

**Village of Sussex
Park and Recreation Board
6:30 p.m. Tuesday, June 17, 2025
Sussex Civic Center
N64W23760 Main Street, Sussex, WI 53089**

MINUTES

Meeting was called to order at 6:31 pm.

1. Roll Call

Members Present: Trustee Ron Wells (arrival at 6:35pm), Mike Waltz, Kelly Tetting, Nadine Coenen, and Chuck Vojtas

Members Absent: Chairman Bob Fourness and Chris Kostka

Staff Present: Parks and Recreation Director, Halie Dobbeck

2. Consideration and action on minutes from the May 20, 2025, meeting.

Motion by Tetting, seconded by Vojtas to approve the minutes as presented.

Motion Carried 4-0.

3. Comments from Citizens

No one was present that wished to be heard.

4. Contract Updates for Lions and SAS Club

Dobbeck presented the facility-use contracts and highlighted the changes from the existing contracts.

Motion by Vojtas, seconded by Coenen to approve both contracts as presented.

Motion Carried 4-0.

5. The Ridge Playground Design

Motion by Coenen, seconded by Vojtas to approve the design as presented.

(Trustee Wells arrived at 6:35pm)

Motion Carried 5-0.

6. Recreation Program Fee Analysis

Dobbeck presented the findings of the peer community recreation program fee analysis. No major fund adjustments were recommended.

7. Facility Rental Fee Analysis

Dobbeck presented the findings of the peer community facility rental fee analysis. Changes were recommended in the memo and discussed.

Motion by Waltz, seconded by Coenen to accept the facility rental fee adjustments as presented.

Motion Carried 5-0.

8. Rental Policies

Dobbeck presented the edits recommended for the facility rental policies.

Motion by Wells, seconded by Vojtas to approve the changes as presented.

Motion Carried 5-0.

9. Special Event Rental: WisCare Insurance Agency LLC

Motion by Tetting, seconded by Wells to approve the special event rental as presented.

Motion Carried 5-0.

10. Special Event Rental: The Picklr Pickleball Tournament

A staff member from The Picklr was present to answer any questions.

Motion by Tetting, seconded by Coenen to approve the special event rental as presented.

Motion Carried 5-0.

11. Director's Report

Dobbeck provided the following:

- South Playground Removal – TBD supposed to be complete by 6/27/25.
- Pond started digging Monday 6/16, should be complete in late August.
- Cruise Night is this Thursday Night – 5:30-8pm
- Vista Run Grand Opening is next Thursday at 5:30pm as a part of Pints in the Park 5-8pm

12. Topics for Future Agenda Items

No July Meeting.

13. Adjournment

Motion by Coenen, seconded by Tetting to adjourn at 7:23 p.m.

Motion Carried 5-0.

Respectfully Submitted,
Halie Dobbeck
Parks and Recreation Director