

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
CONFERENCE ROOM A
June 28, 2017**

CALL TO ORDER: The meeting was called to order at 5:32 p.m. by Chair Coulthurst.

- I. ROLL CALL:** Chair Coulthurst, Commissioners Stapelman, Leukert, and Knop (arrived @ 5:37 p.m.), and Trustee Rep. Miller. Absent and excused was Commissioner Depies. Absent and unexcused was School Board Rep. Medved. Also present were Director Schroeder, Department Intern Sam Midlikowski, Secretary Lemke.
- II. APPROVAL OF MINUTES:** *Motion by Miller, seconded by Leukert to approve the minutes from May 24, 2017 as presented. Motion unanimously carried.*
- III. PUBLIC INPUT:**
- IV. CORRESPONDENCE**
- V. OLD BUSINESS**

- 1. HAUPT STRASSE PARK PICKLEBALL COURT PROJECT** – Mark stated the project has been started. Work began on this project on June 9th. To date the contractors have installed the sleeves for the pickleball net posts, power washed the court surface, and started filling the cracks with acrylic court patch binder. The next steps are to install the Amor Crack Repair System, followed by the acrylic surfacing material, color material and lining of the courts. Weather permitting, the project could be completed by mid-July.
- 2. HAUPT STRASSE PARK PLAYGROUND EQUIPMENT PROJECT** – The Village Board awarded the contract with MN/WI Playground on June 5th. The equipment was ordered on June 8th, with approximately 6 weeks for delivery. Staff will be meeting with the playground company in July to review the final site layout, with installation planned for early to mid-August.
- 3. KINDERBERG PARK BASKETBALL COURT PROJECT** - On June 5th, the Village Board approved the court surfacing contract with Frank Armstrong Enterprises. The project site work, stone base, and asphalt paving components were bid with the 2017 village paving program. Payne & Dolan will be starting on the roadway paving contract in early July. Work on the basketball court is planned to start in late July/early August. Installation of the basketball standards, and court surfacing/lining to follow. It is anticipated the project will be completed in early-mid September.

VI. NEW BUSINESS

- 1) BASEBALL TOMORROW FUND (BTF) GRANT – REVIEW & RECOMMENDATION** – Mark stated that Jay Olszewski and Scott Anderson (DPW Employees) attended a field maintenance seminar at Miller Park presented by Baseball Tomorrow Fund. The Village of Germantown was drawn as winning a \$5000.00 grant for maintenance of our fields. The grant is not a matching grant. *Motion by Miller, seconded by Stapelman to send forth a positive recommendation to the Village Board to accept the Baseball Tomorrow Fund (BTF) Grant in the amount of \$5000.00, to be used to improve the village park system's baseball/softball facilities. Motion carried unanimously.*

2) SUMMER RECREATION PROGRAM REPORT – SAM MIDLIKOWSKI, PARK & RECREATION INTERN –

We had approximately 55 summer programs that will start the week of June 12th.

Upcoming events include the following:

Family Glow Walk: Our 3rd Annual Walk was a great success with over 600 walkers. A fun event was enjoyed by all who attended.

Movies in the Park: Our first Movies in the Park event of the summer season will be held on Friday, June 9th and featured the movie Moana. We had about 400 in attendance. Back by popular demand we had face painting and balloon animals done by the clowns Cuddles & Billy. Our next movie will be on Friday, July 21st featuring the movie Sing and will be held in conjunction with our Family Campout at Kinderberg Park.

Booster Night: Booster night is a program developed by Robert's Frozen Custard to raise money for our youth programs and athletics. Our department will receive 10% of sales from 3:00 p.m. – closing. We all have to eat so why not stop by Robert's on July 10th for some good food and treats!

Community Band Concert: Our first summer Concert in the Park was held Wednesday, June 21st featuring the "AWE" in concert which is the Adult Wind Ensemble and was held indoors at Kennedy Middle School due to the weather. The June 28th concert is a Community Band concert and will include "Night at the Movies" music.

Griffin Chevrolet Grand Slam Event: For the seventh year in a row Griffin Chevrolet has chosen our department's tball/baseball/girls softball to sponsor. They gave our department equipment totaling over \$500.00. On June 19th, we had a Grand Slam event where they provided food, t-shirts, and also presented our department with a check for \$775.00. Those who came also were entered for a 4 pack of Brewer's tickets. Also for every test drive they awarded us with \$25.00. We had 35 attend the event.

The department is looking at a "Ribbon Cutting Ceremony" for the new pickleball courts the end of July-beginning of August.

