

**VILLAGE OF NEW GLARUS  
PARKS & RECREATION COMMITTEE  
VILLAGE HALL BOARD ROOM  
319 2<sup>ND</sup> STREET**

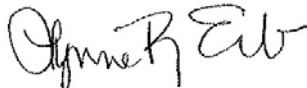
**7/11/18      6:30 P.M.**

**AGENDA:**

1. Call to order
2. Announcement: All cell phones shall remain silenced during meeting
3. Approval of Agenda
4. Approval of Minutes of the 6/13/18 Meeting
5. Recommendation: Park Use Permit Application for Jack Links Employee Event (7/26-7/27/18)\*
6. Discussion: Volunteer utilization for Park Maintenance Projects
7. Update: New Glarus Youth Baseball Association - Project Updates and Future Plans
8. Adjournment

Barbara Anderson, Chair  
Parks & Recreation Committee

POSTED: N.G. Village Hall      7/6/18  
          N.G. Post Office        7/6/18  
          Bank of New Glarus    7/6/18



Lynne R. Erb, Clerk

PURSUANT TO APPLICABLE LAW, NOTICE IS HEREBY GIVEN THAT A QUORUM OR A MAJORITY OF THE NEW GLARUS VILLAGE BOARD OF TRUSTEES MAY ATTEND THIS MEETING. INFORMATION PRESENTED AT THIS MEETING MAY HELP FORM THE RATIONALE BEHIND FUTURE ACTIONS THAT MAY BE TAKEN BY THE NEW GLARUS VILLAGE BOARD.

PERSONS REQUIRING ADDITIONAL SERVICES TO PARTICIPATE IN A PUBLIC MEETING MAY CONTACT THE VILLAGE CLERK FOR ASSISTANCE AT 527-2510.

**VILLAGE OF NEW GLARUS  
PARKS & RECREATION COMMITTEE  
June 13, 2018 - DRAFT**

Chair Barb Anderson called the meeting to order at 6:30 p.m. Present: Barb Anderson, Petra Streiff, and Chuck Phillipson. Also present: Administrator Bryan Gadow, Parks and Recreation Director Chris Rear, Emilie Glotfelty, Diana Clark, Steve Wehrley, and Dan Couey.

Approval of Agenda: Motion by Petra Streiff, second by Chuck Phillipson to approve the agenda. Motion carried.

Approval of Minutes of the 5/9/18 Meeting: Motion by Petra Streiff, second by Barb Anderson to approve the 5/9/18 minutes. Motion carried.

Recommendation: Park Use Permit Application for Art in the Park (9/2/18): Motion by Petra Streiff, second by Chuck Phillipson to approve the Park Use Permit. Motion carried.

Recommendation: Special Event Permit Application for Mad City Velo Club Bike Time Trials (7/21/18): Steve Wehrley provided an overview of the event, which will utilize Glarner Park as a staging and registration area. He noted that the event will utilize 2<sup>nd</sup> St/Hwy O, but will not require the closure of the street, and the Club has been in contact with Dane County Sheriff and Green County Sheriff's Offices. He noted the event will last from 9:00AM to approximately 12:00PM, and postcards will be mailed to residents along the route. Motion by Chuck Phillipson, second by Petra Streiff to approve the Park Use Permit.

Discussion: Land availability for new softball field/recreational facilities: Administrator Gadow provided an overview of properties researched to date, and requested an additional direction on other properties to research. Chuck Phillipson asked to have this item added to the upcoming Joint Village/Town Parks Committee meeting on June 21<sup>st</sup>, and postpone any decisions until after that meeting.

Update/Discussion: Parks & Recreation Budget and Operations Questions: In response to questions from the 5/9/18 Committee meeting, Administrator Gadow provided an update on the following items:

- 2018 Parks and Recreation Operational Budget and Capital Improvement Plan
- Breakdown of Village Staff park maintenance responsibilities
- Utilization of park maintenance checklists for inventory of future park maintenance capital requests
- Use of a volunteer liability waiver to allow interested citizens to assist with park maintenance activities.

Petra Streiff asked to have a discussion on a volunteer utilization strategy added to the next meeting's agenda. Chuck Phillipson asked to have a schedule of Veteran's Park and Glarner Park utilization before the June 21<sup>st</sup> Joint Village/Town Parks Committee.

Update: Chalet of the Golden Fleece 2017 Report and 2018 Projections: The Committee members reviewed the report from the Chalet of the Golden Fleece, and discussed the front porch step repair project.

Adjournment: Being no further business, the meeting stood adjourned at 7:00 p.m.

