

**MINUTES
PARKS, RECREATION AND CONSERVATION ADVISORY
COMMISSION
WEDNESDAY, APRIL 9, 2014
DPW OPERATIONS CENTER
2351 SPRINGBROOK COURT, БЕLOIT, WI**

MEMBERS PRESENT: Roger Christiansen, Jeff Johnson, Chad Larson, Carol Mankiewicz, Therese Oldenburg, Mark Preuschl

MEMBERS ABSENT: Rebecca Charles, Keston Geistwalker

EX OFFICIO MEMBERS: Brian Ramsey, Director of Parks & Leisure Services
Greg Boysen, Public Works Director
Mark Smullen, School District of Beloit Rep.
Sheila De Forest, City Council

GUESTS: Victoria, Beloit Memorial High Student
Laura, Beloit Memorial High Student
Mike Flesch, City Engineer
Dennis Gonterman

CALL TO ORDER

The meeting was called to order by Mark Preuschl at 6:31 p.m.

REVIEW OF MINUTES FROM THE MARCH 12, 2014 MEETING

Under section E, Leisure Services Report the word “received” was changed to “submitted”. Therese Oldenburg made a motion to approve the minutes with the corrections noted seconded by Carol Mankiewicz. Motion passed unanimously.

CITIZEN PARTICIPATION

None

OLD BUSINESS- None

NEW BUSINESS – ACTION REPORT ITEM

- A. Consideration and support of the Visit Beloit's Door Campaign.** Visit Beloit would like to display public works of art on various City-owned properties, including designated park sites. Since several of the doors will be placed in city parks, City Council is requesting it be reviewed by the Parks & Recreation Commission. This will be a major marketing campaign for the community. It gives local and regional artist a chance to tell a story through their art by painting the doors and having them installed and exhibited throughout the community. Monica Krysztopa is the Executive Director of Visit Beloit was present to answer any questions and/or concerns that the Commission had is regards to this sponsored activity. DPW Operations is working with Visit Beloit in regards to the proper installation and any issues related to their structural integrity for safety within the parks. A tentative list indicating park sites/locations for these doors to be displayed was handed out. The doors will be securely installed in visual locations. The final locations haven't been selected yet and final placement of the door within park sites are subject to the approval by the Division Director. This campaign will kick off around June 1st. The door campaign has been advertised on social media and there is also a commercial to follow. Carol Mankiewicz made a motion to accept and approve the plan as presented seconded by Rodger Christiansen. Motion passed unanimously.
- B. Update report and presentation regarding the City of Beloit's Comprehensive Bike Path Plan. (Mike Flesch, City Engineer).** Mike Flesch, City Engineer presented the development ideas for the Bike Path Plan using a Power Point presentation. Milwaukee Road will have a bike path that starts at White Avenue and ends at Cranston. Ending at Cranston is a good idea because there are trails there to connect to. The railroad crossing will be rebuilt to accommodate the change and there is also money budgeted for a barrier to be put up. Pedestrian upgrades will be done first and bench areas may be available along the path near hotels. New signals will be put in place as well as crosswalk/sidewalks. This plan is available on-line on the City of Beloit's website under the Engineering department for anyone to view. The bike paths will meet state and federal requirements needed to complete the project. This project will be off the ground by late 2017 or early 2018.
- C. Review and consideration of projects proposed for the 2015 CIP Plan.** The city will hold its annual CIP kickoff meeting on April 16 to review the process for submitting Capital Projects for 2015. The deadline for submitting proposals is May 16. Projects highlighted in green have been funded and completed. Projects in orange have been funded and are pending. Projects highlighted in yellow have been pre-determined for implementation in 2015. A thorough review of the list was completed at the meeting. A list of parks was also passed out with the year of install. The ski jump/memorial at Big Hill Park was removed from the plan. Hilliard Park will have Frisbee golf signage installed. Hinckley Park is getting a new playground so we will see how much usage it gets before adding any amenities. Hope Park will have swings installed but we will hold off on site furnishings. The Grand Allee Construction at Horace White Park was added as a priority to the list. The Krueger pool shade structure/gazebo is an immediate problem and should also be addressed. Brian will be talking to Mike Flesch about the shoreline restoration at Leeson Park; we will need a permit from DNR to do that project. Riverside Park needs distance markers but there was discussion about whether or not the markers

will be put on post or printed on the pavement. The tennis courts at Summit Park could possibly be transformed into Jr. Basketball courts for less than the original budget. The tarps at Telfer Park will be replaced this year and the skate park and ice arena have security cameras and ADA paths installed already. It was suggested that adding interpretive signage at Totem Mound park be moved up to 2015. Instead of demolishing the existing pool house at Turtle Creek Park it will be repurposed and restored instead. Brian will revise the priority list for 2015 and present it at the next meeting as an updated report.

