

**PARK AND RECREATION BOARD AGENDA
MONDAY APRIL 5, 2021
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Public comments for those items not included on this agenda: (Please be advised the Park and Recreation Board will receive information from the public for a three-minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

1. Consideration of a motion to approve the Park and Recreation minutes of the March 1, 2021 meeting.

Public Works-

2. Discussion on a possible future Penbrook Trail, Jim Muenzenberger.

Recreation Director-

3. Discussion and possible consideration for use of Fine Arts Center for Baby Shower with Taco Cart June 26, 2021, Amber Ferree.
4. Discussion and possible consideration for Use of Fine Arts Center & Shelter #4 for event, No Better Friend Corp, Darryl Carlson.
5. Discussion on update on stocking of Nixon Park Pond.
6. Discussion on possible future Ice rink.
7. Discussion and possible consideration on fees for non-profit groups.

Other items for consideration

8. Announcements: It is not contemplated that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.
9. Adjourn
Deidre Bush y
Deputy Clerk

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at (262)367-2714. The Municipal Building is handicap accessible.

Individuals attending public meetings will be required to maintain appropriate social distancing, (i.e., maintain a 6-foot distance) and be free of symptoms related to COVID-19.

PARK AND RECREATION BOARD MINUTES
MONDAY, MARCH 1, 2021
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Tim Hallquist, Curt Gundrum, Nick Miller, Rick Connor, Randy Farrell, Shanta' de Boer and Craig Eisenhut.

Others: Dave Felkner, Kelli Yogerst, Jim Muenzenberger and Mike Kaiser.

7:00 PM Call to Order

Public comments for those items not included on this agenda: (Please be advised the Park and Recreation Board will receive information from the public for a three-minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

1. Consideration of a motion to approve the Park and Recreation minutes of February 1, 2021.

Motion (Connor/Miller) to approve the Park and Recreation minutes of February 1, 2021 minutes with the correction of Shanta' de Boer last name. Carried (7-0).

Public Works Items

2. Discussion on information, updates and improvements to Nixon, Penbrook, Hartbrook and Centennial park, Dave Felkner -

Felkner gave the following update on the parks:

- Nixon Park pond dredge
- Red Circles in park where trees were taken down and they will be putting in flowering trees for color all year.
- 4 trees in Nixon park were taken down,
- Looking at putting in rubber speed bumps near splash pad.
- Nixon tennis courts were resealed last year and Penbrook courts will be done this year.
- Basketball courts will be resealed by DPW
- Centennial path is overgrown, looking for direction regarding fence on north side of path.
- Flagpole budgeted for Nixon Park.
- Hartbrook walking bridge, the embankment is rotten and will need to be replaced. \$150,000 for a walking bridge and this will come up at budgeting.

The following things need to be done:

- sand pit (was where shelter currently is).
- Grill at shelter at Nixon park.
- Several items at Fine Arts Center need attention. (bricks, colored concrete, plaques for donors, these are budget items).

Recreation Director-

3. Discussion and possible consideration for use of the Fine Arts Center by Your Choice to Live, Inc. June 13th, Michael Kaiser.

Michael Kaiser is a local attorney and explained the event. Your Choice is a Hartland area, homegrown organization focused on preventing drug and alcohol use & abuse. It educates parents, kids and the community about the dangers related to drugs. He said the time may change and they are looking to have donation jars and raffle tickets. He also said there will not be a fee for admission. Farrell commented that since this is a non-profit event he would like to ask to have the fee waived.

Motion (Farrell/Eisenhut) to approve the use of the Fine Arts Center for the Your Choice to Live event. Carried (7-0).

4. Discussion and possible consideration for Hartland's Bark River Bash, May 1st, 2021, Kiwanis-

Jim Muensenberger was present for Kiwanis and gave a brief overview of the event. He said Kiwanis is strictly volunteer. He said they are looking to have vendors and there was discussion on the location for the vendors. Muenzenberger said if the Fine Arts Center is used by Endter a band can play and there is no need for registration. He said there will also be a hike from Nixon to Centennial.

