

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
CONFERENCE ROOM A
September 19, 2018**

CALL TO ORDER: The meeting was called to order at 5:30 p.m. by Chair Coulthurst.

- I. **ROLL CALL:** Chair Coulthurst, Commissioners Leukert, Knop and Depies as well as Trustee Rep. Miller and School Board Rep. Borden. Absent and excused was Commissioner Stapelman. Also present was Director Schroeder.
- II. **APPROVAL OF MINUTES:** *Motion by Borden, seconded by Miller to approve the minutes of August 15 and August 29, 2018. as presented. Motion unanimously carried.*
- III. **PUBLIC INPUT:**
- IV. **CORRESPONDENCE** – None
- V. **OLD BUSINESS**
 1. **SPASSLAND PARK PLAYGROUND PROJECT** – DPW/parks crew completed the site preparation work the week of August 20 – 24th. In spite of the heavy rainfall and wet site conditions, Lee Recreation delivered and installed the playground equipment August 27th – 29th. Village crews installed the concrete sidewalk September 10th – 14th with final site restoration completed on September 17th and 18th. The project is now open for use by the community.
 2. **FIREMEN’S PARK SHELTER & PARK DESIGN PLANS** – The second public information meeting was held on August 29th. Ayres Associates presented three site plan options for the building location, three building floor plan options (all including open shelter area, community room, restrooms, and storage), as well as two building elevation drawings. Also included in the presentation was a character image board with the preferred interior and exterior images from the Visual Preference Survey conducted at the July 9th meeting.

The group discussed the potential site plans and locations for the building, floor plan layouts, and aesthetic characteristics desired for the building. Input and recommendations were made. Ayres Associates staff are preparing revised concept drawings, a revised site and floor plan, as well as preliminary cost estimates/budget for the shelter building and site improvement/utilities. These items will be ready for review at the October 17th meeting of the Park & Recreation Commission.
 3. **Spassland Park Tennis Courts Project** -

In July, a contract was awarded to Frank Armstrong Enterprises. The scope of work includes cleaning, patching, crack filling, installation of the Amor Crack Repair system, two coats of resurfacing material, two coats of color, and court lining. The village also contracted with Northway Fence to replace fence fabric, and DK’s Electrostatic Painting for sandblasting and repainting the posts. The fence fabric was removed on August 30th, fence painting work completed on September 10th. Court surface and crack work began the week of September 10th – 14th. With good weather, the tennis court crack repair system, re-surfacing and lining work will be completed by mid-October.

VI. NEW BUSINESS

1. **SCHOOLDISTRICT/VILLAGEOFGERMANTOWN**

INTERGOVERNMENTAL AGREEMENT (IGA) – The Intergovernmental Agreement (IGA) with the Germantown School District has been in place for several years, with the current 3-year agreement (2015-2018) expiring on August 31st. Currently village and school district administration are working together on its renewal.

The Board of Education is considering the implementation of a fee structure for not only the use of the new school facilities (pool, field house and performing arts center), but for the existing facilities as well. School District and Village administration have not meet since early August in this regard. The school district took action to approve extending the existing IGA on a month to month basis until further negotiations are complete.

On August 20th, the General Government & Finance Committee and Village Board approved use of the Village's Non-lapsing Recreation Facility Fee Fund to purchase and install new playground equipment for Rockfield School.

Commissioner Borden mentioned that the school board has been reviewing area facility use fee policies and rental fees, and strongly considering modeling the Germantown School District policies after Franklin School District. Commissioner Borden felt these policies and fee structure would be fair to all community organizations. He anticipates the School Board will be reviewing this information at the October 8th meeting.

2. **2019 PARK & RECREATION OPERATING & CAPITAL IMPROVEMENTS FUND BUDGETS** - Staff presented the 2019 department budgets to village administration on September 11th. The 2019 Budget will be reviewed by the Committee of the Whole on Tuesday, October 9th.

Recreation Budget –

- Recreation program revenues are ahead of previous year as of August. Proposed department revenues for 2019 of \$1,140,680.
- Increased school facility use costs are **not** included in the 2019 Budget as school fee schedule was not known at time of budget submittal.
- Cost Recovery has been in the 85% range for last 5 years, proposed 2019 Budget at 87%.
- Recreation Budget expenses of \$1,305,957 represents an increase of \$55,858 or 4.27% over the 2018 Budget.
- Includes monies for park fence repair, Spassland Park trail, and park signage.

Senior Center Budget –

- Revenues are proposed to remain approximately the same for 2019. Increase in trip fees, but decrease in program fees.
- Senior Center expenses of \$125,488 represents an increase of \$144 over the 2018 Budget.
- Building & Grounds Budget includes monies for flooring replacement, interior painting, and exterior brick replacement.

Capital Projects –

A total of 3 capital projects totaling \$860,00 were proposed in the 2019 Budget.

- Weidenbach Park Play Equipment- \$60,000
- Friedenfeld Park pathways - \$50,000
- Firemen's Park Shelter/Restroom Building - \$750,000 (includes monies for Phase II Design & Construction Administrative Services)

VII. VILLAGE BOARD REPORT: Trustee Rep. Miller updated the commission on the following items:

The village board will be meeting as a Committee of the Whole on the next three Tuesday nights (September 25, October 2, and 9) to review the 2109 proposed budget.

Several meetings have been held with the Public Safety Committee and Village Board related to the fire department. Fire personnel have been consolidated at Fire Station #2, with ongoing discussions on the future use of Fire Station #1 in Firemen's Park. Public Safety approved the sale of 3 fire department vehicles, and the village board will be discussing the hiring of additional staff for the department.

Sewer/water agreements have been approved for both the Wrenwood Development and Holy Hill Road TIF District which includes the future Briggs & Stratton facility.

The village board approved utilizing recreation facility fee fund monies in the amount of \$60,000 to fund a portion of new playground equipment at Rockfield School.

The paving of a portion of Main Street has started, and the Gehl's Performing Arts Pavilion driveway will be paved in October as part of the village paving program.

The Mequon Road/Country Aire Drive intersection should be opened for public use at the end of October.

VIII. SCHOOL BOARD REPORT: School Board Rep. Borden updated the commission on the following items; General Contractor CD Smith continues to do an excellent job with school construction projects. School staff has been working extra hours on weekends to help clean school areas, and move and set up equipment to make sure school started on schedule. Architects are continuing work on plans for the improvements for Amy Belle School. The school board approved full-time School Resource Officer and Dean of Students positions for Kennedy Middle School, as well as the coordinator for the GHS Performing Arts Center.

IX. DIRECTOR'S REPORT:

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2019 Park & Recreation Operating & Capital Improvements Fund Budgets - Staff presented the 2019 department budgets to village administration on September 11th. The 2019 Budget will be reviewed by the Committee of the Whole at a to be determined date.

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Gehl's Performing Arts Pavilion in Fireman's Park – At the September 17th meeting of the Village Board, a resolution was approved officially accepting the dedication of the Gehl's Performing Arts Pavilion from the Germantown Community Kiwanis Foundation, Inc. All project construction is complete and paid for in accordance with the agreement. The paving of the entrance drive (part of the village paving program) is scheduled for late October.

2018 Tree Planting Program – The 2018 tree planting contract was awarded to Century Landscape. The project will include 60-65 trees along Mequon and Division Roads, and in Alt Bauer, Schoen Laufen, Kinderberg, and Friedenfeld Parks. Tree planting is scheduled for late October.

Senior Center Van Replacement - A&J Mobility will be delivering the new Dodge Grand Caravan BraunAbility Entervan XT ADA Conversion Van the week of September 17th.

Senior Center Office Assistant – Vicki Hojnacki started as Senior Center Office Assistant on September 6th. She will be replacing Gale Smith in this part-time position.

Oktoberfest Celebration – The Germantown Historical Society will be presenting the 24th Annual Oktoberfest Celebration on September 29th and 30th at Dheinsville Park. The event will include german food and drink, music and dancers, silent auction, children's area, dachshund dash, classic car show and more.

Recreation Division Report – September 19th, 2018 Commission Meeting

The department had 66 programs starting in September including: Dance, Poms, Gymnastics, Fall Girls Volleyball League, Kid's Sports Start, Intro to Irish Dance, Horseback Riding, Tech Camp – K'Nex/Lego City Builders, Mad Science - NASA Camp, Mad Science – Inventors & Crazy Contraption Camp, Ukulele Madness, Learn to Sew, Babysitters Training, Health & Wellness Talks – Low Back and Knee Pain, Little Gridders, Pee Wee & U6 Soccer, Oodles Of Art, Preschool Play group, Music Fun, Music Fun for Babies, Music Fun for Families, Youth Martial Arts, Little Tykes Martial Arts, Guided Meditation, Body Basics, Gtown Running 101, Tai Chi, Open Volleyball, Open Basketball, Softball Pitching Clinic, Intro To Tae Kwon Do, Pickleball, Learn To Skate, Intro To Hockey, Kids Klub, Co-Rec Volleyball League, Thursday Women's Volleyball League, Restore Your Core, Yoga, PULSE, TRX, Functional Fitness/Senior Edition, Learn, Burn & Build Self Defense Fitness, Golf Lessons, Junior Golf, Beginner Pilates Mat, Pilates Stretch Balance & Restore Zumba, Zumba Kids, Zumbini, Proper Pruning and Maintenance Techniques, Scrapbooking Crop, I-pad/I-phone Tips, Tricks & Techniques, You have Pictures in your Camera - Now What?, Jazz Crusaders, Dixielanders, AWE, ChangeMakers, Muzik Bande, Acrylic Painting, Selling Your Home, Purchasing a Home or Condo, Green Thumb Gardening with Succulents, and Tree climbing.

Programs cancelled due to low enrollment: Zumba Kids, Beginning Guitar, Lyrical Jazz

Updates: Flag Football & Little Gridders games were cancelled on 9/8 due to the wet field conditions. Games will be made up at the end of the season on Saturday, October 27th. Program supplies were moved back to the schools the week of September 10th.

Upcoming events include the following:

Germantown Youth Futures Recruitment Event: This will be held on September 20th from 6:30 – 7:30 p.m. at Kinderberg Park. We will hold a short meeting, eat sundaes and play kickball.

Bucketeer Basketball: Registration Deadline is September 24th.

Fall Fest: 1ST Annual event will be held at Homestead Hollow County Park on Saturday, October 13th with activities for the family including: crafts, games, inflatables, food trucks, beer garden, movie in the park, etc.

X. ANNOUNCEMENTS OF PUBLIC INTEREST: The next meeting will be held at 5:30 p.m. on October 17th, 2018 at the Germantown Senior Center. This meeting will be a regular business meeting that will include continued discussion with Ayres Associates on the Firemen's Park Shelter Design Plans.

XI. ADJOURNMENT: There being no further business, the meeting was adjourned at 6:45 p.m.



Mark Schroeder
Park & Recreation Director