

VILLAGE OF ELM GROVE

13600 Juneau Boulevard
Elm Grove, WI 53122

RECREATION COMMITTEE

November 21st, 2019 * 5:30 PM * Park View Room
AGENDA

1. Call meeting to order

2. Review and Approve Meeting Minutes Dated October 3rd 2019

Documents:

[RC100319md.pdf](#)

3. Fall Update

4. Splash Pad Update

5. Pickle ball Court Request

Documents:

[Pickle ball Memo.pdf](#)

6. 2020 Pool Admission and Pool Party Price Review

Documents:

[2020 Pool Admission Fees Memo.pdf](#)

7. Personal Flotation Device and Pool Safety Subcommittee Report

Documents:

[Elm Grove Pool Policy Draft 2- UPDATED 11.15.19.pdf](#)

8. Pool Concession Stand Subcommittee Report

9. Review and Approve Rescheduling of Meeting Dates for months of January- June

Documents:

[Recreation Meeting Dates Memo.pdf](#)

10. Other Business

11. 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

October 3rd, 2019 5:30 P.M., Park View Room

1.) Call meeting to order

Trustee Katy Cornell called the meeting to order at 5:35pm.

Present: Trustee Katy Cornell, Trustee Tom Michalski, Dr. Susan Retzack, Mr. Wes Parkin, Mr. Ryan Black, Ms. Allison Kelly

Absent: Trustee and Chairperson Kim Irwin, Mr. Joe Coffey,

Also Present: Mr. Jerod Mikkelsen, Recreation Director

2.) Approval of minutes dated August 15th, 2019 meeting

Mr. Parkin motioned to approve the minutes dated August 15th, 2019 and Ms. Kelly seconded the motion. Motion passed 6-0.

3.) Fall Update

Mr. Mikkelsen gave the committee an update on the Fall programs and events. Mr. Mikkelsen stated that the children's and adult programs just started a few weeks ago and are going very well. Mr. Mikkelsen is in the process of finishing the 2020-2024 Capital Budget, as well as working on the 2020 Operating Budget. He stated that he will be making some changes in the prices of programs as well as working on restructuring the pool prices because of the construction of the splash pad. Mr. Mikkelsen also invited the committee, and anyone else interested, to the 2019 Oktoberfest being held this Saturday.

4.) Splash Pad Update

Mr. Mikkelsen updated the committee on the status of the splash pad construction process and they are currently in the pre-construction phase and were meeting the next day to discuss a start date for the third week of October.

5.) Pickle Ball Court Request

Mr. Mikkelsen stated that many residents have been requesting the painting of pickle ball lines on the existing tennis courts so that residents can enjoy a new and popular game. Two Elm Grove residents, Mr. and Mrs. Armstrong, were present to give their input and expertise on the game. Mr. Mikkelsen stated that three tennis courts were on the schedule to get resurfaced and repainted in Spring 2020, and the vendor would paint pickle ball lines for an additional \$455. The Elm Grove Tennis Club President Mr. Carnell and Treasurer Mr. Russel was also present to give their opinion on the painting of pickle ball courts and stated they were in favor and would welcome the idea of having members play both pickle ball and tennis. After discussion, Dr. Sue Retzack motioned to table the discussion and vote until the committee had a better understanding of price of the pickle ball courts. Mr. Parkin seconded the motion and the motion passed 6-0.

6.) Elm Grove Tennis Club Discussion

Elm Grove Tennis Club President Mr. Carnell and Treasurer Mr. Russel were present and updated the committee on the Tennis Club and what it has to offer. The Tennis Club also offered its assistance to the Recreation Department to assist with it's programs and help grow the popularity of the sport. After discussion, Mr. Mikkelsen and the committee thanked them for the update and introductions and the opportunity to work with them in the future.

7.) Capital Budget Review

Mr. Mikkelsen handed out the Recreation Department's 2020-2024 Capital Budget, which provides an overview of projects and repairs needed in the next 1-5 years. After discussion, Mr. Mikkelsen stated he will have the 2020 Operating Budget ready to review soon.

