

**PARK AND RECREATION BOARD AGENDA**  
**MONDAY MAY 2, 2022**  
**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 appoint a Park and Recreation Board Chairman for the upcoming year – duties involve running Park and Recreation Board meetings and being a member of the Jt. Architectural Board/Plan Commission.
2. Consideration of a motion to approve the Park and Recreation minutes of the April 4 2022, meeting.

**Public Works Items-**

3. Discussion and possible consideration for car show & bags tournament during Hometown Celebration, Nick Miller, Craig Eisenhut.
4. Discussion and possible consideration of renting and price of renting the warming shed.

**Recreation Director-**

5. Discussion and consideration of adjusting/adopting fees for non-profit, charitable groups for any and all fees at village parks.
6. Discussion and possible consideration on Yoga in the Park, Cheri Cope, Evolve Lake Country.
7. Discussion and possible consideration "You are here" signs for Penbrook.

**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.

**PARK AND RECREATION BOARD MINUTES**  
**MONDAY, APRIL 4, 2022**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Present: Tim Hallquist, Curt Gundrum, Randy Ferrell, Shanta' de Boer, Rick Conner and Craig Eisenhut.  
Others: Dave Felkner, Kelli Yogerst, Leo Jungbluth, Jeff Olson, Kelly Zimmerman, Tami Mertens, and Pat Endters.  
Excused: Nick Miller  
**7:02 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.)  
No public comments.

**1. Consideration of a motion to approve the Park and Recreation minutes of the February 7, 2022, Park Board meeting-**

Motion (Conner/Gundrum) to approve the Park and Recreation minutes of February 7, 2022.  
Carried (6-0).

**Public Works Items-**

**2. Discussion and possible consideration for use of Centennial football field on June 18<sup>th</sup> for Rugby competition-**

Felkner said Jeff Olson would like to use the Centennial Football field on June 18<sup>th</sup> for a tournament and the only thing that the Village needed from him was the signed agreement which Mr. Olson brought with him. Felkner said he did host some tournaments last year and we had no problems with them.

Hallquist asked if the Rugby Club had any troubles with our fields and Mr. Olson said the fields were in pretty good shape.

Motion (Connor/Ferrell) to approve for the use of the Centennial football field on June 18<sup>th</sup>, 2022 by the Oconomowoc Rugby Club.

**3. Discussion and possible consideration on use of warming shed by Endter's-**

Felkner said he did print off a copy of the agreement that the Village has with Endter's and the Lake Country Beer Garden. He said under letter D, it states he can use the warming shed. He said the

DPW does need to reseal the floor, but Pat did offer to put carpet down, but Felkner said he is concerned about beer being spilled on the floor. Felkner said it is up to the Park Board whether they want Pat to use the warming shed or if he stays at the Fine Art Center. He said he won't be using it every night only on Thursday or any other night he is swamped. Hallquist asked Pat Endter's if someone wanted to rent it in the summer for a birthday party could he roll the beer cooler out. Felkner pointed out that the Village Board never voted on a fee for renting out the warming shed. Pat said it is on wheels and it can be locked up when no one is using it. Felkner was asked about the floor again and he said it had been stained and sealed several times before the Ice Rink opened and the gentleman that did it wants to do it one more time in case ice skates nicked it. He said it needs to be above 50 degrees for him to do it.

Motion (Conner//DeBoer) to approve the use of the warming shed by Endter's during busy times. Carried (5-0). 1 abstention, Hallquist.

**Recreation Director-**

**4. Discussion and possible consideration of Emma Loves Dogs event, Kelly Zimmerman-**

Kelly Zimmerman and Tami Mertens from Emma Loves Dogs was present to explain the event. Yogerst said in everyone's packet was information about the event and they are asking for the fees to be waived except for the Food Truck permits. She said the fees were waived last year. She said they are estimating 3-4 trucks but doesn't know who they will be yet. Yogerst said DPW did request if there is rain in the forecast to move the Food Trucks to the Parking lot. Yogerst said they brought in their deposits already which is refundable, and they will bring in a copy of the insurance as it gets closer to the event. Felkner asked if it was the same weekend as the sidewalk sale and they said yes and they are aware of it. Hallquist asked if the walk isn't popular anymore, and it was stated that it is hard to get volunteers. Eisenhut asked where so we draw the line for events and waiving the fees. Ferrell said that this had been discussed before and it was up to the Village Board to determine. Hallquist commented that the Village needed to be consistent. It was stated that they must pay the fees for the Food Trucks, and they will need to bring in a copy of current insurance. Ms. Zimmerman said the dog walk was canceled due to lack of volunteers. Eisenhut asked where do we draw the line for events and waiving fees. Ferrell explained that only the Village Board can waive the fees.

