



MARATHON COUNTY PARK COMMISSION AGENDA

Date and Time of Meeting: Tuesday, October 1, 2024 at 10:30 am

Meeting Location: 212 River Dr, Room 5, Wausau WI 54403

The meeting site identified above will be open to the public. Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the following number: 1-408-418-9388 Access code: 2496 121 6882. When you enter the telephone conference, PLEASE PUT YOUR PHONE ON MUTE!

Park Commission Members -

Commissioners: Jeff Frese, Lou Larson, Jean Maszk, Tom Neal, Allen Opall, Rick Seefeldt, Sarah Watson

***Marathon County Mission Statement:** Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)*

***Parks, Recreation and Forestry Department Mission Statement:** Adaptively manage our park and forest lands for natural resource sustainability while providing healthy recreational opportunities and unique experiences making Marathon County the preferred place to live, work, and play.*

Agenda Items

- 1. Call to Order**
- 2. Public Comment Period – Not to Exceed 15 Minutes – Any Person Who Wishes to Address the Commission Must Provide, Name, Address and the Topic to the President of the Commission No Later than Five Minutes Before the Start of the Meeting. Topics must be relevant to the Committee’s area of jurisdiction.**
- 3. Approval of the Minutes of the September 3, 2024 Park Commission Meeting**
- 4. Policy Issues for Discussion and Committee Determination**
 - A. Discussion and Possible Action by Committee
 1. 2025 Parks, Recreation & Forestry Department Budget Overview
 2. Department Financial Sustainability Work Plan
- 5. Operational Functions Required by Statute, Ordinance or Resolution:**
 - A. Discussion and Possible Action by Committee
 1. None
 - B. Discussion and Possible Action by Committee to Forward to the Environmental Resource Committee for its Consideration
 1. None
- 6. Policy Issues for Discussion and Committee Determination for Consideration by Environmental Resources Committee**
 - A. None

7. Educational Presentations/Outcome Monitoring Reports

- A. Project Update (Multipurpose Building 2, Nine Mile Septic, Dells of Eau Claire Dump Station, SaveStations, Ice Arena Study, Rib Fall Reclamation, Intergovernmental Agreement for Park Services, Winterization, Vandalism/Garbage, Events)

8. Announcements

- A. Next Meeting Date & Time, Location – November 5, 2024 at 10:30 am at 212 River Dr, Room 5, Wausau WI 54403
- B. Future Agenda Items –

9. Adjourn

Signed /s/ Jamie Polley
 Presiding Officer or Her
 Designee

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail countyclerk@co.marathon.wi.us one business day before the meeting.

FAXED TO DAILY HERALD
 COURTHOUSE

THIS NOTICE POSTED AT THE

(Email/Fax City Pages, Marshfield News, Midwest Radio Group)

Date September 27, 2024 Time 2:30 p.m.

By Marcus Aumann

Date _____ Time _____

By _____

MARATHON COUNTY PARK COMMISSION

Date and Time of Meeting: Sept 3, 2024, at 10:30 a.m. Location: 22 River Dr, Room 5., Wausau WI 54403

Park Commissioners present: Jeff Frese, Lou Larson, Allen Opall, Rick Seefeldt, Sarah Watson

Park Commissioners excused: Tom Neal, Jean Maszk

Staff present: Jamie Polley - Parks, Recreation and Forestry Director, Andy Sims - Assistant Director of Operations, Jamie Alberti - Corporation Counsel Paralegal

Others present: Laura Scudeire, Health Officer, Kate Florek, Environmental Health and Safety Director

1. Call to Order – Seefeldt called the Park Commission meeting to order at 10:30 a.m. Official notice and the agenda for the meeting was posted publicly in accordance with the State statutes.

2. Public Comment – none brought forward.

3. Approval of the Minutes of the July 30, 2024, Park Commission Meeting – Motion by Opall, second by Watson to approve the July 30, 2024, meeting minutes. Motion **carried** by voice vote; vote reflected as 5-0.

