Recreation Commission Meeting

20 Sanderson Street City Offices and Greenfield Community Youth Center
January 18, 2024 6pm

ATTENDING:

 Myrtron Jaquay, Donna DuSell, Mary Phillips, Dan Piasecki, Barb Nichols Zaccheo, Heather Valenta, and Christy Moore

6:07 pm MEETING COMMENCEMENT

6:08pm REVIEW OF DECEMBER 14, 2023 MEETING MINUTES

- Dan made a motion to approve minutes without edits and Mary seconded. All voted in favor, except for Barb as she was out of town.
- Donna suggested that Christy update the "Future Agenda Items."
- No carryover action items.

6:08pm PUBLIC INPUT

6:09pm DIRECTOR'S REPORT PROGRAM AND OFFICE UPDATES:

Greenfield After School Program (GRASP):

- GRASP is back into the groove from winter break although January has several holidays and in-service days.
- The students really enjoy the snow. Kelly has been training Shayla on invoicing and enrollment registrations as Kelly will be out for twelve weeks minimum in nine weeks.
- New kids have signed up.
- There is a snow day this month.
- There is an In-service day next month.
- Some days it has been too cold for kids to play outside.

REC ROOM:

- With the second season, Rec Room enrollment is 24 students for the second season with an average of 13-15 per day.
- This week was the start of special guest programs. Mpress Nembhard started her 8 week Greenfield Savings Bank money management program. Rec Room participants were very receptive.
- The Rec Room is working on cardboard sleds for the contest at Winter Carnival.

Basketball:

 Shayla reports that travel basketball is going well. She has coordinated with the School Facility Director to grant the department permission to lower the GMS hoops for the younger travel teams, 2nd to 4th graders.

- The Vernon Tournament for 5-6 teams will be February 11, 14-18 for boys and the girls is February 23-25. She is unsure about a 2-4th grade tournament. The two high school officials are doing a wonderful job teaching the players the fundamentals during a game when they make a mistake. It is great to see.
- For the pee wee league Tuesday night has been a rough start with two snow days; however she scheduled a make-up night last night at Newton. Shayla reports that she has 37 players and 9 coaches for a full program.

Office:

• Kelly continues to prepare RecTrac process instructions that she completes daily or routinely in the office.

6:19pm OLD BUSINESS

Community Preservation Committee (CPC) Projects

- CPC FY25 Recreation Projects and Community Recreation Submissions are scheduled for January 30 @ 5:30pm CPC meeting at City Hall.
- For this year, the CPC proposed projects are: Pickleball construction, Rocky Mountain Highland signage, Hillside park walking path, additional site amenities and supporting bike racks with John McGee.
- Christy has updated the project sheet for CPC.
- Overview of CPC:
- Rocky Mountain Trail Maintenance Project Finance Director has approved the contract through procurement; waiting for the official Purchase Order to move forward.
- Beacon Bocce and Fountains Purchase order has been approved.
- GHS Track need to approve plan and schedule work for spring.
- <u>Site Amenities</u> waiting for the Finance Director to approve the prerequisite through procurement for official Purchase Order to move forward.
- <u>Pickleball</u> waiting for the Finance Director to approve the prerequisite through procurement for official Purchase Order to move forward.

North Severance Street Park

Christy needs to meet with the new administration about the project. Eric
Twarog, the City Planner has requested quotes for demolition of the building.
Christy has prepared a lease to share with the new administration as well. GMLB is eager to move forward.

New Mayor:

• Christy is working to set up a meeting with her and Keith Barnicle, chief of staff.

6:19pm NEW BUSINESS

Winter Carnival 2024

- Christy shared the winter carnival brochures that will be distributed- only \$800 from the jail, save lots of money and is fast. They look great!
- Volunteer sign-up sheet looks like most of the Commissioners have already signed up for something. Thank you. Areas of need – Meltdown at Mesa coordination to help Amy as we will be tied up at other events.
- Parade of Lights Shayla has 14 confirmed with a few other potentials.

