

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY,01/31/13 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
Donald Carlson	Present
Nancy Zaborowski	Excused
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Stankus	Excused
David Ziebell	Present

Also present: Nick Buerger, Park & Rec Dept.

2 There was no citizen commentary.

Citizen Commentary

3 A motion was made by Mr. Carlson, seconded by Mr. Ziebell, to approve the 12/31/12 Parks and Recreation Board Minutes. Motion approved unanimously. (Ms. Oelschlaeger abstained.)

**Motion to approve
12/13/12 Minutes**

4 Ald. Saryan reported at the Legislative Committee Meeting the topic came up regarding a proposed smoking area at the Greenfield Community Center. Discussion held over the matter with Mr. Jaquish providing additional information. Solution remains to be finalized.

**Common Council
Report**

5 Ms. Collins had no Board Chairperson report. Advised she was impressed with the Partners recent brochure.

**Board Chairperson
Report**

6 Ms. Collins had no Planning Commission report.

**Planning Commission
Report**

7 Mr. Carlson reported the next official Greenfield School Board meeting will be Monday, 02/25/13 although they have met every Monday regarding replacements for the Superintendent and the Director of Business Services. Mr. Carlson advised he will not be running for re-election and a new member to represent the School District will need to be found. At the last meeting, discussion was held over the prioritization of school facilities useage and this was clarified. Mr. Wilke advised the Park and Rec Department has been extremely helpful in facilitating this scheduling process. Mr. Carlson advised of a fundraiser on Tuesday, February 19th at Red Robin for the Athletic Boosters, they will receive 15% between 4-8pm. Mr. Jaquish thanked Mr. Carlson for his attention to this cooperative matter with the Schools. Mr. Jaquish also had discussions with Mr. Wilke regarding this and possible issues with Schools.

GSD Report

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| <p>8 Ms. Zaborowski was absent so no Whitnall School District report.</p> | <p>WSD Report</p> |
| <p>9 Mr. Jaquish advised the Recreator has been mailed, including the insert for the Partners and provided extra copies, and Mr. Carlson had also passed some out at the School Board Meeting. Discussion over receipt of the Recreator and class start times. Mr. Buerger advised of his notification through schools. Mr. Jaquish also advised of the Stars and Stripes Honor Flight Art Show to be held in the rotunda at City Hall from February 25th to March 8th. In keeping with the Mayor's goal for a farmers market, couple meeting have been held with the possibility of starting this summer at Konkell Park. City Hall would be a better locale but the parking lot may be under construction this summer. Have had meetings with several audio providers for the Greenfield Community Center. Advised still need any updated Board Member Contact forms and reviewed the 2013 Board Meeting dates. Mr. Jaquish provided information on the Wisconsin Park and Rec Association Advocacy Tool Kit which is an elected official platform for Parks and Recreation. Additional discussion held over the farmers market and upcoming meetings.</p> | <p>Director's report</p> |
| <p>10 Mr. Buerger provided information on the Family Camp-out at Konkell Park proposed for the weekend of July 27 - 28, 2013. This event has been held for the past 10 years, with the exception of last year due to the burn ban. Provided detailed information on the event and that the fees have not increased from previous years. Discussion held over location, volunteers and staffing.</p> <p style="margin-left: 40px;">Mr. Carlson made the motion to approve the planned Family Overnight Camp-out at Konkell Park on 07/27/13 to 07/28/13.
Seconded by Ms. Oelschlaeger. The motion passed unanimously.</p> | <p>Discussion/Decision
Family Overnight Camp
at Konkell Park on
07/27/13 to 07/28/13</p> |
| <p>11 Mr. Buerger provided the proposed 2013 Summer Sand Volleyball Fees and Charges Last year there were 10 teams, and there is a lot of competition from local bars with their own volleyball courts. The winter leagues have been very successful. Proposing 3 person men's league and a 4 person quad woman's league as a way to expand the summer leagues. Mr. Jaquish explained we are presenting earlier for the lead time in getting the franchise forms out and returned. We provide a niche, where there is no alcohol so a different/family atmosphere. The most teams we have had is 25-30.</p> <p style="margin-left: 40px;">Ms. Forget made the motion to approve the proposed 2013 Summer Sand Volleyball Fees/Charges. Ms. Oelschlaeger seconded the motion.
On a roll call vote, the motion passed unanimously.</p> | <p>Discussion/Decision
2013 Summer Sand
Volleyball Fees/Charges</p> |
| <p>12 Mr. Jaquish advised invites have been sent out, including the Greenfield and Whitnall School Board, staff and elected officials for the 2012 Hall of Fame Staff Recognition Banquet for Friday, February 22, 2013 at the Greenfield Community Center. Mr. Almquist is the Hall of Fame inductee, who is very excited. Looking forward to seeing everyone there.</p> | <p>Discussion 2012 Hall
of Fame and Staff
Recognition Banquet</p> |

- 13 Mr. Jaquish provided information/hand-out for the 2013 Summer WPRA Theme Park ticket program. The sponsors indicated with an "X" are the ones we propose selling. Reviewed all outlets selected. Proceeds go into the sponsorship account to help families financially sign up for classes.

Discussion/Decision
2013 Theme Park
Ticket Agreement

Mr. Carlson made the motion to approve the 2013 Theme Park Ticket Agreement as presented. Mr. Ziebell seconded this motion. The motion passed unanimously.

- 14 Motion was made by Mr. Ziebell to adjourn the meeting at 7:45pm. Motion was seconded by Mr. Carlson. Motion passed unanimously.

Motion to Adjourn
Next Meeting 02/21/13

Respectfully submitted:
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY,03/28/13 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
Donald Carlson	Present
Nancy Zaborowski	Excused
Cheryl Bailey	Excused
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Stankus	Present
David Ziebell	Present

Also present: Renee Vanselow, Park & Rec Dept.

2 There was no citizen commentary.

Citizen Commentary

3 A motion was made by Ms. Oelschlaeger, seconded by Mr. Carlson, to approve the 01/31/13 Parks and Recreation Board Minutes. Motion approved unanimously.

