

Board of Park Commissioners' Minutes
Wednesday, May 3, 2017 – 6:30pm
City Hall, Meeting Room 2A

Roll Call: Present: President Esarco, Barb Hartigan, John Swanson, Doug Skates, Brian Olsen, Dave Quickel, Mayor Al Kupsik. Peggy Schneider and Lynn excused absences.

Staff Present: Blaine Oborn

Public Present: Kent Lambert and Dan Getzen (Treadhead Cycling), Anders Haldorsen (LFL), Nan Elder (Visit Lake Geneva), Mike Coolidge (YMCA), Dick Malmin, Rod Brenner, Chris Schultz (Lake Geneva Regional News).

Quickel/Kupsik: Approval of Board of Park Commissioners meeting minutes from April 5, 2017, with the correction that they be changed to note Quickel abstained from the motion to approve Jr. Badger Baseball permit request for Fields 1, 2, 3, and 4 for tournaments on May 20-21 and June 17-18 from 9am-6pm. Unanimously carried.

Comments from public limited to 5 minutes:

Nan Elder, request to please keep application fee for Concert in the Park at \$25.

Report YMCA/Veteran's Park

Mike Coolidge presented May through October 2017 schedule for Veterans Park. Currently all teams are practicing, including Jr. Badger teams using the fields. YMCA is taking care of the fields including marking and grooming. Field number 5 needs some work, playable but should be budgeted for next year maintenance. Swanson asked about the grass planting last year, and was informed that was for field numbers 3 and 4. Per Skates, field number 5 needs to be leveled.

Permits/Park Donations:

Kupsik/Swanson: Motion to approve Visit Lake Geneva's request for Concert in the Park use of Flat Iron Park on Thursdays from July 6 through August 24 (except August 17) from 6-8pm, as submitted. Waive fees except for application fee. Unanimously carried.

Kupsik/Olsen: Motion to approve Baseball 365 Inc for Lake Geneva Grand Slam permit request at Veterans Park on July 7, 8, 9, and 14, 15, 16 from 8:30-10pm as submitted. 6-1 (Quickel opposed) Motion Carried.

Skates/Swanson: Motion to approve Jeffrey Siegal Cheerleaders camp permit request for Flat Iron for June 13, 14, and 15 from 10-6pm as submitted. Unanimously carried.

Swanson/Hartigan: Motion to approve Parker Wade Universal Cheerleaders permit request for use of Seminary Park from May 31 through June 3, from 8am-9pm as submitted. Unanimously carried.

Discussions on Park Assignments/repair update/maintenance

Swanson presented report stating all are in good shape, but wet, due to the weather.

New Business:

Veterans Park Permits and Fees – Motion by Skates/Kupsik to form ad hoc committee to review agreement and financial arrangement between City and YMCA. Ad hoc committee members are Schneider, Olsen, Esarco. Unanimously carried.

Concession Stand Contract at Veterans Park – Oborn stated that we have a two-year contract that will expire at the end of 2017. The contract has been with Brenner for the last 18-19 years. Renewal should be completed by November 2017, unless we want to make a change. Brenner stated tournaments do get hectic on the weekends; people come with their own food and want the concession stand to refrigerate. He stated that a security camera would be a nice addition to help keep track of the people coming and going. The cost of a security camera was discussed.

Swanson suggested putting the contract out for a bid, but with no grill, no wood, no fryer, we may get limited responses. Olsen stated contract should go to one person for the season, not a new person every tournament. Quickel stated we have time, look at proposals of activities. Tournaments are where the money is made. Investigate what other tournaments do. Quickel volunteered to do some research. Kupsik reminded us that there is to be no business in the park, can't sell anything, concession stand has its own separate contract with Brenner. Quickel stated that Brenner may be only interested party and he pays a \$1,500 fee. We just want to investigate to see what options may exist.

Tree Board Appointments – Skates/Kupsik motion to appoint Candy Kirchberg and Bob Peters to tree board for three-year term to expire on May 1, 2020. Unanimously carried.

Tree Board Policy/Ordinance – item carried forward.

Funding for Center Street Park – Capital budget approved \$20,000 for the use of Center Street Park development. Oborn noted need to verify public access at pole line with Public Works, and then bring back to Park Board. Swanson stated that he believed the City would not fund the project. Swanson also concerned about emergency access. Skates stated that he believes police and fire have reviewed and Chief Peters feels that the flat areas are fine, but the valleys may be a concern. Swanson states that while this is a great idea, we may have other needs that should come first. It is suggested that the \$20,000 be used for partial surveying, gravel, restrooms. Trails should be 100 feet off property lines, builders of trail (Treadhead Cycling suggest at least 150 feet off property lines).

Olsen/Hartigan recommend to move Center Street project forward to Public Works for their decision. 6-1 (Swanson, opposed).

Little Free Libraries and Leadership Dynamics at Badger High School – Anders Haldorsen representing the Leadership Dynamics committee at Badger High School requested installation of Little Free Library boxes in city parks. Oborn and Skates expressed concern about maintenance of the boxes and vandalism of the boxes and books. Haldorsen stated that when the boxes are registered to the Little Free Library network a steward is picked to maintain the location. Haldorsen stated that the location in front of the Chamber building is registered.

Skates/Olsen motion that a Little Free Library location be approved at Maple Park and the Tot Lot on the condition that it is registered with the Little Free Library organization and a steward is solidified before the installation. The Leadership Dynamics committee is to work with City Staff to find the best location within those parks. Unanimously carried.

Secretary for Park Board –Esarco requested that a community member be made a non-voting member of the Park Board and to serve the duties of Secretary for the Park Board. Oborn to check with the City Attorney regarding the possibility of this. Carried forward to next month.

Tournament Permit Application Fee Schedule – Kupsik stated that City does not have specific fee for field use, only for park use. City should know the financing needed to maintain the field. Currently it is believed that \$300 day for Saturday and Sunday and \$100 for Friday is covering the City's cost. Jr. Badger's have two tournaments coming up, TOC also has two tournaments coming up.

Motion Skates/Esarco recommend tournament fees for Friday at \$150, and Saturday and Sunday at \$300 each day. 6-0-1 (Quickel abstain)

Old Business:

Flag Installation at Home Depot, Flat Iron Park, and Veteran's Park. Olsen reported that one flag installation will be provided at Flat Iron Park as a donation from the Lake Geneva Jaycees.

Motion by Swanson/Quickel to accept donation from the Lake Geneva Jaycees to install flag at Flat Iron Park, coordinating with city staff, at a donated value of \$1,200. Unanimously carried.

Manning Way – City approved \$40,000, impact fees will provide \$20,000. Total project budget \$60,000.

Vandewalle Bike Study Proposal –

Skates/Olsen motion to move to Public Works for discussion of the Vandewalle City Wide Multi Use Plan. Unanimously approved. City Clerk to review.

Future meeting agenda items old:

Tree Board Policy Ordinance

Center Street Park

Secretary for Park Board

Vandewalle Bike Study Proposal

Review meeting dates for rest of year, consider November and December holiday months

Next Meetings:

June 28, 2017 at 6:30 pm

Adjourn

Olsen/Swanson: Motion to adjourn at 9:12pm. Unanimously carried.

/s/ Ann Esarco, Park Board President

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