

**PARK AND RECREATION BOARD MINUTES**  
**MONDAY DECEMBER 2, 2024**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Present: Tim Hallquist, Shaunta' de Boer, Kathy Van Thiel, and Craig Eisenhut.  
Excused: Farrell  
Absent: Miller, Conner  
Others: Sara Rennekamp, Heather Costa, Tom Jenson, Leo Jungbluth, Cory Bahr, Mark Hughes, Jim Minz, Mark Pape, Linda Zweig, Michael Schaefer , Melissa Ruhr.  
**7:00 PM Call to Order**

**Public comments for those items not included on this agenda:** (Please be advised the Park and Recreation Board will receive information from the public for a three-minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

None.

**1. Consideration of a motion to approve the Park and Recreation minutes of October 7, 2024.**

Motion (Eisenhut/Van Thiel) to approve the October 7, 2024, minutes. Carried (4-0).

**Recreation –**

**2. Discussion and consideration of the implementation of the Civic Rec software for field reservations and an update to the policy for facility reservations.**

Rennekamp explained that the Recreation Department purchased new software last year to be more user friendly and are starting to make the shift this upcoming year. Rennekamp went over the process for this change. Money will be deposited directly into software and pulled from the user groups account. Hallquist asked if they will need to physically turn in the paperwork or do it online. Rennekamp said Dee-Dee will be inputting the initial scheduling, after the initial scheduling is input user groups will be able to make changes via Civic Rec and they will be able to see their balance at the end of the season. Mark Hughes asked if there is any progress on the electric for the new scoreboard and Jungbluth said we are getting quotes and waiting on a third for installation in the spring.

Motion (Eisenhut/de Boer) to approve the update to the facility reservation policy. Carried (4-0).

**3. Discussion and consideration of park court rental fees for 2025.**

Rennekamp explained that only the fees for the pickleball and tennis courts are being increased. The fee is going from \$20 to \$30. Van Thiel asked how much money was received last year for those courts.

Motion (Hallquist/Van Thiel) to approve the increase for the park court rental fees for 2025. Carried (4-0).

**4. Discussion on Hartbrook Park Playground equipment**

Brief discussion on the Playground unit for Hartbrook Park. Hallquist asked if this would compromise the new building potentially.

**5. Discussion and consideration of Kiwanis special event request for Thursday Night Ice Games in January and February of 2025.**

It was stated that Kiwanis has been a sponsor of the ice rink, and their winter play date is always weather dependent. This will be 4 Thursdays and 2 people staffing from Kiwanis for hot chocolate. Their plan is to not take up more than half of the rink. They will be playing games for the kids like red light green light and there is no charge to the public. Kiwanis is asking for the fees to be waived, and they will be posting a schedule in the warming shed. Hallquist made the comment, fees are for non-residents or people making a profit and this is not for profit.

Motion (Eisenhut/Van Thiel) to approve Kiwanis special event request for Thursday Night Ice games in January and February. Carried (4-0).

**Public Works –**

**6. Discussion and possible consideration of Annual Review of the Bark River, Nixon Park Canteen agreements with HAAA, Flanagan-Dorn Canteen agreement, Lake Country Lacrosse Centennial Park Use Agreement and the Score Board/Press box Agreement with the Lake Country Chiefs.**

Jenson stated there have been no changes to the agreements. Hallquist asked if the Pressbox is being used.

Motion (Hallquist/de Boer) to approve the annual review of agreements for Bark River Canteen, Nixon Park Canteen with HAAA, Flanagan-Dorn Canteen agreement, Lake Country Lacrosse (Arrowhead Lacrosse) Centennial Park Use agreement and the Scoreboard/Press Box agreement with the Lake Country Chiefs. Carried (4-0).

**7. Discussion on cart for Recreation-**

Jungbluth went over the options of Receptions new golf cart.

**8. Discussion on the budget-**

CIP park bubblers and projects in the park.

**9. Discussion on bench installation at Nixon flagpole from the Wall that heals -**

Discussion on the orientation of the concrete slab for the benches with a pedestal for the light. Hallquist asked if the misspelling on the bench will be fixed.

**Other items for Consideration-**

**10. Announcements: It is not completed that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.**

**None.**

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- Jungbluth said the Ice Age Trail Boardwalk will be going up soon.  
Forestry mowing happening at Cottonwood Wayside to remove buckthorn.
- Rennekamp – Drone show at Hartland Lights event at Nixon on Friday Dec 6<sup>th</sup>, Holiday Train is on Dec. 8<sup>th</sup>. Kiwanis will be offering food, and we will be accepting food donations for the Food Pantries.

**11. Adjourn -**

Motion (Eisenhut/de Boer) to adjourn. Carried (4-0).

Meeting adjourned at 7:53 pm.

Respectfully submitted By Recording Secretary,  
Deidre Bushey - Deputy Clerk