



## **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, March 7, 2016 @ **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 – February 1, 2016
4. Sylvan Hill Bike Park – Discussion and Possible Action on a Petition Expressing Concern That the Planned Sylvan Hill Bike Park Does Not Adequately Protect Existing Uses
5. New Position Request – Discussion and Possible Action on Requesting a Full Time Management Position
6. Riverside Park Bike Polo Court – Discussion and Possible Action on Converting an Existing Parking Lot to a Bike Polo Court
7. Brockmeyer Park – Report on Plan Development for JoJo’s Jungle and Associated Facilities
8. Irrigation Water Rates – Progress Report on Staff Efforts to Reduce Use of Water For Irrigation and Fountains
9. Recreation Program Activities – Report on Winter Recreation Program Activities
10. Project Update
11. Future Agenda Items
12. Next Regular Meeting – April 4, 2016 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

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

**DRAFT**

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

Date/Time: February 1, 2016 at 5:15pm      Location: Board Room, City Hall  
Members Present: Gary Gisselman, Robert Mielke, Tom Neal, David Nutting, David Oberbeck (c)  
Others Present: Bill Duncanson–Director, Peter Knotek–Assistant Director, Pat Peckham–City Pages

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 – none brought forward

Approval of Minutes – **Motion** by Nutting, second by Neal to approve the Park and Recreation Committee December 7th, 2015 draft minutes. Motion **carried** by voice vote. Vote reflected as 5-0.

Bird City Designation - Discussion and Possible Action to Forward a Resolution to the Common Council Supporting International Migratory Bird Day – Duncanson said the process has changed slightly because this year the Bird City designation reviewers are asking that municipalities have their governing bodies pass a resolution and proclamation separately instead of together. The language is pretty much the same except for the dates of International Migratory Bird Day. Duncanson requested that Committee direct staff to have the resolution prepared and taken to Council in advance of International Migratory Bird Day. Staff will coordinate with the Mayor’s Office as to his proclamation so everything happens on the same evening. Oberbeck recommends instead of coming back from the Mayor’s Office to the Park and Recreation Committee that it just begins at this Committee and goes there on an annual basis. **Motion** by Mielke, second by Nutting to approve and have staff forward the resolution for Council and Mayor to approve. Motion **carried** by voice vote. Vote reflected as 5-0.

Irrigation Water Rates – Discussion and Possible Action on the Impacts of Increased Rates for Water Used for Irrigation or Fountains – Duncanson said the City had not adjusted their water rates for a considerable period of time and went to the Public Service Commission for rate adjustments. The Public Service Commission is doing a conservation mode in Wisconsin and has recommended that cities have an ‘irrigation’ class of rates which the City of Wausau adopted. Many of the types of customers getting the biggest hit from that type of rate are public entities. Duncanson gave prior year water rates and the increased water rates. The 400 Block has the greatest use because the fountain water goes to waste. When the fountain was designed re-circulation costs were looked at but it was much less expensive not to do that with the water rate history at the time. The majority of the cost then was \$1.16 per hundred cubic feet and it has jumped to \$3.00 per hundred cubic feet with no discount for large use so that cost has almost tripled. For water at the 400 Block in 2013 the Department spent \$15,560, in 2014 it spent \$14,006, and in 2015 it spent \$55,342. This bill was unexpected and the rate change came during the year after budgets had been set. The amount has been forwarded to the Finance Director as part of the 400 Block fund expenses that staff is tracking. Staff is looking at conservation measures and is reviewing the fountain programming, the hours of operation and the size of the jets. Duncanson doesn’t think usage can be cut by two thirds to get back to the previous expenditures without significantly reducing the effectiveness of the fountain for Wausau’s image. There are other locations impacted like Athletic Park but the dollars aren’t anywhere near as large. On the County side the Sports Complex took a big hit so staff is looking at the possibility of irrigating with river water. Staff is also looking into irrigating the east river front development with river water because there already is an intake for the river water going through the waterfall on the 1<sup>st</sup> Street Bridge. Nutting questioned if irrigation happened automatically even if it was raining. Duncanson said some of the systems are clocks and moisture systems could be added in which may save in the long run. Oberbeck questioned about controlling the fountain remotely. Neal questioned if the main corporate donor of the fountain would donate towards some of the water costs otherwise the City will have to take conservation steps and accept any negative impact to its image. The purpose of the fountains was to have something in a public space to draw the eye and activity. Is it the activity the City is interested in, do they want people to use it for hours as an ad hoc water park or is it more for come and go type activity? The sponsors may have wanted an interactive feature and the interaction doesn’t have to completely stop just be mitigated to a shorter time. It’s great for the people that enjoy it as a splash pad but some people might prefer to

enjoy it just as a fountain. He thought staff should make the operation more intermittent with more significant lapses in between during the day. Oberbeck said that it would be more of a special event when it is running. At night with the lights it's more for the ambience. Nutting is in favor of starting the fountain later in the day and shutting it down earlier at night. He noted that it should always be shut down during 400 Block concerts. Oberbeck said right now the expense is coming out of the parks budget even though it is going to the 400 Block fund. Duncanson said this has been forwarded as part of the 400 Block fund which is a separate expense fund. The Department had some vacancies toward the end of the year but this would wipe out anything that would be left in its budget. Neal requested that staff make a scenario for review that shows the steps of conservation would take to make the water usage budget neutral. Oberbeck said that would cut sixty percent of its running. Neal said that the other part would hopefully be getting some assistance from the fountain donor. Duncanson said before he would ask for that he would need to know if the money came from their Foundation or not because generally Foundations don't pay operation costs so he would like a motion to do that. Gisselman would be hesitant to do that he would rather see the conservation steps taken. Nutting agreed if they cut five or six hours of operation every day and add some breaks during the day that should help significantly. Duncanson said that staff will continue to look at the alternatives and should be able to give Committee some projections on reductions. Gisselman and Oberbeck would like to see the 400 Block revenues and expenses from 2015.

Sylvan Hill Bike Park – Report on Developing a Final Design for the Sylvan Hill Bike Park – Duncanson said there is \$20,000 budgeted towards the next step in design for the bike park. After discussing how to do this with a variety of firms, staff feels that this is best done as a design-build. Design-build is pretty much the industry standard in doing this type of work. The Central Wisconsin Off Road Cycling Coalition (CWOCC) has been moving forward on fundraising since receiving approval on the initial plan and has been having a significant amount of success. They may have enough money available to do an initial stage of construction possibly even this year. Staff will be meeting with them and converting this to a design-build rather than a design then build because it will save on design funds and result in a better onsite job.

