

# VILLAGE OF ELM GROVE

13600 Juneau Boulevard  
Elm Grove, WI 53122

RECREATION COMMITTEE

May 16, 2019 \* 5:30 PM \* Park View Room  
AGENDA

**1. Call meeting to order**

**2. Review and Approve Meeting Minutes Dated- March 21st 2019**

*Documents:*

[\*RC32119 Minutes.pdf\*](#)

**3. Summer Updates**

**4. Splash Pad Update**

**5. Review and Approve Brookfield East Leader Academy Request**

*Documents:*

[\*Brookfield East Leader Academy Memo.pdf\*](#)

**6. Review and Act on Elm Grove Tennis Club Donation for Pickle Ball Courts**

*Documents:*

[\*Elm Grove Tennis Club Memo.pdf\*](#)

**7. Review and Act on Tonawanda PTO Fundraiser Request**

*Documents:*

[\*Tonawanda PTO Pool Party Memo.pdf\*](#)  
[\*Policy - Donations 2010.pdf\*](#)

**8. Other Business**

**9. Adjourn**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires that the meeting or materials for the meeting has to be in an accessible location or format must contact the Village Clerk, Mary S. Stredni, at 262-782-6700 or 13600 Juneau Boulevard by 3:00 PM Friday prior to the meeting so that any necessary arrangements can be made to accommodate your request.

**NOTICE:** It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in the above notice.

## RECREATION COMMITTEE

### MEETING MINUTES

March 21<sup>st</sup>, 2019 5:30 P.M., Park View Room

1.) Call meeting to order

Trustee and Chair Patti Kujawa called the meeting to order at 5:30pm.

Present:, Trustee Katy Cornell, Trustee Tom Michalski, Ms. Rebekah Schaefer, Dr. Susan Retzack, Mr. Joe Coffey, Mr. Wes Parkin arrived at 5:45pm

Absent: Ms. Allison Kelly

Also Present: David De Angelis, Village Manager and Mr. Jerod Mikkelsen- Recreation Director

2.) Approval of minutes from December 20<sup>th</sup>, 2018 meeting

Mr. Michalski moved and Dr. Retzack seconded the approval of the February 21<sup>st</sup>, 2019 meeting minutes. The motioned carried 6-0.

3.) Review and Act on Donation Request from Junior Guild

Mr. DeAngelis asked for approval to move item 3 to be discussed after item 7. After discussion it was requested to table the request pending the completion of the Splash Pad.

4.) Summer Update

Mr. Mikkelsen gave the committee an update on the overall preparation that is happening for the summer season. Mr. Mikkelsen is in the process of securing staff for the summer and has secured all of the bands for their annual "Tunes on Tuesdays" and finalizing the summer movies.

5.) Review and Possible Action on the Fourth of July Event

4<sup>th</sup> of July chairperson, Mary Inden presented to the Recreation Committee her proposal for the addition of a second Revolutionary War re-enactment British Soldiers for the 4<sup>th</sup> of July event. In the past years there have been American Revolutionary War re-enactment soldiers. During the discussion, Mrs. Inden was unsure how many additional re-enactors there would be with the addition on the 2<sup>nd</sup> group, and informed that they would like to sleep over at the Village Park on the 4<sup>th</sup> of July and possibly the 3<sup>rd</sup> of July as well. Mrs. Inden also informed the committee that there would be a possibility of 2 horses that would be a part of the re-enactment and would also need to stay overnight at the Village Park. After discussion Mr. Coffey motioned to approve the Revolutionary War Re-Enactment group with a maximum of 30 re-enactors, with camping on July 3<sup>rd</sup> and 4<sup>th</sup> with further discussion on the limits of camp fires and no horses being used in the re-enactment until further discussion and more information can be collected. Dr. Retzack seconded the motion and the motion approved 7-0

6.) Splash Pad Update

Mr. Mikkelsen updated the board on the fundraising efforts for the Splash Pad, the Village of Elm Grove has recently received a few very generous donations from residents and now the total funds left to raise are approximately \$45,000.

7.) Review and Recommendation of Splash Pad Bid

Mr. De Angelis, and Mr. Mikkelsen presented the Splash Pad and Shade Structure Bid. The bid opening was held at 2:00pm on March 21<sup>st</sup>. The Village of Elm Grove received one bid from Mid-City Corporation and the bid for the construction for the Splash Pad was \$994,500.00, with the addition of the Shade Structure at \$108,600.00 with total project cost at \$1,103,100.00. It was Mr. De Angelis, Mr. Mikkelsen and R.A. Smith, Inc.'s recommendation that the board reject the bid and reopen the Splash Pad and Shad Structure Bid. Trustee Cornell moved to approve the motion of recommending to the Board of Trustees to rejecting Mid-City Corporations bid and Mr. Coffey seconded the motion and the motion approved 7-0.

