



TOWN OF RIB MOUNTAIN

Where Nature, Family & Sport Come Together

www.townofribmountain.org

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OFFICIAL NOTICE & AGENDA - REVISED UPDATED GOTO MEETING LINK BELOW 10-13-20

The Rib Mountain Park Commission will meet at the **Rib Mountain Municipal Center**, 227800 Snowbird Ave, Town of Rib Mountain, on **Tuesday October 13, 2020 at 5:00 p.m.** and is called in accordance to § 19.83 and § 19.84. The Town Board may attend for purposes of gathering information. Subject matter for consideration and possible action follows:

1. Call to Order
2. Roll Call
3. Approval of Minutes – September 16, 2020
4. Streets & Park Report
5. Request for Park Use - Fetch Foster and Rescue
6. Discussion for Wi-Fi at Doepke Park
7. Discussion on Summer Recreation Program Report
8. Discussion on Future Scavenger Hunt
9. Old Business
 - a. Liberty Park - Disc Golf
 - b. Playground Equipment for Chellis Park
 - c. Lions Club Park – Municipal Center
 - d. Dog Park Phase Expansion
10. Park Project List – Review and Discussion
11. Park Expense Report
12. Reports from Commission Members
13. Adjournment

Next Scheduled Meeting Date – November 10, 2020

Bradley Conklin

Date

In addition to attendance in person at the location described above, Board members and the public may attend by video conference. The following is the information for the video/phone conference: Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/570471029> You can also dial in using your phone.

1 (312) 757-3121 Access Code: 570-471-029 -Revised 10/13/20

It is the mission of the Town of Rib Mountain Park Commission to develop and maintain active and passive park and recreational opportunities throughout the township. Our objective is to be a provider and facilitator of high quality park and recreational opportunities that will improve the quality of life for our citizens, user groups and visitors to Rib Mountain.

NOTE: Consistent with the Americans with Disabilities Act, persons who need materials in alternative format or other accommodation must write or call the Rib Mountain Municipal Center at 715.842-0983 prior to the meeting.

Rib Mountain Park Commission
September 16, 2020
5:00 P.M.
Meeting Minutes

PRESENT: Chairman Brad Conklin, Doug Adams, Jerry Muehlbauer, Chad Grundemann. Marne' Bruner and Andrea Larson, via teleconference.

EXCUSED: Pete McCarthy

GUESTS: Dick Austin

Also present was Street and Park Superintendent Scott Turner and Office Assistant Lynnae Kolden.

APPROVAL OF MINUTES: Motion by Muehlbauer/Adams to approve the minutes of the Aug. 25, 2020 meeting. Questioned and carried 6:0.

STREET AND PARK REPORT: Superintendent Turner gave an overview of the Parks and reminded the committee of the ribbon cutting ceremony for Trillium trail on Sept 22nd, 10:00 am. IRONBULL is coordinating the bike ride portion following the ribbon cutting ceremony. Doepke Park getting used and is in good condition. Rookery Park a request was made for additional picnic benches, currently there is one, a budget request would need to be approved for additional benches. Liberty Park the poison ivy has been eradicated may need to respray in the spring. Flax Tot Lot installation of the playground equipment is anticipated for October. Chellis Park received reports of sand bees around the playground equipment. A pest control service sprayed the area again. Sandy's Bark Park is major attraction for dog lovers in the area and is highly used, we are trying to keeping up with the mowing weekly.

DISCUSSION AND RECOMMENDATION FOR 2021 REQUESTS: Conklin reviewed the 2021 list and asked the committee if any other items needed to be added to the request. Discussion took place in regards to adding benches at different parks, Trillium Kiosk, additional open-air shelters, and sculptures. Discussion continued.

Motion by Conklin / Grundemann to Recommend the budget requests as shown but to include Trillium trail kiosk & benches, 6 dog park benches, sculptures at Rookery Park and HWY N median by Texas Roadhouse. Questioned and carried 6:0.