**Motion to approve
01/31/13 Minutes**

4 Ald. Saryan excused. No Common Council report.

**Common Council
Report**

5 Ms. Collins had no Board Chairperson report. She advised of an artwork display at the library by the art teacher from Greenfield High School. The exhibit runs April 19th through May 31st.

**Board Chairperson
Report**

6 Ms. Collins had no Planning Commission report.

**Planning Commission
Report**

7 Mr. Carlson advised this was his last meeting. He has enjoyed working with everyone and will continue his involvement in the city. The first round of interviews of applicants for the Superintendent position will be held next week. The second round of interviews to be held the following week with the hope of a new Superintendent by April 29th. Flyers were passed out for the David Seebach show at the Performing Art Center on 04/26/13. Also, flyers from Ms. Collins for upcoming fundraisers, April 10th at Jimmy Johns for prom wars and April 18th at Noodles for the Athletic Booster Club. Be sure to bring the flyer with you. April 27th the Athletic Booster Club is having their fundraiser at Serb Hall. See Ms. Collins for tickets. Will be casino nite this year with food and a silent auction. Presented the board with a check for \$25 (his check for attending board meetings) for the round-up program. A round of applause for Mr. Carlson's involvement within the city. Mr. Carlson will retire effective 08/01/13.

GSD Report

8 Ms. Zaborowski was excused so no Whitnall School District report.

WSD Report

9 Mr. Jaquish thanked Mr. Carlson for his support and commitment to the city. Appreciated his commitment to the school district and his communication with the Board. Mr. Jaquish advised the registration software program will be unsupported effective 10/01/13. Demo held with Vermont Systems. Very impressive and continue investigation for IT support. Have had internal IT changes at City Hall. The summer Recreator is in the works. Provided a copy of the cover that Karen had designed. Next month the policies and procedures part will be presented to the Board. The staff also has some thoughts on adjusting the non-resident fee policy. Spring has put a delay on usage at Konkell Park. GHS girls unable to use, with make-up games scheduled, in addition to the official start of our Adults Leagues on 04/19/13. The South shelter project is basically done, holding off till after 4th of July for rentals. Edgerton Avenues is one of the roads to be re-done with South 51st Street as an alternate. This may not occur until after September 1st, so no reservations after September 1st. Have been working with Design Craft for signs at the new South shelter. The Partners will be voting on purchasing this for us. A mock-up of the bronze plaque was shown to review spelling, etc. Hope to have in place by Arbor Day. The Greenfield Community Center is doing well. The Greenfield Band Boosters had their fund raiser earlier this month. Will book their 2014 date there also. Mrs. Oelschlaeger brought up the concern of noise at the community center which the police department responded to. Discussion/clarification held over this issue. Greenfield will have a farmers market this summer and provided information to the Board. Clean-up, green-up day is May 11th. Contact Joan Stevens to volunteer. Saturday, May 4th is Arbor Day, where Sharon's tree will be planted along with Konkell Park South plantings.

Director's report

10 Mr. Jaquish advised he got a late text from Ms. Lucero, the Chairperson for the 4th of July Committee, that she is unable to attend this evening's meeting. The 4th of July Committee is hard at work for the 2013 festivities. Lots of positives came from last years, which they hope to match and are meeting monthly. Some of the activities in the works include the UW-Marching Band, including their 5th Quarter performance, "Are You Smarter than a 5th Grader" competition, flag raising ceremony, Grand Marshall and a police/fire softball game. This will be the last year for the Spielbauer fireworks agreement.

Discussion/Decision
Special Use of Konkell
4th of July festivities

Mr. Carlson made the motion to approve the special use request from the Greenfield Partners of Park and Recreation for the 4th of July festivities at Konkell Park. Ms. Oelschlaeger seconded the motion. The motion passed unanimously.

11 Mr. Jaquish advised the Milwaukee Area Amateur Radio Society has been using Konkell Park for many years. He explained the group's history and reviewed the information provided by them to the Board.

Discussion/Decision
Special Use of Konkell
Milw Area Amateur
Radio Society for
June 21/22/23, 2013

Ms. Oelschlaeger made the motion to approve the special use request from the Milwaukee Area Amateur Radio Society for the use of Konkell

Park on June 21, 22 & 23, 2013. Mr. Carlson seconded the motion.
The motion passed unanimously.

- 12 Mr. Jaquish reviewed the fees/charges schedule that was provided in the information packet earlier. This was looked at globally with some changes. We are following through with our proposal to the Greenfield and Whitnall schools for the collection of the extra dollar for mutually beneficial projects/purchases.

**Discussion/Decision
2013 Summer Season
Fees and Charges**

Mr. Carlson made the motion to approve the 2013 Summer Season fees and charges. Ms. Oelschlaeger seconded the motion. On a roll call vote this motion passed unanimously.

- 13 Mr. Jaquish advised Mr. Zalewski from the Fleet Reserve was unable to attend this evening's meeting. Fleet Reserve has been using Konkel Park for several years. Mr. Jaquish reviewed the information presented by Mr. Zalewski.

**Discussion/Decision
Waiver of Fees for
Fleet Reserve's use
Konkel Park 07/07/13**

Mr. Carlson made the motion to waive the fees for Fleet Reserve's use of Konkel Park on 07/07/13. Ms. Oelschlaeger seconded the motion. The motion passed unanimously.

- 14 Mr. Jaquish provided information on the Greenfield Farmer's Market proposed for Konkel Park. The Health Department is heavily involved in the planning of this market. Vendors have been found and should be successful. This would not affect the rentals at Konkel Park or other events.

**Discussion Greenfield
Farmers Market**

- 15 Mr. Jaquish reviewed the terms of the copy machine agreement, one year extension. The last agreement had a 3 year extension and the new rate will be the same as last year and with our high volume of copying, this is a good deal. The copier is up for replacement in 2014.