4. Policy Issues for Discussion and Committee Determination

A. Discussion and Possible Action by Committee

1. 2025-2026 Parks and Recreation Facility and Program Fee Schedule – Every year the fee schedule is brought before the Park Commission for approval. We were given the directive by the administration to increase these fees by three percent (3%). Regular fees for shelters and camping will be reflected for 2026 because as of May 1, 2025, patrons will be able to begin registering for the 2026 season. There was a discussion regarding the boat launch fee. Patrons put their boats in the water using the launch site with their trailer and then park their trailer on site in the trailer parking area. Kayakers have been allowed to use the boat launch free of charge if they are not using a trailer. We have had some issues with cars parking in spots intended for trailers and have been enforcing trailer-only parking in these spots because there are only so many spaces for trailers to park. After some discussion, the committee would like more research and information about how other counties are addressing issues like this and what a fee structure and enforcement would look like going forward if implemented. **Motion** by Larson, second by Watson to approve the 2024-2026 Parks and Recreation Facility and Program Fee Schedule as written. Motion **carried** by voice vote; vote reflected as 5-0.

2. Intergovernmental Agreement to Provide Park Services for the City of Wausau – The annual intergovernmental agreement to provide park services for the City of Wausau has been reviewed, approved and recommended to move forward by the City Park Committee last June. Once the Park Commission approves this agreement, it will move simultaneously to Environmental Resources Committee for approval. **Motion** by Opall, second by Frese to approve the intergovernmental agreement to provide park services for the City of Wausau as written. Motion **carried** by voice vote; vote reflected as 4-1.

5. Operational Functions Required by Statute, Ordinance or Resolution:

A. Discussion and Possible Action by Committee - None

B. Discussion and Possible Action by Committee to Forward the Environmental Resource Committee for its Consideration

1. Implementation of Beach Monitoring of Marathon County Park Beaches – Laura Scudeire, Health Officer, and Kate Florek, Environmental Health and Safety Director at the Health Department, gave a presentation regarding the expansion of the beach monitoring grant at Big Eau Pleine Park. The grant addresses a variety of issues affecting the biological water quality at the public beaches of Marathon County. Monitoring has been happening for the past three (3) weeks at Big Eau Pleine Park. If the committee moves forward with this proposal, we will start monitoring all the beaches from Memorial Day to Labor Day for Coliform/E.coli and Algae except at Big Rapids Beach. All the coastal waters on our great lakes are monitored through grants and in collaboration with the EPA. Marathon County has a lab at the Health Department, and we do not have the cost of sending samples off to be tested like other counties do. The Health Department would take the samples, run the test, and analyze the data. They would then work with the Parks Department to post signs when it is unsafe to go in the water. Because the Health Department would need to replace one piece of equipment to do the testing, the estimated expense for beach monitoring for the first year is \$12,100. Each subsequent year the estimated cost is \$5,300, which covers the cost of staff time to travel, collect, and process the samples at the lab.

Watson left the meeting at 10:57am.

Motion by Opall, second by Larson to approve the implementation of the beach monitoring of Marathon County Park beaches was discussed and is recommended to move forward. Motion **carried** by voice vote; vote reflected as 4-0.

6. Policy Issues for Discussion and Committee Determination for Consideration by Environmental Resources Committee

A. Discussion and Possible Action by Committee - None

7. Educational Presentation/Outcome Monitoring Reports for Discussion

A. Project Update – Ice Arena Study– The Ice Area Study is still going strong. We obtained a FEMA grant to do the study to incorporate a safe room into a future facility. The structural engineers are going through all the FEMA regulations and adding that to the program design. We are then going to discuss the estimated cost for the full facility and cost for the full facility with the safe room included. This is a big decision moving forward with fundraising as we decide if we want the safe room to be added or not. The benefit of putting a safe room into this facility is that, even though it has grants that cover up to three quarters of the cost, over half of the facility is already considered a safe room, which could shelter a couple thousand people during a natural disaster. We are continually updating our user groups and answering questions, and it is our hope to bring to this committee the initial look at our October meeting. Lots of events are happening right now even though the pools are closed, and summer events and summer sports are coming to an end. The Marathon and Blues Fest (Oak Island) happened a couple of weeks ago. Art in the Park is this weekend, Festival of Arts, Maken Festival is next weekend. The caulking was done at the 400 Block and more needs to be done to finish the job. We don't want to ruin the caulking that has already been done so we are coming up with a plan, but it is going to take some time to get that accomplished. MCN Ball Cup at the Sports Complex is coming up. The Nine Mile Running event is Friday and Saturday.

