

**PARK AND RECREATION BOARD AGENDA
MONDAY NOVEMBER 1, 2020
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 October 4, 2021 meeting.
2. Discussion and possible consideration on a Carnival.

Public Works Items-

3. Discussion and possible consideration of Annual Review of the Bark River, Nixon Park Canteen agreements with HAAA, Flanagan-Dorn Canteen agreement, Lake Country Lacrosse Centennial Park Use Agreement and the Score Board/Press box Agreement with the Lake Country Chiefs.
4. Discussion and possible consideration for bonds for user groups.

Recreation Director-

5. Discussion and possible consideration on fee adjustments for athletic fields.
6. Update on Ice Rink Sponsors.
7. Discussion on Grand opening of Ice Rink.

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.

To participate via Zoom in the Village of Hartland Board meeting, please dial 1 (312) 626-6799. The Meeting ID is 859 6455 2560 Or participate online:

<https://us02web.zoom.us/j/85964552560?pwd=a2lQaU9kbFkxQ2draGVdDdZPbjQyUT09>

PARK AND RECREATION BOARD MINUTES
MONDAY, OCTOBER 4, 2021
7:00 PM
COMMUNITY CENTER, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Tim Hallquist, Curt Gundrum, Randy Ferrell, Shaunta' de Boer, Nick Miller and Craig Eisenhut.
Others: Dave Felkner, Kelli Yogerst, Mark Pape, Tom Ludtke and Chip Schneeberger.
Excused: Rick Conner
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 the Sept. 7th, 2021, Park Board meeting-

Motion (Ferrell/Gundrum) to approve the Park and Recreation minutes of September 7, 2021, minutes, with the correction of Rick Conner not being at the meeting. Carried (6-0).

Public Works Items-

2. Discussion and possible consideration for painted logo/stickers on Born natural trail at Castle Park, Kiwanis-

Felkner explained that Kiwanis has painted some exercise spots at Castle Park, and every one of those painted areas has a sign of what someone can do for exercise at that location. He went on to say Kiwanis is looking to paint a logo on the asphalt or putting a sticker on the sign. He said on the signs have 3 different logos, the Village of Hartland, United Way and GE Capital. Felkner said GE Capital is no longer a participant in this, they no longer support it. His recommendation is to use the stickers to cover up GE instead of painting logos on the asphalt. Hallquist said he liked the idea of stickers vs painting.

Motion (Miller/Eisenhut) to cover up logo with stickers on Born natural trail at Castle Park. Carried (6-0).

3. Discussion and possible consideration of lighting and outlets at pavilions at Nixon Park, Kiwanis-

Schneeberger from Kiwanis was present and said they would like to put in one light on the interior at the 3 pavilions which would be on timers and continue with the outlets. Felkner said they spoke to the PD and they don't have a problem with it, they just don't want it to become a problem with

the lights being on 24/7, so that is the reason for the timers. Schneeberger said they started with the outlets back in 2015 but it got derailed. Hallquist asked where the outlets would be located and Schneeberger said on the outside of the posts. Schneeberger said Kiwanis would foot the bill.

Motion (Hallquist/Ferrell) for Kiwanis to put 1 light on a timer with an override and 4 outlets per pavilion. Carried (6-0).

4. Update on improvements on Nixon Park warming shed and surroundings.

Felkner said DPW sanded the floor and put an oil on the floor and it turned out pretty good. What they have left to do is a sealing and insulate. He said they are also looking at putting a ceiling fan in because there is a possibility, they could be renting it out in the summer. He said if they do go that route the board would have to decide on what they would charge to rent it out. Hallquist brought up plumbing at the FAC, and Felkner said the plumbing at the FAC would not happen this year because all the pipes run in the block walls so the whole thing would need to be replumbed. He said that would be a project for next spring/summer. He went on to say that the plumbing leading into the FAC is only 3 ft below the surface and the FAC was never intended on being open in the winter. Felkner said let's see how the Ice Rink goes this winter.

5. Discussion and possible consideration for new signs at Bark River Score Board, HAAA Tom Ludtke-

Tom Ludtke was present and introduced Mark Pape. Mark Pape will be taking over as president as Mr. Ludtke is retiring as president of HAAA. Ludtke said they are there to talk about signage in the parks, and that their signs don't have a lot of specifics on them like the Village signs. He said not that a lot needs to go on the signs, but it is more of a suggestion to the Village of Hartland that it may help the community by adding some things, like park rule signs and make them more official. He said the sign says pets must be on a leash but doesn't say anything about picking up after your pet. He said the sign says must have a malt beverage permit, but the signs should say that food vendors need a permit. As far as specifics at Bark River, some of it relates to the activity that goes on there. He said there has also been a problem with people using the field to hit golf balls. He said the golf balls can hit someone going down the path and a fellow HAAA member collected 30 golf balls. He said he feels it needs to be spelled out for people. He suggested that if people are going to violate the rules, they will be cited per the village ordinance. Felkner said the ordinance hits a lot of different items, like no camping or campfires, destruction, no loitering is under another ordinance number, and he went over the list of items Ludtke suggested and said a lot of those items are under various ordinance numbers and a lot of them are covered. He said if they were to put everything on there, it would take too long to read. Ludtke said these are just a suggestion because so many people don't get it. Felkner said DPW has found golf balls in other parks, but they are public parks & isn't sure what to do about it. Ludtke said he plans on putting something on their scoreboard about swearing. Felkner said he did talk to PD and they have 2 officers on at all times, so if there is a problem 1 of them can swing by. Hallquist asked Ludtke how many police reports he has filed and Ludtke said he hasn't gone to that extreme. Ludtke said he thought it would be a good idea to let people know that certain behavior isn't acceptable.

Felkner said that would be a good thing to put in the newsletter. Felkner suggested why doesn't the board look through Ludtke's request and it can be tabled to bring it back later. Brief discussion on the sign that Ludtke wanted to put up at the 3rd base line. Deboer asked if there was a link to the ordinances or a QR code that would link to the ordinances.

Ludtke said the other thing is that HAAA owns the scoreboard and on the scoreboard itself there could be a couple of their own signs like no swearing, no alcohol on the field, participate at your own risk, no carry in alcohol allowed. He said that way people looking at the scoreboard they would see them. Ludtke said they could get a mockup for the signs. Felkner suggested putting up a sign on the left field fence a sign that faces the parking lot that says no carry ins allowed and put one on 3rd base as well and just try it next year. Miller brought up the suggestion of a sandwich board sign. The question was asked how many times HAAA has had problems with people bringing food in. Ludtke said only a couple times over the last several years. There was brief discussion on signage for no carry-ins. Hallquist commented that the Lake Country Beer Garden deals with people bringing in coolers for the Thursday night concerts as well. Hallquist said he can call the police have them come in to deal with it.

