



OFFICIAL NOTICE AND AGENDA

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

Notice is hereby given that the Park and Recreation Committee of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Meeting of the: **PARKS AND RECREATION COMMITTEE OF THE CITY OF WAUSAU**
Date/Time: **Monday, October 5, 2020 at 4:30pm**
Location: **City Hall (407 Grant Street, Wausau WI 54403) - Council Chambers**
Members: **Tom Neal, Patrick Peckham, Tom Kilian, Lou Larson, Sarah Watson**

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

- 1 Call the Meeting to Order
- 2 Public Comment or Suggestions
- 3 Approve Minutes - September 8, 2020
- 4 Discussion and Possible Action Regarding the Parks, Recreation & Forestry Department 2021 Budget
- 5 Discussion and Possible Action Considering the Placement of an Angel Sculpture in a City Park
- 6 Discussion and Possible Action Considering Improvements to Sylvan Hill Mountain Biking Trails
- 7 Educational Items
 - A. Dog Park Special Committee Update
 - B. Project Update - Athletic Park, Forest Park, Oak Island Park, Barker-Stewart Island, City Pools, Tennis Courts, Water Systems, Routine Operations/Programs
 - C. Riverside Park Testing Update and Next Steps
- 8 Future Agenda Items - Riverside Park Soil Remediation
- 9 Next Meeting Date - Monday, November 2, 2020 at 4:30pm
- 10 Adjournment

Pat Peckham, Chair

Due to the COVID-19 pandemic, this meeting is being held in person and via teleconference. Members of the media and the public may attend in person, subject to the social distancing rules of maintaining at least 6 feet apart from other individuals, or by calling 1-408-418-9388. The Access Code is 146 957 2730. Password: ParkComm100520 (72752666100520 from phones).

Individuals appearing in person will either be seated in the Council Chambers or an overfill room, subject to the social distancing rules. Space available will be on a first come, first served basis. All public participants' phones will be muted during the meeting. Members of the public who do not wish to appear in person may view the meeting live on the City of Wausau's YouTube Channel <http://www.tinyurl.com/WAAMedia>, over the internet by <https://waam.viebit.com/?folder=ALL>, live by cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/WausauCityCouncil>. Any person wishing to offer public comment who does not appear in person to do so, may e-mail Jamie.polley@co.marathon.wi.us with "Parks Committee public comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6590 or ADAServices@ci.wausau.wi.us to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.

This Notice was posted at City Hall and faxed to the Daily Herald newsroom on 09/30/2020 @ 3:00 p.m. Questions regarding this agenda may be directed to Jodi Luebke, Park Office (715) 261-1560.

Distribution List: City Website, Media, WSD-Admin, Alderpersons, Mayor, Polley, Dept. Staff, Maryanne Groat, Brad Lenz, Eric Lindman, Lance Leonhard, Wisconsin Woodchucks, Wausau Events, Public Access, Wausau River District

DRAFT
CITY OF WAUSAU – PARK AND RECREATION COMMITTEE MEETING MINUTES

Date/Time: September 8, 2020 at 4:00 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, Greg Freix – Assistant Director of Operations, Mayor Rosenberg, Eric Lindman-Director of Public Works, other interested parties

1. 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 a quorum was present and the meeting was called to order by Chairman Peckham at 4:00 p.m.

2. Public Comment – none brought forward

3. Approval of Minutes – August 3, 2020 – **Motion** by Neal, second by Kilian to approve the Park and Recreation Committee draft August 3, 2020 minutes. Motion **carried** by voice vote, vote reflected as 4-0.

4. Discussion and Possible Action Setting the Fees –The proposed 2021–2022 Facility and Program Fees were previously distributed to Committee for review. Approval of the fees is recommended at this time to set the shelter rates for the following year. This allows the department to allow users to reserve shelters 12 months in advance. Staff is recommending adjustments to the fees that include a 2% increase in the shelter fees for 2022 to keep up with CPI increases and an added youth sports field weekly rate. **Motion** by Neal, second by Watson to approve the proposed 2021-2022 Facility and Program fees. Motion **carried** by voice vote, vote reflected as 4-0.

5. Discussion and Possible Action Regarding Expectations of the Department and Park Maintenance – Polley gave a presentation that covered the Department’s mission, structure, five year budget, operations prioritization, and levels of maintenance. Current operations are based on past Council direction and this Committee is asked to provide input on the desired level of maintenance expected within the parks, specifically City Hall Park. She discussed the organizational structure of the Department and gave an overview of the County and City park acreage, specialized facilities, programs, amenities and revamping of the park website.

Lou Larson arrived at the meeting at 4:10pm

Polley discussed the Department’s budget and said it has a job costing program which goes into the payroll system and all of the time is tracked indicating whether the work is for the City or for the County. Polley reviewed some of the areas of responsibility the Department has including park construction/maintenance; building repair/construction; playground installation/inspections; athletic court/field setup, construction, renovation; garbage pickup; restroom cleaning; mowing; snowplowing; etc. Recreation programs include aquatics; playground program; tennis lessons; Sylvan tubing hill; urban forestry program with approximately 25,000 street trees needing trimming, planting and removing; and special events. Polley discussed the amount of hours the Department spends on mowing and snowplowing. Freix discussed how routes are determined. He said staff doesn’t look at whether its City or County but as an area of responsibility they take care of and the level of service needed to provide for that particular area. Routes are set up with like equipment and proximity related to maintain efficiencies, best use of resources and being fiscally responsible. Neal asked if the Oak Island parking lot could be plowed in the winter. Currently one part of the boat launch parking lot is and Polley said staff will look at the usage. Kilian thought there should be more of a uniform and comparable level of maintenance on all parts of the Rivers Edge Trail. Polley explained that not all of the trails in the City are plowed, staff doesn’t plow trails that go through neighborhood parks because there isn’t the manpower or time to do them all. They prioritize the routes and do the connector trails to schools and businesses. Polley said for park planning, staff uses the outdoor recreation plans and she discussed some of the past, current, and future projects the Department has been involved in.