8. Announcements

A. Next Meeting Date & Time, Location – Tue, Oct 1, 2024, at 10:30 a.m. at 212 River Dr, Room 5, Wausau WI 54403

B. Future Agenda Items – Beach Water Quality Monitoring, Tenth Street Wall Repairs

9. Adjourn - Motion by Opall, second by Larson to adjourn the meeting at 11:09 a.m. Motion **carried** by voice vote, vote reflected as 4-0.

AGENDA SUMMARY

4A1. Discussion and Possible Action on the Proposed 2025 Parks, Recreation & Forestry Department Budget

Staff has submitted a budget request for 2025 that has an increase slightly over 1% in operational expenses over 2024 to both the County Administrator and Mayor for their consideration and use in preparing their executive budgets. Staff will review the proposed budget with the commission to make the commission aware of the primary components of the proposed budgets. The County approved a 3% increase to wages and salaries that has been included in the budgets.

Staff will review the notable changes to the various budgets. Staff will also review budget reduction suggestions to reduce the city budget by 2.5% as requested by the Mayor.

Also attached is a summary list of the 2025 PRF County small maintenance projects and 2025 PRF City small maintenance projects.

Staff have met with the County Administrator, and he accepted our 2024 budget as submitted. Staff meets with the Mayor on Monday, September 30th. If the committee so chooses, they can make a motion to approve or amend the park budgets and move them ahead through the annual budget process.

4A2. Discussion and Possible Action on the Department Financial Sustainability Work Plan

In 2023 the Park Commission adopted a Levy Support Analysis plan for the department. The plan was a result of a directive on the County Administrator's work plan to analyze areas in which the department could reduce the support of levy funds. This summer staff attended a Financial Sustainability certification program for park and recreation professionals through the WI Parks and Recreation Association. The certification program provided a process in which departments should follow to determine funding sources, actual costs for services, cost recovery, beneficiaries of services, and pricing strategies.

The process will be discussed, and the Park Commission is asked to provide feedback on this initiative.

7A. Project Update

Multipurpose Building 2: We currently have a brine leak in rink 2. Staff is working hard to identify where the leak is within the floor. To look for the leak staff is removing parts of the floor to expose the piping. We are observing that much of the piping is extremely corroded. If the leak cannot be identified a third party has been contacted and can be on site to assist the end of next week.



Nine Mile Septic: The permit has been approved and the trees have been removed for the mound system. We are waiting for the contractor to complete the work.

Dells of Eau Claire Dump Station: Our staff will be removing the trees in the area of the future dump station next week. The permit has been applied for.

SaveStations: In a joint initiative, the PRF department and the Wausau FD teamed together to write a grant to fund three SaveStations within City parks. We received \$16,000 from the Wausau/Marathon County Community Impact Grant. The first two SaveStations have been installed and are operational. The stations are at the 400 block and Riverlife. Any alerts go directly to the FD.



Ice Arena Study: Staff will provide the Commission an update on the current study progress.

Rib Falls Reclamation: Staff from PRF and CPZ reviewed the site with a representative from County Materials. Due to the amount of rain that was received this spring and summer there is a lot of erosion. County Materials will regrade and replant the site in the spring. The reclamation may take a few years to get the proper vegetation establishment.

Intergovernmental Agreement for Park Services: The City Council approved the Intergovernmental Agreement for Park Services on Tuesday, September 24th 11-0. The agreement will now go through the ERC and on to County Board for final approval.

Winterization: Staff is beginning to winterize all water systems.

Vandalism/Garbage: This summer two full time people have had to clean up vandalism and garbage on a daily basis at many city parks and Marathon Park, particularly shelter no. 4 by the campground playground. The damage and garbage are coming on a daily basis from those that try to sleep in the parks. Having to attend to this on a daily basis is affecting the work that could be getting completed by these two full time staff.

Events:

Marathon Park: Art in the Park & Art World Sept 5 – 8

400 Block: Wausau Festival of Arts Sept 6 - 8

Oak Island: Beer and Bacon Festival: Sept 13 - 16

Sports Complex: Fall Cup for MC United Sept 13 – 15 - 90+ teams

Nine Mile: Ragnar Sept 16 – 23 – 1649 runners!

