



City of Antigo

Park, Cemetery and Recreation Commission Meeting

Council Chambers
City Hall, 700 Edison Street

Monday, February 9, 2026
5:30 PM

Call to Order

Approval of Minutes

1. Approve Minutes from the December 8, 2025 Meeting

Discussion and Action May Occur on Any of the Following Agenda Items

2. Approval to Set Pricing for 2026 HWY 45 and Irving Street Market
3. Summary of Park, Recreation and Cemetery Department for January and February

Any Other Matters Authorized by Law to be Considered

Adjournment

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact Clerk-Treasurer's office, 700 Edison Street, Antigo, Wisconsin 54409. (715) 623-3633 extension 100. Members of and possibly a quorum of members of other governmental bodies may be in attendance to gather information. Any governmental body other than that specifically referred to above will take no action.

Date Mailed: February 5, 2026

Tim Kassis

City of Antigo
Park, Cemetery and Recreation Commission
Monday, December 8, 2025

Park, Cemetery and Recreation Commission of the City of Antigo met in Regular Session on the above date at 5:30 PM in the Council Chambers, City Hall, Tim Kassis presiding.

Call to Order

Attendee Name	Title	Status	Arrived
Tim Kassis	Ward 3	Present	
Glenn Bugni	Ward 7	Present	
Barb Rebstock	Ward 1	Present	
Lynne Henricks	Member	Absent	
Dawn Banczak	Member	Present	
Tyler Schwarz	Member	Absent	
Jason Brettingen	Member	Present	

Others in attendance were: Sarah Repp, Parks, Recreation, and Cemetery Director and Shannon Smith, Deputy Clerk-Treasurer.

Approval of Minutes

1. Approve Minutes from the October 13, 2025 Meeting

Motion to Approve Minutes from the October 13, 2025 Meeting

Result:	Carried (5 to 0)
Mover:	Glenn Bugni
Seconder:	Barb Rebstock
Ayes:	Tim Kassis, Barb Rebstock, Glenn Bugni, Dawn Banczak, Jason Brettingen
Absent:	Lynne Henricks and Tyler Schwarz

Discussion and Action May Occur on Any of the Following Agenda Items

2. Approving Most Advantageous Bid for Storm Damaged Trees

Sarah Repp, Parks, Recreation, and Cemetery Director stated the bid was opened this morning. She noted there was only one bid received in the amount of \$48,768.75 by Draeger Tree Service.

She noted that it will be covered by the Wisconsin Department of Natural Resources Urban Forestry Catastrophic Storm Grant.

Upon inquiry from Mr. Brettingen, Ms. Repp stated Draeger Tree Service will notify the City if

the storm-damaged trees are in worse condition than initially assessed. She also stated that every five years the City puts out a bid for an assessment of the condition of all public trees.

Ms. Repp stated the City crew has already cleaned up all the storm-damaged trees that are within their skill and equipment capabilities.

Motion to Approve the Bid from Draeger Tree Service for Removal, Pruning and Risk Assessment of Listed Storm Damaged Trees, Which Includes all Machinery and Crew for the Stated Term: \$48,768.75

Result:	Carried (5 to 0) Resolution to Council
Mover:	Glenn Bugni
Secunder:	Jason Brettingen
Ayes:	Tim Kassis, Barb Rebstock, Glenn Bugni, Dawn Banczak, Jason Brettingen
Absent:	Lynne Henricks and Tyler Schwarz

3. Approving Most Advantageous Bid for a Three-Year Contract for Tree Removals, Prunings, and Assessments

Ms. Repp stated the City typically does a three-year contract for these services, noting the dates of the contract will be February 13, 2026 to January 1, 2029. She noted this rate of \$250 per hour or \$175 per hour working with city crews is cheaper than the rate has been in the past.

