

PARK & RECREATION COMMISSION MEETING AGENDA

October 06, 2026 at 6:30 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

CALL TO ORDER AND ROLL CALL

CONFIRMATION OF OPEN MEETING

PUBLIC COMMENT

*Members of the public may address the Park and Recreation Commission during this time. Comments are limited to **three (3) minutes** per speaker. The Park and Recreation Commission will **not engage in discussion or take action** on items presented during public comment. However, issues raised may be referred as needed or scheduled for discussion at a future meeting.*

CONSENT AGENDA

1. Minutes to be Adopted: Sept 1, 2026
2. Adoption of Agenda

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

3. Budget planning
4. Dog Park

OLD BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

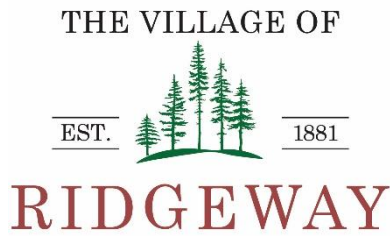
5. Halloween Boo Bash
6. Other Events
7. Holiday Helpers

ADJOURNMENT

Any person(s) with a qualifying disability, as defined by the Americans with Disabilities Act, that requires the meeting or material at the meeting to be in an accessible location or format, must contact the Village Clerk at the address listed above or call 608-924-5881, prior to the meeting so that any necessary arrangements can be made to accommodate each request.

AFFIDAVIT OF POSTING: I hereby certify that this notice has been posted at the Ridgeway Community Center, on the Village Web Site and notifications sent to subscribers.

/s/ Marj Riniker, Deputy Clerk



PARK & RECREATION COMMISSION MEETING MINUTES

September 01, 2026 at 6:30 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

CALL TO ORDER AND ROLL CALL

Meeting called to order by Chair J Garner at 6:30 pm.

PRESENT: Chair President Brad Butler, Trustee Cynthia Niehaus, Trustee/Chair Julene Garner, Streets & Parks Superintendent Kevin Meckley, Marj Riniker-Administrative Services/Deputy Clerk

Not Present: Commissioner Grace Zouski

CONFIRMATION OF OPEN MEETING

Riniker confirmed this was a properly noticed meeting posted on August 26, 2026 at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers, and the Amended agenda posted on August 28, 2026 at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

PUBLIC COMMENT

*Members of the public may address the Park and Recreation Commission during this time. Comments are limited to **three (3) minutes** per speaker. The Park and Recreation Commission will **not engage in discussion or take action** on items presented during public comment. However, issues raised may be referred as needed or scheduled for discussion at a future meeting.*

None

CONSENT AGENDA

Motion by B Butler, seconded by C Niehaus to approve the consent agenda as presented. All in favor, motion carried.

1. Minutes to be Adopted: Meeting August 4, 2026
Minutes adopted: Meeting August 4, 2026
2. Adoption of Agenda

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

3. Cardinal Way pond maintenance

Discussed which dept should be responsible for maintenance.

H Roessler from Garden Club spoke and clarified areas they maintain.

Communication will start in spring 2027 to prevent same problems occurring.

Current work has been delayed due to personal issues with Garden Club members. Area will be trimmed/mowed this Thursday.

RFD is scheduled to do a burn this fall

4. Veterans Bricks

Updated that order was processed for bricks to be picked up Sept 19 and installed prior to Nov 11, 2026 - Veterans Day

Discussed other options to spread awareness.

5. Ind Day planning - music

Discussed music options and will contact ones they feel will be a good fit.

C Niehaus wants to have a planning workshop soon

Discussed filling gaps in schedule with kid-heavy activities

Motion by B Butler to approve music group if they agree to payment under pre-approved amt, or to bring back for discussion if they require more than pre-approved amount. Second by C Niehaus. All in favor, motion carried.

6. Farmers Market

Had suggestions to offer to FM board, but agreed it is their issue and P&R has no input. However, discussed status as it affects concession stand sales. Mentioned possibly moving under Village again, but all agreed that was not feasible.

C Niehaus suggested reaching out to Dodgeville Diamond club to offer our fields for games as that would bring in sales.

7. Holiday Helpers

C Niehaus requested timeline of activities so she can line up volunteers.

J Garner encouraged everyone to get out and get donations

Donation letters will send early and donations will come to village and get logged. Silent auction to be at Kub's Den this year as there is more space.

