

Minutes from the December 8, 2025 meeting are not yet finalized but will be added to the packet on Monday or for approval in a future meeting of the Pool Committee.



**2026 Shorewood Hills Pool Seasonal Staff Roster - DRAFT**

**Checker/Concessions**

Last Name	First Name
Bergstrom	Aurelia
Berman	Chloe
Bosben	Emily
Bourg	Lulu
Chikowero	Joseph
Coad	Caroline
Farrow	Corinne
Fortunak	Gemma
Franck	Elise
Garcete	Andres
German	Genevieve
Gregory	Anuradha
Hackel	Alexa
Hanson	Seraphine
Johnson	Zoe
Kilian	Daniel
Kothari	Kaia
Kraft	July
Lienhardt	Lucia
Maxwell	Olander
McGarry	Raymond
Miran	Samson
Morrow-McGroarty	Lucia
Munger	Maya
Osiecki	Evelyn
Penner	Fiona
Powell	Eloise
Ryan	Anna
Shanks	Madelin
Smith	Ava
Templer	Elodie
Uphoff	Emerson
Warrich	Tanager
Wiederhoeft	Eagan
Williams	Julia
Williams	Zella
Williams	Anna
Williams	Ruby
Winkle-Wagner	Abigail
Wozniak	Vivienne
Zelinka	Julie
Zerwer	Lila
Zuckerman	Lilly
<b>Total</b>	<b>43</b>

**Lifeguards**

Last Name	First Name
Anderson	Lilah
Anderson	Hazel
Astin	Betty
Bechle	Oscar
Berman	Ari
Brubaker	Lux
Carlson	Capri
Carlson	Summer
Costanzo-Adkins	Dominica
Curtiss	Nola
Dart	Annaleise
Dean	Sally
Erisman	Hazel
Esser-Domnitz	Willa
Farrow	Eleanor
Fischer	Elsie
Franck	Clara
Garcia-Prats	Palesa
Garcia-Prats	Amara
German	Archie
Ginder-Vogal	Mark
Hackel	Natalia
Hamilton	Kylie
Kattreh	Isabel
Klopp	Madeleine
Lambeck	Ashby
Le	Dylan
Lindemann	Nadia
Lubner	Ben
Mattison	Koen
Mileham	Jane
Nagle	Francis
Ohashi	Nao
Orani	Samuel
Sainsbury	Ava
Soat	Elsie
Soat	Harper
Stout	Tyler
Tierney	Hazel
Wagner	Liam
Wickizer	Natasha
Wickizer	Julia
Wickizer	Violet
Yelle	Amelie
McMurray	Juliette
Soat	Ava
<b>Total</b>	<b>46</b>

**Sub Guards**

Last Name	First Name
Ferguson	Molly
Kammerzett	Silvia
Mckinney	Claire
Nettum	Paige
Roeder	Abigail
Schrager	Clark
Thalasinios	Alexandria
<b>Total</b>	<b>7</b>

**Coaches, Instructors, Managers**

Last Name	First Name
Kilian	Petra
La Barre	Melanie
Millholland	Carl
Reilly	Susan
Schick	Erika
Hartlow-Dederich	Hanna
Breitbach	Alaina
Hanson	Genevieve
Igic	Elena
Collins	Ellie
Kuhn	John
Locher	Sophia
Maly	Jennifer
Nagle	Mary
Sheehan	Austin
Wickizer	Nadia
<b>Total</b>	<b>17</b>

<b>Total Employees</b>	<b>113</b>
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**SWIMMING POOL**

The Village has owned and operated a seasonal municipal swimming pool since 1970. It is a 50-meter, 10-lane outdoor facility, with a wading pool, concessions area, and locker facilities. The pool is managed by a full-time manager who oversees approximately 115 seasonal employees.

