

**VILLAGE OF GERMANTOWN**

N112 W17001 MEQUON ROAD

GERMANTOWN, WI 53022

**MEETING: PARK & RECREATION COMMISSION**

**DATE AND TIME: WEDNESDAY, MAY 15, 2019 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: March 20, 2019**

**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. School District/Village of Germantown Intergovernmental Agreement (IGA)
2. Firemen's Park Shelter Project Update
3. Dheinsville Park Shelter Project Update

**VI. NEW BUSINESS:**

1. Weidenbach Park Playground Project – Review & Recommendation on Playground Design Proposals
2. 2019 Summer Entertainment Schedule - Gehl's Performing Art Pavilion

**VII. VILLAGE BOARD:**

**VIII. SCHOOL BOARD REPORT:**

**IX. DIRECTOR'S REPORT:**

**X. ANNOUNCEMENTS OF PUBLIC INTEREST:**

The next Park & Recreation Commission meeting will be **June 19<sup>th</sup> @ 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  
March 20, 2019**

**CALL TO ORDER:** The meeting was called to order at 5:31 p.m. by Chair Coulthurst.

- I. ROLL CALL:** Chair Coulthurst, Commissioners Leukert, Depies, School Board Rep. Borden and Trustee Rep. Miller. Absent and excused were Commissioners Knop and Stapelman. Also, present were Director Schroeder, Program Supervisors Heinen, Rodger, Jeff Dhein, Germantown Historical Society and Secretary Lemke.
- II. APPROVAL OF MINUTES:** *Motion by Miller, seconded by Leukert to approve the minutes from February 20, 2019 as presented. Motion unanimously carried.*
- III. PUBLIC INPUT:**
- IV. CORRESPONDENCE:**

*Motion by Depies, seconded by Miller to move to Old Business V. Item 3, Dheinsville Park Pavilion Project Update and New Business VI. Item 1, 2019 Summer Recreation Program Fees & Charges – Review & Approval. Motion unanimously carried.*

**OLD BUSINESS:**

- 3. DHEINSVILLE PARK PAVILION PROJECT UPDATE** – Jeff stated that the Historical Society Board is in the process of revamping their donation flyer as follows for the top donation amounts:  
Naming rights -\$100,000.00 and up would receive one free rental a year for ten years.  
Founder - \$5,000.00 - \$99,999.00 receive one free pavilion rental a year for five years.  
Pioneer - \$1,000.00 - \$4,999.00 receive one free rental a year for 2 years.  
The Commission agreed to the new flyer and the number of free rentals per donation level. Mark provided a summary of meetings that have taken place the past month on this project.  
March 6th – Meeting with Administrator Kreklow, Public Works Director Ratayczak, and Jeff Dhein. Discussion included review of project site work, components of the project that might work for in-kind donations, and the next steps in the process. Director Schroeder and Jeff Dhein attended the Village Tourism Commission to discuss the project, and potential use of tourism funds for the project.  
  
March 7th – Meeting with Administrator Kreklow, Public Works Director Ratayczak, and Village Attorney Sajdak to discuss the development of an agreement with the Germantown Historical Society which spells out the responsibilities of both parties including funding, insurance, site work, maintenance, project engineering/surveying, etc. The plan is to take the agreement to the Village Board in early to mid-April. In addition, DPW Director Ratayczak is working with Harwood Engineering to prepare plans and specifications for public bidding of the project. The goal is to have the plans and contract documents completed in early April, bids solicited in late April, and award of contract in mid to late May.

March 12th – Village Engineering completes preliminary site grading plan and estimated quantities for use by Jeff Dhein and the Historical Society in contacting grading contractors. Jeff Dhein turns in official request for Tourism Funds to the Village Clerk's Office.

One of the conditions of site plan approval, is review of the project by the Building Construction Oversight Committee. A committee meeting is scheduled for Tuesday, March 19th.

The Germantown Historical Society is working on project fundraising as well.

#### **NEW BUSINESS:**

- 1. 2019 SUMMER RECREATION PROGRAM FEES & CHARGES – REVIEW & APPROVAL** – Supervisors Heinen & Rodger presented the 2019 Summer Program Fees. Patti stated they included small increases in fees due to facility usages fees that the department is going to charged.

