

City of Baraboo
Parks & Recreation Commission Meeting
July 11, 2022 – Minutes

Present: H. Kierzek, R. Franzen, S. Mordini, R. Sanchez, A. Witczak, A. Workman, C. Schlender & Mike Hardy. Also present Jim Francisco

Franzen called the meeting to order at 5:30 pm. Legal posting of the agenda has been met. Witczak motioned and Mordini seconded approval of the June 13, 2022, meeting minutes. Motion carried.

Witczak moved to approve the agenda, seconded by Workman. Motion carried.

Action Items

a. Elect new Commission Vice President to complete 2022 term

Franzen thanked Francisco for his service on the Commission.

Franzen nominated Witczak to be Vice President, seconded by Mordini. Motion carried.

b. Discuss and consider awarding bid for security cameras in the Ochsner Park Zoo and accepting donations from Friends of the Baraboo Zoo for purchase costs

Many residents offered donations to cover the cost of security cameras after the zoo break-in. Hardy contacted three security firms to get estimates for outdoor, wireless cameras for a cost up to \$10,000 and no additional maintenance cost. An on site visit was conducted to explore placement options; Hardy shared a map of likely placements. Installation will likely not happen until the fall (Sept-Oct). ChipER Technologies was highly recommended and also was the lowest bid. Witczak highly recommended ChipER based on work they have completed at the homeless shelter. Schlender asked if they offer dummy cameras; Hardy said he's not sure, but not a fan of dummy cameras because if people know the location of the cameras, they might run toward it to try to get footage recorded, and dummy cameras don't record. Witczak suggested that since they are under bid, can we ask for two more cameras to cover the open/blind spots on the map. Hardy said not sure, but can ask and will check with the Friends group to see if they will cover the cost of two more cameras.

Witczak motioned and Workman seconded accepting ChipER Technologies \$8,500 bid to install six cameras at the zoo. Motion carried.

c. Discuss and consider awarding bid for Phase 1 Design (study) of the Oak Street Overlook Project

\$23,000 was budgeted to improve access to the Oak St overlook, which involved commissioning a study to see if the current structure would support an overlook. Two bids were submitted for the study (MSA and SRF); by October, the cost of construction via the study would be determined and could be budgeted for in the next year's budget cycle. Both are under budget with MSA being the lower bid. Schlender spoke to wanting to stay with a local company if possible; Franzen agreed. SRF references came from Minnesota.

Franzen motioned to accept the bid from MSA for \$22,600, seconded by Schlender. Motion carried.

d. Discuss and consider partial refunds for the Ochsner Park Main Shelter reservations while interior room is closed for maintenance

Bat droppings were found in the interior of the shelter rentals interior room, which necessitated closing the shelter during the bat's roosting period until they can be safely removed (likely not until September). One rental (Vicky Jones) has requested a refund as her rental was scheduled for the day after the interior room closed and she had no time to reschedule. All existing reservation holders were

contacted. Discussion followed on whether to reduce the price (discount to \$60 for this summer only - the price of a smaller shelter), or give renters the option of applying this year's fee to next year's rental. Hardy described the refund policy. Witczak suggested a \$20 credit on renters' accounts that they can apply to another City purchase.

Witczak motioned that renters of the Ochsner Park Main Shelter receive a \$20 credit on renters' accounts that they can apply to another City purchase, effective for the shelter rental reservations from June 24-Aug 31, 2022. Workman seconded. Motion carried.

Witczak motioned that Vicky Jones receive a refund of \$85 for her canceled Ochsner Park Main Shelter rental reservation, or receive a credit of \$85 on her account, good for next year's shelter reservation. Workman seconded. Motion carried.

Informational Items

a. Staff Report submitted by Hardy.

Revenues were \$40,209.95 for the month of June 2022

1) Upcoming projects & programs

The Zoo break-in suspect has been identified and can be extradited back to Wisconsin since felony damages exceeded \$3,000. All animals have been returned; only one owl suffered injuries and is still recovering.

The City has been acquiring land for the upcoming Riverfront Park (across from Kiwanis Park). The day care center was sold and will be donated back to the City. The two small buildings have also been purchased and the Riverwalk will be extended. The QR code signs were installed at the zoo.

2) Community Input Meeting #1 for Campbell Park Master Plan

Wednesday, July 13 between 5:30-7 pm is the open house public input comment session for the Campbell Park Master Plan. The second meeting, including a formal presentation, will be on Aug. 24, 2022.

b. Subcommittee reports

1) Friends of Baraboo Parks and Zoo (Witczak)

Still raising money for parks.

2) Bicycle Advisory Committee (Workman)

Workman will attend the City Council meeting on Tuesday, July 12, to answer questions before the Council votes on whether to approve the BAC letter to WisDOT regarding additional pedestrian crossing/island refuges on Hwy 33.

3) Playground Selection Committee (Witczak)

Has not met.

Next scheduled meeting: August 8, 2022, 5:30 pm

Mordini motioned and Kierzek seconded adjourning the meeting at 6:21 pm. Motion carried.

Respectfully submitted,
Amy Workman, Secretary
Parks & Recreation Committee