

## HARTFORD PARKS AND RECREATION COMMISSION MINUTES

Wednesday, January 7, 2026

5:30 PM – City Hall – Council Chambers

Present: Todd Rusniak, Dan Hummel, Joe Kohler, Scott Helms, Kate Carroll, Chris Becker, Ken Mikulec

1. President Rusniak called the meeting to order at 5:30 PM; "This is an open meeting under 19.81 to 19.98 of the Wisconsin State Statutes".
2. Approval of Minutes  
**MOTION BY** Helms, seconded by Mikulec to approve the November minutes.  
**MOTION CARRIED**
3. Informational Monthly Staff Reports – Reviewed.
4. Communication and Correspondence –  
The Director received a thank you from Kris Inman. She thanked the Department for leaving the outdoor courts open until the week of Thanksgiving when typically parks close at the end of October. The Pickleball players had a goal to continue playing through Black Friday. Unfortunately, due to snow and cold, staff had to close the courts just prior to Thanksgiving.
5. Appearances / Public Comments - None
6. Old Business – None
7. New Business

### ADMINISTRATION

Recommendation to Approve Purchase of Zero Turn Mower Replacement - Executive Summary – The 2026 Capital Improvement Program (CIP) includes \$70,000 for the purchase of a zero-turn mower replacement with winter conversion kit for snow removal. In discussion with vendors, staff believes purchasing two separate pieces of equipment, one for mowing and another for snow removal, would prolong the life of the equipment. This could be done and stay within budget.

Quotes were received for various machines from three vendors. Staff recommends the quotes for the John Deere Z994R Diesel ZTrak mower for \$17,971.03 from Mid-State Equipment, Jackson WI. and the Ventrac 4520 snow removal machine for \$48,980.80 from Reinders Inc, Elm Grove, WI. The total of both purchases is \$66,951.63.

The Director explained that Reinders Inc. and Mid-State Equipment are reliable vendors the City has used in the past. Acquiring two pieces of equipment instead of one for two different jobs will prolong the life of the equipment. The Director stated the park crew offered input on what they thought should be purchased.

**MOTION BY** Hummel, seconded by Carroll to accept the quote for the John Deere Z994R Diesel ZTrak mower for \$17,971.03 from Mid-State Equipment, Jackson, WI and the Ventrac 4520 snow removal machine for \$48,980.80 from Reinders Inc., Elm Grove WI for a total cost of \$66,951.63.

### MOTION CARRIED

Recommendation to Approve Contractor to Construct Basketball Court at Homestead Park – Executive Summary – The 2026 Capital Improvement Program (CIP) includes \$40,000 for Homestead Park Phase III Developments. The Director had spoken with the subdivision's HOA a year ago and offered expanding the playground, installing a

volleyball court or installing an asphalt basketball/pickleball court. The HOA expressed interest in the basketball/pickleball court but indicated interest in having swings installed in the future.

Bids for this project included installation of a half-court basketball court. Work will include excavating, grading, installing asphalt and a basketball hoop, as well as lining the court for basketball and pickleball. Proposals were requested from six contractors. Two were received with an additional quote after the deadline. Staff recommends accepting the quote from PLM Paving and Concrete for \$35,500.

The Director explained that PLM Paving and Concrete was in constant and quick communication with staff throughout the bidding process. PLM Paving & Concrete, based in Pewaukee, is a reliable maintenance, repair, and installation contractor in communities throughout Wisconsin. The Director also said that PLM Paving & Concrete is a regular and competitive bidder for City projects.

**MOTION BY** Mikulec, seconded by Becker, to approve the quote of \$35,000 from PLM Paving and Concrete for the excavation, grading, installation of an asphalt and a basketball hoop and also lining the asphalt for half-court basketball and pickleball court at Homestead Park.

#### **MOTION CARRIED**

Skate Park Donation - The 2026 Capital Improvement Program includes an addition to the Skate Park at Veterans Park. This \$130,000 expansion is funded through Park Fund Balance and donations. With fundraising being led by local skaters, with the guidance of City Resident Sean Hampe, the City has received donations from the Hartford Rotary, Hartford Lions and most recently a \$10,000 commitment from Scott Lopas and \$20,000 from John and Nancy Lee. The Director thanked the Rotary, Lions, Scott Lopas, and John and Nancy Lee for their generosity. An additional \$10,500 is needed to reach the \$65,000 fundraising goal. Any funds donated beyond that will be used for upkeep of the 20-year-old skate park.