Ludtke said the last thing is they are going to have a new cover made for the scoreboard. He said he intends to have the HAAA logo put on the cover. He said the existing cover is too small for the new scoreboard. Hallquist asked if they have changed the logo. Ludtke said not really, he said HAAA doesn't go straight down the middle now, it is a little off the center and the laces is kind of skewed and the ball is yellow vs white.

Felkner said Ludtke had mentioned in his email about putting banners on the 1st and 3rd base and he asked if that is just on the scoreboard. Ludtke said just on the scoreboard. He said it would be metal signs that attach to the scoreboard but not for advertising. Hallquist said he liked Miller's suggestion of a sandwich board sign and suggested HAAA decide what to put on the sandwich board and come back.

Motion (Eisenhut/Hallquist) to table the signage for HAAA to a future meeting. Carried (6-0).

6. Discussion of future use for impact fees –

Felkner explained how Park impact fees work, he said when developers develop subdivisions in Hartland and a portion of the money goes towards Parks, a portion goes to DPW, and a portion goes to rec, police and fire. He said with that money you are allotted 7 years to use it or you lose it. Felkner said right now there is \$30,000 in the Parks that must be used by 2024. And he said and then in 2027, there is a 124,000 that needs to be used. The question was asked if there are requirements for the impact fee money. Felkner said it must be a brand-new item that has not been in the park before. Felkner said they walked the park and are looking at putting in lighting the path from park street along the river, around the pond and then on light up every path in Nixon Park from the FAC out.

Felkner said he got one proposal for \$38,000 and that is for burying the wire and the bollards. He said a bollard would be every 30-40 feet and that will stay on 24/7. Dave explained where on the paths the lighting would go, he said there is one by the river that comes out at park court, run it over the island between the river and the pond, with the wood chip path. Then light it around there and then take it up to Cottonwood then back down around the south and east side of the

pond. He said eventually he would like to look at taking it along Bark River. Felkner explained that the bollards going towards Park Ave would have shades on them because they don't want any of the lights shining towards homes. Hallquist brought up thing to think about for the future with one being this year which is a speaker system for the ice rink this year. The other things to think about for the future are pickleball & basketball, lights at Nixon baseball field, lights at the football field, concession stand at centennial and bathrooms at Penbrook Park.

Recreation Director-

7. Discussion and possible consideration on fee adjustments for athletic fields and shelters-

Yogerst said she had researched what other communities charge and the fees from 3 local municipalities were included in the packet, Sussex, City of Oconomowoc, and the City of Delafield. She went over the fees, Felkner said he would like to change to have Centennial field raised to \$35 because the Village has put a lot of money into that field, and it is a hardball diamond. He went on to say it's more labor to prep that field.

- Sussex baseball field rental is \$15, with a \$15 field prep fee and a \$100 deposit. Sussex soccer fields 1-6 rental is \$30 with field 7 being \$5 and \$100 deposit per league.
- Oconomowoc is \$10 per hour for residents/\$20 an hour for non-residents with fees increasing next year to \$15 for residents and \$30 for non-resident. Soccer/Football fees are the same as the baseball fees and the same increase next year. Tennis/Pickleball is also the same with no increase next year. Rentals do not include prep fees with the prep fees are performed on a fee basis by the City of Oconomowoc Parks, Recreation and Forestry Dept.
- City of Delafield Baseball field rentals for a full day is \$115 with half day being \$65, preps are \$30 and \$10 if they set it up. Tennis court is \$5 and soccer field are \$20 and DPW does not set up. Shelter fees are the same as baseball fees for full/half day.
- Hartland fees are \$35 for Nixon and bark River baseball fields, \$25 for all other baseball fields. \$30 for soccer fields, \$100 for football field and \$11 for tennis court rental.

Hallquist said the former DPW supervisor did not want the user groups to prep their fields and asked Felkner if he felt the same way. Felkner said yes, he said if a user group goes to fast to prep a diamond, they kick all that dirt into the grass. He said he would leave everything status quo and the only thing he wanted to change was the Centennial field fee.

There was discussion on time limit for rentals and limiting field rental to 4 or 6 hours. There was also brief discussion on hourly rates. Ferrell brought up the discussion of policy for rain cancellations and user group rentals.

Ferrell commented that he feels it should go to an hourly rate for the field rentals. More discussion on hourly rates.

Motion (Hallquist/Ferrell) to raise Centennial field rental fee from \$25 to \$35. Carried (6-0).

Motion (Hallquist/Gundrum) to table the rest of the fee adjustments to a future meeting. Carried (6-0).

Yogerst then talked about the shelter fees, Sussex shelters are different sizes, so their fees are different for the size.

- Sussex – Splash pad for daycare or group of 10 \$50 per group
 - Armory Open air shelter - \$50 for entire day
 - Village Park Early days shelter - \$55 for entire day
 - Village Park Lions open shelter - \$184 for entire day
 - Village Park North open shelter - \$ 100 for entire day
 - Village Park Volleyball court \$10
- City of Oconomowoc shelters
 - Range from \$75-\$150 + tax
- City of Delafield
 - Range from \$65 - \$115

The question was asked why the Board is looking at raising everything, and Hallquist said we aren't, we are looking to see if we are competitive with other communities. Discussion on the Village shelter fees compared to these communities and fees for resident's vs non-residents. Discussion on how often to review fees. Felkner said that last time the shelter fees were reviewed it was decided to still leave 1 shelter open to the public and not rent that one out. He asked if everyone was still good with that, and Hallquist said they are looking at adding another shelter in the future.

Motion (Eisenhut/Gundrum) to keep resident fee the same for park shelter rentals and raise the non-residence fees for shelter rentals to \$130 (0-50 people), \$145 (51-100 people), \$160 (101-200 people), and \$175 (201+ people). Carried (6-0).

8. Update on Ice Rink Sponsors-

Yogerst handed out the printout for the current donors and the amounts they donated. She said they had 421,575.00. That amount minus the cost of the ice rink, which was \$4,764.98, they currently have \$16,810.02. She said Rotary originally donated \$2500 then they found out they wouldn't be the sole naming sponsor of the ice rink, so they asked that their money be returned which it was. She said Smith Keane are the skate slab sponsor and blue bell will be the warming shed sponsor. She said Pat Endter's paid for concrete around the warming shed. Yogerst said some of the banners have come in and some they are waiting on. Hallquist asked about Modern Woodman banner. Hallquist asked if there is anyone, she hasn't heard from that had originally showed interest. Yogerst said there were a few people who she reached out to again but hasn't heard back from. Hallquist said Pat Endter's paid for the new cement around the warming shed and JB electric is supplying the lights for the ice rink. Yogerst also said Avalon Graphics donated \$1000.

9. Discussion and possible consideration for the Ice Rink ribbon cutting ceremony-

Yogerst said invitations were sent to the sponsors who donated money. It was asked who was doing the actual ribbon cutting, and it was suggested that the big sponsors should do the actual ribbon cutting and recognize all sponsors.

