



CITY OF MERRILL
PARKS AND RECREATION COMMISSION
AGENDA • WEDNESDAY, MAY 7, 2025

Regular Meeting **City Hall Council Chambers** **4:15 PM**

- I. Call to Order**
- II. Consider approving minutes from the previous meeting**
 - 1. April 2025 Minutes
- III. Approval of Claims**
 - 1. April 2025 Bills
- IV. General Agenda Items for Consideration**
 - 1. Elect Chairperson
 - 2. Elect Vice-Chairperson
 - 3. Review & Approve 10 year and 2026 Capital Requests
 - 4. Review & potentially approve mobile food vendor application form and regulations
 - 5. Review & Approve policy for Radio Controlled Model Airplanes at the M.A.R.C
 - 6. Request to seek alternative funding/donations to replace the old scoreboard at Athletic Park
- V. Monthly Reports**
 - 1. May 2025 Parks & Recreation Director's Report
- VI. Date and Time of Next Meeting**
 - 1. The next regularly scheduled meeting is Wednesday, June 4th, 2025 at 4:15 p.m. at the Merrill City Hall
- VII. Public Comment**
- VIII. Adjournment**

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**CITY OF MERRILL
PARKS AND RECREATION COMMISSION
WEDNESDAY, APRIL 2, 2025 MINUTES
REGULAR MEETING CITY HALL COUNCIL CHAMBERS 4:15 PM**

I. Call to Order Roll Call:

Present: Gulke, Krueger, Novitch, Tabor, Osness, D8 Alderperson Rutkowski

Present Not Voting: Parks Director Dan Wendorf

Excused: Erid Malm

Absent:

Chairperson Novitch called the meeting to order at 4:15 p.m. and welcomed everyone to the April Parks & Recreation Commission Meeting.

II. Consider approving minutes from the previous meeting

1. **March 2025 Minutes** - (Osness/ Krueger) The motion Passed.

III. Approval of Claims

1. **March 2025 Claims** - Gulke asked what Black Squirrel Scurry socks charge was for. Wendorf stated they are registration gifts for people signing up for the Black Squirrel Scurry Triathlon and that fund is a non-lapsing which is funded completely by sponsorships.

(Osness/D8 Alderperson Rutkowski) The motion Passed.

IV. General Agenda Items for Consideration

1. **Review and potentially approve Resolution of Support for the Knowles-Nelson Stewardship Grant Program** - Wendorf informed the Commission that this is a resolution of support that was initiated by the Ice Age Trail Alliance and fits very well with our department and city because we have been the fortunate recipients of almost a dozen Knowles-Nelson Stewardship grants over the past 20+ years. This grant has helped fund such projects as phase 1 & 2 of the River Bend Trail, the entire development of Prairie Trails, MARC trail extension and connection with Council Grounds, Riverside Park restrooms and boat landing, to name a few. Wendorf stated that the state has recently discussed the potential of not funding the Knowles-Nelson Stewardship grant program and many governmental entities and user groups are going on record to support the continuation of this funding source.

(Krueger/ Tabor) The motion Passed.

2. **Review and potentially approve Resolution of Support to WisDOT for the addition of six-foot pedestrian/bike lane(s) on State Highway 107 from Merrill to Tomahawk** - Wendorf began the discussion by saying this was generated by the River District Development Foundation to hopefully have the city go on record supporting pedestrian (and vehicular) improvements to Hwy

107 from Merrill to Tomahawk. The WisDOT is potentially looking at 107 improvements in 2026 (supposedly from Wilderness Dr to Tomahawk) and their current plan didn't call for any paved shoulder work to accommodate pedestrian travel. Wendorf stated he hoped that WisDOT would consider road improvements for the entirety of 107 from Merrill to Tomahawk and include 6 foot paved shoulders on both sides of the road to allow for safer vehicular and pedestrian travel all the way. This also would help in completing the State of Wisconsin State Trail Segment 18 of their State Trail Plan which is a connection from Tomahawk to Merrill (extension of the Bearskin/Hiawatha State Trail to Merrill). This connects Minocqua to Merrill and gets one step closer to connecting the Bearskin/Hiawatha State Trail to the Mountain Bay State Trail.