Motion (Ferrell//DeBoer) to approve the Emma Loves Dogs event and recommend to the Village Board to waive the fees except for Food Truck fees. Carried (6-0).

**5. 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.**

Yogerst asked for help with getting Summer Camp counselors.

**PARK BOARD MINUTES**  
**MONDAY APRIL 4, 2022**  
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Eisenhut commented on wanting to have a car show on the Saturday during Hometown Celebration. He said he will also talk to Nick Miller about having a bags tournament on that Saturday as well.

**6. Adjourn-**

Motion (Conner/Eisenhut) to adjourn. Carried (6-0). Meeting adjourned at 7:25 pm.

Respectfully submitted By Recording Secretary,  
Deidre Bushey- Deputy Clerk

## Deidre Bushey

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**From:** MillerTime911 <namiller911@gmail.com>  
**Sent:** Tuesday, April 19, 2022 1:03 PM  
**To:** Deidre Bushey  
**Cc:** Dave Felkner; thallquist  
**Subject:** Re: Park Board Meeting

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Bags tournament Starting at 1pm on tennis courts. I will need to reserve tennis courts from 11am - 10pm for set up and clean up. \$20 a team. Bring your own partner. Not much more info on that at the moment.

Car show in the main parking lot by the beer garden. Craig is thinking around 9am start time until 2pm. I am not running the car show but that is Craigs rough estimations as of this time. We will need to talk to the police and DPW about barricades to prevent cars from driving down there during the car show.

Nick

On Tue, Apr 19, 2022 at 12:55 PM Deidre Bushey <[deidreb@villageofhartland.wi.gov](mailto:deidreb@villageofhartland.wi.gov)> wrote:

Hi Nick,

If you can get something to me that describes the event that includes the hours, where in the park it will be, and any other information you have, that way I have something to put in the packet. Thanks-

Dee-Dee

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**From:** MillerTime911 <namiller911@gmail.com>  
**Sent:** Tuesday, April 19, 2022 12:52 PM  
**To:** Dave Felkner <[dfelkner@villageofhartland.wi.gov](mailto:dfelkner@villageofhartland.wi.gov)>  
**Cc:** Deidre Bushey <[deidreb@villageofhartland.wi.gov](mailto:deidreb@villageofhartland.wi.gov)>; thallquist <[thallquist@sbcglobal.net](mailto:thallquist@sbcglobal.net)>  
**Subject:** Re: Park Board Meeting

All,

I spoke with Craig and Dave and I am good to go for running a bags tournament and Craig is going to run a car show. Please add to the agenda for the next park board meeting. We are looking at having these 2 events occur on the

Saturday (26th) of hometown celebration. Car show in the morning and Bags tournament to follow after. Craig was also in the works looking at talking to Pat Endter about a band that evening. I would need to block off Tennis courts for that day as well. Not sure if that needs to be on the agenda or just brought up at the parks meeting.

If you need anymore information please let me know.

Nick

On Tue, Apr 19, 2022 at 7:39 AM Dave Felkner <[dfelkner@villageofhartland.wi.gov](mailto:dfelkner@villageofhartland.wi.gov)> wrote:

Nick,

Are organizing a bag tournament for the Hometown Celebration? If so, you will need to get DeeDee a description of the event by next Monday to make sure it is on the May Board agenda.

Dave Felkner

Interim DPW Director

Village of Hartland

414-630-8168

[dfelkner@villageofhartland.com](mailto:dfelkner@villageofhartland.com)

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**Nick Miller**

**Lake Country Bed Barn**

**Location** - 365 Cottonwood Ave Suite 2 Hartland, WI 53029

**Store** - 262-563-1647



**Village of Hartland**

**Recreation**

210 Cottonwood Ave, Hartland, WI 53029

[www.villageofhartland.wi.gov](http://www.villageofhartland.wi.gov)

Committee: Park and Recreation Board	Meeting Date: May 2, 2022
Submitted By: Kelli Yogerst, Recreation Director	

**Subject:**

Discussion and possible consideration of adjusting/adopting fees for non-profits, charitable groups for any and all associate fees at Village Park.

**Details:**

The following is feedback Oconomowoc, Pewaukee and Sussex Recreation Departments when asked how they handle fees for non-profits and charitable groups.