10. Update on Carnival in the Park –

Yogerst said she asked Spectrum Entertainment for a sample contract, she said he is in the state of Wisconsin, he has 32 rides, park benches, picnic tables, games, rides, has an insurance policy, he gave her tips and tricks on what to look for. She said he told her generally carnivals like to bring in between \$80,000-\$100,00 dollars. She explained the breakdown of amount of payment. She said he has campers for the workers. She said the other one she talked to that does St. Charles only brings about 7 rides. They like the ground to be firm, so they don't sink into the ground. She said Spectrum Entertainment gave her a lot of information and both vendors asked if there are other events going on and she explained that Hometown Celebration will be going on, and they both said it works better with other things going on. It was explained, that over \$10,000 then the Village would get a percentage. Hallquist said 32 rides is too much but to start looking at it and scaling it down. There was discussion on using the FAC as a band area.

11. 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.

No announcements.

12. Adjourn-

Motion (Gundrum/Hallquist) to adjourn. Carried (6-0). Meeting adjourned at 8:52 pm.

Respectfully submitted By Recording Secretary,

Deidre Bushey- Deputy Clerk

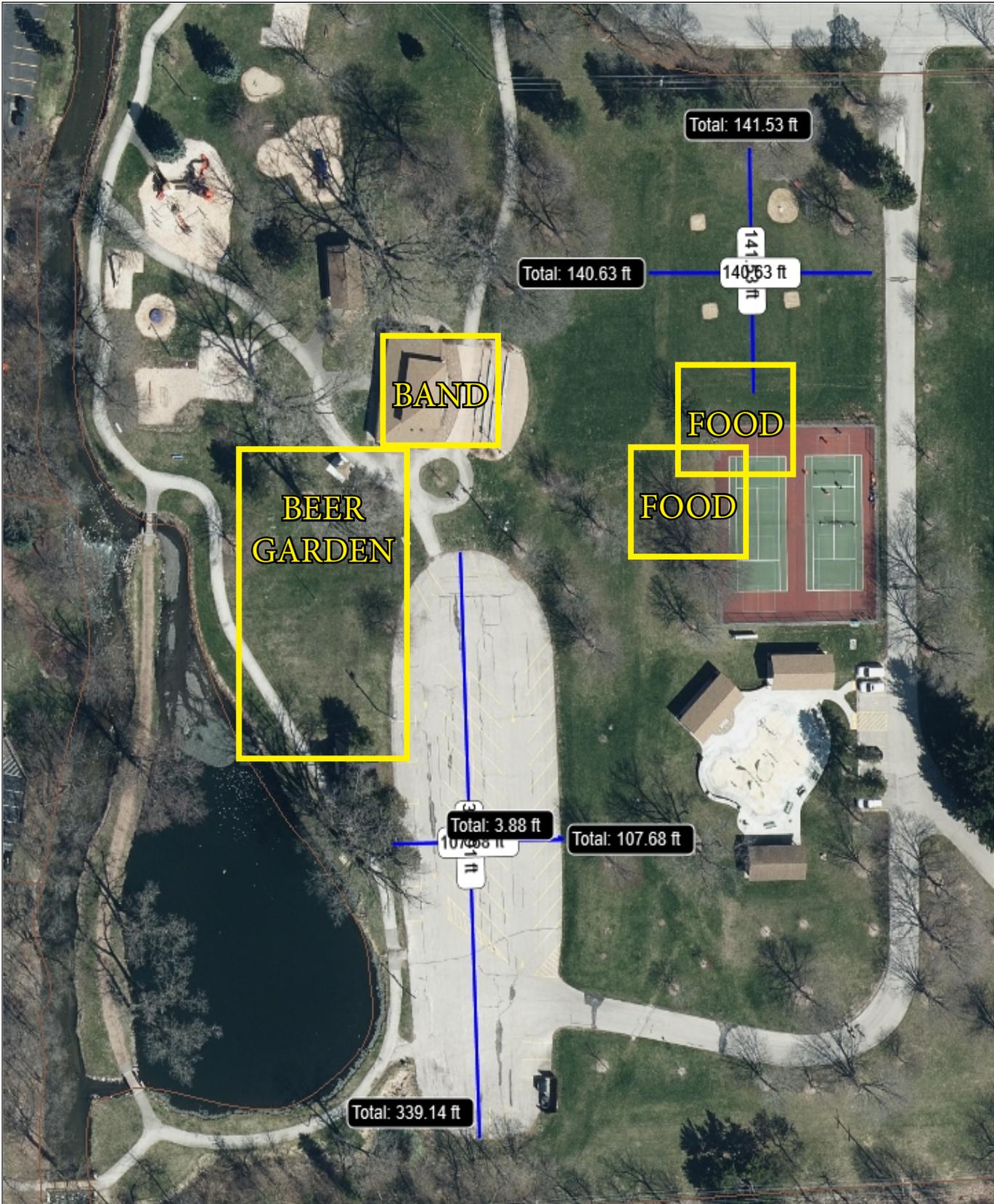


Nixon Park
Fine Arts Center

Lake Country
Rotary Splash Pad
Kids' summertime
outdoor spray park

Nixon Park
22 min drive - home

FIREWORKS
ARE SHOT
OFF HERE!



Village of Hartland/Hartland Athletic Advancement Association
Bark River Park and Canteen Agreement (Revised 11-02-2015)

WHEREAS, the Village of Hartland (hereinafter "Village") owns and maintains a canteen in the Bark River Park in the Village; and

WHEREAS, the canteen is frequently used by Hartland Athletic Advancement Association (hereinafter "HAAA") when games are being played on the ball field,

NOW THEREFORE, THE VILLAGE AND HAAA HEREBY AGREE AS FOLLOWS:

1. The HAAA will apply for all necessary permits required by Village to sell fermented malt beverages and food product.
2. The HAAA acknowledges that the canteen is located in a designated flood plain/floodway, and hereby releases the Village from any claims that the HAAA may have arising out of flood or water damage to the HAAA equipment/materials in the canteen, at any time in the future.
3. Neither the HAAA nor any other agency may place any advertising, names or logos on the Village property without prior written approval from the Village Park and Recreation Board and Village Board.
4. The responsibility and authority to schedule and allow use of the softball field/shelter, rest rooms and canteen for all HAAA league play and/or any tournaments or other users shall remain solely with the Village. When other users are permitted by the Village to use the facilities, it shall be HAAA's responsibility to secure their equipment and food product prior to the permitted use. It is acknowledged that the HAAA owns certain equipment within the canteen and retains the right to schedule use of their equipment for associated food and beverage sales.
5. The HAAA will be allowed to store hand tools, bases, field chalk, chalker and field dry material in the storage room of the canteen. This area shall be kept in a clean and tidy manner at all times.
6. The HAAA shall thoroughly clean the canteen and garage area and remove all equipment and materials from the canteen and garage area with the exception of the shelves, the walk-in cooler, the refrigerator, the standup freezer and the popcorn maker. All electrical devices shall be turned off and unplugged, before October 15th of each year of this agreement.
7. This Agreement is for a period of one year from the date hereof, at the end of that period, the agreement will automatically renew for an additional one-year term unless cancelled by Village Board action. The Village may modify the agreement or, if cancelled, require that HAAA, at their sole expense, remove all of their equipment and restore all Village property to its condition prior to installation of these items (see item thirteen). HAAA may with the Village Park and Recreation Board approval, donate these items to the Village. The Agreement will be reviewed annually by the Village Park and Recreation Board based on input from the Village Staff and the HAAA at their November meeting.

