

\*\*\* All present are expected to conduct themselves in accordance with our City's Core Values \*\*\*



## OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department Committee, Agency, Corporation, Quasi-Municipal Corporation or Sub-unit thereof.

Notice is hereby given that the Park and Recreation Committee of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Meeting of the: **PARKS AND RECREATION COMMITTEE OF THE CITY OF WAUSAU**  
Date/Time: **Monday, September 11, 2023 at 6:00pm**  
Location: **407 Grant St, Wausau WI 54403 - Council Chambers**  
Members: **Dawn Herbst, Carol Lukens, Tom Kilian, Lou Larson, Sarah Watson**

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

- 1 Call the Meeting to Order
- 2 Public Comment or Suggestions
- 3 Approve Minutes - August 7, 2023
- 4 Discussion and Possible Action of Petition Submitted for Repair of Stewart Park
- 5 Discussion and Possible Action Supporting Ice Arena Feasibility Study
- 6 Educational Items
  - A. Park Updates (Barker Stewart Island, Vandalism, Skate Park, Great Pinery Heritage Waterway Trail, Ball Diamonds, Pleasant View, Sylvan, Whitewater, Vistas)
- 7 Future Agenda Items -
- 8 Next Meeting Date - October 2, 2023, 407 Grant St, Wausau WI 54403 - Council Chambers
- 9 Adjournment

Jamie Polley, Director

Members of the public who do not wish to appear in person may view the meeting live over the internet on the City of Wausau's YouTube Channel <http://www.tinyurl.com/WausauCityCouncil>, live by cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/WausauCityCouncil>. Any person wishing to offer public comment who does not appear in person to do so, may e-mail [Jamie.polley@co.marathon.wi.us](mailto:Jamie.polley@co.marathon.wi.us) with "Parks Committee public comment" in the subject line prior to the meeting start. All public comment, either by email or in person, if agendized, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6622 or [ADAServices@ci.wausau.wi.us](mailto:ADAServices@ci.wausau.wi.us) to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.

This Notice was posted at City Hall and transmitted to the Daily Herald newsroom on 9/8/2023 @ 12:45 p.m. Questions regarding this agenda may be directed to Jodi Luebke, Park Office (715) 261-1560.

Distribution List: City Website, Media, WSD-Admin, Alderpersons, Mayor, Polley, Dept. Staff, Maryanne Groat, Brad Lenz, Eric Lindman, Lance Leonhard, Wisconsin Woodchucks, Wausau Events, Public Access, Wausau River District

4. Discussion and Possible Action of Petition Submitted for Repair of Stewart Park

The committee discussed this item at their meeting on August 7<sup>th</sup>. The Committee directed staff to get a more specific request from the petitioners as to what specific repairs they are asking for. Staff was also directed to then get a more accurate quote for such repairs. In your packet is the letter submitted by Dr. Thomas Johansen that lists their specific requests.

Dr. Johansen's letter was shared with Kowalski Masonry. In your packet are quotes from Kowalski Masonry for the work he recommends as maintenance for the wall based on the letter submitted. The quote includes the cost for tucking and repair of loose or missing stone, installation of a new stone cap that is the same cap seen throughout the park and a quote for full wall reconstruction to maintain the historic and structural integrity. Mr. Kowalski will be in attendance at the meeting.

The Committee is asked to provide staff with further direction and if funding is needed make a recommendation to the Finance Committee and City Council to identify the source of funding.

5. Discussion and Possible Action Supporting Ice Arena Feasibility Study

The County Board approved the Westside Master Plan in February 2023. A component of the plan is to potentially relocate a new Ice Arena to a new location outside of the park due to the age of the facility and its components. The first step in a potential relocation of the ice arena would be to understand the facility and space that is needed for the success of the County and all user groups/stakeholders including the City of Wausau and the Wausau School District. To accomplish this the County would complete a feasibility study from October 2023 to March of 2024 for concept planning. During this study the consultant will work with the County to establish the parameters of a potential facility and identify the County's needs. The consultant will then develop a stakeholder and community engagement process which will include in-person meeting with all user groups to determine their wants and needs of the facility. The City of Wausau is a key stakeholder as the ice arena will have a direct economic impact to the City and understanding the needs of the city is critical during this process.

The feasibility study would not commit the county to any additional steps but would put the county in the best possible position should a decision to move in this direction be made at some point in the future. It is understood that any potential facility would not move forward with county funding alone. Therefore, an additional benefit of completing a feasibility study is that it would provide any future fundraising campaign with the key information it would need when approaching potential donors. Additionally, the study would assist user groups and stakeholders with any funding considerations that would be a part of the construction and operation of a future facility.

Based on the information collected a written facilities program will be developed. This program will outline the recommended facility components, their associated space needs, and square footage requirements. Conceptual facility and site planning options will be provided, and a cost estimate of the ice arena and typical site improvements will be developed.

The current ice arena is heavily used and the demand is higher than what can currently be provided. The arena hosts a number of Youth regional hockey tournaments, Cyclones games, Wausau West and Wausau East/Merrill high school games, Storm hockey, figure skating, etc. contributing positively to the economic impact of the city and entire surrounding community. This study is an important step in understanding the economic impact as well as the demand and support that would be needed for the County to operate an Ice Arena. This study is a necessary step to understand that shared interest and determine how it may move forward in the future. As stated above, fundraising and partnerships will be key to addressing the issue of ice in our community. Without this study there is no framework in which to fundraise.

Staff solicited written quotes for the completion of the architectural feasibility study from four (4) companies that specialize in ice arena development. One proposal was received from JLG Architects. JLG Architects is a highly reputable company, with an expertise in designing and building ice arenas throughout the country. They have the country's only Certified Ice Technician Architect + Certified Ice Rink Manager and are committed to designing ice arenas for operational sustainability and extraordinary visitor/player experiences.

The cost of the study is \$32,500. The County has received a commitment from Wausau Youth Hockey for \$5,000, the Wausau School District for \$5,000 and \$10,500 will be utilized from the Parks, Recreation & Forestry Department's county donation account. \$6,000 will be further requested from the County's Human Resources and Finance Committee.

The department also has a city donation account that contains funding for park system improvements. This fund is utilized at the discretion of the Director however in this case support is requested of the Parks Committee to utilize \$6,000 from the donation account towards the study of a County facility because it is located within the City of Wausau and has the ability to positively contribute more than it does today to the economy of the city and surrounding areas.

**6A. Park Updates**

Barker-Stewart Island goats are back for their second round already have made a big impact on the invasive species on the island. They have been enjoying the buckthorn.

Vandalism there continues to be a high frequency of illegal dumping within the parks. A few dumpsters that are utilized seasonally have been removed. Also, the restrooms by the farmers market are temporarily closed due to damage and people trying to stay in the restrooms.

Skate Park contract is complete, and Spohn Ranch will be finalizing the construction plans and bid documents. The goal is to determine the ability for contractors to complete the work yet this year or to see if it will be a Spring 2024 project.

Great Pinery Heritage Water Trail the Wausau & Marathon County Parks and Recreation Foundation has developed a water trail on the WI River. Each kayak launch/boat landing will contain a sign with historical information of the area and a map of the trail and current segment of the trail. The first of these signs has been installed at Riverlife Park.

Ball Diamonds – Irrigation installation is in progress at Schulenberg and Memorial Parks (private funding)

Pleasant View – New shelter roof is substantially complete.

Sylvan – Exterior of shelter has been repainted and new carpet was installed on the tube hook-up area.

Whitewater Shelter – New roof has been installed.

Vistas Clearing - will be starting soon throughout the city.

**DRAFT**  
**CITY OF WAUSAU – JOINT PARKS AND RECREATION COMMITTEE & PUBLIC HEALTH AND  
SAFETY COMMITTEE MEETING MINUTES**

Date/Time: August 7, 2023 at 4:30 p.m. Location: Council Chambers, City Hall  
Parks and Recreation Committee Members Present: Dawn Herbst (c), Lou Larson, Tom Kilian, Carol Lukens, Sarah Watson  
Public Health and Safety Committee Members Present: Lisa Rasmussen (c), Doug Diny, Lou Larson  
Excused: Becky McElhaney, Chad Henke  
Others Present: Jamie Polley-Parks Director, Matt Barnes-Deputy Police Chief, Tara Alfonso-Assistant Attorney

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. A quorum was present and the meeting was called to order at 4:30pm.

1. Discussion and Possible Action Amending Section 9.20.020 Regulations of Persons and Section 1.01.025 Issuance of Citations – Rasmussen explained a couple months ago the Committee of the Whole analyzed a number of issues surrounding the unhoused population. Following a police department presentation, research occurred regarding restrictions on consumption of open intoxicants in City parks. Choices emerged which could include a complete ban at all City parks on open intoxicants all the time with the exception of facility rentals and organized events or because not every neighborhood park has that same issue to mirror the policy on the 400 Block which doesn't allow open intoxicants prior to 4:00pm. The question then is if it would apply to all City parks or just those parks that are mostly affected which is where the idea of a zone surrounding the downtown came in.

Deputy Police Chief Barnes spoke about the issues occurring mainly in the parks in and around the downtown area related to daily drunken behavior and how they would like to mitigate those issues. Herbst concern is for the people that would like to have alcohol in a park that do not display daily drunken behavior. Lukens would rather this apply at all parks on a temporary basis. Rasmussen originally thought about it from a city-wide perspective for consistency and ease of understanding but the logistics of managing it in neighborhood parks was a concern as not all of them had problems but all would receive the consequence.

Polley said one concern is that there are County parks within the City limits so the problem may just shift. She originally had been opposed, but the compromise of allowing consumption of alcohol after 4pm in general and exempting events and rentals is a possibility. She has a concern because this is putting a restriction on the entire community because of a very small percentage of people. However, people do not go to some of the parks because of these activities that are occurring. Having a boundary allows not as many park users to be affected. She said the public intoxication ordinance is vague and doesn't help in this situation. Barnes discussed the ordinance. Larson didn't want to penalize the whole City of Wausau but realizes something needs to be done. He didn't mind if the boundaries were set up as a trial period and questioned when it would go into effect. Barnes recommended January 1, 2024. Kilian would support something City wide but not just a certain area. He didn't believe they should have two sets of regulations for two different areas of town and discussed why he felt this could be viewed as discriminatory even if that wasn't the intent. Rasmussen felt that Kilian was right. They had wanted to impact the least amount of people and address the problem but if they do it in all City parks it may also be less confusing to the public. Larson mainly wanted people to feel safe in the parks. **Motion** by Larson, second by Kilian to move ahead with the ordinance as written except that it would apply to all City owned park facilities, try it for a year making it go into effect starting January 1<sup>st</sup>, 2024. Motion from the Park and Recreation Committee **carried** by voice vote, vote reflected as 4-1 with Herbst as the dissenting vote. Discussion occurred on the needed signage. **Motion** by Larson, second by Diny to allow consumption from 4p to 11pm in all City owned parks. Motion from the Public Health and Safety Committee **carried** by voice vote, vote reflected as 3-0.

**Motion** by Diny, second by Larson to adjourn the Public Health and Safety Committee at 5:20pm. Motion **carried** by voice vote, vote reflected as 3-0.

2. Public Comment or Suggestions – none brought forward.

3. Approve Minutes – June 5, 2023 – **Motion** by Lukens, second by Kilian to approve the Park and Recreation Committee draft June 5, 2023 minutes. Motion **carried** by voice vote, vote reflected as 5-0.

4. Discussion and Possible Action of Petition Submitted for Repair of Stewart Park – Polley explained that the City received a petition for funding to repair the historic rock wall structures within Stewart Park. Staff met with a contractor and assessed the cracking of the stage wall. There are areas in need of tuckpointing. The contractor feels the cap of the wall should be replaced as this is where water can get into the rock causing some separation. Long term, replacing the cap is best and Polley is waiting on a quote for this work. The wall is solid and the foundation has not shifted so there is not an immediate threat or danger. The items that need to be completed are maintenance items. Staff has the ability to complete some of the tuckpointing as time allows. At this time, there is not enough staff time to do it, these items are on the work list and will be worked on as time allows. Tasks are prioritized and items in immediate need are addressed first. This was done a few years ago with the pillars at Stewart Park when they did pose a safety risk.

Polley received a quote for \$4600 from Kowalski to work on the three major cracks if they would like to do those before getting to the cap. Funds can be allocated to hire this out but as far as a larger Capital Improvement project it doesn't reach the same priority as other projects that have been submitted that aren't being funded. Because this petition was submitted it needs to come to them for discussion. Diny explained that Mr. Johansen circulated the petition and had also spoke to the Community Foundation which could be a potential option for funds. Polley discussed Stewart Park usage. She said other neighborhood groups have funded improvements in parks and there is a process to do so. Kilian felt the number of signatures was noteworthy and they should base their priorities on what the citizens priorities are. Larson would like this to come back when the full costs are known and to discuss different types of funding partnerships. Lukens noted that not all the petitioners were residents of the area and would also appreciate some type of fundraising sharing. Polley reiterated that staff assesses safety, usage, revenue, and ADA access and gives Committee what it feels are project priorities each year. This was assessed and the structural integrity of the wall is not hurt. It does need work which can be done over time. Diny commented that users of the park signed the petition at the park and it was a grass roots effort. He would like to have all the estimates and thought the group may be amenable to helping out. He felt the neighbor's expectation is that it is general maintenance and not a significant improvement or feature they were looking to add.

Committee members would like to see this item on the next agenda with the full costs and to hear from Mr. Johansen about neighborhood ideas to help with it. Polley said the quotes she is getting are just for the cracks and the cap. She would need other specifics from Mr. Johansen about what the expectations are for a proper quote. Herbst said this item will be taken to the September meeting.

#### 5. Educational Items

A. Park Updates – Barker Stewart Island Goats – Goats are back and enjoying the buckthorn. Once completed they will return in September. Brockmeyer Park – shelter pad was repoured from frost damage. Schofield Park Parking Lot – received new gravel base and is complete. Lincoln Tot Lot – playground is complete. Trail Tales – book is up from Oak Island boat launch to River Drive offices. Vandalism – has increased in the downtown area, including needle finds. Skate Park – bidding document completion is on hold due to contract delays. It is our hope this can be addressed on our end quickly to keep the project moving forward.

B. Riverside Park Remediation Update – The remedial excavation had a few delays however the grading, infill, topsoil and erosion control was completed the last week in July to complete the remediation of the park.

#### 6. Future Agenda Items – Stewart Park repairs

7. Next Meeting Date – The next regular scheduled meeting will be at 6:00pm on September 11<sup>th</sup> in Council Chambers at City Hall, 407 Grant St., Wausau WI 54403.

8. Adjournment – **Motion** by Lukens, second by Larson to adjourn at 6:10pm. Motion **carried** by voice vote, vote reflected as 5-0.

Members of the Parks Committee and Wausau City Council Members:

I was asked to communicate the recommendations of the 145 petitioners who requested that the City of Wausau repair Stewart Park. I cannot speak definitively for all 145 petitioners but I can give you the general consent of these people, as I spoke with each of them when I asked for their support of the petition. This group of petitioners is asking that the stairways, retaining walls, and amphitheater be reconditioned to their original appearance. Recapping the amphitheater and tuckpointing the cracks, as was suggested by Jamie Polley in our conversation, would be completely unacceptable. Tuckpointing would create a highly visible and unsightly repair, leaving the impression that the city cobbled together the cheapest repair they could find and that the integrity of the historical site is not important. I spoke with Kowalski Masonry, who most likely will complete these repairs, and was informed that the wall could be pulled apart in areas and pieced together to recondition the wall.

The Parks Department needs to take responsibility for the current condition of the amphitheater wall. I personally have called the Parks Department each year over the last six years to make them aware of the deteriorating wall. These notifications were not acted upon until this year when I also notified Doug Diny. The difference in the amphitheater wall over the last six years is substantial. If the repairs were made six years ago the cost and the scope of the project would be considerably less. I have pictures from six years ago if you would like to see these differences.

Our recommendations for repairs of Stewart Park are as follows:

1. 2023
  - a. Remove all vines, bushes and tree limbs that are abutting and deteriorating the amphitheater wall.
  - b. Temporarily recap the amphitheater wall to prevent further water damage this winter.
  - c. Mortar loose rocks back into retaining walls
2. 2024
  - a. Remove temporary cap on amphitheater wall
  - b. Realign rocks to remove the large cracks in the amphitheater wall
  - c. Recap the amphitheater wall to prevent it from further water damage
  - d. Repair the upper stairway
3. Ongoing maintenance
  - a. Implement a comprehensive inspection plan that consistently identifies maintenance issues in the park
  - b. Implement a general maintenance program to make needed repairs as they are identified
  - c. Have park workers who mow or water plants be on the lookout for maintenance issues and report them when they are observed

I would also like to make you aware that grant funds are available to considerably help with the costs of these repairs through the Community Foundation Enhancement Grant. The contact person is Sue Nelson (715-845-9555).

Dr. Thomas Johansen



5200 N 41st Street  
Wausau, WI 54403

Phone: 715-571-9957  
Fax: 715-955-4266

kowalskimasonry@gmail.com

Masonry • Concrete • Concrete Cutting  
Mobile Concrete

## Estimate

### Name/Address

Wausau & Marathon County Park Dep...  
900 Pardee Street  
Wausau WI 54401

### Date

09/03/23

### Estimate No.

5570

Description	Quantity	Total
Stewart Park		
Park repair professional opinion recommendations		
After reviewing park condition there is needed repairs to be made.		
-First and most the wall needs to be capped off to stop water from entering into wall		
-All lose stone need to be reset and stop water from causing more damage		
-All trees and roots need to be removed from walls		
-All water drainage needs to be rerouted from base of walls		
-New stone cap to be installed on top failing poured in place cap		
-All cracked to be retuckpointed and missing stones to be added as needed		
****please note all masonry repairs to be dry stacked masonry install***		
As for repair costs		
-Install new 3" stone cap over failing poured in place cap \$165.00 per foot. Entire wall (stage wall and sidewalls) is approximately 280 Ft . Estimate \$46,200. Stage wall only is approximately 65', Estimate \$10,725. (verifaction prior to commencement of work)		
Tuckpointing and stone repair Estimate \$4,618.92 (see quote # 5557)		Estimate \$15,371-\$50,819

Total







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## Estimate

### Name/Address

Wausau & Marathon County Park Dep...  
900 Pardee Street  
Wausau WI 54401

### Date

07/31/23

### Estimate No.

5557

Description	Quantity	Total
Stewart Park Wausau, WI		
10th street on Wausau East side		
Stewart Park Stage Wall		
Masonry Repair		
_all materials and labor to repair Stewart Park Stage Wall areas were dry stacked stone is splitting and no mortar is holding together and daylight can be seen. All repairs to be mortarless to best of availability with all new repair mortar to be racked back so not seen. Repair also includes repair of lose stone on north road side steeps		4,618.92

Total

\$4,618.92

May 16, 2023

**Ms. Jamie Polley**

Parks, Recreation & Forestry Director  
212 River Drive, Suite 2  
Wausau, WI 54403

Via Email: [jamie.polley@co.marathon.wi.us](mailto:jamie.polley@co.marathon.wi.us)

**RE: Proposal for providing a feasibility study for concept planning of a new ice arena in Wausau**

Dear Jamie:

It was a pleasure talking to you a few weeks back about the possibility of a new ice arena in Wausau. As mentioned during our conversation JLG recommends a study be performed to understand the needs of the community, project scope, and budget. JLG Architects is pleased to submit the following proposal for providing a comprehensive study consisting of; stakeholder engagement meetings, program development, concept planning, and cost estimating for development of an ice arena project.

**Scope of Services**

JLG Architects will provide the following services:

1. JLG Our team will gather input from the city, county, and key staff. In conjunction with project representatives, we will also develop a stakeholder and community engagement process including opportunities for in-person feedback. You know your community better than anyone else. While we can offer insights that come from our experience with other communities, we have found that reaching out to community leaders and organizations—and asking for their help in making sure all are heard—is the most effective way to engage all voices. There is not a one-size-fits-all approach; each community is unique and, in consultation with you, we will address how best to gather and respond to all voices. This may include any number of engagement methods such as a public open house, small group meetings or one-on-one interviews—or a new approach suggested by a community leader, but as yet undefined.
2. JLG Architects will develop a written facilities building program based on information collected during leadership, staff, stakeholder, and community input meetings. This program outlines recommended facility components—to meet current and future program needs—and their associated, specific space needs and square footage requirements. This is the basis for concept plan development.
3. JLG will provide conceptual facility and site planning options, based upon information gathered from the engagement process and programming phase. Conceptual planning will illustrate potential approaches—creating options for the ice arena and site planning ideas—and provide additional information for development of project cost estimates.

JLG Architects will deliver the following:

- Stakeholder engagement process and notes.
- Program summary that lists individual spaces and their square-footage requirements
- Concept floor plan, and sections of the ice arena. The floor plan will show room layouts, sizes, and have overall dimensions.
- Concept architectural site plan.
- 2 computer renderings: 1 interior and 2 exterior.
- Cost estimate of ice arena and typical site improvement budget.

#### **Compensation**

JLG Architects proposes the following fee, inclusive of the scope of services listed above:

Stakeholder Engagement	\$8,500
Programming	\$2,500
Concept Floor Plans and Sections	\$11,000
Renderings	\$7,000
Cost estimating	\$2,000
<b>Fee</b>	<b>\$31,000</b>
Reimbursable Expenses (estimated)	\$1,500
<b>Total with estimated expenses</b>	<b>\$32,500*</b>

***Note: If the study becomes a project and JLG Architects is selected as the group to provide professional services, we will credit the project \$20,000 on the first invoice for professional services.***

#### **Reimbursable Expenses**

The above reimbursable expense fee includes the following: printing, postage, mileage, hotel, car rental, postage, courier service, and printing associated with project development and design.

#### **Schedule**

JLG Architects is ready to start work on this project. Once the contract is signed JLG will consult with the client team to develop a mutually agreed upon schedule.

#### **Acceptance**

JLG Architects proposes this letter form of agreement as the basis for the contract. This Fee Proposal is accepted by the undersigned.

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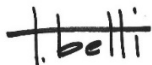
Signature

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Date:

We very much appreciate the opportunity to be involved with this exciting project.

Sincerely,



Thomas J Betti, AIA, NCARB  
Senior Principal Architect