8.) Personal Floatation Device and Pool Safety Subcommittee Report

Subcommittee members Dr. Retzack, Mrs. Kelly, and Mr. Black presented the committee with their draft of the pool rules and pool procedures for patrons. The subcommittee read each line item. The main discussion point was the swim testing of every child under 14. Mr. Mikkelsen stated that swim testing every child would not be possible due to the number of lifeguards on staff as well as size of the pool. After additional discussion, the committee requested costs of wristbands for patrons and Mr. Mikkelsen will seek suggestions from lifeguards as well as himself and prepare a draft policy and pool rules for next meeting.

9.) Pool Concession Stand Subcommittee Report

Subcommittee members Trustee and Chairperson Mrs. Irwin and Mr. Coffey were absent and had no new to updates.

10.) Other Business

No other business was discussed.

11.) Adjourn

Dr. Retzack made a motion for approval to adjourn and Mr. Parkin seconded the motion. The motioned carried 6-0 meeting concluded at 6:48pm.

Respectfully Submitted,

Jerod K. Mikkelsen, Recreation Director

Memo

To: Recreation Committee
CC: David DeAngelis, Village Manager
From: Jerod Mikkelsen, Recreation Director
Date: 11/15/19
Re: Pickle ball court installation

After discussion with Armstrong Paving each individual pickle ball court would be \$455.00. I am suggesting that when we resurface Tennis Courts 7-9 in the Spring we also add pickle ball lines on court #9. Pickle ball courts would run perpendicular to the existing tennis net and it is at the discretion of the Recreation Committee on the number of Pickle ball courts we have on Tennis Court #9. Pickle ball lines will be a different color than the existing tennis court lines. Portable nets will be needed for patrons to participate and the Recreation Department has already purchased two pickle ball kits for the pickle ball league that was tried last summer.

Memo

To: Recreation Committee
CC: David DeAngelis, Village Manager
From: Jerod Mikkelsen, Recreation Director
Date: 11/15/19
Re: Pool Admission Prices

With the addition of the Splash Pad I am looking to update the prices for; Daily Admission, Season Pool Passes, Pool Party Rental. Also, with the Splash Pad addition I have listed below a price for the use of the Splash Pad when the pool closes for the season. We can also discuss the structure of a Pool Party and if it should include the usage of the Splash Pad. Below are my suggestions of price increases as well as the existing prices.

DAILY ADMISSION:

Current- Resident, \$4 Non-Resident, \$6

Proposed Price- Resident \$5, Non-Resident \$7.50

SEASONAL POOL PASS:

Current Resident Family Pass: \$220
Current Non-Resident Family Pass: \$330

Proposed Resident Family Pass: \$240
Proposed Non-Resident Family Pass: \$360

Current Resident Individual Pass: \$60
Current Non-Resident Individual Pass: \$90

Proposed Resident Individual Pass: \$65
Proposed Non-Resident Individual Pass: \$97.50

POOL PARTY RATE:

Current Resident Pool Party Rate: \$290
Current Non-Resident Pool Party Rate: \$435

Proposed Resident Pool Party including Splash Pad Rate: \$310
Proposed Non-Resident Pool Party including Splash Pad Rate: \$465

DAILY SPLASH PAD ADMISSION AFTER POOL CLOSURE:

Proposed Resident Splash Pad Rate: \$3 (Free under age 3)

Proposed Non-Resident Splash Pad Rate: \$4.50 (Free under age 3)