Brockmeyer Park – Report on Plan Development for JoJo's Jungle and Associated Facilities – no update

Alexander Park – Report on Request By Neighborhood Group to Redevelop Alexander Park With an Airport Theme – Duncanson explained that the neighborhood group came up with the concept of updating the park using an airport theme. They would like to put pathways in the park that look like airport runways, have aviation themed play structures, convert the shelter into an older style hangar type building named "Alexander Field", and make an earth mound for kids to throw gliders from. Staff believes this is doable and with the ADA playground update program the City has \$37,500 allocated for the park which the neighborhood group can use as seed money for the project. If the current jet at the VFW goes in the corner of the park it would be elevated so people can't get at it. Staff likes the theme idea, the neighborhood involvement, only one or two trees need to be removed, the educational component, and it works in with updating the park. Staff recommends the physical use features are dealt with first which are the play equipment and shelter. The runways and jet would follow. The jet doesn't add to the park as far as physical activity but is something in the community that people would like to stay here. There is a process for that because right now it is on loan from the federal government to the VFW. Maintenance agreements would have to be transferred to the City and Duncanson doesn't know right now what those maintenance obligations involve. He said there is an Air Force National Guard unit that possibly could move the jet at no cost because they would use it as a training exercise. Merrill Iron and Steel has made bases for airplanes so elevating the jet is possible although cost would have to be considered. Nutting wondered if they would consider donating the base and having their name put on a plaque. Duncanson said the neighborhood group knows about the seed money and also that the department would have an active role in the design of it. Gisselman said he could see the park being turned into a little bit of a historic site sort of like an outdoor aviation museum which would highlight the great history that the airport did for the City.

East River Redevelopment Project – Report on Facility Design Progress – Visual graphics had been previously distributed. There are potential donors for the bridge, seating area, and Adirondack area. No one has stepped forward on the wharf however there is commitment on the part of the City to name a feature for the Sternberg's who donated a million dollars towards the Rivers Edge trail. There will also be subsequent donation opportunities for park features, and the restroom/concession building. All the components will be completed this year except for

the park and restroom/concession building. Oberbeck asked about estimates of cost. Duncanson did not have those he said he had looked at the technical aspect to make sure that parts of the design are functional and maintainable. It was already brought back that it will take a full time additional person plus a seasonal there.

Recreation Program Activities – Report on Winter Recreation Program Activities – Duncanson said the tubing hill got a late start but is operating. The 400 Block ice skating rink also opened late. The ice wasn't safe to use at Sunnyside for the pond hockey tournament so a large rink was built at Marathon Park. The warming house was placed there and that rink is available for the public to use. No more ice rinks will be built this year. The tubing hill is running into staffing issues after the college kids went back to school so there is recruitment going on again. On the County side, Nine Mile is in tough shape and only a few snowmobile trails are open.

#### Project Update

Memorial Pool – Interior finishing work continues on the bathhouse. Pool mechanical equipment (pumps, filters, boilers, etc.) are being installed in the mechanical room.

Athletic Park Phase 2 – All concrete block work is complete. Glulam beams are being installed at the 3<sup>rd</sup> base concession building. Electrical and plumbing installation continues throughout the project.

Wausau Comprehensive Outdoor Recreation Plan – Four firms (Ayres Associates, Rettler Corp., SEH and Stantec) submitted proposals for the City C.O.R.P. The selection committee consisting of David Oberbeck, Brad Lenz, William Duncanson and Peter Knotek selected Ayres Associates at a cost of \$30,306 to prepare the Wausau 2016-2020 Comprehensive Outdoor Recreation Plan. Wausau C.O.R.P. RFP Rankings – 1. Ayres \$30,306, 2. SEH Inc. \$24,000, 3. Rettler Corp. \$17,500, 4. Stantec \$48,190.

Future Agenda Items – Brockmeyer Park, water and 400 Block, bike polo

Next Regular Meeting – Monday, March 7, 2016 at 5:15pm at Board Room, City Hall. (Mielke will not be able to attend)

Adjourn - Motion by Gisselman, second by Mielke to adjourn at 6:20 p.m. Motion **carried** by voice vote. Vote reflected as 5-0.

## **AGENDA SUMMARY**

4. Sylvan Hill Bike Park - Discussion and Possible Action on a Petition Expressing Concern That the Planned Sylvan Hill Bike Park Does Not Adequately Protect Existing Uses

We recently received a petition with 69 signatures concerning the potential loss of existing uses at Sylvan Hill Park with the development of mountain bike facilities. The primary concern appears to be that summer walking paths will be eliminated from the park. The conceptual layout map of the bike park does show conflicts with many of the existing summer walking and winter cross-country ski trails (see enclosed map). However, the text of the conceptual plan and Committee and staff discussion have consistently indicated that while some existing summer walking paths will be eliminated by bike park facilities, through relocation and new construction, a pedestrian path loop lying outside of the bike park area will connect all entrances to the park. Similarly, the cross-country ski trails will be continued. (see enclosed Committee minutes) Any modifications to the walking and ski trails will occur as part of Phase I of the bike park development. The Committee will need to determine if it is necessary to alter the current design-build schedule.

6. Riverside Park Bike Polo Court – Discussion and Possible Action on Converting an Existing Parking Lot to a Bike Polo Court

Staff and Gary Gisselman have been meeting with representatives of a group of bike polo players who would like to work with us to develop a bike polo court. They have been playing on the tennis courts or basketball courts at Marathon Park for some time. With the conversion of the tennis courts and one basketball court to pickle ball, they have little playing opportunity. It is proposed that an existing set of hockey boards be erected around the little used asphalt parking lot at the south end of Riverside Park on a one year trial basis. Staff supports the idea to use existing facilities to give a newer sport the opportunity to grow.

FEB 19 2016

December 20, 2015

Mr. William Duncanson  
Marathon County Parks, Recreation and Forestry  
212 River Drive, Suite #2  
Wausau, WI 54403

Dear Mr. Duncanson and City Officials,

We are local residents who along with many neighbors have a HUGE CONCERN regarding the proposed bike paths for Sylvan Hill Park. As residents who purchased homes in the area with the access to the park in mind, and as taxpayers, we are very concerned that the park will be redefined as a bike park and significantly marginalize the rest of us.

As you are well aware, this 70 acre parcel is incredibly enjoyable for a variety of activities. Currently Sylvan Hill Park is consistently used by people and families of all ages and various levels of health and fitness for the purpose of physical, mental, social, and emotional well-being. Routinely they include walkers, snowshoe enthusiasts, cross country skiers, the occasional biker, bird watchers, GEO catchers, and overall nature lovers. They include people of all socio-economic levels who utilize the park year round – free from traffic and safety concerns. There is no other park that offers miles of natural, wooded hiking trails right here within our city limits.

