

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
CONFERENCE ROOM A
July 20, 2016**

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, Leukert, School Board Rep. Medved and Trustee Rep. Miller. Commissioner Knop was absent and excused. Guests included Eagle Scout Nick Nuchikat. Also present were Director Schroeder, Program Supervisors Patti Heinen and Katie Rodger and Secretary Lemke.
- II. APPROVAL OF MINUTES:** *Motion by Depies, seconded by Medved to approve the minutes from June 8, 2016 as presented. Motion unanimously carried.*
- III. PUBLIC INPUT:**
- IV. UNFINISHED BUSINESS:**
 - 1. ALT BAUER PARK – BASKETBALL COURT/LANDSCAPING PROJECT – UPDATE** – Mark stated at this time the project has not been completed.
- V. NEW BUSINESS**
 - 1. ALT BAUER PARK TENNIS COURT RE-SURFACING PROJECT – REVIEW & RECOMMENDATION ON PROJECT BIDS** – Director Schroeder stated that he sent out 4 RFP's and only received 1 bid in return, which was from Frank Armstrong Enterprises. 2 companies, Munson Inc. and Fahrner Asphalt, responded stating that for 2016 they are too busy and Valley Seal Coat, Inc. never responded at all. The bid from Frank Armstrong came in at \$37,077.00 (\$26,387 base bid, \$10,690 Armor Crack Repair System).

Motion by Miller, seconded by Depies to send forth with a positive recommendation to the Village Board to award the contract to Frank Armstrong Enterprises, in an amount not to exceed \$37,077.00 for materials and labor to resurface the Alt Bauer tennis courts. Motion unanimously carried.
 - 2. 2016-2017 FALL/WINTER RECREATION PROGRAM FEES & CHARGES – REVIEW & APPROVAL** – Program Supervisor Heinen stated that the increases, highlighted in yellow, are minimal from \$0.25 - \$1.00. The increases are due to rising costs, such as pay rates and/or supply costs.

Motion by Medved, seconded by Miller to approve the 2016-2017 Fall/Winter Fees & Charges as presented. Motion unanimously carried.
 - 3. GERMANTOWN DIAMOND CLUB – REQUEST FOR WAIVER OF FEES FOR USE OF HAUPT STRASSE PARK FOR ELITE WARHAWK BASEBALL CAMP** – Director Schroeder stated that he was contacted by Germantown Diamond Club for the use of Haupt Strasse for a youth baseball camp June 20-24th. The camp is being run in conjunction with Badger Baseball Academy from West Allis. The fee for the field usage is \$15.00/hour non-resident, which in total is \$420.24. Troy Schmidt, Germantown Diamond Club, indicated that this program is designed for Germantown kids.

Motion by Depies, seconded by Medved to deny the waiver of the fee, but reduce the fee to a Germantown Resident fee (\$10/hour) rather than Non-Resident fee (\$15/hour) based on the fact that it is a Germantown based camp. Motion unanimously carried.

4. **EAGLE SCOUT PROJECT AT KINDERBERG PARK – REVIEW & APPROVAL OF REQUEST BY NICK NUCHIKAT** – Nick stated that he is looking at building and installing 4 park benches at Kinderberg Park by the tennis courts. The benches will be constructed of treated lumber, screws, wood glue, bolts & washers. Nick will be attaching the benches to a concrete slab. The project will be started by the end of July with completion the end of September.

Motion by Depies, seconded by Stapelman to accept the Eagle Scout project proposed by Nick Nuchikat to build and install 4 park benches at Kinderberg Park by the tennis courts. Motion unanimously carried.

