

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
GERMANTOWN VILLAGE HALL
Wednesday, January 15, 2014**

CALL TO ORDER: The meeting was called to order at 6:00p.m. by Chair Laszewski.

ROLL CALL: Chair Laszewski, Commissioners Depies (arrived @ 6:12p.m.), Coulthurst, Lieffrig, Knop (arrived @ 6:06p.m.), Trustee Rep. Kaminski, School Board Rep. Medved. Also present was Director Casperson and Secretary Lemke.

APPROVAL OF MINUTES: *Motion by Laszewski, seconded by Kaminski to approve the minutes as presented with the following stated correction: under "Village Board Report" spell out GGF – General Government & Finance.*

Ayes: 5
Absent: 2

PUBLIC INPUT: Nothing

VILLAGE BOARD: Kaminski stated that the General Government & Finance Committee will be meeting in February and they forward their Capital Improvement Budget recommendations onto the Village Board for approval.

5 YEAR CAPITAL IMPROVEMENT PLAN – Discussion: Casperson stated that at this point the Village Board has not pulled anything from the 2014 budget. The MMSD grant for the Alt Bauer Park parking lot is only eligible for 2104. TreeStock will donate \$10,000 towards the purchase and installation of the Trail Fitness System in Spassland Park if the Village Board approves the additional \$10,000. The EAB Response Plan will be \$25,000 for the next several years.

Further discussion continued regarding future Capital Improvement Plans.

2014 FACILITY RENTAL FEES & POLICIES – Discussion & Action: Casperson stated that the Diamond Club has increased their field usage 190% within the last 2 years. At this time, with the current agreement between the Village of Germantown and Germantown Jaguars, Friedenfeld Ball Field is exclusive to Germantown Jaguars for use. The current agreement is expiring the end of 2014 and will become a 2 year agreement along with have changes as to allowing any group usage of the field.

Casperson stated that there are now set fees for field usages with or without lights and with or without field prep.

In the past, any Germantown youth related community organizations have not had to pay to use a facility Monday thru Thursdays, however the group is to do a community service project. Due to the ages of the children in these groups they cannot due the service projects. The proposed change is that these groups may use any park facility for a maximum usage time of three (3) hours for \$10.00, unless specified in other agreements.

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Village Park hours are 6:00a.m. – 9:00p.m., you must be cleaned up and out of the parks by 9:00p.m. However, the softball diamonds at Haupt Strasse Park are normally in use until 10:00p.m. The change to the policy would allow Haupt Strasse to be open until 10:30p.m.

Motion by Laszewski, seconded by Depies to approve the 2014 Facility Rental Fees & Policies as presented with the change to the Haupt Strasse Park use hours to close at 10:30p.m.

Ayes: 7

Absent: 0

SCHOOL BOARD REPORT: Brian stated the school district facility study is continuing. They are looking into security issues throughout the district. They are looking into cameras, doors, entries, etc. A letter of understanding has been signed with the local police departments regarding firearms on “K12” properties. Off duty officers are not allowed to carry their weapon on the property. With this sign letter of understanding off duty officers are allowed to carry their weapon on the property.

Enrollment numbers look to be steady over the next several years. Germantown School District rejected the “Common Core Standard” (National teaching/learning standards). Germantown will develop their own set of standards.

DIRECTOR’S REPORT:

- A. **Kiwanis Outdoor Performing Arts Pavilion** – There is no update since our last meeting.
- B. **Senior Coordinator** – On March 31, 2014 Senior Coordinator Jean Brill will be retiring. Ms. Brill has worked for the Village of Germantown for thirteen years and at her current position for the past five years. Prior to her current position, she was the Senior Center Secretary.

The Senior Center is a standalone facility that operates Monday – Friday from 8:00am – 4:30pm with evening and weekend rentals. The Center is managed by one person, the Senior Coordinator with the assistance from a part-time secretary (12 hours per week) and volunteers. In addition to managing the center, the Coordinator develops, implements, and oversees recreation programming, including cultural arts, physical fitness, health workshops, human services, trips, speakers, special events and special interest classes.

