



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

November 9, 2018

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, November 14, 2018, 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.*

AGENDA:

1. Roll call:
2. Adoption of agenda
3. Approval of minutes of the previous Park Board meeting, September 26, 2018
4. Public business items
5. Consent Agenda
 - a) Project Updates
6. Unfinished business
(Consideration and action on matters tabled, postponed or referred to a committee at a previous meeting)
 - a) Mary Park Master Plan
 - b) Freedom Park Disc Golf RFP
7. New business
(Action on newly introduced motions, ordinances, resolutions or other matters)
 - a) Budget Update
 - b) Fundraising Request – Disc Golf
 - c) 2019 Meeting Dates

Come Grow With Us!

8. Park Land Trust & Inspection Reports

- a) **Park Land Trust Fund - \$205,468.57**
- b) **Impact Fee Fund - \$27,486.37**
- c) **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, SEPTEMBER 26, 2018**

Chair Craig Kittel called the Park Board meeting to order at 7:00 p.m. on Wednesday, September 26, 2018.

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

Others Present: Michelle Carlson, Jordon Lyons, Rich Lyons, Kathy Stanke, Randy Stanke, Dave Pufall, Jeremiah Wendt, and Noah Wiedenfeld

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

Jon Hailey moved to adopt the agenda, but moving 7a Eagle Scout project after 5a Project Updates, seconded by Mandi Erickson, motion carried.

Brian Schroeder moved to approve the minutes of August 29, 2018, seconded by Jon Hailey, motion carried.

Public Business Items

Jeremiah Wendt introduced Dave Pufall as the new Operations Manager. He will be taking over some of the duties Mike Mroz did. Noah Wiedenfeld will be the primary contact for the park board meeting and Dave will be the one that makes sure things are completed in the field.

Noah stated he returned from Baltimore today and the City won two awards, one for the skate park and the other for the police department's active shooter training program.

Consent Agenda:

Project Updates:

Craig Kittel stated in an effort to make our Park Board meetings more efficient out of respect for everyone's time, staff will provide updates about a variety of projects. These updates are included on the consent agenda as one item, instead of separate agenda items for discussion. Jon Hailey asked about the North Side shelter roof. Craig explained the Council had reviewed the claims and what should be repaired and what could be left. Craig was unsure what category this was put in. Staff will continue to look into the matter.

Brian Schroeder asked about the Field Usage Policy. He suggested that instead of meeting individually with Park Board members and representatives from the associations, this should be discussed at the Park Board meeting in open session to be more transparent. Mandi Erickson asked if there has been any contact with other communities and if there is any information can it be shared with the board. Information from the individual meetings will be compiled and brought to the Park Board, along with information from other communities.

Jon Hailey moved to approve the consent agenda, seconded by Mandi Erickson, motion carried.

Unfinished Business:

Will's Playground MOU:

At the August meeting, the Park Board approved Mary Park as the location for the proposed Will's Playground project. Per discussion at the August meeting, City staff has been in communication with MSA Professional Services about the cost of preparing a long-term master plan for the playground area that also incorporates the restrooms, former beach, parking lot, etc. City staff have a meeting scheduled with representatives from MSA on-site at Mary Park in early October. Brian asked about the RFP in the MOU. The LTI group will assist with reviewing the proposals and make a recommendation to the Park Board regarding which company is chosen for the design and construction of the playground.

A draft memorandum of understanding (MOU) has been prepared and was included in the agenda packet. The MOU outlines details about funding, design and construction, maintenance, etc. In the current draft MOU, the Park Board would commit \$5,000 to establish a fund through the New Richmond Area Community Foundation. Once \$10,000 in funds are raised, the Park Board's contribution of \$5,000 would be returned. After the MOU is approved by the Park Board, it would proceed to the City Council for final approval.

Mandi Erickson moved to approve the MOU as presented, seconded by Jon Hailey, motion carried.

