

## **Park Commission Meeting Minutes**

Tuesday, June 26, 2018

Lions Park

7:00 P.M.

**ATTENDANCE:** Greg Roblee, Barb Schroeder, Ryan Paschke, Tim James, and John Conrad;  
**Excused:** Lou Judge **Absent:** Jim Beard. Also present: Tony Nowak (Town Parks & Forestry),  
and Mark Strobel (Town Board).

**Call to Order:** at 7:00 pm by Greg Roblee.

**Minutes:** Approved by Ryan and John.

**Treasure Report:** Park Fees for Land Account – \$15,078.00 as of June 15, 2018.

### **Old Business**

Archery Range Agreement update: Berms have been completed and are seeded. Tony will be contacting Tyler regarding time line for construction of the shooting line cover.

Signs at Glen Valley Parks: Tony needs to order the new signage for the pond area, then the present sign at this area will be moved to the playground park.

Concert Update: July 3<sup>rd</sup> will be the start of setting up the stage. July 5<sup>th</sup> work day, with Family Night and Catfish Races Friday and Concert on Saturday.

### **New Business**

Sports Complex – Selection of consultant for Master Plan: Joel and Tony meet and discussed the 5 submitted consultant bids. Tony presented a comparison sheet of Firm Background information, Selection Criteria (scored 0-10), and submitted cost. Rettler Corporation and Ayres Associates were noted to be the best fit for this project. Booklets from each Firm were available to review. Discussion was held. Tony (with input from Joel) presented his recommendation of Rettler or Ayres. Scope of Service comparing these two were further discussed. Both have done notable projects in the area (Rettler – USA Sport, Appleton and Ayres is working with Town of Harrison on their master plan.) Rettler was most experienced at sports aspect, it was noted to be a smaller, more local group that did score higher in the comparison sheet. **Motion was made by Ryan, second by Tim to: ‘Approve Rettler Corporation as the consultant firm for the Greenville Sports Complex Master Plan.’ Vote: Yes-5, No-0, Passed.** Tony will take the motion to the Town Board in July. If approved the kick-off of this project would be in August.

Special Events Application – St Mary’s Oktoberfest: Tony presented the application. There have been no issues in prior years. It has received approval from all needed departments. Tony reported that he does need to follow-up regarding the need for additional dumpsters to be rented by St. Mary’s for the event. **Motion was made by John, second by Tim to: ‘Accept application.’ Vote: Yes-5, No-0, Passed.**

Greenville Stars Baseball Tournament: Requester - Jamie Koehnke, Event - July 27-28 for teams that are 11-13 years old. Request use of Diamond C&D plus possible other diamond usage. Estimated attendance throughout the 2 event is 300 people. No food or concessions plan to be

sold by the organizer of this event. It was noted that the event application did mention that GYS could have the ability to sell concessions if GYS wanted to.

Tony reported that the Community Park pavilion is rented for July 28<sup>th</sup>, but that the party renting the pavilion is ok with this event occurring as long as parking near the pavilion is reserved for their rental.

Ryan presented concern that this is not a GYS event and questions the loss of the ability to use the diamonds by GYS if make-up games need to be scheduled. Tony reported that by reviewing the contract between the Town and GYS that GYS would have had to have a hold in the rental book. Discussion regarding prepping of the diamonds and the need of equipment that is owned by GYS. It was noted that this would need to be a discussion between GYS and Jamie.

Discussion held regarding fee charged for this event. At the present time there is not a set rental fee for diamond usage only. Discussion that this is an event application which means the rental is a Friday – Sunday rental of the park and this rental fee should be collected minus the rental fee paid by the party renting the Pavilion for the one day.

**Motion was made by John, second by Greg to: ‘Accept the application contingent that the park rental fee as discussed be paid, and on the condition that no concessions are sold.’**

**Vote: Yes-3, No-1, Abstain-1 (Ryan), Passed.**

Discussion regarding setting a fee for rental of sports fields to avoid future questions. Tony will look at rentals fees charged in area communities for sports fields with plan to have these fees approved for 2019 Park Rental information.

**Other Business:**

Food Truck: It was noted that a Food Truck has been seen at Lions Park when the grass fields are being used for sports. Tony will check if the YMCA has requested this food truck be present.

Follow-up regarding if this truck has needed permits for sale in Greenville was also mentioned as a need.

Meeting Adjourned: 8:40 pm by John, second by Ryan.

**Next Meeting** – Tuesday, July 31, 2018 at 7:00 p.m. at Jennerjohn Park.

**\*\*\* These minutes are not approved till the following meeting. \*\*\***