

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
CONFERENCE ROOM A
July 17, 2019**

CALL TO ORDER: The meeting was called to order at 5:32 p.m. by Chair Coulthurst.

- I. ROLL CALL:** Chair Coulthurst, Commissioners Leukert, Depies (excused @ 5:55 p.m.), Trustee Rep. Miller, Knop and Stapelman. Absent and unexcused was School Board Rep. Ray Borden. Also present were Program Supervisors Patti Heinen and Katie Rodger, Director Schroeder, Department Intern Klug and Secretary Lemke.
- II. APPROVAL OF MINUTES:** *Motion by Miller, seconded by Knop to approve the minutes of June 19, 2019 as presented. Motion unanimously carried.*
- III. PUBLIC INPUT:**
- IV. CORRESPONDENCE**

Communication from Chandni Ritesh regarding installing Food Allergy Warning Signs in Village Parks. Mark stated that he would work with Public Works on putting up a few signs at Kinderberg Park near the maintenance building near the sprayground.

Communication from Marc Riewer regarding permission to be in Friedenfeld Park after hours for astronomy. After discussion, the Commission agreed with the Police Department recommendation to follow the existing ordinance and 9:00 p.m. park closing time.

V. OLD BUSINESS

- 1. SCHOOL DISTRICT/VILLAGE OF GERMANTOWN INTERGOVERNMENTAL AGREEMENT (IGA)** – Director Schroeder stated that he has not received any communication as of today, July 17th. The updated intergovernmental agreement with the Germantown School District was reviewed and approved by the Village Board at the June 3rd meeting. Staff anticipated the School Board would vote on the agreement at their June 24th meeting. To date, the School Board has not taken action on the agreement. Pending final approval, the new agreement and associated fees will go into effect starting in September. On June 28th, staff sent district staff the facility use requests for the Fall/Winter/Spring 2019-2020 programs. School District administrative staff have indicated that the earliest date the facility use document will be presented to the Board of Education will be July 29th.
- 2. FIREMEN’S PARK SHELTER PROJECT UPDATE** – Mark stated that he met with Village Staff and CGC on July 17th regarding soil borings. The site topographic survey was completed by Himalayan Consultants. On May 21st, Ayres Associates met with village staff and project stakeholders to discuss site utilities and development of the preliminary design for site layout and utility plans (sanitary, water, electrical/lighting) for the project. Based on earlier discussions with village engineering staff, the 2019 CIP Budget request was based on sewer and water service from Park Avenue.

The village is now investigating the option to bring in the sewer from Crusader Court. Village staff have completed the survey for this additional area of the park. Staff is currently scheduling the soil borings with CGC, Inc. A decision has been made to bid out the project with both options for sewer and water. Ayres Associates have been working on the other parts of the project plans/specifications and will add the sewer/water information when received from the village engineering staff. Phase 1 includes installation of sewer, water, and electrical service, pedestrian lighting, pathways, and re-location of the existing basketball court.

3. DHEINSVILLE PARK SHELTER PROJECT UPDATE –

On June 27th, staff met with Jeff Dhein of the Germantown Historical Society. Public Works Director Larry Ratayczak provided an update on the status of Harwood Engineering’s completion of the project plans and specifications. Director Ratayczak is now working on packaging the documents for sending out for public bidding in late July/early August.

Village Attorney Sajdak is nearing completion of an agreement between the Village and Germantown Historical Society which would spell out the responsibilities of both parties including funding, insurance, site work, maintenance, project engineering/surveying, etc.

Director Schroeder met with Elaine Motl on July 9th to discuss the Tourism Commission grant application. Elaine indicated the preliminary recommendation of the Tourism Commission is to contribute \$10,000 toward building construction costs (similar to what was contributed to the Kiwanis for the Gehl’s Performing Arts Pavilion).

4. WEIDENBACH PARK PLAYGROUND PROJECT UPDATE – The equipment has been ordered. Site preparation and installation of the equipment is planned for late August.

VI. NEW BUSINESS

Commissioner Depies returned @ 6:25 p.m.

