



ADMINISTRATION
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**PARK AND RECREATION BOARD AGENDA
MONDAY, JUNE 5, 2017
7:00 PM
Board Room
210 Cottonwood Avenue, Hartland, WI**

Motion to nominate a Chairperson Pro-Tem for tonight's meeting in the absence of Chairperson Hallquist.

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.)

Approval of Park and Recreation Board Minutes for May 1, 2017

Recreation Director Items

- **Presentation by Recreation Director Yogerst and possible consideration of Hometown Celebration and 125th Anniversary Nixon Park Activities in Nixon Park on July 1, 2017**
- **Update and possible consideration regarding the Jack Sullivan kiosk project in Nixon Park**

Director of Public Works Items

- **Discussion of possible Capital Improvements Plan projects for the next biennium**
- **Discussion of 2016 Vandalism Report**
- **Discussion and possible consideration of a request from Trustee Wallschlager to install a basketball court 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

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
PARK AND RECREATION BOARD MINUTES
MONDAY, MAY 1, 2017
7:00 PM
Board Room
210 Cottonwood Avenue, Hartland, WI**

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

Others Present: Director of Public Works Einweck, Recreation Director Yogerst and Deputy Clerk Meyer.

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.

Consideration of a Motion to Appoint a Park and Recreation Board Chairperson for the Upcoming Year – duties involve running Park and Recreation Board meetings and being a member of the Jt. Architectural Board/Plan Commission

Motion (Bromberger/Cottrell) to appoint Tim Hallquist to the Park and Recreation Board Chairperson for the upcoming year. Carried (5-0).

Approval of Park and Recreation Board Minutes for April 3, 2017

Motion (Cottrell/Gundrum) to approve the Park and Recreation Board Minutes for April 3, 2017. Carried (4-0-1). Tina Bromberger abstained.

Presentation by Charlie McCarthy and possible consideration of an Eagle Scout Project for Improvements to Cottonwood Wayside

Charlie McCarthy is a Boy Scout from Troop 49 in Oconomowoc. Both of his parents work in Hartland. He was looking for a place to hike and found the Cottonwood Wayside, which he felt is a nice trail, but he also saw that he could make some improvements.

Mr. McCarthy proposes to install seven benches throughout four locations, construct and install an interpretive sign at the John Muir Overlook and put together an informational brochure about the surrounding area and the local chimney swifts. The wooden benches will be roughly 5 feet long and anchored to the ground. Either wood chips or crushed Lannon stone will be installed at the foot of the benches.

Park and Recreation Board Minutes
May 1, 2017 Meeting

Three of the benches will be at the start of the trail overlooking the retention pond, one on each side of the boardwalk and two benches at the overlook that is about halfway through the trail.

The interpretive sign will be at the John Muir Overlook. It will give information on John Muir, his legacy and information on the Bark River and surrounding wildlife.

Mr. McCarthy will be making informational brochures (placing them at the beginning of the trail) about the surrounding plant and animal life, information on the local chimney swift population and conservation efforts, as well as information on the local invasive species. The brochure will be contained in a water resistant plastic container, similar to what is there now.

All Eagle projects are entirely self-funded. Mr. McCarthy will be giving a hand-out to local businesses to see if they will contribute to the project. Many suppliers will donate supplies to Eagle projects.

The benches will be built off-site in early June and installation should take place in early July.

Questions/Discussion:

The benches will be anchored/staked into the ground similar to how the existing benches that are on the trail.

Mike Einweck commented on the benches at the beginning of the trail where the edge of the mowing strip is. He suggested that Mr. McCarthy cut into that high grass area and put the benches in there with the mulch or stone. That way the Village will not have to mow around the individual benches. The other bench locations are satisfactory.

Treated lumber will be used for the benches and it will age naturally.

This project will serve the Village, The Ice Age Trail and The Waukesha County Land Conservancy.

It was mentioned that there might be a concern about the treated lumber. Mr. McCarthy stated that none of the benches are on the Waukesha County Land Conservancy, but he will be talking to a representative from the Ice Age Trail and will check with them about the materials and chemicals possibly leaching into the soil.

The information brochures will be stored at the site in something similar to what is there now, which is a clear, water resistant container with a lid.

It was mentioned that the Arrowhead Environmental Science teacher is keeping a count of the Chimney Swifts. He may be a good resource for Mr. McCarthy.

Motion (Bromberger/Lawson) to approve an Eagle Scout Project proposed by Charlie McCarthy for Improvements to Cottonwood Wayside, with the applicant continuing to work with Village staff on any outstanding details. Carried (5-0).

