

MEETING: REGULAR MEETING OF THE PARK & RECREATION COMMISSION

DATE & TIME: Wednesday, October 16, 2024 at 5:30 PM

**LOCATION: KINDERBERG PARK SHELTER
N104 W14942 DONGES BAY ROAD**

NOTICE: Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. INTRODUCTION OF NEW COMMISSION MEMBER:
 - A. School Board Representative Tracy Pawlak
- IV. **APPROVAL OF MINUTES:**
 - A. July 17, 2024
- V. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*
- VI. **OLD BUSINESS:**
- VII. **NEW BUSINESS:**
 - A. Winter/Spring 2024-25 Program Fees & Charges - Discussion & Action
 - B. Feasibility Study for Kinderberg Sprayground - Discussion
 - C. July 4th - Discussion
- VIII. **VILLAGE BOARD REPORT:**
- IX. **SCHOOL BOARD REPORT:**
- X. **DIRECTOR'S REPORT:**
 - A. October 2024
 - B. October Recreation Report
- XI. **ANNOUNCEMENT OF PUBLIC INTEREST: The next regularly scheduled Park & Recreation Commission meeting will be November 20, 2024 @ 5:30p.m.**
- XII. **ADJOURNMENT:**

PARK & RECREATION COMMISSION AGENDA

October 16, 2024

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UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

MEETING:	REGULAR MEETING OF THE PARK & RECREATION COMMISSION
DATE AND TIME:	Wednesday, July 17, 2024 5:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
The meeting was called to order at 5:30p.m. by Chair Depies.

- II. **ROLL CALL:**
Present: Chair Depies, Commissioners Eby, Smith, and Trustee Rep. Hudson.
Excused: Stapelman and School Board Rep. Pawlak
Guests: Program Supervisor Patti Heinen and Sandra Doss.

III. **INTRODUCTION OF NEW COMMISSION MEMBERS:**

- A. Commissioner Virginia Smith
Virginia has lived in Germantown for 8 years, is married with 2 young boys.
- B. School Board Representative Tracy Pawlak
Absent and excused

IV. **APPROVAL OF MINUTES:**

- A. April 17, 2024
Motion: Approve the April 17, 2024, minutes as presented.
Motion by: Hudson
Seconded by: Eby
Yes: Depies, Hudson, Eby, Smith
No: None
Abstain: None
Motion Carried
- B. June 5, 2024
Motion: Approve the June 5, 2024, minutes as presented.
Motion by: Hudson
Seconded by: Eby
Yes: Depies, Hudson, Eby, Smith
No: None
Abstain: None
Motion Carried

- V. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*

None

- VI. **OLD BUSINESS:**

- VII. **NEW BUSINESS:**

A. Fall/Winter 2024-25 Program Fees & Charges - Discussion & Action

Patti reiterated that the 2024 Park & Recreation budget was cut by \$125,000.00. We have made cuts in programming. However, we are increasing fees to meet the revenue goal that was set for our department. Patti went over the program changes. The highlighted lines are programs that have been cut due to budget reductions. Fee increases are minimal this season. There are classes we have the instructor and/or businesses that are able to process credit cards, so we have a "hold you spot" fee and then the individual pays the remaining balance to the instructor prior to the class. We are raising fees for programs that don't make between 120-130%.

Sandy stated Kids Klub is going up \$.50 per morning and afterschool. The early release fee has been cut as the school district is not having any early release days for the 2024-25 school year.

Hudson questioned if the department is eliminating programs due to the return on investments? Heinen stated that is part as well as the instructor not returning. Our department time also comes into consideration as to how much we, as staff, need to do since we lost part-time office staff.

Hudson asked what the overall goal is. Heinen stated the department is trying to stay in budget. Every year we have to make these decisions.

Standridge stated the Budget Manager gave the department a goal of staying within 90% of what is generated and expenditures.

Hudson stated that this spreadsheet does not include "fixed" costs, but the village budget does. The goal would need to be 120%-130%. There are budgeted expenses that are not included in this report.

Eby stated "save the spot" was a solution to save a program earlier this year. Is there a different way to handle this as this is not an ideal situation for the Park & Recreation Department?

Hudson stated that in 2024 was not a good budget season. A new approach needs to be developed. There may be a painful decision to be made. Citizens in Germantown need to voice their concerns about fees being charged for programs.

Doss stated that Kids Klub fees for summer increased drastically. For instance, field

trip days went up \$17.00 a day.