**Discussion/Decision
Dept. Copy Machine
Annl. Maint. Agreem.**

Ms. Oelschlaeger made the motion to approve the Annual Maintenance Agreement. Ms. Stankus seconded the motion. On a roll call vote, the motion passed unanimously.

- 16 Mr. Jaquish clarified the major change in the American Red Cross Authorized Provider Agreement is how we pay. Ms. Vanselow explained the learn to swim changes and clarification of the program. Discussion held over pools and usage in Greenfield and Whitnall.

**Discussion/Decision
Amer. Red Cross
Auth. Prov. Agreement**

Ms. Oelschlaeger made the motion to approve the American Red Cross Authorized Provider Agreement. Mr. Ziebell seconded the motion. On a roll call vote, the motion passed unanimously.

- 17 Ms. Vanselow provided information on the World's Largest Swim Lesson. The cost this year is \$42.00 and would like to host this event again.

**Discussion/Decision
Participation World's
Largest Swim Lesson
Tues, 06/18/13**

Ms. Forget made the motion to participate in the World's Largest

Swim Lesson. Ms. Oelschlaeger seconded the motion. On a roll call vote, the motion passed unanimously.

- 18 A motion was made by Mr. Ziebell to adjourn the meeting at 7:52pm. Motion was seconded by Mr. Carlson. Motion passed unanimously.

Motion to Adjourn
Next Meeting 04/25/13

Respectfully submitted:
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY,04/25/13 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
Len Cich	Present
Nancy Zaborowski	Present
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Wilson	Excused
David Ziebell	Present

2 There was no citizen commentary.

Citizen Commentary

3 A motion was made by Ms. Oelschlaeger, seconded by Mr. Ziebell, to approve the 03/28/13 Parks and Recreation Board Minutes. Motion approved unanimously. Ms. Zaborowski and Ms. Bailey abstained.

Motion to approve
03/28/13 Minutes

4 Ald. Saryan had no Common Council report. However, she did advise that she is the first woman Council President in the city of Greenfield. A round of applause for Ald. Saryan and her historical accomplishment.

Common Council
Report

5 Ms. Collins had no Chairperson report.

Board Chairperson
Report

6 Ms. Collins advised there was some discussion regarding property in Tuckaway called Tuckaway Woods regarding a possible small subdivision to be built. There are some drainage issues and a very old oak tree they are trying to preserve. Should this go forward, there would be some fees received from this.

Planning Commission
Report

7 Mr. Cich provided information on the David Seebach Magician Show to be held at the PAC on Friday, May 26th at 6:30pm. Admission is \$1.00/person or \$5.00/family, with the money going to the Greenfield Education Foundation. There will be a gambling/casino nite Saturday at Serb Hall, \$40/couple in advance or \$25/each at the door.

GSD Report

8 Ms. Zaborowski advised the election of officers will be next Monday, including the liaison to the Park and Rec Board. She anticipates no changes, but this will be her last

WSD Report

year on the Board as she is not seeking re-election. There will be a Booster Club fundraiser at 4:00pm on May 18th at Finn McGuire's under the tent in the parking lot.

9 Mr. Jaquish advised the Summer Recreator went to the printer on Tuesday, which includes Farmers Market information, the new Green Sheets with Jansen Fest and 4th of July information. Mr. Radler was at the Community Center on Wednesday with his staff and trained our staff on properly trimming and caring for the roses. Continue meeting with the 4th of July sub-committee of the Partners, as they continue working on the afternoon activities. Coming back is "Are You Smarter Than a 5th Grader", looking for contestants, an Elvis impersonation contest and a few other new items. Possibly a police/fire softball game, possibly Fire vs Fire, a Little Miss 4th of July Pageant/Talent Show and the BMX bike show. Met with the Eagle Scout regarding his project coinciding with the Konkell Shouth project. Change to the project as it will be on Layton side of Konkell Park, the front planting bed needs attention and the proposal will be based upon this. Met with the Eagle Scout and his father to discuss the process; will be back to the Board possibly late summer/early fall. Comprehensive Outdoor Recreation plan from 7 years ago, normally a 5 year plan but for grant funding have a 7 year window to update the plan which is where we are. Things changed, neighborhood parks, trail connections and the community center. Moved forward on the Farmer's Market which needs to be incorporated into the plan along with Konkell South and the west end of town trail connections. Will be moving forward, hope to have information and agreement with a potential suitor to work on for us at either the May or June meeting. Should not take 8 months like last time, lot has been updated, some large pieces that need to be updated. Arbor Day is Saturday, May 4th at Konkell Park in the South section of the park off Edgerton Avenue. Partners have normally manned the coffee table, but it is also a youth soccer day so they are busy doing that, so we are looking for volunteers from the Board to handle on behalf of the Partners. Two are needed to handle supervision of the coffee table. Fran will have coffee made or Joan to have Starbuck's donate the coffee. Can use the new shelter area as the serving area. Baker's Square has donated bakery items to be sold. Joan Stevens is also looking for volunteers to plant. The ceremonial tree (also the demonstration tree) being planted on Sharon Meier's behalf, donated by the Partners. The following Saturday is Clean-Up/Green-Up Day. Joan Stevens has 2100 volunteers and looking for areas to clean.

Director's Report

10 Mr. Jaquish advised this is the trail connection along Beloit Avenue that goes through development, connects into the Oak Leaf Trail in the YMCA area. The grant request put together last year was not funded, so we have reached out to the DNR as to where the grant needed help/work. We have identified 6-8 point areas to pick-up so we are re-submitting the grant request. The resolution requires this needs to be done every year. So this is re-authorizing the original resolution which is in your packets. Includes a copy of the map and the original sample resolution. Action here would start process to take to council, to ask Atty. Pyzyk to put together the resolution to be included in the grant request. Discussion over trail and connections. Mr. Jaquish reviewed copy of the original grant request. Grant itself is approximately \$80,000 with 50/50 funding.

Discussion/Decision
RE: Resolution Required
Beloit Glide Trail Grant
Request

A motion was made by Ms. Oelschlaeger to re-issue the grant request.