Discussion of possible Capital Improvements Plan projects for the next biennium

Every two years the Village does the borrowing for Capital Improvement Projects. The project list needs to be to the Village Board by July.

In 2018, we are looking at replacing a pedestrian bridge at Nixon Park South, adding a picnic shelter at Centennial Park and budgeting for the CORP Study update.

In 2020, there is a potential plan for a bathroom facility and drinking fountain in Penbrook Park.

The next Nixon Park pond dredging is in 2018. There are no funds or grants available to help with the cost. It was estimated that the cost is between \$200,000 - \$300,000.

The question was brought up about the idea of installing artificial turf on the football field at Centennial Park. However, no user group has contacted the Village regarding funding of an artificial turf project. The Village would not be able to pay for that. The cost would be from \$500,000 to \$800,000.

Mike Einweck reported on what projects on the list have been done:

- Pathway project at Nottingham
- Pathway project at Mill Place
- Tree Surveys

The Nixon tennis court repairs were not done. It's going to be a larger than anticipated project (more than the \$5,000 budgeted). It will be rolled over into the next two-year planning period. There is not an updated cost at this time.

The donor recognition at the Fine Arts Center will be done this year.

The idea of rehabilitating the Nixon ball diamond was discussed, however, no user groups have come forward with the \$36,000 - \$38,000 for that potential project. The Village did roll the outfield last year. This year it has been too wet to roll.

Park Board CIP 2018-2019 project suggestions:

- Nixon Pond dredging
- Nixon Park Tennis Courts
- Nixon Park Field Reconstruction

CIP projects are those that are \$5,000 or greater.

Park and Recreation Board Minutes
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It was mentioned that there are a lot of branches/sticks down in Nixon Park due to the recent wind storms. Mr. Einweck stated that the DPW will be picking those up in the parks very soon.

The splash pad will open Memorial Day weekend starting May 27.

It was asked if the splash pad needs annual maintenance. Mr. Einweck stated that three times during the season the Village hires a professional cleaner to clean off the concrete. Staff does repairs, when needed.

The Park Board requested a 2016 vandalism report for the next meeting.

There was extensive graffiti damage in Hartbrook Park in early April. The doors to the restroom, the garbage dumpster and surround, the speed limit sign on Rae Drive, the metal box for the t-ball field and one of the trees all had damage.

Chairperson Hallquist questioned building a restroom at Penbrook Park. He felt there was a great potential of vandalism there. Mr. Einweck stated that it would be costly to connect the sewer and water near to the amenities in that park. Now there is one regular and one handicap accessible port-a-potty at Penbrook.

Mike Einweck reported that a volunteer group from Divine Redeemer recently did general clean up at Nixon Park. They also spread wood chips over the island between the pedestrian bridges. This material was from the Village's supply of chips from the recent Village-wide branch pickup.

Certified playground chips will come from a company that we used last year at Castle Park that also installs the chips for a lesser price that we used to pay for the chips themselves.

There was discussion on how weeds are controlled in the playground areas. Weed barriers don't work well because the decomposed woodchips act as a medium that the weeds can still grow in. Spraying herbicides is not possible because it would expose the children. Consequently, the weeds are pulled by hand. The Village does spray the athletic fields and we post that information on the Village website.

The new Nixon Park batting cage was discussed. The Village hopes that when Arrowhead replaces their artificial turf, we could get a swatch from them to use. We don't have a location for a Centennial Park cage yet. It was suggested to put down ¼ inch of rubber (golf mat) until the turf is available, otherwise a hole will be dug out in no time from the cleats. Pitching screens for the batting cage are owned and kept by LCYBS and Land O Lakes.

Chairperson Hallquist suggested that the Board should think about any additional CIP items for discussion at next month's meeting. Additional/replacement playground equipment might be needed.

The 2018-2019 projects listed are Nixon pond dredging, Nixon Park tennis courts, Nixon Park infield reconstruction, and an additional batting cage at Centennial Park.

Park and Recreation Board Minutes
May 1, 2017 Meeting

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

Kelli Yogerst mentioned that this year's Hometown Celebration will be from June 30 – July 2. June 30 will be the music/fireworks. July 1 will be the 125th Anniversary activities in Nixon Park. Ms. Yogerst has been working on a 5K race the morning of July 1st. The route will go around the River Reserve Subdivision and back to Nixon Park. A pie baking contest, bounce houses, games and ice cream will be some of the activities on July 1. We are looking for volunteers to help out. The parade will be July 2.

Duane Lawson, Dick Landwehr and Tina Bromberger have been reappointed to another two-year term on the Park and Recreation Board

June 10, 2017 9:30 AM – 1:00 PM is a work day to help remove invasive species in the Hartland Marsh Preserve

The Partnering to Preserve Hartland Marsh Logo was viewed by the Park Board.

