

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
CONFERENCE ROOM A
October 18, 2017**

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

- I. **ROLL CALL:** Chair Coulthurst, Commissioners Depies, Stapelman, Knop and Trustee Rep. Miller (arrived at 5:37 p.m.) and School Board Rep. Ray Borden. Absent and excused was Commissioner Leukert. Also present were Director Schroeder and Secretary Lemke.
- II. **APPROVAL OF MINUTES:** *Motion by Borden, seconded by Depies to approve the minutes from September 20, 2017 as presented. Motion unanimously carried.*

III. **PUBLIC INPUT:**

IV. **CORRESPONDENCE**

V. **OLD BUSINESS**

1. HAUPT STRASSE PARK PLAYGROUND EQUIPMENT PROJECT – As discussed at the September commission meeting, MN/WI Playground had to push back the delivery and installation of the equipment until late October. However, due to the delays, the DPW/Parks staff schedule was tied up with other village projects meaning they were no longer able to complete the site preparation work that needed to be done in advance of the equipment delivery and installation. Staff asked MN/WI Playground for a cost proposal to add all site work to their scope of services for the project. Staff was contacted on October 3rd that the company was too busy to complete this additional work, and therefore they would not be submitting a proposal. At this time, the plan is to take delivery of the equipment in late 2017, and complete the site preparation, installation, and site restoration in Spring 2018.

2. KINDERBERG PARK BASKETBALL COURT PROJECT – The court paving was completed September 21st. The installation of the basketball standards/backboards was completed on October 7th. The asphalt needed to cure for approximately 14-21 days before surfacing. On October 10th, the first coat of black acrylic was installed. The installation of the second coat of black acrylic, two coats of color surface, and court lining are scheduled for completion the week of October 16th – 20th.

3. 2018 PARK & RECREATION OPERATING & CAPITAL IMPROVEMENTS FUND BUDGETS - – The 2018 department budgets were reviewed by the Committee of the Whole on Tuesday, September 19th with no modifications made to the operating budget. The **Recreation Budget** of \$1,246,543 represents an increase of \$7,521 or .61% over the 2017 Budget. The **Senior Center Budget** of \$124,422 represents a decrease of \$7,088 or 5.4%, when compared to the 2017 Budget. The **Parks Budget** was reviewed at the October 11th Committee of the Whole meeting. The budget includes the same level of funding, \$77,000 for Forestry/Tree Maintenance, as in the past few years.

Monies are included to purchase a new pick-up truck, stone for the pathways at Alt Bauer Park, and a new roof for the Schoen Laufen Park shelter. Monies were removed from the budget for replacement of the concession stand roof at Friedenfeld Park.

Capital Projects – the budget is as follows:

- A total of 6 capital projects totaling \$270,00 were proposed in the 2018 Budget.
- Spassland Park Play Equipment- \$90,000
- Spassland Park Basketball Standards - \$30,000
- Fireman's Park Shelter Design - \$20,000
- Friedenfeld Park pathways (\$50,000) and electric service (25,000) – note these monies were approved to be transferred to fund Fireman's Park improvements, including pathway lighting in 2018.
- Senior Center Van Replacement - \$55,000, offset by approximately \$29,000 in Senior Van Replacement Fund Monies.

VI. NEW BUSINESS

VII. VILLAGE BOARD REPORT: Rick stated the budget process went smooth. The transportation funding from the state came in higher than expected at \$100,000.00. The village put \$100,000.00 into the budget for asphalt paving. Julie Jordan is the new Village Clerk who will be starting on Wednesday, October 25th. Kathy Strebe, Deputy Clerk, is resigning effective Friday, October 20, 2017. Gary Weiss, Fire Department Chief, was asking for 4 additional full-time fire-fighters. That would have cost the village approximately \$300,000.00. At this time the fire department will be able to hire 1-2 additional full-time fire fighters with adjusting his budget numbers.

VIII. SCHOOL BOARD REPORT: Ray stated the school construction is going well with the current weather. The high school tennis courts have been temporarily fixed. The board has approved \$75,000.00 for a complete fix of the courts for completion late Spring 2018. The School Board will be inviting the new Village Administrator, Steve Kreklow to their next meeting to discuss TID #7 for J W Speaker along with the proposed new subdivisions in Germantown and its impact on the district.

IX. DIRECTOR'S REPORT:

- 1) **Haupt Strasse Park Play Equipment Project** – As discussed at the September commission meeting, MN/WI Playground had to push back the delivery and installation of the equipment until late October. However, due to the delays, the DPW/Parks staff schedule was tied up with other village projects meaning they were no longer able to complete the site preparation work that needed to be done in advance of the equipment delivery and installation. Staff asked MN/WI Playground for a cost proposal to add all site work to their scope of services for the project. Staff was contacted on October 3rd that the company was too busy to complete this additional work, and therefore they would not be submitting a proposal. At this time, the plan is to take delivery of the equipment in late 2017, and complete the site preparation, installation, and site restoration in Spring 2018.

- 2) **Kinderberg Park Basketball Court Project** –The court paving was completed September 21st. The installation of the basketball standards/backboards was completed on October 7th. The asphalt needed to cure for approximately 14-21 days before surfacing. On October 10th, the first coat of black acrylic was installed. The installation of the second coat of black acrylic, two coats of color surface, and court lining are scheduled for completion the week of October 16th – 20th.
- 3) **2018 Park & Recreation Operating & Capital Improvements Fund Budgets** – The 2018 department budgets were reviewed by the Committee of the Whole on Tuesday, September 19th with no modifications made to the operating budget. The ***Recreation Budget*** of \$1,246,543 represents an increase of \$7,521 or .61% over the 2017 Budget. The ***Senior Center Budget*** of \$124,422 represents a decrease of \$7,088 or 5.4%, when compared to the 2017 Budget. The ***Parks Budget*** was reviewed at the October 11th Committee of the Whole meeting. The budget includes the same level of funding, \$77,000 for Forestry/Tree Maintenance, as in the past few years. Monies are included to purchase a new pick-up truck, stone for the pathways at Alt Bauer Park, and a new roof for the Schoen Laufen Park shelter. Monies were removed from the budget for replacement of the concession stand roof at Friedenfeld Park.