1. 2019-2020 FALL/WINTER/SPRING RECREATION PROGRAM FEES & CHARGES – REVIEW & APPROVAL – Program Supervisors Heinen and Rodger went over the proposed changes in fees. Not knowing the charges from the school district for gym/classroom usage had to be taken into consideration with the increases.

Motion by Depies, seconded by Miller to approve the Fall/Winter/Spring Recreation Program Fees & Charges as presented. Motion unanimously carried.

VII. VILLAGE BOARD REPORT: Rick stated that the Village has renewed the contract with Associated Appraisal for an additional year.

New restaurants are coming to the Village:

“The Precinct Tap & Table”

“The Stillery”, formerly Madam Belles’s (Town of Germantown)

“Das Barrel Room”, formerly Public House.

The Village Board sent feedback to Blackstone Creek Golf Course on their re-development proposal. There will be another 250,000 square foot facility in the Industrial Park on Goldendale and Rockfield Roads. North Shore Bank has come to the Village with a proposal to put a facility up in the front portion of Sendik's parking lot. The Blau property was approved as a "Historic" designated property.

VIII. SCHOOL BOARD REPORT: Absent

IX. DIRECTOR'S REPORT:

School District/Village of Germantown Intergovernmental Agreement (IGA) – The updated intergovernmental agreement with the Germantown School District was reviewed and approved by the Village Board at the June 3rd meeting. Staff anticipated the School Board would vote on the agreement at their June 24th meeting. To date, the School Board has not taken action on the agreement. Pending final approval, the new agreement and associated fees will go into effect starting in September. On June 28th, staff sent district staff the facility use requests for the Fall/Winter/Spring 2019-2020 programs. School District administrative staff have indicated that the earliest date the facility use document will be presented to the Board of Education will be July 29th.

Firemen's Park Shelter Project Update – The site topographic survey was completed by Himalayan Consultants. On May 21st, Ayres Associates met with village staff and project stakeholders to discuss site utilities and development of the preliminary design for site layout and utility plans (sanitary, water, electrical/lighting) for the project. Based on earlier discussions with village engineering staff, the 2019 CIP Budget request was based on sewer and water service from Park Avenue. The village is now investigating the option to bring in the sewer from Crusader Court. Village staff have completed the survey for this additional area of the park. Staff is currently scheduling the soil borings with CGC, Inc. A decision has been made to bid out the project with both options for sewer and water. Ayres Associates have been working on the other parts of the project plans/specifications, and will add the sewer/water information when received from the village engineering staff. Phase 1 includes installation of sewer, water, and electrical service, pedestrian lighting, pathways, and re-location of the existing basketball court.

Dheinsville Park Shelter Project Update – On June 27th, staff met with Jeff Dhein of the Germantown Historical Society. Public Works Director Larry Ratayczak provided an update on the status of Harwood Engineering's completion of the project plans and specifications. Director Ratayczak is now working on packaging the documents for sending out for public bidding in late July/early August.

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Weidenbach Park Playground Project Update – The equipment has been ordered. Site preparation and installation of the equipment is planned for late August.

2019-2020 Fall/Winter/Spring Recreation Program Fees & Charges – Review & Approval – Staff is currently finalizing the program fee recommendations. This information will be presented at the commission meeting.

2019 EAB Ash Treatment Program – Crawford Tree & Landscape will be starting the treatment program on July 10th with completion scheduled for July 19th. The project will consist of materials and labor to treat 151 ash trees located in village parks and on municipal grounds.

Kinderberg Park Tennis Court Backboard – Review & Recommendation – At the June commission meeting, approval was given to remove the existing wood backboard, and replace with the tennis net rebounder net. The rebounder net was ordered and received on July 9th. The removal and installation work is currently on the schedule for the DPW/parks staff.

Spassland Park Tennis Court Project – This 2018 project included cleaning, patching, crack filling, installation of the Amor Crack Repair system, two coats of resurfacing material, two coats of color, and court lining. All fence post and fence fabric work has been completed. Frank Armstrong Enterprises completed the crack repair including installation of the Amor system, as well as painting of the surface and color coating materials from June 29th through July 3rd. All that remains on the project is lining of the courts.