DIRECTOR'S REPORT

- A. Correspondence-** Jeff Johnson has been appointed to the Parks & Recreation Commission, we welcome him.
- B. Parks Report-** We continue routine maintenance in all of the parks as well as picking up litter and debris in all parks, trails, and cemeteries. We continue to trim trees and downed branches in parks, trails, and cemeteries also. The Dog Park is routinely cleaned and maintained. Snow is constantly being removed from public parking lots, and sidewalks. New rubber flooring in the locker rooms at the Snappers Clubhouse have been installed, the shower rooms have been painted as well as the weight training room. Lockers have been repaired and new latches have been installed. Part of the leftfield fence has been replaced and repainted. Park crews are making repairs and tuning up turf equipment in preparation of summer mowing. Light timers have been adjusted in various parks in regards to daylight savings-time. We met with fence contractors seeking quotes and proposals to replace the backstop, sidelines, and outfield fencing at Krueger Park. We are conducting interviews to select and hire seasonal staff.
- C. Horticulture Report-** We continue to be involved in Snow Removal and have had over 32 Snow events to date. Crews assisted the Streets Division in clearing storm inlets of snow and ice in order to prevent flooding during the brief warm-up/thawing events we experienced during the month of March. The crew is cleaning up and repairing the Golf Course Clubhouse specifically the concession area and kitchen. The operator's supplies have been cleaned out, new tile floor has been installed, and the carpet has been cleaned as well as the rest rooms and locker rooms. New ceramic tile in the bathroom has been installed and soon new planter boxes will be installed at Pohlman Field. If weather permits, the Hort Crew will be conducting Prescribe Burns in designated park sites as warranted for annual maintenance of landscaping grasses and natural prairie plants.
- D. Grinnell Hall Senior Center Report-** The most recent newsletter was handed out at the meeting.
- E. Leisure Services/Recreation Report-** Our community involvements include the following:
- BYHA
 - Welty Environmental Center
 - Facility agreements with the SDB for several events and leagues

- Rec Section, WPRA
- Greater Beloit
Visit Beloit
- Junior Achievement at Aldrich Middle School

We continue to fill our monthly radio spot with WGEZ the second Monday of each month and they continue to be supportive of any events and programs that we organize. We are usually on the air for 30 minutes and always leave program info to re-share on the air. We are having some interior repairs done do the chimney and exhaust fan as well as setting up training dates for pool staff. The last day of practice was held on Sunday March 23rd for BYHA and the rink has been torn down so the pavilion could be cleaned for the rental season. At Telfer Pavilion and the Ice Arena we have received quotes for garage door closures on the west end. Rink Tec shut down the compressors for the summer season and we've set up start dates with Rink Tec for September. Volleyball leagues have ended for the season with largest team numbers we have ever seen. We are planning to meet with umpires, interview a potential new hire/sub and do promotions for our adult softball leagues. The Earth Day Celebration will take place Saturday, April 26th at Riverside Park. The Rotary Center has been painted and new carpet installed. Sonya will be serving as a representative for our division and Spencer will attend the first meeting at the DPW Public Education. Plans are being finalized for our summer intern Matthew Christidis. A new alarm system was installed at Grinnell Hall, the library was moved downstairs, and the old library became a new lounge area. Pickleball will be held at Converse Elementary School in April on Wednesday nights from 4:30-6:30.

F. Special Projects/Miscellaneous-

1) **2014 Playground RFP:** The 2013 Playground RFP has been revised and was mailed directly to vendors as well as publicly advertised in local newspapers. The deadline dates for vendors to submit their response to our RFP is indicated below:

- April 11, 2014 Hinckley Park Playground \$50,000 Max. Cost
- April 18, 2014 Townview Park Playground \$40,000 Max. Cost.

Additionally, the 2014 CIP includes the purchase of new swings for Vernon Park, however based upon our City Purchasing Policy, we are not required to go out to bid for any purchase under \$10,000, but will be included as one of the this year's Capital Projects.

COMMITTEE MEMBERS COMMENTS

- Therese Oldenburg- Has been working with Jeff Adams on the Nature at the Confluence that will be held on June 15. There is a website available to view and learn more about it. She is also working with the county on a kayak paddle.
- Sheila De Forest- Visited the upper level Big Hill Park recently and was glad to see all of the swings in use. She also has had some requests to put a platform for eagles to nest in the parks and would like to possibly have it placed on the agenda to be discussed.

- Jeff Johnson- Is happy to be on the committee.
- Chad Larson- Is looking forward to spring. He also drove by Krueger this weekend, it was packed. The midget team won state this year and Ellie Woodman got 2nd team All-American.
- Greg Boysen- None
- Roger Christiansen- Parking at Hinckley Park is needed. It is in an excellent location.
- Carol Mankiewicz- None
- Mark Smullen- None
- Mark Preuschl- Inquired about the swings that were found at Big Hill Park. Brian stated that they were installed at Krueger. Pride Park gets used a lot and there are no swings. The path from the Boys and Girls Club to 6th Street normally has a lot of glass broken. Also he asked again if we could consider an ordinance for parking lots with no curb or gutter and add it to the agenda in May. Brian states that there are requirement for businesses to abide to and we also have to do the same for parks. Would also like to see something put in place to people how to be a part of groups in the community and help to make it more customer friendly.

ADJOURNMENT

Chad Larson made a motion for adjournment; seconded by Mark Preuschl. Motion passed unanimously. The meeting was adjourned at 8:48 p.m.

Minutes prepared by Travia Foy.