(D8 Alderperson Rutkowski/ Osness) The motion Passed.

3. Potentially discuss and reconsider 4th of July (Mobile) Food Vendors

- Novitch began the discussion by saying this item was already discussed back in August of 2024 and a decision was rendered but the item was asked to be put back on for reconsideration. Wendorf stated that there was some negative feedback from one local vendor after the August decision but he spoke personally with that vendor who understood and was good with it. Wendorf also stated that there was another vendor who reached out in January asking about being a vendor and he informed them of the policy not allowing mobile food vendors. This vendor then contacted the Mayor. Wendorf met with the Mayor and Administrator and was asked to bring this to the Commission for potential reconsideration. Novitch said it is the Commission's decision as to whether they would like to re-open discussion and reconsider or simply move on. *Rutkowski motioned to re-open discussion, seconded by Krueger - carried unanimously.* Gulke began the discussion by saying at the time he was in favor of finding a way to have mobile food vendors and still supports that if it can be controlled in the right way through a process. Rutkowski said she is not opposed to allowing but would like to see a City Employee there to ensure that things go accordingly. Gulke questioned if this was just for Independence Day Fireworks or should we consider this for other park functions. Wendorf stated that this discussion today is specifically for fireworks celebration but we should take this time to develop policy for other parks. Gulke asked if this is something that we can experiment with and revise or reconsider in the future after we have some experience with it. Wendorf stated that we can definitely adjust whatever policy we come up with at any time in the future to make things better for the users and for us. Krueger stated that there should be a designated area that these food vendors go and that they typically do not show up until around 4:00 to begin prepping. There was additional discussion related to if we approve where do we go from here. Wendorf stated that this was simply to decide to allow or not to allow and if decided to allow then we would have to devise a policy at a future meeting to follow for year one.

(Krueger/ Gulke) The motion Passed.

This will be on the May Meeting agenda - Wendorf will bring draft policy for the Commission to review.

- 4. Continued discussion and potential approval of Special Event Permit**
- Wendorf summarized the final edits as requested by the Commission in the document and there were no questions or further edits brought forth.

(D8 Alderperson Rutkowski/ Tabor) The motion Passed.

V. Monthly Reports

- 1. April 2025 Director's Report** - Wendorf summarized the board report and asked if there were any questions. There were none.

VI. Date and Time of Next Meeting

- 1. The next regularly schedule meeting is Wednesday, May 7th, 2025 at 4:15 p.m. at the Merrill City Hall Council Chambers** - There were several Commissioners who indicated they were not able to attend the May meeting. Novitch suggested waiting to hear back from the missing member of tonights meeting to see if we would have a quorum and notify everyone of that information. For the time being we'll plan on meeting May 7th as scheduled as long as we have enough members.

