

DRAFT

CITY OF WAUSAU – PARK AND RECREATION COMMITTEE MEETING MINUTES

Date/Time: May 3, 2021 at 4:30 p.m. Location: Council Chambers, City Hall

Members Present: Tom Kilian, Lou Larson, Tom Neal, Pat Peckham (c), Sarah Watson

Others Present: Jamie Polley-Director

1. In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. A quorum was present and the meeting was called to order by Chairman Peckham at 4:30pm.
2. Public Comment – none brought forward
3. Approval of Minutes – April 5, 2021 – **Motion** by Neal, second by Larson to approve the Park and Recreation Committee draft April 5, 2021 minutes. Motion **carried** by voice vote, vote reflected as 5-0.
4. Discussion and Possible Action Recommending Approval of Contractor for Phase II of the Sylvan Hill Bike Park Improvements – Polley explained that the Parks Committee had previously supported moving forward with the first part of the second phase of improvements to Sylvan Hill bike park as presented by the Central Wisconsin Off-Road Cycling Coalition (CWOCC). CWOCC has secured \$23,000 and is waiting on one additional national grant. This funding is close to the amount needed for the planned 2021 improvements which include the new return trail, beginner downhill trail and maintenance and small enhancements to the current trails. Requests for Proposals were issued and one proposal was received from Epic Trail Design. Department staff and CWOCC have previously worked with this company. The amount of the contract will be \$1,500.00 lower because staff had agreed to build and install the boardwalk as it has done in the past. The contract will be between the City and Epic Trail Designs with Department staff and CWOCC representative's on the project management team. The full amount of the contract will be donated from CWOCC to the City to pay for the full cost of the contract. **Motion** by Neal, second by Watson to approve the agreement with Epic Trail Design and forward it on to City Council. Motion **carried** by voice vote, vote reflected as 5-0.
5. Discussion and Possible Action to Reinstitute the Bike Share Program – In 2019 the City entered into a contract with Zagster to offer a bike share program to the community. The program was funded through a grant received from the Community Foundation of North Central Wisconsin. Within months of launching the program, Zagster filed for bankruptcy. Over the past year staff has been speaking with a number of other bike share companies. The City has retained the bikes and stations. In reviewing the companies, staff sought out a company that could utilize the current assets while implementing a new mobile software and provide the maintenance. Staff would like to move forward with Tandem Mobility. They had the most service and provide turn-key operation utilizing existing bikes that have already been purchased. At this time a two year contract is required for a total of \$25,150. There is currently \$16,550 remaining in the grant fund. In addition, the \$4,500 that the City received as a settlement with Zagster could also go towards the program. The first year program cost is \$13,900. The remaining \$4,100 needed for the second year could be funded through additional grants or included in the 2022 budget. Polley discussed details regarding the contract and costs. The program includes software and is run off a smartphone where a QR code is used to pay to unlock the bike. Polley answered additional questions on how the program would operate. **Motion** by Neal, second by Watson to approve reinstituting the Bike Share program with the direction to seek sponsorship, additional grants or utilize room tax for the \$4,100. Motion **carried** by voice vote, vote reflected as 5-0.
6. Discussion and Possible Action Recommending 2022 Capital Improvement Projects – Polley explained that typically playground replacements have been brought forward but the Department has a lot of playgrounds that need installation this year. She felt it was important to address the skate park conditions. The skatepark is the only one in the City and is used by people of all ages. The biggest part of this project would be the surfacing which ideally would be concrete. Polley explained that the other projects have been presented to Committee in previous years. They include tennis court replacements, Sylvan Hill Park parking lot reconstruction, and drinking fountain replacement. Park Operations Building HVAC replacement is not being brought forward at this time until the westside masterplan study has been completed. Questions about the projects were answered. **Motion** by Larson, second by Neal to approve the 2022 Capital Improvement Project requests. Motion **carried** by voice vote, vote reflected as 5-0.
7. Discussion and Possible Action to Hold the June Meeting at Sylvan Hill Park – Peckham was interested in holding the June 7th meeting at the Sylvan Hill Park chalet and taking a tour after the meeting to see the bike park. Members were agreeable. Polley will check on the requirement for videotaping and see if it can be arranged. If there are no impediments with videotaping, the meeting will be held at the Sylvan Hill Chalet.

