

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, September 5, 2012**

Committee Chairman Forde called the Holmen Park, Recreation, and Library Committee meeting to order at 6:30 p.m. on September 5, 2012 at the Holmen Village Hall. Members present: Neal Forde, Tony Horvath, Dan Moser, Scott Heinig, Mike Brogan. Excused: Brad Reinhart (youth volleyball meeting). Guests: Elizabeth Imhoff.

Motion by Moser, seconded by Horvath to approve the minutes of the August 2012 meeting. Carried unanimously.

Public Comment: None.

Library Director's monthly report: Layland provided the committee with the August 2012 library usage report. Layland stated that total circulation increased 12.9%, but the door count decreased 5.8% from August of 2011. Layland stated that August of 2011 was when the new computer system was installed and some statistics may have had errors. Layland stated the library purchased a new open/closed LED window sign for \$85 and Administrator Heinig stated the Village of Holmen would pay for the sign. Forde stated there was some marker graffiti on the west side of the building that needs to be cleaned off. Horvath inquired if the library was aware of a geocache located on the library property, Layland stated they were contacted in the past, but did not have specific knowledge that one was located at the library.

Pool Manager's year-end report:

Aquatic Center Manager Elizabeth Imhoff was present to give the committee a report on the 2012 season. The committee reviewed the 2012 pool statistics summary report. Imhoff stated it was the warmest summer since the pool opened and had open swim attendance of 26,640 (20,346 in 2011) and total attendance of 38,980 (31,681 in 2011). Imhoff stated that new lane lines, caulk repairs, and new mat for the seahorse water feature will be needed prior to next season. For 2013 the pool is scheduled to open on June 1, 2013 and close on August 25, 2013. Imhoff stated she will return for the 2013 season, but should have a fairly high turnover of staff, with a lot of staff graduating from college. Brogan commended Imhoff and her staff for having a very safe, efficient, organized, and problem free year in her first year as manager.

Park and Recreation Director's monthly report:

Recreation: Brogan explained that the fall and winter program brochures were distributed and that registration for all programs is ongoing. The Kornfest softball tournament featured 39 teams. Programs beginning in early September include: youth football, youth volleyball, middle school tennis, Pilates, Zumba, and fall co-rec softball league. The WPRA amusement park ticket sales for summer has ended. Brogan stated the November 7th Committee meeting conflicts with the Wisconsin Park & Recreation Association State Conference that is November 6-9. Heinig stated that many of the November committee meetings may have to be rescheduled due to the board meeting falling on November 8th and the Park, Recreation and Library Committee may be rescheduled for October 31st.

Parks: Brogan gave a KornFest update and the Legion was invoiced \$391.75 for utility/irrigation marking costs and irrigation system repairs. Chrys Shupe is nearing completion of his Eagle Scout project of a small shelter by the bridge to Remington Hills on the Halfway Creek Trail. Upcoming band shell events include: September 9 – Guitar Logic, September 16 – Kies & Kompanie, and September 23 – Doug, Paul & Mary. Brogan stated the Village has received another DuPont Imprellis recall proposal for the 421 S. Main St. property, but the proposal had many errors and he has replied with a letter stating the errors to DuPont. The other eight properties also involved with Imprellis damage are still under review by DuPont. Brogan gave a Halfway Creek Phase III construction update. Brogan stated the bike trail has two larger water erosion areas that need to be repaired just south of Halfway Creek Park.

The committee discussed and reviewed proposals for an indoor volleyball poles and net system. Brogan stated that five proposals were received and that \$2,800 was budgeted. The indoor volleyball system will be used at Prairie View School and Holmen Middle School for youth and adult volleyball programs which have expanding number of courts needed for our programs. Motion by Moser, seconded by Horvath to approve purchase of an indoor volleyball system from BSN Sports at a cost of \$1534.78. Carried unanimously.

The committee discussed 2013 fee revisions for parks, recreation, and aquatics that will be proposed in the 2013 fee schedule.

Shelter Fees: The fees for park shelter rentals were discussed due to the addition of Halfway Creek Park Shelter B and remodeling of Halfway Creek Park Shelter A. The committee proposed establishing resident and non-resident rates, non-profits would be charged for shelter rentals, and a \$50 key deposit would be required for all rentals of the enclosed shelters. The Shelter B proposed fee would be \$100 for residents and \$200 for non-residents. Heinig felt the fees for Shelter B should be increased due to the quality of the year-round facility and increased operating/maintenance costs associated with it. The Shelter A proposed fee would be \$50 for residents and \$100 for non-residents.

Field Rentals: Brogan explained that Deer Wood Park field rental rates have not changed since the fields were built and big tournaments cost the village \$500-\$850 and we only collect \$300 in fees. Proposed rates for Deer Wood Park field reservations would be \$50 per field per day on weekdays and \$100 per field per day on weekends. Three-day weekend tournaments using all three fields would receive Fridays for free for a total of \$600. The committee also discussed the Deer Wood concessions use, which has no specific fee defined and has been included free for field weekend rentals and for the HYBPAI's summer weekday concessions contract. Brogan stated those uncharged concessions uses have been creating extra costs for the village and other groups have inquired about bidding for the same opportunity for those uses. No changes were proposed by the committee for concessions, but the concerns should be identified to the current users.

Pool Rates: Brogan explained that current daily pool admission rates are \$3 for residents and non-residents, \$1 for 3 & under, and seniors free, but there are different rates for non-resident memberships. He proposed offering everyone the resident membership rates, due to the low number of non-resident memberships sold. Brogan stated that almost all Holmen programs have essentially a 50% resident and 50% non-resident ratio, but non-resident memberships are not close to this ratio. 2012 Memberships (sold): Resident Family - \$125 (166 sold), Non-Resident Family - \$175 (30 sold), Resident Individual - \$50 (65 sold), Non-Resident Individual - \$100 (3 sold). Brogan felt this change could conservatively bring in an additional \$17,000 guaranteed income before the pool opens and would improve attendance and concession sales. Heinig agreed that this practice would improve income. The committee will propose eliminating the non-resident pool membership rates and offering everyone the \$125 family membership rate and \$50 individual membership rate for 2013.

Any other business: None

Motion by Horvath, seconded by Moser to adjourn at 8:05 p.m. Motion carried.

Mike Brogan
Park & Recreation Director