

CITY OF MANITOWOC
PARKS & RECREATION COMMITTEE MINUTES
Monday, December 3, 2012 at 5:00 pm
City Hall-East Hearing Room

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

Staff: Val Mellon, Denise Larson, Jim Muenzenmeyer, & Kevin Glaeser,

Guests: Jill Hennessey, Charlie Mathews – HTR, Steig Holdorf, & Steve Creutz – Royal Knights

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

D. Soeldner made a motion to approve the minutes from the October 1, 2012 meeting as presented. T. Martell seconded the motion. The motion carried.

Discussion, update, & possible action regarding special event requests

J. Muenzenmeyer discussed the direction that the Special Events Committee is taking regarding Special Events. For example, a function would be considered a special event if it occurred partially or entirely outside of a park's boundaries. Some of the committee's goals are as follows:

- Limit the number of places the organizers must go to get the event set up & approved
- Speed up the approval process
- Eliminate confusion for everyone
- Ensure that all steps are completed before events are approved, and
- Establish thresholds that could trigger committee approval or notification, insurance requirements, security requirements, etc.

Discussion & possible action regarding executive budget

No discussion.

Update, discussion & possible action on a request from Kathie Nelson, Manitowoc Garden Club member, expressing an interest in adding a human sundial to the Mariners Trail

A location for the human sundial just south of the wayside has been chosen.

Discussion & possible action regarding safety issues and operation of Washington Park

K. Glaeser is working with Don Backus and Mike Place. He has a quote for cameras at Washington Park and Silver Creek, which will be given to the committee. They will be installed and ready to go by spring, since we do not want to go another season without them. The cameras at Henry Schuette Park have also been enhanced.

Update & discussion regarding Adopt-A-Park Program

K. Glaeser handed out a list of the parks, including those which have been adopted and the names of the groups associated with them. There are nine parks adopted at this point, but no work has been done so far.

Discussion & possible action on the use of the money received from the Friends of the Park, Inc. group for repairs at the Henry Schuette Community Built Playground

The repairs are for the display case that was damaged. The cost will be taken out of the money received from Friends of the Park, Inc.

Discussion & possible action on the use of Lincoln Park Zoo donation tube funds to pay for tube expenses

The invoice presented to the committee was for repairing the donation tube that had some damage. The cost will be taken out of the donation tube funds.

The committee inquired about other expenses that have been taken out of the donation tube funds recently. To date, all of the sidewalks have been replaced, some split rail fencing has been purchased, and some of the fencing has been replaced.

Discussion & possible action on request from Mishicot Area Growth & Improvement Committee to rent the Wenger Bandwagon for Mishicot Riverfest in July 2013

After discussion, the committee is glad to rent out the bandwagon as long as it is not being used by an event in Manitowoc.

Discussion & possible action on special event request (12-616) from Manitowoc County Miracles Special Olympics group to hold softball practices and a tournament on various dates and in various parks during the summer of 2013, with a waiver of fee request attached

The committee agreed to waive all of the diamond fees for practices throughout the summer. There was a motion made by A. Schema to charge the group 50% of the fees for the tournament, which comes to \$244.48. Motion seconded by C. Braunel. Motion carried unanimously.

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 will put together the cost of the event and get back to the committee at the next meeting.

Discussion & possible action on special event (12-635) from Debbie Seehafer to hold four tennis tournaments at the Lincoln Park courts in June, July and August of 2013

A. Schema made a motion to approve the dates and times. It was seconded by C. Braunel. Motion carried unanimously.

Discussion & possible action on a request from the Heavy Pedal Velo Club to host a bicycle race at Silver Creek Park in October 2013

After a discussion of the event, the committee is in favor of granting the request. The Attorney's Office will need to determine the insurance requirements for this type of event and also some type of deposit for damage to the facility.

Discussion & possible action on a request from the Manitowoc Izaak Walton League requesting a reduction of rental fees for their 2013 monthly meetings at Lincoln Park cabin #1

A motion was made by C. Braunel to carry over the 2012 fee agreement (in the amount of \$300 annually) to 2013 for the rental of the facility. It was seconded by A. Schema. The motion carried.

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

Some representatives from the Corps introduced themselves and explained their group's mission. They work with kids 15 to 21 years of age and are looking for support from the City for indoor and outdoor space for camp and drill practice. They would need the space to accommodate 150 kids. Potential locations being considered are Lincoln Park and Silver Creek for outdoor space and the Senior Center for indoor camps. D. Larson will continue to work with the group as they progress with their schedule.

Update on deer and deer pen plans and related issues at Lincoln Park Zoo

The wolves will be moved to the woods and the building will transition to exhibits for otters, badgers and foxes. Donation tube monies may also be used for a transition exhibit or a barrier between the wolves and deer pens. The process is underway for a shelter to go up over the prairie dog exhibit.

Discussion & possible action on the Park & Recreation Committee's 2013 meeting schedule

The schedule looks fine for now and may be amended as the committee changes in April.

Adjournment

A. Schema made a motion to adjourn the meeting at 6:00 p.m. It was seconded by C. Braunel. The motion carried.

DL/smsr