

VILLAGE OF GRAFTON

PARKS AND RECREATION BOARD MEETING MINUTES

APRIL 22, 2009

The Parks and Recreation Board meeting was called to order by Chair Canepa at 6:02 p.m.

Members Present: Meg Canepa, Scott Volkert, Susan Meinecke, Jim Miller and Joseph Hildebrand

Members Absent: Gigi Hafemann and Betty Sarg

Staff present: John Safstrom, Parks and Recreation Director, Sheryl Prohuska, Administrative Secretary and Karin Sevener, Senior Coordinator/Recreation Supervisor

MINUTES

Motion by Trustee Meinecke, seconded by Trustee Volkert, to approve the March 18, 2009, Parks and Recreation Board meeting minutes, as presented.
Approved unanimously.

HEAR PERSONS WISHING TO BE HEARD

None.

GRAFTON LIONS PARK SHELTER

Board members reviewed two different styles of shelter/restroom facilities that are proposed for Grafton Lions Park. Director Safstrom stated these shelters are consistent in architectural quality and interest with other Village park buildings. Estimated costs associated with these shelters are as follows:

- | | | |
|---|---------------------|-----------|
| 1. Polygon Shelter-Restrooms - contractor built | 32 foot hexagon | \$150,000 |
| 2. Architect Designed – contractor built | 38' x 15' (approx.) | \$150,000 |

Director Safstrom stated Shelter #1 would be better suited for the site. He also indicated that when this project is sent out for bids, he will request quotes for both wood and concrete block construction. Director Safstrom stated amenities for this shelter would include restrooms, outlets and picnic tables. Although there would be no kitchen facility, he stated it was possible this shelter could be rented to residents.

Chair Canepa stated she also favored Shelter #1 over Shelter #2.

Motion by Commissioner Miller, seconded by Trustee Meinecke, to authorize the Parks and Recreation Director to proceed with the design and bidding of Shelter #1 for a future shelter/restroom facility at Lions Park, as presented.
Approved unanimously.

2010 – 2014 CAPITAL IMPROVEMENT BUDGET

Board members reviewed a summary of 5-Year Capital Improvement projects for 2010 – 2014.

Director Safstrom stated many of the playgrounds need new safety surface, and he is recommending the use of tire mulch. Although the initial investment is more expensive, he stated tire mulch lasts a long time and the need for replacing deteriorated wood chips on an ongoing basis would be eliminated.

Besides playground safety surface, other projects included updating the Department's Park and Open Space Plan, replacing gutters at the Multipurpose Senior Center, basketball court renovation for Pine Street and Dellwood Parks, and registration software that would have credit card and online capabilities. Also discussed were swing set replacements, project phases for Shady Hollow, Blackhawk Valley, Cheyenne and South Side Parks, and parking lot additions for Lime Kiln Park.

Chair Canepa questioned leaving funds in the plan for a future skateboard park. Director Safstrom replied funds will remain in the Plan in anticipation that additional donations will make this project become a reality.

Chair Canepa questioned if funds should be placed in the Plan for replacing the tennis courts in Meadowbrook Park due to the new Municipal Services Facility. Director Safstrom replied that a site location should first be found for the courts prior to establishing funding. Commissioner Hildebrand suggested John Long Middle School as a possible site. Commissioner Hildebrand also suggested that perhaps this could be a joint project between the School District and the Village. Commissioner Hildebrand will follow up on the idea. Director Safstrom stated the approximate cost to build a tennis court with fencing is between \$50,000 - \$65,000.

Motion by Trustee Meinecke, seconded by Trustee Volkert, to recommend the Finance Committee approve the 2010 – 2014 Capital Improvement Program requests as submitted. Approved unanimously.

DNR STEWARDSHIP PROGRAM

Director Safstrom reported that he would like to apply for a DNR Stewardship Grant for the construction of the Chair Factory site at the corner of Falls Road and 12th Avenue. With recent changes to the Tax Incremental District (TID) laws, Director of Planning and Development Mike Rambousek thinks this site can be included with improvements to the TID No. 3 - Downtown District.

