

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
May 19, 2021**

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

ROLL CALL: Commissioners Depies, Knop, and Trustee Rep. Hudson. Absent and excused were Commissioner Leukert, Chair Coulthurst and School Board Rep. Borden. Also, present were Director Schroeder, Program Supervisors Heinen, Rodger and Secretary Lemke.

APPROVAL OF MINUTES: *Motion by Depies, seconded by Hudson to approve the minutes from April 21, 2021, as presented. Motion unanimously carried.*

PUBLIC INPUT:

CORRESPONDENCE: emails from the following residents:

Jodi & Dave Graf

Wants masks a choice for summer recreation programs for their children.

Ellen Goltry

Wants masks a choice for summer recreation programs for their children.

Melissa & Bryan Thiermann

Wants masks a choice for summer recreation programs for their children.

OLD BUSINESS:

FIREMEN'S PARK SHELTER PROJECT UPDATE: The walls in the open shelter have been primed and painted, with the painting of the interior walls in progress. The overhead doors were installed on April 15th. The two overhead doors to the multi-purpose room are not per plan and have been re-ordered. The wood tongue and groove ceiling has been completed in the multi-purpose room with pendent lighting installed. The standing seam metal roof installation has been completed, with installation of soffit and fascia in progress. Pre-wiring work for the audio/visual system has been installed. The restroom fixtures have been installed with the partitions on order. The counter and cabinets have been installed in the multi-purpose room. Additional concrete walk/apron has been installed on the south, east, and west sides of the building. WE Energies is scheduled to install the electrical service the week of May 17th. Following this work, the contractor can proceed with site work including completion of the concrete walkway, asphalt paving of the circle drive, and site landscaping.

NEW BUSINESS:

COMPREHENSIVE OUTDOOR RECREATION PLAN 2020-2025 – REVIEW & RECOMMENDATION on 5-Year CIP PLAN: Mark stated that he made a few changes to the CORP 5-Year plan which includes:

- Changing the plan to 2021-2026.
- Under 2023, Community Park Master Plan - add Phase 1 development.
- Under 2024, add Community Park Development - Phase 2 development.
- Under 2025, Community Park Development – Phase 3 Development.

- Under 2026, add:
 - Community Park Development – Phase 4 Development
 - Friedenfeld Park Utilities & Restroom/shelter Building
 - Trail/Pathway System Implementation – Phase 3

Hudson stated there was an agenda item at a Plan Commission meeting with regards to purchasing the Blackstone Creek Golf Course. Purchasing the golf course would accomplish several of our CORP Plan goals. Hudson spoke with Village President Wolter as to using the Wilderness Park land as a “bargaining chip” in developing the golf course land.

Hudson also stated that the current Public Works building may be moving to a new location. The current facility is not large enough nor is there enough land for expansion.

Village staff has been working with a project team from GRAEF to determine an area of land large enough to support a new Public Works facility along with the possibility of a new baseball facility if it would need to be relocated as well.

Stapelman asked if there is any idea of how much land is needed to build a new facility.

At this time that has not been determined, however the consultant is looking at 140,000 sq. ft. facility which would leave 2 storage buildings (#4 & 5) at the current location.

Knop stated that Menomonee Falls has recently build a new Public Works facility.

DHEINSVILLE PARK LEASE AGREEMENT – REVIEW & RECOMMENDATION:

Schroeder stated that the Village Attorney is working on the lease agreement.

Per earlier meeting discussions, the 1995 lease agreement with the Germantown Historical Society (GHS) expired in 2019. The lease states the GHS is responsible for maintenance, restoration and improvements to the premises, and all existing structures entirely at its own expense. The Village has been responsible for both exterior and interior maintenance of the two structures, the Bast Bell Museum and the Wolf Haus, all mechanicals, repair work, and funding for all capital improvements such as new roofing, painting, furnace replacement, etc. as well as utilities.

On April 20th, the GHS Board of Directors elected Jim Dix as the new president of the organization. A meeting was held on April 28th with Village Administrator Steve Kreklow, Director Schroeder, as well as Jim Dix and Fritz Gierach of the GHS Board. Information from the meeting was shared with Village Attorney Brian Sajdak who will now incorporate the meeting discussion points into an updated draft agreement. The new agreement will come back to the Park & Recreation Commission at an upcoming meeting for review and recommendation, before sending forth to the Village Board for final approval.

SUMMER PARK & RECREATION PROGRAMS – COVID-19

POLICIES/PROTOCOLS – REVIEW & APPROVAL: Staff has been monitoring the Centers for Disease Control (CDC), as well as the Washington County Health Department guidelines related to safety protocols for addressing Covid-19. In addition, staff has contacted the Germantown School District, and area park and recreation departments to discuss what protocols they are planning to implement for summer programs and activities.

Program Supervisor Rodger gave an overview of what the department is looking for in regard to re-opening of the summer programs and mask policy. Masks will be optional unless requested by others.