We have appreciated the park greatly over the years. Therefore there is extreme concern, if not opposition to, the suggested development of this jewel of a park for one select group. We are troubled that this development will exclude a significant number of park users and keep them from engaging in the activities that are currently and routinely enjoyed. We are also concerned as taxpayers, who will fund the development and future maintenance of these proposed bike trails and facilities. What are the initial development and ongoing maintenance costs?

We understand that Brokaw Heights is currently being used by off-road biking enthusiasts. Perhaps any available funds would best be used to develop and maintain the trails there. It's close to Wausau and people coming from outside the community for the propose of biking at Brokaw and Nine Mile would spend their lodging and food dollars in our city which is right between the two trail systems.

As park and city representatives we are appealing to you to revisit the proposed intention for the park. If you canvass the local residents and taxpayers, you will find that there is extreme frustration, concern, and disappointment regarding the proposed development. It appears as if a small vocal group is driving this proposal forward. As voting residents of the city of Wausau we value our park and also the value it brings to the surrounding area. We are concerned that further "single use" development will detract from our neighborhoods.

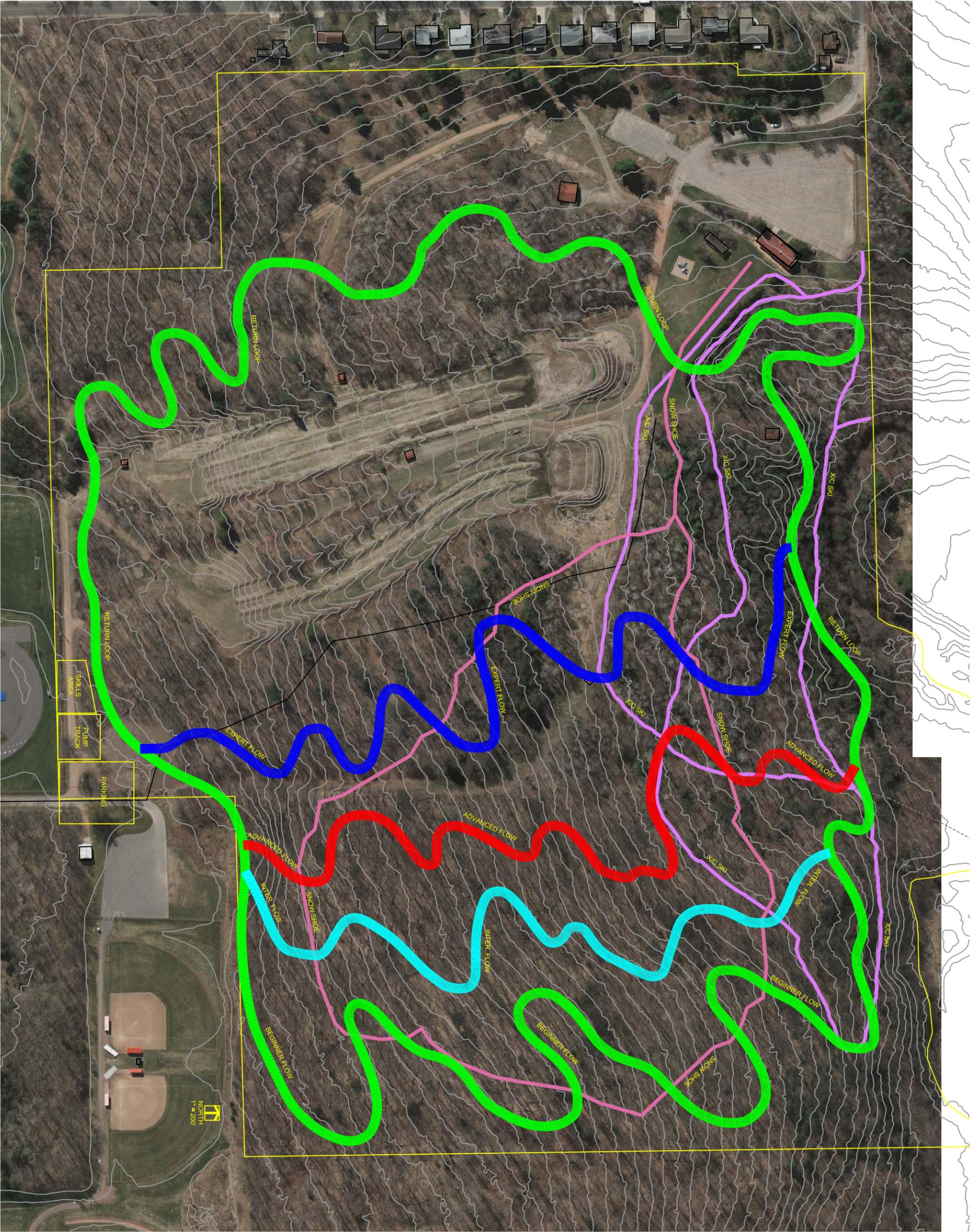
As residents who vote and pay taxes to the city of Wausau, we are concerned that our many currently enjoyed recreational pursuits will be ignored while city officials consider changing a majority of the landscape of a well used Sylvan Hill Park to the needs of a highly specialized sport. When coming to a decision on this proposal ask yourselves this question: "What is the purpose of a city park?" Is it for the use of one select group or for the enjoyment of many?

Thank you for your attention to and reconsideration of this matter. We trust that our concerns will be recognized and Sylvan Hill Park will remain a city park whose usage will meet the interests and activities of all.

Sincerely,

Concerned Taxpayers and Sylvan Hill Park Enthusiasts

Signed by  
A total of  
69 people



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

Date/Time: April 7th, 2014 at 5:00pm Location: City Hall (407 Grant Street) – Board Room  
Members Present: Jim Brezinski, Gary Gisselman, Robert Mielke, David Nutting, David Oberbeck (c)  
Others Present: Bill Duncanson–Director, Peter Knotek-Assistant Director, Pat Peckham – City Pages,  
Matt Block - CWOCC

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 Chairperson Oberbeck at 5:00pm.

Approval of Minutes – **Motion** by Mielke, second by Gisselman to approve the Park and Recreation Committee March 3rd, 2014 draft minutes. Motion **carried** by voice vote. Vote reflected as 5-0.

Recognition of Service – Oberbeck recognized Brezinski for all of his efforts on the Committee and presented him with a plaque. Members and staff thanked Brezinski for all of his years of service. Brezinski said he has enjoyed his time on the Committee and that the community should be proud of the parks it offers its' citizens.

Sylvan Hill Park Future Use – Discussion and Possible Action a a Request by the Central Wisconsin Offroad Cycling Coalition to Allow Sylvan Hills Park to Become a Mountain Bike Park – Duncanson discussed the history of the park and how the land was acquired. He said current uses include cross country skiing, snowshoeing, snowtubing, chalet rental, and dog walking.

