



OFFICIAL PUBLIC NOTICE

MEETING OF THE PARK BOARD

MONDAY, JULY 29, 2024 AT 5:00 PM

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

Teams Meeting: https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjAxMjJiMjMtN2YzNS00NzY0LTg3YTgtMGUwODU2ZGZhYTYw%40thread.v2/0?context=%7b%22Tid%22%3a%2214038f70-880a-4544-99f2-5408da444e94%22%2c%22Oid%22%3a%225a687dce-01a1-4ccb-9c60-934fe73d83fb%22%7d

Meeting ID: 275 002 727 261 Passcode: meS5HC

AGENDA

CALL TO ORDER: *Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

APPROVAL OF MINUTES: *Motion to waive the reading of the minutes of the last meeting(s) in lieu of printed copies and approve the same.*

- 1. Minutes from July 8th, 2024 meeting

DISCUSSION AND ACTION ITEMS:

- 2. Discussion about a historical plaque to be placed at Krouskop Park at the "original home plate" location.
- 3. Discussion and possible recommendation to accept a bid for the Splash Pad concrete project for a future shelter.
- 4. Resolution to accept a Non-monetary donation of a Shelter, concrete slab and walkway at the Woodman Aquatic Center Splash Pad.

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

- 5. Approval of July Bills

DIRECTOR'S REPORT

PARK BOARD PRESIDENT REPORT

REPORTS, REQUESTS, CONCERNS: *No action will be taken on any matter originating under this item.*

SET NEXT MEETING DATE: *Fourth Monday of the Month, August 26th, 2024.*

ADJOURNMENT

Posted this 25th day of July, 2024 by 4:30 PM.
Copy to the official newspaper the Richland Observer.

Ashley Oliphant, City Clerk/Treasurer

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581

or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.

MEETING OF THE PARK BOARD

MONDAY, JULY 8, 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, Alicia Woodhouse, Brad Wegner, Mark Chambers, City Council, Larry Hallett, Jodi Mieden. Absent: Chad Cosgrove, County Board.

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, 2nd by Lewandowski. Motion carried unanimously.

DISCUSSION AND ACTION ITEMS:

2. Discussion about Krouskop Park ballfield lighting concerns.

Kaleb Frawley and Grant Worthington attended on behalf of the RC Church League Softball league to express their concerns on the state of the fields on Krouskop #5 and #6. The items brought up were lighting, safety, bases location/condition, benches condition, overall surface conditions, fencing and weeds. They expressed that they are willing to help in any way possible and want to be part of the solution instead of just posting their complaints. Mieden will meet with Reed in maintenance and Gald in Utilities to discuss further action on all discussions and will research past files on LED lighting that Fry had put together. Both gentlemen express willingness to help with any grant writing, funding and whatever else they could do. All agreed that we needed to do a full inspection on the park and evaluate our vision as things are deteriorating and it is a bad look for the growing city.

3. Discussion and possible approval of a fee discount/waiver for St. Luke EL Church's picnic shelter rental.

Mieden mentioned that 2024 so far, all churches have been rewarded with a 25% Non-profit discount and recommends that instead of full waiver. Motion to approve the Shelter fee discount by Chambers. 2nd by Wegner. Motion carried unanimously.

4. Discussion and possible approval of a Recreation Department Code of Conduct Policy.

Mieden supplied all pages for the board members, and Woodhouse agreed it would be a good idea to have it in place for a paper trail for any Recreation event. All expectations will be the same across the board all areas of Recreation. Motion to approve the policy by Hallett. 2nd by Woodhouse. Motion carried unanimously.

5. Discussion and possible approval of Resolution to accept a monetary donation from the Rotary Club for a shelter at the Splash Pad.

Keith Behling was in attendance to discuss a change in plans for the new shelter. Originally, Rotary voted to be a monetary sponsor for the shelter and concrete, but after some speculation, they decided to purchase the shelter on their own and the City would go for bids for the concrete. City departments could possibly do site prep and then go for bids for the rest. The shelter would be 12'x16' and would have a concrete pad to be placed next to the splash pad with a walkway connector. Behling asked members to work with the club to get other possible donations. Wegner and Chambers volunteered to talk to possible donors. All agreed on the shelter design and thanked Behling for all his hard work on the

project. Motion to approve the resolution to accept the donation by Hallett. 2nd by Chambers. Motion carried unanimously.

Item 1.

6. Discussion and possible approval of adjusting the date of Park Board's monthly meeting.

Mieden shared reasons to switch the meeting to the last Monday of the month. The main reason is billing. The City Council went to one meeting a month, causing a large gap of time between Park Board bill approval and Council meeting approval to pay. If the meeting is moved it will happen the week before the Council meeting and would diminish the waiting time. The Board agreed it would be more convenient and no one had any issues with changing but decided it would be best to do the 4th Monday of the month instead of the last. For the month of July, it would be the last Monday, as it would work to approve all shelter content in time for Council to meet August 6th. Motion to approve the meeting change to the 4th Monday of the month by Wegner. 2nd by Woodhouse. Motion carried unanimously.

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

Motion by Wegner to approve May Bills. 2nd by Woodhouse. Motion carried unanimously.

MONTHLY BUDGET REPORT: Mieden presented revenues comparing June 2023 to June 2024.

SENIOR COORDINATOR'S REPORT: The trip to the Diamond Jo Casino on June 13th went very well. We had a total of 47 paid passengers and after WARCO Bus Company was paid we had a profit of \$320.00. The next trip to the casino will be on August 22nd and I am hoping there will be more people able to go. The motorcoach has 56 seats, and it would be nice to fill it. I deposited another \$80.00 in coffee money in June and a total of \$255.00 has been deposited this year for coffee. The euchre tournament to raise money for scholarships this past Saturday and another \$66.00 can be added to the total raised in the previous 2 tournaments held in 2023. Our House had their first free breakfast at the Senior Center last Thursday. They served biscuits and gravy, and it was well attended. The Richland Area Senior Citizens have a potluck in the Senior Center on the 3rd Thursday of each month. The group has added many new members in the past few months. This is such a nice way for Senior Citizens to meet others and have a great day of socialization. After the potluck many stay and play either a card game or Rummikub.

DIRECTOR'S REPORT: Our 2024 Spring/Summer recreation programs continue to be well attended and kids are having tons of fun, and Jena and I are being heavily sweetened with the cooking camps. Some new bases were ordered to replace some that were in need. Also, a tennis net was purchased to replace a failing net as we were getting a lot of complaints about it. July is NPRA Park & Recreation Month, and some fun is planned for kids including an art contest and a scavenger hunt in the park for prizes. We are also offering a free popsicle or ice cream sandwich on the 17th. A new height requirement sign was made for the bottom of the slide due to some complaints from staff and guests. One of our lap lanes broke as well as a few winterizing pipes in the pump room and were fixed by the maintenance department. Our Frazil machine is once again on the fritz, service was ordered and found a bad compressor. We have had nothing but issues with all the so-called "new" machines they give us and have more down time than working time, so I am planning on finishing out the year, if it works, and looking at other options for slushies for next season as they are very popular. With the constant rain, our concessions area continues to flood and bring skeeters and unwanted splashing, so we will need to address a future solution for drainage. For now, we have been pumping and using the shop-vac or buckets. The rain has also caused flooding issues in the splash pad, but I was able to flush out the extra water in the surge tank and resolve the issue. Still learning new things every day! We were able to get the retired City Council iPads and utilize Square for the Concession stand and daily pass sales and totals have been 100% on since we got our own wifi connection to the City instead of the public wifi (spotty service), so really no need to upgrade SQL up to 3k/year for similar services. I will be requesting work done by the Waste Water Department in the pump room with bad valves and leaking pipes as they work

with similar products and will do the work for materials only. Maintenance worked with RCThunderfer group with tables and garbage cans, and it was the best day the event has seen in a long time for weather and attendance, and the fireworks were spectacular as well. Rockwell Automation is paying their staff to volunteer in the parks, and we plan to have lots of great jobs for them to do. We have welcomed a few also doing community service to pull weeds around the building. Spencer, Tess and I are working together with Ashley and Jasen to streamline the Maintenance jobs in lieu of the many complaints that took place this spring season. We are looking at organizing sections of town and maximizing the tools we have. These will be ongoing team meetings until we think we have the job done. I was notified that Jim Patch will be donating to the pool. Once the check is received, I will update on it.