Programs that are held in a School District facility will follow the school district policy.

Parents are encouraged to monitor their children prior to dropping off at programs. If your child becomes ill during the day, the child will be separated from others and parents will be contacted to pick their child up.

Hudson stated that the Park & Recreation Department should follow the School District mask policy.

The consensus of the Park & Recreation Commission is that the department follow the re-opening plan for Summer 2021 and let the department make the decisions as needed.

Effective June 1st the summer re-opening plan will take place.

Adjourned at 6:50 p.m.

Called to order at 6:55 p.m.

TOUR OF FIREMEN'S PARK PAVILION PROJECT AND WILDERNESS PARK:

Firemen's Park Pavilion Project:

- The driveway entrance will be narrowed.
- The concrete walk around the building needs to be finished.
- The original pathway height and the new concrete height are uneven. To address this issue, a section of the asphalt pathway adjacent to the concrete apron will be removed, lowered and repaved.
- The tongue and groove wood ceiling has now been completed in the multi-purpose room.
- Speakers will be installed in the multi-purpose room and in the shelter.
- The 2 overhead entrance doors (South end door and middle door between shelter and multipurpose room) are not the correct doors and they will be replaced with the correct type of doors.
- There is a separate mechanical room.
- Looking at a "soft opening" around the end of June.

VILLAGE BOARD REPORT: Hudson stated that a new Public Works facility should be high priority. The Village will receive around \$1.9 million from the “Cares Act” (lost revenue due to COVID).

SCHOOL BOARD REPORT: Excused

DIRECTOR’S REPORT:

Firemen’s Park Shelter Project Update - The walls in the open shelter have been primed and painted, with the painting of the interior walls in progress. The overhead doors were installed on April 15th. The two overhead doors to the multi-purpose room are not per plan and have been re-ordered. The wood tongue and groove ceiling has been completed in the multi-purpose room with pendent lighting installed. The standing seam metal roof installation has been completed, with installation of soffit and fascia in progress. Pre-wiring work for the audio/visual system has been installed. The restroom fixtures have been installed with the partitions on order. The counter and cabinets have been installed in the multi-purpose room. Additional concrete walk/apron has been installed on the south, east, and west sides of the building. WE Energies is scheduled to install the electrical service the week of May 17th. Following this work, the contractor can proceed with site work including completion of the concrete walkway, asphalt paving of the circle drive, and site landscaping.

Comprehensive Outdoor Recreation Plan Update - At the February meeting, the commission reviewed the updated version of the CORP, confirmed the plan goals, objectives, and priorities, as well as potential future park site locations. The commission also discussed the 5-Year Capital Improvement Plan at the April meeting. Included in the meeting packet is a listing of capital projects for the parks system, as well as a proposed Capital Improvements Budget for 2021-2026. Staff is requesting the commission review and approve the 5-Year CIP for inclusion in Chapter 6 of the CORP. The goal is to finalize the CORP in June/July for approval by the Village Board in Fall of 2021 at the same time as the 2050 Comprehensive Plan is approved.

At the April commission meeting, input was received from the baseball/softball community regarding the potential loss of the Little League Park facility due to the future expansion of the Department of Public Works Facility. A presentation was made to the Village Board by GRAEF and village staff on May 3rd. This presentation included information on the location, siting, design, and costs associated with constructing a new DPW Facility. The presentation was informational, with the board directing staff and GRAEF to provide additional information on the project as well as potential site locations.

Dheinsville Park Lease Agreement - Per earlier meeting discussions, the 1995 lease agreement with the Germantown Historical Society (GHS) expired in 2019. The lease states the GHS is responsible for maintenance, restoration and improvements to the premises, and all existing structures entirely at its own expense. In reality, the Village has been responsible for both exterior and interior maintenance of the two structures, the Bast Bell Museum and the Wolf Haus, all mechanicals, repair work, and funding for all capital improvements such as new roofing, painting, furnace replacement, etc. as well as utilities.

On April 20th, the GHS Board of Directors elected Jim Dix as the new president of the organization. A meeting was held on April 28th with Village Administrator Steve Kreklow, Director Schroeder, as well as Jim Dix and Fritz Gierach of the GHS Board. Information from the meeting was shared with Village Attorney Brian Sajdak who will now incorporate the meeting discussion points into an updated draft agreement. The new agreement will come back to the Park & Recreation Commission at an upcoming meeting for review and recommendation, before sending forth to the Village Board for final approval.

Summer Park & Recreation Programs – Covid-19 Policies/Protocols – Review & Approval - Staff has been monitoring the Centers for Disease Control (CDC), as well as the Washington County Health Department guidelines related to safety protocols for addressing Covid-19. In addition, staff has contacted the Germantown School District, and area park and recreation departments to discuss what protocols they are planning to implement for summer programs and activities. Specific recommendations will be brought for approval at the meeting.

