



## OFFICIAL PUBLIC NOTICE

### MEETING OF THE PARK BOARD MONDAY, OCTOBER 28, 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, Larry Hallett, Alicia Woodhouse, Brad Wegner, Jodi Mieden. Absent: Mark Chambers, Chad Cosgrove.

**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 Wegner. Motion carried unanimously.

#### DISCUSSION AND ACTION ITEMS:

**2. Discussion and possible approval on the following Sanctioned Recreation Group:  
A. Richland Center Youth Baseball/Softball League**

The returning organization was approved for the 2025 season. Motion to approve by Woodhouse, 2<sup>nd</sup> by Hallett. Motion carried unanimously.

**3. Discussion and possible approval of the 2025 Chrome Fireworks Contract.**

Mieden presented the contract for approval for 2025 at the previous rate of \$17,000 and all agreed it was a wonderful, adequate display. Motion by Wegner to approve the fireworks contract with Chrome Fireworks, 2<sup>nd</sup> by Lewandowski. Motion carried unanimously.

**4. Discussion about 2025 Shelter & Community Center rental fees.**

Mieden requested a \$500 deposit requirement for all large events such as weddings and quinceaneras. Currently, there is only a deposit taken if there is a permit application done. There have been a couple instances where a permit was not applied for and the party caused damage or hasn't cleaned as they should causing hardship to collect on. The board requested more backup information of past issues to make a final decision. DPW- Jasen Glasbrenner was on hand to discuss the departments in-kind work done for special events as well as cost to do so. He recommended upping the extra table cost to \$20 per table and is evaluating work done vs cost to the City in regards to sponsorship. The board respectfully disagreed and said that the work done is of great importance and value to bringing people to the community, generating City business and tourism, providing a service to add quality of life. Glasbrenner feels a fee equalizes the playing field and helps on the back end for budgeting purposes as it is a real cost that requires data to find the true cost of operating the City. Glasbrenner further reported the need to establish a standard of specification for structures in the City parks to stay consistent with quality and look as well as maintenance needs. He is in the process of doing so with the current dugouts project and provided a standard specification for that project for the board. Fees for 2025 will be discussed and approved at the December meeting.

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

Motion by Hallett to approve August Bills. 2<sup>nd</sup> by Lewandowski. Motion carried unanimously.

#### MONTHLY BUDGET REPORT

Revenues for 2024, October 29-November 24 were provided.

**SENIOR COORDINATOR'S REPORT:** Urban Scenic Travel paid the Senior Center \$170.00 for registering people for the Branson Trip in December. We have received \$220.00 for the year 2024. Starting in 2025 Fay Urban will raise payment to \$20.00 per person for registering trips and has 3 trips planned for 2025.

New Orleans in April, Brewers Game in July, and New Hampshire & White Mountains in September. Fay keeps the trips at a very reasonable cost and we hope many people will be interested. Our Chess classes on Wednesday mornings have started out very well. The class is from 9:30-10:30 and has been very educational. The class has not only brought in beginners but individuals that are experienced. The card games Sheephead, 5 Crowns, and Phase "10" have become very popular, and more and more people are joining in the playing of them. We have been very lucky with people donating puzzles to the Senior Center for everyone to enjoy. Puzzles are very expensive and it has saved the Senior Center much money with the donations. At least one or two puzzles are completed each week and donations are very much appreciated.

**DIRECTOR'S REPORT:** I emailed information to Rick Ermilio to let him know we still wanted him to continue to raise funds for dugouts and would meet and discuss decisions later. Rotary Lights will be up and running this week with mild concerns of squirrel trapping and relocating. This has been done in the past. TC Networks notified me on the 20th 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. We are doing the Giving Tree donation drive as well as the December Pool Pass Sale. The Community Center/Meyer Building is booked solid weekly for the season with Karate, Zumba, Pickleball, Church League VB as well as multiple youth groups VB. We are planning a story hour with Tiny Acres in December, and they will bring a wallaby & kangaroo for the kids to interact with. I was nominated by Joel Rewald to be an authorized ASH Fitness location and have been discussing it with their coordinator to be able to offer a free individual pass for members of Silver & Fit or Active & Fit. We would be paid \$84 max over the course of the year by participants attendance. This will be more than our Resident pass at \$75. We are still ironing out the details. I am also looking at the Silver Sneakers program and Renew Active but have yet to hear back from both of those.

**PARK BOARD PRESIDENT REPORT:** Elliott reiterated the need to continue working with the current special event groups to build relationships with the City and encourage community involvement. He agreed with the standards that should be in place for structures in the parks and liked the proposed dugout specifications presented.

**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. There are still questions about the status of what the Park Board oversees. Glasbrenner said there is a lot that needs to be done and is changing as inefficiencies have been identified. He assured them that he is working to be on a better path with the teams in place to improve the service provided to the community. Lewandowski requested a deep cleaning of the Aquatic Center as well as better clearing of the trail connector bridge on Congress Street as well as some maintenance needs.

**SET NEXT MEETING DATE:** 4th Monday of the Month. December 23rd, 2024, at 5:00pm.

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