

(Approved)

PARK & RECREATION COMMISSION MINUTES
Brillion Community Center

June 6, 2019

4:00 PM

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

ROLL CALL: Present: Al Ebert, Dennis Miller, Mark Rajkovich, Judy Christianson, Vicki Shafran, Alderperson Betty Nies, Recreation Director/Aquatic Coordinator Ann Marx and volunteer Mark Olson Absent: none
Left early: Shafran at 4:55pm.

APPROVAL OF THE AGENDA:

Motion –Miller moved to approve the agenda. Seconded by Nies. Motion carried.

APPROVAL OF MINUTES –May 2, 2019:

Motion –Shafran moved to approve the May 2, 2019 Minutes of the Park & Recreation Commission meeting, Seconded by Olson. Motion carried.

CHAIRMAN’S REPORT:

No Report.

VISITORS:

None

Directors Report

A. Parks

1. Comprehensive Park Plan - Update:

Olson toured the City parks and had positive feedback regarding their status. Bathrooms need attention as previously discussed by the Commission.

2. Park Tree Removal and Tree Planting:

Marx shared that the tree removal is halfway completed and we need to set a planting date.

Jane Kopinlansky will help to plant trees in Horn Park with a group she has organized. She hopes to do this on a June weekend.

3. Horn Park Property Line

Marx shared with the Commission the map of Horn Park and how Garrow Villa has part of the Horn Park Road going through it’s property. This is of great concern with the Commission, and affects future City trails and Horn Park Tree planting. The Commission will revisit this when an official survey is done on the Garrow Villa site.

4. Peters Park - Baseball light pole

Marx shared that Lorrigan Construction will handle the project to straighten the light pole on the west side of the older baseball field and fill in with rock.

B. Community Center

1. Facility Report

The Commission reviewed the numbers. The numbers are down for May but that is in line with the pool closing, due to repairs needed.

2. BCC Remodel update:

There is \$14,135.16 left in the renovation budget. After discussion with items left of concern, the Commission agreed on the following:

(Approved)

After projects are completed on the coil and HVAC shaft for gym unit, urinal flush valves, fireplace insert and handicap push pad and post, the remaining monies will be focused on the 24/7 Fitness Project. This includes: gates, 24 hour door, squat rack and weights and Martin Security.

3. Fitness Center and Equipment Needs:

Marx informed the group of the need for a squat rack and weights to be added to the fitness center. This addition she believes will draw in more revenue based on her discussions with Ariens' employees.

4. Tourism Center Rental

Nies shared with the Commission her letter from Lori Gosz referencing the monthly fee discussed in May regarding tourism center space located in the BCC lobby.

Motion - Shafran moved to recommend to City Council that a \$200 monthly charge be given to the Tourism Center. Seconded by Rajkovich. Motion carried.

5. Fee Schedule:

In order to create ongoing revenue for the BCC, Olson shared with us his experience with other Park and Rec programs charging additional fees, on top of the building permit fee, to put toward park and recreation improvements and expansions. After a discussion with the Commission it was agreed to look into this idea with the possibility of adding \$150 to the City's building permit fee.

6. Facility Cleaning:

Marx shared with the Commission a proposal for cleaning services. Currently the BCC is charged \$10.50/hr for 30 hours a week. This amounts to \$300/wk. With Marx's new proposal the cleaning budget would be doubled to approximately \$2,300-\$2,500 a month offering a more thorough and consistent cleaning schedule for the BCC. The Commission discussed that we should see if a lower quote could be reached if the services were shared with City Center and the Library. This item will be revisited during budget time.

C. Aquatics:

1. Patron Comparison

Reviewed monthly pool numbers.

2. Maintenance

The pipe that was broken in May for the pool was fixed, causing the pool to be shut down for a few days. The Splash Pad seal was broken and fixed. This also caused it to be shut down for a few days while waiting on repairs. A bill for this repair has been issued to the Optimists. Nies discussed how the Optimists will check into creating a budget for Splash Pad repairs.

D. Recreation:

Nothing

E. New Business:

Rajkovich brought to the Commission's attention the difficulty with finding BCC's schedule on Facebook and the City's website. Marx will research this and report back in July.

F. Old Business:

Miller shared with the Commission that there is money left from the \$90,000 Peter's Park improvement loan. Miller is pricing for sidewalks and batting cage concrete. Monies need to be used toward the blacktopping of Peter's Park parking lot. A further discussion is needed as to wait until the whole parking lot can be done or proceed with doing a partial parking lot.

ADJOURNMENT:

(Approved)

Motion – by Olson moved to adjourn. Seconded by Nies. Motion carried. Meeting adjourned at 5:10 PM.

Respectfully submitted,

Mark Rajkovich
Secretary