Summer 2024 Events and Programs

 Summer planning is in full swing. Kelly has already confirmed camp themes and field trips. She is starting to prepare the summer camp packets for enrollment and licensing and permits. Seasonal staff response date to return is tomorrow for those who are interested. It does appear to be a high turnover year especially with lifeguards and camp.

Movies in the Park

• The Recreation Department has received \$1,000 from Franklin First Federal Credit Union which will only cover 1-2 movies. Any ideas on who else to solicit for Movies Series? If not, we will need to make a final decision on the number of movies for the season.

Fireworks

- Christy mailed fireworks sponsorship letters this week. Vendor paperwork will be next. Christy needs to book bands.
- Fundraising need to really fundraise each month. Christy needs help from the Commission this year fundraising ideas?
- Bowling fundraiser at RecRoom- who will take the lead? Perhaps it's best to do it in the winter.
- Amy McMahan at Mesa Verde is brainstorming as she really wants to help us fundraise in general.
- Westy Acres private disc golf tournament by North Severance park—Heather contacted them. Jay plays disc golf. Dan offered to help.
- Mik reached out to Greenfield Country Club Mondays to Thursdays \$125 fee and \$38 funds raised (includes cart fee and lunch) and Danica about a golf tournament? Dan can help out with this and recommends a June for five hours.
 Mik will ask about the availability of Greenfield Country Club. Promotion, awards, and sponsors would be on RecDept.
- February Fundraiser to be determined.
- March 2nd Shayla and Ben are working on a Dodgeball tournament. See attached document for proposals. Dan and Donna will be out of town.
- April Fundraiser to be determined maybe mini golf?
- May 4 is Cornhole Court Square
- June-Fundraiser to be determined.

Mutts and Mayhem- May 19, 2024

 Sponsorship letters went out earlier this month. Christy and Kelly will be meeting with Heather next week. Registration is live.

Triathlon

 Sponsorship letter will go out at the beginning of February. Registration is live. It is the 40th year and the planning group for the Triathlon is working on special 40th year merchandise.

Energy Park Concerts/Events

- Christy is meeting Mpress tomorrow about the summer schedule and Juneteenth, Wednesday, June 19- at Beacon and discussing the budget. Perhaps she will use the stage this year?
- Christy also has been meeting with the PRIDE group as well. There's an idea to close off Miles street for a parade and parking lot to lead to the Energy Park.

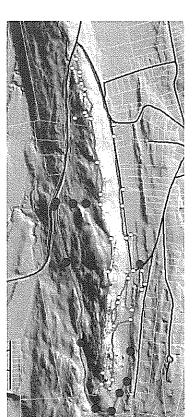
Skate Park / National Skate Day- June 21, 2024

 Is this something we want to do again? Shayla and I are meeting with a potential skateboarding instructor to offer lessons this summer. June 21st is also a camp open house at the river.

Park Operations

Swim Area:

 Christy needs to meet with the new administration for additional summer seasonal funding. Depending on the outcome, is how she will determine how to move forward with hours of operation.



FY25 Budget

• Christy submitted the budget for the four full time employees and water testing. She has also prepared two additional budgets (see attached) when Christy meets with the new administration. There is a need to determine how to help fund the swim area for our citizens.

FY25 Capital and Capital Updates

- Christy is scheduled to present to the capital committee tentatively on January 25th.
- Until this meeting, Christy is not clear on what the City's priorities are for capital other than there will be limited funding available. Our priorities were 1) Rocky Mountain 2) Poet Seat 3) Pickleball 4) Site Amenities

- FY24 Capital updates Highland Trail Mapping with the FRCOG is under way. Ryan Clary has shared some details of the process.
- Energy Park Signs finally received a quote for replacement this week. Christy will review and move forward.
- Bocce Court Fountains have been approved so Christy will be ordering shortly.