*Motion by Depies, seconded by Miller to approve the 2019 Summer Recreation Fees & Charges as presented. Motion unanimously carried.*

#### **V. OLD BUSINESS:**

- 1. SCHOOL DISTRICT/VILLAGE OF GERMANTOWN INTERGOVERNMENTAL AGREEMENT (IGA)** – At the March 4th meeting, the Village Board gave approval of the facility use agreement subject to an amendment to remove Item 6, Capital Fund, and contingent on minor language revisions that will be worked on by attorneys for both parties. In Item 6, Capital Fund, the agreement stipulated that the balance of funds in the Village's Recreational Facility Fee Fund were to be transferred to the District within 30 days of execution of the agreement. The revised agreement will be reviewed by the Germantown School District at the March 18th Board of Education Meeting.

Mark stated that Administrator Kreklow met with Superintendent Holmes today, March 20th, for further discussion on the IGA.

- 2. FIREMEN'S PARK SHELTER PROJECT – PHASE 1 CONTRACT W/AYRES ASSOCIATES –**

At the February 4, 2019 meeting, the Germantown Village Board approved monies in the 2019 CIP Budget to complete Phase 1 of the project. Phase 1 will consist of materials and labor to install sewer, water, and electrical service, pedestrian lighting, pathways, and re-location of the existing basketball court. Monies were also earmarked for consultant services for developing plans and specifications (site, grading, sewer/water/lighting) and contract documents suitable for bidding purposes, as well as construction inspection services.

At the February 20th, 2019 Park & Recreation Commission Meeting, motion made by Commissioner Miller, seconded by Commissioner Stapelman, to send forth a positive recommendation to the Village Board to approve a contract with Ayres Associates for Phase 1 Professional Services for the Firemen's Park Multi-Purpose Shelter Building Project in an amount not to exceed \$18,205. Motion carried unanimously. Monies to come from 2019 CIP Budget Account #40-552-570-8310.

**This item was tabled on March 4th Village Board Meeting. Following discussion with village engineering staff, a recommendation was made to contract with Ayres Associates for project design and preparation of construction documents ready for public bidding for a total of \$14,055. The village engineering department will handle construction administration and inspection services for the project. This recommendation now goes back to the Village Board for review and approval at the March 18th meeting.**

**3. WEIDENBACH PARK PLAYGROUND PROJECT –**

Review of Playground Designs - The Request for Bid Proposals w/ Project Timeline were sent to five playground companies on February 9th, with a submittal deadline of March 11th. Four companies responded with a total of 9 designs received. Included in the meeting packets is a summary of the playground bids and play features. An opportunity for public review and comment on the design proposals selected by the commission will be provided from March 25th through April 12th via Facebook survey and/or by stopping into village hall. The Commission members reviewed the 9 submitted design proposals and selected the top 4 designs based on established criteria. These designs will be available for review and vote by the community.

**4. NEW BUSINESS:**

- 2. 2019 SUMMER RECREATION PROGRAM FEES & CHARGES – REVIEW & APPROVAL –** Supervisors Heinen & Rodger presented the 2019 Summer Program Fees. Patti stated they included small increases in fees due to facility usages fees that the department is going to charged.

***Motion by Depies, seconded by Miller to approve the 2019 Summer Recreation Fees & Charges as presented. Motion unanimously carried.***

- 3. KID'S KLUB SUMMER REGISTRATION FLYER-** Fees have increased \$.25, Fieldtrip days increased \$1.00. Traditional Playgrounds has been changed to 1 program running Monday thru Thursday instead of 2 programs which ran Monday/Wednesday and Tuesday/Thursday. Fire Station 1 is a new site for this summer.

**4. PARK & RECREATION COMMISSION MEMBER TERMS –**

The following member terms will expire on April 30th, Commissioners Coulthurst, Leukert, School Board Representative Borden, and Village Board Representative Miller. Commissioners should contact the Village Clerk's office to express interest in serving another term. Village President Wolter is planning to take all committee appointments to the Village Board for "official" confirmation on April 15th.

- 5. 2018 PARK & RECREATION DEPARTMENT ANNUAL REPORT -** Hard copies of the report were handed out.

- 5. VILLAGE BOARD REPORT –** Rick stated Waste Management will be building a vehicle maintenance facility. Wrenwood subdivision will be starting on the southern end of Country Aire and Mequon Roads. Phase 1 will include 44 condos along with a clubhouse. The library usage and programs are up 16% from 2017.

6. **SCHOOL BOARD REPORT:** Borden stated the Sound of Music performance in the new high school PAC was amazing. Menomonee Falls Swim Club is partnering with the Germantown School District for use and programming of the new pool.