The motion was seconded by Ms. Forget. The motion passed unanimously.

- 11 Mr. Jaquish advised staff has discussed this off and on and it has come up in various conversations within the school district personnel. Programs in a school district facility during the school year in which the child attends that school as a non-resident, would be allowed the resident rate. In the summer, this is not the case, they would pay the non-resident rate. Would be more appropriate to allow the resident rate during the summer also. This would impact the summer playground the most. Discussion over the pros and cons. Discussion over Silver Sneaker programs and our programs. Ms. Collins thought more definitive information would be helpful.

**Discussion/Decision
Regarding Non-resident
Policy**

Motion made by Ms. Oelschlaeger to approve the resident rate during the summer months also. Motion was seconded by Mr. Ziebell. The motion passed unanimously.

- 12 Mr. Jaquish provided a summary of where things are. Konkel-South shelter planned to get turned back on and inspected. No rentals till after July 11th, allow the turf to get establishes. The park sign near the parking lot not able to get grading finished. Bronze plaque in development mode. Not sure what date to use, Arbor Day date or July 11th opening date. Farmers Market still planned for Konkel Park. Nothing official, due to the wet spring, back-up location could be the library/police department parking lot. Original plan was to be ready for Jansen Fest. Need to address some drainage issues, creating icing issues in winter. The Konkel infields is a split project between last fall and this spring. Problems this spring, contractor not there prior to girls first practice. March 4th there were still snow piles and the mix was frozen solid. Sunday/Monday getting infields ready for play on Monday nite, with more rain on Tuesday, a continuing problem. Home game tonite with contractor back tomorrow to continue correcting problems. Re-sodding still to be done, irrigation heads unable to be installed until new sod installed. Coopers Hawk resurfacing project, a 2012 Block grant project, the grant was written in 2011, normally get signed grant application back late in spring from county. We did not receive paperwork back till last fall. Not enough time, as we need to do in spring. Confirming with county we are administering properly. Wood chip material needs to be removed with a new stone drainage installed and poured into place. This is a low to moderate income area, so is grant eligible.

**Discussion/Update
On-going Park Projects**

- 13 Mr. Jaquish advised this is a main project for this year. Discussing for a number of years at the staff level, as this was approved at the Board and Council level before he became director. Konkel Park is prime property and with its extensive use must be maintained in the best shape possible. The Council approved purchase of equipment to fertilize the park, which Erik has extensive training and experience in turf areas. This will allow us to effectively and cheaply do more areas and to continue use of a contractor in the problem areas. The irrigation project can be done without affecting games. Asking for \$44,000 including drain tile adaptations. We are working with several vendors to finalize this project. The Special Revenue fund will provide the funding, will not be tax payer dollars, being paid by softball players to keep the complex well maintained. The next big project will be lighting. Issues with bulbs burning out before expected, possibly problems with breakers, which is creating dark spots.

**Discussion/Decision
Fund Transfer from
Special Revenue Fund
to Konkel Park Irrigation**

A motion was made by Ms. Bailey to transfer up to \$44,000 from the Special Revenue Fund to the Konkel Park Irrigation project. The motion was seconded by Ms. Oelschlaeger. On a roll call vote, the motion passed unanimously.

- 14 A motion was made by Mr. Ziebell to adjourn the meeting. This was seconded by Ms. Bailey. The motion passed unanimously. Meeting adjourned at 7:50pm.

Motion to Adjourn
Next Meeting 05/30/13

Respectfully submitted:
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY,06/27/13 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
Len Cich	Present
Nancy Zaborowski	Present
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Excused
Sue Wilson	Excused
David Ziebell	Present

2 There was no citizen commentary.

Citizen Commentary

3 A motion was made by Ms. Oelschlaeger, seconded by Ms. Zaborowski, to approve the 04/25/13 Parks and Recreation Board Minutes. Motion approved unanimously.

**Motion to approve
04/25/13 Minutes**

4 Ald. Saryan was Excused, no Common Council report.

**Common Council
Report**

5 Ms. Collins had no Chairperson report.

**Board Chairperson
Report**

6 Ms. Collins was unable to attend the meeting, so no report.

**Planning Commission
Report**

7 Mr. Cich advised of their largest fundraiser for the year for the Greenfield Education Foundation. Applications were available and the various fees provided.

GSD Report

8 Ms. Zaborowski had nothing to report.

WSD Report

9 Mr. Jaquish advised the applications for the Community Development Block Grant funds are out for 2014. Two projects we will submit continuation for is the Older Adult Senior Position and additional site amenities for Konkel Park (electrical and water) for the Farmer's Market which must be postmarked by July 15, 2013. The 2012 project contracts have not been signed by Milwaukee County, which has hindered Mr. Sokol's moving forward. The 2011 contracts were signed in October 2012, with an expiration date of 12/31/12. Addendum had to be done which the Mayor signed and was sent to Milwaukee County. Once signed, can try and move forward. Clarified need for

Director's Report

secure funding and previous years projects. We are starting the process for 2014. Karen held her senior health fair at the Greenfield Community Center a couple weeks back which was well attended. The Farmer's Market held it's grand opening on Sunday which was well attended and the vendors were happy. Minor maintenance still to be done. Added port-a-potties, modify area where vendors are and add seating areas once grassy areas established. 4th of July planning continues. There will be some changes and advised of the line-up of events for the day. Programs have started and all are going well. The Older-Adult picnic to be held in 3 weeks, possibly being moved back to the Community Center instead of being held at Konkel Park. The weather/rain has been keeping staff busy. The infields have been re-done and have been handling the rain well with few rain outs. Polo's have been ordered and hope to have delivered to the Board in time for the 4th of July parade.

- 10 Mr. Jaquish advised he met with Ms. Irwin at the office regarding her upcoming wedding at Konkel Park. She is requesting this extension of time primarily for the take-down of the tent she reserved for her private event. Clarification of times for music, etc.

