

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **PARK & RECREATION COMMISSION**

DATE AND TIME: **WEDNESDAY, November 16, 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:** October 19, 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. **OLD BUSINESS:**

1. 2017 Operating & Capital Improvements Fund Budgets

V. **NEW BUSINESS**

1. 2016-2017 Winter/Spring Proposed Program Fees & Charges – Review & Approval
2. 2017 Summer & 2017-2018 School Year Kid's Klub Fees & Charges – Review & Approval
3. 2017 Park Facility Rental Fees & Policies – Review & Approval
4. 2017 Seasonal Employee Pay Range Plan – Review & Approval
5. TIF #6 Business Park – Review & Recommendation on proposed land dedication of Outlot #1 for park and open space purposes

VI. **VILLAGE BOARD:**

VII. **SCHOOL BOARD REPORT:**

VIII. **DIRECTOR'S REPORT:**

IX. **ANNOUNCEMENTS OF PUBLIC INTEREST:**

The next Park & Recreation Commission meeting will be **December 21st @ 5:30p.m.**

X. **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
October 19, 2016**

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

I. ROLL CALL: Chair Coulthurst, Commissioners Knop, Depies, Trustee Rep. Miller and School Board Rep. Medved. Guests included Chris Yatchak, Charlie Hargan, Marge and Ken Miller from Deutschstadt Heritage Foundation as well as Robb Wilson from Germantown Crusherz Softball. Absent and excused were Commissioners Stapelman and Leukert. Also present were Director Schroeder and Secretary Lemke.

II. APPROVAL OF MINUTES: *Motion by Medved, seconded by Knop to approve the minutes from September 21, 2016 as presented. Motion unanimously carried.*

III. PUBLIC INPUT:

IV. UNFINISHED BUSINESS:

1. 2017 OPERATING & CAPITAL IMPROVEMENTS FUND BUDGETS –

Director Schroeder stated that the last budget meeting is this evening. At this point, there have been no changes to the budgets presented.

2. UPDATE ON POTENTIAL PUBLIC OPEN SPACE USE OF PRIVATE

FACILITIES – Director Schroeder indicated that the prospective owner of Riversbend Golf Course indicated that the current residents of the area wish to keep the property private.

V. NEW BUSINESS

1. DEUTSCHSTADT HERITAGE FOUNDATION – MAIFEST 2017 REVIEW & RECOMMENDATION ON USE OF FRIEDENFELD PARK – Chris Yatchak indicated that they have checked into multiple locations within the Village for Maifest and feel that Friedenfeld Park best fits their needs. There is currently limited electrical service at the Eastern end of the park, however we did meet with WE Energies to get a rough estimate which came in between \$10,000.00 - \$25,000.00 to get service into the park. The “Master Plan” does indicate having electricity. The other user groups ie; football and soccer have indicated they are willing to help with the cost to get electricity in the park. Maifest would have an opportunity to grow the festival at this location as well. They would be able to have more “family” orientated activities. We (Deutschstadt Heritage Foundation) would like to be a partner and financially support the park in the future.

Motion by Miller, seconded by Depies, to extend the park hours at Friedenfeld Park on May 19th and 20th, 2017 until 12:00 a.m. (midnight) and allow the use and sale of alcoholic beverages on May 19th – 21st, along with allowing traffic to park on the grass area in designated areas approved by the Village for a 1 year agreement. Motion unanimously carried.

2. **GERMANTOWN DIAMOND CLUB FIELD USAGE AGREEMENT – REVIEW & RECOMMENDATION** – Director Schroeder stated that the only changes that is being made to this agreement is adding “girls”, storage use and paying for field supplies when tournaments are held.

Motion by Depies, seconded by Miller to forward onto the Village Board with positive recommendation for approval the field usage agreement with Germantown Diamond Club. Motion unanimously carried.

3. **GERMANTOWN HAWKS FOOTBALL FIELD USAGE AGREEMENT – REVIEW & RECOMMENDATION** –

Motion by Depies, seconded by Miller to forward onto the Village Board with positive recommendation for approval the field usage agreement with Germantown Hawks Football. Motion unanimously carried.

4. **GERMANTOWN CRUSHERZ SOFTBALL FIELD USAGE AGREEMENT – REVIEW & RECOMMENDATION** – Robb Wilson has contacted the department regarding obtaining field usage in the community. Currently Robb has 1 girls team made up of all Germantown girls. He is looking for approximately 4 to 6 hours a week of field usage.

Motion by Depies, seconded by Miller, to forward onto the Village Board with positive recommendation the Germantown Crusherz, with a “z”, softball field usage agreement for approval as presented. Motion unanimously carried.

- VI. **VILLAGE BOARD REPORT:** Rick stated by that the budget process is continuing this evening. Rick stated that there may be a forth coming ordinance change regarding the ability of outdoor venues to extend hours past 10:00 p.m. This means that a business would have to apply for the extension.

Miller excused at 6:34 p.m.

- VII. **SCHOOL BOARD REPORT:** Brian stated the big topic is the referendum on the November 8th ballot.

VIII. DIRECTOR’S REPORT:

- 1) **Alt Bauer Park Play Equipment Project** – The playground contractor completed the installation of the new equipment on September 2nd. Village crews completed installation of the concrete sidewalk on September 15th, with the wood fiber safety mulch delivered on September 21st. Installation on the safety mulch, park benches and picnic table, as well as final site restoration has been completed. The playground was opened for public use on September 26th. Thanks to the parks/DPW staff for an excellent job with site and concrete work as well as project landscaping.

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- 2) **Alt Bauer Park Tennis Court Resurfacing Project** – The crack filling, patching, and installation of the Amor crack repair system was completed on September 15th. Installation of the acrylic resurfacer and acrylic color surface was completed on October 4th, with the lining of the courts completed on October 8th. Final inspection and acceptance of the work was completed on October 17th. The project has a two-year warranty.
- 3) **Pilgrim Road Tree Planting Project – Phase 1** – The pre-construction meeting was held with Century Landscaping on Monday, October 3rd. The project bid included materials and labor to plant 60 trees, however by utilizing a 2015 WDNR Urban Forestry Grant of \$5,075 that was received in 2016, the contract amount was adjusted to reflect the planting of 73 trees. All planting sites have been field located/marked with the planting scheduled for the week of October 24th – 28th.
- 4) **Weidenbach Park Pathway Lighting** – The light poles and fixtures have been ordered and delivered. The DPW/Parks staff has pushed back the completion of this project into November.
- 5) **Spassland Park Gas Main Relay Project** - Staff met with WE Energies on October 13th at Spassland Park for an update on the plans and project schedule. In 2017, WE Energies will be continuing with the western section of the project through Spassland Park, and along Revere Lane. They have surveyed the route/area of the easement, and re-marked all trees that will need to be removed. The construction easement area will impact nearly the entire southern length of asphalt pathway, as well as the removal of 23 trees and 8 pathway lights. Monies would be available for re-planting efforts. The project will start with removal of the trees in January. A complete schedule for the project will be provided to assist department staff with planning for any impacts to recreation programs and park shelter rental groups.
- 6) **Riversbend Golf Course -Potential Public Parks & Open Space Use** – Staff was contacted on September 30th by the prospective owner of the Riversbend Golf Course indicating that he had spoken to representatives of the local residential community, and the sentiment is that they would rather not have any activity on the property in the future. Once the property ceases to be used as a golf course, they would rather the land remain in private ownership with no public use.
- 7) **Senior Advisory Committee Meeting** – The next Senior Advisory Committee Meeting is scheduled for Thursday, October 27th. Topics include the 2017 Budget, and an update on programs and events.
- 8) **Farmer's Market** – The market will be closing for the season on October 29th.
- 9) **Community Garden** – The 2016 garden season is coming to a close. The gardeners have been asked to clear all produce, and prepare the soil for winter by November 1st.