DISCUSSION AND RECOMMENDATION FOR PUBLIC PARTICIPATION SURVEY FOR PARK IMPROVEMENTS: Superintendent Turner discussed the benefits and feedback from the Liberty Park survey and questioned if the committee wanted to have a Park specific surveys, the estimated costs would be about \$1000.00 to \$1,500.00 per survey. Discussion took place if the surveys would be needed on each Park or if a general survey in regards to Parks would be okay. Grundemann stated that even if we do Park specific surveys, we may need to do another if something would come up that wasn't listed in the Outdoor Recreation Plan. Bruner mentioned that we could do Facebook direct survey for a question or two.

Motion by Grundemann / Conklin to Recommend a general survey be completed as part of the Outdoor Recreation Plan update. Questioned and carried 6:0.

DISCUSSION ON PLAYGROUND EQUIPMENT FOR CHELLIS PARK: Superintendent Turner discussed the budget that is for Chellis Park improvements. Concerned after doing the Flax Tot Lot that additional funding may be needed depending on the type of equipment selected and the project would need to be delayed

until further funding was available. The park is scheduled for improvements in 2021 and would like a direction on the equipment needed or wanted for the play area. Grundemann put together a few themed ideas to update the park. Discussion continued on the costs of new equipment and if any of the items could be refurbished. It was mentioned to look into things like the ropes / spider web crawlers that appeal to more ages. Discussion continued on themes and costs. Marne' suggested putting together a wish list (registry of sorts) for items that are out of budget limits. It may be a way for people to donate a wish list item for a memorial or community improvement other than benches. Superintendent Turner mentioned that is a great idea but would need assistance in putting together such a wish list. Grudemann suggested staff to reach out to vendors to see what we can use and what new items we could get for the budgeted amount and revisit this in the coming months.

OLD BUSINESS:

Lions Club Park- Municipal Center - Superintendent Turner stated that the garage is just about finished and the planning for the future Park will be later this winter 2021. Meet with Marne' on the landscaping ideas for the parking lot to create some green space.

Tennis Court Repairs – Superintendent Turner stated that the PW Staff power washed the courts and removed all the weeds, the courts look better. Still waiting for the poles to be reset, so no nets yet at the court. Court repair will be delayed until 2021.

Dog Park Phase II - Superintendent Turner stated the concepts and cost estimates have been completed. Fund raising will begin in the near future.

Liberty Park – Disc Golf – on Sept 9th, 2020 the Planning Commission approved the special use permit. Equipment will be ordered and course laid out in the near future. Looking for volunteers to help with the course lay out and site cleaning up with small tree trimming.

PARK PROJECT LIST- REVIEW AND DISCUSSION: Conklin has been updating the list as things have been mentioned. Nothing new to report.

PARK EXPENSE REPORT: Everything is good within the budget, there are no unforeseen expenses. The lights by Rib Mountain Elementary School had a branch fall on it the cost was about \$1000.00 to fix the lights.

REPORTS FROM COMMISSION MEMBERS: Conklin had an individual with complaints regarding the condition of the Liberty Park tennis courts, the dead oak trees and the deer situation. Adams, nothing at this time. Grudemann nothing more at this time. Muehlbauer, would like to look at a Halloween scavenger hunt at the Parks. He explained how he and his wife would like to have it run. Superintendent Turner requested he write up a proposal for the next meeting.

Next meeting date: Tuesday, October 13th at 5:00 pm

ADJOURNMENT: Motion by Adams/Bruner to adjourn. Questioned and carried 6:0.

Meeting adjourned at 6:20 p.m.