Motion (Gundrum/Connor) to approve the Hartland Bark River Bash, May 1st 2021 by the Kiwanis. Carried (7-0).

5. Announcements: It is not completed that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.

Yogerst commented on several things that are being researched and worked on:

Canoe/Kayak launch

Ice Rink

Manitowoc Band will be playing on June 5th.

Ukulele band will also be playing but date will be determined.

87 kids signed up for t-ball.

Beer Garden hours.

6. Adjourn-

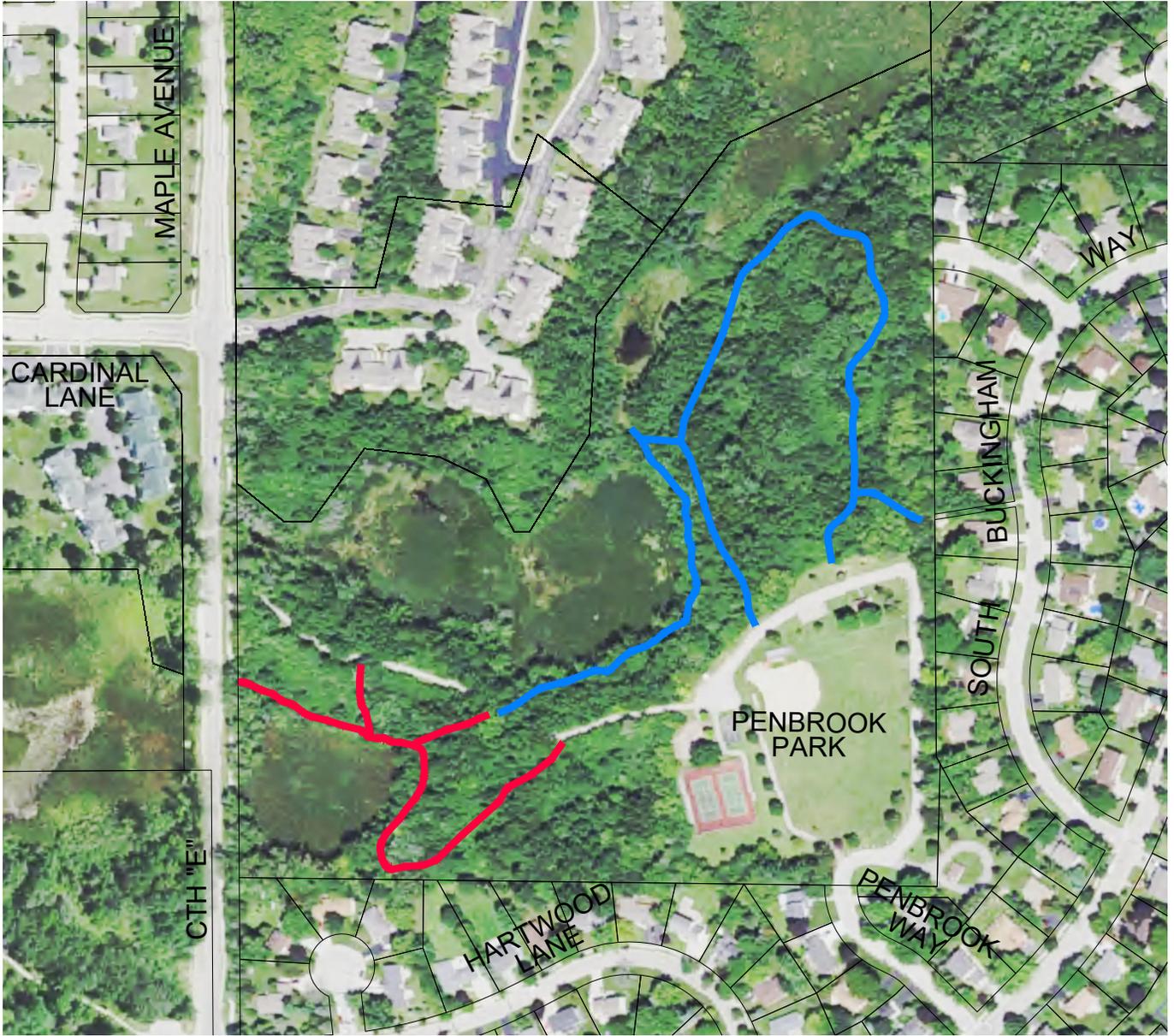
Motion (Connor/Gundrum) to adjourn. Carried (7-0). Meeting adjourned at 7:51 pm.
Respectfully submitted By Recording Secretary,

