

## Town Clerk Presentation Informational Meetings 3/9/21 & 3/16/21:

As Clerk for the Town, I am responsible for scheduling town hall rentals. I have been asked to report on the use of the town hall and the type of requests for the building that the town receives.

Looking at town hall use over the last five years, indicates rentals as low as 13 per year in 2017, with a steady increase each year, up to 41 in 2019 and 39 in 2020, even with the pandemic. The average group size is 45, however several groups of 100 or more have rented the building in cramped quarters and more have wanted to rent the building and found space lacking for sit down meals using tables and chairs. The only open space available for such a group is in the former garage-bay side of the building which has had no interior renovations. Adequate parking space also becomes an issue.

The individuals or groups who have rented the town hall are; families, Lake Association groups, community clubs such as girl scouts and boy scouts and 4H, non-profit groups such as Tri-County, AA and Wild Instincts, governmental committees or educational groups, the fire department, the local library, The Fix Is In, and many town residents. Other groups who utilize the town hall on a regular basis include the Town Board of Supervisors, Clerk and Treasurer, and Town Committees.

The USE by these groups and individuals includes; meetings of the town board and committees, meetings of the electors, elections, in person voting, tax collection, training events, funerals, graduation and birthday parties, baby and wedding showers, and other family gatherings, events for the community, small business venues, pet spay and neutering clinics, lake association meetings, community presentations, children's programs or educational events, cookouts, luncheons, the annual fire department picnic, and a place for children to use a local playground or learn how to ride a bike, scooter or hover board.

The requests the town has not been able to meet include larger group gatherings, adequate parking for multiple groups or open house events, a facility with air-conditioning in summer months, adequate heating and ventilation especially during elections, aesthetically pleasing space for wedding receptions, bathroom facilities for individuals and groups using outdoor spaces, indoor handicap accessible bathroom facilities, and basic office space. Our town hall is sought out for its physical location in the community, outdoor green space and playground. We see requests increasing, the needs are growing but often times the facility lacks the ability to meet that potential.

Next, Melody Hamlin with Funktion Design will go into detail on the facility analysis, needs assessments of both the town hall and town shop. Melody will provide renderings, a cost projection and a question and answer period. Melody's

knowledge, expertise and professionalism has been a great asset to the committee and town board. She and her partner, Rick have years of experience in this field and have designed numerous municipal buildings. Funktion Design is located in Wausau and Melody is actually a Rhinelander native. So I will turn the meeting over to Funktion Design.

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