

# VILLAGE OF ELM GROVE

13600 Juneau Boulevard  
Elm Grove, WI 53122

RECREATION COMMITTEE

Sept 15, 2016 \* 5:30 PM \* Park View Room  
AGENDA

**1. Call meeting to order**

**2. Approval of minutes from August 18, 2016 meeting**

*Documents:*

[RC081816md.pdf](#)

**3. 2016 Capital Budget Update**

*Documents:*

[2016 Capital Budget - Recreation.pdf](#)

**4. Update on Splash Pad and Pool and Playground Shading**

**5. Adult Lap Swim Discussion**

**6. Elm Grove Soccer Club - lighting request**

*Documents:*

[Elm Grove Soccer Club Portable Lighting Proposal\\_9-12-2016.pdf](#)

**7. Other Business**

**8. 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

August 18, 2016, 5:30 P.M., Park View Room

1.) Call meeting to order

Trustee Tom Michalski called the meeting to order at 5:31pm.

Present: Trustee Tom Michalski, Trustee Pat Kressin, Mr. Dick Hinchcliffe, Dr. Sue Retzack

Also Present: Ms. Erin Cross, Recreation Director, Ms. Mary Inden

2.) Approval of minutes from July 21, 2016 meeting

Mr. Dick Hinchcliffe moved and Trustee Pat Kressin seconded approval of the July 21, 2016 meeting minutes. The motion carried 4-0.

3.) Summer Wrap-up

Ms. Erin Cross discussed how the summer season had went with the committee, noting that the campout was a success with a total of 50 families participating in the campout, a 24% increase from the previous year. It was also noted that the Fall Recreation Guide will go to print on Friday August 19<sup>th</sup>.

4.) Update on wading pool and pool shading

Erin noted how the process has begun with regards to looking into options for either repairing the wading pool or looking into pricing for a splash pad. Additionally, shade structures are beginning to be researched for the playground and pool areas. Erin will be meeting with at least two other companies to discuss potential options.

5.) Other Business

Mary Inden discussed the possibility of moving "adult lap swim" times so they are not in the middle of the day. The committee asked Erin to research other facilities to see what their policies were regarding this. Mr. Pat Kressin also noted in the Fall Recreation Guide that there is an opportunity for input with regards to naming the park currently referred to as the "Southeast facility". It was suggested that this be placed on the Elm Grove TV channel, in other print material, social media, and contact the schools for input.

6.) Adjourn

Trustee Pat Kressin moved and Mr. Dick Hinchcliffe seconded approval to adjourn. The motion carried 4-0. The meeting adjourned at 6:12pm

Respectfully Submitted,

Erin M. Cross, Recreation Director

5 Year Capital Budget  
Years 2017-2021

Department/Capital Item	2017	2018	2019	2020	2021	total 17-21
<u>Recreation</u>						
Pool Rehabilitation	5,000		5,000		5,000	15,000
Basketball Court Rehabilitation	6,500					6,500
Tennis Court Rehabilitation 2014		18,000				18,000
Baseball Diamond Renovation		7,500		7,500		15,000
Water heater for poolhouse					10,000	10,000
Recreation Total	<u>11,500</u>	<u>25,500</u>	<u>5,000</u>	<u>7,500</u>	<u>15,000</u>	<u>64,500</u>

New Equipment Request 2017

recreation

pool deck chairs (24)

4,000

tennis wind screens

2,500

total

6,500

to capital to fund annually

**Capital Budget Request  
Budget Needs for Years 2016-2020**

<b>Equipment /Project</b>	<b>Pool Upgrades</b>
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Department	<b>Recreation</b>
Year Requested	<b>2017 , 2019, 2021</b>

**Brief narrative description and reason for item/project**

	New
x	Replacement

The Village has had the policy to budget \$5,000 every other year to be used for repair and rehave of the pool and pool equipment. Items include replacing existing pool equipmetn now in use. Failure of equipment can cause the pool to be shut down during peak seasonal use time resulting in loss of revenue and customer dissatisfaction.