VII. VILLAGE BOARD REPORT: Rick stated the board is in the process of a new Village noise ordinance. All the outdoor patios have brought this to the Villages attention. The board is working with the Village Attorney and are hoping to have the new noise ordinance ready in August. Larry Ratayczak, Public Works Director, is going to be the Interim Village Administrator. Administrator Schornack is retiring on July 7th. The Village Board has hired a consulting firm to help in searching for a new Village Administrator. It will take approximately 6 months. Presbyterian Homes is making good progress. The new daycare on Mequon Road has been approved. The location is directly to the East of First Financial. Gehl's Foods expansion has been approved as well. The expansion is storage "silos". They will be located to the West of their building on their own property.

VIII. SCHOOL BOARD REPORT: Absent

IX. DIRECTOR'S REPORT:

- 1) **Haupt Strasse Park Pickleball Court Project** – Work began on this project on June 9th. To date the contractors have installed the sleeves for the pickleball net posts, power washed the court surface, and started filling the cracks with acrylic court path binder. The next steps are to install the Amor Crack Repair System, followed by the acrylic surfacing material, color material and lining of the courts. Weather permitting, the project could be completed by mid-July.
- 2) **Haupt Strasse Park Play Equipment Project** – The Village Board awarded the contract with MN/WI Playground on June 5th. The equipment was ordered on June 8th, with approximately 6 weeks for delivery. Staff will be meeting with the playground company in July to review the final site layout, with installation planned for early to mid-August.
- 3) **Kinderberg Park Basketball Court Project** – On June 5th, the Village Board approved the court surfacing contract with Frank Armstrong Enterprises. The project site work, stone base, and asphalt paving components were bid with the 2017 village paving program. Payne & Dolan will be starting on the roadway paving contract in early July. Work on the basketball court is planned to start in late July/early August. Installation of the basketball standards, and court surfacing/lining to follow. It is anticipated the project will be completed in early-mid September.
- 4) **Spassland Park - WE Energies Gas Main Relay Project**– The restoration work within the park has been completed except for addressing the punch list items. This work includes replacement of the concrete light pole that was damaged during the removal/installation process, installation of concrete tee pads for the disc golf course, and painting of the crosswalk where the pathway crosses the Colonial Drive entrance. The entrance pathway from Revere Lane was installed in stone, and the department will be working with the village engineering department on the costs to incorporate paving this section of path with the roadway paving program.
- 5) **Schoen Laufen Park Projects** – The DPW/Parks staff completed the landscape restoration work around the park shelter and areas adjacent to the parking lot. The park trail restoration work will resume this summer. The department has re-ordered 6 nature trail signs/frames to replace the ones that were vandalized/stolen. The GHS Environmental Club, along with assistance from the Wanakia Wildlife Rehabilitation Center, installed the squirrel nesting boxes on June 5th.
- 6) **Dheinsville Park Projects** – The Bast Bell Museum roof replacement project has been completed. Staff will be meeting on June 27th with consulting forester John Gall to discuss a master tree planting plan for the park.
- 7) **EAB ASH Treatment Program** – On June 19th, the Village Board approved the recommendation from the Public Works Committee to approve a contract with M&M Tree Care for a unit price of \$5.25 per inch at a total cost of \$10,631.25 to tree 159 ash trees in village parks and municipal grounds. The trees were treated in 2015, and are in healthy condition today. Trees need to be treated on every other year basis. Staff notified 8 area contractors with four returning bids.

- 8) **Baseball Tomorrow Fund Grant** - The Village of Germantown was selected to receive a Baseball Tomorrow Fund (BTF) Grant in conjunction with its participation in the BTF/MLB Field Maintenance Program. This \$5,000 grant is to be used for the purchase of field maintenance equipment, services, or supplies to improve youth baseball and/or softball fields in the community. There is no requirement that the village provide matching funds to receive this grant. One of the goals of the department is to continue to provide safe and well-maintained facilities. These monies will be used for materials and labor to upgrade the baseball diamond infields, backstops, and fencing at to be determined park locations. The village must use the grant funding in 2017.
- 9) **Kid's Klub Payment Policy Changes** – In the meeting packets is the email that was sent to KK families on June 22nd informing them of the payment policy changes that will go into effect for the 2017/18 school year. The department is no longer offering the installment billing option, and will only accept payment in full, and the auto debit billing option. In addition, the unregistered fee will increase to \$5 from the current \$2 starting in the 2017/18 school year.
- X. **ANNOUNCEMENTS OF PUBLIC INTEREST:** The next meeting will be held July 19th @ 5:30 p.m.
- XI. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 6:35 p.m.

Shannon Lemke
Secretary