Discussion/Decision
Request for Extension
Time for Private Event
at Konkel Park
Sat. 08/17/13

Ms. Bailey made the motion to approve the additional one hour for the removal of the tent and clean-up. Motion was seconded by Mr. Ziebell. This motion passed unanimously.

- 11 Mr. Jaquish advised this will be scheduled for the next meeting. Additional time was needed for preparation.

Discussion/Decision
Eagle Scout Project
Proposed for Konkel

- 12 Mr. Jaquish advised some of this has been covered already. The Farmer's Market has been a mass transformation of Konkel Park. In the 2014 Block Grant we will try to add amenities (including additional power for vendors/bands and water.) Meeting on Monday to discuss cost effectiveness. The grant application will reflect this and try to phase in over time. Konkel-South is ready to go. The bronze plaque arrived, (minus corrections). After discussion, will keep as is and get it installed prior to the first rental. The sign is complete and waiting to be installed after finishing the landscaping. Discussion over the use of the park during festivals and farmer's markets on grassy area and paved areas. Cooper's Hawk was explained previously. Yesterday, the final piece of the sound system was installed at the Community Center. Need to look at the Studio for a similar set-up. Also looking at addition of security at the Community Center. Discussion over changes at the Community Center regarding more staff, etc. The final project is Brookside Meadow. A generous donor is working with us to develop a part of Brookside Meadow for the addition of a playground, walking path and parking lot. Working on a site plan and hope to have by years end. Discussion over mowing and park responsibilities, Greenfield and Milwaukee County.

Discussion/Update
On-going Park Projects

- 13 Mr. Jaquish advised most of this was covered already, except in regard to the Board's participation in the parade. Planning to re-use last years signs but will have a car and driver from John Paul's. Confirmed where to meet and when.

Discussion/Update
4th of July Activities

14 Mr. Jaquish updated the Board on issues at the Greenfield Community Center. Initially not planned for, now realizing that supervision is needed for a variety of reasons. Have been bombarded with complaints regarding noise, kids, cars, smoking, etc. Subsequently met with Ald. Akers, the property manager from the apartment building and a resident. Changes were made and another round of complaints, continuing to be pro-active in regard to any complaints. We now have an auxiliary on site from 7-11:15pm for noise assistance, along with our staff. We are trying to keep the noise maintained at a certain level throughout the event. Most renters and their bands/DJ's have been cooperative. A sound engineer came out and determined the main source of the noise/bass problem comes from the skylight. A theatrical type curtain was suggested as a way to absorb the sound. This past weekend a renter was issued a noise citation. Another issue has been outside security. Their purpose is to control anyone attempting to enter the party who was not invited. However, they are armed and the ordinance states no firearms. Smoking has also been an issue. Trying to amend the ordinance to accommodate smokers, which will require additional research and recommendations back to the Board of Health or the Legislative Committee. This will be presented at a future meeting. Discussion over the city noise ordinance and sound levels.

Discussion/Decision
Greenfield Community
Center Policies and
Procedures

15 A motion was made by Mr. Ziebell to adjourn the meeting. This was seconded by Ms. Oelschlaeger. The motion passed unanimously. Meeting adjourned at 8:37pm.

Motion to Adjourn
Next meeting: 07/25/13

Respectfully submitted:
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY,07/25/13 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
Len Cich	Present
Nancy Zaborowski	Present
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Excused
Sue Wilson	Excused
David Ziebell	Present

Also in attendance, Erik Swenson, Karen Malecki, Nick Buerger and Renee Vanselow

2 There was no citizen commentary.

Citizen Commentary

3 A motion was made by Ms. Oelschlaeger, seconded by Mr. Ziebell, to approve the 06/27/13 Parks and Recreation Board Minutes with revisions. Motion approved unanimously.

**Motion to approve
06/27/13 Minutes**

4 Ald. Saryan was Excused, no Common Council report.

**Common Council
Report**

5 Ms. Collins had no Chairperson report.

**Board Chairperson
Report**

6 Ms. Collins had no Planning Commission report.

**Planning Commission
Report**

7 Mr. Cich advised they are still promoting the Greenfield Education Foundation golf tournament. He has received a lot of positive reactions to the Farmer's Market and a suggestion for stop/go lights for 51st and Layton. Discussion over this suggestion as it relates to Milwaukee County and additional times for use.

GSD Report

8 Ms. Zaborowski advised it is quiet in the summer. There is a new Athletic Director. Their golf fundraiser will be on September 8th at Morning Star Golf Club.

WSD Report

9 Mr. Jaquish advised the Farmer's Market continues to do very well. Seeding and the turf has been a challenge due to the heat and patrons in the park. Access will be limited to the center area during late-summer/early fall as it will eventually accommodate picnic tables. The 4th of July had exceptional attendance due to the efforts of the committee and the weather. The parade, activities and fireworks drew huge crowds. The new crew did a great job on the fireworks with a great finale. We are working with a potential benefactor to make a new and exciting improvement at Brookside Meadow Park, hopefully for a fall completion. The Older Adult picnic moved from the South Shelter to the Community Center due to heat. Everyone is gearing up for fall.

Director's Report

10 Mr. Jaquish advised he has met with Nick Sanfelliippo a couple times regarding his suggested improvements to the Konkell Park planting bed located at the edge of the parking lot on Layton Avenue. Nick presented his information for this Eagle Scout project which would involve removing all plants, re-aligning the bricks, planting new flowers/bushes and re-mulching the area. He is planning to contact garden centers for donations. Forms of fund-raising could be a bake sale, door to door solicitation or a car wash. A rough draft of his plans was presented to the Board along with a schedule for completion of his project. The Board gave him several suggestions for fundraising and locations.

**Discussion/Decision
Eagle Scout Project
at Konkell Park**

Ms. Oelschlaeger made the motion to approve the proposed Eagle Scout project for Konkell Park. Motion was seconded by Ms. Bailey. This motion passed unanimously.