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The Committee of the Whole held additional budget work sessions on October 4th and 11th. At the October 16th Village Board Meeting, approval was given to send the budget forth for Public Hearing on November 20th.

- 4) **2017 Fall Tree Planting Project** - Century Landscape began work on the fall tree planting project on October 16th. The project includes materials and labor for the planting of 36 trees in Spassland Park, the second phase of planting on Pilgrim Road (41 trees), 19 trees on Mequon Road, and 14 trees along Revere Lane. The project should be completed the week of October 16th – 20th, or early the following week.
- 5) **Ash Tree Removals - Winter 2017-2018** – DPW/parks crews are slated to remove 16 ash trees this winter. This follows the winters of 2016-2017 and 2015-2016 where a total of 152 ash trees were removed from village parks, municipal grounds, and along village streets due to the EAB infestation.
- 6) **Dheinsville Park Tree Planting** – Village staff met with Wendland Nursery regarding the donation of materials and labor to plant several trees at Dheinsville Park. With the assistance of consulting arborist, John Gall from Wachtel Tree Service, a preliminary planting plan was drafted that included 49 potential planting sites along the north and east park boundaries. Phase 1 will include the planting of 18-20 trees. The tree planting is scheduled for the week of October 30-November 3rd.

- 7) **Schoen Laufen Park pathway restoration** – DPW/Parks crews completed work on the restoration of the stone pathways the week of October 3rd-6th. The work areas included the pathway along the river, and also the north and east portions of the trail.
- 8) **Gehl's Performing Arts Pavilion in Fireman's Park** – At the September 18th Village Board Meeting, approval was given for the Kiwanis Club to proceed with construction of this facility. The date for the project ground breaking is still in the planning process. The construction start date has not been set.
- 9) **Haupt Strasse Park Scoreboard** – Utilizing the \$5,000 grant from the Baseball Tomorrow Fund, the department will be purchasing and installing a new baseball/softball scoreboard for Haupt Strasse Park diamond.
- 10) **Senior Advisory Committee Meeting** – The next meeting of the Senior Advisory Committee is scheduled for October 26th. Topics of discussion are the 2018 Budget, Senior Van Replacement, WASC Conference, and an update on programs and events.
- 11) **Residential Property Development NE of Friedenfeld Park** – At the October 9th meeting, the Plan Commission reviewed preliminary plans and documents related to the proposed residential development of 107 acres south of Freistadt Road, North of Elm Lane, and West of Wausaukee Road. A portion of this property would be adjacent to the NE corner of Friedenfeld Park. The proposal is for the development of 49 single-family lots. No "official" applications for rezoning and land division have been submitted. The Plan Commission meeting was for consultation purposes. The time period for review comments from the commission is late 2017 or early 2018.
- 12) **Farmer's Market** – The market will be closing for the season on Saturday, October 28th.
- 13) **Community Garden** – The 2017 season is coming to a close. The gardeners have been asked to clear all produce and prepare the soil for winter by November 1st. The community gardeners donated 231.75 lbs. of produce to the Germantown Senior Center in 2017.

Recreation Division Report –

The department had 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, Kids Cuisine, Time for Two, Basic First Aid for Kids, Tot Party, Zumba, Learn Spanish (3 sites), Pickleball, Belly Dancing, Clutter Class, Mad Science (2 sites), Band (3), Nutrition for Active People, Halloween Music Party, Bee Keeping, Boxenfit, TRX, Dog Therapy, PULS, Horseback Riding, Healthy Holiday Habits, Story Stretchers, Henna Art, Open Volleyball, Adult golf Lessons, Learn to Sew, Tree Climbing, Boost your Health, Acrylic Painting, Watercolor Painting, Fundamental Basketball Camp, Body Basics, Babysitter's Training.

Cancelled programs: Tech Camp – STREAM, Don't Be Bullied, EZ Defense for Women, Hovercraft Camp, Oodles of Art PM Class, Advance Digital Photography, Afterschool Legos at St. Boniface, Afterschool Spanish at Mac Arthur.

Upcoming events include the following:

Friday Family Flicks: Will be held at MacArthur School on November 3rd. Staff is still confirming the movie with MacArthur PTA.

1st/2nd Grade Buckets: Registration Deadline is November 1st.

Family Scavenger Hunt: There were 7 families who turned in boxes ranging from a couple in their 60's who participated with their grandchildren to families with little ones. Staff had fun judging the entries, everyone got a prize.

Fall Girls Volleyball League: We have four 3rd/4th grade teams and three 5th/6th grade teams. Girls are having fun playing games on Saturdays at KMS. Games will end on October 28th.

Bucketeers Basketball: Enrollment has increased this season. We have four 3rd/4th grade girls teams, five 3rd co-rec teams, four 4th grade co-rec teams, and six 5th/6th grade teams.

Tree Climbing Program: Will be held on Saturday, October 21st from 10:00 a.m. – 12 Noon at Firemen's Park.

X. ANNOUNCEMENTS OF PUBLIC INTEREST: The next meeting will be held
November 15, 2017 @ 5:30 p.m.

XI. ADJOURNMENT: There being no further business, the meeting was adjourned at
6:42 p.m.



Shannon Lemke
Secretary