

Minutes are not official until formally approved by the Park and Rec Board at the next scheduled meeting.

**MINUTES OF THE PARK AND RECREATION BOARD MEETING HELD IN GREENFIELD CITY HALL
ROOM #204, ON THURSDAY, 12/14/17 AT 7:00PM**

1 The meeting was called to order by Chairperson Denise Collins at 7:03PM

ROLL CALL:

Denise Collins	Present
Scott Jaquish	Present
Nancy Zaborowski	Present at 7:30pm
Cheryl Bailey	Present
Patricia Forget	Present
Ald. Shirley Saryan	Present
Troy Chowanec	Present
Rob Hansen	Present left at 8:10pm
Todd Fabos	Excused
Zach Marshall	Excused

2 There was no citizen commentary.

Citizen Commentary

3 A motion was made by Mr. Hansen, seconded by Ms. Bailey, to approve the 11/16/2017 Parks and Recreation Board Meeting minutes.

**Motion to approve
11-16-17 Minutes**

Motion approved unanimously.

4 Ms. Saryan advised she had no report.

**Common Council
Report**

5 Ms. Collins advised she had no report.

**Board Chairperson
Report**

6 Ms. Collins advised she had no report.

**Planning Commission
Report**

7 Mr. Hansen advised that on their meeting on Monday, they approved the remainder of Bid Group 2, which is some of the remaining heating and cooling

GSD Report

elements for Maple Grove and ElmDale. Also, Bid Group 5B, which is the Middle School project, which will wrap up the 3 year plan they were on. There will be a special Board meeting next week to decide what to do, as they came in \$1million under budget for the whole project. Mr. Hansen reviewed what was in the Middle School project.

- 8 Ms. Zaborowski advised she had no report. Still working on the referendum questions, so nothing has been approved. Looks like we are not doing anything with the pool except replace the liner in the hopes of correcting the water leakage.

WSD Report

- 9 Mr. Jaquish provided information on a couple items. Updated information on the proposed pavilion at Konkel Park was handed out and reviewed which is currently out for bid, with the bid opening on December 21st. Mr. Jaquish reviewed the plans and some of the changes. As discussed, funding is provided by CDBG, impact fees and donations. Due to the desire for a June completion, there will be a very tight timeline. Mr. Jaquish advised that Ms. Chatterton and Mr. Buerger are working on the sponsorships for next years events and contacting vendors. Breakfast with Santa was held this past Saturday and we were at maximum capacity. We had a band this year, Erik Look, an autistic member of this band and Michelle McCormack from TV58 sang. We also had a national karaoke champion from a couple years ago. This was followed with the community tree lighting at City Hall with the high school choir and pictures with Santa downstairs in his winter wonderland. This year was a first with letters to Santa, and the elves are working on getting the reply letters mailed shortly. Tomorrow is the older adult Christmas party at Meyer's, which is again sold out.

Director's Report

- 10 Mr. Jaquish advised staff are here to discuss/review their summer seasonal reports. Mr. Buerger provided provided information on his programs. A lot of traditional programs small fry T-ball, coach/pitch baseball, co-rec softball and blastball, with almost 100 kids in these programs. A new thing this summer was "camps", which we partnered with the school district's athletic department with varsity coaches offering "camps" for us. We offered wrestling, tennis, girls softball, baseball, basketball (girls and boys), volleyball. Our best camp was the girls basketball. Mr. Buerger reviewed the camps with attendance and revenue. In regard to adult sports, softball was great, 115 softball teams, added a men's league for Sunday nights, which we are now running softball 6 days a week. We implemented Team Sideline, which is our adult sports registration software where players and teams sign up on line for softball and volleyball. Our family camp-out was held with 8 families. Movies in the Park were great. This is the first year we had a sponsor, Waterstone Bank on Edgerton, with a sponsorship of \$2500, which basically covered the cost of the movies.

Discussion Parks

2017 seasons reports

Beauty and the Beast drew 3700 people which was the last movie of the year. Ms. Chatterton provided information on the amphitheater. Our Brews and Bites concert series was well attended with Clement Manor as a sponsor. A survey was done at the end of the year and a lot of people liked the craft brew idea so will continue for next year. Many volunteer groups helped and raised tips at the bar. Food truck Friday's were well attended, with approximately 6 food trucks at each event. Our largest event was the Beer, Bacon and Blues. The car show was a first, with 200 cars, very successful and will be continued. Trick or Trot was successful with beer mugs being sponsored by The Ridge.

Mr. Swenson provided information on the community center, we had 33 paid rentals in the 13-week summer time period. All rentals are set-up/taken down and cleaned by park staff with large rentals being supervised by staff. Additionally there were elections, older adult banquets, youth and adult programs. Mostly routine maintenance including grounds and preventative. At the parks, we had 61 paid rentals at the various park facilities in this same time period. Additional events were the Amp events, concerts, car show, adult softball/volleyball leagues, youth soccer/t-ball/softball, movies and summer playground, 4th of July celebration, farmers market. Projects and maintenance at the parks include treating/fertilizing for weeds. Mowing and trimming along with Bicentennial Fountain. The asphalt project at Konkel park was completed, farmers market infield was aerated and overseeded several times. Completion of the new pavilion and landscape improvements at Creekwood Park. Oakley Fischer is used several days a week for programs and maintained by park staff. Also maintain and mow city hall, the law enforcement center and the fire station.

