

**Village of Holmen
Park, Recreation, and Library Committee**

**Meeting Agenda
Wednesday, January 6, 2010
6:30pm at the Holmen Village Hall, Board Room**

- 1) Approval of December minutes.
- 2) Library Director's Monthly Report.
- 3) Possible action and recommendation on the Halfway Creek Park Phase III improvements and contract with Vierbicher & Associates. Guest: Patrick Cleary, Vierbicher.
- 4) Park and Recreation Director's Monthly Report
- 5) Possible action and recommendation on purchase of Park Gator accessories: cab, broom, and spreader.
- 6) Possible action and recommendation of 2010 Aquatic Center manager contract.
- 7) Possible action and recommendation on Aquatic Center lettering and plaque.
- 8) Discuss Aquatic Center renaming ceremony.
- 9) Discuss Halfway Creek Band Shell grand opening.
- 10) Any Other business.

Mike Brogan
Park & Recreation Director

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- 1) Approval of December minutes.
- 2) Library Director's Monthly Report.
 - a) Library usage report
- 3) Possible action and recommendation on the Halfway Creek Park Phase III improvements and contract with Vierbicher & Associates. Guest: Patrick Cleary, Vierbicher.
- 4) Park and Recreation Director's Monthly Report
 - a) Recreation
 - i) Youth Winter Holiday Party was held on December 23. Adult Volleyball league, youth indoor soccer, youth basketball, and cheerleading are in progress. Soccer sign-up is in progress with an early February deadline.
 - ii) Spring and summer brochure is being prepared for distribution in mid-February.
 - b) Parks:
 - i) Park shelter and Band Shell reservations began on Jan. 4.
 - ii) Halfway Creek Park
 - (1) Purchased a monitor
 - (2) Airborne Wireless (\$79 install and \$36/month for 3 mb service).
 - c) Pool
 - i) Staff 2010 job inquiries will be sent out this month.
- 5) Possible action and recommendation on purchase of Park Gator accessories: cab, broom, and spreader.
 - a) Recommendation: Frontier Ag & Turf for \$6,878.00 for cab, broom, and heater.
 - b) Recommendation: Bobcat of the Coulee Region for \$3,640 for spreader.
 - c) Budgeted amount \$10,949.00.
- 6) Possible action and recommendation of 2010 Aquatic Center manager contract.
 - a) Jon Parkhurst (13th year) at a salary of \$7696.00 (same as Harris last year).
- 7) Possible action and recommendation on Aquatic Center lettering and plaque.
- 8) Discuss Aquatic Center renaming ceremony.
- 9) Discuss Halfway Creek Band Shell grand opening.
- 10) Any Other business.

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Park & Recreation Director

- i) No staff meeting was ever held with Village staff as promised.
 - (1) Operate same as past, since nothing has been changed in employee manual other than OT after 40 hours.
 - (a) Will continue to offer Comp time at 1.5 rate for weekends & OT. Credited with minimum of 2 hours?
 - (b) PW Dir. and Administrator were taking comp time for two years before PR office staff were allowed and we were the only ones working many extra hours.
 - (c) Scheduling, our schedules are different than PW, can't go 5 Sat/3 Sun. We have programs from 5am to 11pm, 7 days a week, often same person does am & pm duties in same day and have not recorded on their timesheets, trying to be helpful to village, but will now, since they have not been given any support for their efforts.
 - (d) Public works staff on weekends for us will be paid at .75 of their normal rate, so they meet our departments' budget pay rates.
 - (e) Staff are not given any compensation for coming in for nights and weekends?
 - (f) Don't get mad if the public complains that some things are not done, our staff often came in on weekends to catch up on mowing and plowing sidewalks, because there was not enough time during the week.
 - (g) Staff will take the entire week off prior to or after Kornfest, because they work close to 40 hours on that weekend. So it will not be made to look nice as in past or immediately cleaned after the event. Depends on pay period dates.
 - (h) What is considered OT? Anything not known in advance? This would include late and weekend rains for games, restroom problems, pool problems, game preparations, shelter rentals, Village Hall building and lots (7 days week for police, Village night meetings), library lots and problems (7 days a week and nights), band shell rentals, and snow.