7. **DIRECTOR'S REPORT:**

**School District/Village of Germantown Intergovernmental Agreement (IGA)** – At the March 4th meeting, the Village Board gave approval of the facility use agreement subject to an amendment to remove Item 6, Capital Fund, and contingent on minor language revisions that will be worked on by attorneys for both parties. In Item 6, Capital Fund, the agreement stipulated that the balance of funds in the Village's Recreational Facility Fee Fund were to be transferred to the District within 30 days of execution of the agreement. The revised agreement will be reviewed by the Germantown School District at the March 18th Board of Education Meeting.

**Firemen's Park Shelter Project - Phase 1 Professional Services Contract w/Ayres Associates** – At the February 4, 2019 meeting, the Germantown Village Board approved monies in the 2019 CIP Budget to complete Phase 1 of the project. Phase 1 will consist of materials and labor to install sewer, water, and electrical service, pedestrian lighting, pathways, and re-location of the existing basketball court. Monies were also earmarked for consultant services for developing plans and specifications (site, grading, sewer/water/lighting) and contract documents suitable for bidding purposes, as well as construction inspection services.

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**Dheinsville Park Pavilion Project Update** – Since the February commission meeting, the following have taken place.

March 6th – Meeting with Administrator Kreklow, Public Works Director Ratayczak, and Jeff Dhein. Discussion included review of project site work, components of the project that might work for in-kind donations, and the next steps in the process. Director Schroeder and Jeff Dhein attend the Village Tourism Commission to discuss the project, and potential use of tourism funds for the project.

March 7th – Meeting with Administrator Kreklow, Public Works Director Ratayczak, and Village Attorney Sajdak to discuss the development of an agreement with the Germantown Historical Society which spells out the responsibilities of both parties including funding, insurance, site work, maintenance, project engineering/surveying, etc. The plan is to take the agreement to the Village Board in early to mid-April.

In addition, DPW Director Ratayczak is working with Harwood Engineering to prepare plans and specifications for public bidding of the project. The goal is to have the plans and contract documents completed in early April, bids solicited in late April, and award of contract in mid to late May.

March 12th – Village Engineering completes preliminary site grading plan and estimated quantities for use by Jeff Dhein and the Historical Society in contacting grading contractors. Jeff Dhein turns in official request for Tourism Funds to the Village Clerk's Office.

One of the conditions of site plan approval, is review of the project by the Building Construction Oversight Committee. A committee meeting is scheduled for Tuesday, March 19th.

The Germantown Historical Society is working on project fundraising as well.

**Weidenbach Park Playground Project** – Review of Playground Designs - The Request for Bid Proposals w/ Project Timeline were sent to five playground companies on February 9th, with a submittal deadline of March 11th. Four companies responded with a total of 9 designs received. Included in the meeting packets is a summary of the playground bids and play features. An opportunity for public review and comment on the design proposals selected by the commission will be provided from March 25th through April 12th via Facebook survey and/or by stopping into village hall. Final review and recommendation on the selected project design will be made by the Park & Recreation Commission at the April 17th meeting.

**2019 Summer Recreation Program Fees & Charges** – Review & Approval – Included in the meeting packets are the proposed recreation program offerings for Summer 2019 along with proposed fees and charges. Recreation staff has put in a lot of extra time and effort with developing the program schedule and finalizing program locations to meet the brochure publication and distribution deadlines. In addition to working on the facility use request information for the Germantown School District, staff has been working with St. Boniface, Faith Lutheran, Lutheran Church of the Living Christ, and Washington County (Homestead Hollow Park). Recreation Supervisors Heinen and Rodger will attend the meeting to present this information.

**Kid's Klub Summer Registration Flyer** – Included in the meeting packets is the registration flyer for the various Summer Kid's Klub programs. This information has been posted on the village website, with flyers distributed at the Kid's Klub sites. Each year the department's goal is to distribute this information as soon as possible to assist families in planning for the summer.

**Park & Recreation Commission Member Terms** – The following member terms will expire on April 30th, Commissioners Coulthurst, Leukert, School Board Representative Borden, and Village Board Representative Miller. Commissioners should contact the Village Clerk's office to express interest in serving another term. Village President Wolters is planning to take all committee appointments to the Village Board for "official" confirmation on April 15th.

**2018 Park & Recreation Department Annual Report** – The annual report was distributed at the commission meeting.

**Senior Center Flooring & Painting Project Updates** – The painting portion of the project was completed on March 8th, with flooring installation starting the week of March 11th. The flooring project is scheduled for completion by mid-late April.

