

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY,03/31/16 AT 7:01PM

1 The meeting was called to order by Chairperson Denise Collins at 7:02PM

ROLL CALL:

Denise Collins	Present
Scott Jaquish	Present
Nancy Zaborowski	Present
Cheryl Bailey	Present
Patricia Forget	Present
Ald. Shirley Saryan	Present
Sue Wilson	Arrived 7:16pm
Troy Chowanec	Present
Rob Hansen	Present

2 No citizen commentary.

Citizen Commentary

3 A motion was made by Ms. Forget, seconded by Ms. Bailey, to approve the
01-28-16 Parks and Recreation Board Meeting minutes.

Motion to approve
01-28-16 Minutes

Motion approved unanimously.

4 Ms. Saryan advised she did not have a Common Council Report.

Common Council
Report

5 Ms.Collins advised she did not have a Board Chairperson Report.

Board Chairperson
Report

6 Ms. Collins advised she did not have a Planning Commission Report.

Planning Commission
Report

7 Mr. Hansen advised at the last board meeting there was a formal vote to enter
into partnership with the City of Greenfield for fiber optic lines. Currently the
schools are on spring break.

GSD Report

8 Ms. Zaborowski advised approval of the fiber optic lines also a couple weeks prior.
Interviews to start for the superintendent position next week.

WSD Report

9 Mr. Jaquish advised on several matters since last meeting. We hosted the Parks and
Recreation Hall of Fame banquet at the Greenfield Community Center. Thanks to all

Director's Report

for attending. The award recipients were pleased with the event.

Biggest item now are all the transitions at Konkel Park with the amphitheater project started last fall. The structure is 90-95% up with a slight correction needed regarding the arc of the roof. In the process of being corrected and we are working on other projects related to the transitions at Konkel Park. Underground electrical and plumbing is in place. Concrete slabs going in and remaining finishing work.

The Kid's Edition is in the works, this is what goes out to both school districts which contains all the summer playground information and summer school. Should go to the printer on Monday.

Also working on the Summer Recreator, which includes a lot of the information from the Kid's Edition and delivered city wide.

In regard to the Recreation Co-coordinator's position, we received 70-75 applicants. The committee narrowed this down to 13 candidates and which were interviewed. This has been further narrowed down to 3 and the next round of interviews will be next Thursday.

Construction on 43rd Street along Creekwood Park will be starting shortly. The Layton Avenue construction will also be starting shortly, which will have a large impact on the summer events at Konkel Park.

We are gearing up for the amphitheater grand opening event, which is set for Saturday, July 2, 2016. We met with representatives from the 4th of July committee and Jansen Fest, who are partnering with us for this event. Currently a full day of activities are being planned for this grand opening event.

- 10 Ms. Vanselow reviewed this annual event. This is done at both the Greenfield and Whitnall pools, involving the playground kids. There is a 30-minute lesson and then open swim. This year we are able to pick the time of day, which helped scheduling in the pools.

Discussion/Decision
Participation World's
Largest Swim Lesson
6/24/2016

A motion was made by Mr. Chowanec to approve the signing of the agreement for the World's Largest Swim Lesson. Motion was seconded by Mr. Hansen. Motion passed unanimously.

- 11 Mr. Jaquish turned this over to Ms. Vanselow. Ms. Vanselow provided information on Fall, which was a very busy year, reflecting growth and increased enrollment. We received the award for the mermaid swimming program. We also had a dancewear studio take-over with a star from "So You Think You Can Dance" TV show. The kids and staff had a very unique experience. Our swim lessons continue to grow, trying to keep up with staffing/training/recruiting. Some classes are seeing a shift in popularity. We are in the middle of changes in standards for the Fall CPR and First Aid classes.

Discussion Fall 2015
Seasonal Reports

Mr. Swenson provided information on his area. The Community Center had 36 paid rentals during the Fall time period. Rentals are set-up, taken down and cleaned by our parks staff and the large rentals are supervised by parks staff. We also had Breakfast with Santa, elections, older adult banquets and programming and various

youth and adult programs. We did maintenance on walls and painting and normal mechanical systems maintenance and completed ceiling tile replacement. We had 8 paid rentals at Konkel Park and we had adult softball, youth soccer, youth football, Farmer's Market, Walk in the Park, 5K Monster Mile and the DPW Expo. Projects from the fall included renovation of 2 baseball fields at Greenfield Middle School with new fencing installed. Jansen Park baseball field was renovated. Fencing was installed at Whitnall Middle School field. New volleyball courts at Konkel Park. Softball field edges were re-defined with sod at Konkel. All parks fertilized, aerated and seeded as needed, including mowing/trimming weekly. Top dressing was applied on the softball fields and the Farmer's Market area. Snow removal as needed. The shop renovation began and near completion. Oakley Fischer center used weekly and requires upkeep.

Ms. Malecki provided information on her senior programs and gatherings. An Oktoberfest was done this year and was well received and will be done next year also. The Thanksgiving, Home for the Holidays remains popular. Our volunteers are exceptional. The Christmas party at Meyers is also very popular, normally a sell out. All classes are doing well also, including AARP driving classes and art classes. One trip was held. Currently she is working on the next Recreator.

Mr. Buerger then provided information on his programs. Youth sports was very successful this fall, including micro soccer, flag football and after school volleyball. These program had revenue increases. Basketball beginnings and Little Kicker's soccer also were popular. Bowling is growing strong also. Adult sports, volleyball similar to previous seasons, fall softball slight decrease. Teen activities, which included the Packer Backer tour which is always a big one. Regarding community events, we held the Trick or Trot run/walk, a Monster Mile for the little kids, a Tombstone 2 and a Frankenstein 5. Enrollment had a large increase this year, prizes were awarded for the costume contest and the runners. Possibly expand next year with sponsor support. The Breakfast with Santa always a great turnout.