Motion to Approve the Bid for a Three-Year Contract for Tree Removals, Prunings, and Assessments to Draeger Tree Service

Result:	Carried (5 to 0) Resolution to Council
Mover:	Jason Brettingen
Secunder:	Barb Rebstock
Ayes:	Tim Kassis, Barb Rebstock, Glenn Bugni, Dawn Banczak, Jason Brettingen
Absent:	Lynne Henricks and Tyler Schwarz

4. Approving Seasonal Lake Park Concession Fee for Antigo Dugout Club

Upon inquiry from Alderperson Kassis, Ms. Repp noted \$265 per season is the average rental of the last five years for the Lake Park Concession Stand.

Alderperson Rebstock questioned who else uses the concession stand. Ms. Repp noted the public has been able to reserve it. However, there are plenty of other shelters the public could use.

Mr. Brettingen clarified the Antigo Dugout Club would be able to leave their product in the concession stand for the season and tournaments.

Ms. Repp explained the concession stand is not used often by the public due to lack of electricity on the outside of the building and noted future plans for a new facility.

Motion to Approve Seasonal Lake Park Concession Fee for Antigo Dugout Club in the Amount of \$265 for their Season

Result:	Carried (5 to 0) Resolution to Council
Mover:	Jason Brettingen
Second:	Glenn Bugni
Ayes:	Tim Kassis, Barb Rebstock, Glenn Bugni, Dawn Banczak, Jason Brettingen
Absent:	Lynne Henricks and Tyler Schwarz

Any Other Matters Authorized by Law to be Considered

Aldersperson Kassis questioned how the ice rinks are coming along. Ms. Repp gave an update on the ice rinks, cross-country trails, and Christmas decor in the festival grounds, noting the staff took the lead on decorating.

Adjournment

Motion to Adjourn at 5:38 p.m.

Result:	Carried (5 to 0)
Mover:	Glenn Bugni
Second:	Barb Rebstock
Ayes:	Tim Kassis, Barb Rebstock, Glenn Bugni, Dawn Banczak, Jason Brettingen
Absent:	Lynne Henricks and Tyler Schwarz

Approved:

Tim Kassis

Tim Kassis, Chair



Parks, Cemeteries, and Recreation
City of Antigo
700 Edison St.
Antigo, WI 54409

Date: February 9, 2026
To: Park, Cemetery and Recreation Commission
From: Sarah Repp, Parks, Recreation & Cemetery Director
Subject: Approval to Set Pricing for 2026 HWY 45 and Irving Street Market

We received approval in 2025 from Park, Cemetery and Recreation Commission, City Plan Commission, as well as review by the Economic Development Committee to develop green space at 213 Superior Street (parcel #201-1099.0001) to accommodate existing and future vendors.

Below and attached is a proposal for the 2026 season.

HWY 45 Trading Post
Corner of Hwy 45 & Irving Street - 213 Superior Street
A community opportunity for vendors, merchants, and makers

In a continued effort to support our local entrepreneurs and business owners, as well as create aesthetically pleasing spaces along the HWY 45 corridor, we hope to complete restoration of an unsightly gravel lot into green space with trees, driving access, parking and vendor space fall of 2026.

We will be purchasing 12'x12' sheds that will allow for incubator opportunities for businesses that do not have a brick and mortar store in the hopes that eventually the businesses will become established, and potentially move into available open building space within the community.

Space will also be available for food trucks, and vendors with tents.

In the future we plan to add electricity, lighting, and seating.

In an effort to promote and support the extremely successful and popular Antigo Farmers' Market (located at the Peaceful Valley Heizen Pavilion, 420 Field Street) the HWY 45 Trading Post will not open on Saturdays, during the Antigo Farmers' Market season until after 12pm.

RATES:

Sheds - 12'x12' (sheds will be added based on popularity, and purchased using budgeted CIP funds with sponsorship opportunities to off-set costs)

* May - June: \$150

* July - August: \$150

- * September - October: \$150
- * Season (May - October): \$350

Tent Spaces - 10'x10'

- * Daily Rate of \$5/day

Tents, booth displays, and/or trailers will need to be removed from the site daily

Food Trucks / Trailers - 30'L x 8'W

- * Daily Rate of \$5/day

Food Trucks must meet State and County Licensing Requirements, and are subject to inspection by the Lantlode County Health Department. Food Trucks and Trailers may not reside on site more than 24 hours without returning to a "home base" for servicing every 24 hours.