PRF Department
2025 County Small Projects List

Dells of the Eau Claire Well	~\$20,000.00
Convert hand pump to pitless adapted well due to vandalism	
Dells Manager Cabin Upgrade	~\$10,000.00
Restore existing interior, upgrade information kiosk, convert bedrooms to storage and segregate from main area.	
Dells Group Campground – Upgrade sites and remove shelter	~\$5,000.00
Raise campsites with granite, remove shelter for future replacement.	
Sunnyvale Softball Dugout and Score Booth Upgrade	~\$12,000.00
Replace all existing dugouts and score booths. Price is per field.	
Sunnyvale Softball Concession Building Upgrade	~\$20,000.00
Flooring, countertop, security latches, overhang, sink	
Engineered Wood Fiber	~\$10,000.00
Material to maintain adequate thickness at county playgrounds	
Big Eau Pleine Main Shelter Roof	~\$10,000.00
Replace roof on main shelter by beach.	
Well Pump Replacement	~\$10,200.00
Replace hand well with pitless adapter.	
Big Eau Pleine Roadway Sealant	~\$37,125.00
Seal new asphalt for increased longevity	

PRF Department

2025 City Small Projects List

Fern Island; Limestone Trail	\$10,000.00
Removal of existing granite trail material and replace with an approved limestone trail material for improved compaction, maintenance, appearance, and accessibility.	
City Playgrounds; Engineered Wood Fiber	\$10,000.00
Replace existing sand surface at Westview Park and River Highlands Park Playgrounds with EWF. Acquire additional EWF material to top-dress up to appropriate safety grades at existing playgrounds with same material.	
Asphalt Path and Trail Corrections; ADA Compliance	\$15,000.00
Several smaller trail corrections required (grade changes, widths, or not existent connector sections) as identified in City of Wausau ADA audit. Identified areas include Gilbert Park, Oak Island Park, Riverside Park and Reservoir Park.	
3M Park; Trail Reconstruction (Possible grant)	\$15,000.00
Total reconstruction of existing trail system due to rerouting from playground installation and removals along with improper widths and grades as identified in City of Wausau ADA audit. Utilize crushed limestone rather than asphalt to reduce cost by 50%.	
Sylvan Recreation Area Chalet; Basement Entry/Exit Doors	\$11,500.00
Replace existing metal double doors with commercial grade fiberglass system.	
Brockmeyer: Backstop Replacement	~\$10,000
End of life	
Barker Stewart Island: Vegetation Management	\$7,000.00
Utilize goats for continued invasive vegetation management.	
Picnic Tables	\$6,000.00
Replace old/damaged tables	
Fence Bowls at Sylvan Tubing	~\$13,000.00
User safety	
Camera Additions at Athletic Park	Jamie???
Increased security	
Seal Asphalt in Bullpen Area of Athletic Park	\$3,000.00
Prolong life of asphalt	
Brockmeyer Splash Pad Repairs	\$5,000.00
Contract leak repairs (Vortex)	

Forest Park Tennis – Transition to one pickleball Cost is with surface restoration	\$30,000.00
Kaiser Pool Slide Restoration Exterior tube slide	\$15,000.00
Memorial Park Paving West parking lot reconstruction	~\$20,000.00
Memorial Pool Log slice turn around mat replacement	\$20,000.00
Pleasant View Replace asphalt under shelter with concrete	~\$4,000.00
Schulenburg Pool Replace acrylic panels on play structure	\$25,000.00
Schulenburg Pool Restore fiberglass slide stairs	\$18,000.00
Sylvan Tubing Hill Install underground piping for snow making	~\$20,000.00

DEPARTMENT OPERATIONS SUMMARY



Wausau & Marathon County
**Parks, Recreation
& Forestry**



PARKS, RECREATION & FORESTRY

The Wausau/Marathon County Parks, Recreation & Forestry Department manages 37 City Parks, 17 County Parks and 10 County Forest Units. The Department currently has 44 FTE and 150+ seasonal/PT employees. 0.85 FTE is grant funded. Revenue is generated through fees and interdepartmental agreements. Special Revenue facilities include Nine Mile County Forest and People Sports Complex.