The Senior Center underwent an expansion in 2008 and a staffing reduction in 2009. The expansion along with the reduction in staffing significantly added to Ms. Brill’s workload. Her hard work, dedication and diligence greatly benefitted the Village as it expanded the Senior Center facility and senior adult programming. Ms. Brill was a valuable asset and be sorely missed. I wish her the best in her future endeavors.

- C. **Ice Skating** – The ice skating pond is open and operating. The Park staff put in many cold hours in getting it up and running. Thank you to the staff for their hard work.

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- D. **Information Technology (IT)** – The Village no longer has an IT employee; however there is a still need for IT support. Joe Masiarchin and I from the Park and Recreation Department agreed to assist with the Village's IT needs. Our goals are to track Village's IT needs and funnel information back and forth between IT contractor and employees. The information collected will be shared with the Village Board for future direction. I want to thank Joe for his willingness to assist me with these added duties.
- E. **Senior Center Copy Machine** – The Senior Center will be receiving a new copy machine on Friday. The current machine is from 2008. The machine is not functioning properly and its service time is coming to an end.

Recreation Report

1. **Programming** – We have 27 programs starting in January and include: Bucketeers, 1st/2nd Grade Buckets, Wee Team Rock Climbing and First Ascent Rock Climbing, Poms, Power/Pixies Poms, Tae Kwon Do, Jiu Jitsu, Yoga Core, 24 Day Weight Loss Program, Warchix Poms Clinic, Scrapbooking Crop, Sporties for Shorties, 10 and under tennis, Music Fun, Belly Dancing, Yoga, Group Rock Climbing, Dodgeball, Babysitters Training, Indoor Tennis, Archery, Oodles of Art, Gymnastics, Ipad 101, Clutter Course and the Field Trip to Kalahari.

Programs cancelled due to low enrollment: Tabata Boot Camp, Total Body Burn, Body Sculpt. We combined grades for the Indoor tennis so we can still hold class. We also cancelled the 7:00 p.m. yoga class.

Other programs starting in February before the next Commission Meeting: Zumba, E-bay is E-asy!, Basic First Aid for Kids, Kids Cuisine, Girls Softball Hitting Clinic, Wood Carving, Beginning Guitar, Scrapbook Crop, Circuit 101, Photo editing, More Music Fun with Miss Julie, The Camera in your Smartphone.
2. **Teen Trip to Kalahari** – Co-sponsored by Germantown Youth Futures we are running a field trip to Kalahari Indoor Water park on Friday, January 24th. Trip is for teens grades 6-12 and openings still exist.
3. **Sweetheart Party for Tots** – Friday, February 7th from 6:00 – 7:30 p.m. at the DPW. Program is for parents and their child ages 3-5 years old. Grown-ups bring their special little sweetheart to celebrate Valentine's Day with activities, crafts and snack.
4. **Dance Recital** – Tuesday, March 25th at Kennedy Middle School starting at 6:30 p.m.
5. **Kids Klub** – As of January 1st we implemented the new Unregistered Fee Policy. At this time we have not run into any major issues or complaints from parents. It appears that the policy has increased the number of phone registrations we are processing. But in turn will hopefully decrease the number of participants we need to send bills to after they attend.

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Earlier this week we sent out the Kids Klub Mid Year program evaluation. The Kids Klub supervisors will be reviewing the final results at their February meeting.

While it is too early to form any conclusions yet, the results of this year's survey are looking great.

6. **Summer Kids Klub & Tyke Site** – Staff contracts were mailed out at the beginning of January. The final program schedule has been set and the majority of the field trips have been booked. At the beginning of February the Summer Kids Klub and Tyke Site flyers will be sent out through the schools, with registrations starting around February 10th.

ANNOUNCEMENTS OF PUBLIC INTEREST:

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:10p.m.

Respectfully submitted,

Shannon Lemke
Reporting Secretary