

**PARK AND RECREATION BOARD AGENDA
TUESDAY SEPTEMBER 3, 2024
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 approve the Park and Recreation minutes of the July 1, 2024, meeting.

Recreation –

2. Discussion and consideration of Village of Hartland's support of the Hartland Marsh's boardwalk repairs.
3. Discussion and consideration of the Library/Kiwanis special event Pumpkin Party in the Park on October 19 in Nixon Park.
4. Discussion and consideration of the Ice Age Trail Community Committee's special event Moonlight Hike on October 18 in Cottonwood Wayside.
5. Discussion and consideration of the update to the Park Food Vendor Application.
6. Discussion on T-Ball survey results.
7. Discussion on Recreation Budget 2025.

Public Works –

8. Discussion of progress at Penbrook Park.
9. Discussion of Parks Budget 2025.

Other Items for Consideration-

10. 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.

11. 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 the Village Clerk, at (262)367-2714. The Municipal Building is handicap accessible.

PARK AND RECREATION BOARD MINUTES
MONDAY JULY 1, 2024
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Tim Hallquist, Shaunta' de Boer, Randy Ferrell, Rick Conner, Nick Miller and Craig Eisenhut
Excused: Kathy Van Thiel and Leo Jungbluth
Others: Sara Rennekamp, Tom Jenson, Lynn Minturn and Jill Hazak
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.)

Jill Hazak – commented that inconsiderate Pickleball Players moved the barricades to play pickleball. And Zumba on Sunday mornings need to have speakers moved.

1. Consideration of a motion to approve the Park and Recreation minutes of June 3, 2024.

Motion (Conner/Miller) to approve the June 3, 2024, minutes. Carried (6-0).

Recreation –

2. Discussion and possible consideration for Wall that Heals benches to be placed at Nixon Park-

Lynn Minturn from the Hartland Chamber was present and explained the benches that were made for the Wall that Heals event were donated by Arrowhead. She said they are envisioning having some type of plaque there that tell why the benches are there, explain the Wall that Heals came to Hartland and what the Wall stands for. Hallquist commented that Arrowhead was going to try and have a memorial a couple years ago and it fell through so this could replace that idea. Rennekamp said this is a common thing for communities to do that get the wall. Discussion on possibly placing them near the flagpole.

Motion (Farrell/Eisenhut) to approve the Wall that Heals benches to be placed in Nixon Park at the flag pole with a plaque. Carried (6-0).

3. Discussion and consideration to give recreation a full-time staff person-

Rennekamp said Eisenhut suggested yesterday to add this to the agenda. Eisenhut said it would be beneficial to get the Recreation Department more help. Hallquist asked if this means you would be getting rid of the part-time person. Rennekamp said she briefly talked to Village Manager Bailey but they did not talk about that, so she doesn't know if that needs to be explored further. And she has not brought it up to her yet because it is not an option yet. Rennekamp said she is not confident that her part-time person would be available full-time.

Hallquist said so basically you would be adding 1 full time person or a half of a person. "Overlapping talking". Eisenhut said he thinks it should be full time to answer emails and cover events because when you have a big event one is not enough. He said part-time is great for seasonal.

PARK BOARD MINUTES

MONDAY JULY 1, 2024

7:00 PM

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Hallquist said Jill ran the kids' zone on Friday night. Rennekamp said Jill did great, she works very hard and is dedicated. Hallquist said she used to work for the Hartland Library. Rennekamp said Jill worked for the library for 5 years and her daughter was in Colorado, and they were seriously considering moving there, so she stepped away from her library job, but they decided not to move. Rennekamp said Bailey's response was he can see the request for a full-time person, and that would be in the 2025 budget cycle, and it would be asking the Village Board for that.

Motion (Eisenhut/Connor) to approve a full-time recreation assistant. Carried (6-0).

4. Discussion on fee cap for park vendors-

Rennekamp said this came up last month when Dough Nation came in and wanted to sell food on Thursday night concert series. Rennekamp said on the application form it states \$75 but does not have an annual fee whereas the Mobile food vendor application has an annual fee. She said will this also be different for businesses in Hartland. Eisenhut said if it is a local business, it should be an annual fee, where an outside vendor comes in and makes lot of money of a special event. Discussion on different fees for local businesses vs outside of Hartland businesses. Rennekamp and Jenson spoke to clerk Policello regarding the ordinance and what it states. Miller said a vendor should only be there for an event. Discussion on annual fees and the number of times allowed. "Overlapping talking". It was stated Special Event is only for outside vendors, non-Hartland vendors cannot just come. Hallquist said whatever we decide won't take effect until next year. Brief discussion on possibly charging non-profit next year. It was decided to table until next meeting.

Motion (Farrell/Eisenhut) to table until next meeting. Carried (6-0).

5. Discussion of spring pickleball session-

Rennekamp handed out the results and went over the results. She spring was something new so she wanted to get some feedback because it will be coming back in September. She said there were great comments to the general questions. She said there was lot of feedback on the new pickleball courts. Some issues of ball rolling out of the fence and no access without going all the way around the court. Players would like a path to the back patio. The players would also like wind screens, and they will fundraise for those. Also, in the spring they would like to stay indoors due to it being chilly, but Rennekamp said the wind screens should help with that. Rennekamp said she is concerned about the partnership with the schools that are utilized for the indoor pickleball, and not sure how much they will be able to use them for indoor pickleball if she doesn't build a relationship with the school. She said the revenue in Pickleball has doubled in 2 years, due to volunteers. Discussion on how early pickleball players start and signs regarding hours and noise. Miller commented on how frustrating it is to be a resident and not being able to register. He suggested maybe letting Hartland residents sign up prior to other residence. Discussion on how the waitlist currently works.

PARK BOARD MINUTES

MONDAY JULY 1, 2024

7:00 PM

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Public Works –

- 6. Discussion on score board for Nixon Park- Brief** discussion on the latest rendering, which shows the new name. Jenson said they are waiting on quotes for the electricity. Hallquist said Mark Hughes from LCYBS is excited about the name. Farrell said he likes the name.
- 7. Discussion and consideration to move the start time of the Park and Recreation board meeting to 6:30 p.m. -**

Due to other meetings starting earlier and some schedules it was decided to keep meeting time at 7:00 p.m.

Motion (Farrell/deBoer) to keep meeting time at 7:00 p.m. Carried (6-0).

Other items for Consideration-

- 8. 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.**

Miller commented on driveways being blocked for t-ball at Joliet every Tuesday & Thursday.
Rennekamp – said Hometown Celebration weekend went really good even though the rain on Friday.
Jill With did a phenomenal job with the kids' zone and on Saturday the weather was beautiful.
Rennekamp said they made approximately 52, 500 in net sales.
Suggestion on possibly do more advertising on other outlets.

- 9. Adjourn -**

Motion (Eisenhut/Miller) to adjourn. Carried (6-0).

Meeting adjourned at 8:12 pm.

Respectfully submitted By Recording Secretary,
Deidre Bushey - Deputy Clerk

“Back the Boardwalk” to Protect a Community Resource!



The Hartland Marsh Preserve is a Class 1 Wildlife Refuge that is relying on us! This well-loved trail system has two failing boardwalks that have become unsafe and are of increasing concern due to their high usage. As the Village of Hartland looks to support the health of our local community members, as well as conservation efforts of our most beloved places, The Ice Age Trail Alliance (Alliance) is seeking your support. The budget for this project is \$90,000. A donation of \$5,000 would support the purchase of materials needed to replace the boardwalks.

The Alliance is a volunteer-and member-based nonprofit organization whose mission is to conserve, create, maintain, and promote a thousand-mile footpath tracing Ice Age formations across Wisconsin – The Ice Age National Scenic Trail. The Trail is the newest unit of the National Park Service that is right in our back yard!

The Waukesha/Milwaukee County volunteer chapter has 1,085 members and maintains 46 miles of Trail through Waukesha County. This includes a section through the Hartland Marsh Preserve – a 180-acre nature preserve pocketed between both urban and suburban development in the community of Hartland. The boardwalks, which carry hikers over the scenic marsh, total 1,300 feet. They were built in 1990 and have been earmarked for replacement for over 10 years due to safety concerns.

The Chapter and Staff will work over the winter of 2024/25 to remove and replace these structures. Approximately \$20,000 has been secured through private funding, along with \$27,000 of in-kind support. Volunteers are building community through a local fundraising campaign.

The Hartland Marsh Preserve is used not only by hikers traveling across the state, but daily by many local walkers and families. This green space is a key resource for local community well-being. With escalating safety concerns and increased usage, these structures must be replaced this year.

Thank you for your consideration in helping to “Back the Boardwalk!”

