

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
CONFERENCE ROOM A
March 16, 2016**

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

I. ROLL CALL: Chair Coulthurst, Commissioners Stapelman, Knop (arrived @ 5:33 p.m.), Depies, and Trustee Rep. Miller. School Board Rep. Medved was absent and excused. Guest included John Krause, from Germantown Kiwanis. Also present were Director Schroeder, Recreation Supervisor Rodger and Secretary Lemke.

II. APPROVAL OF MINUTES: *Motion by Miller, seconded by Stapelman to approve the minutes from February 17, 2016 as presented. Motion unanimously carried.*

III. PUBLIC INPUT: Trustee Rep. Miller mentioned that his parents would like to see signs at Friedenfeld Park regarding picking up your dog waste.

IV. UNFINISHED BUSINESS:

- 1. GERMANTOWN SOCCER CLUB FIELD USE AGREEMENT:** Director Schroeder stated that the 3-year agreement was passed and signed by the Village Board. The agreement is waiting on signatures from the Soccer Club to finalize the agreement.
- 2. PARK & RECREATION IMPACT FEE FUND PROJECTS:** Director Schroeder stated that the General Government & Finance Committee supported the Commission recommendations to utilize the Park & Recreation Impact Fee Funds for the Kinderberg Park Basketball Court and the Dheinsville Park playground. Director Schroeder stated that he will start getting specifications together for the projects. We are able to utilize 10% of the project costs for engineering. Commissioner Depies raised the question "if we use our engineering department, can we pay ourselves?"

V. NEW BUSINESS

- 1. GEHL'S PERFORMING ARTS PAVILION FOR PLACEMENT OF "FUTURE HOME OF" SIGN AT FIREMEN'S PARK – REVIEW & APPROVAL:** John Krause stated that soil borings will occur after Easter. Kiwanis would like to increase the visibility of the project by having area businesses to display the rendering that is currently on display in the Village Hall as well as place a sign in Firemen's Park. They are also looking into printing 5x7 handouts with a picture of the rendering on one side and information on the opposite side. Kiwanis currently have a "Go Fund Me" page that has currently raised over \$27,000.00 to date. Director Schroeder asked to be given notification of when the soil borings are going to start.

Motion by Depies, seconded by Miller to approve the displaying of a temporary "Future Home of" sign in the location as described with oversight from the Park & Recreation Department. Motion unanimously carried.

2. **2016 SUMMER RECREATION PROGRAM FEES & CHARGES – REVIEW & APPROVAL:** Director Schroeder gave an overview of the few minor increases for the Summer fees.

Motion by Miller, seconded by Depies to accept the Summer 2016 Program Fees & Charges as presented. Motion unanimously carried.

VI. VILLAGE BOARD REPORT: Miller stated roadwork in the village will begin. The roundabout will be started on Fond du Lac and Donges Bay Road.

VII. SCHOOL BOARD REPORT: Absent & excused

VIII. DIRECTOR'S REPORT:

- 1) **Germantown Soccer Club Field Use Agreement** – At the March 7th meeting, the Village Board approved the commission's recommendation to approve the agreement with the GSC for 2016-2018.
- 2) **Park & Recreation Impact Fee Fund Projects** – At the February Park & Recreation Commission meeting, a motion was approved to recommend to the General Government & Finance Committee to utilize Park & Recreation Impact Fee monies to fund the following two park projects; 1) Kinderberg Park Basketball Court, and 2) Dheinsville Park Play Equipment. The preliminary budget for both of these projects would fall within the 2015 Year End balance in the Park & Recreation Impact Fee Fund of \$127,514.

Staff presented this information at the February 23rd General Government & Finance Committee Meeting as an update item, indicating the first priority would be the basketball court for Kinderberg Park. Following review of the project scope of work and cost estimates, staff will proceed with developing project plans and specifications. Per the Finance Department, only one of these two projects need to move forward with the planning process in 2016 to meet the impact fee law requirements.

- 3) **Senior Coordinator position** – A total of 20 applications were received for this position. Staff will be conducting interviews March 15th – 21st, with the goal of completing the interview/selection process, and having the new coordinator in place by April 15th.
- 4) **Gehl's Performing Arts Pavilion – Review & Recommendation of "Future Home of" Sign at Firemen's Park** – John Krause of the Germantown Kiwanis Club will be in attendance to request approval to place a sign announcing the future home of the GPAP in Firemen's Park, as well as providing an update on the project.
- 5) **Pilgrim Road Tree Planting Project – Phase 1** – Project plans and specifications have been prepared by John Gall, Wachtel Tree Science, for Phase 1 Tree Planting along Pilgrim Road. Phase 1 will include materials and labor to plan 60 – 2" caliper trees of ten different varieties. The project will be sent to bid in March with review/recommendation by the Board of Public Works on April 5th, and Village Board award of contract on April 18th. Project start date would be late April/early May. The exact planting locations will be field staked by Wachtel and village staff.

Recreation Division Report

The department has 33 programs starting in March including: Basic First Aid for Kids, Zumba, Kickboxing, Oodles of Art, Pickleball, Kids Cuisine, Advance Digital Photography, Scrapbooking Crop, Learn Magic, Archery, Ice Skating/Hockey, Parent Child basketball, Yoga, 10 and Under Tennis, Tae Kwon Do, Excel 3, Gymnastics, Painting Parties for Adults & Youth, Group Rock climbing, St. Patti's Tot Workshop, Beginning Martial Arts Camp, Wood Carving, Word II, Miss Julie's Music Fun, Perfect Portions Workshop, STEM, Babysitter's Training, Therapy Dog Screening, Restore Your Core, PULSE, Firefighters Are Your Friends

Programs cancelled due to low enrollment: Zumba, Kickboxing, Beginner Martial Arts Camp, Painting Parties

Upcoming special events include the following:

Poms Performance: Was held on Tuesday, March 8th. The department said goodbye to Mareta Prill, who retired from her position as Poms Director after 30 years. Girls did an amazing job performing!

Dance Recital: Tuesday, March 22nd at Kennedy Middle School starting at 6:30 p.m.

Easter Egg Hunt: Saturday, March 26th at Firemen's Park starting at 11:00 a.m. sharp. We could use some volunteers for that day, arrive at the Sr. Center at 10:00 a.m. to help hide eggs, hunt is at 11:00 a.m. by 11:30 a.m. we should be cleaned up.

Soccer/Gridders: The registration deadline is Friday, April 1st. Pee Wee & U6 Soccer and Little Gridders Football will be starting on April 23rd, coach's meetings are set for April 12th & 14th to help coaches prepare for their upcoming season.

IX. ANNOUNCEMENTS OF PUBLIC INTEREST:

X. ADJOURNMENT: There being no further business, the meeting was adjourned at 7:07 p.m.

Shannon Lemke
Shannon Lemke
Secretary