

**VILLAGE OF GRAFTON**  
**PARKS AND RECREATION BOARD MEETING MINUTES**  
**AUGUST 21, 2013**

The Parks and Recreation Board meeting was called to order at 6:00 p.m. by Chair Meg Canepa.

Members present: Meg Canepa, Trustee David Liss, Trustee David Antoine, Jim Miller, Joe Hildebrand, Mark Slaminski, and Celia Albers

Staff/Officials present: Director of Parks and Recreation John Safstrom and Administrative Secretary Charlie Donohue

**MINUTES**

Motion by Jim Mueller, seconded by Trustee Liss, to approve the July 17, 2013 Parks and Recreation Board meeting minutes as presented. Motion carried.

**PERSONS REQUESTING TO BE HEARD**

None.

**ACCEPT DONATION – LAND FOR PUBLIC PLAZA INCLUDING GRAFTON VOLUNTEER FIRE DEPARTMENT ELECTRONIC SIGN**

Director Safstrom explained the Grafton Volunteer Fire Department, Inc. (GVFD) is offering to donate 0.099 acres or 4,325 square feet of land to the Village of Grafton for a future Village park (plaza). The GVFD is proposing to develop this parcel into a plaza prior to the donation. The public plaza will include an electronic sign (which will be a cooperative effort between the GVFD, Grafton Area Chamber of Commerce, and the Village of Grafton), four benches, three flags, seven accent uplights, and approximately 800 square feet of decorative pavers. The plans were created by La Rosa Landscape Company, Inc.

The board members viewed the site plan and landscaping details along with the certified survey map for the park and the sign.

Trustee Antoine commented that the plans for this site are nice looking.

Trustee Liss asked if the Parks and Recreation Department would be able to maintain this property.

Director Safstrom explained that the Parks and Recreation department has been responsible for cutting the grass areas on that property. He further stated the Parks and Recreation Department would maintain the grass cutting in the summer months and

work in collaboration with the Department of Public Works to maintain the park in the winter months regarding snow plowing.

Motion by Trustee Antoine, seconded by Joe Hildebrand, to recommend the Plan Commission accept the Grafton Volunteer Fire Department donation of 0.099 acres adjacent to Wisconsin Avenue as a park included in the Grafton Parks System. Motion carried.

#### **2014 – 2018 PARK AND OPEN SPACE PLAN**

The board members reviewed the revised schedule for the completion of the Park and Open Space Plan. Chair Canepa noted the correction made to the schedule and inquired about the date not listed regarding the notice of the Public Hearing in December 2013.

Director Safstrom stated he would make the correction and list it in the schedule before the next board meeting.

Director Safstrom stated the Parks Visioning Workshop was held August 5, 2013.

Chair Canepa stated she did not see an invitation and could not find any advertising for this meeting.

Director Safstrom explained this was an information meeting, not an official board meeting. He further stated the meeting was noted in the Parks and Open Space schedule that was discussed at the previous Parks and Recreation Board meeting.

Director Safstrom asked the board if they felt a park tour was necessary. He asked the board members if they wanted to take the tour on their own or if they wanted to schedule a time to visit the parks. Mark Slaminski stated he would be interested in a tour and would contact Director Safstrom to schedule a tour. It was determined that a tour would take place prior to the September meeting.

The board members discussed the Parks and Open Space Plan schedule. Several of the board members stated a conflict with certain dates. Trustee Antoine asked if the October meeting date could be moved to October 16. Director Safstrom stated he would check on the date and inform the board members at the next meeting.

Director Safstrom discussed the Visioning Workshop and the minutes. He explained at the meeting there were five maps for the public to view along with the opportunity to ask questions. The public was asked to make comments and/or suggestions to the 2014 – 2018 Park and Open Space Plan.

Chair Canepa stated someone asked her about installing baby swings in all parks. She stated this person was possibly talking about Dellwood Park. Director Safstrom

explained that there is typically one in every park, unless the park only has accommodations for two swings.

J. Miller stated someone inquired about more basketball courts being implemented in the Village. This person suggested using the park located on Cheyenne Avenue. Mr. Miller asked Joe Hildebrand if he shared the thought that the Village of Grafton is in need of more places for basketball courts. Mr. Hildebrand agreed.

