

**VILLAGE OF HARTLAND
SPECIAL
PARK AND RECREATION BOARD MINUTES
MONDAY, MAY 23, 2016
6:00 PM – 6:40 PM
Board Room**

210 Cottonwood Avenue, Hartland, WI

Present: Mike Cottrell, Curt Gundrum, Tim Hallquist, Dick Landwehr and Duane Lawson.
Excused: Tina Bromberger and Peggy Kallenberger

Others Present: DPW Director Einweck and Recreation Director Yogerst

7:00 PM Call to Order

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

Approval of Park and Recreation Board Minutes – May 2, 2016 Meeting

Motion (Landwehr/Gundrum) to approve the Park and Recreation Board Minutes of May 2, 2016. Carried (5-0).

Director of Public Works Items

Discussion and possible consideration of the Lake Country Rotary's plans for the Hometown Celebration in Nixon Park, June 24-25, 2016

Ed Rindahl from Lake Country Rotary was present to describe to the Park Board the events they are sponsoring in Nixon Park for the Hometown Celebration.

The setup will be very similar to last year. The only difference is the Rotary will be grilling brats this year, only on Saturday for the tasting event, from 5:00 PM – 7:00 PM.

Setup in the park will be on Thursday. The weekend kicks off on Friday around 5:00 PM. Live bands will play Friday and Saturday nights. Fireworks will be at 9:30 PM on Friday night.

Kiwanis will be present at the shelter near the Fine Arts Center on Friday night for their annual cookout/bake sale.

There will be a talent show at 11:00 AM on Saturday. Duane Lawson has entered. If you know anyone who would like to participate, have them contact Kelli Yogerst and she will give them an entry form.

The Hometown Celebration Parade starts at 1:30 PM on Sunday. It will line up on Hartbrook Drive and use the same route as years past. There are no scheduled events in the park on Sunday.

Motion (Landwehr/Cottrell) to approve the Rotary's plans for the Hometown Celebration in Nixon Park on June 24 and 25, 2016. Carried (5-0).

Special Park and Recreation Board Meeting
Monday, May 23, 2016 Minutes

Recreation Director Items

Discussion and possible consideration/recommendation to authorize final development of a three year agreement between the Village of Hartland Recreation Department and To The Pointe related to a dance program.

Nina Gaydos-Fedak, owner of To The Pointe, approached the Village last winter to see if we could work together to provide a dance program. We don't have a final agreement yet, but the details that would be in the agreement are as follows:

To The Pointe Obligations:

1. Will provide studio space
2. Provide program and instructor
 - a. Four 10-week class terms annually
 - b. Not less than one major recital annually
3. Provide and install proper portable or mounted barres
4. Implement additional camps or sessions upon agreement of VOH
5. Receives 90% of registration fees
 - a. 70% to instructor by VOH
 - b. 20% to TTP leased space by Recreation Department classes at an agreed upon rate

VOH Recreation Department Obligations:

1. Provide placement in program guide and other advertising/marketing
2. Provide dance studio flooring or forgivable loan up to \$15,000 for the floor
3. Install room divider as provided by TTP
4. Provide registration and fee collection including covering any credit card or financing charges
5. Retain 10% of fees collected
6. Pay instructors and TTP on a monthly basis based on the actual enrollment

Additionally, we are attempting to work out the details of methods by which the Village has a "right of first refusal" or some similar language to either continue the program as-is or acquire and operate the programming provided under this agreement in some other manner. Also, we are working out a method by which the Village would have the right to take over lease at the end of the term or at another time as agreed upon by the parties.

The Village currently offers fitness classes (and other classes) using contracted instructors that are paid a specific percentage of the class cost. Usually that figure is 70% or 80%. Minor variances in the amount paid to the instructor usually accounts for instructor-purchased equipment. In all cases, the actual facility used for the class is provided by the Village. It is this difference that accounts for the difference and is split for the dance classes. In the case of the dance program, the instructor or TTP will be providing the space and paying all costs associated with it except the cost of the floor itself. Under the proposal, the Village would pay the cost of the floor. Currently, the details of the floor cost are being finalized. The highest quote received for the floor is about \$15,000. We have received one other that is lower, but it is being verified. The method by which the Village would cover the cost of the installation is being finalized as well. Based on discussions with the Village Attorney, rather than the Village making a direct purchase, we may work out a different method such as a forgivable loan to TTP that is eliminated by the end of the term.

In order to ensure that the classes can begin on July 1, 2016, the Park Board and Village Board are asked to consider authorizing staff to move forward with the program based on

Special Park and Recreation Board Meeting
Monday, May 23, 2016 Minutes

the points listed above, including a term ending in October 2019. Also, the Boards are

asked to authorize expense of up to \$15,000 from the Corporate Reserve Fund to facilitate the installation of a dance floor in the leased studio space. A finalized agreement would be presented to the Village Board at its meeting on June 13.

The floor is a good quality wooden fitness floor. At some point the Village would like to put a similar floor in the community center because we have so many fitness classes here.

After the three year lease or sometime after that, the Village may have the discussion of taking over the To The Pointe dance programs, as Ms. Gaydos-Fedak may decide to retire.

Maintenance on the floor is minimal. To The Pointe's current studio has had the same floor since 2002 and they have not had to refinish it.

There was a question regarding room for parking on the 350 Cottonwood site. The lot is small.

Ms. Gaydos-Fekak said that parents will drive up to the door and drop their kids off right at the door. There shouldn't be a safety issue. The parents usually don't stay around or they will probably park in the street. The younger children classes are between 4:30 and 6:00 PM.

Motion (Cottrell/Gundrum) to recommend to the Village Board approval of authorizing final development of a three year agreement between the Village of Hartland Recreation Department and To The Pointe related to a dance program, as presented. Carried (5-0).

Announcements: It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Park and Recreation Board Members or other Village Staff members

The first Thursday night concert is going to be on June 2 at 7:00 PM, with the band Deuces Wild.

The splash pad will open Saturday, May 28.

Adjourn

Motion (Landwehr/Cottrell) to adjourn. Carried (5-0). Meeting adjourned at 6:35 PM.

Respectfully submitted by
Recording Secretary,

Lynn Meyer
Deputy Clerk