Fiscal Impact:

Recommendation:

Attachments:

1. HWY 45 Park Info-No Pricing



HWY 45 TRADING POST 213 SUPERIOR ST

HWY 45 PARCEL (CORNER OF IRVING ST AND HWY 45)



Sheds are available to rent monthly or for the season



Vendor Tent spaces are available to rent daily



Food Truck spaces are available to rent daily

SEASON DATES

May-October

Holiday Market

- Closed Saturdays from 8:00 am to 12:00 pm for the Antigo Farmers Market in Peaceful Valley Park. Regular vendors may sell any other day
- Registration will be available on the Parks and Rec website (Rec 1)



DETAILS ABOUT PARK

- 4, 8'x30' food truck spots
- Up to 6, 12'x12' sheds
- 6, 10'x10' vendor tent areas
- 20+ parking spots

SPONSORS

- Krueger & Steinfest
- Baker Barns
- Additional sponsor opportunities



FUTURE PARK DEVELOPMENT

- Restoration 2026
- Lights
- Completion 2027
- Signage
- Additional sheds
- Seating
- Electricity
- Fencing
- Trees

COMMUNITY

- Supporting small businesses
 - Vendors, makers, and merchants
 - Food trucks
 - Produce stands
- Aesthetically pleasing space along HWY 45

Memo

To: City of Antigo Park, Cemetery & Recreation Commission
From: Sarah Repp; Park, Cemetery & Recreation Director
Date: January / February Updates
Re: Park, Recreation and Cemetery Department General Updates



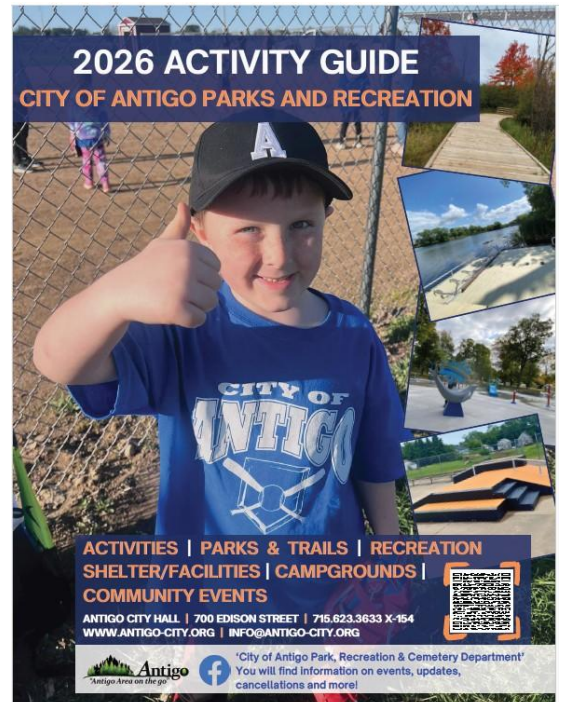
STAFFING: We currently have 4 full-time staff with Chris Hagerty filling the LTE role until Ryan Higgins returns from deployment. Crews have been busy with ice rinks, clearing snow, grooming the Springbrook x-country ski trail and completing various repairs on equipment, and other items. Crews also continue to prep for burials, which occur year-round.

HANGING BASKETS: The Hanging Basket Plaque Program continues to be successful with renewals and new plaques, generating just under \$4,000 the 2026 program.

ACTIVITY GUIDES: Brinna completed the annual Park & Rec Activity Guide that is sent home with the youngest of each family through the schools and daycares. The Activity Guide is also available online, and on social media. Registrations for 2026 opened on January 1.

YOUTH NORDIC SKI PROGRAM: Youth Nordic Ski Program registrations have opened for 2026. The first class was held in January, and the second class is scheduled for February 13 (no school day). Equipment for the program can be checked-out at City Hall during normal business hours. There is no cost to participate in the program, which is run by volunteers of the Antigo Bike & Ski Club. There are 15 registered participants.

