

**CITY OF MANITOWOC  
PARKS & RECREATION COMMITTEE MINUTES  
Monday, February 4, 2013 at 5:00 pm  
City Hall-East Hearing Room**

**Members:** Jason Sladky – Chair, Dave Soeldner – Vice Chair, Al Schema, Collin Braunel, Tyler Martell

**Staff:** Greg Minikel, Kevin Glaeser, Jim Muenzenmeyer, Denise Larson

**Guests:** Amy Weigel, Deb Schafer, John Peroutka, & Al Brixius – Friends of the Aquatic Center; Betsy Winga – Lincoln Park Zoological Society

The meeting was called to order at 5 pm by Chairman Sladky.

A. Schema made a motion to approve the minutes from the December 3, 2012 meeting as presented. T. Martell seconded the motion. The motion carried.

**Update, discussion, & possible action regarding special event requests and facility rentals**

J. Muenzenmeyer reported that the committee is working on revising the special events policy and developing an explanation booklet within the next two months. Filing special event paperwork will not be done online due to the complexity of the special events; however they will be able to access the policy, forms, and other information online. The Parks Department will be the main contact for all special events.

**Update, discussion & possible action regarding safety issues and operation of Washington Park**

A Park and Park Facility Exclusion Ordinance has been established.

K. Glaeser reported that there will be a four camera system put in place which will be viewable by the staff at anytime. This is a web-based system which will cost approximately \$9,865. He also mentioned that the costs for Silver Creek and the Cabin 1 at Lincoln Park are approximately \$4,384 and \$2,812 respectively. These cameras will use DVR's. A motion was made by D. Soeldner to approve the cameras for the three parks with a total cost of up to \$20,000 to be taken from the reserve or designated Parks fund. It was seconded by Schema. The motion carried unanimously. K. Glaeser will have these installed as soon as time allows in spring.

**Update, discussion & possible action on special event request (12-631) from Tom Chermak requesting the use of Washington Park for Metro Jam Weekend, June 14 & 15, 2013, the use of the Metro Stage, a waiver of rules prohibiting alcohol beverages to be consumed in the park for the weekend, closing So. 11th & So. 12th Street for a portion of the weekend, and City employees to help with the Children's Area and for setup and preparation of the event, as detailed therein.**

K. Glaeser stated that the request has already been approved for this year. The committee agreed that the policy has been for the event organizers to pay 50% and that the fees would be charged in future years.

**Update, discussion & possible action on a request from the N.E.W. Royal Knights Drum & Bugle Corps regarding possible use of Parks facilities for musical & marching drill instruction camps**

There was nothing new to report at this time.

**Update on deer and deer pen plans and new animals at Lincoln Park Zoo**

No action was taken at this time. J. Sladky commented that he would like to see this project happen sooner rather than later. Betsy Winga commented that the Society would be willing to help financially to get this project done. The staff will be meeting on February 21<sup>st</sup> to discuss it further.

**Update, discussion & possible action on security upgrades in the parks**

See item #4.

**Discussion & possible action on a request from the Lincoln Park Zoological Society to extend the Lights in Lincoln Park event and not allow the rental of cabin #2 in Lincoln Park from December 1<sup>st</sup> to December 31<sup>st</sup> in 2013**

Betsy Winga reported that the Lights in Lincoln Park event was very much a success. Next year, the group would like to offer more special events in Cabin 2 during the month of December. They will be doubling the amount of lights that will be on display for 2013. The events will hopefully bring even more people and generate more revenue for the zoo.

K. Glaeser mentioned that there was an average of seven rentals for cabin 2 in December in the last 5 years and only one booked for 2013 to-date. This booking could be moved to the other cabin, if needed. D. Soeldner made a motion to approve use of cabin 2 by the Lincoln Park Zoological Society during the month of December. A. Schema seconded the motion. The motion carried unanimously.

**Discussion & possible action regarding Manitowoc County Fish & Game cabin reservation policy**

This will be an administrative booking and they will pay a yearly fee for the use of the facility.

**Discussion & possible action on a request from the Special Olympics for the use of the CP volleyball courts with a waiver of fees request**

A motion was made by A. Schema to bill them 50% of the costs incurred by the City, and it was seconded by Soeldner. The motion carried unanimously.

**Discussion & possible action regarding dogs in parks**

The issue was tabled.