Village of Hartland/Hartland Athletic Advancement Association
Bark River Park and Canteen Agreement (Revised 11-02-2015)

8. The HAAA will be required to maintain, throughout the period of recreational activities, insurance with coverage as provided below:

- A. Comprehensive General Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured”.
- B. Comprehensive Professional Liability Insurance in an amount of a least \$500,000 for coverage to insure the activities of the coaches, manager, administrators and officers of the organizations engaging in recreational activities on Village park land is recommended, but not required. The policy should include the Village and its agents, officers and employees as “additional insured”.

The HAAA will be required to maintain, throughout the period of sale of alcoholic beverages, the appropriate alcohol licensing and insurance with coverage as provided below:

- A. Comprehensive Liquor Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured”. A Certificate of Insurance evidencing the issuance of a policy covering this insurance requirement must be provided to the Village prior to this activity.

9. The HAAA will provide to the Village one set of keys to any locks in the canteen. This will not include any coolers or refrigerators where their product is stored.

10. The HAAA will provide to the Village a Five Hundred (\$500.00) dollar deposit that will be refunded if clean-up is satisfactorily completed by October 15th. This may be retained by the Village if damage, other than vandalism, has occurred or cleaning of the facility is required. The Village would charge the current contract labor rate plus 50% for fringe benefits, any material costs and a 3% administrative charge for billing purposes.

11. The HAAA will pay for seventy-five percent (75%) of the electric utility costs during the months of field use, typically; May, June, July, and August. Additional months may be added if there are scheduled games or tournaments in other months. This will be billed on a monthly basis with the HAAA given 30 days to pay the Village. When other users are permitted by the Village to use the facilities, HAAA will only charge an electric use fee commensurate with the use by the user.

12. Neither the HAAA nor any other agency shall make any modifications/alterations to the facility without prior written approval of the Village.

Village of Hartland/Hartland Athletic Advancement Association
Bark River Park and Canteen Agreement (Revised 11-02-2015)

13. The HAAA shall be responsible for keeping the facilities in a clean and sanitary condition at all times. This includes all trash pickup in the park after game use; sweeping up debris in the shelter, around the canteen and in the paved area around the ball field; general housekeeping in the canteen and rest rooms that includes restocking of toilet paper; and removal of debris in the bleachers and dugouts.

14. The HAAA shall indemnify, defend and hold harmless the Village of Hartland and its elected officials, board members and employees from and against any and all claims, costs, expenses, losses, damages, demands, actions or causes of action which may be asserted against or incurred by Village as a result of HAAA use of the property or HAAA items used on property. HAAA shall also maintain its own property and liability insurance that insures its property and damages that may result to Village property under any and all peril. A certificate of insurance shall be provided to the Village at the beginning of each year.

15. The HAAA shall be responsible for the maintenance and/or removal/donation of the following items if this agreement is not renewed.

Park exterior

- A. Field lights, concrete bases and wiring
- B. Score board and wiring
- C. Score booth and stairs
- D. Flag pole and Flag

Canteen interior

- A. Walk in cooler
- B. Standup freezer
- C. Refrigerator
- D. Popcorn maker
- E. Sound system and wiring
- F. Speakers and mounts
- G. Desk
- H. All shelving units
- I. Hand tools and equipment

Canteen storage room

- A. hand tools
- B. bases
- C. field chalk
- D. chalker
- E. field dry material

Village of Hartland/Hartland Athletic Advancement Association
Bark River Park and Canteen Agreement (Revised 11-02-2015)

Dated this _____ day of _____, _____.

Village of Hartland

By: _____

Ryan Bailey, Interim - Village Administrator

Hartland Athletic Advancement Association

By: _____

Printed Name: _____

Title: President _____

Village of Hartland/Hartland Athletic Advancement Association
Nixon Park and Canteen Agreement (Revised 11-02-2015)

WHEREAS, the Village of Hartland (hereinafter "Village") owns and maintains a canteen in the Nixon Park in the Village; and

WHEREAS, the canteen is frequently used by Hartland Athletic Advancement Association (hereinafter "HAAA") when games are being played on the ball field,

NOW THEREFORE, THE VILLAGE AND HAAA HEREBY AGREE AS FOLLOWS:

1. The HAAA will apply for all necessary permits required by Village to sell fermented malt beverages and food product.
2. Neither the HAAA nor any other agency may place any advertising, names or logos on the Village property without prior written approval from the Village Park and Recreation Board and Village Board.
3. The responsibility and authority to schedule and allow use of the ball field and canteen for all HAAA league play and/or any tournaments or other users shall remain solely with the Village. When other users are permitted by the Village to use the facilities, it shall be HAAA's responsibility to secure their equipment and food product prior to the permitted use. It is acknowledged that the HAAA owns certain equipment within the canteen and retains the right to schedule use of their equipment for associated food and beverage sales.
4. The HAAA shall thoroughly clean the canteen area and remove all equipment and materials from the canteen with the exception of the refrigerators, before October 15th of the year of this agreement. Any electrical devices shall be turned off and unplugged by the above date.
5. This Agreement is for a period of one year from the date hereof, at the end of that period, the agreement will automatically renew for an additional one-year term unless cancelled by Village Board action. The Village may modify the agreement or, if cancelled, require that HAAA, at their sole expense, remove all of their equipment and restore all Village property to its condition prior to installation of these items (see item eleven). HAAA may with the Village Park and Recreation Board approval, donate these items to the Village. The Agreement will be reviewed annually by the Village Park and Recreation Board based on input from the Village Staff and the HAAA at their November meeting.
6. The HAAA will provide to the Village one set of keys to any locks in the canteen. This will not include any refrigerators where their product is stored.
7. The HAAA will provide to the Village a Five Hundred (\$500.00) dollar deposit that will be refunded if clean-up is satisfactorily completed by October 15th. This may be retained by the Village if damage, other than vandalism, has occurred or cleaning of the facility is required. The Village would charge the current contract labor rate plus 50% for fringe benefits, any material costs and a 3% administrative charge for billing purposes.