**Fire Station #1 Building Upgrades** – During the week of February 18th, DPW staff began removing the outdated furniture and cleaning up of the administrative areas. Since that time, DPW has replaced the ceiling tiles, installed new energy efficient lighting, and replaced damaged floor tiles. Painting of the walls and restroom floors was completed on March 15th. Staff is in the process of purchasing tables, chairs, shelving, etc. The plan is to organize and consolidate the supplies currently stored at Survive Alive House, Fire Company, and the Spassland Park shelter into one area at Fire Station #1. The first scheduled use of the building is in early May.

**Recreation Division Report –**

The department has 37 programs starting in March including: Basic First Aid for Kids, Oodles of Art, Kids Cuisine, Afterschool Volleyball, Tae Kwon Do, Gymnastics, Youth & Little Tykes Marital Arts, Miss Julie's Music Fun, Babysitter's Training, Restore Your Core, PULSE, Firefighters Are Your Friends, Afterschool Legos, Golf, Jr. Golf, Belly Dancing, Body Basics, TRX, Horseback riding, Barre Fitness, Parent Child Basketball, Learn how to decorate a cake, Therapy Dogs, Advanced Digital Photos, Ice Skating, Hockey, Tai Chi, Gymnastics, Learn Magic, Acrylic Painting, Yoga, Track Parent Meeting, Lego Bday Parties, Slime Camp, Heroes Camp.

Programs cancelled due to low enrollment: Learn to Sew, Zumba, Zumbini, Folk Art Painting, Video Game Design, and String Art.

**Upcoming events include the following:**

**Poms Performance:** Was held on Tuesday, March 12th at Kennedy Middle School with over 300 in attendance.

**Dance Recital:** Tuesday, March 19th at Kennedy Middle School starting at 6:30 p.m.

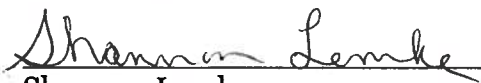
**Easter Egg Hunt:** Saturday, April 13th at Firemen's Park starting at 11:00 a.m. sharp. We could use some volunteers for that day, arrive at the Sr. Center at 10:00 a.m. to help hide eggs, hunt is at 11:00 a.m., by 11:30 a.m. we should be cleaned up.

**Soccer:** The registration deadline is Friday, March 29th. Pee Wee & U6 Soccer will be starting on April 27th, coach's meetings are set for April 16th to help coaches prepare for their upcoming season.

**Summer Registration:** Will begin on April 8th for Residents, April 10th for Non-residents.

**8. ANNOUNCEMENTS OF PUBLIC INTEREST:** The next meeting is scheduled at 5:30 p.m. on April 17, 2019. This meeting will be canceled as several members of the commission are unable to attend due to other commitments. The next meeting will be held at 5:30 p.m. on May 15, 2019.

**9. ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:01 p.m.

  
Shannon Lemke  
Park & Recreation Secretary

**BUSINESS OF THE VILLAGE BOARD  
GERMANTOWN, WI**

MEETING DATE: Monday, May 20, 2019

AGENDA ITEM: New Business

ITEM TITLE: Weidenbach Park Playground

SUBMITTED BY: Mark Schroeder, Park & Recreation Director

SUMMARY EXPLANATION:

Monies were included in the 2019 CIP Budget to replace the play equipment at Weidenbach Park. Requests for Proposals were sent to 5 playground vendors, with a total of 9 design proposals submitted. The commission completed a preliminary review of these designs at the March commission meeting with 4 designs selected for further review.

Letters were sent to residents near the park with an invitation to view and vote on their preferred design. The 4 designs were posted to the department Facebook page, with a total of 178 votes cast (154 on-line, 24 in-person). After reviewing the design options and public comments, the Park and Recreation Commission is ready to move ahead on the final design.

The preferred design the Park & Recreation Commission has selected is from \_\_\_\_\_, which includes playground equipment and installation. Not included in the contract with \_\_\_\_\_ is the cost of the engineered wood fiber surfacing. The surfacing material will be purchased directly by the village and installed by village DPW/Parks staff.

ATTACHMENT: ORDINANCE\_\_\_\_ RESOLUTION\_\_\_\_ OTHER X

RECOMMENDATION:

At the May 15<sup>th</sup>, 2019 Park and Recreation Commission Meeting, a motion was made by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, to send forth a positive recommendation to the Village Board to approve the playground design and installation from \_\_\_\_\_, in an amount not to exceed \$\_\_\_\_\_, as well as the surfacing materials at a cost of \$\_\_\_\_\_. Motion carried unanimously. Monies to come from 2019 CIP Budget Account #40-552-570-8450.

