

PARK AND RECREATION BOARD MINUTES
MONDAY, SEPTEMBER 3, 2019
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Tim Hallquist, Curt Gundrum, Peggy Kallenberger, Duane Lawson and Tina Bromberger.
Excused: Rick Conner.
Others: Mike Gerszewski and Kelli Yogerst.

7:00 PM Call to Order

Public comments for those items not included on this agenda: (Please be advised the Park and Recreation Board will receive information from the public for a three minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

1. Consideration of a motion to approve the Park and Recreation minutes of August 5, 2019 meeting.

Motion (Kallenberger/Lawson) to approve the Park and Recreation minutes of August 5, 2019. Carried (5-0).

Public Works Items

2. Discussion and possible consideration of a Banner policy-

Gerszewski explained the update to the banner policy and included copies of others communities policies on banners. There was discussion on percentages and administration fees. The Board also decided to eliminate the fee of 20% percentage, raise the fee for 1-3 days from \$20 to \$30 and add the requirement of a minimum of 6 grommets on a banner.

Motion (Hallquist/Kallenberger) to approve the Banner Policy with the elimination of the whole sentence in 2nd paragraph regarding charging a fee of 20% of total cost, to change the fee structure for 1-3 days from \$20 to \$30, and to add under the banners must comply with the following standards section to require a minimum of 6 grommets on the banner. Carried (5-0).

3. Discussion on a food truck policy-

Gerszewski said the food truck policy is and has been at the Village Attorney. He has spoken to one of the Attorneys at Von Briesen and the Attorney wanted to know what is trying to be accomplished with the policy. Gerszewski said he has not received a final answer back from him yet. He said for the most part the Attorney doesn't have a problem with the policy but

did talk about changing the language on the Health dept. licensing and make sure they provide it from the county. And the other comment he had was to open it to other counties and all counties will have the food trucks comply with similar regulations.

Motion (Hallquist/Gundrum) to table the food truck policy until a final answer is received from the Village Attorney. Carried (5-0).

4. Discussion and possible reconsideration of change to the Park Shelter Reservation form deposit fees.

Yogerst said she talked to staff and the interim administrator and she said everyone was copied on the memo she put together after talking to him that it will take a lot of time if we were to have everyone do a deposit. Because it takes a lot of time to process even a fee, and he strongly encouraged the Board not to have a deposit fee for everyone that rents a park shelter. Bromberger said the last paragraph in Yogerst memo addressed the question that everyone had which was had there been issues with damages at the shelters from renters, and Yogerst said there has not been any damages to the shelters. Kallenberger asked about different size of groups regarding damage and Gerszewski said there hasn't had problem with any size of group. Hallquist said he has walked by a shelter at Nixon and saw paper plates in the sand etc. He said that reason he wanted the deposit to be uniform was to cover protect the village. Bromberger asked why staff couldn't just hold the check and Gerszewski explained that the Village can't just sit on a check. He said the check is cashed, and then when refunded it is put on the voucher list and it has to go to the Village Board to be approved. Yogerst said Interim administrator said the Village could easily spend \$500-\$1000 of revenue on refunding checks. Yogerst said so far this year there has been 145 rentals and it would be costly on the staff end to process refunds. Gundrum asked if there was another way to approach this. Yogerst brought up possibly getting and retaining information in the case of needing to contact someone regarding damage. The question was asked if it was legal to hang on to certain information, and someone commented that they didn't believe it was legal. Hallquist said it is about consistency and Bromberger said but if consistency costs the Village more money, is it worth it. Hallquist said during the budget time would be the time to look at the fee structure. Yogerst said she can contact other communities and find out their policies and their fees.

Motion (Gundrum/Bromberger) to table until Yogerst gets information from other communities regarding their policies and fees. Carried (5-0).

5. Discussion and possible consideration of approval of revised Canteen Agreement with Flanagan-Dorn Post 294 American Legion-

This came about because after it was approved by the Park Board & Village Board, Gerszewski was approached by a representative from the Legion and he informed him that they had some changes they wanted to make. Gerszewski said they are minor changes, they changed using it for 4 months to only using it for 2 months June and July; May and August

were removed. Gerszewski said in #8 of the policy it breaks down to 25% for the Village, 50% for the Legion and 25% for HAAA. The Legion questioned the 50% for the electric but Gerszewski explained it to him and it basically works out to about \$30 a month for the electric bill. Gerszewski said the other change was they took out the renewal of the policy at their meeting and the renewal of the policy will now take place in the month that the policy is signed annually. Hallquist asked that the word appointed be added in #11 before the word board members since they are not elected.

Motion (Bromberger/Gundrum) to approve the revised agreement with the addition of the change of the word appointed being added in #11 before the word board. Carried (5-0).

6. Discussion and possible consideration of a request by the Lake Country Chiefs Football organization to hold a fund raising event in Nixon Park, Jason Volk.

Dave Volk for the Lake Country Chiefs was present and explained they would like to hold a fundraising event at Nixon Park for Team Emma. Emma has terminal brain cancer and her dad is one of the Chiefs 6th grade coaches and her brother is on that team. He went on to say they are trying to put together a fundraiser to help the family as they consider Emma and her family as part of the Chiefs family. He said they are looking to hold it Homecoming weekend and Pat Endters has volunteered to help them with the beer and soda from the Beer Garden. He said they would like to have a pig roast and a band. They will be putting out fliers and on social media. He asked if they are able to do this, he asked what the Park Board needed from him. Hallquist said just the plan on what they plan on doing. Mr. Volk said there may be bouncy houses and Hallquist asked if they put in stakes for the bouncy houses they need to contact digger's hotline. The question of parking came up, and street parking was suggested and the upper and lower lots of the park. Hallquist said the bathrooms would still be open. The time of the event will be 3-9. Hallquist suggested reserving the pavilion and he also brought up the possibility of waiving the fees, but the Board would have to vote on it. There was brief discussion on the deposit fee. Mr. Volk is hoping the businesses and community will donate as the medical bills are mounting. Lawson asked who would be liable if there were injuries and Mr. Volk said their insurance policy is on file.

Motion (Hallquist/Kallenberger) to waive the fee for the fundraising event on September 28th at Nixon Park Carried (4-1) Bromberger opposed.

Motion (Hallquist/Gundrum) to approve the use of Nixon Park on September 28th, 2019 for fundraising event by the Lake Country Chiefs football organization. Carried (5-0).

Recreation Director items-

7. Discussion on upcoming Trailtessa.

Yogerst introduced Pat Witkowski a volunteer from the Ice Age Trail Alliance who was present to explain the event. She said IATA and the REI are hosting an event to engage

women in Nature at the Hartland Marsh and these events are called Trailtessa events. She said it will take place Saturday October 12th and one of the events will be a stewardship event. She said it is from 8:30-1:30 for up to 60 women and they would like to use the shelter there along with a portable toilet. She said they will be cutting out invasive species, cutting it out, piling it and then burning it in February or March when there is snow cover.

Other items for consideration

- 8. Announcements: It is not completed that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.**

Hallquist brought up the subject of #5 in the Fine Arts Center policy, especially with the upcoming fundraiser the Lake Country Chiefs will be holding. It was decided to add the Fine Arts Center policy to the agenda on an upcoming agenda of a slow month. Gerszewski said they are working thru the budget process and presented the park budget to Bailey and will go to the Village Board on the 19th. He said he will be putting it on the October agenda for the Park Board to see. Gerszewski also gave an update on the August 24th Bark River cleanup and Hallquist said another one will take place on the 19th.

9. Adjourn

Motion (Bromberger/Kallenberger) to adjourn. Carried (5-0). Meeting adjourned at 7:48 PM.

Respectfully submitted
By Recording Secretary,
Deidre Bushey
Deputy Clerk