Elm Grove Pool Rules/Policy DRAFT 2- Updated

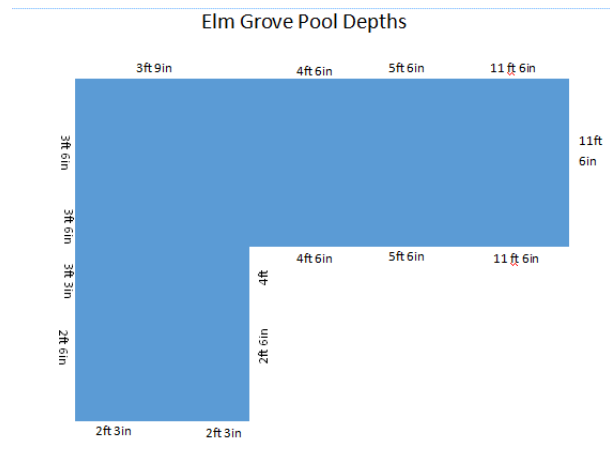
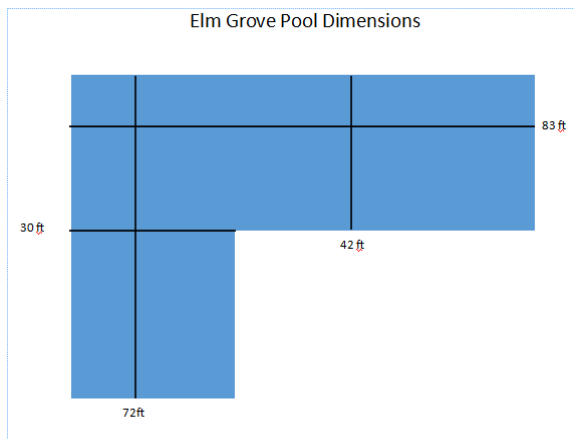
Mission Statement:

The Elm Grove Village Pool (EGVP) and Aquatics Programs provides a family friendly environment for the pleasure and aquatic development of all Elm Grove residents and guests. Our facilities and programs encourage participation of patrons of all ages and promote life-long enjoyment and confidence in and around water.

The Elm Grove Pool/Our Facilities

The Elm Grove Village Pool is a 250,000-gallon outdoor pool with dimensions of ~~XXXX~~ See below. The EGVP consists of 6 lanes of a 25-meter lap pool, two diving boards, a shallow end (ADD DIMENSIONS and splash pad. A special lift from Aqua Creek Products is available to assist any and all patrons with entry and exit of the pool as needed.

The depth of the EGVP range from 2ft 6inches to 4ft 6inches. in the shallow end and 5ft 6inches to 11ft 6inches in the deep end.



Safety Procedures

Swim Test Requirements

~~All pool patrons 14 years (?) and under will be required to take a swim test prior to entering the pool. The swim tests will be administered at the top of each hour during general public swim times or for the first 30 minutes of a private event.~~

Lifeguards and Recreation Staff reserve the right to conduct the Elm Grove Pool swim test on any patron using the pool. The Elm Grove Pool swim test will be automatically conducted for every day-care, summer camp groups, and pool party patron using the pool.

Elm Grove Pool Swim Test

The swim test must be performed without the use of a personal floatation device or the help of another person. Swimmers must be able to:

- Swim ~~15 yards~~ 42ft performing front crawl without touching bottom of pool

- Tread water for ~~30~~ 20 seconds
- Float on back for ~~30~~ 20 seconds

If a swimmer passes the test, they will be given a **GREEN** wristband that allows them access to all areas of the pool and diving board. ~~Once you pass the swim test, you are cleared for the remainder of the swim season and will be provided a green sticker on your pool pass.~~

If the swimmer does not pass the swim test, but is at least 48 inches tall, they will be given a **YELLOW** wristband and only allowed in the shallow end of the pool unless accompanied by an adult who is in the water at arm's length.

Children under the age of seven who do not pass the swim test will be given a **RED** wristband and restricted to the shallow end and must be accompanied by a parent or caregiver at all times who is in the water and at arm's length.

Swimmers may take the swim test one time per day.

Swimmers may be asked at any time to take a swim test. Swimmers who refuse to take a swim test will be ~~asked to leave the pool area~~ **automatically be given a yellow or red wristband**. Swimmers who are found in the wrong areas according to their wristband color will be asked to sit out for 15 minutes.

~~All children attending the pool with day care or summer camp groups will be required to take swim tests and follow the wristband policy.~~

Personal Floatation Device Policy (PFD 2020 - pilot)

Elm Grove Park and Recreation Department has enacted a new swimming policy to encourage the use of the pool, promote swim proficiency and safety around water.

All children under 48 inches tall who do not pass a swim test (yellow wristband) will be required to wear a United States Coast Guard Approved -type I, II, III PFD at the pool, unless a parent is within arm's reach at all times. Under certain circumstances, those over 48 inches tall may also be required to wear a US Coast Guard Approved PFD. Patrons may bring their own PFD's if they have a stamp indicating that they are United States Coast Guard approved -type I, II, III and pass inspection from the lifeguards.

