

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, April 6, 2022**

Committee Chairman Wyss called the Holmen Park, Recreation, and Library Committee meeting to order at 5:00 p.m. on April 6, 2022 at the Holmen Village Hall.

Present: Micah Wyss, Travis Elam, Dawn Kulcinski Mike Brogan, Chris Geary

Excused: Chris McArdle-Rojo

Guests: Chris Lau, Patrick Barlow

Motion by Kulcinski second by Wyss to approve the minutes of the March 2, 2022 meeting. Carried unanimously.

Public Comment: None

Library Director's monthly report: There was no library director's report.

Park and Recreation Director's monthly report:

Recreation: Brogan informed the committee of the programs that are in progress or have recently been completed which include: youth soccer, adult fitness classes, mindfulness club, Lego creature feature and youth volleyball. Brogan informed the committee of the upcoming programs which include: cake decorating classes, soccer academy, high school volleyball signup, adult softball league, youth learn to run, sand volleyball league, and adult fitness classes. Brogan stated that umpires are needed for the adult softball league.

Parks: Brogan stated that park staff is busy with daily prep of all baseball/softball fields, soccer fields and trail repairs. Brogan stated that a large tree had to be removed from the creek by the new bridge along the bike trail. Brogan stated that a professional services agreement for MSA for construction administration of the three new park projects will be on the April Board agenda at a cost of \$96,000. Brogan stated that the department met with MSA for the second time regarding the future Public Works/Park & Rec shop project.

Pool: Brogan stated Joah Strauss is hiring pool staff. Brogan stated that pool staff orientation is May 14th for guards and May 15th for concessions/admissions staff. Brogan stated that there will be a lifeguard certification course on May 21st -22nd. Brogan stated that there will be a lifeguard recertification course on May 29th. Kulcinski asked how we advertise for open positions. Brogan stated that there are many ways that we advertise including direct emails, the website and Handshake.

The committee reviewed a proposal from North American Squirrel Association (NASA) to fund and construct an all-abilities playground at Remington Hills Park. Chris Lau, representative from NASA, stated that NASA is a local, non-profit, volunteer-based organization that focuses on long-range projects to provide the physically challenged members of the community with outdoor opportunities. Lau stated that NASA would fundraise to pay for all aspects of the project. Lau stated that they would be working with Lee Recreation to construct the playground. Brogan asked what the timeframe would be for construction. Lau stated that once they get approval, NASA would start fundraising with the hope to start construction in 2023. Kulcinski asked if there are bathrooms at Remington Park. Brogan stated that there are only portable bathrooms there now. Kulcinski stated that if this park goes in, we need to make sure there are handicapped portables there. Wyss asked what the final dimensions of the playground area would be. Lau stated that it would be 80' x 57'. Wyss asked if that would be enough room to fit everything. Brogan stated that there should be plenty of room. Kulcinski asked how close the parking would be to the playground. Brogan stated that is all street parking at Remington Hills and it would be roughly 100' from the playground area. Elam asked how would we make the public aware of

this project. Lau stated that NASA has a good relationship with news agencies in the area and they will advertise a lot. Lau stated that NASA will also be holding a fundraising banquet at the La Crosse Center to begin getting donations. Lau stated that there will also be a fundraising sign at the park that can be moved and used at any future fundraising events. Lau stated that Remington Hills is the best location in Holmen for the Park and will be the 9th type of this park in the state. Brogan stated that the department works with Lee Recreation for a lot of projects and they do a good job and this proposal looks great. Motion by Kulcinski, second by Elam to recommend to the Board acceptance of the proposal from North American Squirrel Association to fund and construct an all-abilities playground at Remington Hills Park. Carried unanimously.

The committee reviewed a quote for playground equipment for McGilvray, Pertzsch, and Seven Bridges parks. Wyss stated that the equipment was discussed at previous meetings and this was just approving the purchase. Motion by Kulcinski, second by Elam to recommend to the Board approval of the purchase of playground equipment for McGilvray, Pertzsch, and Seven Bridges parks from Lee Recreation in the amount of \$607,081.00. Carried unanimously.

The committee reviewed a quote for park furnishings (benches, tables, litter containers, bike racks) for McGilvray, Pertzsch, and Seven Bridges parks. Brogan stated that these items were already discussed and approved by administration at previous meetings and this is just approving the purchase. Motion by Kulcinski, second by Elam to recommend to the Board approval of the purchase of park furnishings (benches, tables, litter containers, bike racks) for McGilvray, Pertzsch, and Seven Bridges parks from Lee Recreation in the amount of \$101,945.94. Carried unanimously.

The committee reviewed bids for the construction of McGilvray, Pertzsch, and Seven Bridges parks. Brogan provided a brief summary with the tabulation of the bids. Brogan stated that bids were submitted by Fowler & Hammer, Americon, and Olympic with Fowler & Hammer coming in with the low bid. Wyss asked why Pertzsch Park shelter is part of the alternate. Brogan stated that Administrator Heinig was worried about construction costs initially and that it could be knocked off if needed. Wyss stated that this bid is good news and right where we needed to be. Brogan stated that Fowler & Hammer has done some projects with the Village in the past and has done a good job. Brogan stated that the staff recommendation would be to go with the bid from Fowler & Hammer. Motion by Elam, second by Kulcinski to recommend to the Board approval of the contract for the construction of McGilvray, Pertzsch, and Seven Bridges parks with 6 alternates from Fowler & Hammer in the amount of \$3,320,500.00. Carried unanimously.

The committee reviewed a revised 2022 fertilization and weed control contract for Village facilities with Turf Maintenance. Brogan stated that chemical costs have increased when Turf Maintenance put in their order that would increase our treatment cost by \$3,200.00. Brogan stated that we could pay the additional \$3,200.00 for the same treatments or eliminate three #2 treatments at Deer Wood Park, Whispering Pines Park and Cedar Meadows East Park to keep the same cost that was originally approved. Brogan stated that the staff recommendation would be to eliminate the three #2 treatments and keep the original price. Motion by Kulcinski, second by Elam to recommend to the Board approval of the 2022 fertilization and weed control contract less #2 treatments at Deer Wood Park, Whispering Pines Park and Cedar Meadows East Park from Turf Maintenance in the amount of \$34,232.33. Carried unanimously.

Other Business:

Kulcinski asked if there will be water aerobics at the pool this summer. Brogan stated that there is and the schedule is now posted on the website. Elam stated that the all-abilities park is a fantastic idea and he is happy that it is happening in the Holmen community. Wyss stated that he is also excited to see the all-abilities park coming to Remington Hills and he would like to see the Village help NASA with demolition and the overall cost of the project if possible.

Motion by Kulcinski, second by Elam to adjourn at 6:09 p.m. Motion carried.

Chris Geary
Asst. Park & Recreation Director