

**HARTFORD PARKS AND RECREATION COMMISSION  
MINUTES**

Wednesday, July 1, 2020

6:30 PM – City Hall Council Chambers

Present: Todd Rusniak, Amy Hoffmann, Mark Kohnhorst, Todd Bultman, Joe Kohler

Absent: Karin Buhle, Scott Helms

1. President Rusniak called the meeting to order at 6:42 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 Bultman to approve June minutes.  
**MOTION CARRIED**
3. Informational Monthly Staff Reports – None
4. Communication and Correspondence – None
5. Appearances / Public Comments – None
6. Old Business – None
7. New Business

**ADMINISTRATION**

2021-2025 Capital Project – Executive Summary – Staff is preparing the 2021-2025 Capital Improvement Project budget (CIP) which are items/projects for \$10,000 and more and Capital Outlay budget which is for items/projects \$5,000-\$9,999.

The Director shared with the Commission the current CIP plan for 2021-2024. New projects he is looking to add for 2025 are:

Pleasant Hill/Union Cemetery Road Repairs	\$15,000
Eastwood Nature Park Service Drive/Lot	\$100,000
Candy Cane Park Play Equipment	\$25,000
Homestead Park Open Shelter/Site Work	\$30,000
Rubicon River Trail Expansion (N. Wacker to Liberty)	\$138,000
VMAC Shade System Replacement	\$50,000
VMAC Pool Paint & Joint Repairs	\$50,000
Recreation Center Mechanicals/HVAC	\$67,000
Taxi Minivan	\$39,000

The Director also indicated he likely will be adding VMAC slide restoration for 2021 and 2022 alternating the slides being restored every other year.

The Capital Outlays for 2021 are:

Lakeview Acres Update Climber & Rocker	\$5,000
Sawyer Park Update Swings & Slides	\$5,000
Independence Park Lions Lane to Parking Lot Lighting	\$9,000
Convection Oven VMAC	\$9,500
Ball Diamond Top Dressing Material Independence	\$5,000

**MOTION by** Kohler, seconded by Kohnhorst to approve Staff's recommendation on CIP and Capital Outlay projects/budgets.

**MOTION CARRIED**

Trial Membership – In December, Commission approved a Trial Membership of \$10 for 30 days with the joining fee at half price should they purchase a regular priced membership within one week of their trial membership expiring. The plan was to begin this trial membership in July, a slower time in our facility and also coordinating with the opening of the Rincon 225 apartment complex. Due to current restricted capacity, Staff has decided to hold off rolling out this trial membership at this time.

July 4<sup>th</sup> Fireworks Update – The Hartford Area Chamber of Commerce has proceeded with plans to host fireworks on Saturday, July 4<sup>th</sup>. Ground fireworks will not be shot off, but will be entirely an aerial show allowing spectators to social distance within the entire community and still see the entire fireworks display.

**RECREATION PROGRAMS / ACTIVITIES**

Outdoor Fitness Classes for summer – Boot Camp, Yoga, Tai Chi  
Cowboy/Cowgirl “Boot” Camp, Ages 4-6 – July 10  
Archery Lessons, Ages 7-14 – July 6  
Youth Mad Science: Rocket Scientist – July 6; Robot Invasion – July 29  
Pre-School Jedi Training Camp – July 22  
Babysitting Certification– July 24 (New Class Added due to demand)

Summer Playground Camp Report – Camp is going well with the changes enacted this year. Kids seem to be having a good time and Leaders are enjoying working with smaller groups of children.

**ADULT / YOUTH SPORT**

Youthball Report – The season is in the third week of play with 4 more weeks to go. Everything is running well. The area communities Hartford plays with are talking about the possibility of allowing the plate umpire to call behind home plate instead of the behind the pitcher. However, having the umpire behind the pitcher is going OK and we may just finish the season that way.

Tennis Lessons – We only had one level of tennis lessons run for the first session. The second session begins July 7 and staff is working to try to get more registrations.

**AQUATICS**

Veterans Memorial Aquatic Center –

After only being open a few days, and following County Health Department guidance, pool capacity was increased to 50%, or 660. With that increase, there has not been any days staff had to turn anyone away for open swim. Attendance for open swim is around 300-400. Water walk has been doing well and a new Toddler Swim has been popular with caregivers with young children. Toddler swim is held Monday, Wednesday and Fridays from 1030-12:30 with just a portion of the zero depth pool open while the rest of the pool is used for swim lessons.

Signicast Family Aquatic Center –

Lap swims are still held to a capacity of 2 per lane. Therapy pool is allowed up to 5. On occasion, we have had to turn people away as we had reached capacity.

**PARKS OPERATIONS**

Centennial Park Developments & Naming Opportunity Proposal – Executive Summary – A concept plan for Centennial Park was approved in 2018. The project is proposed for final design in 2022 and construction in 2023. Financial plan to cover the 1.8 million cost to develop the park include Park Development Fund, DNR Grants and community donations. A number of organization have already committed to the project. As such, staff has developed gift naming opportunities for donors to receive recognition by attaching the name of the group/person to the item and/or installing a larger plaque listing the donor’s name.

A gifting/naming list was reviewed by the Commission as prepared by Staff. The total amount raised could be up to \$416,000. The dollar amount for a naming right does not represent the actual amount or fully cover the total expense of the item. However, it does reflect the value of the item. Should this list be approved, staff will prepare additional materials including publicity of the campaign and process for donations/collections. At this time, the fundraising would be done internally by Staff.

In review of the naming right list, Commission was glad to see items of varying costs from as high as \$200,000 for a major sponsor to more affordable options as low as \$250.

**MOTION by** Hoffmann, seconded by Kohnhorst to approve the Centennial Park gifting opportunities as outlined in the Executive Summary including the gift naming amounts specified.

**MOTION CARRIED**

Parks Project Report – A handout was not available but the Director indicated that staff has been busy preparing ballfields, cleaning shelters and bathrooms, mowing, weed trimming and cleaning up tree damage.

August Park Tour – The August meeting will include a park tour. The Director asked if there were any particular parks the Commission wished to visit. The Director did say that he would like to take the Commission to Veterans Park / Outdoor Pool as well as the dog park at Independence Park.

**OTHER REPORTS /COMMISSION REQUESTS**

None

**ADJOURNMENT**

**MOTION BY** Bultman, seconded by Kohnhorst to adjourn at 7:43 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."