

MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY,07/28/16 AT 7:12PM

1 The meeting was called to order by Chairperson Denise Collins at 7:12PM

ROLL CALL:

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

Also present: Ms. Vanselow, Mr. Buerger, Mr. Scarbrough, Mr. Rewolinski

2 No citizen commentary.

Citizen Commentary

3 A motion was made by Ms. Forget , seconded by Ms. Bailey, to approve the
6/30/2016 Parks and Recreation Board Meeting minutes.

**Motion to approve
06-30-16 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. Jaquish advised there was no Greenfield School District report.

GSD Report

8 Mr. Jaquish advised there was no Whitnall School District report.

WSD Report

9 Mr. Jaquish provided information on a couple items. Early July saw the
opening of the Amphitheater at Konkell Park. All the activities went well,
everyone enjoyed it and the staff did an excellent job. Monday's

Director's Report

4th of July event again went off very well, very well attended and a few improvements for next year, primarily the parade pacing. There was some confusion over the term "dusk", so may set an exact time for next year's fireworks display. The new office copier was installed and working great. The main project being worked on is the Fall Recreator, so in your packet is the Fall Fees and Charges for approval this evening. We have a new Human Resource Director for the city available on Tuesdays and Thursdays. Staff have been working on various events for the Amphitheater for the remainder of the year and provided information on those events. These events will have food and beverage vendors. Our annual mini-golf event is in the works and letters were sent out asking for donations and team sign-up. Finally, Advance Camping is celebrating 50 years as a Greenfield business and are donating a travel/trailer/camper valued at \$20,000 that will be used as a raffle item. Hopefully tickets will be available for sale this weekend at the event, with all the proceeds going through Greenfield Little League in partnership with the Partners. The drawing will be held in October at Advance Camping.

- 10 Mr. Jaquish advised Michael Scarbrough is here this evening and this project proposal is in your packets. Mr. Jaquish introduced Michael Scarbrough to the board. Michael also provided packets for the board with additional information. As there is no defined path in this area he reviewed his plans for this area. Suggested also the use of a pamphlet for information for this park. Mr. Jaquish provided additional information regarding the completion of this project. Board discussed the various aspects of the project including future maintenance, timing and additional information needed to complete project.

A motion was made by Mr. Chowanec to approve the proposed Eagle Scout project with modifications/oversight as directed by Mr. Jaquish. Motion was seconded by Ms. Bailey. Motion passed unanimously.

**Discussion/Decision
Regarding Eagle Project
Presentation for Towering
Woods Nature Areas**

- 11 Mr. Jaquish advised that the Comprehensive Outdoor Recreation Plan, CORP, is required to be grant eligible. The current plan is out of date, however, we have been conditionally approved because of the contract and working towards updating the plan. With various other projects, need to bring back to the Board with the changes going on. Biggest challenge is for specific bike paths and trails being connected throughout the city. Additional information at the August meeting with adoption at Council in December. Mr. Rewolinski brought a preliminary cover of what the CORP might look like, with a preliminary table of contents, highlighted in yellow those items received in packet. Mr. Jaquish and Mr. Rewolinski reviewed this information/guidelines/standards and how it applies to Greenfield. Included are updated pictures of all the parks and also includes future park sites. Discussion over the importance of green space all over the city and how this CORP affects future development to reflect

**Discussion/Review
Comprehensive
Outdoor Recreation
Plan**

the inclusion of these green spaces. Clarification over the chapter on impact on low-income housing. Hope to get this into a more user friendly type of report as it needs to be adopted by the community and approved by the DNR.

- 12 Mr. Jaquish advised the three supervisors are here and turned this over to them. Ms. Malecki advised she is not proposing any changes. Ms. Vanselow advised she is not proposing any changes. Discussed some of the programs being offered. Mr. Buerger advised very few changes, making addition to the Turkey Run/ Walk with more goody bag gifts. Most increases offset increase in wages, food item, etc.

A motion was made by Mr. Chowanec to adopt the 2016 Fall Season Fees and Charges as outlined. Motion was seconded by Ms. Bailey. On a roll call vote the motion passed unanimously.

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

- 13 Mr. Jaquish advised this was split up over two meetings, so next month Mr. Swenson and Ms. Malecki will provide their reports. Mr. Buerger provided information on winter/spring activities. Some of the highlights were micro-soccer, (largest youth sports program), after-school basketball did well and was opened up to the younger kids. Both sports activities did very well with the under school age kids as well. Spring t-ball remains huge. Several co-op programs with Greendale also did well. Adult sports remain popular, volleyball saw an increase. Teen activities are still struggling, looking to make some changes to increase activity. Community events continue to be largely successful, which includes Bucks and Admirals nights, and Breakfast with Bunny. Ms. Vanselow advised we had a unique partnership with Greenfield School District and were able to use the high school pool to train lifeguard instructors, which brought in teachers from surrounding communities. Swim lessons continue to grow. Dance still offers many options and includes recitals for most of these classes. This years recital was a little unruly and will be addressed at future recitals. Under the arts/enrichment/safety we had changes in both the American Heart and American Red Cross change-out in books and materials. This created a lot of on-line updates, switching books and videos. Zumba seems to be in a downslide; yoga becoming more popular in the fitness areas.

A motion was made by Ms. Bailey to approve the Winter Spring Seasonal reports. Motion was seconded by Ms. Forget. The motion passed unanimously.

**Discussion/Decision
Winter/Spring
Seasonal Reports**

- 14 Mr. Jaquish advised this is an annual item and this is the first step in the budget

Discussion/Decision

process. There are no new equipment requests. There were three items for replacement in 2017, however, we have decided to delay the John Deere tractor but keep the dump truck/flat bed for replacement and the sand rake. Mr. Swenson will be demoing for the sand rake replacement including any optional add-ons available.

**Proposed 2017 Capital
Equipment Items**

A motion was made by Mr. Chowanec to approve the 2017 Capital Equipment plan as proposed. The motion was seconded by Ms. Bailey. On a roll call vote, the motion passed unanimously.

- 15 Mr. Jaquish advised the three main items have been discussed. At the top is the items still open and reviewed the status on these projects.

**Discussion/Decision
Proposed 2017 Capital
Improvement Items**

A motion was made by Ms. Forget to approve the 2017 Capital Improvement plan as proposed. The motion was seconded by Ms. Bailey. On a roll call vote, the motion passed unanimously.

- 16 Mr. Jaquish advised this is a clean-up item from when Konkell-South parking lot went in. This is a transfer and closing of this project account.

**Discussion/Decision
Fund Transfer PR0201
to PR9501**

A motion was made by Ms. Bailey to transfer the balance from PR0201 to PR9501. The motion was seconded by Ms. Forget. On a roll call vote, the motion passed unanimously.

- 17 Mr. Jaquish advised this is additional monies needed to complete this project properly and also involved a slight expansion. This also included changes to the dumpster location.

**Discussion/Decision
Fund Transfer PR9501
to PR1503**

A motion was made by Ms. Bailey to transfer funds from PR9501 to the PR1503 in the amount of \$5,500. The motion was seconded by Ms. Forget. On a roll call vote, the motion passed unanimously.

- 18 A motion was made by Ms. Saryan, seconded by Mr. Chowanec, to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 9:22pm.

**Motion to Adjourn
Next meeting 08-25-16**

Respectfully submitted,
Donna C. Kruck, Administrative Assistant