

September 17th 2015

PARK AND RECREATION ADVISORY BOARD MEETING MINUTES

COMMITTEE MEMBERS PRESENT: T. Maier, D. Wroblewski, J. Hewitt, Bob Eaton, M. Pierce, R. Hansen, Pam Carey

COMMITTEE MEMBERS EXCUSED: None

STAFF: B. Sasse, J. Svoboda, A. Giles- Barron, J. Pulda

OTHER IS ATTENDANCE: Trustee Havn

1. Roll Call

The meeting was called to order at 4:01 by T. Maier.

2. Approval of minutes: J. Hewitt motioned to accept the June 25th 2015 minutes. R. Hansen seconded. Motion passed. R. Hansen motioned to accept the August 20th minutes with corrections. D. Wroblewski seconded. Motioned passed. M. Pierce abstained on both as he was not present for either meeting.

3. Public Comment- None

4. Reports: V. Matter from the Finance Department was present to explain the new fund that was set up strictly for Park Donations. Fund 285 as it will be called will be a restricted account that can only be used for accepting and purchasing of donations to the parks department. Question was asked as to whom on staff would monitor this account. B. Sasse and A. Giles- Barron where assigned at this time. V. Matter stated that a balance sheet should be distributed for this account at least quarterly. It also needs a budget. J. Svoboda explained events taking place at the Joint Park namely the Rocktober Fest slated for October 3rd. No other reports were given.

5. 2016 CIP and Budget update- B. Sasse distributed a ledger explaining parks expenses. Discussion ensued concerning projects slated still for 2015. Items included replacement of toilets at Stuart Mc Bride Park, Reroofing of the bathroom at Stuart Mc Bride Park. B. Eaton motioned to have Success Plumbing replace 5 toilets at Stuart McBride Park. J. Hewitt seconded. Motioned passed. J. Hewitt question if exposed copper was going to be used as there is a good chance that it may be stolen considering it is a park that is not monitored all the time. R. Hansen asked why they needed to be replaced. J. Hewitt

stated that this is not an impact fee item but a maintenance item. Toilets were at least 15 years old. P. Carey motioned to have BNW Roofing be awarded the reroofing of the Stuart McBride bathrooms. J. Hewitt seconded. Motion passed without discussion. Replacement of stairway by ball diamond #3 at Stuart Mc Bride Park was discussed. B. Sasse is working with DPW to address this safety concern. M. Pierce asked if the new stairway needs to be ADA compliant. B. Sasse will look into the matter; however room is tight on the west side of that diamond. T. Maier stressed she wants this addressed immediately. J. Pulda requested the bleachers at diamond #3 also be painted as well as a painted crosswalk placed in road between bathrooms and main shelter area. Lake Park tree clearing estimate from Oasis Landscaping was presented to the Advisory Board. B. Sasse explained a PO has already been created for this project. J. Hewitt motioned to have Oasis Landscaping be awarded the project not to exceed \$3500.00. P. Carey seconded. Motion passed. B. Sasse also stated that a new shelter for Stuart McBride was added to the 2016 budget for \$50,000.00. Pictures of the Polzin Park progress were also distributed to the board. Kids are anxious to use the park according to staff.

6. Special Events Application- J. Svoboda presented a special events application he and K. Wahlen had been working on concerning larger events that take place within the Village such as runs, festivals, large group events. Currently there are no set guidelines or pricing. This document would address these issues and concerns. M. Pierce motioned to approval the Special Events Application as presented so that it can be forwarded to LLF for review and approval. J. Hewitt seconded. Motioned passed.
7. Mount Pleasant Days- Scheduled for September 19th at the Village Campus. Parks and Recreation will have a booth at the event. T. Maier was seeking volunteers to work the event. J. Svoboda, B. Sasse, A. Giles- Barron will be on hand from staff for the event. J. Svoboda will set up a tent; DPW will bring over sample donation items for display. The recreation department will also be on hand during the event as well to promote programs. J. Hewitt explained idea behind MP Days to the board and how it came to be.
8. Recreation Programs for 2016- T. Maier stated that this item will remain on the agenda moving forward. She requested that the Advisory board come prepared with some ideas for additional recreational programs the Village could offer. Some items discussed; geocaching, karate, yoga with a chair, tennis, golf, pickle ball, zumba, disk golf and archery. T. Maier wishes to see year round programs offered. P. Carey suggested family night at the parks. M. Pierce mentioned a candle walk thru Smolenski Park. B. Eaton asked about the recreation programs that would occur at the new Polzin Park. Who will run and fund these programs.
9. Adjourn: Make A Difference Day will take place at Stuart McBride Park on Saturday October 24th from 9-12pm. Tree trimming and general park clean-up is the project. B.

Sasse stated that the 75-100 oak tree's need to be planted as well. A thank-you letter and assurance of the bench that the Hansen Family donated will be given back to the family if Stuart McBride Park ever is closed was read by T. Maier. J. Hewitt motioned to adjourn. M. Pierce seconded. Adjourned at 5:46 pm.

Respectfully submitted,
J. Svoboda- Park Staff