

HARTFORD PARK AND RECREATION BOARD-REGULAR MEETING MINUTES

April 1, 2024

Park & Recreation Board Meeting was called to order:

- **By:** Matt Evans
- **Time:** 6:30 pm
- **Location:** Hartford City Hall

1) ROLL CALL

- Matt Evans – President
- Gail Blocker – Vice President
- Kandi Lewin – Secretary
- Wendy Kuehl
- Tim Weber
- Chris Woslager – 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 February 26, 2024 meeting:
- Motion was made by: Blocker
- Seconded by: Kuehl
- All voted yes, motion carried.

4) PUBLIC COMMENTS

- No public comments on non-agenda items

5) REPORTS

- City Administrator Sidel & Councilman Woslager provided updates to the Board Packet. Craig was out.

6) OLD BUSINESS

- a) **Swenson Park** – Concession / Restroom:
 - i) The City released the \$255,000 in the city's 2024 budget to erect a concession/restroom building at the sports complex. The layout and cost estimate provided by the Park & Rec committee was reviewed and approved by the Board on 2/6. The city will be the general on the project and components of the buildings will be bid out separately. Staff is working on bid specifications so we can continue to move forward with this project.

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- ii) City will advertise for bids this month and bid opening will be on May 1st. City may want to bid pickleball courts at same time to possibly get a better price.
- b) **Pickleball Sponsorship –**
 - i) **Layout of Future Facility:** The council has asked the Park & Rec Board to discuss a layout and design of a future pickleball court facility and present a plan to them. The plan could include future courts, fencing, benches, tables, restroom, etc. The plan should also include funding sources, such as grants or sponsorship. Craig provided a proposed layout and initial discussion was held by the Board.
 - ii) **Sponsorship –** Goldenwest will provide \$25,000 for 10 years sponsorship with logo on both courts and a freestanding sign. So, with this sponsorship, there is \$60,000 in pickleball funds for 2024.
 - iii) **Fencing -** \$4,480 for Goldenwest courts. \$9,300 for all 4 double courts. Committee recommends doing \$4,480 for the Goldenwest courts only at this time.
 - iv) **Restrooms –** We can't re-use the old facility so would need to build a new facility. We may want to include a drinking fountain. Total cost of restroom building is \$21,250.
 - (1) Concrete floor \$1,000
 - (2) Outside Concrete pad \$250
 - (3) Structure \$7,500
 - (4) Electrical \$3,500
 - (5) Plumbing \$5,000
 - (6) Misc \$4,000
 - v) **Outside Improvements - \$15,672**
 - (1) Extend Parking lot \$1,000, 25' east, crushed concrete
 - (2) ADA parking pad \$4,200
 - (3) 8' Sidewalk going east \$4,200
 - (4) 8' sidewalk north \$3,360
 - (5) 8' Sidewalk south \$2,912
 - vi) **Benches** \$1,000 each – 2 inside, 1 outside
 - vii) **Motion** was made to use \$36,500 for the 2 Goldenwest courts, fencing \$4,480, outside improvements \$12,760 and 3 benches \$3,000 for a total of \$56,740. Teresa will take this to Council at their next meeting.
 - (1) Motion made by: Blocker
 - (2) Seconded by: Kuehl
 - (3) All voted yes, motion carried.
 - viii) **Rental Equipment – Deposit & Rental Fee:** Last year's budget allowed the city to purchase a portable pickleball net and some pickleball equipment (paddles, balls, portable net). The thought was to have equipment for the public to utilize. We have the equipment, and it is inventoried. Now we need to decide if we rent it out with only a deposit of \$25 to secure the return or do we want to charge a rental fee.
 - (1) Deposit of \$25 for paddles and balls
 - (2) Deposit of \$25 for net
 - (3) **Motion** was made to set the deposit at \$25 for paddles & balls and a separate \$25 for net
 - (a) Motion made by: Kuehl

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(b) Seconded by: Blocker

(c) All voted yes, motion carried.

- ix) **Additional sponsorships** – would like to get a business sponsorship for future double-courts.
- c) **Batting Cage Updates** – The city budgeted \$17,500 for a new batting cage structure at Swenson Park. City Council has released these funds and Craig is working on ordering the equipment.
 - i) The Board prefers to go with the Mastodon Batting Cage which is more heavy duty. This option costs \$15,209 and includes shipping. The 2nd estimate was for \$13,769 w/o shipping but appears to be a less sturdy option.
 - ii) Batting cages have been ordered.
- d) **2024 Budget Items with Estimates**
 - i) The 2024 Budget was provided.
- e) **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.
 - i) Update Pickleball court to \$56,740 including the sponsorship money.
 - ii) Adding restroom for pickleball area of park – Need to decide area of priority.

7) NEW BUSINESS

- No New Business

8) OTHER ITEMS

- a) **Agenda Items for Next Meeting:**
 - i) 2025 Capital Improvements prioritization and Budget

9) ADJORNMENT

- **Motion:** A motion was made to adjourn the meeting.
- Motion was made by: Lewin
- Seconded by: Kuehl
- Time of Motion: 7:25
- All voted yes, motion carried.

- a) **Next Meeting** - April 22, 2024

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.