

HARTFORD PARKS AND RECREATION COMMISSION MINUTES

Wednesday, February 3, 2021

6:30 PM – City Hall, Council Chamber

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

Excused: Scott Helms

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 Buhle, seconded by Bultman to approve the January minutes.
MOTION CARRIED
3. Informational Monthly Staff Reports – Reviewed.
4. Communication and Correspondence – None
5. Appearances / Public Comments – None
6. Old Business – None
7. New Business

ADMINISTRATION

Buckskinners 2021 Park Reservation Encampment Fee Recommendation – Executive Summary - It has been many years since the Commission has reviewed the Buckskinners financial arrangement with the City to hold the annual 7 day encampment at Woodlawn Park. Since then, the Buckskinners extended the number of days requested, park fees in general have increased, park maintenance expenses have increased.

The previous financial arrangement was the acceptance of a \$500 donation in lieu of park rental fees. If the actual park rental fees were charged, the 7 day, Monday – Sunday event, would be \$2,300. The organizer indicated they do not generate profit from this event and the park fees would be cost prohibitive. They do have the opportunity to recover cost through camper/vendor fees and public admission. The organizer has requested either a fee adjustment or acceptance of a \$1,000 donation.

Other suggestions to help lower the cost of the rental:

- The organizer may drop the number of days to 6 days, Tuesday – Sunday
- The Commission could approve charging the non-profit/school rate. Although the group does not hold a non-profit status, they do work with schools as it concerns education of the time period and history. Total Non-Profit fees for 7 day event would be \$1,170.

Staff would not be opposed to any of the options outlined – charging the full amount \$2,300, accepting the \$1,000 donation, charging the non-profit rate of \$1,170. In the Executive Summary, staff's recommendation is the acceptance of the \$1,000 donation with an annual review.

In discussion, the Commission had various opinions about which option, the non-profit status amount or the donation amount, would fit the rental type the best. Some felt that going with the established non-profit fee schedule is cleaner and easier to justify. Other Commissioner didn't feel the non-profit fees should be charged as

the group is not non-profit and thus leaned toward the donation amount. There were concerns that other groups would request non-profit rates even though they do not carry the non-profit status.

MOTION BY Kohnhorst, seconded by Kohler, to approve the acceptance of a \$1,000 donation for the 7-day Buckskinners Encampment with annual review.

MOTION CARRIED with Todd Bultman opposed

Hartford MILL 2021 Craft and Brew Park Reservation Fee – Executive Summary – The Hartford MILL, whose goal is to bring together the community through unique events and civic actions, is considering organizing a Craft & Brew event to be held in Willowbrook Park on Saturday, August 28th. This event would combine craft vendors and a craft beer garden. The MILL is seeking financial assistance in regards to \$400 non-profit full park rental fee. While the MILL did not ask for a specific fee reduction, staff proposed a rental fee of \$60 which is the non-profit fee for the small shelter (\$20) and medium shelter (\$40). There could be additional fees charged should the MILL have special requests for additional tables, benches, trash containers, etc. If the group has success and continues holding this event, Commission can re-evaluate the fees charged for 2022.

Commissioner Kohler didn't believe there would be rental requests for that park that late in the Summer and said helping the MILL would be good.

MOTION BY Kohler, seconded by Bultmann, to approve the MILL Craft & Brew event to be held at Willowbrook Park on August 28, 2021 for a park use rental fee of \$60

MOTION CARRIED

RECREATION PROGRAMS / ACTIVITIES

Staff mentioned these upcoming programs:

- Family Puzzle Contest, Friday, February 21
- Fitness Session II, Starts the Week of February 22

ADULT / YOUTH SPORT

Staff mentioned these upcoming programs:

- Volleyball League Report – There are a few weeks left of the 7-8 week Winter Season in which we had 11 teams. A 7-8 week Spring league will be offered starting in early March.
- Youthball Registration – This year, the registration period will be a month long time span instead of just two weeks from February 1 to March 1
- Open Gym –Baseball and Fastpitch Softball – Pre-Season skill development clinic held for ages 9-14 on Sunday nights starts February 14.

AQUATICS

Signicast Aquatic Center

Lifeguard Training – Course will start on April 5

Special Swim Events

- Family Game Night, Friday, February 28, 6:30-8:30 PM Pool games for entire family
- Sweetheart Special, Friday, February 14, 6:30-8:30 PM Buy one admission, get second free
- Small Fry Saturday, Kids 7 and under are Free on Saturday in February

WSI Course – Starts March 15

Veterans Memorial Aquatic Center –

Applications for Summer Positions – The Aquatic Fitness Supervisor is accepting applications for the outdoor pool as well as reaching out to former staff to confirm their return.

PARKS OPERATIONS

Centennial Park Pavilion Planning – Community Group Survey Handout – A few select Community Service/Organization Groups were surveyed on what amenities they would like to see included in the Centennial Park proposed shelter. Priorities included permanent concession area, four season room, bathrooms (at least 2 stalls each). The Director hopes to have a shelter plan soon to share with the Commission. The hope is by having a visual plan it will help with the fundraising and perhaps donation amounts that would include naming rights to the shelter.

Ice Rink Updates – Both ice rinks are operational. A flood light has been added at Veterans Park using a pole installed for pool security. This light also can be used to light the Skate Park. Stairs and a platform has been constructed by staff to help users over the ice rink walls at both locations. Willowbrook lights have had issues including 2 of the 4 lights being out and a faulty timer. Hartford Utility is working on getting replacement lights and fixing the timer.

Summer Parks Reservations – Reservations have been steadily been coming for the summer.

Parks Project Report – Work on the ice rinks, lots of snow removal and burials.

OTHER REPORTS /COMMISSION REQUESTS

None

ADJOURNMENT

MOTION BY Hoffmann seconded by Kohnhorst to adjourn at 7:23 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."