Minutes recorded & submitted by: Lynnae Kolden

Staff Report

Date: October 8, 2020

To: Park Commission

From: Scott Turner

RE: Street and Park Superintendent

The following is the Street and Park Superintendent report for the Park Commission meeting on Tuesday October 13, 2020

4. Street and Parks Report

a. General Parks Report

- Doepke Park
 - The Park has been highly used and is in good condition.
 - Shelter Rentals are generally scheduled on the weekends and will have reduced capacity due to the Governors order.
 - A memorial bench will be installed in October east of the Playground
- Rookery Park
 - No update
- Liberty Park
 - Received correspondence from a Town resident concerned about the condition of the tennis courts and debris (acorns and leaves) on the playing surface. The Public Works crew has blown off the courts.
- Flax Tot Lot
 - Installation of the Playground Equipment is anticipated the week of October 12th.
- Chellis Park
 - No update
- Sandy's Park
 - Continues to be highly used and is a major attraction for dog owners and walkers.
 - A picnic table was donated by Dick Austin and placed at the park
- 51/29 Trail
 - No update
- Trillium Trail
 - Ribbon Cutting was attended by over 50 people.
 - Group bike rides afterwards were also a success
 - Swept trails - pine needles and leaves are very slippery

b. 2021 Budget Request – Approvals listed below

			Funding Source
Doepke Park (2) insulated garage doors	heat loss with 2 existing roll up doors, other 2 are insulated	\$4,000.00	Doepke
Doepke Park rain gutters and concrete removal	safety issue with winter ice and melt on sidewalk	\$3,000.00	Doepke
Doepke Park Security cameras	upgrade needed, no longer serviced	\$8,000.00	
Outdoor Recreation Plan Update	Outdated	\$10,000.00	General
Dog Park Expansion Design	boardwalk design, site design, wetland permits	\$25,000.00	General
Rookery Park Picnic Benches	Currently there is only one at the park	\$1,300.00	Parkland
Sandy's Park Bark Benches	Currently 4, requested more	\$2,400.00	
Trillium Trail Kiosk/Signage	signage with maps approved	\$4,000 \$1,000	Parkland
Park Metal Sculptures	Locations and subject matter TBD	\$12,500	Parkland

ITEM: Request for Park Use - Fetch Foster and Rescue

ISSUES: The Town was contacted by the Fetch Foster and Rescue group to have an information table on their organization at Sandy's Bark Park. They are looking to promote their cause as several of their rescue animals already use the Park and what better place to pass out information. A volunteer would staff the table at all times.

Please see <https://www.fetchfosterandrescue.com/> for more information

FISCAL IMPACT:

none

ACTION TO BE TAKEN:

1. Recommend approval for Fetch Foster and Rescue group to pass out information at Sandy's Bark Park for the months of October through December 2020
2. Table for further discussion

DRAFT Town of Rib Mountain 2020 Halloween word scramble

Instructions: Posted at the locations listed below are letters that make up a Halloween phrase. Find the letters and assemble them to complete the phrase. Turn in your completed form at the Doepke Park shelter on **OCTOBER 24** between 9 AM & 4 PM to draw for one of 100 prizes.

Park	Letters to find	Phrase
Flax Lane Park	4 _ _ _ _	_ _ _ _
Chellis Park	5 _ _ _ _ _	_ _ _ _ _
Liberty	7 _ _ _ _ _ _ _	_ _ _ _ _ _ _
Sandy's Bark Park	6 _ _ _ _ _ _	_ _ _ _ _ _
Rookery Park	6 _ _ _ _ _ _	_ _ _ _ _ _
Trillium Trail	5 _ _ _ _ _	_ _ _ _ _
Doepke Park	8 _ _ _ _ _ _ _ _	_ _ _ _ _ _ _ _

**Your
Name** _____

ITEMS: Old Business, Park Project List, Park Expense Report – 10/13/20

9. Old Business

a. Liberty Park Disc Golf

- On October 7, 2020 the course was laid out.
- Tree trimming and site development will occur this fall with opening in the Spring 2021

b. Playground equipment for Chellis Park

- No Update

c. Lions Club Park – Municipal Center

- Construction is moving forward and should be completed in the next several weeks.
- Planning for the future park will be done in winter 2021

d. Dog Park Expansion

- Concepts and cost estimates have been completed
- Expansion sign is in production
- Fund raising will begin in the near future