Hudson stated that another organization within the village was faced with budget cuts as well. They communicate with their end users to get their message across. Park & Recreation need to educate their end users to the same extent as them.

Motion: Approve the 2024-25 Fall/Winter Fees and Charges as presented.

Motion by: Hudson

Seconded by: Eby

Yes: Depies, Hudson, Eby, Smith

No: None

Abstain: None

Motion Carried

VIII. VILLAGE BOARD REPORT:

Hudson stated:

May 6th: Village Board meeting, the project for the Kinderberg women's bathroom remodel was approved.

June 17th: Village Board meeting, approved spending \$230,000.00 for the Goldendale Trail and Design.

July 15th: Village Board meeting, tabled the 5-year plan to the August 1st meeting. Multiple Park & Rec projects are on there.

IX. SCHOOL BOARD REPORT:

X. DIRECTOR'S REPORT:

A. July 2024

Gil went over the included report.

B. Recreation Report - July

XI. ANNOUNCEMENT OF PUBLIC INTEREST: *The next regularly scheduled Park & Recreation Commission meeting will be August 21st, 2024 @ 5:30p.m.*

XII. ADJOURNMENT:

Meeting adjourned at 6:32p.m.

BUSINESS OF THE PARK & RECREATION COMMISSION

MEETING DATE: October 16, 2024

PLACEMENT: Action Item

ITEM TITLE: Winter/Spring 2024-25 Program Fees & Charges - Discussion & Action

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. 2024 Winter Spring Proposed Fees Charges Report

STAFF RECOMMENDATION:

ACTION BY Committee:

FEES & CHARGES SCHEDULE												
Season: Winter/Spring 2024-25						Implementation Date: January 2025						
	A-Adult	T-Teen	Y-Youth	PS-Pre-school	TA-Teen/Adult	F-Family		PC-Parent/Child	AY-Adult/Youth		ALL-All ages	
									LAST YEAR			
PROGRAM	TARGET MARKET*	CURRENT FEE	PROPOSED FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	%SUPPORTING	BALANCE	NOTES
Adventures in Art/Slice of Art	AY	\$37.00	\$40.00	4.00	\$9.25	8.11%	25	\$674.00	\$471.19	143.04%	\$202.81	Same fee as FW
Afterschool Tech Classes/Legos	Y	\$55.00	\$59.00	4.00	\$13.75	7.27%	132	\$7,469.00	\$5,684.20	131.40%	\$1,784.80	Same fee as FW
Legos Schools Out-Stream Sampler Day	Y	\$35/\$60	\$42/\$67	3/6.5	\$11.67/\$9.23	20%/11.67%						Same fee as FW
Afterschool Volleyball	Y	\$32.00	\$35.00	4.00	\$8.75	9.38%	115	\$3,698.00	\$1,997.80	185.10%	\$1,700.20	
Archery Program	Y T A	\$56.00	\$65.00	4.00	\$16.25	16.07%	15	\$633.00	\$460.55	137.44%	\$172.45	Same fee as FW
Babysitters Training	Y	\$70.00	\$70.00	4.50	\$15.56	0.00%	26	\$1,788.00	\$414.79	431.06%	\$1,373.21	
Barre Fitness	A	\$50.00	\$54.00	6.00	\$9.00	8.00%	15	\$756.00	\$637.50	118.59%	\$118.50	Same fee as FW.
Basic First Aid	Y	\$10.00	\$10.00	1.00	\$10.00	0.00%	5	\$96.25	\$55.00	175.00%	\$41.25	Co-op with Fire Dept
Firefighters Are Your Friends	Y	\$10.00	\$10.00	1.00	\$10.00	0.00%	6					
Learn to Crochet	Y/A	\$30.00	\$30.00	2.00	\$15.00	0.00%	4	\$118.00	\$84.00	140.48%	\$34.00	
Dance It Out	A	\$57.00	\$58.00	4.50	\$12.89	1.75%	30	\$1,683.00	\$974.40	172.72%	\$708.60	Same feel as FW
Digital Photography Classes	A	\$21.00	\$22.00	2.00	\$11.00	4.76%	1	\$21.00	\$17.00	123.53%	\$4.00	Co-op with Men. Falls. Men. Falls sets fees.
Dog Training Classes	A	\$155.00	\$0.00	6.00	\$0.00	-100.00%	0	\$0.00	\$0.00		\$0.00	No longer offering.
Egg Hunt	Y	FREE	FREE	NA	FREE	NA	700	\$1,675.00	\$999.36	167.61%	\$675.64	
Glow Walk	F	\$12.00	\$12.00	3.00	\$4.00	0.00%	121	\$3,303.00	\$1,834.75	180.02%	\$1,468.25	
Golf Lessons	Y/A	\$71/\$61	\$75/\$63	6.00	\$12.50/\$10.50	5.63%/3.28%	7	\$663.00	\$534.60	124.02%	\$128.40	Same fee as FW
Gymnastics - Spring I	Y	\$32/\$42	\$33/\$46	3/4.5	11.00/10.22	3.13%/9.52%	109	\$4,388.00	\$2,116.30	207.34%	\$2,271.70	Fee increase due to instructor wages
Gymnastics - Spring II	Y	\$32/\$42	\$33/\$46	3/4.5	11.00/10.22	3.13%/9.52%	89	\$3,588.00	\$1,808.02	198.45%	\$1,779.98	Fee increase due to instructor wages
Health & Wellness Workshops	A	FREE	FREE	1.00	\$0.00	NA	20	\$0.00	\$0.00		\$0.00	Free workshops offered by Dr. Brenda Holland, Chiropractic Co.
Indoor Tennis	A	\$47.00	\$48.00	7.00	\$6.86	2.13%	10	\$520.00	\$286.10	181.75%	\$233.90	
Intro to Irish Dance	Y	\$27.00	\$10.00	2.00	\$5.00	-62.96%	1	\$27.00	\$19.00	142.11%	\$8.00	Co-op with Men Falls. Fee holds spot, remaning \$ owed before class starts to help with budget reductions.
Henna	AY	\$25.00	\$8.00	1.00	\$8.00	-68.00%	21	\$485.00	\$392.00	123.72%	\$93.00	Co-op with Men Falls. Fee holds spot, remaning \$ owed before class starts to help with budget reductions.
Kids Klub - Spring	Y	\$11.00	\$11.50	3.00	\$3.83	4.55%	24,079	\$216,316.05	\$121,283.39	178.36%	\$95,032.66	Same as FW