The Central Wisconsin Off-road Cycling Coalition (CWOCC) is the local chapter of the International Mountain Bike Association (IMBA). Locations that offer a variety of quality mountain biking facilities within 15 miles of a community that provides the necessary support services can qualify for designation as an IMBA Ride Center. There are currently about 15 IMBA ride centers worldwide with two in the Midwest. One is Copper Harbor, MI and the other is in northern Minnesota. These ride centers attract over 30,000 riders annually. Wausau has the opportunity to become the next IMBA Ride Center due to its existing facilities, existing support services for outdoor recreationists, appropriate land opportunities for future facilities, and a dedicated local mountain biking community. CWOCC has developed a master plan to achieve ride center designation and Sylvan Hill Park has been identified as having great potential to become a high quality multi-faceted mountain bike park.

Block discussed a conceptual idea of trails at Sylvan Hill. They would include a trail head and parking near the chalet or else near Coates Lane to separate it from chalet use in the summer. A perimeter trail, downhill trails and pump track were all possibilities. Block said the trails are natural surface dirt, single track, built by professional trail builders, and built transversing the land to make the trails sustainable. They work around trees and trail maintenance is very minimal. Oberbeck questioned if the trails were dedicated to mountain biking. Block said the perimeter trail loop could be built to be multi-use. It could also be used in the winter for a second use such as snowshoeing. Duncanson said the mountain biking community greatly impacts local economics. Gisselman felt this was a great idea for Sylvan Hill and the City and he looks forward to the development. **Motion** by Gisselman, second by Mielke to allow staff to move forward with investigation and planning for this IMBA Ride Center area.

Committee members want to make sure parking needs would be addressed, people in that area and the whole community would be involved and a presentation be made to City Council. Duncanson said Sylvan is used partly as a regional park, it's a community park as far as shelter rentals and the neighborhood uses it for hiking and for dog walking. He said some of the roles may change with development. This would become a very popular local attraction and tourist destination. Duncanson said that when IMBA designates Ride Centers they are looking for communities that already have bike stores, hotels, restaurants, and a commitment to outdoor recreation activities. Block agreed and said they look beyond that to things like the 400 Block, kayak course, and everything else the community has to offer. Brezinski called the question. Motion **carried** by voice vote. Vote reflected as 5-0.

Duncanson informed Committee that the Tribute Golf Course is interested in utilizing portions of Sylvan Hill to help in their expansions. They are interested in building a new clubhouse with one of the possible locations being closer to the Sylvan Hill Chalet. They may also have the opportunity to acquire land to the east of Sylvan Hill property and

create another nine holes. If that were to happen they would need access through the parkland. Duncanson said the golf course was happy with the extended cross country ski trails on their property and in the future there could possibly be the opportunity for lit ski trails. He said there are a number of great possibilities there that need to be sorted out to see what will work best. Members discussed possible parking, street, and capacity issues. Duncanson said this will involve a whole new master plan and a lot of research. There are potential limitations due to much of the land having been purchased with grant funds requiring specific public uses. He said public input must be involved and he appreciates the support of the Committee. He mentioned that the Park Commission is supporting the IMBA Ride Center concept.

Block left the meeting at 6:15pm.

Athletic Park Parking – Discussion and Possible Action to Renew the Annual Agreement with Wilson-Hurd to Allow Public Parking for Athletic Park Activities on their Property – Duncanson said this annual agreement is up for renewal. He requests Committee to give approval for staff to work with Wilson Hurd on a final agreement and bring it forth to Council. **Motion** by Mielke, second by Nutting for staff to work out a final agreement with Wilson Hurd for 2014. Oberbeck asked if any major changes to the agreement for this years from last years. Duncanson said only changes may be some of the language on the facility there will be some new lighting, better surfacing and signing. Motion **carried** by voice vote. Vote reflected as 5-0.

Department Director Program of Work – Discussion and Possible Action on the Results of the March 13<sup>th</sup> Eau Claire River Conservancy Public Meeting – Duncanson said the County Administrator has asked department heads to develop higher levels of programs of work that can be charted in a spreadsheet to be discussed by Committee's at least semi-annually. Some of the items on the City side will take longer than a year and a lot of the projects require collaborative work. Gisselman felt the east riverfront development and River Edge Trail were higher priorities as well as Kaiser Pool. Oberbeck thought the dog park should be listed as a higher priority.

Eau Claire River Conservancy Master Plan – Discussion and Possible Action on the Results of the March 13<sup>th</sup> Eau Claire River Conservancy Public Meeting – Ideas brought forth were nature based recreation, hiking, snowshoeing, nature study, bird watching, photography, kayaking/canoeing, interpretive center, non-groomed cross country skiing, user parking, fishing, bicycling only on the Mountain-Bay Trail extension. Some non-desirable activities mentioned were hunting, and dogs or dog walking. **Motion** by Gisselman, second by Mielke for staff to continue developing a master plan based on these ideas. Motion **carried** by voice vote. Vote reflected as 5-0.

Brockmeyer Park Future Use – Discussion and Possible Action on the Next Steps in Planning the Future Use of Brockmeyer Park – At Committee's request staff will work on holding a public meeting in late May at Stettin School to receive community input regarding the future use of Brockmeyer Park.

#### Project Update

Athletic Park Grandstand – Progress continues with the majority of exterior work completed. Windows, stairwells and interior finishes will be underway soon. A ceremonial first seat installation event was held Monday, April 1st.

Athletic Park Neighborhood Park – Work is beginning on the neighborhood park. Following demolition of the vacated 5<sup>th</sup> Street utility work and fence column foundations will begin. Mechanized ground thawing will most likely be required for some portions of the park site.

Kaiser Pool – The Department has received and is reviewing near final construction documents for the pool project.

Future Agenda Items – Bill's program of work – Kaiser Pool, Eau Claire River Conservancy, Athletic Neighborhood Park, Brockmeyer, etc.

Next Regular Meeting – Monday, May 5th, 2014 at 5:00pm

Adjourn - Motion by Brezinski, second by Mielke to adjourn the meeting at 6:40pm. Motion **carried** by voice vote. Vote reflected as 5-0.

June 7<sup>th</sup> which puts them at a pace to spend 100% of budgeted personnel costs by year-end. Because of swimming pool and Athletic Park work, Knotek's time has been very heavy on the City side. His time is budgeted for half City and half County which gives him 20 hours a week for City work. The department is pushing 100% of its utilization and does not have additional hours. Oberbeck said he looked at the different departments percentage of utilization as far as budget expenditures. He said the Parks Department usually kept their expenses below the budget for the majority of the time. The expenditure rate has been inching upward because of the 400 Block and the additional expenses there that are not added to the budget. That's a concern as more spaces are being added for the Park Department to maintain such as the River Edge Trail and the 400 Block but the City park budget is not being increased. They need to evaluate that as far as where those numbers are. This year is going to be very difficult for 2015 as far as the overall budget for the City. As this process goes forward they are going to have to prioritize the things that are most important.