VII. Public Comment There was no public comment.

VIII. Adjournment (Osness/ Gulke) The motion Passed.
Meeting adjourned at 5:00 p.m.

4/1/2025

ACCENTU	CHILDREN'S FESTIVAL	3/27/2025	1939	\$480.00	10-55300-03-41500
AMAZON	CABLES FOR ATHLETIC PARK	4/7/2025		\$74.94	10-55200-03-40000
AMERICAN WELDING	CYLINDER RENTAL	3/31/2025	10767031	\$83.85	10-55300-03-41500
AMERICAN WELDING	CYLINDER RENTAL	3/31/2025	10766690	\$119.07	10-545200-02-1500
APPLIED	GLOVES/LOCKWASHERS	4/7/2025	7031882555	\$653.64	10-55200-03-40000
APPLIED	FIELD PAINT	4/9/2025	7031902418	\$621.84	10-55200-03-40000
BEIN CRAFTY	STAFF SHIRTS AQUATIC CENTER	3/26/2025	8001	\$144.00	10-55420-03-40000
BEIN CRAFTY	STAFF SHIRTS SUMMER PLAYGROUND	3/26/2025	8000	\$112.00	10-55300-03-41500
BETH KAUTZ	SECURITY DEPOSIT REFUND	4/21/2025	VOUCHER	\$100.00	10-21-7200
BLACK RIVER TRANSPORT SEPTIC	PORTA POTTIES	4/14/2025	71595	\$250.00	10-55200-02-15000
CARQUEST	BATTERY LAWN AND GARDEN	3/25/2025	10846-253940	\$69.00	10-55200-03-51000
CENTRAL WI WHOLESALE AUTO PARTS	OIL	3/24/2025	31036	\$372.06	10-55200-03-40000
CINTAS	MOPS/MATS	3/19/2025	4224496475	\$144.12	10-55400-02-23250
CINTAS	UNIFORMS JIM/JOE/RYAN	3/19/2025	4224496482	\$96.48	10-55200-03-46000
CINTAS	UNIFORMS JIM/JOE/RYAN	3/26/2025	4225232309	\$96.48	10-55200-03-46000
CINTAS	UNIFORMS JIM/JOE/RYAN	4/2/2025	4225936809	\$96.48	10-55200-03-46000
CINTAS	UNIFORMS JIM/JOE/RYAN	4/9/2025	4226709165	\$181.53	10-55200-03-46000
CINTAS	UNIFORMS JIM/JOE/RYAN	4/16/2025	4227456112	\$124.83	10-55200-03-46000
CINTAS	MOPS/MATS	4/16/2025	4227456084	\$265.30	10-55400-02-23250
ENTRANCE TECHNOLOGIES, INC	EXTERIOR DOOR SMITH CENTER	3/21/2025	56061	\$277.50	10-55400-02-16800
ENTRANCE TECHNOLOGIES, INC	PREVENTIVE MAINTENANCE AGREEMENT	3/18/2025	56030	\$20.00	10-55400-02-16800
ETCO ELECTRIC SUPPLY, INC	LED ADJUSTABLE WALL PACK	4/3/2025	3481789	\$404.40	10-55200-03-50000
ETCO ELECTRIC SUPPLY, INC	CABLE TIES	4/3/2025	3481790	\$29.67	10-55200-03-50000
GREEN LAWN	ATHLETIC PARK	5/8/2025	25-37347	\$231.16	10-55200-02-15000
HEATHER PLAUTZ	SECURITY DEPOSIT REFUND	3/31/2025	VOUCHER	\$100.00	10-21-7200
JOSIE KAMPS	SECURITY DEPOSIT REFUND	4/14/2024	VOUCHER	\$100.00	10-21-7200
MADISON LEISTIKOW	SECURITY DEPOSIT REFUND	3/31/2025	VOUCHER	\$100.00	10-21-7200
MERRILL ACE HARDWARE	TRASH BAGS	4/1/2025	242664	\$33.99	10-55400-03-40000
MERRILL ACE HARDWARE	HEATER	4/3/2025	2428791	\$33.99	10-55400-03-40000
MERRILL ACE HARDWARE	STRIPPER BLADES	4/14/2025	242974	\$27.50	10-55400-03-40000
MERRILL ACE HARDWARE	BATTERY/LAMPHOLDER	4/15/2025	242997	\$22.58	10-55200-03-40000
MERRILL ACE HARDWARE	MARKER PAINT	4/17/2025	243064	\$5.99	10-55400-03-40000
MERRILL COUNTRY STORE	RYEGRASS	4/9/2025	1909163	\$126.19	10-55200-08-91000
MERRILL DISTRIBUTING	GLOVES	4/9/2025	1745924	\$67.34	10-55200-03-40000
MERRILL FOTO NEWS	BUSINESS CARD DIRECTORY	4/3/2025		\$198.00	10-55400-03-41000
MERRILL STREET DEPARTMENT	P-10 - SMITHCO INFELDER	3/18/2025	23189	\$106.87	10-55200-03-51000
NASSCO	HAND SOAP	4/14/2025	6544043	\$114.44	10-55200-03-40000
NORTHWOODS CHEMICAL	SPARKLING GREEN SAFE CLEANER	4/22/2025	414727	\$207.19	10-55400-03-40000
POWERHOUSE LAWN LEISURE	BLADES	4/16/2025	22000015038	\$98.85	10-55200-03-40000
PREMIER	AD SIGNS IN SMITH CENTER	3/26/2025	23823A	\$446.00	10-55400-03-41022
PREMIER	V NECK BANDS/PLAQUES	4/15/2025	24001A	\$343.00	26-55425-03-42777
R & R SPECIALITIES	THROTTLE CABLE FOR OLD ZAMBONI	3/19/2025	0085015-IN	\$157.85	10-55200-03-51000
RH NEESE MEDIA	ADVERTISING	4/14/2025	119	\$298.00	10-55400-03-41000
RHYME	COPY MACHINE	4/11/2025	AR836985	\$69.31	10-55400-03-13000
RIESTERER & SCHNELL, INC	BLADE	4/1/2025	9040579	\$534.93	10-55200-03-51000
SERVICE MOTOR COMPANY	BLADES	4/16/2025	P46317	\$19.17	10-55200-03-40000
STAINLESS SPECIALISTS	REPAIRS	4/11/2025	44174	\$251.00	10-55400-02-16250
SUNRISE BROADCASTING	ADVERTISING	4/2/2025		\$259.00	10-55400-03-41000
ULINE	DECK BRUSH/STANDUP DUSTPAN/TRASH BAGS	4/17/2025	32429637	\$331.65	10-55420-03-40000
WALMART	EASTER CANDY	3/25/2025		\$123.89	10-55400-03-40000
WALMART	LION'S GRANT FOR TOT PROGRAM START UP	3/31/2025		\$534.37	26-45300-41200
WALMART	EASTER CANDY/BASKETS	4/2/2025		\$66.82	10-55300-03-41500
WALMART	EASTER SUPPLIES	4/15/2025		\$52.52	10-55300-03-41500
WALMART	EVENT FOR JOB FAIR	4/28/2025		\$36.58	10-55200-03-40000



