



Parks and Recreation Committee Agenda
January 6, 2025
Hybrid meeting
12:00pm

Take notice that there will be a public meeting of the above governmental body, on the date, time and place indicated above, for purposes of considering the subject matter set forth in the following agenda:

If you wish to participate remotely, you may attend this meeting using your computer, tablet, or smartphone (audio & video):

<https://us02web.zoom.us/j/5776856753?omn=86943102947>

You can also dial in using your phone (audio only):

Dial in at: (312) 262-6799 *Meeting ID: 577 685 6753*

1. Call to Order
2. Roll Call
3. Discuss and take action on Monday, January 6, 2025, agenda as posted.
4. Discuss and take action on Monday, November 11, 2024, meeting minutes.
5. Citizen comment on any subject not on the agenda
6. Chair's Report
7. Recreation Director Report
8. Old Business
9. New Business
 - a. Discuss CYGW 2025
 - b. Discuss Arts/Athletics 2025
 - c. Discuss Community Events 2025
10. Committee Follow-up
 - a. Greg –
 - b. Darby –
 - c. Steve –
 - d. Lindsay -
11. Adjourn

Next Meeting: TBD

Posted: 1/3/2025 SRD



**Parks and Recreation Committee
Monday, November 11, 2024
Meeting Minutes**

Ellen Reyerson called the meeting to order at 12:00pm.

Members Present: Chair: Ellen Reyerson; members, Greg Engle, Darby Sugar, and Steve Olson

Members Absent:

Also Present: Curt Erickson, Recreation Director/Deputy Treasurer, James Wesson, Jessica Cady-Bartholomew, and Mindy Vinje

A motion to approve the agenda as posted was made by Ellen Reyerson and seconded by Sugar. Motion carried.

A motion to approve Monday, October 7, 2024, meeting minutes was made by Ellen Reyerson and seconded Steve Olson. Motion carried.

Citizen Comment on any subject not on the agenda:

None Present

Chair's Report:

Ellen Reyerson discussed the lack of volunteers for 2025 events and a solicitation for volunteers will be distributed to the community soon.

Recreation Director Report:

Curt Erickson reviewed a written report which consisted of number of enrolled participants in current and future programs, year-to-date rental revenues, key fob program revenues, park updates, sewer backup at the Beach House, and administrative tasks completed since the last Parks and Recreation Committee meeting.

Old Business:

Discuss and take action on request from James Wesson to reserve Beach Park and the Beach House for a wedding and reception on August 30, 2025 or September 27, 2025.

A motion to approve James Wesson's request to reserve the Beach House for September 27, 2025, pending review and approval of the site and parking plan by village administration was made by Ellen Reyerson and seconded by Darby Sugar. Motion carried.

Discuss and take action on a request from MSCR to reserve the gym for senior programming during Warner Park Community Center Construction.

MSCR has requested temporary use of the Village Gym beginning in January while Warner Park Community Center is undergoing renovations. MSCR's request consists of up to 5 hours per week for the following days and times: Mondays 9a-10a, 12p-12:45p, Tuesdays 11:30a-12:30p, Wednesdays 9a-10a, and Thursdays 10:45a-11:30a. This is a reduction of the 8 classes requested in October.

Curt Erickson reviewed door access data from the winter from January through May 2024 and presented a percentage of dates that would have conflicts to the requests for potential comparison. Mondays tended to have the highest usage of toddler open gym. A motion to approve the rental requests that do not conflict with the Village's toddler time at a rate of \$50/hour was made by Ellen Reyerson and seconded by Steve Olson. Greg Engle asked for an amendment to the motion to defer to staff's recommendation if times can be adjusted. Motion carried 2 to 1. *Darby Sugar signed off before a vote was called.*

New Business:

Discuss and take action on the use of Bocce Funds to resurface the Beach Park Tennis Courts in 2025 in the amount of \$23,000.

A motion to approve the use of Bocce Funds to resurface the Beach Park Tennis Courts was made by Ellen Reyerson and seconded by Steve Olson. The Village's Bocce Funds will have a remaining balance of just over \$41,000 after allocation. Motion carried.

Review upgraded playground surfacing at Beach Park.

The Committee reviewed a proposal provided by Forever Lawns to upgrade the playground surfacing at Beach Park to turf. The upgraded surface would make more components of the playground ADA accessible. The proposal included a 2025 price of \$118,000. The Village does not have funds allocated to complete the project but would like to continue to discuss an upgrade in the future.

Committee Follow-up

Darby –

Steve –

Greg – Requested the creation of a different fee structure for non-profit organizations and for-profit organizations related to use of the Village Center gyms.

A motion to adjourn was made by Steve Olson and seconded by Ellen Reyerson at 12:45pm. Motion carried.