**WEIDENBACH PARK PLAY EQUIPMENT BID PROPOSALS**

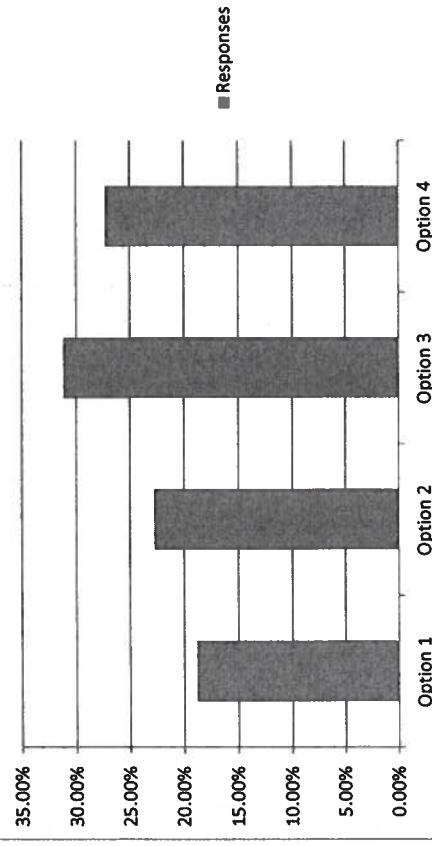
| <u>Vendor Name</u>                             | <u>Equipment Cost<br/>including Install</u> | <u>Wood Fiber Cost</u> | <u>Play Events</u> | <u>Design</u>                                                                                                     |
|------------------------------------------------|---------------------------------------------|------------------------|--------------------|-------------------------------------------------------------------------------------------------------------------|
| <b>Northland Recreation<br/>(Little Tykes)</b> |                                             |                        |                    |                                                                                                                   |
| Option 1                                       | \$54,652                                    | \$5,347 232 Cu Yd      | 20                 | Slides-2, Climbers-5, Biba game system, Revolution Spinner<br>Slides off 64" deck, don't see inclusive swing seat |
| Option 2                                       | \$54,652                                    | \$5,347 232 Cu Yd      | 19                 | Slides-2, Climbers-4, Hammock, Biba mobile game system<br>Slides off 56 and 64" decks                             |
| <b>Boland Recreation<br/>(Miracle)</b>         |                                             |                        |                    |                                                                                                                   |
| Option 1 224387                                | \$52,700                                    | \$7,300 243 Cu Yd      | 15                 | Slides-1, Climbers-5, Avalanche Slide - ADA, Jax Climber<br>Ten Spin, Biba mobile game system                     |
| Option 2 224388                                | \$51,920                                    | \$7,080 236 Cu Yd      | 18                 | Slides-2, Climbers-6, Ninja design, 10 Spin, Generation Swing<br>double slides off 48" deck                       |
| <b>MN/WI Playground<br/>(Game Time)</b>        |                                             |                        |                    |                                                                                                                   |
| Option 1 9553                                  | \$54,296                                    | \$5,704 189 Cu Yd      | 21                 | Slides-4, Climbers-4, Zip and Spiral Slides off 72 & 96" decks,<br>Expression Swing Seat                          |
| Option 2 9554                                  | \$54,322                                    | \$5,678 196 Cu Yd      | 20                 | Slides-3, Climbers-6, Zip and Spiral Slides off 96" deck,<br>Primetime Connection, Expression Swing Seat,         |
| <b>Lee Recreation<br/>(BCI Burke)</b>          |                                             |                        |                    |                                                                                                                   |
| Option 1 116172                                | \$55,930                                    | \$4,070 185 Cu Yd      | 21                 | Slides-3, Climbers-8, Konnection Swing, slides - 48", 72"decks                                                    |
| Option 2 116175                                | 56,260                                      | \$3,740 170 Cu Yd      | 19                 | Slides-2, Climbers-4, Rock-It climbers, Volta Spinner<br>Double Slides off 48" and 72" decks                      |
| Option 3 116180                                | 56,150                                      | \$3,850 175 Cu Yd      | 18                 | Slides-3, Climbers-6, Orb Rocker, Verve V Climber<br>Double Slides off 48" and 96" decks                          |

## Wiedenbach Playground Proposals ONLINE

Which option do you like most?

| Answer Choices  | Responses  |
|-----------------|------------|
| Option 1        | 29         |
| Option 2        | 35         |
| Option 3        | 48         |
| Option 4        | 42         |
| <b>Answered</b> | <b>154</b> |
| <b>Skipped</b>  | <b>0</b>   |

Which option do you like most?