CEMETERIES: Crews have continued to work to maintain the 3 City of Antigo cemeteries, and coordinate space sales and burials. Burials take place year-round; due to frost we now require 2 business day notice for grave openings.



SHELTERS & FACILITIES:

- **SHELTERS:** All Shelters are now closed except for the Warming House. The Heinzen Pavilion has been flooded for ice skating. We accept reservations at the Warming House year-round. **Revenues to Date:** \$532.27
- **SINGLE TRACK TRAIL:** Enjoy just under 4 miles of trail at N1985 Dump Road. You can enjoy Fat-Tire Biking and hiking. Trail volunteers Mike Heiny and John Ebel have worked diligently all year to ensure the trail is in excellent condition.
- **DOG PARK:** Get out and let your dog run at the free off-leash 17-acre dog park; open year-round.
- **DISC GOLF:** Enjoy 18-holes year-round. Disc Golf volunteers work with our crews to ensure that the course is picked up and maintained; we greatly appreciate the support Disc Golf has provided. Following disc golf tournaments hosted by HookUp Disc Golf, HookUp provides the Park & Recreation Department with a donation for continued course maintenance and improvements. The Street Department has developed additional parking for users off Byrne.
- **BALL FIELDS:** Closed for the season. We are currently working with city staff, the School District, and the various leagues regarding updates to field prep and maintenance for future years.
- **CAMPGROUNDS:** The campground officially opened May 1. The Antigo Lake RV Park and Campground and Saratoga overflow continue to remain popular. The season end date is October 1. We are currently accepting reservations for 2026.
 - **REVENUES TO DATE:** \$2,815.16

- **ROTARY BICYLCE PARK AND PUMP TRACK:** Closed for the season.
- **JAMES & MARY DRAEGER FAMILY SPLASH PAD:** The James & Mary Draeger Family Splash Pad season dates are Memorial Day – Labor Day weekends.
- **OPTIMST SKATE PARK:** The Optimist Skate Park had all new features placed in 2026.

• **RENTAL TRAILER WITH 12 TABLES & 72 CHAIRS:** We are currently accepting reservations for 2026..

EVENTS:

Brinna Mauk, Public Works Administrative Assistant, has been keeping social media, and the Community Calendar up to date on various City and Community Events.

- We are working with various groups and organizations to host their various community events within our parks and shelters. Check the Community Calendar, which can be found on the Antigo/Langlade County Community Resource Website: www.alcinfo.com.
- Arbor Day has been scheduled for Fall with the development of the HWY 45 parcel on the corner of Irving and Hwy 45. Springbrook Cleanup will take place throughout the spring, summer and fall with various volunteer groups helping with pick-up.

RECREATION (registrations as of 2/3/2026):

- T-ball: 27 regostered participants
- Coach Pitch: 37 registered participants
- Pitching Machine has merged with Antigo Dugout Club minors due to overlapping ages. Combining the leagues will create one fun league with more teams for all players to compete.
- Soccer: 30 registered participants
- Flag Football: 20 registered participants

REVENUES TO DATE: \$3,010.82

VOLUNTEERS:

- Volunteers make our programs and events possible. Additionally, they also help us enhance and maintain our parks and trails.
- Thank you to the Cub Scout Troop 643 for placing veteran flags in the cemeteries
- Thank you to NTC for collecting over 1,200 veteran flags in the 3 cemeteries
- Thank you to all our coaches
- Thank you to Mission Antigo Volunteers
- Thank you to Antigo Garden Club, which maintains planting areas and landscaping in our parks.
- Thank you to Single Track volunteers for expanding and maintaining our trail system.
- Thank you to Disc Golf Volunteers for their efforts to maintain and improve the course.



