

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY, 12/10/15 AT 7:00PM

1 The meeting was called to order by Chairperson Denise Collins at 7:00PM

ROLL CALL:

Denise Collins	Present
Scott Jaquish	Present
Nancy Zaborowski	Present
Cheryl Bailey	Present
Patricia Forget	Present
Ald. Shirley Saryan	Present
Sue Wilson	Present
Troy Chowanec	Present
Rob Hansen	Excused

2 There was no citizen commentary.

Citizen Commentary

3 A motion was made by Ms. Wilson, seconded by Ms. Forget, to approve the 11-19-15 Parks and Recreation Board Meeting minutes.

Motion to approve

Motion approved unanimously.

4 Ms. Saryan had no report.

Common Council
Report

5 Ms. Collins advised she attended the Chicago trip that was a co-op with Greendale that was a great experience.

Board Chairperson
Report

6 Ms. Collins advised of a possible new tenant for the K-Mart on 27th Street. Possibly an At Home store, which is a combination Pier1/Hobby Lobby type store, which is big in Texas, may be moving in and hopefully the parking lot will be improved also.

Planning Commission
Report

7 Mr. Hansen was excused and there was no report.

GSD Report

8 Ms. Zaborowski advised she had no report.

WSD Report

9 Mr. Jaquish advised this past Saturday was Breakfast with Santa at the Community Center and tree lighting at City Hall. Continues to be a successful annual event. May consider adding a second seating, down the road, but poses a problem for the tree lighting. Santa and Mrs. Claus pass out the magic snow, with a countdown and the magic snow is thrown at the tree and the tree magically lights. The choir sings and Santa and Mrs. Claus go into Room #105 for pictures. Falcon Ridge Trail just about complete. The final project is the signage, signs are done and DPW working on the installation, hopefully, next week. Additional stop signs were added. Paperwork completed and sent to DNR for reimbursement unsure of when that is expected. Konkell Park is a major construction site. DPW has poured the foundation and the bolts for the columns. Have started building some of the side walls with the retaining block. Hoping, weather sensitive, to continue to get all the concrete poured. WE Energies has advised of the winter charges, significantly higher. Still working on the location of the power for the amphitheater, original plan was too far of a run, they want to install another box for power. Continue with the rest of the project and deal with power in March. The garage project is going forward, including underground gas line for heating the garage when appropriate. Finally, one of the items just passed out, I met with Jeff Katz our City Engineer today. City has been working on reconstruction of South 43rd Street. Part of the issue is the road being widened, bike lane, sidewalk. Work needs to be done regarding the flooding issues in the area. They want to construct a dry basin in the frontage of the park as indicated on the map. Plan to go out for bid soon, would like board action in January. Large concern is maintenance now and in the future. Discussion over location and purpose.	Director's Report
10 Mr. Jaquish advised we do not have all the information but we have 2 finalists for the Hall of Fame and with staff that has voted, we possibly have a tie. Discussed with the board so that all voices are heard regarding the final nomination. Advised banquet is Friday, February 12th and invitations will be out early January.	Discussion/Decision 2015 Parks and Recreation HOF and Staff Recognition Banquet
11 Mr. Jaquish advised he just received this information the other day and packaged it for the board for review prior to the January meeting. Would like to get this to the point of adoption at the Common Council level somewhere May-July. Discussed parts of the master plan. The block grant for 2016 is for the shelter. The splash pad is still in the plan.	Discussion/Update Comprehensive Outdoor Recreation Plan

12 Mr. Jaquish provided information on this position as discussed with staff and our HR Department. This is the official job description, full time with benefits. With approval of the job description this evening, would go to Finance/ Human Resource Meeting in early January, followed by Common Council, already approved in the budget, hope to post position, interview and start late March/April 1st. Reviewed the job function, primarily before/ after school; build community events at amphitheater; assist at Community Center regarding the larger rentals/on-site manager. Would also like someone to improve presence on social media sites. Discussion over current city web site. Current before/after school program is through the YMCA and we were approached by the Greenfield school district to take over this program.

Discussion/Decision
Job Description for
Program Coordinator
Position within Parks
and Recreation Dept.

Motion was made by Ms. Zaborowski to approve the Program Coordinator position within the Parks and Recreation Department. The motion was seconded by Ms. Bailey. On a roll call vote, the motion passed unanimously.

15 Motion was made by Ms. Zaborowski to adjourn the meeting. The motion was seconded by Mr. Chowanec. The motion passed unanimously. Meeting adjourned at 7:55pm .

Motion to Adjourn
Next Meeting 01-28-16

Respectfully submitted,
Donna C. Kruck, Administrative Assistant