

Parks and Recreation Commission Minutes June 4, 2014

The meeting was called to order at Mayville City Hall 4:30 p.m. with the following Roll Call:

Members Present: D.J.Legas, Darlene Smith, Rhonda Luehring, Brian Thom, Vince Longo

Members Absent: Corey held

Others Present: Mike Kurutz, Dave Pieper

Item #1 Call to Order & Roll Call

Item #2 Citizens Comments

There were no citizens present for comment.

Item #3 Introduce New Commission Member City Council Representative Vince Longo

Mike introduced Vince Longo who is the City Council Representative on the Board. Vince will serve one year

Item #4 Introduce Student Intern Derek Hug

Derek was unable to attend as he is an Assistant Baseball Coach and he is coaching a game. Derek is currently a student at Madison College and will be doing a student Intern Program with Park & Recreation Department through December of 2014.

Item #5 Approve the Minutes of the February 12 2014 Meeting

Motion by Thom, seconded by Luehring to approve the minutes of the February 12, 2014 Meeting. Motion carried unanimously.

Item #6 Review of Financial Reports

Financial Reports for the TAG Center and The Parks and Recreation Dept. were reviewed.

Item # 7 TAG Center Report

- A. Pre School Report Report-Kari Smalley (See attached Report)
- B. Membership and Daily Use Report: (See Attached Report)
- C. Aquatic Report-Jo Anne Neuman (See attached Report)
- D. Building and Facility Report- (See Attached Report)
- E. Discuss/Recommend Additional Storage in TAG Center (See Attached Report)
- F. Discuss/Recommend Parking Issues in front of building (See Attached Report)
- G. Discuss/Recommend Alternatives to holding Classes in Gym (See Attached Report)

Motion by Thom, seconded by Luehring to recommend the updating of

Architectural Designs that were done in 2012 to address the Storage, Parking and Class space issues at the TAG Center with funds provided by the Bachhuber Foundation. Motion carried unanimously

Item #8 Parks and Recreation Directors Report

A. Building and Grounds Report:

- Lawn Mowing City-Wide began in May. With the wet weather we have been busy trying to keep up with the grass. Scag is testing one mower this month and another next month. In addition they are testing some logistic controls on the mowers.
- The Park Pavilion was broken into on May 25. Damage was over \$500.
- There is damage to the south footing of the Park Pavilion. The building is structurally sound but the footing will need to be replaced. Costs estimates are being done and will be reported back in the future.

B. Recreation Programming Report:

- Softball Leagues began play in May. 6 Mens Teams and 7 Womens Teams.
- Summer Bags League began play in May. 6 teams playing on Wed. night.
- First Outdoor Music night was a big success. Next one is July 3 followed by August 16.
- Football Camps July 14-16 for Grades 1 thru 8.
- Basketball Camps July 21st thru July 25
- Cross Country Camp August 11 thru August 15
- Tennis Lessons being offered in August.
- Mr. E Run/Walk on August 16.

C. Discuss Future of Youth Memorial Building

Mike reported that the Mayor would like this issue resolved this year. The number of users has decreased over the years and it is not used a whole lot. More direction will be taken at the next meeting.

Item #9 Adjournment

Motion by Smith, seconded by Thom to adjourn at 5:53 p.m.. Motion carried unanimously.

Respectfully Submitted;
Mike Kurutz
Director of Parks, Recreation, & Public Works

Park and Rec Board Meeting Update- June 2014

From Kari Smalley

Twigs Preschool – Going strong

TWIGS 1- has just one spot open for July. This class is not running in August (see the notes below about our specialty classes for August). For Fall we have just 1 spot open to fill. Advertising has begun for this.

TWIGS 1.5- for young 3 year olds has 1 spot open for June and July. This class is not running in August. For Fall we have 4 spots open- Advertising has begun for this as well.

TWIGS 2- for 3.5-5 year olds is FULL until July 2014. We have 1 spot open for July. In August, all the children from Twigs 1.5 who are now 3.5 and will be staying with me for the fall, will have a special 1 day per week session of TWIGS 2; kind of like a “getting ready for 3k” class. In FALL we have 2 spots open for this class. Advertising has begun for this- I do have 1 child who will be ready to move into the class in October.

