

## HARTFORD PARKS AND RECREATION COMMISSION MINUTES

Wednesday, September 1, 2021  
5:30 PM – City Hall – Council Chambers

Present: Scott Helms, Todd Bultman, Karin Buhle, Ken Mikulec  
Excused: Todd Rusniak, Joe Kohler

1. Vice President Helms 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** Bultman seconded by Mikulec to approve the August 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

Fall Activity Guide Handout – Copies were given to the Commission.

Mill Pond Wall & Centennial Park Improvement Bid Summary – The City put out to bid the work for the Mill Pond north retention wall. Bid documents also included the recreational amenities of reconstruction of the bike path, pier overlooks and boat launch. The low bid came from Wondra Construction at 1.233 million. The City had a planned budget for this phase of the project of 1.25 million to be paid for from grants and borrowed funds. City Council has approved the contract for Wondra Construction.

While the City was approved for a \$350,000 DNR grant for this work, staff is waiting for the grant contract to be signed. Work can not begin until the City has the Grant paperwork. In addition, there are DNR permits required for this work that haven't been received yet. The City Engineer is concerned as there could be a drop dead date for the contractor to do the work this Fall. Time is needed to drain the pond, dredge the east side of the pond and have the bottom dry in order to drive equipment on it. City staff is working as diligently as they can to have this project completed this Fall as planned.

Recreation Center Activities Room – Staff Report on Program Changes and Future Equipment Plans for Game Tables – Recreation center spaces often change as staff adapt rooms to program changes. In particular, our former youth activities room no longer serves youth drop in programming but serves many different programs including Tae Kwon Do, Spinning and other fitness classes. To create more space in the room for these classes, the air hockey table, pool table and fooseball table have been pushed against wall. Staff is debating what to do with game tables. They do show wear and tear. Some staff are voting to toss.

## RECREATION PROGRAMS / ACTIVITIES

Community Chorus – Community Chorus will be starting, in person, on September 7. The program has not been held the past year despite trying to use different formats to run rehearsals and concerts. Currently there are 18 enrolled. Prior to COVID there were 60-70 singers. Staff believes the Chorus could see 30-40 registrations and is planning on moving ahead with rehearsals on Tuesday for the Holiday Concerts that will be held in December.

Fitness Classes – Session 1 will begin the week of September 28. A large variety of classes at a variety of times are being offered including a number of new classes with a new instructor. Many of these new classes will be in the morning.

### ADULT / YOUTH SPORT

Adult Volleyball – Five teams are registered for Fall league which will start on September 13. Staff is hopeful to get at least one more team.

Flag Football Registration Update – Twelve teams total. Hartford Electric is sponsoring all twelve teams. Commissioner Mikulec asked if the number of teams is typical. The Director believed it was.

### AQUATICS

Veterans Memorial Aquatic Center –

SUMMARY– A full report will be shared at the October meeting. The Director did hint that it was a successful season. Preliminary revenue number is \$291,000. The two main areas that did well, better than any other year to date, was daily admissions and concessions. In 2018, our biggest revenue year previously, revenue was \$265,760. Staff is still waiting on some final expense numbers to come in, but we anticipate expenses to be under budget despite mechanical issues we had in August.

Commissioner Helms asked if the weather made a difference. The Director said that June was a great month, July had a number of rain dates that slowed things down, but it picked up again with a hot August.

Commissioner Bultman spoke on the addition of offering season passes again this year, yet having a great year in daily admission. The Director said that season pass sales were projected to be \$45,000. Actual was \$34,000. But the increase in actual daily admission compared to projected admission more than exceeded the \$11,000 difference in budgeted and actual pass sales.

Signicast Aquatic Center

MAINTENANCE SHUT DOWN – All joints in the pool were re-caulked as well as the perimeter of the pool. When the pool was ‘turned back on’ it was discovered that a bearing was going out in the original circulating motor/pump. This motor/pump is working, but it is noisy. Luckily, it is behind a door so the noise is bearable. A new bearing is on order.

SWIM LESSONS – Session 1 starts September 11

OPEN SWIMS – Starts October 1

FALL LAP SWIM – Starts September 7

### PARKS OPERATIONS

Park Project Report – All seasonal staff except one has returned to school. Full Time staff is back to the day to day park maintenance. But for the month of August, for special projects, staff:

- Worked on the GPS Cemetery Project
- Did special work at Willowbrook Park
- Landscaped at Sawyer Park and removed an old stairway on the Main Street side of the park
- Refilled playground wood fiber to playgrounds
- Performed special site work/ set up for Kick Some Grass soccer tournament
- Removed 6 dead Ash trees at Independence.

Commissioner Helms asked if the bug traps put into the trees at Woodlawn Park by the DRN caught anything interesting. The Director has not heard that they have.

Buckskinners Encampment - This annual event, after being off last year, will be held at Woodlawn Park September 18-19 with campers arriving as early as September 14 and leaving as late as September 20.

### **OTHER REPORTS /COMMISSION REQUESTS**

The October meeting has a number of Commissioners that cannot make the October 6 meeting or the backup date October 13<sup>th</sup>. Another alternative would be the last Wednesday, September 29. However, evaluating the 5:30 start and moving back to 6:30 should be investigated and the Director will reach out to Commissioners for their input.

Scott Helms congratulated the Hartford Hawks, a major user of West Side Park baseball field, for winning the Rock River Championship.

### **ADJOURNMENT**

**MOTION BY**, Buhle, seconded by Bultman to adjourn at 5:55 PM.

**MOTION CARRIED**

Submitted by Mike Hermann 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."