PARK & RECREATION COMMISSION MINUTES

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Recreation Division Report: The department has 47 programs starting in October including: Parent Child basketball, 10 and under tennis (3 sites), Afterschool Legos (4 sites), Croptoberfest, Oodles Of Art, Music Fun, Softball Hitting Clinic, Intro To Tae Kwon Do, Learn To Skate, Intro To Hockey, Explore Martial Arts, Restore Your Core, Don't Be Bullied, EZ Defense for Women, Kids Cuisine, Time for Two, Basic First Aid for Kids, Tot Party, Zumba, Zumba Kids, Learn Spanish (3 sites), Pickleball, Belly Dancing, STEM Classes, Clutter Class, Mad Science, Advanced Digital Photography (2), Band (3), Nutrition for Active People, Martial Arts Kidsfest, Clown School, How to be Healthy during and After Pregnancy, Halloween Music Party, Bee Keeping, Kickboxing, Dog Therapy, PULSE. **Cancelled programs:** Learn to Wood Carve, Babysitter's Training, Mad Science at CL, Afterschool Spanish at St. Boniface and CL, Exploring History of French Cuisine, and Junior Chef Day classes. All programs were cancelled due to low enrollment.

Upcoming events include the following:

Friday Family Flicks: Will be held at MacArthur School on November 11th with tentative plans to feature the movie Zootopia. We are still confirming with MacArthur PTA. 1st/2nd **Grade Buckets:** Registration Deadline is November 1st.

Bucketeer Basketball: The coaches meeting is scheduled for Tuesday, October 25th at Kennedy Middle School. Limited openings remain.

Family Scavenger Hunt: We had 16 families enrolled, but only 3 turned in an entry. We still had fun judging the entries.

Fall Girls Volleyball League: We have five 3rd/4th grade teams and 1 big 5th/6th grade team. We were able to keep the kids from each school together on a team. Girls are having fun playing games on Saturdays at KMS. We are excited that we brought this program to the community. Games will end on Oct. 29th.

IX. ANNOUNCEMENTS OF PUBLIC INTEREST: The next meeting will be held November 16th.

X. ADJOURNMENT: There being no further business, the meeting was adjourned at 6:46 p.m.



Shannon Lemke
Secretary

FEES & CHARGES SCHEDULE												
Season: Winter/Spring 2016						Implementation Date: January 2017						
	A-Adult	T-Teen	Y-Youth		PS-Pre-school	TA-Teen/Adult	F-Family		PC-Parent/Child	AY-Adult/Youth	ALL-All ages	
PROGRAM	TARGET MARKET*	CURRENT FEE	PROPOSED FEE	FACILITY FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	BALANCE	NOTES
Afterschool Computer/Tech Classes	Y	\$33.25	\$33.25	\$1.00	4.00	\$8.31	0.00%	111	\$3,689.00	\$3,219.00	\$470.00	Same fees as fall.
Afterschool Spanish Classes	Y	\$115.00	\$115.00	\$0.00	8.00	\$14.38	0.00%	3	\$345.00	\$315.00	\$30.00	Program was approved in Fall as an 16 week program, but is being offered in Spring as 8 week as a way to help fill the remaining open spots and allow people to try the program at a lower fee.
Afterschool Volleyball	Y	\$29.00	\$29.00	\$1.00	6.00	\$4.83	0.00%	47	\$1,380.00	\$1,200.00	\$180.00	
Anytime Fitness Classes	A	\$42.00		\$0.00				4	\$180.00	\$164.00	\$16.00	No longer offering.
Archery Program	Y T A	\$46.00	\$47.00	\$1.00	4.00	\$11.75	0.00%	22	\$1,013.50	\$566.00	\$447.50	Same fees as fall.
Babysitters Training	Y	\$51.00	\$51.00	\$1.00	6.00	\$8.67	0.00%	35	\$1,875.00	\$1,154.56	\$720.44	
Beginning Guitar	YA	\$62.25	\$62.25	\$0.00	6.00	\$10.38	0.00%	4	\$471.90	\$396.22	\$75.68	
Basic First Aid												
FireFighters are your Friends	Y	\$5.25	\$5.25	\$1.00	1.0/2.0	\$0.00	1.16%	9	\$70.75	\$70.00	\$0.75	Co-op with Fire Dept and Men Falls.
Beginner Martial Arts Camp	Y	\$9.00		\$1.00	1.00	\$9.00						Cancelled. Replacing with Explore Martial Arts.
Belly Dance	TA	\$32.25/\$37.25	\$32.25/\$37.25	\$1.00	6.00	\$5.38/\$6.25	.78/1.35%	12	\$666.00	\$434.80	\$231.20	
Clutter Coach Courses	A	\$13.00	\$14.00	\$0.00	2.00	\$7.00	0.00%	6	\$137.00	\$120.00	\$17.00	Co-op with Men. Falls. Men. Falls sets fees.
Computer Classes - Adult	A	\$24/\$28	\$24/\$28	\$0.00	2.5/3.0	9.6/\$9.33	0.00%	15	\$461.00	\$395.00	\$66.00	Co-op with Men Falls. Fees vary by class.
Container Gardening	A	\$17.25	\$17.25	\$0.00	1.00	\$17.25	0.00%	24	\$584.00	\$534.00	\$50.00	In conjunction with Wendland Nursery. Co-op with Men. Falls.
Cricut 101	A	\$14.00		\$1.00	2.00	\$0.00					\$0.00	Cancelled, not offering this season.
Digital Photography Classes	A	\$15/\$18	\$15/\$18	\$0.00	2.00	\$6/\$9	0.00%	15	\$297.00	\$240.00	\$57.00	Co-op with Men. Falls. Men. Falls sets fees.
Dodgeball (youth & family)	Y	\$18.25/\$8.25	\$18.25/\$8.25	\$.98/\$.54	6.00	\$3.52	0.00%	20	\$581.25	\$305.81	\$275.44	TAXABLE.
Egg Hunt	Y	FREE	FREE	\$0.00	NA	NA	0.00%	600	\$1,085.00	\$1,085.00	\$0.00	
EZ Self Defense for Women	A	\$20.00	\$20.00	\$0.00	1.00	\$20.00	0.00%	2	\$40.00	\$32.00	\$8.00	Co-op with Men Falls, they set fees. Fees same as fall.
Field Trip to Hwy Garage	PC	FREE	FREE	\$0.00	1.00	\$0.00	0.00%	50	\$0.00	\$0.00	\$0.00	
Garden Art	A	\$17.25	\$17.25	\$0.00	1.00	\$17.25	0.00%	27	\$505.75	\$432.00	\$73.75	
Girls Softball Pitching & Hitting Clinic	Y	\$22.25	\$22.25	\$1.00	1.50	\$14.83	0.00%	14	\$326.65	\$222.32	\$104.33	
Glow Walk		\$10/\$15/\$20	\$3/\$4	\$0.00	3.00	\$3/\$4		143	\$2,535.00	\$2,426.74	\$108.26	Last year prices were per family this year we are proposing to change them to per person. Revenue includes sponsorships from both Friends of the Park and Rec and First Bank
Gymnastics - Winter	Y	\$20.25		\$1.25	2.5/3/3.75	6.76.66/6.33/6.86	0.00%				\$0.00	Cancelled, not offering this season.
Gymnastics - Spring I	Y	\$17.00/\$26.00	\$17.00/\$26.00	\$1.25	3/4.5	5.67/5.78	0.00%	85	\$2,114.00	\$1,285.62	\$828.38	
Gymnastics - Spring II	Y	\$17.00/\$26.00	\$17.00/\$26.00	\$1.25	3/4.5	5.67/5.78	1.49%/ .97%	82	\$1,952.00	\$1,211.85	\$740.15	

