MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL, ROOM #204 ON THURSDAY, 01/19/12 AT 7:00PM

1 The meeting was called to order by Chairman Denise Collins at 7:00pm.

ROLL CALL

Denise Collins	Present
Scott Jaquish	Excused
Audrey Ellison	Present
Nancy Zaborowski	Present
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Stankus	Present
David Ziebell	Excused

Also present: Karen Malecki

2 There was no citizen commentary.

Citizen Commentary

3 Next agenda.

Motion to approve 12/12/2011 Minutes

4 Ald. Saryan reported at last nights Council Meeting, Item #18 passed 4:1. This amended Section 19 of the Greenfield Municipal Code to define the term "public sign".

Council Report

5 Ms. Collins had no report. Defer to discussion of Item #14 on tonights agenda.

Board Chairman Report

6 There was no Planning Commission report. Defer to Item #14 on tonights agenda.

Planning Commission

7 Ms. Ellison reported this will be one of her final meetings as she will not be running for School Board after 16 years. There are seven people running and a new one will be appointed in April. After 41 years of service to the community, she is thankful and appreciative of all those years.

GSD Report

8 Ms. Zaborowski had no Whitnall School District report.

WSD Report

9 Mr. Jaquish was excused.

Director's Report

10 Discussion/decision regarding family overnite camping at Konkel Park. Per Karen, paperwork is there and Brian has been handling.

Motion to approve Overnite Camping at Konkel Park

Motion was made by Ms. Zaborowski to approve the 2012 Family Campout at Konkel Park. Motion was seconded by Ms. Oelschlaeger. Motion passed unanimously.

11 Discussion/decision regarding proposed 2012 Summer Sand Volleyball season fees and charges schedule. The increase is due to the purchase of net tensioners in 2011, otherwise, the fees are the same for all teams.

Motion to approve 2012 Summer Sand Volleyball Fees

Motion was made by Ms. Stankus to approve the Summer Adult Sand Volleyball fees and charges as presented. Motion was seconded by Ms. Forget. On a roll call vote, this motion passed unanimously.

12 Discussion regarding items related to the 2011 Hall of Fame and Staff Recognition Banquet. This will be Friday, 02/17/12 at the Greenfield Community Center with dinner catered by That's Amore.

2011 Hall of Fame Banquet

13	Discussion/decision regarding Wisconsin Park and Rec Association theme park ticket program. This agreement would be for the 2012 season and based on the previous years selection. Motion was made by Ms. Oelschlaeger to approve the Wisconsin Park and Rec Association theme park ticket program. Motion was seconded by Ms. Bailey Motion approved unanimously.	**2012 Theme Park Ticket Program**
14	Discussion/decision regarding proposed lease agreement for an electronic reader board sign for the Greenfield Community Center. Lengthy discussion regarding the location, impact on community, types of messages, size, clarification of uses and restrictions. Motion was made by Ms. Stankus to approve this sign, pending four clarifications of the lease agreement, to be part of the final lease agreement. Motion was seconded by Ms Zaborowski. On a roll call vote, the motion passed unanimously.	**Clear Channel Sign**
15	A motion was made by Ms. Oelschlaeger to adjourn the meting at 8:07pm. This motion was seconded by Ms. Zaborowski. The motion carried unanimously.	**Motion to Adjourn Next Meeting 2/23/2012**

Respectfully submitted,
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION SPECIAL BOARD MEETING HELD IN GREENFIELD CITY HALL, ROOM #204 ON TUESDAY, 02/07/12 AT 6:00PM

1 The meeting was called to order by Chairman Denise Collins at 6:15pm.

ROLL CALL

Denise Collins	Present
Scott Jaquish	Present
Audrey Ellison	Present
Nancy Zaborowski	Present
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Stankus	Present
David Ziebell	Present

Also present: Mark Rausch, Rick Sokol

2 There was no citizen commentary. **Citizen Commentary**

3 There were no announcements. **Announcements**

4 Discussion/decision regarding proposed lease agreement for electronic reader board sign for the Greenfield Community Center. As Mr. Jaquish confirmed, the purpose of this meeting is to move forward in resolving any questions, concerns regarding this sign. Each member has a copy of the lease agreement, including the last page with the correct address, along with a Power Point presentation. Mr. Rausch spoke regarding the lease/sign to address any questions and/or concerns. Mr. Sokol provided background on the city's viewpoint on signs. **Motion to Approve Lease with Clear Channel**

After discussion, fiscal year was defined as the first date of the month following the signing of the actual agreement.

After discussion on Amber alerts, emergency notifications, who sponsors these, the costs associated with the advertisements, it was clarified that these are services provided and can not specifically be spelled out in the lease.

Discussion regarding Item #6, Page 2, concerns/discussion over use of a banner or similar advertisement on city property. Clarification on what is allowable, ie: that it does not block/interfere with Clear Channel sign.

Final discussion on Park and Rec guaranteed advertising time slot. Clarification on how lessor is paid, chances of being "sold out", space available vs guaranteed space.

Motion was made by Ms. Bailey to accept the Clear Channel Outdoor Lease agreement as written in the contract. Seconded by Ms. Zaborowski. On a roll call vote, the motion passed unanimously.

