



101 Alpine Pkwy. Oregon, WI 53575 | Phone: (608) 835-3118 | Fax: (608) 835-6503
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Pursuant to Wis. Stat. § 19.84, notice is hereby given to the public by the Chair of the Park Board, that the following meeting will be held:

| | | | |
|-----------|--------------------------------|-------|---------------------------|
| Meeting: | Park Board | Date: | Tuesday, October 10, 2023 |
| Location: | Village Hall; 101 Alpine Pkwy. | Time: | 5:00 PM |

Note: Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Clerk at (608) 835-3118, 101 Alpine Pkwy., Oregon, Wisconsin, at least twenty-four (24) hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

AGENDA

- 1) Call to Order.
- 2) Roll Call.
- 3) Approval of September 12, 2023 meeting minutes.
- 4) Public Appearances.
 - a) *Community Input. This part of the agenda allows members of the public to provide information to the Park Board, including items both on and off the agenda. Under the Open Meetings Law, this agenda item allows the Board to receive information, and to ask questions of a presenter to facilitate a better understanding of the information. Board members may discuss procedural matters relating to the information, such as whether the information should be directed to staff or placed on a future Board agenda. However, Board members may not expand their discussion beyond such procedural matters. Fifteen (15) minutes will be provided for this item with a three (3) minute maximum per speaker; otherwise, the agenda will proceed as posted. (This note may not be read at Board meetings.)*
- 5) Reports from Village Staff.
 - a) Director of Public Works Report.
 - b) Director of Community Development Report.
 1. Update on new CORP Plan
 - c) Recreation and Programming Coordinator Report.
 1. Proposed park shelter fees for 2024.

6) Unfinished Business (Items are for discussion and / or potential action).

7) New Business (Items are for discussion and / or potential action).

a) Upcoming 2023 meeting dates:

1. Tuesday, November 14th
2. Tuesday, December 12th

b) Save the Dates- 2024 Meeting Dates. Meetings will remain at 5pm.


- a. Tuesday, January 9
- b. Tuesday, February 13
- c. Tuesday, March 12
- d. Tuesday, April 9
- e. Tuesday, May 14
- f. Tuesday, June 11
- g. Tuesday, July 9
- h. Wednesday, August 7 (moved to Wed. for Sounds of Summer and due to August election on Aug. 13)
- i. Tuesday, September 10
- j. Tuesday, October 8
- k. Tuesday, November 12
- l. Tuesday, December 10

c) Items for Future Meetings and Assignments.

d) Park Board comments

8) Adjournment.

Board Members: Mark Miller, Andy Hoernemann, Dave Jameson, Jamie Frisch, Judy Knutson, Liana Case (Full-Member Student Representative); Village Board Representative: Lynn McDaniel



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INCORPORATED 1883

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MEETING MINUTES

1) Call to Order

The Park Board meeting was called to order at 5:00 p.m., by the chair, Mark Miller, on Tuesday, September 12, 2023.

2) Roll Call

Present: Lynn McDaniel, Liana Case, Mark Miller, Jamie Frisch, and Andy Hoernemann.

Absent: Dave Jameson and Judy Knutson.

Also Present: Director of Community Development Elise Cruz, Recreation and Programming Coordinator Liane Rhodes, and Human Resources Coordinator/Deputy Clerk Peggy Haag.

3) Approval of August 9, 2023, minutes

Hoernemann moved, seconded by McDaniel, to approve the August 9, 2023, Park Board Minutes.

Motion carried 5-0.

4) Public Appearances

- a) Public Comment. This part of the agenda allows members of the public to provide information to the Village Board, including items both on and off the agenda. Under the Open Meetings Law, this agenda item allows the Board to receive information, and to ask questions of a presenter to facilitate a better understanding of the information. Board members may discuss procedural matters relating to the information, such as whether the information should be directed to staff, referred to a committee, or placed on a future Board agenda. However, Board members may not expand their discussion beyond such procedural matters. Fifteen (15) minutes will be provided for this item with a three (3) minute maximum per speaker; otherwise, the agenda will proceed as posted. (This note may not be read at Board meetings.)