Respectfully Submitted,
Curt Erickson, Recreation Director/Deputy Treasurer



2025 Event Volunteers

Winterfest – Kristine Jaeger & Bethany Parker

CYGW Board – Molly Lohr, Sarah Slott, Lindsay Cambell & Anna Aschauer

Bocce Auction Setup – Henry & Anna Aschauer, Katie Shapiro, and Jocelyn Graening

Registration Table –

Bartenders – 8:00-9:00 & 9:00-10:00 not filled

Auction Take down –

Collect Bocce Sets –

Grad Party –

Father’s Day Parade –

Fest Race – Annie Bickers

Festival @ Johnson Park –

Fest Parade Coordinator – Jenny Kuehn

Halloween Parade – Kristen Froncek & Willow Poore

Holiday Tree Lighting – Dan & Mary Jo O’Brien

Concerts in the Park –

Beach Park Tennis Courts

The resurfacing has been scheduled through Midwest Sealcoat and will be completed in the spring.

Marina Hoist Installation

Deano Dock has 2 years remaining on their hoist contract. Deano Dock installs the pier at the marina and all in-water hoists.

2025 Lifeguards

In December, the following lifeguards indicated their intentions to return in 2025:

Charlotte Krez – Beach Director

Anna Moore – 3rd year guard

Roman Menocal – 3rd year guard

Emmett Krez – 3rd year guard

Marguerite Potter – 2nd year guard

George Apter – 2nd year guard

Sam Johnson – 2nd year guard

2024 Facility Rental Revenue

Beach House - \$3,499.00

Dailey Cabin - \$665.50

Gym - \$6,620.00

Beach Park Green Space - \$280.00

Tennis Courts - \$747.50

Marina - \$54,066.00

2024 Program Gross Revenue

CYGW - \$29,050.00

Arts/Athletics - \$15,300.00

Music Together - \$12,020.00

Traveling Basketball - \$2,730.00

Yoga - \$1,130.00

Babysitter Training - \$990.00

YEL! Programming - \$236.00

2024 Key Fob Revenue

\$8,700.00

2024 Remaining Bocce Funds

\$41,254.00



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MAPLE BLUFF

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CONCERTS

BEACH PARK

JUNE 23 THE WHISKEY FARM

JUNE 30 FOO FOO DOLLS

JULY 7 CHRIS HAISE BAND

JULY 14 JOE RICHTER BAND

JULY 21 THE LISTENING PARTY

JULY 28 KIRSTIE KRAUSE

AUG 4 THE JIMMY'S

Bocce 2025 Task List

Month	Task	Assigned	Completed
January	Review financials from previous year and provide to Village Auditors	Recreation Director or Clerk/Treasurer	
January	Secure 30x40 Tent (Waunakee Rental) 608-850-5300	Recreation Director	Emailed Mark Sawyer 12/17/2024 to reserve
February	Secure Silent Auction Pro (Mobile Pro) https://www.silentauctionpro.com/	Recreation Director	
February	Solicitation of auction items	Ellen Reyerson Katie Stephenson	
March	Save the Date in the Newsletter	Recreation Director	
March	Secure Food Vendor	Ellen Reyerson	
March	Secure DJ from 5p – 10p (Musical Memories) 608-849-9191	Recreation Director	
March	Village Board approval to serve beer/wine	Recreation Director or Clerk/Treasurer	April Village Board Approved
March	Line-up Bocce Bracket Master (Jason Potter)	Recreation Director	
April	First email communication to community regarding registration and auction items	Recreation Director	
April	Meet with Frank Distributors & Food Vendors (if possible)	Ellen Reyerson	
April	Create Event and Ticket Pricing in Silent Auction Pro	Recreation Director	
April	Order winner plaques from Total Award and Promotions	Recreation Director	Need 2024 winners engraved on plaque Rick Wilcox & Johnny Walsh
April	Volunteer needs and set-up sign ups in SignupGenius	Parks and Recreation Committee and Recreation Director	<div style="background-color: #008000; color: white; padding: 2px;"> BOCCE VOLUNTEERS: https://www.signupgenius.com/go/9040846ADA62DAB9-53896398-20254 </div>
April	set-up golf carts through the Country Club	Recreation Director	N/A
May	Activate registration in Silent Auction Pro and	Recreation Director	

	send Constant Contact to the community		
May	Finalize Silent Auction Items (before Memorial Day)	Parks and Recreation Committee/Silent Auction Volunteers	
May	Contract with Mosquito Joe for service on Wednesday of the Event 608-504-2131	Recreation Director	
May	Call Digger's Hotline 7-10 days prior	Recreation Director	
May	Secure Portable Toilets Stranders Bucky's	Recreation Director	
June	End pre-registration Wednesday the week of the event and create Pre-Registration Packets	Recreation Director	
June	Train Registration Volunteers	Silent Auction Pro/Recreation Director	Pointy-clicky documents
June	Print all bid sheets, display sheets, email auction items and bocce bracket to community	Recreation Director	
June	Print all event signs Drink prices Wristband prices Party/Event list Bocce Court Numbers Bocce Rules	Recreation Director	
WEEK OF EVENT			
Monday	Pre-load Text Message in Nixle for last chance to pre-register	Recreation Director	
Tuesday	Make sure all donations have been entered correctly into the software and print all information, including bid sheets	Silent Auction Volunteers & Recreation Director	

