

AGENDA  
MONONA PARK AND RECREATION BOARD  
CITY HALL – CONFERENCE ROOM  
5211 Schluter Rd Monona WI. 53716  
January 14, 2020  
6:30 PM

1. **Roll Call**
2. **Approval of the Minutes**
  - A. November 12, 2019
3. **Appearances**
  - A.
4. **Unfinished Business**
  - A. None
5. **New Business**
  - A. Friends of WVMO Special Event Request
  - B. 2020 Beer Sales in Parks Discussion/Recommendation
  - C. Grand Crossing Park Signage Recommendation
6. **Director's Report & Questions to Staff from Committee**
  - A. Jake Anderson – Parks & Recreation Director
    - 2020 Parks work plan
    - Capital Budget Update
7. **Adjournment**

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number, Fax: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399.

The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business.

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

**MINUTES**  
**MONONA PARK AND RECREATION BOARD**  
City Hall Conference Room  
**Tuesday, November 12, 2019**

The regular meeting of the Park and Recreation Board for the City of Monona was called to order by Chair Andrew Kitslaar at 6:30 pm.

**Roll Call**

**Present:** Chair Andrew Kitslaar, Co-Chair Doug Wood, Thom Evans, Tony Gomez-Phillips, Rachel Groman, Jeff Hinz, Pat Howell, Jennifer Kahl, Kelly Slack, Parks & Recreation Director Jake Anderson

**Absent:**

**Approval of the Minutes**

Jeff Hinz made a motion, seconded by Doug Wood to approve the minutes from September 10th. Motion carried.

**Appearances**

A. None

**Unfinished Business**

A. None

**New Business**

**A. Facility Use Agreement – Monona Farmer’s Market**

Director Anderson presented a staff proposed Facility Use Agreement with Monona Farmer’s Market for 2020-2024 and asked for any feedback or changes before presenting to the Farmer’s Market for signatures and final approval from City Council. Anderson included in the packet, a document from the National Recreation & Park Association (NRPA) on the role of Farmer’s Markets in communities and statistics on markets for comparison. The committee consensus was very supportive of the role that Monona Farmer’s Market has on the community and is eager to continue its long standing partnership for the use of Ahuska Park for the Farmer’s Market which runs April – October each year.

**Thom Evans made a motion, seconded by Kelly Slack to recommend approval of the staff proposed Facility Use Agreement with the Monona Farmer’s Market. Motion Carried.**

**B. 2019-2023 Parks & Open Space Plan**

Director Anderson referenced the previous 2014-2018 Parks & Open Space Plan and highlighted the Goals & Objectives and the timeframe for completion of the plan. He noted a public survey would be going out in the next week, and those results will be shared with the Board at the January meeting. The board discussed some potential revisions to the existing goals to include the following possibilities:

- Incorporating tourism and visitors to our parks and events
- Resilient Design of our public spaces in the face of climate change and how the relationship between storm water management, flooding, and parks affects our local climate and use of the parks
- Educational compents in the park system recognizing our diverse plant/wilflife habitant, and cultural history
- Empasis on existing maintence of our parks and how to effeectively maintain to a high standard the new facilities and improvements that have been made in our park system over the past 5 years.
- Completing an ADA Transition Plan for the parks system
- Define the larger vision for the parks system and the role parks play in the community

The board discussed these goals/objectives in the importance of how we plan and what our core values are. Anderson indicated he would provide additional examples for review of the board. No action was taken at this meeting other than having the plan approved by end of April 2020.

**Director's Report & Questions to Staff from Committee**

**A. Jake Anderson – Parks & Recreation Director**

Anderson provided updates to the Grand Crossing Park project, Below Deck Concession Stand project, the Winnequah North Lagoon Dredging project, and an updated on storm water permit options as it relates to Stone Bridge and Maywood Park planning. He also noted that department received enough donations/funds to purchase the Garly Clark Memorial Deck at Winnequah Park, and congratulated the board on their role in Wyldhaven Park being awarded a Park Design Award of Excellence at the 2019 WPR (Wisconsin Parks & Recreation Association) Annual Conference.

**Adjournment**

**A motion to adjourn by Pat Howell seconded by Rachel Groman was carried at 8:06 pm.**

DRAFT

**PARK & RECREATION BOARD (Agenda Item 5A)**

Meeting Date: January 14, 2020

**AGENDA ITEM:**

WVMO Exclusive Use of Park Request

**REQUESTED BY:**

Jake Anderson

**POLICY ANALYSIS STATEMENT:**

The Friends of WVMO have Schluter & Waterman Way Park reserved for a concert event on Sunday September 6<sup>th</sup>. Friends of WVMO Board Members Mark Johanneck and Becca Reynolds will be in attendance to discuss the event. Currently the event is scheduled for Sunday September 6, 2020 (Day before Labor Day) and will be from 12:00 – 9:00 pm with multiple music acts performing both at Waterman Way & Schluter Park.