Deidre Bushey- Deputy Clerk

MAP 1

PENBROOK PARK NATURAL PATH

VILLAGE OF HARTLAND WAUKESHA COUNTY, WISCONSIN



Mar 30, 2021 8:44am PLOTTED BY: AKrueger SAVED BY: AKrueger
 G:\C3D_2018\09_Village of Hartland\00000 Misc Hartland\Penbrook Park Natural Path-01.dwg Layout1
 IMAGES: ..\..\..\..\SYM\HartlandLogo.jpg; G:\SYM\RM SQUARE_Full Color-Print.jpg; C:\Users\AKRUEGER\appdata\local\Temp\Waukesha2017_FSA-Clipped.png;
 XREFS: ..\BaseMap.dwg; ..\Preliminary-Pvoppprp.dwg



LEGEND

- PROPOSED NATURAL PATH
- PROPOSED NATURAL PATH



SCALE IN FEET

DATE: MARCH 2021

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SOURCE: R\JM

BASEMAP SOURCE: WAUKESHA COUNTY PARKS & LAND USE



Village of Hartland

Park Facility Reservation Application

210 Cottonwood Ave, Hartland, WI 53029
Office: (262) 367-2714 Fax: (262) 367-2430

Permit # _____

Contact Information

Organization Name (if applicable) _____
 Renter or Responsible Party Amber Ferree
 Home/Cell Phone 414-531-8970 Email Ambie.22000@yahoo.com
 Address 225 Parkview Dr. City/Zip Johnson Creek, WI
 If above person cannot be reached: Jason Ferree Phone 414-303-6134

Rental Information

Event Date 6/26/21 Event Type Baby Shower
 Arrival Time (include set-up time) 11:00 am Departure Time (include clean-up time) 6:00 pm
 Attendance 120 Electricity - Yes No _____ Tax Exempt - Yes _____ No (If yes, please include certificate)

Rental Fees

Check, cash and credit card are accepted (checks payable to **Village of Hartland**). Fees and deposits must be paid at the time of reservation.

Park Shelter/Open Space

- Bark River (may not use if athletic field is reserved)
- Hartbrook Park
- Nixon Splash Pad Shelter 1
- Nixon Splash Pad Shelter 2
- Nixon Park Shelter 4 (by Fine Arts Center)
- Penbrook Park (may not use if athletic field reserved)
- Other Structures to be placed in park (bounce house, dunk tank, climbing wall, etc.) Deposit Required
- Open Space Reserved (describe area below)

Rental Fee (based on number of attendees)

Attendees	Resident	Non-resident
0-50	\$75	\$85
51-100	90	103
101-200	105	<u>121</u>
201+	120	139

Refundable Deposit (based on number of attendees)

- 1 - 100 No deposit required
- 101 - 200 \$200
- 201 - 300 \$300
- 300 + \$400

I verify the information provided and agree to the Park Board's Policy and Village Ordinance regarding Park Usage.