Jessica Woodward
Volunteer
Waukesha/Milwaukee Chapter
jwoodwardwi@gmail.com

Sarah Driscoll
Institutional Giving Manger
Ice Age Trail Alliance
sarah@iceagetrail.org

PO Box 128
2110 Main Street
Cross Plains, WI 53528

608.798.4453
iceagetrail.org

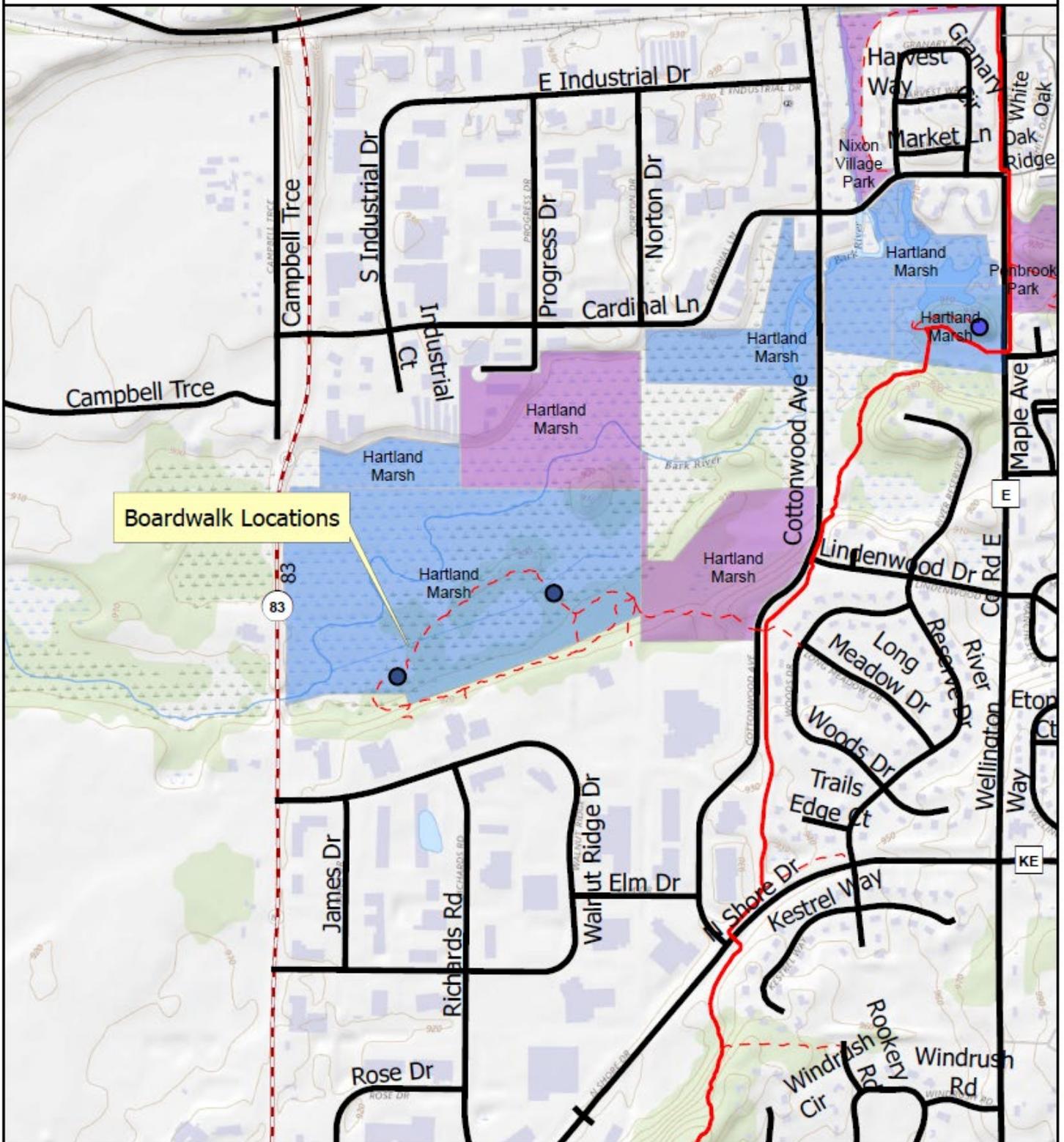




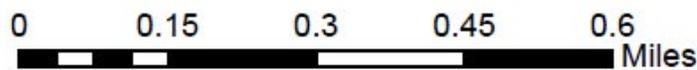
Ice Age Trail Improvements Hartland Marsh

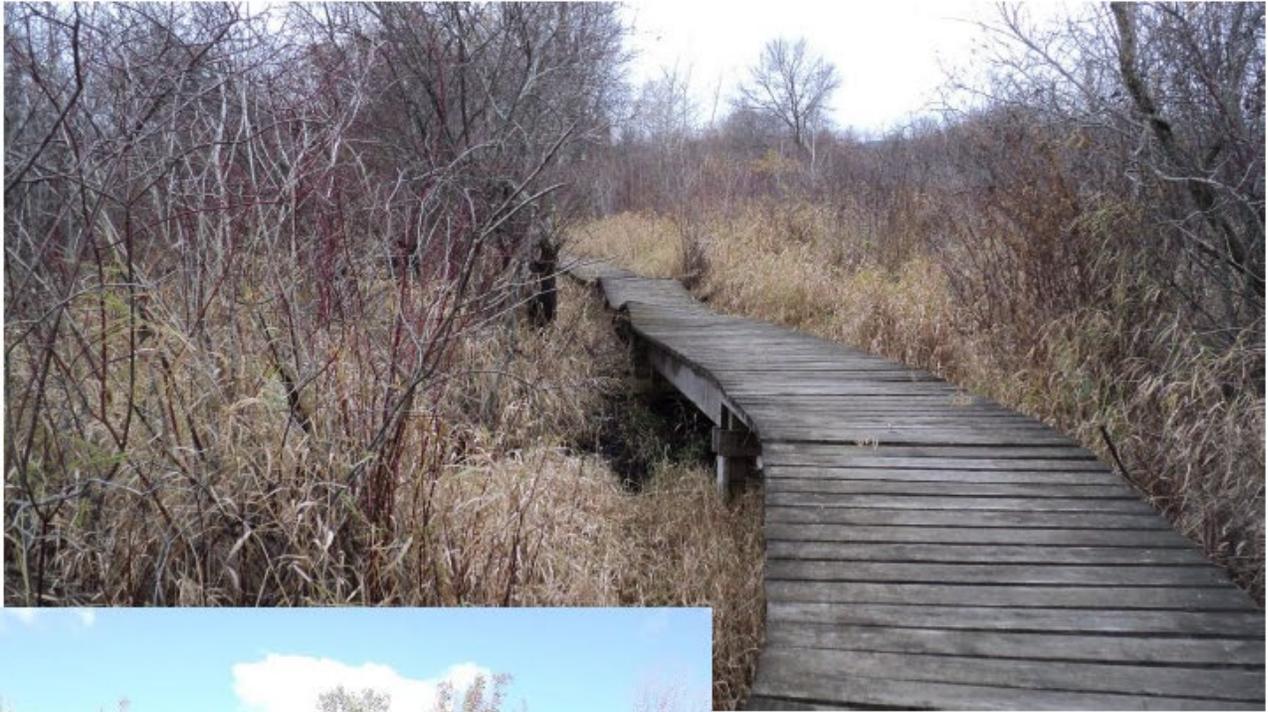
Village of Hartland, Waukesha Co
T07N, R18E, Sec 10

Replace 2 unsafe boardwalks totaling ~1,300' through the Hartland Marsh preserve



Map Created: 3/8/2024





Hartland Marsh Preserve: The two pictures show each of the 2 boardwalks that need to be replaced at Hartland Marsh Preserve. Note how uneven each boardwalk is. This is a safety risk for hikers and walkers that use this section of Trail. Walking off of the protected corridor irreversibly damages the marsh habitat.



210 Cottonwood Avenue
 Hartland WI 53029
 262-367-2714 FAX: 262-367-2430
www.villageofhartland.wi.gov

SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned	_____	Date	_____

FEES ARE NON-REFUNDABLE

APPLICATION AND PERMIT FEES ARE DUE 60 DAYS PRIOR TO YOUR EVENT

ORGANIZATION INFORMATION			
Name of Organization Kiwanis of Greater Hartland & Hartland Public Library			
Street Address 110 E. Park Ave.	City Hartland	State WI	Zip 53029
Phone Number 262-367-3350	Are you a 501(c)3 Organization?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Event Contact Person (First & Last Name) Andy Kristensen			
Address 110 E. Park Ave.	City Hartland	State WI	Zip 53029
Email akristensen@hartland.lib.wi.us	Phone Number 262-367-3350	Day of Event Phone Number 262-957-4919	
If applicant is a partnership, provide names, addresses and phone numbers for all partners. Provide names, addresses and phone numbers for all officers and directors if corporation or members if applicant is a limited-liability company.			

EVENT INFORMATION	
Name of Event Pumpkin Party in the Park	Date(s) of Event October 19, 2024
Event Start Time 3 PM	Event End Time 8 PM
Location of the Event* Nixon Park	
Will your event take place in a Village of Hartland Park?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.</p> <p>*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.</p>	

OTHER INFORMATION

Generally describe your event and its purpose **See attached sheet for general description of this event.**

Estimated Number of Participants 200-400	Spectators	Vendors
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Will alcohol be sold/served? <i>If yes, liquor and bartender licenses are necessary under separate application.</i> Beer Garden, if permitted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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Will you be selling/serving food?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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Will you have food trucks? <i>If yes, you will need to obtain Outside Food Vendor Permits under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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If yes, how many food trucks will be at the event?	N/A	
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Will you be selling merchandise? <i>If yes, you will need to obtain a Solicitor's Permit under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Does the event involve fireworks? <i>If yes, you will need to obtain a Fireworks Permit under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Does the event involve amplified music?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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If yes, will the amplified music be a:	<input type="checkbox"/> Band	<input type="checkbox"/> DJ
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Hours of amplified music:	N/A
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Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. Music for special events shall terminate at 9:00 p.m. if the event held Sunday through Thursday and at 11:00 p.m. if the event is held on a Friday, Saturday or holiday weekend.

