

**Board of Park Commissioners' Minutes**  
**Wednesday, March 28, 2018 – 6:30pm**  
**City Hall, Meeting Room – 2<sup>nd</sup> Floor**

**Roll Call:** Present: Mayor Al Kupsik, Alderman Doug Skates, Park Board President Ann Esarco, Park Board Commissioners: Lynn Hassler, Barbara Philipps, Dave Quickel. Peggy Schneider, John Swanson

Staff Present: Neil Waswo (Street Superintendent)

Public Present: Charlene Klein, Mary Jo Fesenmeier, Mike Coolidge (YMCA), Candice Kirchberg (Tree Board), Alex Austin

**Approval of Minutes from prior meeting:**

Motion by Swanson/Philipps to accept minutes of February 28, 2018 as presented.

Motion carried.

**Comments from public limited to 5 minutes:**

Candice Kirchberg: Advocated for separately fenced section for small dogs within the larger dog park.

**YMCA/Veterans Park Report**

Mike Coolidge presented monthly calendars with planned events at Veterans Park. Registration for baseball will take place through the month of April. Games start mid-May and run through July. Work on the diamonds will begin the middle of April. All diamonds will be used, including field 5. Molitor Field will also be used. Basketball courts will be used for pickle ball on Tuesdays and Thursday from 10-12pm. The YMCA will be maintaining the fields, and the basketball courts.

**Permits/Park Donations:**

Motion by Skates/Kupsik: recommend acceptance of tree donation by Judy Huemann family. Burr Oak tree to be planted in Library Park.

Motion carried.

Motion by Skates/Kupsik: recommend acceptance of permit application as submitted by Visit Lake Geneva for the use of Flat Iron Park, Gazebo, and Brunk Pavilion for Concerts in the Park on July 2, 12, 19, 26 and August 2, 9, and 23 from 6-8pm.

Motion carried.

Motion by Swanson/Skates: recommend acceptance of permit application as submitted by Alex Austin for the use of Basketball Courts at Veterans Park for 3 on 3 tourney on August 4 (rain date August 5) from 8am – 8pm. Conditioned on approval by city staff of adequate and proper insurance. Motion carried.

Motion by Swanson/Quickel: recommend acceptance of permit application as submitted by the American Legion for the use of Flat Iron Park and Brunk Pavilion on May 28, 2018 from 10-11:30am for the Memorial Day Parade. Conditioned on payment of the \$25 application fee.  
Motion carried.

Motion by Kupsik/Skates: recommend acceptance of permit application as submitted by Tony Tiets and Joseph Ciesel for the use of Donian Wetland Preserves on September 2, 2018 from 3-6:30 pm for wedding ceremony.  
Motion carried.

### **Park Assignments/Repair Update/Maintenance**

West End and downstairs Rivera bathrooms are open. Veterans Park bathrooms will open next week. Other bathrooms mid-May. Dog park water will be turned on mid-May.

Renewed True Green contract for summer, contract covers Flat Iron, Library Park, and City Hall.

Flat Iron, Seminary, and City Hall groomed. Seminary and Flat Iron mulched. Parks ready for Easter Egg Hunt.

Much appreciation to City staff for the maintenance of our lovely parks.

### **New Business**

*None*

### **Old Business**

#### *Impact Fee Report*

March 2018 balance is \$48,762.66 including \$12,563.35 Park Fund, \$21,199.31 Impact Fees and \$15,000 fund balance commitment for Adaptive Playground Equipment at Veteran's Park. Impact Fees must be spent by December 31, 2024.

#### *Wish list Development*

Neil Waswo will maintain this list and present it to the Park Board at its monthly meeting.  
*Smaller Dog Park within Dog Park* – Carried forward, need to gauge community interest.

Motion by Kupsik/Quickel: recommend purchasing and installing at Skate Park a shelter (\$7,980) and bleacher (\$2,395) plus shipping fees for a maximum expenditure of \$11,000.  
Motion carried.

*Insurance Claim Payment* from Veterans Park – the City received approximately \$20,000 from the insurance claim for playground equipment damage in Veterans Park. Skates to determine how to get those dollars allocated to the Parks budget for replacement of Park equipment.

*Dog Park Usage Rules* – Carried Forward, B. Olsen will gather information.

*Small dog park fencing within Large dog park – carried forward*

*Manning Way Park Dedication*

Motion by Skates/Swanson to dedicate Manning Way Park on April 28,2018, at 9:30 am.  
Motion carried.

**Future Meeting Agenda Items Old:**

Impact Fee Report (Continual)

Wish List (Continual)

Report on Insurance Claim Payment for Veterans Park Equipment Damage

Dog Park Usage Rules

Small Dog Park fencing within larger Dog Park

**Future Meeting Agenda Items New:**

**Next Meeting:**

April 25, 2018, at 6:30 pm

**Other Meetings:**

April 28, 2018, at 9:30 am Manning Way Park dedication

**Adjourn**

Skates/Swanson: Motion to adjourn at 8:08 pm. Motion carried.

/s/ Ann Esarco, Park Board President

**These minutes are not official until approved by the Board of Park Commissioners**