Pickleball Courts:

City staff received a quote from Cyclone Fence for 150 feet of 4-foot high chain link fence in the amount of \$2,868. This includes materials and labor. The work could be completed this fall. Cyclone Fence could also install the posts; they are currently installing a pickleball court in Frederic, WI. The estimated costs for four posts and two outdoor nets is approximately \$1,000.

In regards to the basketball courts at Woodland Creek, City staff did, some research into the matter going back to when the parkland was first dedicated to the City of New Richmond. The asphalt was installed in 2005 and was not poured to specifications. At that time, it was recommended the asphalt be milled and repaved. Minutes from the October 2006 Park Board meeting indicate the area would remain basketball courts due to the high resurfacing costs. City staff are currently waiting to hear back for quotes from two companies, but it's anticipated that the cost will be substantially more than the cost of the pickleball courts at Mary Park (likely in the tens of thousands of dollars). Jeremiah stated if anything were done at the Woodland Creek courts, he would recommend adding the extra 15 feet so it could be used as a tennis, basketball or pickle ball court. Randy & Kathy Stanke from the Pickleball Association stated they have done a pledge drive and they have \$1,500 pledged for the project. Brian Schroeder moved to accept the bids as presented and accept the \$1,500 donation from the Pickleball Association, seconded by Jon Hailey, motion carried.

Whispering Prairie Park Master Plan:

CRS Design has updated the design to replace the previous rock-climbing wall (due to concerns about bees/wasps) with a different climber, and provided additional information about the shade structure. The metal frames have a 20-year warranty, and the shade fabric is fire-rated and has a 10-year warranty.

Before playground equipment is purchased, City staff would like to show the proposed plan to the neighborhood for any additional feedback. This will be done in the form of a mailing that will be sent to all residents in the Whispering Prairie development. It was asked if the material would fade, consensus was with the improved fabrics this should not fade. Mandi Erickson moved to approve the shade structure with the color to match the equipment, seconded by Brian Schroeder, motion carried.

Fox Run Park Master Plan:

City staff are working with a landscape architect from CRS Design, LLC to develop master plans for future parks in the Fox Run and Whispering Prairie developments. The first phase of the project included preparing conceptual bubble diagrams, initial design thoughts, and cost estimates, all of which were shown at the July Park Board meeting. Phase Two includes creating graphic drawings that provide a more in-depth look at the design. Jeremiah reviewed where the easement lines are. At this time, Copar owns all the land around the park. Jeremiah has been working with them to get access to the park area. There was discussion on the grading around the park area. Jon Hailey moved to approve the concept as presented but hold off on the purchasing of any equipment until the trail easements are finalized, seconded by Mandi Erickson, motion carried.

Freedom Park Disc Golf RFP:

A draft RFP has been prepared by City staff and was included in the packet for review. Mandi Erickson move to approve the RFP with changing opening date to the October Park Board meeting, seconded by Jon Hailey, motion carried.

New Business

Eagle Scout Project – Oakes Barn:

Jordan Lyons is working towards earning the rank of Eagle Scout, and must complete his Eagle Scout project before his 18th birthday (in May). The project Jordan is interested in at this time includes cleaning up the property around the Oakes barn, improving the existing stairs, and adding fencing and educational signage that tells about the history of the structure. This barn foundation is the oldest known structure in the City of New Richmond. The structure dates back to the early 1850s or earlier and is located on City-owned property on the east side of Bilmar Avenue, near Paperjack Park.

Craig asked if Jordan had checked with the State on guidelines on how to restore this area. He would work with the Historic Preservation for the history signage. Noah stated there will be a representative in New Richmond from the Historical Society October 15 – 19th. Jordan is hoping they can also help with how to prune the trees to allow more sunlight in. The goal is to have everything done in early spring. The property lines should be clearly determined so that the project is not on private property. Jon Hailey moved to allow Jordan Lyons to move forward with his project and bring back his final plans for signage and fencing before May, seconded by Mandi Erickson, motion carried.

