

**MANITOWOC PARKS AND RECREATION COMMITTEE
CITY HALL-EAST HEARING ROOM
Monday, May 16, 2011 5:30 pm**

Minutes

Members Present: Jason Sladky; Chairman, Matthew Kadow Vice-Chairman, Jim Brey, Dave Soeldner, and Allan Schema

Staff Present: Val Mellon, Greg Minikel, Kevin Glaeser, Mike Huck, Denise Larson, and Jeremy Creech (excused)

Guest Present: Mona Moen, Mayor Justin Nickels

1. The meeting was called to order by Chairman J. Sladky at 5:30pm.
2. Approval of the Parks and Recreation Committee Minutes from the May 2, 2011 meeting.
 - a. M. Kadow made a motion to approve the minutes.
 - b. Seconded by J. Sladky
 - c. Motion passed
3. New Business
 - a. Discussion and possible action on Communication (11-205) from Mona Moen with safety concerns in the area of North 21st and Rankin Street. Alternatives were discussed to flip diamond direction around, a fence could be put up in the corner, or the street parking could be eliminated and a parking lot could be added (\$85,000 solution). V. Mellon has not heard of any accidents in the area. M. Moen spoke of the dangers in the area and has been concerned about safety of the area for years. J. Brey, A. Schema, and D. Soeldner agree that a four way stop on Rankin and N 21st may be a solution. The report will be placed on file and J. Brey will ask City Attorney to draft an ordinance to put a four way stop on Rankin Street and N 21st Street.
 - b. Discussion and possible action related to the date for the City Picnic and Fireworks. A motion was made by J. Brey to have the City Picnic and Fireworks on July 4, seconded by M. Kadow. Motion carried 5-0.
 - c. Discussion and possible action concerning policy related to special event request and fees. A special event policy should be created to be consistent. V. Mellon is concerned about the set up of road closings being a liability concern. With all the variables of special events it is very hard to set a specific policy. The committee will make a case by case basis decision. The department can also try to get cost estimates for certain events.

- d. Discussion and possible action related to staff levels in the parks shop and parks office. Currently it is an overwhelming task for one person to handle the volume of calls and walk in traffic at the department's office. M. Huck would like to move forward at posting and hiring for the open position. J. Brey made a motion to hire a Clerk Typist II position for the open Clerk III position, motion seconded by M. Kadow. Motion carried 3-2. The Parks Personnel consisted of thirteen bodies in January. Three will retire this year. The department would like to hire an arborist for the department. Currently there are 114 dead trees and 190 poor condition trees in the terrace areas to be removed. A motion was made by M. Kadow to hire a Parks II/Arborist, seconded by J. Brey with a rate of \$22 which is similar to the Parks II worker. Motion carried 5-0.
 - e. Discussion and possible action related to the purchase of bison. The current bison will try to be moved on 5/23/11-25/11. Purchase of new bison is waiting for the vendor to send a formal proposal. The cost will be \$1500 each + \$350 for delivery. The extra money will be coming from the tube money No action at this time.
 - f. Discussion and possible action regarding acquisition of new zoo animals. The staff is working with the vendor that has animals and still waiting to see if they will sell. Jeremy has Kathy looking for other vendors for other options. Jeremy had a discussion with Schobal and he will be sending a listing and the cost of the animals he has available for lease. No action at this time.
 - g. Discussion and possible action related to the Mariner's Trail Sculptures. The Mainer's Trail Committee would like to continue to add sculptures to the area along the trail near the parking lots and the gardens. A motion was made by J. Brey, seconded by M. Kadow to move ahead with the sculptures. Motion carried.
 - h. Discussion and possible action regarding the Salmon Rearing Pond lease agreement at the Lincoln Park Zoo. This was discussed and the city attorney requested to draft a possible agreement. In the meantime authorization was given for the NEWGLSF to proceed with well improvements.
4. Old Business
 - a. Update on status of Cabin #1– K.Glaeser, G. Minikel Moving forward with the prep work and things are right on schedule thus far.
 5. Next regular meeting, Monday, June 6, 2011, at 5:00pm at City Hall-East Hearing Room
 6. The meeting was adjourned at 6:35pm.