

CITY OF ANTIGO
PARKS, CEMETERY AND RECREATION COMMISSION
MINUTES OF MEETING HELD
MARCH 11, 2019

Parks, Cemetery and Recreation Commission of the City of Antigo met in Regular Meeting on the above date at 5:30 PM in the Multi-Purpose Room, City Hall, Ward 3 Tim Kassis presiding.

Attendee Name	Title	Status	Arrived
Tim Kassis	Ward 3	Present	
Glenn Bugni	Ward 7	Present	
Denise Wendt	Member	Present	
Heather McCann	Member	Present	
Zachary Brown	Member	Present	
Sam Hardin	Member	Present	
Barb Rebstock	Ward 1	Present	

Others in attendance: Sarah Repp, Park, Recreation and Cemetery Supervisor; Mark Desotell, Director of Administrative Services; and Jaime Horswill, Lead Office Assistant.

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the February 11, 2019 Meeting

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Zachary Brown, Member
AYES:	Kassis, Bugni, Wendt, McCann, Brown, Hardin, Rebstock

2. Waiver of Facility Use Fee for Boys & Girls Club

Sarah Repp, Park, Recreation and Cemetery Supervisor, provided a memo advising that the Boys and Girls Club of Langlade County has requested the use of the Warming House for Spring/Summer programming. Ms. Repp is recommending waiving the fees for use of park facilities for Boys and Girls Club programming, because the City will be utilizing their facility at no charge for the four week dance program.

Motion to waive the facility use fee for the Warming House for Spring/Summer programming for the Boys and Girls Club of Langlade County.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Barb Rebstock, Ward 1
SECONDER:	Glenn Bugni, Ward 7
AYES:	Kassis, Bugni, Wendt, McCann, Brown, Hardin, Rebstock

3. Thank You For Sharing Our Community Information

Ms. Repp provided a memo advising that the City has been partnering with the Boys and Girls Club, Antigo Unified School District, Antigo Public Library, Clara R. McKenna Aquatic Center, 4-H, and other various groups and organizations to advertise and distribute the Spring/Summer/Fall activity, event and program information. The past few years the City has advertised in the Antigo Daily Journal, and she wants to mention that this year they are publicizing the full two page advertisement in the Journal Express at no charge.

Additionally, the Antigo Times creates and publishes an activity guide with the City's information in their publication at no charge as well. WACD-Antigo Radio routinely invites the City to share it's information on the Breakfast Club in the morning, which is extremely helpful for getting

information out to the public. The parochial schools, day cares, and Antigo Unified School District allows the City to distribute the activity information to their students, so a guide goes home to the youngest of each family. She is very thankful and fortunate for the cooperation and collaboration with community partners that routinely help share and distribute information.

Aldersperson Rebstock commented that the publication in the newspaper was really nice.

INFORMATION ONLY

RESULT:	PLACED ON FILE-NO VOTE
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4. 2019 Spring/Summer Activity Guide

Ms. Repp distributed the Spring and Summer Park and Recreation Guide for 2019.

Ms. Repp noted that this guide was in the newspaper and went home to the kids in school.

INFORMATION ONLY

RESULT:	PLACED ON FILE-NO VOTE
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5. Review of 5 Year Comprehensive Plan for Park and Recreation Department

Ms. Repp provided the Commission with the 2012-2016 5 year Comprehensive Community Outdoor Recreation Plan.

Ms. Repp requested that the Commission members review the plan on their own time, make notes and get back to her with any comments and questions. There will be a series of public hearings before the plan is consolidated and updated for Council approval.

Upon inquiry by Aldersperson Kassis, Ms. Repp indicated that this plan is incorporated within the County's plan and the City references the County's plan as well. The City typically receives more points when it comes to grants if it has its own plan.

Aldersperson Bugni commented that this is a well written plan and is very comprehensive.

Upon inquiry by Aldersperson Rebstock, Ms. Repp advise that the new plan will be from 2019-2023.

Ms. Repp advised that the plan is done in-house. She has been in contact with the Department of Natural Resource's Stewardship Coordinator and has been provided with an extension as the previous plan was through 2016.

INFORMATION ONLY

RESULT:	PLACED ON FILE-NO VOTE
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6. Park, Recreation, and Cemetery Department Updates: Staffing, Cemeteries, Shelters, Events, Recreation Programs, Winter Updates, Grants, and Bids

Ms. Repp provided a memo with general department updates.

She is still hiring for one year-round part time position and two seasonal positions. Due to continued snow and cold weather conditions crews are still maintaining the hockey and large figure skating rink at Peaceful Valley. The Warming House is open daily from 8:00 am - 8:30 pm for those wishing to utilize the outdoor hockey and ice rinks.

The memo highlighted the open skates held in November, December, January and February as well as the Winter Fun and Family Wellness Day held February 10, 2019.

Ms. Repp's memo advised that the recreation programs are now available for on-line registration. She is still finalizing programming details and looking at the possibility of offering some new programming.

Ms. Repp's memo concluded by noting that she is working with staff to complete a Knowles Stewardship Grant to expand the Springbrook Trail to the north from the West Rotary Bridge. This trail connection will be an important connector for the overall trail expansion plan and provide a connecting route for the proposed TAP Grant trail expansion. She is also working on finalizing an updated five year comprehensive park plan as well as advertising for bids for various equipment and projects.

Ms. Repp indicated that staff was interviewing two seasonal employees March 12th. She is hopeful to get them in early so they can start learning the job as soon as possible.

Ms. Repp advised that all softball/baseball registrations were done in one location at one time this year.

Ms. Repp further advised that the Springbrook Clean-Up is postponed again this year.

Ms. Repp was pleased to announce that the department received two donations for a total of \$20,000 for trail expansion/low level boardwalks. If one more donation is received, she has a matching donation up to \$5,000.

INFORMATION ONLY

RESULT:	PLACED ON FILE-NO VOTE
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Any Other Matters Authorized by Law to be Considered

Upon inquiry by Alderperson Bugni, Ms. Repp explained that the Pavilion was designed for flooding issues. The electrical is raised and the doors can be opened to let the water flow through as needed. This was designed specifically for this reason. The playground and Warming House were built on a raised area. The Warming House electrical is also raised in case of flooding.

INFORMATION ONLY

Adjournment

1. **Motion to:** Adjourn at 5:43 pm

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Barb Rebstock, Ward 1
AYES:	Kassis, Bugni, Wendt, McCann, Brown, Hardin, Rebstock

Tim Kassis, Chairperson

Date