

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022
A M E N D E D 5-16-16

MEETING: **PARK & RECREATION COMMISSION**

DATE AND TIME: **WEDNESDAY, May 18, 2016 at 5:30p.m.**

LOCATION: **GERMANTOWN CONFERENCE ROOM A
N112 W17001 Mequon Road**

CALL TO ORDER: This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.

- I. **ROLL CALL:**
- II. **APPROVAL OF MINUTES:** April 20, 2016
- III. **PUBLIC INPUT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three (3) minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, NO ACTION will be taken under public comments.
- IV. **INTRODUCTION & WELCOME TO NEW COMMISSION MEMBER:** Kim Leukert
- V. **UNFINISHED BUSINESS:**
 1. Kinderberg Park Tennis Court Backboard – Review & Recommendation
 2. Eagle Scout Project @ Schoen Laufen Park – Review & Approval at Request by Ryan Miller
- VI. **NEW BUSINESS**
 1. Alt Bauer Park Play Equipment Project – Review & Discussion
- VII. **VILLAGE BOARD:**
- VIII. **SCHOOL BOARD REPORT:**
- IX. **DIRECTOR'S REPORT:**
- X. **ANNOUNCEMENTS OF PUBLIC INTEREST:**

The next Park & Recreation Commission meeting will be **June 15th @ 5:30p.m.**
- XI. **ADJOURNMENT:**

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Clerk's Office at (262)250-4740 at least 2 days prior to the meeting.

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
CONFERENCE ROOM A
April 20, 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 School Board Rep. Medved. Trustee Rep. Miller was absent and excused. Guests included Lynne and Armin Dohl. Also present were Director Schroeder, Senior Coordinator Fiegel and Secretary Lemke.
- II. APPROVAL OF MINUTES:** *Motion by Depies, seconded by Medved to approve the minutes from March 16, 2016 as presented.*
Ayes: Depies, Stapelman, Coulthurst
Absent: Knop & Miller
Abstain: Medved
- III. PUBLIC INPUT:** Armin Dohl stated that he and his wife Lynne are still concerned about the noise that is generated by the tennis court backboard when individuals are hitting their tennis balls at Kinderberg Park.
- Motion by Depies, seconded by Medved to move to New Business, item V., #1.*
Motion unanimously carried.

IV. UNFINISHED BUSINESS:

- 1. KINDERBERG PARK TENNIS COURT BACKBOARD – REVIEW & RECOMMENDATION:** The Dohl's stated that they would like a solution to make the sound of hitting the board go away. The Dohl's mentioned cutting back the use time to end at 5:00 p.m. The Dohl's also mentioned moving the backboard to Spassland. Moving it to Spassland would be away from resident's homes. Armin asked if DPW could put "slats", that are spaced approximately an inch apart, randomly placed over the entire front of the board.
- Motion by Depies, seconded by Knop to request the Public Works Department keep looking into other options regarding different wood placement/structure to try to reduce the noise level with no guarantee that we will be able to accomplish that. Motion unanimously carried.*
- 2. FRIEDENFELD PARK – UPDATE ON DOG WASTE SIGNS:** Mark stated that signs will be going up shortly at Friedenfeld Park to remind individuals of the ordinance to clean up after their dogs. Schoen Laufen is currently the only park with a dog waste station.

V. NEW BUSINESS

- 1. INTRODUCTION & WELCOME TO MARY FIEGEL, SENIOR COORDINATOR:** Mary gave an overview of her prior work experience. She also stated that everyone has been very nice and supportive in her new role as the Senior Coordinator.

2. **2015 ANNUAL REPORT:** Mark gave a brief overview of the Annual Report for 2015. Recreation programs enrollment numbers continue to climb. Senior Center van rides have risen since 2015. The tax program has been on the rise as well. Kids Klub continues to increase in registrations. Annual Reports are available for the public in the Village Hall.
3. **ALT BAUER PARK PLAY EQUIPMENT PROJECT – REVIEW & DISCUSSION:** Mark went over the RFP and timeline for the new playground for Alt Bauer Park. Mark talked about the difference between a traditional playground and a non-traditional. The department will be sending out RFP's to 7 playground companies on April 21st with a proposal return date of May 16th. We are looking at completion of the project the end of September.

