

**Park, Recreation and Urban Tree Board Meeting Minutes**  
**January 18, 2012**

- 1) Call to Order and Roll Call – *Chairman Jack called the meeting to order with roll call at 6:30 p.m.:*

**Present**

Jean DeKeyser  
Matt Gehl  
Tom Jack  
Larry Miller  
Rich Storey  
Terri Welisek

**Absent**

Chad Rucynski, excused

**Others Present**

Randy Friday, Administrator  
Susan Williams, Clerk

- 2) Pledge of Allegiance – *recited*
- 3) Approval of the Agenda – *Gehl moved to approve the agenda as presented. Storey 2<sup>nd</sup>. Motion approved unanimously.*
- 4) Approval of Minutes  
a. *Regular Meeting: Oct. 19, 2011 – DeKeyser moved to approve the minutes of the regular October 19, 2011 meeting as presented. Miller 2<sup>nd</sup>. Motion carried unanimously.*  
b. *Special Meeting: Nov. 9, 2011– Miller moved to approve the minutes of the special November 9, 2011 meeting as presented. Storey 2<sup>nd</sup>. Motion carried unanimous*
- 5) Registered citizen comments on agenda items – none
- 6) Old Business: None.
- 7) New Business:  
a. *Wanick Park usage by Challenger Sports: Consider contract approval for usage in July-August for one-week soccer/outdoor sport camp(s).*

*Administrator Friday presented information from Challenger Sports proposed usage of Wanick Park for soccer/outdoor camps in July and August 2012.*

*Gehl inquired if the Village would have any cost or benefit of the program.*

*Friday responded that the Village may set an amount to be added to their registration fee.*

*Miller suggested marking up the registration fees a small amount.*

*Friday stated that there would minimal cost to the Village, the area must be mowed regardless and the time involved with marking the lines is minor.*

*Welisek stated concern with costs to the Village such as usage of water.*

***Miller moved to recommend approval of Challenger Sports usage of Wanick Park for contract with an additional \$10 per participant fee. Motion failed for lack of 2<sup>nd</sup>.***

***Gehl moved to recommend approval of Challenger Sports contract with an additional \$5 per participant fee. Welisek 2<sup>nd</sup>. Motion carried unanimously.***

- b. Trail & Park signage: Discuss coordinating Village-wide signage.

*Friday presented items in the Board Room for future consideration.*

***Gehl moved to recommend to the Village Board purchase dog way stations to be located at various locations in the Village (Schneider Park, Wanick Park and Stommel near Miller Pond. DeKeyser 2<sup>nd</sup>. Motion carried unanimously.***

- c. Citizen Committee membership: Choose PRUT Board members (2)

***Welisek moved to appoint Jack and Gehl as PRUT members of the Citizen Committee with Storey as alternate. Miller 2<sup>nd</sup>. Motion carried unanimously.***

- d. Citizen Committee membership: Choose resident members (7 or 9)

***Miller moved to appoint Sarah Kons, Wanda Schabow, Karen Alesch, Deb Cook, Cheryl Flaherty, Fred Ashenbrenner, Stacy Gedman, Ruth Sprangers and Audrey Knaebe to the Citizen Committee. Storey 2<sup>nd</sup>. Motion carried unanimously.***

- e. Consultant review regarding Upper Wanick Park Planning RFP:
  - i. Review and choose consultants to interview for the *Upper Wanick Park* site development (Note: The RFP states the interviewees will be notified by end-Friday, Jan. 20<sup>th</sup> for interviews scheduled w/ PRUT Board on Weds.; Feb. 1).