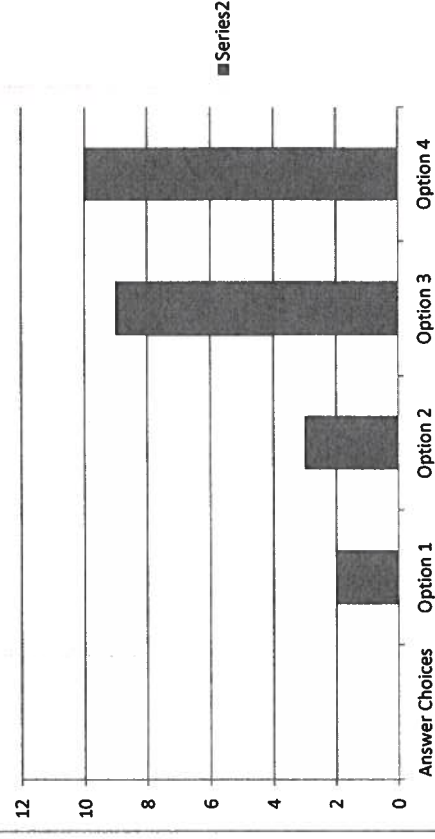


## Wiedenbach Playground Proposals IN THE OFFICE

Which option do you like most?

| Answer Choices  | Responses |
|-----------------|-----------|
| Option 1        | 2         |
| Option 2        | 3         |
| Option 3        | 9         |
| Option 4        | 10        |
| <b>Answered</b> | <b>24</b> |
| <b>Skipped</b>  | <b>0</b>  |

Which option do you like most?





**LIVE MUSIC • FOOD TRUCKS • BEER GARDEN**  
**THURSDAYS 6:00 - 9:00PM**  
(MUSIC STARTS AT 7:00PM)

**GEHL'S PERFORMING ARTS PAVILION**  
**FIREMEN'S PARK W162N11870 PARK AVE GERMANTOWN, WI**

# **2019 Summer Schedule**



**JUNE 13TH:**

*Bree Morgan*  
*Reloaded Country*  
**COUNTRY/VARIETY**



**JUNE 27TH:**

*The*  
*Make Believe*  
**ROCK**



**JULY 11TH:**

*Big Cedar*  
*Bluegrass Band*  
**BLUEGRASS/COUNTRY**



**AUGUST 8TH:**

*Praise in*  
*His Name*  
**CONTEMPORARY**  
**CHRISTIAN**



**AUGUST 22ND:**

*Swing*  
*Explosion*  
**BIG BAND**

Check out the  
Music at the Pavilion  
**facebook** page  
for more information on this  
new & exciting  
community event!

*Special Thanks to our*  
*Presenting Sponsor:*

**WATERSTONE**  
**BANK**



# Summer 2019 Schedule

**JUNE 13<sup>TH</sup>:**

*Bree Morgan Reloaded Country*

**JUNE 27<sup>TH</sup>:**

*The Make Believe*

**JULY 11<sup>TH</sup>:**

*Big Cedar Bluegrass Band*

**JULY 25<sup>TH</sup>:**

*Taste of Germantown*

**AUGUST 8<sup>TH</sup>:**

*Praise in his Name*

**AUGUST 22<sup>ND</sup>:**

*Swing Explosion*

**FIREMEN'S PARK W162N11870 PARK AVE GERMANTOWN, WI**

# MUSIC AT THE PAVILION

## SPONSORSHIP OPPORTUNITIES



**PRESENTING SPONSOR - \$2,500**

**THANK YOU**

- \* Music in the Pavilion series presented by your company
- \* Complimentary area on site at each concert
- \* Live MC announcement - verbal recognition at each concert
- \* Company logo or name recognition on all promotional material and email blasts including website & social media posts.



**MUSIC SPONSOR - \$600**  
**per concert**

- \* One musical performance sponsored by your company
- \* Complimentary area on site at each concert
- \* Live MC announcement - verbal recognition at each concert
- \* Company recognition on email blasts & social media posts
- \* Company logo or name recognition on all promotional material and email blasts including website & social media posts.



**Germantown Park & Recreation**  
Mark Schroeder  
N112W17001 Mequon Rd.  
Germantown, WI 53022  
(262)250-4710  
mschroeder@village.germantown.wi.us



**Thursdays**  
**June - August**  
**6:00 - 9:00pm**

*estimated attendance:*  
**200+ per concert**

Music in the Pavilion is held at the  
Gehl's Performing Arts Pavilion  
at Firemen's Park in Germantown.

Each week food truck vendors  
& beer garden will open  
at 6:00pm & musical entertainment  
will run from 7:00-9:00pm.

This music series showcases area music  
from a variety of genres along with  
excellent food & beverage.