5 A motion was made by Ms. Oelschlaeger to adjourn the meeting at 7:05pm. This was seconded by Mr. Ziebell. Motion carried unanimously. **Motion to Adjourn Next Meeting 2/23/2012**

Respectfully submitted,
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL, ROOM #204
ON THURSDAY, 02/23/12 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
Audrey Ellison	Present
Nancy Zaborowski	Excused
Cheryl Bailey	Excused
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Excused
Sue Stankus	Present
David Ziebell	Present

Also present: Leon Zalewski
Barb Stave

2 There was no citizen commentary. **Citizen Commentary**

3 A motion was made by Ms. Ellison, seconded by Ms. Oelschlaeger, to approve the 12/12/11 Parks and Recreation Board minutes. Motion approved unanimously. **Motion to approve 12/12/11 Minutes**

4 A motion was made by Ms. Oelschlaeger, seconded by Ms. Stankus, to approve the 01/19/12 Parks and Recreation Board minutes. Mr. Ziebell abstained. Motion approved unanimously. **Motion to approve 01/19/12 Minutes**

5 A motion was made by Ms. Oelschlaeger, seconded by Ms. Forget, to approve the 02/07/12 Parks and Recreation Board minutes. Motion carried unanimously. **Motion to approve 02/07/12 Minutes**

6 Mr. Jaquish reported there was no separate Common Council report. **Common Council Report**

7 Ms. Collins deferred to Ms. Stankus as it related to a discussion of a potential fundraising partnership with McDonalds. Briefly discussed the program, how it works and the benefits to our Department. Further information will be forthcoming. Ms. Collins commented on how enjoyable the award banquet was and that the Board was very proud of Mr. Jaquish's well deserved award. **Board Chairperson Report**

8 Ms. Collins had no Planning Commission report. **Planning Commission Report**

9 Ms. Ellison reported on the Greenfield School Board voting results. Everyone received a copy of the report, however, not finalized due to absentee votes still to be turned in. **GSD Report**

10 Mr Jaquish received an email from Ms. Zaborowski as it related to Items #12 and 13. She had no suggested changes to Item #14 or 15. Had some follow-up questions regarding Item #16. **WSD Report**

11 Mr. Jaquish reported the winter/spring had a roaring start due to the weather with most programs doing exceptionally well. Review of the rentals at the community center. Advised the Community Center donor and dedication plaques and signs still in the works. Common Council approved the Clear Channel Sign, which will be 10-12 weeks until installation. Approximately June/July for completion.	**Director's Report**
12 Mr. Jaquish presented a request for waiver of fees from Fleet Reserve Association for use of Konkel Park on 07/29/12. This has been an annual event for them for approximately 5 years. Mr. Zalewski shared with everyone what the program is all about. Mr. Zalewski also requested inclusion for a future flag ceremony, possibly 4th of July or another event. Ms. Ellison made the motion to waive the fees for Fleet Reserve. Ms Oelschlaeger seconded the motion. On a roll call vote, the motion passed unanimously.	**Motion to approve Fee Waiver Fleet Reserve**
13 Discussion/decision regarding waiver of fees for Whitnall and Greenfield Booster Clubs for use of the Greenfield Community Center. Lengthy discussion over the differences between the two Booster Clubs. Possibilities of reviewing case by case; one free event a year. Barb Stave spoke on behalf of Whitnall Booster Club. * Recording equipment ceased functioning at this point.	**Motion to approve Fee Waiver for Whitnall and Greenfield Booster Clubs**
14 Annual review and discussion/decision regarding Department of Parks and Recreation Mission Statement. Ms. Stankus made the motion to approve the Department of Parks and Recreation Mission Statement. Mr. Ziebel seconded the motion. This motion passed unanimously.	**Motion to approve Parks and Recreation Mission Statement**
15 Annual review and discussion/decision regarding program policies and procedures. Ms. Oelschlaeger made the motion to approve the Department of Parks and Recreation Policies and Procedures. Ms. Forget seconded the motion. The motion passed unanimously.	**Motion to approve Parks and Recreation**
16 Discussion/decision regarding filling the Recreation Supervisor position due to an impending resignation. Ms. Stankus made the motion to approve filling the Recreation Supervisor position. Mr. Ziebel seconded the motion. The motion passed unanimously.	**Motion to approve filling Recreation Supervisor position**
17 A motion was made by Mr. Ziebel to adjourn the meeting at 7:45pm. This was seconded by Ms. Oelschlaeger. Motion carried unanimously.	**Motion to adjourn Next Meeting 03/29/12**

Respectfully submitted,
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL, ROOM #204
ON THURSDAY, 03/29/12 AT 7:00PM

1 The meeting was called to order by Ms. Oelschlaeger at 7:00pm
ROLL CALL:

Denise Collins	Excused
Scott Jaquish	Present
Audrey Ellison	Present
Nancy Zaborowski	Present
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Stankus	Present
David Ziebell	Present

Also present:
Renee Vanselow
Mr. Feeney
Denise Hernandez

2 There was no citizen commentary. **Citizen Commentary**

3 A motion was made by Ms. Stankus, seconded by Mr. Ziebell to approve the 02/23/12 Parks and Recreation Board minutes. Ald. Saryan and Ms. Forget abstained. Motion approved unanimously. **Motion to approve 02/23/12 Minutes**

4 Ald. Saryan reported there was no Common Council report. **Common Council Report**

5 Mr. Jaquish had no Board Chair report. **Board Chairperson Report**

6 Mr. Jaquish had no Planning Commission report. There will be a later item regarding the landscaping project and the Greenfield Community Center. **Planning Commission Repport**

