

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
August 25, 2021**

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

ROLL CALL: Commissioners Knop, Leukert, Stapelman and Trustee Rep. Hudson. Excused was Commissioner Depies. Absent and unexcused was School Board Rep. Borden. Also present were Director Schroeder, Program Supervisor Rodger, and Secretary Lemke.

APPROVAL OF MINUTES: *Motion by Leukert, seconded by Stapelman to approve the minutes from July 21, 2021, as presented. Motion unanimously carried.*

PUBLIC INPUT:

CORRESPONDENCE:

OLD BUSINESS:

FIREMEN’S PARK SHELTER PROJECT UPDATE: Mark stated a follow-up punch list meeting was held on August 12th. While most of the items have been addressed, there are a couple project items that are outstanding including: concrete floor solution (epoxy or sealant) for the open shelter, replacement of the laminate countertop in the multi-purpose room, replacement of 2 overhead doors in the multi-purpose room, and re-location of the exterior drinking fountain. Staff is anticipating all items will be completed in September so the project can be closed out and the warranty period can begin. The concrete flooring in the shelter will be removed and replaced the week of September 7th.

PARK & RECREATION DIRECTOR UPDATE: Mark stated interviews will be held on Monday & Tuesday, August 30 & 31st. 5 candidates were selected to be interviewed.

Motion by Stapelman, seconded by Leukert to move to New Business, Item 3 “Spassland park Pickleball Courts”. Motion unanimously carried.

NEW BUSINESS:

SPASSLAND PARK PICKLEBALL COURTS – REVIEW & APPROVAL: Mark stated there has been requests from the community to have additional pickleball courts in the Village therefore the department will be adding 4 pickleball courts at Spassland Park. A quote has been received from Frank Armstrong in the amount of \$1980.00 to mask and stripe four pickleball line layouts.

Motion by Stapelman, seconded by Leukert to put the pickleball lines down as presented. Motion unanimously carried.

Stapelman excused at 5:49p.m.

COMPREHENSIVE OUTDOOR RECREATION PLAN 2021-2026 – REVIEW & RECOMMENDATION ON PLAN APPROVAL:

Mark stated for 2022 he will increase the CIP total cost to \$1,135,000.00. The \$40,000.00 increase is for improvements to Haupt Strasse & Friedenfeld Parks baseball diamonds. Trustee Rep. Hudson stated he would like to know where the baseball groups see themselves in the future. These groups need to “drive” the discussion for future facilities.

On page 3, “Alt Bauer” spelling needs to be corrected.

On page 11, “Indoor Recreation Facilities” operates “seven.”

On page 14, the “16” Full time equivalent (FTE) staff should actually be “11.”

On page 14, under “Facilities Analysis”, the new Firemen’s Park shelter is completed.

On page 16, under “Budget Analysis” add sponsorships.

On page 30, remove “paved pathways” and update the parking lot to paved parking lot and pathways in 2021.

On page 31, remove “pave the parking lot.”

On page 67, under Dheinsville Park, remove “pave parking lot and resurfaced gravel pathways with asphalt.”

On page 67, under Firemen’s Park, remove “complete construction of a multi-use shelter building.”

On page 68, under Kinderberg Park, remove “replace shelter roof.”

On page 69, under Dheinsville Park, add “paved parking lot and pathways in 2021.

On page 69, under Kinderberg Park, remove first 4 bullet points and add “installed standing seam metal shelter roof in 2020.

On page 69, under Firemen’s Park, the last sentence should read “constructed 3,800 sq ft multi-purpose park shelter building in 2021.

On page 72, update the pickleball courts to 8.

Motion by Leukert, seconded by Knop to forward the updates to GRAEF and then forward the adoption of the CORP onto the Plan Commission & Village Board. Motion unanimously carried.

DHEINSVILLE PARK LEASE AGREEMENT – REVIEW &

RECOMMENDATION: Per earlier meeting discussions, the 1995 lease agreement with the Germantown Historical Society (GHS) expired in 2019. Attached is an updated draft lease agreement that Village Attorney Brian Sajdak has prepared. This agreement was forwarded to the GHS on August 11th for review. Village staff and representatives of the GHS will be meeting later this month to discuss. The new agreement will be brought back to the Park & Recreation Commission at the September meeting for review and recommendation, before sending to the Village Board for final approval. Mark went over a few of the changes with the Commissioners such as the Term, Repairs/Maintenance, Landlord Obligations, Insurance, Security, and Use of surrounding park.

2022 PARK & RECREATION OPERATING & CAPITAL IMPROVEMENTS

BUDGET: Staff presented the 2022 department budget to village administration in July. The 2022 Budget will be presented to the Park & Recreation Commission at the September meeting and reviewed by the Village Board Committee of the Whole at a to be determined date.

VILLAGE BOARD REPORT: The Village domain name will be changing. Re-districting will be occurring in the Village voting districts. There will be a joint meeting between the Village Board and the School Board regarding the School Resource Officer on Monday, August 30th. The existing 2-year IGA for use of school facilities officially expires at the end of August 2021. Village Administrator Kreklow and School District Superintendent Stousland have been in discussion regarding a one-year extension under the same terms and conditions.

SCHOOL BOARD REPORT: Absent

DIRECTOR'S REPORT:

Park & Recreation Director Update – As of August 15th, approximately 20 applications have been received. Village staff is in the process of reviewing applications, with the start of interview planned for early to mid-September.

Comprehensive Outdoor Recreation Plan 2021-2026 – Review & Recommendation on Plan Approval – 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 final version of the plan. The goal is to review the document and recommend approval of the CORP at the August meeting, and to forward to the Plan Commission and Village Board for review and approval in October/November 2021 at the same time as the 2050 Comprehensive Plan is approved.

Dheinsville Park Festhalle Project – An agreement was reached in early May 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 installation scheduled for the week of September 13th - 17th.

Spassland Park Pickleball Courts – Review & Approval – To help address the frequent requests for additional pickleball court facilities, staff is recommending striping the existing two tennis courts at Spassland Park with four pickleball court layouts. Included in the meeting packets is a cost proposal from Frank Armstrong Enterprises for this work. The project would be completed in September.

Recreation Program Update –

Recreation Supervisors Patti Heinen and Katie Rodger will attend the meeting to provide a general update on summer programming, as well as a summary of the start of Fall programs/events.

In August the department had 29 programs that started including: Heroes Volunteer Program, Day of Fun in the Sun, Lego Robotics, 1,2,3 Build, Reading with Robots, Technology Trip, Bricks and more Bricks!, Mad Science Robot Invasion, The Science of Slime Camp, Youth Police Academy, Little Tykes and Youth Martial Arts, Horseback Riding, Tae Kwon Do, Band Concerts, Yoga, PULSE, Rise & Shine Boot Camp,

Disc Golf Extravaganza, Learn Magic, Princess Dance Camp – Mulan, Canvas Tote Painting, Acrylic Painting, Watercolor Painting, Canvas Tote Painting, Miss Julie's Music Fun for Families, Zumba, Learn to Decorate with Frosting, Verbal Defense Against Bullies

The Fall/Winter 2021/2022 Recreation Guide was posted on the village website in early August. Registration for Village & School district Residents began on Monday, August 16th, and for Non-residents on Wednesday, August 18th.

Upcoming events include the following:

Flag Football: Our Flag Football Coaches meeting will be held on August 16th this year. We had to combine the 1st and 2nd grade leagues and 3rd-5th grade leagues. We have 4 teams each in 1st/2nd grade and 6 teams in 3rd-5th grade. We have 23 volunteer coaches.

Soccer/Gridders: Pee Wee & U6 Soccer and Little Gridders Football will be starting on September 12th, coach's meetings are set for August 31st and Sept. 1st to help coaches prepare for their upcoming season.

Girls Volleyball Leagues: The registration deadline is Aug. 13th and the coaches meeting is set for August 26th.

ANNOUNCEMENTS OF PUBLIC INTEREST: The next meeting is scheduled for September 15th at 5:30 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 6:44 p.m.

Shannon Lemke
Park & Recreation Secretary