



ADMINISTRATION
210 COTTONWOOD AVENUE
HARTLAND, WI 53029
PHONE (262) 367-2714
FAX (262) 367-2430
www.villageofhartland.com

****NOTE DIFFERENT DATE AND TIME****

**PARK AND RECREATION BOARD AGENDA
MONDAY, JULY 11, 2016**

6:00 PM

Board Room

AND

**JOINT PARK AND RECREATION BOARD/VILLAGE BOARD AGENDA
6:30 PM OR AFTER COMPLETION OF PARK BOARD, WHICHEVER IS LATER
210 Cottonwood Avenue, Hartland, WI**

6:00 PM Call to Order

Public comments for those items not included on this agenda (Please be advised per Wisconsin Act 123, the Park Board will receive information from the public for a three minute time period, with time extensions per the Park Board Chairman's discretion, per person, be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

Approval of Park and Recreation Board Minutes – May 23, 2016 Meeting

Director of Public Works Items

Discussion and Possible Consideration of a request a citizen, Beverly Prasser, who is asking for benches along Mill Place Pathway

Discussion and possible consideration to select the final design for the Veterans Memorial to be placed in Nixon Park

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

Adjourn

6:30 PM or After Completion of Park and Recreation Meeting, whichever is later

JOINT PARK AND RECREATION BOARD/VILLAGE BOARD AGENDA

Call to order

Discussion and possible consideration to select the final design for the Veterans Memorial to be placed in Nixon Park

Adjourn

The meeting will be held in the Village Board Room of the Community Center in the Hartland Municipal Building located at 210 Cottonwood Avenue.

Lynn Meyer
Deputy Clerk

Notice: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above stated meeting to gather information. No action will be taken by any government body at the above stated meeting other than the governmental body referred to in the above 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, CMC, Village Clerk, at (262) 367-2714. The Municipal Building is handicap accessible.

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

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

Others Present: DPW Director Einweck and Recreation Director Yogerst

7:00 PM Call to Order

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

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

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

Director of Public Works Items

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

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

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

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

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

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

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

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

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

Recreation Director Items

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

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

To The Pointe Obligations:

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

VOH Recreation Department Obligations:

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

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

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

In order to ensure that the classes can begin on July 1, 2016, the Park Board and Village Board are asked to consider authorizing staff to move forward with the program based on the points listed above, including a term ending in October 2019. Also, the Boards are

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

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

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

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

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

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

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

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

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

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

The splash pad will open Saturday, May 28.

Adjourn

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

Respectfully submitted by
Recording Secretary,

Lynn Meyer
Deputy Clerk

I live at 550 Cottonwood Ave. As a senior citizen I was happy to see the walking path on Cardinal Lane being started. It is a peaceful walk & quiet along the river & beautiful to see all the flowers in the yards along the way. It would be great to have more benches along the way. There is one on Cardinal Lane, & could there be one at the end & maybe one or two in the middle? More people would use the path if there was a place to sit & rest.



Mrs Beverly Prosser
550 Cottonwood Ave
Ph 563-1478
Cell 337-1236



ADMINISTRATION
210 COTTONWOOD AVENUE
HARTLAND, WI 53029
PHONE (262) 367-2714
FAX (262) 367-2430
www.villageofhartland.com

July 7, 2016

Subject: Request for benches – Mill Place Pathway

Dear Homeowner/Resident:

The Village of Hartland is informing you about a citizen request to install benches along the recently repaved pathway behind your houses. The Village's Park and Recreation Board will hear a request to install benches at their Monday, July 11th meeting. This meeting will take place in the Village Board Room at 210 Cottonwood Avenue beginning at 6pm. Please either attend or contact us by telephone or e-mail with any comments that you may have. The proposed bench locations are shown on the reverse side of this letter. These locations are being suggested because of the existing berms and vegetation that acts as a buffer between the resident's houses and the pathway.

Should you have any questions or want to leave us any comments, you may call me 262-367-2714 or e-mail at mikee@villageofhartland.com.

Sincerely,

A handwritten signature in black ink that reads "Michael Einweck".

