

CITY OF ANTIGO
PARKS, CEMETERY AND RECREATION COMMISSION
MINUTES OF MEETING HELD
OCTOBER 10, 2016

Parks, Cemetery and Recreation Commission of the City of Antigo met in Regular Meeting on the above date at 5:37 PM in the Multi-Purpose Room, City Hall, Alderperson, Ward 3 Tim Kassis presiding.

Attendee Name	Title	Status	Arrived
Tim Kassis	Alderperson, Ward 3	Present	
Glenn Bugni	Ward 7	Present	
Dan Bauknecht	Alderperson, Ward 9	Absent	
Denise Wendt	Member	Present	
Heather McCann	Member	Present	
Zachary Brown	Member	Absent	
Sam Hardin	Member	Absent	

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

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

1. Halloween Bash Facility Waiver Request

Motion to approve waiving the facility fee for the Annual Halloween Event sponsored by the Antigo Optimist Club to be held October 29, 2016 from 11:00 am to 1:00 pm at the Peaceful Valley Park and Festival Grounds.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Denise Wendt, Member
AYES:	Tim Kassis, Glenn Bugni, Denise Wendt, Heather McCann
ABSENT:	Dan Bauknecht, Zachary Brown, Sam Hardin

2. Hour/Shift Adjustment Request for Park, Recreation and Cemetery Department

Sarah Repp, Park, Recreation and Cemetery Supervisor indicated that her department completed a trial run this past summer. The hours used to be Monday through Thursday 6:00 am - 3:00 pm and Friday from 6:00 am through 10:00 am. This was placing a burden on the staff attempting to accomplish everything that was needed. This summer the hours were 7:00 am - 3:00 pm Monday through Friday. This helped reduce overtime. Ms. Repp would like to continue these hours.

Mark Desotell, Director of Administrative Services, indicated that no formal motion would be needed as Ms. Repp did the trial period and the department heads need that type of flexibility to be able to set schedules.

Alderperson Kassis commented that the commission appreciates being notified of these things in case the public has questions.

RESULT:	INFORMATION ONLY
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3. Single Track Improvements/Expansion Request

Ms. Repp indicated that originally the track was put in through a cooperative effort with Antigo Bike and Ski. She would like to work to enhance recreation opportunities for our community and visitors by constructing additional trails and loops at the Single Track Mountain Bike Trail.

Antigo Bike and Ski would also assist in maintenance. This is a community effort.

Ms. Repp further advised that appropriate insurance would be filed for the volunteer effort.

Upon inquiry by Alderperson Kassis, Ms. Repp indicated that there would be no cost to the City at this time.

Motion to approve the Antigo Bike and Ski Club to enhance and expand the Single Track Mountain Bike Trail through the use of volunteers as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Heather McCann, Member
AYES:	Tim Kassis, Glenn Bugni, Denise Wendt, Heather McCann
ABSENT:	Dan Bauknecht, Zachary Brown, Sam Hardin

4. Pickleball Winter League Fees

Ms. Repp indicated that the Boys and Girls Club were on the fence with regard to allowing Pickleball to utilize their facility. They were able to come to a compromise this past year to allow for a successful winter season. This year Pickleball members had spoken to community members and Karl's Transport has offered their gym facility that was built for their employees. This facility can accommodate two courts, which is more than what the Boys and Girls Club could accommodate.

Ms. Repp indicated that Karl's Transport will offer their facility for six months for \$175.00 per month. The Pickleball members are extremely excited about this opportunity. Ms. Repp noted that the City's caveat is to have a 15 member minimum at \$45 for the winter session. She was informed that the minimum member requirement has been met. Therefore, it does not look like there will be any cost associated with this program to the City.

Ms. Repp indicated that she would like the ability to make any necessary adjustments to the agreement if it is necessary. There will be approximately 16 hours of play each week. She would also like to accommodate any players that are not regulars as well as any visitors that would like to try the game. There would be a charge of \$3.00 per game. There would be a facilitator that would be in charge of collecting the money and waivers and returning them to the City.

Upon inquiry by Denise Wendt, Heather McCann advised that you can play either singles or doubles like a tennis match. There are numerous ways to play.

Ms. Repp advised that this is another program being facilitated by another organization or group. The City provides the framework or structure, but is being organized by a different group. They do the scheduling, organizing and communication with the group.

Upon inquiry by Mr. Desotell, Ms. Repp advised that the City is the one entering into the agreement with Karl's Transport.

