



CITY OF NEW RICHMOND
THE CITY BEAUTIFUL

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July 24, 2015

TO ALL PARK BOARD MEMBERS:

Craig Kittel	Brian Schroeder
Joe Ard	Frank Norton
Tania Strawn	Jon Hailey
Christine Melby	

STUDENT REPRESENTATIVE:

James Elkin

This is to notify you of a Park Board Meeting on Wednesday, July 29, 2015, at 6:15 p.m. in ED Lab at the New Richmond Civic Center, 156 East First Street, New Richmond, Wisconsin.

If you are unable to attend the meeting, please notify Marie Bannink at 246-4268 at your earliest convenience.

AGENDA:

- 1. Roll call**
- 2. Adoption of agenda**
- 3. Approval of minutes of the previous Park Board meeting, June 24, 2015**
- 4. Public business items**
- 5. Unfinished business**
(Consideration and action on matters tabled, postponed or referred to a committee at a previous meeting)
 - a) Moving Wall, September 10-14, 2015**
 - b) Citizens Field Scoreboard**
- 6. New business**
 - a) The Vine Church**
 - b) Skate Park Design/Fundraising**
 - c) VFW – Freedom Park**
 - d) Cyclone Park Property Ownership**

Come Grow With Us!

**e) Youth Football at Freedom Park
(Action on newly introduced motions, ordinances, resolutions or other matters)**

7. Park Land Trust Report

- a) Park Land Trust Fund - \$45,094.14**
- b) Impact Fee Fund - \$54,694.03**

8. Inspection Reports

9. Announcements

10. Adjournment

**Craig Kittel
President**

**cc: The News
Northwest Community Communications
City website**

A majority of the members of the New Richmond City Council may be present at the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board., 173 Wis. 2d 553, 494 N.W. 2nd 408(1993) such attendance may be considered a meeting of the City Council and must be noticed as such, although the Council will not take action at this meeting.

If you need a sign language interpreter or other special accommodations, please contact the City Clerk at 246-4268 or Telecommunications Device for the Deaf (TDD) at 243-0453 at least 48 hours prior to the meeting so arrangements can be made.

**PARK BOARD MEETING
WEDNESDAY, JUNE 24, 2015**

Chair Craig Kittel called the Park Board meeting to order at 5:30 p.m. on Wednesday, June 24, 2015.

Members Present: Craig Kittel, Jon Hailey, Tania Strawn, Brian Schroeder, and Student Representative James Elkin

Members Absent: Joe Ard and Frank Norton

Others Present: Noah Wiedenfeld, Jeremiah Wendt, and Marie Bannink

Craig Kittel moved to adopt the agenda, seconded by Brian Schroeder, motion carried.

Brian Schroeder moved to approve the minutes of the April 29, 2015 meeting, special meeting of May 13, and May 26, 2015, seconded by Jon Hailey, motion carried.

Public Business Items

None

Park Tour:

Freedom Park – The staking for the road had been done on Tuesday and material is being stock piled. The fields were looked at, comment was made that if there are too many rocks the teams should come and pick them up. There was discussion on top dressing some areas of the fields with peat or a lighter soil. Jeremiah Wendt pointed out where the Moving Wall and displays would be located. Discussion took place regarding the possible placement of a community building.

Skate Park – Jeremiah informed the group this site is where the snow gets dumped in the winter. The site is very visible from the highway and the ball park. This area could be used for overflow parking for the ballpark during tournaments. With the size of the area there is potential for the skate park to expand in the future.

Hatfield Campgrounds – There was discussion on putting in restrooms and showers. The question arose if we really need them with the self sufficient motor homes. There was discussion on doing a survey with the campers on what they would like to see out there.

Mary Park – Jeremiah stated the tennis courts need to be resurfaced, and the rainbow slide needs to be replaced. The boat landing is working well; we have had no complaints with the temporary fix.

Mill Pond – There was discussion on the fencing on the dam. The ramp should be completed this week.

Unfinished Business

Moving Wall, September 10 – 14, 2015:

Representatives from the City met with army representatives on the Freedom Park site on Sunday, June 7, 2015. Based on this meeting, the Army will not be able to help with the proposed project as planned in 2015, but may be able to assist with future trail extensions or other development. With this news, City staff is moving forward with the Freedom Park project using City staff, but recognize that it is a very ambitious project to complete without the outside help that was expected.

