

HARTFORD PARKS AND RECREATION COMMISSION MINUTES

Wednesday, January 6, 2016

6:30 PM – City Hall – Council Chambers

Present: Jeff Troeller, Amy Hoffmann, Tim Michalak, Scott Helms, Todd Rusniak, Dave Ziemer

Excused – Mark Kohnhorst

1. President Troeller called the meeting to order at 6:30 PM; "This is an open meeting under 19.81 to 19.98 of the Wisconsin State Statutes".
2. Approval of Minutes –
MOTION by Michalak seconded by Ziemer to approve the December Minutes.
MOTION CARRIED
3. Informational Monthly Staff Reports – Reviewed.
4. Communication and Correspondence - A thank you was received from St. Kilian School for the 4 day-swim passes that were donated to their Cookie Walk fundraiser.
5. Appearances / Public Comments – Commission President Troeller introduced and welcomed Steve Volkert the new City Administrator who was in attendance.
6. Old Business – Lincoln Athletic Field Alcohol Sales – tabled until the Director can gather information from the School District on if it is possible to sell alcohol on school property during non-school times.
7. New Business

ADMINISTRATION

Discussion and Consideration of a Field Use Agreement with the Hartford Baseball Club at Lincoln Athletic Field East – Executive Summary – The Hartford Parks & Recreation Department has helped the Hartford Baseball Club with the scheduling of available City baseball fields for club games and practices over the past 10 years. The Club has expanded the number of teams it manages and thus their needs and demands for field space has grown. The Club's President approached staff requesting the consideration for increased field use with the Club being granted greater scheduling control of that field in exchange for a donation or fee. Staff prepared a proposal that would provide the Club priority in scheduling use of the Lincoln Athletic Field East diamond for the 2016 and 2017 seasons.

Lincoln Athletic Field East has been used for Adult Softball and Hartford Union High School girls Fastpitch Softball. The decline of our adult leagues has opened the use of this field for youthball games as well as Club games.

Except for a few instances such as High School games, the recreation T-Ball Clinic, Sunday night Men's Softball and the bi-annual Relay For Life, the Recreation Program Supervisor will be able to schedule around using the East field for recreation league games giving priority use to the Club for games and practice. The terms of the agreement include:

- \$2,000 Priority Use Fee for the two-year agreement – these funds will go to updating the two scoreboards at the fields to provide wireless controls.
- The City will provide concessions for all games with a minimum of 72 hours' notice.

- The City will drag the field Monday through Friday, during the recreational season. Prior to that as well as on weekends, the Club will be responsible dragging. The Club will always be in charge of lining the field.
- A light fee of \$15/hour will be billed to the Club. A fee of \$2.50 per game will be charged to the Club for chalk. Diamond Dry will be charged at \$15/game per bag.

The Director commented that the \$15/hour for lights was taken from the Field Rental Policy. The actual cost to run the lights is \$5.15/hr. Replacement bulbs can be up to \$205 each. The Director asked if Commission wanted to consider reducing that rate per hour for light usage in consideration of the number of games the Club would likely be using lights for. The Program Supervisor estimated that the Club should use up the 100 hours of light usage for games and practices. Alderperson Michalak suggested a fee of \$12/hour if the number of hours exceeds 100.

Also discussed was the possibility of re-keying the bathrooms so a key could be given to the Club to open restrooms for their practices. Currently the key that opens the restrooms also opens concessions. Staff will talk with the High School regarding this. Alderperson Michalak recommended that should the High School agree, the costs for the new keys/locks be paid by the Club.

MOTION by Michalak, seconded by Dave to enter into an agreement with the Hartford Baseball Club for use of Lincoln Athletic Field East diamond per the terms and conditions of said agreement with the change of charging \$12/hour for lights should light usage exceed 100 hours.

MOTION CARRIED – Commissioner Helms and Rusniak abstained from voting as they are both involved with the Club.

RECREATION PROGRAMS / ACTIVITIES

Staff mentioned these upcoming programs:

1. Nutrition “New Year New You”, Thursday, January 21st, 6-7 PM
2. Fitness Classes – Session I (6 wks), Starts the Week of January 11
3. Cheerleading, Grades 1-6, Saturdays Beginning January 9
4. Red Cross Babysitting Course, Saturday, January 9

ADULT / YOUTH SPORT

Staff mentioned these upcoming programs:

1. Youth Kickball, Grades 1-5, Wednesdays, Begins January 13
2. After School Intro to Tennis, Ages 5-12, Thursdays, January 14-February 4
3. Youth Soccer, Grades 4K-5K, Grades 1-2, Saturday, January 16-February 13

AQUATICS

Staff mentioned these upcoming programs:

1. Lifeguard Course, Thurs, Fri & Sat, January 7-16
2. Duck Pluck, Thursday, January 21, 3:30-5:15 – Rubber Ducks are put into the pool for patrons to grab. Some are worth a prize.
3. Swim Lessons, Winter Session 1 Starts Week of January 18
4. Friendly Fridays, Month of January – Members can bring a friend for free on Friday Open Swims in January.
5. WSI Course – Wednesdays, Begins March 16

Veterans Memorial Aquatic Center Update –

- FUNDRAISING - A few additional donations have come in to help us go above our fundraising goal.
- CONSTRUCTION – The bathhouse and concession building will have a metal roof. Some equipment is already in the mechanical building which has the walls up. The Pool Contractor has reported that they are slightly ahead of schedule.

PARKS OPERATIONS

Park Project Report – The Director highlighted a few projects on this report including:

- The report is updated for 2016 and includes the 2016 CIP projects
- Once weather conditions allow, priority projects will be to sealcoat the basketball court at Woodlawn Park and to install the trail to the new bridge over the Rubicon River in Willowbrook Park.
- Staff has been servicing mowers, trimmers, painting backboards, tree clean up and snow clean up.

OTHER REPORTS /COMMISSION REQUESTS

The Program Supervisor told the Commission that a long time coach and community youth sports supporter, Gregg Werely, passed away. A few donations have come in Gregg's name and will be used at Independence Park ball diamonds in his memory.

The Director reminded the Commission that the City does not have a designated skating rink. The 2016 budget does include money to purchase a portable rink liner and discussion on the location for this liner will be held at the next meeting.

ADJOURNMENT

MOTION by Michalak, seconded by Ziemer to adjourn at 7:04 PM.

MOTION CARRIED

Submitted by,

Sara Cummings

"Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting." Members of the Common Council may attend the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) such attendance may be considered a meeting of the Common Council may attend the meeting without violating the open meeting law."