VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **PARK & RECREATION COMMISSION**

DATE AND TIME: **WEDNESDAY, MARCH 21, 2018 at 5:30 p.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:** February 21, 2018

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. **CORRESPONDENCE**

V. **OLD BUSINESS:**
1. Spassland Park Playground Project – Review of Playground Designs
2. Firemen's Park Design Plans – Review & Recommendation on Request for Proposals, Project Timeline & Park Facility Design Firms
3. Germantown Park & Recreation Program Behavior Policy – Review & Approval

VI. **NEW BUSINESS**
1. 2018 Summer Recreation Program Fees & Charges – Review & Approval
2. Kid's Klub Summer Registration Flyer
3. Eagle Scout Project @ Dheinsville Park Archery Range – Review & Approval of Request by Cole Navin
4. Park & Recreation Commission Member Terms
5. 2017 Park & Recreation Department Annual Report

VII. **VILLAGE BOARD:**

VIII. **SCHOOL BOARD REPORT:**

IX. **DIRECTOR'S REPORT:**

X. **ANNOUNCEMENTS OF PUBLIC INTEREST:**
The next Park & Recreation Commission meeting will be **April 18th @ 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
February 21, 2018

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

I. **ROLL CALL:** Chair Coulthurst, Commissioners Leukert (arrived at 5:32 p.m.), Depies, Knop (arrived at 5:38 p.m.), Stapelman, Trustee Rep. Miller and School Board Rep. Ray Borden. Also present were Director Schroeder and Secretary Lemke. Guests included Trustees David Baum and Art Zabel.

II. **APPROVAL OF MINUTES:** ***Motion by Miller, seconded by Borden to approve the minutes of January 17, 2018 as presented. Motion unanimously carried.***

III. **PUBLIC INPUT:**

IV. **CORRESPONDENCE**

V. **INTRODUCTION & WELCOME TO STEVE KREKLOW – VILLAGE ADMINISTRATOR**

VI. **OLD BUSINESS**

1. **2018 PARK & RECREATION OPERATING & CAPITAL IMPROVEMENTS FUND BUDGETS** - At the February 5th meeting, the Village Board approved the 2018 CIP Budget. A total of five capital projects totaling $270,00 were included in the 2018 CIP Budget including: Spassland Park Play Equipment- $90,000, Spassland Park Basketball Standards - $30,000, Fireman's Park Shelter Design - $20,000, Firemen's Park Improvements (pathways and lighting) $75,000, and Senior Center Van Replacement - $55,000, offset by approximately $29,000 in Senior Van Replacement Fund Monies.

2. **SPASSLAND PARK PLAYGROUND EQUIPMENT PROJECT** - The Request for Bid Proposals w/ Project Timeline were emailed to seven playground companies on January 25th, with a submittal deadline of March 2nd. The preliminary review of playground design proposals will take place at the March 21st commission meeting. An opportunity for public review and comment will be provided until April 16th, with final review and recommendation by the Park & Recreation Commission at the April meeting.

3. **FIREMEN'S PARK DESIGN PALNS – REVIEW & RECOMMENDATIONON REQUEST FOR PORPOSALS, PROJECT TIMELINE & PARK FACILITY DESIGN FIRMS** - At the January commission meeting, staff presented a draft Request for Proposals (RFP) that would be sent to consulting firms for providing design services for a multi-purpose shelter building, and related site improvements for Firemen's Park. This RFP Project scope of work would include producing conceptual drawings and probable construction costs for the multi-purpose shelter building. In addition, design plans would take into consideration pathway locations, electrical service for special event vendors, and

security lighting to connect all park amenities. Included in the meeting packets was a revised RFP that incorporated additional information on the evaluation/selection process and modified project timeline. Trustee David Baum provided input relative to the RFP scope of work and requirements.

Discussion was held on the recommended changes for the RFP:

Scope of Work –

- The more information the commission can provide in the RFP, the lower the cost for the architect.
- Work with Village Engineering Department on utility costs
- Give the firm the concept of what you are looking for.
- Commission liked the design of Kinderberg Park shelter, but needs to be larger.
- Have a $ budget for the project, to help determine budget, compare costs of shelter "kit" and custom design.
- How large should the facility be?
- Open-air shelter w/o multi-purpose building?
- What are the amenities you want for the kitchen?
- Number of restrooms, attached to shelter or not attached
- Where is the location that you want the facility placed?

Phase One:

Include a conceptual image and conceptual pricing (picture of structure and amount of money spending)

4. **GERMANTOWN PARK & RECREATION PROGRAM BEHAVIOR POLICY – REVIEW & APPROVAL** – Mark stated that Village Attorney Brian Sadjak is currently reviewing the policy.

VII. NEW BUSINESS

1. **2018 SUMMER RECREATION PROGRAMS - UPDATE ON PROGRAM LOCATIONS AND SCHEDULE** – Mark stated that locations have been found for most of our programs for this summer. St. Boniface school has agreed to allow us to use multiple classrooms for our programs this summer. Faith Lutheran Church and Lutheran Church of Living Christ will be letting us use space at their locations for Kids Klub. Homestead Hollow Park will also be a location for Kids Klub.

VIII. VILLAGE BOARD REPORT: Rick stated that the Village currently has multiple job opportunities in DPW. There is also an opening as the Village Engineer has resigned. The Village Board is working on an ordinance plan for temporary structures on residential properties. The Village has modified the ordinance to allow property owners to put additional buildings in front of their property.

IX. SCHOOL BOARD REPORT: Ray stated that they have hired Robert Dobberfuhl (former Village Employee) at Germantown High School as their auto teacher. The swimming pool area is being worked on. The new performing arts center will hold 750 people. County Line should be 50% complete by June. The two properties on Vicksburg have been purchased by the school district. The homes will be razed and 40 additional parking spots will added for MacArthur. The Donges Bay land has a buyer. J W Speaker is a sponsor for the Tech Ed Department at Germantown High School. The school service boundaries are being looked at.

Commissioner Leukert excused at 7:02 p.m.

X. DIRECTOR'S REPORT:

2018 Park & Recreation Capital Improvements Fund Budget – At the February 5th meeting, the Village Board approved the 2018 CIP Budget. A total of five capital projects totaling $270,00 were included in the 2018 CIP Budget including: Spassland Park Play Equipment- $90,000, Spassland Park Basketball Standards - $30,000, Fireman's Park Shelter Design - $20,000, Firemen's Park Improvements (pathways and lighting) $75,000, and Senior Center Van Replacement - $55,000, offset by approximately $29,000 in Senior Van Replacement Fund Monies.

