

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
CONFERENCE ROOM A
November 11, 2015**

CALL TO ORDER: The meeting was called to order at 5:31 p.m. by Chair Coulthurst.

- I. ROLL CALL:** Chair Coulthurst, Commissioners Stapelman, Depies, Knop (excused at 6:35 p.m.), Trustee Rep. Miller and School Board Rep. Medved (excused at 6:00 p.m.). Absent and unexcused was Commissioner Lieffring. Also present were Director Schroeder, Recreation Supervisor Heinen and Secretary Lemke.
- II. APPROVAL OF MINUTES:** *Motion by Medved, seconded by Depies to approve the minutes from October 14, 2015 as presented. Motion unanimously carried.*
- III. PUBLIC INPUT:** Nothing

Motion by Coulthurst, seconded by Medved to move to "V. New Business", item 3. Motion unanimously carried.

IV. UNFINISHED BUSINESS:

- 1. ALT BAUER PARKING LOT/PATHWAY AND BASKETBALL COURT - UPDATE:** Mark stated that the project is complete. The 2nd surface application was applied on October 19th, however, the landscape contractor drove equipment across the basketball court. A message has been sent to the general contractor regarding the tire tracks. The court will be addressed in Spring and most likely have to be repainted and new lines put down.
- 2. OLD FIRE COMPANY AGREEMENT FOR USE OF FIREMAN'S PARK SHELTER - UPDATE:** The agreement is still being reviewed by the Fire Company.
- 3. PARK SITE EVALUATIONS:** The next group of parks are Kinderberg, Spassland and Friedenfeld.
- 4. 2016 OPERATING & CAPITAL IMPROVEMENTS FUND BUDGETS:** The department operating and capital budgets are still moving forward at this time with no current changes. The budgets will be going to public hearing on Monday, November 16th.

V. NEW BUSINESS

- 1. DHEINSVILLE PARK SHELTER – REVIEW & RECOMMENDATION ON MEMORANDUM OF UNDERSTANDING WITH GERMANTOWN HISTORICAL SOCIETY:** Jeff Dhein stated that he would like to make sure that all paperwork is complete before moving forward with fundraising. The draft "Memorandum of Understanding" for the Germantown Historical Society and the Village of Germantown has the Germantown Friends of Parks & Recreation as a 3rd party, however the Historical Society has their own group, with 501c3 status, that would be responsible to track every donation of money for the group. Therefore, the sentence "the Germantown Friends of Parks & Recreation hereinafter referred to as the "Friends," could be removed.

Motion by Miller, seconded by Medved to send forward with positive recommendation to the Village Board, to enter into this Memorandum of Understanding, with the removal of "the Germantown Friends of Parks & Recreation hereinafter referred to as the "Friends.", with the Germantown Historical Society for the Dheinsville Park Pavilion Project. Motion unanimously carried.

2. FIREMEN'S PARK MASTER PLAN – REVIEW & RECOMMENDATION:

The Kiwanis/Gehls Performing Arts Pavilion site location was relocated and approved at the October 14th meeting which brought us to a Master Plan for Firemen's Park. On November 9th the Plan Commission reviewed the new drawings and approved the site development and plans for the Kiwanis Performing Arts Pavilion at Firemen's Park. Trustee Baum developed the draft Master Plan for Firemen's Park which was reviewed by the commission.

The Commission raised questions/concerns regarding the following:

- ❖ Is this too many buildings for this park?
- ❖ Is Firemen's Park large enough for these amenities?
- ❖ What would the cost be?
- ❖ What is the correct number and locations of restrooms?
- ❖ Will the new shelter have a kitchenette and/or meeting room?
- ❖ Lighting along path is needed.
- ❖ Is a water fountain necessary?
- ❖ What is the impact to the trees?
- ❖ ADA accessibility

The ground in Firemen's Park is bedrock and may cause issues with electrical and utility lines. The Commission will continue review of the proposed Master Plan for Firemen's Park.

Motion by Depies, seconded by Miller to affirm the site 2 location as shown on the concept plan for the proposed Gehls Performing Arts Pavilion on the SHA plan. Motion unanimously carried.

The Commission will continue discussion and review of the proposed Master Plan for Firemen's Park with coordination with Engineering and other departments regarding costs.

3. 2015-16 WINTER/SPRING PROPOSED PROGRAM FEES & CHARGES – REVIEW & APPROVAL: Patti stated that there are minimal fee increases for Winter/Spring as the majority of fees were raised in Fall/Winter.

Motion by Depies, seconded by Miller to approve the 2015-16 Winter/Spring Proposed Fees & Charges as presented. Motion unanimously carried.

4. **KENNEDY MIDDLE SCHOOL COLOR-A-THON FUNDRAISER AT FIREMEN'S PARK – REVIEW & APPROVAL:** Chantal Macksam, KMS PTO Fundraising Chairperson, is looking for use of Firemen's Park on Sunday, May 22, 2016 or Saturday June 4, 2016 for a "Color-A-Thon Fundraiser". The event would start and end at KMS/Firemen's Park along with stations throughout the village.

Motion by Coulthurst, seconded by Depies to waive the rental fee for the use of Firemen's Park Pavilion, preferably on Sunday, May 22nd, 2016 for the Kennedy Middle School Color-A-Thon Fundraiser. Motion unanimously carried.