Discussed options for TY letters/cards

Will ask Bruce Paull about having Santa at the Depot again, and will get Santa locked in

Will advertise items ahead of Auction to generate interest.

OLD BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

8. Halloween Boo Bash

Discussed timeline and details

Decisions will be made at Oct 6, 2026 meeting.

C Niehaus make a motion to hire a magician, rather than have a dance DJ. B Butler seconded. All in favor, motion carried..

9. Alumni game

No luck with scoreboard fixing. Need to reach out to others

A Halverson is running game

Will have music 1-3pm before game at 3, maybe after as well

Advertise in Chronicle by Monday - contact Pat Reilly

10. Movie at the Park

Presented cost of license and how it works.

Will discuss for next year.

11. ATV ride fundraiser

Date set for Sept 26

\$25 per machine / 11am-5pm. No concession stand or music

Fundraiser for the Park, specifically scoreboard and then other areas.

ADJOURNMENT

Motion by C Niehaus, seconded by B Butler to adjourn at 8:33 pm. All in favor, motion carried.

MINUTES to be APPROVED AT THE Oct 5, 2026 PARK AND RECREATION COMMISSION MEETING.

BALLOON ENTERTAINMENT AGREEMENT

Village of Ridgeway Boo Bash

October 31, 2026 from 2:30 PM-3:15 PM

This Agreement is between:

Performer:

Jeff Carpenter d/b/a **JC the Balloon Guy**
4706 Prairie Song Lane
Appleton, WI 54913
(920) 735-0435 Email: makeulaughproduction@gmail.com+

and

Client:

Village of Ridgeway

Event Contact: Marj Riniker

Phone: (608) 924-5881

Email: adminservices@ridgewaywi.gov

1. EVENT DETAILS

Event: Village of Ridgeway BOO Bash Date: October 31, 2026

Performance Hours: 2:30 PM – 3:15 PM

Location: Ridgeway Community Center 208 Jarvis Street, Suite A, Ridgeway, WI 53582

2. SERVICES PROVIDED

JC the Balloon Guy agrees to perform a 45-minute magic show, and to add on the optional balloon creation session. Services include:

- Engaging Comedy Magic Show
 - Balloon twisting for guests (add for up to \$ 100.00)
 - All necessary balloons, equipment, and supplies
 - Professional interaction with attendee

3. COMPENSATION

Item 5.

The Village of Ridgeway agrees to pay **\$200.00** for the magic show and **\$ 150.00** for travel and transportation

____ Balloon Optional add on **\$100.00** (please mark X on line on left if add on is wanted)

Payment due: X Day of event ☐ Net ____ days after invoice (Village standard procedure applies)

No deposit is required unless otherwise agreed in writing.

Please make check payable to **Make U Laugh Production**

4. EVENT CONDITIONS

The Village agrees to provide:

- Safe and accessible performance area
 - Adequate space for setup and guest interaction
 - Parking near performance location
 - A designated event contact person on-site
-

5. LIABILITY & INSURANCE

JC the Balloon Guy maintains general liability insurance and a Certificate of Insurance is enclosed

The Village is responsible for supervision of attendees, including children.

Balloons may present a choking hazard. Broken balloons should be discarded immediately.

6. CANCELLATION

If the Village cancels within 14 days of the event date, 50% of the fee may be due.

If cancellation occurs within 7 days, the full fee may be due.

This clause does not apply in cases of severe weather, emergency declarations, or circumstances beyond the Village's control.

7. EVENT CONCLUSION

Magic show runs from 2:30PM - 3:15PM

Balloon twisting services will follow.

8. INDEPENDENT CONTRACTOR

Item 5.

JC the Balloon Guy is an independent contractor and is not an employee of the Village of Ridgeway.

9. RELATIONSHIP TO FARMERS MARKET

Participation in the Ridgeway Farmers Market on the same date is a separate activity and is not included in this agreement.

The \$300.00 compensation applies only to balloon twisting services provided during the Independence Celebration.

No financial responsibility or obligations related to the Farmers Market are included in this contract.

10. ENTIRE AGREEMENT

This document represents the entire agreement between the parties and may only be modified in writing and signed by both parties.

SIGNATURES

For the Village of Ridgeway:

Performer:

Name: _____

Name: Jeff Carpenter

Title: _____

Character: Biblio Wizard

Signature: _____

Signature: Jeffrey J Carpenter

Date: _____

Date: 10-1-2026