<b>Estimated useful life of equipment or project ( in years)</b>
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**Reason for Request (select all that apply from drop down list)**

- Improve public service
- Present Equipment at end of useful life
- Increase safety

<b>Estimated Item/Project Costs</b>		
<b>Yr</b>	<b>Description</b>	<b>Cost</b>
2017	Pool Equipment	5,000
2019		5,000
2021		5,000
	Expenditure costs	15,000

**Revenue Sources other than tax levy**

*examples: grants, donations, trade-in sale of older item*

	other revenue sources	-
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<b>Net Cost of Project ot be financed through tax levy</b>		<b>15,000</b>
20% annual funding under capital policy		3,000
current amount funded		9,000

*Identify any new operating costs that will be associated with this item/project*

Item to be replaced

Disposition *(trade-in, sale, auction, salvage, trf to another department)*

Requested by

## Capital Budget Request Budget Needs for Years 2016-2020

<b>Equipment /Project</b>	<b>Basketball Court Rehab</b>	
	Department	<b>Recreation</b>
	Year Requested	<b>2017</b>

**Brief narrative description and reason for item/project**

	New	
x	Replacment	

The court is starting to fade and cracks are forming from wear and tear over the years. The court is used for recreation programs and general play of park users. This proposal is budgeting for the costs of filling cracks and resurfacing.

Estimated useful life of equipment or project ( in years)	
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**Reason for Request (select all that apply from drop down list)**

Present Equipment at end of useful life
Improve public service

Estimated Item/Project Costs		
Yr	Description	Cost
2017	Basketball court- fill cracks and resurface	6,500
	Expenditure costs	6,500
Revenue Sources other than tax levy		
<i>examples: grants, donations, trade-in sale of older item</i>		
	other revenue sources	-

<b>Net Cost of Project ot be financed through tax levy</b>	<b>6,500</b>
20% annual funding under capital policy	1,300
current amount funded	6,500

*Identify any new operating costs that will be associated with this item/project*

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Item to be replaced

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Disposition *(trade-in, sale, auction, salvage, trf to another department)*

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Requested by Erin Cross

**Capital Budget Request  
Budget Needs for Years 2016-2020**

<b>Equipment /Project</b>	<b>Tennis Court Rehab- courts 7-9</b>
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Department	<b>Recreation</b>
Year Requested	<b>2018</b>

**Brief narrative description and reason for item/project**

	New
x	Replacment

Courts were constructed in 1961, resurfaced in 1974, painted in 1985 and 1996 and resurfaced below. The courts are used for recreation programming and to host matched and tournaments for the Elm Grove Tennis Team, Elm Grove Tennis Club and local high schools. The budgeted dollars is the cost for filling cracks, resurfacing and painting.

Courts 1-3 1998 ~~2015~~-2016  
 Courts 4-6 2012  
 Courts 7-9 2008

Estimated useful life of equipment or project ( in years)
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**Reason for Request (select all that apply from drop down list)**

- Present Equipment at end of useful life
- Increase safety

Estimated Item/Project Costs		
Yr	Description	Cost
2018	Fill cracks, resurface and paint courts 7-9	18,000
	Expenditure costs	18,000

Revenue Sources other than tax levy	
<i>examples: grants, donations, trade-in sale of older item</i>	
other revenue sources	-

<b>Net Cost of Project ot be financed through tax levy</b>	<b>18,000</b>
20% annual funding under capital policy	3,600
current amount funded	14,400

*Identify any new operating costs that will be associated with this item/project*

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Item to be replaced

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Disposition (trade-in, sale, auction, salvage, trf to another department)

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Requested by Erin Cross

**Capital Budget Request  
Budget Needs for Years 2016-2020**

<b>Equipment /Project</b>	<b>Softball Diamond Renovation</b>
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Department	Recreation
Year Requested	2018, 2020

**Brief narrative description and reason for item/project**

	New
x	Replacment

The softball diamonds were renovated in 2013. Drainage of the infield areas continues to be a problem and maintenance is required to keep them playable. This request proposes budgeting \$7500 every other year for maintenance. The main cost will be adding baseball diamond soil mix which is typical maintenance for baseball fields to keep the infield playable.

Estimated useful life of equipment or project ( in years)	
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**Reason for Request (select all that apply from drop down list)**

<input type="checkbox"/>	Increase safety
<input type="checkbox"/>	Present Equipment at end of useful life
<input type="checkbox"/>	

Estimated Item/Project Costs		
Yr	Description	Cost
	Installation of 30-40 yards of mix on each diamond to maintain skin	
2018		7,500
2020		7,500
	Expenditure costs	15,000
Revenue Sources other than tax levy		
<i>examples: grants, donations, trade-in sale of older item</i>		
	other revenue sources	-

<b>Net Cost of Project ot be financed through tax levy</b>		<b>15,000</b>
	20% annual funding under capital policy	3,000
	current amount funded	9,000

*Identify any new operating costs that will be associated with this item/project*

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Item to be replaced

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Disposition *(trade-in, sale, auction, salvage, trf to another department)*