Amber Ferree
 Renter's Signature
Amber Ferree
 Renter's Name (please print)

3/5/21
 Date

Rental Fee	<u>121.00</u>
Tax (5% on Rental Fee)	<u>6.05</u>
Deposit (if required)	<u>200.00</u>
Structures deposit (\$100)	_____
Total Due	<u>327.05</u>

Office Use Only: Date Paid 3-9-21 Amount Paid 327.05 Receipt # 22753 Processed AB



Village of Hartland Park Facility Reservation Application

210 Cottonwood Ave, Hartland, WI 53029
Office: (262) 367-2714 Fax: (262) 367-2430

Permit #

Contact Information

Organization Name (if applicable) No Better Friend Corp.
 Renter or Responsible Party Darryl Carlson
 Home/Cell Phone 920 627 2265 Email darryl@nobetterfriendcorp.com
 Address 802 N. Grand Ave City/Zip Waukesha 53186
 If above person cannot be reached: Jessie Nicholson Phone _____

Rental Information

Event Date Friday July 16th Event Type Veterans Fair
 Arrival Time (include set-up time) Event 4pm Setup 10am Departure Time (include clean-up time) Event 9pm Cleanup 10
 Attendance 100-200 Electricity - Yes No _____ Tax Exempt - Yes _____ No (If yes, please include certificate)

Rental Fees

Check, cash and credit card are accepted (checks payable to **Village of Hartland**). Fees and deposits must be paid at the time of reservation.

Park Shelter/Open Space

- Bark River (may not use if athletic field is reserved)
- Hartbrook Park
- Nixon Splash Pad Shelter 1
- Nixon Splash Pad Shelter 2
- Nixon Park Shelter 4 (by Fine Arts Center)
- Penbrook Park (may not use if athletic field reserved)
- Other Structures to be placed in park (bounce house, dunk tank, climbing wall, etc.) Deposit Required
- Open Space Reserved (describe area below)
By tennis courts + walk ways (see picture)

Rental Fee (based on number of attendees)

Attendees	Resident	Non-resident
0-50	\$75	\$85
51-100	90	103
101-200	105	121
201+	120	139

Refundable Deposit (based on number of attendees)

- 1 - 100 No deposit required
- 101 - 200 \$200
- 201 - 300 \$300
- 300 + \$400

I verify the information provided and agree to the Park Board's Policy and Village Ordinance regarding Park Usage.

Darryl D. Carlson
 Renter's Signature
Darryl D. Carlson
 Renter's Name (please print)

3/16/21
 Date

Rental Fee	<u>121.00</u>
Tax (5% on Rental Fee)	_____
Deposit (if required)	<u>200.00</u>
Structures deposit (\$100)	<u>100.00</u>
Total Due	<u>427.05</u>

Office Use Only: Date Paid _____ Amount Paid _____ Receipt # _____ Processed _____



Village of Hartland

Mobile Food Facilities Application

210 Cottonwood Ave, Hartland, WI 53029
Office: (262) 367-2714 Fax: (262) 367-2430

Contact Information

Business Name We plan to have a Veteran Nonprofit set up a brat fry

Business Owner Name at no charge to guests (UFW or American Legion)

Home/Cell Phone _____ Email _____

Address _____ City/Zip _____

Copy of Proof of Insurance Provided

Copy of Mobile Retail Food Facilities issued by Waukesha County or State of Wisconsin

Rental Information

Person/Group Reserving Park Facility No Better Friend Corp

Event Date Friday July 16th Event Type Veterans Fair

Arrival Time (include set-up time) 2pm Departure Time (include clean-up time) 8pm

Rental Fees

Rental Fee \$75

Check, cash and credit card are accepted (checks payable to **Village of Hartland**). Fees and deposits must be paid at the time of application.

Park Shelter/Open Space

Bark River Park

Fine Arts Center

Nixon Park

Open Space Reserved (describe area below)

Centennial Park

Hartbrook Park

Penbrook Park

Application must be approved by the Village's Park and Recreation Board. I verify the information provided and agree to the Park Board's Policy and Village Ordinance regarding Park Usage.