10. Park Project List – Review and Discussion

- See attached list

11. Park Expense Report

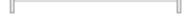
- No unforeseen expenses. See attached list

ID	Task Name	Duration	Start	Finish	Resource Names	% Complete	1984	2028	20
							'84	'06	'28
1	Author: Brad Conklin (September 2020)					0%			
2						0%			
3	General Town & Parks Info (Town Website)	369 days	Thu 1/2/20	Tue 6/1/21		24%			
4	2020 3rd Annual Easter Egg Hunt (Cancelled) Covid	100 days	Tue 1/8/19	Mon 5/27/19	Marne Bruner, Park Commiss	100%			Marne Br
5	Alternative Event 2020 - Using Easter Egg Prizes	200 days	Wed 4/1/20	Tue 1/5/21	Park Commission	0%			Park Com
6	Town Water Fountain (DMV Pond) Discussion - Rib Mtn Drive / Hwy R	913 days	Thu 6/1/17	Mon 11/30/20	Commission	0%			Commiss
7	Commission Member Identification Page (Doepke Shelter/ Park Kiosks)	150 days	Tue 5/5/20	Mon 11/30/20	Scott Turner, Scott Turner / Conklin	0%			Scott Tur
8	Rib Mountain Lions Club - Potential Building	200 days	Thu 2/7/19	Wed 11/13/19	Town Board	100%			Town Bo
9	Bike Themed Playground Park Idea (Town of Rib Mtr	500 days	Tue 5/5/20	Mon 4/4/22	Chad G	0%			Chad G
10						0%			
11	New Land/Park Opportunities					0%			
12	Continue to look for new opportunities to expand/offer local recreation opportunities	500 days	Wed 1/8/20	Tue 12/7/21	Park Commission	0%			Park Com
13	Austin / Dog Park / Recreation - 20 Acre Expansion	200 days	Wed 3/6/19	Tue 12/10/19	Park Commission	100%			Park Com
14	Future Dog Park Addition - Coming Soon Sign	100 days	Wed 1/1/20	Tue 5/19/20	Scott Turner	0%			Scott Tur
15	Red Bud Properties / Trillium Properties	100 days			Park Commission	0%			Park Comm
16						0%			
17	Rib Mountain / Disc Golf Concept	300 days?	Mon 7/6/15	Fri 8/26/16	Commission	99%			
18	New Potential Disc Course in Rib Mountain Discussion (NEW ITEM) Liberty Park / Alternative Site Discussion	734 days	Thu 8/3/17	Tue 5/26/20	Rib Mountain Parks Commission	100%			Rib Mour
19						0%			
20	Rib Mountain Summer Recreation Program	100 days?	Wed 4/1/20	Tue 8/18/20	Kiepke	33%			
21	Summer Recreation Program 2020 (Covid)	90 days	Tue 5/5/20	Mon 9/7/20	Town of Rib Mountain	33%			Town of I
22						0%			
23	Doepke Park	250 days?	Tue 9/9/14	Mon 8/24/15	Park Commission	69%			
24	Identify Open Shelters for the public - Identify Loc	600 days	Tue 3/13/18	Mon 6/29/20	Scott Turner, Park Commissic	83%			Scott Tur
25	Restroom Painting / Updates	60 days	Wed 4/1/20	Tue 6/23/20	Scott Turner	0%			Scott Tur
