MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL ROOM #204, ON THURSDAY,08/21/14 AT 7:07PM

1 The meeting was called to order by Chairperson Denise Collins at7:07pm
ROLL CALL:

Denise Collins	Present
Scott Jaquish	Present
Len Cich	Present
Nancy Zaborowski	Present
Cheryl Bailey	Arrived at 7:40
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Wilson	Absent
David Ziebell	Left at 8:55

Also in attendance, Mr. Buerger and Ms. Malecki.

Citizen Commentary

2 There was no citizen commentary.

Motion to approve 05/01/2014 Minutes

3 A motion was made by Ms. Zaborowski, seconded by Mr. Ziebell, to approve the 5/1/2014 Parks and Recreation Board Meeting minutes, with stated corrections.

Motion approved unanimously.

Common Council Report

4 Ald. Saryan had no Common Council report.

Board Chairperson Report

5 Ms. Collins shared her experiences in judging the Jr. Miss and Little Miss pageant after the 4th of July parade. The winners were great choices and will be very active in the community to meet their appearance requirements.
Mr. Jaquish advised the Little Miss was at the mini-golf outing and was the one who challenged him in the ALS Ice Bucket challenge.
Ms. Collins was at Indy Fest and met one of our contractors, Mick from Mick's Landscaping, who had very positive comments regarding the City of Greenfield.

Planning Commission Report

6 Ms. Collins had no Planning Commission report.

GSD Report

7 Mr. Cich advised the District has hired a new athletic director, Trent Loer from Oak Creek who replaces Scott Otto. Along with Joe Koch as the new football coach. Mr. Cich was on the selection board and both are excellent choices. They are both "builders of teams", so many good things to come.
Mr. Cich questioned the arrival of Meijer at the Mt. Carmel location. Mr. Jaquish confirmed this still needs to be finalized.

8 Ms. Zaborowski advised they are working on capital improvement plan with 2-3 big items to decide on, one is the pool and the other is the Hales Corners Elementary School regarding overcrowding and age of the building. Took tour of school last week and a couple options to look at and obtain community input. The third item is the Edgerton parking lot. Also, next week there will be an emergency drill with the Greenfield Fire Department and Police Department at the high school. The drill will be as if there was an active shooter. Security of the buildings is a big issue. Adaptions have been made at the middle school and the high school. Mr. Cich advised something similar will take place at Greenfield High School also. **WSD Report**

9 Mr. Jaquish provided information on a couple items. We recently filed the 2015 Community Development Block Grant proposals. The first one is funding for continuation of the Senior Citizen position at approximately $17,000. Secondly the reconstruction of the Dan Jansen playground project at approximately $60,000. Papers were submitted to the county with additional paperwork to be completed and filed, so we are working through the process. **Director's Report**

Mr. Jaquish advised the 4th of July was a success, with different twists this year, all were well received. The parade was great with more in attendance than previous years. There was a slight problem with the fireworks and explained that process/situation. Spielbauer is not under contract for next year. Due to fluctuations in pricing, this needs to be an annual contract. We expect a credit for this years fireworks but unknown what the credit will be.

Brookside Meadow was the home of Arbor Day this year. Continuing this summer with final lift of asphalt and DPW is to do some adjustment to the drainage. Terra Firma to return and finish restoration of the park. We will be having a thank-you community grand opening with Mr. Radler, on September 18, 2014.

The Farmer's Market continues to be very successful. This years block grant was used for addition of tables with umbrellas and garbage cans. Not part of the block grant, was the archway added through Farmer's Market funding. The electrical project providing electricity to the shed was completed. The old arch was taken down to be repainted to match the new arch and reinstalled by DPW.

The South 51st Street road project, (the back entrance to Konkel Park) is approximately 90-95% complete. The second lift of asphalt, the entrance to the parking lot and some restoration at the end of the road needs to be completed.

Our 17th annual mini-golf outing was held this past Saturday. We had 18 teams with donors/pledges of $9,710.00, our highest ever. Thanks to everyone who golfed. This year we started 30 minutes earlier to accommodate the Library's 5-year anniversary party.