Is street closure requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Hours of street closure:	N/A
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Diagram for Street Closure Provided?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Will you need barricades provided by the Village for your event?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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How many barricades needed for your event?	8	
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"Road Closed" signs requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.</i> Bounce House	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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Will you be providing portable restrooms and wash stations?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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OTHER INFORMATION CONTINUED

If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?
We have spoken to the DPW team about keeping the 'normal' bathrooms open at Nixon Park for this event before they are shut down for the winter.

Will you provide parking for participants? Yes No

If yes, where will parking be available? Nixon Park, streets alongside the park, parking along library building. We are also requesting the shared municipal lot by the library/PD be shut down for HLEF's Trunk or Treat event. Entrance would be manned to allow participating cars access to the lot.

Will you provide a dumpster/clean-up services? Yes No

If yes, please describe your clean-up and refuse collection plan. We will use the normal trash cans at Nixon Park for any waste.

Will the event require additional security? **No, but PD is welcome to attend!** Yes No

Will you have an emergency plan in the event of severe weather? Yes No

Will the event require first aid and/or emergency responders? *Requesting fire truck as fire activity* Yes No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000, must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Are you able to provide these insurance documents? Yes No

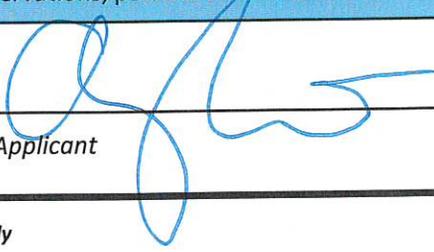
DEPOSIT REQUIREMENTS

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

TERMINATION OF AN EVENT

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Hartland Police Department and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the Village, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval. The applicant is responsible for obtaining all necessary reservations, permits and licenses.


8/16/24

 Signature of Applicant Date

For staff use only

Park/Rec. Board approval, if necessary, on: _____
 Village Board approval, if necessary, on: _____
 Application forwarded to:
 Administrator Police Chief
 Building Inspector Public Works Director
 Fire Chief Rec Director
 Date: _____

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.				
Clerk				
Fire	✓		<i>[Signature]</i>	
Police				
Public Works				
Rec	✓		<i>[Signature]</i>	

Fees

_____ Outside Food Vendors	_____ Special Event Permit	TOTAL FEES _____
_____ Park Facility Fees	_____ Temp. Bartender's	
_____ Solicitor's Permit(s)	_____ Temp. Class B	

All requirements for this special event have been met.

Village Administrator approval **Date**
 _____ _____

The general purpose of this event is to hold a Fall Fest-like special event, with the goal being to both provide a fun autumn-themed activity for local area families and to raise funds for the upcoming Children's Area remodel in the Hartland Public Library.

In order to do this, Kiwanis of Greater Hartland, the Hartland Public Library, and Hartland's Recreation and Department of Public Work departments will hold this event in Nixon Park from 3 PM-8 PM on Saturday, October 19th. During the event, there will be several free activities alongside events that will help raise money for the aforementioned cause. Below are a list of both free and 'fundraising' activities:

Free

- Bounce House
 - Rent a bounce house from a local vendor and allow kids of the appropriate age to bounce inside for a set time. Set up a donation jar outside for extra donations if possible.
- 'Carnival Games'
 - Free to play
 - Bowling with Gourds, Plastic Axe Throwing, Mummy Wrap Race, Pop Goes the Pumpkin
- Hay Bale Maze
 - Stacking hay bales two-high, we would have about a 20'x20' maze made out hay bales for toddlers and very young children.
- Halloween Walk
 - This would consist of six 'spooky' displays spread out along the Ice Age Trail from Haight Street to the pond at Nixon Park. We will be soliciting sponsorship from local businesses—they will make the displays, have their logo present in the display, and DPW can assist with set-up if needed the day of the event.
- Movie
 - Using the inflatable screen and projector that the Recreation Department has, we will show a family-friendly movie on the screen from the Fine Arts Center stage.
- Fire Truck
 - A fire truck will be onsite for kids to climb in and out of and explore.
- Photo Station
 - Staff will set-up a photo backdrop, consisting of hay bales, cornstalks, and gourds, that families can take pictures in front of.

Fundraising

- Kiwanis Concession Stand
 - Kiwanis members will sell hot dogs, hot cider, and popcorn from a tent.
- Lake Country Beer Garden
 - Pat Endter is open to the idea of opening the beer garden to sell beer during this event.
- Guess the Weight of the Pumpkin
 - A Giant Atlantic pumpkin will be borrowed for this event, and attendees will be able to guess the weight for a dollar, with the winner receiving a prize of a large pumpkin or a cut of the money raised.
- Pumpkin River Race
 - 200 mini-pumpkins will be dropped in the Bark River by Haight Street and 'race towards the finish line' near the pond in Nixon Park, similar to the Bark River Bash Duck Race. The mini-pumpkins will be sold for \$5, and participants will be able to keep the pumpkin after the race and decorate it at the craft table.
- 50/50 Raffle
- Eating Contest
 - Pumpkin Pie eating contest—we may have participants pay a certain amount to enter the contest, with the winner getting a trophy, or we might make this a 'free' event and make it something like all department heads or Village Trustees face off against each other.
- Pumpkin Decorating
 - Attendees can purchase a mini pumpkin and decorate it with paint and craft supplies.
- Cornhole Tournament
 - Run by Nick Miller possibly, this would consist of several teams competing for a small cash prize. Teams are charged to enter the tournament and that's where the prize money will come from.
- Trunk or Treat
 - This will be run by HLEF; they want to do it in the parking lot shared by the Library and Village Hall/Police. They are requesting that it's shut down for the day so that set-up isn't an issue (it would start at 3:30 PM), or at least closes no later than sometime around noon to ensure no cars are left there that aren't a part of the Trunk or Treat event.

Pumpkin Party In the Park





210 Cottonwood Avenue
 Hartland WI 53029
 262-367-2714 FAX: 262-367-2430
www.villageofhartland.wi.gov

SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned	_____	Date	_____

FEES ARE NON-REFUNDABLE

APPLICATION AND PERMIT FEES ARE DUE 60 DAYS PRIOR TO YOUR EVENT

ORGANIZATION INFORMATION			
Name of Organization Ice Age Trail Community			
Street Address 210 Cottonwood Avenue	City Hartland	State WI	Zip 53029
Phone Number 262-367-0352	Are you a 501(c)3 Organization?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Event Contact Person (First & Last Name) Jake Zuehl			
Address 306 Lawn Street	City Hartland	State WI	Zip 53029
Email jakezuehl@gmail.com	Phone Number 210-771-1944	Day of Event Phone Number 210-771-1944	
If applicant is a partnership, provide names, addresses and phone numbers for all partners. Provide names, addresses and phone numbers for all officers and directors if corporation or members if applicant is a limited-liability company.			

EVENT INFORMATION	
Name of Event Full Moon Hike	Date(s) of Event October 18, 2024
Event Start Time 6:30 pm	Event End Time 8:00 pm
Location of the Event* Cottonwood Wayside	
Will your event take place in a Village of Hartland Park?	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.	
*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.	

OTHER INFORMATION

Generally describe your event and its purpose: A free community event to hike through the Ice Age Trail loop adjacent to the Cottonwood Wayside. Apple cider will be served, and we hope to have a fire in the chimney. *Requesting access to the chimney and firewood.*

Estimated Number of Participants 100-150	Spectators	Vendors
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Will alcohol be sold/served? *If yes, liquor and bartender licenses are necessary under separate application.* Yes No

Will you be selling/serving food? *Free apple cider* Yes No

Will you have food trucks? *If yes, you will need to obtain Outside Food Vendor Permits under separate application.* Yes No

If yes, how many food trucks will be at the event?

Will you be selling merchandise? *If yes, you will need to obtain a Solicitor's Permit under separate application.* Yes No

Does the event involve fireworks? *If yes, you will need to obtain a Fireworks Permit under separate application.* Yes No

Does the event involve amplified music? Yes No

If yes, will the amplified music be a: Band DJ

Hours of amplified music:

Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. Music for special events shall terminate at 9:00 p.m. if the event held Sunday through Thursday and at 11:00 p.m. if the event is held on a Friday, Saturday or holiday weekend.

Is street closure requested? *would like to close parking lot off for handicap parking only. would be manned by a volunteer (with safety vest). Need no parking cones along Cottonwood and parking lot entrance.* Yes No

Hours of street closure:

Diagram for Street Closure Provided? Yes No

Will you need barricades provided by the Village for your event? Yes No

How many barricades needed for your event?

"Road Closed" signs requested? Yes No

Will you be erecting any tents, canopies or other temporary structure(s)? *If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.* Yes No

Will you be providing portable restrooms and wash stations? Yes No

OTHER INFORMATION CONTINUED

If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?

Requesting portable restroom stay at Cottonwood Wayside through Oct. 18.
Along with picnic tables and trash cans.

Will you provide parking for participants?

Yes No

If yes, where will parking be available?