	A-Adult	T-Teen	Y-Youth	PS-Pre-school	TA-Teen/Adult	F-Family		PC-Parent/Child	AY-Adult/Youth LAST YEAR		ALL-All ages	
PROGRAM	TARGET MARKET*	CURRENT FEE	PROPOSED FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	%SUPPORTING	BALANCE	NOTES
Learn Magic w/ Glen Gerard	AY	\$18.00	\$18.00	1.50	\$12.00	0.00%	0	\$0.00	\$0.00		\$0.00	
Learn to Make Sausage/Pizza	A	\$50.00	\$10.00	6.00	\$26.67	-80.00%	53	\$705.00	\$15.90	4433.96%	\$689.10	Fee holds spot, remaning \$ owed before class starts to help with budget reductions.
Belly Dance	A	\$40.00	\$0.00	6.00	\$6.67	-100.00%	5	\$213.00	\$121.50	175.31%	\$91.50	No longer offering.
Mini Golf League Adults	AT	\$32.00	\$34.00	5.00	\$6.80	6.25%	42	\$2,444.00	\$1,532.00	159.53%	\$912.00	
Mini Golf League Youth	Y	\$22.00	\$24.00	5.00	\$4.80	9.09%	50					
Music Fun/Music Party/Families/Ba	PC	\$46/\$18/\$14/\$10	\$46/\$18/\$14/\$10	3.0/1.0/.75	\$15.33/\$18/\$14/\$13.33	0.00%	63	\$1,074.80	\$598.70	179.52%	\$476.10	
Oodles of Art	PS	\$42.00	\$42.00	4.00	\$10.50	0.00%	43	\$1,074.00	\$752.28	142.77%	\$321.72	
Parent/Child Basketball	PC	\$30.00	\$30.00	2.25	\$13.33	0.00%	28	\$850.00	\$518.80	163.84%	\$331.20	
Pelvic Floor & Core Workshop	A	\$16.00	\$0.00	1.25	\$0.00	-100.00%	3	\$48.00	\$33.00	145.45%	\$15.00	No longer offering.
Open Pickleball	A	\$6.00	\$6.00 or punch card for \$60	2.00	\$3.00	0.00%	varies by week	\$1,339.00	\$1,229.00	108.95%	\$110.00	Punchcard no longer provides a free session
Pilates Mat	A	\$63.00	\$8.00	5.00	\$1.60	-87.30%	3	\$189.00	\$153.00	123.53%	\$36.00	Co-op with Men Falls. Fee holds spot, remaning \$ owed before class starts to help with budget reductions.
Pom Pons	Y	\$30/\$49	\$34/\$53	4.5/9.0	\$7.56/\$5.89	13.33%/8.16%	143	\$7,251.00	\$5,328.00	136.09%	\$1,923.00	Same fee as FW, advertised in FW already
Selling/Buying a Home or Condo	A	FREE	FREE	1.50	FREE	NA	0	\$0.00	\$0.00		\$0.00	Co-op with Men Falls.
Showman/creature Building Contest	ALL	FREE	FREE	NA	NA	NA	37	\$0.00	\$0.00		\$0.00	
Spring Soccer	Y	\$40.00	\$42.00	8.75	\$4.80	5.00%	211	\$12,300.94	\$2,975.96	413.34%	\$9,324.98	Early Bird Fee, pay \$10 less if register by 3/14
Stay Home Alone	Y	\$38.00	\$40.00	4.00	\$10.00	5.26%	11	\$787.00	\$296.06	265.82%	\$490.94	
Wendland Workshops	A/PC	\$7.00	\$8.00	1.00	\$8.00	14.29%	24	\$182.00	\$5.46	3333.33%	\$176.54	Held in conjunction with Wendland's, Co-op with Men Falls. Fee holds spot, remaning \$ owed before class starts to help with budget reductions.
Tae Kwon Do for Kids/Families	Y/F	\$25/\$50	\$30/\$55	4.00	\$7.5/\$13.75	20%/10%	9	\$267.00	\$9.00	2966.67%	\$258.00	
Team Training	A	\$56.00	\$62.00	4.00	\$15.50	10.71%	2	\$124.00	\$103.72	119.55%	\$20.28	Same fee as FW
Therapy Dog Screening	A	\$12.00	\$12.00	1.00	12.00	0.00%	11	\$117.00	\$11.00	1063.64%	\$106.00	Fees the same as Fall, price set by Health Healers, donation to Rec Department
Tot Time (AKA Tot Open Gym)	PC	\$7.00	\$7.00	1.00	\$7.00	0%	178	\$1,013.00	\$32.06	3159.70%	\$980.94	
Track & Field/Invitational	Y	\$80.00	\$82.00	23.00	\$3.57	2.50%	108	\$11,445.00	\$8,487.62	134.84%	\$2,957.38	
Tree Climbing	AY	\$47.00	\$48.00	2.00	\$24.00	2.13%	11	\$527.00	\$411.51	128.06%	\$115.49	
TOTALS								\$289,852.04	\$162,684.52	178.17%	\$127,167.52	

