



CITY OF  
MANITOWOC

Joseph S. McLafferty  
Director, Parks, Recreation  
and Senior Center

**MANITOWOC PARKS AND RECREATION COMMITTEE  
CITY HALL-EAST HEARING ROOM  
Monday, April 6, 2009, 5:00 pm**

Minutes

Members: Chairman Raymond Geigel, Chris Able; Co-Chairman  
Dave Soeldner

Staff: Joe McLafferty; Randy Albright; Denise Larson and Jeremy Crees

Guest: Jim Muenzenmeyer, Tony Dick, Val Mellon

1. The meeting was called to order by Chairman Ray Geigel at 5:00pm
2. A motion was made by C. Able, seconded by D. Soeldner to approve the minutes of the March 2, 2009 Parks and Recreation Committee meeting. The motion carried 3-0.
3. Requests
  - a. No requests were pre-approved by the Director during this month.
  - b. PR2009-09, a request for the use of Washington Park for Saturday, April 18, 2009 from 7:00am to 5:00pm from the Civil War Round Table organization. They are requesting use of the facility as well as picnic tables, folding tables, and electricity. They will also be selling concessions during the day. The organization has insurance and will send the paperwork through the City Attorney's office for approval. A motion was made by C. Able, seconded by D. Soeldner to move forward with the event and to charge the appropriate fees for rental of the facility and equipment. The motion carried 3-0.
  - c. PR2009-11 a request from Patricia Kohlman concerning the Taxed Enough Already (TEA) group to use Washington Park for a rally was submitted to the department. Director J. McLafferty explained that this request was not pre-approved but the rental was put into the system to hold the reservation if it is approved this evening. Patricia sent the rental money in but it has not been cashed and put into the system yet until the final approval goes through. She was told that approval will come from tonight's meeting. A motion was made by C. Able, seconded by D. Soeldner to approve the request for use of Washington Park by the TEA group on Wednesday, April 15, 2009 from 5:00 to 7:30pm. The motion carried 3-0.



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- d. Senior Center Flooring purchase from the Trust Account, request by Assistant Recreation Director, Denise Larson to accept the bid dates March 3, 2009 from Kaeden Services to re-do the carpeting in the exercise room and billiard room at the Manitowoc Senior Center. This would use the trust fund money from the facility that was given to do updates on the facility. A motion was made by C. Able, seconded by D. Soeldner to accept the Kaeden proposal dated March 3, 2009. The motion carried 3-0.
- e. PR2009-12, request from John Johnson, Athletic Director from the Manitowoc Public School District to hold the 2<sup>nd</sup> Annual Brady Johnson Memorial Baseball Marathon, Friday, May 22, 2009 at Municipal Field. There will be several fundraising activities going on as well as a jump house for kids, live music, and other activities. This will be held from 4:00pm to midnight. Mr. Johnson is asking the Committee to waive the park hours for this event. This will go to Council for their approval as well. A motion was made by C. Able, seconded by D. Soeldner to approve the request. The motion carried 3-0.

#### 4. Old Business

- a. J. Muenzenmeyer explained the bids for the new aquatic center that have come back. At this time Quasius was the lowest bidder for the project. He explained that he was putting this through the Common Council for this evening.
- b. Director J. McLafferty received the opinion from Juliana Ruenzel, City Attorney concerning the information presented to the Committee. It is her opinion that the base rate per hour remains at \$17.87 an hour and that the 516 hours requested be used in calculating the new rate for the Comstock's. This would come to \$9,200.92 which would take into consideration that actual operation time, prep time, and clean up time. She believes this is a fair and equitable resolution to the lease issued presented.

#### 5. New Business

- a. A proclamation for the observance of Arbor Day, Friday, April 24, 2009 will be presented by the Mayor at the Common Council this evening. This is Manitowoc's 26<sup>th</sup> year as a Tree City, USA city. We will also be receiving the 2nd Growth Award from the State because of the Parks Tree Inventory, Parks tree Management Plan, and update of the Street trees with a GIS mapping system.
- b. PR2009-13, City of Manitowoc – Red Arrow Beach Park Dune & Trail Reconstruction Recreation Trail Federal Grant, a third grant was received from the WDNR for the Red Arrow Beach Park Dune and Trail Reconstruction in the amount of \$38,185. The grant period is from March 27, 2009 to June 30, 2011 and is for reshaping the area off the parking lot, reseeding that area, and creation of sand dune with native vegetation, construction of a new boardwalk, slope grading, and erosion mat installation. This will go through the Council tonight for approval and disposition.

