



**MINUTES**  
**CITY OF WAUPUN BOARD OF PARK & RECREATION**  
**Waupun Community Center - 520 McKinley Street,**  
**Waupun, WI 53963**  
**Monday, June 23, 2025 at 5:30 PM**

**CALL TO ORDER**

**ROLL CALL**

Present: Lexi Zarn, Ryan Mielke, Megan Williams, Karissa Smits, Rachel Kaminski, Kathy Schlieve

Absent and excused: Bridget Winterhack, Wanda Nick, Nicole VanBuren

Public Present: Jeff Bruins

**PERSONS WISHING TO ADDRESS THE RECREATION BOARD**--*State name, address, and subject of comments. (2 Minutes)*  
***No Public Participation after this point.***

**CONSIDERATION - ACTION**

1. Recognition of Mayoral Appointments
  - a. Thank you to Doug Disch, Mary Kay Gorst, Kambria Ledesma
  - b. Joining the Board of Park and Recreation Commission - Ryan Mielke, Karissa Smit, Nicole VanBuren
2. Nomination and Appointment of Board Chairperson
  - a. Megan Williams (Motion Mielke / Second Zarn) - Carried Unanimously
3. Nomination and Appointment of Vice Chair
  - a. Lexi Zarn (Motion Williams/ Seconded Smits) - Carried Unanimously
4. Nomination and Appointment of Secretary
  - a. Table until next meeting
5. Future Meetings Date, Time, Location, Decided that frequency will depend on agenda items, time of year, and board member availability.
6. Approve January 27, 2025 Minutes
  - a. Motion Zarn / Seconded Williams - Carried unanimously
7. Approve March 31, 2025 Minutes
  - a. Motion Zarn / Seconded Williams - Carried unanimously
8. Community Center Updates to Policies & Procedures
  - a. Adjust fee schedule as discussed
  - b. Motion Zarn / Seconded Williams - Carried unanimously
9. 2025 Youth Sport Grant Application Submission
  - a. Motion Williams, second Mielke to provide grant of \$5,000 to Waupun Softball Association for the purchase of a tractor to support field maintenance. Carried unanimously.
10. Community Center Marquee Sign
  - a. Review with building inspector for sign brightness/display and vision triangle

**DISCUSSION**

1. Wilcox Park Playground Equipment
  - b. Look at all inclusive as well as alternative playground equipment for Wilcox vs. Buwalda. Bring more information to a future meeting
2. Recreation Updates
  - a. Kaminski provided updates from Recreation Department

**ADJOURNMENT**

Motion Mielke, Smits seconded to adjourn. Carried unanimously. Adjournment at 6:52 pm.

*Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.*