There was no discussion.

5) Reports of Village Officers

a) Director of Public Works Report

1. Update on Jaycee Park Phase II pricing

Phase 1 of Jaycee Park is complete. Last night, the Village Board approved the name change to Jaycee Community Park. Cruz referred to Rau's memo in item 5a dated September 1st and the changes. The cost estimate is now \$3.58 million, well over what the Village agreed to borrow for Phase 2. The largest estimate now, is for the field lighting at about \$1.14 million. Rau's recommendation is to pull this item out to be constructed as part of Phase 3 so construction of Phase 2 can be complete in 2024. Cruz asked the Park Board their opinion and what direction they would like to go.

McDaniel asked about the \$1.14 million for lighting and what that includes. The base of the light poles will be installed during Phase 2. The light poles and lights themselves are the additional cost. McDaniel would like to hear what the sports groups say about how it will affect their park usage if the lighting does not go in immediately. She wonders if partial lighting could be a way to meet in the middle. Cruz mentioned with construction and wait time to use the park the fall of 2025 will likely be the earliest the park will be complete, so there may not be a delay in overall playability in the park.

Hoernemann asked about the lighting at the Oak Street tennis courts. Cruz said the Village needs to reapply for the DNR grant. Hoernemann would like to defer lighting for Jaycee Community Park to Phase 3. Phase 2 was pushed out further, and the Village Board opted to move the project back up to keep it moving, which is a compromise itself. No items will be taken away, but the project will take a little longer than anticipated as a way to offset the cost.

Case asked how long it would take before the lights go up if they are deferred until Phase 3. The soonest there would be lights on the playing fields would be the summer of 2025, when playing fields are actually ready to use. Cruz said it would be a quick installation.

Miller thinks the Village should hold off on lighting.

McDaniel does not want to ask for additional funds right now.

Hoernemann moved, seconded by Frisch, to direct staff to split Phase 2 into two phases and exclude field lighting from Phase 2 design and construction. Phase 3 will follow later as determined in the future Capital Improvement Plan.

Motion carried 5-0.

b) Director of Community Development Report

Cruz does not have much to report other than the open house for the CORP Plan and Park Plan on Tuesday, October 24th, from 6-8 p.m. It is a drop-in event to hear comments from the community. There will be a short presentation right away.

c) Recreation and Programming Coordinator Report

Rhodes does not have much to report but anticipates more in October, including a recap of 2023 park usage and fees. Rhodes is working on the fee schedule for 2024. She is meeting with Jameson to tour the high school concession stand and get some ideas on how best to design the new concession stand.

6) Unfinished Business (Items are for Discussion and / or potential action)

There were no items to discuss.

7) New Business (Items are for discussion and / or potential action)

a) Review of Draft #2 of Comprehensive Outdoor Recreation Plan (CORP) Draft by Sonja Kruesel of Vandewalle and Associates

Kruesel is back with a second draft, ready to make edits, and address comments from the Park Board. Kruesel reviewed the schedule. A final draft will be created, after review of the second draft. Today is the last time the draft will be at the Park Board. Kruesel explained there is a decent list of items to include in the CORP Plan. Its possible items will not be added to the plan, but the more items added, the better. Ideally, a project will be included in the CORP Plan if the Village wants to pursue grant money. The Village could receive a grant if the project is in the CORP Plan, but it may not receive money if the project, is not included in the CORP Plan.

Miller would look at the possibility of adding new restrooms to some parks.

Upcoming meeting dates:

1. Tuesday, October 10th
2. Tuesday, November 14th

The Park Board and Staff will look at the Park Board meeting scheduled for 2024. A meeting or two may need to be shifted, with four elections scheduled in 2024. The 5:00 p.m. start time still seems to work for everyone.

b) Items for Future Meetings and Assignments.

There were no items listed for future meetings.

c) Park Board comments.

Hoernemann shared that Oregon Nature Alliance had their third story walk in Keller Alpine. The candlelight hike in Anderson County Park is coming up in November.

Rau will report on how the tree planting went when he returns.