11 Discussion was held regarding the 2013 4th of July event. The weather was perfect and the attendance at the afternoon activities was the best it has been in years. The fireworks were again the highlight of the day's activities drawing a very large crowd. Planning for 2014 will begin soon.

**Discussion 2013
4th of July events**

12 Mr. Jaquish advised the supervisory staff is here to review their winter/spring seasonal reports. The information was distributed to the Board. Erik Swenson provided a summary/clarification on all park related projects and events. Nick Buerger reviewed information he provided with clarification on youth and adult sports programs, teen offerings and outside sporting/community events. Renee Vanselow reviewed her information regarding aquatics and her struggles with Red Cross. This year was a large spring dance review held at Greenfield High School. Discussion on District related scheduling conflicts. Karen Malecki shared how so much has been added since this was done 5 years ago. The seniors continue to love the community center and the ability to combine groups and activities.

**Discussion Regarding
Winter/Spring
Seasonal Reports**

- 13 Mr. Jaquish provided information on the proposed 2013 Fall Fees and Charges schedule. Discussion was held over the justification of fee increases vs no fee increases for each program. Supervisory staff suggested a review of the non-resident policy. Item to be addressed at a future Board meeting agenda with data to support, possibly in October or November.

Discussion/Decision
Proposed 2013 Fall
Season Fees & Charges

A motion was made by Ms. Zaborowski to approve the proposed 2013 Fall Season Fees and Charges. Motion was seconded by Ms. Oelschlaeger. On a roll call vote, the motion passed unanimously.

- 15 A motion was made by Ms. Zaborowski to adjourn the meeting. This was seconded by Ms. Oelschlaeger. The motion passed unanimously. Meeting adjourned at 8:50pm.

Motion to Adjourn
Next meeting: 08/29/13

Respectfully submitted:
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY,08/29/13 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
Len Cich	Present
Nancy Zaborowski	Present
Cheryl Bailey	Excused
Patricia Forget	Excused
Marge Oelschlaeger	Excused
Ald. Shirley Saryan	Present
Sue Wilson	Excused
David Ziebell	Present

2 There was no citizen commentary.

Citizen Commentary

3 A motion was made by Ms. Zaborowski, seconded by Mr. Ziebell, to approve the 07/25/13 Parks and Recreation Board Minutes. Motion approved unanimously.

**Motion to approve
07/25/13 Minutes**

4 Ald. Saryan had a report from the Legislative Committee meeting on 08-19-13. Item #5, Ald. Piotroski requested a review of the noise ordinance as it relates to groups renting the Greenfield Community Center due to complaints received. Discussion over the problem in measuring the level of noise Decided the Police Department would be consulted for their input and this be placed on the next Legislative Committee agenda. Mr. Jaquish reviewed as the ordinance does not have a decimal/measurable unit, more subjective by the officer as to all factors given at the time of the call.

**Common Council
Report**

5 Ms. Collins had no Chairperson report.

**Board Chairperson
Report**

6 Ms. Collins had a minor item as there will be a new 12-lot single family subdivision at 37th and Abbott, (entrance around the Tuckaway area.) Anticipate \$1,497.00 per lot as an impact fee.

**Planning Commission
Report**

7 Mr. Cich advised they are still promoting the Greenfield Education Foundation golf tournament on 10/05/13. Looking for prizes/raffle items, all tax deductible.

GSD Report

8 Ms. Zaborowski had no Whitnall School District report.

WSD Report

9 Mr. Jaquish reported on a few items. The Recreator is at the printer, should have to the mail service next Tuesday/Wednesday and the end of next week should receive in the homes. Packer Family Nite earlier this month sold out of the 125 tickets we had and Green Bay also sold out. National Night Out earlier this month at Konkel Park drew huge crowd. This was a combined effort of the Police Department, Fire Department, Public Works, Health Department and the Parks and Rec Department. Mini-golf outing on 08/17/13 had 80 golfers and raised over \$8,500 for the Partners of the Park and Rec Department. Picture from the event was distributed to the Board members. We had a follow-up RecTrac Demo which is the registration, facility management software we are looking at, hopefully to unveil in the winter/spring season. Our IT Staff is working on and hoping to install this fall. The Farmer's Market is at it's half-way point this weekend. This has been a great overall improvement to Konkel Park. Advised of all the improvements to the Park. Mr. Cich had received 3 complaints at the Market when announcing winners it was hard to understand, possibly the sound needs to be adjusted.

Director's Report

10 Mr. Jaquish advised the agreement provided to the Board is identical to what has been in the past. Our location has been serving 60-75 monthly with a wait list at 230 for our region. This does change quarterly based upon amount of funds available from the Federal Government. Anticipate this number may increase with additional funding becoming available. Discussion over who receives stock boxes and the program.

**Discussion/Decision
Contract Continuation
Stock Box Program**

Ms. Zaborowski made the motion to approve the proposed continuation of the Stock Box program. Motion seconded by Mr. Cich. The motion passed unanimously.

11 Mr. Jaquish reviewed the information provided to the Board with the two bidders. Acme was the lowest bidder at \$29,867 with a possible 12% contingency. Acme qualifications are very good. Mr. Swenson approves of either one and has met with both groups regarding this project. We anticipate 7-10 days of work time later this fall and be ready for Spring 2014.

**Discussion/Decision
Award Contract to Acme
Systems Konkel Park
Irrigation Project**

Mr. Cich made the motion to approve the contract with Acme Systems with a 12% contingency for a total amount of \$33,367.00 for the Irrigation Project at Konkell Park. Motion seconded by Ms. Zaborowski. On a roll call vote, the motion passed unanimously.

- 12 Mr. Jaquish reviewed this long overdue project. This was a 2012 Block Grant project written the summer of 2011. The agreement was not received until the end of October 2012. Started the project in the Spring and was told the contract expired and needed a signed addendum. The Mayor signed the paperwork and we received the addendum 2-1/2 months later. The money was secured and we are moving forward. Three bids were received all subject to certain requirements.