Polley discussed some of the downtown parks and asked about the level of maintenance that this Committee would like to see and staff would budget accordingly. City Hall Park previously had a landscape plan that did not move forward so if the expectation is to make City Hall Park look better then staff will add it into the budget and Council can discuss it. Also, Riverlife is currently under a construction maintenance contract through 2020 and if the expectation is for that to be maintained at a high level of maintenance then another maintenance contract should be done and added into the budget. Kilian felt levels of service and maintenance should be equalized and not focused disproportionately downtown and was not for putting more money into certain downtown parks for the sake of aesthetics. Polley thought before Riverlife the only park receiving extra attention downtown was the 400 Block and she discussed the difference between community and neighborhood parks. She asked again about their expectations for City Hall Park. Peckham felt for civic pride it should look good. Neal was interested in renderings

and associated costs. Polley said staff will work it into its budget and bring it back. A budget change could always be done if needed but a recommendation would be brought forward.

6. Discussion and Possible Action Recommending Approval of Gas Easement with Wisconsin Public Service for the Installation of a Gas Line along Stettin Drive through Brockmeyer Park – Peckham clarified that the line is not through Brockmeyer Park but along the edge of it. Polley said Wisconsin Public Service Corporation recently received a request to upgrade or provide new electric and gas service at Stettin Drive, in the City of Wausau. This request will require new or upgraded facilities to be installed on property that the City owns at Stettin Drive in the City of Wausau. The Committee is asked to recommend approval of this easement to the City Council. Lindman commented that if the electric is buried there it would be possible to put a sidewalk there in the future and that it would be a matter of putting WPS on notice within the easement that at some point the City plans on putting a sidewalk which potentially could be over that utility. **Motion** by Neal, second by Kilian to approve the easement with the ability to install a sidewalk over the easement if needed. Motion **carried** by voice vote, vote reflected as 5-0.

7. Discussion and Possible Action Requesting Funds for an Environmental Consultant to Prepare Recommendations to Test the Waters and Sediment of the Wisconsin River Above and Below Water Runoff Area from Wauleco Site – The chairman withdrew this item from the agenda.

8. Educational Items

A. Dog Park Special Committee Update – The Dog Park Special Committee met on August 17 however a quorum was not present. The members present reviewed signage for the park and provided staff with direction. The parking lot has been graded and prepped. Public Works has paved the first lift of the parking lot. Staff will now finish the grade around the parking lot and the 2nd asphalt lift can be installed. The waterline for the drinking fountain is installed and the concrete pad and sidewalk is complete. Finally the fence will be installed in early September. Fencing will be placed outside of the cap that is on the site. Polley is seeking clarification from the DNR regarding the fence.

B. Project Update – Pleasant View Park: New playground installation is complete. Upon completion of a successful safety audit the playground will open to the public. Athletic Park: Phase IV/First Base Line Renovation project is starting this week. Staff will work with the individual contractors to provide information and support services as requested. Forest Park: New playground installation has started. Staff will remove old playground equipment and start assembly of new components. Electrical service and meter base is being installed for power and lighting. Yawkey Park: Fountain and pergola have been recently cleaned and fountain is now operating. Barker Stewart Island: Invasive species removal and site remediation work will begin on September 1st. Park staff has a FECON (Brush) Mower acquired to use in the operation. Dog Park: Parking lot has been paved. Park staff will begin soil remediation and turf work adjacent to the concrete and paving areas. Asphalt curbing work will follow (DPW) on the road edges. City Pools: Pools are being filled and operated for one day to check and test mechanical systems for any needed maintenance. Routine Operations/Programs: Mowing Operations; all three mowing crews are in routine mode. Urban forestry program; EAB treatments winding down; tree trimming, removals, stump grinding, Building and structure maintenance. Shelter reservations and Special Events; Equipment maintenance and repair; Restroom Maintenance; increased maintenance (daily) and staffing due to Covid-19 recommendations.

C. Riverside Park Testing Update and Next Steps – Additional testing has been completed. The City is now waiting for the results and remediation recommendations.

9. Future Agenda Items – Riverside Park Soil Remediation, Angel of Hope Memorial, Sylvan Bike Trail, developing a naming rights policy

10. Next Meeting Date – October 5, 2020 at 4:30pm

11. Adjourn - **Motion** by Neal, second by Kilian to adjourn at 5:10 p.m. Motion **carried** by voice vote, vote reflected as 5-0.

AGENDA SUMMARY

4. Discussion and Possible Action Regarding the Parks, Recreation & Forestry Department 2021 Budget

There are several components to the 2021 proposed budget that staff is submitting to the mayor for her consideration and use in preparing her executive budget. Staff wishes to make the committee aware of the primary components of our proposed budget and the trends and changes that are influencing it. Following are summaries of the primary budget areas.

Base Expense Budget: Overall levy budget submitted is up 3.14% or \$86,280 from the 2020 levy, see attached comparison. Personnel costs include a 2.3% full time wage increase, 6.5% increase to health insurance premium rates and seasonal wage rate increases (approved in February 2020) to seven positions to promote a higher quality applicant pool. There are also some wage and salary savings from back filling five FTE vacancies around mid-range while the incumbents were at the higher end of their positions pay range.

Other changes include an increase to Other Professional Services of \$9,500 for pool water slides preventative maintenance and \$500 for Diggers Hotline Tickets, an increase in water of \$2,000 for JoJo's Jungle, an increase in Sundry Contractual Services of \$11,500 for City Hall Park Maintenance Contract, increases in registration fees of \$1,700 for Minnesota Shade Tree Short Course, \$1,000 for WI Arborists Association annual conference and \$530 for new management training. An increase in meeting expenses of \$850 for additional courses, conferences and training opportunities. An increase in Agricultural/Horticulture supplies of \$1,500 for new Dog Park. A decrease of \$15,000 was made for Riverlife fountain chemicals as cheaper water treatment has been found. Increases of \$1,000 for cleaning supplies, \$4,750 to plumbing/electrical supplies and consumable tools due to more facilities and aging facilities that need more maintenance was added. Also included is an \$8,000 increase to replacement street trees to allow for more and larger trees to be purchased and \$11,081 increase in general liability and property insurance premiums due to national premium trends, department losses, building valuation increases and paid claims.

Base Revenue Budget: Overall budgeted revenues are constant with a \$1,232 increase in a couple smaller revenue areas.

\$52,238 for the 0.50 FTE Maintenance Supervisor position has been submitted to the City Finance Director to be budgeted into the Room Tax Fund as it has been since 2017.

\$23,000 for the 2021 landscaping and mowing maintenance contract for Riverlife has also been submitted to be budgeted into the Room Tax Fund. Staff is looking at a possible grant to offset this contracted service.

Supplemental Budget Requests: The department submitted one supplemental project request (see attached) of \$20,000 for the update to the 2017-2021 Comprehensive Outdoor Recreation Plan.

5. Discussion and Possible Action Considering the Placement of an Angel Sculpture in a City Park

A project proposal has been submitted to install an Angel of Hope Memorial Garden in either Stewart Park or Forest Park. The memorial garden is for those who have lost children. A picture of the sculpture is attached. The proposal is requesting a site that is approximately 32' X 32' or 45' X 25' that would include the statue, plantings and paver bricks. The location requested at Stewart Park is up near the existing stage and the location at Forest Park is on the corner of 8th Avenue and Parcher St. The estimated cost of the statue and garden area is \$45,000. The group is not seeking funding

AGENDA SUMMARY

from the City however states that if funding were available it would be welcomed. The proposal requests that the Parks Department construct the garden and place the statue and then maintain the garden including snow removal. Volunteers may be available to assist with maintaining the plantings.

The City has approved other statues within City Parks through a signed agreement however at this time none of the statues include landscaping and are little to no maintenance. In addition the City does have paver bricks in a few parks and paver bricks require a higher degree of maintenance. At this time snow removal is not conducted to other City statues unless the statue is along a transportation or school route.

If approved, it is recommended that the maintenance requirement be kept to a minimum which would include the garden area be reduced or eliminated, paver bricks not to be approved and an understanding that snow removal to the statue will not be conducted unless the statue is placed along a transportation route or school route. Also, staff availability to place the statue and construct the garden will depend on the complexity of the plan and time of year. It is recommended that the group plan for the construction of the final approved plan but work with the department on the plan and location.

The Park and Recreation Committee is asked to consider the request to place an Angel of Hope Memorial Garden in Stewart Park or Forest Park and recommend approval, with or without specific guidelines, to the City Council.

6. Discussion and Possible Action Considering Improvements to Sylvan Hill Mountain Biking Trails

Central Wisconsin Offroad Cycling Coalition (CWOCC) has submitted a proposal to make improvements to Sylvan Hill Park mountain biking trails. Improvements include re-routing the climbing return trail to provide an easier route to climb back to the top, enhancing the skills area to allow adults the ability to improve their skills, add a compressed dirt jump zone, and add a flow tech trail utilizing the natural terrain and rock features to provide a new experience. The goal of the enhancements is to provide an additional riding experience to Sylvan Hill Park that does not currently exist there.

CWOCC funded the construction of the current trails at Sylvan Hill Park in 2017 with the approval of the Parks and Recreation Committee and the City Council. CWOCC is requesting that the same process utilized in 2017 be utilized at this time to make the proposed improvements. The estimated cost of improvements is \$51,000 for trail construction only in which CWOCC is proposing to fundraise for. CWOCC is requesting the City fund and build boardwalks needed for the proposed return trail. Park staff has built boardwalks for CWOCC in the past and is currently working on an estimated cost for the boardwalks. CWOCC is also requesting that the City plan for and fund a future shelter by the parking area of the mountain bike trails. The estimated cost of a shelter is \$45,500. CWOCC is proposing to complete all enhancements in 2021 however if needed will break the project into two phases to be completed by 2022.

Staff has walked the site with CWOCC and supports the enhancements proposed. The Parks and Recreation Committee is asked to consider the proposal to enhance the trails at Sylvan Hill Park and recommend approval to the City Council of the improvements when funding for the improvements has been secured.

AGENDA SUMMARY

7. Educational Items

7A. Dog Park Special Committee Update

The Dog Park Special Committee met on September 14. The parking lot is complete, water lines are plumbed for the meter within the box and the water fountain has been installed. Fencing is scheduled for the week of October 6th. The committee discussed possible events and fundraising ideas. Finally the committee discussed the grand opening of the park. There is still turf that needs to be better established and therefore the committee is planning for a spring grand opening. There is a potential that a winter event could be held at the park if there is enough snow cover.

7B. Project Update

Athletic Park:

Phase IV/First Base Line Renovation project is underway. Staff continues to work with the individual contractors to provide information and support services as requested.

Forest Park:

New playground installation has started. Pathway from the street to the playground is marked and ready for construction. Meter base is installed for power and lighting.

Oak Island Park:

Path/trail reconstruction is underway. Existing asphalt will be removed; new base material will be added and path will be repaved.

Barker Stewart Island:

Invasive species removal and site remediation work is still in progress. (Temporary hold for equipment).

City Pools:

Pools have all been run for maintenance checks and will be winterized by end of next week.

Tennis Courts:

Staff is pressure washing courts for bi-annual maintenance.

Water Systems:

Winterization of various systems and facilities will be started next week.

Routine Operations/Programs:

Mowing Operations; all three mowing crews are in routing mode.

Urban forestry program; tree trimming, removals, stump grinding, **Fall Planting coming up.**

Building and structure maintenance.

Shelter reservations and Special Events;

Equipment maintenance and repair

Restroom maintenance

7C. Riverside Park Testing Update and Next Steps

Additional testing has been completed. The City is now waiting for the results and remediation recommendations.

Parks, Recreation and Forestry Dept
City Park 110 1300 Subfund

2020-2021 Budget Comparison

	2021 Request	2020 Modified	\$ Difference	% Increase(Decrease)
1000'S Personal Services	\$ 2,160,576	\$ 2,110,492	\$ 50,084	2.37%
2000's Contracted Services	\$ 433,608	\$ 409,605	\$ 24,003	5.86%
3000-4000's Materials and Supplies	\$ 488,682	\$ 485,442	\$ 3,240	0.67%
5000's Insurances and Fixed Costs	\$ 78,817	\$ 68,632	\$ 10,185	14.84%
<u>8000's Capital</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.00%</u>
Total Expenses	\$ 3,161,683	\$ 3,074,171	\$ 87,512	2.85%
Less: Revenues	<u>\$ (328,547)</u>	<u>\$ (327,315)</u>	<u>\$ (1,232)</u>	<u>0.38%</u>
Net Levy	\$ 2,833,136	\$ 2,746,856	\$ 86,280	<u>3.14%</u>

PRF Department

2021 City Small Projects List

Park Operations Mechanic Shop; Hoist Replacement	\$16,000.00 (50 CI/50 CO)
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Replace older smaller hoist with upgrade to provide ability to lift larger equipment for service and repairs.

Barker Stewart Island Bridge; Deck replacement	\$23,700.00
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City Shelters	\$5,000.00
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Continue table and chair replacements for upgrades and interchangeability

Stewart Park; Block wall and step repair and rebuilds	\$21,000.00
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Sylvan Tubing Hill	\$6,500.00
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Replacement of worn lift handles

Riverside Park; 1st Avenue stairway	\$3,200.00
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Masonry repairs and Railing replacement

Peace Statue; Light replacement	\$3,000.00
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Replace in ground lights with bollard lights

Flower baskets	\$16,000.00
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Upgrade cocoa baskets to self-watering



CITY OF WAUSAU SUPPLEMENTAL BUDGET REQUEST FORM

Department: Parks, Recreation & Forestry

Project/Spending Description: Update City Outdoor Recreation Plan

☒ Ongoing Project-Every 5 years ☐ Onetime Purchase/Expense

Department Priority: ☐ Critical ☒ High ☐ Medium ☐ Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services	Consultant to update CORP		20,000
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay			
Total			20,000

REVENUES	DESCRIPTION		AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

The Park Department prepares a Comprehensive Outdoor Recreation Plan approximately every five years: The current plan is for the years 2017 through 2021. The plan provides direction for the department in acquisition, development and programming and includes input from the public and elected officials. A current plan makes the Department eligible for State and Federal grants. The current plan will be reviewed and updated to show what has been completed and what needs to be completed. Projects will be prioritized and utilized for future budget preparation and Capital Improvement requests.

SERVICE IMPLICATIONS:

A current Outdoor Recreation Plan will be utilized to provide better service to the citizens of the City of Wausau by prioritizing projects that will improve safety, security, park experience and park aesthetics. A current plan will also assist in more accurately planning the budget and funding needs of projects.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

Plan will be approved by the end of 2020 to provide staff with a current plan to work from beginning in 2021. The effectiveness of the plan will be determined by the number of projects completed based on priority as indicated in the plan.

IMPLEMENTATION TIMETABLE:

Data gathering, public input, plan review, plan update will happen throughout 2021.



SUPPLEMENTAL BUDGET REQUEST FORM INSTRUCTIONS:

Complete a **SEPARATE** supplemental budget request form for EACH additional project, position or purchase you are requesting in addition to the “cost to continue” existing services and programs budget.

- Indicate the department and a brief title for the spending.
- Rank the importance of the project as Critical, High, Medium or Low.
- Specify whether these project/program costs are expected to continue and be ongoing in future years or whether the request is a onetime request.
- Outline the costs, new positions and any revenues attributable to the request.
- Describe the funding request and the goal or objective to be achieved by supplementing the budget. For requests seeking positions quantify the workload and cause for the increase.
- Describe the implications to service levels.
- Identify how you will determine whether the goals and objectives have been met.
- Include a timetable for implementing the request.

REQUEST FOR ADDITIONAL SERVICES

We request a declaration of space for an Angel of Hope Memorial Garden. Included are 2 concept plans. 1. Stewart Park 2. Forest Park

Once the project is completed, additional services would include snow removal and customary mowing

This space would be an asset to Wausau and the surrounding region. Maintenance would be minimal, with the exception of placing additional engraved pavers once a year.

We would be requesting arrangement of construction through the Wausau City Parks Department and maintenance as listed above. Funding from the City of Wausau and/or Park Department would be welcome.

No funding from the City is requested. Funding will be from donations, grants and foundations. The Angel statue (\$15,000) and base will be donated. The estimated additional cost would be \$30,000 (less if Stewart Park).

Volunteers will maintain plantings. Mowing and shoveling walkways by City of Wausau Parks Dept. as is customary.

Timeline is approximated six months from start to finish of project once the funding is secured.

ANGEL OF HOPE MEMORIAL GARDEN

A memorial garden for those who have lost children.

A bronze angel statue 4'3" tall mounted on a base.