7 Mr. Jaquish had no Greenfield School District Report. **GSD Report**

8 Ms. Zaborowski reported on two items for the Whitnall School District Report. The booster club fund raising auction at the Greenfield Community Center was an excellent evening all around. The outdoor facility project is ahead of schedule. **WSD Report**

9 Mr. Jaquish reports park activities have increased due to the great weather. Staff is working on the summer Recreator and at next months meeting, the fees and charges will be presented. Signage is moving along. The patio project was added. Breakfast with the Easter Bunny will be Saturday, followed by the Jaycee's Easter egg hunt at Konkel Park. **Director's Report**

10 Mr. Jaquish introduced Mr. Feeney from Corporate Branding Group. Mr. Feeney presented the McDonald's Neighbors Program and its value to the Department. Discussed the opportunities for the Greenfield Park and Recreation's involvement in this program. Copies of the program were presented to the Board and were also forwarded to Attorney Pyzyk. **Motion to approve Participation in McDonald's Neighbors Program**

Ms. Zaborowski made the motion to approve the Greenfield Parks and Recreations participation in the McDonald's Neighbors Program. Mr. Ziebell seconded the motion. Motion carried unanimously.

11 Mr. Jaquish presented request from Ms. Hernandez for an extension of time for her event at the Greenfield Community Center on 08/11/12, (9am to Midnight). Ms Hernandez also presented her request. Discussion held over problems in the past, concerns over clean-up and the neighbors. Suggestions given to Ms. Hernandez for alternatives.

Motion to approve Extension of time for private event at GCC

Ms. Bailey made the motion to deny the request for additional hours past midnight. Ms. Zaborowski sended the motion. Motion carried unanimously,

12 Mr. Jaquish presented a packet on the Red Cross Authorized Provider Agreement, including the final version from Renee. Discussion over the changes in fees.

Motion to approve the American Red Cross Authorized Provider Agreement

Ms. Zaborowski made the motion to approve the American Red Cross Authorized Provider Agreement as presented. Ms. Stankus seconded the motion. On a roll call vote, the motion carried unanimously.

13 Mr. Jaquish presented information on this new, World's Largest Swim Lesson program. The program is to be included in the Guiness world record. Renee presented additional information regarding the program and its benefits.

Motion to approve participation in World's Largest Swim Lesson on 6/14/2012

Ms. Stankus made the motion to approve participation in the world's largest swim lesson as presented. Mr. Ziebell seconded the motion. The motion carried unanimously.

14 Mr. Jaquish presented information regarding the Greenfield Community Center Patio renovation project. The project is funded by Greenfield resident, Bill Radler. The project includes a new patio, plantings, irrigation and lighting.

Motion to approve landscape donation from Mr. Radler

Ms. Zaborowski made the motion to approve the landscape plan and donation by Mr. Radler for the Greenfield Community Center. Ms. Bailey seconded this motion. The motion carried unanimously.

15 Mr. Jaquish presented information and clarification into the 4th of July organization and celebration.

Motion to approve Special use for Konkel Park 4th of July event

Ms. Forget made the motion to accept the use of Konkel Park for the 2012 4th of July celebration. Ms. Bailey seconded the motion. The motion carried unanimously.

16 Ms. Ellison relayed to the Board her appreciation for working with the Board over the years.

Motion to adjourn Next meeting 04/26/12

Mr. Ziebell made the motion to adjourn the meeting at 8:30pm. Ms. Zaborowski seconded the motion. The motion carried unanimously.

Respectfully submitted,
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL ROOM #204, ON THURSDAY, 04/26/12 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
Audrey Ellison	
Nancy Zaborowski	Present
Cheryl Bailey	Excused
Patricia Forget	Excused
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Stankus	Present
David Ziebell	Present

Also present:

Brian Ostopowicz
Don Carlson
Karen Malecki
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 03/29/12 Parks and Recreation Board minutes. Ms. Collins abstained. Motion approved unanimously.	**Motion to approve 03/29/12 Minutes**
4 Ald. Saryan reported the Common Council approved the McDonald's neighbors program, the American Red Cross provider agreement, and the world's largest swim lesson.	**Common Council Report**
5 Ms. Collins reported Brian's last day on May 8, 2012. Interviews have been conducted for Recreation Supervisor and Parks Facilitites Supervisor. Nick Buerger accepted the position of Recreation Supervisor and will be starting May 1, 2012. Thanks and recognition to Brian for all his efforts.	**Board Chairperson Report**
6 Ms. Collins advised of the special meetings regarding signs for Whitnall on 05/01/12.	**Planning Commission Report**
7 There was no Greenfield School District report. Don Carlson was nominated by the Greenfield School District and is waiting for common council approval to replace Ms. Ellison.	**GSD Report**
8 Ms. Zaborowski had no report.	**WSD Report**
9 Mr. Jaquish acknowledged and thanked Brian for his years of service. The Parks Facility Supervisor position interviews are being held and a decision is expected soon. Welcome Don Carlson to the Board and also congrats to Nancy, Shirley and Marge on their reappointments. Arbor Day is Saturday, 05/05/12 starting at 10:00am. Greenfield's Clean-up Green-up day is Saturday, 05/12/12. Please see Joan Stevens to volunteer. The Recreator is nearing completion, pending approval of fees and charges. Several items in planning process: National Night Out, Jansen Fest, and 4th of July. Poblocki Sign is to start installing the outside lettering on the Greenfield Community Center, along with the interior signage. Irrigation is being resolved, to include timers/sensors, etc. Softball is underway with approximately 105 teams. Next months meeting will include Board nominations and election for Chair and Vice-Chair positions. Mr. Jaquish presented a letter from Whitnall Booster Club, thanking us for the use of the Greenfield Community Center and included a $250 dontaion to the Greenfield Community Center. They will be recognized on the donor recognition board.	**Director's report**

10 Discussion/decision regarding performance agreement with Bobby Way for the older adult summer picnic at the Greenfield Community Center on July 19, 2012. Need board approval, and will go to Finance Committee on 05/09/12 and Common Council. The $350 cost is covered by ticket sales. Discussion regarding names on the agreement.