Account Number	Civic Account Name	2023 Actuals	2024 Actuals	2025 Budget	2025 EOY Est.	2026 Budget
210-41-46734	DAILY ADMISSIONS RECD FR POOL	\$ 29,305	\$ 29,784	\$ 30,720	\$ 35,849	\$ 39,200
210-41-46750	MEMBERSHIP FEES	\$ 614,775	\$ 592,607	\$ 630,253	\$ 595,101	\$ 616,000
210-41-46751	SWIM/DIVE/BALLET TEAM REG FEES	\$ 4,749	\$ 39,000	\$ 40,000	\$ 39,630	\$ 59,500
210-41-46752	CONCESSION SALES	\$ 34,581	\$ 19,365	\$ 20,000	\$ 18,617	\$ 19,000
210-41-46753	CONCESSION SALES (Tax Exempt)	\$ -	\$ 20,532	\$ 18,000	\$ 22,574	\$ 23,000
210-41-48200	RENT: PRIVATE CLUBS	\$ 19,633	\$ 11,904	\$ 14,500	\$ 15,574	\$ 15,500
210-41-48400	INSURANCE CLAIMS RECOVERIES	\$ -	\$ -	\$ -	\$ -	\$ -
210-41-48500	MEMBERSHIP GRANT DONATIONS	\$ 2,043	\$ 77	\$ -	\$ -	\$ -
210-41-48900	MISCELLANEOUS REVENUES	\$ 37,226	\$ 753	\$ -	\$ 2,005	\$ -
210-41-49200	TRANSFER FROM OTHER FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -
210-41-49300	FUND BALANCE APPLIED	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>TOTAL REVENUE - Pool</b>	<b>\$ 742,312</b>	<b>\$ 714,022</b>	<b>\$ 753,473</b>	<b>\$ 729,350</b>	<b>\$ 772,200</b>

Account Number	Civic Account Name	2023 Actuals	2024 Actuals	2025 Budget	2025 EOY Est.	2026 Budget
210-41-51510-1100	ADMINISTRATION SALARIES	\$ 26,270	\$ 36,211	\$ 35,843	\$ 39,000	\$ 34,597
210-41-51510-1500	ADMINISTRATION BENEFITS	\$ 9,697	\$ 13,394	\$ 15,067	\$ 15,000	\$ 16,589
210-41-51510-2100	AUDIT EXPENSES	\$ 1,676	\$ 1,394	\$ 1,210	\$ 1,800	\$ 1,700
210-41-51510-3150	ADMINISTRATION OFFICE EXPENSES	\$ 766	\$ 1,138	\$ 1,400	\$ 200	\$ 200
210-41-51510-3490	CREDIT CARD FEES	\$ 26,627	\$ 34,269	\$ 32,000	\$ 31,665	\$ 32,000
210-41-51601-3490	BLDG OPERATING EXPENSES	\$ 284	\$ 2,657	\$ 2,500	\$ 2,400	\$ 2,500
210-41-51601-3560	BLDG REPAIR & MAINTENANCE	\$ 5,893	\$ 27,977	\$ 12,000	\$ 15,700	\$ 12,800
210-41-55420-1100	POOL SALARIES	\$ 242,908	\$ 255,255	\$ 256,604	\$ 272,644	\$ 290,211
210-41-55420-1101	DPW SALARIES	\$ 12,013	\$ 11,939	\$ 20,813	\$ 14,433	\$ 21,903
210-41-55420-1500	POOL BENEFITS	\$ 27,669	\$ 32,116	\$ 35,073	\$ 30,700	\$ 36,058
210-41-55420-1501	DPW BENEFITS	\$ 3,115	\$ 3,474	\$ 7,212	\$ 3,700	\$ 6,927
