



MINUTES OF AN OFFICIAL MEETING

Regular Meeting of: Parks and Recreation Commission

Date and Time: Monday, June 5, 2023, at 7:00 pm

Location: Common Council Chambers, 2000 N. Calhoun Road, Brookfield, WI 53005

Members Present: Alan Nosbusch (Chair), Alderman Jerry Mellone, Michael Davis, Mark Tushaus, Amy Zimmerman, Sean Parkinson

Others Present: John Kelliher, Director; Lisa Glenn, Recreation Supervisor; Diana Smeltzer, Recording Secretary

Members Absent/Excused: Donald Kurth

6/5/2023 - Minutes

1. Roll Call

Chairman Nosbusch noted a quorum present and called the meeting to order at 7:00 p.m.

2. Announcements

- a. The Next Regularly Scheduled Meeting Is July 10, 2023, 7:00 P.m.

3. Approval Of Minutes

- a. Minutes Of The April 10, 2023 Meeting.

Motion by Ald. Mellone, second by Mr. Tushaus to approve the Minutes of the April 10, 2023, Park and Recreation Commission Meeting. Motion carried 4-0 with Ms. Zimmerman and Mr. Davis not present.

4. Unfinished Business

- a. None.

5. New Business

- a. Reject Bids For Krueger Park Pickleball Courts Construction Project #PK-212.

Mr. Kelliher indicated there were two bids received for this project on May 25, 2023. Both bids came in higher than anticipated based on the engineer's (raSmith) opinion of probable construction cost estimate.

raSmith recommends that the two bids be rejected at this time, and that the project is either rebid with a revised construction schedule or reduce the project in scope and size and phase it to control overall costs.

Motion by Ald. Mellone, second by Mr. Parkinson to reject the bids for Krueger Park Pickleball Courts Construction Project #PK-212. Motion carried 5-0 with Mr. Davis not present.

- b. Consider Revised Recreation Program/Activity Fee Waivers And Reductions Policy.

Ms. Glenn shared the history of the Fee Waiver Policy approved by the Commission in 1986. Fee Waivers are provided to eligible families who request assistance in paying for recreation programs due to unemployment, illness or other hardships. The criteria utilized for this program has been based on the Federal School Lunch Program Guidelines for Free and Reduced Lunch.

Currently eligible families complete the "Application for Waiver or Reduction of Program Fees" and supply documentation to provide proof of need on a per season basis. To expedite the application process, applicants are encouraged to provide a copy of their letter of qualification for the "Federal Free and Reduced Lunch Program."

The policy has been operating effectively, and staff recommends that the program continue with a modification to apply once per school year instead of by season.

Motion by Ald. Mellone, second by Ms. Zimmerman to approve the revised Fee Waiver Policy to apply once per school year instead of by season. Motion carried 6-0.

- c. Discuss Mary Knoll Park Disc Golf Concept Plan.

Mr. Kelliher presented a map of a potential Disc Golf Course at Mary Knoll Park and news articles about the popularity of the program as well as the positive impacts for the community.

Holes #1-9 on the map are in Mary Knoll Park. Implementation would require tree and vegetation removal creating a significant impact on the woodlands and isolated natural resource area.

Holes #10-18 are on the adjacent Elmbrook School District property. Implementation would require tree, invasive species and vegetation removal but may utilize existing foot path trails to minimize impacts to the natural areas.

Parks and Recreation Commission discussion directs staff to begin communication with Elmbrook School District regarding a potential land lease for the implementation of a nine (9) hole disc golf course on Elmbrook School District property and develop a concept plan and budget utilizing Mary Knoll Park for parking and signage for future consideration.

This concept was provided for discussion purposes only and no action was taken.

- d. Discuss McCoy Field Improvements.

Mr. Kelliher provided the Commission with history of McCoy Field from a memorandum dated September 24, 1968. The adult baseball teams have expressed interest in fundraising for the project. Construction design and costs estimates will come before the commission at a later date.

6. Staff Reports

Office

Ms. Smeltzer indicated the following:

- a. Youth Baseball/Softball has begun
- b. Summer Registration went well.
- c. The majority of pool passes are being purchased online.

Recreation

Ms. Glenn said that the pool is open, and summer activities will soon be starting.

Administration

Mr. Kelliher discussed the Tot Lot Fundraising effort.

7. Adjournment

Motion by Mr. Tushaus, second by Mr. Davis to adjourn the meeting at 7:30 p.m, Motion carried 6-0.

Respectfully Submitted: John Kelliher - Parks, Recreation & Forestry/Director