Spassland Park Play Equipment Project - The Request for Bid Proposals w/ Project Timeline were emailed to seven playground companies on January 25th, with a submittal deadline of March 2nd. The preliminary review of playground design proposals will take place at the March 21st commission meeting. An opportunity for public review and comment will be provided until April 16th, with final review and recommendation by the Park & Recreation Commission at the April meeting.

Alt Bauer Park Forestry/Pathway Project - DPW/Parks crews have continued work in the park with the removal of underbrush, invasive species, as well as dead and/or dying trees. A forestry mower has been utilized to clear along the pathways with the goal of providing a 10' buffer on each side of the path. Once the area has been widened, crews will be adding fresh stone to the pathways.

Firemen's Park Shelter Design Plans – At the January commission meeting, staff presented a draft Request for Proposals (RFP) that would be sent to consulting firms for providing design services for a multi-purpose shelter building, and related site improvements for Firemen's Park. This RFP Project scope of work would include producing conceptual drawings and probable construction costs for the multi-purpose shelter building. In addition, design plans would take into consideration pathway locations, electrical service for special event vendors, and security lighting to connect all park amenities.
Included in the meeting packets is a revised RFP that incorporates additional information on the evaluation/selection process and modified project timeline. Trustee David Baum will attend the February meeting to provide input relative to the RFP scope of work and requirements. The goal is to send the RFP to selected engineering/architectural firms the week of February 26th, with a proposal deadline of March 29th. The review and recommendation on the selected firm would take place at the April 18th Park & Recreation Commission meeting.

Gehl's Performing Arts Pavilion in Fireman's Park – The pouring of the concrete walls was completed on January 25th. The stone backfill for foundation walls was finished on February 12th. Project update meetings were held with village staff, Kiwanis Club, and Keller Inc. on February 5th and 19th with the 2/19 meeting focusing on electrical/lighting for the pavilion as well as future upgrades for the park. The delivery/installation of the pre-cast concrete panels is scheduled for the week of February 26th. Installation of the wood trusses and steel roof are scheduled for mid-late March. With the exception of site restoration/landscaping, the project is scheduled for completion by May 1st.

Recreation Program Behavior Policy – This policy was presented to the commission at the January meeting. The policy and draft forms are currently being reviewed by the village attorney.

Germantown High School Pool – Meetings w/ Swim Club – On February 2nd & 16th, staff met with representatives from the MF Swim Club. The meetings were an opportunity to discuss future programming interests, and potential schedules for cooperative use of the GHS aquatic facility scheduled for completion in early 2019.

Recreation Division Report –

The department has 43 programs that started in February including: Afterschool Spanish, Lace Making, Explore Martial Arts, Tae Kwon Do, Daily Health, Nutrition and Vitality Wellness Workshop, PULSE, You Have Pictures in Your Camera – Now What?, I-pad/I-phone Tips and Tricks, Advanced Photography, Boxenfit, Music Fun, Music Fun for Babies, Music Fun for Families, Mad Science Mad Lab, Mad Science Robot Invasion, Wizard Quest Teen Trip, Bee Keeping, Oodles of Art, Zumba, Don't Break Your Heart – Nutrition class, Middle School Art, Acrylic Painting, Henna class, Yoga, TRX, Adult Golf, Tech Camps – Video Game Design, Mindstorm, Money Saving Travel Tips, Horseback Riding, Girls Softball Hitting Clinic, Beginning Guitar, Sweetheart Party for Tots, Scrapbooking Crop, Time for Two, Valentine's Music Party for Tots, Belly Dancing, Firefighters Are Your Friends, Friday Family Flicks, Succulents class, Babysitters Training, Afterschool Tech Camps, , and Snowman/Snow Creature Building Contest. Classes cancelled due to low enrollment: Safety Awareness Training, Basic First Aid for Kids, Girls Softball pitch/Catch Clinic, Story Stretchers, and Money Saving Travel Tips.

Upcoming events include the following:

Friday Family Flicks: Friday Family Flicks program at MacArthur School was held on Friday, February 16th, featuring the movie Trolls. The department will have some fun crafts for the kids to do before the movie. Again, the PTA and First Bank Financial Centre sponsored the event with Germantown Youth Futures students volunteering.
Teen Trip to Wizard Quest: Co-sponsored by Germantown Youth Futures we are running a field trip to Wizard Quest in Wisconsin Dells on Friday, March 2nd. Trip is for teens grades 6-12 and openings still exist.
Easter Egg Hunt: Saturday, March 24th at Firemen's Park starting at 11:00 a.m. sharp. We could use some volunteers for that day, arrive at the Sr. Center at 10:00 a.m. to help hide eggs, hunt is at 11:00 a.m. by 11:30 a.m. we should be cleaned up.
New Class - UKULELE MADNESS! Class is for Youth & Adults (ages *6 & up).
Class is taught by our beginning guitar instructor. This instrument is affordable, FUN, and easy for people of all ages to play. The uke is a fantastic accompanying instrument for singing, and many people are able to play the chords to songs they know after just one lesson or class. Ukulele Madness takes a SONG based approach to learning the uke, with something for everyone. Classes will be held on Mondays, March 5th – April 16th (no class April 2) from 7:00 – 7:45 p.m. at the Survive Alive House.
New Class - Green Thumb Gardening with Succulents. This class is for Adults (Ages 18+) and is held at Wendland's Nursery. Get your green thumb ready for spring by creating an indoor succulent arrangement! We will have a few different pottery options from Jackson Pottery to choose from, and then an arrangement of succulents available to create an indoor eye-catching arrangement! Class will be held indoors and is handicap accessible. There are 4 options with classes offered on Saturdays February 17th, February 24th, March 10th from 10:30 – 11:30 a.m., or Friday, May 4th from 4:00 – 5:00 p.m.