210-41-55420-2100	CONTRACTED SERVICES	\$ 17,513	\$ 9,378	\$ 8,000	\$ 7,100	\$ 3,500
210-41-55420-2200	POOL: INFO TECH	\$ 16,390	\$ 31,408	\$ 14,000	\$ 13,000	\$ 14,000
210-41-55420-2230	STORMWATER CHARGE	\$ 1,365	\$ 418	\$ 1,450	\$ 480	\$ 500
210-41-55420-2250	TELEPHONE	\$ 516	\$ 1,552	\$ 1,800	\$ 1,450	\$ 1,500
210-41-55420-2260	GAS & ELECTRIC	\$ 28,371	\$ 24,372	\$ 20,000	\$ 28,000	\$ 28,000
210-41-55420-2270	WATER/SEWER	\$ 20,047	\$ 21,372	\$ 18,000	\$ 21,600	\$ 23,000
210-41-55420-2400	POOL CONTRACTED MAINT.	\$ 22,052	\$ 19,196	\$ 10,000	\$ 7,000	\$ 8,000
210-41-55420-3150	POOL STAFF: OFC SPLY & EXP	\$ 860	\$ 1,449	\$ 1,500	\$ 1,800	\$ 1,800
210-41-55420-3460	POOL STAFF: UNIFORMS	\$ 7,011	\$ 4,409	\$ 6,000	\$ 5,200	\$ 5,900
210-41-55420-3490	POOL OPERATING EXPENSES	\$ 45,928	\$ 66,183	\$ 48,000	\$ 53,000	\$ 51,000
210-41-55420-3491	POOL ADMINISTRATION OPER EXP	\$ 5,106	\$ 1,228	\$ 5,000	\$ 1,450	\$ 2,000
210-41-55420-3492	CONCESSIONS	\$ 23,939	\$ 23,808	\$ 29,000	\$ 24,800	\$ 26,000
210-41-55420-3493	SPECIAL EVENTS EXPENSE	\$ 2,402	\$ 1,010	\$ 3,000	\$ 2,300	\$ 3,000
210-41-55420-3494	SWIM/DIVE/BALLET EXPENSES	\$ 23,203	\$ 18,619	\$ 23,000	\$ 18,300	\$ 22,000
210-41-55420-3560	POOL REPAIR & MAINT EXP	\$ 3,578	\$ 628	\$ 13,000	\$ 12,000	\$ 13,000
210-41-55420-5101	INSURANCE: LIABILITY	\$ 3,000	\$ 43	\$ 40	\$ 40	\$ 41
210-41-55420-5102	INSURANCE: PROPERTY	\$ 600	\$ 2,591	\$ 2,720	\$ 2,866	\$ 2,923
210-41-55420-5300	RENT	\$ 47,350	\$ 47,450	\$ 49,200	\$ 47,408	\$ 51,000
210-41-55420-9000	CONTINGENCY ACCOUNT	\$ -	\$ -	\$ -	\$ -	\$ -
210-41-57600-8100	POOL CAPITAL EQUIPMENT	\$ 63,375	\$ 2,987	\$ -		
210-41-57600-8200	POOL CAPITAL IMPROVEMENTS	\$ 315,455	\$ 9,240	\$ 28,000	\$ 28,000	
210-41-58100-6000	DEBT SERVICE PRINCIPAL	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 13,988
210-41-58100-6200	DEBT SERVICE INTEREST	\$ 1,700	\$ 1,575	\$ 1,425	\$ 1,425	\$ 1,730
210-41-59200-9000	TRANSFERS TO OTHER FUNDS	\$ 32,766	\$ -	\$ -	\$ -	\$ -
	<b>TOTAL EXPENDITURES - Pool</b>	<b>\$ 1,044,447</b>	<b>\$ 713,741</b>	<b>\$ 707,857</b>	<b>\$ 709,461</b>	<b>\$ 728,367</b>

