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**AGENDA
VILLAGE OF SUSSEX
PARKS & RECREATION BOARD
6:30 PM TUESDAY, November 15, 2022
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 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 August 16, 2022, meeting
3. Comments from Citizens Present
4. Discussion and Possible Action on Presentation from Eagle Scout Sam Mertens on Proposed Eagle Scout Project for Armory Park Dugout Shelters
5. Discussion and Possible Action on Presentation from Eagle Scout Fred (Mason) Schomann on Proposed Eagle Scout Project for Trail Signage at Prides Crossing Park
6. Discussion and Possible Action on Presentation from Girl Scout Troop 6370 on Proposed Project for Little Free Libraries
7. Park & Recreation Director's Report
8. Topics for Future Agenda Items
9. Adjournment

Robert Fourness
Chairperson

Jeremy Smith
Village Administrator

**VILLAGE OF SUSSEX
PARK AND RECREATION BOARD
6:30 PM TUESDAY, AUGUST 16, 2022
SUSSEX CIVIC CENTER – COMMUNITY ROOM 1ST FLOOR
N64W23760 MAIN STREET**

MINUTES

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

1. Roll Call

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

Members Excused: Trustee Ron Wells

Staff Present: Park & Recreation Director, Halie Dobbeck

2. Consideration and action on minutes from the June 21, 2022, meeting.

Motion by Vojtas, seconded by Kostka to approve of the June 21, 2022 meeting minutes.

Motion carried 6-0.

3. Comments from Citizens Present

Jerrold Schilter – N61W23772 Sumac Lane

Mr. Schilter referenced the memo that was presented to Village Board at the July 26, 2022 Village Board meeting that acknowledged an estimated \$25,000 cost savings from the overlapping costs of Tennis and Basketball with the new addition of Pickleball. He requested that the Park Board consider amending the Village Board's motion to include a shade structure at Melinda Weaver Park or that the Park Board put the shade structure on the 2023 Budget "extras" list for consideration.

Trustee Ron Wells joined the meeting at 6:35 p.m.

4. Shade Structure at The Grove at Village Park Splash Pad

Dobbeck presented the memo and addressed board questions or comments.

Fourness requested to suspend the rules to allow Trustee Lee Uecker to address the board.
Motion carried.

Trustee Lee Uecker requested that the following information be brought to Village Board: the fabric replacement costs, what winds the fabric structure can sustain and an understanding for why a wood structure was not considered.

Dobbeck shared that wood would not last next to a chemically treated splash pad which is why a steel structure was presented.

A motion by Tetting, seconded by Waltz to recommend Village Board approve the shade structures for the splash pad as presented. Motion carried 7-0.

Vojtas shared concerns about the operational costs of the splash pad and asked the board if they considered charging to recuperate costs. Tetting, Waltz and Fourness all provided responses. Dobbeck shared that chemical and operating costs (except for water) have a budget of \$5,000 and that we anticipate remaining under that budget figure in 2022.

5. Park & Recreation Director's Report

Dobbeck shared the following information:

- Summer Special Events (Cruise Night, Kiddie Parade, Concert in the Park, Prides Park Grand Opening/Pints in the Park, National Night Out and Main Street Block Party) went very well. We received a lot of positive feedback and all were highly attended.
- Staff is planning a joint ribbon cutting ceremony with the Town of Lisbon for Stone Family Park
- The "Sussex Tree" Bur Oak lost a large limb in a recent storm. We are planning to save the wood to repurpose. Additionally, we had Wachtel Tree Services complete an assessment of the tree. They determined that it is 66% dead but there is still new growth and that they anticipate it continuing to lose limbs in storms – however, the risk to park goers is very small. They also recommend dead limb removal this winter which is on the Parks work list.
- All 100% dead trees in our neighborhood parks and Armory Park were removed this summer by our Parks team. Our focus will now be in Village Park.

6. Topics for Future Agenda Items

-October Meeting on 10/18/22 will be at Lions Open Air Pavilion in Village Park at 5:30 p.m. to discuss next steps in the Village Park Master Plan.

7. Adjournment

Motion by Fourness, seconded by Waltz to adjourn at 7:01 p.m.

Motion carried 7-0.