Motion by Commissioner Miller, seconded by Chair Canepa, to recommend the Village Board authorize the Parks and Recreation Director to submit a Stewardship Grant for the development of the Chair Factory Park. Approved unanimously.

PARTICIPATION FEE REDUCTION PROPOSAL

Director Safstrom reported that with the current economic climate and its effect on families, he is anticipating lower participation in programs due to lower discretionary funds available to families. He is proposing the Parks and Recreation Department offer Village of Grafton resident families, with children who have a parent or parents currently unemployed, the opportunity to enroll children in their immediate family in recreation programs, swim lessons and season pool passes at reduced rates for the summer of 2009.

Board members reviewed the following fee suggestions:

	Proposed	Actual
All youth recreation programs	\$ 5.00	\$15.00
Swim Lessons	\$10.00	\$25.00
Youth Season Pool Pass	\$20.00	\$40.00

Director Safstrom stated he has no estimates as to how many individuals may participate in this proposal, but presented the following three scenarios for discussion.

# of Participants	Estimated Decrease in Revenues due to Lowered Discretionary Spending	Estimated Proposal Revenues	Estimated Actual Cost to Village
50	\$1,334	\$583	\$751
100	\$2,666	\$1,167	\$1,500
150	\$4,000	\$1,750	\$2,250

Director Safstrom stated reduced fees would be offered strictly to those residents that are “on unemployment”. He said participation in this proposal would be a confidential process and would allow for reduced fees at the time of registration only. Parents will be required to provide proof of unemployment (i.e., unemployment compensation weekly mailing notice) at the time of registration.

Trustee Meinecke stated this is a great goodwill gesture. Because a parent is unemployed, that should not prevent a child from taking a swimming lesson. Brief discussion was held on how to promote the program and where funds will be taken from to help offset the deficit. Director Safstrom stated he has spoken with Administrator Darrell Hofland and due to the manner in which the aquatic and recreation programs are funded and accounted for, loss of revenue would need to be subsidized by the General Fund.

Motion by Trustee Volkert, seconded by Trustee Meinecke, to recommend the Village Board approve the above reduced fee recommendations for 2009 recreation programs, swim lessons and youth season pool passes for children of Village of Grafton eligible unemployed parents as presented. Approved unanimously.

PARKS AND RECREATION BOARD MEETING TIME

At last month’s Parks and Recreation Board meeting, Trustee Volkert requested the 6:00 p.m. meeting time be discussed to reaffirm that this time works well for most Board members.

After brief discussion and comments from each member, it was decided to maintain the 6:00 p.m. time for Parks and Recreation Board meetings. Members agreed to revisit this decision should it become difficult for any Board member in the future.

BENCHMARK MEASUREMENTS

Board members had no questions regarding the Department's monthly benchmark measurements.

PARK AND OPEN SPACE FUND/PARK AND RECREATIONAL FACILITIES FUND REPORT

Director Safstrom reported he is waiting for two quotes for consultation fees regarding recommendations for the future of the Family Aquatic Center. This project will be worked on throughout the summer with a finalized report due to the Village Board in fall.

OLD BUSINESS

Trustee Meinecke inquired about the status of the new youth rugby program. Director Safstrom stated the number of participants was lower than expected, but stated the program has received a lot of press coverage and should improve by next year.

Director Safstrom stated the new Tae Kwon Do program for special needs participants has started and is doing well.

Commissioner Miller asked how participation was this past winter for youth programming. Director Safstrom responded that the numbers for the youth basketball program were similar to last year.

Recreation Supervisor Karin Sevener reported on the adult volleyball program and upcoming summer Adult kickball program. Chair Canepa requested that umpires for the Kickball program take more assertive control of the game. Supervisor Sevener stated she will meet with both umpires prior to the season.

Commissioner Canepa requested that printed copies of the summer booklet be dropped off at the schools.

NEW BUSINESS

Brief discussion was held regarding youth rugby's usage of the fields at Centennial Park. Director Safstrom will follow up with the coach of this league.

OTHER BUSINESS

None

ADJOURN

Motion by Trustee Meinecke, seconded by Chair Canepa, to adjourn at 6:48 p.m. Approved unanimously.