Food Trucks:

The City of New Richmond's current Code of Ordinances does not address food trucks. Over the past few months, City staff have received more inquiries from businesses about having food trucks at local events. Many communities have guidelines regarding designated locations for mobile food vendors, distance restrictions from restaurants, garbage, and general operating requirements. As City staff work to prepare a draft ordinance for New Richmond, we would like input about food trucks at city parks. The question was asked about ice cream trucks, Noah stated they fall under another license, as this is prepackaged food. Jon asked about incorporating the microbreweries also.

Trail Kiosk Guidelines:

A trail kiosk was installed this summer near W 6th Street at the Rail Bridge Trail, and a second trail kiosk is awaiting installation. The kiosks feature park and trail system maps, and provide some limited space to promote upcoming trail-related events (e.g. local 5K run/walks, Million Calorie Burn, etc.)

GUIDELINES

- Materials shall only be installed by City staff. Materials that are affixed to the outside of kiosks shall be removed.
- Materials shall include the sponsoring organization's name and/or logo.
- Materials shall be posted according to space availability.
- Materials posted in kiosks shall be discarded after posting expiration.
- The kiosks are not intended to be a community bulletin board. Due to space limitations, materials shall promote physical activity events that are trail-related, including but not limited to running, walking, bicycling, hiking, and cross country skiing. Materials shall promote local New Richmond events rather than events in other communities.
- City staff shall have the discretion not to approve materials that might be considered obscene or offensive.

Mandi Erickson moved to approve the guidelines as presented, seconded by Brian Schroeder, motion carried.

Holiday Lights in Mary Park:

In July of 2016, the City of New Richmond approved a memorandum of understanding (MOU) with the Rotary Club of New Richmond for a holiday light display at Mary Park. The Rotary Club decided not to pursue the project due to the higher-than-anticipated costs associated with purchasing and installing lights, and other concerns associated with storage, volunteers, etc.

Although the Rotary Lights Project was not implemented in 2016, the Park Board discussed whether there is interest in further exploring the idea of a holiday light display at Mary Park with other stakeholders in the community. Craig stated he felt this event could help Five Loaves Food Shelf. This is a good time to start discussion with the Chamber, Rotary, and other service organizations. Contact will be made with other communities who do this type of activity.

Freedom Park Trail:

In recent years, completing the remaining 5,000 feet of trail at Freedom Park has been one of the more important, large project priorities for the Park Board according to the project rankings completed by each member (the project was ranked No. 5 in 2016 and No. 9 in 2018).

The estimated cost of completing the project (using 2018 pricing) is about \$300,000 for an outside contractor to construct a 10' wide bituminous asphalt trail. The Army National Guard from Spooner has expressed an interest in completing the grading work in 2019 as a training exercise, which could reduce the labor costs associated with the project.

City staff received a proposal from Short Elliott Hendrickson Inc. (SEH) for design and staking services for the trail project, which is estimated to be \$23,900.

Brian Schroeder moved to take \$23,900 out of impact fees to hire SEH to design and stake the trail project, seconded by Jon Hailey, motion carried.

Willow River Water Trail Consultant:

Earlier this summer, the City of New Richmond received a \$10,000 grant from the Wisconsin DNR to be used towards the Willow River Water Trail Initiative. Some of the project components included in the grant include website development, maps, chainsaw training, recreation plan, and the creation of a citizen-led "friends" organization. Consultants Natalie Warren and Lee Vue have prepared a proposal for \$6,500 for content writing, branding and web development, and design services. These two individuals are well known in the region for their work and expertise specifically on water trails, and come highly recommended.

Brian Schroeder moved to take \$6,500 out of the \$10,000 grant to be used for content writing, branding and web development and design services, seconded by Jon Hailey, motion carried.

Park Land Trust Report:

Park Land Trust Fund - \$199,002.84

Impact Fees Fund – \$27,351.97

Inspection Reports:

Turned in. Question was asked about the Mill Pond fountain, Jeremiah said they are looking at new GFI outlet.

