

**CITY OF MERRILL
PARKS AND RECREATION COMMISSION
WEDNESDAY, OCTOBER 2, 2024 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 3:30 PM**

I. Call to Order Roll Call:

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

Present Not Voting: Parks Director Dan Wendorf

Excused: Erid Malm, Steve Osness

Absent:

Chairperson Novitch called the meeting to order at 3:30 p.m.

II. Consider approving minutes from the previous meeting

1. **September 2024 Minutes** - Tabor motioned to place minutes on file. Krueger seconded and the motion Passed.

III. Approval of Claims

1. **September 2024 Claims** - Krueger asked Wendorf if the bus charges from the summer were from Summer Playground. Wendorf stated that it was for Summer Playground for the entire summer and those charges were passed along to the playground participants through fees.

Alderperson Rutkowski motioned to approve. Gulke seconded and the motion Passed.

IV. General Agenda Items for Consideration

1. **Review & Approve 2025 Operating Budget** - Wendorf began the discussion by describing each of the Parks & Recreation Department budgetary categories and any adjusted amounts. Wendorf stated that a vast majority of budget adjustments in this budget, like all from previous years, are due to wages, step increases, insurance, and personnel related items. We haven't had wiggle room to add very much in the way of operational funds in a long time. So the budget pretty much is what it is at this point.

Krueger motioned to approve. Tabor seconded and the motion Passed.

V. Monthly Reports

1. **October 2024 Director's Report** - Wendorf summarized all of the events, projects, and activities the department accomplished throughout the month of September. He explained that September was extremely busy and productive and that a lot of the projects ended up occurring in September due to the less than ideal weather we all experienced in May, June, and into mid/late July. Wendorf did state that it is great to see these projects being completed and that they are going to be great additions to our parks and for our citizens. Wendorf also thanked the Street Department for their amazing cooperation in

helping us start and finish these projects, as well as Park Staff for working very hard to keep our parks looking beautiful and clean after the seasonal employees left at the middle/end of August. They have a lot of responsibilities and they always rise to the challenge.

VI. Date and Time of Next Meeting The next regularly scheduled meeting will be on Wednesday, November 6th, 2024 at 4:15 p.m. at the Merrill City Hall. Wendorf stated that they may have to move location depending on usage of the Council Chambers due to Election Day being held the day before.

VII. Public Comment There was no public comment.

VIII. Adjournment Alderperson Rutkowski motioned to approve. Krueger seconded and the motion Passed.

The meeting was adjourned at 3:55 p.m.

The Commission then proceeded on the Park Tour. They visited Normal Park, Rotary Park/Agra Pavilion area, Stange Park, Ott's Park, and the River Bend Trail to view the newly resurfaced Nicklaus Bridge. The Commission returned to the Merrill City Hall to end the tour at 5:45 p.m.

- 1. The Commission will go on a tour of parks after the meeting is adjourned - there will be no Commission business conducted during the tour -**