CITY OF NEW RICHMOND
THE CITY BEAUTIFUL

156 East First Street
New Richmond, Wisconsin 54017
ph 715.246.4268 **fx** 715.246.7129
www.newrichmondwi.gov

August 29, 2017

TO ALL PARK BOARD MEMBERS:

Craig Kittel	**Brian Schroeder**
Joe Ard	**Frank Norton**
Christine Melby	**Jon Hailey**
Mandi Erickson	

This is to notify you of a Park Board Meeting on Wednesday, August 30, 2017, at 7:00 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.

***AMENDED* AGENDA:**

1. **Roll call:**

2. **Adoption of agenda**

3. **Approval of minutes of the previous Park Board meeting, June 28, 2017**

4. **Public business items**

5. **Consent Agenda**

6. **Unfinished business**
   (Consideration and action on matters tabled, postponed or referred to a committee at a previous meeting)
   a) **Freedom Park Restrooms**
   b) **Freedom Park Turf**

7. **New business**
   a) **Peace Gathering Request**
   b) **Leadership Trust Initiative Project**
   c) **Hatfield Park Netting**
   d) **Fox Run & Whispering Prairie Neighborhood Meetings**
   e) ***SOAR Project discussion***

(Action on newly introduced motions, ordinances, resolutions or other matters)

8. **Inspection & Park Land Trust report**
    a) **Inspection Reports**
    b) **Park Land Trust Fund - $ 151,779.40**
    c) **Impact Fee Fund - $ 4,910.57**

9. **Announcements**
    a) **Skylark Skate Park Celebration**

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 28, 2017

Chair Craig Kittel called the Park Board meeting to order at 7:05 p.m. on Wednesday, June 28, 2017.

Members Present: Craig Kittel, Brian Schroeder, Jon Hailey, and Mandi Erickson

Members Absent: Frank Norton, Joe Ard, and Christine Melby

Others Present: Noah Wiedenfeld, and Michael Mroz

Brian Schroeder moved to adopt the agenda, seconded by Mandi Erickson, motion carried.

Jon Hailey moved to approve the minutes of the May 31, 2017 meeting, seconded by Brian Schroeder, motion carried.

Public Business Items

Michael Mroz presented a bench application the employees of Johnson Motors have submitted for a memorial bench to be placed in front of Johnson Motors on the trail in memory of Curt Anderson. Motion was made by Jon Hailey moved to approve the consent agenda for the Anderson bench to be placed as presented, seconded by Mandi Erickson, motion carried.

Unfinished Business:

Park Tours

Fox Run:

The Park Board toured the dedicated Park Land at Fox Run and discussed long term planning options. The easements needed to park when the development was created. The developers have agreed to contingencies to do so.

Whispering Prairie:

Due to the ongoing development around the park, the Park Board would like to hold a neighborhood meeting to gather information from the residents as to the types of amenities they would like to see when the City develops the parkland. The Park Board will host the meeting during the month of September.

Freedom Park Restroom Facility:

As requested from the last meeting Michael has gotten quotes from Huffcutt Concrete for $79,300.00. This is a prefab building, but does not include the water and sewer line hook ups. Other options were discussed and concrete/block was the better option. This was tabled.

New Business

Renaming Mill Pond Trail:

Noah Wiedenfeld gave background information on the trail by the Mill Pond. Jon Hailey moved to rename the trail to John Doar History Trail, seconded by Mandi Erickson, motion carried.

Park Land Trust Report:

Park Land Trust Fund - $166,608.72

Impact Fees Fund – $4,902.21

Inspections Reports – Handed in

Announcements:

None.

Brian Schroeder moved to adjourn the meeting, seconded by Mandi Erickson, motion carried.

The meeting of the Park Board was adjourned at 8:32 p.m.

Minutes Submitted by
Marie Bannink
City Secretary

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MEMORANDUM

TO: Park Board Members

FROM: Michael Mroz; Operations Manager

DATE: August 16, 2017

SUBJECT: Freedom Park Restrooms

DISCUSSION REQUESTED

Representatives from the Soccer Association have requested a discussion pertaining to the development of permanent restroom facilities at Freedom Park.

BACKGROUND

Up until this point, the restroom facilities at Freedom Park have consisted of two (2) satellite toilets, one of which is handicap accessible. As the Park gets more and more use from area associations there has been a request to add a permanent restroom facility. The possibility of sharing the costs also exists as part of this request.

At the June meeting, staff received quotes for a precast restroom facility for $79,300.00.

ACTION

No action needed at this time.

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MEMORANDUM

TO: Park Board Members

FROM: Michael Mroz; Operations Manager

DATE: August 16, 2017

SUBJECT: Freedom Park Turf

DISCUSSION REQUESTED

Representatives from the Soccer Association have requested a discussion pertaining to the turf at Freedom Park.

