

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
July 21, 2021**

CALL TO ORDER: The meeting was called to order at 5:33 p.m. by Chair Coulthurst.

ROLL CALL: Commissioners Depies, Knop, Leukert, Stapelman and Trustee Rep. Hudson. Absent and unexcused was School Board Rep. Borden. Guests included Erin Hirn, Support Services Manager. Also present were Director Schroeder, Program Supervisors Heinen, Rodger and Secretary Lemke.

APPROVAL OF MINUTES: *Motion by Hudson, seconded by Leukert to approve the minutes from May 19, 2021, as presented. Motion unanimously carried.*

Motion by Depies, seconded by Knop to move to New Business, Item 5. Motion unanimously carried.

PARK & RECREATION DIRECTOR JOB DESCRIPTION – DISCUSSION & APPROVAL: Erin Hirn stated that the job description is being brought forward for updating as the job description has not been updated since 2013. There are a couple of minor changes with verbiage that were made. The position will be posted until filled, however the Village will review the applications after the 1st 3 weeks. Erin stated that the Village Board had approved the changes to the job description at the Village Board meeting on Monday, July 19th.

PUBLIC INPUT:

CORRESPONDENCE: Mark read an email from Dave Stroebel requesting additional pickleball courts and/or more painted lines on additional tennis courts in the Village. Commissioner Stapelman stated that other communities have lockboxes at their facilities that contain nets that you put up and take down after use. The commission would like to see maps for areas that could be used for future pickleball courts.

OLD BUSINESS:

FIREMEN'S PARK SHELTER PROJECT UPDATE: The ribbon cutting/dedication was held on Monday, June 21st. The first official event held at the shelter was the July 4th celebration. There were many positive comments from both the vendors and attendees.

The Taste of Germantown (Food Trucks will be vending along the path) will be held on Thursday, July 22nd as well as the Family Fun Carnival, Concerts in the Park, Music at the Pavilion.

A final punch list meeting was held on July 9th. The main punch list items that are outstanding include: installation of the sliding kitchen window (which has now been installed), concrete floor solution (epoxy?) for the open shelter, installation of the bollard in the asphalt drive, and replacement of 2 overhead doors to the multi-purpose room.

NEW BUSINESS:

COMPREHENSIVE OUTDOOR RECREATION PLAN 2020-2025 – REVIEW & RECOMMENDATION on 5-Year CIP PLAN:

Mark stated that discussion has been ongoing for the park improvements in section 6 for quite some time. Mark is asking that the Commission take the time and review the plan, especially focusing on page 66 for the August meeting. On page 66 it was noted that there maybe a “likely” loss of the Little League Park ball diamonds. At this time the Village Board indicated

that they are looking at other site options for the new Department of Public Works facility within the Village. Therefore, there would not be an interruption for the 2022 baseball season at Little League Park.

DHEINSVILLE PARK – UPDATE ON SITE IMPROVEMENTS: Mark indicated that parking lot has been paved as well as the pathways to the buildings. Monies were included in the 2021 Budget for materials and labor to complete the exterior painting of the historic Bast Bell Museum. The village has awarded a contract to Macorp Premier Painting for this project. The work was completed in late June. The village is contracting with Pieper Electric to install separate lockable control switches to operate the lights in the Dheinsville Park Festhalle. This will allow park rental groups to access and operate the lights independent of the shelter outlets which will remain on for 24/7 public use. This project was completed in early July.

DHEINSVILLE PARK LEASE AGREEMENT – REVIEW &

RECOMMENDATION: Mark stated Village Attorney Sajdak completed the draft of the new lease. The lease will be forwarded to the Germantown Historical Society for review and to this commission for the August meeting to review.

2021-2022 FALL/WINTER/SPRING RECREATION PROGRAM FEES & CHARGES – REVIEW & APPROVAL:

Patti gave a breakdown of the upcoming changes for the Fall/Winter program fees. The yellow highlighted programs are increases in registration fees and the blue highlighted items indicate programs not held in 2020 mostly due to COVID. Most of the fee increases have already taken place for the Summer 2021 classes, therefore Fall/Winter program fees are not increasing.

Katie recommended that the Kids Klub fees for the 2021-2022 remain the same. The school district has changed the start and end times at their elementary schools. Katie stated that she will monitor concerns that are received regarding the fees.

Motion by Depies, seconded by Knop to accept the Fall/Winter fees as proposed. Motion unanimously carried.

VILLAGE BOARD REPORT: Hudson stated he feels the new Department of Public Works facility will not inconvenience the Germantown Little League. Hudson stated that he would like to be included on the hiring committee for the new Park & Recreation Director.

SCHOOL BOARD REPORT: Absent

DIRECTOR'S REPORT:

Comprehensive Outdoor Recreation Plan 2020-2025 – Review & Recommendation on 5-Year CIP Plan - Over the last several meetings, the

commission has discussed various capital projects for the parks system, as well as a proposed Capital Improvements Budget for 2021-2026. Included in the meeting packets is the 5-Year CIP Budget that staff submitted to both the Finance Dept. and GRAEF for inclusion in Chapter 6 of the CORP. The goal is to finalize the CORP in August 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, and most recently on June 7th. These presentations have included information on the siting, design, and costs associated with constructing a new DPW Facility at the current location, as well as potential alternate site locations for both a public works facility and parkland for baseball/softball diamonds. This item is on the July 19th Village Board Meeting Agenda for review and discussion.

Dheinsville Park Lease Agreement – Per earlier meeting discussions, the 1995 lease agreement with the Germantown Historical Society (GHS) expired in 2019. Village Attorney Brian Sajdak has prepared an updated agreement which will be reviewed with the GHS later this month. The new agreement will be brought forth to the Park & Recreation Commission at the August meeting for review and recommendation, before sending to the Village Board for final approval.

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. At the May 4th site meeting, no structural failures were 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. The village has approved the epoxy product with the work scheduled for the week of September 9-13th.

2021 – 2022 Fall/Winter/Spring Recreation Program Fees & Charges – Review & Approval – The Fall/Winter/Spring 2021-2022 recreation program classes/proposed fees chart will be handed out at the meeting. Recreation Supervisors Heinen and Rodger will attend the meeting to present this information.

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. The village awarded a contract to Payne & Dolan for \$74,982 for this work. The project started on May 25th with grading of the stone base, culvert installation, and prepping of the stone pathways. Paving was completed on May 26th with stripping of the parking lot on June 2nd.

Dheinsville Park Site Improvements – Monies were included in the 2021 Budget for materials and labor to complete the exterior painting of the historic Bast Bell Museum. The village has awarded a contract to Macorp Premier Painting for this project. The work was completed in late June. The village is contracting with Pieper Electric to install separate lockable control switches to operate the lights in the

Dheinsville Park Festhalle. This will allow park rental groups to access and operate the lights independent of the shelter outlets which will remain on for 24/7 public use. This project was completed in early July.

Kinderberg Park Entrance Sign – In March, the park sign at the southerly entrance off Preserve Parkway was damaged due to high winds. The new sign was installed by public works/parks staff in early June.

Music At The Pavilion Concert Series & Beer Garden – The Music & the Pavilion Concert Series started on Thursday, July 15th and will continue through August 19th at the Gehl's Performing Arts Pavilion and new park pavilion in Firemen's Park. Included is the event schedule.

Forestry Updates – Johnson Nursery completed the planting of 60 trees within the village parks on May 28th. Crawford Tree & Landscape completed the EAB trunk injection treatment on 150 ash trees in the park system and on municipal grounds on June 8th.

Recreation Program Update –

Recreation Division Report July 21, 2021

We have 54 programs starting in July along with the over 30 programs that are ongoing throughout the summer including: Fondy Aqua Park Trip, Great America Trip, Little Tykes Martial Arts, Youth Martial Arts, Booster Night, Archery, Golf Camp, Youth Golf Academy, Golf Skills, Tae Kwon Do, Girls Basketball Camp, Horseback Riding, Babysitters Training, Music Fun, Beach Music Party, Parent Child Basketball, Hoopsters, Band Concerts, Amazing Race, Barre Fitness, Tennis – session 2, Intro to Irish Dance, Cupcake Decorating, Learn to decorate with Frosting, Learn to Crochet, Learn to Macramé, knitting 101, Oodles of Art, Girls Volleyball Camps, Kids Cuisine, Learn Magic, Learn Not to Burn, The Science of Slime Camp, Be a Rocket Scientist, Mad Scientist Robot Invasion, Stay Home Alone, PULSE, Rise & Shine Boot Camp, Yoga, Barre Fitness, Fit in Parks – Mindfulness, Pilates in the Park, Barre in the Park, Family Boot Camp, Family Carnival Night, Movies in the Park, Henna Tattoos, Umbrella painting, Acrylic painting, Watercolor Painting, Home Buying/Selling, Tree Climbing, Paw & Pose, and Music at the Pavilion.

Programs cancelled due to low enrollment: CPR, Miss Julie's Music for Families.

Upcoming events include the following:

Amazing Race: This program filled with 83 participants enrolled. It was held on July 9th with Dental Professionals sponsoring the event.

Movies in the Park: Our second movie was held on Friday, July 16th, at Firemen's Park featuring the Tom & Jerry movie.

Booster Night: Booster Night was held on July 12th with Robert's Frozen Custard donating \$400.00 towards our programs!

Family Fun Carnival Night: Families can enjoy carnival games and inflatables.

Event will be held on Thursday, July 22nd from 5:00 – 9:00 p.m. at Firemen's Park. It will be held in conjunction with the Kiwanis Taste of Germantown. The event is free, if pre-registered they will receive one \$5 activity punch card upon arrival.

Fit in Parks: Fit in Parks has been a huge success with over 170 people participating and getting healthy!

Music at the Pavilion: The concert series starts on July 15th with our first concert featuring FM Rodeo sponsored by Gabor Design and Build. All six concerts have sponsors and are set to run Thursday evenings July 15th – August 19th.

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

ADJOURNMENT: There being no further business, the meeting adjourned at 6:41 p.m.

Shannon Lemke
Park & Recreation Secretary