



Village of Hobart

Village Office 2990 S. Pine Tree Rd, Hobart, WI

www.hobart-wi.org - www.buildinhobart.com

Notice is hereby given according to State Statutes that the **PARK AND RECREATION COMMITTEE** of the Village of Hobart will meet on **Monday April 29th 2024**. **NOTICE OF POSTING:** Posted this 23rd day of April, 2024 at the Hobart Village Office, 2990 S. Pine Tree Rd and on the village's website.

MEETING NOTICE – PARK AND RECREATION COMMITTEE

Date/Time: Monday April 29th 2024 (5:30 P.M.)

Location: Village Office (2990 S. Pine Tree Road)

ROUTINE ITEMS TO BE ACTED UPON:

1. Call to order/Roll Call.
2. Certification of the open meeting law agenda requirements and approval of the agenda
3. Public Comment on Non-Agenda Items
4. Approval of the March 18th 2024 minutes (Page 2)

ACTION ITEMS

5. DISCUSSION AND ACTION – Election of Committee President and Vice President

6. UPDATE – Current Projects

7. DISCUSSION AND ACTION – Long-Term Park and Green Space Planning (Page 3)

Staff, at the last meeting, presented a number of options on what amenities and improvements could possibly be made to the inventory of parks and green spaces the Village owns. The Committee is being asked to review the proposals before making recommendations to the Village Board.

8. DISCUSSION AND ACTION – Current Four Seasons Rental Policy (Page 10)

Staff is seeking input from the Committee on possible changes to the rental form and policy to forward to the Village Board.

9. DISCUSSION AND ACTION - Chapter 215 (Parks and Recreation Areas) (Page 13)

Staff is seeking input from the Committee on possible changes to the parks and recreation areas ordinance to forward to the Village Board.

10. DISCUSSION AND ACTION - Items for Future Agendas/Scheduling of Next Committee Meeting

11. ADJOURN

Aaron Kramer, Village Administrator

COMMISSION MEMBERS: Mary Jane Hemmy (Chairperson), Laura Lear (Vice-Chairperson), Cynthia Silvers, Jane Jerzak, Kassie Freckman, Tammy Zittlow (Alternate)

NOTE: All agenda and minutes of Village meetings are online: www.hobart-wi.org. Any person wishing to attend, who, because of disability requires special accommodations, should contact the Village Clerk-Treasurer at 920-869-1011 with as much advanced notice as possible. Notice is hereby given that action by the Board may be considered and taken on any of the items described or listed in this agenda. There may be Board members attending this meeting by telephone if necessary.



Village of Hobart Parks & Recreation Committee Minutes Tuesday March 18th 2024

ROUTINE ITEMS TO BE ACTED UPON:

1. Call to order/Roll Call (5:30 PM) – Mary Jane Hemmy (Chairperson), Laura Lear (Vice-Chairperson), Cynthia Silvers, Kassie Freckman, Tammy Zittlow (Alternate) were present, with one vacancy (Jane Jerzak).
2. Certification of the open meeting law agenda requirements and approval of the agenda – ACTION: To certify the open meeting law agenda requirements and approval of the agenda MOTION: Silvers SECOND: Lear VOTE: 5-0
3. Public Comment on Non-Agenda Items - None
4. Approval of the October 24th 2023 minutes – MOTION: Zittlow SECOND: Silvers VOTE: 5-0

ACTION ITEMS

5. DISCUSSION AND ACTION – Long-Term Park and Green Space Planning - Staff presented a number of options on what amenities and improvements could possibly be made to the inventory of parks and green spaces the Village owns. The Committee is being asked to review the proposals before making recommendations to the Village Board. Terry Hagemeyer (573 Maple View Court) and Laurie Cooney (573 Maple View Court) were both present to express their support for the installation of pickleball courts in Hobart.

6. UPDATE – Current Projects – Administrator Aaron Kramer and Public Works Director Jerry Lancelle updated the Committee on the proposal to add a multi-use trail along Orlando, South Pine Tree Road and Schuering Road.

7. DISCUSSION AND ACTION – Items for Future Agendas/Scheduling of Next Committee Meeting – Staff requested that the Committee meet on Monday April 29th if a quorum is available to make their recommendations on the list presented earlier in the meeting.

