

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Park & Recreation Board meeting held on April 21, 2020.**

Chair Fourness called the meeting to order at 7:00 pm.

**1. Roll Call**

Members present: Chair Bob Fourness, Mike Waltz, Kelly Tetting, Anne Golding, Nadine Coenen and Chris Kostka.

Members excused: None

Staff present: Parks & Recreation Director, Halie Dobbeck

**2. Meeting Minutes**

A motion by Golding, seconded by Tetting to approve the minutes from the February 18, 2020 meeting as presented. Motion Carried 6-0

**3. Brewery – Temporary Second Location Policy**

A motion by Fourness, seconded by Kostka to approve the brewery policy as presented for all renters for a 1 year term to be reviewed in April 2021. Motion Carried 6-0

**4. The Grove Splash Pad Group Policy**

A motion by Waltz, seconded by Golding to approve the splash pad group policy as reflected below:

- Allow one (1) group slots per day (Tuesday and Thursday only);  
1:00pm-3:00pm
- Each group cannot exceed 50 participants (Capacity is 346)
  - o Groups are considered 20+ people (children and chaperones)
- Groups must pay a \$50 group fee (fees will be used towards building and equipment upkeep)
- All Group registrations must be completed online and at least 48 business hours prior to their arrival (as space allows)
- Separate set of group rules will be provided (where to put belongings, where to park bus, supervision rules, etc.)
- Groups that are at the pad without a permit will be given a warning, if they return again without a permit, they will be asked to leave immediately.

Fourness requested monthly updates as to usage of the group slot throughout the season.

Motion Carried 6-0

**5. Discussion on The Grove Splash Pad Rules**

Tetting recommended adding in a rule about groups and group requirements.

**6. Park & Recreation Director's Report**

-We are actively monitoring the pandemic and how this impacts Parks and Recreation.

-Staff is working from home and working to prepare for how large events may have to look in the future

-Our current recreation software, Active Net, changed their policy and will no longer allow us to complete credit card refunds without income into this system, as a result, for the classes and events cancelled we have provided credits to people's Active Net accounts or issued checks when requested.

-We have decided to forward with implementing a new recreation software called Civic Rec. We feel that this software better aligns with our goal and vision for the recreation department and hope to implement by early fall.

-We will most likely be postponing The Grove Grand Opening due to the large crowds we anticipated to draw to this event. We plan to make an official decision in the coming weeks.

-The Grove construction should be fully complete by the end of May. As the construction commences, we will make decisions on how to open the amenities as it seems appropriate for the community.

**7. Topics for Future Agenda Items**

None

**8. Adjournment**

A motion by Waltz, seconded by Fourness to adjourn the meeting at 8:06 p.m.

Motion Carried 6-0