Village of Hartland/Hartland Athletic Advancement Association
Nixon Park and Canteen Agreement (Revised 11-02-2015)

8. The HAAA will pay for seventy-five percent (75%) of the electric utility costs during the months of field use, typically; May, June, July, and August. Additional months may be added if there are scheduled games or tournaments in other months. This will be billed on a monthly basis with the HAAA given 30 days to pay the Village.
9. Neither the HAAA nor any other agency shall make any modifications/alterations to the facility without prior written approval of the Village.
10. The HAAA shall be responsible for keeping the facilities in a clean and sanitary condition at all times. This includes all trash pickup in the park after game use; sweeping around the canteen; general housekeeping in the canteen and rest rooms that includes restocking of toilet paper; and removal of debris in and around the bleachers and dugouts.
11. The HAAA shall indemnify, defend and hold harmless the Village of Hartland and its elected officials, board members and employees from and against any and all claims, costs, expenses, losses, damages, demands, actions or causes of action which may be asserted against or incurred by Village as a result of HAAA use of the property or HAAA items used on property. HAAA shall also maintain its own property and liability insurance that insures its property and damages that may result to Village property under any and all peril. A certificate of insurance shall be provided to the Village at the beginning of each year.
12. The HAAA will be required to maintain, throughout the period of recreational activities, insurance with coverage as provided below:
 - A. Comprehensive General Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured”.
 - B. Comprehensive Professional Liability Insurance in an amount of a least \$500,000 for coverage to insure the activities of the coaches, manager, administrators and officers of the organizations engaging in recreational activities on Village park land is recommended, but not required. The policy should include the Village and its agents, officers and employees as “additional insured”.

The HAAA will be required to maintain, throughout the period of sale of alcoholic beverages, the appropriate alcohol licensing and insurance with coverage as provided below:

- A. Comprehensive Liquor Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured”. A Certificate of Insurance evidencing the issuance of a policy covering this insurance requirement must be provided to the Village prior to this activity.

Village of Hartland/Hartland Athletic Advancement Association
Nixon Park and Canteen Agreement (revised 11-02-2015)

13. The HAAA shall be responsible for the maintenance and or removal/donation of the following items if this agreement is not renewed.

Park exterior

- A. Scoreboard and wiring
- B. Sound equipment

Canteen interior

- A. Refrigerator units
- B. Hand tools and equipment

Dated this _____ day of _____, _____.

Village of Hartland

By: _____

Ryan Bailey, Interim - Village Administrator

Hartland Athletic Advancement Association President

By: _____

Printed Name: _____

Title: President

Village of Hartland/Flanagan – Dorn Post 294 American Legion Nixon Park and Canteen Agreement (Revised 8/27/2019)

WHEREAS, the Village of Hartland (hereinafter "Village") owns and maintains a canteen in the Nixon Park in the Village; and

WHEREAS, the canteen is frequently used by Flanagan – Dorn Post 294 American Legion (hereinafter "Flanagan – Dorn Post") when games are being played on the ball field,

NOW THEREFORE, THE VILLAGE AND HAAA HEREBY AGREE AS FOLLOWS:

1. The Flanagan – Dorn Post will apply for all necessary permits required by Village to sell fermented malt beverages and food product.
2. Neither the Flanagan – Dorn Post nor any other agency may place any advertising, names or logos on the Village property without prior written approval from the Village Park and Recreation Board and Village Board.
3. The responsibility and authority to schedule and allow use of the ball field and canteen for all Flanagan – Dorn Post league play and/or any tournaments or other users shall remain solely with the Village. When other users are permitted by the Village to use the facilities, it shall be Flanagan – Dorn Post's responsibility to secure their equipment and food product prior to the permitted use. It is acknowledged that the Flanagan – Dorn Post owns certain equipment within the canteen and retains the right to schedule use of their equipment for associated food and beverage sales.
4. The Flanagan – Dorn Post shall thoroughly clean the canteen area and remove all equipment and materials from the canteen with the exception of the refrigerators, before October 15th of the year of this agreement. Any electrical devices shall be turned off and unplugged by the above date.
5. This Agreement is for a period of one year from the date hereof, at the end of that period, the agreement will automatically renew for an additional one-year term unless cancelled by Village Board action. The Village may modify the agreement or, if cancelled, require that Flanagan – Dorn Post, at their sole expense, remove all of their equipment and restore all Village property to its condition prior to installation of these items (see item eleven). Flanagan – Dorn Post may, with the Village Park and Recreation Board approval, donate these items to the Village. The Agreement will be reviewed annually by the Village Park and Recreation Board based on input from the Village Staff and the Flanagan – Dorn Post.
6. The Flanagan – Dorn Post will provide to the Village one set of keys to any locks in the canteen. This will not include any refrigerators where their product is stored.
7. The Flanagan – Dorn Post will provide to the Village a Five Hundred (\$500.00) dollar deposit that will be refunded if clean-up is satisfactorily completed by September 1st. This may be retained by the Village if damage, other than vandalism, has occurred or cleaning of the facility is required. The Village would charge the current contract labor rate plus 50% for fringe benefits, any material costs and a 3% administrative charge for billing purposes.

**Village of Hartland/ Flanagan – Dorn Post 294 American Legion
Nixon Park and Canteen Agreement** (Revised 8/27/2019)

8. The Flanagan – Dorn Post will pay for fifty percent (50%) of the electric utility costs during the months of field use, typically; June and July. Additional months may be added if there are scheduled games or tournaments in other months. This will be billed on a monthly basis with the Flanagan – Dorn Post given 30 days to pay the Village.

9. Neither the Flanagan – Dorn Post nor any other agency shall make any modifications/alterations to the facility without prior written approval of the Village.

10. The Flanagan – Dorn Post shall be responsible for keeping the facilities in a clean and sanitary condition at all times. This includes all trash pickup in the park after game use; sweeping around the canteen; general housekeeping in the canteen and rest rooms that includes restocking of toilet paper; and removal of debris in and around the bleachers and dugouts.

11. The Flanagan – Dorn Post shall indemnify, defend and hold harmless the Village of Hartland and its elected officials, board members and employees from and against any and all claims, costs, expenses, losses, damages, demands, actions or causes of action which may be asserted against or incurred by Village as a result of Flanagan – Dorn Post use of the property or Flanagan – Dorn Post items used on property. Flanagan – Dorn Post shall also maintain its own property and liability insurance that insures its property and damages that may result to Village property under any and all peril. A certificate of insurance shall be provided to the Village at the beginning of each year.

12. The Flanagan – Dorn Post will be required to maintain, throughout the period of recreational activities, insurance with coverage as provided below:

- A. Comprehensive General Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured”.
- B. Comprehensive Professional Liability Insurance in an amount of a least \$500,000 for coverage to insure the activities of the coaches, manager, administrators and officers of the organizations engaging in recreational activities on Village park land is recommended, but not required. The policy should include the Village and its agents, officers and employees as “additional insured”.