Handicap parking will be allowed in the Cottonwood Wayside parking lot but the majority of the parking will be at the Dorner Manufacturing parking lot. IATCC will reach out to Dorner for permission.

Will you provide a dumpster/clean-up services?

Yes No

If yes, please describe your clean-up and refuse collection plan.

Requesting police and fire be present
↑ for PR.

Will the event require additional security? Requesting Police cones along street to prevent street parking.

Yes No

Will you have an emergency plan in the event of severe weather?

Yes No

Will the event require first aid and/or emergency responders?

Yes No

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000, must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Are you able to provide these insurance documents?

Yes No

DEPOSIT REQUIREMENTS

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

TERMINATION OF AN EVENT

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Hartland Police Department and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the Village, its officers, employees, agents and contractors harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval. The applicant is responsible for obtaining all necessary reservations, permits and license.

[Signature]
 Signature of Applicant

8/11/2024
 Date

For staff use only

Park/Rec. Board approval, if necessary, on:

Application forwarded to:

- Administrator
- Building Inspector
- Fire Chief
- Police Chief
- Public Works Director
- Rec Director

Village Board approval, if necessary, on:

Date: _____

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.	✓		<i>Scott H. by email</i>	
Clerk	✓		<i>SPollock</i>	
Fire	✓		<i>J. [unclear]</i>	
Police				
Public Works				
Rec	✓		<i>[unclear]</i>	

Fees

_____ Outside Food Vendors	_____ Special Event Permit	TOTAL FEES _____
_____ Park Facility Fees	_____ Temp. Bartender's	
_____ Solicitor's Permit(s)	_____ Temp. Class B	

All requirements for this special event have been met.

Village Administrator approval _____ **Date** _____



Village of Hartland Park Facility Reservation Application

210 Cottonwood Avenue, Hartland, WI 53029
Office: 262-367-2714 Fax: 262-367-2430

Permit # _____

Contact Information

Organization Name (if applicable) Ice Age Trail Community
 Renter or Responsible Party Jake Zuehl
 Home/Cell Phone 210-771-1944 Email jakezuehl@gmail.com
 Address 306 Lawn St City/Zip Hartland 53029
 If above person cannot be reached Sara Rennekamp Phone 262-367-0352

Rental Information

Event Date October 18, 2024 Event Type Hike
 Arrival Time (including set up) 6:00 pm Departure Time (including clean up) 8:30 pm
 Attendance 100+ Electricity Yes No Tax Exempt Yes No (If yes, please complete Form S-211 Wisconsin Sales and Use Tax Exemption Certificate)

Rental Fees

Checks (payable to the Village of Hartland), cash, and credit card are accepted. All fees must be paid at the time of reservation.

Park Shelter/Open Space

- Bark River (may not use if athletic field is reserved)
- Centennial Park
- Cottonwood Wayside
- Hartbrook Park
- Nixon Splash Pad Shelter 1
- Nixon Splash Pad Shelter 2
- Nixon Park Shelter 4 (by Fine Arts Center)
- Penbrook Park (may not use if athletic field is reserved)
- Other structures to be placed in park (bounce house, dunk tank, climbing wall, etc.) Deposit Required
- Open Space Reserved (describe area below)

Rental Fee (based on number of attendees)

Attendees	Resident	Non-Resident
<input type="checkbox"/> 0 - 50	\$85.00	\$140.00
<input type="checkbox"/> 51 - 100	\$100.00	\$155.00
<input checked="" type="checkbox"/> 101+	\$150.00	\$205.00

Refundable Deposit (based on the number of attendees)

Attendees	Deposit Amount
<input type="checkbox"/> 1 - 100	No deposit required
<input checked="" type="checkbox"/> 101 - 200	\$200.00
<input type="checkbox"/> 201 +	\$300.00

Requesting fees be waived.

I verify the information provided and agree to the Park Board's policy and Village Ordinance regarding park usage.

Jacob Zuehl 8/13/2024
 Renter's Signature Date
 Jacob Zuehl
 Renter's Name (please print)

Rental Fee _____
 Tax (5% on Rental Fee) _____
 Deposit (if required) _____
 Structures Deposit (\$100) _____
 Total Due _____

Office use only: Date paid _____ Amount paid _____ Receipt # _____ Processed _____



Village of Hartland

Park Food Vendor Application

210 Cottonwood Ave, Hartland, WI 53029
Office: (262) 367-2714 Fax: (262) 367-2430

Contact Information

Business Name

Business Owner Name

Home/Cell Phone Email

Address City/Zip

Food vendors that hold a Retail Food License are required to provide a copy with proof of insurance.

- Copy of Retail Food Facilities license issued by Waukesha County or State of Wisconsin
Copy of Proof of Insurance

Food vendors and products that do not require a Retail Food License: (check if applicable):

- non-profit church sports event preparked products
Homemade baked goods - goods produced in baker's home that are shelf stable & do not require refrigeration.
Pickles, sauerkraut, jam, jellies, salsas and applesauce.

Event Information

Person/Group Reserving Park Facility/Event Name

Event Location: Event Date

Arrival Time (include set-up time) Departure Time (include clean-up time)

Description of what will be sold:

Location where food will be sold:

Food Vendor Fee

Check, cash and credit card are accepted (checks payable to Village of Hartland). Fees and deposits must be paid at the time of application.

Application must be approved by the Village's Park and Recreation Board. I verify the information provided and agree to the Park Board's Policy and Village Ordinance regarding Park Usage.

Signature Date

Name (please print)

Vendor Fee Structure

Multi-use fee excludes one-time special events. Special events require separate application and fee.

Table with 2 columns: Number of Uses, Fee Amount. Rows include 1 use (\$75), 2-4 uses (\$175), 5-8 uses (\$275), 9-12 uses (\$375), 13-16 uses (\$475), 17+ uses (\$575).

Number of Uses
Park Food Vendor Fee

Office Use Only: Date Paid Amount Paid Receipt # Processed

Village of Hartland Parks Food Truck Policy

Policy Statement

Mobile food facilities (MFF) are allowed in the Village of Hartland parks only with an approved park use form IE: Fine arts center, Park shelter etc. and approval of the Village Park board prior to the event or park use. Mobile food facilities include, but are not limited to trucks, trailers, carts, bicycles and may include auxiliary equipment such as portable fryers, stoves and grills that are located adjacent to the MFF during operation.

Requirements

MFFs must have prior approval from the Village Park board.

All MFFs operating in the Village of Hartland shall comply with Chapter 9 of the Wisconsin Food Code, entitled "Mobile Food Establishments" as adopted in ATCP § 75.112.

All MFFs shall have a valid mobile retail food facility license issued by Waukesha County or a valid equivalent license issued by a Wisconsin municipality or county.

The location of the MFF must be approved in advance by the Village Department of Public Works.

MFFs may not manufacture, distribute, dispense, possess, use or sell alcoholic beverages.

MFFs must provide proof of a comprehensive liability insurance policy –in an amount not less than \$1 million, and must also provide proof of vehicle insurance and worker's compensation insurance in a form acceptable to the Village of Hartland. Proof of insurance must be provided at the time of application to the Park Board.

All MFFs must be totally self-contained, no electricity will be provided.

MFFs are responsible for disposing of all trash and litter prior to leaving the park.

Only 2 MFFs will be allowed in a park at a time. The Park Board must approve any requests for MFFs in excess of this requirement.

Park bathrooms will only be open during normal park hours.

The Village of Hartland will impose a fee of \$75.00 for each application made by an MFF to use the park.

Payment Method
(Check all that apply.)

Checks Payable to:
Village of Hartland

Cash

Credit Card

If for any reason a check is returned as "insufficient funds" a service fee of \$25 is charged. Full payment plus service fee must be paid in full to become registered.

Required Information for Credit Card Transactions (write legibly)

Circle One: Visa MasterCard Discover American Express **Total Amount: \$** _____

Card #: _____ **Expiration Date:** _____

Entire **name is it appears on the credit card** (please print legibly): _____

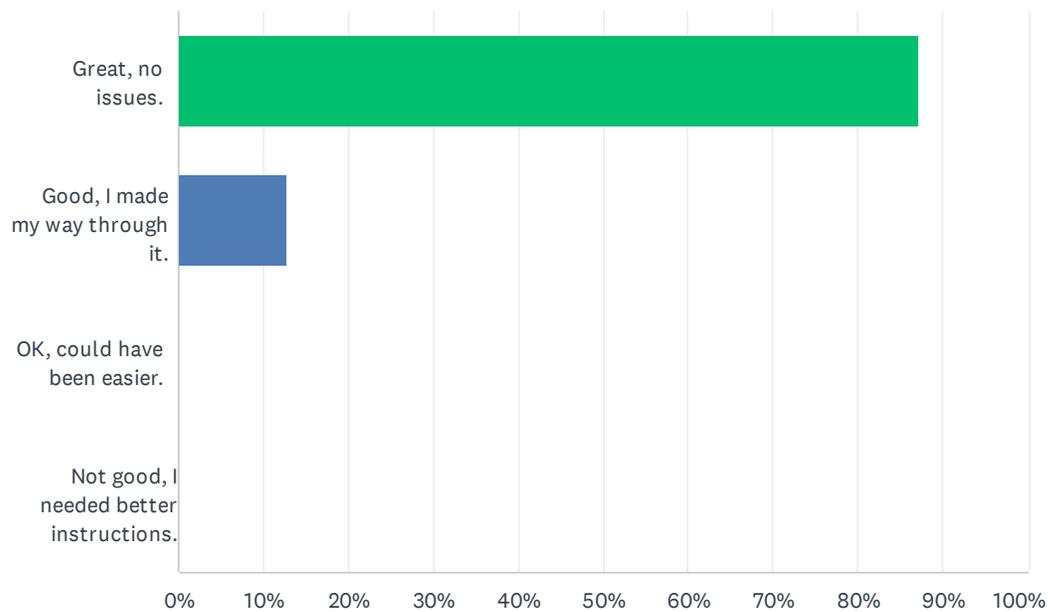
I Cardholder acknowledges receipt of goods and/or services in the amount of the Total shown hereon and agrees to perform the obligations set forth in the Cardholder's agreement with the Issuer.