DEPARTMENT LEVY SUPPORT ANALYSIS

- to help combat inevitable expense increases
- to support growth and additional responsibilities sustainably
- to navigate existing levy limits creatively
- to maintain quality services and facilities while meeting demands and wants around parks and recreation
- to explore areas to grow revenues and reduce expenses

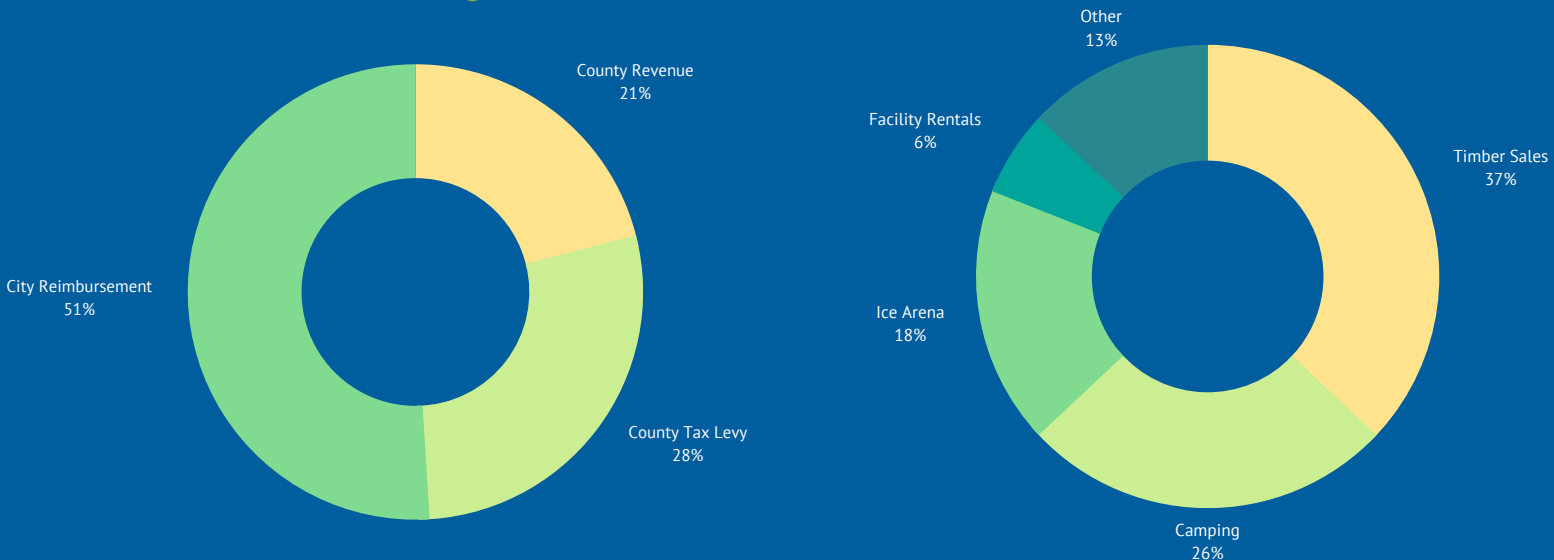
GOALS

- Find ways to reduce dependence on tax levy dollars for operations and capital projects
- Increase efficiencies in the department

According to NRPA 2022 Engagement Report, 9 out of 10 people agree that parks and recreation is an important service provided by their local government

REVENUE BREAKDOWN

The department's total budget consists of the county park operations and contract for services with the City of Wausau. The County revenue is broken down further on the right.



Levy Support Analysis Action Steps:

Direct Tasks & Implementations 2024-2024

1. Finalize department wide sponsorship guide
2. Conduct public outreach with regard to department services and operational expectations.
3. Review priority based budgeting information to identify specific changes for possible implementation or further evaluation.
4. Continue interdepartmental partnerships to increase efficiencies\
5. Review and update the Rolling Stock Policy to allow for more efficient vehicle replacement , resulting in cost savings.