	A-Adult	T-Teen	Y-Youth		PS-Pre-school	TA-Teen/Adult	F-Family		PC-Parent/Child	AY-Adult/Youth	ALL-All ages	
	TARGET MARKET*	CURRENT FEE	PROPOSED FEE	FACILITY FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	BALANCE	NOTES
Health & Wellness Workshops	A	FREE	FREE	\$0.00	1.00	\$0.00	0.00%	12	\$0.00	\$0.00	\$0.00	Dr. Brenda Holland and Dr. Chris Weber offering Wellness Workshops
Hoopsters	Y	\$25.25	\$25.25	\$1.00	8.00	\$3.16	0.00%	43	\$1,115.75	\$502.93	\$612.82	
Indoor Tennis	A	\$34.25	\$34.25	\$1.00	10.00	\$3.53	0.00%	9	\$318.25	\$109.00	\$209.25	
Intro to Hockey 1-2-3	Y	\$95.00	\$95.00	\$0.00	4.50	\$21.11	0.00%	1	\$95.00	\$90.00	\$5.00	Fees determined by ice rink.
Jiu-Jitsu and Martial Arts Techniques	Y/F	\$8.00		\$2.00	3.00	\$0.00						No longer offering.
Kids Cuisine	Y	\$26.25	\$27.00	\$1.00	6.00	\$4.67	2.86%	7	\$183.75	\$178.30	\$5.45	Fees same as fall.
Kids Klub - Spring	Y	\$7.57	\$7.57	\$0.23	3.00	\$2.60	0.00%		\$255,544.50	\$117,093.58	\$138,450.92	
Kids Workshop: Recyclable Sled Race	Y	\$24.75	\$24.75	\$0.25	9.00	\$2.75	0.00%					Cancelled due to staffing turnover
Kids Workshop: Parents Night Out	AY	\$9.75	\$9.75	\$0.25	4.00	\$2.44	0.00%	26	\$234.00	\$184.68	\$49.32	
Kids Workshop: Super Hero Training	Y	\$24.75		\$0.25	9.00	\$0.00						Cancelled, no longer offering.
Learn Magic w/ Glen Gerard	AY	\$15.25	\$15.25	\$1.00	1.50	\$10.83	0.00%	1	\$39.25	\$36.00	\$3.25	
Learn to Skate w/ USFSA	Y	\$85.00	\$85.00	\$0.00	3.00	\$26.67	6.25%	12	\$1,040.00	\$972.00	\$68.00	Kettle Moraine sets fees.
Miss Julie's Music Fun More												
Music Fun w/Miss Julie	PS/PC	\$50.00	\$50.00	\$0.00	3.75	\$13.33	0.00%	11	\$835.00	\$761.00	\$74.00	
Money Saving Travel Tips	A	\$12.00	\$14.00	\$1.00	1.50	\$9.33		2	\$40.80	\$33.60	\$7.20	Co-op with Men. Falls.
Oodles of Art	PS	\$35.00	\$35.00	\$0.00	4.00	\$8.75	0.00%	33	\$1,538.75	\$684.34	\$854.41	
Parent/Child Basketball	PC	\$22.00	\$22.25	\$1.25	2.25	\$10.44	1.14%	12	\$261.00	\$183.60	\$77.40	Same fees as fall.
Painting Parties for Adults	A	\$30.00										No longer offering.
Painting Parties for Kids	Y	\$25.00						3	\$77.00	\$63.00	\$14.00	No longer offering.
Patios, Walls & Walks	A	\$5.25	\$5.25	\$0.00	1.50	\$3.50	0.00%	6	\$52.50	\$30.00	\$22.50	
Pickleball Lessons	A	\$ 19.00		\$1.00	4.00	\$0.00						All sessions cancelled last W/S due to low enrollment. Not offering lessons this year. will have open gym only
Pom Poms	Y	\$19.5/38.5/43.5	\$19.5/38.5/43.5	\$1.50	4.5/9.0/11.	\$4.33/4.25/3.95	2.63/1.32/1.16%	125	\$5,129.50	\$3,733.45	\$1,396.05	Fees same as fall
Preschool Play Group	PS	\$60.00	\$60.75	\$1.25	24.00	\$2.53	0.00%	22	\$ 1,927.50	1223.68	\$703.82	Same fees as fall.
Preferred Fitness Classes	A	\$48	\$48	\$0.00	0.80	\$6.00	0.00%	9	\$480.00	\$440.00	\$40.00	Fitness classes in conjunction with Preferred Fitness
Rock Climbing: Sit Start/Ascent/Wee Team	ALL	\$94\$/113/\$15						3	\$320.00	\$273.00	\$47.00	No longer offering.
Running 101	A	\$49.25	\$43.00	\$1.00	6.0	\$7.17	-12.69%	5	\$280.55	\$210.80	\$69.75	Fee decreased as number of weeks decreased(7 weeks instead of 8)
Scrapbook Crocs	A	\$14.50/\$25/\$35.50	\$14.50/\$25/\$35.50	\$0.50	7/15/22	\$2.08/\$2.14/\$1.89	0.00%	42	\$1,218.00	\$1,010.82	\$207.18	
Snowman/creature Building Contest	ALL	FREE	FREE	\$0.00	NA	NA	0.00%	20	\$0.00	\$0.00	\$0.00	
Social Media	A	\$11.00	\$14.00	\$1.00	1.50	\$10.00	27.27%	6	\$50.40	\$50.40	\$0.00	Co-op with Men. Falls.
Sporties for Shorties	Y/PC	\$27.50	\$27.50	\$1.00	4.5	\$6.33	0.00%	18	\$495.00	\$289.44	\$205.56	
Spring Little Gridders	Y	\$24.00	\$24.25	\$1.00	8.75	\$2.89	1.04%				\$0.00	Cancelled. Fees same as fall.
Spring Soccer	Y	\$24.00	\$24.25	\$1.00	8.75	\$2.89	1.04%	90	\$3,249.00	\$873.21	\$2,375.79	Same fee as fall
STEM Classes	Y	\$11.5/\$27.50	\$11.5/\$27.50	\$0.50	0.33	11.50/9.16	0.00%	69	\$1,291.50	\$693.00	\$598.50	
Sunburst Tubing	T	\$19.00	\$20.00	\$0.00	4.50	\$4.44	5.26%					Trip co-op with Slinger, Hartford, Menomonee Falls and Jackson - Cancelled last year due low enrollment
Surge Classes	AT	\$42.00	\$42.00	\$0.00	6.0	\$7.00		12	\$522.00	\$498.00	\$24.00	Fitness classes in conjunction with Surge Fitness: 6 week classes in Yoga, Pulse

	A-Adult	T-Teen	Y-Youth		PS-Pre-school	TA-Teen/Adult	F-Family		PC-Parent/Child	AY-Adult/Youth	ALL-All ages	
	TARGET MARKET*	CURRENT FEE	PROPOSED FEE	FACILITY FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	LAST YEAR EXPENDITURES	BALANCE	NOTES
Tae Kwon Do for Kids/Families	Y/F	\$18/\$43	\$18/\$43	2.00	4.00	\$4.5/\$10.75	0.00%	7	\$126.00	\$0.00	\$126.00	
Therapy Dog Screenings	A	\$4.00	\$4.00	1.00	0.75	\$5.33	0.00%	7	\$35.00	\$0.00	\$35.00	Health Healers offers this program as a free service to us/does not charge us
Time for Two: Toddlers/Explorers	PS	\$35.00	\$35.00	\$1.00	2.00	\$17.50	0.00%	5	\$584.50	\$255.71	\$328.79	
Tot Workshop/Party	PS	\$12.67	\$12.67	\$0.27	1.50	\$8.63	0.00%	8	\$108.56	\$149.62	-\$41.06	TAXABLE.
Tot Workshop: St. Patty's Day/Sweetheart	PS	\$12.75	\$12.75	\$0.25	1.50	\$8.50	0.00%	8	\$108.56	\$149.62	-\$41.06	
Track & Field	Y	\$52.75	\$52.75	\$1.50	25.00	\$2.17	0.00%	83	\$5,131.12	\$4,296.76	\$834.36	
10 & under Tennis	Y	\$25.00	\$25.00	\$1.00	7.50	\$3.47	0.00%	40	\$1,029.00	\$643.24	\$385.76	
Wood Carving	AY	\$25.00	\$25.25	\$1.00	2.50	\$10.10	1.00%	4	\$70.00	\$70.00	\$0.00	Same fees as fall.
Zumba	AY	\$59.00	\$34.00	\$1.00	12.0/6.0	4.92/4.83	0.00%	0	\$0.00	\$0.00	\$0.00	Fee decreased as we are only offering class on Mondays, instead of Mondays & Wednesdays.
TOTALS									\$ 303,841.54	\$ 151,592.70	\$152,248.84	