Signature (REQUIRED): _____

(This portion of the form will be destroyed after transaction is complete.)

Q1 Describe your experience registering your child for T-Ball.

Answered: 55 Skipped: 0

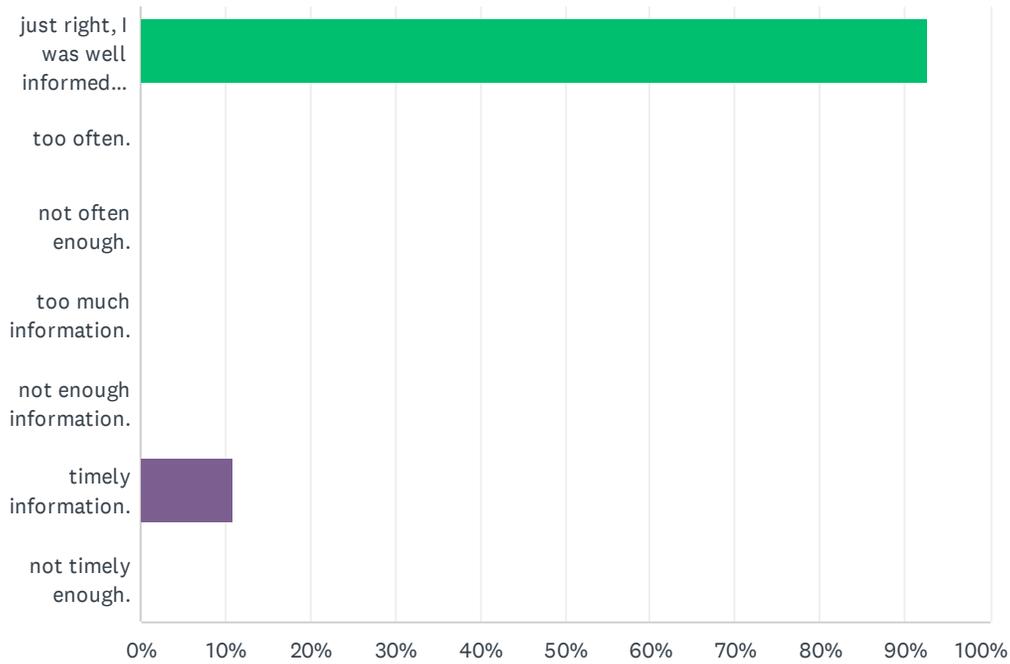


ANSWER CHOICES	RESPONSES
Great, no issues.	87.27% 48
Good, I made my way through it.	12.73% 7
OK, could have been easier.	0.00% 0
Not good, I needed better instructions.	0.00% 0
TOTAL	55

Q2 The communication I received regarding T-Ball was (select all that apply)

Answered: 55 Skipped: 0

Hartland Recreation Department's 2024 T-Ball Survey

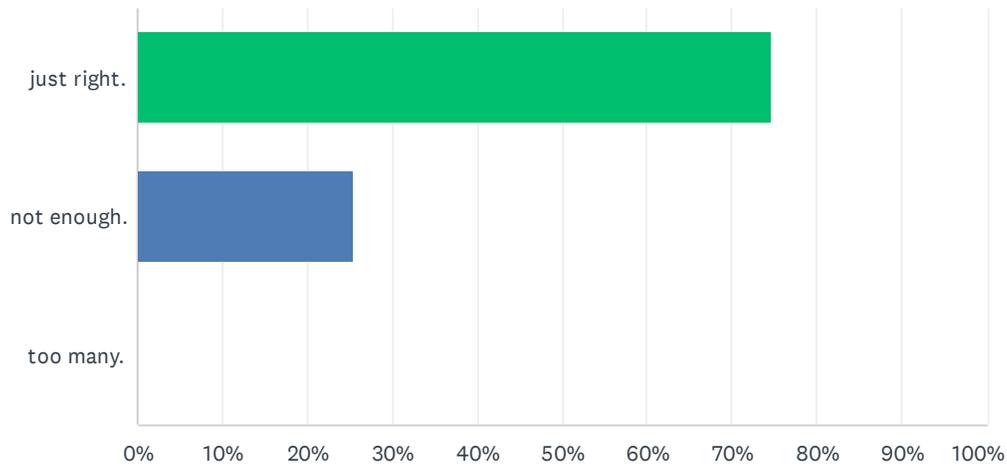


ANSWER CHOICES	RESPONSES	
just right, I was well informed through out the the season.	92.73%	51
too often.	0.00%	0
not often enough.	0.00%	0
too much information.	0.00%	0
not enough information.	0.00%	0
timely information.	10.91%	6
not timely enough.	0.00%	0
Total Respondents: 55		

Q3 The number of scheduled practices were

Answered: 55 Skipped: 0

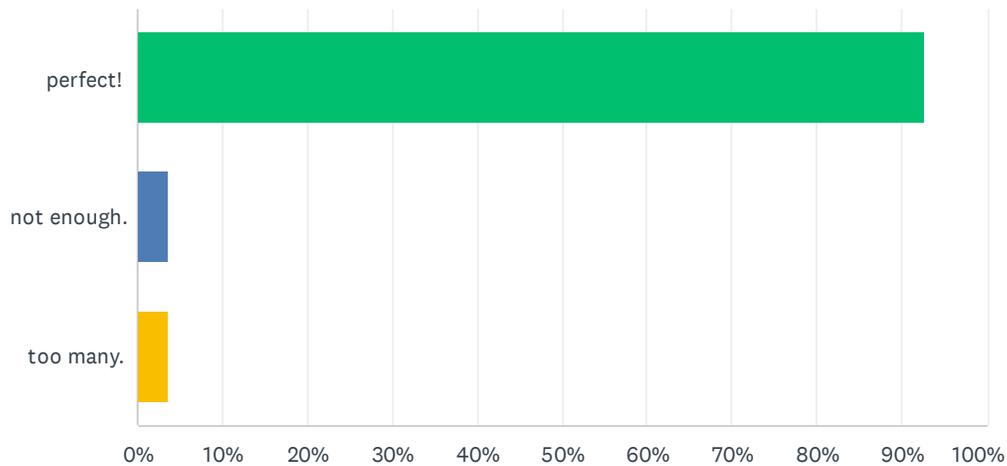
Hartland Recreation Department's 2024 T-Ball Survey



ANSWER CHOICES	RESPONSES
just right.	74.55% 41
not enough.	25.45% 14
too many.	0.00% 0
TOTAL	55

Q4 The number of scheduled games were

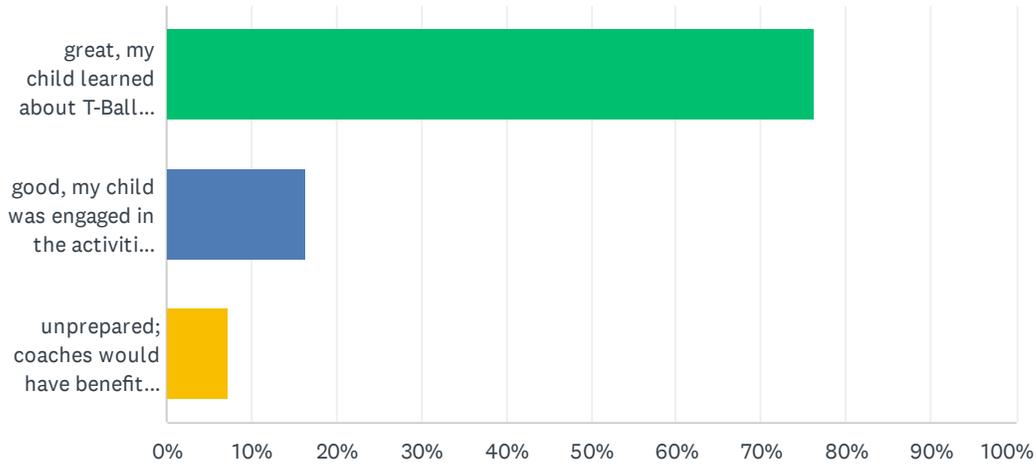
Answered: 55 Skipped: 0



ANSWER CHOICES	RESPONSES
perfect!	92.73% 51
not enough.	3.64% 2
too many.	3.64% 2
TOTAL	55