Announcements:

None

Jon Hailey moved to adjourn the meeting, seconded by Mandi Erickson, motion carried.

The meeting of the Park Board adjourned at 9:11 p.m.

Minutes Submitted by
Marie Bannink
City Secretary



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MEMORANDUM

TO: Park Board Members
FROM: Noah Wiedenfeld, Director of Planning
DATE: November 8, 2018
SUBJECT: Project Updates

Ice Skating Rinks

City staff plan to create additional ice skating rinks at North Side Park and Cherokee Park this winter. Feedback from staff and residents will be gathered in the spring to determine if this is something that we wish to continue in the future.

Pickleball Courts

The existing tennis court lines were “greened out” on October 30. Cyclone Fence has ordered the pickleball posts and nets and intends to install the fencing in November.

Citizens Field Sod

City staff received a quote for new infield sod for Citizens Field. We have discussed this with Ryan Stephens (New Richmond Millers) and given the weather and the tight time window, we will wait until next year to replace the infield. There are some additional grade issues that need to be resolved near home plate and the pitching mound before new turf is installed. We plan to address these issues in the spring, and unless we have exceptionally good weather in the spring, replace the sod in the fall of 2019.

Mary Park Boat Ramp

MSA Professional Services had surveyors at the boat ramp site the week of Oct. 15th to collect elevation data. We intend to have a public meeting in mid-January to get feedback on a preliminary design. MSA Professional Services has also provided a quote to prepare a master plan for Mary Park as was previously discussed as part of the Will’s Playground project (this contract is on the agenda for the November Park Board meeting).

Monette Park Open House

City staff intend to have an open house meeting this winter to get input from residents about future park improvements, bicyclist and pedestrian accommodations along W 8th Street, and a possible residential development in the area. Staff will notify the Park Board about the date and location of the meeting as soon as it's scheduled.

CTH A Trail

A portion of the new off-street trail along CTH A has been paved. The remaining trail segment from 172nd Avenue to Quail Run has been delayed this fall as we've been waiting for a utility company to relocate a fiber line. We may be able to grade and pave this segment this fall if the weather cooperates, but it's likely that it may need to wait until the spring.

Paperjack Park Playground Equipment

The toddler playground equipment will be installed in the spring of 2018.

Knowles Nelson Stewardship Grant

City staff applied for a Knowles Nelson Stewardship Grant earlier this spring for a project that would consist of constructing a trail that would connect the Doar Prairie Restoration to the Nature Center. City staff will update the Park Board when we are notified of the results.

Field Usage Policy

City staff are in the process of meeting individually with members of the Park Board and representatives of the various youth sports associations to get their feedback and suggestions regarding athletic field reservations, scheduling priority, donations, and fees.

Freedom Park Athletic Storage

At the August Park Board meeting, the Park Board voted in favor of the youth football and soccer associations obtaining cost estimates and preliminary designs for a permanent storage shed on the west end of the south parking lot at Freedom Park. The youth football and soccer associations are in the process of obtaining cost estimates and reaching out to the other sports associations to see if any of them are interested in the project.

John Doar Historical Marker

The dedication ceremony for the state historical marker recognizing John Doar was held on October 9th and the historical marker was installed that afternoon near the first interpretive panel of the John Doar History Trail.



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MEMORANDUM

TO: Park Board Members

FROM: Noah Wiedenfeld, Director of Planning

DATE: November 8, 2018

SUBJECT: Mary Park Master Plan

BACKGROUND

The Will's Playground memorandum of understanding was approved by the Park Board and City Council earlier this fall. Per our discussion at the August Park Board meeting, City staff contacted MSA Professional Services in regards to preparing a long-term master plan for the playground area that also incorporates the restrooms, former beach, parking lot, etc.

MSA Professional Services will develop a park plan that includes an inclusive play structure and fishing piers, as well as a conceptual layout for potential modifications to the existing service drive, walks, shoreline, and restroom expansion. MSA would also provide cost estimates for the various improvements. The proposed cost for services is \$4,500. Our goal would be to review the conceptual plan in January, at the same time as the preliminary designs for the boat ramp.