Dheinsville Park Festhalle Project - At the final site inspection meeting with Keller, Inc. last October, staff expressed a concern with the workmanship of several areas of the concrete floor. It was agreed to re-inspect the concrete in Spring 2021, with Keller requested to come up with options to address these concerns. A follow-up meeting was held on May 4th with no structural failures observed. Following discussion on potential options, an agreement was reached whereby Keller would pay for materials and labor to install an epoxy product throughout the concrete floor of the shelter. It was determined that epoxy would provide the most durability as well as an overall uniform appearance. Keller will be providing the product specifications, and proposed timeline for completion of this work that will be scheduled during the summer months.

Dheinsville Park Parking Lot & Pathway Paving Project - Monies were included in the 2021 CIP Budget for materials and labor to install asphalt on the parking lot and park pathways. Staff has been working with the village engineering department since Summer 2020 to determine the scope of work, prepare quantity estimates, which resulted in monies being included in the 2021 CIP Budget. The intent was to include this project with the 2021 Village Roadway Paving Program to receive the best pricing. Following the project bidding and contract award, it was found that this project had inadvertently been excluded in the paving program. However, Public Works Director Larry Ratayczak updated the engineer's project estimate, and contacted Payne & Dolan for a cost proposal. Payne & Dolan's bid proposal of \$74,982 is close to the engineer's estimate. The cost also falls within the \$80,000 budgeted for this project. The paving of the parking lot and pathway will take place.

Kinderberg Park Tennis Court Repair - Monies were included in the 2021 Budget for materials and labor for crack repair of the saw-cut joints at the net lines and between the courts. Following the cleaning out of the cracks, these areas were filled with concrete material before finishing the joints with court patch binder. Then all areas will be touched up with the Plexipave Color Material. The concrete material was installed on May 7th with the first coat of color installed on May 10th. This work was done for safety reasons and is the first step in resurfacing and re-coloring the four courts which would have to be funded in another budget year.

Kinderberg Park Entrance Sign - In March, the park sign at the southerly entrance off Preserve Parkway was damaged due to high winds. A new sign was ordered with delivery on May 7th for installation by public works/parks staff later in May.

Germantown Soccer Club Agreement - At the May 17th meeting, the Village Board approved the commission recommendation to approve the 2-year agreement with the Germantown Soccer Club for 2021-2023.

Recreation Program Update -

Recreation Division Report May 19, 2021

The department has 30 programs starting in May including: Community Bike Challenge, Horseback Riding, Tae kwon Do, Babysitters Training (2 classes), Tree Climbing, Firefighters Are Your Friends, Track Invite, Container Gardening (2 classes), Mom & Me Learn to Sew, PULSE, Youth & Little Tykes Martial Arts, GLOW Walk, Learn to Decorate with Frosting, Hands Only CPR/Stop the Bleed Class, Miss Julie's Music Fun, Music Fun for Families, Daytime Adult Golf Lessons, Night T-ball, Acrylic Painting, Gymnastics Spring 2, Henna, Yoga, CPR/First Aid, Oodles of Art, Picture Frame Art Class, Paws & Pose, Pound Rockout Workout, Fit in Park Series – Zumba in the Park, Stay Fit While you Sit.

Programs cancelled due to low enrollment: Restore Balance, Fistball, Cupcake Decorating.

Our ongoing programs are: Men's Open Basketball, Kids Klub, Power/Pixies/Spark Poms, Preschool playgroup (3 groups), Story Stretchers, Pickleball.

Upcoming events include the following:

Night T-ball Coaches Meeting: Will be held on Thursday, May 13th. To date we have 106 Jr. T-ball participants with 24 coaches, and 108 Sr. T-ball participants with 16 coaches signed up. Night T-ball will begin on May 25/27.

Track Invite: Along with our 65 Track Program participants we have another 5 signed up plus the St. Boniface team who will participate in this invite held at the GHS Track Saturday, May 22nd.

Highway Garage Field Trip: To be held on Friday, June 4th from 10:00 – 11:00 a.m. and 11:00 a.m. – 12:00 Noon (added a time slot due to popularity) 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: A teen volunteer meeting has been set for Thursday, June 10th from 5:30 – 6:15 p.m. (returning teens) or 5:30 – 6:30 p.m. (for new volunteers) at the Germantown Village Hall. Volunteers will be given an orientation on what to do/expect.

Movies in the Park: Our first Movies in the Park event of the summer season will be held on Friday, June 11th and will feature the movie "The Croods - A New Age" at Firemen's Park. Our next movie will be on Friday, July 16th featuring the movie "Tom & Jerry", also at Firemen's Park.

ANNOUNCEMENTS OF PUBLIC INTEREST: The next meeting is scheduled for June 16th at 5:30 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 7:55 p.m.

A handwritten signature in black ink that reads "Shannon Lemke". The signature is written in a cursive style with a large initial 'S'.

Shannon Lemke
Park & Recreation Secretary