

City of Baraboo
Parks & Recreation Commission Meeting
Aug 9, 2021 – Minutes

Present: R. Franzen, A. Witczak, C. Schlender, A. Workman, and H. Kierzek

Franzen called the meeting to order at 5:30 pm. Legal posting of the Agenda had been met. Workman motioned and Witczak seconded approval of the July 12 meeting minutes with one spelling correction. Motion carried.

Witczak moved to approve the agenda as printed, seconded by Schlender. Motion carried.

Action Items

- a. Discuss and consider request from Alliant Energy for a utility easement at Maxwell Potter Conservancy along the west edge of the north parking lot between Mill Race and the River, and along the east side of the Riverwalk from the River to Water Street. Hardy presented a map of the proposed work area. All work will be completed underground. Any above ground disturbance to the site will be restored to its original condition. Franzen motioned to pass approval along to Council for the Alliant easement, seconded by Witczak. Motion carried.
- b. Discuss and consider spending up to \$8,000 to install an asphalt walking path, landscape plantings and entrance signage between Parkside Avenue and the Pierce Park Pavilion using Park Segregated funds. This proposal has been discussed before with bids collected in the spring, which will need to be rebid. The lowest bid of the spring was \$5,600, with approval sought for an increase of up to \$8,000, using Pierce Park segregated funds (available) to improve the aesthetics of the path. Witczak motioned to spend up to \$8,000 to install an asphalt walking path, landscape plantings and entrance signage between Parkside Avenue and the Pierce Park Pavilion using Park Segregated funds, seconded by Workman. Motion carried.
- c. Discuss and consider Elks Club request for use of the Civic Center Gym March 22, 2022, for a Special Needs Prom event. Hardy read an email sent by Francisco on the event describing the fundraiser supported dinner/dance prom event for youth with special needs. Witczak also described the event as a formal dinner, prom pictures, and financial support provided for attire for youth. Questions were raised about serving food in the time of Covid, or how much of the event could be held outdoors in March. Witczak motioned to approve Elks rental usage of the gym for the event in March 2022, with the contingency that they must comply with any Covid related policies in place, seconded by Franzen. Motion carried.
- d. Discuss and consider City COVID policy as it relates to programs and facilities of the Parks, Recreation & Forestry Department. The Council will be discussing and potentially passing a Covid policy tomorrow night, with guidelines that all staff, volunteers, and participants will have to be masked regardless of vaccination status inside City facilities. Staff and volunteers must submit proof of vaccination status or undergo weekly testing. No action needed.
- e. Discuss and consider 2022 budget and capital project requests
CORP plans on working on a Master Plan for all of Campbell Park in 2022, including the pool, new skatepark equipment, resurfacing of tennis courts, and replacing playground equipment. The budget request will go in for 2023, likely with a budget referendum. Timeline for Jackson Park: Council is expected to approve moving ahead with construction using park impact fees in tomorrow's meeting. CORP also prioritized the splashpad and restroom project at Attridge

Park. Witczak asked to move up the Ritzenthaler Park new playground equipment to the 2022 list of priority projects. Workman asked to add a mountain bike trail master plan budget line item for Jackson Park (60 acres). \$5,000 was added to the CORP schedule for 2022 for a mountain bike trail master plan, with an anticipated \$5,000 to be raised through community fundraising. Franzen asked to move the Oak Street Overlook construction to the 2022 priority list. Hardy will make these changes and pass on to the Council for approval.

Information Items

a. Staff Report submitted by Hardy.

Revenues \$22,064.94 for the month of July 2021.

b. Subcommittee reports

1. Attridge Park Splashpad fundraiser on Aug. 21: \$2,500 match grant acquired for that day. Met with Village of West Baraboo, but did not have a quorum so could not vote on making a City of West Baraboo donation of \$125,000 towards the splashpad.
2. CORP Committee: One more meeting is planned, and will have final recommendations for the Parks & Rec committee to review and approve in September.

Next scheduled meeting: Sept 13, 2021 at 5:30 pm

Franzen motioned and Witczak seconded to adjourn at 6:42 pm. Motion carried.

Respectfully submitted,
Amy Workman, Secretary, Parks & Recreation Committee