Q5 The coaches were

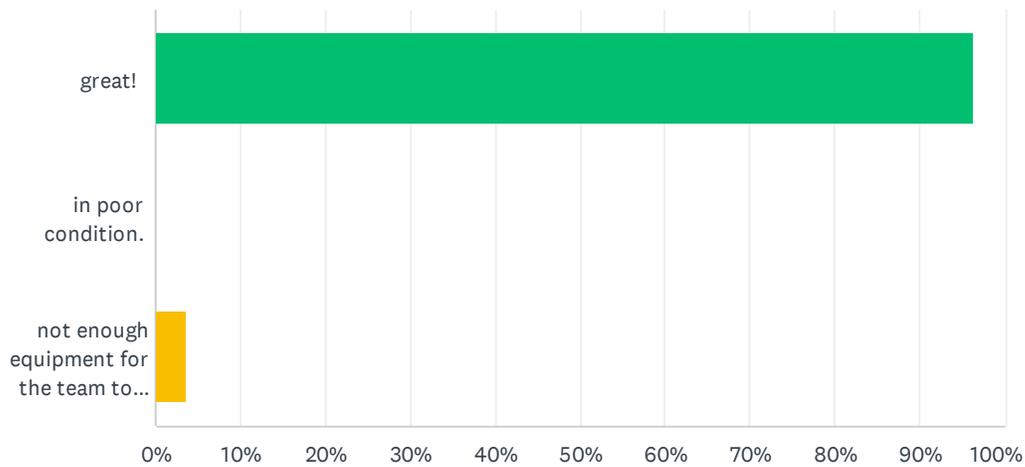
Answered: 55 Skipped: 0



ANSWER CHOICES	RESPONSES	
great, my child learned about T-Ball and had a great time!	76.36%	42
good, my child was engaged in the activities provided.	16.36%	9
unprepared; coaches would have benefited from additional training and activity resources.	7.27%	4
TOTAL		55

Q6 The equipment provided was

Answered: 54 Skipped: 1

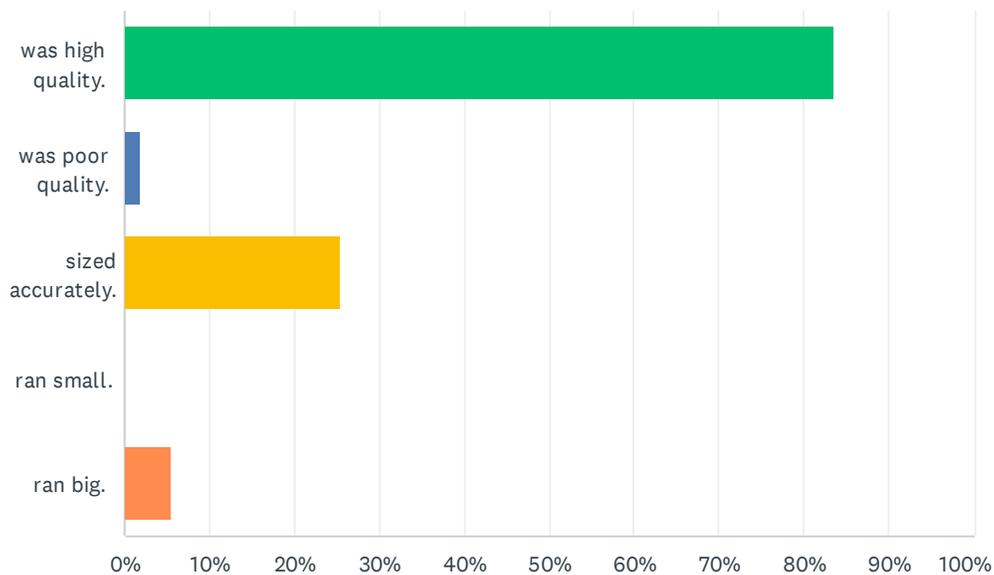


Hartland Recreation Department's 2024 T-Ball Survey

ANSWER CHOICES	RESPONSES	
great!	96.30%	52
in poor condition.	0.00%	0
not enough equipment for the team to have a successful practice/game.	3.70%	2
TOTAL		54

Q7 The uniform (check all that apply)

Answered: 55 Skipped: 0

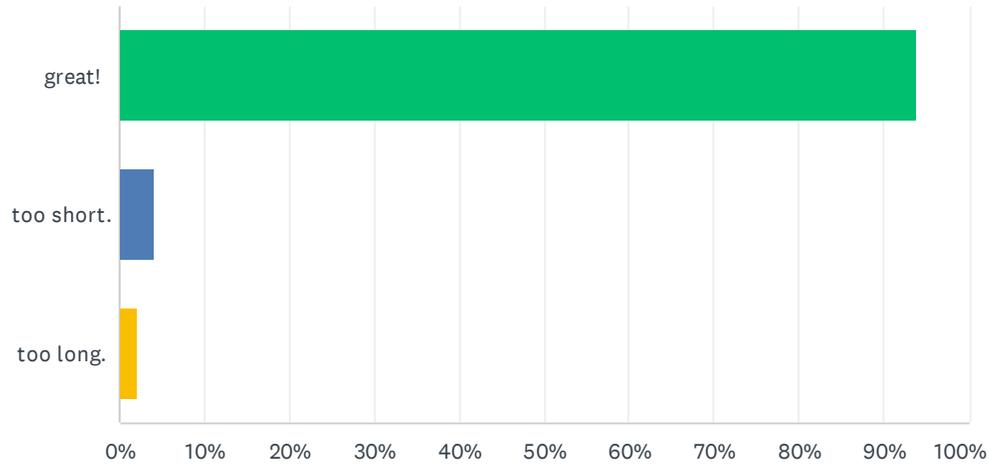


ANSWER CHOICES	RESPONSES	
was high quality.	83.64%	46
was poor quality.	1.82%	1
sized accurately.	25.45%	14
ran small.	0.00%	0
ran big.	5.45%	3
Total Respondents: 55		

Q8 The end of season celebration was

Answered: 49 Skipped: 6

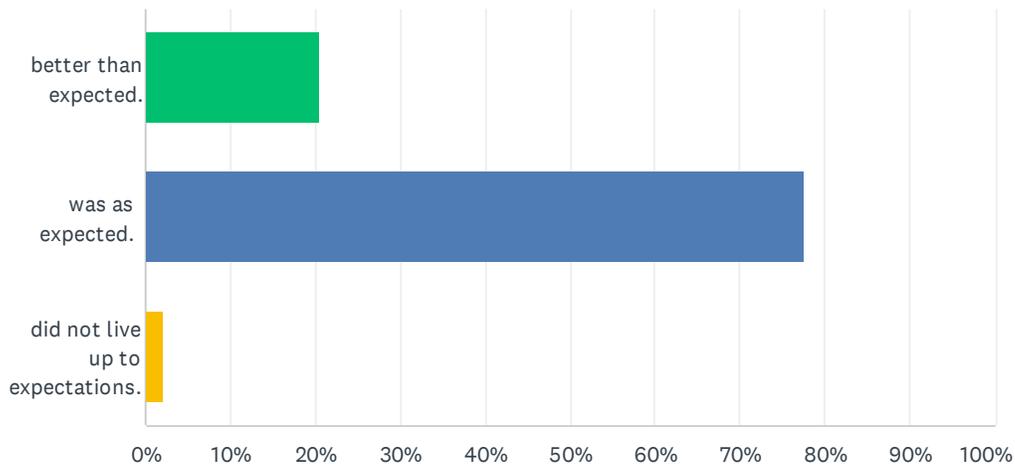
Hartland Recreation Department's 2024 T-Ball Survey



ANSWER CHOICES	RESPONSES
great!	93.88% 46
too short.	4.08% 2
too long.	2.04% 1
TOTAL	49

Q9 The food served at the celebration was

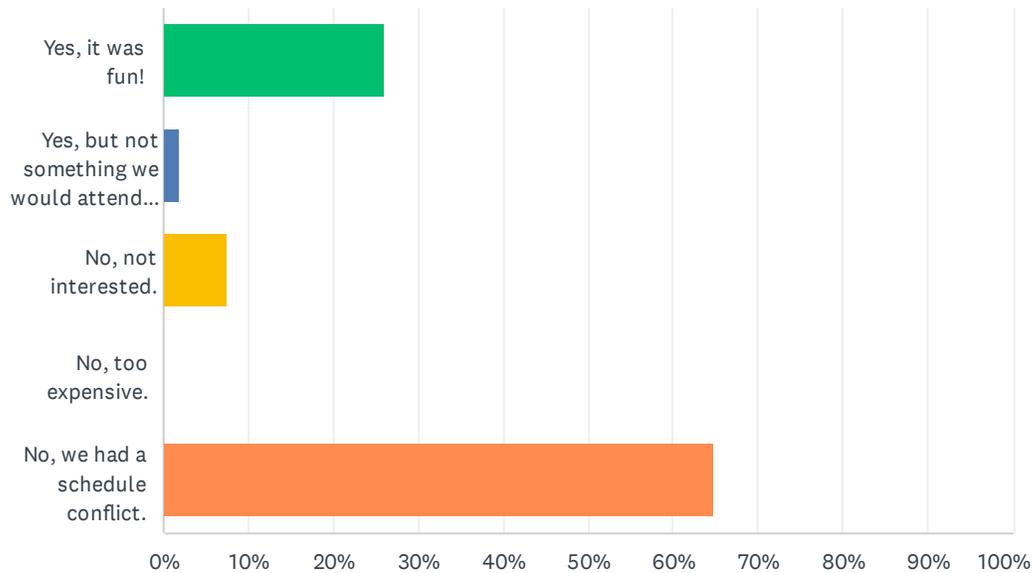
Answered: 49 Skipped: 6



ANSWER CHOICES	RESPONSES
better than expected.	20.41% 10
was as expected.	77.55% 38
did not live up to expectations.	2.04% 1
TOTAL	49

Q10 We attended the end of season Dockhound's game.