**Discussion & possible action on campfires in parks**

A motion was made by C. Braunel to not allow campfires in parks, and it was seconded by T. Martell. The motion carried unanimously.

**Discussion & possible action regarding a potential donation from the Golden K for playground equipment at Emma Radandt Park**

The committee thinks that it is a great idea and gives the Golden K their blessing.

**Discussion & possible action on a lease agreement with JAG, Inc. for one-half the costs of the zoo directional signs on the interstate**

C. Braunel made a motion to approve the 2013 lease agreement and to see if it can be a 3-year contract next time provided the proper language was included in case there was a reduction in funding. This was seconded by A. Schema. The motion carried.

**Discussion & possible action on the actual costs for special events not being stated in the approval process (specifically for four tennis tournaments organized by Debbie Seehafer, the Kenny's Annual Slow-Pitch Softball Tournament, and the Carol Rose Wester Walk/Run)**

D. Soeldner made a motion to keep all fees the same for 2013, and it was seconded by A. Schema. The motion carried. These fees will be looked at for the 2014 season.

**Discussion & possible action regarding seasonal parks staff hiring**

K. Glaeser has assured the committee that he will have the summer staff on board much earlier.

**Quarterly update on Recreation Dept. & Senior Center activities**

Senior Center:

Special Events:        Jan - Mystery Trip - 55 reg.  
                                 Feb - Kohler Trip - 28 reg.  
                                 March - Holocaust Museum - 33 reg.  
                                 April - Lion King at PAC – 55 reg.  
                                 April - Oneida Casino Trip – 5 reg. (began 2/1)

Health Programs  
Hearing Screenings  
Stay Young - Diet and Nutrition  
Functional Strength Training - Thursdays  
Presentation on Vitamin D  
Income Tax Appointments - Thursdays & Fridays  
Homestead Credit Claim Tax Help - Tuesdays  
Insurance Counseling - 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays

Recreation:

Men's Basketball - Wednesdays & Thursdays - Jefferson Elementary School - 14  
Couples VB – Mondays - Citizen Park - 14 teams  
Men's VB - Wednesdays - Citizen Park - 16 teams  
Rookie Basketball - Citizen Park - 8 teams  
Swim Lesson – Saturdays - Wilson Jr. High, Mondays - Riverview - 81 reg.  
Riflery Class - Wednesdays, Thursdays

Zumba Class – M/W - Madison 15 reg.

Shape Up - M/W - Monroe -13 reg.

Archery - Mondays - 10 reg.

Soccer - High School - Citizen Park - 15 reg.

- Planning on British Soccer Camps for spring and summer

- Informal survey out on web to see what the SB players are interested in.

- Hope to have a meeting prior to registration to see what they would like to see for the season

-Working with the Rahr-West to do a combination summer brochure

-In second & final week of new software training - hope to roll it out in April or May

### **Update on 2012 results for the Manitowoc Family Aquatic Center**

The Aquatic Center was open 67 days and had an attendance of 32,116. There were 46 water rescues and 3 EMS calls. The staff included 32 lifeguards and 14 concession staff members. The center must have 18 staff members working in order to be open. The final budget shows a loss of \$53,650.69.

### **Discussion & possible action on plans for 2013 at the Manitowoc Family Aquatic Center**

The 2013 season will run June 8<sup>th</sup> – August 25<sup>th</sup>. There was a proposed \$.50 increase in daily admission fees and a \$10.00 increase for passes. There will be a Special Needs Splash on two Saturdays morning that is completely paid for from private donations. D. Larson is also looking at having fitness classes at the center. J. Sladky is not in favor of an increase at this time. No action was taken on the proposed fee changes.

### **Discussion & possible action regarding Friends of the Aquatic Center plans for donor wall & other improvements**

Amy Weigel explained to the committee that they would like to change the donor wall. They have a concept and have a contract ready to be signed. The entire project will be funded by the Friends of the Aquatic Center. City Attorney, Straun Boston, has looked at the contract and is fine with it. A. Weigel is just asking permission to go on the premise to get the work done. A. Schema made a motion to allow the group to do their work, and it was seconded by T. Martell. The motion carried.

### **Adjournment**

D. Soeldner made a motion to adjourn the meeting at 6:55 p.m. It was seconded by C. Braunel. The motion carried.

DL/smsr