The Parks & Recreation Board would need to make a motion for the following:

- Approval & Fee Waiver of any park reservation permits for the park
- Approval & Fee Waiver of Exclusive Use of Park designation
- Approval & Fee Waiver of Amplified Sound & Temporary Structure Permits

**Staff Recommendation**

While the group is still in some of the planning and logistic process, Director Anderson recommends approval of the event contingent on meeting the parameter of the Special Event Policy, and public notification of the event and have a pre-event meeting with direct neighbors to address any concerns or access to their driveways.

**FISCAL IMPACT:**

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Reviewed By City Administrator  
\_\_\_\_\_ Yes    \_\_\_\_\_ No

Action Taken: \_\_\_\_\_  
Approval: \_\_\_\_\_  
Disapproval: \_\_\_\_\_  
Tabled: \_\_\_\_\_  
Committee Meeting Date: \_\_\_\_\_

**PARK & RECREATION BOARD (Agenda Item 5B)**

Meeting Date: January 14, 2020

**AGENDA ITEM:**

Discussion/Recommendation for Beer Sales in Parks for 2020 Events

**REQUESTED BY:**

Jake Anderson

**POLICY ANALYSIS STATEMENT:**

The 2019 Beer Sales went well and we would like to continue beer sales at Concerts in the Park and the Food Cart Cinema. Here is the schedule of events that Parks & Recreation would like to sell beer at:

- Thursday May 7 – Biergarten at the Beach – Schluter Park – 5:30-8:30 pm
- Thursday May 21 – Biergarten at the Beach – Schluter Park – 5:30-8:30 pm
- Thursday June 4 – Biergarten at the Beach – Schluter Park – 5:30-8:30 pm
- Friday June 12 – Food Cart Cinema – Family Night – Bridge Rd Park – 5-9 pm
- Thursday July 16 – Biergarten at the Beach – Schluter Park – 5:30-8:30 pm
- Thursday August 4 – Concert in the Park/National Night Out
- Thursday August 20 – Biergarten at the Beach – Schluter Park – 5:30-8:30 pm
- Saturday August 22 – Food Cart Cinema – Date Night – Fireman’s Park Shelter – 5:00-9:00 pm
- Thursday September 3 – Biergarten at the Beach – Schluter Park – 5:30 – 8:30 pm
- Thursday October 1 – Biergarten at the Beach – Schluter Park – 5:30 – 8:30 pm

Currently there is an exemption to the state statues listed here.

**WI State Statute:**

**125.06 License and permit exceptions.** No license or permit is required under this chapter for: [125.06\(6\)](#) **(6) PUBLIC PARKS.** The sale of fermented malt beverages in any public park operated by a county or municipality. Fermented malt beverages shall be sold by officers or employees of the county or municipality under an ordinance, resolution, rule or regulation enacted by the governing body.

If the Parks & Recreation Board is supportive of this measure, a recommendation can be made to City Council for a resolution to allow Parks & Recreation staff to sell beer at a limited amount of special events in parks.

**FISCAL IMPACT:**

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Reviewed By City Administrator  
\_\_\_\_\_ Yes \_\_\_\_\_ No

Action Taken: \_\_\_\_\_  
Approval: \_\_\_\_\_  
Disapproval: \_\_\_\_\_  
Tabled: \_\_\_\_\_  
Committee Meeting Date: \_\_\_\_\_

**PARK & RECREATION BOARD (Agenda Item 5C)**

Meeting Date: January 14, 2020

**AGENDA ITEM:**

Grand Crossing Park Signage

**REQUESTED BY:**

Jake Anderson

**POLICY ANALYSIS STATEMENT:**

Discussion/Recommendation for additional signage and possible funding for signage at Grand Crossing Park. Director Anderson will highlight a few of the recommended areas for additional signage and also a discussion/recommendation for park rules including following:

- Park Hours
- Dogs on Leah
- No Smoking/Vaping
- Security Cameras in Use

**FISCAL IMPACT:**

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Reviewed By City Administrator  
\_\_\_\_\_ Yes \_\_\_\_\_ No

Action Taken: \_\_\_\_\_  
Approval: \_\_\_\_\_  
Disapproval: \_\_\_\_\_  
Tabled: \_\_\_\_\_  
Committee Meeting Date: \_\_\_\_\_