

HARTFORD PARK AND RECREATION BOARD-REGULAR MEETING MINUTES

June 24, 2024

Park & Recreation Board Meeting was called to order:

- **By:** Matt Evans
- **Time:** 6:35 pm
- **Location:** Hartford City Hall

1) ROLL CALL

- Matt Evans – President
- Gail Blocker – Vice President
- Kandi Lewin – Secretary
- Wendy Kuehl – Absent with notice
- Tim Weber – Absent with notice
- Ryan Horn - City Council Representative
- Craig Wagner – City Employee Representative
- Members of the Public:
 - none

2) APPROVAL OF AGENDA

- **Motion:** A motion was made to approve the agenda as set:
- Motion was made by: Lewin
- Seconded by: Blocker
- All voted yes, motion carried.

3) APPROVAL OF PREVIOUS MINUTES

- **Motion:** A motion was made to approve the Minutes from the May 20, 2024 meeting:
- Motion was made by: Blocker
- Seconded by: Lewin
- All voted yes, motion carried.

4) PUBLIC COMMENTS

- No public comments on non-agenda items

5) REPORTS

- City Administrator Teresa Sidel provided a report to the Board. Discussion was held regarding Open Space Contributions for parks and trails and donations received by the city.

6) OLD BUSINESS

- a) **Swenson Park** – Concession / Restroom:
 - i) **Construction** – The City’s plan is to start work in May and have the building up by this fall.
- b) **Pickleball**–Options for pickleball layout were presented and discussed by the Board. Option A would allow for 8 courts, but they would be close together and there would not be room for nets between the double courts. Option B would allow for 6 courts with enough spacing for fencing in between. This option would erect the 2 west courts first. Option C is the same as option B but would erect the 2 north courts first. After review and discussion, a motion was

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made by Evans, second by Lewin and move forward with Option B for 2024 – all voted yes, motion carried.

- c) **Batting Cage Update** – The batting cages at Swenson Park are done.
- d) **AED first aid kit grants/prices** - Staff have submitted 2 applications for AEDs – one to Sanford and one to Poet – just waiting to hear back from the grants. No word from either entity yet.
- e) **WC Hartford Elementary Playground Equipment**
 - i) Craig – The city has taken down the playset and it will be refurbished and erected at the sports complex as time allows.
- f) **2024 Budget Items with Estimates**
 - i) There is roughly \$3,260 in budget funds that are unallocated at this time. Only funds for the batting cage have been paid out to date.
- g) **Review 1-5 year Park Capital Improvement Plan:** Board reviewed the 1-5 year park CIP. Updates are on-going. Projects have been identified and cost estimates will need to be established. Wagner presented a cost estimate for a 15’ fence between the soccer fields and Black Tie – this estimate was \$12,700. Evans is going to check pricing with other companies.

The Board identified the following items to request for 2025:

- i) **Swenson Park – Additional Parking - \$215,000**
 - ii) **Swenson Park – Ball Field Improvements (shade structure, bleachers, foul poles - \$60,000**
 - iii) **Swenson Park - Playground equipment – safety improvement - \$10,000**
 - iv) **Dog Park – Shade structure - \$2,500**
 - v) **City Park – Restroom building by Pickleball - \$27,000**
 - vi) **City Park – 2 additional pickleball courts - \$45,000**
 - vii) **Swenson Park – Shade structure near playground - \$10,000**
- Total Budget proposal for 2025 is \$369,500.**

A motion was made by Lewin, second by Evans to request \$369,500.00 for the above items – all voted yes, motion carried.

7) NEW BUSINESS

- a) Matt Evans noted that West Central will be removing an 8’x8’ building that is currently located at the football field. Evans would like the city to accept the building and place it at the sports complex to house soccer equipment. Discussion of this will be placed on the next agenda.

8) ADJORNMENT

- Motion: A motion was made to adjourn the meeting.
- Motion was made by: Blocker
- Seconded by: Evans
- Time of Motion: 7:45pm
- All voted yes, motion carried.

- a) **Next Meeting** – August 26, 2024

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MEETING CERTIFICATION

I, Kandi Lewin, Secretary, do hereby certify that the above and foregoing are a true and correct copy of the minutes which are on file at Hartford City Hall.