



**Minutes
Park Committee Meeting
Town of Lisbon, Richard Jung Memorial Fire Station
Monday, June 17, 2019
6:30 P.M.**

1. Roll Call. Present:

Ed Nelson, Jill Pichler, Carol Emmel, Ryan Kitzinger, Donnette Mayrack, Marlene Kumitsch, Tedia Gamino, John Greiten, Scott Krieger
Excused: Florin Docea

2. Citizens Comments: none

3. Approval of minutes from the Park Committee Meeting held on November 19, 2018

Approved first by Donnette Mayrack second by Jill Pichler
All ayes motion carried

4. Correspondence: Park Director Greiten and Supervisor Gamino briefed the park committee about a resident compliant about dogs being off leash in Community Park. Committee will place item on upcoming agenda to discuss.

5. Reports

- a. Park Superintendent's Report: John sent out report and briefly reviewed the monthly report with the committee.
- b. Budget and Finance: Park Chair Kumitsch explained that a donation check was found up at the town hall by Amy and she placed the money (\$256) to go into the donations account for the Lisbon Community Festival Event.
- c. Adopt a Road/Park No report

6. Sub-Committee Reports

A. Lisbon Community Festival June 22, 2019

Kumitsch briefly discussed the grounds layout for the Lisbon Community Festival. Discussion on ground layout and volunteer duties/ times for committee members followed. Kumitsch passed around newspaper articles about the Event from the local papers and gave them to Park Director Greiten to save in file. Committee member Nelson request hand held counters so he can take crowd counts throughout the event to help gage how many people came to the festival. Jill suggested that the town buys a laminator so we can laminate some of our flyers for future events, other members agreed that it would look more professional. Greiten is to ask the town hall administrator Gresch about purchasing one for the Town.

- b. Winter fest – Carol Emmel – No Report

c. Easter Extravaganza – April 13, 2019 12:30 P.M. - 2:00 P.M. no report

Kumitsch briefed the committee about a request from Sussex Rec staff that Lisbon push back our start time of the Easter Egg Hunt by an ½ hr. to 1 hr. so somebody from Sussex can make it to Lisbon's event to man a table for Sussex. After a brief discussion by the park committee members they felt that Sussex could start their event ½ hr. earlier. They asked Kumitsch to request Sussex to change their portion of the bunny brunch time. If Sussex Rec declines to change their start time, Lisbon is fine not having a Sussex representative come to man a table from Sussex. Lisbon Committee members felt that we already have 12-13 tables along the event route and that is sufficient number of places for children to receive handouts.

7. Unfinished Business.

A. Discussion and any necessary action on Stewardship Grant
No Update at this time still waiting to hear back from the grant board.

8. New Business

a. Discussion on new ideas for park improvements, expansion, events and maintenance needs.

No Report

b. Discussion and necessary action on revision of Park Brochure and Thank You Cards.

Park Chair Kumitsch told committee members about Color Ink donating 250 Thank You cards for the Lisbon Parks at no charge (Director Greiten purchased 500 envelopes from the Uline Company for \$47 dollar for the Cards). Brief discussion on the park brochure, members wanted to comeback at a future date to look at any new updated that might come about to the brochures.

9. Plan Commission Items

a. Review Planning Commission Items:
Committee Member Nelson gave a brief report on the Pauline Hass land development and the Newman Hillside RD. projects plans are at an early stage at the planning commission level.

10. Other items for future agendas.

a. No items

11. Adjournment: a

Motion was made for adjournment at 7:40 by committee member Pichler and seconded by committee member Kumitsch. Motion passed.

Marlene Kumitsch
Chairperson

Florin Docea
Secretary

NOTICE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

NOTE: Please notify the Town of Lisbon 72 hours in advance if you plan to attend and will need an interpreter or assistive hearing device. MEMBERS: Please notify Town Hall at 262-246-6100 or Marlene Kumitsch if you are unable to attend the meeting.