

**VILLAGE OF HARTLAND  
PARK AND RECREATION BOARD MINUTES  
MONDAY, OCTOBER 2<sup>ND</sup>, 2017  
7:00 PM  
Board Room  
210 Cottonwood Avenue, Hartland, WI**

Present: Tim Hallquist, Tina Bromberger, Mike Cottrell, Duane Lawson and Curt Gundrum.

Excused: Peggy Kallenberger and Dick Landwehr.

Others Present: DPW Director Einweck, Recreation Director Yogerst, Courtney Marshalek, Carol Zahorik, Michelle Bonness, David Pride and Tom Ludtke.

**Motion to nominate a Chairperson Pro-Tem for tonight's meeting in the absence of Chairperson Hallquist.**

Motion (Bromberger/Lawson) to nominate Mike Cottrell as Chairperson Pro-Tem for tonight's meeting. Carried (5-0).

**7:00 PM Call to Order**

**Public comments for those items not included on this agenda** (Please be advised per Wisconsin Act 123, the Park Board will receive information from the public for a three minute time period, with time extensions per the Park Board Chairman's discretion, per person, be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.) – NONE.

**Approval of Park and Recreation Board Minutes for May 1<sup>st</sup> and June 5<sup>th</sup>, 2017**

Motion (Bromberger/Gundrum) to approve the Park and Recreation Board Minutes for May 1, 2017 and June 5<sup>th</sup>, 2017. Carried (5-0).

**Director of Public Works Items**

- **Presentation and consideration of the final report from the Environmental Corridor and Open Space Task Force.**  
Courtney Marshalek gave a short presentation and presented the final report which was included in the packet. Mike Einweck read his presentation which was also included in the packet. It was discussed what is important in each park and that invasive species need to be controlled to help the park and plants. It was also stated there is a need to save the Oak trees at Penbrook Park as Buckthorn is taking nutrients away from the Oak trees. She said in their report they have outlined what actions are needed at each park. Courtney Marshalek said that the Task Force was only ongoing for a year and that they are looking for Village approval to have some type of board to oversee this moving forward. The Task Force also feels that the Village should review the municipal code to insure it in line with Waukesha County. The Task Force also said they think the Village should implement action at Penbrook Park and coordinate their efforts with the Ice Age Alliance. Courtney Marshalek said the Task Force would like to see some money designated for signs in the park to educate and also for pamphlets to go to homes. It was pointed out that the Task Force looked at the other parks in the village system and there are isolated areas that have an urgent need to remove invasive species. Mike Eichwech said that the Village had allocated

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\$10,000 to the Task Force and none of that was used to prepare the report so they would like to see the appropriate funds be carried over to next year's budget. It was also discussed how to approach homeowners and how they can maintain their properties.

Motion (Bromberger/Hallquist) to advance the Eco Task Force report as submitted to the Village Board. Carried (5-0).

- **Discussion regarding the Park Board's comments on their individual park visits.**

Mike Cottrell stated Park Board members were assigned parks to visit and comment on. Gundrum said he was assigned Hartbrook Park. He said the overall park was in good condition. The parking lot and picnic structure were in good condition as were the bathrooms. He said he noticed the baseball field was well maintained and the grass was cut. Also the playground area had fresh wood chips, looks nice and equipment is in good condition also. He said the bridge and walkway were in good condition. He said the only concern he had were a few dead trees along the walkway. Duane Lawson read his report. He stated he and his wife walked Nixon Park and Mill Pond. He said everything seemed to be well cared for and the baseball field is in great shape. He said he spoke to several women having lunch near concert area and they were very pleased with how clean the playground and picnic area was.

There was some discussion on the area Tina Bromberger visited which was Bark River and Greenway. She said she saw no obvious issues but mentioned she thought the bridge seemed a little narrow.

Mike Cottrell said at Centennial Park the football field was in good shape. He said the volleyball court is in rough shape, the weeds were just sprayed and the playground is light on wood chips otherwise good. Also he said the top unit on slide is discolored and the entry part that is gravel is weedy. He said baseball lines need a good spring cleanup and a clean-up job along Ice Age trail is needed by river. He said there is an area there that would be a nice sitting area and along the path of the river is over grown.

Tim Hallquist had no comments.

- **Discussion and possible consideration of a meeting date and time to tour the Village Parks as a group.**

The date of October 21<sup>st</sup> at 8 a.m. was discussed, Mike Einweck will check to see if he is available and it was decided to meet at Centennial Park. It was decided to allocate between 8 a.m.-11 a.m. and see how much they can get done. After some discussion the Park Board decided to also meet on November 6<sup>th</sup> at 5:30 p.m. and work on what was left. Staff will send out a reminder.

Motion (Lawson/Gundrum) to approve October 21<sup>st</sup> at 8 a.m. and November 6<sup>th</sup> at 5:30 p.m. to tour Village Parks as a group. Carried (5-0).

- **Discussion and possible consideration of the 2018 Park Budget.**

Mike Einweck said everyone was copied with the information from the previous agenda packet. He said the Park Board budget was included in that agenda. He went over the pie chart in the budget and he said seasonal staff of maintaining the parks is at \$24,000 for the summer. He also said that building and grounds maintenance was increased by \$1000 which would make it go from \$26,500 to \$27,500, and for the field maintenance they have \$16,000 budgeted. He said the landscape plantings which is to replace trees that have died at the park is budgeted at \$2000. In regards to Capital Outlay, he said typically they replace

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10 picnic tables and 10 garbage cans. He said they are also looking to replace a ball field diamond groomer and a hand held blower for cleaning paths and the splash pad. He said the corporate reserve is the amount charged by the Village to basically fund vehicle replacements in the budget. He said the front deck riding mower has been dropped and they are not considering it this year. There was discussion on projects in 2018 and 2019 such as replacing pedestrian bridge, asphalt repair and the tennis courts. There was also discussion on the beer garden and having the revenue generated from it go back into the parks system.

Motion (Bromberger/Gundrum) made to advance the budget to the Village Board as it stands with caveat that all revenue generated by activity in the park system stay within the park system for continued improvement and maintenance. Carried (5-0).

**Recreation Director Items**

- **Discussion and possible consideration of the 2018 Recreation Budget.**  
Kelli Yogerst went over the 2018 recreation expenses and revenues. She said there was a 1.1% increase dues to wages and salaries. Kelli Yogerst pointed out that the revenues have slowly been going up since 2015. There was discussion on existing programs. Kelli said she felt that the actual 2017 numbers would come in line with what she had projected for 2017. Mike Einweck said that he and Kelli had run the budget past the Village Board but they like to run it past the Park Board in case there was something that needed to be adjusted.

Motion (Bromberger/Gundrum) to approve Recreation Budget. Carried (5/0).

- **Update on partnership between Hartland-Lakeside School District and Village of Hartland Recreation Department**  
Kelli stated that the school district working with the Village of Hartland Recreation Department is a wonderful partnership. She said they are very helpful and they go the extra mile. She said the Recreation department saw an increase of over 1,000 participants from 2015 to 2016.
- **Announcements: It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Park and Recreation Board members or other Village staff members.**  
Jeff Plannerstill commented on meeting with other people/organizations and come up with ways to generate revenue for the parks.

**Adjourn**

Motion (Lawson/Bromberger) to adjourn. Carried (5-0). Meeting adjourned at 8:36 p.m. PM.

Respectfully submitted by  
Recording Secretary,

Deidre Bushey  
Deputy Clerk