8. ADJOURN (6:55 PM) – MOTION: Zittlow SECOND: Zittlow VOTE: 5-0

VILLAGE OF
HOBART
 GREATNESS IS GROWING
MEMORANDUM

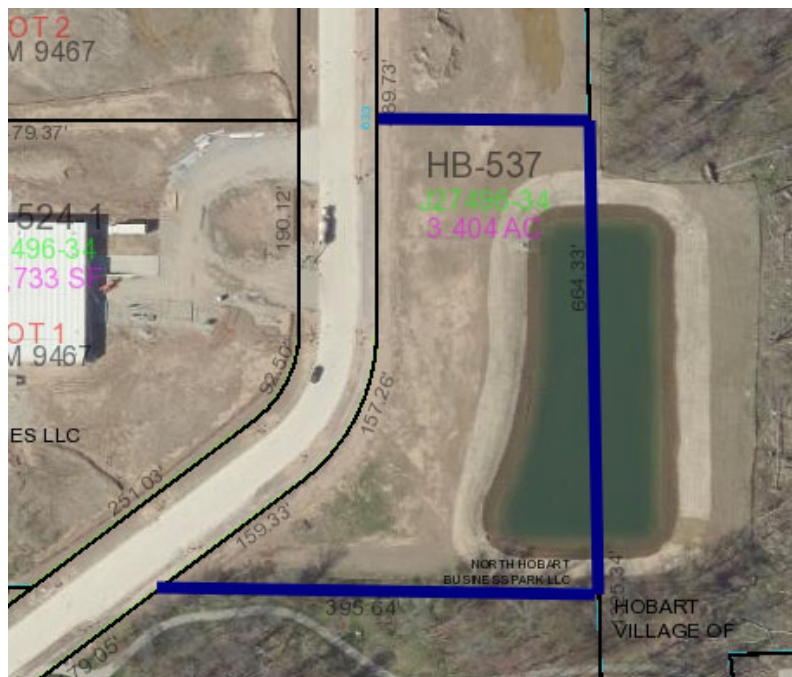
TO: Park and Recreation Committee
FROM: Aaron Kramer, Village Administrator
RE: Future Utilization of Village Green Spaces/Parks
DATE: March 11th 2024

BACKGROUND

Staff has compiled a list of green spaces and parks in the Village, and would like to propose a number of improvements and projects for the Park and Recreation Commission to consider and make recommendations to the Village Board for implementation. Please note that the names used in this memo are only the suggestions of the staff and are done for identification purposes.

PROPOSED PROJECTS

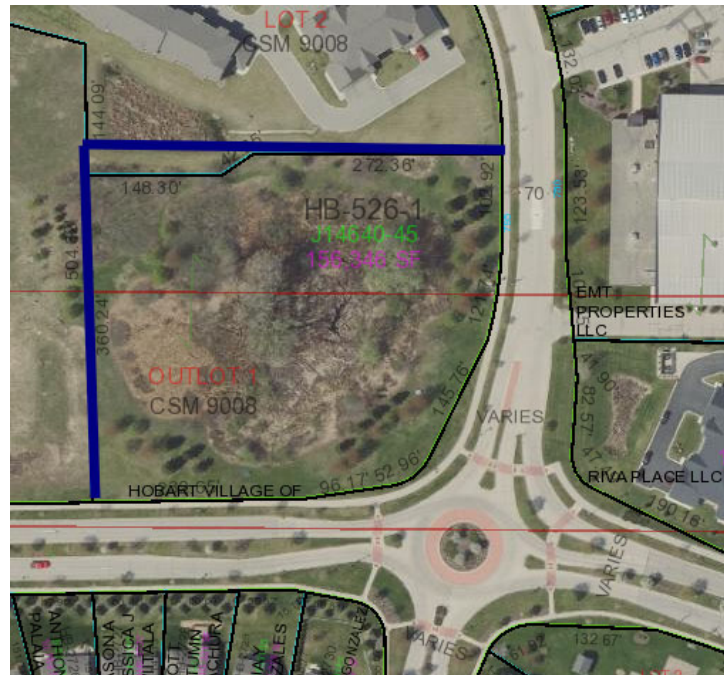
SORENSEN PARK (Centennial Centre)



LOCATION: Adjacent to Larsen Orchard Parkway.

While the exact boundaries of this park have not been established, we are recommending the following:

- Pavilion to provide shelter for park patrons
- Outdoor grills
- Benches and tables
- Connections to walking trail in the Centennial Centre area

CENTENNIAL PARK (Centennial Centre)

LOCATION: Northwest of Centennial Centre Boulevard and Centerline Drive roundabout.

SIZE: 3.6 acres

This is currently a wetland, but there are indications that the wetland is shrinking as the storm water system in Centennial Centre diverts the water runoff away from this area. As the land becomes usable, we are recommending the following:

- Small playground
- Benches and tables
- Small splash pad (as far away as possible from the roundabout)

FOUR SEASONS PARK

We continue the development of the project, and are recommending the next project be the construction of 1-2 pickleball courts in 2024 or 2025.