Motion to approve Agreement with Bobby Way for Senior Picnic on Thursday, 7/19/2012

Ms. Zaborowski made the motion to approve the agreement with Bobby Way for the Senior Picnic on Thursday, 07/19/12.
Ms. Oelschlaeger seconded the motion. On a roll call vote, the motion passed unanimously.

11 Mr. Jaquish presented information on the contract with J. H. Hassinger Construction Services. Discussion/decision regarding this award of contract. Mr. Jaquish presented packet of information regarding the Konkel Park South Shelter project and discussed the bid process and resulting decision. The construction of this restroom/shelter will serve the south section of Konkel park and will compliment the completed community ADA compliant playground. The shelter will be available for private rentals as well as the extension of the summer playground program and other programs. This will provide more opportunites for rental of Konkel Park. The matter is going to Common Council on May 15, 2012.

Motion to approve award of contract to J H Hassinger Contract Services for Konkel Park South Shelter

Ms. Oelschlaeger made the motion to approve the award to J H Hassinger Contract Services for Konkel Park South Shelter as presented. Mr. Ziebell seconded the motion. On a roll call vote, the motion passed unanimously.

12 Mr. Jaquish presented request for special use agreement for the Milwaukee Area Amateur Radio Society for the use of Konkel Park. Discussion/decision regarding the nature of the request, dates and time, and fees involved. Mr. Jaquish recommended approval to the Board.

Motion to approve use of Konkel Park by Milw Area Amateur Radio Soc on June 22-24, 2012

Ms. Oelschlaeger made the motion to approve the request of the Milwaukee Area Amateur Radio Society for June 22-24, 2012, Friday at 1:00pm until Sunday at 3:00pm with no fees at Konkel Park. Ms. Zaborowski seconded the motion. The motion passed unanimously.

13 Mr. Jaquish presented fees and charges for the proposed 2012 Summer Season. Discussion decision included staff who were in attendance to answer any questions.

Motion to approve 2012 Summer Fees & Charges

Ms. Oelschlaeger made the motion to approve the proposed 2012 Summer season fees and charges. Ms. Stankus seconded the motion. On a roll call vote, the motion passed unanimously.

14 Mr. Jaquish presented information regarding transfer of funds from Fund #114 to #PR0401. This fund was established in 2004 for the Konkel Park South Shelter project. Discussion over the funding process.

Motion to approve fund transfer for Konkel Park South Shelter project

Ms. Oelschlaeger made the motion to approve the fund transfer from #114 to #PR0401, Konkel Park South Shelter project in the amount of $175,000. Mr. Ziebell seconded the motion. On a roll call vote, this motion passed unanimously.

15 Mr. Ziebell made the motion to adjourn the meeting at 7:52pm. Ms. Oelschlaeger seconded the motion. The motion passed unanimously.

Motion to adjourn Next Meeting 05/24/12

Respectfully submitted,
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL ROOM #204, ON THURSDAY, 06/21/12 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	Present
Cheryl Bailey	Excused
Patricia Forget	Present
Marge Oelschlaeger	Excused
Ald. Shirley Saryan	Present
Sue Stankus	Excused
David Ziebell	Present

2 Nomination/election of Parks and Recreation Board Chair and Vice-Chairperson. A motion was made by Mr. Carlson for nomination of Denise Collins as Chairperson, seconded by Ms. Zaborowski. Motion passed unanimously. **Nomination/election Chair & ViceChair**

A motion was made by Mr. Carlson for nomination of Marge Oelschlaeger as Vice-Chairperson, seconded by Mr. Ziebell. Motion passed unanimously.

3 There was no citizen commentary. **Citizen Commentary**

4 A motion was made by Ms. Zaborowski, seconded by Mr. Ziebell to approve the 05/24/12 Parks and Recreation Board minutes. Motion approved unanimously. **Motion to approve 05/24/12 Minutes**

5 Ald. Saryan reported the 05/15/12 motion to approve the award of the contract to J H Hassinger Construction Services for the Konkel Park South restroom shelter building for $320,900 with a 10% contingency in the amount of $32,090 was approved. At the 06/19/12 Common Council meeting, approval for funding up to $20,000 for the salary and benefits for the Senior Co-ordinator position in the Park and Recreation Department from the Community Development block grant funds was approved. Radler Terrace is beautiful. **Common Council Report**

6 Ms. Collins had nothing to report. **Board Chairperson Report**

7 Ms. Collins reported on couple items proposed. The southeast corner of 35th and Barnard, with a creation of 4 lots, we would get approximately $1497/lot. Went to planning commission and next to common council. Second item was 40th and Mangold. Five lot subdivision originally approved in 2006 but unable to build as classified as wetland, now able to build and if passed, 3 lots at $1497, for a total of $4491. Going to common council for approval. Brief discussion over locations. **Planning Commission Report**

