

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
GERMANTOWN VILLAGE HALL
Wednesday, January 19, 2011**

CALL TO ORDER: The meeting was called to order at 5:30p.m. in Conference Room A in the Germantown Village Hall. Chair Laszewski read the State Regulations regarding public meetings.

ROLL CALL: Present were Chair Laszewski, Commissioners Knop, Barney, School Board Rep. Dr. Michael Erdmann Trustee Rep. Vanderheiden, and Gray arrived at 5:37p.m. Absent and excused was Commissioner Miller. Also present were Director Altergott and Secretary Lemke. Guests included Samantha Yoder department intern, Joe Masiarchin, Recreation Supervisor and Ray Baran, Friends of Park & Recreation

APPROVAL OF MINUTES: *Motion by Barney, seconded by Dr. Erdmann to approve the minutes as presented. Motion unanimously carried.*

Director Altergott introduced Samantha Yoder, Recreation Department Intern.

PUBLIC INPUT: None

VILLAGE BOARD REPORT: Trustee Vanderheiden stated nothing going on right now.

SCHOOL BOARD REPORT: Dr. Erdmann stated nothing going on right now.

DIRECTOR'S REPORT: Director Altergott gave the following updates:

- RecTrac will be receiving a major upgrade in the next few weeks to version 10.3. This upgrade will eventually allow Kids Klub participants to enroll online; currently this is not available due to limited functionality of version 10.2. We were selected as one of the four beta sites for the upgrade.
- RecTrac Pass Management – In the first half of this year, we are going to purchase the pass management module for RecTrac. This module will improve the check-in and checkout process at the Kids Klub sites and Senior Center. The total cost to purchase this module will be an out of pocket expense around \$3,000 (we have a \$1,100 credit with VSI).
- Beginning next month, park users will now be able to reserve and pay for shelters online. We hope that this added convenience will increase the number of rentals at our facilities.
- On Monday, January 10, I met with a representative from Miller & Associates to discuss the shelter/restroom kits that we have viewed in the past few months. He is putting together some recommendations that will be presented at our February meeting.
- Every year department heads are asked to submit a list of goals to the village administrator. We are in the process of establishing those goals and will have them available for commission members at next month's meeting.

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DISCUSSION – GERMANTOWN FRIENDS OF PARK & RECREATION: Ray Baran gave the breakdown of the current account balance. Donations come in specifying what they want the donation used for. Ray is looking at putting a 1/2 page ad in the brochure to “revitalize” the organization. Flyers need to be done of what the group is about. Ray is also looking at having a “Craft Fair” at Friedenfeld Park during Soccer and/or Football Season. Rental of spaces would bring in revenue for the “General” fund. The group needs to come up with projects to get the word out and to get participation. Commissioner Gray stated that she would like to see more done with planting of trees, flowers, etc. in the parks. Gray suggested that a “fund” be set up for “aesthetics for planting in the parks”. Ray stated that once the first dollar comes in we can establish this fund. We will advertise thru an email blast and/or flyers out at the parks.

DISCUSSION & ACTION 2011/2012 KIDS KLUB FEES: Joe gave a presentation of the program revenues, expenses and fees from the last 3 years. We have not increased the fee in four plus years and we anticipate increased expenses. (ie; snack, staffing & supplies)

The proposed fees are as follows:

	Current Fees (2003 – 2010)		Proposed Fees for 2011	
	1 st Child	Each Additional	1 st Child	Each Additional
FULL DAY	\$20.00	\$15.00	\$21.00	\$16.00
EARLY RELEASE	\$15.00	\$10.00	\$16.00	\$11.00
30 MIN. OR LESS	\$3.00	No Discount	\$3.25	No Discount
BEFORE OR AFTER	\$7.00	No Discount	\$7.25	No Discount
BEFORE AND AFTER	\$10.00	No Discount	\$10.50	No Discount

Motion by Gray, seconded by Vanderheiden to accept the proposed fees as presented. Motion unanimously carried.

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DISCUSSION & ACTION 2011 SHELTER & FACILITY FEES: Director Altergott gave an overview of the current rental numbers at the facilities and the current fees. Director Altergott presented the Commission with the proposed fee increases as follows:

Shelter/Facility	Current Res. Fee	Current Non-Res. Fee	Proposed Res. Fee	Proposed Non-Res. Fee
Schoen Laufen	\$50	\$65	No Changes	No Changes
Spassland & Haupt Strasse	\$65	\$90	\$50	No Changes
Firemen's Park	\$100	\$150	No Changes	No Changes
Dheinsville Park	\$65	\$90	\$50	No Changes
Kinderberg Park	\$100	\$150	No Changes	No Changes
Public Works Bldg	\$70	\$115	No Changes	No Changes

Discussion regarding hand washing stations at the parks was suggested. We currently have the hand sanitizer units in the Port-a-Johns. It was suggested that we advertise "if rented hand washing unit will be made available". Director Altergott will check into pricing of the sink unit.

Motion by Vanderheiden, seconded Knop by to accept the shelter & facility fees as presented.

Amendment to the motion by Barney, seconded by Lasziewski to reduce the rental fees at Spassland, Haupt Stasse and Dheinsville to \$50 for residents.

The amendment to the motion carried unanimously.

The original motion carried unanimously.

REVIEW PROPOSED 2011-2030 CIP PLAN: This plan has been forwarded per the Village Administrator for review. Director Altergott stated that the swimming pool was missed on the report and will be placed on the report. It was the consensus of the commission to place the pool on year 2015.

ADJOURNMENT: As there was no further business the meeting adjourned at 7:15 p.m.

Respectfully submitted,

Shannon Lemke
Reporting Secretary