BACKGROUND

Athletic Turf establishment at Freedom Park has been an ongoing struggle for city staff. Even with the irrigation system, turf has a hard time establishing itself due to the soil conditions. Because of the way the fields were capped, there is an insufficient amount of top soil to generate turf. Fertilizer, chemical/mechanical treatments, and over seeding only go so far when you do not have sufficient top soil for turf establishment.

ACTION

No action needed at this time.

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MEMORANDUM

TO: Park Board Members

FROM: Michael Mroz; Operations Manager

DATE: August 25, 2017

SUBJECT: Peace Gathering Request

REQUEST

A community member has reached out to the City to host a peace gathering at Mary Park on a date yet to be determined. The event is hoping to draw approximately 100 to 150 people.

Mission/Purpose

- To create unity in the community
- Physical presence as a show of support for neighbors in a peaceful rally
- Recognition of the loss, fear and grief citizens feel
- In the wake of the national unrest, this is a gathering to show support for our neighbors and demonstrate New Richmond unity for inclusion and peace

The organizers plan to have a candlelight vigil with three or four speakers followed by the entire group joining in singing some songs of peace and unity. The gathering is expected to last between 1-2 hours.

ACTION REQUESTED

City staff recommends approving the peace gathering on the condition that the organizers reserve the shelter and obtain the necessary amplification permit if sound is used.

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MEMORANDUM

TO: Park Board Members

FROM: Michael Mroz; Operations Manager

DATE: August 16, 2018

SUBJECT: LTI project

DISCUSSION REQUESTED

Brian Schroeder and Teresa De Young have requested a discussion with the Park Board relating to their Leadership Trust Initiative (LTI) project.

BACKGROUND

The project that is being championed by Brian and Teresa is to construct an adaptive playground within the City of New Richmond. They are currently in the beginning stages and would like to get the Park Board's thoughts on a location, amenities, and address any concerns/questions the board may have as they move forward with their project.

ACTION

No action needed at this time.

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MEMORANDUM

TO: Park Board Members

FROM: Michael Mroz; Operations Manager

DATE: August 16, 2018

SUBJECT: Hatfield Park Netting

BACKGROUND

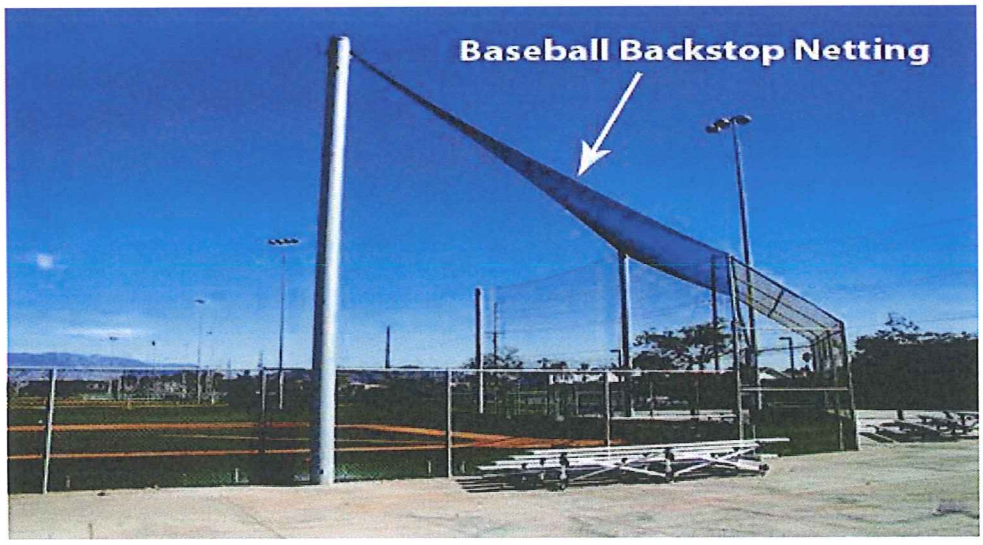
The City of New Richmond has been approached by the New Richmond Baseball Club (NRBC) to add netting to the backstops at Hatfield Park field number one and two to help eliminate foul balls from flying into the stands area. The entire project would be funded by the NRBC. The Public Works Department would complete the installation using existing light tower poles.

STAFF RECOMMENDATION

Staff recommends approving the NRBC request to add netting to the backstops at Hatfield Park on the conditions that NRBC covers the entire cost of materials.

ACTION REQUESTED

The Park Board should consider approval of the NRBC request following discussion.



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MEMORANDUM

TO: Park Board Members

FROM: Noah Wiedenfeld; Management Analyst

DATE: August 16, 2017

SUBJECT: Neighborhood meetings

BACKGROUND

As requested by the Park Board, the City will host two neighborhood meetings at Fox Run and Whispering Prairie to gather information pertaining to the development of the parkland within both developments.

Staff will present the boards and various visual aids at the Park Board meeting that will help conjure up discussion among the residents.

DISCUSSION REQUESTED

The date, time, and any changes to the visual aids should be discussed so staff can develop door hangers and start to advertise the meetings via our social media channels.