8 Mr. Carlson reported the next school board meeting wil be Monday, 06/25/12 at 6:30pm. **GSD Report**

9 Ms. Zaborowski reported the weather has been good and outdoor facilities and plans are ahead of schedule. The tennis courts are gone. The grand opening on Friday, 09/07/12 for the football field and the 3rd annual block party that Saturday, 09/08/12. The Clear Channel sign is up not running yet. **WSD Report**

10 Mr. Jaquish reported the rentals are strong at the Greenfield Community Center. Continue to review policies and procedures with our new Parks/Facilities Supervisor, Erik Swenson, for any future changes. Registration for programs had a strong start. Swim at GHS is low as the pool was unavailable. The donor reception invites will be mailed tomorrow for Friday, 07/20/12 from 7:00-9:00pm. The reader board is progressing, hopefully to be up and running by 07/10/12. Patio and landscaping is complete. The annual Shred-it event at City Hall was held. Due to larger than anticipated demand, capacity was reached and people were turned away. Call volume has been high with calls for all types of issues. Working on solution to adjust phones as a result of high phone messages.

Director's report

11 Mr. Jaquish reported working with developer to construct trail connecting ColdSpring to Beloit Road. The trail is in and the bridge is to be completed. The idea is to take the end of the trail along Beloit Avenue and connect to Oak Leaf Trail. Grant application was submitted and received some information from the DNR. Was sent to Attorney Pyzyk and the common council in July. This is a 50% matching grant, with approximately $38,500 being our half.

Motion to submit Draft Resolution for Beloit Glide Trail Grant

Ms. Zaborowski made the motion to submit the draft resolution for the Beloit Glide Trail Grant to Attorney Pyzyk for review and then to the common council. Mr. Carlson seconded the motion. The motion passed unanimously.

12 Mr. Jaquish advised excavation began yesterday on the Konkel Park South project. Anticipate pouring concrete and basic framing next week if weather continues. Radler's Terrace is 99% complete, minor adjustments. Discussion over requirements and smoking concerns/clarifications. The reader board sign is progressing quickly. Clarification that Ald. Saryan's report was for the 2013 block grant money as we are still waiting for the 2012 contracts.

Ongoing Park Projects

13 Mr. Jaquish presented and reviewed the line-up for the days events. Discussion over our plans and in comparison to other community parades and activities.

4th of July Activities

14 Motion was made by Mr. Ziebell to adjourn at 7:58pm. Seconded by Ms. Forget. Motion passed unanimously.

Motion to Adjourn
Next meeting 07/27/12

Respectfully submitted,
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL ROOM #204, ON THURSDAY, 07/26/12 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	Present
Cheryl Bailey	Present
Patricia Forget	Excused
Marge Oelschlaeger	Present
Ald. Shirley Saryan	Present
Sue Stankus	Present
David Ziebell	Present

Also present: Zachary Reitz

Citizen Commentary

2 There was no citizen commentary.

Motion to approve 06/21/12 Minutes

3 A motion was made by Mr. Carlson, seconded by Mr. Ziebell to approve the 06/21/12 Parks and Recreation Board minutes. Ms. Oelschlaeger abstained. Motion approved unanimously.

Discussion/decision Eagle Scout Project Konkel Park

4 Mr. Jaquish reviewed the Eagle Scout Project proposal which would provide additional trail signage including markers for a running route in Konkel Park. Mr. Jaquish introduced Zachary Reitz, who presented additional information and answered questions. Fund raising would be conducted with Pick N Save, where the profits would be split 50/50. He will report back in August regarding troop committee approval and also through the Board of Milwaukee.

Mr. Carlson made the motion to approve the Eagle Scout Project for Konkel Park. Mr. Ziebell seconded the motion. The motion passed unanimously.

Common Council Report

5 Ald. Saryan reported on two items approved at the 07/17/12 Common Council meeting. First was the resolution allowing for grant assistance from the Wisconsin DNR Stewardship Fund for the Beloit Glide Trail development. Second item passed, granted easement rights to WE Energies to install new electric service to Konkel Park South shelter and restroom project.

Board Chairperson Report

6 Ms. Collins reported the event on Friday was fantastic for the community center. It was very nice to see the pride from the donors. Reminded everyone for McDonald receipts.

Planning Commission Report

7 Ms. Collins had no report.

GSD Report

8 Mr. Carlson reported the next school board meeting wil be Monday, 08/20/12 at 6:30pm. At their last meeting, they discussed the Districts community service programs, including the recreational programs started in February 2011 and the rentals at the fitness center. Got additional information on revenues and expenditures for Fund 80, the community services fund and will continue the discussion at the next meeting. Advised of the

upcoming 4th annual golf tournament and dinner on Saturday, 09/22/12. Brought up the idea of a per-person participant fee for both the Greenfield and Whitnall School Districts for the useage of school district facilities.