HILLCREST PARK

LOCATION: Between Hillcrest Drive and Centennial Centre Boulevard
 SIZE: 2.4 acres

This land was purchased from the Wisconsin DOT in 2018, and the terms of the transaction prevent it from being developed commercially. As a result, we recommend the following uses be considered:

- Park and ride
- Dog Park

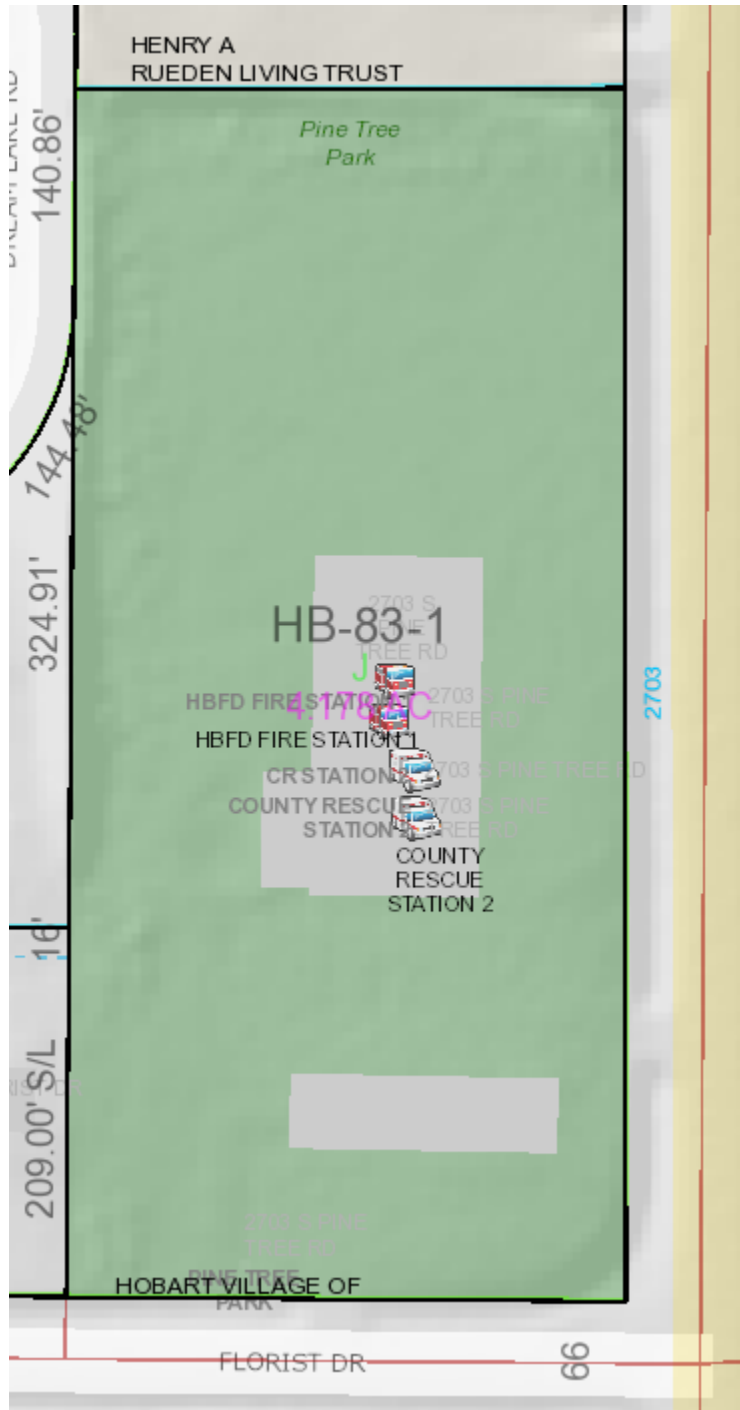
RIVERDALE PARK

LOCATION: Along Riverdale Drive

SIZE: 3 acres

This parcel presents the most opportunities outside of Four Seasons Park. We anticipate that the land use can be connected with the eventual construction of a walking trail on the old railroad bed. The recommended list, though, is not dependent on the trail being constructed, so we believe the projects can be undertaken prior to the trail being built, and then integrated in. The following projects are being recommended:

- Parking (1 acre)
- Large Dog Park (1/2 acre)
- Small Dog Park (1/2 acre)
- Walking trail around both parks for dog walking