August Specialty classes- I decided to try some ala carte options for the month of August- we are offering 4 classes each 50 minutes in length: Sports Spectacular, Outdoor Art, Art in Motion, and Recyclable arts. These are proving to be very popular choices- we have just one spot remaining in each class at this point. We will be opening a second time slot for most of the classes (afternoon versus morning) if we have the interest.

Group Exercise classes are slowing down for the summer; which we expect. June is typically very quiet, and then we see a small resurgence in July and August

Nutrition Coaching- Here is an update on the some of the programs we ran this fall and winter

- Nutrition 101- Good turn out the first time around with 6 participants, all of whom continue to work with me on a fairly regular basis.
- Whole 30 Nutrition challenge- GREAT turnout, with 25 people participating. Not all finished- only about ½, but those who did had fantastic results and were very pleased with the challenge group.

Park and Rec classes are running monthly with average attendance of 5-7 children. I wish we would get more children from the Community as a whole, but we still remain with all children from TWIGS preschool. Perhaps better advertising would help.

Silver Sneakers- Our average attendance for the program remains at 25-30 people on Tuesdays and Thursdays and around 16 for our Yoga program on Fridays.

Final notes: Planning for additional Kid Activities

I have met with Mike Kurutz and Lisa Schmitt regarding the large number of requests I have received for additional children's programming. We need to have several more meetings to discuss and plan out what our fall offerings will be; however we have made some progress.

Here is a summary- Mike and Lisa will be able to discuss with you further as I will be working at my alternate site in Waupun at the time of this board meeting.

1. Class possibilities for fall: ZUMBA for Kids, Yoga for Kids, Tweener Yoga, Weight training for middle schoolers, Triathlon for kids (this would be an end of summer program)
Parent toddler tumbling, tumbling for preschoolers
2. Other classes discussed as requested: Dance, Gymnastics, karate, Cooking, Crafting for kids, Foreign language, Painting, Pottery, Theatre, Improv, Web design, puppet making
3. Issues we encountered:
 - a. **Space-** some classes we can have in the TAG, but that means closing down the gym during those times- for example the tumbling programs on Saturday mornings. Mike suggested that some of the other classes could be held at the Pavilion lower level as that building is rarely used.
 - b. **Storage-** Many of the classes would require a significant amount of supplies (some larger items like Tumbling and Gymnastics) and we just do not have the space for storing supplies.
 - c. **Cost-** Cost included pay for a contracted instructor, cost of supplies, and advertising. Many parents who are requesting programs are also asking for the programs to be FREE or very low cost.

- d. **Advertising-** We need a better way to get the word out about these kids offerings. Currently, the school will not allow us to hand out anything, so our only advertising is the brochure which very few people get; and with the budget cuts to the TAG Center there is very limited space to list and describe these programs.

Park & Recreation Meeting – June 4th, 2014 – TAG Center - Lisa Schmitt

- As of May 31st total revenues currently at 42%. (41% of Fiscal Year has elapsed) so we are on track. Silver Sneaker membership are higher at 58% but the other remaining memberships consisting of Annual, Corporate, and short-term membership are only at approximately 38%. Aquatics & Fitness Program Revenue is higher than projected at 45%.
- New memberships are slower in the summer due to the nature of our business. Summer Punch card specials are now available. Purchase a 10-visit punch card for Fitness(\$60/\$65) or Aquatics(\$35/\$37) at regular prices and receive 10 free. These cards are available to use from Memorial Day thru Labor Day.
- As of May 31st expenses are only at 32%(41%of the Fiscal Year has elapsed) so we are doing better than expected in this area.
- Currently we have reduced summer business hours from Memorial Day thru Labor Day. Closed ½ hour earlier on Monday – Thursday, Friday close at 6:00m, Saturday open 7am-Noon, and CLOSED ON SUNDAYS.
- Summer usage is down but the early morning hours still remain the busiest.

