



City of Merrill  
Merrill Park and Recreation  
Department

1100 Marc Drive | Merrill, WI | 54452  
Phone: (715) 536-7313/Smith Center  
(715)536-6187

**SEPTEMBER MEETING NOTICE**

The Merrill Parks and Recreation Commission will have a meeting on **Wednesday, September 6, 2023 at 4:15 p.m. at the Merrill City Hall.**

Voting members of Commission: Jean Ravn, Rebecca Rutkowski, Kyle Gulke, Joan Tabor, Mark Weix, Chad Krueger and Dan Novitch

The following items will be included on the agenda:

1. Approve minutes from previous meeting.
2. Approve claims.
3. Public Comment
4. Review & approve 2024 fees.
5. Review & approve 2024 capital requests.
6. Review & approve 2024 operating budget.
7. Continued discussion on potential camping at a park location.
8. Monthly reports.
9. Set date for next meeting.
10. Public comment
11. Adjournment
12. Park tour.

Submitted by,

A handwritten signature in blue ink that reads 'Dan Novitch' with a small 'and' written below it.

Dan Novitch, Chairperson  
Parks and Recreation Commission

The Merrill City Hall is accessible to the physical disadvantaged. If special accommodations are required, please contact City Hall at 536-5594

## PARKS AND RECREATION COMMISSION

August 2, 2023

The Merrill Parks and Recreation Commission met on Wednesday, August 2, 2023 at 4:15 p.m., at Merrill City Hall.

Members Present: Kyle Gulke, Chad Krueger, Dan Novitch (arrived at 5:10), Rebecca Rutkowski, Jean Ravn, and Mark Weix

Members Excused Absent: Joan Tabor

Department Staff Present: Dan Wendorf and Dawn Smith

\*\*\*Motion by Weix, seconded by Ravn to approve the minutes from the June meeting.

\*\*\*Carried unanimously.

\*\*\*Motion by Weix, seconded by Gulke, to approve the claims from June 2023.

Ravn questioned why we had to get new gazebo railing. Wendorf stated due to vandalism. Weix questioned on how garbage pickup was. Wendorf stated it was going good.

\*\*\*Carried unanimously.

\*\*\*Motion by Weix, seconded by Ravn to approve the claims from July 2023.

Gulke questioned if there was a warranty on the pool. Wendorf stated there was not. Weix questioned the top soil. Wendorf stated it was something that was done every year to fix turf areas.

Public Comment: none

Chad Krueger requested to move agenda number 1 to a little later in the meeting.

The next item on the agenda was request for discussion regarding potential camping at Riverside Park. Weix stated that Greg Hartwig had come to him to have this item placed on the agenda. Weix stated that the County has ARPA money and would be willing to use it for camping. Wendorf stated that he has reviewed some of the sites of interest and he does not feel Riverside Park would be a good location due to flooding at least once or twice a year. After a lengthy discussion the commission requested that Wendorf check into what the cost would be, if we would need to do a property audit to see where the best location for camping would be and to report back to the commission next month.

The next item on the agenda was to discuss potential Lincoln County funding for kayak lift/dock at Ott's Park and or Riverside Park. Lincoln County Administrator Renee Krueger stated that the County does an 85/21 grant. It is a DOA specialized grant for transportation for elderly and disabled. Krueger stated that putting in a kayak lift/dock would qualify for this grant. Krueger stated that the lift would be on the opposite side as where the boats are put in.

\*\*\*Motion by Weix, seconded by Rutkowski to approve putting in the kayak lift/dock at Ott's Park from Lincoln County as part of a 85/21 grant.

\*\*\*Motion carried.

The next item on the agenda was discussion on the 2024 Capital Improvements & Equipment. Wendorf stated that there is an enclosed list of Capital Improvements and Equipment enclosed in the packet. Wendorf discussed the items listed and stated that this would be on next month's agenda for more discussion. Wendorf asked that if anyone has other ideas, please share before the next meeting.

The next item on the agenda was continued discussion on park shelter refund policy. Wendorf stated that he has seen an increase on cancellations within the park and feels like there needs to be a better policy in place for cancellations. Wendorf included a list of what other cities do for cancellations. Wendorf stated that he likes what Verona does. They offer a 3 tier cancellation policy.

\*\*\*Motion by Weix, seconded by Rutkowski to implement a new cancellation policy for park rentals. Cancellation policy will be: Cancel 30 or more days' in advance full refund, 14-29 days in advance equals 50% refund, inside of 14 days is no refund.

\*\*\*Motion carried.

The next item on the agenda was to discuss Summer Playground Program. Wendorf stated that there have been some behavioral problems at summer playground this year and has been a pretty difficult summer for our leaders. We had one leader who quit and most leaders may not be returning next year. We have been dealing with language, fighting, stealing, name calling and disrespect to our leaders. This year we have asked 15 kids to leave the program. Wendorf stated that he feels like we are in need of making some changes to the program before next summer. This item will be discussed more at a future meeting.

The next regular meeting is scheduled for Wednesday, Sept. 6, 2023 at 4:15 p.m. at the Merrill City Hall.

Public Comment: Steve Sabatke: Steve stated that he is in favor of a campground within the city limits. He stated that Tomahawk loves the idea of Merrill putting in a campground. Steve also stated that there should be some more kayak launches. Some ideas for launches would include: Prairie River/Prairie Dells, Little Florida and over by Hwy. C.

Kyle Gulke: Kyle stated that he has done some research on National Park website. He stated that in 2021 1.3 million people visited Marathon County spending approximately \$408.00 per trip. Kyle stated he wanted to bring this to the commission to show that tourism does bring in money to the community.

Chad Krueger: Chad wanted to thank Dan and his crew for doing an amazing job on getting the fields ready for the fastpitch tournament and how nice the grounds looked. He stated that people love coming to this tournament.

\*\*\*Motion by Ravn, seconded by Krueger to adjourn at 6:10 p.m.

\*\*\*Carried unanimously.

Dawn Smith  
Recording Secretary

8/1/2023

|                            |                        |           |            |          |                   |
|----------------------------|------------------------|-----------|------------|----------|-------------------|
| 107 BAIT SHOP              | SUMMER PLAYGROUND      | 8/10/2023 | 182        | \$322.00 | 10-55300-03-41500 |
| AARON SCEARCE              | SECURITY DEPOSIT       | 7/27/2023 | VOUCHER    | \$50.00  | 10-21-7200        |
| AMAZON                     | ENMOTION PAPER TOWELS  | 7/23/2023 |            | \$516.00 | 10-55400-03-40000 |
| AMERICAN WELDING           | CYLINDER RENTAL        | 7/31/2023 | 94991561   | \$81.80  | 10-55300-03-41500 |
| AMERICAN WELDING           | CHEMICALS              | 7/31/2023 | 94991166   | \$119.25 | 10-55200-02-15000 |
| ASCENSION EPISCOPAL CHURCH | SECURITY DEPOSIT       | 8/21/2023 | VOUCHER    | \$50.00  | 10-21-7200        |
| BADGER SWIMPOOLS           | ROPE HOOKS             | 8/1/2023  | 55531      | \$160.12 | 10-55420-03-40000 |
| BAJA'S                     | BLACK SQUIRRELL        | 7/27/2023 | 18476      | \$661.85 | 10-55425-03-42777 |
| BAUMGART WASTE             | WASTE HAULING          | 8/1/2023  |            | \$296.00 | 10-55400-02-23600 |
| BIBLE PRESBYTERIAN CHURCH  | SECURITY DEPOSIT       | 8/1/2023  | VOUCHER    | \$50.00  | 10-21-7200        |
| BILL FOLTA                 | SECURITY DEPOSIT       | 8/12/2023 | VOUCHER    | \$50.00  | 10-21-7200        |
| BLUEJAY 96.3               | ADVERTISING            | 7/31/2023 | 17648.5    | \$249.00 | 10-55400-03-41000 |
| BRIAN NASS                 | SECURITY DEPOSIT       | 8/1/2023  | VOUCHER    | \$50.00  | 10-21-7200        |
| CALVARY CHRISTIAN CHURCH   | SECURITY DEPOSIT       | 8/21/2023 | VOUCHER    | \$50.00  | 10-21-7200        |
| CHRISTINE LAWRIE           | SECURITY DEPOSIT       | 8/7/2023  | VOUCHER    | \$100.00 | 10-21-7200        |
| CINTAS                     | UNIFORMS JIM/JOE/RYAN  | 07-26-230 | 413265584  | \$142.27 | 10-55200-03-46000 |
| CINTAS                     | MOPS/MATS              | 7/26/2023 | 4162655471 | \$197.21 | 10-55400-02-23250 |
| CINTAS                     | UNIFORMS JIM/JOE/RYAN  | 8/2/2023  | 4163355985 | \$175.66 | 10-55200-03-46000 |
| CINTAS                     | UNIFORMS JIM/JOE/RYAN  | 8/9/2023  | 4164063876 | \$175.66 | 10-55200-03-46000 |
| CINTAS                     | UNIFORMS JIM/JOE/RYAN  | 8/16/2023 | 4164761122 | \$175.66 | 10-55200-03-46000 |
| COMMUNITY FOOD PANTRY      | SECURITY DEPOSIT       | 8/17/2023 | VOUCHER    | \$50.00  | 10-21-7200        |
| COSMO                      | SUMMER PLAYGROUND      | 8/9/2023  | 80923      | \$572.00 | 10-55300-03-41500 |
| DARLENE MATHIS             | SECURITY DEPOSIT       | 8/21/2023 | VOUCHER    | \$50.00  | 10-21-7200        |
| DAVE'S COUNTY MARKET       | WATER - AQUATIC CENTER | 7/27/2023 |            | \$23.94  | 10-55420-03-40100 |
| DAVE'S COUNTY MARKET       | SUMMER PLAYGROUND      | 8/8/2023  |            | \$17.63  | 10-55300-03-41500 |
| DAVE'S COUNTY MARKET       | ICE CREAM              | 8/16/2023 |            | \$39.42  | 10-55420-03-40100 |
| DAVE'S COUNTY MARKET       | AQUATIC CENTER         | 8/11/2023 |            | \$59.94  | 10-55420-03-40100 |
| DAWN SMITH                 | MILEAGE                | 8/15/2023 | VOUCHER    | \$34.06  | 10-55300-03-41500 |
| DAWN SMITH                 | MILEAGE                | 8/15/2023 | VOUCHER    | \$84.36  | 10-55300-03-41500 |
| DAWN SMITH                 | MILEAGE                | 8/15/2023 | VOUCHER    | \$96.94  | 10-55300-03-41500 |

|                      |                      |           |           |            |                   |
|----------------------|----------------------|-----------|-----------|------------|-------------------|
| DEE OLSON            | SECURITY DEPOSIT     | 8/17/2023 | VOUCHER   | \$100.00   | 10-21-7200        |
| DIANE MARTENS        | SECURITY DEPOSIT     | 8/8/2023  | VOUCHER   | \$50.00    | 10-21-7200        |
| DON HEYEL            | CAR SHOW             | 8/10/2023 | VOUCHER   | \$1,500.00 | LABOR DAY         |
| DYLAN TEEPLES        | SECURITY DEPOSIT     | 7/27/2023 | VOUCHER   | \$50.00    | 10-21-7200        |
| DYLAN THOMAS         | SECURITY DEPOSIT     | 8/16/2023 | VOUCHER   | \$50.00    | 10-21-7200        |
| FAULKS BROS          | INFIELD MIX          | 8/10/2023 | 391178    | \$1,078.03 | 10-55200-08-91000 |
| GAME TIME            | PARTS FOR PLAYGROUND | 5/24/2023 | 209263    | \$6,287.69 | 26-55200-08-91100 |
| GREEN LAWN           | MARC                 | 8/11/2023 | 23-30109  | \$193.13   | 10-55200-02-15000 |
| GREG EICHELKRAUT     | BLACK SQUIRRELL      | 8/10/2023 | VOUCHER   | \$479.99   | 26-55425-03-42500 |
| HARDGRAVE APPLIANCE  | FREEZER              | 7/21/2023 | 23351     | \$769.00   | 26-55200-08-92000 |
| HAWKINS              | CHEMICALS FOR POOL   | 8/9/2023  | 6546533   | \$2,203.88 | 10-55420-03-40000 |
| JEFFREY KRAFT        | SECURITY DEPOSIT     | 8/8/2023  | VOUCHER   | \$50.00    | 10-21-7200        |
| JOE SCHIEFELBIAN     | SECURITY DEPOSIT     | 8/12/2023 | VOUCHER - | \$50.00    | 10-21-7200        |
| KENDAL KRUEGER       | REFUND FOR PAYMENT   | 8/23/2023 | VOUCHER   | \$11.45    | 10-55420-03-40100 |
| LINDA MURRAY         | SECURITY DEPOSIT     | 8/17/2023 | VOUCHER   | \$100.00   | 10-21-7200        |
| MAKENZIE PHILLIPS    | SECURITY DEPOSIT     | 7/27/2023 | VOUCHER   | \$100.00   | 10-21-7200        |
| MAPS                 | POOL USAGE           | 8/15/2023 | 2301      | \$195.00   | 10-55300-03-41500 |
| MARY MALUEGGE        | SECURITY DEPOSIT     | 8/16/2023 | VOUCHER   | \$50.00    | 10-21-7200        |
| MEGHAN ELLIS         | SECURITY DEPOSIT     | 8/21/2023 | VOUCHER   | \$50.00    | 10/21/7200        |
| MERRIL PIZZA HUT     | WORKERS              | 8/3/2023  |           | \$29.32    | 10-55200-03-40000 |
| MERRILL ACE HARDWARE | SUPPLIES             | 7/17/2023 | 226932    | \$8.59     | 10-55200-03-40000 |
| MERRILL ACE HARDWARE | CLAMP                | 7/19/2023 | 226988    | \$7.18     | 10-55200-03-40000 |
| MERRILL ACE HARDWARE | WASP AND HORNET      | 7/21/2023 | 227062    | \$19.96    | 10-55200-03-40000 |
| MERRILL ACE HARDWARE | O-RING               | 7/25/2023 | 227127    | \$9.58     | 10-55200-03-40000 |
| MERRILL ACE HARDWARE | TRASH BAGS           | 7/31/2023 | 227299    | \$31.99    | 10-55400-03-44000 |
| MERRILL ACE HARDWARE | TRASH BAGS           | 7/31/2023 | 227299    | \$31.99    | 10-555420-03-4000 |
| MERRILL ACE HARDWARE | DRAIN BOLT           | 7/31/2023 | 227296    | \$12.99    | 10-55200-03-5000  |
| MERRILL ACE HARDWARE | PARTS                | 6/18/2023 | 226141    | \$1.59     | 10-55200-03-40000 |
| MERRILL ACE HARDWARE | FAUCET               | 8/9/2023  |           | \$19.98    | 10-55200-03-40000 |
| MERRILL ACE HARDWARE | WASP AND HORNET      | 8/2/2023  |           | \$9.98     | 10-55200-03-40000 |
| MERRILL ACE HARDWARE | CLEANER              | 8/1/2023  |           | \$29.98    | 10-55200-03-40000 |
| MERRILL ACE HARDWARE | SPRAY PAINT          | 8/10/2023 |           | \$10.99    | 10-55200-03-40000 |

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| MERRILL ACE HARDWARE       | SPRAY PAINT AND CLEANER | 8/2/2023  |          | \$17.98  | 10-55200-03-40000 |
| MERRILL ADULT ACADEMY      | SECURITY DEPOSIT        | 7/27/2023 | VOUCHER  | \$100.00 | 10-21-7200        |
| MERRILL COUNTRY STORE      | BAGGED PAPER            | 8/31/2023 | 291389   | \$17.70  | 10-55200-08-91000 |
| MERRILL DISTRIBUTING       | GLOVES                  | 7/18/2023 | 166522   | \$86.13  | 10-55200-03-40000 |
| MERRILL DISTRIBUTING       | AQUATIC CENTER          | 7/28/2023 | 1667977  | \$359.30 | 10-55420-03-40100 |
| MERRILL DISTRIBUTING       | AQUATIC CENTER          | 8/8/2023  | 1669093  | \$412.75 | 10-55420-03-40100 |
| MERRILL DISTRIBUTING       | AQUATIC CENTER          | 8/3/2023  | 1668679  | \$198.05 | 10-55420-03-40100 |
| MERRILL DISTRIBUTING       | AQUATIC CENTER          | 8/3/2023  | 1668635  | \$672.51 | 10-55420-03-40100 |
| MERRILL DISTRIBUTING       | TOILET TISSUE           | 8/10/2023 | 1669531  | \$102.15 | 10-55420-03-40100 |
| MERRILL DISTRIBUTING       | GLOVES                  | 5/5/2023  | 1669102  | \$86.13  | 10-55200-03-40000 |
| MERRILL DISTRIBUTING       | AQUATIC CENTER          | 8/16/2023 | 1670068  | \$154.06 | 10-55420-03-40100 |
| MERRILL DISTRIBUTING       | AQUATIC CENTER          | 8/17/2023 | 1670337  | \$196.93 | 10-55420-03-40100 |
| MERRILL DISTRIBUTING       | CREDIT FOR COFFEE       | 8/21/2023 | 1663956  | \$83.85  | CREDIT            |
| MERRILL FOTO NEWS          | ADVERTISING             | 8/8/2023  |          | \$220.00 | 10-55400-03-41000 |
| MERRILL STREET DEPARTMENT  | JACOBSON MOWER          | 7/10/2023 | 19640    | \$59.19  | 10-55200-03-5000  |
| MICHAEL SOUTHCOMBE         | SECURITY DEPOSIT        | 07-27-230 | VOUCHER  | \$50.00  | 10-21-7200        |
| MICHELE FOX                | SECURITY DEPOSIT        | 8/12/2023 | VOUCHER  | \$50.00  | 10-21-7200        |
| MID WISCONSIN BEVERAGE     | AQUATIC CENTER          | 8/1/2023  | 2930141  | \$317.52 | 10-55420-03-40100 |
| MIDWEST COMMUNICATIONS     | BLACK SQUIRRELL         | 7/31/2023 | 601835-1 | \$500.00 | 26-55425-03-42777 |
| MISSY WAID                 | SECURITY DEPOSIT        | 7/27/2023 | VOUCHER  | \$100.00 | 10-21-7200        |
| NAPA                       | PACKING O- RING         | 7/25/2023 | 35122    | \$2.18   | 10-55200-03-40000 |
| NASSCO                     | ROLL TOWEL              | 8/14/2023 | 6325178  | \$240.64 | 10-55200-03-40000 |
| NORTHWOODS                 | GREEN CLEANER           | 8/2/2023  | 369755   | \$102.93 | 10-55400-03-40000 |
| NORTHWOODS                 | GREEN CLEANER           | 7/31/2023 | 369543   | \$102.93 | 10-55200-03-40000 |
| PETERSON BROS SAND& GRAVEL | GRANITE                 | 8/3/2023  | 19770    | \$122.00 | 10-55200-08-91000 |
| PIZZA HUT                  | FOOD FOR WORKERS        | 7/10/2023 |          | \$132.84 | 10-55300-03-41500 |
| POLLY LAMONTAGNE           | SECURITY DEPOSIT        | 8/1/2023  | VOUCHER  | \$50.00  | 10-21-7200        |
| POWER HOUSE                | PARTS/SERVICE           | 8/10/2023 | 3508     | \$26.94  | 10-55200-03-40000 |
| PREMIER                    | PLAQUES                 | 7/31/2023 | 196368   | \$310.00 | 26-55425-03-42777 |
| RACHEL BEILKE              | SECURITY DEPOSIT        | 7/23/2023 | VOUCHER  | \$100.00 | 10-21-7200        |
| RENEE SMITH                | SECURITY DEPOSIT        | 8/16/2023 | VOUCHER  | \$50.00  | 10-21-7200        |
| RHYME                      | COPY MACHINE            | 8/14/2023 | 659669   | \$30.36  | 10-55300-03-41500 |

|                            |                                        |           |              |            |                    |
|----------------------------|----------------------------------------|-----------|--------------|------------|--------------------|
| SAM'S CLUB                 | AQUATIC CENTER                         | 7/28/2023 |              | \$131.92   | 10-55420-03-40100  |
| SAM'S CLUB                 | AQUATIC CENTER                         | 8/8/2023  |              | \$165.98   | 10-55420-03-40100  |
| SANDY KRUEGER              | CANCELLED RESERVATION                  | 7/27/2023 | VOUCHER      | \$90.00    | 10-45200-46722     |
| SANDY KRUEGER              | SECURITY DEPOSIT                       | 7/27/2023 | VOUCHER      | \$50.00    | 10-21-7200         |
| SILVER CREEK SERVICES      | PORTABLE TOILET                        | 8/1/2023  | 169368       | \$100.00   | 26-55425-03-42777  |
| STAINLESS SPECIALISTS, INC | GENERAL REPAIRS                        | 7/27/2023 | 44573        | \$428.00   | 10-55400-02-16250  |
| TAMMY WOLLER               | SECURITY DEPOSIT                       | 8/8/2023  | VOUCHER      | \$50.00    | 10-21-7200         |
| TERRY WEBER-NAHRING        | SECURITY DEPOSIT                       | 8/1/2023  | VOUCHER      | \$50.00    | 10-21-7200         |
| THOMAS GUENTHER            | SECURITY DEPOSIT                       | 8/8/2023  | VOUCHER      | \$50.00    | 10-21-7200         |
| TORTOISE AND HARE          | BLACK SQUIRRELL                        | 7/29/2023 |              | \$2,384.00 | 26-55425-03-42777  |
| VIP OFFICE PRODUCTS        | RUBBERBANDS                            | 8/3/2023  | 114258-001   | \$8.99     | 10-55300-03-10000  |
| WALMART                    | AQUATIC CENTER                         | 7/28/2023 |              | \$49.46    | 10-55420-03-40100  |
| WALMART                    | AQUATIC CENTER                         | 7/28/2023 |              | \$67.30    | 10-55420-03-40100  |
| WALMART                    | SUPPLIES SUMMER PLAYGROUND             | 7/31/2023 |              | \$21.80    | 10-55300-03-41500  |
| WALMART                    | SUPPLIES COMMUNITY NIGHT OUT           | 8/1/2023  |              | \$27.48    | 10-55300-03-5000   |
| WALMART                    | AQUATIC CENTER                         | 8/3/2023  |              | \$143.74   | 10-55420-03-40100  |
| WALMART                    | SUMMER PLAYGROUND                      | 8/3/2023  |              | \$76.30    | 10-55420-03-40100  |
| WALMART                    | SUPPLIES FOR PROGRAMS                  | 8/10/2023 |              | \$83.80    | 10-55300-03-41500  |
| WALMART                    | FOOD FOR AQUATIC CENTER                | 8/17/2023 |              | \$245.88   | 10-55420-03-40100  |
| WALMART                    | FOOD FOR AQUATIC CENTER                | 8/20/2023 |              | \$54.87    | 10-55420-03-40100  |
| WALMART                    | CLEANING SUPPLIES FOR POOL             | 8/21/2023 | 19274228124  | \$47.55    | 10-55420-03-40000  |
| WILDWOOD PARK              | SUMMER PLAYGROUND                      | 7/24/2023 |              | \$838.24   | 10-55300-03-41500  |
| YVONNE DUWE                | SECURITY DEPOSIT                       | 8/8/2023  | VOUCHER      | \$50.00    | 10-21-7200         |
| ZIEBELL DOOR COMPANY       | REPLACE OVERHEAD DOOR AT ATHLETIC PARK | 8/16/2023 | 15948        | \$1,560.00 | 26-55200-08-92000  |
| WALMART                    | OFFICE SUPPLIES                        | 8/26/2023 |              | \$20.91    | 10-55400-03-100000 |
| BRENDA BUSTERUD            | SECURITY DEPOSIT                       | 8/23/2023 | VOUCHER      | \$100.00   | 10-21-7200         |
| CINTAS                     | UNIFORMS JIM/JOE/RYAN                  | 8/23/2023 | 4165456896   | \$175.66   | 10-55200-03-46000  |
| CINTAS                     | MOPS/MATS                              | 8/23/2023 | 4165456873   | \$197.21   | 10-55400-02-23250  |
| CARQUEST                   | PARTS                                  | 8/22/2023 | 10846-243617 | \$12.68    | 10-55200-03-40000  |
| WILLIAM SCHOFIELD          | SECURITY DEPOSIT                       | 8/28/2023 | VOUCHER      | \$100.00   | 10/21/7200         |
| CHERYL BUCK                | SECURITY DEPOSIT                       | 8/28/2023 | VOUCHER      | \$50.00    | 10-21-7200         |
| LINDA GARIHEE              | SECURITY DEPOSIT                       | 8/28/2023 | VOUCHER      | \$50.00    | 10-21-7200         |

|                  |           |           |         |          |                   |
|------------------|-----------|-----------|---------|----------|-------------------|
| AMERICAN WELDING | CHEMICALS | 8/17/2023 | 9521258 | \$401.94 | 10-55420-03-40000 |
| GERALD BURNETT   | VOUCHER   | 8/23/2023 | VOUCHER | \$63.46  | 10-55200-03-40000 |
|                  |           |           |         |          |                   |

10 -General Fund  
Parks

|                                          | 2021<br>ACTUAL | 2022<br>ACTUAL | (----- 2023 -----) |                 |                       | (----- 2024 -----)  |                  |                    |
|------------------------------------------|----------------|----------------|--------------------|-----------------|-----------------------|---------------------|------------------|--------------------|
|                                          |                |                | CURRENT<br>BUDGET  | Y-T-D<br>ACTUAL | PROJECTED<br>YEAR END | REQUESTED<br>BUDEGT | BUDGET<br>CHANGE | PROPOSED<br>BUDGET |
| <b>REVENUES</b>                          |                |                |                    |                 |                       |                     |                  |                    |
| =====                                    |                |                |                    |                 |                       |                     |                  |                    |
| <u>Intergovernmental</u>                 |                |                |                    |                 |                       |                     |                  |                    |
| 45200-43685 DNR-Tree Planting Grant      | 2,489          | 0              | 0                  | 0               | 0                     | 0                   | 0                | 0                  |
| TOTAL Intergovernmental                  | 2,489          | 0              | 0                  | 0               | 0                     | 0                   | 0                | 0                  |
| <u>Public Charges-Services</u>           |                |                |                    |                 |                       |                     |                  |                    |
| 45200-46720 Park Revenue                 | 6,335          | 11,190         | 10,000             | 3,380           | 10,000                | 10,000              | 0                | 10,000             |
| 45200-46722 Park Shelter Reservation Rev | 16,578         | 20,841         | 18,000             | 12,659          | 18,000                | 18,000              | 0                | 18,000             |
| TOTAL Public Charges-Services            | 22,913         | 32,031         | 28,000             | 16,038          | 28,000                | 28,000              | 0                | 28,000             |
| <u>Miscellaneous Revenues</u>            |                |                |                    |                 |                       |                     |                  |                    |
| 45200-48440 Restitution/Ins-Park Damage  | 855            | 8,006          | 0                  | 4,326           | 4,326                 | 0                   | 0                | 0                  |
| 45200-48500 Park Donations-No Carryover  | 2,150          | 8,651          | 0                  | 1,600           | 1,600                 | 0                   | 0                | 0                  |
| 45200-48550 Teee Planting Donations      | 0              | 0              | 0                  | 0               | 0                     | 0                   | 0                | 0                  |
| TOTAL Miscellaneous Revenues             | 3,005          | 16,657         | 0                  | 5,926           | 5,926                 | 0                   | 0                | 0                  |
| <b>TOTAL REVENUES</b>                    | <b>28,406</b>  | <b>48,688</b>  | <b>28,000</b>      | <b>21,964</b>   | <b>33,926</b>         | <b>28,000</b>       | <b>0</b>         | <b>28,000</b>      |

**EXPENDITURES**

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Personnel Services

|                                       |         |         |         |         |         |         |          |         |
|---------------------------------------|---------|---------|---------|---------|---------|---------|----------|---------|
| 55200-01-11000 Salaries - Regular     | 47,172  | 48,638  | 47,956  | 29,353  | 47,956  | 60,420  | 12,464   | 60,420  |
| 55200-01-21000 Wages - Perm - Regular | 129,286 | 156,628 | 156,968 | 97,427  | 156,968 | 162,110 | 5,142    | 162,110 |
| 55200-01-22000 Overtime               | 0       | 0       | 0       | 0       | 0       | 0       | 0        | 0       |
| 55200-01-23000 Longevity              | 315     | 1,416   | 1,489   | 0       | 1,489   | 1,563   | 74       | 1,563   |
| 55200-01-25000 Wages - Temp - Regular | 24,266  | 22,742  | 33,500  | 23,921  | 33,500  | 33,500  | 0        | 33,500  |
| 55200-01-51000 Social Security        | 15,207  | 17,310  | 18,353  | 11,926  | 18,353  | 18,941  | 588      | 18,941  |
| 55200-01-52000 Retirement (WRS)       | 12,053  | 13,498  | 14,818  | 9,258   | 14,818  | 15,340  | 522      | 15,340  |
| 55200-01-54000 Health Insurance       | 47,706  | 47,210  | 36,205  | 20,221  | 30,300  | 30,300  | ( 5,905) | 30,300  |
| 55200-01-55000 Life Insurance         | 366     | 448     | 507     | 324     | 500     | 533     | 26       | 533     |
| TOTAL Personnel Services              | 276,372 | 307,891 | 309,796 | 192,429 | 303,884 | 322,707 | 12,911   | 322,707 |

55200-01-1100Salaries - Regular

## PERMANENT NOTES:

Includes 50% of Parks &amp; Recreation Director position.

55200-01-2100Wages - Perm - Regular

## PERMANENT NOTES:

Includes third Parks Laborer effective 6/2021.

55200-01-2500Wages - Temp - Regular

## PERMANENT NOTES:

Includes Flower Watering and River Bend Trail.

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10 -General Fund  
Parks

|                                          | 2021                                                       | 2022       | (----- 2023 -----) | (----- 2024 -----) |                    |                  |               |                 |
|------------------------------------------|------------------------------------------------------------|------------|--------------------|--------------------|--------------------|------------------|---------------|-----------------|
|                                          | ACTUAL                                                     | ACTUAL     | CURRENT BUDGET     | Y-T-D ACTUAL       | PROJECTED YEAR END | REQUESTED BUDEGT | BUDGET CHANGE | PROPOSED BUDGET |
| <b>Contractual Services</b>              |                                                            |            |                    |                    |                    |                  |               |                 |
| 55200-02-15000 Contract Services         | 12,278                                                     | 14,186     | 7,500              | 1,604              | 7,500              | 7,500            | 0             | 7,500           |
| 55200-02-21000 Water and Sewer           | 12,056                                                     | 16,616     | 12,500             | 4,248              | 15,000             | 15,000           | 2,500         | 15,000          |
| 55200-02-22000 Electric and Natural Gas  | 10,423                                                     | 13,246     | 11,500             | 9,637              | 13,500             | 13,500           | 2,000         | 13,500          |
| 55200-02-25000 Telephone                 | 2,454                                                      | 2,776      | 2,500              | 1,603              | 2,500              | 2,500            | 0             | 2,500           |
| TOTAL Contractual Services               | 37,210                                                     | 46,823     | 34,000             | 17,093             | 38,500             | 38,500           | 4,500         | 38,500          |
| 55200-02-22000Electric and Natural Gas   | PERMANENT NOTES:<br>See also Livingston Building expenses. |            |                    |                    |                    |                  |               |                 |
| <b>Supplies &amp; Expenses</b>           |                                                            |            |                    |                    |                    |                  |               |                 |
| 55200-03-10000 Office Supplies           | 95                                                         | 22         | 100                | 0                  | 100                | 100              | 0             | 100             |
| 55200-03-19000 CivicRec CC Fees          | 230                                                        | 3,093      | 3,000              | 2,164              | 3,000              | 3,000            | 0             | 3,000           |
| 55200-03-32000 Education & Conference    | 70                                                         | 219        | 250                | 100                | 250                | 250              | 0             | 250             |
| 55200-03-40000 Operating Supplies        | 8,045                                                      | 8,944      | 10,000             | 5,661              | 10,000             | 10,000           | 0             | 10,000          |
| 55200-03-43000 Vandalism Repair/Maintena | 260                                                        | 5,760      | 1,000              | 1,129              | 1,500              | 1,500            | 500           | 1,500           |
| 55200-03-46000 Uniform Services          | 5,134                                                      | 6,241      | 5,000              | 3,805              | 6,000              | 6,000            | 1,000         | 6,000           |
| 55200-03-46500 Boots & Clothing-Reimburs | 349                                                        | 485        | 600                | 195                | 600                | 600              | 0             | 600             |
| 55200-03-50000 Repair/Maint. Supplies    | 4,836                                                      | 8,729      | 9,500              | 9,188              | 9,500              | 9,500            | 0             | 9,500           |
| 55200-03-51000 Equip/Vehicle Repairs     | 12,649                                                     | 5,887      | 4,000              | 4,273              | 6,500              | 6,500            | 2,500         | 6,500           |
| 55200-03-53000 Gas & Oil-Vehicles/Equip. | 11,018                                                     | 14,754     | 13,500             | 7,336              | 14,000             | 13,500           | 0             | 13,500          |
| TOTAL Supplies & Expenses                | 42,686                                                     | 54,135     | 46,950             | 33,851             | 51,450             | 50,950           | 4,000         | 50,950          |
| <b>Fixed Charges</b>                     |                                                            |            |                    |                    |                    |                  |               |                 |
| 55200-05-50220 COVID19 - Supplies        | 677                                                        | 0          | 0                  | 0                  | 0                  | 0                | 0             | 0               |
| TOTAL Fixed Charges                      | 677                                                        | 0          | 0                  | 0                  | 0                  | 0                | 0             | 0               |
| <b>Capital Outlay</b>                    |                                                            |            |                    |                    |                    |                  |               |                 |
| 55200-08-90500 Park Equipment Outlay     | 656                                                        | 556        | 1,000              | 0                  | 1,000              | 1,000            | 0             | 1,000           |
| 55200-08-91000 Park Improvements         | 9,820                                                      | 10,023     | 10,000             | 3,462              | 10,000             | 10,000           | 0             | 10,000          |
| 55200-08-91225 Weed Control              | 462                                                        | 0          | 0                  | 0                  | 0                  | 0                | 0             | 0               |
| 55200-08-91500 Picnic Tables             | 1,000                                                      | 1,328      | 1,000              | 904                | 904                | 1,000            | 0             | 1,000           |
| 55200-08-92000 Trees & Beautification    | 6,500                                                      | 5,816      | 6,500              | 1,975              | 7,500              | 6,500            | 0             | 6,500           |
| TOTAL Capital Outlay                     | 18,438                                                     | 17,723     | 18,500             | 6,342              | 19,404             | 18,500           | 0             | 18,500          |
| <hr/>                                    |                                                            |            |                    |                    |                    |                  |               |                 |
| TOTAL EXPENDITURES                       | 375,383                                                    | 426,572    | 409,246            | 249,714            | 413,238            | 430,657          | 21,411        | 430,657         |
| <hr/>                                    |                                                            |            |                    |                    |                    |                  |               |                 |
| REVENUE OVER/(UNDER) EXPENDITURES        | ( 346,977)                                                 | ( 377,884) | ( 381,246)         | ( 227,750)         | ( 379,312)         | ( 402,657)       | ( 21,411)     | ( 402,657)      |

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10 -General Fund  
Athletic Park Lights

|                                        | 2021         | 2022         | (----- 2023 -----) |                 | (----- 2024 -----)    |                     |                  |                    |
|----------------------------------------|--------------|--------------|--------------------|-----------------|-----------------------|---------------------|------------------|--------------------|
|                                        | ACTUAL       | ACTUAL       | CURRENT<br>BUDGET  | Y-T-D<br>ACTUAL | PROJECTED<br>YEAR END | REQUESTED<br>BUDEGT | BUDGET<br>CHANGE | PROPOSED<br>BUDGET |
| <b>EXPENDITURES</b>                    |              |              |                    |                 |                       |                     |                  |                    |
| =====                                  |              |              |                    |                 |                       |                     |                  |                    |
| <u>Contractual Services</u>            |              |              |                    |                 |                       |                     |                  |                    |
| 55201-02-22000 Electric - Field Lights | 1,600        | 1,766        | 1,750              | 934             | 1,800                 | 1,800               | 50               | 1,800              |
| TOTAL Contractual Services             | 1,600        | 1,766        | 1,750              | 934             | 1,800                 | 1,800               | 50               | 1,800              |
| <u>Supplies &amp; Expenses</u>         |              |              |                    |                 |                       |                     |                  |                    |
| 55201-03-50500 Field Light Replacement | 0            | 0            | 0                  | 0               | 0                     | 0                   | 0                | 0                  |
| TOTAL Supplies & Expenses              | 0            | 0            | 0                  | 0               | 0                     | 0                   | 0                | 0                  |
| <b>TOTAL EXPENDITURES</b>              | <b>1,600</b> | <b>1,766</b> | <b>1,750</b>       | <b>934</b>      | <b>1,800</b>          | <b>1,800</b>        | <b>50</b>        | <b>1,800</b>       |

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CITY OF MERRILL  
APPROVED BUDGET REPORT  
AS OF: AUGUST 31ST, 2023

10 -General Fund  
Ott's Park Lights

|                                        | 2021         | 2022         | (----- 2023 -----) |                 | (----- 2024 -----)    |                     |                  |                    |
|----------------------------------------|--------------|--------------|--------------------|-----------------|-----------------------|---------------------|------------------|--------------------|
|                                        | ACTUAL       | ACTUAL       | CURRENT<br>BUDGET  | Y-T-D<br>ACTUAL | PROJECTED<br>YEAR END | REQUESTED<br>BUDEGT | BUDGET<br>CHANGE | PROPOSED<br>BUDGET |
| <b>EXPENDITURES</b>                    |              |              |                    |                 |                       |                     |                  |                    |
| =====                                  |              |              |                    |                 |                       |                     |                  |                    |
| <b>Contractual Services</b>            |              |              |                    |                 |                       |                     |                  |                    |
| 55202-02-22000 Electric - Field Lights | 1,462        | 1,298        | 1,450              | 689             | 1,450                 | 1,450               | 0                | 1,450              |
| TOTAL Contractual Services             | 1,462        | 1,298        | 1,450              | 689             | 1,450                 | 1,450               | 0                | 1,450              |
| <b>Supplies &amp; Expenses</b>         |              |              |                    |                 |                       |                     |                  |                    |
| 55202-03-50500 Field Light Replacement | 0            | 0            | 50                 | 0               | 50                    | 50                  | 0                | 50                 |
| TOTAL Supplies & Expenses              | 0            | 0            | 50                 | 0               | 50                    | 50                  | 0                | 50                 |
| <b>TOTAL EXPENDITURES</b>              | <b>1,462</b> | <b>1,298</b> | <b>1,500</b>       | <b>689</b>      | <b>1,500</b>          | <b>1,500</b>        | <b>0</b>         | <b>1,500</b>       |

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CITY OF MERRILL  
APPROVED BUDGET REPORT  
AS OF: AUGUST 31ST, 2023

10 -General Fund  
Livingston Building

|                                         | 2021       | 2022         | (----- 2023 -----) |                 |                       | (----- 2024 -----)  |                  |                    |
|-----------------------------------------|------------|--------------|--------------------|-----------------|-----------------------|---------------------|------------------|--------------------|
|                                         | ACTUAL     | ACTUAL       | CURRENT<br>BUDGET  | Y-T-D<br>ACTUAL | PROJECTED<br>YEAR END | REQUESTED<br>BUDEGT | BUDGET<br>CHANGE | PROPOSED<br>BUDGET |
| <b>EXPENDITURES</b>                     |            |              |                    |                 |                       |                     |                  |                    |
| =====                                   |            |              |                    |                 |                       |                     |                  |                    |
| <u>Contractual Services</u>             |            |              |                    |                 |                       |                     |                  |                    |
| 51620-02-21000 Water and Sewer          | 58         | 321          | 250                | 168             | 325                   | 340                 | 90               | 340                |
| 51620-02-22000 Electric and Natural Gas | <u>701</u> | <u>2,405</u> | <u>2,250</u>       | <u>1,445</u>    | <u>2,700</u>          | <u>2,760</u>        | <u>510</u>       | <u>2,760</u>       |
| TOTAL Contractual Services              | 759        | 2,726        | 2,500              | 1,613           | 3,025                 | 3,100               | 600              | 3,100              |
| <hr/>                                   |            |              |                    |                 |                       |                     |                  |                    |
| TOTAL EXPENDITURES                      | 759        | 2,726        | 2,500              | 1,613           | 3,025                 | 3,100               | 600              | 3,100              |

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10 -General Fund  
Recreation Programs

|                                          | 2021    | 2022    | (----- 2023 -----)                                    |                 |                       | (----- 2024 -----)  |                  |                    |
|------------------------------------------|---------|---------|-------------------------------------------------------|-----------------|-----------------------|---------------------|------------------|--------------------|
|                                          | ACTUAL  | ACTUAL  | CURRENT<br>BUDGET                                     | Y-T-D<br>ACTUAL | PROJECTED<br>YEAR END | REQUESTED<br>BUDEGT | BUDGET<br>CHANGE | PROPOSED<br>BUDGET |
| <b>REVENUES</b>                          |         |         |                                                       |                 |                       |                     |                  |                    |
| <b>=====</b>                             |         |         |                                                       |                 |                       |                     |                  |                    |
| <b>Public Charges-Services</b>           |         |         |                                                       |                 |                       |                     |                  |                    |
| 45300-46745 WPRA Ticket Sales            | 128     | 296     | 1,000                                                 | 0               | 1,000                 | 1,000               | 0                | 1,000              |
| 45300-46750 Recreation Revenue           | 23,792  | 44,699  | 49,500                                                | 29,993          | 40,000                | 42,500              | ( 7,000)         | 42,500             |
| TOTAL Public Charges-Services            | 23,920  | 44,995  | 50,500                                                | 29,993          | 41,000                | 43,500              | ( 7,000)         | 43,500             |
| <b>TOTAL REVENUES</b>                    |         |         |                                                       |                 |                       |                     |                  |                    |
|                                          | 23,920  | 44,995  | 50,500                                                | 29,993          | 41,000                | 43,500              | ( 7,000)         | 43,500             |
| <b>EXPENDITURES</b>                      |         |         |                                                       |                 |                       |                     |                  |                    |
| <b>=====</b>                             |         |         |                                                       |                 |                       |                     |                  |                    |
| <b>Personnel Services</b>                |         |         |                                                       |                 |                       |                     |                  |                    |
| 55300-01-11000 Salaries - Regular        | 41,012  | 42,514  | 47,956                                                | 29,407          | 47,956                | 50,420              | 2,464            | 50,420             |
| 55300-01-21000 Wages - Perm - Regular    | 54,197  | 55,914  | 55,931                                                | 37,160          | 55,931                | 61,508              | 5,577            | 61,508             |
| 55300-01-22000 Overtime                  | 197     | 270     | 500                                                   | 176             | 500                   | 500                 | 0                | 500                |
| 55300-01-23000 Longevity                 | 0       | 1,566   | 1,952                                                 | 720             | 1,952                 | 1,998               | 46               | 1,998              |
| 55300-01-25000 Wages - Temp - Regular    | 51,954  | 44,776  | 60,000                                                | 42,679          | 52,500                | 52,500              | ( 7,500)         | 52,500             |
| 55300-01-51000 Social Security           | 10,565  | 10,595  | 12,645                                                | 8,339           | 12,500                | 12,689              | 44               | 12,689             |
| 55300-01-52000 Retirement (WRS)          | 6,681   | 7,046   | 7,942                                                 | 4,810           | 7,450                 | 7,675               | ( 267)           | 7,675              |
| 55300-01-54000 Health Insurance          | 30,042  | 29,434  | 30,205                                                | 20,053          | 30,205                | 30,205              | 0                | 30,205             |
| 55300-01-55000 Life Insurance            | 522     | 563     | 607                                                   | 349             | 600                   | 639                 | 32               | 639                |
| TOTAL Personnel Services                 | 195,171 | 192,678 | 217,738                                               | 143,692         | 209,594               | 218,134             | 396              | 218,134            |
| 55300-01-1100Salaries - Regular          |         |         | <b>PERMANENT NOTES:</b>                               |                 |                       |                     |                  |                    |
|                                          |         |         | Includes 50% of Parks & Recreation Director position. |                 |                       |                     |                  |                    |
| <b>Contractual Services</b>              |         |         |                                                       |                 |                       |                     |                  |                    |
| 55300-02-22000 Electric and Natural Gas  | 3,761   | 5,434   | 4,750                                                 | 5,283           | 6,750                 | 6,750               | 2,000            | 6,750              |
| 55300-02-25000 Telephone                 | 730     | 724     | 700                                                   | 425             | 725                   | 725                 | 25               | 725                |
| TOTAL Contractual Services               | 4,490   | 6,157   | 5,450                                                 | 5,708           | 7,475                 | 7,475               | 2,025            | 7,475              |
| <b>Supplies &amp; Expenses</b>           |         |         |                                                       |                 |                       |                     |                  |                    |
| 55300-03-10000 Office Supplies           | 12      | 277     | 250                                                   | 396             | 250                   | 250                 | 0                | 250                |
| 55300-03-11000 Postage                   | 277     | 532     | 425                                                   | 245             | 425                   | 425                 | 0                | 425                |
| 55300-03-13000 Copier                    | 70      | 84      | 250                                                   | 231             | 250                   | 250                 | 0                | 250                |
| 55300-03-19000 Credit Card Fees          | 990     | 501     | 400                                                   | 11              | 400                   | 400                 | 0                | 400                |
| 55300-03-40000 Operating Supplies        | 0       | 105     | 500                                                   | 0               | 500                   | 500                 | 0                | 500                |
| 55300-03-40200 WPRA Discount Tickets     | 0       | 0       | 1,000                                                 | 105             | 350                   | 1,000               | 0                | 1,000              |
| 55300-03-41000 Self & Non-Support-Wages  | 450     | 1,080   | 500                                                   | 230             | 500                   | 500                 | 0                | 500                |
| 55300-03-41500 Self & Non-Support-Expens | 12,150  | 21,798  | 20,000                                                | 16,906          | 20,000                | 20,000              | 0                | 20,000             |
| TOTAL Supplies & Expenses                | 13,949  | 24,378  | 23,325                                                | 18,124          | 22,675                | 23,325              | 0                | 23,325             |
| 55300-03-4020WPRA Discount Tickets       |         |         | <b>PERMANENT NOTES:</b>                               |                 |                       |                     |                  |                    |

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CITY OF MERRILL  
APPROVED BUDGET REPORT  
AS OF: AUGUST 31ST, 2023

10 -General Fund  
Recreation Programs

|                                         | 2021                                                                                                                             | 2022       | (-----     | 2023       | -----)     | (-----     | 2024     | -----)     |
|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|------------|------------|------------|------------|------------|----------|------------|
|                                         | ACTUAL                                                                                                                           | ACTUAL     | CURRENT    | Y-T-D      | PROJECTED  | REQUESTED  | BUDGET   | PROPOSED   |
|                                         |                                                                                                                                  |            | BUDGET     | ACTUAL     | YEAR END   | BUDEGT     | CHANGE   | BUDGET     |
| There is an offsetting Revenue account. |                                                                                                                                  |            |            |            |            |            |          |            |
| 55300-03-4100Self & Non-Support-Wages   | PERMANENT NOTES:<br>Wages paid to Per-Game Limited Term Employees (such as<br>referees/scorekeepers) or sports camp instructors. |            |            |            |            |            |          |            |
| TOTAL EXPENDITURES                      | 213,611                                                                                                                          | 223,213    | 246,513    | 167,525    | 239,744    | 248,934    | 2,421    | 248,934    |
| REVENUE OVER/(UNDER) EXPENDITURES       | ( 189,691)                                                                                                                       | ( 178,218) | ( 196,013) | ( 137,531) | ( 198,744) | ( 205,434) | ( 9,421) | ( 205,434) |

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CITY OF MERRILL  
APPROVED BUDGET REPORT  
AS OF: AUGUST 31ST, 2023

10 -General Fund  
MARC - Smith Center

|                                                              | 2021<br>ACTUAL | 2022<br>ACTUAL | (----- 2023 -----) | (----- 2024 -----) |                       |                     |                  |                    |
|--------------------------------------------------------------|----------------|----------------|--------------------|--------------------|-----------------------|---------------------|------------------|--------------------|
|                                                              |                |                | CURRENT<br>BUDGET  | Y-T-D<br>ACTUAL    | PROJECTED<br>YEAR END | REQUESTED<br>BUDEGT | BUDGET<br>CHANGE | PROPOSED<br>BUDGET |
| <b>REVENUES</b>                                              |                |                |                    |                    |                       |                     |                  |                    |
| <b>=====</b>                                                 |                |                |                    |                    |                       |                     |                  |                    |
| <u>Public Charges-Services</u>                               |                |                |                    |                    |                       |                     |                  |                    |
| 45400-46735 Multi-Purpose (Smith Ctr.)                       | 54,779         | 71,626         | 65,750             | 41,690             | 75,750                | 77,750              | 12,000           | 77,750             |
| 45400-46736 MARC Concession Rev.                             | 2,381          | 2,400          | 2,400              | 1,600              | 2,400                 | 2,400               | 0                | 2,400              |
| 45400-46737 Signs-Youth Hockey Sales                         | 0              | 0              | 600                | 0                  | 600                   | 600                 | 0                | 600                |
| TOTAL Public Charges-Services                                | 57,159         | 74,026         | 68,750             | 43,290             | 78,750                | 80,750              | 12,000           | 80,750             |
| <u>Miscellaneous Revenues</u>                                |                |                |                    |                    |                       |                     |                  |                    |
| 45400-48440 Insurance Reimbursement                          | 0              | 280            | 0                  | 1,209              | 1,209                 | 0                   | 0                | 0                  |
| TOTAL Miscellaneous Revenues                                 | 0              | 280            | 0                  | 1,209              | 1,209                 | 0                   | 0                | 0                  |
| <b>TOTAL REVENUES</b>                                        |                |                |                    |                    |                       |                     |                  |                    |
|                                                              | 57,159         | 74,306         | 68,750             | 44,500             | 79,959                | 80,750              | 12,000           | 80,750             |
| <b>EXPENDITURES</b>                                          |                |                |                    |                    |                       |                     |                  |                    |
| <b>=====</b>                                                 |                |                |                    |                    |                       |                     |                  |                    |
| <u>Personnel Services</u>                                    |                |                |                    |                    |                       |                     |                  |                    |
| 55400-01-21000 Wages - Reg - Perm                            | ( 1,144)       | 0              | 0                  | 0                  | 0                     | 0                   | 0                | 0                  |
| 55400-01-22000 Overtime                                      | 0              | 0              | 250                | 0                  | 250                   | 250                 | 0                | 250                |
| 55400-01-23000 Longevity                                     | 0              | 328            | 0                  | 0                  | 0                     | 0                   | 0                | 0                  |
| 55400-01-25000 Wages - Temp - Regular                        | 33,346         | 39,566         | 37,500             | 24,826             | 38,750                | 40,000              | 2,500            | 40,000             |
| 55400-01-51000 Social Security                               | 2,450          | 3,147          | 2,888              | 2,072              | 3,000                 | 3,050               | 162              | 3,050              |
| 55400-01-52000 Retirement (WRS)                              | 4              | 98             | 25                 | 51                 | 100                   | 100                 | 75               | 100                |
| 55400-01-54000 Health Insurance                              | 0              | 393            | 187                | 189                | 300                   | 300                 | 113              | 300                |
| 55400-01-55000 Life Insurance                                | 0              | 1              | 0                  | 0                  | 0                     | 0                   | 0                | 0                  |
| TOTAL Personnel Services                                     | 34,657         | 43,533         | 40,850             | 27,138             | 42,400                | 43,700              | 2,850            | 43,700             |
| <u>Contractual Services</u>                                  |                |                |                    |                    |                       |                     |                  |                    |
| 55400-02-16250 HVAC Service Contract                         | 3,684          | 3,285          | 2,500              | 930                | 3,500                 | 3,500               | 1,000            | 3,500              |
| 55400-02-16500 Fire/Security Service Con                     | 473            | 887            | 750                | 593                | 750                   | 750                 | 0                | 750                |
| 55400-02-16700 Electrical Repairs/Maint                      | 130            | 414            | 500                | 0                  | 500                   | 500                 | 0                | 500                |
| 55400-02-16800 Door/Window Service                           | 135            | 135            | 250                | 135                | 250                   | 250                 | 0                | 250                |
| 55400-02-21000 Water and Sewer                               | 2,800          | 4,080          | 3,150              | 2,246              | 4,150                 | 4,250               | 1,100            | 4,250              |
| 55400-02-22000 Electric and Natural Gas                      | 37,956         | 55,249         | 39,000             | 30,167             | 52,500                | 55,600              | 16,600           | 55,600             |
| 55400-02-23250 Cleaning - Mats/Rugs, Etc                     | 2,463          | 2,523          | 2,500              | 1,578              | 2,500                 | 2,500               | 0                | 2,500              |
| 55400-02-23600 Waste Removal Services                        | 1,733          | 1,954          | 2,000              | 888                | 2,000                 | 2,000               | 0                | 2,000              |
| 55400-02-25500 Fiber-Internet-Wireless                       | 1,800          | 1,800          | 1,800              | 1,200              | 1,800                 | 1,800               | 0                | 1,800              |
| TOTAL Contractual Services                                   | 51,175         | 70,327         | 52,450             | 37,737             | 67,950                | 71,150              | 18,700           | 71,150             |
| 55400-02-22000Electric and Natural Gas                       |                |                |                    |                    |                       |                     |                  |                    |
| PERMANENT NOTES:                                             |                |                |                    |                    |                       |                     |                  |                    |
| Additional expense for summer ice-in is offset by additional |                |                |                    |                    |                       |                     |                  |                    |
| Multi-Purpose Revenue.                                       |                |                |                    |                    |                       |                     |                  |                    |

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CITY OF MERRILL  
APPROVED BUDGET REPORT  
AS OF: AUGUST 31ST, 2023

10 -General Fund  
MARC - Smith Center

|                                          | 2021                                                     | 2022             | (----- 2023 -----) |                  | (----- 2024 -----)    |                     |                  |                    |
|------------------------------------------|----------------------------------------------------------|------------------|--------------------|------------------|-----------------------|---------------------|------------------|--------------------|
|                                          | ACTUAL                                                   | ACTUAL           | CURRENT<br>BUDGET  | Y-T-D<br>ACTUAL  | PROJECTED<br>YEAR END | REQUESTED<br>BUDEGT | BUDGET<br>CHANGE | PROPOSED<br>BUDGET |
| <u>Supplies &amp; Expenses</u>           |                                                          |                  |                    |                  |                       |                     |                  |                    |
| 55400-03-10000 Office Supplies           | 56                                                       | 84               | 250                | 65               | 250                   | 250                 | 0                | 250                |
| 55400-03-13000 Copier                    | 379                                                      | 0                | 750                | 0                | 750                   | 750                 | 0                | 750                |
| 55400-03-32000 Education & Conference    | 100                                                      | 100              | 150                | 0                | 200                   | 150                 | 0                | 150                |
| 55400-03-40000 Operating Supplies        | 1,054                                                    | 5,985            | 3,000              | 3,146            | 3,000                 | 3,000               | 0                | 3,000              |
| 55400-03-41000 Public Relations/Marketi( | 1,101)                                                   | ( 2,059)         | 1,500              | 346              | 1,000                 | 1,000               | ( 500)           | 1,000              |
| 55400-03-41022 Signs - Smith Center      | 0                                                        | 0                | 1,000              | 0                | 1,000                 | 1,000               | 0                | 1,000              |
| 55400-03-41027 Youth Hockey-Sign %       | 0                                                        | 0                | 0                  | 0                | 0                     | 0                   | 0                | 0                  |
| 55400-03-44000 Janitor Supplies          | 133                                                      | 400              | 500                | 64               | 500                   | 500                 | 0                | 500                |
| 55400-03-50000 Repair/Maint. Supplies    | 2,817                                                    | 4,837            | 5,500              | 3,074            | 5,500                 | 5,500               | 0                | 5,500              |
| 55400-03-51500 Ice Machine Supplies      | 1,041                                                    | 458              | 500                | 547              | 1,000                 | 1,000               | 500              | 1,000              |
| TOTAL Supplies & Expenses                | 4,479                                                    | 9,805            | 13,150             | 7,242            | 13,200                | 13,150              | 0                | 13,150             |
| 55400-03-4100Public Relations/Marketing  | PERMANENT NOTES:                                         |                  |                    |                  |                       |                     |                  |                    |
|                                          | MARC .5% of Room Tax for PR/Marketing - Fund 24 amounts: |                  |                    |                  |                       |                     |                  |                    |
|                                          | 2021 \$7,781                                             |                  |                    |                  |                       |                     |                  |                    |
|                                          | 2022 \$10,060                                            |                  |                    |                  |                       |                     |                  |                    |
|                                          | 2023 \$10,750 Projected                                  |                  |                    |                  |                       |                     |                  |                    |
|                                          | 2024 \$11,650 Projected                                  |                  |                    |                  |                       |                     |                  |                    |
| <u>Capital Outlay</u>                    |                                                          |                  |                    |                  |                       |                     |                  |                    |
| 55400-08-79000 Crack Sealing/Concrete    | 0                                                        | 1,000            | 1,000              | 0                | 0                     | 1,000               | 0                | 1,000              |
| 55400-08-81000 Floor Scrubber            | 0                                                        | 0                | 0                  | 0                | 0                     | 0                   | 0                | 0                  |
| 55400-08-82000 MARC/Smith Improvements   | 5,619                                                    | 5,010            | 4,000              | 3,574            | 5,000                 | 4,000               | 0                | 4,000              |
| 55400-08-82011 Dehumid Compressor Repair | 0                                                        | 0                | 0                  | 0                | 0                     | 0                   | 0                | 0                  |
| 55400-08-82233 Scoreboard Replacement    | 0                                                        | 0                | 0                  | 0                | 0                     | 0                   | 0                | 0                  |
| TOTAL Capital Outlay                     | 5,619                                                    | 6,010            | 5,000              | 3,574            | 5,000                 | 5,000               | 0                | 5,000              |
| <b>TOTAL EXPENDITURES</b>                | <b>95,929</b>                                            | <b>129,676</b>   | <b>111,450</b>     | <b>75,690</b>    | <b>128,550</b>        | <b>133,000</b>      | <b>21,550</b>    | <b>133,000</b>     |
| <b>REVENUE OVER/(UNDER) EXPENDITURES</b> | <b>( 38,770)</b>                                         | <b>( 55,369)</b> | <b>( 42,700)</b>   | <b>( 31,190)</b> | <b>( 48,591)</b>      | <b>( 52,250)</b>    | <b>( 9,550)</b>  | <b>( 52,250)</b>   |

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## Parks & Recreation Department 5-Year Capital Project & Equipment Requests

| Park/Project                                                        | Priority | 2024     | 2025     | 2026      | 2027      | 2028      |
|---------------------------------------------------------------------|----------|----------|----------|-----------|-----------|-----------|
| Ott's Park dock/boat landing                                        | 1        | \$25,000 |          |           |           |           |
| Dock at Riverside Park                                              | 1        | \$15,000 |          |           |           |           |
| Finish concrete around park shelters(Riverside/Ott's/Normal/Stange) | 2        | \$20,000 |          |           |           |           |
| Replace decking on Nicklaus Bridge                                  | 1        | \$50,000 |          |           |           |           |
| Purchase tables/chairs for Smith Center, Agra Pavilion, etc.        | 1        | \$15,000 |          |           |           |           |
| Refurbish decking & rails on Prairie Trails bridge                  | 2        | \$20,000 |          |           |           |           |
| Remove/repave Streeter Square basketball Court                      | 1        | \$35,000 |          |           |           |           |
| Replace all park entrance signs                                     | 1        | \$30,000 |          |           |           |           |
| Replace Streeter Square Playground                                  | 2        |          | \$75,000 |           |           |           |
| Replace 2002 Polaris UTV                                            | 2        |          | \$25,000 |           |           |           |
| Road & parking lot improvements at City Forest                      | 2        |          | \$50,000 |           |           |           |
| Construct shelter at City Forest                                    | 2        |          | \$40,000 |           |           |           |
| Replace Stange Park Playground                                      | 2        |          |          | \$100,000 |           |           |
| Replace (2) Aquatic Center feature pumps                            | 2        |          |          | \$20,000  |           |           |
| Replace large field mower                                           | 2        |          |          | \$100,000 |           |           |
| Repave parking lot closest to Smith Center                          | 2        |          |          | \$100,000 |           |           |
| Replace compact tractor                                             | 1        |          |          |           | \$60,000  |           |
| Replace safety netting at Athletic                                  | 1        |          |          |           | \$35,000  |           |
| Funding for 5-year Outdoor Recreation Plan                          | 1        |          |          |           | \$10,000  |           |
| Replace one of our ½ ton pick up trucks                             | 1        |          |          |           | \$40,000  |           |
| Replace Ott's Park Playground                                       | 1        |          |          |           | \$100,000 |           |
| Refurbish Stange 2-arch bridge                                      | 1        |          |          |           |           | \$40,000  |
| Install lights on MARC trails                                       | 2        |          |          |           |           | \$75,000  |
| Replace chiller system in Smith Center                              | 1        |          |          |           |           | \$300,000 |
| Install lights on MARC varsity softball field                       | 2        |          |          |           |           | \$100,000 |

## Parks & Recreation Department Fee Schedule and Proposed Changes

| Program/Service Provided          | Current Fee                                                    | Proposed Fee                                                       | How charged/duration                                          |
|-----------------------------------|----------------------------------------------------------------|--------------------------------------------------------------------|---------------------------------------------------------------|
| Little Dribblers Basketball       | \$20.00 (\$30 late fee)                                        | <b>\$25.00 (\$35.00 late fee)</b>                                  | Season                                                        |
| Kids in Motion                    | \$10.00                                                        | Same                                                               | Program                                                       |
| Tiny Tots Skate                   | \$1.00                                                         | Same                                                               | Per session                                                   |
| Open Skate                        | \$4.00                                                         | <b>\$5.00</b>                                                      | Per session                                                   |
| Animal Art                        | \$10.00                                                        | Same                                                               | Program                                                       |
| Flag Football                     | \$20.00 (\$30.00 late fee)                                     | <b>\$25.00 (\$35.00 late fee)</b>                                  | Season                                                        |
| Swim Day Pass                     | \$4.00 (ages 2-61)                                             | <b>\$5.00</b>                                                      | Daily                                                         |
| Swim Day Pass                     | \$2.00 (ages 62+ and military)                                 | <b>\$3.00</b>                                                      | Daily                                                         |
| Season Pass Pool Pass(Individual) | Punch Pass only                                                |                                                                    |                                                               |
| Season Pool Pass (Family)         | Punch Pass only                                                |                                                                    |                                                               |
| Non Swimmer Fee                   | \$2.00                                                         | <b>\$3.00</b>                                                      | Daily                                                         |
| Pool Rental 1-50 people           | \$125.00/hr                                                    | <b>\$150.00</b>                                                    | 2 hours                                                       |
| Pool Rental 51-75 people          | \$150.00/hr                                                    | <b>\$175.00</b>                                                    | 2 hours                                                       |
| Pool Rental 76-100 people         | \$175.00/hr                                                    | <b>\$200.00</b>                                                    | 2 hours                                                       |
| Pool Rental 101 + people          | \$1.00/person/hr                                               | <b>\$2.00/person/hr</b>                                            | 2 hours                                                       |
| Pool Group Rates                  | \$2.00/person                                                  | <b>\$3.00/person</b>                                               | Groups of 50 or more                                          |
| Pool Punch Passes                 | \$70.00 for 25 visits/\$30 for 10 visits and \$15 for 5 visits | <b>\$85 for 25 visits/\$37 for 10 visits and \$20 for 5 visits</b> | <b>One "visit" equals one entry per person</b>                |
| Smith Center Ice Skate Pass       | \$75.00 res/\$85 non res                                       | <b>\$100.00 (no res/non res)</b>                                   | Family Season Pass                                            |
| Skate Rental                      | \$2.00                                                         | <b>\$4.00</b>                                                      | Per pair per time                                             |
| 5 <sup>th</sup> Quarter           | \$8.00                                                         | <b>\$10.00</b>                                                     | Per session 1-2 per fall season                               |
| Tee Ball                          | \$20.00 (\$30.00 late fee)                                     | <b>\$25.00 (\$35.00 late fee)</b>                                  | Season                                                        |
| Starter Tee Ball                  | \$20.00 (\$30.00 late fee)                                     | <b>\$25.00 (\$35.00 late fee)</b>                                  | Season                                                        |
| Nature Nuts                       | \$5/class                                                      | Same                                                               | Program (3 classes total)                                     |
| Summer Playground                 | \$50 including pool & bus                                      | <b>\$50 (excludes pool &amp; bus)</b>                              | Per week                                                      |
| Summer Playground                 | \$50 including pool & bus                                      | <b>\$50 (excludes pool &amp; bus)</b>                              | Per week                                                      |
| Summer Playground                 | \$50 including pool & bus                                      | <b>\$50 (excludes pool &amp; bus)</b>                              | Per week                                                      |
| Summer Playground                 | \$50 including pool & bus                                      | <b>\$50 (excludes pool &amp; bus)</b>                              | Per week                                                      |
| Colorama Bicycle Ride             | \$30.00 Early \$35.00 Late Reg.                                | <b>\$35.00 (\$45.00 late fee)</b>                                  | Special Event                                                 |
| Athletic Field Rental             | \$30/field/day                                                 | Same                                                               | Per field per day rent                                        |
| Athletic League Play              | \$10.00                                                        | Same                                                               | Adult season player fee                                       |
| Athletic League Play              | \$5.00                                                         | <b>\$6.00</b>                                                      | Youth season player fee                                       |
| Smith Center Arena Rental         | \$350.00                                                       | Same                                                               | One day full arena rental                                     |
| Park Shelter Reservations         | \$60.00                                                        | Same                                                               | Per day (Ott's, Normal, Riverside)                            |
| Park Shelter Reservations         | \$70.00                                                        | Same                                                               | Per day (Kitchenette, Stange)                                 |
| Park Shelter Reservations         | \$90.00                                                        | Same                                                               | Per Day (Agra Pavilion)                                       |
| Birthday Party Packages           | \$8.00, \$9.00, \$10.00                                        | <b>\$9.00, \$10.00, \$12.00</b>                                    | Per Person/party for Hotdog, Ice Cream, Pizza Parties at SMPC |
| Breakfast with Santa              | \$3.00                                                         | <b>\$5.00</b>                                                      | Suggested donation                                            |
| Tree memorial                     | \$200.00                                                       | <b>\$250.00</b>                                                    | Per Tree                                                      |
| Memorial bench                    | \$250.00                                                       | <b>Remove</b>                                                      | <b>Too many benches</b>                                       |
| Smith Center Arena Sponsorship    | \$500.00                                                       | Same                                                               | Per year/dasher boards                                        |
| Smith Center Arena Sponsorship    | \$200.00/\$400.00                                              | Same                                                               | Per year/4'x4' or 4'x8' billboard                             |
| Smith Center Arena Sponsorship    | \$200.00/\$350                                                 | Same                                                               | Per year/3x6 & 4x8 hang banner                                |
| Smith Center Arena Sponsorship    | \$500.00                                                       | Same                                                               | Per season/in ice logo                                        |
| Ice Rental                        | \$105.00/hr                                                    | <b>\$125/hr</b>                                                    | Per hour/out of town groups                                   |
| Ice Rental                        | \$78.00/hr                                                     | <b>\$85/hr</b>                                                     | Per hour/in town user groups                                  |
| Mushy, Gushy, Sticky Icky Fun     | \$10.00                                                        | Same                                                               | Program                                                       |
| Shake Your Sillies Out            | \$10.00                                                        | Same                                                               | Program                                                       |

### Merrill Camp Ground Projected Budget and Assumptions

1. Season length 30 weeks; 7 days per week; 20 spaces; \$30 per space
2. Deduct 15 days for Rodeo, County Fair, Car Show
3. 4185 potential rental space/days
4. \$30 fee per day per spot (\$125,550 at 100%occupancy)
5. Assume rental days of 10%
6. Clean-up 30 weeks at \$100 per week by Merrill Band Boosters; Manager 52 weeks at \$100 per week.
7. One time start-up cost \$8600 (drop box, message board, key pads, printing, signage, County permit fee, contingency and inspection)
8. Merrill Marketing to sell 10 ads at \$100 per ad; also assist connection of web site to Tomahawk, events and potential user groups; expand use of social media to potential user groups.

### 10% Rental projection of all available spaces (annual)

| Rent-income | Message Board<br>Ads-income | Request to<br>County for start-<br>up, signage,<br>message center,<br>drop box, key<br>pad, printing,<br>permits,<br>contingency and<br>inspection | Clean-up, labor,<br>manager | Net    |
|-------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------|
| \$12,555    | \$1000                      | \$8,600                                                                                                                                            | -\$8200                     | \$5355 |

Merrill Festival Grounds

Campsite Program

|                                                                                                           |             |
|-----------------------------------------------------------------------------------------------------------|-------------|
| Start-up costs from County (Message Center, Drop Box, Key Pads,<br>Site Numbers, Printing, Fees, Permits) | \$8,600.00  |
| Income Projection (10% of total rentable spaces, ads)                                                     | \$13,555.00 |
| Expense (Supplies, clean-up, manager)                                                                     | \$8,200.00  |
| Net Projection                                                                                            | \$5,355.00  |