See picture and drawing

Location priorities:

1. Stewart Park- at the site of the present stage, cost effective, minimal site preparation needed
2. Forest Park- at the corner of 8th St. and Parcher St.

Approximate 32' x 32' (1024 sq.ft) or 45' x 25' (1125 sq.ft.)

See initial options

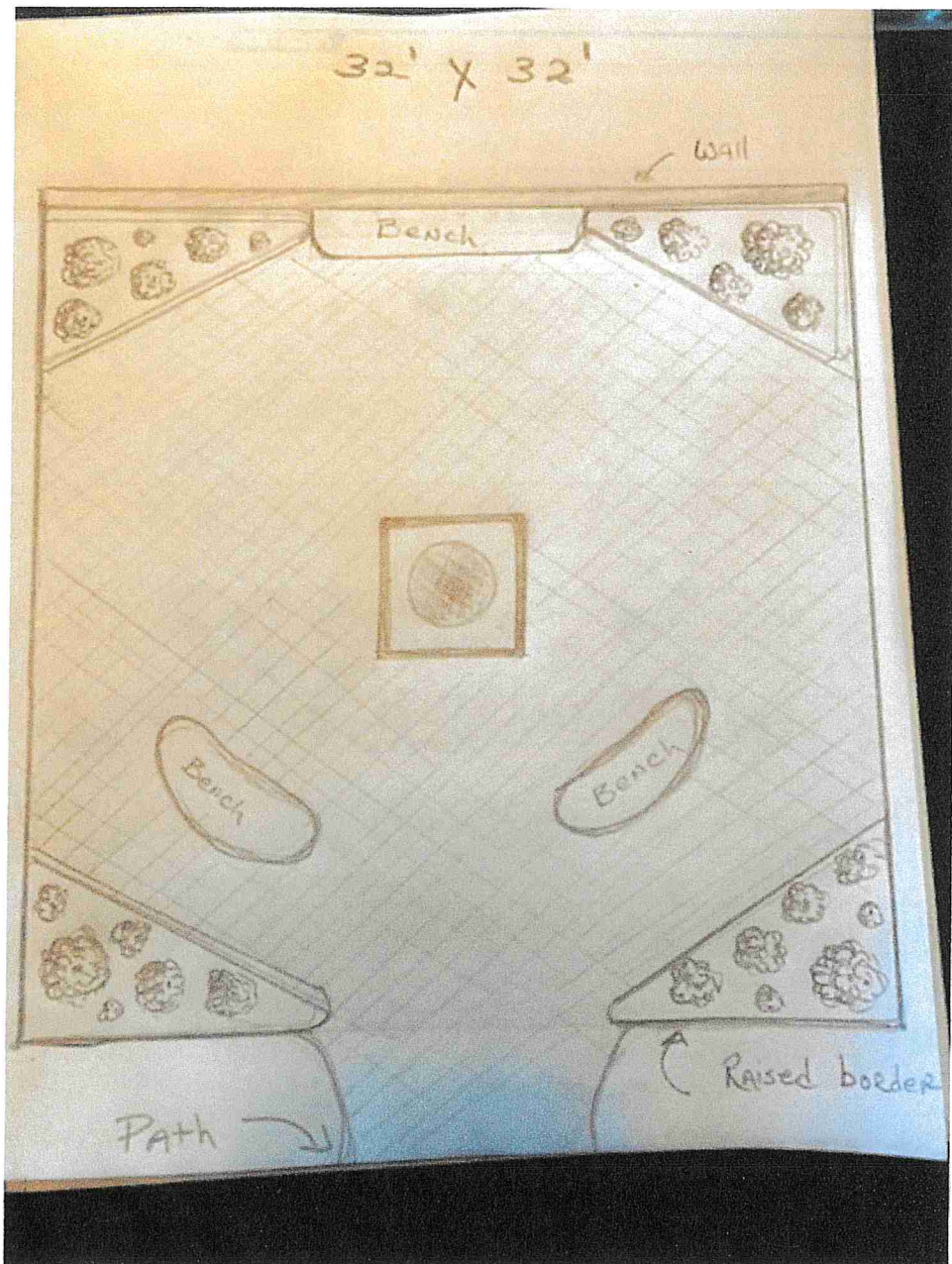


Brick Ordering Information - Angels of Hope

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Forest
Park

↑ playground

new
tennis
courts



8th
9th B.
East

Parker St.

5

AGREEMENT BETWEEN THE CITY OF WAUSAU
AND THE _____

THIS AGREEMENT made this _____ day of _____, 2020, by and between the City of Wausau, a municipal corporation of the State of Wisconsin, hereinafter referred to as "CITY," and the _____, hereinafter referred to as "COMMITTEE";

WITNESSETH:

WHEREAS, there is presently located within the corporate limits of the City of Wausau a city park presently known as _____ Park; and

WHEREAS, COMMITTEE wishes to donate to CITY a bronze sculpture of a _____ which CITY will set in _____ Park, and as a condition of this gift to CITY, COMMITTEE wishes CITY to agree to provide all operational and maintenance needs in the future.

NOW, THEREFORE, the parties hereto agree as follows:

1. That CITY accepts the gift of the bronze sculpture from COMMITTEE, and both parties agree that the sculpture shall be the sole property of CITY during the term of this agreement.
2. That CITY agrees to keep and maintain the sculpture and operate _____ Park as a public park for at least 25 years, commencing upon the date of this agreement, provided there is not a change in the location of street right-of-way that requires the closing of _____ Park.
3. If CITY no longer operates _____ Park, CITY agrees to continue to provide a public place for the location of the bronze sculpture that will be available for public viewing.
4. CITY agrees that the rights of reproduction of the bronze sculpture shall remain exclusively the control of CITY and the COMMITTEE and no permission shall be granted for a use of reproduction of the image sculpture without the express written permission of both the City of Wausau and the COMMITTEE.
5. CITY reserves the right to remove the sculpture at any time, if the sculpture becomes damaged beyond repair or becomes a safety hazard within the park.

IN WITNESS WHEREOF, this agreement has been duly executed the day and year first written above.

COMMITTEE

CITY OF WAUSAU

_____, Mayor

Request for Additional Services

Purpose: The Wausau & Marathon County Parks, Recreation, and Forestry Department has a desire to always provide high quality recreational services and facilities. With restricted financial and personnel resources the Department needs a process to evaluate requests for additional services. Additional services being defined as additions to programs and facilities or new programs and facilities.

In order to fully evaluate and stimulate thought on the complete aspects of additional services, please provide the Department with a request that includes the following (all items may not pertain and may not be known by requestor):

- Please describe program or facility where additional services are being requested.

Sylvan Hill Bike Park

- Please describe additional services/facility being requested.

1. Re-route the climbing return trail on Sylvan's Loop into the wooded area between service road and the tubing hill. Extend new climbing trail across west side of service road (adjacent to school property) to take advantage of space with lower slope that can provide an easier climbing route. The original return trail will be repurposed into a downhill run (beginner/intermediate level) that will connect back into new climbing route behind the garage. Approximately 300' of boardwalk will be required to cross over wetland in the lower portion of the new return trail. **2.** The current skill area is very small and is utilized mainly by very small children. CWOCC continues to host adult skill clinics and are in need of a larger purpose built mountain bike skill area that does not exist at any other area trail system. A wooded space to the south of the top of tubing hill 1 (yellow shaded) offers approximately three times the space as the current skill area. It also features more slope allowing for a wider range of skill features to be added. **3.** Wooded space to the south of tubing hill 2 offers an opportunity for a compressed dirt jump zone. Three runs of progressive difficulty will simulate jump features found on the longer trails at Sylvan Hill. This zone will provide an additional space for young kids to learn new skills without the difficult climb to the top of the hill. Adults will also enjoy a compressed space to repeat jumping skills. **4.** The original contractor left space was left between Fish Hook and Sylvan's Loop for a future trail addition. The creation of a flow tech trail will provide a different experience to the existing jump based trails. Flow tech (or rock tech) trail utilizes the natural terrain and rock for features while still providing a flowy ride experience. The main trail would be an intermediate level trail while more advanced b-lines will challenge advanced riders. Skill filters will be required at the entrance of each advanced b-line to prevent less skilled riders from entering. See attached map for details. **5.** Addition of open shelter at the north end of parking lot. Size of shelter approximately the same as shelter located at the bottom of Sylvan Hill.

- Why do you think this additional service/facility is needed?

To provide additional riding experience to Sylvan Hill that does not currently exist there.

- What exactly is being asked of the Department (funding, maintenance, construction)?

1. Fund material and construction of 300' of boardwalk needed for new return trail. CWOCC volunteers and/or contractor(s) will install boardwalk. Boardwalk material cost estimated at \$5000-\$5500.
5. Funding and construction of shelter at trailhead parking lot. Long term maintenance assistance (either funding for contractors or trained staff).

- What are the total costs for the additional services/facilities (not only initial costs but future costs)?

Initial estimates are approximately \$50,672 for trail construction only, does not include boardwalk cost or shelter cost.

- How would it be funded (what is the County/City being asked to contribute, what is the group willing to contribute, grants, donations, etc.)?

CWOCC will apply for grant funding with local foundations and room tax grants through the City. If the County can budget some funds towards the project will be a great help.

- Who will provide maintenance in the future (will it be turned over to the Department upon completion, will there be maintenance funds put aside, group to provide some maintenance, who repairs damage, etc.)?

CWOCC can provide volunteer maintenance for basic structures/drainage repair, etc. Larger built structures will require a hired contractor to maintain.

- What are the expectations of the County/City once it is complete?

Help fund future maintenance if needed

- What is the timeline for completion?

Timing of construction will depend on ability to do a full bid package. If a full bid package is possible and CWOCC can secure funding the entire project can be completed in 2021. Otherwise CWOCC can break the project into sections and fund over 2 years which is outlined below:

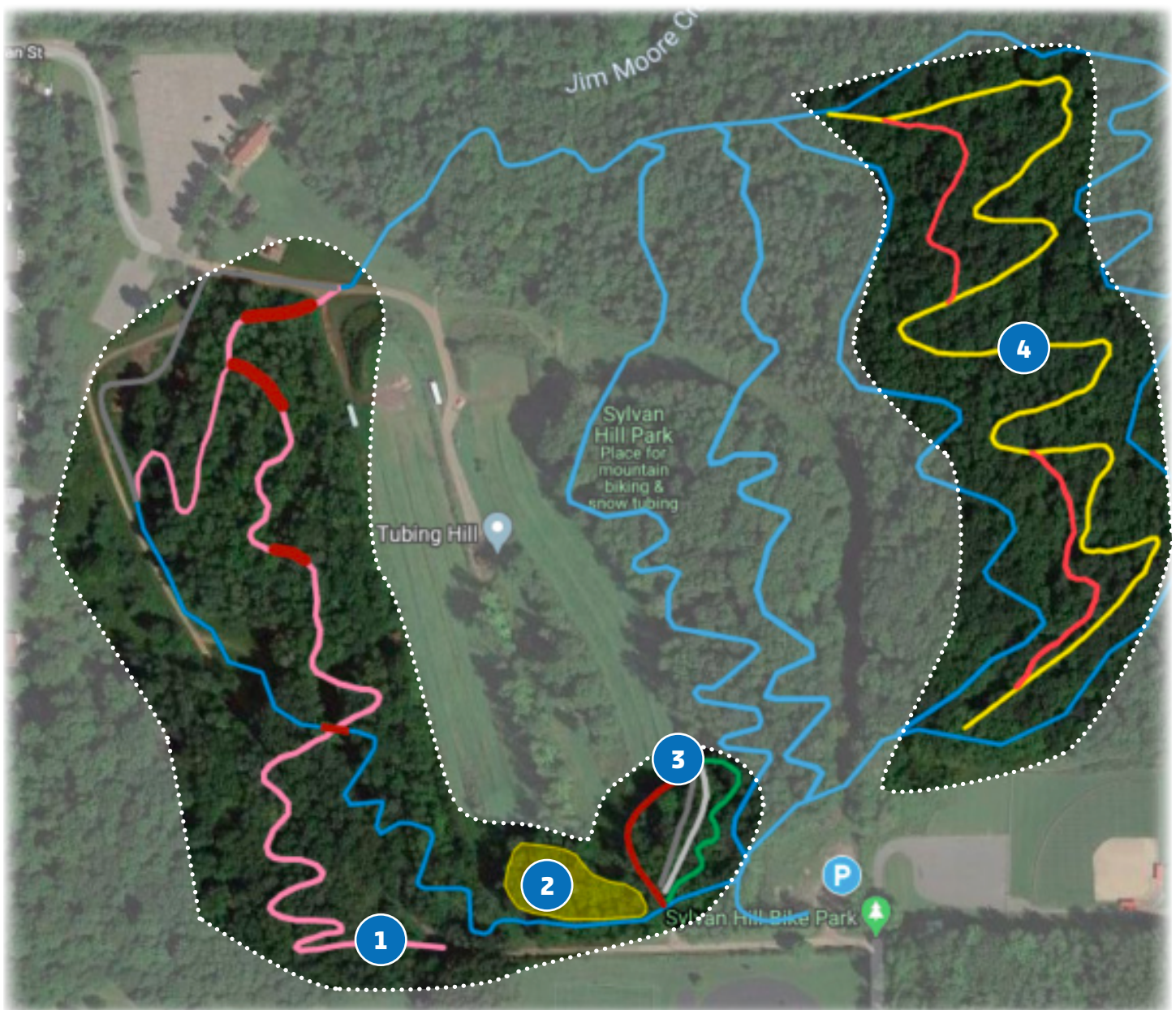
1. Return trail reroute and conversion of old return trail into downhill summer/fall 2021.
2. Skill area summer of 2022
3. Progressive dirt jump area to be constructed 2021.
4. Flow tech trail to be constructed 2022.
5. Requesting shelter construction by 2022



CENTRAL WISCONSIN OFFROAD CYCLING COALITION

Sylvan Hill Bike Park • Phase II Additions

Overview



1. New Return Trail Construction and Reworking Original Return Trail into Additional Beginner/Intermediate Downhill Run
2. Expanded Skills Area
3. Dirt Jump Zone
4. Addition of Rock Tech Downhill Run

1 Return Trail



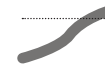
The original constructed return (climbing) portion of Sylvan's Loop has seen erosion damage, conflicts with Park Dept. material storage and is quite steep towards the top of the climb. The steepness of the climb makes it aerobically challenging even for experienced riders and nearly impossible for younger kids to navigate more than once.

A new climbing route (pink) is proposed in the wooded space between the service road and tubing hill 1. Boardwalk will be required due to wetland delineation in the wooded space. To

reduce the gradient of the climb the new route will cross the service road and traverse a space adjacent to school property before linking back into the service road at the top.

The original climbing route (light blue) will be repurposed into another downhill run with a new route linking back into the climbing route. A flyover feature (bridge) will be required to separate crossing traffic.

