

**PARK BOARD MEETING
WEDNESDAY, AUGUST 29, 2018**

Chair Craig Kittel called the Park Board meeting to order at 7:00 p.m. on Wednesday, August 29, 2018.

Members Present: Craig Kittel, Jon Hailey, Frank Norton, Mandi Erickson, and Christine Melby. Brian Schroeder arrived 7:15

Others Present: Jeff Peplau, Teresa DeYoung, Judy Monette, Kathy Stanke, Randy Stanke, Darian Blattner, Mike Darrow, and Noah Wiedenfeld

Members Absent: Joe Ard

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

Jon Hailey moved to approve the minutes of July 25, 2018, seconded by Christine Melby, motion carried.

Public Business Items

Craig Kittel informed the board that Mike Mroz has left the City of New Richmond to accept the position of Director of Public Works for the City of Hudson. He did a terrific job for the City of New Richmond.

Unfinished Business:

Update on Mary Park Boat Ramp:

The City Council followed the Park Board's recommendation and approved a contract with MSA Professional Services for the engineering for the Mary Park Boat Ramp.

Representatives from MSA will meet with City staff and begin to collect information about the site. This fall, we will look to collect additional feedback from various groups who use the boat ramp facility (e.g. Star Prairie Fish & Game, Warner's Dock, etc.) and the Park Board to be incorporated into the preliminary designs.

Monette Park:

The Park Board previously discussed having an open house event to get input from the neighborhood about future improvements to Monette Park. A possible residential development project in the neighborhood may influence the master plan for Monette Park, as well as the trail system in that area. City staff felt it would be in the best interest of the project to postpone the open house at this time, until more information is received.

Pickleball Courts:

Randy Stanke gave background information on the New Richmond Pickleball Association. Currently there are temporary courts on the tennis courts at Mary Park. Local communities are adding outdoor Pickleball courts. The association would like to have a storage box at Mary Park; they would pay for the box and maintain them. This box will be locked; a phone number would be on the box for people to call to get the combination. The tennis courts at Mary Park are underutilized, and they would like permanent pickleball courts placed by the basketball court. Randy looked at the courts at Woodland Creek but the asphalt needs to be improved and there are no restrooms available. City staff will get quotes on fencing, nets and painting the lines. The association is willing to help wherever they can. Mandi Erickson moved to approve storage inside the fence in the far corner at Mary Park, seconded by Christine Melby, motion carried.

Field Usage Policy:

Over the next month, City staff will seek to meet individually with representatives from various athletic teams who use the fields to get their feedback. City staff has started to compile some example field usage

policies and fee schedules. The City Attorney will also continue to review City Ordinance 62.5 and provide guidance moving forward. The goal will be to have a clear set of policies established before the end of the 2018 calendar year, with implementation beginning in 2019.

Whispering Prairie Park Master Plan:

City staff is 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. CRS Design, LLC prepared a master plan for the Whispering Prairie Park to review. The master plan for the Fox Fun Park will be shown at the September meeting. Brian Schroeder moved to approve the plan as presented with the exception of the climbing wall and the shade structure, seconded by Christine Melby, motion carried. City staff will receive more information about the expected lifespan and warranty for the shade structure.

Grant:

City staff applied for two grants earlier this year: a Knowles Nelson Stewardship Grant for the trail connecting the Doar Prairie Restoration to the Nature Center, and a Transportation Alternatives Program (TAP) Grant for an off-street trail along CTH A from Richmond Way to Somerset Road/Business 64.

City staff has been in communication with both the DNR and WisDOT over the summer as they've reviewed our applications. Grant results should be announced in early fall. Staff will provide an update to the Park Board when results are announced.

CTH A Trail:

The Public Works Committee and City Council recently voted on the final design for a trail segment on County Road A, which will be constructed this fall. There will be one crossing with a flasher pedestal pole, and a trail on the east side of the street that connects Woodland Creek and Willowind residential developments. There was discussion about children crossing the roads and the timeline for connecting Woodland Creek with Richmond Way. Mike Darrow stated the 125th project was a driving factor of the project and that it's important to look at improving connections in this entire region. This fall's construction will be phase 1 of these projects. The estimated cost for phase 1 of the project is \$129,000.

New Business

Inclusive Playground:

In December of 2017, the Park Board approved a location at Freedom Park for an inclusive playground proposed by a project group from the New Richmond Area Community Foundation's Leadership Trust Initiative (LTI) Program. Since then, the group has explored alternative locations and researched other inclusive playgrounds in the surrounding area.

Teresa DeYoung and Judy Monette from the Will's Park LTI group discussed the possible locations they have considered, the pros and cons of each site, and their preferred location for an interactive playground. Teresa stated they would like this to be a universal playground verses an inclusive playground.

