

# VILLAGE OF ELM GROVE

13600 Juneau Boulevard  
Elm Grove, WI 53122

RECREATION COMMITTEE

**April 21, 2016 \* 5:30 PM \* Park View Room**  
AGENDA

1. **Call meeting to order**
  
2. **Approval of minutes from March 17, 2016 meeting**  
*Documents: [RC031716md.pdf](#)*
  
3. **2016 Summer Booklet**
  
4. **Tennis Lights update**
  
5. **Code of Conduct**  
*Documents: [Code of Conduct.pdf](#)*
  
6. **Other Business**
  
7. **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 17, 2016, 5:30 P.M., Park View Room

1.) Call meeting to order

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

Present: Trustee Patty Kujawa, Trustee Tom Michalski, Dr. Sue Retzack, Mr. Dick Hinchcliffe, Ms. Rebekah Schaefer, and Mr. Joe Coffey

Also Present: Ms. Erin Cross, Recreation Director

2.) Approval of minutes from February 18, 2016 meeting

Mr. Dick Hinchcliffe moved and Ms. Rebekah Schaefer seconded approval of the February 18, 2016 meeting minutes as presented. The motion carried 6-0.

3.) Discuss potential policy with regards to flying drones in Village Park

The committee discussed the need to explore regulations for flying drones in Village Park. There were multiple concerns regarding drone usage in Village Park. These included the privacy of the changing areas at the pool house and safety of attendee's at large events in Village Park if a drone were to crash. Drones of a certain weight are currently regulated by the FAA, but a number of smaller drones can be flown without FAA regulations. It was suggested that drones be either limited to certain areas within Village Park or completely restricted from Village Park. An alternative fly site of the Southeast Facility was suggested. The Recreation Committee suggested that further policies regarding drone usage should be looked into by the Public Safety Committee and the Legislative Committee.

4.) Park and Open Space Plan Update

Trustee Tom Michalski updated the Recreation Committee with regards to edits that were made to the Park and Open Space Plan at the Committee of the Whole meeting on March 14, 2016. The most prominent edit made was an addition of a paragraph establishing the overall process of approval for any project and clarifying the purpose of the park and open space plan.

5.) Summer Recreation Update

Ms. Erin Cross gave a brief update on where the Recreation Department is at with regards to preparing for the summer. The Recreation Guide has been sent to the printer and should arrive in mailboxes shortly. While the hiring process for summer employees has begun, we are still in need of Lifeguards and anyone interested should submit an application to Village Hall. And lastly, REI will be a part of the 2<sup>nd</sup> annual GREAT ELM GROVE CAMPOUT.

6.) Recommend approval of the Elm Grove Campout

Trustee Tom Michalski moved and Ms. Rebekah Schaefer seconded approval to send a request permission from the Village Board for after-hours usage of the park on August 6<sup>th</sup>, 2016 for the Elm Grove Campout and permission to hold three staffed campfires in manhole castings following the same safety parameters as last year's campfires. The motion carried 6-0.

7.) Other Business

Ms. Rebekah Schaefer raised concerns regarding behavior of individuals at the Village Pool during the summer and inquired about a Conduct Policy. A copy of the Conduct Policy will be presented at the next Recreation Committee Meeting.

Mr. Joe Coffey inquired about the lighting updates that will be taking place on the tennis courts and pool. Ms. Erin Cross stated that the weather conditions and ground conditions are not conducive for installation at this time.

8.) Adjourn

Dr. Sue Retzack moved and Mr. Joe Coffey seconded approval to adjourn. The motion carried 6-0. The meeting adjourned at 6:03pm

Respectfully Submitted,

Erin M. Cross, Recreation Director



## **Parks and Recreation Conduct Policy**

The purpose of the Parks and Recreation Conduct Policy is to ensure a safe, secure, and enjoyable environment for all users of Elm Grove Parks and Recreation programs and facilities. The policy governs conduct at all Parks and Recreation managed facilities.

Any conduct, behavior, or activity that endangers the welfare, safety, and/or comfort of other patrons will not be tolerated. Examples of such actions include, but are not limited to:

- Threatening or intimidating actions towards others
- Disrespectfulness or rudeness towards other patrons or Park and Recreation staff members
- Disrupting or preventing the orderly conduct of any organized recreation program or service
- Use of derogatory or offensive language, such as racial or ethnic slurs
- Sexual harassment or inappropriate sexual behavior or actions
- Profane, vulgar or abusive language
- Fighting, rough play and/or physical contact with another patron or Parks and Recreation staff member
- Theft or vandalism of Village owned property and facility equipment or personal belongings of other patrons
- Possession, use or being under the influence of drugs
- Engaging in unsportsmanlike behavior or conduct with any player, coach, parent, spectator, game official, or participant.
- Deceptive acts to enter/access any facility, such as using an assumed name or assisting other in gaining entrance
- Failing to cooperate and respond honestly to inquiries or requests for assistance in identifying individuals who may be involved in an incident.

Anyone who commits, incites or aides other in committing any of the above listed action or behaviors or who shows disregard for specific facility or park rules, regulations and policies shall be subject to the following levels of disciplinary action:

Level One: Immediate expulsion from the facility, park or program. Suspension from all facilities and parks for a minimum of one week.

Level Two: Immediate expulsion from the facility, park or program. Suspension from all facilities and parks for a minimum of one month. Petition for reinstatement with the Recreation Director and Village Manager will be required after the suspension has been completed.

Level Three: Immediate expulsion from the facility, park or program. Suspension from all facilities and parks for a minimum of one calendar year. Petition for reinstatement with the Recreation Director and Village Manager will be required after the suspension has been completed.

The Recreation Director and Village Manager will determine the level of disciplinary action necessary depending on the specific circumstances and severity of each incident of misconduct. Notification of parents or guardians will be attempted if the offender is younger than 18 years old. Restitution may be required in incidents involving theft or damage of property, facilities or equipment.

Any misconduct, actions, or situations that are not specifically covered by the above provisions will be dealt with by the Recreation Director and Village Manager using the levels of disciplinary action previously stated.

Appeal of any disciplinary action may be made to the Village's Recreation Committee.