Parks & Recreation Department 10-Year Capital Project & Equipment Requests

Park/Project	Priority Order	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Key Fobs at Smith Center	unfunded	\$25,000										
Replace rental skates at Smith Center	partial	\$10,000 \$5,000										
Remove/repave Streeter Square basketball Court (repeat request)	unfunded	\$40,000 \$5,000										
Replace BFAC Pool Heater	funded	\$35,000										
Replace BFAC pumps	Partial	\$35,000 \$10,000										
Refurbish decking & rails on Prairie Trails bridge (repeat request)	unfunded	\$20,000										
Keypad locks on park shelters	unfunded	\$10,000										
Replace all park entrance signs (repeat request)	partial	\$20,000 \$15,000										
Finish concrete around park shelters(Riverside/Ott's/Normal/Stange) (repeat request)	partial	\$20,000 \$9,000										
Key Fobs at Smith Center	Repeat request		\$25,000									
Replace rental skates at Smith Center (cont'd)	Continued		\$5,000									
Remove/repave Streeter Square basketball court (repeat request)	Repeat Request		\$25,000									
Refurbish decking and rails on Prairie Trails bridge	Repeat request		\$20,000									
Replace park entrance signs (cont'd)	Continued		\$20,000									

Replace two (2) zero turn mowers						\$50,000						
						2029						
Replace parking lot(s) Ott's, Kitchenette, Lion's						\$430,000						
Connect Prairie Trails to City Forest						\$30,000						
							2030					
Create pedestrian path into Riverside Park						\$100,000						
Replace used burgundy ½ ton pickup						\$65,000						
Build Splash Pad at location TBD						\$350,000						
Micro surfacing River Bend Trail first section Park St – Stange St						\$75,000						
							2031					
Install back-up generator for Smith Center							\$75,000					
Resurface pickleball courts							\$25,000					
Replace canopy covers at Aquatic Center							\$15,000					
Resurface Ott's tennis courts							\$25,000					
								2032				
Refurbish Stange 2-arch Bridge								\$75,000				
Upgrade/improve skate park								TBD				
Construct shelter at City Forest								\$75,000				
									2033			
Repave south & west parking lot at MARC									\$200,000			
Replace New Holland 100hp tractor									\$110,000			
										2034		
Micro surfacing River Bend Trail second section – Park to Cooper										\$75,000		
Replace two (2) zero turn mowers										\$50,000		
											2035	
Replace tables & chairs at Smith Center & Agra Pavilion											\$15,000	
Repave parking lot at Agra Pavilion trailhead											\$75,000	
Remove/replace sand in pool filters											\$10,000	
Construct curling facility at Smith Center											\$1.5 M	