PROJECTES 2026:

- **Peaceful Valley Festival Grounds Canopy:** Project completion will occur in mid-late April of 2026
- **Development of 231 Superior Street (corner of Superior & Hwy 45):** Crews will complete restoration work to include grass, trees, drive access and egress, and fencing. The location will operate as an outdoor market for vendors, makers, merchants, food trucks and produce stands.
- **Deployment of Robot Mowers at Various Ball Fields:** We are excited to begin to add robot mowers to our fleet, which will assist staff with routine maintenance of our various facilities.
- **Paint and Repair Bandstand:** We will be working with Duernberger Painting to paint and repair the City Park West bandstand this spring and summer.
- **City Park West Epoxy Floors:** We are working with MidNorth Epoxy to complete epoxy flooring at our various shelters, which has improved both maintenance and aesthetics.
- **Campground Doors:** We have been installing new doors at our facilities, which have corrosion due to rust and age. We will be installing new campground doors in 2026.
- **Ice Age Trail Partnership & Collaboration:** We will be working with IATA to complete an additional trail segment.



HWY 45 TRADING POST 213 SUPERIOR ST

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SNOW REMOVAL REMINDER

The City of Antigo Park, Recreation and Cemetery Department crews are responsible for clearing delinquent sidewalks in the winter. All snow must be removed from our areas of responsibility prior to removing delinquent snow. Property owners have 48 hours from the cessation of a snow or rain event to remove from sidewalks.

CITY OF ANTIGO **Sidewalk Snow & Ice Removal Policies**

Help keep our city sidewalks clear of snow and ice this winter season.
Together we can provide safe passage
for our children walking to school,
community members going to work,
visitors shopping at our local businesses,
and the many walkers and runners staying active year-round.

PENALTIES, FEES & CITATIONS

***REMINDER DOOR HANGERS WILL NOT BE POSTED AT YOUR RESIDENCE
PRIOR TO SNOW/ICE REMOVAL OR SALT/SAND APPLICATION***

Accumulation of snow, or ice following cessation of a weather event will result in removal or a salt/sand application at the property owner's expense. Crosswalks must remain open and clear for handicap accessibility (see below for a description of penalties and fees).

PENALTIES & FEES:

- Minimum \$150.00 (\$125.00 Administration Charge plus labor (minimum 1/2 hour - \$50.00/hour))
- The above stated fee will be assessed following **each** snow removal or application of salt/sand mix

Below is the citation fee schedule (issued by the City of Antigo Police Department) for snow removal

This is in addition to the minimum \$150 removal charge

- **2nd Snow Removal Citation Charge:** If crews have to clear snow a second time there will be a citation issued by the City of Antigo Police Department for: \$200.50.
- **3rd Snow Removal Citation Charge:** If crews have to clear snow a third time there will be a citation issued by the City of Antigo Police Department for: \$326.50
- **Any subsequent removals will be cited at:** \$452.50

Sec. 34-46 Snow and Ice: EXPECTATIONS of SNOW & ICE REMOVAL FROM SIDEWALKS:

Within 48 hours after any fall of snow, sleet, or rain (which causes ice to accumulate), it shall be the duty of the owners and/or the occupants of any lot or parcel of land in the city to remove or cause to be removed the snow, sleet, or ice from any and all sidewalks and the nearest cross-sidewalks adjacent to the premises of such owner or occupant and to keep them free and clear of snow, sleet and ice for the full width of the sidewalk.

Failure to remove: The failure or neglect of any owner or occupant of any land or parcel of land to remove the snow, sleet, or ice from sidewalks as specified above will result in the city, **without notice**, to remove, cause the snow or ice to be removed from any and all sidewalks and cross-sidewalks that may be so neglected, and bill the property owner accordingly.

Fees: A fee, of a \$125.00 Administration Charge plus labor (minimum 1/2 hour) will be assessed following **each** snow removal or application of salt/sand mix against the owner or occupant. The fee will be charged against the respective lots and parcels of land adjacent to which such work shall be done, as a special tax, and such sum shall be collected in the same manner as other special taxes.

**A free salt/sand mix is available at the
City Street Shop no sooner than November 1
MIX IS FOR SIDEWALKS ONLY
(1020 W Pierce Avenue)**

Please bring your own container.
Salt/Sand Mix Questions: 715.623.4754

Sidewalk Snow and Ice Removal Questions: 715.623.3633 x - 154/131



City of Antigo
700 Edison Street
Antigo, WI 54409
715.623.3633 extension-154/131 • www.antigo-city.org