**Oconomowoc Park and Recreation Department.**

*"We do not. No, if they are tax exempt, we do not charge tax but that is about it. If it is something the City is partnering with, we do not charge" Jennifer Froemming, Oconomowoc Park and Recreation.*

**With question to a chamber receiving fees waived.**

*"They pay. All of those type of groups would pay. We have given space to the Kiwanis in exchange for trees or things like that but that is a case by case scenario but in general they would pay."*

**Pewaukee Park and Recreation Department.**

*"Nope. Not at all. Employees of the City & Village pay full resident rates (even if they are not residents of Pewaukee... that's their 'bonus' for working here). There are times when we offer in-kind rentals. For instance, one of the churches allows us to use their gym space at 50% off the normal rate. So we give them a park for a day for their church picnic. We also have agreements with our local sports groups, but that is based on different rental agreements. Other than those situations, everyone pays the full rental price."*

**With question to a chamber receiving fees waived.**

*"We no longer have a Pewaukee Chamber – it is defunct. When they were here, we did offer them a free use of our parking lot for the community farmer's market. Anything that involves a building or something that maintenance would need to clean, provide supplies like garbage pick-up, etc. we would charge everyone for. There are exceptions here or there, but generally we would get direction from our Board if something was out of the norm."*

**Sussex Park and Recreation Department**

*Our policy is practically identical to Pewaukee – no discounts. Two clubs (Lions and SAS) have contracts with the Village where their donations get credited and then their rentals come from the credits – would not recommend. It is a lot of administrative work.*

**Executive Recommendation:**

None at this time.

**Financial Remarks:**

None at this time.

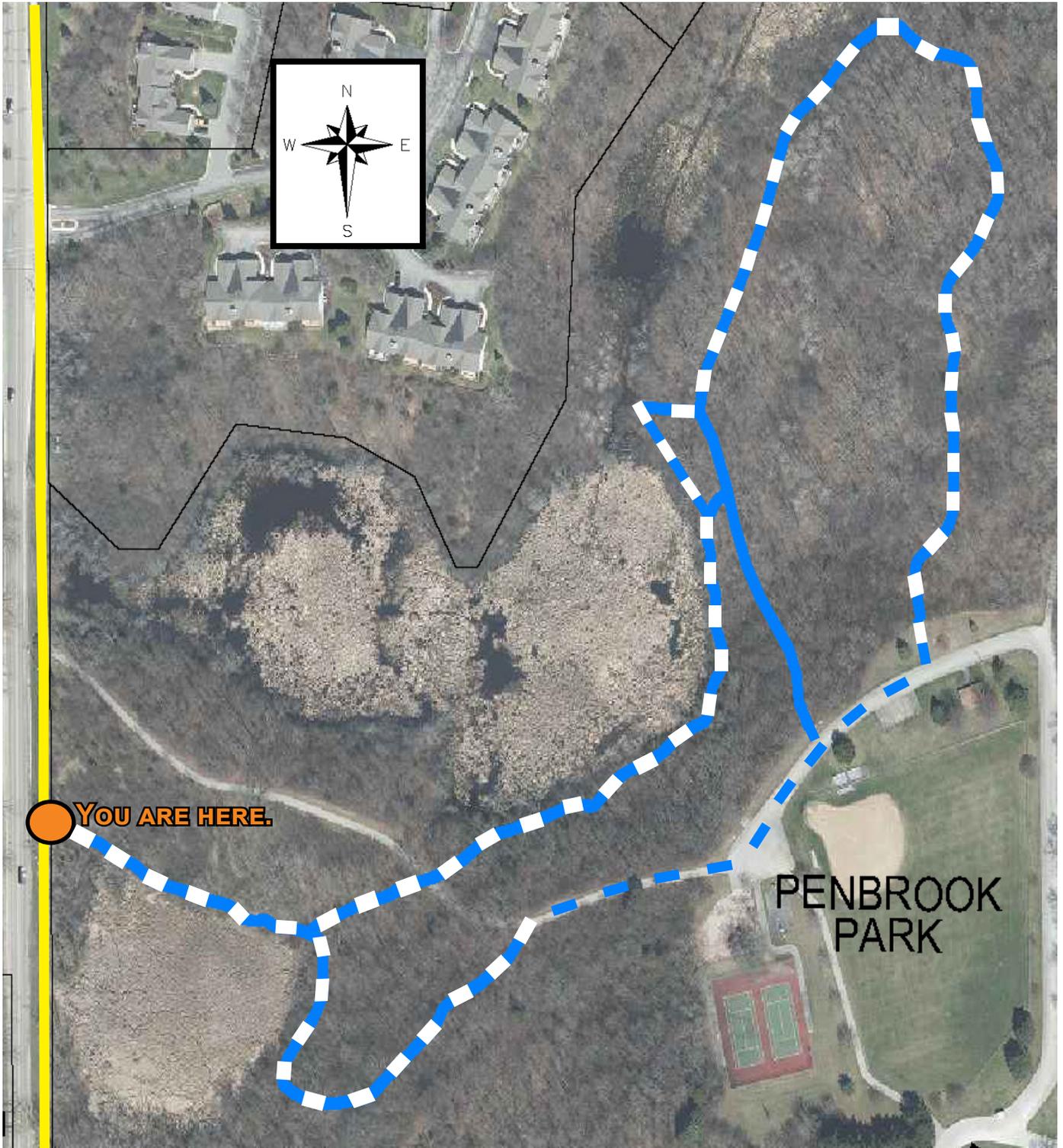
**Options & Alternatives:**

None at this time.

