

HARTFORD PARKS AND RECREATION COMMISSION MINUTES

Wednesday, May 2, 2018

6:30 PM – City Hall Council Chambers

Present: Jeff Troeller, Amy Hoffmann, Scott Helms, Karen Buhle, Jeff Turchi, Todd Rusniak, 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** Kohnhorst, seconded by Hoffmann to approve April and February month's minutes.

MOTION CARRIED

3. Informational Monthly Staff Reports – Reviewed.
4. Communication and Correspondence – The Department received a donation of \$235 from Mrs. Hesprich. The money was raised at a recent cribbage tournament to honor her late husband Steve who loved to swim. She would like the money to be used toward swim lessons or other swim activities in the community. The Director said the money will be great to cover the scholarships that the Department grants for youth in the community to take swim lessons.
5. Appearances / Public Comments – None
6. Old Business – None
7. New Business

ADMINISTRATION

Mayor Appointments to the Parks & Recreation Commission – The Mayor has re-appointed Amy Hoffmann and Scott Helms to another three year term on the board.

Election of Officers – President Troeller opened the floor for nominations of President of the Parks & Recreation Commission. President Troeller nominated Todd Rusniak. Todd accepted. No other nomination were made. The floor was closed for nominations.

MOTION CARRIED

President Rusniak opened the floor for nominations of Vice-President of the Parks & Recreation Commission. Commissioner Troeller nominated Amy Hoffmann. Amy accepted. No other nomination were made. The floor was closed for nominations.

MOTION CARRIED

Program Supervisor Introduction – Aldon Kaye, the new Recreation Programs Supervisor, was introduced to the Commission. Aldon is a Hartford resident and Hartford Union High School alumni. He will be receiving his Recreation Management degree from UW LaCrosse in a few weeks. Aldon has worked for four summers in our summer park maintenance and has interned with our department last summer, working very closely with the former Recreation Program Supervisor. He also interned at West Salem this past semester.

Comprehensive Outdoor Recreation Plan

- Commissioner Assignment – The Director reminded the Commission that their comments/notes on each park in the City is due May 16th
- Update on Community Survey – Over 280 on line surveys have been completed. An informational flyer will be inserted in the Utility Bills this week. The Chamber has also been promoting this survey. It is getting good exposure. The deadline to complete the survey is May 11th.
- May 8th Public Meeting – Commissioners are invited to this interactive, public open house at the Recreation Center from 5-7 PM
- June Parks & Recreation Meeting – Commissioners were reminded that Becky Binns, from MSA, will be at the June meeting to review and discuss a number of items.

Request for Fees Waived for Picnic Tables for Laps for Logan Event – Executive Summary – Laurie Johnson, organizer of the Laps for Logan fundraiser, has requested use of picnic tables and delivery to the High School for her May 26th event. She is asking that the fees or a portion of the fee be waived. The number of tables nor the time has been confirmed. Typically, it takes about 2 hours total for delivery and pick up of tables using 2 staff members. Estimating use of 20 tables, the cost would be \$120 for delivery and \$100 for rental.

Commissioner Hoffmann asked if the department has waived this fee for other events. The Director says we have waived it for other community events and fundraisers.

MOTION BY Helms, seconded by Turchi to waive the entire picnic table rental fee and delivery fee.

MOTION CARRIED

RECREATION PROGRAMS / ACTIVITIES

Summer Playground Camp – Starts June 11

Summer Tennis - Youth lessons, Adult Lessons, Youth League, Adult Matches, and Adult Cardio Tennis will begin between June 11 – 18

Lock In – Annual Middle School Event will be held May 11th, 5-10 PM. Anita Hillman has been hired by the Department to help organize and run this event. Volunteers are needed.

Pre-School Playgrounds – Session 1 June 11-21, Ages 3-5, held at Woodlawn Park

ADULT / YOUTH SPORT

Youthball Registration Report – Most coaches meetings have been held. The T-ball coaches meetings are scheduled in mid-May. All leagues other than the T-ball leagues have begun practicing.

Pitch Hit & Run and Jr. Home Run Derby, May 4st, West Side Park. 6 PM. There is no longer a High School Game on this date, however, the team will be practicing and able to help run the event after practice.

Strength & Speed for Youth – This program is for those ages 10-14 and will be run by Aurora Athletic Trainer Emily Anderson on Monday & Wednesday 4-5 PM June 11-July 11 in our gym.

AQUATICS

Signicast Aquatic Center

SUMMER MAINTENANCE SHUT DOWN – Staff is anticipating a July 9 shut down of the pool to begin work on the replacement of the dehumidification system. The anticipated re-open date would be September 2.

