

**HARTFORD PARKS AND RECREATION COMMISSION  
MINUTES**

Wednesday, April 5, 2023

5:30 PM - City Hall – Council Chambers

Present: Todd Rusniak, Scott Helms, Joe Kohler, Kate Carroll, Ken Mikulec, John Klabecek

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 Mikulec seconded by Klabecek to approve the March monthly minutes.

**MOTION CARRIED**

3. Informational Monthly Staff Reports – Reviewed

4. Communication and Correspondence – None

5. Appearances / Public Comments – None

6. Old Business

Membership / Facility Policy Changes – The proposed changes to gymnasium and fitness room policies discussed at the March meeting were given to the City Attorney for review. He did not have any concerns with the changes but recommended staff also reach out to CVMIC, the City's insurance provider. Their Risk & Safety Department reviewed our proposal and they reported back with "no concerns". The Aquatic Fitness Supervisor will be working on an additional waiver for new memberships that will give an overview of Fitness Room policies.

7. New Business

**ADMINISTRATION**

Recommendation to Approve Purchase of a Landscape Structures Playground From Gerber Leisure Products Inc. – Executive Summary – In 2022 staff was approached by the sons of a former City employee, Larry Nightingale. The Nightingale family lived on East Lincoln Avenue and frequented Candy Cane Park. The sons, Robert and John, each donated \$25,000 toward a new playground for this park.

Staff received three proposals for playground equipment. With input from the Nightingale brothers, staff is recommending the proposal from Gerber Leisure Products. The brothers did ask that the spinner component get replaced with a rocker. The cost difference will be minor. This surface material for this site will be playground wood fiber.

The proposed price is less than that \$50,000 donation. The additional fund will be used for the playground wood fiber, memorial bench and possibly new park sign.

**Motion by** Kohler, seconded by Helms, to approve the proposal from Gerber Leisure Products, Inc at a cost of \$38,610 for the Candy Cane Park playground equipment.

**MOTION CARRIED**

Golf Simulator Update - Delivery of the simulator is expected in about a month. Foresight will install and train staff on the use. Staff has begun discussion regarding removing the drop ceiling and running electric in the ceiling. Staff has also discussed putting in the pool table currently in room 217, lounge furniture and even a putting green. Initially, the simulator will be available to use by Commission Members and City Staff only. This will give us time to work out any kinks/bugs with the goal to open to the public no later than mid-Summer.

## **RECREATION PROGRAMS / ACTIVITIES**

Pre-School Prep, Ages 2.5-3 yrs, Friday, April 14-May 5

When I Grow Up & Animal Safari, Ages 3-5, M/W, T/Th, May 1-19

Kids Craft – You and Me Day, April 22

## **ADULT / YOUTH SPORT**

Youthball Report – Game schedules, rosters and coaches are being organized for the all leagues. A few leagues need a few more coaches. In addition, umpires and a Youthball Coordinator are needed. Coaches meetings will be starting in two weeks.

Cops and Ballers – Basketball clinic for kids ages 6-14 held with Hartford and Slinger Police Officers in Slinger.

Blitz Football –Coach Redders and High School players will work with kids ages 5-8 and 9-11 on fundamental skills. This is held at Woodlawn Park starting April 20. Registrations have steadily been coming in.

Outdoor Pee Wee Soccer – This program for ages 4-6 will be held at Woodlawn Park on Saturdays starting April 29. Two time spots are available and staff expects both times to fill. Simple drills will be used to teach kids soccer basics in the outdoor environment.

## **AQUATICS**

### Signicast Aquatic Center

CIP PROJECT UPDATE – Staff is scheduling contractors to perform the pool work during the August shutdown. Staff is negotiating with Save Slides on the slide refinishing but feels confident the work can be done in August during shutdown. Ramaker was in to do the slide study / stair column inspection this week with the goal to have the bid documents for replacement available by June and the work to be done in August.

### Veterans Memorial Aquatic Center

SUMMER STAFFING – Between new employees and returning staff, filling positions is going well. The Aquatic / Fitness Supervisor will be running a Lifeguard class this month and one next month and the High School has another lifeguard class being offered this term. With those classes, it is expected to get an additional 13 guards hired which will give us more guard staff than we had last year. Additional admission and concession attendants are needed, however, many of the new applications being received are for those positions.

Currently, we have hired:

6 Managers

6 Head Lifeguards (4 of 6 are also managers)

48 Lifeguards

2 Slide Attendants

2 Concession Crew Leaders

8 Concession Attendants

6 Admission Attendants

21 Swim Instructors

2 Swim Instructor Aids

1 Partridge in a Pear Tree

## **PARKS OPERATIONS**

Homestead Park Playground Update - The playground has been ordered. Alderperson Turchi, a resident of that subdivision, was shown multiple options for playground designs and surface material. He had shared those designs with a subdivision committee and they suggested the design by Lee Recreation which included a poured in place surface material. It is expected that this playground will be installed in late spring by Lee Recreation. The next step is a small open shelter. The goal is to install that next year.

President Rusniak inquired as to the cost of the playground equipment. The Director commented that the CIP budget is \$100,000 to include both the playground and shelter.

Arbor Day Recognition - The City will be celebrating Arbor Day with a ceremony on Friday, April 28, 4:30PM at Woodlawn. Staff will be planting 4 trees and volunteer city forester Cory Gritzmacher will give a short tutorial with our Scout Pack. The pack will then place mulch around the trees and water them.

### Parks Project Report –

Special Projects for the month:

- Snow Removal and Salting
- Removal of fallen Willow tree at West Side Park
- Repair Riverwalk Trash Receptacles
- Finish Bench Repairs/Painting (36 total)
- Cleaned and Checked Over Mill Pond Fountains
- Westside restrooms are ready and only opened when there is a game until full park season opens which is May 1st.
- Woodlawn and Independence bathrooms will have water installed to check the new plumbing/fixtures to make sure all is operational
- Willowbrook Tennis/Basketball courts are (leaf blowing edges, lights have been checked for operation, garbage cans placed).

Centennial Park Update –

- The electric line moved underground. The lines perpendicular to the road will remain above ground.
- The footings for the pavilion will be poured soon.
- One mature Oak tree had to be removed as it was too close to the pavilion location.
- There is still available a \$125,000 donation naming right to the pavilion .

## **OTHER REPORTS /COMMISSION REQUEST**

Vice President Helms wanted the Recreation and Parks staff to know the High School's Day of Service will be held again this year and should there be project the Parks and Recreation Department want help with. Staff should reach out to him to organize having students help.

## **ADJOURNMENT**

**MOTION BY** Carroll seconded by Klabecek to adjourn at 5:57 PM.

**MOTION CARRIED**

Submitted by,

Randy Wojtasiak 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."