

TOWN OF DELAFIELD PARK & RECREATION COMMISSION

Meeting Minutes

Wednesday, January 20th, 2016 – 7:00 PM

CALL TO ORDER

Park Commission Chair, Dan Dupies, called the regular meeting of the Town of Delafield Park and Recreation Commission to order at 7:00 PM. Supervisor, Ed Kranick and Park Commission Vice Chair, Brian Wilson were in attendance. Members present: Sharlene Konkell, John Ruf, and Tammy Sherman. Park and Recreation Coordinator, Angela Lorbach was in attendance.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

THIRD ORDER OF BUSINESS

Approval of November 12th, 2015 Meeting Minutes. *John Ruf moved to approve the November 12th, 2015 minutes; Sharlene Konkell seconded. Motion passed unanimously.*

FOURTH ORDER OF BUSINESS – NEW BUSINESS

- a. 2016 Community Egg Hunt and Recreational Programming – finalize dates and appoint sub-committees.** Lorbach. The Town of Delafield Park and Recreation will again partner with the Delafield Chamber of Commerce to host the second annual Community Egg Hunt at our Sports Commons Park. The date is scheduled for the morning of Saturday, March 26th, 10 a.m. – 12 p.m. Our Park and Recreation Commission responsibilities include: Providing location, Sports Commons Park; portable restrooms, extra waste receptacles, garbage bags, parking lot plowed. Providing activity, Face painting booth; supplies, signage, volunteers. Coordinate visit from the Fire Department, sirens for start of event. Assist with egg stuffing. Recruit volunteers to assist with set-up, clean-up, and parking. The Park and Recreation Commission will sell concessions at the Egg Hunt this year to help offset event costs and raise money for Skate Park repairs.

Lorbach reviewed the 2016 Park and Recreation Commission calendar dates. The Park and Recreation Commission members were asked to present ideas for any new event/program offerings at our next meeting in February.

Park and Recreation Commission member, Dawn Thompson, joined our meeting briefly via conference call. Dawn proposed appointing sub-committees within the Park and Recreation Commission to offer additional support for the Park and Recreation Coordinator. Commission members were asked to consider the following options: Events (Fright Hike & Egg Hunt), KE Park Development, Tree donation Program/Park Maintenance/Grants, Baseball/Softball Program. Members were then asked to email Lorbach at their convenience if interested in offering additional support.

- b. Park Commission consideration and schedule made for Town Board meeting attendance.** Lorbach. To improve communications, the Park and Recreation Commission discussed attending Town Board meetings more frequently.
- c. Review list of park and recreation related responsibilities for our DPW crew in 2016.** Lorbach. The Park and Recreation Commission reviewed a list of park-related responsibilities for our Department of Public Works crew in 2016.

FIFTH ORDER OF BUSINESS – UNFINISHED BUSINESS

- a. Update regarding KE Park – finalize name of the park.** Kranick. Lorbach was asked to invite Tom Mortensen of R.A. Smith to our February meeting to give an update on the final park plans. *Tammy Sherman moved to approve North Shore Park as the official name of the new Town of Delafield park development on Hwy KE; John Ruf seconded. Motion passed unanimously.*
- b. Update regarding Park Maintenance – Skate Park and Tree Donation Program.** Lorbach. The wooden steps leading down to the soccer field at Sports Commons Park are in need of repair. Lorbach will make arrangements for repairs on Skate Park this Spring. The Commission discussed plans to begin a tree donation program for our parks this year. Lorbach was asked to include a contact for donations in the Town Crier.

Lorbach asked the Park and Recreation Board to consider increasing the Town's baseball field rental fees to cover costs of field maintenance and DPW crew wages. *John Ruf moved to increase Town of Delafield Park and Recreation field rental fees from \$75.00 to \$100.00 on weekends and holidays; Brian Wilson seconded. Motion passed unanimously.*

SIXTH ORDER OF BUSINESS – ADJOURNMENT

A motion to adjourn the meeting was made by John Ruf; seconded by Tammy Sherman . The motion passed unanimously. (8:30PM)

Respectfully submitted,
Angela Lorbach
Park and Recreation Coordinator