

OFFICIAL PROCEEDINGS

VILLAGE OF DARIEN PARKS, RECREATION & FACILITIES COMMITTEE MEETING

Wednesday, June 15, 2022 – 5:30 PM

Darien Village Hall

24 N. Wisconsin St., Darien, WI 53114

1. **Call to Order.** Chairperson and Trustee Elizabeth Baumann called the meeting to order at 5:37 p.m. at Darien Village Hall and via Zoom teleconference.
2. **Roll Call.** Village President Jane Stiles and Trustee Elizabeth Baumann were present. Trustee Sandi Seefeldt was absent. Administrator/Clerk-Treasurer Lindsey Peterson and Public Works Superintendent Mike Veley were also present.
3. **Citizen Participation** – *there was none.*
4. **Approval of minutes from the May 11, 2022 Parks, Recreation & Facilities Meeting.** President Stiles made a motion to approve the minutes from May 11th. Trustee Baumann seconded, and the motion carried 2-0.
5. **Discussion and possible recommendation to the Village Board updating the fee/damage deposit amounts related to West Park and senior center rentals.** Chairperson Baumann read and reviewed the memo outlining the park and community rental fees and damage deposits from several other communities. Ms. Peterson stated that, after gathering data from local communities, her recommendations were to reduce the non-resident damage deposit amount for both West Park and the Senior Center, to establish a set West Park Shelter rental fee amount for civic/non-profits groups, set a damage deposit amount for civic/non-profit group rentals on West Park & Senior Center rentals, and change the language of “property owner/non-property owner to resident/non-resident” on the West Park rental applications. President Stiles and Chairperson Baumann discussed the recommendations and decided on the proposed changes:
 - Remove the rental category of “25 or fewer people” on the Senior Center application, and make the following category “0-75 people” with a rental fee of \$100.
 - Reduce the non-resident damage deposit amount from \$500 to \$250 on the Senior Center application.
 - Change the rental fee amount for “Civic/Charitable Organizations; Non-profit Organizations; Service Organizations; and Other Governmental Entities not included in Class A” category from \$0 to \$25 to recover the cost of utilizing a Senior Center Attendant
 - Change the language on the West Park shelter rental application to read “Resident and Non-Resident”, rather than “Property Owner and Non-Property Owner”.
 - Reduce the non-resident damage deposit amount for West Park from \$500 to \$250.
 - Strike “non-profit w/ fundraising from the \$350 per day group.
 - Change the \$200 per day group to read “Family”
 - Create new charge for “non-profit group” rentals of West Park Shelter, reducing the charge from \$200 per event to \$100 per event
 - Update applications to reflect that non-profit groups pay the resident damage deposit amount for rental of both West Park or the Senior Center.
 - With these changes the Village will not consider waiver requests of fees or damage deposits any longer.

President Stiles made a motion to recommend the Village Board approve the proposed changes as outlined. Chairperson Baumann seconded, and the motion carried 2-0.

6. **Discussion and possible recommendation to the Village Board on frequent requests to waive rental fees and/or damage deposits for rental of Village of Darien Senior Center and West Park.** Item 6 was considered as part of agenda item 5 when discussing damage deposit and fee amounts.
7. **Discussion of potential future Village Park and Open Space Improvements**
 - a. Update on the T-Mobile Hometown Grant program submission. Ms. Peterson stated that unfortunately, she had received an email from T-Mobile stating that the Village's grant submission was not selected to receive funding. The email had stated that their review committee received a significant number of applications and could only select 25 projects to fund. Chairperson Baumann asked if it would be possible to resubmit, since it was a quarterly review and award period. Ms. Peterson stated that she believed it would be allowed. Chairperson Baumann and President Stiles stated they would support the Village's proposal being resubmitted for the next quarter. Ms. Peterson stated she would do so.
8. **Set next meeting date.** The next meeting was set for Tuesday, July 12th at 5:30 p.m.
9. **Adjournment.** At 6:40 p.m., President Stiles made a motion to adjourn the meeting. Chairperson Baumann seconded, and the motion carried 2-0.

Respectfully Submitted,

Lindsey Peterson, Village Administrator/Clerk-Treasurer

Date approved by Parks Committee: