



**ADMINISTRATION**  
210 COTTONWOOD AVENUE  
HARTLAND, WI 53029  
PHONE (262) 367-2714  
FAX (262) 367-2430  
[www.villageofhartland.com](http://www.villageofhartland.com)

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**ICE AGE TRAIL COMMUNITY COMMITTEE AGENDA  
TUESDAY, JUNE 21, 2016  
7:00 PM  
BOARD ROOM  
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Roll Call

1. Introduction of Committee members
2. Selection of Chairperson
3. Review of application and purpose of Committee
4. Discussion and consideration of initial projects:
  - a. IATC Partner Program
  - b. Trail signage
  - c. Events
  - d. Other
5. Future meeting topics and meeting schedule
6. Adjourn

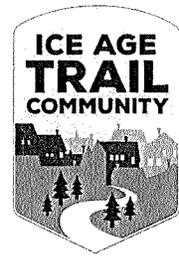
David E. Cox, Village Administrator

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, WCPC/CMC, Village Clerk, at 262/367-2714. The Municipal Building is handicap accessible.

## Memorandum of Understanding

Between

Ice Age Trail Alliance and Village of Hartland, WI



This Memorandum of Understanding (MOU) is entered into by and between the Ice Age Trail Alliance, a 501(c)(3) non-profit organization, located at 2110 Main Street, Cross Plains, WI 53528, hereinafter referred to as IATA, and Village of Hartland, WI located at 210 Cottonwood Ave, Hartland, WI 53029, hereinafter referred to as Trail Community.

Purpose: The purpose of this MOU is to promote the natural and cultural heritage of Wisconsin along the Ice Age National Scenic Trail as a destination for visitors who increasingly ask for outdoor experiences and places to enjoy nature.

Statement of Mutual Interests and Benefits: IATA is dedicated to creating, supporting and protecting a 1,000 mile footpath tracing glacial formations across the state, providing opportunities for people to connect with the Wisconsin landscape. The Trail Community adjoins the Ice Age National Scenic Trail (IANST), which offers basic tourism amenities and can be marketed as a nature-based tourism destination, resulting in local economic stimulus and increased public awareness of the natural and cultural heritage of Wisconsin.

This MOU is established between IATA and Trail Community to help each other accomplish mutually beneficial objectives:

- A. Educate local businesses of the value of the IANST as an economic resource.
- B. Enable both parties to apply for targeted grants to assist in the community's efforts towards nature-based tourism development, economic development and trail-related infrastructure development through the development of promotional products, educational resources and/or signature events.
- C. Increased usage and awareness of the IANST and IATA, attracting more eco-tourists to local communities.
- D. Promote responsible tourism development within the community and support the IANST and IATA.

In consideration of the above premises, the parties agree as follows:

IATA Shall:

1. Promote the Trail Community and businesses as destinations through its website and other media.
2. Engage its local chapter as a conduit for community support.
3. Offer outreach materials to the community such as brochures, newsletters, posters, displays, etc.
4. Provide information on hiking opportunities near the community which can be reproduced and distributed to visitors to Trail Communities.
5. Provide periodic guided hikes that pass through the Trail Community.

6. Provide support at local festivals or other community events to encourage interest in the IAT and IATA when possible.
7. Provide two 18" x 24" metal signs with the Ice Age Trail Community logo for posting at the entrances of Trail Community. If the Trail Community requests additional signs, IATA will make them available to the community at IATA cost.
8. Arrangements will be made to regularly maintain the section(s) of the Ice Age National Scenic Trail near the Trail Community so that casual day hikers can easily locate and follow it.
9. Make use of IATA logos available pending Executive Director approval. Make arrangements for use of IANST logos through the National Park Service.

Trail Community Shall:

1. Include the IANST and the IATA in their promotional materials, on their website and through social media.
2. Make Ice Age Trail information available to the public at the local visitor centers and/or Chamber of Commerce and provide space for an IATA display or wall mounted poster.
3. Work with the local IATA contact to promote periodic guided hikes or events
4. Assist in promoting special events such as National Trails Day
5. Monitor the number of visitors who are seeking the Trail Community as a destination for hiking.
6. Engage businesses to assure that IATA maps and brochures will be available and Ice Age Trail Community designation is evident.
7. Encourage local businesses to embrace IAT users and support IATA events.
8. Install the two Ice Age Trail Community signs at the entrances of the community as soon as possible after the issuance of the Proclamation.
9. Provide a one-time cost sharing contribution of \$2,500 to the IATA.

We, the undersigned, have agreed on the contents of this MOU. Any changes must be agreed to by both parties.

Trail Community (Town, City, Village, County)

Signed  9/14/15  
 ,Title Date

Signed  9/15/15  
 ,Title Date

Ice Age Trail Alliance  
 Signed  9/25/2015  
 ,Executive Director Date

## VILLAGE OF HARTLAND

### RESOLUTION NO. 1-25-2016-01

#### **A Resolution Creating the Ice Age Trail Community Committee**

**Whereas**, in October 2015, the Village of Hartland was named the first Ice Age Trail Community in the State of Wisconsin by the Ice Age Trail Alliance; and

**Whereas**, the Ice Age Trail Community program is intended to cross market the Hartland community to users of the Ice Age Trail and the Trail to residents of the Hartland community through community events and Trail-related programs and activities; and

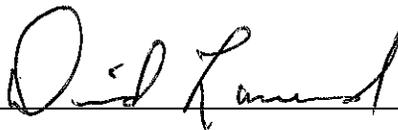
**Whereas**, the Village Board of Trustees for the Village of Hartland finds that it is appropriate to create a committee of area residents and other interested parties to undertake the tasks associated with planning and executing the Village's participation in the Ice Age Trail Community program and to serve as a general advocate for the Ice Age Trail in Hartland.

**Now, Therefore, Be It Resolved**, by the Village Board of Trustees for the Village of Hartland, that a committee called the Ice Age Trail Community Committee is hereby established consisting of seven (7) members having terms and duties as described below.

- 1) **Membership:** Seven (7) members to be appointed by the Village President with approval of the Village Board of Trustees including at one member of the Hartland Business Improvement District Board or its designee, the Village Administrator or his/her designee, a representative of the Waukesha Chapter of the Ice Age Trail Alliance, and sufficient interested members of general public as may be necessary to fill the available positions. General members need not be residents of the Village of Hartland but residents will be given preference during appointments. Members will be appointed to two (2) year terms except that initial appointments shall be one (1) year for three (3) members of the Committee and two (2) years for four (4) members of the Committee. Additionally, non-voting, participating liaisons representing the Hartland Public Works Department and the Hartland Area Chamber of Commerce may be appointed annually by their respective management or board.
- 2) **Meetings:** The Committee shall select a chairperson from within its membership and such chairperson shall be responsible for ensuring that a written agenda is posted with the assistance of the Village Clerk in compliance with State Law and local ordinance. Meetings may be held as deemed necessary by the Committee but shall occur not less than quarterly.
- 3) **Duties:** The duties of the Committee shall be as follows.
  - a) Act as a committee of the Village of Hartland.
  - b) Assist the Village in the implementation of its obligations as set forth in the Memorandum of Understanding between the Village and the Ice Age Trail Alliance as it relates to its status as an Ice Age Trail Community.

- c) Develop and implement programs and events that highlight the Ice Age Trail to the Hartland community.
  - d) Develop and implement programs and events that highlight the Village of Hartland community to users of the Ice Age Trail.
  - e) Develop and recommend to the Village of Hartland or Village of Hartland Park Board as appropriate improvements or enhancements for the Ice Age Trail facilities within the Village.
  - f) Develop and recommend to the Village of Hartland and other bodies and organizations as appropriate, including the Hartland Park Board, the Hartland Business Improvement District and the Hartland Chamber of Commerce, proposed budgets for the various programs, events and improvements.
  - g) Working through the Village, raise funds for the various programs, events and improvements, which funds will not come exclusively from the Village.
  - h) The Committee shall have the authority to develop and appoint the member of such advisory subcommittees it deems necessary to carry out its duties and such subcommittees shall operate under the terms of this resolution.
- 4) Compensation: No compensation shall be paid to members of this Committee or such subcommittees as may be created except for direct reimbursement for authorized expenses.

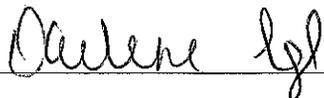
Dated this 25 day of Jan, 2016.



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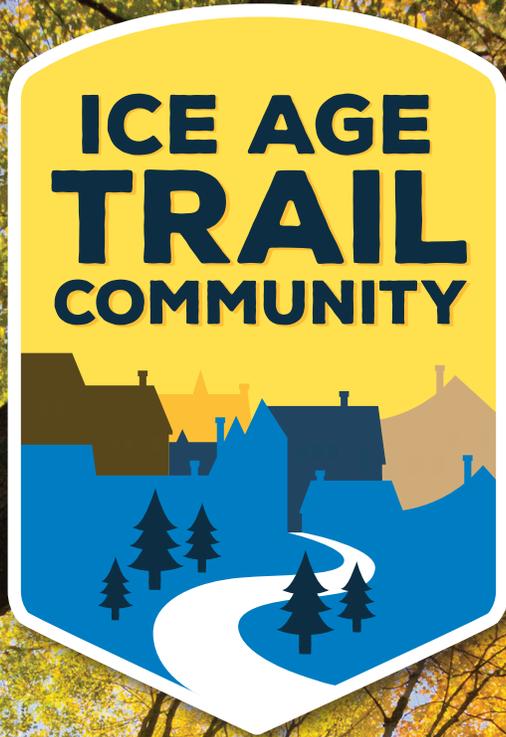
David Lamerand, Village President

ATTEST:

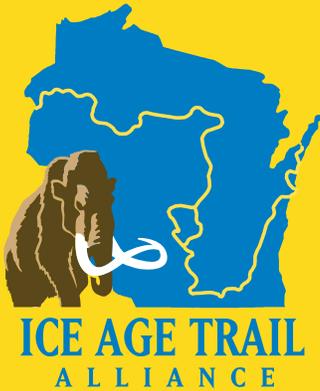


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Darlene Igl, MMC, WCPC, Village Clerk



**ICE AGE TRAIL**  
2015 COMMUNITY APPLICATION



## **What is the Ice Age Trail Community?**

The Ice Age Trail Alliance's Trail Communities program is designed as a symbiotic relationship between the Ice Age Trail Alliance (IATA) and communities near the Trail which enhances awareness of the Ice Age National Scenic Trail (IANST) and improves the quality of life in communities throughout Wisconsin.

Initially, a Trail Community may expand to include broader regions. This program will formalize existing partnerships as well as establish a template that can be used to build partnerships in the future.



# *Ice Age Trail Community* **Application**

## *Criteria*

A strong community application will include the following:

- An application committee comprised of elected officials, Chamber of Commerce (or related group), businesses and local Ice Age Trail Alliance chapter representatives.
- The community supports the Ice Age Trail Alliance and Ice Age Trail is evident.
- Language for the protection of the Ice Age Trail is included in local land use plans, planning tools, ordinances, and/or guidelines. Or demonstrate support to amend change or add to such plans.
- Involvement with the Ice Age Trail Alliance or Ice Age Trail with a local school including participation, or willingness to participate in, a Saunters program or service-learning event.
- Willingness to host a volunteer-based event such as a Mobile Skills Crew event, local chapter hike(s) or trailwide events.





# Ice Age Trail Community Application

Prior to filling out the following application, please contact the Ice Age Trail Alliance at 608.798.4453 or [luke@iceagetrail.org](mailto:luke@iceagetrail.org).

## 1) Community information

Town \_\_\_\_\_

City \_\_\_\_\_

Community Name Village of Hartland

## 2) Contact information of community representative

Name David Cox

Title Village Administrator

Address 210 Cottonwood Ave

City Hartland

State WI

Zip 53029

Phone 262-367-2714

E-mail Davidc@villageofhartland.com

## 3) Contact information of lead volunteer

Name Kris Jensen Jeannie Georgson

Title Mil/Wauk IAT Chap Coordinator Mil/Wauk IAT Chap

Address krisjen1846@gmail.com jgeorgson1@wi.rr.com

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_



# Ice Age Trail Community Application

**4) Please include all application committee members, including contact information and affiliation with the community.**

Tom Brass, BID President, 262-367-4747  
Mike Badani, BID Vice President, 262-367-8099  
Sam Emanuele, BID Treasurer, 262-367-1040  
Jennifer Shoemake, BID Secretary, 262-563-8022  
Marilyn Haroldson, BID Board, 414-322-9988  
Scott Heyerdahl, BID Board, 262-367-9900  
David Lamerand, Village President/BID Board, 262-367-2714  
Dr. Jim Muenzenberger, BID Board, 262-367-2750  
Jon Wojciechowski, BID Board, 262-560-9770  
Cindy Gardner, BID Director, 262-367-6560  
Marlene Millevolte, Lake Country Fine Arts/BID Business, 262-367-2900  
David Cox, Village Administrator, 262-367-2714

**5) Describe community event(s) or plans for event(s) that may include the Ice Age Trail Alliance and Ice Age Trail.**

Hartland enjoys a number of existing events in the community that will easily adapt to inclusion of the Ice Age Trail Alliance and the Trail itself. In particular, the Hometown Celebration, our Independence Day celebration, includes three days of activities in Nixon Park, which is on the Trail. Additionally, annually, Nixon Park is host to Hartland Kids Day, a youth-oriented event in the park promoting services and fun activities for families. Our Chamber of Commerce hosts the Hartland Street Dance, which takes place in our downtown - again along the trail. Our Library, located along the Trail, is constructing an outdoor reading and education area for children that will emphasize the connection between the ice age and the current geology/geography of the area. A new event was introduced this year; Chllin' on the Trail, A "Walk" of Art is a free art show and reception in the downtown featuring art work produced by local students with an Ice Age and Ice Age Trail theme.

**6) Attach any documents or links referencing language for the protection of the Ice Age Trail in local land use plans, planning tools, ordinances, and/or guidelines. Or, describe demonstrated support to amend change or add to such plans.**

A copy of the Village's current Comprehensive Outdoor Recreation Plan is attached, which outlines the IA Trail as part of the important recreation options in the Village and which describes improvements that should be made to the Trail. (Page 23)

The Village's Comprehensive Development Plan: 2035, which can be found on the Village's website ([www.villageofhartland.com](http://www.villageofhartland.com)), identifies the Trail as a Cultural and Recreational Resource and generally describes the Village's desire and need to protect and enhance these resources.



# Ice Age Trail Community Application

**7) Describe why your community should be selected as an Ice Age Trail Community. What can the program do for your community?**

**What can your community do for the Ice Age Trail?**

Hartland should be selected as an Ice Age Trail Community because the Village enjoys the presence of the Ice Age trail through the Village's entire length and has been very devoted to ensuring that the Trail is as accessible as possible for its entire length in the Village. We have expended significant local resources to ensure that the Trail is paved or on a boardwalk in its off road locations over which the Village has control. Additionally, the Trail runs through our downtown. This is where both organizations can benefit. The Village envisions a partnership through which the Trail and IATA are promoted in the community and the local residents grow in their understanding of the Trail and its significance to the history and geology of Wisconsin and the region. Similarly, we see an opportunity to improve awareness of the Village, its amenities and events throughout Wisconsin and beyond through the broader interest in the Trail.

**8) What expectations does your community have of the Ice Age Trail Alliance?**

Hartland expects IATA to continue to partner with us to maintain and improve the Trail and the Alliance property in the Village and to support local activities through promotion on IATA's usual platforms (i.e., website, newsletters, etc.) leading to a greater understanding of the Trail and an expansion of its presence in the lexicon of the community.

**9) Please check the hiker services available in your community. (Check all that apply)**

Service	Not Available	Limited Availability	Available	Widely Available	NA
Lodging	X				
Camping		X			
Outfitter	X				
ATM's			X		
Hiker Friendly Restaurants			X		
Laundry			X		
Grocery			X		
Showers	X				
Pharmacy & Medical Services			X		
Library			X		
Internet Access			X		
Post Office			X		
Public Restrooms			X		
Discounts for Hikers	X				
Signage for IAT				X	
Kiosks about IAT	X				





10) Please describe any of the hiker services mentioned above. You are also encouraged to send pictures if possible. (Please rate each) See Attached.

Action	Not interested/sure, NA	Thinking about it	Definitely Getting Ready to Do This	Started Taking Actions	Already Doing This
Our community has strong partnerships with public land agencies.					X
Volunteer leadership for the IATA in our community is committed.					X
New IATA volunteers have stepped up recently.			X		
Our community offers community-led hikes on the IAT.		X			
We have made trail protection a priority.					X
Our community regularly donates to the IATA.					X
We partner with the IATA on programs.					X
The IAT is included in our community brochures.					X
Information about the IAT is included on our website.			X		
Community events have a focus on the IAT.			X		
Our community offers clear communication about the IAT to audiences through websites, signage, newsletters, etc.			X		

11) What is your community's state of action for each of the following? ~~xxxxxxx~~ above?





# Ice Age Trail Community Application

**12) Are there existing land protection, management, or development projects that may benefit the Ice Age Trail? Please describe.**

The Village of Hartland continues to work in cooperation with IATA, the Waukesha County Land Conservancy, the DNR, Waukesha County and others to protect and enhance the Hartland Marsh, parts of which are owned by the three primary partners. The Marsh is adjacent to the Trail and contains a side trail loop associated with the Ice Age Trail. Additionally, the Village Hartland continues to maintain and enhance the Trail through the community by not only providing ongoing maintenance of the Trail, much of which is on public land, but also by adding amenities such as full bathroom facilities into parks adjacent to the Trail.

As noted earlier, the Village Code and development standards have a focus on providing non-vehicular access and, in particular, the Village has and will continue to improve and enhance these recreational trails. The Village participates in the Mid Kettle Moraine Partners Group, which is focused on land conservation, community education and recreational opportunities in the region.

**13) The IATA frequently hosts trainings, meetings and conferences. Please list any facilities in your community that can host a group of 40 people or more.**

Hartland Village Hall Community Center, 100 E Park Ave.  
Hartland Village Hall Board Room, 210 Cottonwood Ave.  
Hartland Inn, 110 Cottonwood Ave.  
Hartland Lakeside School District Facilities - limited availability  
Arrowhead Union High School District Facilities - limited availability

**14) What ongoing festivals or events does your community host where the IAT could participate?**

- \*\*Community Fest - local high schools (produced by the Hartland and Delafield Chambers of Commerce)
- \*\*Hometown Celebration - Nixon Park adjacent to the Trail (produced by a volunteer group led by the school district and the Village)
- \*\*Downtown Street Dance - downtown adjacent to the Trail (produced by the Hartland Chamber of Commerce)
- \*\*Hartland Kids Day - Nixon Park adjacent to the Trail (produced by a private entity in partnership with the Village)
- \*\*Concerts in the Park - Nixon Park adjacent to the Trail (produced by the Village of Hartland Recreation Department)
- \*\*Hartland Lights - downtown adjacent to the Trail (produced by a private entity in partnership with the Business Improvement District)
- \*\*Chillin' on the Trail, A "Walk" of Art - downtown adjacent to the Trail (produced by volunteers with support of the school district and the Business Improvement District)

With the Ice Age Trail running through the center of Hartland's downtown and its major community parks, the Alliance and Trail can play a roll in almost all community events whether produced by the Village or other organizations.



# Ice Age Trail Community Application

## 15) Please describe the condition of the access points for the IAT. List any planned improvements that may be needed.

Hartland is proud to say that the condition of the Trail and Trail access points in the Village are in quite good shape. There are eight access points with adjacent parking lots and numerous walk-in points from adjoining neighborhoods. Seven of the parking lots are Village-owned and the last is IATA owned. All are well maintained as are the trail signs through the community, many of which were recently replaced or upgraded by local IATA representatives. The Village's Comprehensive Outdoor Recreation Plan (CORP) identifies that improved trail-head signage/features providing information about the Trail and its Hartland route should be implemented at some of these locations. In the future, the Village will need to address improvements and eventual replacement of the boardwalk portion of the Trail between Hartbrook Park and Centennial Park. Similarly, the Trail segment between the Cottonwood Wayside and the Maple Wayside, some of which runs on private property, will need improvement including boardwalk repair or replacement. In the downtown area, the Village continues to consider options for improving the aesthetic of and "presence" of the Trail through potential relocation of the Trail to more closely follow the river and/or through some sort of permanent or semi-permanent pavement markings. The CORP also indicates a desire to ensure that signage for the road sections of the Trail in the downtown and near Highway 16 is adequate to allow hikers to follow the Trail.

## 16) Please list the schools actively engaged with using the Ice Age Trail as an educational resource. Include grades and number of youth.

\*\*Hartland North and Hartland Fine Arts Leadership Academy, grades K through 2, @400 students; used as theme for art projects, history of Trail and area taught and used for inquiry projects, Trail hiked frequently.  
\*\*Hartland South and Hartland School of Community Learning, grades 3 through 5, @360 students; used as theme for art projects, used in application of education related to habitats, invasive species and wildlife.  
\*\*North Shore Middle School and LIFE Charter, Grades 6 through 8, @425 students; used as theme for art projects, being considered for additional use in science and social studies areas.

Representatives from the local schools are working with the Hartland Public Library (located along the Trail) to develop an outdoor educational area that will feature examples of land forms found in the area and seen from the Trail.

## 17) Please check all of the following your community has:

- |   |   |
|---|---|
| <input type="checkbox"/> Visitor or Community Center  | <input type="checkbox"/> Shuttle services from IAT to town and vice versa |
| <input checked="" type="checkbox"/> Comprehensive plan and zoning ordinance (Please send in with application) | <input type="checkbox"/> Public transportation to airports                |
| <input checked="" type="checkbox"/> Downtown beautification plan (Please send in with application)            | <input type="checkbox"/> Car rental or taxi service                       |
| <input type="checkbox"/> Strategic marketing plan (Please send in with application)                           | <input checked="" type="checkbox"/> Farmers Market                        |



**Thank you for your support of the Ice Age Trail Alliance! Please contact us at 608.798.4453 or [luke@iceagetrail.org](mailto:luke@iceagetrail.org) if you have any questions.**



Village of Hartland  
Ice Age Trail Community Application  
Supplemental Information

#9 HIKER SERVICES

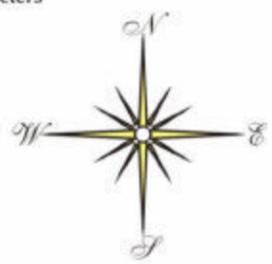
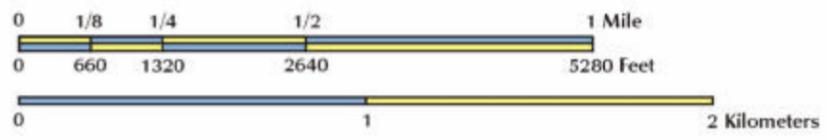
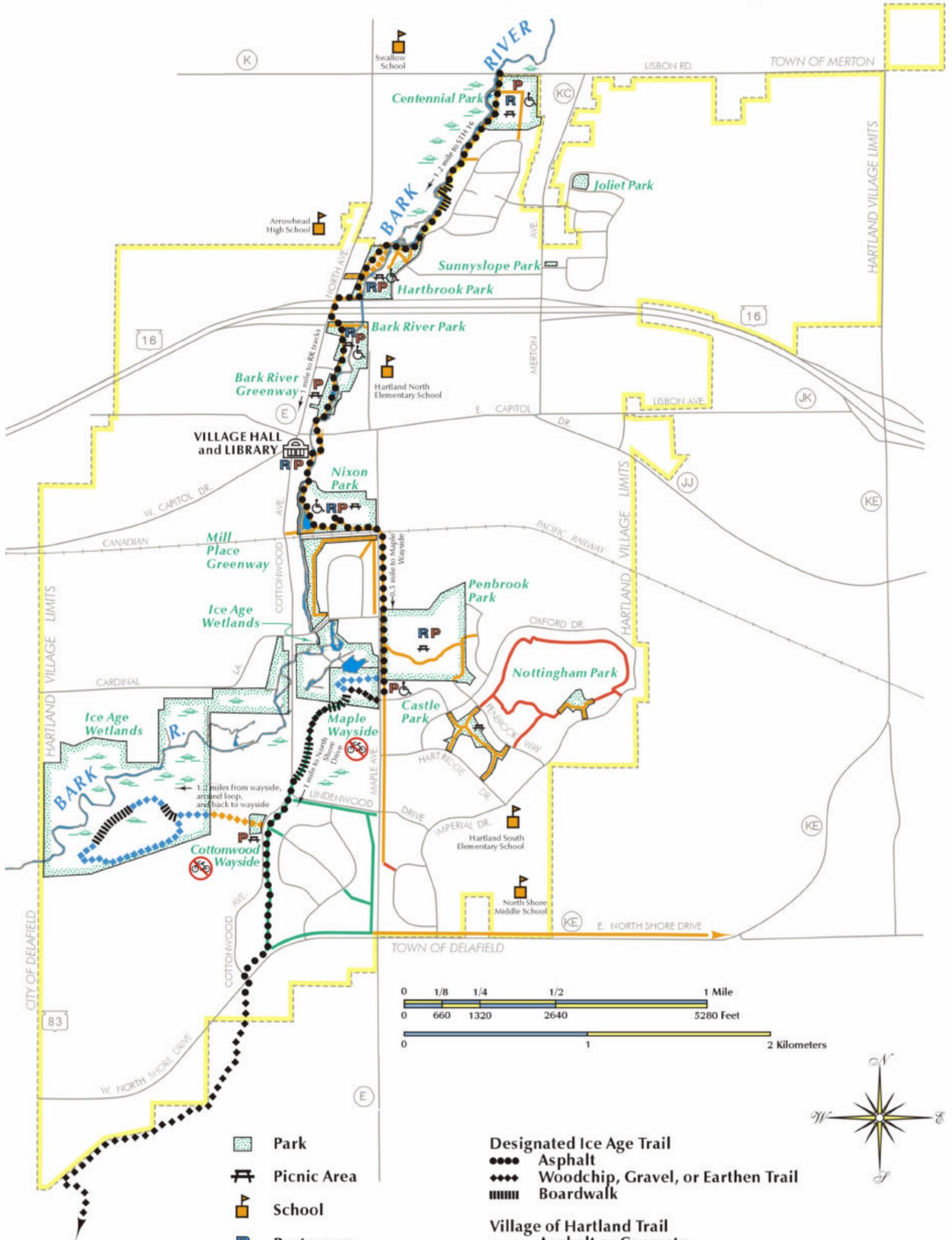
See the attached map of Hartland Parks and Trails including the Ice Age Trail and its side trails.

Further Discussion of available services:

- Camping is not generally available but could be approved for specific special events.
- ATM's are available within ¼ mile of the Trail and, within the downtown, are nearly adjacent to and within sight of the Trail.
- There are a number of restaurants along or within a few blocks of the Trail ranging from coffee shops and sandwich shops to sit down dining at a variety of price ranges for a variety of appetites that are available for breakfast, lunch and dinner.
- Laundry facilities are located within ¼ mile of the trail in the downtown.
- Two grocery stores are available within a ½ mile of the Trail.
- A pharmacy is nearly adjacent to the Trail in the downtown and within ½ mile elsewhere. In addition, Hartland Emergency Medical Services provides 24 hour emergency response to any area of the Trail within Hartland and the immediate surrounds.
- The Hartland Public Library is located immediately adjacent to the trail on the municipal campus in the downtown. The Police Department is also located on the campus with 24 hour access to Police services and dispatchers for EMS, Fire, Police and other municipal services.
- Wireless Internet access is available at a number of establishments along the trail and, in particular, at the Hartland Public Library, which also has public-use computers, and Hartland Village Hall on the municipal campus in the downtown. Library and Village Hall internet access is available 24-hours a day.
- A US Post Office is available within ¼ mile of the Trail.
- Public restrooms with flush toilets are available in Nixon Park, Hartbrook Park and Centennial Park during park open hours during the summer season (May – October). Public restrooms with flush toilets are available in the Village Hall and Library during the open hours for these facilities on a year-round basis.
- The route for the Ice Age Trail through the Village is well marked.



# HARTLAND PARKS AND TRAILS



- Park
- Picnic Area
- School
- Restrooms
- Parking
- Accessibility
- Wetland Environment
- Bicycles are prohibited on the Ice Age Wetland Trails at Cottonwood and Maple Waysides.
- Designated Ice Age Trail
  - Asphalt
  - Woodchip, Gravel, or Earthen Trail
  - Boardwalk
- Village of Hartland Trail
  - Asphalt or Concrete
  - Woodchip, Gravel, or Earthen Trail
- Hartridge Homeowners Association Trail
  - Asphalt
- River Reserve Homeowners Association Trail
  - Asphalt
  - Boardwalk
- Ice Age Wetlands Trail
  - Woodchip, Gravel, or Earthen Trail
  - Boardwalk



New Ice Age themed mural outside Lake Country Fine Arts.



Hartland Library from the Ice Age Trail.  
The planned outdoor education area  
would be located in this area.