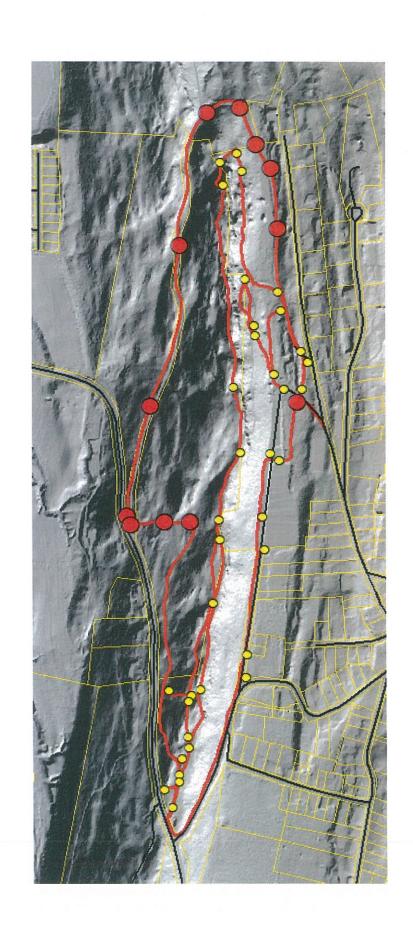
Future Agenda Items

- Fireworks Fundraiser, Swim Area Operations
- check on last meeting minutes

Next Meeting Date: February 15 at 6pm

<u>Adjourn</u> – 7:43pm Motion made by: Mary Seconded by: Dan

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Shattuck Park Fitness Cluster	Project Name		Picklebali	Site Amenities	GHS Track ADA Access	Beacon Improvements/ Bocce & Water Fountains	1 Highland Trail Maintenance	Project Name		
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CPC FY24	Funding Source		CPC FY24	CPC FY24	1,350.00 CPC FY24, CDA	CPC FY24, Capital FY22, CDA	CPC FY24	Funding Source	Pr	enfield
New fitness cluster to be installed at Shattuck Park Playground	Description	Projects Completed	Assessment/ Plan for Pickleball at Abercrombie	Outdoor Concrete Ping Pong, Foosball, and Cornhole at parks and/or schools	New ADA access from GHS parking lot to track and bleachers	2 New Bocce Courts with benches, ADA sidewalk & parking, ADA Water Fountains to replace current, ADA parking spots	Trail Maintenance at Highland Park to include drainage improvements and trail rerouting	Description	Projects with Current Funding	Greenfield Recreation CPC Projects
Project Complete	Status		In Progress	In Progress	in Progress	In Progress	In Progress	Status		Projects
Closeout form submitted Total Cost= \$23,129.58 \$870.42 returned to CPA funds	Pending Actions		Contract signed with Berkshire Design	Site Amenities bids received and are in award process. Able to purchase 2 Ping Pong (GMS & GSA), 1 Foosball (GMS), 2 Cornhole (GSA).	Approve final plan and complete work	Bid Specs being finalized with Rec & Procurement. Fountain Bids received and ready to be awarded	AMC/ Americorps Agreement complete, MESA & Con Com Paperwork & Approval in progress	Pending Actions		



Fireworks Fundraiser Dodge Ball Tournament Proposal:

- This would take place on a Saturday our thoughts are to have it on March 2nd.
- Potentially from 1-5pm Just an estimate at this time.
- Cost would be \$50.00/team with 5 players on each team, this is for ages 18 and up.
- We would need volunteers for: Referees, money collection at the door, snack/drink stand, music, and MC.
- We would have a donation box at the snack table.
- This would be a double elimination tournament with a 7-8 minute max for each game. If the game isn't over by the end of the time, the team with the most players left wins.
- We would use the curtain in the gym to have 2 games going at once.
- We would use the foam balls and there would be 6 per game.
- The goal at this time is 10-15 teams with 15 being the max.
- 1st place would get their money back and a trophy, 2nd place would get a trophy.
- My goal is to try and get some kind of sports donation to potentially give to the winners.
- \$5.00 for spectators kids are free
- Possibly have registration be through friends.
- Big part is the cost of the gym space.