PARK BOARD PRESIDENT REPORT: Discussed working with Mieden and Behling at the splash pad on the shelter item.

REPORTS, REQUESTS, CONCERNS: Lewandowski inquired about the leaking drinking fountains at the pool and was concerned about wasting water and Wegner mentioned need for more seating at the pool.

SET NEXT MEETING DATE: Last Monday of the Month. July 29th, 2024, at 5:00pm.

ADJOURNMENT: Motion to Adjourn by Wegner. 2nd by Hallett. Motion carried unanimously.

Request For Bids- Concrete Pad & walkway near the Woodman Aquatic Center Splash Pad for a future shelter.

Richland Center Park & Recreation Department

REQUEST FOR BIDS – CONCRETE SLAB AND WALKWAY FOR FUTURE SHELTER SITE

The Richland Center Park & Recreation Department is requesting bids for a 17 ft wide x 20 ft long concrete slab & 8 ft wide x average 7 ft long walkway connector at the Woodman Aquatic Center Splash Pad area for a future shelter.

REQUEST FOR BIDS – SITE PREP GRADING, GRAVEL BASE

The Richland Center Park & Recreation Department is requesting bids for site prep to include sod stripping & topsoil to subgrade, 6” compacted aggregate for a 17 ft wide x 20 ft long concrete slab & 8 ft wide x average 7 ft long walkway connector at the Woodman Aquatic Center Splash Pad area for a future shelter.

Site address: 1055 N. Orange (7th Street side) with a Site showing available Monday, July 22nd at 5:00pm.

If you have any questions, please contact Jodi Mieden at (608)604-6608 or (608)647-8108 ext. 7

Bid packets are available at the City Clerk’s office.

Bids must be submitted no later than 1:00 pm on Thursday July 25th ,2024.

The Park & Recreation Department will review bids on Friday, July 26th. The Park Board will recommend to the Common Council who is expected to award the bid at the August 6th meeting. Desired completion date by May 10th, 2025.

Submit bids (clearly marked as Splash Pad Concrete slab & walkway) to:

ATTN: Jodi Mieden, Park & Recreation Department, 450 S Main St., Richland Center, WI 53581

OR email to: jodi.mieden@richlandcenterwi.gov

The City of Richland Center reserves the right to reject any and all bids. All bids are subject to City Council approval. The City of Richland Center is an equal opportunity employer.

Bid Specifications for site prep, concrete slab and walkway

Please include this initialed checklist with bid.

The following are the minimum specifications.

Yes No Initials

 X NA Site prep & grading, sod stripping & top soil to subgrade, elevation to mimic pool surface under chain link fence. Runoff free flow to 7th Street sidewalk.

 X NA 6" layer of compacted aggregate base.

X NA 5" thick concrete slab for shelter area with 12" wide thickened edges and post surrounds with 4ft control expansion joints. All thickened edges and post surrounds concrete to be 8" thick for concrete slab. Reinforced with 3/8" rebar 16" O.C. supported with concrete brick or rebar chairs.

X NA 5" thick concrete slab for walkway with 4ft control expansion joints. Reinforced with 3/8" rebar 16" O.C. supported with concrete brick or rebar chairs. Connecting to existing splash pad concrete.

X NA Concrete mix: 3/4" max aggregate and 6 bag mix. Air entrained.

X NA Curing compound per manufacturer's specifications.

 X NA Center point of slab to be positioned on center point of building end wall per drawing.