Respectfully Submitted,
Halie Dobbeck
Park & Recreation Director

Eagle Project Proposal



Dugout Roofing

Sam Mertens Troop 175 2022-23

Beneficiary



- Village of Sussex
 - Armory Park
 - Baseball and Softball players



The Project

- Building and putting in roof coverings for the dugouts on Fields 1 and 2
- Sussex Armory Park



Why is the project needed

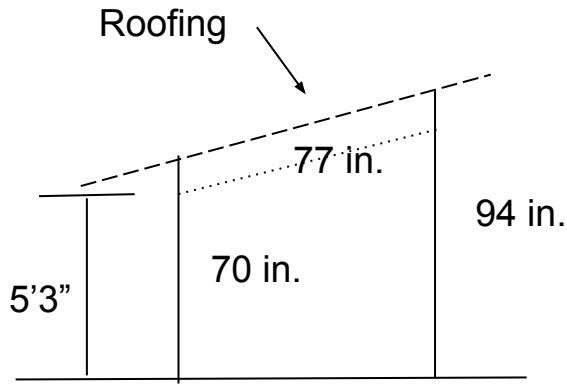
- The current dugouts:
 - No covering
 - There is no shade when playing and it is sunny and hot
 - The dugouts flood and get muddy in rain
 - Permanent cover over dugouts is safer than makeshift coverings. Such as EZ-ups that get caught in the wind



What the project will look like

- Shelter Design:
 - Metal roofing on a slant down from the top of the front fence to the back fence.
 - Color choices based on availability
 - Open to color suggestions
- Size/dimensions:
 - Shelter will cover 18' of the dugout
 - Approx. 3' longer than bench
 - Will extend 1' past the dugout in front & back

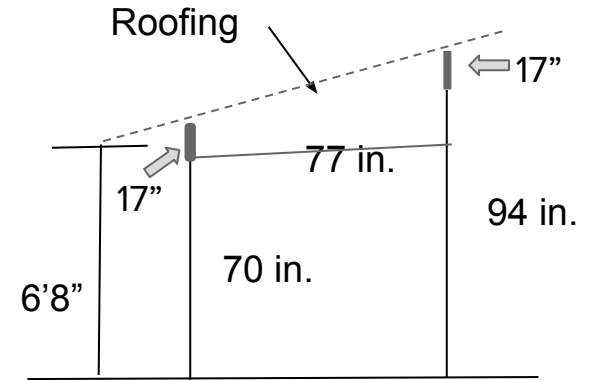




This is if I were to just put a roof on it now.

Observations and challenges:

- There are damages to existing fencing
- Without supports the clearance height at the back may be dangerously low
- Sharp edges and rusting



This is with the supports and things to make the clearance at least 80"



Why

- To meet an immediate need for health and safety of the players
- To keep players cool and dry
- To keep the dugouts from flooding
- Improve the aesthetics, looks of the field



Partnership/Fundraising

- ❑ Village of Sussex Parks Department (Halie and Thom)
- ❑ Sussex Lions club
- ❑ SAS
- ❑ Jr. Chargers baseball and Softball
- ❑ Home Depot
- ❑ Private Donors
- ❑ Other

Who, What, and When (Estimated Date and times)

- Prior to March:
 - Work with the village to correct safety and structural issues
 - Collect materials and preassemble roofing materials
 - Coordinate work day activities with the Guide to Safe Scouting
- ~March 4th from 8:00-12:00 (at my house)
 - Screw sheets of roofing together and drill holes for support in wood planks 2-4 hrs.
 - Scouts - 3
 - Adults - 4-5
- ~March 18th from 8:00-1:00 (Install at Armory)
 - Put in the dugouts - 4-5 hrs.
 - Scouts - 3
 - Adults - 6

Materials

- Steel Roof/Siding Panels and trim
- Wood framing and cross-members
- Nails, Screws, washers, and sealant
- Fencing materials (for repair and attachment)
- Health and Safety equipment:
 - Gloves
 - Safety glasses
 - Water
 - First aid kit
 - Food
 - Shelter (EZ-up)
- Tools:
 - Hand tools
 - Wrenches and sockets
 - Drills and drivers
 - Metal cutters and snips

