

(Approved)

October 5, 2017

PARK & RECREATION COMMISSION MINUTES
Brillion Community Center

4:00 PM

CALL TO ORDER: Al Ebert called the meeting to order at 4:00 PM.

ROLL CALL: Present were: Al Ebert, Joe Behnke, Sarah Pielhop, Dennis Miller, and Alderperson Vicki Shafran. Also present were Recreation Director/Aquatic Coordinator Ann Marx. Absent were Dawn Dietrich and Mark Rajkovich.

APPROVAL OF THE AGENDA:

Motion – Behnke moved to approve the agenda. Seconded by Pielhop. Motion carried.

APPROVAL OF MINUTES – September 21, 2017 SPECIAL MEETING

Motion – Miller moved to approve the September 21, 2017 Special Meeting of the Park & Recreation Commission meeting. Seconded by Shafran. Motion carried.

CHAIRMAN'S REPORT:

No Report.

VISITORS:

None

DIRECTOR REPORTS:

A. Community Center:

1. Facility Report:

The Commission reviewed the monthly user comparison. The number of scans is up 381 over last year in September.

2. Review rough draft of BCC improvement's budget:

The Commission reviewed a list of upgrades and the rough budget for each area. The commission had prioritized 4 areas of importance – 1. HVAC 2. Fitness Center 3. Entry and Lobby 4. Elevator. Once there are firmer budget numbers there a few smaller projects that might be able to be looked at. Marx and Geiger will be meeting with Keller the week of October 16 to view the design and talk budget.

B. Aquatics:

1. Patron Comparison:

The Commission reviewed the pool numbers for September. 2017 vs 2016 and they are up 199.

C. Recreation:

1. Little League Field Update:

Miller informed the commission that the infield is in and the BAA covered the \$14,000.00. The entire infield has tile around the bases and is tiled into the drain basin in the park. The Peters Foundation had to defer their payment for this year until next year when they will make a \$10,000.00 payment in January and again in July. The Peters Foundation donation will be used for the fencing.

The BAA is also looking for a sponsor for the new scoreboard for approximately \$7,500.00.

(Approved)

D. Parks:

1. Special Event Park Fees:

The Commission looked at what other Park and Rec departments charge. It was decided that each organization sponsoring the event would determine what to charge for outside vendors to be part of their function in the parks. The vendors are required to purchase a city sellers permit.

2. Friendship Trail:

Marx had contacted East Central Planning and presented the power point that East Central had shown a few years ago in Brillion about the regional trails. Marx mentioned that East Central is accepting applications for technical assistance for 2018 and if the Commission was interested she would apply for assistance to help get the Friendship Trail through the city. The Commission was very interested in getting help.

E. Old Business:

1. WPS Grant-update:

At the time of the meeting Meissner had not sent an update on the grant but Marx had mentioned that the hard deadline is Oct. 31st and all applications will be reviewed by November 30th.

2. 2018 Budget:

Marx informed the Commission that she presented the BCC, Park, Rec and Aquatics budget to the council. City Administrator Gosz will now put all the department budgets together for the COW meeting on Monday October 9th and after that meeting departments will know if they need to cut anywhere

3. Family Fun Day Event:

The date for the event has been changed from Dec. 3rd to Saturday Dec. 30th.

4. Horn Park

A discussion of cleaning the trees out of Horn Park came up again.

Motion - Miller moved to remove all the bushes and cedars at Horn. Seconded by Pielhop. Motion carried.

Marx stated that a number of trees had been taken down this year and she will check the budget to see if it allows for any others to be cut down. Marx also feels there needs to be a plan for the park before they just start to remove trees. The Commission would like the next meeting to be held at Horn and would like Geiger to attend.

5. ATV Path to ATV Park

Marx updated the Commission that Chief Mignon and Geiger had discussed the issue of ATV's going from behind DPW to the ATV Park. At this time ATV's will not be allowed behind the DPW unless it is a city owned or contractor ATV/UTV.

F: New Business:

1. Geiger and Marx had discussed the air handling unit on the Youth Center. It has been taken off the roof while the roof is being replaces. Instead of reinstalling it after the roof is completed they decided not to because there should be no need for cooling in that room with the outside temperature dropping. Hopefully the bids for the new units will be completed and installed by next spring when the temperatures start to warm up. This will save some money by not reinstalling.

(Approved)

2. The Commission was notified that there has been a resignation on the Commission. A few possible replacement names had been mentioned. Marx will give those names to the Mayor.

ADJOURNMENT:

Motion –Behnke moved to adjourn. Seconded by Miller. Motion carried. The meeting adjourned at 5:28 PM.

Ann Marx