Park Plan Updates/Modifications:

Consensus was we needed a splash pad, and this is already in the plan. The question was asked if it had to be put into the park as listed in the park plan, and after discussion it was decided it could be put into

another area. Other items suggested were: tying together the trails and bike paths, disc golf undetermined location, toddler playground equipment at Mary and Paperjack Parks, and additional pedestrian access accommodations to Nature Center. Jeremiah stated there is \$10,000.00 in funds for Greaton Park; ideas were picnic tables, basketball courts, pavilion, backstop, signage, additional woodchips, and border replacement. Tania Strawn stated there should be more funds available from home owners association. Craig Kittel stated he had no problem updating the park plan every month as long as it is at a meeting.

New Business

St. Croix County Wellness Committee to have a K9 demonstration on August 6th at Mary Park:

Motion was made by Jon Hailey to allow the K9 demonstration on August 6th at Mary Park for the St. Croix Wellness picnic, seconded by Tania Strawn, motion carried.

VFW Car show, Saturday, September 19, 2015 Mary Park:

Brian Schroeder moved to approve the VFW Car Show at Mary Park on Saturday, September 19, 2015, seconded by Jon Hailey, motion carried.

LWT Demo – Mary Park late August:

There was a concern on if there was damage to the boat landing LWT would be responsible for the repairs. Motion was made by Jon Hailey to allow LWT to demo their machine at Mary Park, noting LWT would be fully responsible for any damage done to the boat landing, seconded by Brian Schroeder, motion carried. Jeremiah will work with Beth Thompson on making this a marketing opportunity for the City. Neighbors will be notified of this event.

Citizens Field Budget Update/Adjustments:

Last fall, the Park Board approved a budget of \$15,000 for the campground expansion project at Hatfield. That project was completed this spring at a total cost of \$10,000.

The City has received and approved donations for the scoreboard construction project totaling \$29,650. The total estimated cost to install the scoreboard is approximately \$26,000. The Park Board previously approved spending \$12,000 in Park Land Dedication Funds, along with \$8,000 that would be paid back through advertising at Citizens Field, for a total budget of \$20,000 for the bathroom remodel project. Prices for the project have come in over this budget amount, and the cost to the City is currently estimated at \$26,600. Jon Hailey moved to transfer up to \$7,000.00 in campground funds up to cover the overrun at Citizens Field, seconded by Tania Strawn, motion carried.

Turf Proposal – Freedom Park:

City staff has experienced difficulty in establishing the turf on the Freedom Park soccer fields over the last several years. The installation of an irrigation system last year has helped significantly, but areas of the fields still lack established turf. With the Moving Wall event coming up this fall, staff wanted to explore the idea of bringing in professional help to work on the turf establishment on these fields.

We solicited input and proposals from two local companies: Fitzgerald Lawn Care and Borgen Lawn Service. Borgen Lawn Service proposed one application of fertilizer and weed control at a total cost of \$2,285. Fitzgerald Lawn Care proposed three applications of fertilizer and weed control at a total cost of \$4,485 (\$1,495 per application).

Tania Strawn moved to contract with Fitzgerald Lawn Care proposed three applications of fertilizer and weed control at a total cost of \$4,485, seconded by Brian Schroeder, motion carried.

John Doar Civil Rights Walk:

The Doar family has conceptual plans for the John Doar Civil Rights Walk around Mill Pond. The Doar Family has envisioned a relatively simple series of panels that would include illustrations and text as

presented in the park packet. The next step in this process would be to develop a concept for a sign or concrete stamp for each panel, along with trees, decorative planters, or other amenities near each panel. Jeremiah stated RCU would like to partner financially with the City in this project.

County-Owned Property along CTH A:

The County has approached the City regarding Willow River Bluffs along CTY RD A. The County would like to turn this area into a park. The infrastructure is in for the first phase. There are some very nice executive end lots in this area. Consensus is to keep the 20 lots that are in and the County keep the remainder of the property. The County would like to put a trail around the entire property. There was discussion on this area being ideal for the disc golf course.

Skate Park Meeting – July 22, 2015:

Discussion took place regarding combining the design meeting with the regular Park Board meeting. It should be presented as our budget is this much and this is what can be purchased. Consensus was build for what they have funds for.

Playground Inspection Report summary:

Jeremiah handed out the inspection reports staff completes in the spring.

Review applications for Park Board Member and make recommendation to City Council:

The applications were reviewed and discussion took place. Craig Kittel moved to recommend, to the Mayor, and City Council, Christine Melby for the Park Board opening, seconded by Tania Strawn, motion carried.

Park Land Trust Report:

Park Land Trust Fund - \$64,723.96

Impact Fee Fund - \$59,185.80

Inspection Reports:

These were handed in to Jeremiah.

Announcements:

Brian Schroeder asked if there was a set fee for using Freedom Park, and how to sign up for the fields, this will be an agenda item next month.

Jon Hailey moved to adjourn the meeting, seconded by Brian Schroeder, motion carried.

The meeting of the Park Board was adjourned at 8:10 p.m.