Revenue:

- \$50/team- 15 teams =\$750.00
- Approx Spectator income at \$5/person 50 specs= \$250.00 (Total approx \$1,350.00)
- Concessions income = approx \$250.00
- Donations= \$100.00

Expenses:

- Gym = \$36.00/hour for 5 hours = \$180.00
- Trophies = \$30.00 (Total approx expenses \$335.00)
- Winners money back = \$50.00
- Concessions = \$75.00 Total income approx = \$1,015.00

Recreation D	epartment Bud FY 2 5	get
FY25 Budget- Status Quo		
FTE 4		\$250,127.00
Longevity		\$1,976.00
Purchase of Services: Water T	esting	\$4,600.00
	Total	\$256,703.00
Additional Requests w/ 1 FTE		
1 FTE		\$44,952.00
Memberships & Dues		\$500.00
Meetings & Seminars		\$1,500.00
Office Supplies		\$2,500.00
Computer Licensing & Equipm	ient	\$1,000.00
Purchase of Services: Sani Car	s	\$4,500.00
Temp Sal/Wages		\$15,000.00
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	Grand Total	\$326,655.00

Recreation Dep F	partment Bud Y25	get
FY25 Budget- Status Quo		
FTE 4		\$250,127.00
Longevity		\$1,976.00
Purchase of Services: Water Tes	ting	\$4,600.00
	Total	\$256,703.00
Additional Requests		
Memberships & Dues		\$500.00
Meetings & Seminars		\$1,500.00
Office Supplies		\$2,500.00
Computer Licensing & Equipmen	nt	\$1,000.00
Purchase of Services: Sani Cans		\$4,500.00
Temp Sal/Wages		\$15,000.00
mans, amagun, san agun españ 1994 de de de 1994 de 1995 de 199	Total	\$25,000.00
	Grand Total	\$281,703.00



RECREATION DEPARTMENT CITY OF GREENFIELD

Prepared by: Christy Moore
Updated: 10/24/23

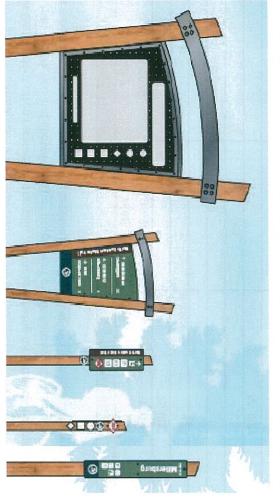
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	6/30/2025	7/1/2024	\$135,000
12	ESTIMATED END DATE	ESTIMATED START DATE ESTIMATED END DATE	TOTAL ESTIMATED COST
1= HIGHEST		Wayfinding Signage	
		Rocky Mountain/ Highland	
PRIORITY RANK AND RATIONALE		PROJECT TITLE	SECTION 1
Recreation			CAPITAL REQUEST 2025
			CITY OF GREENFIELD

SECTION 2 DESCRIPTION OF CAPITAL ITEM

This second phase of the Rocky Mountain Ridge/
Highland Trail project will implement recommendations
for trail markings, wayfinding signage, and kiosks from
the FY24 Trail Assessment that will be underway soon.
This current assement is analyzing and assessing the
current trail system including trail blazing, existing maps,
access points, signage, and unmarked trails. With the
recommendations from the assessment, new trail
markings, kiosk and way-finding signage, hard copy and
electronic maps, and interpretive signage will be installed
to improve trail navigation and access. Technology will be
incorporated by GPS plotting of trail markers and/or QR
code technology, both of which will assist public safety
officials and trail users.

The project will include several contiguous City owned parcels that make up the Rocky Mountain Ridge: Rocky Mountain Park (Poet's Seat Tower), Temple Woods, Highland Park, and the Old Municipal Golf Course and will require collaboration with the Conservation Commission.



JUSTIFICATION, LINK TO MASTER PLAN, DEPT GOALS AND/OR OBJECTIVES

This project aligns with the goals set forth in the 2021 Open Space and Recreation Plan:

Goal A: Preserve, Protect, and Enhance Greenfield's Open Space

A.1. Enhance, maintain, and expand recreation facilities, urban green spaces, and open spaces

Action Items: Make needed improvements to Highland Park and Temple Woods & Poet Seat/Rocky Mountain Ridge

This project also aligns with the Master Plan:

MP Natural, Histroic, & Cultural Resources Goal 2, Strategy 2 (Pg 264)

HISTORY AND CURRENT STATUS; IMPACT IF CANCELLED OR DELAYED

be underway soon. \$50,000 was awarded for Phase I of the project that includes a complete mapping and trail assessment of all trails within this area. This project will New mapping and wayfinding signage will truly enhance the trail experience and allow for better promotion of this community asset. In FY24, Greenfield's trail system has proven itself to be one of the City's greatest natural resources, especially during the pandemic. Not only does it serve residents, but also attracts visitors to the City. The Recreation Department often receives phone calls for those looking for more trail information.

