



## OFFICIAL PUBLIC NOTICE

### MEETING OF THE PARK BOARD

MONDAY, MAY 13, 2024 AT 5:00 PM

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

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#### 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, Alicia Woodhouse, Larry Hallett (virtual), Brad Wegner; Chad Cosgrove, County Board, Jodi Mieden. Absent: Mark Chambers, City Council

**APPROVAL OF MINUTES:** Motion by Hallett 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 Wegner. Motion carried unanimously.

**ELECTION OF OFFICERS:** Citizen member Larry Hallett, City Council member Mark Chambers, and County Board member Chad Cosgrove were appointed and confirmed at City Council 4/16/24. Hallett nominated Pat Elliott for President, 2<sup>nd</sup> by Cosgrove. Motion carried unanimously. Woodhouse nominated Kathryn Lewandowski for Vice President, 2<sup>nd</sup> by Elliott. Motion carried unanimously.

#### DISCUSSION AND ACTION ITEMS:

**3. Discussion and possible approval of discount pool passes for the Brewer Public Library.**

Mieden reported that it was requested to credit them for unused passes, and more passes were to be purchased with our agreement for ½ price. Motion to approve the credit and agreement made by Woodhouse. 2<sup>nd</sup> by Cosgrove. Motion carried unanimously.

**4. Discussion and possible approval on the following Sanctioned Recreation Groups:**

**A. Hornetz Basketball- Men's Basketball League, RC Youth Volleyball Camp**

**B. Hornet Summer Volleyball- Women's Volleyball League**

**C. Richland Center Church League- Co-ed Softball League**

**D. Richland County 4H Leaders Association Co-ed Softball League**

The board agreed that there have been no issues with any of the Sanction groups and enjoy seeing the participant numbers growing and fields being used. Motion to approve the Sanctioned Recreation Groups by Hallett. 2<sup>nd</sup> by Wegner. Motion carried unanimously.

**5. Discussion and possible approval of Grandma's Ice Cream permit to sell in all City Parks for 2024 season.**

The board agreed that there have been no issues with the ice cream sales for any of the Sanction groups, as many have not had concessions either way. Motion to approve the permit by Lewandowski. 2<sup>nd</sup> by Cosgrove. Motion carried unanimously.

**6. Discussion and possible approval of a Youth Recreation Scholarship Policy and Application.**

Mieden reported that the department has been fundraising for youth recreation program scholarships. A policy and application were needed and created to allow the use of the funds. Per the attorney, the new policy would need to state that "all information will be kept confidential unless ordered by law". The form and application were approved with the changes. Motion by Wegner to approve the policy and application with requested changes. 2<sup>nd</sup> by Cosgrove. Motion carried unanimously.

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

6. Motion by Cosgrove to approve March 2024 Bills. 2<sup>nd</sup> by Wegner. Motion carried unanimously.

**SENIOR COORDINATOR'S REPORT:** The Diamond Jo Casino Trip went very well on Thursday, April 26<sup>th</sup>. I had 52 paid passengers and made \$495.00 in profit on the trip. The next Diamond Jo Trip will be on Thursday, June 13<sup>th</sup>. The cost is \$35.00 and includes \$10.00 free play and a \$15.00 lunch ticket. Since the first of the year, I have deposited \$175.00 in coffee money. The Bingocize with Tanya from the ADRC is going very well. They meet 2 times a week in the meeting room, and she has about 14 people registered. We have one more movie on the big screen in the meeting room this month on Thursday, May 23<sup>rd</sup>. We will discontinue the movies until late August, because the meeting room is used for kids' programs during the summer. The euchre tournament continues to be very popular.

**DIRECTOR'S REPORT:** Mieden reported that during the month of April, the Community Center continued to be very busy with rentals, open walkers, & lots of kids for open gym. Shelter and garden rentals are beginning to ramp up for the season. I predict a busy summer for campground rentals. Applications are starting to come in, and I am attending Job Fairs in the area to promote. So far, I am looking good for Coaches, but will be really pushing hard for lifeguards. Our 2024 Spring/Summer recreation programs are filling up with kids and we are ready for a great Summer. SQL registration program renewed for another year as is, but I will be looking at adding a POS Module in the future that could be in 6 month increments to have at WAC Concessions and possibly a CLOUD upgrade that could be free for year 1. I have begun the process of ordering what we need for the Aquatic Center. Midwest made the 1<sup>st</sup> delivery, so we are ready for start-up in May when Neuman/McGuire/Culligan comes. Concessions have been pre-ordered from Holiday Wholesale and Pepsi, and we now serve sodas inside concessions as the outdoor machine was removed due to poor sales. Pool Passes are starting to sell. The maintenance department will plan on filling in under the slide with new mulch from the season's tree cutting. New guard tubes were ordered as we only had 3 usable tubes from last year. The Parks water has been turned on and the shelters are open for business. Port-a-potties are all set for the season. Youth Sports Sanction Groups RARYS and RYBS have started their seasons and there are a ton of kids sharing the parks. There are still issues with shared sports fields, but both groups are working together to keep kids safe. There are parking issues that have been dealt with using temporary NO PARKING signs from RCPD. The RSD Joint Use Agreement was approved at Council, as well as the Chrome Fireworks Contract. The Historical Sign was tabled at finance as the type of signage needs to be determined for accurate cost. I have been meeting with Jasen Glassbrenner and Karin Tepley for Wayfinding signage for the City and we are almost done with approvals on their designs and will get signs into production in May. Maintenance has begun mowing and has repainted all the spring toys and they look amazing. Shelters have all been opened with garbage and picnic tables. They will be replacing a couple of mowers, one zero-turn and one sub-compact tractor.

**PARK BOARD PRESIDENT REPORT:** Elliott reported that he has been working with Mieden to clean and set up the pool for the season. Board members request that he keep track of his hours to note for a possible hired position in the future.

**REPORTS, REQUESTS, CONCERNS:** City Attorney Michael Windle was on hand to introduce himself and discuss that he has been charged with reviewing all the Boards and Committees within the City of Richland Center. He stated that he was looking for information from Board members supporting their mission and offering future training on Open Meetings and Public Records laws. The Board responded with their concerns and would report to him so he then could report to Council on his findings.

**SET NEXT MEETING DATE:** Second Monday of the Month. June 10th, 2024 at 5:00pm.

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