

Park and Recreation Commission Meeting  
September 27, 2018

Members Present: Sue Urban Miller, Brian Wilson, David Felkner, Dave Johnson, John Ruf  
Also Present: Chris Smith – Town Board Liaison, Recreation Coordinator - Alyssa Vaughan

1. Call to order
2. Pledge of Allegiance
3. Approval of Minutes from May 14, 2018
  - Approval of Minutes John moved, Sue seconded.
  - All in favor, Motion passed.
4. Special order of business
  - a. Recognition of Service - Dan Dupies and Dawn Thompson
    - Each committee member praised the years of service at the highest-level of commitment by Dan and Dawn.
    - Dan provided excellent leadership and direction for the group.
    - Both are and will continue to be missed.
    - Thank you from the commission to Dan and Dawn.
  - b. Election of Commission Chairman to replace outgoing chairman Dan Dupies
    - Motion to elect John Ruf as Commission Chairman by David Felkner, Sue Miller second
    - All in favor, Motion passed.
5. Unfinished Business
  - None
6. New Business
  - a. Allowing Geocaching in North Shore park.
    - Discuss of the merits of this activity in a Town park
      - CON – leaves items in the park, could cause a mess
      - PRO – lots of educational benefits
    - Motion to Allow the Geocaching site in North shore park, contingent on the Petitioner to provide contact information and take a picture of the Cache after placement and send it to the commission. The motion also included a desire to notify DPW. Motion made by Sue Miller, Second by David Felkner
    - All in favor, Motion passed.
      - It was requested that the Town clerk reach out to the petitioner and notify DPW
  - b. Skate Park hours
    - There was discussion of a need to change the sign to add hours, or add something to the sign
    - What are rest of Park hours? Web site says that hours are 6am to 10pm in all parks
    - Dawn to Dusk was proposed for all parks
    - Motion to change hours of operation for all city parks to Open at dawn, and closed at dusk, and to have all signage, web sites, publications be change to reflect these hours. Motion made by Sue Miller and seconded by Dave Johnson.

- Changes to signs can take the form of a small hours of operation add on sign at the bottom of the original sign. Town Clerk is requested to update all electronic and social media sites
- All in favor, Motion passed.
  
- c. Discussion of baseball coordinator position
  - Discussed the fact that the board already acted to hire Alyssa for 10 hours per week for the remainder of the year.
  - Alyssa reviewed the activity that she has completed so far, and additional activities that she plans to pursue.
  
- e. Batting Cage Replacement
  - Motion as made to Approve the purchase of a batting cage replacement net for \$1,898.43 from BSH Sports.
    - Made by Dave Felkner, second by John Ruf
    - All in favor, Motion passed.
  - Will be installed before next season
  - Budget was \$2,000
  - DPW feels they are good for all equipment for next year.
    - Alyssa will bring cost of base replacement for discussion at a future meeting.
  
- d. Commission owned fright hike and props
  - Brian reached out to Friends of Lapham. Had a discussion.
  - Angela and Dan Dupies had talked in the past.
  - The Commission believes that the value is low, and condition ranges from poor to medium
  - Supervisor Smith pointed out that in the past the commission had donated to the Friends of Lapham Peak, but this was primarily because they volunteered.
  - Supervisor Smith pointed out that there is goodwill value to the fright hike and perhaps the friends should reciprocate in some way for the value.
    - Commission felt that we lost the opportunity to capitalize on the goodwill by not negotiated at the time we gave up the event.
    - Commission felt that It is more important to retain good relationship with the Friends of Lapham Peak.
  - Commission decided to take no action.
    - Separate – some Halloween items are in the town supply closet.
    - Review and determine what should happen to those items.
    - Keep what we can, but things like makeup, or other fright hike appropriate items should go to the Friends of Lapham Peak.
  
- f. North shore park connection
  - Reported to the commission that this was being executed.
  
- g. Discussion of Park Maintenance
  - David brought sample of sign replacement cost for Sports Commons
    - \$780 with post for single sided sign 48x33 sign
    - Old sign was over 9 feet long
    - Commission liked 48x33 sign
    - Add a smaller sign with hours to the bottom

- Budget – Recommendation that expense should come from other supplies and expenses.
- Recommend \$850 forecast for budget remainder of the year
- Recommend \$200 in informational signs in the baseball park that say
  - Organized teams must register and pay – one
  - Flippable sign that says park is reserved don't use for now..... Something to put them on notice.
  - Dave suggested checking "Lang Signs" in Oconomowoc
- Recommend \$200 for misc supplies
- For a total \$1250 in last 6 months estimate.

#### h. Budget

- The Park and Recreation expense and capital budgets were reviewed, and direction was given to Supervisor Smith to carry back to the board at the next budget workshop. Highlights are:
- Baseball program will break even
  - Additional sponsorship to cover any shortfall
  - Baseball fees will be discussed and raised at a future meeting
- The only two items in capital budget will be for Tree addition and replacement in parks, and continuation of the trail system in North Shore Park
  - The commission felt that it was critical to include the park path paving in the spring street paving bid. Failing to do so, will result in a much higher cost.
  - Add baseball fees to a future agenda

#### i. Master plan

- No discussion. Deferred to next meeting

Next meeting will be

October 11<sup>th</sup>, Thursday for the next meeting – 7pm

- Agenda item to plan permanent meeting time.

Motion to adjourn made by John Ruf, Sue Miller second. Motion passed.