	A-Adult	T-Teen	Y-Youth		PS-Pre-school	TA-Teen/Adult	F-Family		PC-Parent/Child	AY-Adult/Youth LAST YEAR	ALL-All ages	
PROGRAM	TARGET MARKET*	CURRENT FEE	PROPOSED FEE	FACILITY FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	BALANCE	NOTES
NEW PROGRAMS												
Mad Science Afterschool Classes	Y	\$99.50	\$99.50	\$1.00	6.0	\$16.58						Come have fun with this inquiry-based, hands-on afterschool program.
Firepit Installation Class	A		\$5.25	\$0.00	1.0	\$5.25						This workshop will teach you how to set the proper base and install a fire pit kit that has no cutting needed! Learn the rules and regulations required for these structures and the gas vs. wood burning options available.
Pilates Mat (beginner/Equipment Cardio)	A	\$49.00	\$49.00	\$0.00	5.0	\$9.80						Learn the fundamentals and proper technique of Classic Pilates mat. By developing proper technique, you can actually re-train your body to move in safer, more efficient patterns of motion - invaluable for injury recovery, sports performance,
Bee Keeping/Repel Bugs Natural Way/Boost Your health with Beehive Products	A	\$15/\$30/\$18	\$15/\$30/\$18	\$0.00	1.5/3.0	\$15/\$18/\$30						Classes outline the process of bee keeping, how to get started and helpful resources. Repel bugs the Natural Way will identify plants and natural products that can help repel insects. Students will sample natural products in class.
Golf Lessons	Y/A	\$62.00	\$62/\$45	\$0.00	6.0	\$10.33/\$7.5						Classes taught by Paul Mindel right at Swing Time. Adult & Seniors Class and Junior Golf Academy.
Dhada Yoga	A	\$48.00	\$48.00	\$0.00	8.0	\$6.00						Co-op with Preferred Fitness. This program uses a STAFF to assist in performing various yoga postures. The staff enhances your alignment and helps maintain a center axis to twist evenly through the spine.
Music Parties for Tots	PC	\$12.00	\$12.00	\$0.00	1.0	\$12.00						We have done this in the past and are bringing it back. This workshop is for parent and child to explore music and movement based upon a theme.
Explore Marital Arts/Martial Arts Kidsfest	F/Y	\$19.00	\$19.00	\$0.00	2.00	\$9.50						Explore the beginning fundamentals of the Martial Arts (Taekwondo, Karate, Kickboxing). In the Martial Arts Kidsfest kids will have a blast while learning valuable Martial Arts Skills. Plus..It is held on a Friday so parents can have a few hours off!!
Music Fun For Babies	PC		\$8.00	\$0.00	0.75	\$10.67						Your baby's brain development - mental, emotional, social, and physical -- can be supported and enhanced with music and movement. Come to a nurturing class for you and your baby, learn a new lullaby, sing and move with your infant, teach rhythm by bouncing gently, play peek-a-boo with scarves, connect with other parents. A wonderful bonding experience.
Zumba Kids with caregivers	Y	\$25.00	\$25.00	\$1.00	3.00	\$8.33						Zumba Kids is a high-energy, Latin-inspired dance fitness party for youngsters. It is designed for kids 7-11 years old and their caregivers. Ran this FW.
Relax, Renew, Rejuvenate	A		\$57.00	\$0.0	5.00	\$11.40						Learn ways to neutralize the negative effects of anxiety and stress through breathing techniques, imagery and mindfulness practices, and relaxation exercises. Co-op with Men Falls. Men Falls sets fees.
Preschool Story Stretchers	PS		\$21	\$1.25	5.00	\$4.15						Demonstrate a love for reading at an early age! This class will take stories and expand on them. We will stretch each story out with fun activities like art projects, puppets, songs, cooking, and more. Held in conjunction.
Offensive Football Academy	Y/A		\$40	\$0.00	6.00	\$6.67						This non-padded, non-contact activity will focus on fundamental skills for all positions of football. All players are encouraged to attend, but the camp will focus on Quarterback, Wide Receiver, Running Back, and Tight End play. Players in this camp are not restricted by weight limits, so everyone is encouraged to play their favorite position.
Kids Workshop: Pokemon	Y		\$25	\$0.25	14.00	\$1.77						Day off event with crafts and activities based off of the popular game pokemon go. Lead by Kids Klub staff.
Sky Zone	T			\$22.00	0.00							Day off of school, Teen trip to Sky Zone down in Milwaukee. Fee includes cost of admittance, bus, and chaperone fee.
Super Saturday Lego League	Y		\$19.50	\$0.50	2.00	\$9.75						Working with over 1,000,000+ misc. LEGO bricks along with various instructional LEGO Dacta kits, this class will allow you to become a master LEGO builder. Equipment will be rotated to ensure a new challenge each session. Free style and instructional build will allow each student to explore new engineering concepts at their ability level.



Germantown Park and Recreation Department
N112 W17001 Mequon Road
P.O. Box 337
Germantown, Wisconsin 53022-0337

(262) 250-4710 Fax (262) 255-2920
Information Line (262) 250-4711

November 4, 2016

To: Park & Recreation Commission

From: Mark Schroeder, Park & Rec Director & Katie Rodger, Recreation Supervisor

Re: 2017 Kids Klub Fees & Charges

Summer Kids Klub registration is scheduled to begin in mid-February. Prior to this happening, fees and program information needs to be updated in the system, as well as in all promotional materials. Since the Kid's Klub programs were originally developed (Summer KK in 2003 and School Year KK in 2007) fees have only been increased twice, in 2011, and most recently in 2015.

To help offset the increasing costs to operate the Kid's Klub programs, staff is proposing to increase the fees for 2017 Summer Kids Klub and School Year Kids Klub for the 2017 – 2018 school year. The current fees have been in place for the last two years. Due to program cost increases, including impacts related to modifications in the salary pay ranges, we feel it is appropriate to increase Kids Klub fees.

	Current Fees (2015 - 2016)		Proposed Fees Starting Summer 2017	
	1 st Child	Each Additional	1 st Child	Each Additional
Full Day	\$21.50	\$16.50	\$21.75	\$16.75
Early Release	\$16.50	\$11.50	\$16.75	\$11.75
Before OR After	\$7.75	No Discount	\$7.75	No Discount
Before AND After	\$11.00	No Discount	\$11.00	No Discount



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Date: November 16, 2016

To: Park & Recreation Commission

From: Mark Schroeder, Park & Recreation Director

Re: 2017 Facility Rental Fees & Policies

Summary:

Attached for your review are the proposed 2017 park facility rental fees and policies. Staff is recommending that some of the current fees be increased to reflect the amenities that rental groups have available to them. In this case, fee increases would apply to park shelters at the three parks most frequently rented; Kinderberg Park, Firemen's Park, and Spassland Park. All other park rental fees, including athletic field fees, are proposed to remain at current levels. Regarding facility rental policies, the only recommended change is for residents and/or resident businesses to be given a two-week priority for making reservations. The park facility rental policies were last updated in January 2014, with fees increased in 2010 and 2013.

Recommendation:

The Department is seeking approval of the modified Facility Rental Policies and Fees.

Attachment: Facility Rental Fees & Policies with Proposed Changes



PARK RENTAL POLICIES

The main use of Germantown Park and Recreation facilities is for activities, sponsored and conducted by the Park and Recreation Department. These facilities or portions thereof, when not in use in regularly scheduled Department activities, may be used by others on a first come, first reserved basis.

I. GENERAL INFORMATION

Verbal permission by any staff member of the Park and Recreation Department for the use of facilities, equipment or exceptions to any of these listed rules will not absolve the renter of his/her responsibilities as outlined in this policy.

The Village of Germantown, or any of its officers, agencies, or employees, will not be responsible for injuries or loss of, or damage to personal property occurring as a result of your activity being conducted on Village property.

Violation of any segment of this policy and/or Village codes will be just cause for the denial of future reservations of park facilities and the forfeiture of deposits made. Rowdy behavior or disturbances of the residential neighborhood adjacent to the park facility will be just cause for immediate cancellation of the activity by Department officials or the Police Department.

A. RESERVATION OF FACILITIES

1. Germantown Park and Recreation programs have first priority of use.
2. Summer facilities are open May 1st to October 31st.
3. Summer reservations start the first Monday in February for Village of Germantown Residents. Germantown School District Residents & Non-Residents may reserve a park shelter/facility starting the 3rd Monday in February.
4. Winter reservations at Kinderberg Park start the first Monday in May.
 - a. Kinderberg Park Winter reservations run from November 1st through April 30th.
5. Reservations are for a six (6) hour block of time, with additional hours available for five (\$5) dollars each hour.
6. Renters can only put one facility and date on hold at a time.
7. A facility can be placed on hold for one (1) week from the date placed.

7-8. Please note the facilities will not be available for rental on the following holidays: Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, Good Friday and Easter.

8-9. Reservations can be taken over the phone, by mail, in person or on-line.

- a. Mail reservations require a completed application & full payment.
- b. On-line reservations can be taken anytime at www.village.germantown.wi.us.