27589 US Hwy 14
Richland Center, WI 53581
(608) 647-3551
office@augelliconcrete.com

PRICE QUOTE FOR: Richland Center - Woodman Aquatic Center Splash Pad for future shelter
BID DATE: July 25, 2024 1:00 PM

Line #	Description	Quantity	Unit	Unit \$	Total
	17' Wide X 20' Long Concrete Slab 5" thick with 8" thickened edge with rebar	340.00	SF		
	8' Wide X 7" Long Pathway 5" thick with rebar	56.00	SF		
	Lump Sum	1.00	LS	\$10,000.00	\$10,000.00
	TOTAL AMOUNT OF BID				\$10,000.00

NOTE:

- All subgrade to be +1" under curb, -2" under sidewalk and within -1" for paving.
- Extra fill or base material to be supplied by others.
- No traffic control included.
- Each additional mobilization is \$1,500.00
- No excavation, removals, backfill or saw cuts are included in pricing unless they are listed as a pay item
- No cold weather protection is included in the pricing unless it is listed as a pay item
- No layout or staking included in the pricing unless it is listed as a pay item
- No Bond Money has been included in the above bid.
- A concrete washout spot is required. Augelli Concrete will not be responsible for concrete pick up.
- All invoices will be billed by actual quantities placed.

Please take notice: There will be only 1 return visit for any warranty work (punch list), whether you choose to do it right away or in 12 months from the date concrete work is completed. But only 1 trip back.

Additionally please note: Once you are on the schedule, you will need to give a 48 hour notice of cancellation if you will not be able to meet that schedule to allow us time to make other arrangements.

This quote is valid if accepted within 30 days or as otherwise stated on proposal. Please sign and return this proposal if accepting the quoted price.

ALSO PLEASE NOTE: All projects will need a MINIMUM of a 2 weeks notice of when we are to be on site due to the concrete shortage and scheduling issues the industry is currently experiencing.

Augelli Concrete & Excavating, LLC is an Equal Opportunity Employer and Union Contractor

Customer Acceptance:

Company

Authorized Signature and Date

2024 ACCOUNT PAYABLE LISTING

Item 5.

PARK BOARD

Meeting Date:

07/29/24

VENDOR NAME (Alphabetical)	ACCT #	DESCRIPTION	AMOUNT
Monthly Bills:			
Amazon	55410-520	WAC Supplies- ink, register, chem signs, office	\$ 225.31
	55200-640	REC Supplies- camp supplies returned credit	\$ (29.95)
Crotsenberg, Madilyn	55410-410	WAC Training- Work Permit Reimbursement	10.00
Dollar Tree	55200-640	REC Supplies- camp supplies	\$ 7.50
Durst, Liz	46610-000	REC Program refund for low attendance	\$ 25.00
Holiday Wholesale	55410-700	WAC Concessions	\$ 4,445.96
Kunz, Paige	46632-000	Camping Refund	15.00
Kwik Trip	55200-640	REC Supplies- camp supplies	\$ 20.13
Pepsi Cola of La Crosse	55410-700	WAC Concessions	\$ 1,242.50
Rhyme	55200-520	CC Supplies- paper	\$ 52.74
Schmidt, Jane	46610-000	REC Fees- Wild Water Workout instructor	\$ 235.00
US Alliance Fire Protection	55200-480	CC Maintenance Annual sprinkler system Inspec	\$ 1,465.00
Walmart	55200-640	REC Supplies- camp supplies	\$ 632.58
	55410-520	WAC Supplies	\$ 105.30
Walsh's ACE Hardware	55410-520	WAC Supplies	\$ 35.97
We Energies	55200-310	CC Heat	\$ 81.65
Wil-Kil Pest Control	55200-560	CC Contracted Work	\$ 81.56
WI DATCP DFRS	55410-580	Pool License purchased on credit card	\$ 507.00

TOTAL BILLS TO BE PAID FROM THIS MEETING	\$ 9,158.25
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Bills Paid Between Meetings:

TOTAL BILLS PAID ALREADY	\$ -
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By signing below, I certify I have reviewed the bills listed above and approve them for payment:

Jodi Mieden
Park/Rec Director

Pat Elliott
Park Board President