	A-Adult	T-Teen	Y-Youth	PS-Pre-school	TA-Teen/Adult	F-Family		PC-Parent/Child	AY-Adult/Youth		ALL-All ages	
									LAST YEAR			
PROGRAM	TARGET MARKET*	CURRENT FEE	PROPOSED FEE	PROGRAM HOURS	RATE PER ACTIVITY HOUR	% CHANGE	NUMBER ENROLLED	REVENUE	EXPENDITURES	%SUPPORTING	BALANCE	NOTES
NEW PROGRAMS												
Learn to Skate/Hockey	Y		\$10.00	3.00	\$3.33							Fee holds spot, remaning \$ owed before class starts to help with budget reductions. Did not offer last WS, same fee as FW.
Do you Gnome Your Parks	F	FREE	FREE									Hidden in our Parks will be some Gnomes waiting to be discovered. You will get a clue for the week on which park the Gnomes are hidden in. Each Gnome will have a point value. The two families with the highest points will receive a prize basket. Did not do last WS, bringing back this year.
Youth & Little Tykes Martial Arts	Y		\$10.00	4.00	\$2.50							In conjunction with Surge. Fee holds spot, remaning \$ owed before class starts to help with budget reductions. Did not offer last WS, same fe as FW.
Yoga	AT		\$10.00	4.00	\$2.50							In conjunction with Surge. Fee holds spot, remaning \$ owed before class starts to help with budget reductions.
Hatha Yoga	A		\$10.00	4.00	\$2.50							In conjunction with The Contrology Center who runs Pilates classes. Fee holds spot, remaning \$ owed before class starts to help with budget reductions.
SOMA Breathwork	A		\$8.00	4.00	\$2.00							Held in Summer as well. Fee holds spot, remaning \$ owed before class starts to help with budget reductions.