26	Landscaping Upgrades	60 days	Wed 4/1/20	Tue 6/23/20	Marne Bruner	0%			Marne Br
27						0%			
28	Liberty Park	100 days?	Tue 1/12/16	Mon 5/30/16		37%			
29	Disc Golf Concept	700 days	Tue 3/13/18	Mon 11/16/20	Park Commission	100%			Park Com
30	Disc Golf Survey Completed	100 days	Tue 8/25/20	Mon 1/11/21	Park Commission	100%			Park Com
31	Ideas to better utilize Liberty Park - Commission	700 days	Wed 6/6/18	Tue 2/9/21	Park Commission	0%			Park Com
32	Possible open shelter - South Parking Disc Golf	600 days	Wed 6/10/20	Tue 9/27/22	Park Commission	0%			Park Com
33	DG Mach 5 / Orange Baskets Ordered -	100 days	Tue 1/12/16	Mon 5/30/16	Park Commission	50%			Park Com
34	Identify and order additional features Disc Golf - Hole Markers, Maps, Tee Pads	100 days	Wed 8/26/20	Tue 1/12/21	Park Commission	0%			Park Com
35						0%			
36	Rookery Park	300 days?	Tue 1/12/16	Mon 3/6/17	Park Commission	1%			
37	Potential Perimeter Trail - Granite Path	1260 days	Mon 1/4/16	Fri 10/30/20	Chad G	3%			Chad G
38	Bird Statue / Sculpture Located At Park	1000 days	Wed 10/12/16	Tue 8/11/20	Marne Bruner	0%			Marne Br
39	Add 3 Picnic Tables	365 days	Tue 9/8/20	Mon 1/31/22	Park Commission	0%			Park Com
40	Add Open Shelter - Similar to Liberty Park	365 days	Tue 9/8/20	Mon 1/31/22	Park Commission	0%			Park Com
41	<New Task>					0%			
42	Dog Park (Rib Mountain)	300 days?	Tue 1/12/16	Mon 3/6/17	Park Commission	0%			
43	Small Shelter - Dog Park 12x12 Hwy NN Example (Lions?)	300 days	Tue 8/25/20	Mon 10/18/21	Park Commission	0%			Park Com
44	Additional Benches - Dog Park (6) Including Round One - Hollow Tree	300 days	Tue 8/25/20	Mon 10/18/21	Park Commission	0%			Park Com
45	Material Donation Opportunities? Contractors	300 days	Wed 8/26/20	Tue 10/19/21	Scott Turner	0%			Scott Tur
46	Donor Incentives - Bricks along walkways? Recognition	300 days	Wed 8/26/20	Tue 10/19/21	Scott Turner / Parks	0%			Scott Tur
47						0%			
48						0%			
49	Friends of Dog Park / Friends of Bike Trail Concept	300 days?	Tue 8/25/20	Mon 10/18/21	Park Commission	0%			
50	Dick Austin / Suggestion to Park Commission	300 days	Tue 8/25/20	Mon 10/18/21	Park Commission	0%			Park Com
51						0%			
52	Chellis Park	300 days?	Tue 9/9/14	Mon 11/2/15	Park Commission	0%			
53	Ideas - Lots of Grass / Little usage - Need New Ide	300 days	Tue 8/25/20	Mon 10/18/21	Park Commission	0%			Park Com
54						0%			
55	Flax Tot Lot	300 days?	Tue 3/13/18	Mon 5/6/19	Park Commission	0%			
56						0%			
57	Rib Mountain Eagle Scout Projects	100 days?	Fri 7/1/16	Thu 11/17/16	Park Commission	0%			

