

Park Board Meeting Minutes
May 11, 2021

Park Board Members Present: Ron Brunk, Jim DeHerrera, Terri Dunn, Ray Boksich and Carrie O'Reilly

Park Board Members Absent: Frank Sweeney

Guests: Ross Fletcher, Cassie Lasson, Dave Laing, and Shiva Solaimanian

City Staff Present: Maria Butts and Jennie Bradford

- A. Call to Order: 7:00pm
- B. Approval of the May 11, 2021 Agenda – Member Dunn moved to accept the agenda as present. Member Boksich seconded.
- C. Approval of the April 13, 2021 Meeting Minutes – Member Boksich moved to accept the minutes as presented. Member Dunn seconded.
- D. Public Comment – None
- E. Committee Reports
 - a) Bicycle/Pedestrian Committee – Vice Present DeHerrera firstly reported John Phelps is working on a position paper for the Bike/Ped committee to bring to the Park Board regarding the Riverbend Condo situation. Secondly, as he had been away and work had not yet started on the Baker Avenue underpass, he asked Parks and Recreation Director Butts for an update. Director Butts advised the city met with the contractor of the underpass and the project is being worked on today. The contractor has no more rain days, so they are to complete the project in a timely manner.
 - b) Tree Advisory Committee – Member Dunn reported the committee has moved their monthly meetings to the 2nd Wednesday of the month at 6:00pm, however not meeting tomorrow evening.
 - c) WFSS Board – President Brunk reported the committee meets tomorrow, they are beginning to implement more activity and have a full summer schedule lined up.
 - d) WAG Board – Member Boksich reported the dog park has almost been closed 1-month, and it will re-open on Monday. He shared staff has filled in, aerated, and seeded the park, the sprinklers are active, and PW got the well valve operational. Member Boksich added the Community Foundations day of giving was a success and raised \$4600 in donations which was matched with \$1000.
- F. Presentations – None

G. Public Hearings – None

H. Old Business

- a) Consideration to approve Phase I of the Parks Sign Master Plan – Presented last month and gave Cassie approval to move forward. No questions regarding this plan as presented.

Member Dunn made a motion to approve the Parks Signs Master Plan.

Vice President DeHerrera seconded. A vote was taken with all ayes.

- b) Consideration to approve Irrigation and Landscape Plan – Parks and Recreation Director Butts confirmed everyone has been given a copy of the near complete plan and advised some of the recommendations have already been factored into the budget. This and the Park Sign Master Plan work in conjunction with one another. Member Boksich sought assurance that all departments were on board to follow through with this plan. Director Butts confirmed this plan is to be utilized by the parks and recreation department, all staff have been involved in the process and staff look forward to implementing it. Member Dunn questioned if the plan would require maintenance that would create undue hardship for staff. Director Butts affirmed the point of the plan is to lessen the amount of maintenance required long-term.

Member Boksich made a motion to approve the Irrigation and Landscape Plan.

Member Dunn seconded. A vote was taken with all ayes.

I. New Business:

- a) Consideration to approve WAG kiosk and changes to layout of WAG Park – Ross Fletcher, Board Member on the WAG Committee presented on 4 proposed projects: (i) Informational Kiosk, (ii) Swale to improve surface drainage, (iii) Regrade/reshape berm and relocate obstacle course to allow for greater year-round use, and (iv) Pathway extension to connect all walkways together.

- (i) Kiosk - Member Dunn requested clarification on the proposed signage for the kiosk. Member Boksich added business advertisements are not permitted in public parks. Director Butts reaffirmed this stating commercial signage is not supported by city code and policies, and an approval process will need to be established to determine what signage is allowed in the kiosk. Member Boksich recommended the WFT signage at

trailheads be used as an example for what information should be displayed at the WAG Park.

- (ii) Swale – Director Butts stated we will need to coordinate with public works if drainage connects to the storm sewer. As this project has not been reviewed by an engineer, Director Butts suggested the drainage issue be included in the Armory Park Master Plan and be reviewed by the engineer we used to address the drainage issue in the parking lot and lacrosse field. Director Butts also expressed concern over the excavation of trees with the construction of the swale.

Member Dunn made a motion to approve the kiosk with signage approval from the park board, extension of the pathway, relocation of the obstacle course and pending approval of the swale based on further information and evaluation by an engineer.

Member Boksich seconded. A vote was taken with all ayes.

- b) Appointment of Park Board President and Vice President positions

Member Dunn made a motion to keep the president and vice president as is.

Member O'Reilly seconded.

- c) Reappointment of Park Board committee representative positions

Member Boksich motioned to reappointment committee representative positions.

Vice President DeHerrera seconded.

J. Other Items:

- (i) Unanimous decision by the Park Board members to change the meeting time from 7pm to 6pm on the second Tuesday of the month.

K. Items from the Parks and Recreation Department

- a) Administrative Report – Reviewed with no questions.
- b) Recreation Coordinator Report – Reviewed with no questions.
- c) Maintenance Report – President Brunk inquired about seasonal employees. Director Butts reported it has been challenging to secure and retain employees.
- d) Community Services Report – Reviewed with no questions.

L. Correspondence

- a) Glacier Twins 2020 Progress and Annual Report, Budget, and Proposed Maintenance Plan for the 2021 Verizon Funds – Director Butts stated she reached out to Glacier Twins and has not heard back. Advised we would first need a proposal to consider, and this has not been received. Lastly, as there is no MOU, so no response is needed from the Park Board at this time.

M. Items from the Park Board

- a) Appointment of Tree Advisory positions

Member Boksich made a motion to appointment Karen Whitby to the Tree Advisory Committee, to readvertise the 2nd position and encourage the other candidate to become familiar with and involved with the tree committee.

Vice President DeHerrera seconded. A vote was taken with all ayes.

- b) Appointment of the Bike/Ped positions

Vice President DeHerrera made a motion to appointment Antonia Malchik and Mary Behrendt to the Bike/Ped committee.

Member Boksich seconded. A vote was taken with all ayes.

Committee Member Reports:

Carrie O'Reilly - None

Terri Dunn – Questioned why businesses are not held to the same landscaping requirements as developers. President Brunk suggested the homeowner's association take this to city council.

Jim DeHerrera – None

Ray Boksich – Reports the Crestwood property that abuts the park property has removed the trees that were planted. It would appear they are complying with what was requested of them. Director Butts states they are obligated to complete a survey, which they have done, and now need to stake the property boundary. Member Boksich wondered if parks and recreation has given any thought to a second pickleball court and added this area on Wisconsin may be an ideal location given all the recent development.

N. Adjourn

Member Dunn made a motion to adjourn the meeting.

Seconded by Vice President DeHerrera

No opposition.

Meeting adjourned at 8:54pm