

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
October 21, 2020**

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

ROLL CALL: Chair Coulthurst, Commissioners Stapelman (via Webex), Trustee Rep. Hudson, Depies, and Leukert (arrived at 5:33p.m.). Absent and excused was Commissioner Knop. Absent and unexcused School Board Rep. Borden. Also present were Director Schroeder and Secretary Lemke.

APPROVAL OF MINUTES: *Motion by Depies and seconded by Stapelman to approve the minutes from September 16, 2020 as presented. Motion unanimously carried.*

PUBLIC INPUT: None

CORRESPONDENCE: None

OLD BUSINESS:

DHEINSVILLE PARK SHELTER PROJECT: The project is complete although there remain concerns with site restoration and concrete work. The village will be holding retainage into 2021 until the sub-contractor completes landscaping work that is acceptable to the village. Staff met with Keller Inc. on October 20th to discuss solutions to correct deficiencies with the concrete floor including 1.) surface cracking not in the tooled joints, 2.) low areas causing ponding, and 3.) porosity in the surface finish that could lead to future spalling. Keller will present options to address noted concerns with both parties agreeing to resume discussions in Spring 2021. The Village will withhold the last payment into next year.

WEIDENBACH PARK PLAYGROUND PROJECT: Lee Recreation installed the new equipment on August 31st and September 1st. Village crews have installed the concrete walkway, installed the certified wood fiber safety surfacing. Site restoration was completed the week of October 5th. The playground project is now completed and open for use.

COMPREHENSIVE OUTDOOR RECREATION PLAN UPDATE: Village staff and GRAEF have scheduled the virtual project stakeholder meetings for October 28th and 29th. A total of three meetings will be held with 1.) sports organizations 2.) community organizations, and 3.) community residents. GRAEF has completed the Drone Imagery of the village parks and facilities.

Commissioner Depies asked if the department received the finalized recreational mapping/planning report from Washington County regarding. Mark stated the county adopted the Washington County Park & Open Space Plan 2035 in late April. He has not received the final copy of the plan.

FIREMEN'S PARK SHELTER PROJECT: At the September 21st Village Board meeting, approval was given to accept the Park & Recreation Commission recommendation to award the contract to Level Up Construction, LLC, in the amount of \$732,591.44, and to approve the village direct purchasing the pre-cast concrete panels in the amount of \$205,737. The project contracts and bonds have been executed, with a pre-construction meeting held on October 6th. The final construction plan set is currently being reviewed by the staff of Safebuilt Inspection Services, the village's new contracted inspection company, for state plan approval. The contractor is anticipating a project start date the week of October 19th pending state plan approval and issuance of the building permits.

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Discussion from the September 21st Village Board included trusses or no truss design. If the Village decided to add the trusses they could not legally change vendors. A few board members stated they did not like the aesthetics of the building.

Commissioner Leukert asked if we should present the project to the Village Board prior to the final recommendation from the Commission.

Trustee Hudson stated in the future he would like to involve members of the Village Board with design features for the shelters.

Commissioner Depies mentioned how Trustee Baum was invited to lead and did participate in discussions on the project.

NEW BUSINESS:

2021 PARK & RECREATION OPERATING & CAPITAL IMPROVEMENTS FUND BUDGETS: See below

VILLAGE BOARD REPORT: The 2050 Comprehensive Plan meeting is scheduled for November 9th. The Village is currently in discussion with the Village of Richfield to sell water and sewer services to Richfield. Germantown would need to build a new water tower for that service. That would go into TIF 7 or 8. This is for the development of 300 acres along I-41. Richfield would be paying the costs and would be a customer of the Village of Germantown.

SCHOOL BOARD REPORT: Absent

DIRECTOR'S REPORT:

Dheinsville Park Shelter Project-

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Weidenbach Park Playground Project –

Lee Recreation installed the new equipment on August 31st and September 1st. Village crews have installed the concrete walkway, installed the certified wood fiber safety surfacing. Site restoration was completed the week of October 5th. The playground project is now completed and open for use.

Comprehensive Outdoor Recreation Plan Update –

Village staff and GRAEF have scheduled the virtual project stakeholder meetings for October 28th and 29th. A total of three meetings will be held with 1.) sports organizations 2.) community organizations, and 3.) community residents. GRAEF has completed the Drone Imagery of the village parks and facilities.

Firemen's Park Shelter Project – Review & Recommendation on Contract Award-

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2021 Park & Recreation Operating & Capital Improvements Fund Budgets –

Staff presented the 2021 Park & Recreation and Senior Center budgets to the Village Board Committee of the Whole on September 30th. No modifications were made at that meeting. The Committee of the Whole met on October 7th and 15th to review the remaining departmental budgets. Following review and discussion at the October 15th Committee of the Whole meeting, the 2021 budget was sent forth for the Public Hearing on November 16th. To date, the budget stands as submitted with the following highlights.