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Requested by Erin Cross

**Capital Budget Request  
Budget Needs for Years 2016-2020**

<b>Equipment /Project</b>	<b>Pool Potable Water Heater</b>		
	Department	<b>Recreation</b>	
	Year Requested	<b>2021</b>	
<b>Brief narrative description and reason for item/project</b>			
	<input type="checkbox"/>	New	
	<input checked="" type="checkbox"/>	Replacement	
<p>Current Water heater is approaching end of useful life. Currently there is a 130 gallon natural gas in place. Replace with stainless or fiberglass lining due to pool house environment conditions. This heater provides hot water within the poolhouse to sinks and showers.</p>			
	<b>Estimated useful life of equipment or project ( in years)</b>	<b>12 years</b>	

**Reason for Request (select all that apply from drop down list)**

<input checked="" type="checkbox"/>	Present Equipment at end of useful life
<input type="checkbox"/>	Improve public service
<input type="checkbox"/>	

Estimated Item/Project Costs		
Yr	Description	Cost
2021	Water heater for pool showers and sinks, etc.	10,000
	Expenditure costs	10,000
Revenue Sources other than tax levy		
<i>examples: grants, donations, trade-in sale of older item</i>		
	other revenue sources	-

<b>Net Cost of Project to be financed through tax levy</b>	<b>10,000</b>
20% annual funding under capital policy	2,000
current amount funded	2,000

*Identify any new operating costs that will be associated with this item/project*

Item to be replaced

Water Heater

Disposition *(trade-in, sale, auction, salvage, trf to another department)*

Requested by Richard Paul Jr



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To: Elm Grove Village Department of Recreation  
From: Board of Directors, Elm Grove Soccer Club  
Subject: Proposal for Temporary Lighting Pilot at 'UPS' Fields (12550 W. Bluemound Rd. Elm Grove, WI 53122)

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Summary: *The Board of Directors of the Elm Grove Soccer Club is respectfully requesting special permission from the Village of Elm Grove Department of Recreation to pilot the use of temporary portable lighting at the UPS Park Fields located at 12550 W. Bluemound Rd. for a two-month period from Sept 15<sup>th</sup> – Nov 15<sup>th</sup>, 2016. Elm Grove Soccer has been presented with a generous short-notice opportunity to rent four (4) portable mobile tower lights that would allow us to extend our available training hours during the daylight-shortened fall season months.*

Our Board recognizes this is a very short-notice request, however this is also an opportunity our Club desperately needs to take advantage of in order to remain competitive with surrounding Soccer Clubs. Nearly all surrounding Soccer Clubs (*Brookfield, SC Waukesha, Milwaukee Kickers, FC Wisconsin*) all have lighted fields to use for training, while Elm Grove Soccer is 100% dependent on daylight hours. Our challenge as a Club is that by September 16<sup>th</sup>, sunset in Elm Grove will be 6:58 PM leaving an extremely short window of time in which to schedule our teams' training and games for our fall programs. Without a plethora of fields available for us to use, we struggle during the second-half of our fall season to find enough daylight hours for our teams to train and play. The impact of this on our Club includes: (i) compromised player-development and safety from diminished daylight hours; (ii) conflicts with area school-sponsored after-school extracurricular activities for Club players; (iii) conflicts for our coaches who coach multiple teams. All of these would be alleviated if granted permission to use temporary lights to extend our available training hours.

Our Board also recognizes that of the two available Village Park locations, the UPS fields makes a more suitable location for this pilot. The Bluemound Rd. park is essentially a non-residential area with other commercial properties directly adjacent to it that also have evening/night lighting (*Annex Wealth Management to the west, UPS to the north, Underwood Crossing shopping center to the south*). This location is currently utilized mostly by our combined developmental and academy programs for training (*ages 8-10*), however this park would have the capacity to be utilized by our older select teams as well with the lights we are proposing. In the event this pilot is successful, the possibility of using similar lights for our newly reinstated Spring Cup tournament also represents a tremendous opportunity for us to improve the quality and experience of our tournament for our Club families and visiting Clubs by reducing the number of locations we would need to use for games while increasing exposure for Elm Grove and the utilization of local Elm Grove businesses during the tournament (*restaurants, shopping, etc.*). Without the proposed pilot, we cannot evaluate whether this is a possibility.

Our request would be to place four rented (4) portable tower lights in the UPS Park as shown in the attached photos on the next page. Elm Grove Soccer would pay to rent the units, pay for the diesel fuel to run the generators that power the lights, place/move them into the proper location(s) for maximum efficiency and optimal field utilization and it would be the sole responsibility of Elm Grove Soccer to ensure they remain safe, secure and usable only under direct EGSC Club supervision and operated only by member of our staff trained in their operation and safe setup, use and storage.

