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**AGENDA
VILLAGE OF SUSSEX
PARK AND RECREATION BOARD
7:00 PM TUESDAY, JANUARY 19, 2021
SUSSEX CIVIC CENTER – COMMUNITY ROOM 1ST FLOOR
N64W23760 MAIN STREET**

**THIS MEETING WILL BE HELD VIRTUALLY AND IN PERSON DUE
TO THE ONGOING COVID-19 VIRUS**

THIS MEETING CAN BE ACCESSED IN ONE OF THE FOLLOWING WAYS:

- 1. BY CALLING 1 312-626-6799 AND ENTERING MEETING ID: 731 664 1251
THE MEETING MATERIALS WILL BE AVAILABLE AT WWW.VILLAGESUSSEX.ORG**
- 2. CLICKING THE FOLLOWING LINK: <https://us02web.zoom.us/j/7316641251>**

Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Village of Sussex Park & Recreation Board, at which a quorum of the Village Board may attend virtually in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is virtually in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under any area where the public may comments or if the rules are suspended to allow them to do so.)

1. Roll call
2. Consideration and possible action on the minutes from the October 20, 2020 meeting.
3. Comments from Citizens Present.
4. Discussion and possible action on Circle Masters Flying Club request for a removable pole to be added to the asphalt pad in Village Park.
5. Update on blood drive organizations.
6. Park & Recreation Director's Report.
 - A. Update from Special Events Coordinator
 - B. Update from Recreation Program Coordinator
7. Topics for Future Agenda Items.
8. Adjournment

Robert Fourness
Chairperson

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Clerk at 246-5200.



Jeremy Smith
Village Administrator

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**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

Minutes of the Park & Recreation Board meeting held on October 20, 2020.

Kelly Tetting was selected by the board to chair. Tetting called the meeting to order at 7:02 PM

1. Roll Call

Members present: Kelly Tetting, Chuck Vojtas, Trustee Ron Wells, Mike Waltz, and Chris Kostka. Chair Bob Fourness arrived 7:18pm, during agenda item #5.

Members excused: Nadine Coenen

Village Board present: President Anthony LeDonne

Staff present: Parks & Recreation Director, Halie Dobbeck; Assistant Village Administrator, Kelsey McElroy-Anderson, Administrative Services Director, Sam Liebert

2. Meeting Minutes

A motion by Wells, seconded by Waltz to approve the minutes from the August 18, 2020 meeting as presented. Motion Carried 5-0.

3. Comments from Citizens Present

No one was present that wished to be heard.

4. Discussion on Grove Playground Tower

At the request of board member Votjas, Dobbeck spoke with Landscape Structures (LSI) Playground Company regarding a gap between a crawling tunnel and tower space. The cost of a custom piece to fill this space was presented. Wells and Tetting suggested they take no action and monitor to see if this is a sustaining issue. No action was taken.

5. Discussion on Rental Policy for Blood Drive Organizations

Liebert presented his memo regarding two blood drives approaching the Village to facilitate blood drives. Representatives from the Blood Center of Wisconsin (Versiti) and The Red Cross were present. Waltz suggested that we have these organizations approach the Sussex Area Service Club and the Lions Club for partnership as a reduced or free rate does not align at this time with existing policies created by the board. Motion was tabled until next meeting.

6. Park and Recreation Director Report

Dobbeck shared the following:

-Currently doing the Spookley the Pumpkin Story Walk at Village Park – trail starts south of the Village Park Tennis Courts

-Thursday, 10/22, is our Pumpkin Drive Thru – we've put together a short driving trail to help enhance the pumpkin giveaway. The cost of the pumpkins is covered by Lannon Stone.

-Working on Winter/Spring Activity Guide

-About to start session 2 of the Fall session – all capacities are reduced to accommodate for indoor space and we are following the mask mandate. Enrollment has been less than a typical fall – many are deterred by the mask mandate and other just don't feel comfortable attending classes right now.

- Char sent out a youth sports survey to families to get a better understanding of what programs to explore offering in 2021.
- We do plan to do the Turkey Hunt in November, with modifications to allow for safe participation for families.
- We have had a holiday tree donated and ready for December. We are working on modifications to the tree lighting event to take into account social distancing.

7. Topics for Future Agenda Items

Blood Drive Update about local organization collaboration

8. Adjournment

A motion by Vojtas, seconded by Waltz to adjourn the meeting at 7:42 p.m.

Motion Carried 6-0.

Respectfully Submitted,

Halie Dobbeck
Parks & Recreation Director

DRAFT



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MEMORANDUM

From: Sam Liebert, Administrative Services Director
To: Park & Recreation Board
Date: January 13, 2021
RE: Circle Masters Flying Club Request

In an email dated December 7th, 2020 the village received an email from Jason Nettesheim of the Circle Masters Flying Club.

As you may know, the group has had an asphalt pad for many years in Village Park that they use to walk on while they are flying their models.

The Circle Masters Flying Club is requesting that we allow them to install a removable pole in the ground that would be used to help their older members stabilize themselves while flying their models. When they are not flying, the pole would be removed and they would insert a plug into the hole so that it would be covered and that no debris could get in the hole, and that no one would trip over it.

Staff are looking for direction from the Park & Recreation Board in this request.

Mr. Nettesheim will be available at the board meeting for any additional questions you may have.

Versiti / Blood Center of Wisconsin

Tuesday, Feb 9 – The Grove

Wednesday, Apr 14 – The Grove

Wednesday, June 16 – Civic Center/Community Room

Wednesday, Aug 18 – Civic Center/Community Room

Tuesday, Oct 19 – The Grove

Wednesday, Dec 15 – The Grove

Blood drive timeframe for all dates: 12:30 – 5:30pm

Room reservation timeframe/doors open: 11:00am – 7:00pm

Giving

WARMS THE HEART

DONATE BLOOD THIS WINTER



versiti™

Blood Center of Wisconsin