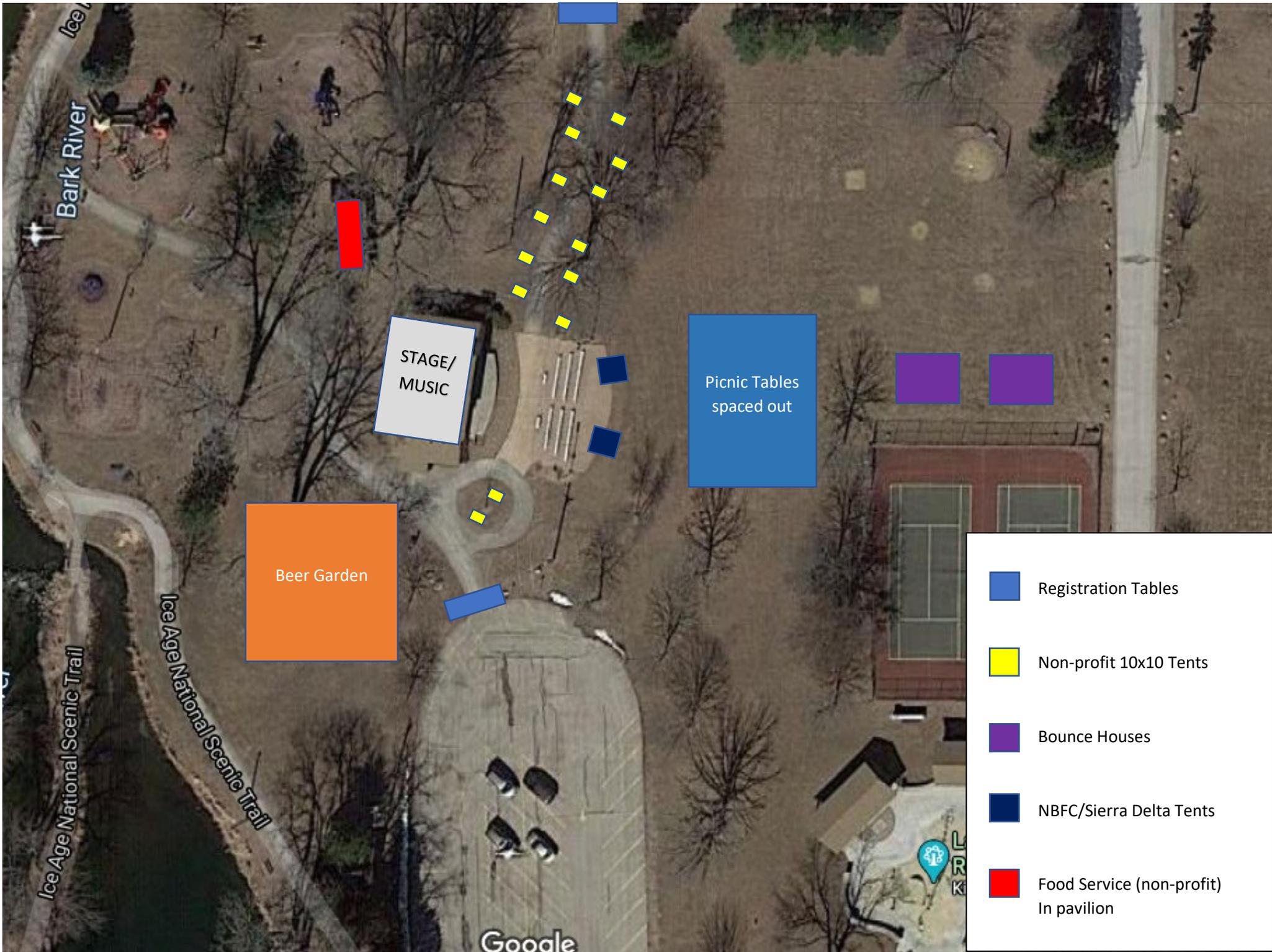
Royal D. Carlson
Signature

3/16/21
Date

Darryl D. Carlson
Name (please print)

Rental Fee	<u>75.00</u>
Tax (5% on Rental Fee)	<u>3.75</u>
Total Due	<u>78.75</u>

Office Use Only: Date Paid _____ Amount Paid _____ Receipt # _____ Processed _____



From: [Darryl Carlson](#)
To: [Deidre Bushey](#)
Subject: RE: Event Application & Diagram
Date: Monday, March 22, 2021 1:09:38 PM
Attachments: [image001.png](#)

Background:

[No Better Friend Corp.](#) and [Sierra Delta](#) have partnered together to hold Veteran-focused events around the state. These events will be family-oriented with the intent of bringing Veterans and their families together to share resources that are available to all Veterans.