**SUMMER 2019 SCHEDULE:**

June 13th • June 27th • July 11th  
August 8th • August 22nd

**Check out the**  
**Music at the Pavilion**  
**facebook page**  
**for more information on this**  
**new & exciting**  
**community event!**

# May 15, 2019

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## **Director's Report**

**School District/Village of Germantown Intergovernmental Agreement (IGA)** – At the March 4<sup>th</sup> meeting, the Village Board gave approval of the facility use agreement subject to an amendment to remove Item 6, Capital Fund, and contingent on minor language revisions to be worked on by attorneys for both parties. In Item 6, Capital Fund, the agreement stipulated that the balance of funds in the Village's Recreational Facility Fee Fund (approximately \$28,000) were to be transferred to the District within 30 days of execution of the agreement. At the March 18<sup>th</sup> School Board Meeting, the Board of Education (BOE) tabled action on the IGA, and directed Superintendent Holmes to continue discussions and negotiations with Village Administrator Kreklow. The superintendent/administrator's discussion included the school district's request to utilize the balance on monies in the Village's Recreational Non-lapsing Facility Fee Fund for district projects, as well as the postponement of the start of implementation of the facility use fees until Fall 2019 programs. The agreement is temporarily on hold to allow time for continued discussions on the Veridian Homes proposal for the school district land south of Kinderberg Park.

**Firemen's Park Shelter Project Update** – At the February 20<sup>th</sup>, 2019 Park & Recreation Commission Meeting, motion made by Commissioner Miller, seconded by Commissioner Stapelman, to send forth a positive recommendation to the Village Board to approve a contract with Ayres Associates for Phase 1 Professional Services for the Firemen's Park Multi-Purpose Shelter Building Project in an amount not to exceed \$18,205.

Phase 1 professional services would include preparation of design plans/specifications, and construction documents suitable for project bidding purposes. Phase 1 includes installation of sewer, water, and electrical service, pedestrian lighting, pathways, and re-location of the existing basketball court.

The recommendation was tabled at the March 4<sup>th</sup> Village Board Meeting. Following discussion with village engineering staff, a recommendation was made to contract with Ayres Associates for project design and preparation of construction documents ready for public bidding for a total of \$14,055. The village engineering department will handle construction administration and inspection services for the project.

At the March 18<sup>th</sup> meeting, the Village Board approved a contract with Ayres Associates for \$14,055 for project design and preparation of construction documents. To assist with the development of project plans, existing utilities were marked in late April with the site topographic survey work in progress. It is anticipated that Ayres Associates will schedule the kick-off meeting with village staff/stakeholders in late May/early June for development of the preliminary design for site layout and utility plans (sanitary, water, electrical/lighting) for the project.

**Dheinsville Park Shelter Project Update** – Staff met with the Building Construction Oversight Committee (BCOC) on March 19<sup>th</sup> to review and discuss preliminary design plans and any site concerns/issues with this project. The BCOC approved the conceptual design for the shelter, as well as giving direction to Public Works Director Ratayczak to contract with a consultant to develop project plans and construction documents for public bidding. Harwood Engineering is currently completing these plans which will be presented to the Building Construction Oversight Committee at a site meeting on a date to be determined.

Village Attorney Sajdak is currently preparing an agreement between the Village and Germantown Historical Society which would spell out the responsibilities of both parties including funding, insurance, site work, maintenance, project engineering/surveying, etc. The plan is to take the agreement to the Village Board at a meeting in June.

**Weidenbach Park Playground Project – Review & Recommendation on Playground Design Proposals** - The Request for Bid Proposals w/ Project Timeline were sent to five playground companies on February 9<sup>th</sup>, with a submittal deadline of March 11<sup>th</sup>. Four companies responded with a total of 9 designs received. An opportunity for public review and comment on the four design proposals selected by the commission was made available through April 16<sup>th</sup> via Facebook survey and/or by stopping into village hall. A total of 178 votes were cast (154 online & 24 in person). with the top choice being Option 1 from Lee Recreation LLC (BCI/Burke equipment). Final review and recommendation on the selected project design will be made by the Park & Recreation Commission at the May 15<sup>th</sup> meeting, with final approval and award of contract by the Village Board at the May 20<sup>th</sup> meeting.

**2019 Summer Entertainment Schedule – Gehl's Performing Arts Pavilion** – Included in the meeting packet is the entertainment schedule including performances by the Germantown Community Band, and new this year, the Music at the Pavilion Entertainment Series. This music series will be held on Thursday evenings, and include area music from a variety of genres. Entertainment will run from 7:00 to 9:00 p.m., with food truck vendors and beer garden from 5:30 to 9:00 p.m. Special thanks to Waterstone Bank who will be the Presenting Sponsor for the music series!