*Welisek suggested Board members list their top 6 firms.*

*Miller stated that the Board member should list their top firms, not to limit to a certain number.*

*Gehl requested Friday to begin a list and note the top 6 firms from each of the Board members.*

*Miller inquired of the Board members due to his relationship with OMNNI Associates if he should refrain from input in the process.*

*Gehl stated he looks for Miller's input from his engineering experience.*

*Storey informed the Board that he is unavailable February 1<sup>st</sup> for the firm interviews.*

*Friday began a list of all the top firms of the Board members.*

*The results of polling of the Board:*

*5 votes each - Schaefer Land Design and OMNNI Associates*

*4 votes each - SAA, MSA, SEH*

*3 votes each - Stantec, R. A. Smith*

*2 votes each – Graef, Cedar Corporation, CBS Squared*

*1 vote each – Martenson & Eisle, DAAR Engineering, Ayers, Rettler*

*Board members discussed interviewing 5 firms, possibly 7 firms.*

*Board agreed re-poll with their top 4 firms.*

*The results of the re-polling of the Board:*

*4 votes each – SAA, Schaefer Land Design, OMNNI Associates, SEH*

*2 votes each – MSA, Stantec, Cedar Corporation, CBS Squared*

*1 vote each – Martenson & Eisle, Graef, R. A. Smith, Ayers*

*No votes – DAAR and Rettler*

*Gehl stated Stantec was his number one choice, the proposal in his opinion blew the others away in terms of raw talent. Gehl stated that Stantec is affiliated with McMahon, which is the Village Engineer and partnered with the best landscape architects.*

*Jacks responded that he has reviewed the work that was done in the Village, which was questionable in his opinion. Jack stated at Miller and Nuthatch ponds the Village experienced problems with the engineering and loss of trees.*

*Jacks stated that Clerk Williams will contact the finalists for interviews (SAA, Schaefer Land Design, OMNNI Associates and SEH) and the citizens appointed to the committee.*

- ii. Decide time(s) & format of consultant interview process on Feb. 1.

*The Board stated the interviews will begin at 9 a.m. on February 1, 2012. Each interview will be limited to 45 minutes in duration.*

*Welisek stated the firms should show that they understand the Village, present ideas, procedures and creativity.*

*Jack suggested the firms present survey ideas and layout of the plan (in phases).*

*Welisek stated she is not interested in any plan that will not fund itself.*

*Gehl added he is looking for the firms to come in and sell themselves, why the Village should hire them.*

*Friday inquired if the Board was interested in standard questions. The Board members replied they were not.*

*Gehl stated he would like the firms to reply to the question of how often (in the construction phase) they run over budget and how often they run on time.*

*Friday suggested that firms show the Board one of their projects, tell the Board about the project, what worked, what did not work, etc.*

*The Board indicated that one hour format of 45 minutes with firms and 15 minutes transition, reviewing and ready for next firm would be adequate.*

- iii. Decide alternate (2<sup>nd</sup> interview) time(s) for *Final Interview*, if necessary.
- 8) Communications: None
- 9) Adjournment – ***Welisek moved to adjourn at 8:12 p.m. Miller 2<sup>nd</sup>. Motion approved unanimously.***

Respectfully presented for review and approval by Susan Williams, Clerk

## Park, Recreation and Urban Tree Board

### Special Meeting – Notice and Agenda

Wednesday, February 1, 2012 – 9:00 a.m.  
Sherwood Village Hall  
W482 Clifton Road, Sherwood, WI.

- 1) Call to Order and Roll Call
- 2) Pledge of Allegiance
- 3) Approval of the Agenda
- 4) Registered citizen comments on agenda items
- 5) Old Business: None.
- 6) New Business:
  - a. Consultant presentations regarding *Upper Wanick Park* development: Final review of finalist consulting firms (4) to work in conjunction w/ *Citizen Committee* to develop park alternatives
- 7) Communications: None
- 8) *Closed Session: Review consultant presentations (4) for selection of recommended firm to Village Board for Upper Wanick Park development.*  
Note: Per Wis. Stats. 19.85(1)(e), the Board may move to closed session when deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
- 9) *Open Session: Finalize consulting firm recommendation to Village Board for Upper Wanick Park development.* (Note: Recommendation forwarded to Village Board for final approval on Monday, Feb. 13<sup>th</sup>.)
- 10) Adjournment