BUSINESS OF THE PARK & RECREATION COMMISSION

MEETING DATE: October 16, 2024

PLACEMENT: Presentation

ITEM TITLE: Feasibility Study for Kinderberg Sprayground - Discussion

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

STAFF RECOMMENDATION:

ACTION BY Committee:

BUSINESS OF THE PARK & RECREATION COMMISSION

MEETING DATE: October 16, 2024

PLACEMENT: Presentation

ITEM TITLE: July 4th - Discussion

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

STAFF RECOMMENDATION:

ACTION BY Committee:

Directors Report
October 2024

Kinderberg Bathroom:

Ideal mechanic came in September and changed out all the bathroom toilets and sinks, and replaced some of the plumbing. However there was a toilet in the Women stall that did not flush properly and Ideal Mechanical ordered a new toilet and replaced. The replacement flushes as it should now. So that project is done and complete.

Kinderberg Splash Pad: I have asked for funding to do a feasibility study for the splashpad future in 2025. The study will include locations, and cost to renovate, upgrade, or replace the current splashpad. Don't anticipate a new splashpad being built for sometime yet.

Spassland Basketball Goals:

Total Lawn Care took out two of the old basketball goals at Spassland Park and replaced with two goals that at one time was in Fireman Park but taken down and stored at DPW when the new band shell was being constructed. The goals are up and this project is now complete.

Total Lawn care also re-did the lawn area down by the Gehl Performing arts stage in Fireman Park.

Should have a thick growth of grass by next spring. This project was sorely needed to keep from that turning into a dirt/muddy area.

DPW Winterization:

This week DPW has been going around and starting to winterize the parks in preparation for the cold weather. Next week they will shut off the water at the Community Garden. Then close the Spassland bathrooms and lock up for the winter and turn off the water.

Port a Johns:

At the end of this month Port a John company will come in and take out all the port a johns that have been in the parks since April. Also part of the winterization project.

Fireman Park Fire Station:

All the vehicles DPW has stored in the old fire station has been moved to the new DPW building. If the Fire station does become a community center in the future staff and I are talking about ways to remodel the building to fit needs of a recreation facility. I will involve this commission in some of these conversations in future meetings.

Goldendale Trail:

raSmith is working on the Goldendale Creek Trail project. Trying to create several reports on the feasibility to build a trail on this land, considering wildlife which involves DNR, effects of the marshland, the best trail route, cost effectiveness and other considerations.

In our November meeting this commission should be getting a presentation from raSmith and hopefully some 2d-modeled images.

At this point the commission should ask questions about the project and provide feedback. The report giving will concern phase 1 options right now. I believe that is determining the best course of route. Obviously if I get advance information I will share with this commission.

Recreation Division Report October 16, 2024 Commission Meeting

We have 32 programs starting in October and include: Oodles Of Art, Music Fun, Miss Julie's Music Fun for Families/Babies, Intro To Tae Kwon Do, Learn To Skate, Intro To Hockey, Basic First Aid for Kids, Halloween Music Party, Youth & Tyke Martial Arts, Afterschool Legos (2 sites), Team Training, Fundamental Basketball Camp, Babysitter's Training, Stay Home Alone, Firefighters are your Friends, Henna Tattoo Workshop, Crochet 101, Crochet 102, Cut the cord to Cable, You have Pictures in your Camera. Now What, iPad Tips, How to use the Camera in your Smartphone, Yoga, Health & Wellness Workshops, Barre Fitness, Adventure in Art, Succulent Pumpkin Workshops, Tot Time, Pet Therapy, Band, Open Pickleball

Ongoing programs: Kids Klub, Poms/Mini Poms, Men's Over 30 Open Basketball, Dance it Out, Pilates, Gymnastics, Soccer, Flag Football Lgs, Fall Girls Volleyball Leagues, Little Gridders

Kids Klub Program	2024	2023	2022	2021	2020	2019
Numbers for the first three weeks of school at all 5 sites.						
Average weekly enrollments	1181	1026	1173	1104	639	1950

Upcoming events include the following:

Bucketeer Basketball: The deadline for registration has passed, we are busy figuring out teams. We offer leagues for 3rd/4th girls, 3rd/4th co-rec and 5th/6th co-rec.

1st/2nd Grade Buckets & K5 Hoopsters: Registration Deadline is Nov.1st.

Open Pickleball: Open Pickleball starts October 17th. It will be held most Wednesday nights from 7:00 – 9:00 p.m. at Kennedy Middle School in the gold gym.