**Discussion/Decision
Award of Contract to
Bluemel's Maint. Svce.
Cooper's Hawk Park
Playground Resurfacing
Project**

Mr. Ziebell made the motion to award the contract to Bluemel's Maintenance Services, with a 12% contingency for a total amount of \$47,200.00 for the Cooper's Hawk Park Playground Resurfacing. Motion was seconded by Ms. Zaborowski. On a roll call vote, the motion passed unanimously.

- 13 Mr. Jaquish advised we have been working with Spielbauer for a very long time and extremely satisfied with their product and shows. They have been waiting for shipping costs to be determined as the product is made overseas and shipping is highly regulated. Patrick Spielbauer has agreed to meet last years price (for 2014) but with more money down. Possibly continue in a similar manner in future years. They would supply the same materials as in 2013.

**Discussion/Decision
Award of Contract to
Spielbauer Fireworks
for the July 4, 2014
Fireworks Display at
Konkel Park**

Ms. Zaborowski made a motion to award the contract to Spielbauer in the amount of \$13,750.00 for the July 4, 2014 Fireworks Display at Konkell Park. Motion was seconded by Mr. Cich. On a roll call vote, the motion passed unanimously.

- 14 Mr. Jaquish provided information on this project. We have been given the green light by our benefactor. Information is in the packet for the site plan. This is at no charge to the City of Greenfield. Review of the plans and playground equipment along with discussion over 100% handicap accessibility. This matter will go to the Council for approval before work starts.

**Discussion/Decision
Site Plan & project
Donation for
Brookside Meadow
Drive Park Site**

Ms. Zaborowski made a motion to approve the site plan for Brookside Meadow Drive Park. Motion was seconded by Mr. Ziebell. On a roll call vote, the motion passed unanimously.

- 15 Mr. Jaquish reviewed the document provided which is mostly a follow-up to last years budget for replacements or for delays.

**Discussion/Decision
Proposed 2014 Capital**

Equipment Items

Mr. Ziebell made a motion to approve the Proposed 2014 Capital Equipment Items. Motion was seconded by Mr. Cich. On a roll call vote, the motion passed unanimously.

- 16 Mr. Jaquish reviewed the document provided. Under the current items, these have already been approved. Some items are contingent on a grant, the Farmer's Market items are block grant items. Mr. Jaquish provided an explanation of how grants are decided.

**Discussion/Decision
Proposed 2014 Capital
Improvement Items**

Ms. Zaborowski made a motion to approve the Proposed 2014 Capital Improvement Items. Motion was seconded by Mr. Ziebell. On a roll call vote, the motion passed unanimously.

- 17 Mr. Jaquish referred to the chart in the packet and reviewed these items. The 2014 Budget includes a 25 cent raise for park staff, the park foreman salary which is part of the contract and one additional seasonal for next summer. Mr. Jaquish reviewed all the accounts with the Board.

**Discussion/Decision
Proposed 2014 Tax
Based Operating
Budget for the Park
and Rec Department**

Mr. Ziebell made a motion to approve the Proposed 2014 Tax Based Operating Budget for the Department of Parks and Recreation. Motion was seconded by Ms. Zaborowski. On a roll call vote, the motion passed unanimously.

- 18 Mr. Jaquish advised this item is directly related to Item #12, reimbursement of a grant project. Basically need the money up front and then be reimbursed.

**Discussion/Decision
Fund Transfer from
Fund #114 to PRO702
Cooper's Hawk Park
Project**

Ms. Zaborowski made a motion to approve the fund transfer of \$47,200 from Fund #114 to PRO702 for the Cooper's Hawk Park Project. Motion was seconded by Mr. Cich. On a roll call vote, the motion passed unanimously.

- 19 A motion was made by Mr. Ziebell to adjourn the meeting. This was seconded by Ms. Zaborowski. The motion passed unanimously. Meeting adjourned at 8:43pm.

**Motion to Adjourn
Next meeting: 09/26/13**

Respectfully submitted:
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY,10/17/13 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
Len Cich	Present
Nancy Zaborowski	Present
Cheryl Bailey	Present (arrived 7:20pm)
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Wilson	Excused
David Ziebell	Present

- 2 There was no citizen commentary.

Citizen Commentary

- 3 A motion was made by Ms. Zaborowski, seconded by Mr. Cich, to approve the 08/29/13 Parks and Recreation Board Minutes. Motion approved unanimously.

**Motion to approve
08/29/13 Minutes**

- 4 Ald. Saryan informed the Board that next Wednesday, 10-23-13, at the Finance Committee meeting, they will receive presentations by each city Department concerning their individual goals and budget requests for next year. A public hearing on the city budget will be November 5th or 19th.

**Common Council
Report**

- 5 Ms. Collins had no Chairperson report.

**Board Chairperson
Report**

- 6 Ms. Collins had a couple items and provided information to the Board. Some condos are going in at Greenfield Highlands, 10925 West Coldspring Road. This was originally approved in 2007 and called for 156 condos in six-3 story buildings and two building pad designs. Has now been changed, as not built right away, increasing to 180 units but still six-3 story buildings and one building pad. Original estimate for park fees were \$176,000, not sure of the updated figure. Mr. Jaquish provided further information. Back in September, Creekside Estates at 123rd and Waterford, originally approved in 2006 for six-2 family units and two single family units for a total of 14 units, has a new buyer for the project and he wants to do a condo development. The change being proposed is to have two-single family units by 124th Street and a 7th-2 family is being done on that portion of the site also. Still remaining are 14 units as a total and a little smaller. We should receive \$20,958 in park

**Planning Commission
Report**

fees from this site.

- 7 Mr. Cich informed everyone the October 5th event was the biggest fundraiser for the Education Foundation. Anyone interested in participating in the Forward Thinking Group, there will be a community type session for residents on Tuesday, October 22, at 6:30pm at the Greenfield Community Center. For any additional information, contact Stuart Wilke at 855-2030. The golf outing was a success in spite of the rain, which shortened the play time for all the golfers.