Minutes Submitted by
Marie Bannink
City Secretary



TO: Park Board Members

FROM: Jeremiah Wendt, Director of Public Works

DATE: July 24, 2015

RE: The Vine Church – Mary Park Artwork Proposal

The Vine Church has proposed making wire animals to decorate some of the trees in Mary Park, and would like permission from the Park Board to hang them up on a temporary basis. A representative from the church will plan to be at the meeting to present additional information to the Board.



TO: Park Board Members

FROM: Jeremiah Wendt, Director of Public Works

DATE: July 24, 2015

RE: Skate Park Design/Fundraising

Staff will provide a summary of the July 22, 2015 Skate Park Design meeting, and share any draft design materials that ARC has prepared based on the results of that meeting.

In addition, staff will present fundraising plans that have been proposed by members of the Skate Park Subcommittee for the Park Board's approval



TO: Park Board Members

FROM: Jeremiah Wendt, Director of Public Works

DATE: July 24, 2015

RE: VFW - Freedom Park

Staff will provide an update on potential plans for a VFW facility at Freedom Park, which the Park Board discussed at the March 25, 2015 meeting. At that time, the Board approved the VFW developing preliminary plans for a multi-use facility at the Park. The plans to be presented include an indoor facility for the VFW as well as an outdoor facility and restrooms that would be open to the public. This item will be an update at this point, and no action will need to be taken by the Board.



TO: Park Board Members

FROM: Jeremiah Wendt, Director of Public Works

DATE: July 24, 2015

RE: Cyclone Park Property Ownership

City staff recently met with WITC staff to clarify the division of rights and responsibilities for Cyclone Park, which is partially owned by the City and partially owned by WITC. Staff will provide an update to the Board on the ownership issues and discuss procedures for future maintenance and events at Cyclone Park.



TO: Park Board Members
FROM: Jeremiah Wendt, Director of Public Works
DATE: July 24, 2015
RE: Youth Football at Freedom Park

City staff have been approached by the youth football club to request the use of Freedom Park for their practices and games. Their proposed weekly schedule for August 3rd through October 10th is as follows:

- Monday night 6-7:30 for 5th and 6th grade
- Tuesday night 6-7:30 1st – 6th grade
- Thursday night 6-7:30 1st – 6th grade
- Games Saturday mornings 3rd-6th grade

Staff feel that the fields are ready for use given the strides that have been made over the course of this growing season, and we would recommend that the football club be allowed to use them with the understanding that they will need to find alternate facilities for September 7-13. Furthermore, if staff feels that the condition of the fields is deteriorating due to the use prior to the Moving Wall event, we would reserve the right to move them to different facilities to prevent further deterioration.

As discussed at the last Park Board meeting, staff will provide an analysis of how other communities are charging for this type of use, and provide a recommendation to the Board.

PARK LAND TRUST FUND #800

	Beginning Balance			Ending Balance
	<u>6/1/2015</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>6/30/2015</u>
Park Land Dedication Funds	(4,237.37)	3,327.63	-	(909.74)
Hatfield Campgrounds	14,304.98	4,509.90	(8,610.70)	10,204.18
Freedom Park	14,268.31	-	(204.09)	14,064.22
Dog Park	4,460.26	160.00	(14.99)	4,605.27
Doar Restoration Funds	-	-	-	-
Rich River Trails/Greaton Park	10,000.00	-	-	10,000.00
Citizens Field - Scoreboard	20,990.80	-	(19,837.50)	1,153.30
Citizens Field - Bathrooms	3,842.53	7,000.00	(5,960.07)	4,882.46
Earley Property Development	1,094.45	-	-	1,094.45
Totals	\$ 64,723.96	14,997.53	(34,627.35) \$	45,094.14 45,094.14

Transferred \$7,000 from Campgrounds to Citizens Field Bathrooms - Per Jer

IMPACT FEES FUND #210

	Beginning Balance			Ending Balance
	<u>6/1/2015</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>6/30/2015</u>
Impact Fees - Parks	13,747.94	1,033.08	(4,500.00)	10,281.02
Freedom Park - Development	42,937.86	-	(5,524.85)	37,413.01
Skate Park	2,500.00	-	-	2,500.00
Mill Pond Dam - Ramp	-	4,500.00	-	4,500.00
Totals	\$ 59,185.80	5,533.08	(10,024.85) \$	54,694.03 54,694.03

Total Park Funds	99,788.17
Restricted Park Funds	85,916.89
<u>Net Available Funds*</u>	13,871.28

* - The Park Department has an annual assessment of 2,772.57 due each February through 2018 for Utility improvements on Bluebill Ave. Total remaining commitment for 2016-2018 is \$8,317.71