SUMMER INDOOR LESSONS – There will be two sessions of indoor summer lessons before the pool is shut down. They will be held on Monday and Wednesday nights for 4 weeks. The first session will start May 14 and the second will start June 11.

Veterans Memorial Aquatic Center –

SWIM LESSON REGISTRATION AND SEASON PASS SALES – Registration and sale of season passes are being taken/sold at the office.

VMAC OPENING – Opening day is Saturday, May 26th. This is also the free swim for the participants in the Laps for Logan Fundraising event. The Department will collect a reduced admission per prior Commission action.

RESISTANCE WATER AEROBICS – This is a new class that will be held in the Lazy River two mornings a week. A trial class was held late last summer with a great response. Those with punchcards for indoor water aerobic classes will be able to use that same punch card for this new class. This class hopefully will also provide a nice alternative when the indoor pool closes for maintenance.

MAINTENANCE REPORT – Staff has been cleaning the stains from the pool basin. The stains are from the water that is kept in the pool during the winter months to prevent the pool basin from heaving. Other debris such as leaves also leave stains. Staff has tried to pressure wash the pool, with little success. Acid washing works best, but working with acid requires special training and respirator use. Staff has heard using a steamer can be successful and will try that next. To prepare the pool for opening day, staff has had to utilize the lights as they have worked into the later evening hours. The late snow we received in April has put us behind schedule.

Both contractors are working on warranty repairs. Most of it is due to the natural cracking that occurs with large concrete pours. The Sitting Wall temporary cap needs expected repairs. In places on the pool surface, the paint is delaminating and will need to be repainted. The contractor is unsure as to why this is occurring. Repainting the pool shell will be required every 4-5 years at a cost of around \$25,000. A filter in the mechanical room requires repairs. The bathhouse and concession building will require epoxy repairs to expansion joints not being installed as noted in the construction documents.

CONCESSION PRICE ADJUSTMENTS – EXECUTIVE SUMMARY – Staff is proposing slight adjustments as shown in the handout given to Commissioners. Changes consider product cost increases and input from suppliers as to reasonable pricing. In addition, staff has been exploring new food and drink specials throughout the season. This will allow us to introduce new products and monitor response as we consider products to add or remove for the future.

Alderperson Turchi asked if the 2018 concession revenue budget of \$71,000 is based on a volume projection. The Director indicated it is based on expectation of attendance using the last two summer attendance numbers. He stressed that concession sales are very weather driven. In warm seasons, like our first season, when attendance was high, concession sales were high. Last summer was a cool season, had low attendance, and thus low concession sales.

MOTION BY Troeller, seconded by Kohnhorst, to approve staff’s recommendation for concession pricing for VMAC.

MOTION CARRIED

PARKS OPERATIONS

Parks Project Report

Westside Park – All Ash trees are removed, stumps grinded and the area top soiled and seeded.

Various Parks – around 10-11 trees are staked and more are ready to be picked up and planted soon.

- Shelters and bathrooms prepared for summer season

Ball Diamonds – rolled

Willowbrook – tennis court nets up

Woodlawn – new lights in large shelter

Commissioner Helms asked if the City lost any trees in the last storm. One large tree along the river by the small shelter at Willowbrook has fallen. The ground has been too soft to remove the tree, but it is not blocking the river

or park use. A lot of branches have fallen in all parks and the cemeteries. The City did receive help from the Boy Scouts and Cub Scouts in cleaning up both Woodlawn and Pleasant Hill Cemetery.

Commissioner Troeller inquired if the ice rinks have been dismantled. They have been, however, the liner at Veterans Park is shot as it seems that bikes and scooters were used on it.

High School Community Volunteer Day Projects – The High School will be hosting its first “Volunteer Day” on May 24th. All students have chosen a place to volunteer around the community including some works in the parks.

Willowbrook Courts Tentative Maintenance – The anticipated work on the Tennis Courts and Basketball Courts resurface will be in early Augusts. The courts will be shut down for about 2 weeks for this work.

OTHER REPORTS /COMMISSION REQUESTS

With the anticipated longer meeting next month with MSA’s reporting and fact gathering agenda, President Rusniak asked if the Commission wanted to begin the meeting earlier, instead of going later into the evening. The Commission agreed to start the meeting at its regular time of 6:30.

ADJOURNMENT

MOTION BY Hoffman seconded by Troeller to adjourn at 7:22 PM.

MOTION CARRIED

Submitted by,

Mike Hermann and 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."