Welcome to the Park, Recreation and Urban Tree (PRUT) Board Meeting! Please observe the following rules of conduct during the meeting:

1. Register to speak on the sign-in sheet on the table in the back of the room as you enter.
2. Speak only to issues on the Agenda.
3. Limit your presentation to three (3) minutes.
4. Do not address Board Members during their deliberations unless requested to do so.
5. Any item listed on the Agenda may be acted upon by the Board.
6. A Quorum of any other Board or Commission is incidental to this Meeting and no action shall be taken on their behalf.
7. Requests from persons w/ disabilities needing assistance to participate should be made to the Clerk (989-1589).

**Park, Recreation and Urban Tree Board**  
**Special Meeting Minutes**  
**February 1, 2012**

- 1) Call to Order and Roll Call – *Chairman Jack called the meeting to order with roll call at 9:00 a.m.:*

**Present**

Jean DeKeyser  
Tom Jack  
Matt Gehl  
Larry Miller  
Terri Welisek

**Absent**

Chad Rucynski, excused  
Rich Storey, excused

**Others Present**

Randy Friday, Administrator  
Susan Williams, Clerk

- 2) Pledge of Allegiance – *recited*
- 3) Approval of the Agenda – *Miller moved to approve the agenda as presented. Gehl 2<sup>nd</sup>. Motion approved unanimously.*
- 4) Registered citizen comments on agenda items– none
- 5) Old Business: None.
- 6) New Business:  
a. Consultant presentations regarding *Upper Wanick Park* development: Final review of finalist consulting firms (4) to work in conjunction w/ *Citizen Committee* to develop park alternatives

*Trustee Welisek read excerpts in regards to section 946.13 of potential conflict of interest of Miller being on the PRUT Board and the firm candidate presentations.*

*Miller stated he would like to stay involved, but if any Board member has discomfort with his presence, he would remove himself.*

*Jack inquired of the Board if anyone had an issue with Miller attending the presentations, DeKeyser, Gehl and Welisek all stated they did not have any issue.*

*Miller remained in the Board Room.*

*Miller stated he will remove himself from the voting.*

*Clerk Williams stated that due to the information reported by Welisek that Miller should leave the Board Room while the motion and vote takes place.*

Clark Meyer (OMNNI Associates) and Jeff Sanders (Community Planning Consultants, LLC) presented their firm(s) (9:10 a.m.).

Jim Schaefer (Schaefer Land Design) and Jason Paukner (Jewell Associates Engineers) presented their firm(s) (10:10 a.m.).

David Schreiber and Blake Theisen (SAA Design Group) presented their firm (11:06 a.m.).

*Welisek stated she must leave the meeting at 12:45 p.m. and proposed to the Board that she submit her written notes when she departs and that the Board include her choice with the vote.*

*Jack inquired of the Board if there is an issue with Welisek submitting her notes to the Chairman (Jack) when she departs and adding her choice to the vote. DeKeyser, Gehl, Jack and Miller stated they did not have a problem with Welisek submitting her notes to Jack and include her candidate in the final vote.*

Trevor Frank, Gregg Calpino, Andrew Dane and Tom Sear b(Short Elliott Hendrickson) presented their firm (12:10 p.m.).

*Welisek departed at 12:45 p.m.*

- 7) Communications: None
- 8) *Closed Session: Review consultant presentations (4) for selection of recommended firm to Village Board for Upper Wanick Park development.*  
Note: Per Wis. Stats. 19.85(1)(e), the Board may move to closed session when deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

***Gehl moved to go into closed session per Wis. Stats. 19.85(1) (e) at 1:05 p.m. DeKeyser 2<sup>nd</sup>. Motion carried unanimously.***

- 9) *Open Session: Finalize consulting firm recommendation to Village Board for Upper Wanick Park development. (Note: Recommendation forwarded to Village Board for final approval on Monday, Feb. 13<sup>th</sup>.)*