The Flanagan – Dorn Post will be required to maintain, throughout the period of sale of alcoholic beverages, the appropriate alcohol licensing and insurance with coverage as provided below:

- A. Comprehensive Liquor Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured”. A Certificate of Insurance evidencing the issuance of a policy covering this insurance requirement must be provided to the Village prior to this activity.

Village of Hartland/ Flanagan – Dorn Post 294 American Legion
Nixon Park and Canteen Agreement (Revised 8/27/2019)

13. The Flanagan – Dorn Post shall be responsible for the maintenance and or removal/donation of the following items if this agreement is not renewed.

Canteen interior

A. Refrigerator unit

Dated this _____ day of _____, _____.

Village of Hartland

By: _____

Ryan Bailey, Interim - Administrator

Flanagan – Dorn Post 294 American Legion Representative

By: _____

Printed Name: _____

Title: _____

Village of Hartland/Lake Country Lacrosse Centennial Park Use Agreement

WHEREAS, the Village of Hartland (hereinafter "Village") owns and maintains a public park and soccer field in Centennial Park in the Village; and

WHEREAS, Lake Country Lacrosse (hereinafter "LCL") desires to use said field for certain games for the LCL teams,

NOW THEREFORE, THE VILLAGE AND LCL HEREBY AGREE AS FOLLOWS:

1. LCL will apply for the use of the soccer field for their use by way of a Village provided Athletic Facility Reservation Form.
2. LCL is intending the use of the soccer field for games of their grade school aged teams.
3. The Village will provide standard field maintenance as necessary including watering, weed/pest control, and cutting.
4. Village agrees to a cut length of 2½ - 3 inches during the season. Standard cutting frequency is weekly.
5. Village will provide refuse/recycling collection.
6. Village will provide restroom maintenance and cleaning.
7. LCL will adhere to the Village Field Use Guidelines.
8. LCL will perform any and all required or desired field marking/painting.
9. LCL will provide field equipment including, but not limited to, goals and other equipment necessary for practice or games.
10. LCL will clean area after each use and deposit trash/recyclable items into collection containers.
11. LCL will repair any damage done to the field as a result of practice or game play including, but not limited to repair or maintenance of the area around the goals or elsewhere, as necessary during the season. Explicitly, LCL will repair any damage done to the field as a result of practice or game play at the end of the season with a proper sod installation and maintenance of sod (watering, etc.) until it is established.
12. LCL and Village will coordinate and agree on field use and cancellations due to weather or field conditions.
13. The fee to use the soccer field is \$70.00 per use. This includes games and practices. LCL will pay the full amount for the intended use of the soccer field prior to any use.
14. Neither LCL nor any other agency may place any advertising, names or logos on the Village property without prior written approval from the Village Park and Recreation Board and Village Board.
15. LCL will be allowed to store hand tools and goals at the Park provided they are secured in an agreeable location. The paint and field painter items will need to be brought in for each use.
16. This Agreement is just for the current proposed use and will not be automatically renewed. Any field restoration will need to be completed within two weeks of the end of use.
 17. If the agreement is terminated, LCL, at their sole expense, shall remove all of their equipment and restore all Village property to its condition prior to installation of these items (see Paragraph 11).

**Village of Hartland/Lake Country Lacrosse
Centennial Park Use Agreement**

18. In connection with the use and areas and facilities to be used pursuant to this Agreement, each of the parties shall be responsible for the acts and omissions of their respective officers, employees and agents giving rise to any liability, claims, demands, legal actions or suits, fines, costs and related expenses of any kind in connection with any damage, injury or death to person or damage or injury to property.
19. Nothing in this Agreement shall be construed to make the agent(s) of one party the agent(s) of the other.
20. Nothing contained within this agreement is intended to be a waiver or estoppels of the Village or LCL or their respective insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.475 through 895.62 and 345.05
21. LCL will be required to maintain, throughout the period of recreational activities, insurance with coverage as provided below. The policy shall include the Village and its agents, officers and employees as “additional insured”.
 - A. Comprehensive General Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured” along with the appropriate endorsement pages.
 - B. Comprehensive Professional Liability Insurance in an amount of a least \$500,000 for coverage to insure the activities of the coaches, manager, administrators and officers of the organizations engaging in recreational activities on Village park land.
22. The Village will bill LCL if clean-up is required after a use or if the field restoration is not completed by July 1 of each year. The Village would charge the current labor rate plus 50% for fringe benefits and any material costs or contractor costs in addition to a 3% administrative charge for billing purposes.
23. Neither LCL nor any other agency shall make any modifications/alterations to the facility without prior written approval of the Village.
24. LCL shall indemnify, defend and hold harmless the Village of Hartland and its elected officials, board members and employees from and against any and all claims, costs, expenses, losses, damages, demands, actions or causes of action which may be asserted against or incurred by Village as a result of LCL use of the property or LCL items used on property. A certificate of insurance shall be provided to the Village at the beginning of each year.

Dated this _____ day of _____ 2019.

Village of Hartland

By: _____
Ryan Bailey, Interim - Village Administrator

Village of Hartland/Lake Country Lacrosse
Centennial Park Use Agreement

Lake Country Lacrosse

By: _____

Printed Name: _____

Title: _____

SCORE BOARD/PRESSBOX AGREEMENT
VILLAGE OF HARTLAND AND LAKE COUNTRY CHIEFS FOOTBALL
(Revised 11-02-2015)

WHEREAS, the Village of Hartland (hereinafter “Village”) owns and operates a football field in Centennial Park in the Village; and

WHEREAS, said football field is frequently used by Lake Country Chiefs Youth Football (hereinafter “Chiefs”); and

WHEREAS, Chiefs desire to, at their sole expense, install and maintain a scoreboard and press box at the football field to enhance their use of the football field;

THE VILLAGE AND CHIEFS HEREBY AGREE AS FOLLOWS:

1. The Chiefs will, at their sole expense, without cost to the Village, install a scoreboard and press box consistent with the plans and specifications.
2. The installation work to be done by the Chiefs includes all necessary steps to bring electricity (underground) to the scoreboard and press box.
3. The Chiefs will apply for all necessary permits for the installation of the scoreboard and press box and will comply with all applicable codes. The Chiefs acknowledge that the press box being provided does not meet requirements of the Americans with Disabilities Act Accessibility Guidelines, but that the bleachers are accessible. The Chiefs will provide on the bleachers, separate scoreboard and/or public address system controls if required to do so by the Village.
4. The Chiefs acknowledge that the scoreboard and press box are being installed in a designated floodplain, and hereby release the Village from any claims that the Chiefs may have arising out of flood or water damage to the scoreboard or press box at any time in the future.
5. Neither the Chiefs nor any other entity may place any advertising, names or logos on the scoreboard or press box except for team names and the Chiefs logo without prior written approval from the Hartland Park and Recreation Board and the Village Board.
6. Chiefs will have the right and responsibility to schedule use of the scoreboard and press box. However, responsibility and authority to schedule and allow use of the football field will remain solely with the Village.
7. Chiefs may remove the scoreboard and/or press box at any time, but only after first providing assurances deemed adequate in the sole discretion of the Village to assure that all Village land will be restored to its prior condition after removal of the scoreboard and/or press box at their sole cost.

