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**AGENDA
VILLAGE OF SUSSEX
PARK AND RECREATION BOARD
6:30 PM TUESDAY, SEPTEMBER 21, 2021
SUSSEX CIVIC CENTER – COMMUNITY ROOM 1ST FLOOR
N64W23760 MAIN STREET**

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. Comments from Citizens Present
3. Consideration and possible action on the minutes from the August 17, 2021 meeting.
4. Discussion on process for considering Pickleball facility options
5. Park & Recreation Director's Report
 - A. Update on Prides Crossing Park
 - B. Update on Development/Village Park
6. Topics for Future Agenda Items
Next meeting is October 19, 2021
7. Adjournment

Robert Fourness
Chairperson

Jeremy Smith
Village Administrator



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DISCLAIMER- THE FOLLOWING ARE DRAFT MINUTES FROM
THE SUSSEX PARK & RECREATION BOARD
AND ARE SUBJECT TO CHANGE UPON APPROVAL OF THE PARK & RECREATION BOARD

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

Minutes of the Park & Recreation Board meeting held on August 17, 2021.

Meeting was called to order by Chairman Bob Fourness at 6:30 p.m.

1. Roll call

Members Present: Chairman Bob Fourness, Nadine Coenen, Mike Waltz, Chuck Vojtas, Kelly Tetting, Chris Kostka and Ron Wells.

Members Excused: None

Staff Present: Parks and Recreation Director, Halie Dobbeck; Administrative Services Director, Sam Liebert

2. Comments from Citizens Present

Jerry Schilter, N61W237772 Sumac Ln, stated that he would like to see the Park Board and Village Board meet to resolve the ongoing pickleball issues.

Jeanette Schilter, N61W237772 Sumac Ln, stated that she would like to see residents have the option to register for recreation classes before non-residents.

Dennis Casey, W237N6835 Ancient Oaks Ct, stated that the proposed park project cost is overblown.

Tim Pfrang, N69W23495 Donna Dr, stated that he was concerned with the trail crossing and would like to see something that delineates a crossing or path is there. He also stated he has concerns with traffic speed coming through the neighborhood and over the hill.

3. Meeting Minutes

Motion by Waltz, seconded by Vojtas to approve of the minutes from June 15, 2021 meeting as presented. Motion carried 7-0

4. Tree Removal Request for N74W23808 Overland Ct.

Mr. Liebert gave a presentation on the owner's request to remove some sick and dying trees. Staff recommend approving the request.

5. Tree Removal Request for W237N7428 Overland Ct.

Mr. Liebert gave a presentation on the owner's request to remove some sick and dying trees. Staff recommend approving the request.

Motion by Waltz, seconded by Wells to approve of the tree removal requests for N74W23808 Overland Court AND W237N7428 Overland Court, and to coordinate their removal with Village Park Staff. Motion carried 7-0

Member Chuck Vojtas excused himself from the meeting.

6. Prides Crossing Park

Ms. Dobbeck gave a presentation and walked the Park & Recreation Board through the entire Prides Crossing Park redevelopment plan and history leading up to this meeting. Ms. Dobbeck went over the options for the board to choose from with a budget of \$150,000. Ms. Dobbeck led the board through each item and their cost.

Motion by Kostka, seconded by Tetting to recommend that Village Board approve the funding of the Prides Crossing Park Replacement Plan with the following amenities and costs: Replacement of existing backstop in the amount of \$5,000; replacement of the playground equipment from Burke/Lee Recreation in the amount of \$100,000; addition of fixtures (signs, garbage cans, benches) in the amount of \$10,000; resurfacing of the basketball court in the amount of \$10,000; striping of the basketball court for pickleball use in the amount of \$500; tree replacements in the amount of \$1,000; site restoration in the amount of \$1,000; and ADA Path replacement to the playground equipment in the amount of \$4,000; for a total project cost of \$131,500.

Motion carried 5-1
Wells vote Nay

Trustee Wells stated that he voted against the motion because he would like to see the addition of the Shelter per the results from the community survey.

7. 2022 Budget Recommendations

Ms. Dobbeck presented to the board options brought forward by staff to the extras-list for the 2022 budget. She asked that the board prioritize these additional budget requests for the Village Board to consider during their budget process.

Discussion was had on the 2022 budget recommendations.

Motion by Tetting, seconded by Coenen to recommend that the Village Board consider the following prioritization of extras during the 2022 budget process: 1. Finding a solution to the ongoing pickleball court issues, 2. Funding shade at the Grove Splashpad, 3. Funding sledding hill bathrooms, 4. Fund the Shelter at Prides Crossing Park, 5. Fund the Vista Run Survey for the creation of a new park in that subdivision and 6. Match funding with the Town of Lisbon for the Family Stone Park project. Motion carried 6-0

8. Director's Report

Ms. Dobbeck stated that the block party on Sunday brought in about 5,000 people. There was a lot of positive feedback. Next Thursday is Movie Night and Pints in the Park at the Civic Center, 5:00 – 8:00 pm. We're in the last week of Summer Day Camp this week. Fall registration is now open for programming. Over the summer, we added programs as requested and when we can find teachers for the new classes. We've adding tumbling and a pickleball clinic as new classes. Touch-A-Truck is at Armory Park this year on September 11. The 10th Anniversary of Spooky Sussex is this year and work has begun on preparing for this year's event.

9. Topics for Future Agenda Items

Chairman Fourness asked that the issues of event pre-registration for residents come back to the board and an update in regards to the pickleball issue.

10. Adjournment

Motion by Waltz, seconded by Tetting to Adjourn at 8:40 pm.

Motion carried 6-0

Respectfully Submitted,

Samuel E. Liebert
Administrative Services Director

DRAFT



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MEMORANDUM

To: Park and Recreation Board

From: Sam Liebert, Administrative Services Director

Re: Pickleball Timeline Memo

Date: September 14, 2021

Over the past year, the Village has heard about desired improvements for pickleball facilities. The leading concern was the need for a fence around the pickleball courts, both to keep non-appropriate users off the court and to assist with ball containment. The Village Board has asked for a broader review of the issue as there appeared to be more issues at play than just the fence.

With that direction, Village staff are looking at solutions that address a broader set of concerns and price points for consideration. Staff believes that an inclusive survey process, where we would obtain input from the public is the best option to move forward and get buy-in from all stakeholders. Village Staff have proposed a timeline for exploring Pickleball amenity options that will address a variety of solutions. Please keep in mind that each option will have some trade-offs and vastly different costs.

November/December:

The Village Board will approve the 2022 Annual Budget. During this process, the Village Board will provide a framework for the amount that will be available to address the pickleball.

January:

The Village would look to hold an 'Open House' session for the public to attend where the Village would present multiple options to choose from for solutions. These could range from status quo to building an entirely new Pickleball Facility. The public would be able to go to different stations with pictures and costs associated with each option. The public would be able to vote and write down their comments on each option. The village would also offer an electronic survey option if residents were unable to attend the meeting in person. This feedback and data would then be assembled and brought before the Park & Recreation Board at your regular March meeting.

March:

The results of the survey from the Open House would be presented to the Park & Recreation Board. It would be the staff's recommendation to then make a recommendation to the Village Board on what option to proceed with, based on public comment and feedback from the surveys.

April:

The Park & Recreation Board's recommendation will be presented to the Village Board for final approval. Based upon what type of solution was chosen, the process may then have to go out for bid as all public construction over \$25,000 must be bid under State Law. What this means is that some solutions may not be constructed until late 2022 or even 2023 at the earliest given the time to prepare bid specs and the best time to bid projects for efficiency to the tax payer.