

## VILLAGE OF GRAFTON

### PARKS AND RECREATION BOARD MEETING MINUTES

**MARCH 23, 2016**

The Parks and Recreation Board meeting was called to order at 6:04 p.m. by Board Member Jim Miller.

Members present: Trustee Lisa Harbeck, Jim Miller, Joe Hildebrand, Mark Slaminski, and Joanne Wolf

Members excused: Trustee Tom Krueger and Meg Canepa

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

Director Safstrom requested that a motion be made to appoint a Chair pro-tem.

Motion by Trustee Harbeck, seconded by J. Hildebrand to appoint member Jim Miller as Chair pro-tem in Chair Canepa's absence. Motion carried.

#### **MINUTES**

Motion by Trustee Harbeck, seconded by J. Wolf to approve the January 20, 2016 Parks and Recreation Board meeting minutes as presented.  
Motion carried.

#### **PERSONS REQUESTING TO BE HEARD**

None.

#### **SPECIAL EVENT REQUEST – GRILLIN' IN GRAFTON AND GIRO d'GRAFTON**

Board members reviewed the Special Event Applications submitted by Celebrate Grafton for the Giro d'Grafton and Grillin' in Grafton events. Director Safstrom explained there would be no major changes regarding these events.

J. Miller reminded Director Safstrom of the incorrect spelling on the signage last year and asked him to confirm the signage is correct prior to the Grillin' in Grafton event.

Motion by J. Wolf, seconded by M. Slaminski to allow Celebrate Grafton to utilize the Paramount Plaza on Saturday, June 18, 2016 for the Giro d'Grafton event. Motion carried.

Motion by J. Wolf, seconded by M. Slaminski to allow Celebrate Grafton to utilize Centennial Park on Friday, July 1 and Saturday, July 2, 2016 for the Grillin' in Grafton event. Motion carried.

**SPECIAL EVENT REQUEST – SWEAT FOR A VET**

Director Safstrom informed members this is a new event this year. Amy Luft, on behalf of the American Legion, has requested to hold a Legion to Legion walk on May 21, 2016. The walk will begin in Cedarburg and end in Grafton at the Rose Harms Legion Post. The request has also been shared with the Grafton Police Department.

Motion by Trustee Harbeck, seconded by J. Hildebrand to approve the Sweat for a Vet American Legion to Legion Walk on May 21, 2016. Motion carried.

**SPECIAL EVENT REQUEST – LIONS DIABETES WALK/RUN**

Director Safstrom explained this is another new event this year. Grafton Lion, Bob Lauer has requested to hold a Walk/Run on May 14, 2016. The event will begin and end in Grafton Lions Park at no cost. He further stated there will be no amplified music or beer sales and no road closings are being requested. The request has also been shared with the Grafton Police Department.

Motion by J. Wolf, seconded by J. Hildebrand to approve the Grafton Lions Diabetes Walk/Run on May 14, 2016. Motion carried.

**SPECIAL EVENT REQUEST – MELAPALOOZA**

Director Safstrom explained Tom Stanton of Mel’s Pig Roast has operated a softball tournament in Centennial Park for several years. This tournament was previously known as the Boesch Tournament.

This year the event is being tagged Melapalooza with music being offered on Friday, July 15, 2016, from 5:30 – 9:30 p.m.; Saturday, July 16, 2016, from 2:00 – 9:30 p.m.; and Sunday, July 17, 2016, from 11:00 a.m. – 3:30 p.m.

Board members discussed the timing of the music on Sunday and agreed to table until after neighbors of the park have been notified of the request.

Motion by J. Miller, seconded by J. Hildebrand to table the approval of the request from Tom Stanton of Mel’s Pig Roast for the Melapalooza event on July 15 – 17, 2016, until neighbors of the park have been notified. Motion carried.

**VETERANS MEMORIAL PARK RIVERWALK PROJECT – LIGHTING CONTRACT**

Director Safstrom explained that as a cost savings measure (the Village is tax exempt), the canoe/kayak launch and decorative light poles for the Riverwalk project were excluded from the bid process. The quote for the launch came in under \$25,000 and has been approved by the Village Administrator as allowed in the Village’s Purchasing Manual.

The quote for the decorative light poles and installation is \$49,940.00 and needs to be approved by the Parks and Recreation Board and the Village Board. An effort was made to match the existing Riverwalk lighting pole and fixture (south of WIS 60) to the proposed pole's and the light fixture's specifications.

Members discussed the project and reviewed the lighting quote and pole design. Director Safstrom further explained the work along the river is set to begin June 1, 2016, which will allow time for the water level to lower.

Trustee Harbeck inquired about the trees that were removed from the park. Director Safstrom stated he had received calls asking about this. The trees were originally planned to be removed for the project and will be replaced. There is also a possibility of more trees being planted in the park.

J. Hildebrand inquired if there are plans in place to repair or replace 13<sup>th</sup> Avenue. Trustee Harbeck stated with all of the improvements that are being made at the park, the Village should look into fixing the road to the park. Director Safstrom stated he would look into this.

Motion by J. Wolf, seconded by J. Hildebrand to recommend the Village Board approve the contract with Spectrum Lighting Ltd., Waukesha, WI for the purchase and installation of decorative light poles of the Veterans Memorial Riverwalk Project in the amount of \$49,940.00. Motion carried.

## **SUMMARY OF BENCHMARK MEASUREMENTS**

Director Safstrom gave an overview of the benchmark measurements. Trustee Harbeck inquired why the satisfaction percentage goal of rentals of park shelters is lower than previous years. Director Safstrom stated that the goal percentage hasn't changed from year to year and the Department generally exceeds this number as shown on the benchmark measurements.

## **OLD BUSINESS**

J. Hildebrand inquired on the status of the All My Friends Playground at Centennial Park. Director Safstrom stated the group is still on schedule. The current playground equipment at Centennial Park will be moved to Shady Hollow Park.

## **NEW BUSINESS**

Director Safstrom informed members floor work at the pool has begun. The company hired to install the new floor is the same company that originally installed the floor 20 years ago. The new floor will be ready before the season begins.

Director Safstrom informed members that at the May meeting, members will need to re-elect a Chair.

M. Slaminski stated he received the school district's summer school catalog, which contains many classes at a very low cost. He asked Director Safstrom how we are competing with the school district. Director Safstrom stated the classes this year are more extensive and creative than in year's past. The Department is offering more classes this summer than in year's past during the afternoon and evening hours. Director Safstrom stated he has contacted Dr. Lightner to discuss the possibility of advertising and posting classes and events through the school district.

Staff has discussed publishing the summer recreation booklet earlier next year. Director Safstrom informed members of a new program being offered this summer which will offer families an alternative option of after summer school care.

### **SENIOR REPORT**

J. Wolf stated the newly waxed floors at the Multipurpose Senior Center look really nice.

### **ADJOURN**

Motion by J. Miller, seconded by Trustee Harbeck, to adjourn at 7:05 p.m.  
Motion carried.