City of Merrill
 Parks & Recreation Department
 1100 Marc Dr. | Merrill, WI | 54452
 Phone: (715) 536-7313
 parks@ci.merril.wi.us

2026 Draft Capital Requests – Parks & Recreation Department

Park/Project	Priority Order	2026
Replace Park Entrance Signs (continued)	1	\$20,000
Finish concrete around park shelters (continued) Stange & Ott's	2	\$18,000
Replace Aquatic Center Pumps (continued)	3	\$30,000
Refurbish decking and rails on Prairie Trails Bridge (repeat request)	4	\$20,000
Remove/repave Streeter Square Basketball Courts (repeat request)	5	\$25,000
Repave parking lot closest to the Smith Center	6	\$175,000
Replace rental skates at the Smith Center (continued)	7	\$5,000
Key Fobs installed at the Smith Center (repeat request)	8	\$25,000
Replace 2003 Polaris UTV	9	\$35,000
Replace Streeter Square Playground	10	\$100,000
Replace sound system in Smith Center	11	\$15,000

*Per our Finance Director, she would like at least a tentative list to begin working with for our 2026 Capital Requests turned in by May 9th. She is also looking at working on a ten year capital plan that is included in your packets as well.

*The items above that have (continued) by them were partially funded for this year and we are requesting the balance for 2026. Items labeled (repeat request) are items that have been requested in previous years and are asking again for 2026.

* I completely understand that we are most likely not going to receive funding for all items that we are requesting but I feel they do need to remain on the list for consideration.

*Please review this list and be prepared to have the discussion at our May Meeting. Ultimately it is up to you as a Commission which items you would like to see proceed through the funding process (and there can definitely be others included or removed if you wish).

Respectfully Submitted,

Dan Wendorf
 Parks & Recreation Director
 City of Merrill



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Mobile Vending Permit Application

Part A – TO BE COMPLETED BY APPLICANT

1. Name of Applicant: _____ Individual; Partnership; Corporation
2. Address of Applicant: _____
3. Full name of person in charge of sales: _____ Date of Birth: _____
4. Home Phone: _____ Business Phone: _____ Cell Phone: _____
5. Business Name: _____
6. Business Address: _____
7. Description of Food/Merchandise to be sold: _____

8. Vehicle Description: _____

Make/Model	License #	VIN Number
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9. Insurance Carrier & Policy #: _____

10. Wisconsin Seller's Permit #: _____
11. Lincoln County/State of WI Health Certificate #: _____

PLEASE PRESENT THE FOLLOWING INFORMATION TO THE PARK'S OFFICE FOR EXAMINATION:

1. Copy of driver's license
2. State of Wisconsin Seller's Permit, unless the establishment is exempt. Must show proof of exempt status if the mobile food vendor is Exempt under Wis. Stat. CH. 440.42
3. Lincoln County Health Department Certificate or State of Wisconsin Health Certificate
4. Hold Harmless Agreement
5. Certificate of Insurance showing: a.) General liability insurance for a minimum of \$1,000,000 insuring the individual mobile food vendor and/or their company and naming the City of Merrill and its employees as an additional insured. The Certificate of Insurance must state that the City of Merrill is an additional insured. b.) Auto liability insurance for a minimum of \$500,000 per occurrence combined single limit bodily injury and property damage
6. Copy of Vehicle Registration

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, applicant has truthfully answered the above questions to the best of the applicant's knowledge. Any inaccurate or untruthful answer may be grounds for prosecution and invalidates the permit. Applicant understands that any activity engaged in is limited to the representations made on this application and by the provisions of Merrill Municipal Code.

 Signature of Applicant

 Date

An equal opportunity/affirmative action employer.