	2023 Actuals	2024 Actuals	2025 Budget	2025 EOY Est.	2026 Budget
<b>TOTAL REVENUES</b>	\$ 742,312	\$ 714,022	\$ 753,473	\$ 729,350	\$ 772,200
<b>TOTAL EXPENDITURES</b>	\$ 1,044,447	\$ 713,741	\$ 707,857	\$ 709,461	\$ 728,367
<b>SURPLUS/(DEFICIT) - Pool</b>	<b>\$ (302,135)</b>	<b>\$ 281</b>	<b>\$ 45,616</b>	<b>\$ 19,889</b>	<b>\$ 43,833</b>

**Village of Shorewood Hills Pool Building**

**Project Definition & Goals - Program Requirements (Draft)**

<b>Space Needed (Pool related spaces)</b>	<b>Functions</b>	<b>Adjacencies</b>	<b>Goals - Performance Criteria</b>
Flag/pool toy storage near deck	Storage/Wet Storage	pool deck	Convenience, Organization
Record board & sign hanging space on building facing pool.	Outdoor Large Wall Space	standing area/seating	Visual Presentation
Ventilation System - removing moisture, showers, heat and ac.	HVAC	lockerooms, facility	Comfortable, Saftey
Effective floor drain system.	Drain water and allow for water/foam cleaning.	floor	Saftey
Effective & maintenance free shower system.	Effective Plumbing	lockerooms, facility	Comfort, Saftey
Effective sinks, toilets, urinals.	Effective Plumbing	lockerooms, facility	Comfort, Accesability
Spacious & private changing areas within lockerooms.	Changing Space/Lockerroom	lockerooms	Comfort, Accesability
Effective & automatic lockerroom amenities.	Dispensors	lockerooms	Convenience, Accesability
Multiple suit dryers, maybe in a sound dampened location.	Dryer, Sound Dampening	lockerroom exits/lobby	Convenience, Comfort
Effective & convenient hose reels throughout the facilities.	Effective Plumbing, Cleaning	lockerooms, walkways	Saftey
Visually appealing women's & men's lockerooms.	Changing Space/Lockerroom	lockerooms	Comfort, Accesability
lockerroom benches, hooks, matts	Anti-Slip, Covenience	Changing Stalls	Comfort
Facility Wide Intercom	Audio Communication	Managers Office	Communication
Effective & Accessible Changing Tables	Changing Space/Lockerroom	lockerooms	Convenience, Saftey
Dedicated Equipment Storage throughout facility	Storage/Wet Storage	pool deck, chemical area	Convenience, Organization
Dedicated Paint Storage & Sink	Painting/Hardware	storage, cleaning area	Convenience, Organization
Dedicated Cleaning Storage Closets and Sinks	Cleaning Materials, Storage, Preperation	Guard Room, Front Desk	Convenience, Saftey
Outdoor Cleaning Equipment Storage	Storage, Facility Maitience Storage	Front Desk, Storage Garage	Convenience, Organization
Storage Garage within building.	Storage	Chemical Area	Convenience, Organization
Two Gender Neutral individual use Restroom/Shower Rooms	Changing Space/Lockerroom	Pool Deck, Locker Room	Convenience, Comfort
Effective foot traffic plan for minimizing water & people entering in main lobby.	Effeciency and Saftey	Lobby	Saftey
One Individual use Restroom/Changing room per locker room. (In addition to private changing stalls)	Changing Space/Lockerroom	Lockerroom	Convenience, Comfort
4-Bank outdoor shower wall/tower attached to staff end of building or in the Northeast and Southwest corners of pool deck.	Effectice Plumbing, Convenience	Pool Deck	Convenience, Saftey
Moisture Resistant Modern LED Lighting Features in all aspects of the interior and exterior of new building.	Electrical, Saftey	All Indoor Spaces	Saftey
Front Desk Staff Room (Separated room behind front desk for belongings and all cleaning supplies.)	Employee Space, Ckeaning Storage	Front Desk	Staff Convenience, Organization
Welcoming Front Desk (Lots of counter space, cable management and clear view of entrance/lobby.)	Front Desk, Communication	Lobby	Saftey, Organization, Convenience
Clock-in/Clock-Out Desk Space/Standing room for employees to record hours and fill out time cards.	Employee Space	Front Desk	Staff Convenience
Managers office connected to lobby through drive-through style doors, but separate room and entrance from employee space.	Employee Space	Lobby, Guard Room	Staff Organization, Communication
Trophy Case and Historical Photos wall.	Communication, Interior Design	Lobby	Visual Presentation
Information posting wall.	Interior Large Wall Space	Lobby	Visual Presentation, Communication
Limited Bench style seating area within pool lobby.	Covenience	Lobby	Convenience, Saftey
Temporary belonging storage cubby shelf within pool lobby for easy access and security.	Covenience	Lobby	Convenience, Organization
Effective Digital Signage throughout facility.	Communication, Saftey	Entrypoints	Communication, Saftey
Accessible Storage within lobby for kickboards and Pull Buies, easy to grab or drop and storage must have ventilation.	Pool Equipment/Wet Storage	Front Desk, Lobby	Convenience, Storage, Maintinence
Two Single use restrooms within guard room or Two larger restrooms	Changing Space/Lockerroom	Lifeguard Room	Staff Convenience
Lifeguard Room	Employee Space	Pool Deck	Accomadating, Staff Convenience
Lifeguard Room Kitchen Space	Employee Space	Lifeguard Room	Accomadating, Staff Convenience
Modern lockers and standing space throughout the lifeguard room.	Employee Space	Lifeguard Room	Accomadating, Staff Convenience
Two separated changing rooms attached to Lifeguard room.	Employee Space, Changing Space/Lockerroom	Lifeguard Room	Comfort, Accesability
Dedicated grab and go lifeguard equipment storage	Employee Space/Safety	Lifeguard Room Entrance	Convenience, Organization, Saftey
Dedicated bar rale standing workspace with outlets along wall within lifeguard room.	Empolyee Space/Electrical	Lifeguard Room Entrance	Staff Convenience
Dedicated wall space for postings within lifeguard room.	Wall Space, Employee Communication	Lifeguard Room	Visual Presentation
Dedicated drying hook/drainage area for guard suits and towels.	Storage, Drainage, Wet Storage	Lifeguard Room	Convenience, Organization, Saftey



November 26, 2025

Village of Shorewood Hills Pool Building  
901 Swarthmore Court  
Madison, Wisconsin 53705  
Attn: Dane Sheehan, Brian Mooney, and Pool Committee

**SUBJECT: PHASE 1.2 – PROJECT SCOPE AND COST IDENTIFICATION:**

Greetings Dane, Brian, and Pool Committee:

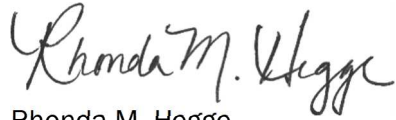
The Village of Shorewood Hills Pool Committee has requested Ramaker compile a list of items recommended to be completed prior to entering Phase 2 of the Pool Building project. Proactively completing the items below can help reduce time delays during the design process and ultimately keep the desired timelines on track. The recommended items to complete are as follows:

1. Project Definition & Goals
  - Establish the program requirements: spaces needed, functions, adjacencies, and performance criteria.
  - Define long-term vision: how the renovation and expansion align with business or community goals.
  - Document project priorities (e.g., sustainability, accessibility, flexibility, aesthetics).
2. Budget & Financial Planning
  - Establish a preliminary budget
  - Secure funding sources
3. Stakeholder Engagement
  - Engage key stakeholders to gather input and build support (e.g., committees, staff, and community)
  - Establish decision-making and communication protocols for the project
4. Schedule & Logistics
  - Determine project timeline and critical milestones for design, permitting and construction.
  - Identify temporary relocation or disruption mitigation strategies.
5. Documentation & Authorization
  - Maintain records of all pre-design work (surveys, reports, budgets, meeting notes).
  - Assemble all relevant legal, ownership, and title documents
  - Formally authorize architect to proceed into schematic design
6. Regulatory & Compliance
  - Identify permitting requirements and timelines.
7. Site & Existing Conditions (This item can become the initial step of Phase 2)
  - Confirm easements, and utility locations
    - Property is located over 100 feet from adjacent property lines according to Dane County GIS data. Therefore, a boundary survey is not anticipated.
    - An Alta Survey may be required by your financial lender.
  - Phase 1 Environmental Evaluation if required by your financial lender.
  - Commission a geotechnical report to understand soil and foundation conditions.

Please feel free to contact our office at 608-643-4100 if you have any questions.

Sincerely,

**RAMAKER & ASSOCIATES, INC.**



Rhonda M. Hegge  
Architectural Project Manager



Joseph C. Gallagher, AIA, NCARB  
WI ARH License 12901-5



November 26, 2025

Village of Shorewood Hills Pool Building  
901 Swarthmore Court  
Madison, Wisconsin 53705  
Attn: Dane Sheehan, Brian Mooney, and Pool Committee

**SUBJECT: PHASE 2 – SCHEMATIC DESIGN AND COST ESTIMATION:**

Greetings Dane, Brian, and Pool Committee:

The Village of Shorewood Hills Pool Committee has requested Ramaker compile a summary of Phase 2 of the Pool Building project. The following list approximates items that will be completed during Phase 2:

1. **Review Program Requirements Established in Phase 1 and Address Key Design Areas**
  - Family/individual restrooms and shower space.
  - Larger pool deck entrance door.
  - Improved locker room interiors.
  - Increase staff space.
  - Epoxy flooring replacements.
  - Major plumbing upgrades (showers, toilets, sinks).
  - Ventilation improvements.
  - Door and door frame replacements.
  - Structural repairs or reinforcements.
  - Interior layout and lobby improvements.
  - Accessibility upgrades.
  - Exterior roofing and appearance renovations.
2. **Site & Existing Conditions** *(If not already completed prior to Phase 2)*
  - *Confirm easements, and utility locations.*
    - *Property is located over 100 feet from adjacent property lines according to Dane County GIS data. Therefore, a boundary survey is not anticipated for design purposes.*
    - *An Alta Survey may be required by your financial lender.*
  - *A Phase 1 Environmental Evaluation may be required by your financial lender.*
  - *Commission a geotechnical report to understand soil and foundation conditions.*
3. **Develop Concept Design**
  - Use Phase 1 evaluations to create a preliminary design concept for pool building improvements.
  - Ensure the concept addresses renovation and expansion options.
4. **Identify Cost Estimates**
  - Prepare likely cost ranges for each desired outcome.
  - Include construction, materials, labor, and contingency allowances.
5. **Resolve Second Floor Future**

- Facilitate stakeholder discussions to reach consensus on whether to renovate, expand, or repurpose the second floor

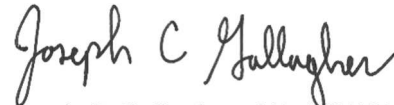
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Sincerely,

**RAMAKER & ASSOCIATES, INC.**



Rhonda M. Hegge  
Architectural Project Manager



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