***Gehl moved to return to open session at 1:24 p.m. DeKeyser 2<sup>nd</sup>. Motion carried unanimously.***

*Miller recused himself and left the Board Room at 1:25 p.m.*

***Gehl moved to recommend SAA Design Group to the Village Board for the professional services contract for the Master Plan development of the TIF funded Upper Wanick Park in the amount of \$28,780. DeKeyser 2<sup>nd</sup>. Jack stated Welisek's written selection of SAA. The motion carried.***

*Miller returned to the Board Room at 1:26 p.m.*

- 10) Adjournment – ***DeKeyser moved to adjourn at 1:27 p.m. Gehl 2<sup>nd</sup>. Motion approved unanimously.***

Respectfully presented for review and approval by Susan Williams, Clerk

**Park, Recreation and Urban Tree Board Meeting Minutes**  
**April 18, 2012**

- 1) Call to Order and Roll Call – *Clerk Williams called the meeting to order with roll call at 6:30 p.m.:*

| <b>Present</b> | <b>Absent</b>          |
|----------------|------------------------|
| Jean DeKeyser  | Terri Welisek, excused |
| Matt Gehl      | Randy Friday, excused  |
| Larry Miller   | Tom Jack, excused      |
| Chad Rucynski  | <b>Others Present</b>  |
| Rich Storey    | Susan Williams, Clerk  |

- 2) Pledge of Allegiance – *recited*

*Clerk Williams requested a motion from the Board for a nomination for an acting chairperson.*

***Gehl moved to nominate Miller as acting chairperson for the meeting. DeKeyser 2<sup>nd</sup>. Motion carried unanimously.***

- 3) Approval of the Agenda – ***Storey moved to approve the agenda as presented. Rucynski 2<sup>nd</sup>. Motion approved unanimously.***

- 4) Approval of Minutes

a. ***Regular Meeting: Jan. 18 – Gehl moved to approve the minutes of the regular January 18, 2012 meeting as presented. DeKeyser 2<sup>nd</sup>. Motion carried unanimously.***

b. ***Special Meeting: Feb. 1– Gehl moved to approve the minutes of the special February 1, 2012 meeting as presented. DeKeyser 2<sup>nd</sup>. Motion carried unanimous***

- 5) Registered citizen comments on agenda items – none.

- 6) Old Business: Update *Upper Wanick Park Citizen Committee* work (T. Jack; M. Gehl – Overhead presentation at meeting)

Gehl presented information from the Upper Wanick Park Citizen Committee meeting and S.A.A. Design Group concepts and responded to the members questions.

***Storey moved to advance 7) a on the agenda. Rucynski 2<sup>nd</sup>. Motion carried unanimously.***

- 7) New Business:

- a. ***Resolution #03-2012: Grant Resolution supporting Village pursuit of State of Wisconsin Stewardship Funds to off-set funding costs associated w/ Upper Wanick Park development (50-50 cost share).***

***Storey moved to approve Resolution #03-2012: Grant Resolution supporting Village pursuit of State of Wisconsin Stewardship Funds to off-set funding costs associated w/Upper Wanick Park development (50-50 cost share). Gehl 2<sup>nd</sup>. Roll call vote: DeKeyser – aye, Gehl – aye, Miller – aye, Rucynski – aye, Storey – aye, Jack – absent, Welisek – absent. Motion carried unanimously.***

*Rucynski departed meeting at 7:30 p.m.*

7) Communications: None

Next meeting July 18, 2012.

