

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, March 3, 2010**

Committee Chairman Forde called the Holmen Park, Recreation, and Library Committee meeting to order at 6:30 p.m. on March 3, 2010 at the Holmen Village Hall. All were members present, except Reinhart who was excused. Guests: Nancy Proctor, Joe Carty, Eric Hammes.

Motion by Seitz, seconded by Schmid to approve the minutes of the February 2010 meeting. Carried unanimously.

Joe Carty and Eric Hammes, representing the Holmen Youth Baseball Parents Association Inc. (HYBPAI) were present to answer Committee questions concerning their use of Deer Wood Park fields and concessions during the summer. Carty stated HYBPAI has 225 kids involved in baseball and appreciates everything the village does with the fields and for the use of the concessions. Seitz expressed the need for both groups to work together for future purchases/additions because HYBPAI is the next major user of the facility, after the village programs. Carty and Hammes agreed with Seitz. **Motion by Seitz, second by Schmid to recommend to the Board the approval of the 2010 Deer Wood Park concessions contract with Holmen Youth Baseball Parents Association Inc. Carried unanimously.**

Library Director's monthly report: Layland provided the Committee with the January 2010 library usage report. Total circulation usage was down 28.6%, total patron uses were down 28.6%, and total door count was down 17.3% from January of 2009. Layland stated the large decrease in numbers resulted from the inflated 2009 statistics, due to the Onalaska library being closed in 2009. Proctor stated the Facility Needs Assessment report should be done in April and the library is one of the most important parts of the report.

Park and Recreation Director's monthly report:

Recreation: Brogan reported that spring and summer staff hiring is in progress. Spring and summer program brochures were distributed on February 13. Registration for spring programs is in progress. Registration for summer programs begins March 8 - March 21 by online registration only, and registration by any method will begin on March 22. The Valentines Party, cheerleading, and basketball programs concluded in February. The adult volleyball league and indoor soccer end in March. Programs beginning in March include soccer, St. Patrick's Day Party, and adult softball league registration.

Parks: Brogan reported that the Halfway Creek Park Phase II remaining punch list issues (heating, garbage containers, and magnetic lock) are being repaired by Fowler and Hammer. The camera system has had a few minor down periods, mostly due Microsoft updates, which were easily fixed. The band shell sound system is scheduled to begin installation on March 16. A special Board meeting will be held on Tuesday, March 23 at 6:00pm, at which time Patrick Cleary from Vierbicher and Associates will bring updated preliminary Halfway Creek Park Phase III plans to the Board, looking for authorization to proceed into the bid specification preparation portion of the project. Brogan reported that five UW-La Crosse students are working on the May 8th Band Shell Grand Opening for their major class project.

Pool: Brogan reported that pool memberships are on sale now with a 10% discount until May 14. Brogan reported that 39 of 46 pool staff members are returning for 2010.

The Committee reviewed and discussed three quotes for a scissors lift for the Halfway Creek Park Band Shell. Brogan explained that the scissors lift was not a budgeted item, but currently the village does not have any equipment to reach the lights and should be prepared for the opening of the band shell in May. The lift is needed to make quick repairs or modifications to the lights/spot lights/speakers/speaker arms which are 25 feet high. The scissors lift also could be used for the trail lights and many other uses for the village. Since most band shell uses are at nights and weekends, we cannot rely on rental companies for a problem to be fixed immediately during an event and the village should be prepared in advance for this, so not to spoil a renter's event. Brogan stated a manual scissors lift with arm anchors would not work for some of the lights, due to the edge of the stage. After much discussion, Seitz stated he was not sure of the need for item and would like to see it included in the budget before approving. The Committee tabled the purchase of the scissors lift.

The Committee reviewed four proposals for the Remington Hills irrigation system and installation. Brogan stated the 2nd lowest priced proposal from Winona Nursery was the preferred system, due to having fewer, but larger quality professional heads than the lowest proposal. The project will also involve the approval of a company to install 2" water service from S. Cherry Lane and make street repairs. Motion by Seitz, second by Schmid to recommend to the Board the proposal from Winona Nursery for a cost of \$23,439.64, funded from Parks & Playgrounds capital outlay account. Carried unanimously.

Proctor stated the Halfway Creek Park Rotary clock will be installed by Kish Electric in April. Proctor stated the Rotary would like to install brick pavers around the base of the clock and asked the Committee's approval. All members agreed that the bricks would be a good addition and approved.

Seitz discussed the Deer Wood Park ice rink and recommended that Onalaska/Holmen Tornado Hockey provide the village with a schedule of when they are maintaining the rink.

Motion by Schmid, second by Seitz to adjourn at 8:00 p.m. Motion carried.

Michael B. Brogan
Park & Recreation Director