- VI. **VILLAGE BOARD REPORT:** Rick stated Trustee Shane Daniels has resigned effective the end of July. The board is currently accepting applications to fill the position for the remainder of Shane's term.
- VII. **SCHOOL BOARD REPORT:** Brian handed out the "Board Happenings" with the current school board happenings.
- VIII. **DIRECTOR'S REPORT:**
- 1) **Alt Bauer Park Basketball Court/Pathway Project** - Staff is still waiting for a confirmation on the color resurfacing schedule. The work should be completed before September 15th. The necessary retainage was held on this 2015 project to make sure the basketball court color re-surfacing, and park re-landscaping are addressed with the respective sub-contractors.
 - 2) **Eagle Scout Project at Kinderberg Park – Review & Approval of Request by Nick Nuchikat** - Nick Nuchikat will attend the meeting to present his project to build and install benches for placement by the tennis courts.
 - 3) **Alt Bauer Park Play Equipment Project Update** – On June 20th, the Village Board awarded the contract for this project. Equipment has been ordered with delivery and installation scheduled for the week of August 29th – September 2nd. Village DPW/Parks staff will begin removing the existing equipment, and preparing the site in mid-August.
 - 4) **2016 Emerald Ash Borer Treatment Program** – At the July 18th Village Board Meeting, approval was given to award the contract to M&M Tree Services. The 2016 treatment program will include materials and labor to treat 92 ash trees on municipal grounds, and along village streets. The treatments will be completed before the August 12th date listed in the project specifications.

- 5) **Germantown School District Security Cameras** – At the July 18th Village Board Meeting, approval was given to authorize spending up to \$15,548 for security cameras. The Germantown School District will be installing security cameras in the gymnasiums at Germantown High School, as well as Amy Belle, County Line, MacArthur, and Rockfield Schools. The cameras are being installed to provide additional security for facility users attending both school and community functions. This project will be funded 50% by the school district, and 50% by the school portion of the Recreation Facility Fee Fund.

Recreation Division Report

Upcoming events include the following:

Movies in the Park/Family Camp Out: Our next movie will be on Friday, July 22nd featuring The Minion movie and it will be held in conjunction with our Family Campout at Kinderberg Park. We already have 131 people signed up to camp (47 families).

Our last Movies in the Park was held in June with over 200 people attending, cooler weather made a difference in the turnout. The movie was The Good Dinosaur and we provided fun crafts and face painting/balloon art.

Family Fun Carnival: The 2016 carnival was held on June 23rd at Firemen's Park. Over 319 participants pre-registered for the event with attendance estimated at several hundred more. The event was again sponsored by State Farm Insurance.

W-W-W- Wipeout: The 2016 wipeout event was met with rainy weather which resulted in a cancellation of the morning session. Nearly all transferred to the afternoon session with 112 youth participating in the water-themed events and obstacle course.

Germantown Children's Theatre Performance: We were excited to present Disney's "Sleeping Beauty Kids" the 24th musical production held on Thursday and Friday, July 14th and July 15th at 6:30 p.m. at the Germantown High School Stage. Hopefully you were able to join us for a night of entertainment.

Booster Night: Booster Night was held on July 11th thanks to our partnership with Robert's Frozen Custard.

Griffin Chevrolet Grand Slam Event: For the sixth year in a row Griffin Chevrolet has chosen to sponsor the Germantown Recreation Department's t-ball/baseball/girls softball programs. They gave our department equipment with a value of over \$500.00. In June we had a Grand Slam event where they provided food, t-shirts, and also presented our department with a check for \$500.00. Those who came also received Brewer's tickets. Also for every test drive they awarded us with \$25.00. We had over 40 attend the event, we wish we could get more people to attend.

Community Band Concert: Our first summer Concert in the Park was held Wednesday, June 22nd at Firemen's Park and featured the Jazz Crusaders & Dixielanders. The July 6th concert featured Cross Country Road Trip songs and on July 20th the theme will be Fantasia in the Park. The August 10th concert will include Looney Tunes at the Opera, and to end the summer season the concert on Aug. 17th will include the Community Bands Adult Wind Ensemble.

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- IX. ANNOUNCEMENTS OF PUBLIC INTEREST:** The next meeting will be held August 17th.
- X. ADJOURNMENT:** There being no further business, the meeting was adjourned at 6:45 p.m.

A handwritten signature in cursive script, reading "Shannon Lemke", is written over a horizontal line.

Shannon Lemke
Secretary