

HARTFORD PARKS AND RECREATION COMMISSION MINUTES

Wednesday, March 1, 2023

5:30 PM – City Hall Council Chambers

Present: Todd Rusniak, Scott Helms, Ken Mikulec, Joe Kohler, John Klabecek, Dan Hummel

Excused: Kate Carroll

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

ADMINISTRATION

Recommendation to Approve Foresight Sports for Golf Simulator Purchase – Executive Summary – Per the discussion at last month's Commission meeting, the Director has researched golf simulators that could be used in Room 210 – formerly the rented space by Jazzercise. Staff believes the tee time revenue from the golf simulator will be of great benefit to the department.

The Director researched different simulators. They were all very similar but Foresight Sports came highly recommended by the owner of GolfTec's stores. The Director did test this product in person. In addition to the favorable recommendation, the bid for Foresight Sports came in lower than two other simulators that were also considered. Included in the pricing is all equipment including projector, computer, screen, mat and set up.

With Foresight, players will be able to play courses all throughout the world, practice particular holes, or work on the range. There are also mini-game options that are family friendly if it is decided to expand offerings. The product is user friendly.

The cost of the simulator, \$36,898, will come from the Rec Fundraising reserve account. There is a total of \$73,000 in this account which has been generated by our Summer Fun ticket sales program. This account is set aside for building enhancements. Staff plans to 'pay back' this Rec Fundraiser account with the sales made from the golf simulator. Once the entire cost has been 'refunded', 25% of all future revenue from the simulator will continue to go into this account. This will help continue to fund this building enhancement reserve account as ticket sales over the last 3-4 years has decreased significantly. This has not just happened in Hartford, but other Recreation Departments in the state that sell these discounted tickets offered through WPRA.

Commissioner Klabecek questioned what the annual licensing fee was. The Director said that Foresight Sports does not have a licensing fee.

Commissioner Mikulec questioned if two simulators would fit in room 210. The Director confirmed that two Foresight simulators would fit. At this time only one simulator will be purchased. Should the popularity warrant a second simulator, staff would be able to install a second.

Alderson Kohler asked how much would be charged per round. Staff has not confirmed what might be charged, but the Director did say he has seen prices range from \$20-\$70 per hour. The Director foresees having a Resident and Non-Resident rate as well as discounts for annual members. Likely, he said, there would also be Youth/Senior rates.

Commissioner Hummel questioned what ages would be allowed to use the simulator. The Director does not have all the policies and rules laid out, but will be working on that and will share with the Commission.

The Director believes this could be purchased and installed by this summer.

MOTION BY Hummel, seconded by Kohler to accept the quote from Foresight Sports of \$36,898 for a golf simulator.

MOTION CARRIED

Recommendation to Approve Membership / Facility Policy Changes – Executive Summary – Staff has been discussing modernizing user and member policies to make ourselves more convenient and user friendly. These changes include dropping our minimum age in the gym without adult supervision from high school age to 10yo.

Fitness Room Memberships would be dropping from 15yo w/ an adult to 13yo w/ additional waiver so that user and guardian know expectations while using these rooms along with a strong encouragement to attend an orientation.

Also, staff recommends adjusting our Joining Fees from a one-time \$40 fee on all new memberships to \$30 fee for monthly and quarterly first-time members and waiving the fee on new annual members.

With regards to the age to use the gymnasium without a parent present, some Commission members felt this might be too young given how busy the gym can be, reasoning that it is beneficial to have parents in the gym. However, the general consensus from the Commission was that it is worth trying and adjustments should be made if needed.

The Commission had concerns with dropping the age to 13 for using the fitness room without a parent. Most of the concerns centered around safety for the young athlete with regards to proper lifting and not 'over' lifting. Commissioner Helms commented the Middle School Strength and Speed program held at the High School is always full and this includes 12 year-olds. However, he stated, this is run by coaches/adults. Some Commissioners felt that strongly encouraging an orientation is not enough and instead orientations should be mandatory. Some Commissioners also believed that an additional waiver should be required for those under the age of 15. Staff commented that in their research, most fitness facilities allow as young as 13 in their fitness facilities. Some of those facilities require parent supervision, but many do not and some some require an orientation, but again, many do not. Staff commented that this new policy is being introduced to stay competitive with other fitness facilities in the area.

MOTION BY – Kohler, seconded by Mikulec, to approve allowing those 10 and older to use the gymnasium without parent supervision, dropping the joining fee to \$30 for quarter and monthly memberships with no joining fee on annual memberships, and after waiver review by the City Attorney, allowing those as young as 13 to use the Fitness Rooms without parent supervision with an additional form regarding expectations signed by a parent.

MOTION CARRIED

Recommendation to Approve the Change in CIP Purchases – Executive Summary – The 2024 CIP includes \$88,600 for a new Skid Loader. The parks crew strongly recommends changing this purchase from a skid loader to a Toolcat.