National Night Out was held earlier this month, which was well attended.

Mr. Jaquish attended the first annual 2014 Southwest Suburban Business and Education summit. Whitnall School District took the lead on this and the mayor is very involved. There were 50-60 attendees at Boerner Botanical Gardens. The featured speaker was Rick Meusen, CEO of Badger Meter. His message was that there is a better way to educate our kids to meet the needs of employers today. Kids are not being exposed to the technical trades at the school level, there needs to be a push toward that, and a change in mind-set that a 4-year college is not the only way to be successful in life. Anticipate another meeting in 6-months to a year.

10 Mr. Jaquish provided information on a special use request of the Greenfield Community Center. This event is done annually and they alternate with another location. There is no fee issue and our staff will operate the video equipment. Discussion held by the Board over this use.

Discussion/Decision
Special Use Request
Greenfield Congregation
Jehovah's Witness
for use of Greenfield
Community Center

Motion was made by Ms. Zaborowski to approve the special use request by the Greenfield Congregation Jehovah's Witness Mr. Cich seconded the motion. This motion passed unanimously.

11 Mr. Jaquish advised as we head into fall, we have our winter/spring seasonal reports. Mr. Buerger and Ms. Malecki are here for questions. Mr. Swenson and Ms. Vanselow had previous engagement and unable to be here. Their reports will be in next month's packet.

Discussion/Decision
Winter/Spring
Seasonal Reports

Mr. Buerger advised his programs are sports, adult teams and community events. The after school basketball program for 4th and 5th graders, which sometimes is in the red, made a profit last year. Some restructuring of staff, a t-shirt sponsor and a slight increase in fees contributed to this. Our after school micro-soccer has approximately 200 kids with 29 teams, an increase over last years 26 teams. Little Kickers Soccer is also successful. Our largest success was spring T-Ball program where we made almost $1,000.
Our baseball pitching clinic, a co-op with Greendale, was not very successful. Our adult sports doing very well. Winter Volleyball added another night, had to turn teams away, so we are looking for other locations to get gym/court time. Our teen activities are slightly disappointing as we have not had enough number to run the programs. Looking for some different ideas.
In regard to community events, the Buck's game had 46 people and the Admiral's game had 45. Our Breakfast with the Easter Bunny was the highest in several years at 136 people. Karen's volunteers were very helpful. The Free Throw Contest offered every year struggles.
Discussion with board over questions and clarifications for Mr. Buerger.
Ms. Malecki provided information on her senior program. The monthly gatherings have been getting more sponsors. The Health Fair was very helpful in recruiting new sponsors. Our Yoga instructor left and it took

awhile to find a replacement. We have a new instructor starting in October that will be great. We have added a few healthy living educational seminars with speakers, all at no charge to the seniors. Our trips are going well.
On a sad note, one of our volunteers passed away who was very active with our senior group. Memorial donations of $500 were given to the senior group. Discussion with Karen over questions and clarifications.
Mr. Jaquish advised we will review the other two reports next month.
Mr. Jaquish provided information on the re-paving of the City Hall parking lot as it related to renters, stockbox and various programs at the Greenfield Community Center, including issues, timeframe and weather related post-ponements. Discussion was held over the effect of the curtains at the Greenfield Community Center and the degree of noise levels.

12 Mr. Jaquish provided information on the documentation in the Board packets.

Discussion/Decision Proposed 2014 Fall Season Fees and Charges

Motion was made by Ms. Zaborowski to approve the proposed 2014 Fall Season Fees and Charges. Mr. Ziebell seconded the motion. On a roll call vote, the motion passed unanimously.

13 Mr. Jaquish advised this document is in the original board packet. There is nothing new or in addition to what he or Mr. Swenson have proposed. This is primarily concerning the parks. We are following through on replacing items taking into consideration the original life expectancy and any adjustments made along the way.
The 2006 Broyhill groomer, used for the sand areas of playgrounds and volleyball courts, will be replaced with a Toro or John Deere. The next item combines the top dresser and the power rake, replacing with something more suitable for our use. The other item involves the safe in our office and we are doing further research on this item. These were submitted to Paula and the Finance Department. Yesterday met with the mayor. Discussion and clarification with the board.