- VI. **VILLAGE BOARD REPORT:** Trustee Miller stated the Fire Department referendum (adding Full Time staff) did not pass. At this time the station is "staffed" from 6:00 a.m. to 6:00 p.m. Monday thru Friday with 3 full-time employees. The Economic Development Commission has been contacted by 1st Bank regarding offering low interest loans to businesses for improvements in the "downtown" Germantown area. 1st Bank would like the Commission to administer the program and forward the information to 1st Bank for their determination. The "downtown" Germantown borders would be Main Street to Mequon Road, Mequon Road East to the railroad crossing, then to Squire. The Washington County Economic Development offers low interest loans to businesses as well.

- VII. **SCHOOL BOARD REPORT:** Medved stated that Germantown High School is 1 of 100 finalists for "Celebrate My Drive" sponsored by State Farm Insurance. The Rockfield school addition project will be breaking ground on November 24th at 12:45 p.m. with all Rockfield students participating.

VIII. **DIRECTOR'S REPORT:**

- 1) **Alt Bauer Parking Lot/Pathway and Basketball Court** – The second coat of the color surface material, and installation of court lines were completed on October 19th and 22nd respectively. Restoration work was completed along the pathway, parking lot, and basketball court the week of November 2nd.
- 2) **Old Fire Company Agreement for Use of Fireman's Park Shelter** – The volunteer fire company is still reviewing the current list of eligible members. This item has been pushed back to the December General Government & Finance Committee Meeting for review and approval.
- 3) **Gehl Foods Performing Arts Pavilion** – At the October 14th Joint Meeting of the Park & Recreation Commission & Building Construction Oversight Committee, a motion was made and unanimously approved to recommend site location #2 as the preferred site for the pavilion. Site #2 is on the north side of Firemen's Park just east of the Senior Center. Since that meeting, Brad Kropp, Perspective Design Inc., on behalf of the Kiwanis Club, submitted revised elevation drawings of the pavilion incorporating more Germanic elements. These drawings, as well as the draft Firemen's Park Master Plan, were reviewed by the Plan Commission at the November 9th meeting. Following review and discussion, the Plan Commission granted approval for the site development and building plans for the 1,627 sq. ft. performing arts pavilion. The Firemen's Park Master Plan is on the Park &

Recreation Commission agenda for review and approval. Representatives of the Kiwanis Club will be at the meeting to help answer any questions on this project.

- 4) **Park Site Evaluations** – The next parks for site evaluations are Kinderberg, Spassland, and Friedenfeld Parks.
- 5) **2016 Operating & CIP Budgets** – The 2016 Proposed Budget was reviewed by the Committee of the Whole on October 19th. Following discussion, approval was given to forward the budget for Public Hearing which is scheduled for Monday, November 16th. Currently no changes have been made to the Parks, Recreation & Senior Center Budgets. Capital projects that were submitted include replacement of the Alt Bauer Playground Equipment, resurfacing of the Haupt Strasse and Alt Bauer Tennis Courts, and in the Parks Budget, pathway lighting at Weidenbach Park, and a new chipper.
- 6) **Kinderberg Park Shelter** – The furnace for the shelter has failed, and needs replacement. The DPW/parks staff has contracted with Goschey Mechanical for this project which will be completed in the next two weeks.
- 7) **Friedenfeld Park Playground** – On November 2nd, the DPW/Parks staff completed the playground site improvement project. The project included removal of the old plastic edging, installation of new concrete sidewalk and benches, and placement of wood fiber safety material.
- 8) **Senior Center Security Cameras** – MCR Services will be replacing exterior security cameras in the next two weeks. These cameras were originally installed with the building addition project.

Recreation Report

Programs starting in November/December - The department has 36 programs starting in November and December including: Friday Family Flicks, Clutter Courses, Zumba, Yoga, Miss Julie's Music Fun, Social Median Class, Power Point, Afterschool Legos, Wood Carving, Fundamentals Basketball Camps, Learn Magic, Scrapbooking Crop, Health 101, PULSE, Group Rock Climbing, Restore Your Core, Money Saving Tips, Painting Parties-Adult/Youth, STEM Classes, DIY European Travel, Card Making, Computer & Internet Safety, Dog Therapy, Self Defense, May the Force Be With You Day Off School Event, Lambeau Field Fieldtrip, Learn to Skate, Chicago Trip, Intro to Hockey, Holiday Healthy Eating, Tot Party-Winter Wonderland, Firefighters are your Friends, Jiu-Jitsu, Tae Kwon Do, Babysitter's Training, and the SERPC Hoop Shoot & Youth Basketball Clinic on December 5th.

Upcoming Events include the following –

Bucketeers: The department has 192 kids on 18 teams registered to play in the Bucketeers Youth Basketball League. Practices started the week of November 9th with games starting on January 9th.

1st/2nd Grade Buckets: Registrations are still being accepted, and teams are being formed. To date, we have 163 players and 29 coaches. The goal is to have 16 teams in the league again this year. Teams will play at Rockfield and MacArthur on Saturdays starting in January.

Friday Family Flicks will be held at MacArthur School this Friday, November 13th, and will feature the movie "Home." The event will include fun crafts for the kids to do before the movie. Again this year, the PTA and First Bank will be sponsoring the event, and Germantown Youth Futures kids will be volunteers.

IX. ANNOUNCEMENTS OF PUBLIC INTEREST:

- X. ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:10 p.m.



Shannon Lemke
Secretary



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*Park & Recreation Commission
2016 Meeting Dates*

<i>Wednesday, January 20</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, February 17</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, March 16</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, April 20</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, May 18</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, June 15</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, July 20</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, August 17</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, September 21</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, October 19</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, November 16</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>
<i>Wednesday, December 21</i>	<i>Village Hall Conference Room "A"</i>	<i>5:30 P.M.</i>