

VILLAGE OF GRAFTON

PARKS AND RECREATION BOARD MEETING MINUTES

AUGUST 17, 2011

The Parks and Recreation Board meeting was called to order at 6:00 p.m. by Chair Meg Canepa

Members present: Meg Canepa, Sue Meinecke, Jim Miller, Gigi Hafemann and Fran Betz

Members absent: Dave Antoine and Joseph Hildebrand

Staff / Officials present: Director of Parks and Recreation John Safstrom, Administrative Secretary Sheryl Prohuska and Senior Coordinator/Recreation Supervisor Karin Sevener

MINUTES

Mrs. Hafemann requested page 2 of the July 20 Park Board minutes be amended from "Ms. Hafemann suggested rearranging swim lessons next season so that swim lessons for the younger children would not be at the same time as Parent and Tot time" to "Mrs. Hafemann suggested that prior to the 2012 Family Aquatic Center, the swimming lesson schedule be reevaluated to see if it would allow upper levels (older children) to have their lessons later in the morning in order to allow for Parent/Tot time earlier in the day."

Motion by Gigi Hafemann, seconded by Trustee Meinecke, to approve the July 20, 2011 Parks and Recreation Board meeting minutes, as presented with the above changes Approved unanimously.

PERSONS REQUESTING TO BE HEARD

None.

FAMILY AQUATIC CENTER EVALUATION AND PROJECT PRIORITIZATION

At the July 20, 2011 Parks and Recreation Board meeting, members decided to survey current Family Aquatic Center customers on the future of the present facility. A draft of a summary giving a brief history of the facility and addressing the options discussed at the July meeting was reviewed by the Board.

Chair Canepa suggested distributing this survey after the start of the school year, as families are taking their end-of-the season vacations and are busy preparing for the upcoming school year.

Director Safstrom stated he wanted to keep the survey simple. He would like to hear from residents if they want to keep the current facility or if the Village should pursue other

options. Ms. Hafemann requested clarification on specific wording in some of the questions, particularly, to clarify what the word “updating” the current facility would entail.

It was the general consensus of the Board to include a brief summary prior to each of the questions to assist the survey recipient with a clear understanding of the question they are about to answer.

Chair Canepa requested the survey include room for comments. Director Safstrom responded that Survey Monkey allows for responsive comments.

Director Safstrom stated that Trustee Grant has expressed interest in the possible pursuit of a regional-type water facility. Trustee Meinecke felt this option could be discussed depending upon the outcome of the initial survey.

Motion by Chair Canepa, seconded by Gigi Hafemann, to recommend the Parks and Recreation Department staff survey current customers of the Family Aquatic Center to aid in the Parks and Recreation Board's recommendation on the future of the Family Aquatic Center. Approved unanimously.

SENIOR PROGRAM COST RECOVERY POLICY

In 1995, Board members implemented a policy to recover 65 percent of all salaries, supplies and materials for youth and senior recreation programs. All adult programs were to recover 100 percent of these costs. In 2003, youth programs were increased to 70 percent.

Senior Coordinator/Recreation Supervisor Karin Sevenser stated she is recommending that the cost recovery figure for senior programming be increased from 65 percent to 70 percent.

Senior Board Representative, Fran Betz, stated she is comfortable with this recommendation.

Motion by Trustee Meinecke, seconded by Fran Betz, to recommend the Village Board approve the implementation of a minimum 70 percent cost recovery policy for instructor-led senior adult programming. Approved unanimously.

SENIOR PROGRAM FEE RECOMMENDATIONS

Senior Coordinator/Recreation Supervisor Karin Sevenser presented current cost recovery percentages for three senior programs: Golden Tones Chorus, Silver Belles Dance Troupe and the Forever Fit exercise class.

Mrs. Sevenser stated these programs incur salary expenses. To ensure fees for these programs meet the 70 percent cost recovery policy for the 2012 budget, Mrs. Sevenser is proposing the following fee increases:

Golden Tones and Silver Belles Dance Troupe – charge a performance fee of \$30 per event. Mrs. Sevener is not recommending an increase in fees for the Forever Fit exercise class, as this program does not perform for groups outside the facility.

Motion by Trustee Meinecke, seconded by Fran Betz, to recommend the Village Board approve the implementation of a \$30 fee per performance for the Silver Belles and Golden Tones. Approved unanimously.

BENCHMARK MEASUREMENTS

Board members had no comments regarding the Department's monthly benchmarks.

PARK AND OPEN SPACE FUND/PARK AND RECREATIONAL FACILITIES FUND REPORT

Board members had no comments regarding the Department's monthly report.

OLD BUSINESS

None.

NEW BUSINESS

Trustee Meinecke stated that the stall doors in the restrooms at the Family Aquatic Center are in need of maintenance as the bottoms of the doors are corroded. Trustee Meinecke also inquired about the application of a textured epoxy on the bathroom and bathhouse floors. Director Safstrom replied epoxy had been professionally applied approximately 20 years ago, and he stated that it was an expensive process. He will check into a possible removal and reinstall application that may be less expensive since the process may have improved in past years. The corroded doors will be addressed before the 2012 season.

Trustee Meinecke inquired if there has been any discussion with Cedarburg regarding the sharing of aquatic services. Director Safstrom replied the idea was presented years ago, but Cedarburg was not interested at that time. He stated he would contact the current Cedarburg Parks Director since this item has not been discussed for several years.

Director Safstrom reported the Village Board has directed him to look into the elimination of weekend programming at the high school to save costs incurred by having to pay the School District overtime expenses. The programs affected by this request would be the boy's and girl's basketball programs, youth swimming and diving lessons, and public open swim at the high school pool.

Director Safstrom reported that the purchase of a new, more efficient mower has reduced labor costs by approximately \$11,000 during the grass-cutting season. He stated that only three and one-half employees will be budgeted for 2012 due to these savings.

OTHER BUSINESS

Chair Canepa stated she has been very impressed with the quality of the lifeguard staff at the Family Aquatic Center. Chair Canepa stated she witnessed an incident at the pool that

was handled very quickly and professionally. She stated that Pool Manager Cathy Prieto is to be commended for choosing the right candidates for these positions.

Trustee Meinecke also commented on the friendly atmosphere at the Family Aquatic Center. She stated the staff is very personable, and that she and her family have always had a great experience at the pool.

ADJOURN

Motion by Chair Canepa, seconded by Jim Miller, to adjourn at 6:25 p.m.
Approved unanimously.