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PART B – FOR CITY USE ONLY

Date received and filed: _____

Certificate of Insurance: ___ Auto ___ General Liability Approved by: _____

Copy of vehicle registration: ___ Yes ___ No; Reviewed by: _____

Fire Department Inspection: ___ Yes ___ No; MFD Rep: _____

Lincoln County Health Department Approvals (Health Cert. & Inspection): ___ Yes ___ No

Parks Department Action: ___ Approved; ___ Denied; Approved by: _____

Remarks: _____

Date Permit Issued: _____

DRAFT



City of Merrill

Parks & Recreation Department

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MOBILE FOOD VENDOR PERMIT AND HOLD HARMLESS AGREEMENT

THIS AGREEMENT is made in the CITY of Merrill, Lincoln County, Wisconsin, by and between the CITY OF MERRILL, WISCONSIN, a municipal corporation (“CITY”), and _____ (Individuals or Business Name), a _____ (Individual or Entity Type), (hereinafter “APPLICANT”).

WHEREAS, the APPLICANT wishes to operate a mobile food vendor establishment within the CITY right-of-way, Merrill, Lincoln County, Wisconsin; and

WHEREAS, the Merrill Parks & Recreation Department granted to the APPLICANT permission to allow operation of a mobile food vendor establishment in the City right-of-way subject to the execution of a Hold Harmless Agreement.

NOW, THEREFORE, in consideration of the covenants and promises hereinafter set forth and other good and valuable consideration acknowledged by the parties herein, it is agreed as follows:

1. The CITY grants to the APPLICANT permission to operate a mobile food establishment in the CITY right-of-way.
2. The APPLICANT shall be responsible for all operation and maintenance of the mobile food vendor establishment.
3. The APPLICANT hereby agrees to indemnify, defend and hold harmless the City of Merrill, its elected and appointed officials, officers, employees, agents, representatives and volunteers, and each of them, from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorneys’ fees, costs and expenses of whatsoever kind or nature in any manner directly or indirectly caused, occasioned, or contributed to in whole or in part or claimed to be caused, occasioned, or contributed to in whole or in part, by reason of any act, omission, fault, or negligence, whether active or passive, of the APPLICANT or of anyone acting under its direction or control or on its behalf, even if liability is also sought to be imposed on City of Merrill, its elected and appointed officials, officers, employees, agents, representatives and volunteers. The obligation to indemnify, defend and hold harmless the City of Merrill, its elected and appointed officials, officers, employees, agents, representatives and volunteers, and each of them, shall be applicable unless liability results from the sole negligence of the City of Merrill, its elected and appointed officials, officers, employees, agents, representatives and volunteers.

An equal opportunity/affirmative action employer.



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The APPLICANT shall reimburse the City of Merrill, its elected and appointed officials, officers, employees, agent or authorized representatives or volunteers for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

In the event that the APPLICANT employs other persons, firms, corporations or entities (subcontractor) as part of the work covered by this Agreement, it shall be the APPLICANT's responsibility to require and confirm that each sub-contractor enters into an Indemnity Agreement in favor of the City of Merrill, its elected and appointed officials, officers, employees, agents, representatives and volunteers, which is identical to this Indemnity Agreement.

This indemnity provision shall survive the termination or expiration of this Agreement.

4. The CITY may terminate this Agreement for any reason upon 30 day written notice to the APPLICANT.

CITY OF MERRILL

Dated: _____, _____

By _____

Dan Wendorf, Parks & Recreation Director



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Parks & Recreation Department
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parks@ci.merril.wi.us

Proposed Radio Controlled (RC) Airplane policy for MARC

We have always had a small hand full of people flying radio controlled (RC) airplanes at the MARC with no issues until recently. One of our neighbors at the Rock Ridge Apartments called the Police Department due to a new person flying a gasoline powered RC plane. It was loud as we could hear it in the office and the officer stopped in after making contact to explain that the person flying the plane was cooperative. I know one of the flyers pretty well and had several discussions with him and asked him to come up with some reasonable policies that we can post on a sign out there for people to follow that will work for them, the residents at the apartments, and MPD. According to our ordinance, we can allow RC planes but should post a sign in an area where it is allowed stating what our regulations are. After several conversations with this avid flyer this is the suggestions that we came up with:

1. Models Permitted:
 - Electric motors only – no internal combustion engines
 - Propeller driven models only – no electric ducted fan (EDF) propulsion

2. Area Permitted:
 - All parties will fly from the parking lot located near the soccer fields
 - Flight is only permitted over the area south of the soccer fields and east of the main access road.
 - This is the area typically used for flag football.

3. Flying Prohibited:
 - When there are any established/sanctioned organized activities in and around that area there will be no flying.
 - That will include, but not limited to, soccer games, flag football games, Black Squirrel Scurry, baseball & softball games and tournaments.

If anyone has any other suggested language they would like included, please let me know and we can adjust accordingly.

Thank you,

Dan

City of Merrill



4/29/2025, 2:42:05 PM

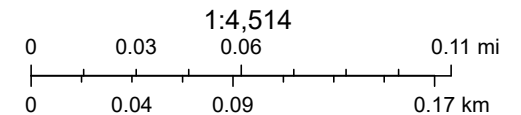
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- Red: Band_1
- Green: Band_2
- Blue: Band_3
- City Limit
- Lake and Stream Names
- PLSS Section

- PLSS Township
- Municipal Boundaries
- Public Roads LG Scale
- State Highway

- Town and City
- Parcels
- Owner Names

- Parcel PINs
- Address Points
- ↑ SITE WITH BLDG
- ↑ SITE WITHOUT BLDG



Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, Lincoln County, WI

Web AppBuilder for ArcGIS



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May 2025 Parks & Recreation Director's Report

Parks: Our spring sports high school sports seasons are off and running. We were fortunate to only have to postpone the first week of regularly scheduled games because of cold/snow/frost/wet but have rebounded fairly quickly. Not to say the weather has been great for those athletes or the fields but it has been good enough thus far. As everyone is very well aware, we have been on quite the weather roller coaster over the past month plus and hopefully things level out quickly here to make it easier on the teams, their fans, and especially our crew. As I have said many times (but never enough), our crew does an amazing job getting everything ready and keeping things in great shape on the field and around it. There is a lot of work that goes into getting things ready and keeping them nice throughout the year and it is even more difficult early in the year before we have seasonal staff to help out. We did run into a few issues when getting our water meters installed at our athletic fields and park shelter facilities. The water supply line into Athletic Park broke at some point during our cold winter with below average snow. We did have to bring in a couple of portable restrooms for the first game at Athletic before we could get it fixed. It is not fixed and that was the only game we had to use those portables. We also had a similar break in the water supply line at Kitchenette Park that should be fixed by the time you read this as we begin with reservations on May 1st. Luckily that was all that we had to deal with and now it is time to move into the busy park shelter reservation season. We have a really good number of park shelter reservations again this season and they are continuing to trickle in consistently. Most of our projects at the Aquatic Center have fortunately taken place. On the week of April 21st, Badger Pool arrived to chip out the heaved/broken plaster in the zero depth area and replastered that entire area so we will be ready for opening day. That same week, Stainless Specialists removed our old pool heater and installed the new one. They will have to return when we have water in the pool and during start up to fire it on and ensure it is operating properly – as that unit cannot be dry fired because of the way it works. When Badger Pool returns later in May for our official start up, they are going to bring the new pump that we ordered with them to round out our capital replacements for the Aquatic Center for 2025. We are looking a little better on our Aquatic Center seasonal staffing but are still in need of some additional lifeguards. I believe we are up to 18 right now and are hoping to get to 21 if possible. Our parks crew has been working very diligently getting everything else ready to go for the spring/summer/fall seasons throughout our parks: docks put out, pickleball and tennis nets, volleyball nets, restrooms cleaned and stocked, shelters cleaned and ready, un-winterizing restrooms, getting picnic tables out, servicing and preparing summer equipment, and servicing and getting ready to store winter equipment for the season to name a very short list of the many things they are working on this time of year. Starting right away in early May will be the youth baseball and softball leagues on top of the high school seasons and park shelter reservations. We are thankful to have a full buildings and grounds seasonal staff already for this summer. Also when we were getting Athletic Park ready for high school games we did experience some issues with the scoreboard down there. It was a project I worked on shortly after I started with some other volunteers to raise funding to replace the old one. Surprisingly that was over 20 years ago now and those boards do wear out over time. There are components that we have replaced and fixed over the past few years but at some point in the very near future we will need to replace that board. I will have a few conversations with some individuals and organizations to gauge the potential to raise funds for replacement once again. I am also working on finalizing all of the details to post bids for the MARC Softball Field Light project. There are a lot of details that have to be included so I hope to have this out for bids as soon as possible so we can review and select early summer. I would like to say once again THANK YOU to the phenomenal job that our crew does each and every day taking great care of our parks. Thank you Jim Yates, Joe Weckwerth, and Ryan Golisch our amazing crew for making all of this happen in very short order this spring. They truly are the best in the business and we are fortunate to have them on our team here at Parks & Recreation!!