The board members discussed different location options for future basketball courts. Mr. Hildebrand stated it would be nice if a basketball hoop, not a full court, could be installed at Centennial Park. He often sees children frequenting the park with nothing to do. He further suggested a basketball hoop in the parking lot.

Trustee Liss explained installing a basketball hoop in the parking lot would not work with the other programs that are held at that location along with this being a safety issue.

Joe Hildebrand asked Director Safstrom if there are any new plans to install baseball diamonds within the Village of Grafton. Director Safstrom replied that there is a ball diamond scheduled for the future South Side Park.

Director Safstrom explained the Park and Open Space Plan is a master plan of the existing parks and the future growth of facilities. In the past, the Village of Grafton hired a consultant to complete the plan. During the 2013 budget planning, it was determined that this process could be performed by Village staff.

Director Safstrom gave an overview of each section of the plan.

The board members discussed each existing park, the location, and amenities of each.

Trustee Antoine expressed a need for a new grill at Riverfront Park. He also suggested planting more flowers and a tree at this location.

J. Hildebrand asked what the rules and guidelines are to implement a new park. Director Safstrom explained implementing a new park largely depends on the completion of a subdivision and its size, and whether the Village decides if there is a need in that area.

J. Miller asked to see a master plan for Southside Park. Director Safstrom stated he would find the master plan and allow members to view at the next board meeting.

Next, Director Safstrom discussed the goals and objectives section. He explained changes will be made to add any new goals and objectives. He also stated he will be conducting interviews with the school district, neighboring communities, and youth programs. He plans to send questionnaires to area schools. He informed the members that he has started reaching out to a few of these groups.

J. Hildebrand expressed a need for more baseball fields within the Village of Grafton.

Director Safstrom explained the recent history of how the parks were developed and stated many of the Village's parks are not flat pieces of land. Most parks have a natural topography and the Village has worked around this in lieu of some amenities.

Director Safstrom stated he will make changes where appropriate in the Park and Recreation Standards section. He also stated he would update the information in the Facilities section and suggested there may be a need to ask a consultant to look at the Analysis section. He urged the members to read through the booklet thoroughly, strike through information that is no longer viable and list anything that should be added. The members can then discuss these changes at the next meeting.

J. Miller inquired about the equipment for the skate park. Director Safstrom explained that he is waiting for Cedarburg to renovate the equipment.

Mr. Miller also complimented the work on the previous Park and Open Space Plan. He stated it was well done. Chair Canepa agreed. Trustee Antoine stated that it was nice having the maps included in the Parks and Open Space Plan.

#### **BENCHMARK MEASUREMENTS**

No comments.

#### **PARK AND OPEN SPACE FUND/PARK AND RECREATION FACILITIES FUND REPORTS**

Board members had no comments regarding the Department's monthly report.

#### **OLD BUSINESS**

J. Hildebrand asked about any new pool upgrades. Director Safstrom stated there have been many upgrades to the Family Aquatic Center, including new valves, new sidewalks installed in the front, installation of lighting in the pump room, and a new hot water heater. He stated there are plans to replace a few doors as well.

J. Miller inquired when the pool was closing for the summer. Director Safstrom stated that Sunday, August 25, will be the last day.

#### **NEW BUSINESS**

Trustee Liss stated that last week there was an issue during the GALA event at Veteran Memorial Park, regarding the basketball court. Each week GALA provides entertainment to the public in Veterans Memorial Park. In the past, any children playing on the basketball courts located in the park leave. This past week, the children playing basketball stayed while the event was taking place. The children continued to play basketball while the crowd filled in to listen to the music. At some point the ball left the

basketball court area and proceeded into the crowd. A woman was injured and an ambulance was called to the scene. Trustee Liss asked if there was something that could be done to prevent this from happening again. He suggested a sign stating the court would be closed for a specific amount of time or possibly a fence. He also noted this was the first time this was a problem.

Director Safstrom stated that he would make signs stating the basketball courts will be closed during the concerts. He also stated this would be a police issue and would pass the information along.

J. Miller recommended this be noted for next year. Trustee Antoine stated this event has grown and each year the crowds are becoming larger.

### **ADJOURN**

Motion by Chair Canepa, seconded by Celia Albers, to adjourn at 7:14 p.m.

Motion carried.