XI. ANNOUNCEMENTS OF PUBLIC INTEREST: The next meeting will be held March 21st @ 5:30 p.m.

XII. ADJOURNMENT: There being no further business, the meeting was adjourned at 7:05 p.m.

Shannon Lemke
Secretary

SPASSLAND PARK PLAY EQUIPMENT BID PROPOSALS

Vendor Name	Equipment Cost including Install	Wood Fiber Cost	Play Events	Design
Northland Recreation (Little Tykes)				
Option 1	$68,494	$6,506 292 Cu Yd	29	Slides-4, Climbers-8, Swings -6, Biba mobile game system Free Standing-3, Activity Panels-3
Option 2	$68,494	$6,506 292 Cu Yd	30	Slides-5, Climbers-8, Swings-6, Biba system Free Standing-4, Activity Panels-3
Boland Recreation (Miracle)				
Option 1 223078	$63,076	$10,791 327 Cu Yd	28	Slides-7, Climbers-8, Swings-6, Free Standing-2, Activity Panels-2, Didn't utilize full budget, only $73,867
MN/WI Playground (Game Time)				
Option 1	$67,136	$6,712 243 Cu Yd	28	Slides-4, Climbers-9, Swings-6, Free Standing-4 Activity Panels-4, #'s????, listed $75,000, totals = $73,848
Lee Recreation (Playworld Systems)				
Option 1	$69,480	$5,520 230 Cu Yd	29	Slides-5, Climbers-6, Swings-6, Free Standing- 1 Spinami, Activity Panels-2, Biba mobile game system
Option 2	69,195	$5,520 230 Cu Yd	30	Slides-5, Climbers-11, Swings-6, Free Standing-2 w/play web, Activity Panels-2, Biba mobile game system
Miller & Associates (BCI Burke)				
Option 1 106912	$68,600	$6,400 233 Cu Yd	27	Slides-4, Climbers-10, Swings-6, Free Standing-2, Panels-1
Option 2 106913	$68,600	$6,400 233 Cu Yd	29	Slides-5, Climbers-12, Swings-6, Free-Standing-1, Panels-2
Option 3 106914	$68,600	$6,400 233 Cu Yd	29	Slides-4, Climbers-13, Swings-6, Free Standing-2, Panels-1
Gerber Leisure Products (Landscape Structures)				
Option 1	65,830	3,920 170 Cu Yd	26	Slides-5, Climbers-4, Swings-6, Free Standing-1, Panels-8 Didn't utilize full budget of $75,000
Option 2	65,180	4,820 210 Cu Yd	22	Slides-2, Climbers-6, Swings-6, Free Standing-2, Panels-2 Didn't utilize full budget of $75,000

GERMANTOWN
PARK & RECREATION

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

March 26, 2018

The Village of Germantown Park & Recreation Department is in the process of selecting a consultant to provide professional design services. The project involves architectural and engineering services for the design of a new park shelter/restroom/multi- purpose building for Firemen's Park.

Your firm is invited to submit a proposal per the following project scope of work and requirements. A Pre-Submittal Meeting has been scheduled for Thursday, April12th at 4:00 p.m. at the Germantown Senior Center located in Firemen's Park. Your sealed proposal must be received by the office of the Germantown Park & Recreation Department by 11:00 a.m. Friday, April 27th, 2018.

Should you have questions, please contact me at (262) 250-4710, or by email at mschroeder@village.germantown.wi.us.

Sincerely,

Mark Schroeder, Director
Germantown Park & Recreation

REQUEST FOR PROPOSAL

DESIGN SERVICES - MULTI-PURPOSE SHELTER BUILDING
FIREMEN'S PARK
GERMANTOWN, WISCONSIN

INTRODUCTION

The Village of Germantown, Department of Park and Recreation, is seeking proposals from qualified firms that are interested in providing design services for a multi-purpose shelter building, and related site improvements for Firemen's Park.

Firms will be selected for this project based on criteria as stated in the RFP. The Village of Germantown reserves the right to select any firm/proposal that it deems to be in the best interest of the Village. Cost is one of several evaluation criteria. The Village may choose not to select the proposal with the lowest cost. No reimbursement will be made for costs incurred during preparation of the proposal. Only firms submitting proposals by the deadline will be considered. The proposals are due by Friday, April 27th at 11:00 a.m.

Germantown Park & Recreation Department
Mark Schroeder, Director
N112 W17001 Mequon Road
Germantown, Wi 53022
(262) 250-4710
mschroeder@village.germantown.wi.us

PROJECT BACKGROUND

Monies were identified in the Village of Germantown Capital Outlay Plan (2017-2019) to replace the existing Firemen's Park shelter with a multi-purpose building. Firemen's Park is home to several well attended programs and special events including the 4th of July, Taste of Germantown, Germantown Community Band Concerts, Family Carnival, as well as 50 plus park rentals each year by the general public.

This RFP Project consists of producing conceptual drawings and probable construction costs for the multi-purpose shelter building. In addition, design plans should also take into consideration pathway locations, electrical service for special event vendors, and security lighting to link all park amenities with the goal of achieving maximum and efficient use of the park for all programs and special events.

The planning process should include public input from community officials and project stakeholders. Deliverables will include site layout plans, schematic design plans, building

elevations, utility plans and cost estimates/budget that are based on the to be determined design program for the facility.

STATEMENT OF QUALIFICATIONS (FIRM'S HISTORY, EXPERTISE)
Applying consultants must have experience related to this project. Include a description of your firm identifying size, locations, staffing level, and experience.

NAME AND BACKGROUND OF THE INDIVIDUAL(S) WHO WOULD BE ASSIGNED TO THE PROJECT
Identify specific personnel that will be assigned to the project. Please provide resumes for all staff and identify the individual(s) that will serve as main contact for project assignments, billings, and general information.

LISTING OF REFERENCES FOR WORK SIMILAR TO THAT PROPOSED
Please provide a minimum of three (3) references where similar projects have been completed in the last three (3) years.

SCOPE OF SERVICES/OBJECTIVES
Describe how services will be provided. Provide a summary of the proposed approach to the project, and the proposed methodologies to be used to provide the requested services and deliverables.

GENERAL INFORMATION
All work shall comply with the requirements of federal, state, and local laws, professional architectural and engineering standard, current building codes, and other regulations that may apply. All buildings/areas must apply with current ADA regulations.

INSURANCE REQUIREMENTS
Project design firm and their consulting staff are required to carry Professional Liability, Auto and Worker's Compensation Insurance. The Designer and their Consultants are to furnish proof of insurance of at least $1,000,000 per occurrence protection, to the Village, against any accident claims that may be made by the owners and/or employees of said Designer or Consultant prior to commencing work on this project. Designer and consultants must show proof of insurance as part of the proposal.