Recreation Budget –

- Recreation program revenues in 2020 are behind the 2019 #'s by approximately \$429,000 as of September 30, 2020 due to the impacts of Covid-19. **Proposed department revenues for 2021 of \$1,029,700 which represent a decrease of \$130,000 compared to the 2020 proposed budget numbers.**
- Staff is using the budgetary assumption that Fall revenues will be 50% of normal, Winter/Spring 75% of normal, and that by June 2021, programs and services will be back to 100% of previous year's numbers.
- Cost Recovery has been in the 85% range for last 5 years, proposed 2021 Budget at 80%.
- **Recreation Budget expenses of \$1,287,413 represents a decrease of \$151,946 or 10.56% when compared to the 2020 Budget.**
- Includes monies for Kinderberg Park tennis court repair and purchase of bird netting for the Dheinsville Park shelter.

Senior Center Budget –

- Revenues are proposed to decrease approximately \$9,000 in 2021. Small group programs in 2020, with no trip/tours until June 2021.
- Senior Center expenses of \$119,536 represents a decrease of \$8,287 when compared to the 2020 Budget.

Capital Projects –

- A total of \$95,000 is being requested for 2 items – Dheinsville Park paving and restroom enclosure (\$80,000), and the Kinderberg Park Splashpad Feasibility Study (\$15,000).

2021 Park Shelter Fees & Winter/Spring Recreation Program Fees –

Staff will be presenting the proposed park shelter and recreation program fees for review and approval at the November commission meeting.

Spassland Park Pathway –

The pathway improvement project for the west side of the park began the week of October 5th. Village crews have removed approximately 100' of the asphalt surface and are installing culvert pipe to drain the area to the adjacent wetland. Following the installation of additional stone base material, the village's paving contractor will re-pave this section of pathway. The project should be completed in early November.

Kinderberg Park Shelter Roof –

The roof replacement project began on Monday, October 12th. As of Thursday, October 14th, the asphalt shingle roof has been removed and underlayment installed for the new standing seam metal roof. Weather pending, the project will be completed in early to mid-November.

Recreation Division Update -

We have 42 programs starting in October and include: Paws & Pose Howl-o-ween Event, The Great Pumpkin Quest, Parent Child basketball, Afterschool Legos (4 sites), Oodles Of Art, Music Fun, Softball Hitting Clinic, Intro To Tae Kwon Do, Learn To Skate, Intro To Hockey, Kids Cuisine, Basic First Aid for Kids, Construction Zone Tot Party, Mermaid Tot Party, Mad Science (3 sites), Halloween Music Party, Youth & Tyke Martial Arts, PULSE, Horseback Riding, Tree Climbing, Fundamental Basketball Camp, Babysitter's Training, Cupcake of the Month, Learn to Decorate with Frosting, Stay Home Alone, You have Pictures in your Camera Now What, Verbal Defense Against Bullies, Fall Patio Planter Classes, Pound Rockout Workout, Yoga, Ipad Tips/Tricks/Techniques, 5 Tips for Health & Wellness, Cutting the Cord on Internet Costs, Successful Home Buying, Selling Your Home, Schools Out - Stream Sampler Day

Programs cancelled due to low enrollment: Watercolor painting, Music Fun for Families, Learn to Sew, Folk Art Painting, Oodles of Art PM Class, Art Inspirations, Tax Free investments, Zoom sessions of Digital photography classes, Safety Awareness Training, Germantown Kids Choir

Upcoming events include the following:

Paws and Pose: Howl-O-Ween Event & Costume Contest: We will have a prize for best costume (in-person and emailed submissions). You can email photo to parkrec@village.germantown.wi.us Event will be on Sunday, Oct. 18 (rain date: Sunday, Oct. 25), from 10:00 a.m. – 4:00 p.m. (choose your time slot when you sign up, time slots are in 15 min, increments). Come get a photo of your pet and help support HAWS (Humane Animal Welfare Society). Photos will be \$10 per pet and half of all photo proceeds will go to HAWS. We will have props or various hats for you to use at the event. Paws and Reflect Pet Grooming will be on site to help your dog look

its best with a-la-carte services. Bring a donation item (wet/day dog or cat food or dog/cat toys) for HAWS receive a free bow tie for your photo shoot provided by Paws and Reflect.

The Great Pumpkin Quest: The search is on...somewhere hidden in one of the Village of Germantown Parks is a "Great Pumpkin" waiting to be discovered. Explore your village parks on this adventure as you discover unknown places. Treasure awaits the lucky family who uncovers the secret spot! The winner will receive a prize basket. Clues will be sent out over e-mail starting Oct. 5th. The quest will continue through Friday, Oct. 23rd at 4:30 p.m. If the "Great Pumpkin" is not redeemed by that time, the quest will end.

Bucketeers: Deadline was Oct. 12th we are extending the deadline until Oct. 23rd as numbers are low. We are hoping to have 3-4 teams for 3rd/4th girls, 3 teams for 3rd co-rec and we combined 4th-6th grades again and hope to have 4 teams.

1st/2nd Grade Buckets: Registration Deadline is Nov.6th.

ANNOUNCEMENTS OF PUBLIC INTEREST: The next meeting is scheduled for November 18th at 5:30 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 6:20 p.m.



Shannon Lemke

Park & Recreation Secretary