Discussion/Decision Proposed 2015 Capital Equipment Items

Motion was made by Ms. Zaborowski to approve the proposed 2015 Capital Equipment plans. Ms. Forget seconded the motion. On a roll call vote, the motion passed unanimously.

14 Mr. Jaquish referred to the top page in the packet, the smaller print, these are the items in active mode. The Beloit Glide Trail addition funded project was part of the DNR grant and is ongoing. Hope to bid in mid-January, early spring start time and complete by next summer.
The Farmer's Market is still open. Tables and umbrellas were purchased and electrical upgrades have been completed. The County advised we are

Discussion/Decision Proposed 2015 Capital Improvement Items

receiving an additional $14,000.00 which will be used to purchase additional tables and garbage cans.
Under 2015, several items we are looking at are the Dan Jansen park playground service improvement project. $95,000 is an estimate only. This is covered under the block grant dollars and/or developer fees or other outside funding sources.
The Parks Garage (originally funded by Dan Jansen Fest) this improvement is to the cold storage shed, which is not insulated or heated. The plan is to add a bay for additional storage, insulate and add heaters to 40-45 degrees to enable the equipment to start and for winter operations.
The final item involves working with DPW for more asphalt work, $25,000 in product only as labor would be covered by DPW. Could also do trail improvements or replacements. Examples given of projects. Ms. Collins provided concerns she received over Pond View Park.

Motion was made by Ms. Oelschlaeger to approve the proposed 2015 Capital Improvement items. Ms. Bailey seconded the motion. On a roll call vote, the motion passed unanimously.

Discussion/Decision Proposed 2015 Tax Based Operational Budget, Department of Parks and Recreation

15 Mr. Jaquish presented the 2015 Tax Based Operational Budget. The proposal represents a 1.7% increase. This proposal does not include any full time staff salaries, wages/benefits adjustments. The two areas with the largest increase centers on part-time park salaries with a minimal hourly rate increase and additional weekend staffing. The other account is park operations which is mainly costs associated with WE Energies.

Motion was made by Ms. Bailey to approve the proposed 2015 Tax Based Operational Budget for the Department of Parks and Recreation. Ms. Forget seconded the motion. On a roll call vote, the motion passed unanimously.

Discussion/Decision Suggested Policy Procedures and Fees Greenfield Community Center

16 Mr. Jaquish passed out the current packet for the Greenfield Community Center. Not necessary to review each detail as there is a cheat sheet attached. Ms. Malecki, Mr. Swenson and Ms. Kruck met to review ways to improve or change the current process. Mr. Jaquish reviewed the process for reserving the Greenfield Community Center and reasons for these changes and clarifications. The issues are the use of a key, times and music (DJ/Band), staffing, and optional clean-up fees. Curtains have made a noticeable difference in the noise levels with DJ's, however, bands are very difficult to control. Discussion/suggestions over recent incidents with renter and band, and possibly using an approved list to provide renters and the discouragement of bands.
Ms. Oelschlaeger announced this is her last Park and Rec Board meeting.
She has enjoyed her time with the Board and is looking forward to retirement.

Motion was made by Mr. Cich to approve Items #1 through 4 as listed. Ms. Oelschlaeger seconded this motion. On a roll call vote, this motion passed unanimously.

Motion was made by Ms. Bailey not to increase the fees, Item #5. There was no second motion. The motion died.

Motion to accept Option #1 made by Mr. Cich. This motion was seconded by Ms. Oelschlaeger. On a roll call vote, there were six in favor and one no .

17 A motion was made by Mr. Cich to adjourn. Ms. Forget seconded the motion. The motion passed unanimously. The meeting adjourned at 9:19pm.

Motion to Adjourn
Next Meeting
9/25/2014

Respectfully submitted,
Donna C. Kruck, Administrative Assistant