| ACTION/TOPIC                  | POTENTIAL COST                                                                                                                | DISCUSSION                                                                                                                                                  | RECOMMENDATION                                                                                                                          |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Pads for Camp Spaces          | 10K Gravel<br>20K Asphalt<br>30K Concrete                                                                                     | User groups have indicated that they are content with the current surface. Subsurface is very firm. Units contain leveling jacks. Subsurface is very solid. | Maintain current surface. Brush hog and cut vegetation between hook up boxes and fence-line. Consider pad installations after 1 season. |
| Collection Boxes (1)          | 2.5K for New Box from Iron Ranger (Tomahawk uses these at 5 locations). Merrill HS FabLab is not accepting more projects now. | Potential savings of 1K if Fab Lab could be used                                                                                                            | Order a drop box from Iron Ranger                                                                                                       |
| Contingency                   | 1.5K                                                                                                                          |                                                                                                                                                             | In case costs escalate                                                                                                                  |
| Message Board                 | 2K made in by local contractor; Merrill Marketing Manager to sell 10 ads at \$100 annually                                    |                                                                                                                                                             | Contract with Merrill Glass or similar local business                                                                                   |
| Access to W bathrooms         | .5K for key pad lock                                                                                                          | Some campers need access to showers. Tomahawk says lack of such access is their biggest complaint. Periodic clean up by Merrill Band Boosters               | Put key pad locks on W bathrooms; key pad combo given by Grounds Mgr. to each camper unit                                               |
| Attraction signs on US 51 (3) | DOT program                                                                                                                   | Brown attraction signs to note Expo Grounds and Camping at 64 exit                                                                                          | Make request of DOT                                                                                                                     |
| Dump Station (s)              | No cost                                                                                                                       | City station at designated hours; Friendship House 24/7                                                                                                     | Put location on Message board                                                                                                           |
| Bathroom supplies             | 1K annually                                                                                                                   | Routine maintenance                                                                                                                                         | Routine maintenance                                                                                                                     |
| Advance Reservations          | No cost if all online; Advertising in camping related publications .5K annually.                                              | Partner with Tomahawk for on-line set-up; link to Chamber of Commerce; link to City of Merrill web site                                                     | Focus on-line first then consider print ads later.                                                                                      |
| Length of Season              | 7 months                                                                                                                      | Winter restrictions                                                                                                                                         | May- Nov (30weeks)                                                                                                                      |
| Maintenance, Labor, Manager   | 3K maintenance and labor; 3K manager                                                                                          | Daily check of grounds                                                                                                                                      | Regular inspection for safety and facility condition                                                                                    |
| Camper space signs            | 20 metal signs at 50                                                                                                          | posted on fence to                                                                                                                                          | Post signs to avoid                                                                                                                     |

|                    |                                                                     |                                               |                                             |
|--------------------|---------------------------------------------------------------------|-----------------------------------------------|---------------------------------------------|
|                    | dollars each 1K                                                     | designate each space                          | space confusion and encroachment            |
| Picnic Tables      | Use existing inventory                                              | Use 20 tables                                 | Place a table at each space                 |
| Campfire Pits      | 20 portable fire pits at 100 each...2K                              |                                               | Chain to fence, 20ft                        |
| Hot ash containers | 3 at 200 each .6K                                                   |                                               | Placed at equal distance                    |
| Garbage pick-up    | Use current pick-up schedule                                        |                                               | Put Campground on periodic pick-up schedule |
| Permits            | First time permit fee of \$.555 K, Annual fee after that is \$.175K | Inspection can take place with 2 weeks notice | Ask for inspection when ready               |

## Wendorf, Dan

---

**From:** Dean Bowe <dean.bowe@co.lincoln.wi.us>  
**Sent:** Wednesday, August 30, 2023 12:47 PM  
**To:** Wendorf, Dan  
**Subject:** Re: Prairie River Bridge

Hi Dan, sure.

At New Wood park we will be installing a new vault toilet, a new well for water, electrical hook-ups at the sites and rearrange the campsites to accommodate a little larger camper trailers in a few of them. We are also looking to add electricity to the pavilions in the park and hopefully get a handicap accessible kayak launch at the boat landing.

At Tug Lake, we added some sand to the beach and have proposed adding an electric water pump and open shower for people to rinse off after swimming, the well and shower system have not been approved at this time. At Haymeadow, we are installing a new vault toilet and hopefully the bridge project goes through at Prairie Dells.

At Otter Lake we will be installing two new wells, one at the campground and one at the picnic area. We are also going to work on improving some of the sites and the Nature Trail.

We currently do not have anything near term scheduled for the Underdown. There has been talk about expanding the campground for many years but that would require a new well and vault toilet for the added sites.

Hope this helps!

Dean

On Wed, Aug 30, 2023 at 7:48 AM Wendorf, Dan <[Dan.Wendorf@ci.merrill.wi.us](mailto:Dan.Wendorf@ci.merrill.wi.us)> wrote:

Good morning Dean, I am working on board packets for my Parks & Recreation Commission meeting next week and wanted to circle back to the email below to see if you would still have a few minutes to get me a list of items that you are doing at your campgrounds? It doesn't need to be complex or anything like that, just a summary of what you are doing at each park/campground?

Thank you!



**Dan Wendorf**

Director

**Parks & Recreation**

**City of Merrill**

(715) 536-7313

[dan.wendorf@ci.merrill.wi.us](mailto:dan.wendorf@ci.merrill.wi.us)



City of Merrill  
Parks & Recreation Department  
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### **September 2023 Parks & Recreation Director's Report**

**Parks:** It is always amazing to me how fast the summer season goes! All of our summer seasonal staff is completely gone and we are back down to our full time crew only for our busy fall season. Our park facilities are open until October 1<sup>st</sup> and after that we will close things up and winterize them for the season (with the exception of the Agra Pavilion). The last day at the Bierman Family Aquatic Center was Sunday, August 20<sup>th</sup>. Overall we had a very good season at the pool. It appears that after we fixed our leaks, the pool operated how it is supposed to operate and we had virtually no maintenance issues. It is amazing the difference it makes when we are not losing (and adding) water as our chemical usage was down and the pool remained balanced all summer long. We have already had the discussion with Badger Pool regarding winterization to ensure that when our pool is winterized that they spend extra time making sure everything is thorough and we add additional antifreeze everywhere. We do not want this to happen again, ever. Overall we had good attendance (strong numbers during great weather days and lower numbers on poor weather days). Our revenues are going to reflect a good year as well, and it will definitely help our overall budget that we were not leaking water. We had a fantastic group of lifeguards, as well as admissions/concessions staff this year which made things very good in and around the pool and we appreciate their great work! The City Band concerts wrapped up mid-August and there is one more Gazebo Nights (August 31<sup>st</sup>) at Normal Park and it was a great year for both of those great events. There were some massive crowds enjoying their great concerts. The security cameras have been doing their job because our vandalism has almost halted completely in those three areas (Normal, Stange, & Kitchenette). After we caught a few individuals and they found themselves in trouble, word must have traveled that they can't get away with that foolishness anymore. The crew will be spending some much needed time performing some TLC on our athletic fields and spaces after a ton of usage from spring through early fall. This typically includes aerating, topdressing, over seeding, and fertilizing so that they are ready to go again next spring. The Pickleball Court project was cruising along quickly until one of our contractors ran into a snag (their fence pounder broke down) and with some product availability. They are waiting on goal posts, nets, and windscreens so that they can be installed as one of the final pieces to the project. The fencing will be finished by the time you read this and hopefully the painting and surfacing. It does sound like we should still be finished up with some time to use them in September. As previously mentioned, we performed all of the prep work for lights before the work began so we can order and install them if we have enough funding left after the project. This way all we have to do is put them up, wire them and put them in use. I have also spent time over the past several weeks preparing our capital plan and working on preliminary budgets for 2024. I had two more meetings with Forvis (a contractor that the State of Wisconsin uses for their DOA ARPA grants) regarding our City Forest land purchase grant. The grant was a wonderful opportunity for us to purchase that property and already has a new trail running through it that people love. But, the sheer amount of "things" that are required for it have made it a very unique adventure to say the least (mandatory online meetings/trainings, documentation, policy reviews, document reviews, procedural reviews, internal controls, etc.) ☺.

**Forestry:** Now that fall is closing in on us I will shift a little more time and focus into forestry. I have a lot of inspections to do and our tree planting plan to formulate. We've been lucky that we had some rain to help our trees over the past several weeks, but overall we're way behind on moisture and some trees are showing a good amount of stress. The drought-like conditions, combined with the Japanese Beetles has caused some trees to either turn colors or be defoliated. None of these stressors will cause mortality and trees are very resilient as long as we don't have continuous drought patterns in the future. I am also planning on doing an Arbor Day/Tree City USA tree planting this fall when we can find a time that works with our WDNR Urban Forestry Coordinator. I wanted to do one this spring but the weather was so poor right up until we had to get everything ready for MHS sports and park shelters that we simply ran out of time to organize it and execute. So we'll find time this fall and invite you all to the planting ceremony.



City of Merrill  
Parks & Recreation Department  
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**Recreation:** Summer recreation programs have come and gone very quickly as well. All in all I think we had a very good summer of recreation programs. They all went pretty smooth for the most part, other than what we discussed at our August meeting with Summer Playground. As always, we are evaluating our programs for improvements and changes before next year as we have to begin planning over the winter months. It is always a good habit to review what went right, wrong, and everything in between so that we can make our programs stronger each and every year. We have already started our Flag Football leagues for the three different age divisions and those games will begin this week/weekend. Teams were divided on time and some teams have been practicing for the past few weeks. We did have to dissolve one team because we couldn't get any parent volunteers to step up and coach. Those players were split up and placed on other teams. It is unfortunate to have to do that because it takes away one game per week for the kids in that league but that is our only choice. It is a much different world that we live in today to say the least with volunteers.

**Smith Center:** We removed the ice in early August after basically a month worth of ice for the hockey camp. We were able to get it removed and cleaned up just in time for a concert that was put on by St. Stephens Church. It took us a bit longer for the removal this year mostly because it happened during one of those weeks where the humidity was very high so the moisture created in the arena was more than usual, creating extra work for our crew. We hosted the Trinity Block Party on Sunday, August 27<sup>th</sup> and they had a very large turnout for their event with approximately 1000 people I believe. That is great to see more events in our facility and a very good mix of types of events as well. We will be hosting the Paper Cities Kennel Club Dog Show once again in and around the arena on September 8-10. They always draw a very good crowd of participants and spectators and it is a very unique event that we are very happy to host and they are very happy to call our arena home. I would encourage anyone who hasn't experienced it to come out and check it out. As previously mentioned, we have been trending in a good direction with the number of events that we have been hosting and the overall diversity of events. We pride ourselves on the challenge of being willing to take on just about anything/everything inside the Smith Center and we hope to continue that into the future. After the dog show we have a large craft fair in early October for a few days and we will begin the ice making process for the winter season after that. We will most likely have ice in and ready at the end of October.

**\*Note:** At the end of every summer season I like to send a heartfelt THANK YOU to all of our staff members (full time and seasonal) for all of their hard work in helping make our very busy summer seasons successful! It is truly a team effort and we are fortunate to have an amazing team full of great people. I am not sure if people understand the amount of work that it takes to provide the amenities, spaces, programs, organization, supplies, organization, scheduling, communication, interactions (public and internal – good and bad) and pull it all together each and every day. Please join me in thanking all of our staff members for another JOB WELL DONE and THANK YOU!!!

Respectfully Submitted,

Dan Wendorf  
Parks & Recreation Director  
City of Merrill