Total Capital Cost Impact on Operating Budget Total Expenditures	Technology	Furniture/Fixtures	Building/Utility Construction	Site Prep	Land Acquisition	Engineering/Arch	Prelim Design/Plans	Equipment Only		ACTIVITY	SECTION 3
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One time expenditure

TYPE OF EXPENDITURE

2024-2025

YEAR 2 2025-2026

YEAR 3 2026-2027

TOTAL 135,000

135,000

YEAR 1

DETAIL FOR IMPACTION OPERATING BUDGET

SECTION 4

Annual Service Contract

TOTAL FINANCING		Borrowing	FUNDING SOURCE		SECTION 5	
		135,000	2024-2025	YEAR 1		
			2025-2026	YEAR 2	METHOD OF FINANCING	
			2026-2027	YEAR 3	NANCING	
		135,000	TOTAL			

	11/1/2024	9/1/2024	\$50,000
2	ESTIMATED END DATE	ESTIMATED START DATE ESTIMATED END DATE	TOTAL ESTIMATED COST
1= HIGHEST		Poet's Seat Sandblasting	
PRIORITY RANK AND RATIONALE		PROJECT TITLE	SECTION 1
Recreation			CAPITAL REQUEST 2025
			CITY OF GREENFIELD

SECTION 2

DESCRIPTION OF CAPITAL ITEM

tower and restore the tower to its original facade. sandblasting to remove the grafitti from all surfaces of the emails regarding the matter. This request is for the The Recreation Department receives frequent calls and deters citizens and visitors from enjoying the iconic tower tower has been vandalized and covered with grafitti that attracts visitors to the area. In the past few years, the Poet's Seat Tower is a beloved icon in Greenfield and





JUSTIFICATION, LINK TO MASTER PLAN, DEPT GOALS AND/OR OBJECTIVES

This project aligns with the goals set forth in the 2021 Open Space and Recreation Plan:

Goal A: Preserve, Protect, and Enhance Greenfield's Open Space

A.1. Enhance, maintain, and expand recreation facilities, urban green spaces, and open spaces

This project also aligns with the Master Plan:

MP Natural, Histroic, & Cultural Resources Goal 2, Strategy 2 (Pg 264)

HISTORY AND CURRENT STATUS; IMPACT IF CANCELLED OR DELAYED

Greenfield. The further we delay the project, the more potential for additional vandalism and the cost to remove will continue to rise Greenfield is known for it's iconic Poet's Seat Tower that sits on the Rocky Mountain Ridge Trail System and attracts not only residents but visitors from across the region to admire the beauty of the valley. The current state of the Tower does not represent the beauty and rich history of

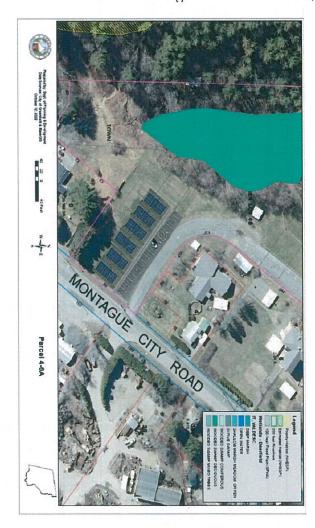
TOTAL FINANCING	Borrowing	FUNDING SOURCE 202		SECTION 5		Annual Service Contract	One time expenditure	TYPE OF EXPENDITURE 202	YE	SECTION 4	Total Expenditures \$	Impact on Operating Budget \$	Total Capital Cost \$	Technology	Furniture/Fixtures	Building/Utility Construction	Site Prep	Land Acquisition	Engineering/Arch	Prelim Design/Plans	Equipment Only	202		SECTION 3
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	11/30/2024	9/1/2024	\$300,000
ω	ESTIMATED END DATE	ESTIMATED START DATE ESTIMATED END DATE	TOTAL ESTIMATED COST
1= HIGHEST		Pickleball Courts	
PRIORITY RANK AND RATIONALE		PROJECT TITLE	SECTION 1
Recreation			CAPITAL REQUEST 2025
			CITY OF GREENFIELD

