

**PARK AND RECREATION BOARD MINUTES**  
**MONDAY, OCTOBER 2, 2023**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Present: Tim Hallquist, Shaunta' de Boer, Kathy Van Thiel, Craig Eisenhut, and Nick Miller and  
Absent: Randy Ferrell  
Others: Sara Rennekamp, Leo Jungbluth, and Dave Felkner.

**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.)  
No public comments.

**1. Discussion and consideration to approve the Aug. 7, 2023, Park, and Recreation meeting minutes –**

Motion (Conner/de Boer) to approve the Park and Recreation minutes of Aug. 7, 2023. Carried (4-0).

**Recreation –**

**2. Discussion on the 2023 T-Ball recap –**

Rennekamp included in the packet a breakdown of revenues & expenses and she said there was a \$4597.97 profit on the T-Ball program. Anticipating spending \$200 on shelves at Centennial for existing equipment. Rennekamp gave an overview of the practices and games. Enrollment was 165 participants, down from the previous year, 75% were residents, 20% non-residents, 5% were late registrants and there was a total of thirteen teams. Rennekamp sent a survey to the parents and received positive responses overall. The survey showed parents prefer 1 night a week vs 2 nights a week and would like to see a longer season.

Hallquist asked if 20% non-residents is typical and Rennekamp said she can check. She said enrollment was down this year due to competition, LCYBS doing T-Ball again.

She is looking at raising fees \$5 for residents and \$15 for non-residents and keeping late registration at \$125. If it is changed to 1 night a week, Rennekamp said she would probably extend the season.

She will put T-Ball details in the Winter program guide.

**3. Discussion on groups utilizing the parks without renting park space.**

Rennekamp said there were multiple times this past year that groups utilized the parks but did not fill out the Shelter rental form because they were grandfathered in because they had not paid a fee in the past.

Discussion on how to control it and the need to define “open space.” Hallquist asked staff to come up with some descriptions and define “open space” and bring it back to the next meeting to go over it.

**4. Discussion and consideration of 2024 park shelter rental fees.**

Rennekamp went over the resident/non-resident and attendee totals for this year and the last several years. She also researched some other communities to see their fees and fee structures. Discussion on adjusting the fees. It was decided to make the following fees changes:

0-50 - \$85 R \$140 NR  
51-100 - \$100 R \$155 NR  
101 + - \$150 R \$205 NR  
Remove the 201+

Motion (Miller/Conner) to approve the Park Shelter fee changes for 2024. Carried (6-0).

**5. Discussion and consideration 2024 field rental fees.**

Rennekamp and Jungbluth went over the current fees for fields and Pickleball rentals. Jungbluth researched what other communities charge for preps and field use charges. Felkner said there were numerous issues this summer with LCYBS making so many changes. Discussion on the new software that will be utilized in scheduling fields and shelter rentals. Discussion on raising field fees for 2024 by \$5. Jungbluth researched a prep machine and went over the numbers.

Motion (Conner/Van Thiel) to increase the field rental fees across the board by \$5. Carried (6-0).

Rennekamp went over our current Pickleball court fees and what other communities charge. The Village of Hartland court fees are \$15 + tax for every 2 hours. Another community charges \$10 per hour for residents and \$20 for non-residents. Discussion on raising the tennis/pickleball court fees \$5.

Motion (Van Thiel/Conner) to increase the tennis/pickleball courts fees by \$5. Carried (6-0).

**6. Review of 2024 Recreation Budget.**

Rennekamp gave a recap of the 2024 Recreation Budget. Great sponsor Bank Five Nine was a sponsor this year and they are contemplating being a sponsor next year for \$10,000 for 17 weeks. Summer camp went well and had a revenue of \$6,100.00. There were 44-54 participants weekly, new themes were done as well as field trips. Hometown Celebration and National Night out had a great turnouts. Next year’s date for NNO is Aug. 8<sup>th</sup>, 2024. New programs this year were Zumba in the park and indoor pickleball. Brief discussion on a carnival in the future.

**Public Works Items-**

**7. Review of 2024 Park Budget.**

Felkner did a recap of the Park Budget:

Replacing the wood chips.

Resurfacing three basketball courts, re-doing the backstop, and extending the overhang at Penbrook. Splashpad updates will be \$35,000.

Met with Rotary to see if they could help offset the costs.

Beer Garden lights need updating,

The playground equipment was replaced, new fountain with lights.

**8. Discussion on Nixon Parking, citations, warnings, etc.**

Felkner gave an update on Nixon Park Construction and hopefully will be done in a couple of weeks. The water is turned off for the season at Nixon Park. Regarding citations, PD has gone into the park fourteen times to give warnings with five of those fourteen were no contacts, meaning the people were already gone by the time they got there. No citations have been given yet. Discussion on citations in the park next season.

**Other items for consideration-**

- 9. 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.**

Rennekamp said she and Village Manager Bailey did approach City of Delafield in negotiating their terms for the programs and program guide.

Jungbluth said the new Nixon Park playground equipment has been installed, concrete pathway is in as well as the wood chips. Hoping to get it fenced off so the new grass seed can grow.

Felkner said Hartbrook Bridge has been completed, only a few things left to do is put up some rails for ADA.

**10. Adjourn-**

Motion (Conner/Eisenhut) to adjourn. Carried (6-0).

Meeting adjourned at 8:23 pm.

Respectfully submitted By Recording Secretary,  
Deidre Bushey - Deputy Clerk