

(Approved)

## PARK & RECREATION COMMISSION MINUTES

May 5, 2016

Brillion Community Center

4:00 PM

**CALL TO ORDER:** Al Ebert called the meeting to order at 4:00PM.

**ROLL CALL:** Present were Al Ebert, Andy Geiger, Mark Rajkovich (arriving at 4:08 PM), Dennis Miller, Joe Behnke (arriving at 4:05 PM), and Alderperson Vicki Shafran. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Recreation Director/Aquatic Coordinator Ann Marx. Absent were Dawn Dietrich and Mayor Gary Deiter.

### APPROVAL OF THE AGENDA:

**Motion** – Geiger moved to approve the agenda. Seconded by Miller. Motion carried unanimously.

### APPROVAL OF MINUTES – APRIL 7, 2016 REGULAR MEETING:

**Motion** – Geiger moved to approve the April 7, 2016 Regular Park & Recreation Commission meeting minutes. Seconded by Ebert. Motion carried unanimously.

### CHAIRMAN'S REPORT:

No Report.

### VISITORS:

None.

### DIRECTOR REPORTS:

#### A. Community Center:

##### 1. Facility Report:

The Monthly Usage Comparison Report was reviewed by the Commission.

##### 2. Landscaping/Concrete Work:

Marx reported she received two (2) bids from three (3) different contractors. The first bid is to pour concrete on the existing foundation wall to the existing slab, repair concrete by grate, and pour new sidewalk to the slab. Prices for this bid ranged from \$4,200 - \$5,727. The second bid option was to cut off and remove 2' off of the old foundation and concrete and plant grass to the existing slab, repair concrete by grate, and pour new sidewalk to the slab. Prices for this bid ranged from \$2,390 - \$4,200. She stated that KMS Concrete was low bid of \$2,390.

Behnke suggested concrete be poured on the south side of the power box. Geiger asked if KMS would give a reduction for concrete that City Staff can remove. Marx will check on this.

**Motion** – Behnke moved to approve the bid from KMS for \$2,390. Seconded by Miller. Motion carried.

Marx reported she met with Dawn Dietrich to look at planters and picnic table options. She stated they decided on a round concrete planter from Wausau Tile. They suggested purchasing five (5) planters at \$394 each. She reported they also suggest purchasing three (3) square concrete picnic tables; two (2) regular and one (1) handicapped at \$853 each. It was suggested to have the tables made with a hole for an umbrella. Umbrellas could be purchased at a later date.

**Motion** – Behnke moved to purchase two (2) regular picnic tables and one (1) handicapped picnic table from Wausau Tile at \$853 each with an umbrella hole and five (5) round planters at \$394 each. Seconded by Geiger. Motion carried.

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Benches may be purchased at a future date.

**3. Floor Scrubber:**

Marx reported she received prices for a floor scrubber. She recommended purchasing the floor scrubber for \$1,950 from Rae-Cor.

**Motion** – Geiger moved to approve the bid from Rae-Cor for the 14” floor scrubber in the amount of \$1,950. Seconded by Rajkovich. Motion carried.

**4. Arbor Day:**

Marx reported Tree City Arbor Day Celebration was held on Friday, April 29<sup>th</sup> and a tree was planted at the Brillion Community Center.

**B. Aquatics:**

**1. Patron Comparison:**

The Patron Comparison Report was reviewed by the Commission. Shafran questioned why rates for non-residents are higher than residents. Marx explained City of Brillion residents pay taxes for the building and services.

**2. Staffing Certification Update:**

Marx reported that Alanna Ortiz received her CPO (Certified Pool Operator) certification. She also reported that Ortiz and Carolyn Henzi are now certified lifeguard instructors.

**3. Annual Pool Inspection:**

Marx reported the annual pool inspection went well. The chemical tester is over two (2) years old and need to be replaced. This will be purchased before next inspection in December.

**C. Recreation:**

**1. Baseball Program:**

Marx reported they created a 7<sup>th</sup> grade team and an 8<sup>th</sup> grade team. They are trying it this year so that kids have played together at tournament time.

Marx will need to purchase new uniform tops next year.

**D. Parks:**

**1. Picklball Lines:**

Marx reported the lines will be done soon.

Miller reported this sport is increasing in popularity. He suggested advertising in the Valley to get some teams to come here.

**4:55 PM – Vicki Shafran left the meeting at this time.**

**2. ATV Park:**

Gosz reported she and Marx met with Police Chief Mignon and Lieutenant Schend to establish rules for the ATV Park. Gosz distributed the proposed rules to the Commission. Gosz explained the Park would only be open from May 1<sup>st</sup> until November 1<sup>st</sup> from the hours of 9:00 AM until 6:00 PM. Users would have the option of purchasing a City Annual Permit or a day pass which would be purchased on-line. Dirt bikes will no longer be allowed in the Park.

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**Motion** – Ebert moved to recommend to City Council the Brillion ATV Park Rules with changes contingent on the Police Chief and the City Attorney review. Seconded by Geiger.

Geiger stated the Rules should be consistent with City ATV Ordinance. Gosz reported the Police Department will monitor the Park when it is open to make their presence known.

Motion carried.

Geiger suggested taking the jump mound down and using the dirt for the berm. Gosz stated DPW Staff will be working on this.

**OLD BUSINESS:**

Marx reported East Central Wisconsin Regional Plan Commission has begun work on Peters Park Conceptual Plan.

**NEW BUSINESS:**

Marx reminded the Commission of the Optimist Club Fund Raiser for the Splash Pad at Cobblestone Creek Dining and Banquet.

**ADJOURNMENT:**

**Motion** – Geiger moved to adjourn. Seconded by Ebert. Motion carried. The meeting adjourned at 5:07 PM.

Lori Gosz  
City Administrator/Clerk-Treasurer