VI. VILLAGE BOARD REPORT: The Village President was the only term up for election and he ran unopposed. There were no changes at the committee level. Spring brush pickup will begin the 2nd Monday in May. There will be work on Pilgrim Road for the new Gas Main by WE Energies. The work is a continuation of the project along Donges Bay Road. The 2016 project will continue South on Pilgrim Road approximately 2600 lined feet, where at that point, it will head West, crossing Pilgrim Road for another 1300 lined feet. Phase 2 is scheduled for 2017, and will include crossing Spassland Park. I-41 will be repaved this summer. Also, the ramps, which are mostly completed, will be widened to interstate standards. The Board of Zoning Appeals overruled the Plan Commission on the density reduction and elimination of a 6th building for the Saxony village development. They will be able to build 6 buildings at 8 units per acre. The Village is in desperate need of poll workers for the November Election. Anyone 16 and older can be a poll worker. Poll workers need to live in Washington County, to be eligible. If you know of anyone, please ask them to contact the Clerk's office.

VII. SCHOOL BOARD REPORT: Brian handed out "Board Happenings" to the commission with information from their board meeting.

VIII. DIRECTOR'S REPORT:

- 1) **Kinderberg Park Tennis Court Backboard Review & Recommendation** - Last year, Lynne and Armin Dohl, Kinderberg Park neighbors expressed concerns about the noise the tennis backboard makes when players hit tennis balls against it. Their concerns were in regard to the volume and frequency of the noise. Three other parks contain tennis courts (Alt Bauer, Spassland & Haupt Strasse), however only Haupt Strasse has a tennis backboard.

The Kinderberg Park tennis backboard is approximately 95 feet from the closest neighbor. The board is made of plywood and treated 2x4s and measures 25 feet long by 10 feet high. In 2012, the backboard was moved from the north to the south end of the courts because of noise and balls landing in the neighbor's yard.

PARK & RECREATION COMMISSION MINUTES

April 20, 2016

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At the May 13, 2015 Park & Recreation Commission meeting, direction was given to staff to investigate exterior spray foam that could potentially help reduce the noise level, as well as researching rebounder net options including life expectancy and warranty. At the July 8, 2015 commission meeting, Jay Olszewski reported that DPW staff did research into alternatives. Public Works staff did a “test” study on a 4x8 sheet of plywood by spraying it with insulation, however they did not see any kind of noise reduction. Other options explored were a “rebounder net”, and “sound reducer backboard”. The range of costs varied from \$750 to \$8,300. Following discussion, the motion was to restrict usage time by installing a sign indicating that “Backboard” use time would be from 8:00 a.m. to 8:00 p.m. Normal park hours are from 6:00 a.m. to 9:00 p.m.

Staff was recently contacted by the Dohls expressing the same concerns as in the past. Attached for your review is information on the “rebounder” net, and one type of “sound reducer” backboard. Monies are not earmarked in the 2016 Budget for either option.

The Kinderberg Park tennis courts are the most popular courts in the Village and tennis backboard is a heavily used amenity. The Park and Recreation Department wants to come to a sensible solution for both the neighbor and tennis players.

- 2) **Friedenfeld Park – Update on Dog Waste Signs** – Following discussion at the March commission meeting, staff met with DPW/Parks staff. Signs are being installed to remind park users of the Municipal Code, Section 21.09, Parks & Parkways, which addresses the dog leash and animal waste regulations.
- 3) **Introduction & Welcome to Mary Fiegel, Senior Coordinator** – Staff would like to introduce Mary Fiegel who began her employment as the department’s new Senior Coordinator on April 5th.
- 4) **2015 Annual Report** – Staff is proud to present the 2015 Park & Recreation Annual Report which summarizes the department’s highlights, accomplishments and challenges of the past year.
- 5) **Alt Bauer Park Play Equipment Project – Review & Discussion** – Included in the commission packet is the Request for Proposal (RFP) for Play Equipment for Alt Bauer Park, as well as a timeline for the project. Department staff is requesting direction from the commission on traditional vs non-traditional playgrounds, and the overall vendor selection process. Staff will be sending the RFP to several playground companies requesting design options based on the recommendations from the commission and staff, and per the budget parameters for this project. Proposals would be due May 16th, with preliminary review at the May 18th Park & Recreation Commission Meeting. Final review of the playground design proposals, and recommendation from the commission would take place at the June 15th meeting, with Village Board Award of Contract on June 20th. Completion of the project is planned for mid to late September.
- 6) **Gehl’s Performing Arts Pavilion – Update** – Soil borings were completed on April 4th, with the “Future Home of the GPAP installed last week in Firemen’s Park.