Answered: 54 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes, it was fun!	25.93%	14
Yes, but not something we would attend again in the future.	1.85%	1
No, not interested.	7.41%	4
No, too expensive.	0.00%	0
No, we had a schedule conflict.	64.81%	35
TOTAL		54

Q11 Please provide any additional feedback regarding the 2023 T-Ball program.

Answered: 20 Skipped: 35

#	RESPONSES	DATE
1	While the team photos turned out great, the photo session was too time consuming with only one photographer. Out session was during the first game which took most of the time. Photos uploaded should not have included every child and available to all parents to try and limit exposure or help with child privacy.	8/20/2024 8:14 AM
2	Sara, the organization was absolutely wonderful and much appreciated! I know we worked together on the st Charles team with 17 kiddos. I thought we'd miss more kids week to week with summer schedules but that wasn't the case! Everyone was fine with it, but wanted to note going forward that it was definitely a lot of kids! If we come across it next year, I'd say let's	8/19/2024 11:00 AM

Hartland Recreation Department's 2024 T-Ball Survey

split 😊 Again, thank you for your great coordination this summer!! It was such a fun season and looking forward to it next year!

3	Great season as usually! I really love how you have split to Tues/Thurs leagues. Would be fun to do a crossover night maybe at the end of the season?	8/19/2024 9:09 AM
4	The number of kids on a team was way too many. Lots of standing around for the kids while they went through the batting order. Each team only got through the batting order two times in each game, sometimes only one time. The amount of kids on the team needs to be way less. Otherwise fun program!	8/18/2024 3:42 AM
5	Fantastic. We'll be signing up again next year.	8/17/2024 12:31 PM
6	Kudos to the coaches!	8/17/2024 7:34 AM
7	This is our second year doing Tball and have more kiddos who will do it next summer. I would suggest going back to twice a week but one day is practice and the second day is a game. The kiddos didn't get enough time to actually learn game basics throughout the season. Also making the games an hour long to allow both teams to bat twice.	8/17/2024 3:28 AM
8	The best Tball program ever! We tell all our friends with kids about it! Feel so lucky to have it close by.	8/16/2024 10:32 PM
9	We were out of town for the season celebration, so didn't have anything to say about that. I thought the season was great! The jerseys were the best quality rec jersey I've ever seen and I love that they had the kids' names on them. I would have bought my own as a fan! I appreciated that we could chose Tues vs. Thurs so summer scheduling was easier for families and I thought the rotation of locations was fair. Honestly I have no complaints and am looking forward to next year's season! Thank you!	8/16/2024 8:44 PM
10	Thank you for all of your care and work! My daughter really benefited because of you all!	8/16/2024 8:26 PM
11	Poorly organized in many ways. Pictures should not have been scheduled 15 minutes before our game was set to start; it wasn't even enough time for one team to get their pictures done, and our team did not get nearly as many as the team who went first. Coaches did not seem to know how to coach correctly, and didn't manage the kids well during games. I was very unhappy with our experience this year.	8/16/2024 6:29 PM
12	Thank you to all that worked hard to make this a great program	8/16/2024 6:02 PM
13	The orioles coaches were so awesome! Thank you guys!	8/16/2024 5:49 PM
14	Excellent program!	8/16/2024 5:16 PM
15	Some of our team reported not receiving information prior to the first practice. Kids had a great time! Thanks for all your hard work!	8/16/2024 4:48 PM
16	My daughter had a great time. I think in our case, the Padres, the coaches seemed really overwhelmed right from the start. It seemed to improve slightly as the season went on but we watched other teams and it seemed like their coaches were much more organized, assertive, and knew what to do. Other than that, we had a great season.	8/16/2024 4:45 PM
17	Too large of an age range	8/16/2024 4:35 PM
18	Fun time but poor coaching on our team led to a disappointing season.	8/16/2024 4:18 PM
19	Great job	8/16/2024 3:51 PM
20	Being a coach and having 15 kids per team was too much. Having around 10 kids at this age makes it much more enjoyable for coaches and parents. It was a lot to manage that many kids with little parent help (several emails were sent out asking for help). Helped coach last year elsewhere with a team size of 8-10 and enjoyed that more. Although it got better as kids missed from week to week, we more than likely won't be back next year with team sizes this large.	8/16/2024 3:49 PM

Recreation Department

Account Description	2023 Actual	2024 Budget	Thru 06/30/24	% Used	Full Yr Est	2025 Adopted	FOOTNOTES
Recreation Wages & Benefits							
E 101-55300-110 SALARIES	\$ 128,150	\$ 165,500	\$ 54,838	33%	\$ 155,000	\$ 190,000	A
E 101-55300-130 FICA	9,562	12,662	4,301	34%	12,662	14,535	
E 101-55300-140 RETIREMENT BENFTS	5,883	5,850	2,515	43%	2,515	11,000	
E 101-55300-150 HEALTH/DENTAL/LIFE	24,002	25,525	13,199	52%	13,199	57,015	
E 101-55300-180 OTHER BENEFITS	1,000	1,000	1,000	0%	1,000	2,000	
Sub-Total Recreation Wages & Benefits	\$ 168,597	\$ 210,537	\$ 75,853	36%	\$ 184,376	\$ 274,550	
Recreation Operations							
E 101-55300-290 OUTSIDE SERVICES	\$ 106,989	\$ 95,000	\$ 59,972	63%	\$ 110,000	\$ 115,000	B
E 101-55300-291 REC PROGRAM FEES	12,785	9,500	4,460	0%	17,000	6,400	C
E 101-55300-295 TRIPS	2,376	2,000	-	0%	-	400	D
E 101-55300-300 OPER SUPPLIES/EXP	31,517	30,000	13,603	45%	30,000	30,000	E
E 101-55300-302 DANCE ACADEMY	34,761	10,000	14,561	146%	30,000	35,000	F
E 101-55300-303 SUMMER REC EXPNS	9,577	9,500	1,995	21%	5,000	9,500	G
E 101-55300-304 TBALL	9,512	10,000	8,723	87%	9,600	10,000	
E 101-55300-305 EXPENSES-OTHER	320	-	-	#DIV/0!	-	-	
E 101-55300-308 HOMETOWN CELEBRATION	90,256	45,000	-	0%	92,000	95,000	
E 101-55300-312 SPLASHPAD EXPNS	4,779	3,500	1,838	53%	2,500	3,500	H
E 101-55300-220 SPLASHPAD WATER EXP	2,537	5,000	397	8%	2,600	3,000	I
E 101-55300-800 CAPITAL OUTLAY	-	-	-	0%	-	-	
E 101-55300-900 CORP RESERVE PMTS	-	-	-	#DIV/0!	-	-	J
Sub-Total Recreation Operations	\$ 305,409	\$ 219,500	\$ 105,549	48%	\$ 298,700	\$ 307,800	
TOTAL RECREATION/COMMUNITY ED	\$474,006	\$430,037	\$181,402	42%	\$483,076	\$582,350	
					<i>Increase</i>	<i>35.4%</i>	

FOOTNOTE EXPLANATIONS ON TAB 17 PAGE 5

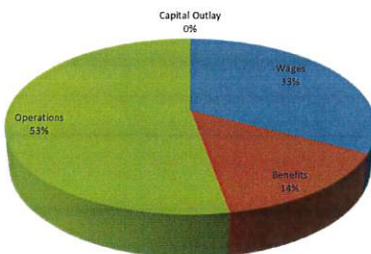
Highlight 2024: T-Ball grew 27% (165 to 210) and had a fun and successful season. Pickleball programming continues to grow: winter/spring 272% (101 to 376), summer 45% (217 to 315). Fall will have a similar growth rate to winter/spring. Civic Rec, the Village's new registration software, was implemented and park shelter reservations were offered online for the first time.

Spotlight 2025: Looking forward to discussing the opportunity to develop future recreation spaces for Hartland and networking with the community's businesses and organizations to grow village events and the needed sponsorships/donations.

Operations: With increased success of existing and new programs, the Recreation Department is projecting a declining tax burden for the Village in regards to its operations.