Mr. Jaquish reviewed the variety of what our Department offers and the talent our staff provides.

- 12 Mr. Jaquish advised this is most of our summer programs and based on numbers, the proposed fees and charges that would be appropriate.

**Discussion/Decision
2016 Summer Season
Fees and Charges**

A motion was made by Mr. Hansen to approve the 2016 Summer Season fees and charges. The motion was seconded by Ms. Zaborowski. On a roll call vote, the motion passed unanimously.

- 13 Mr. Jaquish reviewed this program. Ms. Vanselow and Mr. Buerger were very involved in organizing this. Mr. Buerger reviewed where this originated and the purpose of this program. Many communities were contacted regarding their policies, framework, fee structure, hours, etc. Mr. Buerger reviewed the information in the packet.

**Discussion/Decision
Before/After School
Program Fees and
Charges**

A motion was made by Mr. Hansen to approve the Before/After School

Program fees and charges. The motion was seconded by Ms. Bailey.
On a roll call vote, the motion passed unanimously.

Mr. Jaquish provided additional information regarding branding/logo, Ms. Malecki has a couple logos for review and approval. Mr. Buerger described the logos and passed them around to the Board.

On a discussion vote, Kid's Connection was approved.

- 14 Mr. Jaquish provided information on behalf of the 4th of July celebration committee and reviewed this information.

A motion was made by Ms. Wilson to approve the special use request for Konkel Park for the 2016 4th of July Celebration.
The motion was seconded by Ms. Forget. The motion passed unanimously.

**Discussion/Decision
Special Use Request
Konkel Park for 2016
4th of July Celebration**

- 15 Mr. Jaquish reviewed there are a number of transfers on the agenda and will explain each one. This one is the reimbursement from the Block Grant project from Milwaukee County, goes into the account it came from and then transfer into the general reserve account.

A motion was made by Mr. Chowanec to transfer funds from PR1502 to PR9501.
The motion was seconded by Ms. Zaborowski. On a roll call vote, the motion passed unanimously.

**Discussion/Decision
Fund Transfer from
PR1502 Dan Jansen
Park Playground Surface
Improvement to PR9501
General Parks Reserve**

- 16 Mr. Jaquish reviewed this project is complete. We received the DNR reimbursement check and the transfer of \$40,000 with the remainder being held for any additional changes.

A motion was made by Ms. Wilson to transfer funds from PR1304 to PR9501 in the amount of \$40,000. The motion was seconded by Ms. Bailey. On a roll call vote, the motion passed unanimously.

**Discussion Decision
Fund Transfer from
PR1304 Beloit Glide
Trail Project to PR9501
General Parks Reserve**

- 17 Mr. Jaquish this transfer is money going out to fund smaller parts of existing projects and complete them. Mr. Jaquish reviewed the specifics of this project which is the batting cage net replacement and top off the ground ball diamond mix and some smaller related project/repairs. This is a transfer of \$8,500.

A motion was made by Ms. Bailey to transfer funds from PR9501 to PR1302 in the amount of \$8,500. The motion was seconded by Ms. Forget. On a roll call vote, the motion passed unanimously.

**Discussion/Decision
Fund transfer from
PR9501 General Parks
Reserve to PR1302
Konkel Park Softball
Diamond**

18 Mr. Jaquish advised this continues on and finishes off remaining projects of the two reconstructed diamonds at Greenfield Middle School and finish off some of the remaining projects at Whitnall Middle School diamond. At Greenfield we need to re-do the player dug-out areas with granite and benches. At Whitnall is to re-do the granite for the player bench areas and under the bleachers and additional/replacement signage. This transfer is for \$7,500.

Discussion/Decision
Fund transfer from
PR9501 General Parks
Reserve to PR1505
GSD/WSD Improvement
Projects

A motion was made by Ms. Wilson to transfer funds from PR9501 to PR1505 in the amount of \$7,500. The motion was seconded by Ms. Bailey. On a roll call vote, the motion passed unanimously.

19 Mr. Jaquish advised this is a transfer of \$9,500 to complete the Konkel Park garage improvement project. The majority is for upgrading of lighting and addition of an office area for Mr. Swenson and part-time Parks foreman.

Discussion/Decision
Fund transfer from
PR9501 to PR1503
Konkel Park Garage
Improvement Project

A motion was made by Ms. Bailey to transfer funds from PR9501 in the amount of \$9,500 to PR1503. The motion was seconded by Ms. Wilson. On a roll call vote, the motion passed unanimously.

20 Mr. Jaquish advised the larger share of the money is for additional parts of the project, additional landscaping/screening, irrigation, additional cement structures in outfield area of amphitheater for ADA seating/concession area and storage shed for volleyball equipment. The amount of the fund transfer is \$50,000. Discussion over the addition of the flag.

Discussion/Decision
Fund transfer from
PR9501 to PR1501
Amphitheater/Band
Shell at Konkel Park

A motion was made by Ms. Forget to transfer funds from PR9501 in the amount of \$50,000 to PR1501. The motion was seconded by Mr. Hansen . On a roll call vote, the motion passed unanimously.

21 A motion was made by Ms. Bailey to adjourn the meeting. The motion was seconded by Ms. Zaborowski. The motion passed unanimously.

Motion to Adjourn
Next meeting 04-28-16

Respectfully submitted,
Donna C. Kruck, Administrative Assistant