

PARK AND RECREATION BOARD MINUTES
MONDAY OCTOBER 6, 2025
7:00 PM

Present: Tim Hallquist, Shaunta De Boer, and Nick Miller. Craig Eisenhut participated via phone.
Excused: Kathy Van Thiel, Randy Ferrell, and Rick Conner
Others: Sam Blonien, Tom Jenson, Leo Jungbluth, Cory Bahr, and Elaine Houdek.

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.)

1. Consideration of a motion to approve the Park and Recreation minutes of the September 2, 2025, meeting -

Hallquist opened the meeting and called for consideration of the September 2, 2025 meeting minutes. She made a motion to approve the Park and Recreation meeting minutes for September 2, 2025. The motion was seconded. When asked if there was any discussion, none was offered. The vote was called and all members voted in favor. The motion carried.

2. Discussion on Recreation Budget -

Recreation Director Sam Blonien presented the recreation budget, noting that she had a very easy budget with nothing changing from the prior year. She explained that the biggest focus would be on securing more sponsorships, especially for hometown events. Blonien expressed hope of getting new programs off the ground and mentioned potentially adding a color run to add more family activities. She confirmed that the numbers had been consistent with what was happening last year, though she acknowledged she had only been in the position for six months and had only seen a couple of things. When asked for comments from board members, none were offered.

3. Discussion and Consideration of Special Event for Ice Age Moonlight Hike, November 8, 2025, Cottonwood Wayside, Jake Zuehl

Jake Zuehl presented plans for another moonlight hike, which they had been conducting for approximately 4-6 years. The event will take place November 8th at the Cottonwood Wayside. Zuehl stated they would hopefully have a fire and inquired whether he needed to contact the fire chief for permission, given that it would be in a contained chimney. Staff indicated it should not be a problem since it was contained and not an open pit and offered to run it by Dave Jambretz if needed.

Discussion turned to firewood, with Zuehl suggesting they needed less than last year, referencing Leo's tendency to provide excessive amounts. Staff confirmed they could provide wood from pallets they could cut up. Zuehl confirmed they had received confirmation from police about putting cones on one side of the road for parking and noted he hadn't spoken to Dorner yet but was sure they could use their parking lot as in previous years.

The event would feature free apple cider and hopefully good weather. Zuehl reported that in past years they had been lucky with the weather and consistently had over 100 people, maybe 120-130

attendees. He noted that at least half, if not two-thirds, were usually from out of town, hearing about the event through Ice Age Trail channels, though there was a good number of non-trail walkers, especially those with kids.

Motion by Miller to approve the special event for the Ice Age Moonlight Hike on November 8th with the stipulation of less firewood from Leo. Second by de Boer. Motion carried unanimously.

4. Discussion on Hartland Farmers Market moving to Nixon Park in 2026, Hartland Chamber of Commerce

Elise from the Hartland Chamber of Commerce presented a proposal to move the farmers market to Nixon Park. The market currently runs on Sundays from 9 AM to 1 PM. Elise clarified she did not expect fees to be waived and understood there would need to be proper permitting for a regular recurring event.

Discussion revealed that the market had previously paid \$75 for the year, which the coordinator had complained about, though other markets like Oconomowoc and Waukesha charged \$400-500. Elise explained the Chamber would be promoting the event, running the financials, handling banners and marketing aspects, and had marketed to all their businesses about participation opportunities. She noted the Chamber had a bigger network than the current coordinator.

Regarding location preferences, Elise initially thought about placing vendors around the picnic tables on the walking path but learned that vehicles being able to park and be stationed there was non-negotiable for the coordinator. This created challenges as vendors wanted to drive their pickup trucks up, open the tailgate, and sell directly from their vehicles, which they currently do at the Pawling location.

Various location options were discussed, including the parking area by the splash pad (deemed too heavily used on summer weekends), the food truck area (furthest from the beer garden), and potentially blocking off a portion of the main parking lot. Staff noted concerns about restricting parking on Sundays when the beer garden operates from noon to 4 PM, though the farmers market would run in the morning.

Board members discussed the complexity of allowing some vendors vehicle access while others wouldn't have it, potential conflicts with the park's no fork-and-plate food policy, and the logistics of managing a growing market. The coordinator reportedly had a maximum of 9 vendors previously, with expectations to potentially double that number.

Hallquist suggested that if the Chamber was taking it over, they should try it for a year at the current location to see what they could do with it before considering a move to Nixon Park. The discussion concluded with agreement that Elise would talk to the vendors about interest, potentially discuss with Craig about using his lot at the current location and return with more specific plans including a mapped layout if they still wanted to pursue Nixon Park as a venue.

5. Discussion and possible consideration of changes in Park Shelter and Athletic Field applications fees & deposits

Tom presented proposed changes to the park shelter and athletic field application fees and deposits, explaining the changes were driven by the new Civic Rec programming system which made it difficult to accommodate all the current fee categories. The main changes included eliminating the number of participants as a fee factor and standardizing refundable deposits across all fields rather than per-field deposits.

For athletic facilities, the restoration deposit increased from \$150 to \$250 to ensure adequate coverage for any potential damage, though Tom noted the deposit was rarely kept. For user groups who use multiple fields, instead of charging \$150 per field, they would now charge a single \$2,000 deposit that transfers between all fields used.

For shelter reservations, they eliminated confusing items like "other structures to be placed in park" (bounce houses, dunk tanks) that were rarely used. The refundable deposit structure was simplified to only charge deposits for groups over 100 people, with no deposit for 0-100 attendees and starting deposits at 101+ attendees.

Additional clarifications were added to the back of applications regarding bounce houses, tent staking requirements (must use sandbags or weights, no staking), table placement, and a 20% processing fee for cancellation refunds. A reminder was added that trash is collected only once daily in the morning.

Eisenhut asked if the changes would be more profitable than the current system. Tom explained it wasn't about profitability but streamlining - the amounts were relatively the same but consolidated. Discussion arose about field prep fees, currently at \$60 per prep compared to other communities (Pewaukee at \$35, Oconomowoc at \$30, New Berlin at \$80). Eisenhut suggested the village's \$60 prep fee might be undervalued given that years ago LCBYS paid \$75 for field prep work.

After discussion about whether to delay approval to consider prep fee increases, the board decided to approve the current changes to avoid delaying user group packets that needed to be distributed by end of October, with the option to revisit prep fees at the January meeting and send an addendum if needed.

Motion by Hallquist to approve the changes in the park shelter and athletic field application fees and deposits. Second by Eisenhut. Motion carried unanimously.

6. Announcements

Tom from Public Works announced that the splash pad building was up by Nixon Park along the fence line by the tennis court, with plumbing and finishing touches still to be completed. He also mentioned bringing the tree budget to the Village Board at the next meeting, primarily for street trees with some park trees included. He noted they had removed mulch from around trees and planted grass instead to prevent excessive mulch buildup and tree suckering. Leaf season preparation was underway.

Sam Blonien announced they were working on the winter/spring guide, fall classes were going well, and they would be helping with the Pumpkin Party in the Park that weekend, including assisting with the pie eating contest. Recreation would be setting up a station on the Haunted Trail. Discussion followed about hay bale setup on Thursday, with Kiwanis having purchased them from Schuetz Farm this year, and five decoration scenes being planned. The pumpkin race down the river and potential pumpkin chucking (if the catapult was ready) were also mentioned.

7. Adjourn

Motion by de Boer to adjourn. Second by Miller. Motion carried unanimously.

Meeting adjourned at 7:44pm.