Motion to approve entering into an agreement with Karl's Transport for a winter facility Pickleball location for \$175 per month for six months with a 15 player minimum with a \$45 fee per player. A \$3.00 per player fee would be assessed for non-members.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Heather McCann, Member
SECONDER:	Denise Wendt, Member
AYES:	Tim Kassis, Glenn Bugni, Denise Wendt, Heather McCann
ABSENT:	Dan Bauknecht, Zachary Brown, Sam Hardin

5. Department of Tourism Destination Assessment

Ms. Repp indicated that the Wisconsin Department of Tourism is going to help facilitate and gather information regarding our community with regards to gaps in programming and community events. They will look at big draws and smaller community draws. This pairs nicely with the upcoming Park, Recreation, Cemetery and Forestry update as well as the City Wide Comprehensive Plan update.

Upon inquiry by Alderperson Kassis, Mr. Desotell advised that Angie Close, Economic Development Corporation, has spoken with the Department of Tourism for the past year. This has been offered to a limited number of communities.

Upon inquiry by Alderperson Kassis, Ms. Repp indicated that there is no cost associated with this, just time.

Upon inquiry by Denise Wendt, Ms. Repp noted that if commission members are interested a steering committee will be established.

Heather McCann and Alderperson Kassis commented that the school and Council may want to be part of the steering committee.

Motion to grant permission to Sarah Repp to participate in the Wisconsin Department of Tourism Destination assessment and work with the task force to complete the analysis as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 11/9/2016 6:00 PM
MOVER:	Tim Kassis, Alderperson, Ward 3
SECONDER:	Glenn Bugni, Ward 7
AYES:	Tim Kassis, Glenn Bugni, Denise Wendt, Heather McCann
ABSENT:	Dan Bauknecht, Zachary Brown, Sam Hardin

6. 5 Year Park, Recreation, Cemetery & Forestry Update

Ms. Repp noted that October is the month that was slated to discuss the park and facility review. She provided a list of completed projects from the time the plan was completed. This should allow the ability to make good decisions on future direction.

Ms. Repp provided a list of tasks to complete and long term goals. This is where there is an opportunity to give suggestions. There will be presentation in the Council Chambers the night of the November 8th election. This will allow for public feedback.

Alderperson Kassis noted that the commission has always been successful with major projects such as the bandstand, trail system, and pavilion. Is there another major project the commission could look at? Ms. Repp indicated that the next piece is connecting the Activity Park and Saratoga Park, which ties into the bike route, which needs to be paved and completed. These are two big projects that can tie into each other.

Mr. Desotell added that work continues with the Wisconsin Department of Transportation and the Department of Natural Resources with the TAP Grant program which can help facilitate the bike and walking trail north. The City was unsuccessful this year.

Ms. Repp indicated that some of the projects are in the works, some are annual routine maintenance, and some projects are dependent upon funding. She does pull an annual plan from the tasks for the department to accomplish.

Upon inquiry by Alderperson Kassis, Ms. Repp discussed some maintenance such as loose fill at the playgrounds.

Heather McCann suggested putting something together for public service or volunteers, as there is a big push for this. Ms. Repp is looking at doing this and agrees with Ms. McCann.

Ms. Repp advised that she does not need ideas this evening as this is going to be a process that will take awhile. She would like the public feedback wrapped up by December.

Mr. Desotell indicated that he has heard discussion regarding a fountain opportunity at one of the basins. Ms. Repp indicated that the Hudson Street retention basin is plumbed for this. It is part of the plan. There are plantings in that area that would need to be looked at.

Heather McCann advised that she would like the bike route/walking trail to be completed. She believes that the community would be in support of this. A ton of work has been completed within the last five years.

RESULT:	INFORMATION ONLY
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Any Other Matters Authorized by Law to be Considered

Upon inquiry by Alderperson Bugni, Ms. Repp indicated that the Optimist Halloween Bash replaces the parade. Ms. Repp indicated that sometimes it is nice for change to see if something has run its course. The parade also required a police escort as well as blocking a major highway.

Heather McCann commented that it looks like this will provide opportunities for family activities. Ms. Repp noted that this is replacing Safe Night Out so there will be similar booths. This will allow different organizations to host their events without being in competition with each other with families and kids being able to experience everything.

The committee discussed different traditions in different communities.

Adjournment

1. Motion to: Adjourn at 6:17 pm

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Tim Kassis, Alderperson, Ward 3
AYES:	Tim Kassis, Glenn Bugni, Denise Wendt, Heather McCann
ABSENT:	Dan Bauknecht, Zachary Brown, Sam Hardin

Tim Kassis, Chairperson

Date