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MEMORANDUM

TO: Park Board Members

FROM: Michael Mroz; Operations Manager

DATE: August 28, 2017

SUBJECT: SOAR project

DISCUSSION REQUESTED

A general discussion pertaining to a possible move of the SOAR project from 2028 County Road CC to Freedom Park has been requested.

BACKGROUND

Better known as the Farm to Table agreement between the School District and The City of New Richmond, the SOAR Project is a School District led program which gives the agriculture students a "hands on" learning environment.

ACTION

No action needed at this time.

PARK LAND TRUST FUND #800

	Beginning Balance 7/1/2017	Revenue	Expenditures	Ending Balance 7/31/2017
Park Land Dedication Funds	46,370.01	599.13	-	46,969.14
Hatfield Campgrounds	43,880.19	4,031.29	(1,754.94)	46,156.54
Freedom Park	5,749.13	-	(8,159.85)	(2,410.72)
Nature Center/Doar Prairie Trail	(95.13)	-	-	(95.13)
Tree Planting	668.75	-	-	668.75
Dog Park	8,776.47	557.00	-	9,333.47
Doar Restoration Funds	-	-	-	-
NR Decals	(398.69)	-	-	(398.69)
Rich River Trails/Greaton Park	113.20	-	-	113.20
Donations - Citizens Field	-	-	-	-
Donations - Legacy Bench - Komula	159.00	-	-	159.00
Donations - Legacy Bench - Levy	159.00	-	-	159.00
Donations - Legacy Bench - Spoo	800.00	-	-	800.00
Donations - Legacy Bench - Anderson	-	800.00	-	800.00
Donations - Legacy Bench/Tree - Wolff	1,200.00	-	-	1,200.00
Donations - Legacy Tree - Wolf	400.00	-	-	400.00
Donations - Benches @ Skate Park	750.00	-	-	750.00
Donations - Canoe/Kayak Launch	1,500.00	-	-	1,500.00
Donations - Trees for Parks/Trails	1,500.00	-	-	1,500.00
Urban Forestry Grant Expenses	(1,666.01)	-	(3,198.63)	(4,864.64)
Mary Park Boat Launch	842.45	43.60	-	886.05
WT Doar Trust Funds	59,598.72	-	(13,445.29)	46,153.43
Donations - Doar Trail Celebration	2,000.00	-	-	2,000.00
Totals	$ 172,307.09	6,031.02	(26,558.71)	$ **151,779.40**
				151,779.40
				-

IMPACT FEES FUND #210

	Beginning Balance 7/1/2017	Revenue	Expenditures	Ending Balance 7/31/2017
Impact Fees - Parks	4,479.38	-	-	4,479.38
Freedom Park - Development	-	-	-	-
Freedom Park - Tree Transplanting	431.19	-	-	431.19
Totals	$ 4,910.57	-	-	$ **4,910.57**
				4,910.57

Total Park Funds	***156,689.97***
Restricted Park Funds	***103,241.45***
Net Available Funds*	**53,448.52**

* - 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 2018 is $2,772.57

Projects approved by Park Board

Citizens Field - Bathrooms

3/27/13 - Park Board Meeting $ 8,000 Loan to Friends of Citizens Field

Erica Kufus moved to borrow $8,000.00 to Citizens Field from the Park Fund to redo the bathrooms, to be paid back five years from the time the money is borrowed, seconded by James Jackson, motion carried.

Bathroom project completed in July 2015 - loan due by 7/31/2020

			Balance	
Advertising Sign Space Revenue	Mar-May	(3,600.00)	4,400.00	
		-	4,400.00	
		-	4,400.00	@ 7/31/17

Nature Center/Doar Prairie Trail

12/7/16 - Park Board Meeting

Commitments			Spent to date		Balance	
Park Trust Fund - Hatfield Campground	$	10,000	(11,845.13)	$	(1,845.13)	
Addt'l - Doar Land Appraisal for grant	$	1,750		$	1,750.00	
	$	11,750		$	(95.13)	@ 7/31/17

Skate Park - 2015 Development

1/19/15 - Park Board Meeting

Commitments			Spent to date		Balance	
Park Impact Fees	$	2,500	(2,500.00)	$	-	
Donations	$	127,627	(127,627.49)	$	-	
	$	130,127		$	-	@ 7/31/17

Freedom Park - Tree Planting / Transplanting

5/25/16 - Park Board Meeting

Commitments			Spent to date		Balance	
Park Impact Fees	$	2,000	(1,568.81)	$	431.19	
Park Trust Fund - Hatfield Campground	$	2,000	(1,331.25)	$	668.75	
	$	4,000		$	1,099.94	@ 7/31/17

Recreation Plan Funding

3/29/17 - Park Board Meeting

Commitments			Spent to date		Balance	
Freedom Park Lease Revenue - 2017	$	8,000	(8,000.00)	$	-	@ 7/31/17