Ms. Vanselow provided information on her programs. Summer is always busy. Swim lessons were held at both pools with a change in usage at Greenfield. We held traditional dance classes, safety and fitness classes. A big change in the summer playground due to school construction projects on the Greenfield side, our summer playground was held at Maple Grove. A lot more kids in one space, with the free lunch program being moved from Edgewood into Maple Grove and some confusion over lunch times which was quickly resolved. Whitnall programs also went well, and everyone had a good summer. Staff also cleaned/reorganized basement equipment and storage areas and are well organized for next summer.

Ms. Malecki was unable to attend so Mr. Jaquish provided information on the older adult programs/events and additional tasks she is involved in. The summer picnic was the highlight of the summer for the older adults along with the health check fair. A lot of the fitness classes work in conjunction with Ms. Vanselow. The stockbox is still held once a month with volunteers assisting in loading vehicles.

- 11 Mr. Jaquish advised this is usually done in November/December to review in the sections/divisions. This report is in the packet of information. Ms. Chatterton provided information on Kids Connection. The Amp now has a policy/procedure

**Discussion Parks
and Recreation Goals
from 2017**

manual for vendors including weather emergency plan. In regard to social media, this was increased 50%, well above expectations.

Mr. Buerger provided information on his goals which have been met. Implementation of Team Sideline as mentioned earlier. Creation of events at the Amp in assistance with Ms. Chatterton. Program enrollments have increased along with program revenue. Several camps were offered and most were successful. Adult basketball and flag football did not run, but basketball will run this winter.

Mr. Swenson reported on his goals. The new shelter was completed and improvements across the board in the parks has been successful. Continue to improve all areas. Park pathways continue to be evaluated and Pondview continues to be a challenge. Softball fields, fencing and drainage is functioning well and fencing repairs and dugout construction currently being done.

Ms. Vanselow reviewed her goals. Implementation of the 2017 updates to the Red Cross lifeguard training program, was released in January and we are still figuring this out. We will continue to be a provider of the lifeguard instructor, review, re-certification process. Some issues were on the Red Cross level. The Silver Star award we received in the Aquatics section for outstanding aquatic program for our Beyond Level 6 class. Program opportunities were expanded with new ones each season. Last year we were working on the RecTrac conversion to RecTrac 3.1, which seems to be working smoothly now.

- 12 Mr. Jaquish advised the written proposed ordinance is in your packet, written and proposed by City Attorney Roger Pyzyk. Also enclosed is a copy of the minutes from the recent Health Department meeting. Mr. Rausch from the Health Department is here. The email received from Mr. Carlson regarding his thoughts on this topic is also included. Additional copies of the survey are available, which we went through at last months meeting.

Mr. Rausch presented information/opinion from the board of health and their research into allowance of dogs in parks along with their experiences of dogs at the farmer's market.

After a lengthy discussion among board members on the pros/cons of an ordinance and allowance of dogs in any parks, the Parks and Recreation Board recommended that the Parks and Recreation Department establish criteria on a "pilot program" for the allowance of leashed dogs in pet friendly areas such as Falcon Ridge Trail Connection, Brookside Meadows Park, Towering Woods and Pondview Park.

**Discussion/
Recommendation
allowance dogs in parks**

- 13 Mr. Jaquish provided the dates and further information, this will be held Friday, February 16th at the Greenfield Community Center. We are going through the evaluation and recommendations, but a unanimous decision is for Karen Malecki to be our 2017 Hall of Fame inductee.

**Discussion 2017
Staff Recognition
Hall of Fame Banquet**

14 Mr. Jaquish advised dates are in the packet. Appears there are no conflicts,

**Discussion/Decision
2018 P&R Board Mtg
Dates**

A motion was made by Mr. Chowanec to approve the Park and Rec Board Meeting dates for 2018 as outlined. Motion seconded by Ms. Bailey
Motion passed unanimously.

15 Mr. Jaquish briefly explained the PR1504 is the trail pathway account and PR9801 is the Konkel Park trail account, both transfers going into PR9501 the general parks reserve, the holding account.

**Discussion/Decision
Fund Transfer PR1504
& PR9801 to PR9501**

A motion was made by Ms. Saryan to approve the Fund Transfer from PR1504 and PR9801 to fund PR9501. Motion was seconded by Ms. Forget. On a roll call vote, the motion passed unanimously.

16 A motion was made by Ms. Bailey to adjourn the meeting at 9:15pm.
Motion was seconded by Ms. Forget. Motion passed unanimously.

**Motion to Adjourn
Next meeting
1/25/2018**

Respectfully submitted,
Donna C. Kruck, Administrative Assistant