Minutes taken by Bryan Gadow, Administrator

To: Parks & Recreation Committee

From: Bryan Gadow, Administrator

Date: July 5, 2018

Re: Meeting Notes – Parks & Recreation Committee – July 11, 2018

1. Recommendation: Park Use Permit Application for Jack Links Employee Event (7/26-7/27/18): This is an application for use of Village Park on Thursday July 26<sup>th</sup> and Friday July 27<sup>th</sup> for Jack Link's to hold an employee picnic event. Given the large staff of Jack Link's, the event is divided into two days to stagger the attendance. The event will include a picnic and games, and have a tent. **Staff recommends approval of the Park Use Permit application.**
2. Discussion: Volunteer utilization for Park Maintenance Projects: At the June Parks Committee meeting, the members asked to have a discussion item on how to coordinate interested community volunteers to assist with parks and facility related maintenance projects. As discussed last month, the Village does have a volunteer liability waiver that can be used for individuals and groups interested in donating their time and efforts on projects.
3. Update: New Glarus Youth Baseball Association - Project Updates and Future Plans: The New Glarus Youth Baseball organization would like to provide the Committee with an update on the work that they have completed this year and their proposed future projects.

PERMIT FEE: <sup>pd</sup> \$35.00 Resident / \$50.00 Non-Resident  
PERMIT NO.: 18 PARK 16  
INSURANCE ON FILE: will email insurance

VILLAGE OF NEW GLARUS  
APPLICATION FOR USE OF VILLAGE PARK

Special events are governed by village ordinances and organizers are responsible for all necessary permits, trash and litter pickup, and for damage to any property, as well as possible billing for village services. The organization/organizer agrees to be responsible for the supervision of the event and conduct of persons present.

APPLICANT NAME: Augusto Perez  
ADDRESS: 200 Industrial Blvd New Glarus  
TELEPHONE: 608-527-4645 augusto.perez@jacklinks.com

SPONSORING ORGANIZATION: Jack Link's  
NAME OF HEAD OF ORGANIZATION: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

NAME, ADDRESS, TELEPHONE NUMBER OF PERSON RESPONSIBLE FOR PARK, AREA OR FACILITY (if different from Sponsoring Organization)

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

ACCURATE DESCRIPTION OF THE PARK, AREA OR FACILITY TO BE USED:  
(Name of Park: Village Park/Glarner Park/Vet's Memorial Park/Candy Cane Park)

Village Park

ARE YOU REQUESTING EXCLUSIVE USE OF THE PARK:  YES / NO

DATE OF REQUESTED USE: Thursday July 26, 2018 / Friday July 27  
TIME OF REQUESTED USE: 10:00 am

A tent will be installed for this event

APPROXIMATE ATTENDANCE (Number of People attending event) 100

PROPOSED USE (type of event): Picnic / Games

6/22/18  
Date

[Signature]  
Applicant Signature

**NOTE:** ALCOHOLIC BEVERAGES ARE **PROHIBITED** IN VILLAGE PARKS PER SECTION 11-4-1(a)(1) OF THE MUNICIPAL CODE OF THE VILLAGE OF

**NOTICE TO APPLICANT:**

**Applications for exclusive use of the Park are reviewed by the Parks & Recreation Committee and granted by the Village Board and must be made by the 20<sup>th</sup> of the month preceding the anticipated use of the park.**

Applications for use of a **portion** of the park or a park shelter are granted by the Village Recreation Director and must be made 3 days prior to the anticipated use of the area or facility.

Prior to granting any permit for **exclusive use** of a park, the Village may require the permittee to file evidence of good and sufficient sureties, insurance in force or other evidence of adequate financial responsibility, running to the Village and such other third parties as may be injured or damaged, in an amount depending upon the likelihood of injury or damage as a direct and proximate result of the exclusive use sufficient to indemnify the Village and such third parties as may be injured or damaged thereby, caused by the permittee, its agents or participants.

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PRESENTED TO VILLAGE CLERK: 6-22-18

REFERRED TO RECREATION DIRECTOR: \_\_\_\_\_

**FOR EXCLUSIVE USE:**

REFERRED TO PARKS & RECREATION COMMITTEE: 7-11-18

RECOMMENDATION: \_\_\_\_\_

PRESENTED TO VILLAGE BOARD: \_\_\_\_\_

DETERMINATION: \_\_\_\_\_

APPROVAL GRANTED: \_\_\_\_\_

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Recreation Director / Village President

Municipal Ordinance  
Section 220-8  
Rev. 2/2018