	2024 Budget	% of Budget	2025 Adopted	% of Budget	Incr/Decr
Wages	165,500	38%	190,000	33%	14.80%
Benefits	45,037	10%	84,550	15%	87.73%
Operations	219,500	51%	307,800	53%	40.23%
Capital Outlay	-	0%	-	0%	0.00%
Total	430,037	100%	582,350	100%	35.42%

RECREATION EXPENSES



VILLAGE OF HARTLAND - CULTURE & RECREATION BUDGET 2025

Recreation

Personnel Wages Acct: 101-55300-110

Classification	Full Time	Part Time	Salary Grade	Full Time Equivalents		
				2023	2024	2025
Recreation Director	1		9	1.000	1.000	1.000
Recreation Assistant	1		5	0.250	0.500	1.000
Summer Camp Coordinator			E	0.200	0.200	0.000
Summer Camp/Tiny Tots Counselors		5	C	0.500	0.500	0.500
Dance Instructor				0.500	0.000	0.000
Employee Totals	2	5		2.45	2.2	2.5

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY

Recreation

Expenses	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Adopted
Wages	90,759	109,734	128,150	165,500	190,000
Benefits	21,930	25,210	40,447	45,037	84,550
Operations	154,710	178,897	305,409	219,500	307,800
Capital Outlay	-	-	-	-	-
Total	267,399	313,841	474,006	430,037	582,350
Revenues					
Revenues	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Adopted
Classes	109,042	144,936	172,062	145,000	170,000
Before/After Sch	64	-	-	-	-
Dance Studio	34,534	41,325	66,771	42,000	50,000
Trips	2,247	3,933	2,503	2,000	-
Hometown Celebration	-	-	-	80,000	110,000
Summer Rec	33,404	39,300	61,824	52,000	50,000
T-Ball	13,350	21,359	13,981	17,500	23,000
Other	2,976	1,127	845	1,350	850
Splash Pad Donations	-	-	-	-	-
Total	195,617	251,980	317,986	339,850	403,850
Supported by Taxes					
Supported by Taxes	71,782	61,861	156,020	90,187	178,500
Population	9,320	9,320	9,320	10,128	10,128
Annual Per Capita Supported by Taxes					
Annual Per Capita Supported by Taxes	7.70	6.64	16.74	8.90	17.62
Per Capita Supported by Taxes Per Day					
Per Capita Supported by Taxes Per Day	0.021	0.018	0.046	0.024	0.048
Total Exp Per Person Per Day					
Total Exp Per Person Per Day	0.079	0.092	0.139	0.116	0.158

Parks

Account Description	2023 Actual	2024 Budget	Thru 06/30/24	% Used	Full Vr Est	2025 Adopted	Footnotes
Parks Wages & Benefits							
E 101-55200-110 SALARIES	\$ 44,099	\$ 45,000	\$ 9,390	21%	\$ 18,780	\$ 46,800	
E 101-55200-130 FICA	3,373	3,445	718	21%	1,436	3,580	
Sub-Total Parks Wages & Benefits	\$ 47,472	\$ 48,445	\$ 10,108	21%	\$ 20,216	\$ 50,380	
Parks Operations							
E 101-55200-220 UTILITY SERVICES	\$ 15,611	\$ 14,500	\$ 5,400	37%	\$ 11,000	\$ 14,500	
E 101-55200-350 EQUIPMENT PURCHASE	-	-	300	#DIV/0!	300	-	
E 101-55200-365 BLDGS/GROUNDS MAINT EXP	43,274	37,500	22,814	61%	37,500	37,500	
E 101-55200-370 ATHLETIC FACILITY MAINT	15,502	11,000	1,824	17%	6,000	9,000	
E 101-55200-470 LANDSCAPE PLANTINGS	2,400	4,000	174	4%	4,000	4,000	
E 101-55200-800 CAPITAL OUTLAY	24,196	-	-	#DIV/0!	-	-	
E 101-55200-900 CORP RESERVE PAYBK	5,450	5,450	5,450	100%	5,450	9,450	
Sub-Total Park Operations	\$ 106,433	\$ 72,450	\$ 35,962	50%	\$ 64,250	\$ 74,450	
TOTAL PARKS BUDGET	\$ 153,905	\$ 120,895	\$ 46,070	38%	\$ 84,466	\$ 124,830	
					<i>Increase</i>	<i>3.25%</i>	

A
B
C
D
E
F
G

Highlight 2024:

Penbrook The baseball backstop will be replaced at Penbrook. Joilet, Hartbrook, and Penbrook basketball courts will be resurfaced.

Spotlight 2025:

Replacement of the Hartbrook Park Playground Equipment. Continued Replacement of Park Bubblers. Replacement Nixon Park Scoreboard. Building a Building around the splash pad controls and updating the splash pad.

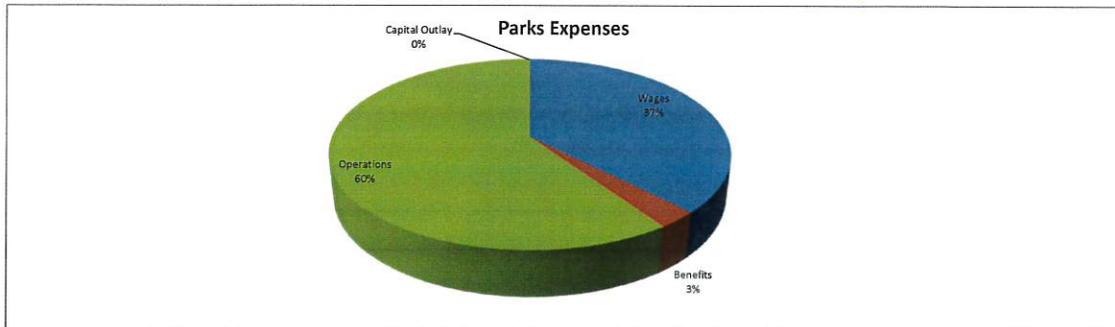
Supported Services:

Description	2023	2024	2025
Acres of Parks & Open Land	96.9	96.9	96.9
Baseball Diamonds (inc T-Ball)	8	8	8
Soccer Fields	4	4	4
Football Fields	1	1	1
Miles of Pathway	4.4	4.4	4.4
Tennis Courts	4	4	4
Basketball Courts	3	3	3
Volleyball Courts	2	2	2
Fine Arts Center	1	1	1
Splash Pad	1	1	1
Picnic Shelters	9	10	10
Playground Equipment	Various	Various	Various

Staffing:

During the summer, seasonal public works employees do the mowing and trimming. Other work is done by regular public works employees.

	2024 Budget	% of Budget	2025 Adopted	% of Budget	Incr/Decr
Wages	45,000	37%	46,800	37%	4.00%
Benefits	3,445	3%	3,580	3%	3.92%
Operations	72,450	60%	74,450	60%	2.76%
Capital Outlay	-	0%	-	0%	#DIV/0!
Total	120,895	100%	124,830	100%	3.25%



Parks

Capital Outlay Schedule

Item	Add	Repl	Amt	Unit Cost	Total
101-55200-800 Capital Outlay					
Nothing for 2025					
TOTAL PARKS CAPITAL OUTLAY					\$ -

Corporate Reserve Purchases

Item	Add	Repl	Amt	Unit Cost	Total
1 Clubcar Golf Cart		X	1	\$ 14,000	\$ 14,000
TOTAL PARKS CORPORATE RESERVE PURCHASES					\$ 14,000

Impact Fee Fund

Item	Add	Repl	Amt	Unit Cost	Total
Nothing for 2025					
					\$ -
TOTAL PARKS IMPACT FEE PURCHASES					\$ -

Footnotes to Parks Department Budgeted Line Items

- A. Account E101-55200-220 Utility Services: This account consists of our utility charges of the following – We Energies electric, and Village water and sewer for the parks and Fine Arts Center.
- B. Account E101-55200-350 Equipment Purchase: There are no projected equipment purchases in 2025.
- C. Account E101-55200-365 Building/Grounds Maintenance Expense: These are charges for the maintenance of the park's buildings, play structures, and grounds not including the athletic fields. Charges consist of cleaning supplies, paper products, electrical parts and repairs, paint, plumbing supplies and repairs, temporary restroom rentals, weed control and fertilizer, topsoil, seed and straw, garbage can liners, play equipment parts and repairs, pedestrian bridge repairs, fence repairs. There have been additional costs due to the Beer Garden use at the Fine Arts Center and the added events at Nixon Park.
- D. Account E101-55200-370 Athletic Facility Maintenance: These are charges for the maintenance of the athletic fields at the parks. The charges consist of field marking paint, marking chalk, ball field turf mix, ball field sure-hop infield mix, fertilizer and weed control.
- E. Account E101-55200-470 Landscape Plantings: These are charges for the planting of trees and bushes on park land.
- F. Account E101-55200-800 Capital Outlay: These charges vary each year for large equipment purchases. For 2025, parks will have no capital outlay.
- G. Account E101-53000-900 Corporate Reserve Paybacks: These are charges for the annual payback for vehicle replacements.

VILLAGE OF HARTLAND 5 YEAR BUDGET HISTORY



Expenses	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Adopted
Wages	43,185	45,225	44,099	45,000	46,800
Benefits	3,304	3,460	3,373	3,445	3,580
Operations	109,448	88,990	82,237	72,450	74,450
Capital Outlay	-	41,771	24,196	-	-
Total	155,937	179,446	153,905	120,895	124,830
Revenues	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Adopted
Park Rentals	40,465	43,168	41,916	25,000	35,000
Trans from GIS	-	-	-	-	-
Total	40,465	43,168	41,916	25,000	35,000
Supported by Taxes	115,472	136,278	111,989	95,895	89,830
Population	9,320	9,320	9,320	10,128	10,128
Annual Per Capita Supported by Taxes	12.39	14.62	12.02	9.47	8.87
Per Capita Supported by Taxes Per Day	0.034	0.040	0.033	0.026	0.024
Total Exp Per Person Per Day	0.046	0.053	0.045	0.033	0.034