Those swimmers wearing a yellow or red wristband and a PFD are not allowed in the deep end of the pool or permitted to use the diving board.

PFD's are not required in the splash pad area.

Supervision Guidelines

- One adult (18 yrs or older) to 2 children age 4 and younger.
- One adult (18 yrs or older) to 4 children ages 5-6.
- One chaperone (16 yrs or older) to 4 children age 7-10.
- Children over 48 inches tall and pass the swim test may attend without a chaperone.

General Rules

- All patrons will show respect toward staff and other patrons
- All patrons will treat the facility, its equipment and furnishings in the appropriate manner.
- For safety reasons, interactions with the lifeguards and pool staff shall be limited to pool related matters.

Pool Safety Rules

- Pool Managers, Supervisors, and Lifeguards have authority at all times.
- No food, drink, glass or electronic equipment is allowed on the pool deck. Water in shatterproof bottles is permissible.
- The Village of Elm Grove is not responsible for an lost, stolen or damaged articles
- Lockers are provided; guests must provide their own lock
- Swimsuits are required. Shirts are permitted when clean for sun protection purposes. NO ATHLETIC SHORTS – suits must have a liner and be made for swimming.
- Soap Showers are encouraged before swimming and after use of toilet facilities.
- Individuals with skin diseases, open cuts, bandages, or communicable diseases are not permitted.
- Hair longer than shoulder length must be secured in a ponytail or braid.
- No running, rough play, dunking, shoving, pushing, riding on shoulders, splashing or spitting water.
- No dives or flips, or splash dives off the side of the pool.
- No balls, fins, snorkels, tubes or water toys of any kind are permissible during general public swim times.
- No hanging or sitting on the lane lines or swimming underneath them.
- Smoking is not permitted in the pool area.
- Children who are not toilet trained must wear a swim diaper. (Swim diapers available at reception desk for purchase.
- Diaper changing on pool deck is prohibited.
- Animals are not allowed on the pool deck unless a certified guide animal (DO WE NEED THIS?)
- Cell phone usage in locker rooms is prohibited.

Diving Board Rules

- All divers must pass the swim test to use the diving board.
- Only one person at a time on board.
- No running on diving board.
- Dive straight off the end of the board.
- No double bouncing.
- Forward facing dives/jumps only. (~~Back dives?~~)
- Do not swim under board
- Once you have entered the water from the diving board, swim to the closest side to exit the pool.

Splash Pad Rules

- The Village of Elm Grove Splash Pad is only open during open swim or other hours designated by the Recreation Staff.
- Suitable swimming attire must be worn
- Patrons are not permitted to climb/ or sit on the structures
- Foul, abusive or inappropriate language is not permitted
- Running, pushing or rough play is not permitted
- Spitting or sprouting water from mouth is not permitted
- Pool toys are not permitted
- All PFD's must be put back on before returning to the pool area.
- Food, and beverages are not permitted in Splash Pad area
- The Elm Grove Pool is not responsible for lost or stolen items

Pool Staff

- All lifeguards are certified with American Red Cross
- All aquatics program staff are hired on the basis of American Red Cross Lifeguard Certification course completion and evaluation of Recreation Director with background checks performed prior to hiring.
- ~~WILL NEED TO GET THIS INFORMATION FROM JEROD~~

Disciplinary Guidelines

The Elm Grove Village Pool staff reserves the right to remove any patron for failing to obey the rules or verbal instructions or for engaging in behavior the staff deems disruptive, dangerous or threatening. Repeated infractions could result in permanent loss of facility privileges.

Memo

To: Recreation Committee

CC: David DeAngelis, Village Manager

From: Jerod Mikkelsen, Recreation Director

Date: 11/15/19

Re: Rescheduling Recreation Committee meeting

I am currently a part of the Elm Grove Fire Department and recognize the need of more day time EMT (Emergency Medical Technician) help in the Village. I am currently enrolled in evening EMT school at WCTC in Waukesha. Classes start on January 7th and will conclude June 25th. Classes are held Tuesday and Thursday evening from 6pm-9:50pm. I am requesting that we reschedule Recreation Meeting dates for the duration of the EMT class.

Thank you for your consideration in allowing me to serve the Village of Elm Grove as an EMT.

Jerod Mikkelsen