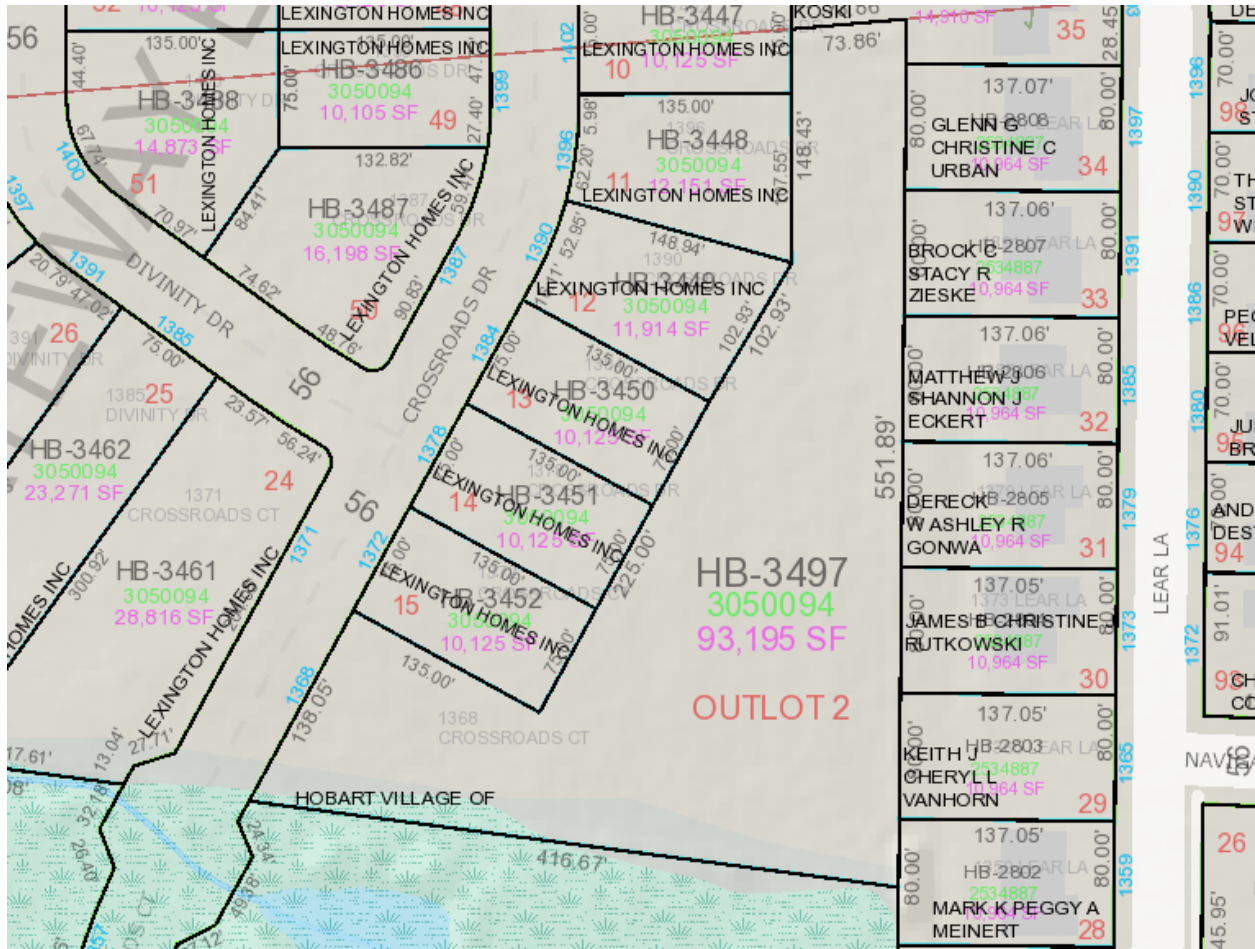
PINE TREE PARK

LOCATION: North of new fire station on South Pine Tree Road
 SIZE: To be determined

Now that the fire station project is completed, we are recommending the following projects be considered:

- One (1) pickleball court
- Small parking lot facility
- Small playground component

GATEWAY PARK

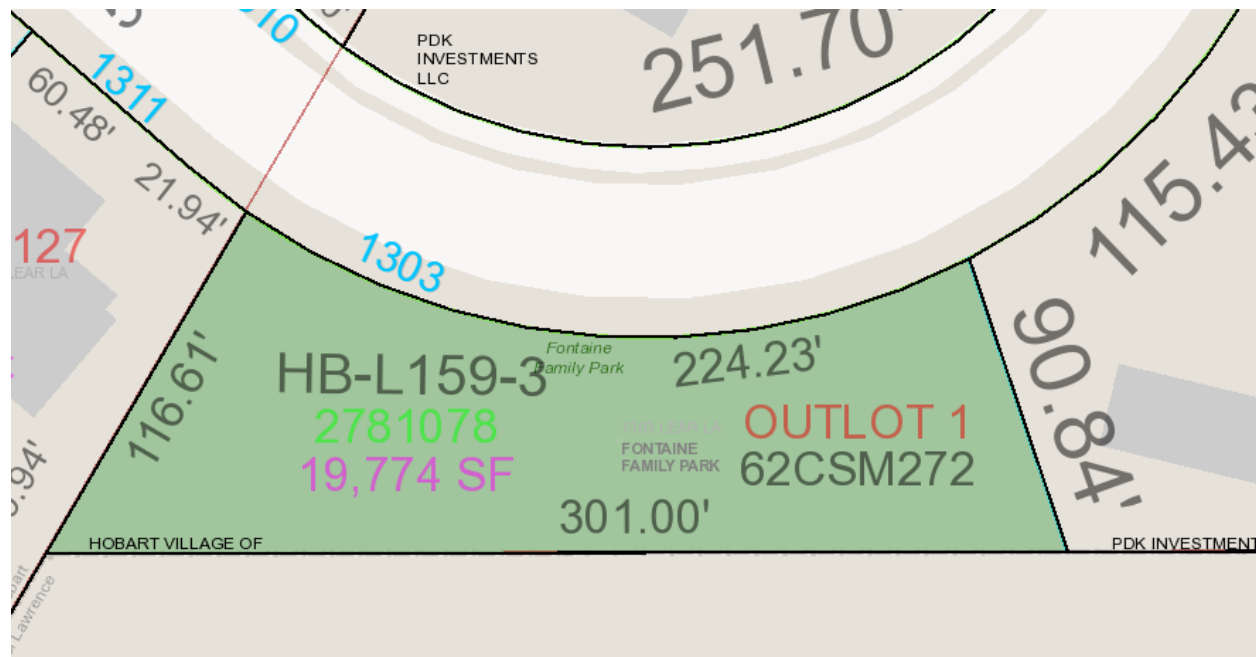


LOCATION: Part of the new Gateway Estates subdivision; adjacent to Crossroads Drive
 SIZE: 2.1 acres

The main purpose of this green space is to collect storm water from the neighboring developments. As such, and due to its proximity to residential properties, we are not recommending very little in terms of projects for this site. Among those for the committee to consider:

- Outdoor grills
- Benches and tables
- Small playground component

FONTAINE FAMILY PARK



LOCATION: Along Lear Lane
SIZE: 0.5 acres

Due to the limited space remaining, we are only recommending one project be considered:

- One (1) pickleball court



TO: PARKS & RECREATION COMMITTEE
FROM: LISA VANDEN HEUVEL, VILLAGE CLERK
SUBJECT: PAYMENT OF PARK RENTAL FEES/DEPOSITS
DATE: APRIL 22, 2024

Discussion: Currently, the Four Seasons Park Rental Contract states that the Deposit Fee of \$175 is due at the time of reservation. The Rental Fee of \$110 for a resident or \$135 for a non-resident is due before the rental date. It can be paid via check two weeks prior to the rental date or by cash or credit at any time.

This separation of payment causes extra work and leaves an opening for errors. Recently, a renter who had not paid the rental fee, did not pick up their key for the weekend and called on-call staff to open the shelter. To date the shelter fee for that reservation has not been paid.

I am asking that the payment of the Deposit and Rental Fees be paid all at once when reserving the shelter. This is a more straightforward way to handle rentals and will close a loophole where the village may not receive full payment.

Potential Motion: To approve/deny a recommendation to the Village Board to change the Four Seasons Park Rental Contract to require all Deposit and Rental Fees due upon reservation of the facility.

Village Business Office
2990 S. Pine Tree Road
Hobart, WI 54155
(920) 869-1011
hobart@hobart-wi.org



Four Seasons Park Rental Contract

Four Seasons Shelter and Sport Fields are available for rental throughout the year.
Please call the Village Staff for availability Monday – Friday 7:30am to 4:00pm at (920) 869-1011.
For assistance after hours, please call the Public Works Emergency Number at (920) 655-3110.

Daily Rental Time Available: Sunday – Thursday 7:00am – 10:00pm
Friday – Saturday 7:00am – Midnight

Rental Charges: Deposit fees are due upon reservation. Rental fees are due before the rental date with the following conditions: if paying by check, the village must receive the check at least 2 weeks in advance of the rental date, cash/credit will be accepted at any time. You can fill out the contract and pay in person at the Village Office or mail contract and payment to the Village Office at 2990 S. Pine Tree Rd, Hobart, WI 54155.

Deposit Stipulations: Deposits are refunded pending the cleanliness of the facility at the end of the day of your rental with approved inspection by Village staff. Deposits will be returned within 30 days after the keys are returned. Deposits **will not** be returned if rental is cancelled, conditions are not met, renter forgets to pick up key/loses key or shelter is not properly cleaned.

Shelter Key Pickup/Drop-off: Keys to the shelter can be picked up at the Village Office the business day prior to the rental day during business hours, 7:30am – 4:00pm, and returned to the Village Office the first business day after the rental.
***IN THE EVENT YOU SHOULD FORGET TO PICK UP YOUR KEY OR LOSE THE KEY, PLEASE CALL 920-655-3110 FOR ACCESS.**
NOTE: THIS WILL RESULT IN FORFEITURE OF YOUR ENTIRE DEPOSIT

Rental Fees: Please check which facilities you will be using:
Village of Hobart Residents: ✓ Shelter Deposit: \$175.00
Four Seasons Park Shelter Rental: \$110.00
Field Rental: \$30.00
Non-Residents: ✓ Shelter Deposit: \$175.00
Four Seasons Park Shelter Rental: \$135.00
Field Rental: \$30.00

Date of Rental: _____

Renter Name: _____ Phone Number: _____

Address: _____

Renter Email Address: _____

Type of Event: _____ # of Attendees: _____

I have read this contract and agree to the conditions. I understand I will forfeit the deposit I paid if I fail to follow the conditions of this contract.

Signed: _____ Date: _____

PAYMENT: \$175 Deposit _____ \$110 Resident / \$135 Non-Resident Shelter Fee _____

Cleaning Procedures:

**MUST BE COMPLETED THE SAME DAY AS RENTAL
OR FORFEIT YOUR DEPOSIT**

- Renter is responsible for removal of all garbage and recycling from the facility which is generated from rental activities. **Must take with you.**
- Replace clean garbage bags in all garbage & recycling containers (bags are provided)
- Sweep and mop the floor with water only – **No Chemicals**
Leave squeezed out mops in mop bucket (broom, mop & bucket provided)
- Removal of all decorations
- Empty refrigerator and freezer – Leave them plugged in
- Wipe and stack all tables and chairs –
Please stack the white tables on top of the wood tables
- Clean kitchen (including oven/stove, refrigerator, freezer, microwave, counters & sinks)
(Bring your own dish soap, dish cloths and cleaning cloths)
- Clean bathrooms using cleaning product supplies in cabinet inside of Mechanical Room
(Must clean toilets and sinks)
- Clean up around the building – Put shelter balls back on shelf, pick up litter, sweep concrete if needed, hose off concrete if needed using hose in Mechanical Room
- Set thermostat **back to 55 degrees** when leaving during cold weather. There is **no air conditioning system**, system is set to **OFF** in warm weather.

LOCK ALL DOORS AND WINDOWS!

Failure to do so, is automatic forfeiture of entire deposit

**Thank you for your help in keeping our shelter and the grounds
clean for all to enjoy**

There are 18 tables and 100 chairs available for use.

Shelter Occupancy = 75 people

Conditions and Restrictions

- Dogs are NOT allowed in park except on the trail, and they MUST be leashed
- Decorating is allowed with scotch, masking or painters tape – No glue, nails, tacks, staples or duct tape
- No parking or driving on grass
- No booyah kettles or other cookers with open fire
- No open fires allowed except in charcoal or gas grills
- No dumping of grease in sinks, toilets or on grounds
- No fireworks allowed in park at any time

Report any damage/issues to village staff immediately following your rental. You may let staff know in person when returning the keys or send an email to hobart@hobart-wi.org with your comments and/or photos.

We hope you enjoy FOUR SEASONS PARK in Hobart!

Village of Hobart, WI
Monday, April 22, 2024

Chapter 215. Parks and Recreation Areas

[HISTORY: Adopted by the Village Board of the Village of Hobart as §§ 2.1, 3.814 and 3.816 of the 2000 Code. Amendments noted where applicable.]

GENERAL REFERENCES

Animals — See Ch. **102**.

Intoxicating liquor and fermented malt beverages — See Ch. **189**.

§ 215-1. Rules and regulations.

The purpose of these regulations shall be to protect the parks and parkways and appurtenances thereto in the Village from fire, abuse and desecration; to provide for the recreational use of these areas; to control and regulate traffic and maintain general order therein; and to further the safety, health, comfort, morals and welfare of all persons while within the limits of the parks and parkways.

§ 215-2. Closing hours in parks.

- A. Presence prohibited when closed. All public parks and public playgrounds in the Village shall be closed from 10:00 p.m. to 6:00 a.m. No person shall be within the Village parks between these hours.
- B. Exemption. The Village Administrator or his designee may grant to any group wishing to use a specific public park or public playground permission to use such public park or public playground during closed hours beyond 10:00 p.m. Permission shall be given in writing and shall contain the name of the group, the name of the responsible person in charge of the group, the extended closing time, and the date for which permission to use the specific public park or public playground beyond the closed hours is granted.^[1]

[1] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).*

§ 215-3. Disorderly conduct.

- A. No person shall use threatening, abusive, insulting, obscene, indecent language which constitutes a breach of the peace.
- B. No person violating any of the prohibitions enumerated in Subsection **A** above shall be allowed to remain in any park or parkway.

§ 215-4. Waste disposal.

- A. No person shall scatter, drop, or leave any piece of paper, rag, tin can, plastic, glass, peanut shells, melon rinds, banana peel or other garbage, dead flowers or other rubbish in any portion of the parks or parkways except in the receptacles provided for that purpose. All trash created by the person(s) using the park shall be removed from the premises by said person(s).

- B. No person(s) shall deposit, dump, throw or place any earth, rubbish, dust, manure, paper, garbage or other refuse matter or any sand, stone, lumber or building material or any substance in the water, grounds or roadways of any park or parkway without permission of the Village Board or designee.^[1]
[1] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).*
- C. Burning of garbage or other rubbish in barrels is prohibited.
- D. Glass beverage containers of any kind or measure whatsoever are prohibited.
- E. Special events. The person in charge of a special event is responsible for the removal of all garbage from the grounds after the event. The Village will provide the containers with large garbage bags for this purpose.
- F. Recyclables. The Village will provide containers for all recyclables which will be clearly marked and displayed.

§ 215-5. Excessive noise prohibited.

[Amended 6-7-2022 by Ord. No. 2022-04]

Auto radios, portable radios, CD players, recording devices and television sets must be turned low at all times so as not to be heard from a distance beyond 50 feet from the instrument. No portable radio or television set shall be operated within any building unless specifically permitted in connection with a public gathering or a temporary exclusive use for which a permit has been granted. No bands or DJs are allowed to set up and perform outside, unless permission is granted by the Police Chief and his/her designee.

§ 215-6. Permit required for advertising; sales.

- A. No person shall sell, keep or offer for sale any tangible or intangible article, merchandise or thing; nor solicit for any trade, occupation, business or profession, or for alms, within any park or parkway, without the written permission of the Village Park Director.
- B. No person shall distribute, post, affix or display any card, handbill, sign, placard, target, banner, flag (except of the United States), or advertisement of any kind within any park or parkway, or upon any of the gates or enclosures thereof without the written permission of the Village Park Director.

§ 215-7. Permit for fermented malt beverages in conjunction with special event.

- A. Special event permit required. No person or group shall sell, offer for sale or give away any fermented malt beverages in a Village park in conjunction with a picnic or other special event without first obtaining a permit therefor from the Village Board.
- B. Issuance; conditions; fee. Such permits may be issued by the Village Board upon receipt of such information as they may require from the applicant, and upon the receipt of a permit fee of \$10. Permits shall be valid for that period of time to be specified by the Village Board.

§ 215-8. Interferences with permittees prohibited.

- A. No person shall in any manner disturb, harass or interfere with any person or party holding a written permit as indicated previously, nor with any of their equipment or property.
- B. Permits for the exclusive use of any picnic or play area for any specified date or time may be granted at the discretion of the Village Park Director and no person shall in any manner disturb or

interfere with any person or party occupying the ground under such a permit, nor with any of their equipment or property.

§ 215-9. Fireworks, weapons, and traps prohibited.

No person shall carry, fire, or discharge any gun, pistol or firearm, nor any rocket, torpedo or any other fireworks of any description, nor shall any person hunt with bow and arrow within any park or parkway. The word "gun" shall include air gun.

§ 215-10. Throwing of stones or missiles, or hitting golf balls prohibited.

No person shall throw stones or missiles, or hit golf balls in or into any park, parkway or waterways.

§ 215-11. Making of fires restricted.

- A. No person shall make or kindle a fire for any purpose except in places provided therefor, and then subject to such regulations as may be prescribed.
- B. The use of charcoal burners and grills in designated picnic areas shall be permitted, provided lawns and other vegetation are not damaged; and provided, further, that all unburned coals or ash are disposed of in such a manner as to prevent fire or damage to any park property.
- C. No booyah kettles or other similar cooking utensils are allowed with an open fire unless placed on a raised steel platform with a minimum of four inches of air space between ground surface and platform.

§ 215-12. Trespass in parks prohibited.

- A. No person shall operate a motor vehicle or any other vehicles or ride a horse or walk in any part of the property in a Village park except upon facilities provided therefor.
- B. Animals are not allowed in parks or parkways except by special permission of the Village Board or designee.^[1]
[1] Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).
- C. Dogs may be walked "on leash" on the trail area only in Four Seasons Park.
- D. Owners of dogs are required to pick up and remove from the park any feces from their dogs.

§ 215-13. Fish, waterfowl, game birds and animals protected.

No person shall kill, injure or attempt to injure, or unnecessarily disturb any waterfowl or other birds or animals, wild or domestic including ponies, within any of the parks or parkways. Nor shall any person rob or disturb the nest or eggs of any bird or other animal therein.

§ 215-14. Injury to vegetation, structures and equipment prohibited.

- A. No person shall climb any tree, or pluck any flowers or fruit, wild or cultivated, or break, cut down, trample upon, remove or in any manner injure or deface, write upon, defile or ill use any tree, shrub, flower, flowerbed, turf, fountain, ornament, statue, building, fence, apparatus, bench, table, official notice, sign, bridge, structure or other property within any park or parkway.
- B. No person in any park or parkway shall remove any device for the protection of trees or shrubs; nor shall any person fasten a horse or other animal next to any tree, shrub or grass plot which may become damaged by the animal.

§ 215-15. Camping regulated.

- A. No person shall sleep or camp or lodge in any park or parkway. An authorized person charged with guarding property overnight for a special event is exempted from this regulation.
- B. No person shall erect a tent or similar appurtenances except with special permission from the Village Park Director.

§ 215-16. Traffic codes.

- A. Parking and driving of any motorized vehicles is prohibited on non-paved areas in Village parks or parkways. This shall not apply to vehicles engaged in construction, maintenance or operation of the parks or parkways, nor to vehicles making deliveries to parks or parkways, nor to emergency vehicles.
- B. No parking is allowed in front of the fire station or in places reserved for Fire Department personnel only, nor in posted areas along the property.

§ 215-17. Shelter; ballfield rental and fees.

It will be necessary to reserve the shelter and/or the ballfield for both special events and league play. Reservations will be scheduled by the Village Park Director and will be on a first-come/first-serve basis. Fees will be reviewed on a yearly basis and will be determined on costs incurred during the season for maintenance, lighting, and other operating expenses.

§ 215-18. Cleanup.

- A. All grounds, buildings and parking areas must be cleaned of any garbage, rubbish, or refuse after a special event or league softball play.
- B. The responsible person in charge will receive a list of specific cleanup regulations prior to the event.

§ 215-19. Closing.

The responsible person in charge of a special event or softball league will receive specific regulations on proper closing procedures prior to each event.

§ 215-20. Violations and penalties.

Any person violating this chapter shall be subject to the penalties provided in § 1-3.

[1] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).*

§ 215-21. Consumption of intoxicating liquors and fermented malt beverages in parks.

- A. Prohibited. No person shall bring in or consume in any park in the Village any intoxicating liquors or fermented malt beverages except as provided in Subsection **B** below.
- B. Exceptions.
- (1) Intoxicating liquors and fermented malt beverages may be consumed in Pine Tree Park and Four Seasons Park subject to the following conditions:
 - (a) If any person has consumed excessive intoxicating liquors or fermented malt beverages, he may be ejected from the park immediately and shall be responsible for any damages he may have caused in the park.
 - (b) Any group of 10 or more persons consuming intoxicating liquors or fermented malt beverages shall have the written permission of the Village Administrator or his designee.
 - (c) No person shall bring any alcohol beverages into Pine Tree Park or Four Seasons Park or possess or consume any alcohol beverages in Pine Tree Park or Four Seasons Park from the day after Labor Day until the day after the following Memorial Day.
 - (2) In all parks in the Village other than Pine Tree Park and Four Seasons Park, intoxicating liquors or fermented malt beverages may be consumed only with written permission from the Village Administrator or his designee.