8) Adjournment – ***Storey moved to adjourn at 8 p.m. DeKeyser 2<sup>nd</sup>. –Motion approved unanimously.***

Respectfully presented for review and approval by Susan Williams, Clerk

**Park, Recreation and Urban Tree Board Special Meeting Minutes  
June 20, 2012**

- 1) Call to Order and Roll Call - *Chairman Jack called the meeting to order at 6:30 p.m. with roll call:*

| <b>Present</b> | <b>Absent</b>               |
|----------------|-----------------------------|
| Jean DeKeyser  | Rich Storey, excused        |
| Matt Gehl      |                             |
| Joe Hennlich   | <b>Others Present</b>       |
| Tom Jack       | Randy Friday, Administrator |
| Larry Miller   | Susan Williams, Clerk       |
| Chad Rucynski  |                             |

- 2) Pledge of Allegiance – *recited*
- 3) Approval of the Agenda – *Gehl moved to approve the agenda as presented. Miller 2<sup>nd</sup>. Motion carried unanimously.*
- 4) Approval of Minutes: None.
- 5) Registered citizen comments on agenda items:

Ruth Sprangers, W4712 Nicklaus Ct., Sherwood – regarding agenda item 7) b)  
Renee Mortier, N7950 Lake Breeze Dr., Sherwood – regarding agenda item 7) b)  
Amy Halls, W4715 Palmer Ct., Sherwood – regarding agenda item 7) b)  
Jerry Yamriska, W4769 Trevino Ct., Sherwood – regarding agenda item 7) b)  
Jean Bertello, N7638 Lower Cliff Rd., Sherwood – regarding agenda item 7) b)  
Rich Martin, 707 S. Summit, Appleton – regarding agenda item 7) b)  
Fred Ashenbrenner, W4770 Trevino Ct., Sherwood – regarding agenda item 7) b)  
Brian Van Camp, W4725 Morning Star Ct., Sherwood – regarding agenda item 7) b)

- 6) Old Business: None.
- 7) New Business:  
a. *Upper Wanick Park Citizen Committee* work product – Presentation and discussion of three (3) park concept ideas for PRUT Board consideration.

David Schreiber, SAA Design Group, Madison addressed the Board, presenting 3 plans for review and recommendation, Schreiber informed the Board members of the process of the citizen committee work and resident public information meetings which took place in order to identify and develop the plans for their consideration.

*The Board discussed the plans and voiced their individual preferences as follows: Plan B – Green Valley – DeKeyser, Gehl, Rucynski and Plan C – Central Play – Hennlich, Jack and Miller.*

*Administrator Friday stated the preliminary costs for the plans presented are: Plan A - \$2,556,000, Plan B - \$2,807,000 and Plan C - \$2,386,000.*

- b. *Upper Wanick Park plan recommendation: The PRUT Board may select one of the alternatives and forward to the Village Board as it recommended choice for construction.*

*Schreiber added the Board's final plan can be a hybrid, choosing one plan as a base and adding features of the other plans.*

***Rucynski moved to recommend to the Village Board Master Plan B for the development of Upper Wanick Park as presented. Gehl 2<sup>nd</sup>. Motion carried unanimously.***

*The Board discussed and suggested additional considerations; disc golf, horseshoe pits, ice skating rink and sand volleyball court to Plan B.*

8) Communications: None

9) Adjournment – ***Rucynski moved to adjourn at 9:02 p.m. Hennlich 2<sup>nd</sup>. Motion approved unanimously.***

**Park, Recreation and Urban Tree Board Minutes**  
**July 18, 2012**

- 1) Call to Order and Roll Call - *Chairman Jack called the meeting to order at 6:30 p.m. with roll call:*

| <b>Present</b> | <b>Absent</b>                     |
|----------------|-----------------------------------|
| Jean DeKeyser  | none                              |
| Matt Gehl      |                                   |
| Joe Hennlich   | <b>Others Present</b>             |
| Tom Jack       | Randy Friday, Administrator       |
| Larry Miller   | Susan Williams, Clerk             |
| Chad Rucynski  | Jeff Weyenberg, Village President |
| Rich Storey    | Jim Rath, Trustee                 |
|                | Steve Summers, Plan Comm. Chair.  |

- 2) Pledge of Allegiance – *recited*
- 3) Approval of the Agenda– *Hennlich moved to approve the agenda as presented. Storey 2nd. Motion carried unanimously.*
- 4) Approval of Minutes:  
a. April 18 – Regular Meeting.