8. Chiefs will be sole owners of the scoreboard and press box. Chiefs will be responsible for all maintenance, including any charges for electric service. Chiefs are required to maintain the scoreboard and press box, at their sole expense, in good repair and appearance.

The Chiefs will be allowed to construct, maintain and use the scoreboard and press box pursuant to this Agreement. The Agreement is to be reviewed annually by the Hartland Park and Recreation Board. The Village in its sole discretion can renew this agreement or modify it. Should concerns arise, the Chiefs will be given opportunity to cure and correct stated concerns and the Chiefs will present, in writing, their plan to do so. Should the Village determine that the Chiefs can no longer use Centennial Park; the Chiefs will be allowed to complete only that year's schedule. At that time the Village will require the Chiefs, at their sole expense to remove the scoreboard and press box and restore all Village land to its condition prior to installation of the scoreboard and press box within 120 days of notice.

9. Chiefs hereby agree to indemnify and hold harmless the Village, its officers, employees and agents from all claims, losses, damages, and expenses arising out of or associated with the construction, installation, maintenance or use of the scoreboard and press box.
10. Chiefs shall provide to the Village one set of keys to any locks on the scoreboard and press box and any associated electric panels/boxes.

Dated this _____ day of _____, 20__.

VILLAGE OF HARTLAND

Ryan Bailey, Interim - Village Administrator

LAKE COUNTRY CHIEFS FOOTBALL

Signature of President of Organization

Print Name

2021 Centennial Score Board Agreement

Village of Hartland/Let Kids Fly Centennial Park Use Agreement

WHEREAS, the Village of Hartland (hereinafter "Village") owns and maintains a public park and soccer field in Centennial Park in the Village; and

WHEREAS, Let Kids Fly (hereinafter "LET KIDS FLY") desires to use said field for certain games for the LET KIDS FLY teams,

NOW THEREFORE, THE VILLAGE AND LET KIDS FLY HEREBY AGREE AS FOLLOWS:

1. LET KIDS FLY will apply for the use of the soccer field for their use by way of a Village provided Athletic Facility Reservation Form.
2. LET KIDS FLY is intending the use of the soccer field for games of their grade school aged teams located at the Southwest open space of the park.
3. The Village will provide standard field maintenance as necessary including watering, weed/pest control, and cutting.
4. Village agrees to a cut length of 2½ - 3½ inches during the season. Standard cutting frequency is weekly.
5. Village will provide refuse/recycling collection.
6. Village will provide restroom maintenance and cleaning.
7. LET KIDS FLY will adhere to the Village Field Use Guidelines.
8. LET KIDS FLY will perform any and all required or desired field marking/painting.
9. LET KIDS FLY will provide field equipment including, but not limited to, goals and other equipment necessary for practice or games.
10. LET KIDS FLY will clean area after each use and deposit trash/recyclable items into collection containers.
11. LET KIDS FLY will repair any damage done to the field as a result of practice or game play including, but not limited to repair or maintenance of the area around the goals or elsewhere, as necessary during the season. Explicitly, LET KIDS FLY will repair any damage done to the field as a result of practice or game play at the end of the season with a proper sod installation and maintenance of sod (watering, etc.) until it is established.
12. LET KIDS FLY and Village will coordinate and agree on field use and cancellations due to weather or field conditions.
13. The fee to use the soccer field is \$50.00 per use. This includes games and practices. LET KIDS FLY will pay the full amount for the intended use of the soccer field prior to any use.
14. Neither LET KIDS FLY nor any other agency may place any advertising, names or logos on the Village property without prior written approval from the Village Park and Recreation Board and Village Board.
15. LET KIDS FLY will be allowed to store hand tools and goals at the Park provided they are secured in an agreeable location. The paint and field painter items will need to be brought in for each use.

Village of Hartland/Let Kids Fly Centennial Park Use Agreement

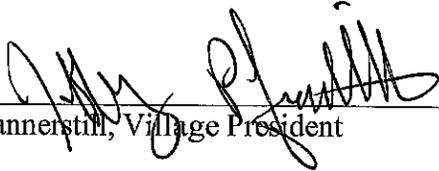
16. This Agreement is just for the current proposed use and will not be automatically renewed. Any field restoration will need to be completed within two weeks of the end of use.
17. If the agreement is terminated, LET KIDS FLY, at their sole expense, shall remove all of their equipment and restore all Village property to its condition prior to installation of these items (see Paragraph 11).
18. In connection with the use and areas and facilities to be used pursuant to this Agreement, each of the parties shall be responsible for the acts and omissions of their respective officers, employees and agents giving rise to any liability, claims, demands, legal actions or suits, fines, costs and related expenses of any kind in connection with any damage, injury or death to person or damage or injury to property.
19. Nothing in this Agreement shall be construed to make the agent(s) of one party the agent(s) of the other.
20. Nothing contained within this agreement is intended to be a waiver or estoppels of the Village or LET KIDS FLY or their respective insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.475 through 895.62 and 345.05
21. LET KIDS FLY will be required to maintain, throughout the period of recreational activities, insurance with coverage as provided below. The policy shall include the Village and its agents, officers and employees as "additional insured".
 - A. Comprehensive General Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as "additional insured" along with the appropriate endorsement pages.
 - B. Comprehensive Professional Liability Insurance in an amount of a least \$500,000 for coverage to insure the activities of the coaches, manager, administrators and officers of the organizations engaging in recreational activities on Village park land.
22. The Village will bill LET KIDS FLY if clean-up is required after a use or if the field restoration is not completed by July 1 of each year. The Village would charge the current labor rate plus 50% for fringe benefits and any material costs or contractor costs in addition to a 3% administrative charge for billing purposes.
23. Neither LET KIDS FLY nor any other agency shall make any modifications/alterations to the facility without prior written approval of the Village.
24. LET KIDS FLY shall indemnify, defend and hold harmless the Village of Hartland and its elected officials, board members and employees from and against any and all claims, costs, expenses, losses, damages, demands, actions or causes of action which may be asserted against or incurred by Village as a result of LET KIDS FLY use of the property or LET KIDS FLY items used on property. A certificate of insurance shall be provided to the Village at the beginning of each year.

Dated this 24 day of August 2020.