9 Ms. Zaborowski advised their golf outing is the day after Greenfield's at the same place. The outdoor field project is ahead of aschedule. Tennis court fencing is going up. The football field will be ready by early September. The girl's softball field is still in the process but will have a scoreboard and will eventually need a fence. **WSD Report**

10 Mr. Jaquish provided information on the mini-golf outing on Saturday, 08/18/12 sponsored by the Partners of Park and Recreation. This is their largest fundraiser of the year. Looking for donations of all kinds. Rentals continue to do well at the community center including a recent blood drive. Continue to refurbish playground sites with new wood ships, other than Cooper's Hawk which is still waiting for finalization of the 2012 Block Grant Contract information. The 2013 Block Grant information was submitted and delivered. Konkel Shelter is moving along smoothly for the September 1st deadline. The donor reception went well, including the surprise completion of the reader board sign. There may be some cosmetic changes to the shielding side on the sign. **Director's report**

11 Mr. Jaquish advised the group meeting to review the 4th of July was not held yet. Early reports are that everything seemed to be organized this year with no major problems other than the usual "gap". 1500 free ice creams were passed out. Sendik's provided six pallets of water due to the extremely warm day. Early indications are that the Partners will continue partnering the planning of this event. **Review of 4th of July Events**

12 Mr. Jaquish provided information on equipment. The mower is up for replacement due to its overall condition. Trying to maintain as best as possible. Erik has provided recommendations and we will continue to look at our original 20 year plan for any adjustment. **Discussion/Decision 2013 Capital Equipment**

Ms. Oelschlaeger made a motion to approve the proposed 2013 Capital Equipment proposal. Ms. Stankus seconded the motion. On a roll call vote, the motion passed unanimously.

13 Mr. Jaquish provided information on the 2013 Capitol Improvement items. Looking forward to next year, (based on this summer's drought) looking to irrigate both the infield and infield areas at Konkel Park. This is a high revenue area for adult softball and with an increase in flag football and soccer in spring and fall. Use special revenue fees, (ie: from adult softball) to fund. **Discussion/Decision 2013 Capital Improvements**

Ms. Oelschlaeger made the motion to approve the proposed 2013 Capital Improvement items. Mr. Carlson seconded this motion. On a roll call vote, this motion passed unanimously.

14 Motion was made by Mr. Ziebell to adjourn at 7:58pm. Seconded by Ms. Oelschlaeger. Motion passed unanimously. **Motion to Adjourn Next meeting 08/30/12**

Respectfully submitted,
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL ROOM #204, ON THURSDAY, 08/30/12 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 Zaborowsk	Present
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeg	Present
Ald. Shirley Saryai	Present
Sue Stankus	Present
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 07/26/12 Parks and Recreation Board minutes. Motion approved unanimously. **Motion to approve 07/26/12 Minutes**

4 Ald. Saryan had no report. **Common Council Report**

5 Ms. Collins reported the National Night Out was wonderful with a fantastic turn out. Chief Wentlandt did a wonderful job in responding to the recent events in Oak Creek. The mini-golf outing was again a great event. Thank you to all our sponsors, participants and volunteers including our event sponsor, Dan Jansen Family Fest, co-sponsors Horizon Management and Lee Recreation. **Board Chairperson Report**

6 Ms. Collins had no report. **Planning Commission Report**

7 Mr. Carlson reported the next annual meeting wil be on 09/10/12 at 6:30pm in the Performing Arts Center. The next school board meeting will be 09/24/12 at 6:30pm. Discussion regarding Fund 80 and continuation of facility rentals. The fitness center remains open to the public. The Education Foundation Golf Tournament and dinner will be on 09/22/12, looking for golfers. **GSD Report**

8 Ms. Zaborowski advised the outdoor facility project is almost done. The ribbon cutting ceremony along with the block party will be held shortly. The next project to be discussed is the pool. Discussion regarding possible use of left over field turf.

WSD Report

9 Mr. Jaquish advised the Fall Recreator is at the printer. Included is information regarding the Performing Arts Center and Whitnall activities. National Night Out was a great co-operative effort between various departments in Greenfield. The Community Center is host to elections, which resulted in scheduling adjustments. The mini-golf event raised $6,700+, with 20 teams and 80+ golfers. At the recent Partners Meeting, requested and approved the purchase of outdoor picnic tables for the patio. The Shelter project is progressing with a fall completion. Bronze plaque and decorative donor board were installed at the Community Center.

Director's report

10 Mr. Jaquish provided information regarding WPRA ticket sales. The only vendor for the "Special Season" is Country Springs. Discussion regarding advertising on the Community Center sign.

Discussion/Decision WPRA Special Ticket Program

Ms. Zaborowski made a motion to approve the WPRA ticket program agreement as presented. Seconded by Ms. Stankus. The motion passed unanimously.

11 Mr. Jaquish provided information/review of the StockBox program.

Discussion/Decision Contract for the StockBox Program

Ms. Stankus made a motion to approve the contract for the continuation of the StockBox program as presented. Seconded by Ms. Oelschlaeger. The motion passed unanimously.

12 Mr. Jaquish presented information as previously emailed. Provided a review of the tax based budget for 2013. Overall, the tax based budget reflects a 0% increase.

Discussion/Decision Proposed 2013 Tax Based Budget for Park and Rec Dept.

Ms. Oelschlaeger made a motion to approve the proposed 2013 Tax Based Budget for the Department of Parks and Recration as presented. Seconded by Ms. Stankus. On a roll call vote, the motion passed unanimously.

13 Mr. Jaquish presented and reviewed the proposed 2013 Special Revenue Budget. Overall, the special revenue indicated an expected increase of revenue and expenses of 1.7%.

Discussion/Decision Proposed 2013 Special Revenue Budget for Park and Rec. Dept.