Map Key

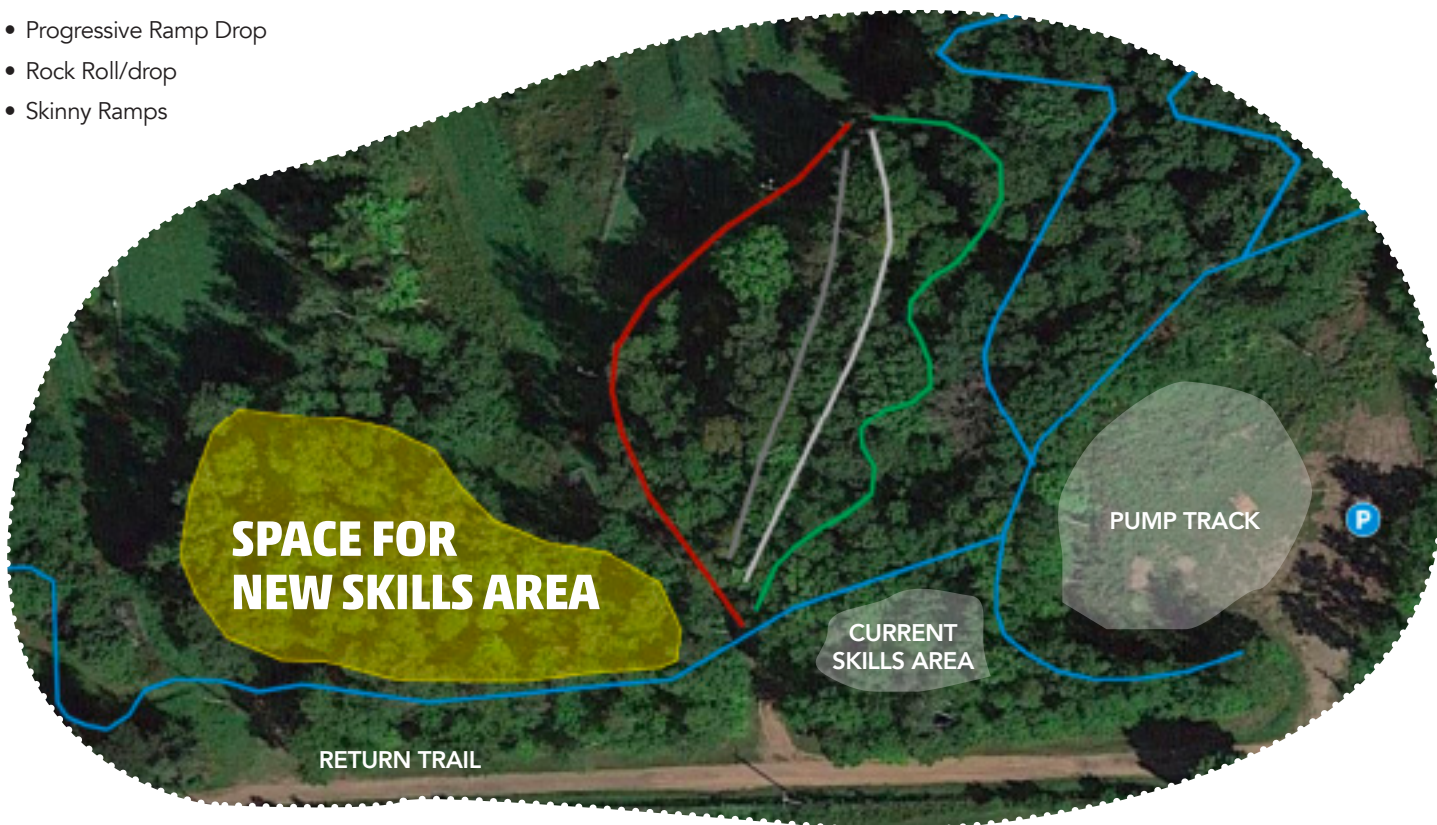
-  Light Blue - Original Return Trail Climb. To be Repurposed into Additional Downhill Run
-  Pink - Main Return Climb Reroute with Addition Leg Off Of Old Route to Create a Link into New Return Trail. Approx. 2425' New Trail Construction
-  Gray—Abandoned Return Route
-  Red—Boardwalk. Approx. 300' Length

2 Expanded Skill Area

The current skill area is very small and is utilized mainly by very small children. CWOCC continues to host adult skill clinics and are in need of a larger purpose built mountain bike skill area that does not exist at any other area trail system.

A wooded space to the south of the top of tubing hill 1 (yellow shaded) offers approximately three times the space as the current skill area. It also features more slope allowing for a wider range of skill features to be added.

- Progressive Ramp Drop
- Rock Roll/drop
- Skinny Ramps

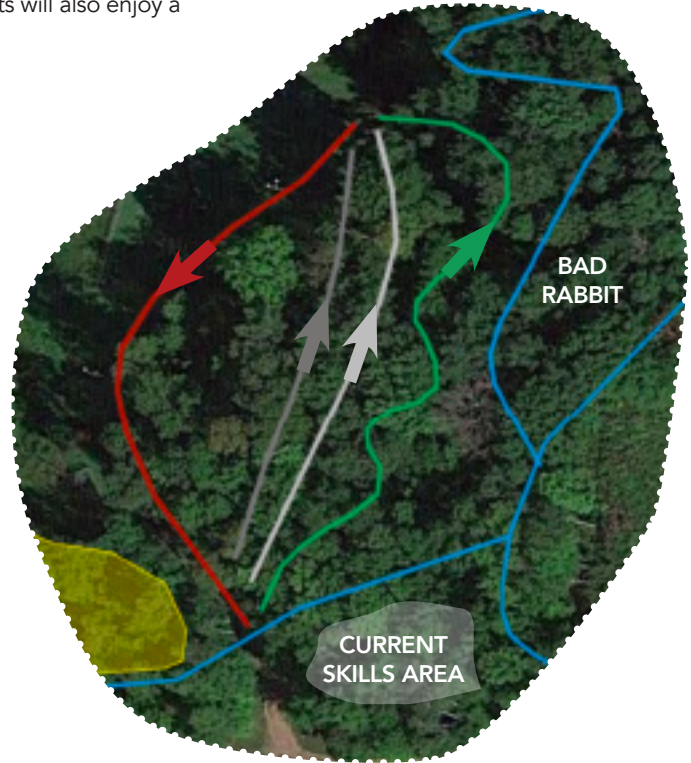


3 Dirt Jump Zone

Wooded space to the south of tubing hill 2 offers an opportunity for a compressed dirt jump zone. Three runs of progressive difficulty will simulate jump features found on the longer trails at Sylvan Hill. This zone will provide an additional space for young kids to learn new skills without the difficult climb to the top of the hill. Adults will also enjoy a compressed space to repeat jumping skills.

Map Key

-  Green - Beginner Jump Line
350' Long
-  Light Gray - Intermediate Jump Line
250' Long
-  Dark Gray - Advanced Jump Line
250' Long
-  Red - Return Route On Existing Service Road.
-  Light Blue - Existing Mountain Bike Trail



4 Flow Tech Downhill

The original contractor left space was left between Fish Hook and Sylvan's Loop for a future trail addition. The creation of a flow tech trail will provide a different experience to the existing jump based trails. Flow tech (or rock tech) trail utilizes the natural terrain and rock for features while still providing a flowy ride experience. The main trail would be an intermediate level trail while more advanced b-lines will challenge advanced riders. Skill filters will be required at the entrance of each advanced b-line to prevent less skilled riders from entering.

Map Key

 Yellow—Intermediate Trail. 0.5-0.6 Miles in Length

 Red—Advance to Expert Level Alternate Lines. 1000'-1500' in Length.

 Light Blue—Existing Mountain Bike Trail