- 7) **Pilgrim Road Tree Planting Project – Phase 1** – The 2016 Parks Line Item Budget included \$24,000 for the replacement of trees that have been removed as part of the Village's EAB initiative. The contract includes materials and labor to plant approximately 60 (2"-2.5") trees. The species were selected by the Village's contracted arborist John Gall, and include maple, serviceberry, hackberry, dogwood, honeylocust, coffeetree, crabapple, tree lilac, and elm. All of these species were chosen because they fit the environmental constraints of Pilgrim Road. Staff sent the request for proposal to 10 area contractors with the bid results as follows:

Stano Landscaping	\$21,919.40
Century Landscaping	\$23,631.25
Johnson's Nursery	\$27,539.96
Crawford Tree & Landscape	\$29,295.00

Staff recommended contracting with Century Landscaping in the amount of \$23,631.25. Their bid, while not the lowest, was the most complete, and met the project specifications. This project was reviewed and approved by the Board of Public Works, and most recently the Village Board on April 18th. Due to the utility conflicts associated with the WE Energies High Pressure Gas Main Relay Project, Century Landscaping has agreed to push back the tree planting until Fall 2016.

- 8) **Farmer's Market** – The market will begin on Saturday, May 7th. The location has been changed to the parking lot of Village hall. A total of 12 vendors have registered and paid.
- 9) **Community Garden** – The Community Garden Information Meeting was held on April 12th. A total of 15 gardeners are participating at this time, with 17 of the 20 available plots reserved. Three large plots are still available. The Community Garden Work Day is scheduled for Saturday, May 14th.
- 10) **Senior Center Advisory Committee** – The next meeting of the advisory committee is scheduled for Thursday, April 28th at 5:30 p.m. at the Senior Center. Items on the agenda include: Introduction & Welcome to new Senior Coordinator Mary Fiegel, Gift Shop Guidelines, and report on the 2016 Washington County Senior Conference.
- 11) **Arbor Day Tree Planting** – The department will be holding an Arbor Day Tree Planting event this Friday, April 22nd at 3:30 p.m. at County Line School. Students of the department's Kid's Klub Program will be planting a tree to help commemorate Arbor Day. Special thanks to Wendland Nursery for donating the tree, and participating in the activities.
- 12) **MacArthur Girl Scout Troop 4363 Community Service Project at Schoen Laufen Park** – Plans are being finalized for the community service project with the MAC Girl Scout Troop 4363. The service project will be held on Friday, May 6th. Troop 4363 will:
- Install 2 posts for new interpretative signs
 - Attach 15 new interpretative signs to the posts
 - Install the new cedar split rail fence that is provided by the village
 - Mulch areas along the fence, and around various trees near the park entrance

Recreation Division Report

The department started 27 programs in April which included: Belly Dancing, Gymnastics – Spring 2, Afterschool Legos classes, Tae Kwon Do, Oodles of Art, Babysitters Training, Yoga, Gtown Running 101, PULSE, Wee Team, First Ascent, Track & Field Program, Preschool Play Group, DIY European Travel, Beginning Guitar, Pickleball Lessons, Time for Two, Painting Party for kids, Garden Art, Freezer Teaser Workshop, Stress Be Gone Workshop, Stem Classes, Pee Wee & U6 Soccer, Ultimate Frisbee League. Programs that were cancelled due to low enrollment: Little Gridder's Football. There were only 22 signed up, staff encouraged families to sign up for soccer instead. Women's Self Defense/Kickboxing, Music Royal Ball Party for Tots, Beginner Martial Arts.

Upcoming events include the following:

Ultimate Frisbee League: Due to interest at GHS, staff started a High School Ultimate Frisbee League. There are 12 teams registered and playing on Tuesday and Wednesdays at GHS on the River Lane Field.

Family Glow Walk: Friday, May 6th at Kinderberg Park starting at 7:45 p.m. There will be glowing giveaways at stations and fun activities to do in between walking. Volunteers Needed – let us know if you can help!

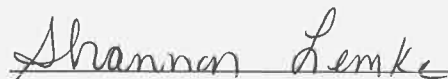
Soccer/Gridders: Pee Wee & U6 Soccer will be starting on April 23rd, the coaches meeting was held on April 12th to help coaches prepare for their upcoming season. There are 8 teams for pee wee soccer and 6 teams for U6 soccer.

Lock-In: Germantown Youth Futures Lock-will be held on Friday, April 29th for youth in grades 5-9 at Kennedy Middle School. Events that are scheduled include; carnival games (such as soda ring toss), minute to win it games, dodgeball and basketball tournament, silly string tag, concessions, band hero and wii games, movies, and hair art/glitter tattoos. Volunteer chaperones are needed; there are three shifts to choose from 3:30-6:00 p.m., 5:30 – 8:00 p.m. or 7:30 – 10:00 p.m. let Patti know if you can volunteer.

Summer Recreation Program Registration: Began on April 11th for Residents, April 13th for Non-residents.

IX. ANNOUNCEMENTS OF PUBLIC INTEREST:

X. ADJOURNMENT: There being no further business, the meeting was adjourned at 7:20 p.m.


Shannon Lemke
Secretary