



Minutes - City of Waupun
Board of Parks and Recreation Commission

Monday, March 31, 2025 – Community Center

CALL TO ORDER

Vice President Williams calls the meeting to order at 5:34pm

Roll Call - Citizens: Megan Williams, Lexi Zarn, Bridget Winterhack, Wanda Nick and Mary Kay Gorst.

Ex-officio: Recreations Director, Rachel Kaminski, and City Administrator, Kathy Schlieve

Approved Absences: Doug Disch and Kambria Ledesma

In the audience: Jason Whitford and Jeff Bruins

DISCUSSION ITEMS

1. Recreation Updates – Kaminski present summer parent activity packet. Including the April Recreation Department newsletter, Summer Kick-Off Party (May 29 from 5-7pm at West End Park and Movie in the Community Century gymnasium from 7-8:30pm) Park Program (Opening 6/2) Waupun Family Aquatic Center (Opening 6/7). Park Program parks are Dodge Park, Pine Street Park and Wilcox Park. Park Leaders are hired. Currently, looking for a substitute Park Leader. Camp Waupun is scheduled for West End Park through the YMCA of Dodge County.

2. Youth Sports & Recreation Grant Update – Schlieve and Kaminski present. Deadline for grant submittal is 4/28/2025. Remaining funds will be distributed based off of grant applications to be reviewed by this board or ad hoc committee.

3. Future Meetings Date, Time, Location – Presented by Kaminski and discussed by the board about frequency of meetings. Fourth Monday of the month at 5:30pm at the Community Center works for present board members. Frequency discussion was based about seasonal/quarterly meetings or on as needed basis. Gorst was thanked for her time and dedication serving on the board.

CONSIDERATION - ACTION

4. Community Center Rental Fees – Schlieve and Kaminski present. Research of other municipalities offering similar programs and similar size. A table of rates were provided. An average of the research results was recommended. Adding in a \$100 alcohol deposit, non-profit rate, and discussion about being open on holidays. No action was taken and will be on future agenda.

5. Community Center Updates to Policies and Procedures – Document will be updated and added to next agenda packet. No action taken.

FUTURE MEETINGS

Monday, April 28 at 5:30pm at Community Center

ADJOURNMENT

Williams moves to adjourn, seconded by Gorst. Motion passes.

Submitted by Rachel Kaminski, Waupun Recreation Program Director