

**TOWN OF WESTPORT
PARK COMMITTEE MEETING**

Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Waunakee, WI 53597

MINUTES - March 7, 2012 5:30 p.m.

1. Call to Order at 5:30 p.m. by Enge as Acting Chair. Members present: Enge, Bridge, Schall, and Trotter. Members absent: Borke, Holm. Others present: Brad Robinson.
2. Public Comments on Matters Not on the Agenda: There was no Public comment on Matters not on the Agenda.
3. Approve Minutes: The minutes of the August 3, 2011 meeting were approved as presented on a motion by Schall, second by Bridge. Unanimous approval.
4. Westshire Conservancy/Jackson's Landing Park Improvements Status/Update

Committee had a discussion update on recent improvements. Recommendation to table any further action until Jim Stevenson is able to present current status. Enge suggested reestablishing future monthly meetings of the Park Committee. Bridge stated that Hooper Construction has recently been working on cutting down trees and clearing brush in the area. Within the last couple of weeks brush was cut placing branches in piles. Question as to whether the brush will be burned or placed into a wood chipper. It was noted that one of the adjacent homeowners did not want the trees cut down along his property. Comment was made to suggest adding wood chips and sand on trails in Jackson Landing. No action was taken.

5. Park/Trail Maintenance and Development Discussion/Recommendations

Enge updated the committee on recent park trail improvements. Enge also commented that he had recently walked the Dorn Creek area with Dane county parks representative Chris James, Park Planner. Enge suggested to James that Dane County consider purchasing adjacent Rice and Hellenbrand properties necessary to extend trail to Highway K. No action was taken.

6. Trail Mapping Quotes Review

Committee reviewed submitted proposal from MSA Professional Services which included additional optional services to provide overlays on mapping including documentation of items such as culvert inventory, road improvements and asset manager annual maintenance. Committee suggested that Enge work with the selected firm to document walking trails, bicycle trails, and water trails in the most cost effective manner. Enge suggested the addition of the ability to click on interactive trail map to show trail photos. Motion by Trotter, second by Schall to recommend that the Town start the process to work on an interactive web map and trail brochure documenting trails in the Westport community. Unanimous approval.

7. Miscellaneous Business/Forthcoming Events

- a. Committee discussion to further understand existing park budget constraints. Question as to whether yearly replacement of sand at playgrounds is included in the maintenance budget. Question as to whether such items as the cost to replace the nets on backboards is included in the maintenance budget. Terry to confirm with Tim Ziegler as to which items are included in the existing maintenance budgets.
- b. Discussion that the maintenance/replacement of the tennis courts are a priority. Motion by Schall, second by Trotter to request that the Town initiate an investigation as to what it would take to understand the projected cost of replacement/repair of the tennis courts.
- c. Discussion by the committee to individually make a visual assessment of Westport parks and report back at the next meeting with existing status and recommendations of possible repair and/or future replacement of playground improvements.

8. Next Meeting: The next Committee meeting is scheduled for April 4th, 2012 at 5:30 p.m. at the Town Kennedy Administration Building.

9. Motion to adjourn by Schall, second by Bridge. Adjournment at 6:20 p.m. by unanimous vote.

Reported by Mark Trotter, Acting Secretary.