Possible groups that will be participating are:

1. Veterans of Foreign Wars
2. American Legion
3. Jewish Veterans of America
4. Sons of the American Legion
5. Auxiliary Legion
6. AMVETS
7. Legion Riders
8. Honor Flight
9. Local Veteran Service Officers
10. Lift for the 22
11. Concerned Veterans of America
12. Other Veteran focused non-profits that provide services.

Event will have live music, bounce houses, face painting, and other family-friendly activities and dogs. Sierra Delta is a provider of Service and life buddy/companion dogs.

Please let me know if you have any questions.

Thank you,

Darryl

From: Deidre Bushey <deidreb@villageofhartland.com>
Sent: Friday, March 19, 2021 7:38 AM
To: Darryl Carlson <Darryl@nobetterfriendcorp.com>
Subject: RE: Event Application & Diagram

Hi,

If you would also send me a description of the event and a little background on for the Park Board members that would great. It would give them an idea of the event before the meeting.

Dee-Dee

From: Darryl Carlson <Darryl@nobetterfriendcorp.com>

Sent: Thursday, March 18, 2021 3:02 PM

To: Kelli Yogerst <kelliy@villageofhartland.com>; Deidre Bushey <deidreb@villageofhartland.com>

Cc: Robyn Ludtke <robynl@villageofhartland.com>

Subject: Event Application & Diagram

Good Afternoon,

It was nice meeting you this morning. Attached is the application and credit card information, as well as a rough diagram for the event. Please let me know if you need any other information prior to the board meetings. I realized that I didn't write in Jessie's phone number (secondary contact), it's 603.738.3730.

Thank you,

Darryl D. Carlson
Executive Director

O: 262-290-5497

M: 920-627-2265

darryl@NoBetterFriendCorp.com

www.nobetterfriendcorp.com



TO: Park and Recreation Board
FROM: Kelli Yogerst, Recreation Director
DATE: March 16, 2021
SUBJECT: Ice Rink Information

Village of Hartland staff contacted the Village of Sussex and City of Delafield to receive their expenses on the cost of their ice rinks and supplies needed to operate. The following was found;

EXPENSE	CITY OF DELAFIELD	VILLAGE OF SUSSEX
Cost of Rink	\$10,000	\$4,500
Rink Size	105' x 55'	64' x 160'
Use of Water	Approx. 27,000 gallons	Approx. 6,000 gallons
Liner	\$1,500 - \$1,600 Replaced every four years	\$1,500 - \$1,600 Replaced annually
Ice Maintenance	NA	Ice Mower \$800 Ice Resurfacer \$625

Village of Sussex and City of Delafield purchased their ice rinks from nicerink.com. After viewing the website it was determined the price for the rink is dependent on the following;

Size of Rink:	24' x 44'	32' x 64'	44' x 88'	52' x 104'	Custom
Surface Type:	Grass/Dirt	Pond/Lake	Concrete/Asphalt		
Liner Type:	NRCS	NR #1	NR #2		
Package Type:	The Essentials	Bronze	Silver	Gold	
Add ons:	Ice Mower	Used when there are bumps on the ice			
	Resurfacers	Applying water to make the ice like glass			

The website allowed staff to put the details listed above together to create a quote.

The lowest cost package included a 24' x 44' rink, grass/dirt surface, liner type NRCS and the essential package. Total, \$1,536.35.

Estimated gallons of water needed, 264.

The most expensive package included a 52' x 104' rink, concrete/asphalt surface, NR#3 and the gold package. Total, \$6,250.00.

Estimated gallons of water needed, 13520.

A custom package was not created due to not knowing a size Park and Recreation Board would want at Nixon.