Moderate 2025-2026

1. Conduct department-wide fee analysis to compare fee amounts to market rates and modify the structure as needed.
2. Review program offerings to expand successful opportunities minimizing losses and evaluate community needs and desires.
3. Identify underutilized spaces and buildings that hold strong profit opportunities and high ROI with proper investment and renovation improvements

Complex 2026 & Beyond

1. Utilize results from public outreach to help shape the department.
2. Implementing improvements of those underutilized spaces and buildings that hold strong profit opportunities and high ROI.
3. Review department budgets to evaluate enterprise funds and park capital accounts.
4. Review and evaluate the task tracking/job costing process.
5. Review and evaluation of the Carbon Credit program.

Legislative Funding Mechanisms to Watch and Consider

1. Independent District to Collect Dedicated Tax
2. Putting the Parks Tax Question to Voters
3. Using a Dedicated Sales Tax and Sharing it with Municipalities
4. Other Dedicated Tax Options (redirecting state real estate transfer tax, sales tax on outdoor gear, etc.)

PRIORITY SERVICES

Park facilities are non-mandated, however many of our maintenance activities may otherwise be required by Wisconsin's safe place law.





Taking Action

Included here is a list of actionable steps you can take to begin to make meaningful and lasting change in your organization. Remember, there is no finish line! Good work and good intentions are never fully realized. It's about showing up – rising above the rest and doing important, impactful, and profession altering work.

Financial sustainability has nothing to do with a radical change in behavior – it's simply a purpose which inspires us to improve how we do what we do and be better stewards in service to our communities. It's aspirational and necessary work for the future of parks and recreation, and given today's realities, non-negotiable.

Bridge Ethics & Economics – A TASK LIST

- Begin to identify where questionable investment is being made.
- Start the conversation.
- Study the investments being made and to what degree. Are these investments responsible? Why or why not?
- Answer the question, “Are there gap service areas we should be filling that we are not”? If so, what current investments could be re-directed to these areas?
- What's the story that should be told?
- Other:

Take Care of Infrastructure – A TASK LIST

- Begin the conversation re: infrastructure and maintenance requirements/backlog.
- Research – does your organization have an updated conditions assessment? An asset management plan?
- If yes, study it and any gaps which exist – begin to tell the story!
- If not, get to work on a conditions assessment and asset management plans. Then, tell the story!
- Do what you can to understand the total investment needed when considering any new asset (construction + ongoing maintenance).
- Other:

Develop a Financial Sustainability Strategy – A TASK LIST

- Have internal conversations about why the topic of financial sustainability is important - schedule work sessions to create collective understanding.
- Develop Service Categories.
- Determine Beneficiary of Service for each Service Category.
- Conduct a thorough Cost of Service Analysis to include all costs.

- Determine CR/subsidy allocation goals based upon current cost recovery performance and budget projections.
- Include cost recovery (or subsidy) goals on the organization's Financial Sustainability Continuum.
- Other:

Create a Provider Network – A TASK LIST

- Create an inventory of local and regional organizations that provide leisure services.
- Invite them to the table – discuss the concept of partnerships and your organization's interest in working together to best use resources and reduce duplication.
- Explore potential partnership opportunities.
- Identify partnerships worth pursuing; create agreements that include reciprocity and other terms of the relationship.
- Other:

Focus on Impact – A TASK LIST

- Select a few of your organization's park and/or recreation services (those that you may believe should be reviewed) to begin.
- Review the goals/intended outcomes of these services – are you meeting these goals or having the impacts you expect to make?
- Begin program planning with intended impacts/goals defined if not already doing so. Impacts should dictate your service menu!
- Conduct an access/essentiality analysis with the few services you have chosen.
- Conduct a service analysis with the few services you have chosen.
- Other:

Consider Pricing Strategies – A TASK LIST

- Identify how pricing is currently being determined/established.
- Schedule time with all staff who set prices – review current approaches and methods.
- Consider educational opportunities to help staff best understand pricing methods and pricing considerations.
- Schedule quarterly/bi-annual work sessions to set prices which coincide with marketing efforts.
- Other:

Design Policy – A TASK LIST

- Identify existing policies relative to \$.
- Review for relevance and usefulness - update as needed.
- If policies do not exist or need re-engineering, work to begin design and development to ensure relevance and usefulness.
- Include success metrics in policies.
- Determine the process required to engage boards, councils, etc.
- Other: