

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
April 19, 2023**

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

ROLL CALL: Commissioners Stapelman, School Board Rep. Ewert, Eby and Trustee Rep. Hudson. Absent and excused was Commissioner Knop. Guests included Craig Huebner from GRAEF and resident/Trail Committee Member Mark Schroeder. Also present were Director Standridge and Administrative Assistant Lemke.

APPROVAL OF MINUTES: *Motion by Hudson, seconded by Stapelman to approve the minutes from March 15, 2023, as presented. Motion unanimously carried.*

PUBLIC INPUT: None

Chair Depies introduced new Commissioner Don Eby.

CORRESPONDENCE: None

OLD BUSINESS:

- Kinderberg Feasibility Study, Playground – Update: Gil stated that he received 4 proposal plans for the new play equipment. Each company submitted 2 different options as requested. The consensus of Village staff is the playground plans from Lee Recreation. Due to the given budget of \$300,000.00, the equipment cost is approximately \$298,000.00 without site prep work and approximately \$360,000.00 with prep work.

Gil stated he has contacted the following.

- Total Lawn Care for a bid on the site prep work.
- Forever Lawn for pricing on turf and installation.
- BMCI, Gleason General and DC Burbach Inc. to submit 2 proposals 1 for poured sidewalk, 48” around the perimeter, with 3 8’ sections for park benches and 1 for curbing around for turf. Gil stated once he has received the pricing proposals for the concrete work, he will go back to the Village Board for direction and then bring back their decision to the Commission.

Stapelman asked if we need to have curbing installed at this time. Gil stated that curbing will “hold” everything in.

Hudson stated that the 2021 Audit has been completed showing there may be additional funds available for this project.

Mark Schroeder, W150 N10086 Windsong Circle, spoke about the Kinderberg Park project.

- GRAEF Consultants – Trail Master Plan – Update:

Gil stated that he and Administrator Steve Kreklow will be attending a meeting on May 3rd with the Wisconsin Department of Transportation (WI DOT) regarding the Highway 145 project.

Craig gave the following updates:

- “Route of the Badger” is a coalition that includes Rails-to-Trails, Wisconsin Bike Fed, and the Southeastern Wisconsin Regional Planning Commission as well as various municipalities, nonprofits, and citizens. This group works on connecting regional trails and planned trails.
- In contact with Jamie from Washington County regarding the trails in the county that would run adjacent to the Canadian National rail line.

Depies asked if any group has ever worked with active railroads in the past where trails are alongside.

- Holy Hill Road will have a side path East to Maple Road.
- Washington County is looking into a path from Hwy 145/Fond du Lac Avenue, Friestadt Road to Homestead Hollow Park.
- The East Corridor would allow convertibility into Mequon and then to the Inter Urban Trail as well.
- Connecting Germantown to the Bugline Trail via I-41 Pedestrian Overpass.
- There are no signs indicating that there is a pedestrian overpass and how to get to it.
- We would like to see side paths with a minimum width of 8ft.
- The Trail Master Plan shows what is being proposed for the Goldendale Creek Trail and the Menomonee River Trail.
- We need to see what the trails would look like if connected.
- We need to work with landowners to obtain land to make these trails possible for routing.

Wisconsin DOT has contacted the Village as they are in the reviewing process with a consultant looking at Hwy 145 from Maple Road to Hwy G (Division Rd.) for bicycle/pedestrian paths.

Craig has asked staff to provide the following prior to the May meeting:

- The condition of the existing trail (condition assessments)
- Current trail maintenance responsibility
- Desired winter treatment of existing and new trails

Gil stated that currently the off-road trails are not maintained by the Village Department of Public Works.

Question arose regarding the reconstruction project of Division Road.

Hudson stated that the Division Road project is currently estimated at \$5-\$6 million dollars. Unfortunately, that is outside of the Village’s road budget. State Grants are not available as there is no public transit use and bus stops that run on Division Road. Discussion now is how to complete the project. It may have to be completed in phases due to the funding.

Craig stated that there may be grants available through the State Department of Natural Resources as the county would also support this project for connectability to the Bugline Trail system.

It was asked if there is discussion for the Trail system on Donges Bay Road by new DPW facility.

Hudson stated there is discussion regarding sidewalks/trails near the new facility.

NEW BUSINESS:

- RFP – Friedenfeld Field Dugouts and Backstop – RFPs were sent to 2 different companies. Netting needs to be added at the Friedenfeld baseball diamond over the backstop to keep fly balls in the ballpark as well as adding dugouts with the mesh shades.

VILLAGE BOARD REPORT: Phil stated April 24 he was reappointed to the Park & Recreation Commission for another year. Discussion regarding ATV use on public roads has come before several boards. At this time, there will be no usage allowed and discussion has stopped. July 4th events will be held on Tuesday, July 4th and the makeup is scheduled for July 8th. The 2021 audit has been completed.

SCHOOL BOARD REPORT: Russ stated new board members Kim Higginbotham and Eric Brown have been sworn in. The IGA between the Village and the School District has been approved by the School District and is now waiting for approval from the Village. Changes made were updating rental pricing twice a year. We are looking at using ESSER funds to fully air condition Kennedy Middle School.

DIRECTOR'S REPORT: April

Arbor Day:

Germantown Park and Recreation Announces Tree Planting and Proclamation Event on Arbor Day, April 28th. In Celebration of Arbor day, the Village of Germantown's Park and Recreation department will hold a public proclamation and tree planting event at Spassland park on April 28th. Along with the Wisconsin Department of Natural Resources and Wendland Nursery, this event commemorates the parks of Germantown and the tradition of tree planting on Arbor Day.

Germantown Park and Recreation will hold this free and informative event for the public. Students at County Line elementary Kids Klub program will be on site to assist with the tree planting. Not only will students participate in the tree planting but also will learn from the Wendland Nursery staff.

Germantown Park and Recreation will partner with Wendland Nursery, a local Germantown nursery.

Wendland Nursery will provide the tree for the event and prepare the area for planting. Elizabeth Wendland, Wendland Nursery Owner, will teach children from the kids Klub program the importance of planting trees and preserving our local parks and outdoor environments.

Starting at 4:00 pm Village Administrator, Steve Kreklow will reach the proclamation for the Village of Germantown. Additionally, Olivia Witthun, Urban Forestry

Coordinator for the Wisconsin Department of Natural Resources will answer questions from the public and help oversee the proceedings.

Community Garden:

The 2023 Community Garden program has kicked off again this April. The Community Garden is comprised of twenty garden spots altogether. Eight (8) plots of 10' x 20' (all filled) and Twelve (12) 20' x 20' lots (all but one plot have been filled). The smaller lots are \$30 for the entire season, and the larger lots are \$60 for the whole season. Many of our Gardeners are returnees, though this year one gardener had to drop out because of upcoming knee surgery. So, we were able to get some new Gardeners in the program.

The gardeners are responsible for their own plots and must maintain weed control and put up and take down their own fencing. DPW does provide mulch and trash barrels for the weeds pulled. The Gardeners are giving guidelines of what fertilizer and insecticide is acceptable to use. Most gardeners start planting their first set of vegetables in May and have a second set for fall season. Typically, by the end of October the gardeners are finished for the year.

Farmers Market:

The 2023 Germantown Farmers Market will be held in the Germantown Village Hall Parking lot each Saturday starting May 6th thru the last Saturday in October from 8am until 12 noon. The annual fee is \$50/vendor. The vendors are allowed to pick and choose the Saturdays they will set up. Last year we had 19 vendors and hope to increase those numbers this year. I have open up the market to allow for more crafts and other types of businesses in hopes of increasing traffic and making the market bigger. I am also in the process of finding food vendors to set up and sell food such as barbecue or hotdogs/brats etc. to the public. I also hope to provide some live music as well as music thru blue tooth on a weekly basis. Also, another change is the State revenue office is requiring that Farmers Market Managers (my role) make sure the vendors fill out tax forms and take attendance of the vendors.

Park Planning Workshop:

Washington County Parks has announced a series of public workshops designed to engage members of the community and solicit public input on possible future plans under development for Heritage Trails County Park in the Town of Polk. The purpose of these workshops is to share information about the project and process, and for Lannon Stone Products, Inc. and Washington County Parks to gather input from the public for incorporation into the project and a future park master plan. We've identified you as someone that may have an interest in participating in these workshops to be held on Thursday, May 4th at Washington County Fair Park. The same content will be covered at each workshop. Trustee Jan Miller, Park Commissioner Don Eby and myself plan on attending this Thursday May 4th workshop. We will report back to the commission at the May meeting.

LWCF Compliance Review:

The Village of Germantown previously received federal Land and Water Conservation Fund grants to aid in the acquisition and development of public parks in the community. Every five years parks are required to be reviewed for compliance with the provisions of the LWCF program – namely that the park or recreation area for which funding was used is maintained for public outdoor recreation in perpetuity. Parks that previously received LWCF fund assistance and were up for review this year are:

1. Alt Bauer Park (55-01363C) – grant funded development of outdoor recreation facilities.
2. Haupt Strasse Park (55-01367) – grant funded acquisition of 12.7 acres for outdoor recreation.
(Spassland Park is also LWCF encumbered, grant 55-00494, but was not up for review this year.)

Chrissy Kozik reviewed the park policies online and visited Alt Bauer and Haupt Strasse parks on April 13th. The parks are generally in compliance with the exception of the following items.

1. A LWCF program sign was not observed at the parks. I will mail signs for each park to be posted.
2. The LWCF program does not allow for preferential reservation on the basis of residence. The park policies online indicated that residents may begin reserving facilities before non-residents. To achieve compliance, the policy will need to be amended for the LWCF encumbered parks with reservable facilities (Haupt Strasse and Spassland). Note: that differences in fees are allowed as long as the fee charged to non-residents does not exceed twice that charged to residents. More information is in Chapter 8, Section D.2. of the Manual linked above.

For the park reservation policy, it needs to be updated so that residents and non-residents may begin reserving facilities at the same time. The Village policy in particular is I.A.3 in the document linked here. Either an exception may be called out specifically for the LWCF parks, or the Village may choose to forgo the preference in general and simply have one date to begin reservations. The Village may decide how to update the reservation policy with the LWCF requirement in mind for the encumbered parks.

The current fee structure for rentals meets the LWCF program requirements. There's no need to update those. Chrissy wanted to mention this requirement so that it is in the back of your mind if there are future discussions to update fees.

The signs will be placed in the parks as soon as we receive them and the rule about the separate days for residents and non-residents to reserve parks will be changed to the same date.

Krissy recommend I skim over Chapter 8 of the LWCF Manual for the highlights. A few important things to note are:

The sponsor needs to maintain absolute control over and oversight of all facets of the protected LWCF property, including any leases executed for the operation or development of outdoor recreation facilities.

The project map on file at the time of grant award designates the boundary of the encumbered property (also referred to as a 6f map). Sale of land within the property, or changes to non-outdoor recreation use (e.g., community center, cell towers/utility structures that serve beyond park needs, etc.) would constitute a conversion and replacement land would need to be sought via a conversion process.

Property must be maintained attractive and inviting, and open for public use at reasonable hours and times of the year according to the type of area or facility. All facilities under the LWCF program must be ADA compliant. Sponsor must maintain a LWCF sign in a prominent location at the area or facility.

Pickleball Open House:

Friday June 2nd from 6pm until 8pm Parks and Recreation will be hosting a fun social for area pickleball players at Haupt Strasse Park. Season veterans and new players alike will be hosted to attend this event. Food will be provided courtesy of Bub's and the social will provide the opportunity for new players to mix with the veterans. Exhibition matches will be held. Discussions will occur about donations and sponsorships to expand future pickleball courts. A company that manufactures pickleball paddles will be on hand to have players try out new paddles and possibly purchase them. There will be music. Also, discussion about starting a Pickleball league one or two nights a year to start out.

Recreation Division Report – April 2023 Commission Meeting

We have 32 programs starting in April and include: Adult Golf Lessons, Junior Golf Lessons, Mini Golf League, Golf Skills, Stay Home Alone, Tae Kwon Do, Oodles of Art, Babysitters Training, Yoga, Rise & Shine Boot Camp, Track & Field Program, Tot Time, Pee Wee & U6 Soccer, Youth/Little Tykes Martial Arts, Afterschool – Mad Science Class, Miss Julie's Music Fun, Miss Julie's Music Fun for Families/Babies, Do You Gnome Your Parks, Middle Eastern Dance, Easter Music Party, Verbal Defense, Pelvic Floor Workshop, Freezer Meals, Pet Therapy, Sporties for Shorties, Paint Party, Non-toxic Home, Henna, Archery.

Our ongoing programs are: Gymnastics, Men's Open Basketball, Kids Klub (5 sites), Power/Pixies/Spark Poms, Afterschool Legos (3 sites), Learn to Skate, and Pickleball.

Upcoming events include the following:

Do you Gnome Your Parks: Somewhere hidden in our Village Parks are Gnomes to be discovered. You will get a clue for the week on which park the Gnomes are hidden in, take a selfie with each of the gnomes and send it to us. Each Gnome will have a point value, the two families with the highest point value will receive a prize basket. Starts April 10 – May 5th.

Community Spring Bike Challenge: We have teamed up with Menomonee Falls Community Ed and Rec to offer the challenge this spring. All participants submit a mileage log each week, we have a recreation and competitive league. All participants will receive a Bike Challenge T-shirt.

Family Glow Walk: Friday, May 6th at Kinderberg Park, new this year participants can show up between 7:30 – 9:30 p.m. to walk. We are selling Glow kits for \$10 a person which includes fun glowing items that can be worn the night of the event. Glow Walk T-shirts can also be pre-ordered for \$10/shirt. We have 786 Glow kits bought already and 38 T-shirts. Volunteers Needed – let us know if you can help!

Soccer: Pee Wee & U6 Soccer will be starting on April 22nd, the coaches meeting was held on April 10th to help coaches prepare for their upcoming season. We have 8 teams for pee wee soccer and 6 teams for U6 soccer, totaling over 175 kids in the program and 38 volunteer coaches.

Community Partnership Award: Congratulations to Dr. Brenda Holland of Chiropractic Company for being honored as the 2023 recipient of the Community Partnership Award. They have been sponsoring youth sports teams and events for over 15 years. Please thank Dr. Holland for all her support over the years. Please see our Facebook post for the photograph of our team presenting them with the award.

Summer Registration: Summer registration started Monday, April 3rd.

Youth Futures Scrap Metal Drive: There will be a Scrap Metal drive on Saturdays, April 15th and 22nd from 9am – 3pm at the Germantown Police Department. Go to gtownyouthfutures.com for items accepted. Get rid of your junk and support a good cause!

ANNOUNCEMENTS OF PUBLIC INTEREST: The next regular scheduled meeting is scheduled for May 17, 2023.

ADJOURNMENT: There being no further business, the meeting adjourned at 6:55p.m.

Shannon Lemke

Administrative Assistant