8. Educational Items

A. Roads and Parking Lots: Staff is removing winter debris (i.e. sand, etc.) from trails, roads and parking lots via sweeping and/or blowing. Boulevard Sweeping: Staff are sweeping boulevards in order to remove sand, salt and gravel from winter deposits. DPW is also involved in road/curb sweeping. Park Cleanup: General park cleanup has started with the arrival of warm weather and early snow departure. The garbage removal contract was begun early due to the amount of illegal dumping in the parks. There has also been vandalism in some of the parks and staff works with the Wausau PD when needed. There are security cameras in some of the parks and they can be added temporarily if problems continue. Water Systems: Plumbing reassembly is underway and meters will be reinstalled for seasonal use. Goal is to have park restrooms open by mid to late May (weather dependent). Sports Fields: Staff is preparing all athletic sports fields for use this spring including mowing, grooming, painting, etc. Tennis/ Pickle Ball Courts: Nets will be reinstalled starting this week (based on warm weather forecast). Scholfield Park: Staff is installing new playground equipment ADA Study Barrier Corrections: Staff continues on corrections for ADA guidelines. Small correction levels include small plumbing fixes, fixture and grab bar relocations in restrooms, tree path obstructions, adding ADA approved picnic tables, etc. Routine Operations/Programs: Urban forestry program is doing Ash tree removal (EAB), stump grinding, tree trimming, and removals. Trees are arriving for spring planting. Building and structure maintenance. Shelter reservations and special events. Equipment maintenance and repair. Restroom maintenance.

B. Riverside Park Testing Update – Kilian commented that when the Wauleco aerial deposition study was done, exceedances along the railway area were found. Since then it appears when they have tested railways west of the park they've found insignificant dioxin levels near the railways. He hopes in the future Mr. Thompson from the DNR can speak to the findings. Peckham had also expected higher levels along the railroad corridor.

C. Barker Stewart Island Sawmill Planning Update – Polley is working with the Planning Department on a potential plan to reconstruct the sawmill building or a replica of it possibly on Barker-Stewart Island. GCA Architects will assess the site to determine if it could be a potential location for the structure. They will also assess the timbers that are in storage to see if they can be reused and complete a site plan on how the structure would be built. The company will present their findings along with a cost estimate which will provide information on whether or not the project can move forward. This project is a collaboration between the City, Community Foundation and the Historical Society. Discussion followed.

D. Dog Park Special Committee Update – Polley reported the entrance sign for the Two Hearts Dog Park will be installed in the next two weeks, other signage is already installed, the drinking fountain is up and running, waste stations are in, turf is coming in nicely, and benches will be installed soon. Future amenities include an open shelter and dog agility equipment. A soft opening will occur the weekend of May 15th with a Grand Opening event on June 5th. At tonight's Dog Park Committee meeting members will be discussing details of that event.

E. 2nd Dog Park Location – The old Menard property had briefly been considered for the first dog park location. It includes ten fenced acres underneath the highway overpasses and has a walking path. In 2019 the Department of Transportation had been open to the idea of discussing a lease with the City for that area. The only question is in the winter when they snowplow the overpass. If Committee wants staff to look further into this Polley can reach out to the Department of Transportation again and will put the item on a future agenda for future discussion.

9. Future Agenda Items – 2nd dog park location

10. Next Meeting Date – Monday, June 7, 2021 at 4:30pm at Sylvan Hill Park Chalet (if technology allows)

11. Adjournment – **Motion** by Kilian, second by Watson to adjourn at 5:30pm. Motion **carried** by voice vote, vote reflected as 5-0.