Mr. Carlson made a motion to approve the proposed 2013 Special Revenue Budget for the Department of Parks and Recreation as presented. Seconded by Ms. Oelschlaeger. On a roll call vote, the motion passed unanimously.

14 Mr. Jaquish presented and reviewed the 2013 Fall Season Fees and Charges. **Discussion/Decision Proposed 2013 Fall Fees & Charges**

Ms. Stankus made a motion to appove the 2013 Fall Fees and Charges. Seconded by Ms. Forget. On a roll call vote, the motion passed unanimously.

15 Mr. Jaquish presented and reviewed this fund transfer request. Funds would be transferred from Fund 114 into PR0401 Konkel Park South Shelter Project. **Discussion/Decision Fund Transfer**

Ms. Oelschlaeger made a motion to approve the fund transfer in the amount of $58,000. Ms. Stankus seconded the motion. On a roll call vote, the motion passed unanimously.

16 Motion was made by Mr. Ziebell to adjourn at 7:52pm. Motion was seconded by Ms. Bailey. Motion passed unanimously. **Motion to Adjourn Next Meeting 09/27/12**

Respectfully submitted,
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL ROOM #204, ON THURSDAY,11/29/12 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	Present
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeger	Excused
Ald. Shirley Saryan	Excused
Sue Stankus	Present
David Ziebell	Present

2 There was no citizen commentary. **Citizen Commentary**

3 A motion was made by Mr. Carlson, seconded by Ms. Forget to approve the 08/30/12 Parks and Recreation Board minutes. Motion approved unanimously. **Motion to approve 08/30/12 Minutes**

4 Ald. Saryan was excused. **Common Council Report**

5 Ms. Collins reported on a conversation she had with Mark Borkowski that provided a lot of the background information on the evolution of Konkel Park. He recognized the contributions of Mr. Jaquish and his staff, Joan Stevens and the Beautification Committee and Dan Jansen Festival, for all their efforts into this outstanding park. Discussion on the McDonald's program and receipt collection. Perhaps more after the first of the year. **Board Chairperson Report**

6 Ms. Collins reported on the installation of a meditation garden at Kopp's. This was their third plan and is being installed. Several requests for churches under discussion, one at 43rd and Edgerton, one at Wal-mart and a third at Arlington Cemetery. **Planning Commission Report**

7 Mr. Carlson reported the next meeting will be Monday, 12/17/12 at 6:30pm The play "Oklahoma" will be performed in the Performing Arts Center at the high school on November 30 and December 1, 7, 8, and 9. **GSD Report**

8 Ms. Zaborowski reported on a proposal to utilize a portion of the Whitnall Nature Pod as a disc golf course. The Whitnall School Board is considering but more information is being sought. **WSD Report**

9 Mr. Jaquish advised status of Winter/Spring Recreator. The Partners will have an insert explaining who they are, their accomplishments and how to become involved. The Community Holiday Tree Lighting is Saturday, 12/08/12 from 12-1:00pm with the Greenfield High School and Santa and Mrs. Claus. The Partners again will be hosting the 2013 4th of July festivities at Konkel Park. The city Budget was adopted for 2013 including the capital equipment purchases as previously discussed. Discussion regarding GHS continued use at Konkel Park for GHS girls softball, JV/Varsity practices and games. — **Director's report**

10 Mr. Jaquish introduced Jason Golembiewski with Cub Scout Pack #579. Mr. Golembiewski addressed the Board with background information on the Pack and the purpose of their annual Blue & Gold Dinner. Discussion was held over their request for a rate reduction. — **Discussion/Decision Fee Reduction for Cub Scout Pack #579**

Mr. Carlson made a motion to approve a 25% reduction in rental fees. Seconded by Mr. Ziebell. On a roll call vote, the motion passed unanimously.

11 Mr. Jaquish reviewed information regarding nomination/appointment for a Legislative Key Contact person representing the Park and Rec Board to the Wisconsin Park and Rec Assoc. After a discussion, Ms Collins suggested herself and Ms. Stankus as the contacts. — **Discussion/Decision Legislative Key Contact**

Ms. Zaborowski nominated Ms. Collins and Ms. Stankus as the Legislative Key contacts representing the Park and Rec Board. Mr. Carlson seconded the nomination. Motion passed unanimously. — **Nomination**

12 Mr. Jaquish reviewed items related to the 2012 Park and Rec Hall of Fame and Staff recognition banquet. Return any ideas for nomination to Mr. Jaquish. Two dates reserved, Friday, 02/15/13 and Friday, 02/22/13. — **2012 Park & Rec Hall of Fame/Staff Annual Banquet**

13 Mr. Jaquish updated ongoing park projects. Konkel Park South is in final phases. This is the adopted site for 2013 Arbor Day project. Greenfield Community Center continues to be busy. Staffing may be a little short but improving. — **Update Park Projects**

14 Mr. Jaquish provided information on Safari, our current registration software since 2005. We have been informed that as of October 2013, the Safari system will no longer be supported. They are offering a lucrative migration package. Discussion regarding options/fees and pro's/cons. Would like to continue researching before a final decision. Concern over passing additional fees to our customers. — **Discussion Registration Software**

15 Mr. Jaquish presented report on various programs and changes for the Winter/Spring 2013 Recreator. — **Discussion/Decision Winter/Spring 2013**

Fees and Charges

Ms. Stankus made a motion to approve the 2013 Fees and Charges for the Winter/Spring Recreator. Mr. Ziebell seconded the motion. On a roll call vote, the motion passed unanimously.

