

DRAFT
MARATHON COUNTY PARK COMMISSION

Date and Time of Meeting: October 1, 2019 at 2:00 pm

Meeting Location: Conference Room 3, 212 River Drive, Wausau WI 54403

Park Commissioners present: Connie Conrad, Gary Gisselman, Pat Peckham, Rick Seefeldt, Dennis Smith, John Durham

Park Commissioners excused: Allen Opall

Staff present: Jamie Polley, Greg Freix, Dan Fiorenza, David Patridge

Others present: Matt Frater - MSA Consultant on the 2020 – 2025 County Comprehensive Outdoor Recreation Plan, John Beatty

Call to Order – President Gary Gisselman called the Park Commission meeting to order. Official notice and the agenda for the meeting was posted publicly in accordance with the State statutes.

Public Comment Period – John Beatty said there is an Open House at Nine Mile on October 13th from 1:00pm to 4:00pm where people can tour the trails and facility. It is being sponsored by a partnership between the Parks Department and the Nordic Cross-Country Ski Club.

Approval of Minutes of the July 30, 2019 and August 6, 2019 Park Commission Meetings – **Motion** by Durham, second by Seefeldt to approve the minutes of the July 30, 2019 and August 6, 2019 Park Commission meetings. Motion **carried** by voice vote, no dissent.

Operational Functions Required by Statute, Ordinance or Resolution:

A. Discussion and Possible Action by Committee 2020 – 2025 Comprehensive Outdoor Recreation Plan

1. Discussion on the 2020 – 2025 County Comprehensive Outdoor Recreation Plan Update with Consultant – Polley said a draft plan has been put together and will be available for public review for thirty days. It will come back to the November 5th Park Commission meeting for public comments, recommendations, and approvals. It will then move on to the Environmental Resource Committee and to County Board for adoption. Matt Frater, MSA consultant discussed the plan. He said there is information for each park about prospective users, size, service area, existing facilities, recommendations, overview, and a map. Recommendations were broken out by individual parks and then combined by priority as well as by a timeline for implementation. Future possible park lands are identified as well as trail additions.

Frater mentioned that a couple of connecting County roads scheduled for reconstruction within the Highway Departments Five Year Plan were identified along with the Northwest Central Regional Planning Commission's proposed bicycle facilities for the County. MSA determined priority connections in order to connect the metro area to larger park and recreational opportunities. This needs a lot more future planning by a multi-modal transportation planning committee. Polley said that Committee would be a joint Subcommittee from this Commission and Infrastructure Committee. The Department has been tasked during the process of this plan to work with others to develop a better County plan that includes off-road trails in addition to on-road trails that make sense when the Highway Department puts together their pavement plan for the next five years. They have to consider the potential of some paved town roads as alternate routes to County roads and will have to work with those townships as well. MSA worked within the Planning Commission's recommendations but this needs to be more closely looked at in the next coming years. Polley thought this is something to work on and will eventually be in-step with the Highway Department plans.

Frater discussed the ongoing recommendations which include water based recreation, recreation programming, park development, County programming and operations, and the goals for each of those recommendations. The implementation chapter in the plan describes different sources of funding. With anticipated funding requirements there are a couple goals put forward. One of the County's goals in their strategic plan is to acquire 320 acres per year and MSA put together high and low estimates for acquiring that land. It doesn't include funding that comes through the Knowles Nelson Stewardship Fund which funds up to 50% towards acquisition because the future of that fund after 2021 is unknown. Another anticipated funding requirement is for park planning. It's identified as a goal and a recommendation to continue to create and update park masterplans which can be a significant investment. The plan also has a low estimate and a high estimate for getting all of the recommendations done annually based on their priority rating. These are things the Department should plan for looking towards future budget requests. Polley thought these two sections were critical to have in when they take the plan to County Board because the Department has a segregated land account but it is not funded in whole to pay the full amount

of 320 acres per year for the next five years without the Knowles Nelson Stewardship Fund. The County has the option to purchase land with an interest free loan from the DNR or has to look at other ways to put monies in a segregated land account to help pay for land acquisition. Also, the County as a whole is looking at the Capital Improvement Program and how to fund that. They will have to decide if they are going to bond for projects or set aside separate accounts for some of this park maintenance. It's high for the next three years because the Departments infrastructure is aged and it's behind with deferred maintenance. Every year the Department receives monies in its budget to do small projects so it tries to chip away at those without having to ask for capital dollars but some projects are quite large. Durham commented on the County budgeting process.