SCOPE OF WORK
1. Facilitate kick-off meeting with village staff, officials, and key stakeholders.
2. Produce 50% schematic design and an estimate of probable construction cost for the multi-purpose shelter building. Note: *The final building location has not been determined.*
3. Compile one schematic design report documenting the basis of design information (specifications of materials and building components) for the shelter, the data collection and public input process, the schematic cost estimates, utility estimates, 3-D images, floor plans and elevations of the building.
4. Hold public input meeting with the Park & Recreation Commission and project stakeholders to solicit feedback on the conceptual drawings.

5. Incorporate public input into updated design and submit to village for final review.
6. Park amenities to factor in the planning process include future pathway locations, pedestrian/security lighting, as well as electrical service for special event vendors.
7. The program for the shelter building to include open-air shelter, multi-purpose room, warming/serving kitchen, restrooms, and storage. The *preliminary* room/area sizes are as follows: Open-air shelter 1,800 - 2,000 sq. ft., Multi-purpose room 1,000 - 1,200 sq. ft., Restrooms (Men's – 1 toilet, 2 urinals, 2 sinks; Women's – 3 toilets, 2 sinks), Storage room 200 sq. ft.
8. The preliminary budget range for this project is $500,000 to $700,000. Consideration should be given to the feasibility/cost benefit to incorporating revenue generating spaces.
9. Provide one electronic copy of all final design renderings/plans and design report, and 10 paper copies of same.

COST OF SERVICES

Indicate the proposed cost of services including how the costs were determined based on rates, direct costs, and a list of charges per classification of employee. Please provide an estimated fee and billing rate schedule including: fee estimate for the project based on your understanding of the project and services itemized according to project phases and types of service, hourly rate schedule for all personnel, and reimbursable expenses estimate. Provide a "cost not to exceed" figure for the project.

Phase One:

The proposal should include a fee proposal with not-to-exceed fees including:

- Cost to develop the schematic design/conceptual drawings to 50%, and prepare an estimate of probable cost.
- Cost to compile the schematic design report (per the scope of services).

Phase Two:

- Estimated Range of Cost to produce design development drawings from 50% to 100% design, and provide final Architectural, Engineering (structural, plumbing, mechanical, electrical, and civil) Design, Bid, Contract & Project Management Services necessary to complete all aspects of permitting and construction.
- Include any inflation rate or increases for the above listed fees for work not completed in 2018.

Note: The Final Fee for Phase Two Services will be negotiated with the Village and Consultant.

Cost of Services & Contract:

Consultant to provide "Not to Exceed" cost figures based on Cost of Services section of the project RFP. Contract documents to be signed by Village Clerk and Village President following review by Village Attorney.

Use of Village Staff and Resources by Consulting Firm:
The consultant shall clearly identify any expectations you will have of village staff in the delivery of your services, and any village resources that you will expect the village to provide to you at no cost in the completion of this project.

SUBMISSION OF PROPOSALS

A. Deadline: Proposals shall be delivered to the Village of Germantown Park & Recreation Department on or before April 27, 2018, 11:00 a.m. CST.
B. Submission of Proposal: An original and six (6) copies of the required qualifications and technical information for the first step must be submitted in a sealed envelope along with a separate sealed envelope containing proposed contract forms and pricing for step two. Proposals must be on standard letter size paper, with all supporting documents on paper no larger than 11"x17". The Village of Germantown reserves the right to modify or issue amendments to the RFP. If questions result in the modification of this RFP, the written modifications will be distributed to all firms.

C. Envelopes should be sent to:

   Germantown Park & Recreation Department
   Mark Schroeder, Director
   N112 W17001 Mequon Road
   Germantown, Wi 53022
   (262) 250-4710
   mschroeder@village.germantown.wi.us

D. The following notation must appear in the lower left-hand corner of each sealed envelope:
   Envelope One – Qualifications & Technical Information – RFP Firemen's Park Design Services
   Envelope Two – Contract/Pricing Forms – RFP Firemen's Park Design Services

Completion and submission of contract forms will constitute an offer by the firm. Execution of the offer by Village officials will constitute acceptance of the offer by the Village. Envelopes containing proposals and related materials received after the April 27th, 2018 deadline will not be opened. It is neither the Village's responsibility nor practice to acknowledge receipt of any proposal.

EVALUATION OF PROPOSALS & SELECTION OF FIRM

Evaluation Procedure – A two-step selection process will be used by the selection committee. The *first step* will consist of evaluation of qualifications and technical information submitted by the consultant. Interviews may be scheduled with those firms. The *second step* will consist of review of the pricing proposals submitted by the consultant. The Park & Recreation Commission will recommend a firm to the Village Board after receiving a recommendation from the selection committee. This committee

includes village staff, as well as representatives from the Park & Recreation Commission and Plan Commission.

The Village will select the most qualified firm and execute a contract with the selected firm. If the Village and the selected firm are unable to reach an agreement on the scope of services and/or compensation, the Village will terminate discussions and begin negotiations with the second-ranked firm. The Village of Germantown reserves the right to reject any and/or all proposals.

SELECTION CRITERIA

- Qualifications and experience of firm including the assigned project team
- Personnel and project references
- Clearly defined public input process
- Ability of firm to take the project from conceptual design to technical specifications/project bidding through construction
- Ability to meet project budget and schedule
- Fees as outlined in the Cost of Services

PROPOSAL COST

The Village shall not be liable for any costs incurred to prepare or submit a proposal for this project.

WITHDRAWL OF PROPOSALS

Priced proposals (Envelope Two) must be firm for acceptance for sixty (60) days after the proposal opening date and time.

TERM OF CONTRACT

The initial term of the contract for Phase One shall be for the term agreed upon by the parties. Please identify your anticipated time-frame for this project. The Village anticipates Phase One work to be completed in 2018 (see project schedule).

PROJECT SCHEDULE

All Phase One work to be completed by October 5th, 2018. Direction will be provided in the future by the Village regarding a schedule for Phase Two.