*DeKeyser moved to approve the minutes of the regular April 18, 2012 as presented. Gehl 2<sup>nd</sup>. Hennlich abstain. Motion carried.*

- b. June 20 – Special Meeting.

*Miler moved to approve the minutes of the special June 20, 2012 meeting as presented. Hennlich 2<sup>nd</sup>. Motion carried unanimously.*

- 5) Registered citizen comments on agenda items:

Renee Mortier, N7950 Lake Breeze Dr., Sherwood – regarding agenda item 6) a)

- 6) Old Business:  
a. *Upper Wanick Park* – Final Plan Recommendation: The PRUT Board will discuss and finalize input to the preferred *Concept ‘B’* alternative, which will be forwarded to the Village Board as the recommended choice for construction. Discussion will include *‘Option’* costs and *‘Operation & Maintenance’* costs.

David Schreiber and Blake Theisen, SAA Design Group, Madison presented materials and financial information on the Concept ‘B’ alternative and addressed questions from the Board.

*Miller stated the performance venue feature should be retained since the survey results indicated high interest.*

*Gehl stated concerns with the revised Plan B movement of the splash pad/playground from the picnic area in the original Plan B.*

*Jacks suggested flipping horseshoe pits and splash pad on revised Plan B.*

Schreiber responded that would be a solution to concerns of parking location.

*Friday questioned if the storm water issues in the south were properly addressed.*

Theisen replied in lifting the soccer field the flow could go to the north.

*DeKeyser and Hennlich agree with Miller to detail the performance venue on revised Plan B.*

*Hennlich stated that the plan does not do justice to the disc golf course and the park at the same time.*

*Jack inquired the rating (0 -10) of the disc golf course feature incorporated.*

Theisen stated the disc golf course feature included is a prairie type which rate 5 at best; along with the constraints of the plan, this course would be a 3 or 4 rating.

***Miller moved to recommend approval of the revised plan ‘B’ to the Village Board further revised by removing the disc golf course, relocation of features in the southern part of the plan (picnic, splash pad and horseshoe pits) and inclusion of performance venue for a project cost of \$3,075,095 and operational/maintenance expenses as presented. DeKeyser 2<sup>nd</sup>. Motion carried unanimously.***

- 7) New Business:
  - a. *Resolution #05-2012 – Comprehensive Outdoor Recreation Plan (FY2012-2016):*  
Review and recommend adoption of CORP by Village Board.

***Hennlich moved to approve Resolution #05-2012 – Comprehensive Outdoor Recreation Plan (FY2012-2016) as presented. Gehl 2<sup>nd</sup>. Motion carried unanimously***

- 8) Communications: None
- 9) Adjournment– ***Rucynski moved to adjourn at 9:02 p.m. Hennlich 2<sup>nd</sup>. Motion approved unanimously.***

Respectfully presented for review and approval by Susan Williams, Clerk

**Park, Recreation and Urban Tree Board Minutes**  
**Oct. 17, 2012**

- 1) Call to Order and Roll Call - *Chairman Jack called the meeting to order at 6:30 p.m. with roll call:*

| <b>Present</b> | <b>Absent</b>                     |
|----------------|-----------------------------------|
| Jean DeKeyser  | none                              |
| Matt Gehl      |                                   |
| Joe Hennlich   | <b>Others Present</b>             |
| Tom Jack       | Randy Friday, Administrator       |
| Larry Miller   | Susan Williams, Clerk             |
| Chad Rucynski  | Steve Summers, Plan Comm. Chair   |
| Rich Storey    | Scott Sheppard, Plan Comm.        |
|                | Jeff Weyenberg, Village President |

- 2) Pledge of Allegiance – *recited.*
- 3) Approval of the Agenda – *Jack suggested switching agenda items 7) and 8). Hennlich moved to approve the agenda as amended. Gehl 2<sup>nd</sup>. Motion carried unanimously.*
- 4) Approval of Minutes:  
a. July 18 – Regular Meeting.