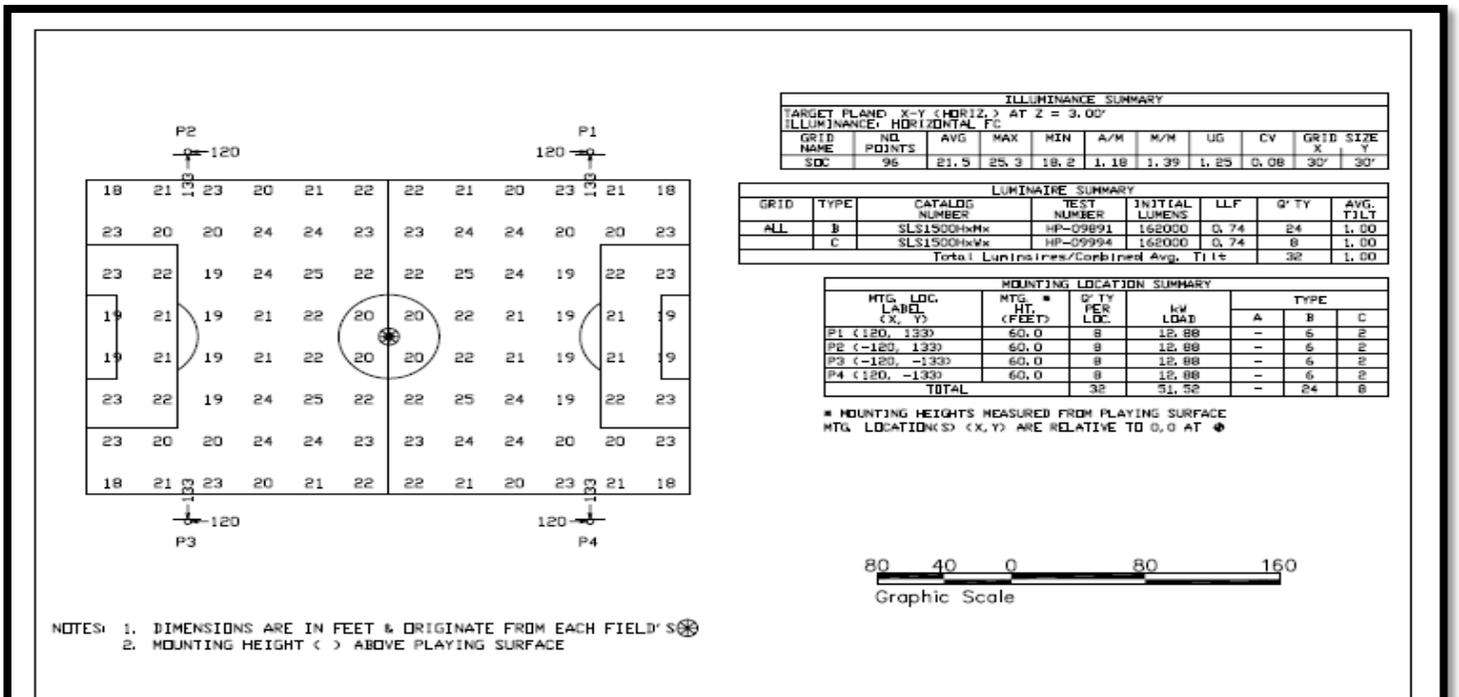
Respectfully, our request would be that the Soccer Club be granted permission to operate the lights daily as needed but most likely only Monday through Friday; 6:00 – 9:30 PM. The Soccer Club will ensure that the lights are not used outside of these hours and will arrange for their safe and secure shut down by Club personnel on a daily basis as used. With that stated, Elm Grove Soccer will defer to this Village Recreation Committee to decide appropriately the rules of use and operation for these lights during this proposed pilot when approved.



Proposed Placement for Elm Grove Soccer Portable Mobile Tower Lights:



**Proposed placement of portable mobile tower lights**





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From: Board of Directors, Elm Grove Soccer Club  
Subject: Proposal for Temporary Lighting Pilot at 'UPS' Fields (12550 W. Bluemound Rd. Elm Grove, WI 53122)

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Respectfully Submitted by:

**Elm Grove Soccer Club Board of Directors**

Kevin Jacobson	President
Mike Mihm	Vice President
Kristin Westrick	Treasurer
Christine Keyes	Recording Secretary
John Meser	Past President
Joseph Luedke	Director, Coaching
Robin Rameker	Director, Soccer Operations
Troy Dusosky	Assistant Director, Coaching