



WPRA Region II Meeting

Thursday, September 26 • 9:45am– 3:30pm

Village of Little Chute @ Van Lieshout Park Recreation Center

Address: 721 West Elm Drive, Little Chute, WI 54140

There is a large parking lot and a recreation center building. Enter through the blue door and turn right.

Itinerary:

9:45 a.m. – Arrival/refreshments/light assorted bagels/bakery items *Simple Simon Bakery.*

10:00 - Host report – Village of Little Chute Staff: Director John McDonald (Dept. Overview)

10:15-11:15 Blake Theisen – Parkitecture: Presentation **CEU Approved**

11:15-12:30 – Tour Village Little Chute (*Splash Pad*), Village of Kimberly (*Splash Pad*), and City of Kaukauna (Aquatic Facility Renovation) *Bus transportation provided* **CEU Approved**

12:30-1:30 - Lunch – Machine Shed - *Menu: Pork Loin with garlic Herb sauce, Chicken Chardonnay, Roasted Potatoes, Vegetable Medley, Tossed Salad, Dinner Rolls and butter*

1:30pm- Business meeting

AGENDA

1. Call to Order – **Called to order 1:14pm**
2. Acknowledge sponsor(s)/host(s)/presenter(s) – **Parkitecture/Kaukauna/Kimberly**
3. Introductions – Introduced everyone
4. Host Presentation – **Completed at 10am.**
5. Approve Region Minutes – **will include May, September minutes in Dec. meeting.**
6. Region Financial Report – Provided Financial report for Region 2.

Region 2 Budget 2024		
Revenue	\$ 5,000.00	
Expenditures		
		Region 2 Meeting 4/18/23
Festival Foods	\$ 122.94	
Cardinal Coffee	\$ 71.74	
Parker Johns	\$ 513.40	
Lynda Fink Speaker	\$ 440.00	
		Region 2 Meeting 5/18/24
Rednards	\$ 317.69	
KT	\$ 108.27	
	\$ 6.68	
No Speaker Fee	\$ -	
		Region 3 Meeting 9/26/24
Machine Shed	\$ 895.00	
Breakfast Food	\$ 128.26	Piggly Wiggly/Starbucks
Lamers	\$ 159.75	
No Speaker Fee	\$ -	
		Region 2 Meeting December
Lunch		
Breakfast Food		
Speaker Fee		
Xmas Prize		
	\$ 2,763.73	
\$	2,236.27	

7. Region Business- **shared information about December. Outlook for 2025**

8. Reports

a. Section Reports

- i. Aquatic
 - LG competition. Looking for representatives 2025.
 - CIVMIC offering Virtual Risk seminar on December 11.
- ii. Park
 - Great Fall Workshop. Let Amanda Geiser know why you go to fall workshop. Is it a good time of year?
 - Get Nominations In!
 - Looking for Chair Elect 2025
- iii. Recreation
 - Submit for awards.
 - Looking for Rec Chair Elect 2025
- iv. Young Professionals – No report provided.
- b. WPRA Report
 - i. Summary of key actions taken at Board meetings
 - Opportunities to network: BINGO!
 - Strategic Plan – Meeting post August meeting.
 - 110% meeting in coming weeks.
 - ii. Upcoming event and deadline reminders:
 1. Membership Dues
 2. Nominations
 3. Awards
 4. IMPACT Magazine & PR Monthly
 5. Any Upcoming Events
 - iii. WPRA Committee/Subcommittee Updates
 - iv. WPRA Foundation Updates
- c. Public Policy Update
 - Submit Knowles Nelson Funding for projects you have received grant dollars for! This helps alert our Madison legislation help lobby for funding through Knowles Nelson! GET IN BY OCT 4th!!!
- d. NRPA Update & National News

(See other side)

9. Open Discussion Forum

- Work order software systems – the good the bad the ugly. Curious to know who has implemented software systems and if anyone loves theirs. *(Holly F. – Kimberly)*
- Fees – looking to learn more if anyone charges additional fees for tournaments specifically. We currently charge field rental fees, but don't have anything additional set up for our concession stand use or if they use a bunch of chalk/clay/etc. Wonding if others have fees associated with these items and how they prevent someone burning through all their supplies on a rainy weekend. *(Holly F. – Kimberly)*
- This question is for all Park grass maintenance crews. City of Manitowoc insurance company(CVMIC) is recommending formalizing a mower safety/slope policy. They are recommending a 15% slope(or manufacturer recommendation based on the mower model) as the maximum slope to be safely mowed with a riding lawn mower. This will obviously have a major impact on how we maintain numerous turf locations in our park system(we have identified over 80 locations that we currently maintain with a rider that are over the recommended slope). Is anyone else familiar with the draft policy recommended by CVMIC? Are there any other municipalities that are underway with developing a formal mower safety/slope policy? What approach are you taking to address this recommendation? Please feel free to reach out to me directly to talk it through. *(Curt H. – Manitowoc)*

10. Adjourn – December meeting information will be released in November. Adjourned – Holly Femal Motioned; Chris Clark Seconded 2:46pm.