**Sylvan Hill Community Park – Report and Discussion on Wood Chip Storage and Mountain Bike Facility Planning**

Knotek said concerns had been raised about the wood chips and also the possible mountain bike facility. He said there has been a wood chip pile at Sylvan Hill for a very long time. The chips were used on the ski hill and are used now on the tubing hill to build the berms. Several years ago there were some complaints from the neighbors located to the west so in response to that the department moved the wood chips out of public view and up to the northeast side of the park. At the same time this was occurring, staff started addressing the Emerald Ash Borer and began taking down more trees. To keep up with the department's ability to take down trees the equipment has gotten larger which has caused a huge growth in the size of the wood chip pile. There was also a time when no one was interested in taking the wood chips but that has changed and now someone is taking the wood chips and hauling them off. Knotek said recently the department dumped some cardboard and tarps out there that they shouldn't have. He said that has been cleaned up. The department is looking for a permanent place to dump its wood chips and is checking with the Department of Public Works to see if it possible to use the yard waste site.

There was also some concern about the potential for mountain biking at Sylvan Hill Park. The Committee has supported this and he would like to make the case that Sylvan Hill Park is not a wildlife area; it's a community park, not a neighborhood park. It was originally proposed as a winter recreation area and now it's growing into more. Kuphal said he did not mean to refer to it as a preserve as such; it just has so many qualities that could be preserved by the City. He is not opposed to having mountain bike trails but would just like to make sure they are done right and don't interfere with people who frequent the woods for other purposes. Oberbeck said the trails would be professionally built and are made to minimize erosion. He said it makes sense to have a central location for the wood chips. Knotek said they may temporarily dump some wood chips there but they will be hauled off on a regular basis until the department finds a permanent location. Kuphal questioned if the wood chips can be used to bed down some of the current walking trails. Knotek said he goes back to utilization, its very labor intensive and is one of those lower priorities. Some volunteers could do work under the direction of staff. Oberbeck would like to see if there are people who might be interested in improving the trail. He suggested Committee walk the trails and possibly schedule a meeting at Sylvan Hill Park chalet.

Project Update

Stinchfield Creek Boardwalk – Park staff will clear the easement and start construction on the boardwalk this month. It's located on the east side of Thom Field where Bridge Street ends.

Kaiser Swimming Pool – The project re-bid is tentatively set to go to bid July 16<sup>th</sup> and open bids August 6<sup>th</sup>.

Future Agenda Items – none brought forward

Next Regular Meeting – Monday, August 4th, 2014 at 5:15pm at Sylvan Hill Park – tour cross-country ski trails prior to the meeting.

Adjourn - Motion by Gisselman, second by Neal to adjourn the meeting at 6:40pm. Motion **carried** by voice vote. Vote reflected as 5-0.

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

Date/Time: August 4th, 2014 at 5:15pm Location: Sylvan Hill Chalet (1329 Sylvan Street)  
Members Present: Gary Gisselman, Robert Mielke, David Nutting, Tom Neal, David Oberbeck (c),  
Others Present: William Duncanson–Director, Blaine Peterson–City Forester, Keene Winters – Councilman District 6, Jared Adkins – WAOW Channel 9, Kim Pittsley, Doug Pittsley, James Conan, David Kuphal, David Flickinger, Matt Block – CWOCC, Marie Schmidt, Joan Cybela, Doug Cybela, Dick Rayborn

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 Chairperson Oberbeck at 5:15pm. No public comments.

Approval of Minutes – **Motion** by Nutting, second by Neal to approve the Park and Recreation Committee July 7th, 2014 draft minutes. Motion **carried** by voice vote. Vote reflected as 5-0.

Sylvan Hill Park Future Uses – Discussion and Possible Action on Developing Mountain Bike Facilities at Sylvan Hill Park – Duncanson said that Sylvan Hill Park was created as a community park to provide specialized recreation opportunities to the Wausau area and beyond. Community parks are larger and have higher levels of facilities than neighborhood parks. The popularity of winter use has gone up significantly at the park and now the concept of mountain biking has been brought up. International Mountain Bike Association Ride Centers are located within fifteen miles of the center of a community and have different types of trails. They are developed for a whole range of recreational riders from beginners to advanced. In the Wausau area they are looking to develop a number of different facilities that would hopefully become a tourist draw. A number of communities are looking to participate including Rib Mountain, Rothschild, and Weston. Wausau is considering Sylvan Hill Park to host three different types of trails and have a trail head facility. Committee has given direction to staff to work with CWOCC and go further in conceptual design as far as potential layout, potential types of trails, and the potential cost to have trail design professionals come in and see what is possible on the site.

Public present had concerns regarding injuries to bikers and walkers, restroom facilities, erosion control, and environmental impact. Duncanson explained how recreational immunity applies. He also mentioned that if fees are charged that generate profits the responsibility for liability also increases. Block said site lines and intersections are addressed in the design. Duncanson said if the City is inviting people to bike there it will have to provide restroom facilities. He mentioned in regard to erosion control the CWOCC attends trail building and maintenance seminars. Currently, they do lot of trail building and maintenance at the Nine Mile Forest Unit. Block said that lot of science goes into trail design. The natural terrain is used to design the trails and there a lot of techniques used depending on the type of terrain. There are also different water control methods used when designing trails. Duncanson said from a staff perspective, it has years of experience with cross country ski trails and mountain bike trails at Nine Mile and working with volunteer groups so he doesn't have a concern about being able to properly maintain the trails. Oberbeck said this could be the economic engine that brings people to the City. He felt it was a good use of the resource and the use would be spread around the community. Duncanson said the second option shows a trailhead at the end of Coates Lane. This location is between the high school and the middle school so the majority of the traffic would be aligned with school traffic. Sylvan Hill Chalet could continue to be available for weddings and picnics. Neal felt it was a great opportunity to use the park and bring people to the community. There would be an increased number of trails that pedestrians could use in the earlier spring and later fall. Trails are designed to follow contours of natural hillside and are not designed to create erosion. He liked the idea for a variety of reasons. Mielke agreed. He felt it could help economically and he also prefers the second option. He felt it would be more beneficial and away from the residential. Oberbeck said having this separate area would also allow for winter access in that area. Nutting said the County has been studying how to attract young urban professionals and they are constantly looking at what can be done to utilize more public areas. Duncanson said they could use a design proposal by Trail Solutions for guidance to budget the appropriate amount of money and then go out on competitive basis to professional trail design firms. The money is not identified in the budget at this time. He suggests they budget this for 2015 and also seek other funding to get it underway. Gisselman asked what the City's financial commitment would be. Duncanson said that would include signage, cleanup, and utility usage. Oberbeck wondered if trail fees could be used for this.