*Storey moved to approve the minutes of the regular PRUT meeting of July 18, 2012 as presented. Rucynski 2<sup>nd</sup>. Motion carried unanimously.*

- 5) Registered citizen comments on agenda items:

Terry Troestler, N7853 Niagara Ct. N., Sherwood – regarding agenda item 8) a)  
Susan Clifton, P.O. Box 54., Sherwood – regarding agenda item 8) a)

- 6) Old Business: none

- 7) *Upper Wanick Park* – Preliminary design theme: Discuss and consider the *Green Valley* approved development theme. FY2013 Park/Rec. amenities.

Blake Theisen, SAA Design Group, Inc., stated that the topographical study is complete, preliminary wetlands delineation work has been performed, and trees at the site are inventoried.

Theisen presented character images of shelters, shade, lighting, dugout, identity, and play equipment for the Board’s consideration and approval.

Theisen stated his timeline is projected as February 2013- project bidding, March 2013 - review bids and April 2013- contracts in place.

Theisen requested the following future meetings:

November 13, 2012 – Public Information Meeting Village Hall at 5:30 pm for public update of the Master Plan Status.

November 28, 2012 – Special PRUT Meeting at 6:30 pm for final detail approval and next design level.

January 16, 2013 – Special PRUT Meeting at 5 pm to review all Master Plan details with regular meeting to commence at 6:30 pm.

*The Board concurred with the meetings requested.*

8) New Business:

- a. Resident request to site neighborhood park along Golf Course Road (former-Dragotta property adjacent to condominiums)

*Board requests this topic to be on the regular January 2013 PRUT agenda.*

- b. *Cottonwood tree growth around Ponds:* Consider sapling eradication methods.

*Friday discussed the work done around the ponds and requested direction from the board.*

*Board directed Friday to continue to cut in order to manage the growth and every few years to cut the saplings.*

*Jack stated that following a hoop study conducted by a former PRUT member and DNR Forester it was found that Village soil is not conducive to prairie growth and wildflowers.*

9) Communications:

- a. DNR; grant correspondence (August 31<sup>st</sup>) – *reviewed.*

10) Adjournment – *Miller moved to adjourn at 8:50 p.m. Storey 2<sup>nd</sup>. Motion approved unanimously.*

Respectfully presented for review and approval by Susan Williams, Clerk

**Park, Recreation and Urban Tree Board SPECIAL MEETING Minutes  
Nov. 28, 2012**

- 1) Call to Order and Roll Call - *Chairman Jack called the meeting to order at 6:30 p.m. with roll call:*

**Present**

Matt Gehl  
Joe Hennlich  
Tom Jack  
Larry Miller  
Rich Storey

**Absent**

Jean DeKeyser, excused  
Chad Rucynski, excused

**Others Present**

Randy Friday, Administrator  
Susan Williams, Clerk  
Jeff Weyenberg, Village President  
Jennifer Schaff, Engineer

- 2) Pledge of Allegiance – *recited.*
- 3) Approval of the Agenda – *Hennlich moved to approve the agenda as presented. Storey 2<sup>nd</sup>. Motion carried unanimously.*
- 4) Registered citizen comments on agenda items: none
- 5) Old Business:  
*Upper Wanick Park Review*– Detailed design review: Discuss and consider the *Green Valley* approved development theme. FY2013 Park/Rec. amenities.

Blake Theisen, SAA discussed the progress set plan and additional questions included in the meeting packet in order to finalize design drawings.

- 6) New Business: none
- 7) Communications: none
- 8) Adjournment – *Miller moved to adjourn at 9:20 p.m. Storey 2<sup>nd</sup>. Motion approved unanimously.*

Respectfully presented for review and approval by Susan Williams, Clerk