Location	Turf field	Non-turn fird			
Stevens Point	200.00 per game	80.00 per field per prep			
715-346-1531	500.00 per tournmanet	20.00 for green space and no prep			
Marshfield	See their p. 4				
715-38434642					
Appleton	Ball Diamonds	Ball Diamond Lights	Multi-purpose fields	Daily for non-profit	Daily for Profit
	20 or 25 per hour	15 or 20 per hour	25 or 35 per hour	100/day	150/ day
Plover	Ballfields with grassed infield	ballfields with dirt infields	Lights		
	100/game	85.00/game	75 per game per field		
Shawano	Typically don't rent but if they do it's \$50.00 for all day for resident and \$75.00 for nonresident for all day				



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Phone: 715.258.4435

To: Waupaca City Council
From: Laura Colbert, Parks and Recreation Director
Date: 12/6/22
Re: Proposed Change to Swan Park Ball Field Rental Fees

Background:

Currently, an out-of-town group can rent our Swan Park ballpark facilities for \$250 for a weekend tournament. This includes all four ball diamonds, the fields' lights, concessions, and bathrooms. To prep for a tournament, our staff needs to conduct ball field maintenance at least one time and they may need to move all items out of the concession stand. It costs more for our city staff to prep the Swan Park Facilities than the current fee we charge the renting agency. There are many other additional costs associated with usage such as line paint, Quick Dry, if needed, and additional field prep, if requested.

Summary:

After researching a number of similar facilities in central Wisconsin, the Parks and Recreation staff came up with the following rental plan:

The renting agency must pay at the time of reservation or at least a week ahead of the event. If we do not receive the money within a week of the event, we reserve the right to cancel the reservation. If there is a chance of inclement weather and the renting agency cancels within the week of the event and at least 24 hours before their event, we will refund 50% of the rental fees. The reason for this is that we have most likely already done some prep work to get the facilities ready for the rental. If they cancel more than a week before the event, they will receive a full refund. All field maintenance will be conducted by city staff only.

The rental costs are as follows for a la carte:

- Concessions: \$100.00/event
- Lights: \$25/field per game
- Fields: \$50.00/field per day, \$50.00/field for any additional prep
 - Scoreboards are included in the price

Renting the entire ballpark facility for a weekend tournament: \$500.00

- Includes concession, scoreboards, and four fields prepped once a day
- Lights are separate (if lights are used more than the original contract, a subsequent bill will be sent)
- \$50.00/field for any additional prep/maintenance

- If it rains and field maintenance is required, the renting agency will be subject to additional costs depending on level of maintenance and the amount of Quick Dry.
 - Each bag of Quick Dry (roughly \$15.00/bag)

Recommendation: Adjust the rental fees for Swan Park to offset the costs of the preparation for events.

Region	Program	Grant No	Sponsor	Status	County	Formal Name	Start Date	End Date	Award Amt
NE	LPAS	S-ADLP3-13-1183	CITY OF W. CLOSE		Waupaca	City of Waupaca South Park Renovation Phase 1	3-Apr-13	30-Jun-15	\$339,148.00
NE	LPAS	S-ADLP3-14-1191	CITY OF W. CLOSE		Waupaca	Waupaca South Park Renovation Phase 2	13-Jan-14	30-Jun-17	\$49,240.00
NE	LPAS	S-ADLP3-15-1230	CITY OF W. CLOSE		Waupaca	City of Waupaca - South Park Renovation Phase 3	8-Apr-15	30-Jun-19	\$19,219.00
NE	LPAS	S-ADLP-473	CITY OF W. CLOSE		Waupaca	City of Waupaca River Ridge Trail Dev.	13-Oct-97	30-Jun-00	\$7,200.00
NE	UGS	UGS-055	CITY OF W. CLOSE		Waupaca	Greenspace Park Acquisition	11-Oct-95	30-Jun-98	\$71,250.00
NE	UGS	UGS-081	CITY OF W. CLOSE		Waupaca	City of Waupaca Butkiewicz Park Acq	3-Sep-98	30-Jun-01	\$52,500.00
NE	UR	URGP-084	CITY OF W. CLOSE		Waupaca	City of Waupaca Brainerd Park Acq.	13-Oct-97	30-Jun-97	\$37,500.00
NE	UR	URGP2-149	CITY OF W. CLOSE		Waupaca	Waupaca City River, (Borchardt) Acq.	13-Nov-01	30-Jun-03	\$83,600.00
NE	UR	URGP2-151	CITY OF W. CLOSE		Waupaca	Waupaca Riverview Park Dev.	10-Dec-01	30-Jun-04	\$248,876.00
									\$908,533.00

Yellow=In-perpetuity Encumbrance/Requirements

LAWC=Federal Land and Water Conservation Fund

LPAS=State Stewardship-Acquisition and Development of Local Parks Sub-Program

ORAP=Outdoor Recreation Assistance Program (Precursor to the Stewardship Program)

RTP=Federal Recreational Trails Program

UGS=State Stewardship-Urban Green Space Sub-Program

UR=State Stewardship-Urban Rivers Sub-Program