

HARTFORD PARKS AND RECREATION COMMISSION MINUTES

Wednesday, July 11, 2018

5:30 PM – Recreation Center – Conference Room

Present: Todd Rusniak, Amy Hoffmann, Karen Buhle, Joe Fulop, Mark Kohnhorst, Jeff Troeller

Excused: Scott Helms

1. President Rusniak called the meeting to order at 5:30 PM; "This is an open meeting under 19.81 to 19.98 of the Wisconsin State Statutes".
2. Approval of Minutes – **MOTION BY** Fulop seconded by Hoffmann to approve the June minutes.
MOTION CARRIED
3. Informational Monthly Staff Reports – Reviewed. Alderperson Fulop requested that both the previous year and the current year appear on the same page.
4. Communication and Correspondence – None
5. Appearances / Public Comments – None. John Ackerman was on the agenda for appearances but did not make the meeting.
6. Old Business – None
7. New Business

ADMINISTRATION

Comprehensive Outdoor Recreation Plan – Becky Binns, with MSA, the consultants the City has hired to help staff update the City's 5 Year CORP, reviewed with the Commission the following:

-CHARLES BRASURE PARK CONCEPT PLAN – the concept plan includes trail, parking, small playground, open shelter and small open space. The parking lot would come off of Autumn Ridge Lane. Where the trail is adjacent to private land, there would be a natural tree buffer. Becky will confirm the length of trail and cost for woodchips, traffic bond or asphalt. The Director asked if the Commission would like this site to include a disc golf course as it was discussed when the City initially acquired the land. Commissioners felt the site was too wooded and had too many steep grades to make it a good disc golf site. Becky agreed. Commission preferred to keep this park a more 'natural' park.

-CENTENNIAL PARK – two concept plans were shared. In general, Commission preferred Concept B. With this Concept B, the Commission would like to see the stage/shelter/restroom building moved more east and less parking in the east lot. Moving the building would require movement of the utilities poles. However, having the shelter more on the east end of the park, there should be less expense for direct boring for sewer and water. The Director has already asked about possibly having utilities underground and was told that was cost-prohibitive. The Director believes *moving* poles may be a possibility. The Commission would also like to see more aesthetic sidewalks. Perhaps some curving walks from the south to the north by the playground.

The Director explained how these are concept plans are made to help complete the overall CORP plan. Having a CORP that includes plans in place for all parkland helps the City apply for various grant funding. There is no money in any CIP budget at this time for either park. Sometimes it can take over 10 years to develop new or unused park land and in that time, concept plans could change.

With the replacement of the north side of the Mill Pond's bulk head wall scheduled for 2020, the Commission discussed timing the development of Centennial Park with that work. With the CIP's due on Friday, the Director likely would not be able to add to the 2019-2023 CIP, a budget for the development of this Park as at this time, there is no cost estimate. MSA may be able to get us a cost estimate by early August. The Director will inform the City Administrator that this project will be included in the 5 year CIP with consideration to complete it when the bulkhead project is completed. Funding may not allow this project to be done until 2023 or later.

PRESENTATION AND REVIEW OF CHAPTER 5 PARK RECOMMENDATIONS – The Commission quickly reviewed the High, Medium and Low priorities for the projects/maintenance items for each park in the City. Costs associated with those projects will be included in the CORP and shared at the September meeting. Commissioner Hoffmann asked that adding a playground to Homestead Park should be listed as a High Priority. The other Commissioners agreed.

PRESENTATION AND REVIEW OF PROPOSED TRAILS AND INTERSECTIONS – a small map of the city with existing trails and trails that should be added was reviewed. Becky commented that a trail along HY 60, running to Walmart was an important item based on the public surveys completed in May. Becky commented that developing a good trail will be difficult due to the nature of the properties along Hy 60. Commission also spoke of developing a trail from the Borlen Farms subdivision to Rossman School using some existing trails along Country View park as well as creating new trails.

2019-2023 Capital Budget Plans and 2019 Operational Budget - Staff is working on both the 5 Year CIP and line item budgets. The CIP is due on Friday to the City Administrator.

RECREATION PROGRAMS / ACTIVITIES

Tots A Lot/Little Fall Registration – City registration started today. Open registration starts on Monday for this Fall 16 week program.

Summer Playground Camps & End of Summer Camp – Summer playground has reached the half way point. The supervisor has planned many field trips to keep the kids busy and entertained. End of Summer Camp will start in early August and has 10 spots available yet.

Tennis Lessons – All lessons in session 3 were cancelled. The last and final session of lessons will start on July 23. Tennis lesson enrollments have steadily declined over the last 4-5 years due to the High School coaches running many camps throughout the summer. Staff continues to look for ways to revamp this program.

ADULT / YOUTH SPORT

Youthball Report – There is approximately 3 weeks left of the season. All is running well.

Summer Kickball – This popular program will be held in August at Independence. There are still some openings.

Jr. High Flag Football League – This traveling league with Oconomowocis for 5th - 6th graders is scheduled to start practices in early August.

Youth Flag Football – Fall Flag football for kids ages 6-10 will start at the end of August. Registrations are due by August 22.

AQUATICS

Signicast Aquatic Center

DEHUMDIVIDATION PROJECT – The pool is drained and ready for this project. J&H Heating, the contractor doing the work, has been keeping in touch with the head of maintenance regarding the removal of the old system and the delivery of the new system.

Veterans Memorial Aquatic Center –

OPEN SWIM ATTENDANCE – The warmer days we have been experiencing have helped our attendance numbers. The last 12 days we have averaged around 700 patrons per day.

SWIM LESSONS – with the lack of WSI staff and low numbers in some levels, a few classes have been cancelled. Otherwise, swim lessons have been doing well. Commissioner Kohnhorst asked if we reimburse staff any of the \$325 course fee. At this time we do not, however the Director and the Aquatic Supervisor have been exploring ways to do that.

SPECIAL EVENTS - The Father’s Day contest went very well and those participating had a lot of fun. The kids mini tri was cancelled due to lack of pre-registrations. There will be a bean bag tournament held August 5.

WSI COURSE – This swim instructor course held at the VMAC August 6-17. Students must be at least 16.

PARKS OPERATIONS

Parks Project Report - JUNE SPECIAL PROJECTS

- Veterans Park - Updated playground surface
- Independence Park - Weed treatments to ballfields / fence lines. Set up for Hartford Baseball Club and Velocity Softball Club tournaments
- Sawyer Park – Asphalt parking lot installed. Landscaping still needs to be completed.
- Centennial Park - Special Set up for Fisheree Event
- Eagle Scout Projects- The Director has meet this past month with two Eagle Scouts regarding their Eagle Scout projects. Craig Beine will be building a new 16 x 22 picnic table/shelter structure at Jordan Park that will include a concrete base and walkway from the parking lot to the shelter. Trent Westphall will be building recycle bins for the ball diamonds at Independence Park. The Director acknowledged how fortunate the City is to have so many Eagle Scouts choosing a project that benefits the City and its parks. Many things we currently have in our parks wouldn’t be there if it wasn’t for an Eagle Scout.

OTHER REPORTS /COMMISSION REQUESTS

Safe Wise Report - The Director shared an article from Safe Wise that listed the top safest cities to raise a child. Hartford is ranked 17. The top reasons for the high ranking were park and recreation related including baseball leagues, the pool and Summer Playgrounds.

ADJOURNMENT

MOTION BY Fulop seconded by Troeller to adjourn at 8:06 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."