16 Mr. Jaquish reviewed current and suggested changes in fees and policies for the Greenfield Community Center. Review of issues that have been encountered over the last 16 months and a comparison to other venues.

Discussion/Decision
Greenf. Comm. Cntr.
Policies/Fees

Ms. Zaborowski made a motion to approve the propsed fees/changes to the Greenfield Community Center. Ms. Bailey seconded the motion. On a roll call vote, the motion passed unanimously.

17 Mr. Jaquish presented information from staff regarding shared revenue plan, ie: Facility Fund with the Greenfield and Whitnall school districts. The proposal is for $1.00 for every youth registration and $2.00 for every adult registration, and double for non-residents, with some exclusions. The plan we are considering would be to purchase mutually beneficial items/equipment for each school district. Potential items discussed could be soccer goals, basketball rims/nets, etc.

Discussion/Decision
Shared Revenue with
Greenfield/Whitnall
Schools

Ms. Forget made a motion to approve the facility fund. Seconded by Mr. Carlson. On a roll call vote, approved unanimously.

18 Motion was made by Mr. Ziebell to adjourn the meeting at 9:30pm. Motion was seconded by Mr. Carlson. Motion passed unanimously.

Motion to Adjourn
Next Meeting 12/13/12

Respectfully submitted:
Donna C. Kruck, Administrative Assistant

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL ROOM #204, ON THURSDAY,12/13/12 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	Present
Cheryl Bailey	Present
Patricia Forget	Present
Marge Oelschlaeger	Excused
Ald. Shirley Saryan	Present
Sue Stankus	Excused
David Ziebell	Present

2 There was no citizen commentary. **Citizen Commentary**

3 A motion was made by Mr. Carlson, seconded by Mr. Ziebell, to approve the 11/29/12 Parks and Recreation Board minutes including the amendment by Mr. Carlson. Motion approved, with amendment, unanimously. **Motion to approve 11/29/12 Minutes**

4 Ald. Saryan reported there has been discussions regarding Kulwicki Park with Milwaukee County. Mr. Jaquish provided additional background information on this. Discussion over possible use and improvements of both, Kulwicki and Barnard Park. **Common Council Report**

5 Ms. Collins had no Board Chairperson report. **Board Chairperson Report**

6 Ms. Collins had no Planning Commission report. **Planning Commission Report**

7 Mr. Carlson reported the next Greenfield School Board meeting will be Monday, 12/17/12 at 6:30pm. There are also several fund raisers at local restaurants. This evening at Cici's Pizza on Highway 100 for the band boosters until approximately 10:00pm. Next Thursday, 12/20/13 is a fundraiser for Glenwood at McDonald's on 76th and Oklahoma. There was a previous fundraiser for Edgewood at McDonald's on 27th and Coldspring and for the Middle School at the old Solid Gold McDonald's. In the spring will be more, possibly with the teachers serving. **GSD Report**

8 Ms. Zaborowski had no Whitnall School District report. **WSD Report**

9 Mr. Jaquish reported the Recreator is currently at the printer and is expected back next week. Including the Green Sheets and an insert from the Partners of Parks and Recreation. Paperwork has finally been received regarding the 2012 Community Development Block Grant program from Milwaukee County regarding removal/replacement of surface material at Coopers Hawk Park playground which will be a Spring 2013 project. Advised of his attendance at the second meeting of the Greater Greenfield Maternal & Child Safety Injury Prevention Coalition. This is a combined group, schools and organizations to address childhood issues. The new name is Growing Greenfield's Greatest Generation (aka G4). These are monthly meetings with possible programs this summer. The health department has been awarded grant funding for certain initiatives. Primarily for ages 4-10 with safety topics such as pedestrian safety and safe routes to school, along with parenting topics such as encouraging nutrition and physical activities. Mr. Jaquish also advised this years Breakfast with Santa and the tree lighting saw the largest turnout ever.

Director's report

10 Mr. Jaquish provided the 2013 schedule of Park and Rec Board meeting dates. After discussion there were revised dates of 02/21/13 and 10/17/13 made to the calendar.

Discussion/Decision
2013 Park & Rec Bd.
Meeting Dates

Mr. Carlson made motion to approve meeting dates as corrected. Seconded by Mr. Ziebell . Motion passed unanimously.

11 Mr. Jaquish provided a member listing to be used as public information for review and any additional information or changes that could be made with an updated copy for the January meeting.

Review of Official
Park & Rec Board
Contact Listing

12 Mr. Jaquish provided an amended application/registration form for the park rental season. Fees have not been amended for 5 years and research was done looking at surrounding communities. Old fees and the suggested new fees, along with clarification of the fees and the security deposit are suggested. Some minor wording changes so that a Greenfield based company would be considered a resident. Also Liability would be increased from $500,000 to $1,000,000.

Discussion/Decision
Park Rental Policy
Procedures and Fee
Structure

Mr. Ziebell made the motion to approved the fees as presented to include the revisions. Ms. Forget seconded the motion. The motion passed unanimously.

13 Motion was made by Mr. Ziebell to adjourn the meeting at 7:31pm. Motion was seconded by Mr. Carlson. Motion passed unanimously.

Motion to Adjourn
Next Meeting 01/31/13

Respectfully submitted:
Donna C. Kruck, Administrative Assistant