MacArthur Gril Scout Troop 4363 Community Service Projects (Bocce Ball Court and Raised Gardens) for the Germantown Senior Center in Firemen’s Park – Project Update – Girl Scout Troop 4363 is continuing fundraising efforts toward completion of these Silver Award projects. The overall fundraising goals are \$8,500 for the Bocce Ball Court and \$2,000 for the Raised bed Gardens. A meeting was held on June 4th to discuss the project scope of work and schedule. The final design of the raised bed gardens was determined, with construction of the wooden benches and garden planters scheduled for late June. Village crews will assist with site preparation of the bocce ball court in mid-late July with construction taking place in August.

Village 2050 Comprehensive Plan – The first Community Conversation/Public Input Meeting will be held on Tuesday, July 23rd at 6:00 p.m. at the Germantown Village Hall. Staff is currently working with the Department of Community Development staff on park and recreation questions to be included in the public opinion survey.

Menomonee River Corridor/Blackstone Creek Re-Development Opportunity – Village staff have been meeting with the Blackstone Creek Golf Course ownership and Fiduciary Development on a re-development proposal. This proposal was presented to the Village Board at the June 17th Committee of the Whole Meeting. The project would include over 200 residential units along the Blackstone Creek Golf Course and along Main Street, as well as re-development of a 9-hole golf course and clubhouse facility, and expansion of the village’s Haupt Strasse Park for park, open space and recreational use opportunities. The proposed project was discussed with the Village Board in closed session on July 1st.

Recreation Division Report – July 17, 2019 Commission Meeting – The recreation program report will be presented at the meeting by Matt Klug, Park & Recreation Intern.

We have 40 programs starting in July along with the over 30 programs that are ongoing throughout the summer and include: Great America Field trip, Little Tykes Martial Arts, Youth Martial Arts, Booster Night, Umbrella painting, Golf Camp, Tae Kwon Do, Yoga, Girls Basketball Camp, Horseback Riding, Babysitters Training, Music Fun, Mad Science 321 Blastoff, Body Basics, Parent Child Basketball, Hoopsters, Jake & the Neverland Pirate Tot Workshop, Band Concerts, Amazing Race, Tree Climbing, Kids Sports, Barre Fitness, Tennis – session 2, Irish Dance Sampler, Intro to Irish Dance, Learn to Sew, PULSE, TRX, Cupcake Decorating, Girls Volleyball Camps, Kids Cuisine, Learn Magic, Lean Not to Burn, Fairy Garden Workshop, The Science of Slime Camp, Restore Your Core, Stay Home Alone, Guided Meditation, Music Fun for Families, Family Carnival Night, Movies in the Park, Family Campout, Camp Invention, Henna Tattoos, Science of Mysteries & Magic, Robot Invasion.

Programs cancelled due to low enrollment: Learn to Sew, Kids sports Ages 5-6, Pilates & Your Spinal Health Workshop

Upcoming events include the following:

Amazing Race: This program fills up the first week of registration with 93 participants enrolled. It was held on July 12th with Dental Professionals sponsoring the event.

Movies in the Park/Family Camp Out: Our next movie will be on Friday, July 26th featuring Ralph Breaks the Internet movie and it will be held in conjunction with our Family Campout at Kinderberg Park. We already have 77 people signed up to camp (36 families).

Booster Night: Booster Night was held on July 8th and Robert's Frozen Custard donated \$400.00 towards our programs!

Family Fun Carnival Night: Families can enjoy carnival games and inflatables. Event will be held on Thursday, July 25 from 5:00 – 8:00 p.m. at Firemen's Park. New this year it will be held in conjunction with the Taste of Germantown. The event is free, if pre-registered they will receive one \$5 activity punch card upon arrival.

Intern Report:

Instagram: I will be working on setting up an Instagram account for the Rec Dept. It will be used similar to Facebook in sharing photos and news from events. I am hoping that an added social media platform will help us target a social demographic we feel as if we haven't been hitting recently. First plan of attack will be a week long series of posts highlighting our parks, what they have to offer, and what Rec programs are offered there.

X. ANNOUNCEMENTS OF PUBLIC INTEREST: The next meeting will be held August 21 @ 5:30 p.m.

XI. ADJOURNMENT: There being no further business, the meeting was adjourned at 7:18p.m.