

**Board of Park Commissioners' Minutes**  
**Wednesday, September 27, 2017 – 6:30pm**  
**City Hall, Meeting Room 2A**

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

Staff Present: Blaine Oborn (City Administrator), Neil Waswo (Street Superintendent)

Public Present: Emily Karls, Andy Kerwin, Rod Brenner, Claire Mathison

**Approval of Minutes from prior meeting:**

Motion by Swanson/Kupsik to accept minutes of June 28, 2017 as presented.  
Motion carried.

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

None

**YMCA/Veterans Park Report**

Scheduled: Soccer Tuesday and Thursdays. Fall Basketball and Flag Football on Saturdays.

Fields are maintained by the YMCA even when games are not being played.

**Permits/Park Donations:**

Motion by Kupsik/Swanson to accept the Ginkgo Tree donation from Baha'i Temple for placement in Library Park including that the plaque be accepted as submitted.  
Motion carried.

Quickel/Kupsik motion to accept permit request as submitted: Alzheimer's Walk on September 15, 2018 at Library Park from 7am – 1pm. Permit is for the use of Library Park only, not for Shore Path.

Motion carried.

Kupsik/Hassler motion to accept permit request as submitted: Lakeland Community Church at Flat Iron Park on July 1, 2018 from 7am – 1pm, including the Brunk Pavilion.

Motion carried.

Kupsik/Swanson motion to accept permit request as submitted, with verification: Bunge Family Reunion at Seminary Park Pavilion on July 14, 2018. Verify with Bunge Family that there will not be the use pyrotechnics, or the selling of liquor, food or merchandise.

Motion carried.

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

Mr. Swanson reported that the Parks are in very good repair and commended City staff on their fine work. Minor items were brought to the attention of staff.

Vets Park play equipment vandalized. Equipment outdated and cannot be repaired, will need to be replaced.

Dunn Field and Vets Park had doors vandalized.

## **New Business**

Beautification Committee and BID suggest City Holiday Tree on Brunk Pavilion, decorate tree to expand the festive spirit of Lake Geneva into Flat Iron Park. Perhaps Beautification Committee can put up lights. Perhaps each year a business, BID, Club, etc. could sponsor the tree to help create a Winter Wonderland.

Section of Dog Park for small dogs only. Estimated cost in 2015 was \$6,100.

Motion by Quickel/Kupsik to carry forward to next meeting to allow time for additional information on cost and design.

Motion carried.

## **Old Business**

Vandewalle Bicycle & Pedestrian Plan first workshop is October 30, 2017 at 6pm at City Hall. Workshop will be announced in City Alert. Public Works will be the steering committee for this project.

Manning Way Park, equipment is in place, sidewalks and borders to be completed in early October. Manny Way Park is the first new park in the city in 22 years, and it includes an Adaptive Swing.

Tree Board Ordinance Policy, carried forward.

Contract at Veterans Park for concession stand is expiring. Operated by the same person for the last seven seasons. This past season was the slowest in sales. Weather and youth tournaments affected the sales. Current individual willing to continue.

Motion by Hassler/Kupsik to renew Mr. Brenner's contract for Vets Park for the next season. At the same price of \$1,500.

Motion Failed.

Motion by Swanson/Philipps to put concession stand operations out for bid.

Motion carried.

Flat Iron Park wind sculptures come down easily, but go back up with difficulty. Therefore they won't be taken down for Venetian Fest in the future. Mayor Kupsik suggested that the sculptor be contacted as he stated he would repair if needed. Also there is a sculptor in town that will donate time towards the repair if needed.

**Future Meeting Agenda Items Old:**

Tree Board Ordinance Policy – Need to distribute current policy before meeting date.  
Additional usage for Dunn Park/Disc Park

**Future Meeting Agenda Items New:**

Impact Fee Report  
Dedication for Manning Way Park

**Next Meeting:**

October 25, 2017 at 6:30 pm

**Other Meetings:**

Tree Board Meeting: October 25, 2017 at 6:00 pm (City Hall)  
Vandewalle Bicycle & Pedestrian Plan: October 20, 2017 at 6 pm (City Hall)

**Adjourn**

Schneider/Kupsik: Motion to adjourn at 8:32 pm. Unanimously carried.

/s/ Ann Esarco, Park Board President

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