**Spassland Park Tennis Court Project** – In July 2018, a contract was awarded to Frank Armstrong Enterprises. The scope of work included cleaning, patching, crack filling, installation of the Amor Crack Repair system, two coats of resurfacing material, two coats of color, and court lining. The surface preparation, and crack repair was substantially completed in September, but due to weather conditions, it was decided to complete the installation of the crack repair system, court re-surfacing, and lining in 2019.

The village has also contracted with Northway Fence to replace fence fabric, and DK's Electrostatic Painting for sandblasting and repainting the posts on the remaining two sides of the courts. The fence fabric has been removed, with the fence post painting scheduled in late May. With good weather, the tennis court crack repair system, re-surfacing and lining work will be completed in June.

**2019 EAB Ash Treatment Program** – Request for Proposals were sent to qualified vendors for the 2019 Ash Treatment Program. The project will consist of materials and labor to treat 156 ash trees located in village parks. Bids are due May 20<sup>th</sup>, with the Public Works Committee review and recommendation the first week in June.

**MacArthur Girl Scout Troop 4363 Community Service Projects (Bocce Ball Court and Raised Gardens) for the Germantown Senior Center in Firemen's Park – Project Update** – Girl Scout

Troop 4363 is continuing fundraising efforts toward completion of these Silver Award projects. The overall fundraising goals are \$8,500 for the Bocce Ball Court and \$2,000 for the Raised Bed Gardens. Currently they are working to secure the donation of the concrete for the project. Once school ends in June, the girl scouts can proceed with construction of the wooden benches and planters. The goal is to start with construction on the bocce ball court in July with completion of the projects in August.

**Village 2050 Comprehensive Plan** – On January 22<sup>nd</sup>, the Village Board approved a contract with GRAEF Associates for professional services for the 2050 Comprehensive Plan Project. The 2050 Comprehensive Plan Project is expected to take approximately 12-15 months to complete. The initial meeting of the Project Steering Committee is scheduled for Wednesday, May 22<sup>nd</sup>. Chairman Coulthurst and Director Schroeder will be serving on the committee.

**2019 Community Garden** – The annual Community Garden Meeting was held on April 11<sup>th</sup>. There has been more garden member turnover than typical, with 3 garden plots (2 single and 1 double plot) still to be filled.

**Recreation Division Report – May 15, 2019 Commission Meeting**

The department has 23 programs starting in May including: Horseback Riding, Middle Eastern Dance, Tae kwon Do, Babysitters Training, Tree Climbing, Firefighters Are Your Friends, Track Invite, Container Gardening, Healthy Family Living, Learn to Sew, PULSE, TRX, Youth & Little Tykes Martial Arts, GLOW Walk, Cupcake Decorating, Guided Meditation Stop the Bleed Class, Learn, Burn & Build Self Defense, Miss Julie's Music Fun, Music Fun for Families, Music Fun for Babies, Daytime Adult Golf Lessons, Night T-ball. Programs cancelled due to low enrollment: Music Fun for Babies and Learn to Sew.

**Upcoming events include the following:**

**Night T-Ball Coaches Meeting:** Will be held on Thursday, May 16<sup>th</sup>. To date we have 92 Jr. T-ball participants with 18 coaches and 96 Sr. T-ball participants with 11 coaches signed up. Night T-ball will begin on May 28/30.

**Track Invite:** Along with our 94 Track Program participants, we have another 21 signed up plus the St. Boniface track team who will participate in this invite held at the GHS Track on Saturday, May 18<sup>th</sup>.

**Highway Garage Field Trip:** To be held on Friday, June 7<sup>th</sup> from 10:00 – 11:00 a.m. at DPW. Kids and parents will see all the trucks that are used in the sandbox in their real form.

**Safety Town Teen Volunteer Meeting:** Meetings has been set for Thursday, June 13<sup>th</sup> from 5:30 – 6:15 p.m. (returning teens) or 5:30 – 6:30 p.m. (new volunteers) at the Germantown Village Hall.

**Movies in the Park:** Our first Movies in the Park event of the summer season will be held on Friday, June 14<sup>th</sup> and will feature the movie Mary Poppins Returns. Our next movie will be on Friday, July 26<sup>th</sup> featuring the movie Ralph Breaks the Internet and will be held in conjunction with our Family Campout at Kinderberg Park. Back by popular demand, we will have face painting and balloon animals done by the clowns Cuddles & Billy.