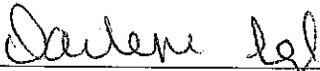
Village of Hartland

Village of Hartland/Let Kids Fly
Centennial Park Use Agreement

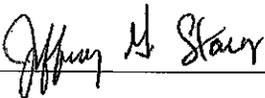
Village of Hartland

By: 
Jeff Pfannerstill, Village President

ATTEST


Darlene Igl, Village Clerk

Let Kids Fly

By: 
Printed Name: Jeffrey G. Staus
Title: Organizer

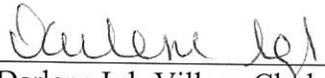
ATTEST


Printed Name: Deidre Bishey
Title: Deputy Clerk

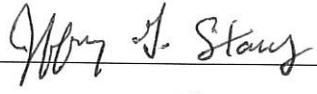
Village of Hartland/Let Kids Fly
Centennial Park Use Agreement

By: 
Tim Rhode, Village Administrator

ATTEST


Darlene Igl, Village Clerk

Let Kids Fly

By: 
Printed Name: Jeffrey G. Staus
Title: Organizer

ATTEST


Printed Name: Deidre Bishop
Title: Deputy Clerk

VILLAGE OF HARTLAND

ATHLETIC FIELD RESTORATION AGREEMENT

DATES OF USE: _____

FIELD: _____

The undersigned hereby agrees to fully accept restoration responsibility of the above named field due to unacceptable field conditions that may result from the allowed use on the athletic field. The limits/items of restoration may include complete removal and replacement of sod, diamond mix, or other field appurtenances. These field restoration costs shall be in addition to any field reservation fees and field preparation fees that are paid in advance of field use. Documentation of field conditions shall be made by the Village staff by the taking of photos both prior to and after the reserved use of the fields. Acts of vandalism outside of the normal field use shall not be the responsibility of the field user. All restoration shall be completed in a timely basis. **There will be a field deposit required as a part of this agreement (please see below schedule).**

Field User representative: _____
(signed)

Field User representative: _____
(printed)

Field User representative: _____
(Title)

Organization Name: _____

Date: _____

Deposit Schedule for Each Field:

- Centennial Football Field - \$250**
- Soccer Fields - \$150**
- Softball Field - \$150**
- Baseball Fields - \$150**
- T-ball fields (Nixon and Joliet) - \$50**

Amount Paid: _____ Date: _____ Receipt No. _____

**VILLAGE OF HARTLAND
ATHLETIC FACILITY SCHEDULING APPLICATION**

Organization or Individual's Name: _____

Name of Person In Charge: _____

Telephone Number: (Home) _____ (Work) _____ (EMAIL) _____

Address: _____
Street/Mailing Zip Code

Two Alternate Names If Above Person Cannot Be Reached: **(Must Be Completed)**

Name	Address	Phone (Home, Work & EMAIL)
------	---------	----------------------------

Name	Address	Phone (Home, Work & EMAIL)
------	---------	----------------------------

I verify the documented information and agree to abide by the Park Board's Policy and Village Ordinances regarding Park usage.

Signature _____

Date Paid _____ Field Fees Paid _____ Deposit Paid _____ Preps Paid _____ Receipt Number _____
(Office Use Only)

Permit Number: _____ Provide Dates, Times or Attach Schedule	Fee Per Use (Including Games and Practices) <i>Tax not Charged for Tax-Exempt</i>	Deposit (See Below)	Field Prep Charges <u>See Page 2</u>	Total Amount Due	Date Issued	Insurance Certificate?	Request Taken By
Baseball Fields (Large)							
Nixon	\$35.00 + 1.75						
Centennial	\$25.00 + 1.25						
Hartbrook	\$25.00 + 1.25						
Penbrook	\$25.00 + 1.25						
Baseball Fields (Small)							
Hartbrook	\$25.00 + 1.25						
Joliet	\$25.00 + 1.25						
Nixon	\$25.00 + 1.25						
Softball Field							
Bark River*	\$35.00 + 1.75						
Soccer Fields(Large)							
Centennial	\$30.00 + 1.50						
Hartbrook	\$30.00 + 1.50						
Penbrook	\$30.00 + 1.50						
Soccer Field (Small)							
Hartbrook	\$30.00 + 1.50						
Football Field							
Centennial	\$100.00 + 5.00						
Tennis Courts							
Nixon	\$11+ .55 per court every 2 hours						
Penbrook	\$11+ .55 per court every 2 hours						

*Field Reservation Includes Shelter at Bark River Park Only

Turn Page Over for Prep Fees

Refundable Deposit Amounts	\$50.00	\$100.00	\$200.00	\$300.00	\$400.00
Number of Participants	0-50	51-100	101-200	201-300	300+

REQUIREMENTS FOR ATHLETIC FIELD USE AND FIELD PREPARATION APPLICANTS

1. It will be the responsibility of the sponsor/individual reserving the athletic facilities to pick up litter in the area after the event, including in the surrounding park area. The applicant will be responsible for any damage or excessive clean up required and the cost will be deducted from the deposit.
2. All equipment and personal items must be removed from the park by sun down or the closing time approved by the Park Board.
3. Restroom facilities and parking lots are open to park patrons. **NOT EXCLUSIVE TO THE PERMIT HOLDER.** Parking is permitted in designated areas only. **Vehicles cannot be parked in the picnic areas or the grass.**
4. Certificate of insurance naming the Village of Hartland as additional insured must be provided.
5. **DISORDERLY CONDUCT PROHIBITED.**
6. For the enjoyment of all park patrons, dogs must be licensed, on a leash not exceeding six feet in length and under the owner's control. Owners shall promptly remove and dispose of any excrement in a sanitary manner.
7. Fields must be reserved for make-up games and a minimum of 24 hours notice given (one working day) to prep a field for a make-up game.
8. DPW requires a minimum of 24 hours notice (one working day) for a newly scheduled field preparation.
9. DPW will spend no more than two hours preparing a facility for a game.
10. In the case of inclement weather, field preps will not be made. Notification will be provided to appropriate contact person if conditions do not allow for field preparation. Please follow the Hartland Athletic Field Group Guidelines for Field Playing Conditions or contact Recreation Director Kelli Yogerst at 262-367-0352.
11. Park Shelter application must be made separately if they are to be used in conjunction with a field's use, except at Bark River Park where the shelter is included with the field reservation.
12. Application for field reservations for a specific year cannot be made before January 1st.
13. All uses must be open to the public, free of charge. Participants may not pass a collection plate, or solicit from the audience.
14. Games or practices shall not be scheduled earlier than April 15th (subject to field conditions due to weather) for any field.
15. Only one type of athletic play may take place on any field at a time.
16. The "per use" fee is charged for practices, as well as games. See the Facility Reservations Policy adopted on 8/15/2013 for full details.

Field	Cost Per Prep	Amount of Preps Requested	Total Prep Cost
Large fields: Bark River, Nixon, Hartbrook, Centennial & Penbrook	\$50		
Joliet, Hartbrook (Small), Nixon T-Ball	\$15		
Soccer/Lacrosse	\$60		
Football Field	\$60		