

**CITY OF MERRILL
PARKS AND RECREATION COMMISSION
WEDNESDAY, JULY 10, 2024 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 4:15 PM**

I. Call to Order Roll Call:

Present: Gulke, Novitch, Tabor, Malm, Alderperson Rutkowski

Present Not Voting: Parks Director Dan Wendorf

Excused: Chad Krueger, Steve Osness

Chairperson Novitch called the meeting to order at 4:15 p.m.

II. Consider approving minutes from the previous meeting Alderperson Rutkowski motioned to approve. Tabor seconded and the motion Passed.

1. June 2024 Minutes -

III. Approval of Claims Rutkowski had several questions for Wendorf regarding Per Mar charges and advertising for the Department. Wendorf stated that Per Mar was for an annual inspection of fire and sprinkler system in the Smith Center that has to be done. Wendorf informed Rutkowski that the department advertises in several publications to target audiences such as Wedding Planners for the Smith Center, the Merrill Chamber Visitors Guide, and Foto News for direct information for upcoming events, recreation programs, as well as other happenings. Alderperson Rutkowski motioned to approve. Gulke seconded and the motion Passed.

1. June 2024 Claims -

IV. General Agenda Items for Consideration

1. Discuss and potentially approve 2025 Capital requests - Novitch began the discussion by summarizing the previous meetings introductory discussions related to our 2025 Capital Request. Wendorf began the discussion by saying that the directive has been given by City Administrator to get at least a draft of our capital requests to the Finance Director by July 19th to allow for ample time for planning before the budgetary process. Rutkowski said she would feel comfortable potentially selecting four of the items requested and forwarding to council and asked if everyone thought that was fair. Wendorf stated that this is always a tough question because it is difficult to predict what City Council is comfortable with. Novitch said that in the past we have tried almost every combination imaginable from 1-2 requests to 7-8+ and it simply comes down to the wishes of Council. Gulke said that some of these items are repeat requests and there are even more repeats not on this list and it is the Commissions responsibility to bring these requests forward and Councils responsibility to decide funding levels. Malm asked about the Normal Park project and wanted to see more details. Tabor stated that there may be a

benefit to a shorter list. Rutkowski suggested a lesser amount for the Smith Center rental skate request to potentially set up a rotating replacement schedule. Novitch said it would be nice to have a target dollar amount in advance to tailor our request to that number to avoid having to debate. Malm said it would be nice to have marketing funds to help with our park entrance sign replacements. Wendorf suggested approving the list as presented to allow the discussion to take place on the council floor, especially if everyone agrees that the items on the list warrant funding. Novitch mentioned that park signs could also be done in phases to cut costs this year.

Malm motioned to Motion Malm to approve the top 7 items on the list (and switching fobs for key pads). Tabor seconded and the motion Passed.

- 2. Update on Lincoln County ARPA funding requests** - Wendorf informed the Commission that he spoke with Lincoln County Administrator and was told that no decisions or determinations have been made yet. They were going to continue ARPA discussions at the County level in the coming weeks and Wendorf will keep the commission informed when he hears any news.

- V. Monthly Reports** Novitch asked the commission if they had any questions for Wendorf. Wendorf then informed the commission that the aquatic center has been running very well since the leaks were fixed and that when the weather cooperates, the pool attendance has been great but unfortunately we have had more rain days lately than good ones so hopefully we finish the summer with more sunning and 80 degree days. Wendorf also said that so far summer has been going very well in all other areas.

- 1. July Monthly Report -**

- VI. Date and Time of Next Meeting** The next Parks & Recreation Commission Meeting will be on August 7th, 2024 at 4:15 p.m. in the Council Chambers at the Merrill City Hall.
- VII. Public Comment** Nathan Meyer, 208 E. 4th St, wanted to thank the Commission for taking the time to discuss their capital requests with as much detail and thought.
- VIII. Adjournment** Alderperson Rutkowski motioned to adjourn. Gulke seconded and the motion Passed.