February Meeting Date Change - Staff will be attending the annual Wisconsin Parks & Recreation Association State Conference Feb. 4-6. The Director asked if the February Parks and Recreation Commission meeting date could be moved to Tuesday, February 3. The Director said it is important to have a meeting that week as a few CIPS will need approval before going to the City Council the next week. The Director said that if Tuesday night does not work, he could video conference in and keep the Wednesday night meeting. He will be in touch with Commissioners to confirm their availability.

#### **RECREATION PROGRAMS / ACTIVITIES**

Staff mentioned these upcoming programs:

Fitness Classes, Session 1 started this week. Staff is excited to have two new instructors. Laura Radke is offering a Joint Movement class in the Therapy Pool on Wednesday nights. Kayla Roethke is offering a Core and Stability class on Wednesdays and Strength to Power on Thursdays.

Super Mario Camp, January 17, Ages 4-6, 10-11:30 AM. This is a new program our Pre-School Teacher Miss Amanda is offering where kids will have craft, games, stories and a hunt for the Super Star. Kids are invited to dress up as their favorite Mario character.

Snowed In at the Movies, High School, Friday, January 16. This annual lock-in at the Hartford Theater is co-ran with HUHS Peers 4 Peers. Movies that will be shown at the event won't be announced until the week of, as that is the earliest Schubert Movie Theater will know.

#### **ADULT / YOUTH SPORT**

Staff mentioned these upcoming programs:

Winter Adult Volleyball - The Winter Volleyball season is at the half point. Records for some of the teams are very close. The A league will be split into an upper and lower division. The B league will continue with a second round robin.

Youthball Registration – New this year is that registration began with the release of the Winter/Spring Activity

Guide instead of just the month of February. This will help families sign up when it is on the forefront of their mind as they look through the Activity Guide. A few families have already registered. Staff will promote registering closer to February. The deadline will still be the first week of March.

Saturday Sports – The next session of Saturday Sports will begin on January 24. Only two classes will start in this session as the Junior Basketball program is still being held. Pee Wee Soccer for ages 4-6 will start at 10:00 AM until 10:45 AM. Pee Wee Sports, for ages 3-4, will begin at 9:10 AM until 9:45 AM. This program is designed to give kids the opportunity to try a variety of sports in a fun setting.

## **AQUATICS**

Veterans Memorial Aquatic Center – None

Indoor Family Aquatic Center Sponsored by the Lutz Family Foundation

SWIM LESSONS – The first session of swim lessons for the Winter/Spring will begin the week of January 19. Classes are quite full.

### **SPECIAL OPEN SWIMS**

- Rubber Duckie Day, January 13, Tuesday, 3:30-5:15 PM. Pool full of ducks. Pluck one with specific number on it and win a prize.
- Blizzard Bash Splash, January 23, 6:00-8:30 PM. Winter themed family event with games, challenges and prizes.

## **PARKS OPERATIONS**

Park Project Report – Besides snowplowing and salting, staff installed a hand rail at the pickleball courts and finished the landscaping by the courts. The Director was approached by a dog park user that requested some sort of wind protection at the park. Staff added a wall with a plexiglass window to the bench kiosk to help block the north wind. Woodchips were added to playgrounds. The north side of the Rubicon River in Willowbrook Park was cleared of brush and small trees. The south side was completed last winter.

Ice Rink Update – Ice rinks are closed. Staff did open them for a few days, but warmer weather hit and the rinks had to be closed. Staff will re-open them, if conditions allow. Officially, rinks will close at the end of February.

Park Reservations – Park Reservations for 2026 will begin on January 15 at 7AM. Those interested in renting any shelter in the City can come in person or call and staff can temporary hold the shelter/date for them over the phone.

End of Season Park Report – The 2025 Park Report, showing number of reservations per park, guesstimate of people attending the reservations and listing of free reservations, was reviewed. The report has the stats for the last three years.

## **OTHER REPORTS /COMMISSION REQUESTS**

None

## **ADJOURNMENT**

**MOTION BY** Carroll seconded by Helms to adjourn at 5:59 PM.

**MOTION CARRIED**

Submitted by Randy Wojtasiak and Sara Cummings

"Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting." Members of the Common Council may attend the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) such attendance may be considered a meeting of the Common Council may attend the meeting without violating the open meeting law."