SECTION 2

DESCRIPTION OF CAPITAL ITEM

assessment and design. play. \$50,000 has already been awarded through CPC for community court complex will better serve the Picklebal that is currently an open grassy area. The creation of this sidewalks, and parking in a section of Abercrombie Park needs of the large pickleball community. This capital surge in popularity, the single court no longer meets the pickleball court at Green River Park, but with the dramatic municipalities in our region to offer a dedicated outdoor generationally. Greenfield is proud to be one of the first populations, its popularity has expanded crosspickleball used to be viewed as a sport for older only helped to fuel pickleball's growth in the area. While the fastest growing sports in the country. The pandemic Packed with health and social benefits, pickleball is one of Community and accommodate league and tournament request is for the construction of six new courts



JUSTIFICATION, LINK TO MASTER PLAN, DEPT GOALS AND/OR OBJECTIVES

This project aligns with the goals set forth in the 2021 Open Space and Recreation Plan:

Goal A: Preserve, Protect, and Enhance Greenfield's Open Space

A.1. Enhance, maintain, and expand recreation facilities, urban green spaces, and open spaces

This project also aligns with the Master Plan:

MP Natural, Histroic, & Cultural Resources Goal 2, Strategy 2 (Pg 264)

SECTION 3 PROJECT COSTS	he community's need. \$50,000 was awarded for FY24 through CPC for the assessment and design of the facility.	here is currently one outdoor Pickleball Court located in Greenfield, but the demand has increased exponentially and the one court no longer serves	HISTORY AND CURRENT STATUS; IMPACT IF CANCELLED OR DELAYED
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	11/30/2024	9/1/2024	\$50,000
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PRIORITY RANK AND RATIONALE		PROJECT TITLE	SECTION 1
Recreation			CAPITAL REQUEST 2025
			CITY OF GREENFIELD

SECTION 2		SECTION 2 DESCRIPTION OF CAPITAL ITEM		
				SECTION 2
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	DESCRIPTION	DESCRIPTION OF CAPITAL	D	

This request is for the replacement of outdoor Recreation Equipment in the City's Parks and Schools. Part of the request includes the replacement of an old 3-bay swing set that does not meet current safety standards located at Newton School. The other portion of the request is for the replacement of the boardwalk and some of the picnic tables at the Swim Area that are broken, peeling, and pose a safety risk to users.





JUSTIFICATION, LINK TO MASTER PLAN, DEPT GOALS AND/OR OBJECTIVES

This project aligns with the goals set forth in the 2021 Open Space and Recreation Plan:

Goal A: Preserve, Protect, and Enhance Greenfield's Open Space

A.1. Enhance, maintain, and expand recreation facilities, urban green spaces, and open spaces

This project also aligns with the Master Plan:

MP Natural, Histroic, & Cultural Resources Goal 2, Strategy 2 (Pg 264)

HISTORY AND CURRENT STATUS; IMPACT IF CANCELLED OR DELAYED

installed in 2008 and is in need of replacement. This area has withstood multiple floods and heavy use by the public Newton playground was installed in 2015 but did not replace this set of swings due to budget constraints. The equipment at the Swim Area was

TOTAL FINANCING	Borrowing	FUNDING SOURCE		SECTIONS	Annual Service Contract	One time expenditure	TYPE OF EXPENDITURE		SECTION 4	Total Expenditures	Impact on Operating Budget	Total Capital Cost		Technology	Furniture/Fixtures	Building/Utility Construction	Site Prep	Land Acquisition	Engineering/Arch	Prelim Design/Plans	Equipment Only		ACTIVITY	SECTION 3
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