Tuesday	Put out Sandwich Boards throughout the Village Center Beach Park	Recreation Director	Boards will go out Thursday
Tuesday	Purchase any last-minute items that may have been missed	Recreation Director	
Tuesday	If Bocce tournament is full send to the Bracket Master	Recreation Director	
Tuesday	Mow the Park	Recreation staff	
Tuesday	Make sure there are 10 – 15 picnic tables at park	Public Works Department / Recreation Director	
Tuesday	Install Halogen lights on the beach house facing the green space above the patio	Public Works Department	
Wednesday	Pre-registration closes and pre-registration packets are finalized	Recreation Director	
Wednesday	30 x 40 tent is installed in front of the Beach House	Contracted Service Waunakee Rental	
Wednesday	Mosquito Joe Sprays Park	Contracted Service Mosquito Joe	
Wednesday	Paint Bocce Court Lines 16 courts which are 9'x30' with 3' between the courts	Recreation Director	
Thursday	Push Mow Courts on the lowest setting of the lawn mower	Recreation Director	
Thursday	Install rope/work lights inside the 30 x 30 tent	Recreation Director	
Thursday	Make sure the cash box has \$300 in start-up funds. Usually \$1, \$5, & \$10	Recreation Director	
Thursday	Make sure the Beach House has 15 – 6' utility tables	Recreation Director	
Thursday	Set up 2 – 10x10 tents in front of the Beach House on the patio for registration with 2 tables in each (weather permitting)	Recreation Director	

Thursday	Bring extension cords and protectors to the Beach Park	Public Works Department / Recreation Director	
Thursday	Run power to registration tents	Recreation Director	
Thursday	Place numbers on the bocce courts and make sure there is a complete set of bocce balls at each court (8 balls and 1 paulino)	Recreation Director	
Thursday	Clean and restock Beach House	Recreation Director	
Friday	Food Vendors & Bar Set-up	Recreation Director	
Friday	Set up Silent Auction	Silent Auction Volunteers and Parks and Recreation Committee	Henry & Anna Aschauer Katie Shapiro Jocelyn Graening
Event Time Frame			BOCCE VOLUNTEERS: https://www.signupgenius.com/go/9040B4BADA2DAB9-53396398-2025#/
5:00pm	Arrivals -Pre-registered line Nonregistered line -Bartender shifts begin -Wristband monitor in food line -Silent Auction begins -Presentation of the Dailey Service Award winners (2022)	4 volunteer bartenders (5p-6p) 4 volunteer registration booth (5p – 6:30p)	Bartenders: Chris & Jen Hussin Tom Meylor Jeff Wetzel Registration:
5:30pm	-Play round 1 of Bocce begins -Food available between 6:00pm		
6:00pm 6:30pm	-Round 2 of Bocce play begins - 4 new bartenders -Round 3 of Bocce begins	4 Bartenders (6p-7p)	Bartenders: Jason & Sarah Slott Stacy Dvorak Ross Gencheff Registration:
7:00pm	-Registration Table volunteers (6:30p-8:00p)	-4 volunteers for registration table	Bartenders: Henry & Anna Aschauer

7:30pm	<ul style="list-style-type: none"> -Round 4 of bocce -4 bartenders (7p-8p) -Garbage removal -Restock bathrooms -Round 5 of Bocce -collection of all unused bocce sets 	4 volunteer bartenders	<p>Phil & Ellie Hausmann</p> <p>Registration:</p>
8:00pm	<ul style="list-style-type: none"> -4 bartenders -Food shuts down - 2 – 4 registrations table volunteers 8:00p-9:30p -Championship round of bocce (9:00ish) -gather up last bocce set after championship 	<p>4 bartenders</p> <p>2 Registration Booth</p>	<p>Bartenders:</p> <p>Registration:</p> <p>Bocce Sets?</p>
9:00pm	<ul style="list-style-type: none"> -4 bartenders -Silent Auction closes 4-6 volunteers to shut down the auction -Garbage removal -Restock bathrooms -Move auction items and tables inside beach house Announcement on last call for drink tickets -remove lights from auction tent once items have been removed 	<p>4 bartenders</p> <p>4 Silent Auction</p>	<p>Bartenders:</p> <p>Silent Auction Take-Down</p>
9:30pm	<ul style="list-style-type: none"> -close registration tables and pack up tables, lights, and computers 		

	-take money to the Village Center or lock in the lifeguard room		
10:00pm	-Shut down the bar -Shut down the music and begin picking up Supplies and store inside the Beach House		
10:00pm – 11:00pm	-Remove all trash and take trash to the dumpster in the parking lot. -Shut off halogen lights on the South side of the Beach House. -Secure building once bar has been cleaned		