

MINUTES

PARKS & RECREATION

TUESDAY, JUNE 16, 2026, 5:15 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Joel Ahrens, Debbie Sievert, and Tony O'Neill.

Others Attending: Mayor Katie Berman, Parks & Recreation Director Lori Tonn, Public Works Director, Matt Decur, Alderman Keith Klimek, Eric Fowle, Cedar Corporation Senior Planner.

Chair Ahrens called the meeting to order at 5:15 p.m.

Motion by Sievert and seconded by O'Neill to approve the agenda as presented.

Motion carried 3/0.

Minutes:

Motion by O'Neill and seconded by Sievert to approve February 16, 2026, meeting minutes.

Motion carried 3/0.

Parks and Recreation Five-Year Comprehensive Plan:

Eric Fowle, Senior Planner with Cedar Corporation, discussed the City's Parks and Recreation Five-Year Comprehensive Plan, also known as the Comprehensive Outdoor Recreation Plan. He explained that the plan is a strategic document used to evaluate park and recreation resources, identify community needs, set goals, guide future improvements, and support grant eligibility, including certain Wisconsin DNR recreation grants.

Fowle reviewed Cedar's proposed planning process, which would include inventorying City parks and facilities, reviewing accessibility, gathering public input, creating an online project hub, conducting a community survey, holding a public visioning workshop, reviewing related plans and recreation standards, and developing City-specific goals and a five-year action plan with timelines and cost estimates.

Discussion included the City's need for an updated plan, as the last completed plan appears to be from 2015 and a 2019 update may have remained in draft form. The Committee discussed the value of an updated plan for future park improvements, ADA accessibility, grant applications, the housing project, Safe Routes to School-related planning, and other recreation priorities.

Fowle estimated the planning work would cost approximately \$17,000 to \$18,000 and take approximately nine to twelve months, with the possibility of spreading costs over two budget years. The Committee discussed seeking additional quotes before bringing the matter to Council. Mayor Berman stated that she would send out a request for quotes, with quotes requested by June 30, 2026, for possible Council consideration on July 7, 2026.

No formal action was taken.

Badger Park after-hours access control:

The Committee discussed seasonal Parks and Recreation wages and concerns with hiring and retaining seasonal employees at the current wage levels. Discussion included past wage changes, current starting wages, annual increases, comparisons to other communities and local entry-level jobs, and the difficulty of finding qualified seasonal workers at the current rate.

Discussion was held regarding the current wage schedule, including general labor and seasonal positions, and whether returning seasonal employees should receive an annual increase. The Committee also discussed the value of seasonal employees with specialized skills and the need to review job duties, wage categories, and the number of seasonal positions during the budget process.

The Committee requested an updated wage list showing current seasonal positions, number of employees, current pay rates, and proposed wage recommendations for future consideration.

No formal action was taken.

Seasonal Parks & Recreation wages:

The Committee discussed seasonal Parks and Recreation wages and concerns with hiring and retaining seasonal employees at the current wage levels. Discussion included past wage changes, current starting wages, comparisons to other communities, and the difficulty of finding qualified seasonal workers at the current rate.

The Committee discussed reviewing seasonal wage levels as part of the upcoming budget process.

No formal action was taken.

CIP purchase for new lawnmower:

The Committee discussed the need for an additional mower for use in the campground and Riverview Park. Discussion included the condition of the current mowers, repair costs, safety concerns with one mower, and the need for a smaller mower to better maneuver around trees and tighter areas.

The Committee reviewed mower quotes and discussed funding through the CIP, including adjusting CIP line items as needed since the mower was not specifically listed as a current CIP purchase. The recommended purchase was the Hustler Raptor XD 60 from Jake's Sales and Service in the amount of \$5,399.

Motion by Sievert, second by O'Neill, to recommend Council approve the purchase of the Hustler Raptor XD 60 from Jake's Sales and Service in the amount of \$5,399, using CIP funds.

Motion carried 3/0

Closed Session:

Motion by Sievert and seconded by Ahrens to move into Closed Session per:

WI S.S. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of:

- a. Consider candidate(s) for summer Parks employment.

Motion carried 3/0.

Motion by Sievert and seconded by Ahrens to move into Open Session.

Motion carried 3/0.

CLOSED SESSION 6:50 p.m. – 6:56 p.m.

Motion by Ahrens, second by Sievert, to approve the hiring of the summer Parks candidate discussed in Closed Session.

Motion carried 3/0

Parks & Recreation update by Director Lori Tonn:

The Parks and Recreation Director provided updates on flower planter sponsorships, the weed harvester, seasonal staffing, and road construction impacts on the campground. It was noted that flower planter sponsorships were lower than needed to fully cover the cost of flowers.

Discussion was held regarding West Park Drive construction impacts on the campground. The main concern has been access to the dump station. Staff have been monitoring the area and assisting campers as needed, and an alternate dump area was made available on site 36.

The Director also noted that the adult softball league and T-ball program will not move forward this year due to low registration.

Other matters:

Future discussion items include possible smoking restrictions near playground areas and updates to the pavilion/bandshell rental agreement for next year. Discussion included concerns with smoking near playgrounds and renters not complying with pavilion and bandshell rules

Set future meeting(s) and agenda items: The next Parks & Recreation meeting will be scheduled later.

Motion by Sievert and seconded by O'Neill to adjourn at 7:08 p.m.

Motion carried 3/0.

Katie Berman
Mayor