- c. Assistant Recreation D. Larson passed out the summer brochure to the Committee. Registration for the summer programs began on April 1, 2009 and will continue throughout the spring and summer. There are several new programs being offered by the department as part of the summer activities.
- d. Director J. McLafferty shared the initial listing of the summer part-time employees. Currently, there are 3 positions left in the Parks Division, 1 position in the tennis instruction, 3 positions in the music and movement, 1 position in Start Smart, and 2-3 positions in the new camp programs that still need to be hired. Jeremy will also need more umpires and scorekeepers for the ball programs.
- e. Jim VanLanen has proposed several ideas for improvements for the disc golf courses at Silver Creek Park and Indian Creek Park. The Parks staff and volunteers will be working together to ensure that as many improvements as we can will be made to the courses so we continue our strong disc golf programs.
- f. Assistant Director R. Albright produced pictures of the improvement to the restrooms at Red Arrow and Citizen Park. These were accomplished this winter and spring and will make a significant difference in the facilities we present to the Community.
- g. In conjunction with the Department of Public Works, a stimulus grant proposal was submitted to receive funds for Silver Creek. This is a \$3.1 million project that would be funded through Federal Funds if awarded. It will involve work by both department and consultant John Ferris for the restoration.
- h. The Lincoln Park Zoo Board and Zoo Society boards are making several improvements to the educational facility at Lincoln Park Zoo. Last week a new bee hive exhibit was completed and will be ready to go for public viewing. This Saturday, April 11<sup>th</sup> our department along with the Manitowoc Optimist and Jaycees will be hosting the Annual Easter Egg hunt and programs for ages 1 to 10 years old. The younger group will begin at 11:00am and ages 7 to 10 will begin at 11:45am. This has always been a very successful event. Please join us in the activities if you can.
- i. Director J. McLafferty gave a brief report on how successful his Washington DC trip from March 18 to 20<sup>th</sup> as a part of the Wisconsin Park and Recreation Association and Park Association. He thanked the Committee for allowing him to attend the sessions.

- j. Discussion on Little Manitou River took place. Director J. McLafferty gave the Committee an overview of what took place after the June 2008 rain storms. He mentioned that several meetings took place with concerned citizens, the parks staff, DPW/engineering staff. Additionally, Janet Sosnowski, Storm Water Specialist contacted Carrie Webb from the WDNR and representatives with the Army Corps of Engineers. At this time, the DNR suggested doing an Engineering Study to give us a direction on this issue. Several concerns contacted our office and other parties to see what can be accomplished on the river between Waldo and Maritime Drive. Chairman Geigel opened the floor up to discussion with the guests at the meeting. E. Pitz, contract from a waterfowl perspective. D. Hanson, restoration of a wetland. H. Hammann, sewer running in and sea gulls. J. Winga, won't hold water, dredging out could be an approach. C. Sontag, wetland might affect invasive species, fisherman dammed that area. F. Hanson, eye sore of this area. J. Zimmer, what can we do to help this process going? D. Soeldner, construct natural wetland.
  - k. The Washington Park sign that is in the park was discussed during the meeting. Director J. McLafferty suggested to the Committee that the sign get upgraded to an electronic sign so the public could see it better. Joe told the Committee that it was very difficult to put letters on the current sign with weather issues, time delays, and public concerns. We received an estimate from Mr. Otek Sign and Textile to upgrade the current message board. The current estimate from Mr. Otek was \$16,558.27 to upgrade. He suggested using Room Tax money so that we were ready to make improvements before the summer season. He mentioned there are over 35 events that take place in the park from May to October and there are a lot of activities that we could put on the sign via our office computers to make the advertising work much better. A motion was made to approve the request to upgrade the current sign at Washington Park. A motion was made by R. Geigel, seconded by D. Soeldner to approve the sign. The motion carried 3-0.
- 6. Next regular meeting, May 4, 2009, at 5:00 pm at City Hall – East Hearing Room.
  - 7. A motion was made by C. Able, seconded by D. Soeldner to adjourn the meeting at 6:32pm. The motion carried 3-0.