- 8) Adjournment
Hoernemann moved, seconded by McDaniel, to adjourn the Park Board Meeting at 5:49 p.m., on Tuesday, September 12, 2023.

Motion carried 5-0.

Submitted by,
Peggy Haag
Human Resources Coordinator / Deputy Clerk



VILLAGE OF OREGON

COMPREHENSIVE PLAN UPDATE AND PARK & OUTDOOR RECREATION PLAN PUBLIC OPEN HOUSE

You're invited to help shape the future of the Village

TUESDAY, OCTOBER 24TH

6:00 to 8:00 PM

Village Hall | 101 Alpine Parkway

THE VILLAGE OF OREGON is in the process of updating its Comprehensive Plan and Comprehensive Park and Outdoor Recreation Plan (CORP). The Comprehensive Plan is the long-term plan for the Village's growth and identifies strategies to enhance the overall quality of life in our community over the next 20 years. The CORP sets a strategic plan for the maintenance and improvement of Oregon's park and recreation system for the next five years.

Whether you live, work, or own property in Oregon, now is your chance to participate in shaping the future of the community. Please join us to:

- **SHARE** your thoughts and ideas about the future of Oregon, including community needs such as housing, transportation, neighborhood development, recreation, tourism, employment and business development, etc.
- **REVIEW, DISCUSS, & PROVIDE FEEDBACK** on the findings and recommendations of the comprehensive Plan Update & CORP.
- **LET US KNOW** what you like about the plans and what you think is missing.



QUESTIONS? Visit the project website at www.vil.oregon.wi.us or contact Elise Cruz, Director of Community Development at ecruz@vil.oregon.wi.us or (608) 835-6291



MEMORANDUM

To: Park Board

From: Liane Rhodes, Recreation and Programming Coordinator

Date: October 10, 2023

Subject: 2024 Park Rental Fee Schedule

2023 was the first year the Village implemented a fee structure for use of its parks and facilities. Park shelter reservations have brought in \$3,487.50 as of October 4th. Reservations are still being requested for October and November, and I believe this number will go up before the end of the year. Our most popular rentals were the shelters at Kiser Park, Jaycee Community Park, and Highlands of Netherwood. After providing their space needs, each sports organization was charged a lump sum, totaling \$3,450.

On the next page you will find a table of the current rates along with the proposed rates for 2024. The majority will remain the same and others will be increased by \$5 for various reasons. Even with the increase our rates remain on the lower side compared to neighboring communities.

Recommendation: Motion to approve as presented.

| | 2023 Fee | Proposed 2024 Fee | Changes |
|---|---|---|----------------|
| HON Resident | \$30 | \$30 | |
| HON Non-Resident | \$80 | \$80 | |
| Kiser Resident | \$30 | \$30 | |
| Kiser Non-Resident | \$80 | \$80 | |
| JCP Resident | \$25 | \$30 | \$5 increase |
| JCP Non-Resident | \$75 | \$80 | \$5 increase |
| Gasner Resident | \$15 | \$15 | |
| Gasner Non-Resident | \$65 | \$65 | |
| Bethel Greenacre Resident | \$15 | \$20 | \$5 increase |
| Bethel Greenacre Non-Resident | \$65 | \$70 | \$5 increase |
| Waterman Resident | \$50 | \$50 | |
| Waterman Non-Resident | \$100 | \$100 | |
| Community Organizations | No Charge | No Charge | |
| Fields, Diamonds, and Tennis Courts Resident | \$5/area (4 hours or less) \$10/area (4+ hours) | \$5/area (4 hours or less) \$10/area (4+ hours) | |
| Fields, Diamonds, and Courts Non-Resident | \$25/area (4 hours or less) \$50/area (4+ hours) | \$25/area (4 hours or less) \$50/area (4+ hours) | |
| Community Organizations | No Charge | No Charge | |
| PB Courts Resident | \$5/court/2 hours | \$10/court/2 hours | \$5 increase |
| PB Courts Non-Resident | \$50/court/2 hours | \$50/court/2 hours | |
| Additional Set-up | \$20 | \$25 | \$5 increase |