9. Persons renting facilities must be 21 years of age or older.

10. Athletic Fields

- a. All athletic field reservations are to be made through the Department office.
- b. The Department gives priority to Village sponsored programs over outside user groups. Athletic field reservations do not include equipment.
- c. Preparation includes game preparation of the field for the first game of the day or evening. Additional field preparation is available through special arrangement with the Department. Only park maintenance personnel are authorized to line the grass portions of the fields or use motorized equipment to drag the infields unless special arrangement is made through the Department.
- d. The Department will not make cancellations. Reserving parties are responsible to verify field conditions and take all steps in the cancellation/postponement of games or practice.

B. FEES, DEPOSITS, REFUNDS AND SERVICE CHARGES

1. Fees are based on rental of facilities, as is, and does not include special preparations, set-ups, or use of equipment which does not ordinarily belong to that facility.
2. A 50% service charge is assessed for cancellations made up to two (2) weeks prior to the rental date; otherwise the entire rental fee is forfeited.
 - a. Inclement weather/rain is not a valid reason for a refund.
3. Deposits shall be retained if:
 - a. Keys or padlocks are lost,
 - b. There is damage to the facility, equipment, or grounds,
 - c. Litter is left in or around the facility,
 - d. The facility needs additional cleaning.

4. Germantown youth related community organizations such as: Scouts, Germantown Kickers, Germantown Hawks, Germantown Little League, Jaguars Baseball, School Groups or by the discretion of the Park & Recreation Director, may use the Kinderberg shelter at no fee Monday thru Thursday. Friday, Saturday and Sunday use at the Kinderberg shelter or any other park facility shall require a payment of \$10.00 per hour for a maximum usage time of three hours, unless specified in other agreements.
5. A resident is defined as any individual or business located within the boundaries of the Village of Germantown. If you are reserving a park on behalf of a business/organization, residency is defined by the location of the business/organization, not the person reserving the shelter/facility, even if they are a Germantown resident.

C. HOURS OF USE

1. Parks hours are 6:00am to 9:00pm. All activities must stop and facilities must be cleaned and secured by 9:00pm.
2. With permission from the Park and Recreation Commission, a park facility rental time may be extended. Requests must be made two (2) months in advance of rental.

D. SALE OF REFRESHMENTS

1. If any types of refreshments are to be sold, appropriate Village licenses and permits must be secured, with copies attached to the signed facility agreement. The sale of refreshments shall follow the conditions of the beverage license obtained.
2. Beer, wine and wine coolers are permitted in designated picnic areas. Alcohol is prohibited in Wiedenbach Park.

II. GENERAL CONDITIONS OF USE

A. FACILITIES

1. Parks hours are 6:00am to 9:00pm. All activities must stop and facilities must be cleaned and secured by 9:00pm. The only exemption from this policy is Haupt Strasse Park's softball field where park hours can be extended to 10:30pm and whereas all activities must stop and facilities must be cleaned and secured by 10:30pm.
2. Facilities for rent are at the following Parks: Dheinsville, Firemen's, Haupt Strasse, Kinderberg, Schoen Laufen, and Spassland.
 - a. Dheinsville, Firemen's, Haupt Strasse, Schoen Laufen, and Spassland Parks are open air shelters.
 - b. Kinderberg Park has two (2) rental options: an open air shelter with an indoor multi-purpose room and a picnic area with no electricity.
3. All facilities have electricity except Schoen Laufen & the Kinderberg picnic area.
 - a. In the event that the electricity is not on, renters need to contact the Police Dept.

4. Rentals include the facility only. The public still has access to other park amenities, fields, restrooms, play areas, etc...
5. Kinderberg Park - Renters must take their receipt to the Police Department to pick-up a key for the multi-purpose room. The same key that accesses the multi-purpose room is used to unlock the restrooms inside the facility. The restroom doors to the outside of the facility are on a timed lock. It is important you lock the inside restroom and multi-purpose room doors after your event and the key returned to the Police Department. Do not lock or unlock the outside restroom doors - they are on a timed lock!

Note: The indoor multi-purpose room air conditioning is set for 75 degrees. This temperature can be maintained ONLY if users keep all the doors shut. Please do not prop open the doors or open the windows. Thank you.

B. DRIVING AND PARKING OF VEHICLES

1. Driving or parking of vehicles on turf areas is prohibited.
2. At Kinderberg and Firemen's Parks pathway access to the facility is temporary only and vehicles must be removed during the duration of the event.

C. AMPLIFIED MUSIC OR SOUND SYSTEM

1. Public address systems are not allowed in the parks.
2. The volume of radios, speakers, etc., must be kept at a moderate level.

D. PETS

1. Dogs are allowed in all village parks; however they must be on a leash. Violators may be fined.

E. FIRES

1. Open fires are prohibited. You may only use fire in grills designed for such purpose and need to dispose of embers properly.

F. DECORATIONS

1. Decorating is permitted, using tape only and must be removed at the conclusion of the event. All decorations must conform to state and municipal fire codes.

G. INSURANCE

1. If, in the opinion of the Park and Recreation Department, the activity requested implies any form of hazard, risk, or liability, the renter shall be required to furnish proof of public liability and property damage insurance in specifically determined amounts which will indemnify the Village of Germantown. Such insurance must name the Village of Germantown as “Additional Insured” and have a rider on endorsement, requiring ten days’ notice to the office of Park and Recreation in the event of cancellation of the policy or policies for any reason.

H. OTHER RESPONSIBILITIES

1. Any materials or equipment belonging to the renter must be removed from the facility and grounds at the conclusion of the rental unless written permission has been granted.
2. Items such as soda, beer, food, etc., purchased from dealers, may not be delivered to rented facilities prior to the reserved date and time specified on the agreement form. Deliveries of any items must not be done unless someone is there to receive said items.
3. Individuals or groups renting Park and Recreation facilities will be held responsible for the conduct of the people admitted to their activity.

III. SPECIFIC CONDITIONS OF USE

A. BUILDINGS & FACILITIES

1. Renter will be held responsible for leaving the facility in as good condition as it was found. Please observe these rules:
 - a. Do not staple, nail or tack anything to the interior or exterior of building.
 - b. Do not pour cooking grease down sink or floor drains.
 - c. Do not overload electrical outlets.
 - d. Use fire extinguishers only in an emergency.
 - e. Remove all decorations and tape.
 - f. Tables and chairs should be wiped off and returned to their proper places.
 - g. All kitchen facilities cleaned, including refrigerator, sink and counter tops.
 - h. Sweep floors.

IV. ADMINISTRATION OF POLICY

- A. The Park and Recreation Commission recognizes that there are exceptions to all rules, thus, under special circumstances, reserves the right to modify and alter these policies by a majority vote of said Commission.

V. ALL OTHER PARK RULES AND REGULATIONS NOT LISTED ARE DESCRIBED IN CHAPTER 21 OF THE MUNICIPAL CODE.

POLICE DEPARTMENT USE:

The keys for Kinderberg Park ~~s~~ must be picked up and **returned** to the Germantown Police Department on the day of your rental. A copy of your receipt must be presented when picking up the keys. Take this sheet with you to the Police Department.

Date: _____

Key Issued to: _____
Signature (Renter) *Print (Renter)*

Time Out: _____ am / pm

Time In: _____ am / pm *Initials (Police)* _____



Germantown Park & Recreation
N112 W 17001 Mequon Road
Germantown, WI 53022

PHONE: (262) 250-4710
FAX: (262) 255-2920
www.village.germantown.wi.us

2015-2017 RENTALS FEES

Maximum Six (6) Hour Block of Time - \$5 Each Additional Hour \$100 Refundable Deposit				
Shelter/Facility	Res. Fee	Non-Res. Fee	# of People	Amenities
Dheinsville Park Shelter	\$50	\$90	80 people	8 Picnic Tables Electricity Permanent Restrooms
Firemen's Park Shelter	\$400 110	\$150 165	300 people	40 Picnic Tables Electricity Permanent Restrooms
Haupt Strasse Park Shelter	\$50	\$90	100 people	12 Picnic Tables Electricity Port-a-John
Kinderberg Park Shelter/ Multi-Purpose Room	\$400 125	\$150 185	150 people (Summer) 50 People (Winter)	10 Picnic Tables (Outdoor Shelter) 6 Tables/40 Chairs (Multi-Purpose Room) Permanent Restrooms Electricity
Kinderberg Park Picnic Area #1	\$35	\$45	50 people	6 Picnic Tables No Electricity Permanent Restrooms
Schoen Laufen Park Shelter	\$50	\$65	50 People	6 Picnic Tables No Electricity Port-a-John
Spassland Park Shelter	\$100 110	\$150 165	100 People	10 Picnic Tables Electricity Permanent Restrooms