The Summer Recreation Program Guide is online and should be in mailboxes in a few days.

Recognition of Lynn Meyer, Deputy Clerk, for her 20 years of service to the Park Board and Village of Hartland and congratulations on her upcoming retirement on September 5, 2017.

Adjourn

Motion (Bromberger/Cottrell) to adjourn. Carried (5-0). Meeting adjourned at 7:40 PM.

Respectfully submitted by
Recording Secretary,

Lynn Meyer
Deputy Clerk



Hartland's Hometown Celebration

JUNE 30, JULY 1, JULY 2 NIXON PARK

Friday, June 30, 4:00 pm – 11:00 pm

Arts & Crafts Vendors	4:00 - 8:45 pm
Hartland Community Band Concert	6:30 - 8:00 pm

HOMETOWN CELEBRATION FIREWORKS 9:30 pm



Live music by Montage	9:00 - 11:00 pm
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Food by Hartland Kiwanis Club, Sweet Corn at American Legion-Post 294, Kettle Corn by Parkview General, and Frozen Treats by Kona Ice

125TH ANNIVERSARY CELEBRATION ACTIVITIES Saturday, July 1, 8:30 pm – 9:00 pm

Family 5K Run/Walk *Registration required	8:30 am
Bounce Houses	9:00 am – 1:00 pm
Arts & Crafts Vendors	9:00 am – 2:00 pm
History Walk (meet at Hartland Public Library)	10:00 am
Pie Baking Contest *Pre-Registration required	12:15 pm
Old Fashioned Games and Hands on Experiences	Noon – 2:00 pm
Popcorn and Ice Cream Social by Hartland Fire	Noon – 2:00 pm
Old Time Music by Lisa Edgar & Razzmatazz	Noon – 2:00 pm
Endter's Beer Garden	Noon – 9:00 pm

Sunday, July 2, 1:30 pm



HOMETOWN CELEBRATION PARADE 1:30 pm

For more details or registration for the Family 5K Run/Walk or Pie Baking Contest, please visit www.villageofhartland.com

		2016	2017	2018	2019	2020
SIDEWALK & CURB AND GUTTER IMPROVEMENTS						
MISC. SIDEWALK & CURB REPAIR (VILLAGE WIDE)						
SUBTOTAL SIDEWALK/C&G IMPROVEMENTS			\$ 60,000			
PARK IMPROVEMENTS		\$ -	\$ 60,000	\$ -	\$ -	\$ -
REPAVE PATHWAYS NOTTINGHAM PARK (WIDEN TO 8 FOOT)						
REPAVE PATHWAYS MILL PLACE (WIDEN TO 8 FOOT)						
REPLACE PED BRIDGE - NIXON PARK SOUTH	\$ 15,500					
REPLACE PED BRIDGE - BARK RIVER PARK		\$ 65,000				
TREE SURVEY - PARKS				\$ 26,000		
TREE SURVEY - STREETS			\$ 38,000			
FAC - DONOR RECOGNITION REPAIR			\$ 8,000			
NIXON TENNIS COURT REPAIRS			\$ 12,000			
GIS CONVERSION - PARKS				\$ 20,000		
CENTENNIAL RESTROOMS	\$ 10,000		\$ 5,000			
CENTENNIAL PICNIC SHELTER					\$ 60,000	
PENBROOK - BATHROOM FACILITY/DRINKING FOUNTAIN					\$ 16,000	
CORP STUDY UPDATE						\$ 250,000
SUBTOTAL PARK IMPROVEMENTS	\$ 25,500	\$ 87,000	\$ 54,000	\$ 102,000	\$ -	\$ 250,000
OTHER IMPROVEMENTS						
Police Department						
EVIDENCE LOCKER						
Subtotal Police Department	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Building/Cemetery	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -
RETAINING WALL REPLACEMENT - DOWNTOWN VILLAGE PARKING LOT						
GUTTERS AND DOWNSPOUTS FOR MUNICIPAL BUILDING	\$ 35,000					
DOWNTOWN DECKS/WALKWAY	\$ 20,000					
DOWNTOWN PARKING LOT PROJECTS		NOT CURRENTLY KNOWN				
GIS CONVERSION - CEMETERY			\$ 150,000		\$ 550,000	
GIS LAYOUT LUTHERAN CEMETERY-UPPER	\$ 5,000					
GIS LAYOUT LUTHERAN CEMETERY-LOWER			\$ 35,000			
CEMETERY PAVING-LUTHERAN UPPER				\$ 30,000		
CEMETERY PAVING-LUTHERAN LOWER	\$ 27,000					
CEMETERY COLUMBARIUM - 48 Unit = \$44,500, 72 Unit = \$49,350				\$ 11,000		
CEMETERY DEVELOPMENT (345 HILL ST PROPERTY)				\$ 50,000		
GIS CONVERSION - ENVIRONMENTAL SERVICES	\$ 5,000					
Subtotal Municipal Building	\$ 92,000	\$ 185,000	\$ 91,000	\$ 550,000	\$ -	\$ -
Fire Department						
PAINTING OF SURVIVE ALIVE HOUSE						
NOZZLE AND WATER DISTRIBUTION ADDITIONS	\$ 3,000					
EXTERIOR DOOR REPLACEMENT AND KEYLESS ENTRY SYSTEM		\$ 19,500				
REPLACEMENT OF TRUNKED RADIO SYSTEM AND HAND HELD UPGRADES			\$ 15,000			
ADA ACCESSIBILITY FOR BATHROOMS, ENTRY TO FIREHOUSE AND SURVIVE ALIVE HOUSE						\$ 30,000
Subtotal Fire Department	\$ 24,500	\$ -	\$ 15,000	\$ -	\$ -	\$ 30,000
Recreation Department	\$ 27,500	\$ 19,500	\$ 15,000	\$ -	\$ -	\$ 30,000
VILLAGE HALL COMMUNITY CENTER STUDY						
VILLAGE HALL COMMUNITY CENTER UPGRADE	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Recreation Department	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -
Library	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Library	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Projects						
Trunk Radio Consolidated Waukesha County Dispatch						
Subtotal Miscellaneous Projects	\$ 4,854	\$ 4,854	\$ 4,854	\$ 4,854	\$ 4,854	\$ 4,854
	\$ 4,854	\$ 4,854	\$ 4,854	\$ 4,854	\$ 4,854	\$ 4,854

