

PARK & RECREATION COMMISSION MEETING MINUTES

Wed., June 1, 2011

6:30 PM

Holbrook – Palmer Park

150 Watkins Avenue, Atherton

This meeting was called to order at 6:32 pm.

1. **Roll Call**

PRESENT -

Shirley Carlson
Dianne Crittenden
Dick Moore
Robert Oyster
Marylue Timpson
David Wright

ABSENT -

Elizabeth Hammack

Mike Kashiwagi and Jennifer Frew were also present.

2. **Public Comments** – Resident Denise Kupperman - only person present for public.

Atherton Library Building Steering Committee is looking at Holbrook Palmer Park as potential site for new library.

Denise Kupperman – member of ALBSC

Architectural firm for Phase 1 – site selection, environmental review; Phase 2 – schematic design; Phase 3 – Construction documents

June 25 - 10:0 am – 2:30 pm Library Committee meeting; second meeting June 28 – Pavilion – 7 – 9 pm. Flyer will be printed and all members will receive information. Encourage all people to attend at least one of those meetings. Saturday meeting will have a site walk investigating the different possible library sites. At least come for the last few hours as to what the community wishes for the library's future.

3. **Approval of Meeting Minutes** – April and May 2011 Meeting Minutes

AYES – 6

NOES: 0

4. **Commission Business** -

Introductions:

- Diane Crittenden – no longer a Dames representative, but part of the P & R Commission;
- Marylue Timpson – Park & Rec Commissioner and DAMES representative;
- David Wright – 4th year on Park & Rec;
- Shirley Carlson – 10th year on Park & Rec; will be termed out in April of 2012;
- Dick Moore – Treasurer of HP Park Foundation – 2nd year of Park & Rec

The Dames is an auxiliary for the Foundation to the Park and fundraising assistance

Foundation is a non-profit group for the Park; reviews Park activities and assists with Master Plan.

- Bob Oyster – new member – grew up in the area

Select a Vice Chair when Shirley Carlson terms out in April 2012. – make selection in July.

Status of the Park –

Approved a hoop greenhouse near the Corp Yard – growing tomatoes, lettuce – Master Gardner will provide a certain number of plants and hold community classes several times a year.

Commission completes 2 walk thrus on the Park each year (Spring and Fall). Buildings and garden area and then they make recommendations to Staff.

5. **Foundation Report -**

They are working with the Town to monitor the office; working on the budget.

Moved meeting times to 6:30 and look for new members.

6. **Dames Report -**

Dames Report – Easter Egg hunt was a smaller group this year but still successful and fun. They put in the lawn from water tower to the Pavilion and also the bridge with monies that were raised. Women restrooms may be added. Funds also are designated for the Carriage House.

Next fundraiser – nothing this Fall - no date for future. Tea and President lunch upcoming in 2012. Fall festival may occur in October of 2011 – the date yet to be determined.

7. **Regular Agenda -**

a. Budget – 2011-2012 (draft)

Questions re: Parcel Tax applies to the Park – C.I.P – utilizing tax monies.

Questions re: OT, health care, revenue in past and future on budget. Town is responsible for C.I.P. in the Park according to historical documents. Commission would like to see expenditures and revenues on budget documents.

Goals – re-locating trash enclosures? Big dumpster bins – put them behind Corp. yard in the back – away from public view.

Parcel tax and General Fund are main financial sources to the Park as well as Dames/Foundation monies.

Budget will go to Council next month but salary info. may be updated.

Parks, Facilities and Street Maintenance all could be potentially outsourced.

Moore and Timpson worked with Retired Public Works Superintendent Duncan Jones for a plan in case there would be outsourcing. 120 different jobs – would assist in writing the RFP. (Phase 1) – detailed accounting of all tasks that need to be performed.

Diane Crittenden may be able to provide that report to the Commission next month.

Town does believe that outsourcing would reduce labor costs. It could be to a private company as well as to local cities.

- Plan for trash enclosure for bins;
- Need revenue portion of the budget for next meeting .
- Why are the credit card fees so high for Park – maybe it could be bidded out – Mike will report
- Pods – are we keeping those? Expensive each month

Arts Committee should be reporting to the Park & Rec – ask that they report next month.

- b. Little League – Council has approved their plan to go to Planning Commission. They meet on the 4th Wed. each month at 6:00 pm. in the Council Chambers. More interaction between AYSO, Little League and La Crosse together. They did meet with the Town’s Planning Director - facilitate a meeting with all the stakeholders. Manage the field better by having those groups work together.

Dave Wright – will look at contracts to see which groups use which field when and manage the schedule for the Commission to be aware of. (LacCrosse, Little League, AYSO).

Commission would like a sign with rules posted on the field - work on the wording for next meeting.

Interim Director of Public Works – Mike Kashiwagi

- He stated the fencing should be removed around the lawn area by June 23.
- Little League is finishing up in June for all-stars.
- Bocce Ball event – June 23 – chalk based paint on the lawn – will remove easily for wedding that weekend.

8. **Adjournment:**

The meeting was adjourned at 7:52 P.M. by Shirley Carlson

AYES: 6

NOES: 0

Respectfully submitted,

Jennifer J. Frew