Block said the local club helps to maintain trails. Duncanson said over time as the quality of the development increases fees may come but there may not be fees immediately. **Motion** by Nutting, second by Mielke to direct staff to go to the next stage to find the funding to solicit professional design services potentially including City funding out of the 2015 budget. Motion **carried** by voice vote. Vote reflected as 5-0.

Street Tree Removal Request – Discussion and Possible on Request to Remove Street Tree at 630 Kickbusch Due to Sewer Problems – Peterson explained that the sewer laterals are the home owners responsibility from the home out to where it's connected to the main. Generally the City denies requests for removal of trees to keep roots out of the sewer and that's how most other communities also handle it. If a tree has to be removed for a sewer lateral replacement the City will do that. Peterson said that sewer laterals have a life span. Conan James, owner of 630 Kickbusch, discussed his situation. He said the line falls a foot to the right of the tree and it also transitions from four feet to six feet deep. He said a camera had showed the pipe is bowed and has standing water. The most damage to the pipe is approximately four to five feet away from the drop where the roots have penetrated the seams. The plumber believes the roots are from this tree. Nutting said he sends someone through his system twice a year. James said he has to figure if he should continue to do that or just replace the lateral which will require the tree to be removed. Duncanson explained that generally tree roots don't go deep unless there is a travelway or they are getting water and nutrients. Roots will grow where water and nutrients are. Water and nutrients don't happen unless the sewer line has failed. Trees don't have extra sensory perception to know where there are pipes. It's the leak that potentially the roots will follow once they get to that water. Peterson mentioned there is another tree 25 feet to the east. If roots from that tree are currently not in there partially, they will be eventually. Discussion on other possible options followed. Duncanson reiterated that the pipe failed and that's why the roots ended up there. This is about looking long term at the homeowner to make a commitment to have something done that is not going to continue to be a problem. Mielke said he felt for the homeowner but he himself also has to have someone go through his line every year. James said he didn't mind the maintenance if it was a four inch pipe all the way and could be cleared but it's not. There is a transition and they can't guarantee they will get the root growth to the point where it won't block every time. Oberbeck said it sounded like repair work has to be done. **Motion** by Gisselman, second by Mielke to agree with the City Forester to not cut the tree down until the City determines the tree must come down. Motion **carried** by voice vote. Vote reflected as 5-0.

2015 Budget – Discussion and Possible Action on the Initial 2015 Parks, Recreation, and Forestry Budget Proposal – Duncanson provided a budget summary and said the initial advice to the department was to prepare a budget with a zero percent increase in non-personnel items. The initial outcome and keeping all facilities and programs operating at 2014 levels was accomplished but in order to do that staff had to cut \$13,800 dollars from small maintenance projects. One thing staff wants to change is to do all of the tree take downs and stump removal in house instead of contracting some of it out. Duncanson noted the department expended 99.3 percent of its non-personnel budget in 2013. Duncanson said they had a lot of snow to remove this year and also had to use overtime to complete the Athletic Park project on time. So we have already expended 94% of our overtime budget and expect to be \$10,000 over budget on non-personnel expenses. Oberbeck was concerned about keeping up the quality of the parks and doing more things when the budget keeps decreasing. He mentioned in the past the department had been returning monies. Duncanson said that was in the personnel budget. Oberbeck said some of those monies should be taken and put into the non-personnel budget. Duncanson said that had been talked about but the City is not at that point yet. Duncanson said the budget advice also was to list additional needs separately. He said the department first listed small maintenance projects because of the backlog for those. Second is \$20,000 in 400 Block water costs. When the department started operating the 400 Block they did not budget the water costs, that was budgeted in the general City budget. In the last couple years the water bill gets taken out of the parks budget even though the department isn't budgeting for it which means the department is losing its ability to do work elsewhere. Duncanson discussed how use on the 400 Block continues to expand and with that the costs for clean up and maintenance of the Block has also increased. Costs to clean up after events has been going up but revenues are not going up with it. Duncanson discussed some of the Wausau Events events. Oberbeck said those events have to be paid for somewhere and it is currently coming directly out of parks budget. He felt the Committee should direct staff to develop a listing of operational costs that the Committee would ask that the City devote to the parks budget above and beyond the zero percent. Gisselman said they need to ask Finance Committee to set some policy direction and recommendations to

Kellbach and Rasmussen left the meeting at 5:55pm

**Sylvan Hill Park Mountain Bike Trail Design – Discussion and Possible Action on Procuring Mountain Bike Facility Design Sources**

Duncanson said that Committee had directed staff to find funding to solicit professional design services potentially including City funding out of the 2015 budget. The local mountain bike club Central Wisconsin Offroad Cycling Coalition (CWOCC) has applied to the International Mountain Biking Association (IMBA) for a conceptual design grant. IMBA is willing to fund half of the conceptual design. They have an in-house design team and the grant would cover half of that teams costs to do a conceptual design for the City. The other half of the cost would be donated by CWOCC. This would be a gifted design to City of Wausau. In gifting of this design service to the City of Wausau between IMBA and CWOCC the City has to make sure they say they will not waive trail fees for anyone in the future or will not guarantee future design or construction will go to certain individuals, companies or firms. They also want to make sure the design work done is to the same professional standard as if it were being contracted. He had IMBA and CWOCC revise their draft conceptual plan and add information in so that it follows the same standard as if the City were doing a request for professional services that follow the procurement ordinance. If this goes forward City staff will be working with the group to make sure that the initial meetings include what the City's objectives are for the park overall. They will take the existing uses and integrate them in with future uses to come up with a conceptual design. The conceptual design will include a likely cost of construction. This isn't formal design that can go out to bid but gets to the point where the City can make a firm decision on accepting their proposal as to how to develop, phasing of development, and potential cost of phasing. Duncanson said the proposal would include parking lot, potential rest rooms, three types of trail, pump track, smaller pump track, gravity trails and perimeter trail around the entire park. Mountain bike trail design is different than most other most other recreation facility design because it's kind of fluid site design. Nobody could afford to build a mountain bike trail if they had to do a complete set of plans that showed every foot of trail, all the slopes, each banked turn. They do a GPS design of the location on the site and have a set of descriptors on how straightaways are built, how banked turns are built, what the maximum amount of drop and certain distance are and that is applied to the site. This design group is associated with the international umbrella organization for mountain biking overall so he believes it's a great way to start. Duncanson requests permission to accept the gifted design services from CWOCC and IMBA to do a conceptual design to be complete by December 31<sup>st</sup> of this year. Oberbeck said this is a good way to start and get the information out about what the intent of this type of facility would be. Duncanson said IMBA will do site analysis and bring back initial alternatives to staff. Staff will bring this information to Committee. Some of the most important things are to determine what the soils are, the rocks, how buildable it is. **Motion** by Neal, second by Mielke to approve continuing on working with their design team. **Motion carried** by voice vote. Vote reflected as 5-0.