Lynn Meyer

From: Dave Jambretz
Sent: Wednesday, May 31, 2017 7:00 AM
To: Lynn Meyer
Subject: RE: 2016 Vandalism Report

The only thing I have for 2016 is spray paint on castle park path. Removed by premier blasting for \$175.

David Jambretz
Hartland DPW Foreman/HFD Division Chief
414-630-8275
davej@villageofhartland.com



From: Lynn Meyer
Sent: Tuesday, May 23, 2017 10:06 AM
To: Dave Jambretz <DaveJ@VillageofHartland.com>
Subject: 2016 Vandalism Report

Dave:

Just a reminder to submit the 2016 vandalism report for the next park board meeting.

I will need to received it before May 30.

Thanks.

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: David Cox
Sent: Monday, May 22, 2017 7:30 AM
To: Lynn Meyer; Darlene Igl
Cc: Mike Einweck; Kelli Yogerst
Subject: FW: Nixon Park addition

Lynn

Please forward Trustee Ann's note to the Park Board and Plan Commission per her request. On the forward, please delete my note to you.

Dave

David E. Cox, Village Administrator
262-367-2714

www.villageofhartland.com

[Click here](#) to register for our electronic newsletter *Hartland Happenings*.
What is a Village Administrator? Find out more in this [video from ICMA](#).

From: Ann Wallschlager
Sent: Sunday, May 21, 2017 7:33 PM
To: David Cox <davidc@VillageofHartland.com>; Jeffrey Pfannerstill <jeffreyp@VillageofHartland.com>
Subject: Nixon Park addition

Dave,

Please forward this email to the appropriate people on the park board and planning commission since I do not have their email addresses.

When the splash pad was installed in Nixon Park we had to forfeit our basketball court. This court was used almost on a daily basis, weather permitting. Hartland has no bowling alley, roller skating rink, movie theatre or youth center for our youth. It was very unfortunate and I feel, bad planning to permanently remove the basketball court from Nixon Park. Our village needs safe recreational and fun areas for our youth. With Nixon Park being our biggest downtown park, it would make sense to put a basketball court on that property.

Usage of this basketball court would include not only our youth but also our adults. With the new beer garden opening by the arts center, families could have more choices for entertainment for their youth (that are too old for the playground toys/equipment) than just hanging around the baseball areas or loitering on sidewalks.

If there is a way to design and construct a basketball court in Nixon Park, I feel that it would enhance our downtown park.

Thank you,

Ann Wallschlager
Village Trustee
Village of Hartland

INFORMATION PACKET - JUNE 5, 2017

Pictures of Centennial Football Field taken on May 24, 2017 after AHS Lacrosse played on it the night before