4/12/2018	Pre-Submittal Meeting 4:00 p.m. @ Senior Center in Firemen's Park
4/27/2018	Proposals Due
4/30-5/11/2018	Selection Committee Proposal Review
5/16/2018	Review & Recommendation by Park & Recreation Commission
5/21/2018	Contract Award by Village Board
5/29/2018	Contract Executed, Notice to Proceed
6/4 – 6/14/2018	Kick-off Meeting with Village Staff & Stakeholders
10/5/2018	Project Completion

Behavior Expectations

The goal of the Germantown Park and Recreation Summer Kids Klub programs is to provide a place where all individuals can participate in leisure activities and feel safe and comfortable as part of a community. The goal of Summer Kids Klub is to promote positive behavior and treat all children equally. Staff will attempt to avoid discipline problems by arranging the play space appropriately, planning activities that are engaging and fun, and by establishing and following a clear and consistent set of rules and expectations. All children are expected to follow all rules and expectations, as set forth in the program's SMART System, as well as additional rules given at the site. If participants choose not to follow the rules and expectations, they also choose to have staff follow through on consequences. Each situation will be handled in an individual manner, as each situation is unique. Certain behavior may cause a significant risk of harm to the health and safety of the participant, other participants, and/or staff members. (For example, physically assaulting another person through kicking, hitting, biting, etc; bringing weapons to the site; leaving the group or the premises without permission; unsafe use of materials, causing substantial damage to personal property; repetitive discipline situations, including significant disrespect, defiance, and disruption.) For these behaviors, immediate disenrollment from the program may happen.

EXPECTATIONS:
S- Safe Actions (use equipment/furniture properly, use body basics, walk not run, care for surroundings)
M- Make Good Choices (follow rules and expectations, think before you act)
A- Attitude – Choose a good one!
B- R- Respect Mutually (respect one another, respect the staff, respect the environment)
T- Tolerate and Appreciate (accept differences, learn from others, use words to communicate issues)
***Expect consequences when one chooses not to follow the above rules and expectations, as well as additional rules given at the site.

Parents, if your child has not followed the rules you will be notified upon arrival, and depending upon frequency, given a SMART Sheet (on yellow). We encourage you to discuss your child's behavior and review rules and expectations before returning. In severe cases (on orange or red), we will 1. call you at work/home to discuss what is happening or 2. Request that you come and pick up your child from our program. Staff and supervisors reserve the right to determine severity of situation. In any circumstance for which we feel there is concern regarding your child's behavior, a SMART Plan will be filled out and a Progressive Action Plan will be implemented between you, the parent, the on-site supervisor, and the Program Coordinator and/or Recreation Supervisor.

BEHAVIOR EXPECTATIONS

I have read the Behavior Expectations rules and have discussed them with my child (ren.) I will support and encourage my child to abide by all of the rules and expectations of the Summer Kids Klub programs. I understand that if my child chooses to disregard the rules, action up to dismissal from the program may occur.

_____	_____	_____
Participant Name(s)	Parent Signature	Date

Summer Kids Klub
Progressive Action Plan

Child's Name _____ Date _____

We have been experiencing the following behavioral issues with your child, which we have discussed with you:

_____

_____

_____

We have been using the following positive guidance techniques and behavior interventions to try to replace or eliminate the behavior:

_____

_____

_____

We need your cooperation to help make this a successful child care experience. We need your help in supporting our plan to change inappropriate behavior so that we may provide a healthy and safe environment for all participants and staff members.

Because this behavior presents health/safety risks for your child, the other children in the program, and the staff members, we will begin this sequence of discipline steps:

On the next incident of inappropriate and unsafe behavior (similar to or as described above), you will be called immediately and asked to pick up your child from the program, with the expectation of a reasonable response time.

We will use this procedure for _____ more incidents.

On the _____ incident, we will request that you disenroll your child from the Summer Kids Klub Program.

_____ _____ _____

Parents Signature Site Supervisor Signature Program Coordinator/Recreation Supervisor Signature

Please be advised that if you choose not to sign this Progressive Action Plan, it will still be implemented as documented above.

Summer Kids Klub
Progressive Action Plan
FOR OFFICE USE ONLY

Child's Name _____ Date _____

Date Progressive Action Plan was implemented _____

After Progressive Action Plan was implemented:

Incident 1 Date _____

Incident 2 Date _____

Incident 3 Date _____

Incident 4 Date _____

Incident 5 Date _____

Final Incident Date _____

Disenrollment Date _____

FEES & CHARGES SCHEDULE

Season: Summer 2018 — **Implementation Date: June 2018**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
4		A-Adult	T-Teen	Y-Youth		PS-Pre-school	TA-Teen/Adult	F-Family		PC-Parent/Child	AY-Adult/Youth	ALL-All ages		
5		TARGET MARKET*								LAST SUMMER				
6	PROGRAM		CURRENT FEE	PROPOSED FEE	FACILITY FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	BALANCE	NOTES	
7	Acrylic/Water Color/Henna Tattoo Wkshop	AY	$15/$48.$43./$35	$18.00	$0.50	1.50	$12.00	20.00%	66	$3,258.00	$3,018.00	$240.00	Only offerring one day sessions this year due to instructor availabilty. Co-op with Men Falls.	
8	Amazing Race	F	$10.25/$15.75	$10.25/$15.75	$0.50	3.5	$0.00	0.00%	84	$978.00	$1,510.85	($532.85)	Staff expenses are listed with Summer Kids Klub Programs.	
9	Archery	AY	$47.00	$47.00	$1.00	4.00	$11.75	0.00%	19	$923.00	$515.00	$408.00		
10	Art Start/Fundamentals/Teen Art	Y	$24.75/$30.75/$34.75	$34.75/$42.75/$48.75	$1.25	7.00	$4.96/$6.11/$6.96	40.00%	183	$3,561.25	$1,694.68	$1,866.57	Program going 2 more weeks than last year.	
11	Babysitters Training	Y	$51.25	$51.25	$1.00	6.50	$7.88	0.00%	65	$3,501.25	$1,893.50	$1,607.75		
12	**Baseball**	Y	$37.50	$37.50	$1.50	26.25/36.75	$1.60/$1.14	0.00%						
13	T-ball (day/night)	Y	$37.50	$37.50	$1.50	AM 14/21 PM 7/8.75	$3/$2/$6/$4.8	0.00%	380	$ 19,141.28	$ 12,912.26	$ 6,229.02		
14	Dodgeball*	Y	$24.75	$25.00	$1.50	6.0	$4.17	1.01%					TAXABLE , Increased program by one week.	
15	Fun Day Fridays	T	$24.75	$29.00	$1.50	6.00	$4.83	17.17%					Increased program by one week and for supply costs.	
16	Basic 1st Aid for Kids	Y	$5.25	$5.25	$1.00	1.00	$5.25	0.00%		$170.00	$170.00	$0.00	Co-op with Fire Dept and Men Falls.	
17	Fire Fighters Are Your Friends	Y	$5.25	$5.25	$1.00	1.00	$5.25	0.00%	24				Co-op with Fire Dept and Men Falls.	
18	Basketball Camp - Boy's	Y	$46.25	$47.50	$5.00	15.00	$5/$4.63	(15.25)/4.25%	133	$6,141.50	$4,937.50	$1,204.00	Increased fees to cover facility costs of St. Boniface.	
19	Basketball Camp - Girl's	Y	$51.25	$52.50	$5.00	15.00	$3.50	2.44%	60	$3,198.75	$2,260.05	$938.70	Increased fees to cover facility costs of St. Boniface.	
20	Basketball-Parent/Child & Hoopsters	PC	$22.50	$22.50	$1.00	2.25	$10.00	0.00%	32	$740.00	$500.16	$239.84	Increased fees to cover facility costs of St. Boniface.	
21	Bee Keeping/Herbs for Buggy Season	A	$15/$30/$18	$15/$30/$18	$0.00	1.5/3.0/1.0	$10/$10/$18	0.00%	25	$558.00	$436.00	$122.00		
22	Beginning Guitar	YA	$62.25	$62.25	$0.00	7.00	$10.29	0.00%	0				Cancelled.	
23	Beginner Pilates Mat	A	$49.00	$49.00	$0.00	5.00	$9.80	0.00%	5	$201.00	$176.00	$25.00		
24	Belly Dance	TA	$32.25/$37.25	$32.25/$37.25	$1.00	6.00	$5.38/$6.21	0.00%	7	$475.25	$317.80	$157.45	Co-op with Men Falls. Fees same as FWS	
25	Camp Invention	Y	$220.00	$220.00	na	27.50	$7.95/$8.50	0.00%	18	$4,122.50	$3,708.00	$414.50	Camp Invention sets fees. Co-op with Men Falls, program held at Riverside school this year	
26	Carnival Night	F	Free	Free	na	4.0			na	$ 679.00	$ 1,838.50	$ (1,159.50)	Night event rained out in 2017. Staff expenses are listed with Summer Kids Klub Programs.	
27	Co-ed Flag Rugby	YT	$59.00	$59.00	na	8.00	$1.88	0.00%	11	$697.00	$407.00	$290.00	Co-op with Men Falls. Men Falls set the fee.	
28	Community Band	TA	$25.00	$26.00	$1.00	12.00	$2.17	4.00%	74	$3,901.08	$3,820.52	$80.56		
29	Dance - Children's Program	Y	$30.50	$30.50	$0.50	6.00	$6.17	1.37%	48	$1,554.00	$807.94	$746.06		
30	Disc Golf Extravaganza	F	$3.00	$3.00	na	2.00	$1.50	0.00%	18	$99.76	$98.04	$1.72	Offer in conjuction with Youth Futures.	

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5		TARGET MARKET*								LAST SUMMER				
6	PROGRAM		CURRENT FEE	PROPOSED FEE	FACILITY FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	BALANCE	NOTES	
31	Don't Be Bullied	Y	$12.00	$12.00	na	1.50	$8.00	0.00%	5	$68.00	$45.00	$23.00	Fee set by Menomonee Falls	
32	Explore Marital Arts	F/Y	$19.00	$19.00	$0.00	2.00	$9.50	0.00%	9	$232.00	$99.00	$133.00		
33	EZ Defense for Women	A	$24.00	$24.00	na	1.25	$19.20	0.00%	0	$0.00	$0.00	$0.00	Co-op with Men Falls, Fees set by Men Falls.	
34	Family Dodgeball	F	$10.82		$0.43	6.00	$1.76	0.00%	0				Cancelled. No longer offering.	
35	Family Glow Walk	ALL	$3/Res, $4/School Dist. Res/Non-Res.	$3/Res, $4/School Dist. Res/Non-Res.	na	2.00	$0.00	0.00%	576	$3,059.00	$2,619.19	$439.81		
36	Family Kickball*	F	$5.54	$5.81	$0.71	6.00	$0.88	0.00%	20	$158.00	$122.45	$35.55	TAXABLE .	
37	From Form to Fiber: The art of Spinning	AY	$18.00	$18.00	$0.00	1.50	$12.00	0.00%	3	$134.25	$123.00	$11.25	Co-op with Men Falls	
38	FOOTBALL (YOUTH)													
39	Flag Football	Y	$34.54/$45.54	$34.79/$45.75	$1.21	31.50	1.10/1.45	72%/46%	215	$12,442.16	$10,607.33	$1,834.83	EARLY BIRD SPECIAL - REGISTER BEFORE JULY 1ST $35.75, AFTER $46.75.	
40	Flag Football Camp	Y	$22.00	$22.00	$1.00	4.00	$5.00	0.00%	24	$1,136.00	$846.93	$289.07		
41	Little Gridders (fall)	Y	$24.75	$25.00	$1.00	8.75	$2.74	0.00%	56	$1,838.00	$1,036.14	$801.86		
42	Girls Fall Volleyball League	Y	$50.00	$50.00	$1.25	16.0	$3.13	0.00%	74	$4,610.75	$2,174.69	$2,436.06		
43	Golf	TA	$25.00	$25.75	$1.25	3.00	$8.58	3.00%		$1,301.00	$849.00	$452.00		
44		TA	$30.75	$30.75	$1.25	3.00	$10.25	0.00%	48					
45	Golf Lessons - Daytime	A	$62.00	$62.00	$0.00	6.00	$10.33	0.00%	2	$229.00	$212.00	$17.00		
46	Gymnastics	Y	$20.25/$31.75/$31.25/$43.75	$20.75/$32.75/$31.75/$44.75	$1.75	3/6/4.5/8	/5.46/7.06/5.59	5%/1.60%,2.29%	124	$3,885.50	$2,411.48	$1,474.02	Increase to cover facility costs.	
47	Hand Sewing Basics	Y	$14.50						3	$59.50	$43.00	$16.50	Instructor moved. See New programs for new offering	
48	Health & Wellness Workshops	A	FREE	FREE	na	1.00			21				Dr. Brenda Holland offers FREE Wellness Workshops	
49	Kids Cuisine	Y	$27.00	$27.00	$1.00	5.00	$5.40	0.00%	24	$672.00	$501.62	$170.38		
50	Learn Magic w/ Glen Gerard	Y	$15.25	$15.25	$1.00	1.00	$15.25	0.00%	6	$112.50	$90.00	$22.50	Co-op with Men. Falls	
51	Learn Not To Burn	Y	$10.25	$10.25	$1.00	6.00	$1.71	0.00%	0				Cancelled	