ACTION REQUESTED

The Park Board should consider a formal motion to approve the contract for services with MSA.



October 18, 2018

Jeremiah Wendt, Director of Public Works
City of New Richmond
156 East First Street
New Richmond, Wisconsin 54017

Re: Mary Park Planning Services

Dear Jeremiah:

Thank you for taking the time to discuss plans for Mary Park. Based on our conversation, we propose the following services to the City of New Richmond to assist in developing a plan for long-term phasing of park projects.

Scope of Services

MSA will develop a Schematic Park Plan that will locate an inclusive play structure, 2 to 3 fishing piers, and an accessible pier. We will develop a conceptual layout for potential modifications to the existing service drive, parking, walks, shoreline and restroom expansion to the central shelter to serve as a basis for future implementation projects.

We will prepare precedent images to show the intent of potential improvements. We will key images to locations in the Park and provide relative cost of the feature.

We will prepare a Schematic Level Cost Estimate with appropriate contingencies for the City's use in budgeting improvements to the Park. We will provide a breakdown cost for the inclusive play structure and required base area improvements. We understand you have a budget of \$400,000 to \$450,000 for the structure and related improvements, which we will use for design and estimate.

We will submit the Schematic Park Plan, precedent images and cost to the City for review and comment at 30% and 60% project completion.

Deliverables

- 30% Review Set PDF File
- 60% Review Set PDF File
- Schematic Park Plan at 22" x 34" and a PDF file.
- Precedent Board, up to two, at 22" x 24" and a PDF file.
- Schematic Level Cost Estimate.
- Inclusive Play Structure Cost Estimate.

2901 International Lane
Suite 300
Madison, WI 53704

P (608) 242-7779
TF (800) 446-0679
F (608) 242-5664

www.msa-ps.com

Village of Somerset
October 18, 2018

Basic Services

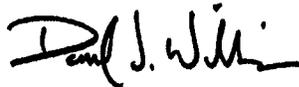
MSA will provide the Mary Park Planning Services for a fixed fee of \$4,500.00

Additional Services:

MSA has the capacity to offer additional services potentially needed to complement the preparation of the Master Plan for Mary Park. We can provide the following services to New Richmond:

1. Upon the proposed schedule, if the City would like to engage in more in-person staff meetings, additional on-site meetings can be added to the project.
2. Design Development.
3. Construction Documents.

Sincerely,



Daniel J. Williams, PLA
Project Manager | Senior Project Manager
dwilliams@msa-ps.com | (608) 335-4110



Task Order

To: City of New Richmond
Jeremiah Wendt, P.E.
156 East First Street
New Richmond, WI 54017

Date of Issuance: October 18, 2018

MSA Project No.: R07985030.0

This task order will acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project:

Project Name: Mark Park Adaptive Park Planning

The scope of the work authorized is: Professional Services as described in our October 17, 2018 Proposal Letter

The schedule to perform the work is: approximate start: October 22, 2018
approximate completion: January 2019

The lump sum fee for the work is: \$4,500

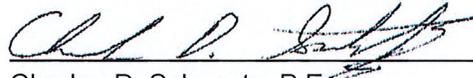
This authorization for the work described above shall serve as the Agreement between MSA and OWNER. All services shall be performed in accordance with the Master Professional Services Agreement currently in force. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a lump sum basis.

Approval: MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Agreement. A copy of this Agreement signed by the authorized representatives shall be returned for our files.

CLIENT COMPANY NAME

MSA PROFESSIONAL SERVICES, INC.

