**TOWN OF BRISTOL**

***7747 County Road N, Sun Prairie WI 53590***

**Parks Committee Meeting**

The Bristol Parks Committee will hold a meeting on Tuesday, March 8, 2022, at 5:30 p.m., located at the Bristol Town Hall, 7747 County Road N, Sun Prairie WI 53590.

AGENDA

1. Introduction (5 minutes)
2. Goals (25 minutes)
3. Annual Budget and Capital Fund
4. Current Annual Budget Amounts and What It Is Used For
5. Capital Fund Current Amount and Anticipated Collection
6. Future Capital Fund Contribution Amounts and Which Lots Will Contribute
7. Maintenance and Improvement Plan
8. Volunteers/Contacts
   1. Collect Contact Info for Volunteers/Helpers for Each Park
   2. Visit All Parks in Spring
9. Create a Current “to do” list of Maintenance and Safety Concerns
   1. Updated List of Maintenance/Safety Needs for Each Park
   2. Projects Planned for 2022
      1. Ben Grove Looking for Quotes to Replace Trees
   3. Mulching Rotation Plan
   4. Volunteers for Placing Mulch
   5. Timeline/Prioritization
10. Other Annual Plans
11. Future Activities (10 minutes) (March Meeting)
    1. Prioritize the List of Maintenance Items Currently Needed
    2. Review Mowing Contract in 2022
    3. Review Soccer Field/Baseball Use Fees and Agreement
    4. Schedule Park Clean-Up Day - Coordinate Big Picture and Support Efforts in Each Park
       1. Work With Cub Scout/Girl Scout Groups
       2. Contact Neighborhood Associations
    5. Designate Volunteer(s) to Work on Update Parks Handbook for Website (2010 Version)
       1. Add History to Each Park in the Handbook
       2. Add Address
       3. Links to Maps
       4. Updating Pictures (Adding more of the Bigger Spaces)
       5. Current Inventory Chart Updated
       6. Add Estimated Acreage
12. April Meeting (10 Minutes)
13. Brainstorm Capital Improvements for the Next 5 Years
14. Sell Parkland in Bristol Ridge and Pearl Court? 12/5/2018
15. Review the $750/lot fee for the Capital Fund and Discuss Requesting Changes
16. Request Meetings with Other Municipal Parks Directors to Learn About Their Policies
17. Assign Roles and Responsibilities (10 minutes)
18. Set-up Regular Meeting Times and Planned Completion Dates for Tasks Above (5 minutes)