AQUATICS REPORT JUNE 2014

- Summer swim lessons registration starts June 16 for Members & Res. June 23 is for Non-Members. They run for two weeks (8 lessons) on July 14-24. We have about 5 students for Private swim lessons.
- Lap swim test for children 8yrs up to 14yrs. to swim in the lap lanes during lap swim hours. They must make an appointment to set up test. The test is 50 yds. (1 full lap) with control to pass.
- New Child Interactive Play/ Lap swim time for Tuesdays & Thursdays 10:00am-12:00pm as requested from parents to have this before lunch & nap time. We will offer this on a trial run for the summer. If it is well attended, we will add it in the Fall Program.
- Six lifeguards are graduating this year & the remaining high school staff will be seniors for the fall season. So we need to have sophomores & juniors on staff by the end of the winter season.
- We have five water fitness classes running for the summer.
 1. Aqua Joints: Mondays, Wednesdays, & Fridays (9:00-9:50am)
 2. Bells & Noodles: Tuesdays & Thursdays (4:45-5:30am)
Mondays & Wednesdays (10:00-10:45am)
 3. H2O Fitness : Tuesdays & Thursdays (9:00-9:50am)
- Open Swims start on Friday, June 13 (1:00-3:30pm), with \$2.00 Customer Appreciation Day. They will run Monday- Friday (1:00-3:30pm) till Aug 15 2014

Parks & Recreation Meeting

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Had the gym floor recoated on Friday May 30th by Baseman Brothers. Floor looks very nice, like new.

Had problems with the pool U/V system, crystal protector tubes broke and 2 bypass valves would not shut close completely. Lenny's Pool Service is working on the problem and its repair

Menerga heating & cooling unit for the pool died and would not start 3 weeks ago. Neuman Pools came and repaired it and recalibrated the control. It is now working well.

I will be off for 3 months; I'm having my right hip replaced. I expect to be back to work September 8th.

Dave Pieper

Parks & Rec Meeting

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Additional Storage at TAG Center

I have received a letter from our insurance company stating we can no longer store our tables and chairs in the hallway. I also received a letter from the city's fire inspection firm that we can no longer block the fire exit hallway with tables and chairs. This creates a problem when all of our storage areas are full.

One recommendation would be to create an additional attached storage building on the back. This would create access from the gym and the hallway to easily store and remove chairs and fitness equipment.

Parking Issues in Front of Building

Due to the additional members with Silver Sneakers we need more available handicap parking to accommodate our growing senior population. Also we have parking issues at the front of the building during our busy times that causes congestion because all of the handicap stalls are full so everyone is starting to park in the turnaround circle which is not a designated parking area. This causes issues for the street department when plowing in the winter months.

One recommendation would be to remove the circle and expand the parking in the front to include more parking with additional handicap spaces.

Alternatives to holding classes in Gym

Currently we have all of our Fitness classes in the Gym. This creates less time for members to be able to use the gym. We have received numerous complaints that when they pay for a membership they should also be able to use the gym more than the hours we have available. The instructors complain about noise issues with the gym being open to the walking track. This creates a problem since we cannot close the walking to hold classes but the noise from patrons above interfere with the classes below. City of Mayville taxpayers have requested that we hold more classes and activities but we currently we need space in which to expand or add these classes to make more revenue. We are having problems coordinating some of our classes that are being held in our rental rooms which also serves as the preschool room, rental room, and fitness room. Also, our spinning room is doubling as a yoga studio. Bikes are stored in a fire exit hallway during classes which creates safety issue. This means that we have to close another area of our building that members should have access to.

One recommendation would be to put a 2nd floor above the current front desk area and enclose the balcony area to hold some smaller fitness classes. Our larger classes such as Silver Sneakers would still have to go in our gym.

A recommendation that would solve all of the above problems with one solution would be to explore the plans that were created by Architectural Designs in 2012. These plans were to remove the pool patio that is not being used and replace it with a new building addition that would house enough space for one larger class (like Silver Sneakers) or divided and accommodate two smaller classes. This space also would be used as rental rooms with one full kitchen area. This area could be secured and isolated from the rest of the TAG Center to hold after hour events that could possibly raise more revenue. Another possibility is this area would be created large enough to house a small 24-hour fitness room with secure access, small youth room to hold youth activities, and an additional room to house specialty classes. Included in this addition the parking issues would be addressed since the location of this building would require the old parking area to be moved and adjusted in size due to the additional square footage of the building. The Bachhuber Foundation provided funds for the City to contract with an Architectural firm to design and provide a cost estimate for this project.