- Will's Playground will be a universal playground
- There will be a poured, in place, rubber surfacing
- It will include games, accessible music areas, sensory panels and handrails designed to include those children who may have a disability but are not in a wheelchair
- Natural, organic barrier
- Accessible restrooms

The group has done surveys and Mary Park is the most used and the majority felt there was a need for a universal play area. The entire community would benefit from the universal play area. Suggestion was made to put in two unisex restrooms on the backside of the current restrooms.

The MOU will be brought to the Park Board for consideration at the September Park Board meeting. The Park Board would also consider what financial commitment, if any, they might wish to make towards the project at the September Park Board meeting. City staff will receive quotes for design work for this entire area of Mary Park so that a long-term plan is prepared not just for the playground, but also the restrooms, former beach, parking lot, etc.

Mandi Erickson moved to accept Mary Park as the location for the Universal play area, seconded by Christine Melby, motion carried.

Freedom Park Irrigation:

A quote was obtained from Northway Irrigation to add rotors to the existing system between fields 1 and 2. Northway Irrigation previously installed the first two phases of irrigation at Freedom Park. The quote is for the amount of \$4,146 and includes a one-year guarantee from the date of installation. The project would be completed this fall. Brian Schroeder moved to accept the bid with 50% coming from the parks operating maintenance budget, and 50% from the Park Trust Fund, seconded by Frank Norton, motion carried.

Hatfield Park Improvements – New Richmond Softball Association:

The New Richmond Softball Association has identified three projects that they would like to fund to improve Hatfield Park, including:

- Concrete slab by Field 1 for picnic tables
- Replace some of the fencing on Field 1
- Add lime to Field 2 infield

The Softball Association would fund the materials for these projects, and City staff would provide the in-kind labor for the projects this fall. There was discussion on the conditions of the restrooms. City staff will get a quote on restroom renovations. Brian Schroeder moved approve the items as presented for improvements at Hatfield, seconded by Craig Kittel, motion carried.

Project Ideas from Community Action Plan (CAP) Committee:

As part of the Comprehensive Plan, a large citizen group developed a series of project portfolios that support the overall goals of the community. Projects range from very simple, low-cost ideas that would be easy to implement, to large-scale projects that would require a significant amount of capital.

Mandi Erickson moved to add the Community Action Plan (CAP) Committee project ideas for the parks and trails system, including:

- River walk along the Willow River
- Ninja Warrior Park & Sprint Way
- Freedom Park Beach
- 4-Season Community Plaza
- Edible Trails
- Adopt-a-Garden Program
- Willow River Cleanup
- Bridge to Mary Park
- Disc Golf Course
- Skate Park Expansion
- Multi-Purpose Sports Complex

- Additional Lighting for Parks & Trails

into the Park Plan, to be approved now and integrated in the document and project rankings later, seconded by Jon Hailey, motion carried.

Freedom Park Disc Golf Course:

Freedom Park Disc Golf was identified in the original master plan for the park that was prepared several years ago. If this project were to move forward, it would begin with publishing a competitive request for proposals (RFP) for design services. Proposals would be brought to the Park Board for review, at which time the Park Board could determine whether to proceed further with the project. A comment was made that the Park Board thought they were going to wait to see how much use the disc golf baskets recently installed at Paperjack Park would receive. Mike Darrow explained the group that wants this would be paying 100%. Mandi stated we need athletic fields and this will take up a lot of land. Craig stated it takes up a lot of land; we need parking, trails, and this would take away from some current farm lease revenue. WITC is also looking at putting in a nine-hole course in 2019. Jon Hailey moved to prepare a RFP for the Freedom Park Disc Golf, seconded by Craig Kittel, four approved, two not approved, motion carried.

Athletic Storage Space at Freedom Park:

Brian Schroeder stated they are looking at putting in a storage shed on the South parking lot on the west end, similar to the size of a three-car garage. The sports associations would be responsible for providing funding for the project. Mandi Erickson moved to approve the organizations moving forward with receiving costs and developing designs for the shed at the proposed location, seconded by Frank Norton, motion carried.

Possible October Event at Freedom Park:

Noah received a phone call for a large community event on October 6, from 10:00 – 2:00. There were concerns about parking and the possibility of beer samples, since there would be youth football that morning. The consensus was that any beer sampling event, assuming the appropriate licenses or permits are received, would only be after 12:30 p.m. when youth football is finished, otherwise the event organizers should pursue another location.

Park Land Trust Report:

Park Land Trust Fund - \$195,491.66

Impact Fees Fund – \$25,826.97

Inspection Reports:

Turned in. Jon asked about Northside Park roof shelter, is it going to be replaced as part of the hail damage insurance claims? City staff will provide an update at the next meeting.

Announcements:

The equipment for Paperjack will be shipped after Labor Day. A group recently volunteered at Mary Park to take buckthorn out along the shoreline. A question was asked about maintaining the property around the trail at the intersection of CTH GG and 140th Street.

Jon Hailey moved to adjourn the meeting, seconded by Frank Norton, motion carried.

The meeting of the Park Board adjourned at 9:25 p.m.

Minutes Submitted by
Marie Bannink
City Secretary