

HARTFORD PARKS AND RECREATION COMMISSION MINUTES

Wednesday, June 3, 2020

6:30 PM – City Hall Council Chambers

Present: Todd Rusniak, Amy Hoffmann, Karin Buhle, Mark Kohnhorst, Todd Bultman, Scott Helms, Joe Kohler

1. President Rusniak 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** Kohler, seconded by Kohnhorst to approve March minutes.
MOTION CARRIED
3. Informational Monthly Staff Reports – Reviewed.
4. Communication and Correspondence – None
5. Appearances / Public Comments –
Paul Stephans, 806 Fairview Drive, Hartford appeared in front of the Commission representing the Hartford Hawks City Baseball team. He commented on the good relationships the users of West Side Park baseball field have had; the City of Hartford Recreation Department, Hartford Union High School, Hartford Select Club and the Hartford Hawks. Mr. Stephans said all parties have made this a nice baseball field and venue to play at. The Hartford Hawks is under new management and would like to be sure they get direction from the Commission and Recreation Department on expectations and improvement plans and would like to offer suggestions should the opportunity arise. Mr. Stephans also commented that although the Hawks do not have the funds to contribute to improvements, they are more than willing to do the manual labor on field prep and improvements.
6. Old Business – None
7. New Business

ADMINISTRATION

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

MOTION CARRIED

2021 Budget Plan & Schedule

Five Year Capital Improvement Program (CIP) Due July 10th – The Director told the Commission that if they had any CIP items they'd like to see added/changed to the CIP budget, they should let him know to discuss at the July meeting.

Annual Operation's Budget Due July 24th - The Director told the Commission that if they had Operation Budget items they'd like to see added/changed, they should let him know to discuss at the July meeting.

Recreation Center Re-Opening – A handout of the Facility Availability was given to the Commission highlighting the capacity limits of the facility and times it is open. Operations have been running smoothly.

Summer Activity Guide – A copy was given to the Commission. Activity Guides were not printed this season as right before the guide was to be printed the State shut down due to COVID. Expecting many changes to summer programs, staff decided to hold off on printing. The Activity Guide is available on the website.

RECREATION PROGRAMS / ACTIVITIES

Summer Playground Camp Report – Instead of registering for the full 8 weeks, participants register for two week sessions. Participants can register for all 5 2-week sessions, or just a few. Only 40 campers allowed with the campers being divided into 3 groups to encourage distance/safety. The cost was increased slightly to cover the expense of leaders with lower enrollment capabilities. Field trips will not be offered this year, but leaders do have fun activities planned each day to keep all the campers entertained. Commissioner Helms asked if the camper's health was being monitored by staff. The Program Supervisor said that we are asking parents to monitor their children before coming to camp.

Summer Tennis Lessons – Although this is likely the least contact sport there is, registrations for the session beginning June 8 have been low. Staff is hoping that our second session in July, now that people are aware that things are allowed to open, will do better with registrations.

Fitness Classes – Water Aerobics began on June 1. A maximum of 14 participants are allowed in water aerobics. A mini session of aerobic classes was created and scheduled to begin on June 1. One of the four classes offered did meet the minimum registrations. Aerobic classes are being kept to a maximum of 10 participants. A 'regular' six week session of fitness classes is scheduled to begin on June 29.

Cancelled/Canceling of Future Programs – Staff is moving forward with all programs in our activity guide. Adjustments will likely be made to maximum enrollments. Programs would be cancelled if minimum enrollments are not met, which are needed to cover the cost of the instructor.

ADULT / YOUTH SPORT

Youthball Report – The youth baseball/softball/t-ball season will be held. The communities we play with, Richfield, Slinger and Jackson, all worked together to come up with standard guidelines to help us all safely get through the season. The guidelines include limited players in the dug out, sanitizing after each use any shared equipment, plate umpire standing behind the pitcher and asking parents to spread out along the fence line.

Participants were contacted in late May letting parents know of the changes being made to the season to be sure it is a safe season. Parents were given the chance to withdraw from the program should they not wish to participate. Around 50 participants did cancel. We did have about 6-8 new participants join.

Hartford teams will begin practicing the week of June 8 and games will start the week of June 15. With the later start of the season, games will continue through early August.

AQUATICS

Veterans Memorial Aquatic Center –

OPERATIONS & CITY COUNCIL DECISION TO OPEN - The 2020 operations of Veterans Memorial Aquatic Center required discussion and action by the City Council concerning plans to open or remain closed for the 2020 summer season as it is projected that it will lose more money than what was budgeted. Staff, using guidelines

from the State, County, Red Cross, WPRA (Wisconsin Parks and Recreation Association), CDC and NRPA (National Recreation and Parks Association) made an operation plan to open the pool. The highlights of the plan include:

Modified swim lesson with reduced class student sizes and parent/child lessons for lower levels/preschool classes.

Reduced patron loads for water walking, lap swim and open swim

Adding a toddler swim with decreased patron loads

No double tubes

No 3M diving board (1M board is available)

No sand play area

No water walk feature

Reduced concession offerings

No pass sales

No deck furniture – patrons can bring their own

City resident entrance priority for the first hour and half of open swim

Staff will be wearing facemasks

Staff stressed all operations and policies are fluid and subject to adjustment as more information becomes available.

The fiscal impact on operating the pool with the new guidelines/policies has the potential of an estimated loss of \$155,926 compared to the budget of \$66,642

Council approved the opening of the pool and the Aquatic Fitness Supervisor will begin working on training staff and pool cleaning/set up to be ready to open June 13.

Signicast Family Aquatic Center –

OPERATION REPORT- The indoor pool as of June 1 is open with a schedule similar to most summers including lap swim, therapy pool hours and water aerobics. Current policy is to have no more than 2 per lap lane, 4 in the therapy pool and 14 in water aerobics.

PARKS OPERATIONS

Parks Posting – The Director reviewed the latest signs being hung in the parks regarding health safety while in the parks.

Specific Park Site Activity Postings - Tennis, Willowbrook Basketball, Disc Golf, and Playground postings were shared with the Commission.

Parks Project Report –Summer staff was brought back slowly and in stages. Workload without ball games and park rentals has been lighter, so expenses were saved by not paying summer staff. However with ball games and more shelter reservations on the horizon, as well more mowing and weed trimming needed, all summer staff are now working.

Bryce Graef Woodlawn Union Park Bench Eagle Project – Bryce Graef appeared in front of the Commission to present his Eagle Scout project. His goal is to fundraise to purchase two benches that would be located near the large checker board play equipment that is being installed by another Eagle Scout Hunter Iding. Bryce will also be installing cement slabs to go under the benches. Commission approved of this project.

OTHER REPORTS /COMMISSION REQUESTS

None

ADJOURNMENT

MOTION BY Rusniak seconded by Buhle to adjourn at 7:45 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."