3.) Review and Act on Donation Request from Junior Guild

After discussion it was requested to table the request pending the completion of the Splash Pad.

8.) Review and Act on 2019 Pool Pass Prices

No action was taken at this time. Pool pass prices will remain the same for 2019.

9.) Review and Act on 2019 Field Reservation Fees

Mr. Mikkelsen presented a strike-thru version of the updated 2019 Field Reservations for Tournament Policy for the board to review. After discussion Mr. Coffey motioned to approve the 2019 Field Reservation for Tournament Policy pending the striking of Section A. in the Policy, Mrs. Schaefer seconded the motion and motion approved 7-0.

10.) Other Business

Dr. Retzack brought to the boards attention of the 2 trash cans that need to be replaced or be repaired. Trustee and Chair Kujawa informed the committee that it would be her last Recreation Committee meeting as she is not running for re-election. The Recreation Committee thanked her for her service and dedication for her last 8 years of service.

11.) Adjourn

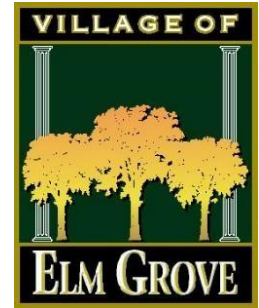
Trustee Michalski moved and Dr. Retzack seconded the approval to adjourn. The motioned carried 7-0 meeting concluded at 6:41pm

Respectfully Submitted,

Jerod K. Mikkelsen, Recreation Director

DRAFT

# Memo



To: Recreation Committee

From: Jerod Mikkelsen

Date: May10, 2019

Re: Review of Agenda for Thursday, May 16<sup>th</sup> 2019.

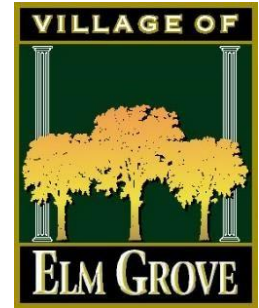
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## **Review and Act on Brookfield East Leader Academy Special Event Request**

Brookfield East High School's Leader Academy is requesting to host the "Brookfield East Leader Academy- Doggy Play & Walk" on June 1<sup>st</sup> from 10:00am-12:00pm. They are anticipating 100 people to the event. They would primarily be using the paths and have 6 stations along the path where people can design a dog bandana, make paw prints, do an obstacle course, take pictures, and a treat station as well. All proceeds will be donated to HAWS (Humane Animal Welfare Society) a Waukesha County Animal Shelter.



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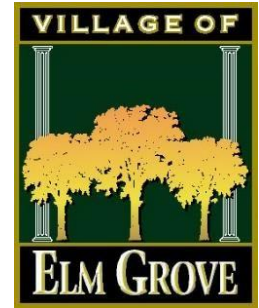
## **Review and Act Elm Grove Tennis Club Donation for Pickle Ball Courts**

The Elm Grove Tennis Club would like to make a donation of \$5,000-\$7,500 for the purpose of constructing Pickle Ball courts. The Recreation Department is offering Pickle Ball this summer and will be using a tennis court for the program. The optimal placement for a Pickle Ball court what be the concrete path that is next to the tennis courts.





# Memo



To: Recreation Committee

From: Jerod Mikkelsen

Date: May10, 2019

Re: Review of Agenda for Thursday, May 16<sup>th</sup> 2019.

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## **Review and Act on Tonawanda PTO Request for End of the Year Pool Party**

Tonawanda PTO is requesting a donation of a pool party for their end of the year final fundraiser. They are requesting for a week day or weekend evening between the weeks of June 10<sup>th</sup> or June 17<sup>th</sup>. They are expecting 150-200 people (parents & children). The reason for this fundraiser is to fully fund their anticipated budget needs for the 2019-2020 school year.



# **VILLAGE OF ELM GROVE RECREATION DEPARTMENT**

## **VILLAGE OF ELM GROVE RECREATION COMMITTEE POLICY STATEMENT REGARDING DONATIONS FROM THE RECREATION DEPARTMENT**

The following policy statement shall apply to the donations distributed by the Recreation Department.

The Recreation Department will not offer any donation with an overall loss in Village of Elm Grove revenue.

This policy shall be in effect for a period of ten (10) years and shall only be amended with consent by the Recreation Committee.

April 15, 2010