

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, December 7, 2011**

Committee Chairman Forde called the Holmen Park, Recreation, and Library Committee meeting to order at 6:30 p.m. on December 7, 2011 at the Holmen Village Hall. All members were present. Also present were Administrator Heinig.

Motion by Forde, second by Horvath to approve the minutes of the November 2011 meeting. Carried unanimously.

Public Comment: None

Library Director's monthly report: Layland the new version of the library usage comparison report as generated by the new circulation software. She explained the report is broken down by municipality. It shows which residents travel to each library facility to check out materials. Layland reported that compared to November of 2010 total circulation was up 4.1% (8668), the door count was down 9%, reference questions were down 23%, and internet uses were down 6%.

Park and Recreation Director's monthly report:

Recreation: Brogan reported that programs completed in November were Pilates, Zumba, and Youth Thanksgiving Party. Brogan stated that programs in progress and upcoming include Adult Co-Rec Volleyball League, Ballroom Dancing, Mat Pilates, Yoga, Zumba, Indoor Soccer, Winter Holiday Party, Youth Basketball and Cheerleading. Brogan reminded attendees that the 4th Annual Holiday Lights Home Decorating Contest is approaching and nominations will be accepted until December 18th. Reinhart reported that two excellent submittals were received for the photography contest. Reinhart updated the committee about Zumba classes changing to a school facility due to parking issues through the winter season at Be Fit. Brogan stated that the Spring and Summer Program Guide will be prepared in the coming month for distribution in late February.

Parks: Brogan stated HACCA will be hosting the Holmen's Hometown Christmas event at Halfway Creek Park on December 10th from 4-7pm. Brogan updated the committee on the status of the refurbished Zamboni and ice arrangements for the winter. Brogan also mentioned the at the sledding hill lights are now on until just after 10pm and the restrooms are on timers and are heated for patrons of walking loop, ice rink and sledding hill. Brogan stated that bandshell and Shelter Rentals for 2012 will begin on January 3, 2012. Brogan and Reinhart reported on continued defiance of dog ordinances. Reinhart stated that a leaflet is being prepared as a reminder of rules and will be distributed to dog owners when they come to the office to license their pet. Reinhart reported that the directional signage for Remington Hills Park, discussed at the November meeting, will remain as is. Reinhart met with the concerned resident and further explained limitations and reasons for current placement.

Pool: Brogan reported that Elizabeth Imhoff has signed and returned her pool manager contract for 2012

The committee discussed the 2012 park fertilization and weed control contract including number of applications and areas to be treated. Motion by Horvath, second by Moser to recommend to the board approval of the 2012 park fertilization and weed control contract as presented in the amount of \$17,105.00 from Turf Maintenance, Inc. to be paid form 2012 park supplies. Carried unanimously

The committee reviewed a proposal for pool filter sand replacement and repairs. Motion by Horvath, second by Moser to recommend to the board approval of pool filter sand replacement and repairs to be performed by Carrico Aquatic Resources for an amount not to exceed \$12,000.00 to be paid form 2012 capital outlay. Carried unanimously.

The committee discussed purchasing a Toolcat 5600 F-Series. Brogan stated only one quote was received because there is only one dealer in the area for the product. The committee discussed intended uses and features of the product in detail. Motion by Horvath, second by Moser to recommend to the board approval of the Toolcat 5600 F-Series purchase from Bobcat of the Coulee Region in the Amount of \$38,811.00 including trade in of the Woods Gang Mower, to be paid from 2012 capital outlay. Carried unanimously.

The committee discussed Phase III of Halfway Creek Park. The committee discussed the original components of Phase III as outlined in the master plan. The committee decided that priorities for Phase III will consist of constructing a new "Shelter B" on the west side of Halfway Creek Park. It was decided that the appropriate location for the new shelter should be where the existing open air shelter sits, rather than the proposed overlook location near the playground. Secondly, the committee decided that the existing Shelter A building will be renovated due to the poor condition of the building, to meet the needs of the resident users, and to have a look consistent with the rest of the park. The consensus of the committee was that both Shelter A and B have the capability to function as 4 season facilities if possible. As a third possible component of Phase III the committee discussed adding a prefabricated open air shelter to the southeast corner of the park. The committee discussed a timeline for this phase, including making sure Shelter B is completed prior to construction beginning on Shelter A, so as to have one shelter available to the public for rentals at all times. Heinig explained that from here the department has the information needed to seek a consult for design and bid specification purposes, and from there the project can go out for bid to contractors over the winter and construction could begin in the spring.

Motion by Horvath, seconded by Moser to adjourn at 8:37 p.m. Motion carried.

Brad Reinhart
Asst. Park & Recreation Director