2. Election of Officers – Nomination and Election of Park Commission Vice President

Nominations for Vice-President were opened. **Motion** by Peckham, second by Durham to nominate Connie Conrad. Nominations were closed and a unanimous ballot was cast to elect Connie Conrad as Vice-President. It was noted that there was nothing in the bylaws prohibiting the citizen member from serving as an officer.

3. 2020 Budget – Discussion and Possible Action on the Proposed Parks, Recreation and Forestry Department 2020 Budget - The budget currently reflects an overall 2.31% increase from 2019 to 2020. The Snowmobile Trails Coordinator budget is down because of the Coordinator's retirement and also because bridge projects allow for some force account expenses to be charged to those projects. The overall levy is up \$54,778. Personnel costs are down \$44,740. Polley gave details on personnel costs. Non-personnel costs increased due to cost increases for materials, supplies, utilities and services. Also with the Sheriff's Department budgeting for a recreation deputy the Park Department contracted service budget increased which will be billed back in 2020 from the Sheriff's Department to the Park Department. Polley discussed other changes to the budget. Overall revenues increased by \$45,051. Staff had met with the County Administrator who has accepted the 2020 budget as submitted. Questions were answered. **Motion** by Conrad, second by Durham to approve the budget and move it through budget process. Motion **carried** by voice vote, no dissent

4. 2020-21 Facility and Program Fees – Discussion and Possible Action on the Proposed Parks, Recreation, and Forestry Department 2020-21 Facility and Program Fees - Polley explained that some of existing fees will be kept at the same level while others will increase. The shelter fees for 2021 have increased by 3% to keep up with CPI increases. Memorial bench fees are not a new fee but have not previously been listed in the schedule. They have a significant increase to reflect the current cost to purchase and install a bench. **Motion** by Peckham, second by Conrad to approve the proposed 2020-21 Facility and Program Fees. Motion **carried** by voice vote, no dissent.

Educational Presentations/Outcome Monitoring Reports

A. Project Update – Marathon Park MPB #2: New dasher boards to be installed first week of October. Staff will work with a contractor. Marathon Park Agricultural Buildings: Boat and camper storage is set to begin starting October 1. Water Systems: Winterization procedures have started on facilities done for the season (i.e. splash pad, Marathon Junction, agricultural buildings) Bluegill South Picnic Area and BEP across from A Frame station: Two vault toilets are scheduled for installation in September. Eastbay Sports Complex: Concrete slab and remediation work is almost complete for future installation of open shelter. BEP: Disc golf course concrete tee pad construction is nearing completion for 2019. Will resume in 2020. BEP Park Road asphalt repairs/replacement will start week of September 23. Routine Operations/Programs: Urban forestry program; tree trimming, removals, stump grinding, Building and structure maintenance, Shelter reservations and Special Events, Equipment maintenance and repair, Mowing operations, Sports facilities (Marathon Park Indoor Ice Arenas, Eastbay Sports Complex and Sunnyvale Softball Complex), Campground operations

Polley gave an update that a timber sale for a red pine select cut was sold in Mission Lake Park. It will not affect main park users. There may be other sales especially with the storm damage done last year at Big Eau Pleine Park.

Announcements

A. Next Meeting Date & Time, Location – Tuesday, Nov., 5, 2019 at 2:00 pm, Rm 3, 212 River Drive, Wausau WI 54403
B. Future Agenda Items – CORP Discussion with MSA

Adjourn – **Motion** by Peckham, second by Conrad to adjourn at 3:15 pm. Motion **carried** by voice vote, no dissent.