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Forestry: The Street Department is caught up on our tree pruning and removal list for the time being. I know that there will be a number of calls coming up with our usual leaf out calls. Typically after our trees leaf out for the season, we find certain trees that don't leaf out or portions of the canopy don't and I will have to go see what the issue is. One positive from this "spring" will be decent moisture content for trees to work with when they are breaking dormancy as well as no sudden early warm ups long enough to cause budding followed by hard frost. Those scenarios can cause many issues in tree health and development – especially fruiting trees. We will continue to monitor all of our trees as the season progresses. I also constantly make note of good planting locations in my travels around the city so that we can restock the areas in greatest need and continue to keep a strong urban tree canopy.

Recreation: Our spring/summer program registrations have gotten off to a good start thus far. We had a fantastic turnout for our annual Children's Festival to kick off our new recreation season. Once again Dawn did a magnificent job organizing the festival. A very big thank you to her and Joy for their great work in organizing a great event again this year. Everyone enjoyed the festival again this year and it helped kick start our upcoming busy recreation season. Summer Playground registration numbers have been good and steady and we typically see that pick up as we get closer to the end of the school year. Registrations tend to lag because everyone is trying to put their summer schedules together with summer school, camps, vacations, and other events that they try to squeeze into the always busy family summer schedules. We didn't hit capacity last summer with our limit of 60 and we'll see if we do so this summer. If we do not, we may want to consider adjusting our limit down again to require less staffing and potentially reallocate some resources to more individual programs or events. Some of our other program registration numbers are good with the exception of regular Tee Ball for some reason. We are low in that 5 to 6 year old range (with over a month to go yet) and as of right now have enough for one full team instead of a solid 4. One of the things that has cut into our numbers over the years is baseball/softball leagues dropping their age ranges down into these age groups. Everyone used to do our tee ball then transition into little league play after that but that is no longer the case in most communities. In all honesty, as long as the children in our community are involved in activities it is a good thing. Again this will be something that we may have to adjust or eliminate from our programming and we reinvest resources into other programs that we don't have to compete with other entities on. We are fully staffed with seasonal employees for our summer recreation programs and excited to get things going!

Smith Center: We are still working to get everything cleaned, fixed, and rearranged after a long ice season and before summer ice set up begins again this year. Always a lot to do and we have to take advantage of this time to handle these issues and tasks when we can so we're ready for the next round. As previously mentioned, we have a good dry floor line up coming up this season. We received the rental skates that we ordered and have been organizing them and will have to sharpen all 54 pairs before we put them into circulation for public skating times when we have ice in again. We also have some time to put in some new dasher board advertisements that we procured during the season so we are very pleased to have more arena sponsors this year and hopefully even more moving forward.

Note: I would like to recognize and honor Dan Novitch for his almost 20 years serving our community as a Parks & Recreation Commissioner! Dan has helped guide our department and the Commission through some transformative projects and all of the ups and downs in between. He did this all with a smile on his face and his willingness to share his time, experience, intelligence, and passion with everyone. Dan left a legacy in our storied City of Parks that will last a very long time and I hope you join me in thanking him and wishing him well on his next adventure!