Michael Einweck, P.E.

Director of Public Works

X - Potential bench location



Village of Hartland



Village of Hartland

210 Cottonwood Ave
Hartland, WI 53029
262-367-2714

DISCLAIMER:

This map is not a survey of the actual boundary of any property this map depicts.

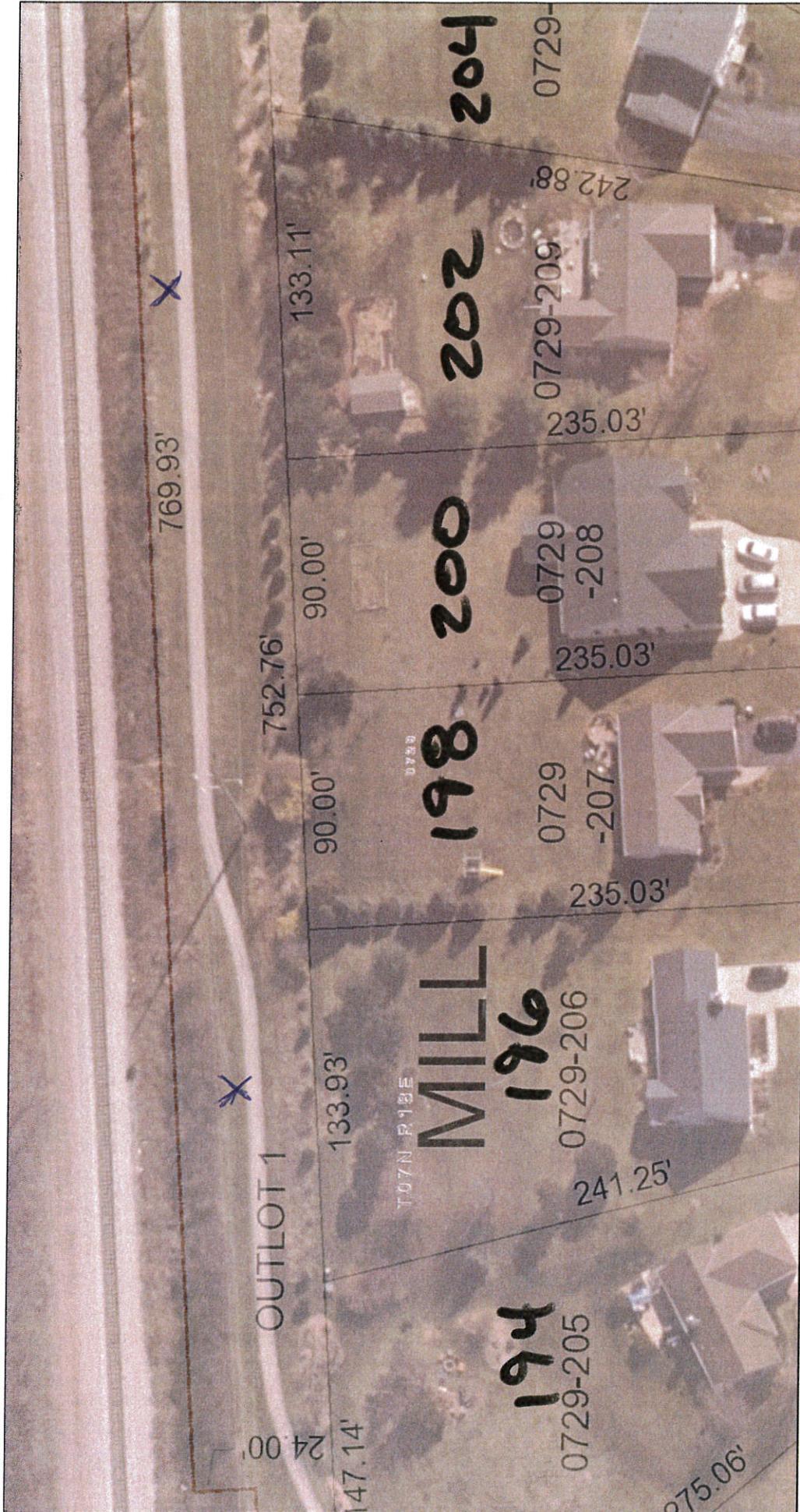
The Village of Hartland does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1 = 288'

Print Date: 7/7/2016

X - Potential Bench locations



Village of Hartland

DISCLAIMER:

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The Village of Hartland does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



Village of Hartland
210 Cottonwood Ave
Hartland, WI 53029
262-367-2714



SCALE: 1 = 36'

Print Date: 7/7/2016



Behind 196e



Behind 202

INFORMATION - JULY 11, 2016

Information regarding the plaque that staff approved for Land O Lakes to be installed on the Nixon Canteen

Email from Dennis Kasian, Gibraltar Landscaping, RE: 2014 Bark River Streambank Improvements

Lynn Meyer

From: john mcneil <jwmcneil2002@yahoo.com>
Sent: Monday, June 06, 2016 10:44 AM
To: Lynn Meyer; Mike Einweck
Subject: Fw: aluminum plaque
Attachments: dibbplaque.pdf

On Thursday, May 26, 2016 12:27 PM, Karl Scheife <karl@machineplatesonline.com> wrote:

Hi John,

Attached is a proof of the plaque for the Dibbs.

This will be tooled aluminum plaque. I have shown the background color as black, but you pick any color you like. The areas that are shown as white will be silver aluminum color.

We discussed 12" x 24", but the text fits better in 8" x 24", so I reduced the height. It will look better, and saves you over \$100.

Price as shown is \$292.00

Let me know how you would like to proceed.

Thanks!

Karl Scheife
Competitor Awards & Engraving, Inc.
Machine Plates Online

We have Moved
W315N7685 State Road 83
Hartland, WI 53029

Please also change my email address in your system to:
karl@competitorawards.com

competitor@wi.twcbc.com will no longer be active soon.

Toll Free: 800-815-7850

Local: 262-369-5800

Fax: 262-369-0435

Website: <http://www.machineplatesonline.com/>

Website: <http://www.competitorawards.com/>

In Memory of

Jim Dibb & Steve Dibb

**With grateful appreciation of their many years of service to
The Hartland Oilers and Land 'O Lakes Baseball**

Lynn Meyer

From: jwmcneil2002 <jwmcneil2002@yahoo.com>
Sent: Wednesday, June 08, 2016 1:12 PM
To: Lynn Meyer
Subject: RE: No picture yet
Attachments: 20160608_131005.jpg

Here you go. It's about halfway up the left side of the front of the canteen.

Sent via the Samsung GALAXY S® 5, an AT&T 4G LTE smartphone

----- Original message -----

From: Lynn Meyer <LynnM@VillageofHartland.com>
Date: 6/8/2016 10:23 AM (GMT-06:00)
To: 'john mcneil' <jwmcneil2002@yahoo.com>
Subject: No picture yet

Hi John:

FYI: I did not yet received the picture of the canteen you were going to email.

Just in case it didn't come through, I thought I'd ask.

LYNN MEYER

DEPUTY CLERK

VILLAGE OF HARTLAND

210 COTTONWOOD AVE

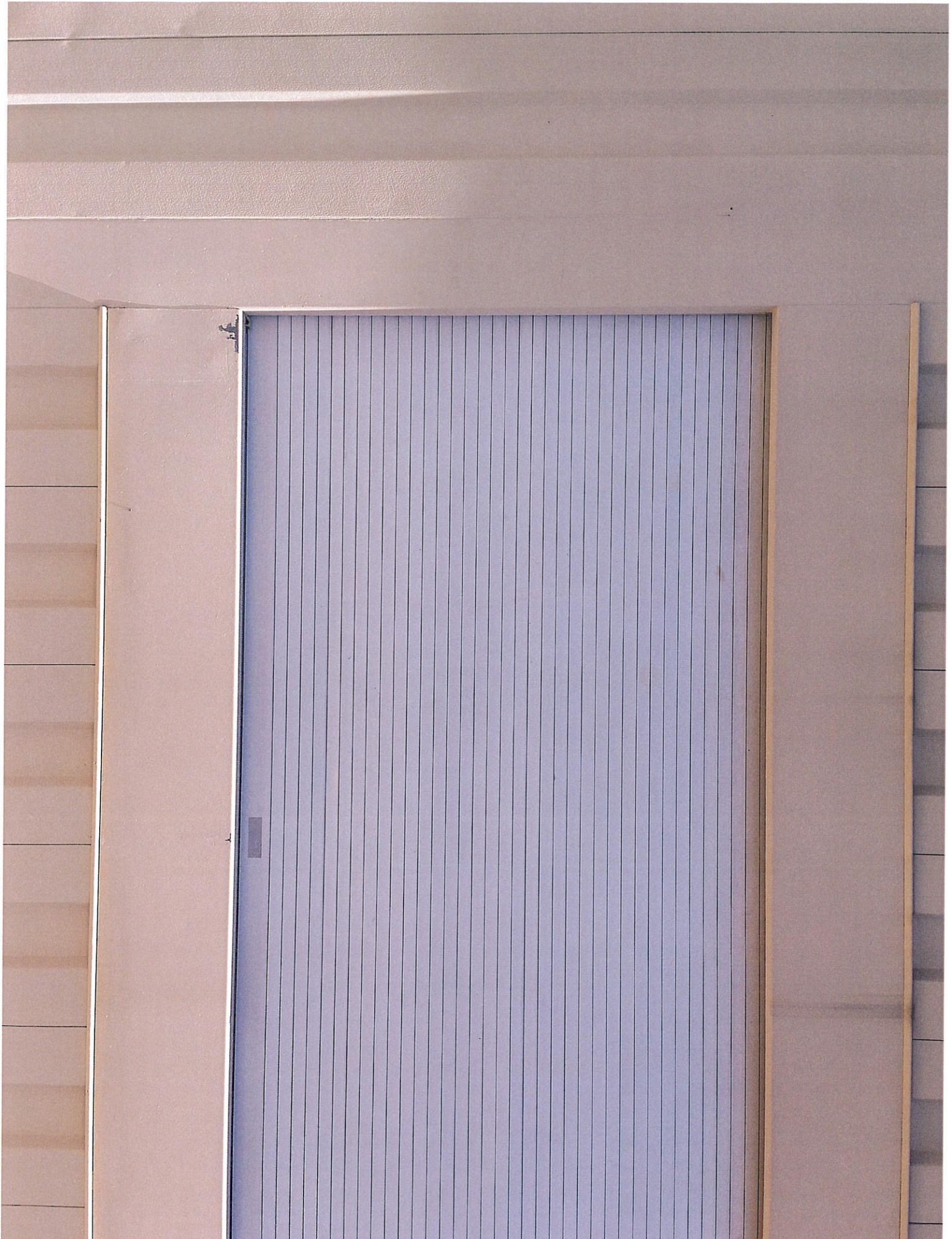
HARTLAND WI 53029

262-367-2714 (PHONE)

262-367-2430 (FAX)

lynnm@villageofhartland.com

POPULATION: 9141



Lynn Meyer

From: Mike Einweck
Sent: Thursday, June 09, 2016 11:00 AM
To: Dave Felkner; Dave Jambretz
Cc: Mike Gerszewski; David Cox; Lynn Meyer
Subject: FW: 2014 Bark River Streambank Improvements.

Please see the note below.

Great Job to everyone!

Michael Einweck, PE

Director of Public Works
Village of Hartland
(262) 367-4880
mikee@villageofhartland.com

From: Dennis Kasian [mailto:jkasiansons@aol.com]
Sent: Thursday, June 09, 2016 10:42 AM
To: Mike Einweck
Cc: gibraltar1956@gmail.com
Subject: 2014 Bark River Streambank Improvements.

Please be advised that I was on site yesterday and cut down the few noxious weed that were growing, mainly nettle and a few bull thistle. Otherwise all the areas had ample growth. . Compared to New Berlin and city and county of Waukesha park employees your Hartland park employees quality of work far exceed the others. The parks really look great. Dennis Kasian Gibraltar Landscape.