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5		TARGET MARKET*								LAST SUMMER				
6	PROGRAM		CURRENT FEE	PROPOSED FEE	FACILITY FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	BALANCE	NOTES	
52	Mad Science	Y	$43.00	$45.00	$1.00	3.00	$15.00	0.00%	47	$2,089.00	$1,997.00	$92.00	Mad Sceince fees increased	
53	Miss Julie's Music Fun For Babies	PC	$8.00	$8.00	$0.00	0.75	$10.67	0.00%					Co-op w/ Men Falls.	
54	Miss Julie's Music Fun	PS/PC	$30.00	$30.00	na	1.5/2.25	$13.33	0.00%	15	$698.20	$568.00	$130.20	Co-op w/ Men Falls.	
55	Movies in the Park Concession Stands	F	Free	Free	na	2.50	Free	0.00%	400	$1,866.85	$2,766.95	($900.10)	The July 2017 movie was rescheduled due to incliment weather. MIP is a free event paid for through donations, these totals show a combination of concession stand sales and donations.	
56	Oodles of Art	PS	$34.00	$34.00	$1.00	4.00	$8.50	0.00%	5	$297.00	$254.32	$42.68	Co-op with Men Falls	
57	**SUMMER KIDS KLUB PROGRAMING**									$207,287.60	$169,120.55	$38,167.05	This total only includes expenses from 2 accounts; Program Supplies & Part Time Salaries	
58	Summer Kids Klub	Y	$21.75	$22.00/$27.00	$0.00	12.00	1.83/2.25	0.01/0.24%	7875				New this year we are offering an early bird fee to families who register by the Tuesday of the week prior. Program totals listed above with Summer KK.	
59	Traditional Playgrounds	Y	$62.00	$100.00	$0.00	120.00	$0.83	61.29%	19				Fee increased due to 4 more weeks of traditional playgrounds this summer. Program totals listed above with Summer KK.	
60	Tyke Site PLUS	Y	$21.75	$23.00	$0.00	12.00	$1.92	5.75%	1506				Fee increased $1.25. Program totals listed above with Summer KK.	
61	Traditional Tyke Site	Y	$62.00	$65.00	$0.00	55.00	$1.18	4.84%	23				Fee increased $3.00. Program totals listed above with Summer KK.	
62	7th Grade Adventure Kids Klub	Y	$15/$18	$16/$19	$0.00	6.00	$2.67/$3.17	0.07%/0.06%	82				Fee increased $1.00. Program totals listed above with Summer KK.	

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5		TARGET MARKET*								LAST SUMMER				
6	PROGRAM		CURRENT FEE	PROPOSED FEE	FACILITY FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	BALANCE	NOTES	
63	Awesome August	Y	$26.25	$0.00	$0.25	12.00	$0.00	-100.00%	2724	$71,530.25	$65,429.79	$6,100.46	Not being offered in 2018	
64	Pickleball Lessons	A	$20.00	$22/$26	$0.00	40.00	$.55/$.85	10%/30%	0				Offering pickleball lessons at the Haupt Strasse Park courts. In the past we have co-oped with Menomonee Falls for open pickleball, this year we are offering lessons and open pickleball, which will be unstaffed and free	
65	Pom Pon Camp	Y	$42.25	$42.25	$1.25	5.00	$7.40	0.00%	16	$710.00	$544.00	$166.00		
66	Pom Pon Camp - Pixies	Y	$46.25	$46.25	$1.25	5.00	$7.40	0.00%	26	$1,228.50	$968.50	$260.00		
67	Restore Your Core	A	$48.00	$48.00	$0.00	8.00	$6.00	0.00%	2	$96.00	$88.00	$8.00	Fitness classes in conjuction with Germantown Fitness	
68	Safety Town	Y	$43.00	$44.00	$1.00	10.00	$4.10	2.33%	65	$3,902.00	$4,469.12	($567.12)	increase fees to cover program expenses/facility fees.	
69	Soccer - Pee Wee/U-6	Y	$24.75	$25.00	$1.00	8.75	$2.86	1.01%	98	$3,839.50	$1,055.85	$2,783.65		
70	Spikers, Setters, Diggers	Y	$27.00	$28.00	$1.00	16.0	$1.75	3.70%	54	$1,619.00	$1,055.89	$563.11	Increased program by 1 week	
71	Surge Classes: Pulse/TRX/Kickbox/Yoga	AT	$49.00	$36.00	$0.00	4.0	$9.00	-26.53%	27	$1,172.00	$1,069.00	$103.00	Fitness classes in conjuction with Surge Fitness Went from 6 weeks to 4 week sessions.	
72	Tae Kwon Do Kids/Families	YF	$18/$43	$18/$43	$2.00	4.50	$4/$9.56	0.00%	5	$90.00	$5.00	$85.00		
73	Tech Classes	AY	$45/$55	$45/$55	$1.00	vary	vary	0.00%	66	$3,075.00	$2,785.00	$290.00	New this year: Coding 101, Steam Sampler, Lego Robotics, Lego Engineering Design	
74	Teen Adventure Trips - Great America	T	$49.00	$51.00	$1.00	10.00	$5.10	4.08%	20	$2,263.50	$2,185.00	$78.50	Ticket fee increased. Co-op with Menomonee Falls, Hartford, Jackson, Slinger & Youth Futures	
75	Teen Adventure Trips - Noahs Ark	T	$31.50	$31.50	$1.00	8.50	$3.71	0.00%	10	$325.00	$354.00	($29.00)	Co-op with Menomonee Falls, Hartford, Jackson, Slinger & Youth Futures	
76	Teen Adventure Trips - Phantom Ranch	T	$39.00	$39.00	$1.00	10.00	$3.90	0.00%	10	$1,570.00	$1,540.00	$30.00	Co-op with Menomonee Falls, Hartford, Jackson, Slinger & Youth Futures	
77	Tennis -Youth/Teen/Pee Wee/Mighty	Y	$27.50/$22.50/$20.50	$28/$23/$21	$1.00	8.0/6.0/4.0	3.50/3.83/5.25	2%/2.22%/2.44%	255					
78	Tennis -Adults	A	$36.25	$37.00	$1.00	10.00	$4.93/$5.18	1.47%/6.62%	37	$12,659.50	$13,211.75	($552.25)		
79	Tennis - Youth Competitive Lg	Y	$75.00	$75.00	$1.00	50.00	$1.50	0.00%	50					
80	Time for Two: Toddlers/Explorers	PS	$35.00	$35.00	$1.00	2.00	$17.50	0.00%	5	$331.25	$149.23	$182.02		
81	Tot Workshops*	PS	$12.67	$12.67	$0.27	1.50	$8.63	0.00%	41	$570.71	$252.70	$318.01	TAXABLE. Beat Bugs and The Octonauts will be offered this year.	
82	Volleyball Camps	Y	$39.25	$40.50	$5.00	10.00	$3.90	3.18%	73	$3,665.50	$2,637.75	$1,027.75	Increased fees to cover facility costs of St. Boniface.	
83	Volleyball Camp - High School	Y	$63.25	$64.50	$5.00	15.00	$4.30	1.98%	37	$2,340.25	$2,028.50	$311.75	Increased fees to cover facility costs of St. Boniface.	
84	Volleyball Camp - Boys	Y	$33.25/$50.75	$35/$52	$5.00	7.5/10	4.67/$6.93	5.26%/2.46%	85	$3,347.85	$2,610.00	$737.85	Increased fees to cover facility costs of St. Boniface.	
85	Wrestling Camp	Y	$26.75	$28.00	$2.00	14.00	$2.00	4.67%	21	$606.75	$401.63	$205.12	Increased fees to cover facility fees.	
86	TOTALS									$407,761.49	$337,332.16	$70,429.33		