FIELD / COURT	No Prep. & No Lights/Hr.		Prep. & No Lights/Hr.		Prep. & Lights/Hr.		Tournament/Day	
	Res. Fee	Non-Res. Fee	Res. Fee	Non-Res. Fee	Res. Fee	Non-Res. Fee	Res. Fee	Non-Res. Fee
Baseball/Softball Field	\$10	\$15	\$35	\$45	\$60	\$70	\$150	\$225
Soccer/Football Field	\$10	\$15	\$25	\$35	-	-	\$150	\$225
Tennis/Basketball Court	\$5	\$10	-	-	-	-	-	-
Volleyball Court	\$5	\$10	-	-	-	-	-	-



Updated 01/16/2014

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N112 W17001 Mequon Road
P.O. Box 337
Germantown, Wisconsin 53022-0337
(262) 250-4710 Fax (262) 255-2920
Information Line (262) 250-4711

Park Facility Rental Application

PLEASE PRINT

Name:		First		Last		MI	
Address:							
City:		State:		Zip:			
Phone: (Home)		(Work)		(Cell)			
Email:							
Organization Name:							
Organization Address:							
City:		State:		Zip			
Type of Event:				Est. Attendance:			
FACILITY / FIELD REQUESTED (✓)							
Dheinsville ☐		Firemen's ☐		Haupt Strasse ☐			
Kinderberg ☐		Schoen Laufen ☐		Splassland ☐			
FIELD / COURT REQUESTED (✓)							
Soccer Field(s) ☐ # ____		Football Field(s) ☐ # ____		Baseball Field(s) ☐ # ____			
Basketball Court(s) ☐ # ____		Tennis Court(s) ☐ # ____		Volleyball Court(s) ☐ # ____			
Prep Yes ☐ No ☐		Lights Yes ☐ No ☐		Comments:			
DATE(S) REQUESTED							
Date(s):							
Day(s):							
Time (including set-up time & clean-up time):				From:		To: AM/PM	

-OVER-

ARE YOU CONDUCTING ANY OF THE FOLLOWING? (✓)

(1) Tent set-up* Yes ☐ No ☐ (2) Carnival/Festival/Inflatable Rides/Tournament* Yes ☐ No ☐

***Note:** Item (1) requires a minimum of \$500,000 and Item (2) requires a minimum of \$1,000,000 in liability insurance with the Village of Germantown as co-insured.

Are you distributing BEER/WINE? (✓) Yes ☐ No ☐ If Yes, read permit terms and sign if acceptable.

BEER/WINE DISTRIBUTION PERMIT

The gathering shall be a private affair, not open to the public, and not advertised publicly in any manner. No charge for beverage shall be made to the guests, and no beverages shall be distributed to any persons under 21 years of age. Only beer/wine cooler distribution is allowed (i.e. no hard liquor). No intoxicating or alcoholic beverage shall be dispensed or be in possession of any persons on the premises after 9:00 PM. A copy of this permit is sent to the Village of Germantown's Police Department.

Note: Sale of beer/wine requires a special liquor license and approval of the Village Board.
(inquire with Clerks Department)

Signature

Date

WAIVER/RELEASE

I/We the undersigned, will assume all responsibility for the proper care and utilization of the above stated park area and/or facilities, including all equipment and grounds contained therein, in accordance with the policies and regulations of the Village of Germantown and the Park & Recreation Department. I have received and agree to complete with the Facility Rental Policies and Procedures. I understand reservations do not include exclusive use of playgrounds, sprayground, athletic fields, tennis courts, basketball courts, skatepark, etc... I further agree to indemnify and save harmless the Village of Germantown from liability which might be occasioned to the Village of Germantown by granting reservations as per the application. Parks staff are not available on the weekends. For serious emergencies contact the Village of Germantown Police Department at (262) 253-7780.

Signature

Date

FOR OFFICE USE ONLY

Date Received:

Fee: \$

Deposit Payment Method: Check ☐ Cash ☐ Credit Card ☐

Check #

Credit Card: Master Card ☐ Visa ☐ Discover ☐

Card #

Exp. Date:

Insurance Required Yes ☐ No ☐

Approved By:



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2017
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Baseball/Softball Field	\$10	\$15	\$35	\$45	\$60	\$70	\$150	\$225
Soccer/Football Field	\$10	\$15	\$25	\$35	-	-	\$150	\$225
Tennis/Basketball Court	\$5	\$10	-	-	-	-	-	-
Volleyball Court	\$5	\$10	-	-	-	-	-	-



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Date: November 16, 2016

To: Park & Recreation Commission

From: Mark Schroeder, Park & Recreation Director

Re: Seasonal Employee Pay Range Plan

Summary:

Attached for your review is the proposed Seasonal Employee Pay Range Plan. Staff is recommending that several of the job position salary ranges be increased to reflect experience level, position responsibilities, and to try to stay current and competitive with the park and recreation market. In some cases, the salary ranges have not been adjusted in several years. The pay range plan also includes positions that are paid on commission or contract basis. In these situations, all expenses must be covered by program revenue.

Recommendation:

The Department is seeking approval of the updated Seasonal Employee Pay Range Plan.

Attachment: Seasonal Employee Pay Range Plan

GERMANTOWN PARK & RECREATION DEPARTMENT
2017 Seasonal Employee Pay Range Plan

JOB POSITION	SALARY RANGE
ART PROGRAM COORDINATOR ART PROGRAM INSTRUCTOR (PRESCHOOL/YOUTH)	\$12.00 - \$23.00/HR. \$9.00 - \$16.25/HR.
BASEBALL COORDINATOR BASEBALL INSTRUCTOR	\$9.00 - \$16.25/HR. \$7.25 - \$10.00 HR.
BASKETBALL COORDINATOR BASKETBALL INSTRUCTOR BASKETBALL - MEN'S LEAGUE SUPERVISOR BUCKETEER BASKETBALL COORDINATOR BUCKETEER BASKETBALL SITE SUPERVISOR 1ST/2ND GRADE BUCKETS SITE SUPERVISOR	\$12.00 - \$23.00/HR. \$7.25 - \$10.00/HR. \$9.00 - \$17.50/HR. \$9.00 - \$16.25/HR. \$9.00 - \$16.25/HR. \$7.75 - \$14.00/HR.
BASKETBALL OFFICIAL - ADULT NON-CERTIFIED BASKETBALL OFFICIAL - ADULT CERTIFIED BASKETBALL - ADULT SCORER/TIMER	\$9.00 - \$25.00/GAME \$16.50 - \$30.00/GAME \$7.25 - \$10.00/GAME
BASKETBALL OFFICIAL (GRADES 3-8) BASKETBALL SCORER/TIMER (GRADES 3-8)	\$7.25 - \$16.25/GAME \$7.25 - \$14.00/GAME
CARE PROGRAM: KIDS KLUB, TYKE SITE COORDINATOR SITE SUPERVISOR ASSISTANT SUPERVISOR LEADER	\$12.75 - \$20.00/HR. \$11.50 - \$16.50/HR. \$10.25 - \$15.00/HR. \$8.25 - \$13.50/HR.
DANCE PROGRAM COORDINATOR DANCE ASSISTANT	\$12.00 - \$23.00/HR. \$7.25 - \$8.75/HR.
DODGEBALL PROGRAM COORDINATOR DODGEBALL ASSISTANT	\$9.00 - \$16.25/HR. \$7.25 - \$10.00/HR.
FLAG/GRIDDERS FOOTBALL COORDINATOR FLAG FOOTBALL FIELD MAINTENANCE SUPERVISOR FLAG FOOTBALL OFFICIAL (GRADES 1-6)	\$12.00 - \$23.00/HR. \$7.25 - \$10.00/HR. \$7.25 - \$16.25/GAME
GOLF INSTRUCTOR (PEE WEE)	\$7.25 - \$16.25/HR.
GYMNASTICS COORDINATOR GYMNASTICS ASSISTANT COORDINATOR GYMNASTICS INSTRUCTOR	\$12.00 - \$23.00/HR. \$8.00 - \$13.75/HR. \$7.25 - \$10.00/HR.
OFFICE ASSISTANT OPEN GYM SUPERVISORS - WINTER OPEN GYM SUPERVISORS - SUMMER	\$7.25 - \$13.75/HR. \$7.25 - \$12.00/HR. \$7.25 - \$12.00/HR.
POMS ASSISTANTS	\$7.25 - \$16.25/HR.
PRESCHOOL PROGRAM INSTRUCTOR	\$9.00 - \$16.25/HR.
SOCCER PROGRAM COORDINATOR	\$9.00 - \$16.25/HR.
SOCCER REFEREE - NON-CERTIFIED SOCCER REFEREE - CERTIFIED	\$7.25 - \$10.00/GAME \$7.25 - \$16.25/GAME
SOFTBALL UMPIRE - ADULT NON-CERTIFIED (ONE/GAME) SOFTBALL UMPIRE - ADULT CERTIFIED (ONE/GAME) SOFTBALL SCOREKEEPER - ADULT	\$9.00 - \$25.00/GAME \$14.00 - \$30.00/GAME \$7.25 - \$10.00/GAME
SPORTIES FOR SHORTIES COORDINATOR SPORTIES FOR SHORTIES ASSISTANT	\$9.00 - \$16.25/HR. \$7.25 - \$10.00/HR.
TENNIS COORDINATOR TENNIS SITE MANAGER TENNIS INSTRUCTOR	\$12.00 - \$23.00/HR. \$7.75 - \$12.50/HR. \$7.25 - \$10.00/HR.
THEATER DIRECTOR THEATER ASST. DIRECTOR THEATER ASSISTANT	\$9.00 - \$23.00/HR. \$9.00 - \$20.00/HR. \$7.25 - \$10.00/HR.
TRACK COORDINATOR TRACK INSTRUCTORS	\$9.00 - \$23.00/HR. \$7.25 - \$10.00/HR.
VOLLEYBALL OFFICIAL - ADULT NON-CERTIFIED VOLLEYBALL OFFICIAL - ADULT CERTIFIED VOLLEYBALL OFFICIAL - TEEN LEAGUE VOLLEYBALL COORDINATOR (YOUTH LG.) VOLLEYBALL INSTRUCTOR	\$9.00 - \$25.00/MATCH \$16.50 - \$30.00/MATCH \$7.25 - \$11.25/MATCH \$12.00 - \$23.00/HR. \$7.25 - \$16.25/HR.