2015 Budget – Discussion and Possible Action on the Proposed 2015 Parks, Recreation and Forestry Department Budget – Duncanson said he wanted to review the budget as it stands right now. The department reached the zero percent increase in non-personnel costs because of efficiencies savings in utilities and in insurances. There were increases in materials and supply costs so the department took out \$14,000 in deferred maintenance projects. In the parks levy budget 100% of the cost increase is from just the programmed increase in wages and benefits the same as City employees. Duncanson said on \$2.419 million that amount is \$64,000. He also told Committee to remember that a lot of the parks budget is street related like urban forestry, boulevard mowing, flower baskets, and downtown planters. Duncanson discussed the different areas that the Park Department and DPW handle. He said there was a request to compare 2014 based on 2013 and what the differences are. In 2013 the department expended 99.7% of its budget allocation. In 2014 the data was run through October 25th which is 9.75 out of the 12 months or 81.25%. On all personnel services as of that date 78.2% has been expended which is a little below 81.25% but it is beyond where the Department wants to be at this time of year because it has huge manpower demands at the end of year in setting up the tubing hill, ice rinks, and beginning of snow removal. The Department is on track to use its other funds and the total overall combined expense budget is at 77.8%. The Department plans on needing the money it has and there will not be funds available for carryover. Neal questioned if there has been discussion about sponsorship for things like the 400 Block skating rink and if a program could be instituted. Short discussion on feasibility followed and Oberbeck said the item will be placed on a future agenda.

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

Date/Time: February 2, 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, Peter Knotek – Asst. Director, Matt Block – CWOCC, Kim and Doug Pittsley, Marie Schmidt, Dakota Hintz, Pat Peckham – City Pages, Larry Lee – WSAU Radio

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. No public comments.

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

### Sylvan Hill Mountain Bike Facilities – Discussion and Possible Action on a Conceptual Mountain Bike Park Facility Plan for Sylvan Hill Park

Duncanson reported that a preliminary conceptual report has been put together by IMBA Trails Solutions and CWOCC. The plan envisions the mountain bike facility access in the south east area of the park off of Coates Lane. This area would have parking and trailhead facilities plus a pump track and skills area. There would be a perimeter trail and three gravity trails that would begin at the trailhead. The trails have been located to minimize conflicts with the walking/ski trails in the north (lower) end of the park and the chalet area. Block gave a power point presentation showing how some of the various trails and features might look, a cost estimation of facilities, and how risk is managed. Duncanson discussed attributes of the park including that the soils are good, it's a wooded and scenic area, it's in a good location near schools and a golf course, and there is room on the south off of Coates Lane for a trailhead with plenty of parking. He noted that there is access to water which was missed in the report. Duncanson wondered if it was typical to mix beginners and experts in one facility this size. He wants to make sure that all groups had a safe and comfortable experience so he will check on this with IMBA. Discussion followed on two-way sections of the bike trail. Duncanson noted there were separate hiking trails along Jim Moore Creek. Hikers should not be on the down-hill flow trails. Duncanson said staff would like to make enhancements and corrections to the plan and then go out to the public with it. This Committee would then have to consider scheduling design in the City's capital plan. Duncanson said it most likely would be a phased project. Block mentioned that CWOCC is willing to go after grant funding. Gisselman would like to have the entire parks master plan including hiking trails taken to the public. Oberbeck felt this could have a fairly good economic impact to the City. Nutting agreed. **Motion** by Mielke, second by Neal to approve the conceptual use of Sylvan Hill Park for an IMBA trail system with staff making modifications to the preliminary report. Motion **carried** by voice vote. Vote reflected as 5-0.

Sponsorships – Discussion and Possible Action on Determining Which Existing Park Facilities to Seek Private Financial Sponsorship of for the Purpose of Offsetting the Tax Levy – Neal said he had written down some preliminary ideas that were just for discussion. The City has great resources that they want to maintain and improve so are turning to businesses and the philanthropic community to help mitigate that burden. Some locations are high profile places while others might have nostalgic appeal or may be located near businesses. Some parks and their amenities might be able to be broken out individually while others might be packaged for the whole facility. He had randomly put in dollar figures based on his initial feelings of apparent relative value of exposure in a particular place. He said that signage opportunity details would need to be worked out. He didn't know what or would not work before he started and was interested in why some wouldn't be deemed viable. Discussion followed on what may or may not work at The 400 Block. Nutting asked that the findings from Neal's and park staff lists be reported back to Committee. Neal said once they have a more condensed list then they look at costs per year and develop values and if he missed anything that it be added to the list as well. Duncanson thought they were working on a \$5,000 limit and listed twelve major items. Staff mainly thought of items that were reasonably marketable and had high visibility in the community. He gets concerned about administrative costs when they start getting down to items for a couple hundred dollars a year. Duncanson said more background could be provided on where some of the names came from like Hammond Park. Neal said that a name can be attached to a name. It's being associated with the park by being tied to the name and this could lead to more opportunities. Neal has some ad hoc members and has asked the Mayor to supply to that Committee a member of staff that would administer program and mainly field inquiries. Other than that they need to determine how to administer it.

Program Review – Discussion and Possible Action on Identification of Tasks and Activities That Have Low Returns in Public Benefits as Requested by the Finance Committee – Duncanson said the Finance Committee requested all departments give ideas on what items they have in their scope of work that have low yield because they are looking for

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.

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

Date/Time: October 5, 2015 at 5:15pm Location: Board Room, City Hall

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

Others Present: William Duncanson–Director, Karyn Powers–Recreation Superintendent, Pat Peckham – City Pages, Larry Lee – WSAU Radio, 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 they finished filming the promotional video for JoJo’s Jungle. He will share it with Committee when it is ready.

Approval of Minutes – **Motion** by Neal, second by Mielke to approve the Park and Recreation Committee September 14th, 2015 draft minutes. Motion **carried** by voice vote. Vote reflected as 5-0.

