.

Facilities and Grounds Operations and Maintenance Labor – Knotek noted that in every single supplemental request discussed there was a little bit of labor included. This request is the total of all the labor. Knotek recommends this be given back to Duncanson to redo based on the ones that were pulled out as 'costs to continue' and the other ones and identify them. **Motion** by Gisselman, second by Nutting to direct staff to redo the Facilities and Grounds Operations and Maintenance Labor request. **Motion carried** by voice vote. Vote reflected as 3-0.

Future Agenda Items – Sylvan Hill Bike

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

Adjourn - **Motion** by Nutting, second by Gisselman to adjourn at 7:00 p.m. **Motion carried** by voice vote. Vote reflected as 3-0.