# PENBROOK TRAIL MAP

## WHITE TRAIL OF THE ICE AGE TRAIL

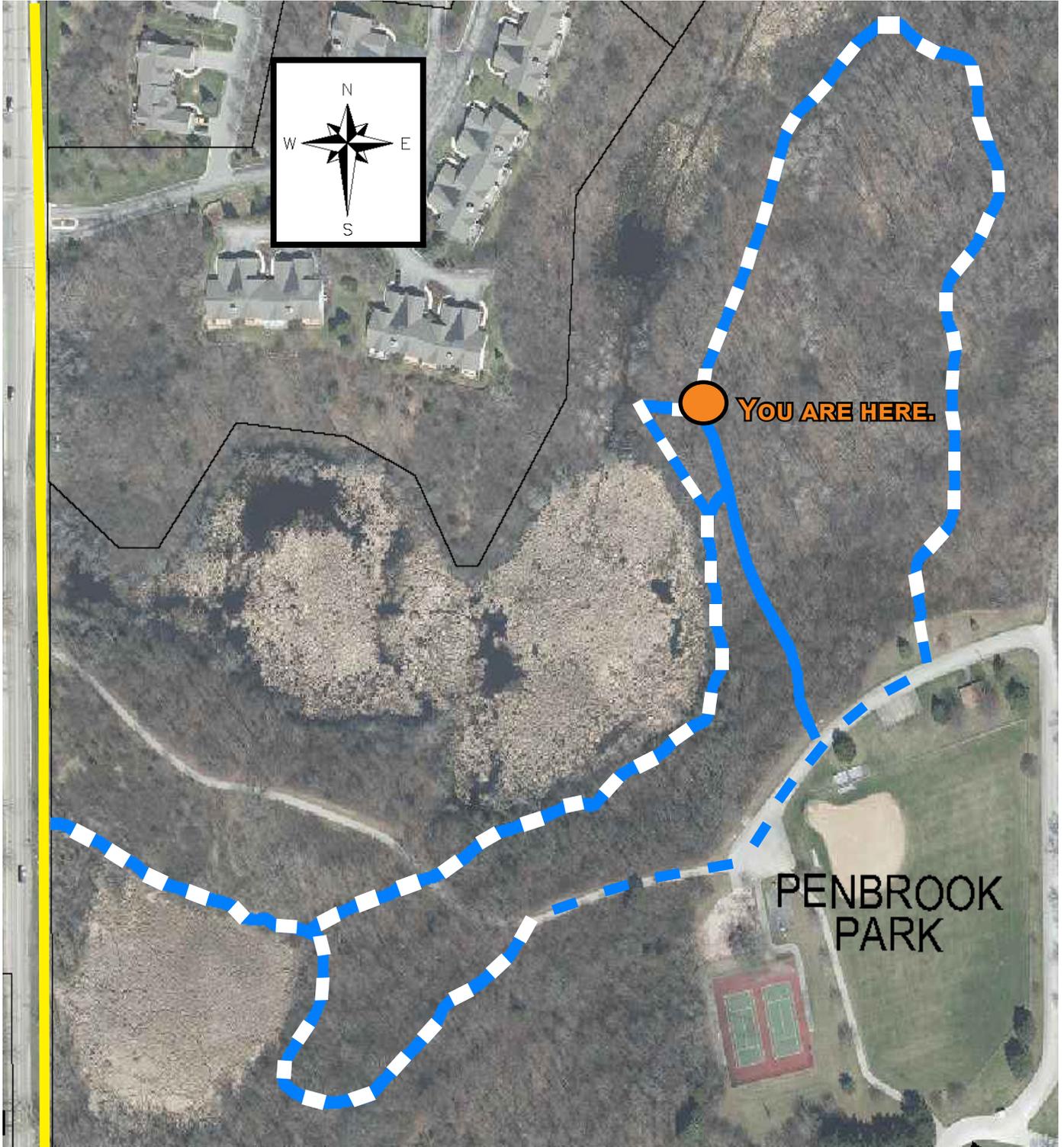
Penbrook Park Trail/White Trail of the Ice Age Trail	0.82 mi.	
Short Cut	0.06 mi.	
Ice Age Trail		



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