GSD Report

- 8 Ms. Zaborowski provided additional information on the Forward Thinking Group. This group includes Greenfield, Greenfield School District, Greendale, Hales Corners, Whitnall School District and parts of Franklin. This group was started by LuAnn Bird, who has organized similar groups in other communities. Mayor Neitzke is in favor of this group along with many others. The purpose is to get more community involvement and to see what the community wants from the various school districts. These communities are holding a listening session which will then send feedback to the members of the group who will come back with statements that the community will live by. Additional information can be found at their web site, ftcommunities.wordpress.com. Additionally the pool has received feedback from the users. Their golf outing also went well and the weather was good.

WSD Report

- 9 Mr. Jaquish reported on several items. All items approved at the last Board Meeting were approved at the Common Council meeting, including the software upgrade, the Brookside Meadow project, Cooper's Hawk project, irrigation project and the stockbox program. A lot of projects are under way. We had a scheduled call today regarding our software upgrade, which we are rolling out for the winter/spring along with on-line registration. We are working with our IT staff and the trainers for a scheduled start for training of Monday, 11-18-13. Our irrigation project is half-way through and should be ready next year. Brookside Meadows is well underway and will look worse before it looks better. By November 1st the playground arrives on site and will be installed shortly thereafter. Concrete work will begin, then start the poured in place material, then begin the asphaltting. Hopefully completion by end of November. Planting will be in the spring, perhaps the site for Arbor Day next year. Our Budget presentations will be next Wednesday. The sound system at the Greenfield Community Center is complete and operational. Our fall Walk in the Park on October 5th had a slight decrease in attendance. The Farmer's Market ends on October 27. In 2014, enhancements to the Farmer's Market site are planned. The CDBC has been submitted to accommodate this. The Beloit Glide Trail DNR grant was rewritten and we have received tentative acceptance of the grant. While out, Lisa Elliot, the new Superintendent and Stuart Wilke visited all the departments. The Greenfield High School girls will play games at Konkell Park next year. Finally, the Board pictures taken earlier will be included on our Website which will

Director's Report

enhance the Board with the community. The individual photos will include a quote on the importance of a strong Municipal Park and Rec Department. This can be emailed to Mr. Jaquish. Discussion over resident and non-resident fees. As this was not an agenda item, further information will be gathered and presented at the next Board Meeting as an agenda item.

- 10 Mr. Jaquish provided the Board with a packet including a synopsis and financial information in detail regarding every program, money taken and expenses.

**Discussion Regarding
Summer Seasonal
Reports**

Mr. Swenson provided highlights of his 13 week period, including rentals/events at the Greenfield Community Center, Konkell Park and various projects at city buildings.

Mr. Buerger provided information on summer baseball/tennis season. Substantial increase in all baseball programs with a slight decrease in tennis due to re-surfacing of the tennis courts at Whitnall. The Challenger Soccer camp continues to grow. Other activities at the park continue to be successful. Adult sports continue to grow allowing more teams.

Ms. Vanselow advised this was a busy summer and encountered some problems with consistency, based on parent's feedback. Offered some new dance classes which were successful along with new resiliency training which was also popular. Summer Playground and Kamp Konkell remain popular at both school districts. Some classes were down due to time offered.

Ms. Malecki advised her seniors are happy at the Greenfield Community Center. We are able to accommodate more people for each event now that they are at the Community Center. Would like to see more in the 55-65 year old range for some new members. The older adult fitness programs were combined with Ms. Vanselow's programs and everyone is adjusting OK. Trips have become overly expensive, so we are seeing a decrease in their numbers with trips being cancelled due to low enrollment. Pickleball was requested and we may try next summer. Bocce ball is also becoming popular again, could be another option for next summer.

- 11 Mr. Jaquish provided information on a couple items. Coopers Hawk surfacing project is complete. Photos were provided to the Board. Brookside Meadows is under way, pictures from this morning were also provided to the Board. All other parts of the parks are being winterized. Other park projects have been previously discussed.

**Discussion Regarding
On-going Park Projects**

- 12 Mr. Jaquish provided agreement for British Challenger Soccer Camp. We have been working with them for 5 years with annual contracts. This year would be for a three year agreement which locks in the camper rate for three years, give us priority dates and the same dates each summer. Our enrollments increase each year as this is a top notch program and is well run. Mr. Buerger provided additional information and recommended the three year agreement. This will go to the next possible

**Discussion/Decision
Agreement with
Challenger Sports to
Host Summer 2014
Soccer Camps**

Finance meeting for further approval.

A motion was made by Ms. Oelschlaeger to approve the three year agreement with Challenger Sports for the years 2014, 2015 and 2016 for a 5 day program from 9am till 4pm. This motion was approved by Ms. Forget. On a roll call vote, the motion passed unanimously.

- 13 Mr. Jaquish advised that after discussion with staff regarding available dates for this Staff Recognition and Hall of Fame Banquet, a date of Friday, 01-31-14 was agreed upon. We are looking for nominations and provided the Board with a form and list of previous Hall of Fame winners.

**Discussion Regarding
2013 Staff Recognition
and Hall of Fame
Banquet, 01/31/14**

- 14 Mr. Jaquish advised this item should have been discussed/reviewed last month, due to his unavailability, here for discussion now. After working with staff, the 2013 budget was \$437,800 and the proposed budget for 2014 is \$454,450. This is a zero based revenue budget. Discussion over line items for the transfer of funds for mutually agreed upon items.

**Discussion/Decision
Proposed 2014 Special
Revenue Budget for
Dept. of Parks and Rec**

A motion was made by Ms. Stankus to approve the 2014 Special Revenue Budget as proposed. This motion was seconded by Ms. Oelschlaeger. On a roll call vote, this passed unanimously.

- 15 A motion was made by Mr. Ziebell to adjourn the meeting. This was seconded by Ms. Oelschlaeger. The motion passed unanimously. Meeting adjourned at 8:58pm.

**Motion to Adjourn
Next meeting: 12/5/13**

Respectfully submitted:
Donna C. Kruck, Administrative Assistant