



NOTICE OF PUBLIC MEETING

Parks & Recreation Commission

Dean Veneman, Chairperson

Craig Broeren, Vice Chairperson

Kris Barteck

Mayor Shane Blaser

Tom Ekelin

Tom Rayome

Lee Thao

Rick Wellnitz

Elizabeth Whelan

Jake Klingforth

Dawn Desorcy

Notice is hereby given of a regular meeting of the Wisconsin Rapids Parks & Recreation Commission to be held in the 1st Floor Conference Room, 444 West Grand Avenue, Wisconsin Rapids, WI, on Monday, January 8, 2024, at 4:00 p.m. The meeting will also be streamed LIVE on the City of Wisconsin Rapids Facebook page. This meeting is also available after its conclusion on the City's Facebook page and Community Media's YouTube page, which can be accessed at www.wr-cm.org.

1. Call to order.
2. Approve December 11, 2023, meeting minutes.
3. Consider approval of revisions to Ice Skating Pond Guidelines.
4. Discuss and consider approval of submission of Legacy Grant application for River Otter Exhibit/Helen's House.
5. Bills.
6. Staff reports.
7. Adjourn.

The City of Wisconsin Rapids encourages participation from all its citizens. If participation via telephone at this meeting is not possible due to a disability, notification to the City's IT Manager prior to the scheduled meeting is encouraged to make the necessary accommodations. Call the IT Manager at (715) 421-8288 to request accommodations.

CITY OF WISCONSIN RAPIDS
PARKS / RECREATION / BUILDINGS
220 3rd Avenue South, Suite 3, Wisconsin Rapids, WI 54495, (715) 421-8240
Parks & Recreation Commission Minutes
December 11, 2023

The Parks & Recreation Commission met on Monday, December 11, 2023, at 4 p.m. in the first floor conference room at City Hall, 444 West Grand Avenue, Wisconsin Rapids, WI. The meeting was also streamed LIVE on the City of Wisconsin Rapids Facebook page.

1. Call to order.

Commissioner Veneman called the meeting to order at 4 p.m.

All Commissioners were present. Staff present were Dawn Desorcy and Jake Klingforth. Also attending were Alderperson Dennis Polach and Ken Day.

2. Approve October 9, 2023, meeting minutes.

A motion was made by Mayor Blaser, seconded by Commissioner Rayome, to approve the minutes of October 9, 2023. Motion carried.

3. Update on the Mead Park project.

MSTC is helping with the grading and drainage for the pickleball courts. We are hoping to begin work in the next few weeks if weather allows. The school is planning to begin their work on this project in the spring.

4. Discuss possible expansion of current zoo exhibits utilizing remaining Teske fund moneys.

We are waiting to hear back from USDA to see if we are able to own a dwarf alligator; that enclosure is included in the estimates. There are still pens that have concrete floors and we would like a more natural habitat for the animals housed there. A motion was made by Commissioner Veneman, seconded by Commissioner Barteck, to approve the estimate for approximately \$39,000 for expansion of current zoo exhibits utilizing Teske fund moneys. Motion carried.

We recently visited the Baraboo Zoo to see their river otter exhibit, which was constructed in 2018. River otters were noted in our zoo plan as a highly desirable exhibit. We hope to apply for the Legacy Grant as a way to fund this. There was no motion made, but the commission feels we should move forward on gathering information on this potential project.

5. Update on Tree Trec project with Mead/Witter Foundation.

This project has been fully funded and in the works for the past 6 months. It includes an informational plate attached to stake in the ground near a tree with a QR code that may be scanned to allow people to see more information about the type of tree that it is placed by. We plan to include these as part of our Arbor Day celebration in 2024.

6. Bills.

A motion was made by Mayor Blaser, seconded by Commissioner Broeren, to approve the bills. Motion carried.

7. Staff reports.

Dawn and Jake presented reports.

Ken Day from the Rafters noted that field lights and sound system are issues at Witter Field. These items will be discussed at a future meeting.

8. Adjourn.

A motion was made by Commissioner Thao, seconded by Commissioner Whelen, to adjourn. Motion carried.



ICE SKATING POND GUIDELINES

City of Wisconsin Rapids Parks & Recreation Department

FLOODING PROCEDURES:

Skating ponds are checked regularly and flooded/swept as needed.

Ponds cannot be surfaced during the following conditions:

1. Snow fall
2. Extreme cold (-10 degrees). Flooding at extremely cold temperatures causes ice to crack and boil.
3. Extreme warm (+25 degrees). Flooding in warm weather results in puddling and uneven surfaces.
4. High winds & blowing snow. Flooding under these conditions causes poor ice, air pockets, and ripples.

WEATHER CLOSURES:

Warming house and ponds may close if inclement weather affects ice conditions. Attendant has the authority to close warming house and pond if conditions become hazardous. Closures will be posted on the City's website (www.wirapids.org/ice-skating.html) and Facebook page (Wisconsin Rapids Parks & Recreation).

Warming house and ponds will close if wind chill or air temperature reaches -20°F or colder.

In the event of measurable snowfall, the warming house and ponds may close.

If warming house is closed due to inclement weather, skating pond may be used at your own risk. Pond lighting will be on only when warming house is open.

SNOW CLEARING:

Ponds will be cleared of snow as soon as possible, but not until the snow has stopped falling. Clearing roads and sidewalks is priority after a snowfall. There are shovels at the ponds if skaters want to clear the snow off the ice. It is not the attendant's responsibility to clear ponds; they are responsible for keeping the warming house entrance & exit clear of snow.

WITTER PARK WARMING HOUSE HOURS

Opens approximately 3rd week of December; closes late in February (weather dependent).

Weekdays: 5-7 p.m., Weekends: 1-7 p.m.

Non-School Days: 1-7 p.m.

Holidays: Closed (12/24, 12/25 & 1/1)

Hours are for warming house only. As noted above, pond lighting will be on only when warming house is open. Limited number of ice skates and sizes available for public use. No hockey sticks or pucks allowed at Witter Park.

ROBINSON PARK

Low board hockey during regular park hours (8 a.m. - 11 p.m.). Restrooms and warming house are not available at this location.

In the event of an emergency, please dial 911. Report damage, vandalism or other issues to the Parks & Recreation Department, Monday-Friday 8 a.m.-4:30 p.m., (715) 421-8240. On weekends or after hours, call the Police Department's non-emergency number, (715) 423-4444, and press #2.

HELEN'S HOUSE PROJECT

MACHINE RENTAL AND MATERIAL FOR BLOWING OF INSULATION IN ATTIC

- MATERIALS **\$3,727.50**
- 2 STAFF, 2 DAYS WORK **\$2,160.00**

FRAMING OUT INSIDE WITH STEEL STUD AND TRACKS

- MATERIALS **\$1,948.61**
- 3 STAFF, 4 DAYS WORK **\$4,320.00**

FOAM SPRAYING WALLS

- **\$11,650.00**

DRYWALL/PAINT/MATERIALS

- 3 STAFF, 7 DAYS WORK **\$7,560.00**
- DRYWALL **\$750.00**
- PAINT/PRIMER **\$600.00**

INSTALLATION OF GAS FURNACE (GUARDIAN FURNACE UPGRGF19120DE20)

- FURNACE QUOTE **\$1704.22**
- SHEET METAL MATERIAL **\$1,000.00**
- 2 STAFF - 3 DAYS WORK **\$2,115.00**

INSTALLATION OF GAS LINE – WE ENERGIES

- **\$2,397.57**

TOTAL: \$39,932.90

Parks & Recreation Bills

January 8, 2024

Bill	Date	Detail	Amount
Ace Hardware	11/30/2023	City Zoo Materials	18.00
Ace Hardware	12/6/2023	Mead Field Materials	3.59
Ace Hardware	12/12/2023	Mead Field Materials	33.97
Crockett Septic	11/28/2023	Parks Department Materials	240.00
K & W Glass Inc	11/1/2023	City Zoo Materials	203.20
Liberty Flag & Specialty Company	11/2/2023	Christmas Decorations Materials	126.29
Mid-State Upholstery & Canvas	12/27/2023	Recreation Materials (Pickleball Net Repair)	40.00
My Charity Boxes	1/3/2024	Aquatics Equipment	69.76
Quality Plus Printing	12/18/2023	Recreation Advertising/PR	430.00
			1,164.81