Currently, the Department has one of each – a Toolcat and Skid Loader. The Toolcat is not scheduled for replacement in the current 5-year CIP. The Skid Loader is scheduled for replacement in 2024 for \$88,600. However, the current Toolcat has surpassed the Skid Loader in total hours and showing structural deterioration. As the Toolcat is a more universal piece of equipment and used more than the skid loader for tree plantings, salting, snow removal and more, plus the cost of a Toolcat still fits in the 2024 CIP Budget, staff believes it would be prudent to purchase a new Toolcat sooner than a skid loader.

MOTION BY Kohler, seconded by Klabecek to approve adjusting the 2024 Capital Improvement Budget by exchanging the scheduled purchase of a skid loader in 2024 for a Toolcat at the 2024 CIP Budget amount of \$88,600.

MOTION CARRIED

RECREATION PROGRAMS / ACTIVITIES

Review Stuck at the Movies Event – This program is similar to our High School Snowed In At The Movies, but for middle school age. It is also held during the day versus the evening like Snowed In. In the past, Slinger Recreation has joined us for Stuck At The Movies, however they did not this year. Even without their participation, we had 90 registrations. This was our best turnout for this event. Kids got to see their pick of 2 movies, had pizza, subs and soda.

Dino Days – One day pre-school program on Saturday, March 11 for ages 3-5.

Be Active Community Challenge – There is still time to sign up for the Community Challenge. Residents of each town will submit their fitness minutes each week online with the community with the most minutes being named “MOST ACTIVE IN WISCONSIN”. Each participant gets a t-shirt. The aim is for 200 minutes per week per participant.

ADULT / YOUTH SPORT

Youthball Registration – Registration officially ends tonight. There are just under 300 youth registered. Tomorrow, staff will close some leagues but other leagues will remain open for late registrations based on creating nice roster numbers and number of teams per league. Staff will begin looking at the number of sponsors and coaches that have registered and begin making team rosters. Umpires will be needed.

Gymnastics Tumbling – Ages 6-9, Thursdays, beginning March 2.

Ultimate Frisbee – This is a new program for ages 7-11 that will start April 1st and run for 5 Saturdays. While Ultimate Frisbee is typically played outdoors, this will be held in our gym.

Spring League Adult Volleyball – This will begin next Monday, March 6. We have 8 B team and 6 A teams. This is a few more teams than we typically have for a Spring League.

AQUATICS

Veterans Memorial Aquatic Center

Summer Staffing – The Aquatic Fitness Supervisor commented that the Intent to Return forms for previous employees were due today. He has 6 managers returning, 47 guards, 21 instructors and 2 admission/concession workers. This is one of the highest return rates. An additional 15-20 guards and more admission and concession staff will be still needed. The High School is currently holding a lifeguard certification course that has 10 students and the High School will have another course next term with 13 students. In addition, the Aquatic Fitness Supervisor will be holding 3 lifeguard certification courses before the summer. With this, he feels confident there will be enough guards.

Signicast Aquatic Center

Winter Session 2 Swim Lessons – The next session will begin the week of March 13. Classes are 97% full.

CIP Project Update - The purchase has been made from Waterplay for the new zero depth play feature. Staff expects that to arrive in about 10 weeks. Horizon Pool Supply was awarded the bid for resurfacing the pool. The proposed bid was within budget. Staff will work with the contractors to schedule this work for this summer.

PARKS OPERATIONS

Park Project Report – Work for the month of February centered on:

- Snow Removal & Salting
- Refinish Gravel Pat to Open Shelter at Willowbrook Park
- Ice Rink Checks
- Cemetery Digital Updating
- Removal of Trees Along Lot Line of Woodlawn Park and Elm Street Residences
- Removal Dead Trees in Wetland Area of Woodlawn Park – east side of park
- Removal of Large Ice Rink at Willowbrook Park

The Building Maintenance Supervisor also explained to the Commission the time-consuming work of mapping Pleasant Hill Cemetery. Staff is using a GIS system so a detailed map is digitally stored. Currently, staff works off the ‘bible’; a handwritten book dating back to the beginning of the cemetery. This ‘bible’ is the only documentation of where lots and those deterred are located. It is very important to get this stored digitally. This is an important project to be done, but often is only worked on as time allows. Currently staff is mapping the sold areas. However, there is a section of Pleasant Hill that needs to be mapped out so lots can be sold. Currently, lots are only sold in a linear order; one right next to the other; as the area is not mapped out. Again, as this mapping work is very time intensive, staff is hoping to find a volunteer that would do the work on this new part.

OTHER REPORTS /COMMISSION REQUESTS

None

ADJOURNMENT

MOTION BY Mikulec, seconded by Klabecek, to adjourn at 6:23 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."