



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
www.manitowoc.org

## Meeting Minutes

### Parks & Recreation Committee

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Tuesday, March 24, 2015

5:30 PM

Council Chambers

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

**Staff:** 5 - Larson, Scheinoha, Dorow, Koski and Birr

Also present: A. Daug, M. Pearson, P. Brodtke, J. Brunner, L. Hansen

#### 3. Approval of Minutes

[15-345](#) Approval of the minutes from the February 9, 2015 meeting

**Attachments:** [15-345 Minutes from 2-9-15](#)

**Move** by Schema, seconded by Soeldner that the minutes be approved. P. Brandel amended the motion requesting a revision to 14-2475 to include the vote tally and place on file. The motion carried by the following vote:

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

#### 4. Presentations

[15-348](#) Update on the construction of the Community Garden on S 14th Street Parkland

**Attachments:** [15-348 Fence Shed](#)  
[15-348 Kiosk Drawing 001](#)  
[15-348 Garden Fence Corner 001](#)  
[15-348 Garden Fence Main Gate 001](#)  
[15-348 Garden Fence Small Gates 001](#)  
[15-348 Grow It Forward 007](#)

Michael Pearson explained the details of the garden which were submitted to Council. He has met with the building inspector. M. Howe is working with the organization on most of it. M. Howe suggested closing off one lane of the street Thursday - Sunday to accommodate deliveries. P. Brandel asked how the layout of the gardens had been determined. A. Daug said that this layout is for phase 1 and as they are successful and want to expand in the future they will come back for approval from the committee. Fruit and nut trees will be planted in the open

space.

## 5. Discussion and Action Items

[15-264](#) Special Event Request from Amber Daug, Grow It Forward, Inc., to hold Comcast Cares and United Way Day of Caring at S 14th St. Park on Saturday, April 25, 2015 (raindate April 26, 2015) including use of equipment, as well as a waiver of fees request for construction of the Community Garden. Recommend granting the request with the waiver of fees.

**Attachments:** [15-264 Community Garden Construction](#)  
[15-264 Dept Recommendations](#)

**Moved by Schema, seconded by Brandel recommending granting the request with waiver of fees. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-349](#) Update on fundraising progress of the Friends of the Citizen Park Recreation Center and request to lower the commitment amount. Recommend adjustment of the commitment amount to 50% of actual costs.

**Attachments:** [15-349 Friends of CPRC commitment request](#)

**Moved by Brandel, seconded by Soeldner recommending reducing the Friends of Citizen Park commitment amount to 50% of actual costs. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-296](#) Special Events Request from Lisa M. Hansen, Friends of the Citizen Park Recreation Center, to hold a Volleyball Fundraising Tournament at the Citizen Park Recreation Center on Saturday, April 11, 2015 including use of equipment and serving alcoholic beverages in the facility, as well as waiver of fees request. (Copy to Licensing, Permits and Inspection Committee). Recommend granting request with waiver of fees providing approved insurance is in place.

**Attachments:** [15-296 Volleyball Fundraising Tournament](#)  
[15-296 PD, FD, & Streets Recommendations](#)

**Moved by Soeldner, seconded by Schema recommending granting request with waiver of fees providing approved insurance is in place. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-297](#) Special Events Request from Paul J. Brodtke, Northeast Wisconsin Nash Car Club, to hold the Nash 100th Anniversary Car Show in Washington Park on Saturday, June 24, 2017 including street closures, use of equipment, and waiver of fees request. (Copy to Public Infrastructure

Committee). Recommend granting request. Committee also requested that the event holder provide an estimate after the event of how many attended from out of the area and where they came from.

**Attachments:** [15-297 Nash 100th Anniversary Car Show](#)  
[15-297 Dept Recommendations](#)

**Moved by Howe, seconded by Soeldner recommending granting request. Committee also requested that the event holder provide an estimate after the event of how many attended from out of the area and where they came from. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

#### [15-216](#)

Special Event Request from Fox's Piggly Wiggly - Manitowoc to hold 9th Annual Pig to Pig Walk on Saturday, September 12, 2015 from Manitowoc to Two Rivers and also utilizing Mariners Trail (copy to Public Infrastructure Committee). Recommend granting the request with a waiver of fees.

**Attachments:** [15-216 Pig to Pig Walk](#)  
[15-216 Dept Recommendations](#)

**Moved by Schema, seconded by Soeldner recommending granting the request with waiver of fees. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

#### [15-217](#)

Special Event Request from Holy Family Memorial to utilize sidewalks and streets along their marathon route as well as the Mariners Trail on Sunday, June 14, 2015 along with closure of east lanes of Lakeside Blvd. (copy to Public Infrastructure Committee). Recommend granting the request with the same arrangement as 2014.

**Attachments:** [15-217 HFM Maritime Marathon](#)  
[15-217 HFM Maritime Marathon - Dept Rec](#)

**Motion by Sladky, seconded by Soeldner recommend granting the request with the same arrangements as 2014. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

#### [15-242](#)

Special Events Request from Paul Roekle, Manitowoc Sunrise Rotary Club, to hold 10th annual Rotary Lobsterfest in Washington Park on Saturday, September 12, 2015 and to waive the fees and serve alcoholic beverages in park. (Copy to Licensing, Permits, & Inspections Committee). Recommend granting request with same terms as 2014.

**Attachments:** [15-242 Lobsterfest 09-12-15](#)  
[15-242 Dept Recommendations](#)  
[15-242 LPI approval](#)

**Motion by Schema, seconded by Soeldner recommend granting request with**

2014 terms. The motion carried by the following vote:

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-243](#)

Special Events Request from Paul Roekle, Manitowoc Sunrise Rotary, for use of sidewalks and streets in and near Lincoln Park for Manitowoc Sunrise Rotary Annual Run/Walk on Saturday, October 17, 2015 on the route detailed herein and to waive the fees. (Copy to Public Infrastructure Committee). Recommend granting request.

**Attachments:** [15-243 Sunrise Rotary Run-Walk 10-17-15](#)  
[15-243 Parks, PD and FD Recommendations](#)

Moved by Brandel, seconded by Howe recommending granting request. The motion carried by the following vote:

[15-248](#)

Special Events Request from Peter Honzik, Acoustic Fest, Inc., to hold Acoustic Fest in Washington Park on Saturday, July 18, 2015 including street closures, use of equipment, and serving alcoholic beverages in the park, as well as waiver of fees request.. (Copy to Public Infrastructure and Licensing, Permits & Inspections Committees). Recommend granting request.

**Attachments:** [15-248 Acoustic Fest 07-18-15](#)  
[15-248 LPI approval](#)  
[15-248 Parks & Streets Recommendations](#)

Moved by Schema, seconded by Brandel recommending granting request. The motion carried by the following vote:

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-308](#)

Special Events Request from Roger L. Lodel, Manitowoc Safety Patrol Picnic, to hold the 64th annual Safety Patrol Picnic in Silver Creek Park on Wednesday, May 20, 2015 (raindate Thursday, May 21) including use of equipment, use of electrical service, and waiver of fees request. Recommend granting request.

**Attachments:** [15-308 Safety Patrol Picnic](#)  
[15-308 Dept Recommendations](#)

Moved by Brandel, seconded by Soeldner recommending granting request. The motion carried by the following vote:

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-309](#)

Special Events Request from Jane Winans, Lincoln Park Zoological Society, to hold Tuesdays at 10! in at the Lincoln Park Zoo on Tuesdays from June 9th to August 11th in 2015 including use of equipment and waiver of fees request. Recommend granting request.

**Attachments:** [15-309 Tuesdays at 10](#)  
[15-309 Dept Recommendations](#)

**Moved that this Special Events Request be approved. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-313](#) Special Events Request from Theresa Falvey to hold a Yoga at Washington Park event on Saturday, July 11, 2015 including a waiver of fees request. Recommend granting request with no waiver of fees.

**Attachments:** [15-313 Yoga at Washington Park](#)  
[15-313 Dept Recommendations](#)

**Moved by Soeldner, seconded by Brandel, that this Special Events Request be approved. The motion carried**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-337](#) Request from Karen Szyman, The Chamber of Manitowoc County to waive the fees for rental of the Lincoln Park Fieldhouse on June 17, 2015 for the annual Chamber Picnic. Recommend granting request with waiver of fees.

**Attachments:** [15-337 Chamber Picnic](#)

**Moved by Brandel, seconded by Schema recommending granting request with waiver of fees. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-346](#) Special Events Request from Rolf E. Johnson, Wisconsin Maritime Museum, to hold the first annual Sub Fest at the Wisconsin Maritime Museum, the Rahr West Art Museum and the Capitol Civic Center from July 10th to 12th, 2015 including use of equipment and serving of alcoholic beverages. (Copy to Licensing, Permits & Inspections Committee). Recommend granting request.

**Attachments:** [15-346 Sub Fest](#)  
[15-346 Parks Recommendation](#)  
[15-346 Fire Recommendation](#)

**Moved by Brandel, seconded by Soeldner recommending granting request. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-349](#) Update on fundraising progress of the Friends of the Citizen Park Recreation Center and request to lower the commitment amount. Recommend adjustment of the commitment amount to 50% of actual costs.

**Attachments:** [15-349 Friends of CPRC commitment request](#)

**Moved that this Request be approved. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-347](#)

Special Events Request from Jennifer J. Grandkoski, The Leukemia & Lymphoma Society, for use of streets and Mariners Trail for annual Scenic Shore 150 Bike Tour on Saturday and Sunday, July 18th & 19th, 2015 on the route detailed herein. (Copy to Public Infrastructure Committee). Recommend granting request.

**Attachments:** [15-347 Scenic Shore 150](#)  
[15-347 Parks Recommendation](#)  
[15-347 PD and FD Recommendations](#)

**Moved by Soeldner, seconded by Schema recommending granting request. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-354](#)

Mariners Trail Permit from Abi Roerdink for use of the Mariners Trail for the annual Kids Superhero 5K Walk on Saturday, April 25, 2015 on the route detailed herein. Recommend granting request.

**Attachments:** [15-354 Kids Superhero Walk](#)

**Moved by Schema, seconded by Howe recommending granting request. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-359](#)

Special Events Request from Alexis K. Lindem, American Cancer Society - Manitowoc Event Leadership Team, to hold Relay for Life of Manitowoc County at Ron Rubick Field on Friday and Saturday, July 24th and 25th, 2015 including use of Municipal Field parking lot. Recommend granting request.

**Attachments:** [15-359 Relay for Life](#)  
[15-359 Department Recommendations](#)

**Moved by Howe, seconded by Brandel recommending granting request. Both groups should be informed that there are two events going on at the same time. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-310](#)

Special Events Request from Betsy Winga, Lincoln Park Zoological Society, to hold Movie Nights at the Lincoln Park Zoo on Friday nights on July 17th and August 14th in 2015 including use of equipment and waiver of fees request. Recommend granting request.

**Attachments:** [15-310 Zoo Movie Nights](#)  
[15-310 Dept Recommendations](#)

**Moved by Schema, seconded by Howe recommending granting request. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-311](#) Special Events Request from Betsy Winga, Lincoln Park Zoological Society, to hold Summer Kickoff at the Lincoln Park Zoo on Saturday, June 6, 2015 including use of equipment and waiver of fees request. Recommend granting request.

**Attachments:** [15-311 Zoo Summer Kickoff](#)  
[15-311 Dept Recommendations](#)

**Moved by Schema, seconded by Howe recommending granting request. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-312](#) Special Events Request from Jane Winans, Lincoln Park Zoological Society, to hold Lights in Lincoln Park from November 27 to December 26, 2015 including use of equipment, use of electrical service, and waiver of fees request. Recommend granting request.

**Attachments:** [15-312 Lights in Lincoln Park](#)  
[15-312 Parks, PD, & Streets Recommendations](#)

**Moved by Schema, seconded by Howe recommending granting request. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-351](#) Request by the Manitowoc Chamber Leadership Group and the Lincoln Park Zoological Society to install an interactive vertical jumping display at the Lincoln Park Zoo. Recommend granting request.

**Attachments:** [15-351 Jumping Display](#)

**Moved by Brandel, seconded by Schema recommending granting request. The motion carried by the following vote:**

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel

[15-352](#) Tour / program fees for the Lincoln Park Zoo

**Attachments:** [15-352 Zoo Offsite Tour Form 2015](#)  
[15-352 zoo education form 2015](#)

**This item was discussed. Alder Sladky suggested bringing this back next month after attorney has approved it.**

[15-350](#) March update on work by NEWOM at Camp Vits

C. Scheinoha gave an update on work being done on the trail. The trail has been closed because it is so wet. Park name sign is bent and tilted due to frost. The Parks Division will be fixing that as soon as the frost is out of the ground. A couple of the trees planted last year have died. Working with NEWOM to replace them. Alder Sladky asked if there was any progress on grants for vault style restrooms. D. Koski is looking into grants. Alder Sladky requested that D. Koski make contact with the farm owner that has land adjacent to the park about land for parking.

[15-094](#) Park improvements for 2015

This Action Item was discussed. This item will be discussed at the next meeting.

[15-092](#) Use of the Parkland Acquisition Fund monies for park improvements throughout the City's park system

**Attachments:** [15-092 Draft Parkland Fees Policy 6-10-15](#)

This Action Item was discussed. Silveridge Park was brought up. Alder Soeldner is following up on whether or not a development plan for Silveridge Park was ever done and committed to. This will be discussed more at next month's meeting.

[14-2446](#) Update on ball diamond maintenance by Parks Division

C. Scheinoha gave an update on ball diamond maintenance. Parks Division will be starting to prep the fields soon. Paper products in restrooms were discussed. C. Scheinoha has a plan for this and feels it will be resolved.

[15-353](#) Marketing of the Manitowoc Family Aquatic Center

D. Koski gave an update of the Friends of the Aquatic Center/Recreation Division activities regarding marketing of the MFAC. Request will be made during budget time to increase the marketing budget for the Aquatic Center/Mini-golf facility. Committee was encouraged by what was presented. The Friends of the Aquatic Center continue to look for attractions to add to the complex.

## 6. Adjournment

Moved by Howe, seconded by Schema, to adjourn. The motion carried by the following vote:

**Aye:** 5 - Sladky, Schema, Soeldner, Howe and Brandel