Project: Rib Mountain Project1
Date: Wed 9/9/20

Task		Inactive Task		Start-only	
Split		Inactive Milestone		Finish-only	
Milestone		Inactive Summary		Deadline	
Summary		Manual Task		Progress	
Project Summary		Duration-only		Manual Progress	
External Tasks		Manual Summary Rollup			
External Milestone		Manual Summary			

ID	Task Name	Duration	Start	Finish	Resource Names	% Complete	1984	2028	20
							'84	'06	'28
58	Trillium to Foxglove Options (Projects) Kiosk / Bike	600 days	Tue 3/13/18	Mon 6/29/20	Park Commission	0%			Park Com
59	Carnation to Domtar Trail (Kiosk)	300 days	Tue 5/5/20	Mon 6/28/21	Park Commission	0%			Park Com
60	Foxglove to Aster Rd. Trail Planning - Long Term	600 days	Wed 6/10/20	Tue 9/27/22	Park Commission / Bike Ped	0%			Park Com
61						0%			
62	Marking Water Access (easements)	310 days?	Tue 5/5/20	Mon 7/12/21	Scott Turner	0%			
63						0%			

Project: Rib Mountain Project1 Date: Wed 9/9/20	Task		Inactive Task		Start-only	
	Split		Inactive Milestone		Finish-only	
	Milestone		Inactive Summary		Deadline	
	Summary		Manual Task		Progress	
	Project Summary		Duration-only		Manual Progress	
	External Tasks		Manual Summary Rollup			
	External Milestone		Manual Summary			

Account Number		2020 October	2020 Actual 10/08/2020	2020 Budget	Budget Status	% of Budget
100-00-55303-110-100	PARK MAINT SALARIES	589.99	11,350.89	15,025.00	3,674.11	75.55
100-00-55303-110-110	PARK MAINT WAGES	864.63	20,289.51	47,587.00	27,297.49	42.64
100-00-55303-110-125	PARK MAINTENANCE WAGES - TEMP	911.91	28,052.39	29,734.00	1,681.61	94.34
100-00-55303-110-130	PARK MAINT BENEFITS	267.97	6,570.10	12,693.00	6,122.90	51.76
100-00-55303-130-130	GAS & ELECTRIC	164.54	2,146.82	3,500.00	1,353.18	61.34
100-00-55303-130-140	WATER & SEWER	0.00	658.18	650.00	-8.18	101.26
100-00-55303-130-200	PARK MAINT CONTRACTUAL SERVICE	157.35	4,907.74	4,000.00	-907.74	122.69
100-00-55303-130-630	PARK MAINT SUPPLIES	461.00	5,448.64	7,000.00	1,551.36	77.84
100-00-55303-390-100	PARK MAINTENANCE-CONCESSIONS	0.00	753.14	900.00	146.86	83.68
100-00-55303-810-200	TENNIS COURT REPAIRS	0.00	0.00	0.00	0.00	0.00
Park Maint		3,417.39	80,177.41	121,089.00	40,911.59	66.21
Park Maintenance		3,417.39	80,177.41	121,089.00	40,911.59	66.21
100-00-55300-000-000	CULTURE & RECREATION	0.00	0.00	0.00	0.00	0.00
100-00-55300-110-111	SUMMER REC WAGES	0.00	0.00	0.00	0.00	0.00
100-00-55300-110-125	SUMMER REC WAGES - TEMP	0.00	14,082.96	12,554.00	-1,528.96	112.18
100-00-55300-110-130	SUMMER REC BENEFITS	0.00	1,077.32	960.00	-117.32	112.22
100-00-55301-130-600	SUMMER REC TRIP EXPENSES	0.00	143.36	1,800.00	1,656.64	7.96
100-00-55301-390-100	SUMMER REC SUPPLIES	0.00	1,998.16	2,000.00	1.84	99.91
Summer Rec		0.00	17,301.80	17,314.00	12.20	99.93
Summer Rec		0.00	17,301.80	17,314.00	12.20	99.93
100-00-55304-000-000	WINTER RECREATION	0.00	0.00	0.00	0.00	0.00
100-00-55304-110-110	WINTER REC WAGES	0.00	0.00	0.00	0.00	0.00
100-00-55304-110-125	WINTER REC WAGES - TEMP	0.00	4,381.25	7,091.00	2,709.75	61.79
100-00-55304-110-130	WINTER REC BENEFITS	0.00	335.16	542.00	206.84	61.84
100-00-55304-390-100	WINTER REC SUPPLIES	0.00	1,675.98	1,000.00	-675.98	167.60
Winter Rec		0.00	6,392.39	8,633.00	2,240.61	74.05
Winter Rec		0.00	6,392.39	8,633.00	2,240.61	74.05
Total Expenses		3,417.39	103,871.60	147,036.00	43,164.40	70.64
Net Totals		-3,417.39	-103,871.60	-147,036.00	-43,164.40	70.64