



## OFFICIAL PUBLIC NOTICE

### MEETING OF THE PARK BOARD

MONDAY, DECEMBER 23, 2024, AT 5:00 PM

---

COMMUNITY CENTER MEETING ROOM, 1050 N. ORANGE ST., RICHLAND CENTER, WI 53581

---

#### MINUTES

**CALL TO ORDER:** Meeting was called to order at 5:00pm by President Elliott, and a quorum was present; the meeting had been properly noticed.

**ROLL CALL:** Park Board members: Pat Elliott, Kathryn Lewandowski, Allicia Woodhouse, Brad Wegner, Chad Cosgrove, Jodi Mieden. Absent: Larry Hallett, Mark Chambers.

**APPROVAL OF MINUTES:** Motion by Woodhouse to waive the reading of the minutes of the last meeting(s) in lieu of printed copies and approve the same, 2<sup>nd</sup> by Lewandowski. Motion carried unanimously.

#### DISCUSSION AND ACTION ITEMS:

**2. Discussion and possible approval of a rental fee waiver/discount for RC Santa Teresa Sister City Project.**  
The group is a 501(c)3 so it is approved at a 25% discount. Motion to approve by Cosgrove, 2<sup>nd</sup> by Lewandowski. Motion carried unanimously.

**3. Discussion and approval to accept a donation from Allied Machinery for the 2025 fireworks display.**  
Plant Manager Dave Lomas from Allied Machinery talked to the Zoning Administrator, Matt Williams during a meeting about wanting to help the city out in any way that they can. Oliphant suggested asking if they would be willing to donate to the city fireworks, and he was more than happy to donate. I reached out to Lomas to discuss his thoughts, and he was willing to donate \$500.00 to the 2025 fireworks show. Recommendation to apply the donation towards the budgeted \$17,000.00 making our cost \$16,500.00 for the fireworks display. Motion by Woodhouse to recommend finance to accept a donation from Allied Machinery of \$500.00 for the 2025 Fireworks show. 2<sup>nd</sup> by Wegner. Motion carried unanimously.

**4. Discussion and approval of 2025 rates for Shelters, Community Center and Recreation.**  
Mieden presented a Reviewal of fees for the 2025 year. The last price increase was for 2023. (9%) Pool passes and Rec programs prices to remain the same. Rec fees from sanction groups to remain the same. All of these will adjust in 2026. Community Center and Shelter prices will increase. Motion by Cosgrove to approve 2025 pricing structure for Community Center, Shelters and Recreation programs. 2<sup>nd</sup> by Wegner. Motion carried unanimously.

**5. Discussion on planning timeline for the 2026-2031 Comprehensive Outdoor Recreation Plan.**  
Mieden presented a proposed timeline for CORP completion for 2026-2031. Plans include involvement with the current SW Wisconsin Regional Planning CIP, Public Works Committee, and the ADA Committee to align goals for current and future parks and partnerships. Lewandowski had some concerns with the current plan and requested clarification to her points, as well as links for the current CIP as well as the State CORP. The board will work through the plan in the coming months to assure it's completion before 2026.

**APPROVAL OF BILLS:** *Approval of payment of the monthly bills.*

Motion by Lewandowski to approve December Bills. 2<sup>nd</sup> by Woodhouse. Motion carried unanimously.

#### MONTHLY BUDGET REPORT

Revenues for 2023 vs 2024, November 25-December 23 were provided, as well as expenditures/revenues for the year.

**SENIOR COORDINATOR'S REPORT:** The Senior Center has been very busy in the past few weeks. Breakfast by Our House continues to be very popular. They will be here each month on either the 2<sup>nd</sup> Thursday or the 4<sup>th</sup> Thursday. They start serving at 8:00 and usually are finished by 9:00. They serve biscuits and gravy, fruit, yogurt, orange juice, and milk. Breakfast is free and very much appreciated by all who enjoy it. Chess on Wednesday mornings has brought a few more individuals in that enjoy playing chess. We will teach it if someone would like to learn how to play it. The pool table is used almost every day and the people who play appreciate having a place to play.

The Senior Citizen group had their Christmas party on Thursday and unfortunately it snowed. Many attended but not all wanted to because of the weather. The people who work on the jigsaw puzzles just completed a beautiful puzzle of the nativity. It was a difficult puzzle, but they did complete it before Christmas. Several people are registering for the trips in 2025. This is great and the Senior Center will receive \$20.00 for each person registered through us. Four trips to the Diamond Jo Casino are scheduled in 2025.

**DIRECTOR'S REPORT:** Rotary Lights is going well with only a few weather-related cancellations. TC Networks notified me on the 20<sup>th</sup> that a camera on the Rotary trail was out of commission since November 13. They were going to try to remote in to see if they could fix the problem, waiting to hear progress as it is still off. Emailed 12/19/24 as camera is still offline and included Glasbrenner on the email. The story hour with Tiny Acres filled up with 35 kids, they brought a wallaby & kangaroo for the kids to interact with, as well as make a craft. We will be an authorized ASH Fitness location and will be able to offer a free individual pass for members of Silver & Fit (65+) or Active & Fit (18-64). We would be paid \$84 max over the course of the year by participants attendance (12 visits max). This will be more than our Resident pass at \$75. I am also looking at the Silver Sneakers program but have not been contacted. Renew Active got back to me and was willing to reimburse \$40 (65+) or \$60 (18-64) but I couldn't charge the balance, so I declined.

Mieden presented Public Works News: **Dugouts-** Glasbrenner will hire Vierbicher to draw up official plans and finalize the packet of information before we meet with Rick Ermilio and Ryan Chapin. Do-it Center was contacted but did not have the resources. **Splash Pad Shade-** Putting together official plans for a 20'x20' quick release, 90% UV, PVC (like a trampoline) blue shade on posts from a company called Willy goat for around \$6800 and will present to the Rotary Club at that time to see if they are willing to donate for materials. The Maintenance Department would install posts. Staff would install and take down shade seasonally like the umbrellas. **Ice Rink-** the Ice Rink will not happen this year due to short staffing and fickle weather. Glasbrenner plans to purchase a liner and 2x6's for next season and plan/prepare for it for 2026 winter season. He will also plan to sell the 2011 Zamboni that has not been used since Terry Sime worked here. He believes he can still get a very reasonable price for it and can put the funds towards other things needed. **Truck sale-** Plans to sell the 2011 Ford F350. **Airport-** Working with the BOA on the airport runway crack-seal project in 2025 through a cost share 80/20 State/Sponsor program. **The City Memorial Tree Program-** has been suspended by Council until further notice, due to deferred maintenance challenges. An annual check-in/coordination with Tree Board will be held. Cemetery GIS system-project is almost complete. **Picnic tables-** being painted and repaired inside the cemetery garage to allow them to cure longer inside in hopes the paint will last longer. **The new Lead-** will start on January 20<sup>th</sup>.

**PARK BOARD PRESIDENT REPORT:** Nothing to report but wished all a Merry Christmas!

**REPORTS, REQUESTS, CONCERNS:** Members would like to see the future Buildings & Grounds lead attend the Park Board meetings as it is a valuable communications tool to assess immediate needs. They agreed that communication was good in the past when the lead attended. An idea was presented about an online index for memorial trees/plantings instead of markers that need maintenance.

**SET NEXT MEETING DATE:** 4th Monday of the Month. January 27<sup>th</sup>, 2025, at 5:00pm.

**ADJOURNMENT:** Motion to Adjourn by Wegner. 2<sup>nd</sup> by Cosgrove. Motion carried unanimously.