Jeremiah Wendt, P.E.
Director of Public Works
Date: _____


Charles D. Schwartz, P.E.
Team Leader
Date: October 18, 2018

Attest: City Clerk

60 Plato Boulevard East, Suite 140
St. Paul, State Zip
Phone: (612) 548-3141

Tanya Batchelor
Date: _____

156 East First Street
New Richmond, WI 54017
Phone: (715) 243-4268



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MEMORANDUM

TO: Park Board Members
FROM: Noah Wiedenfeld, Director of Planning
DATE: November 8, 2018
SUBJECT: Freedom Park Disc Golf RFP

BACKGROUND

A competitive request for proposals (RFP) for design services for a possible disc golf course at Freedom Park was published in October. Proposals were due on November 7th. City staff received five proposals before yesterday's deadline and are in the process of reviewing them. Per the RFP, proposals will be evaluated based on the following criteria (in no particular order):

- Qualifications and experience
- Consultant has a clear understanding of the scope of work and the proposal contains all information requested
- Overall quality, professionalism, and completeness of proposal
- References
- Cost of services

City staff will provide a summary of the proposals and make copies available for the Park Board to review and discuss at the meeting.



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MEMORANDUM

TO: Park Board Members

FROM: Noah Wiedenfeld, Director of Planning

DATE: November 8, 2018

SUBJECT: Budget Update

BACKGROUND

Mike Darrow, City Administrator, will provide the Park Board with a short update regarding the City of New Richmond's 2019 budget, capital improvement plan, and the sale of the Park shop.



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MEMORANDUM

TO: Park Board Members
FROM: Noah Wiedenfeld, Director of Planning
DATE: November 8, 2018
SUBJECT: Fundraising Request

BACKGROUND

A fundraising policy was approved by the City Council this fall. A fundraising authorization form was submitted by Karen Smallidge on October 29th to fundraise for an 18-hole disc golf course. The proposed fundraising activity should be reviewed by the Park Board.

15
Oct. 29, 2018



City of New Richmond Fundraising Authorization Form

Primary Contact Name: Karen Smallidge
Email Address: karen.smallidge@gmail.com
Phone Number: 715 246 5554 cell 651 245 8788

Fundraising Activity Description: 18 hole disc golf course

How will the proposed fundraising activity benefit the City of New Richmond and its mission?

Disc golf is a healthy physical outdoor activity for people of all ages.

To which account or to what project will the funds raised go towards?

Construction of an 18 hole disc golf course at Hatfield Park.

Describe the timeline and important date(s) for the fundraising activity, including when you will be seeking donations or sponsorships, advertising, fundraiser event date, etc.

We plan to begin formal fundraising Jan 2019 and begin construction fall 2019.

How do you intend to advertise or otherwise promote the fundraising activity?

We will advertise by newspaper, a Sponsor a Hole drive (for \$1,000.00 a hole) and by personal contact.

Has the fundraising activity been approved by a City board or commission? Please specify.

The fundraising began before this city policy was initiated. We are formally applying now.

Which businesses, civic organizations, foundations, or individuals will you approach to support this fundraising activity? This includes monetary donations, in-kind donations, products, etc.

Wisconsin disc golf association grants, New Richmond Community Foundation grants, Rotary club, New Richmond Area Center, New Richmond Chamber, Westfield's Hospital, Federal Forum, Park grants, Rotary, Kiwanis, Lending institutions and individuals.

How do you propose recognizing supporters of the fundraising activity? (E.g. name and logo printed on banner or other marketing materials)

The sponsor's name and logo would be displayed on the signage at individual holes. Larger donors would be recognized on the main entrance sign.

Are you proposing the use of a friends group, New Richmond Area Community Foundation, etc. instead of the City of New Richmond Finance Department? Please specify.

The funds raised would be turned over to the City of New Richmond.

Beyond the fundraising activity, fiscal sustainability must be considered for all projects. Please describe the long-term costs, maintenance needs, etc. associated with this fundraising activity.

There will be very little maintenance. We anticipate mowing paths several times a year and watering plants & trees when needed.

Please check the boxes that are applicable to your fundraising activity to indicate that you have obtained all necessary licenses or permits.