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5		TARGET MARKET*								LAST SUMMER				
6	PROGRAM		CURRENT FEE	PROPOSED FEE	FACILITY FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	BALANCE	NOTES	
87	**NEW PROGRAMS**													
88	Mad Science Slime Camp	Y		$70.00	$0.00	8.00	$8.75						This camp is all about creating gooey globs of fun, better know as slime. They will ship up several recipes and experiement with their slime bar. They will test their slime creations in a series of fun games known as slime Olympics.	
89	Mad Science Craoyla World of Design Camp	Y		$189.00	$0.00	20.00	$9.45						Each camp day focuses on a specific field of design and our young architects, illustrators and graphic designers will develop their ideas from concept, to sketch, to finished product. This 5 day camp is held at the very end of August.	
90	Mad Science CrazyChemworks Camp	Y		$189.00	$0.00	20.00	$9.45						Campers will become Junior chemists. They will make some crazy concoctions and mix up some reactice ingredients for some sensational results. Many take home projects are offered. Camp is held last week of August.	
91	Mad Science Eureka The Inventors Camp	Y		$159.00	$0.00	16.00	$9.94						Campers will overcome a series of challenges using basic materials and simple machines. Camp held the first week of Sept. just before school starts.	
92	Mad Csience NASA Camp	Y		$159.00	$0.00	16.00	$9.94						Campers will take a voyage of discovery as they explore planets, moons, and space. Kids will build their own rockets and have a rocket launch. Take home projects include cosmic disc, shuttle copter and more. Camp is held first week in September just before school starts.	
93	Fieldtrip to Bookworm gardens	PC		$5.00	$0.00	5.00	$1.00						Held in conjuction with Library. Parent and child can visit Bookworm Gardens in Sheboygan.	
94	Learn to Sew Classes	YA		$30.00	$1.00	2.00	$15.00						Learn sewing machine basics, participants will make a simple pillow.	
95	Ukulele Madness	YA		$62.25	$0.00	4.50	$13.83						Co-op with Men Falls. Learn to play the Ukulele with a song based approach.	
96	Tree Climbing	AY		$35.00	$0.00	2.00	$17.50						Recreational tree climbing allows climbers to ascend into and explore trees safely. Gain a new appreciation for trees, nature, and your Parks.	
97	Stay Home Alone	Y		$19.50	$0.50	4.00	$4.88						Feel more at ease leaving your child home alone. This course will go over first aid, fire safety, family emergencies, internet safety, and other basic guidelines to follow when left home alone. Co-op with Men. Falls.	
98	Hereos Volunteer Camp	Y		$12.00	$0.00	4.00	$3.00						Youth grades 5-8 will have an opportunity to volunteer in the community. They may assit stocking shelves at the food pantry, Helping at locations such as Humane Society, library, Riveredge Nature Center or helping at area senior living locations. Each date will feature a different location.	
99	Cardio Tennis	TA		$38.00	$0.00	8.00	$4.75						Cardio Tennis is a high-energy fitness activitiy that combines the best features of tennis with cardiovascular exercise.	
100	Horseback Riding	Y		$115.00	$0.00	$2.25	$51.11						Students will learn proper grooming, tacking, and riding techniques in addition to gaining knowledge of general horse care. Also offered in fall/winter.	
101	Green Thumb Gardening with Succulents	A		$35.00	$0.00	1.00	$35.00						Create and indoor succulent arrangement, participants can choose a pottery piece for their masterpeice.	
102	Super Moss and Succulents	A		$40.00	$0.00	1.50	$26.67						Create a succulent arrangement in a Super Moss Planter.	
103	KidsSports Multisport Program	Y		$49.00	$0.00	3.00	$16.33						For children ages 4-9, this program will introduce kids to popular field sports such as field soccer, baseball, football and kickball. Offering the program in nAugust when other programs are done as a way to continue the summer fun.	
104	Youth & Citizen Police Academy	YA		$0.00	$0.00	15.00	$0.00						In coordination with the Police Department we are helping to promote and take registrations for their Academy programs	
105	Teen Adventure Trips - Great America	T		$37.50	$1.00	11.00	$3.41						Co-op with Menomonee Falls, Hartford, Jackson, Slinger & Youth Futures	
106	**NOTE: * = taxable**													