

(Approved)

**PARK & RECREATION COMMISSION MINUTES**  
**Brillion Community Center**

**September 6, 2018**

**4:00 PM**

**CALL TO ORDER:** Al Ebert called the meeting to order at 4:08 PM.

**ROLL CALL:** Present: Al Ebert, Dennis Miller, Sarah Pielhop, Joe Behnke, Judy Christianson, Alderperson Vicki Shafran, Mark Rajkovich and Recreation Director/Aquatic Coordinator Ann Marx.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF MINUTES –August 2, 2018:**

**Motion** –Pielhop moved to approve the August 2, 2018 Minutes of the Park & Recreation Commission meeting. Seconded by Shafran. Motion carried.

**CHAIRMAN’S REPORT:**

No Report.

**VISITORS:**

None

Directors Report

**A. Community Center**

**1. Facility Report**

The Commission reviewed the numbers. The numbers will be down between now and the end of the year with the construction.

**2. BCC Improvements update:**

Marx shared the construction schedule and stated that the demo has started in the Youth Center, second floor and pool office and there are some problems with the location of the electrical in the pool office in conjunction to where the plumbing needs to go. They will be x-raying the pool office floor on Friday to find the location of the conduit. Marx thanked Al and Scott for all their work with the demolishing.

Marx is working on relocating the phone for the pool area which will have to come out of this year’s budget. The cardio equipment has been moved to the first floor back lobby until the new fitness center is ready. Marx had Direct Fitness come in to the move the equipment.

Marx asked the Commission to come up with some ideas for repurposing the upstairs lobby for the next meeting.

**3. Men’s Locker room urinal:**

The Commission reviewed the numbers to have the urinal flushers in the men’s locker room replaced.

**Motion** - Pielhop moved to go with the automatic flusher over the manual. Rajkovich seconded. Motion Carried.

**4. Electrical – Basement:**

A week ago on Monday and Wednesday there was an electrical issue that affected the women’s shower and basement lights. Krueger did a temporary fix but the basement lights will have to be looked at in the future and there is no need to fix the showers since they will be new.

**5. Fitness Equipment**

The Commission reviewed a letter from the Ariens Company for the donation of the fitness equipment.

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**Motion** - Pielhop moved to accept the donation. Second by Shafran. Motion Carried.

The Commission is very grateful for such a wonderful donation from Ariens.

## **6. 2019 Budget**

A review of the 2019 was done. There are few cuts in the reserve budget that can be made otherwise there are no substantial increases to any budget line except for the health insurance. The group also looked at bids for just the back parking lot of the BCC. The group would like to see a bid to include the entire drive around and parking lot.

## **B. Parks**

### **1. Tree Removal/Planting/Pruning:**

Jill Braun has marked the Ash trees in Horn Park and a few others that are dead.

**Motion** - Ebert moved to have the trees removed. Seconded by Miller. Motion Carried.

There was discussion about having a lumber service take out the trees and what we can do with the wood. Marx will check in to it more closely.

### **2. Rock the Block:**

Pielhop stated that during Rock the Block there is chance for a few things to be done at the BCC. She asked for wish list. Some ideas are painting needs, the fence and landscaping.

### **3. Trail:**

East Central WI Regional Planning Commission had sent 3 different trail route possibilities. One is all off road, one is an all roadway and the last one is a combination of off road/on road.

**Motion** - Christianson moved to further investigate the off road/ on road option. Second by Behnke. Motion Carried.

A tentative route needed to be voted on in order to apply for grants.

## **C. Aquatics:**

Reviewed monthly pool numbers and they are down 50 from last year.

## **D. Recreation:**

### **1. Software:**

Marx reviewed the quotes and the pros and cons for 4 different software vendors. Some of the Pro's for staying with the present program Sportsman is an updating to the cloud where the same membership cards can be used, they have a time clock feature, not losing any of the members past history, the conversion and easy learning curve for the front desk staff. Cost wise there is only 1 cheaper than Sportsman but they do not have a time clock feature. We will stay with Sportsman.

## **E. New Business:**

A discussion of building hours during construction. October – November we will close at 1:00 on Saturdays and be closed on Sundays.

Rajkovich would like to find out a cost for having music played throughout the building. Marx will look into it.

## **F. Old Business:**

Nothing

## **ADJOURNMENT:**

Motion – by Behnke moved to adjourn. Seconded by Miller. Motion carried. Meeting adjourned at 6:01 PM.

(Approved)

Mark Rajkovich

Ann Marx