- Direct Seller Permit
- Processions, Parades, Runs, Walks, Bicycle Races, and Marathons
- Street Use Permit
- Extension of Premises Permit
- Use of Amplifying Devices Permit
- Exemption from Sec. 50-87 – Loud and unnecessary noise
- Temporary Class "B"/"Class B" Retailer's License
- Sign Permit
- State of Wisconsin raffle license

overview @ Park Board

Approval from City Administrator

Signature

Date



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MEMORANDUM

TO: Park Board Members
FROM: Noah Wiedenfeld, Director of Planning
DATE: November 8, 2018
SUBJECT: 2019 Meeting Dates

BACKGROUND

Below are the tentative Park Board meeting dates for the 2019 calendar year.

January 30
No February meeting (unless necessary)
March 27
April 24
May 29
June 26
No July meeting (unless necessary)
August 28
September 25
October 30
November/December meeting TBD

PARK LAND TRUST FUND #800

	Beginning Balance			Ending Balance
	<u>9/1/2018</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>9/30/2018</u>
Park Land Dedication Funds	90,877.09	2,763.99	-	93,641.08
Hatfield Campgrounds	89,727.79	7,627.64	(1,643.76)	95,711.67
Freedom Park	4,937.98	-	(254.67)	4,683.31
Tree Planting	668.75	-	-	668.75
Nature Center/Doar Prairie Trail	(95.13)	-	-	(95.13)
Dog Park	(70.57)	197.00	-	126.43
NR Decals	(293.69)	-	-	(293.69)
Rich River Trails/Greaton Park	113.20	-	-	113.20
Donations - Citizens Field	-	1,200.00	(1,200.00)	-
Donations - Hatfield Park	1,200.00	-	-	1,200.00
Donations - Memorial Bench - Warner	130.00	-	-	130.00
Donations - Memorial Tree - Pape	400.00	-	(229.95)	170.05
Donations - Legacy Bench - Schaffer	617.23	-	(239.48)	377.75
Donations - Legacy Bench - Wentz	617.22	-	(239.47)	377.75
Donations - Legacy Tree	-	-	-	-
Donations - Benches @ Skate Park	750.00	-	-	750.00
Donations - Canoe/Kayak Launch	(1,599.07)	-	(1,530.74)	(3,129.81)
Donations - Trees for Parks/Trails	1,500.00	-	-	1,500.00
Urban Forestry Grant Expenses	(6,905.41)	-	-	(6,905.41)
Mary Park Boat Launch	1,305.30	15.17	-	1,320.47
Mary Park Fishing Dock (Insurance)	8,275.00	-	-	8,275.00
Surface Water Grant - Willow River	6,343.12	-	-	6,343.12
WT Doar Trust Funds / Celebration	504.03	-	-	504.03
Totals	\$ 199,002.84	11,803.80	(5,338.07) \$	\$ 205,468.57
				205,468.57

IMPACT FEES FUND #210

	Beginning Balance			Ending Balance
	<u>9/1/2018</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>9/30/2018</u>
Impact Fees - Parks	26,920.78	134.40	-	27,055.18
Freedom Park - Development	-	-	-	-
Freedom Park - Tree Transplanting	431.19	-	-	431.19
Totals	\$ 27,351.97	134.40	- \$	\$ 27,486.37
				27,486.37

Total Park Funds	232,954.94
Restricted Park Funds	112,258.68
<u>Net Available Funds</u>	<u>120,696.26</u>

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 2017	(3,600.00)	4,400.00	
	Nov-17	(500.00)	3,900.00	
	Sep-18	(1,200.00)	2,700.00	@ 9/30/18

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)	
Add'l - Doar Land Appraisal for grant	\$ 1,750		\$ 1,750.00	
	\$ 11,750		\$ (95.13)	@ 9/30/18

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		\$ -	@ 9/30/18

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	@ 9/30/18

Recreation Plan Funding

3/29/17 - Park Board Meeting

Commitments

Spent to date

Balance

Freedom Park Lease Revenue - 2017	\$ 8,000	(8,000.00)	\$ -	@ 9/30/18
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