*** This list may not be all inclusive of new programs, but they will be placed appropriately.**

The following criteria shall be used in determining the salaries of seasonal, part-time staff.

- Budget Restrictions
- Job Responsibilities
- Previous Experience
- Education
- Past Job Performance
- Training/Certification

The Park and Recreation Commission may approve individual arrangements for any employee not covered by the position classifications. In these special situations, all expenses must be covered by program revenue.

Included in this category are the following positions that are paid on commission or contract basis:

- Adaptive Programming for adult/youth with disabilities
- Adult/Child Workshop Instructor
- Aerobic Dance Instructors
- Aqua-Fit Water Aerobics Instructors
- Art Programs Instructor (ceramics, afterschool)
- Community Band Instructors
- Basement Rec. Room Workshop Instructor
- Basketball Camp Director/Coaches
- Basketball Clinic Directors
- Belly Dancing Instructor
- Cake Decorating Instructor
- Cheerleading/Hip Hop Funk Instructor
- Computer Instructors (Adults, Youth)
- Crafts Instructor
- Cross Country Ski Instructor
- Dance (Adult/Youth)
- Deck Construction Workshop Instructor
- Disc Golf Instructor
- Enrichment programming (languages, clutter, magic, book published, landscape)
- Family Activities Instructors
- Financial Planning Workshop Instructors
- Fitness Instructor (NIA, Pilates, Zumba, Group Fitness)
- Flag Football Camp Director/Coaches
- Football Camp Director/Coaches
- Golf Instructor (Adult/Pee Wee)
- Gymboree Instructors
- Ice skating Instructors
- In-Line Skating Instructor/Roller Hockey Instructor
- Judo/Tae Kwon Do/Karate Instructor
- Knitting Instructor
- Learn Not To Burn Coordinator
- Lego Program Instructor
- Mad Science Classes
- Modeling Instructor
- Nature Camp Directors (Winter Exploration, Nature Exploration)
- Photography Instructor
- Pickleball Instructor
- Pom Pon Coordinator
- Rock Climbing Instructors
- Self Defense Instructors
- Softball Clinic Director/Coaches/Umpires
- Taekwondo Instructor
- Track & Field Program/Camp Directors/Coaches
- Volleyball Camp Directors/Coaches/Officials
- Woodworking/Wood carving Instructor
- Wrestling Camp Directors/Coaches
- Yard Maintenance & Pruning Instructor (Landscape)
- Yoga Instructor



Germantown Park and Recreation Department
N112 W17001 Mequon Road
P.O. Box 337
Germantown, Wisconsin 53022-0337
(262) 250-4710 Fax (262) 255-2920
Information Line (262) 250-4711

Meeting Date: November 16, 2016

To: Park & Recreation Commission

From: Mark Schroeder, Park & Recreation Director

Re: TIF #6 Business Park – Open Space Land

In late October, the Community Development Department contacted staff with information that MLG Development had submitted the first Certified Survey Map (CSM) for the TIF #6 Business Park located off Appleton Avenue, S.T.H. 175.

Per the CSM, Outlot 1 (37.9 acres) and Outlot 2 (5.39 acres) are proposed to be dedicated to the Village. These outlots contain unbuildable land (wetlands, floodplain, woodlands) as well as area for future storm water basins needed to support development of the business park.

Per my discussions with Jeff Retzlaff, Community Development Director, dedication of these areas to the Village was discussed briefly by staff and the developer some time ago. It was thought that Outlot 1 (highlighted in yellow on the attached aerial map) might be useful to the village as a future park/conservation area with walking trails, parking lot, and related passive recreation uses. The only current access would be off Maple Road on the eastern side of the property.

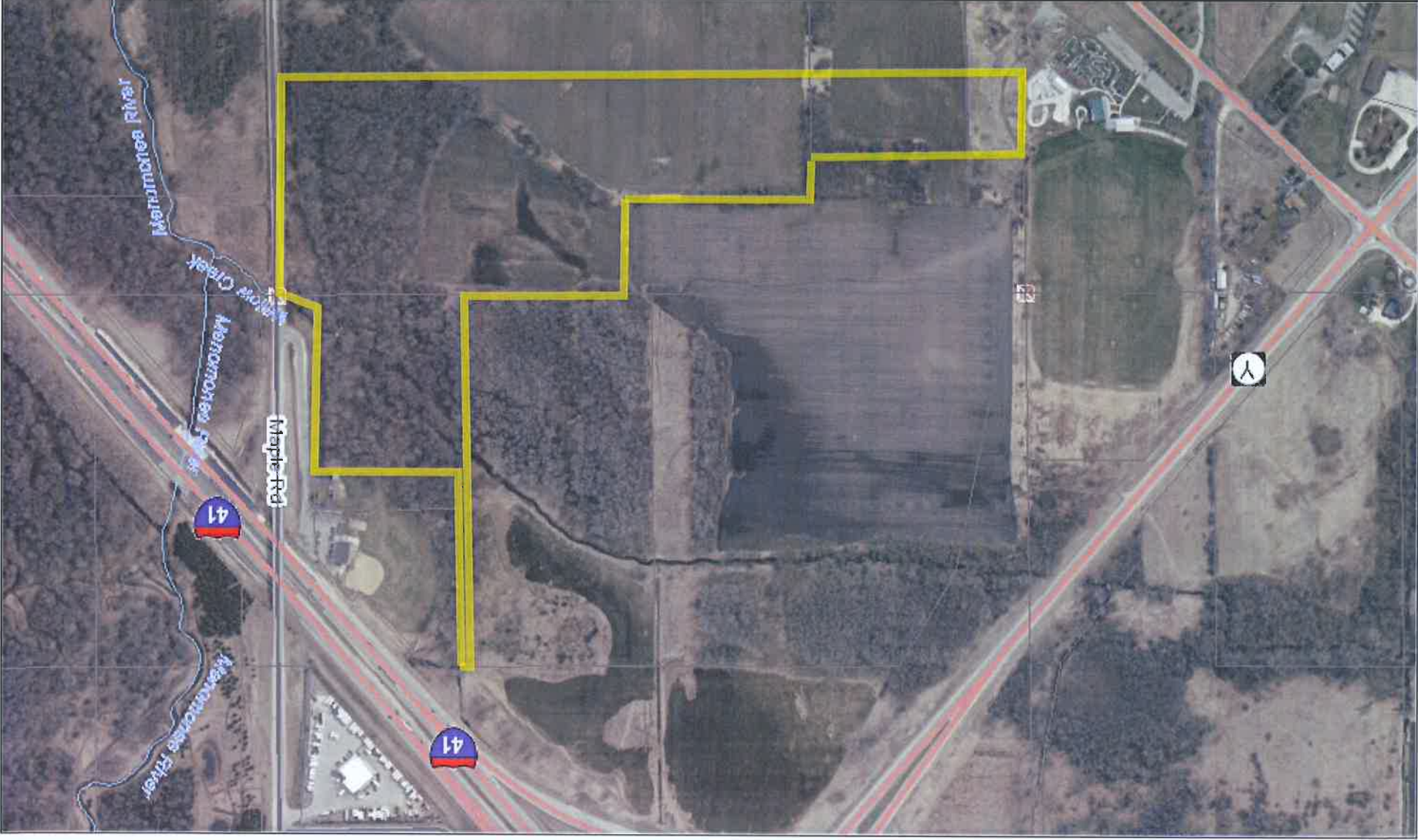
The Park & Recreation Commission has been asked to review and make a recommendation to both the Plan Commission and Village Board relative to accepting the dedication of Outlot 1 for future open space use. Some positives to acquiring this land include:

- No cost to acquire 37 acres of open space
- Preservation of environmental corridor along a tributary of the Menomonee River
- Opportunity for future passive use recreation activities such as hiking, birding, cross country skiing, snow shoeing, etc. or perhaps the establishment of a dog park.

Per the village's Comprehensive Outdoor Recreation Plan (CORP), this land acquisition would meet the plan goal of preservation of environmental corridor within the Menomonee River watershed.

In addition to accepting the dedication of this land, staff would recommend working with the village to create a second point of access through the business park that would serve not only the future maintenance of the storm water facility, but also public access to this future park/open space/conservation area.

Attachments: Certified Survey Map and Aerial Photo Map



Village of Germantown



Village Of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022
262-250-4700

DISCLAIMER:

This map is not a survey of the actual boundary of any property this map depicts.

The Village of Germantown Does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 499'

Print Date: 10/25/2016

CERTIFIED SURVEY MAP NO.

Part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Northeast 1/4 of Section 32, and part of the Southeast 1/4 of the Southeast 1/4 of Section 29 all in Town 9 North, Range 20 East, in the Village of Germantown, County of Washington, State of Wisconsin.

Bearings are referenced to the Wisconsin State Plane Coordinate System, South Zone (NAD 1927 datum) in which the South line of the NE 1/4 of Section 32 bears N89°56'02"W.

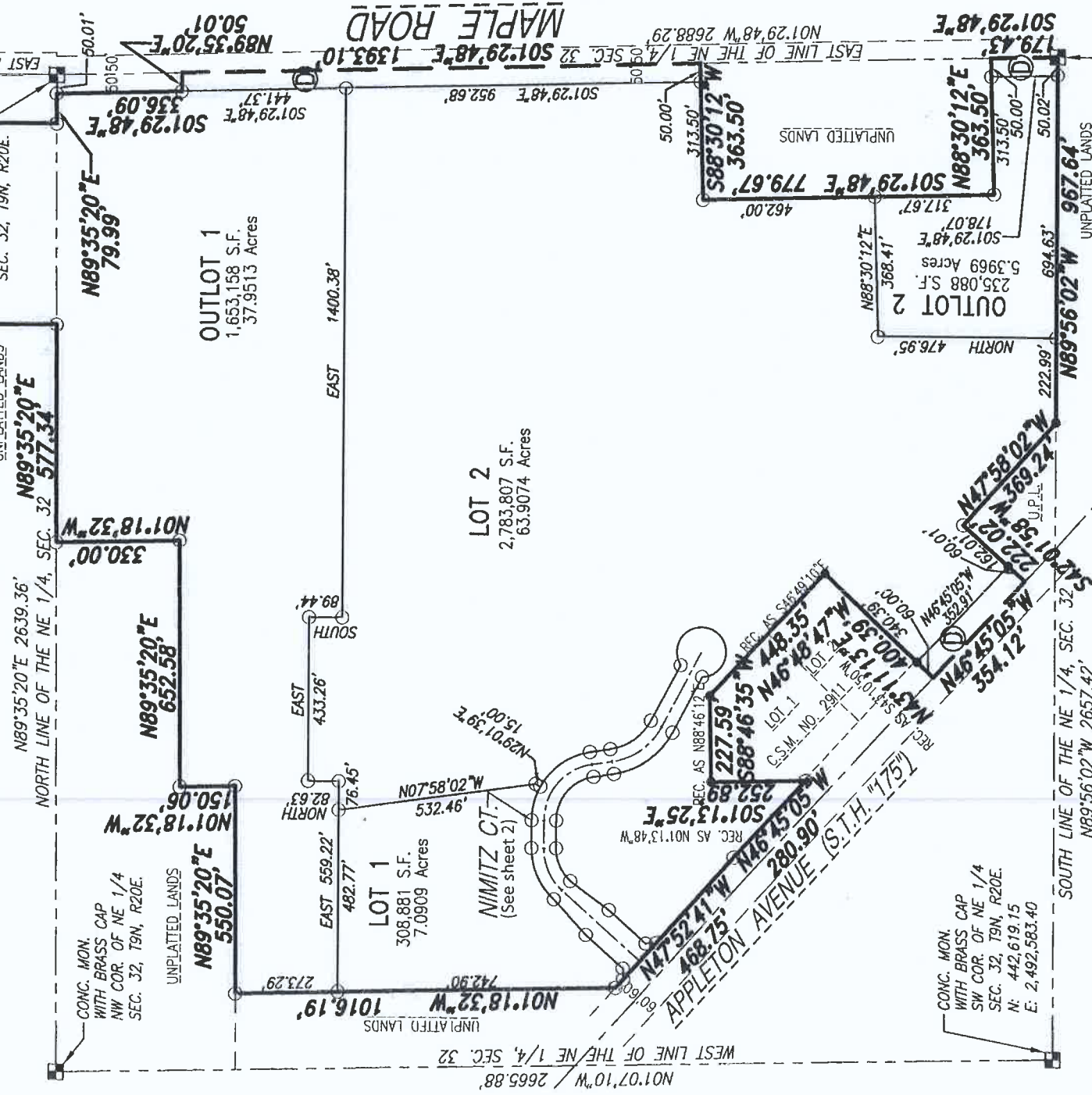
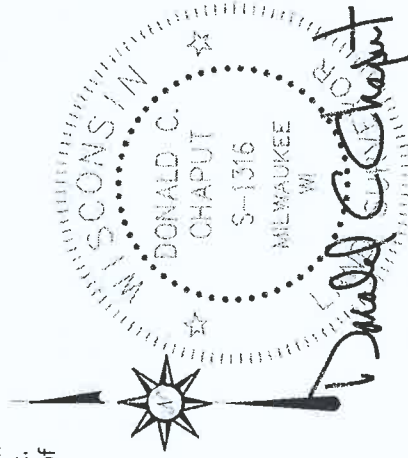
- Indicates found 1" iron pipe.
- Indicates set 1.315" O.D. iron pipe 18" in length, weighing 1.68 lbs. per lineal foot.
- ① Indicates land dedicated to the Village of Germantown for Public Road Purposes.

See sheet 2 for cul-de-sac detail.
See sheets 2 - 5 for easement details.
See sheet 6 for wetlands detail.

Owner/Subdivider:
MLG Germantown Investment LLC
13400 Bishops Lane
Suite 270
Brookfield, WI 53005

Note:
Outlot 1 and 2 are to be dedicated to the Village of Germantown.

October 21, 2016



CHAPUT LAND SURVEYS LLC

234 W. FLORIDA STREET
MILWAUKEE, WI 53204
414-224-8068
www.chaputlandsurveys.com

Drawing No. 1665-grb

This instrument was drafted by Donald C. Chaput
Professional Land Surveyor S-1316

Sheet 1 of 9 Sheets

GRAPHIC SCALE 1" = 400'

CONC. MON. WITH BRASS CAP
SE COR. OF NE 1/4
SEC. 32, T9N, R20E.
N: 442,616.08
E: 2,495,240.55
(POINT OF BEGINNING)