Sylvan Hill Bike Park – Discussion and Possible Action on Approving the Final Draft of the “Sylvan Hill Bike Park Conceptual Plan” and Planning a Public Meeting for Plan Review – Duncanson said that changes in the final version of the conceptual plan included inventory information and greater recognition of existing trail systems and how the new facilities would integrate with it. He wanted to make sure that Committee knew that there was water at the end of Coates Lane but not sanitary. One option could be to install a prefab concrete vault toilet unit and have drinking water available. If sewer develops there the unit could be moved somewhere else. Duncanson said if Committee approves the concept plan he would notify Trail Solutions to make the plan available in final format. A public meeting will be scheduled and this item will be brought to Council for approval. **Motion** by Neal, second by Mielke to approve the conceptual plan as provided. Motion **carried** by voice vote. Vote reflected as 5-0. (Public meeting date was set to be held at Sylvan Hill Park Chalet on Wednesday October 28<sup>th</sup> at 5:30 p.m.)

2016-17 Budget – Discussion and Possible Action on Adjustments to the Initial 2016-17 Budget – Duncanson said the targeted change for the Parks Department budget was \$82,603 in reductions as the difference between the 2015 adopted budget and the 2016 executive budget. First, \$7,000 was put back in the park budget for mowing which more accurately reflected the 2015 baseline. Then there were the two supplemental project requests that the Finance Committee had previously directed be added back in the parks budget which were Athletic Park maintenance and elevator for \$7,075 and the pool supplemental request for \$20,402 which took the reductions down to \$48,126. Staff reviewed the pool report and how revenues increased this past summer. The additional pool concession revenue projection is \$23,000 with a projected cost of \$11,500 for additional pool concession expenses. The additional daily/annual pool pass revenue projection is \$25,000. A pool vacuum for \$13,000 was removed and may be purchased through capital funds. This brings the total reductions to \$83,977 which exceeds the budget reduction target by \$1,374.

Season Passes – Discussion and Possible Action on Reviewing the Definition of “Family” and the Associated Fee Structure for Season Passes for Families – Currently the definition of family has no limit as to number of persons included under a single family pass. Staff is aware that other communities differentiate between sizes of families. There is a potential equity question whether a family of three should be paying the same as a family of eight. Powers had summarized the family sizes from this past summer and the most common size was four at 27%, five at 24%, and six at 20%. Twelve families total were over a size of six. Twenty five families total were under a size of four. Oberbeck said they could take the mid-range as the average, give a discount for a family of two and do a small upcharge for anything above four or five. Duncanson said there are different ways to make it equitable. Gisselman felt discounts should be given to small family sizes so that a single parent with one or two children would pay less. Powers mentioned that Wausau doesn’t limit the number of adults in a family and some other agencies only allow a maximum of two adults on a pass. Duncanson said there is financial assistance available for swimming passes and lessons which operates at a 75% offset. He said there a finite number of assistance dollars that are completely consumed every year. The offset could be lowered which would mean some families would have to pay more because season passes are increasing but more families could receive financial assistance. Duncanson broke down the numbers of how often individuals and different size families have to go to the pool before they break even. Duncanson said maybe they should zero in on the \$100 pass for families in the middle range and then back it up so that smaller family sizes have a little lower cost. He said the

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

Date/Time: November 2, 2015 at 5:15pm Location: Board Room, City Hall

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

Others Present: Peter Knotek–Assistant Director, Pat Peckham – City Pages, Larry Lee – WSAU Radio

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 – none brought forward

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

Sylvan Hill Mountain Bike Park Plan - Discussion and Possible Action on the Public Response to the Sylvan Mountain Bike Park Plan – Oberbeck said there were 60-65 people in attendance at the meeting. Concerns were voiced about the bridge between the park and the Eagle Valley subdivision and also how planning would incorporate all uses within the park. Overall there was very positive support about what was happening at Sylvan Hill Park. Neighbors would like to see more information as this is planned for and how all groups will be accommodated that use the park. Knotek said that is why they are entering into the planning process and information will come out of that. He noted that there was concern about the bridge but the bridge is not part of this project. He feels they shouldn't allow that to disrupt from moving ahead with the planning process. Oberbeck agreed and said the bridge was only brought forth as part of the overall master plan for the park and should be part of a different discussion. Knotek briefly discussed the history and thought behind having a bridge cross Jim Moore Creek. Gisselman questioned the level of use the park would receive. Knotek felt it would be something people could do in conjunction with some of the other locations around town but would not be the main attractor. It will be more technical bike riding. It's not a huge site but one piece of the pie that makes the area an attractive place for people to come biking. Oberbeck said it produces variety and would be part of a total experience. Knotek said they would only run into large numbers of people if big events were held there and the City has the ability to regulate what they feel is appropriate in that neighborhood. For example they would never have an event with 3000 people but may consider the possibility of 100 people once a year. Oberbeck felt the bike park would be for the local people more than anything. He is hopeful that everyone in the area can get behind this to get to a point of becoming an IMBA ride center. **Motion** by Mielke, second by Nutting to allow staff to move forward and continue with the planning process. Motion **carried** by voice vote. Vote reflected as 5-0.

Swimming Pool Fees - Discussion and Possible Action on Revising Swimming Pool Fees to Recognize Different Family Sizes and Create Pre-Season Discounts – Oberbeck said that staff has put together numbers that would make the fees a little more palatable for small families while adjusting for a raise in costs but then also adjusting to allow more people to participate at a more affordable cost. Knotek said they looked at community and statewide fees and what constitutes a family for a family pass. They also looked internally at what the typical family pass was and it consisted of five individuals. Looking at fees throughout the community and State a typical annual pass was \$100. So they started at five people and worked it both ways. They worked the numbers so that the pass decreases \$10 for every person less than five in the family to two for \$70 and vice versa if there are seven in the family they will pay \$120. It seemed the most equitable way to treat everyone and get the fees in line with where they should be in comparison to other pools in the area. Knotek said the passes are good at the three City pools and also at the splash pad in Marathon Park. The department is also going to sell holiday, early bird and late season discounts. Gisselman questioned if there was enough of a difference between what a non-resident and resident pays. Knotek felt it was a good starting point. They are making money on concessions and do not want to scare people away. Over time if the non-resident activity is very high it may be appropriate at that time to raise the non-resident fee. Members would like to see a report on the passes at the end of next summer. **Motion** by Nutting, second by Mielke to approve the fee structure as presented. Motion **carried** by voice vote.

## PROJECT UPDATE

### Memorial Park Pool

The project is approximately 70% complete. The majority of the work remaining is pool decking, pool plastering, slide installation and other exterior items which will be completed once the weather warms up.

### Athletic Park Phase 2

The project is quickly coming to a close, the buildings will be substantially complete by March 30<sup>th</sup>. Ballfield repairs that include turf work and warning track repairs will occur prior to the season home opener on June 3<sup>rd</sup>.