

PARK AND RECREATION BOARD MINUTES
MONDAY, NOVEMBER 4, 2019
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Tim Hallquist, Curt Gundrum, Peggy Kallenberger, Duane Lawson, Jack Kolo, Rick Connor and Tina Bromberger (arrived at 6:55pm).
Absent: Kelli Yogerst.
Others: Mike Gerszewski.

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 October 7, 2019 meeting.

Motion (Connor/Lawson) to approve the Park and Recreation minutes of October 7, 2019. Carried (6-0).

Public Works Items

2. Discussion and possible consideration of a cabinet for the Nixon Canteen, HAAA, Tom Ludtke-

Tom Ludtke of HAAA was present and explained HAAA would like to install a cabinet for storage. The cabinets he looked at are all under \$200, the one he is looking at has a keypad for locking and is 30 x 30. Gerszewski will meet with Tom sometime this week to review placement of the cabinet.

Motion (Hallquist/Kallenberger) to approve the cabinet in the Nixon Canteen subject to staff reviewing the location. Carried (6-0).

3. Discussion and possible consideration of Annual Review of the Bark River and Nixon Park Canteen agreements with HAAA, Lake Country Lacrosse Centennial Park Use Agreement and the Score Board/Pressbox Agreement with the Lake Country Chiefs.

Gerszewski said there are no changes to the standard agreements and he said he has not heard of any issues. Dave Volk from the Chiefs did send in a comment that there were no changes to the Lake Country Chiefs agreement. Hallquist said the name of the Administrator

needs to be changes. Gerszewski asked if the Administrator or the President signature is correct endorsement.

Motion (Kallenberger/Connor) to approve the annual review of the agreements for the Bark River & Nixon Canteen, Lake Country Lacrosse Centennial Park use and the Scoreboard/Pressbox agreement with the Lake Country Chiefs, with no changes. Carried (6-0).

4. Discussion and possible reconsideration of a Food Truck Policy.

Gerszewski said this will need to go to the Village board and has been reviewed by the Village Attorney. There was discussion on flat fee vs percentages. He said typically this is a Food truck that is brought in by someone renting the fine arts center or shelter so it's usually a one-time thing. There was discussion on the Ice Cream Truck that goes around in the summer. He said the Ice Cream Truck should be handled at the Administrative level and there should be some type of permit or license. Gerszewski recommended reviewing all fees on an annual basis. There was discussion on the fee amount. Park Board recommends \$75.00 per use for the first year and to be reviewed yearly.

Motion (Hallquist/Lawson) to recommend approval the Food Truck Policy as stated. Carried (6-0).

5. Discussion and possible re-consideration of Park Shelter Reservation fees & Deposit fees.

It was stated that staff made Park Board aware that the deposit & refund process is several steps & cumbersome. Gerszewski explained that the office doesn't hold checks, they are deposited, and when issuing a refund, it would have to go on a voucher list to be approved by the Village board. It was also noted that no one have ever damaged a shelter, so Staff would like the Park Board to reconsider the changes to the fees that were voted on in September.

Motion (Kallenberger/Connor) to rescind the former recommendation of a \$100 deposit that was made at the September 3rd, 2019 meeting. Carried (5-2). Nays- Hallquist and Lawson.

Gerszewski went over the current shelter rental fees and said Yogerst did supply a spreadsheet of fees from other communities and went over those fees. There were discussion on fees in other communities. There was discussion on raising the fees a percentage and a flat amount.

Motion (Connor/Bromberger) to raise shelter fees by \$25.00 across the board for Park Shelter reservation fees. Carried (7-0).

6. Discussion and possible consideration of Field Rental Fees.

Yogerst put together a spreadsheet of fees in other communities. There has been no raise in Hartland's fees in years and other community's fees are somewhat higher than Hartland. There was discussion on the fees other communities charge, the amount of groups that are tax exempt, and how other communities charge hourly rates.

Motion (Connor/Lawson) to recommend approval of raising Field rental fees \$10 excluding the football field and tennis courts. Carried (5-2). Nays- Bromberger and Hallquist.

7. Discussion and possible consideration of Field Prep Fees.

Gerszewski provided the board with a sheet that shows the actual cost of the DPW (except it doesn't include t-ball) and said he included only summer help. He said they only use summer help that on the weekends now, and it saves on overtime. He went on to say that labor varies between fields, and there are no soccer fields currently being used in Hartland. After some discussion it was recommended to adjust the name on the form to Soccer/Lacrosse fields, as prep fee will be the same for both sports. The recommended new Fee Schedule is as follows:

1. \$60 – Lacrosse, Soccer, Football.
2. \$50 – Baseball (large fields) Bark River Softball, Nixon Hardball, Centennial & Penbrook.
3. \$15 – T-ball, Joliet and Hartbrook.

Fees must be reviewed yearly in November.

Motion (Connor/Bromberger) to increase Field prep fees as stated. Carried (7-0).

8. Discussion and possible consideration of Fine Arts Center Fees.

Gerszewski recommended leaving the deposit fees as is. After some discussion, the Park Board recommends changing the Fine Art reservation fees to the following:

<u>Resident:</u>		<u>Non – Resident:</u>	
0 – 50	\$80	0 – 50	\$100
51 – 100	\$100	51-100	\$130
101 – 200	\$125	101 – 200	\$170
201+	\$150	201+	\$200

Fees reviews annually.

Gerszewski will make the changes and bring them back for verification.

Motion (Gundrum/Bromberger) to increase Fine Arts Center fees as stated. Carried (7-0).

Other items for consideration

- 9. 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.**

Village has hired new administrator and he will start on January 6th. His name is Tim Rhode and is coming from the Town of Cedarburg.

10. Adjourn

Motion (Bromberger/Gundrum) to adjourn. Carried (7-0). Meeting adjourned at 8:15 PM.

Respectfully submitted
By Recording Secretary,
Deidre Bushey
Deputy Clerk