



Minutes - City of Waupun
Board of Parks and Recreation Commission

Monday, January 27, 2025 – City Council Chambers

CALL TO ORDER

President Disch calls the meeting to order at 5:36pm

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

Alderman: Kambria Ledesma

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

Approved Absences: Wanda Nick

In the audience: Jason Whitford

CONSIDERATION - ACTION

1. Approve December 4, 2024 Minutes, motion by Williams seconded by Gorst. Motion carries.

DISCUSSION ITEMS

2. Holiday Staffing Goals & Special Considerations- Kaminski presents, Kathy Schlieve usually subs for Rachel when things come up. Now in the process of hiring part time staff, we are finding the schedule is an issue with applicants. Staffing during holidays or someone calling in sick. Winterhack asks about the buildings operations (how it opens/how it's monitored) Zarn and Ledesma asked if it was possible to not open on holidays. Disch asked if there could be an approval process for rentals that says something like "this rental is contingent upon staffing." Winterhack asked if the board would be willing to step in to monitor the building to increase availability of rentals.
3. Community Center Membership Scholarships – Schlieve presents. A community member that will remain anonymous is interested in possibly funding a program to allow access to those who cannot afford it. Individuals from REACH and the Food Pantry have indicated there are several people who would like to be a part of the programming provided at the Community Center. Schlieve suggested the scholarships be at the discretion of the Recreation Director.
4. Community Center Weather Related Closings – Kaminski presents. If the school district is closed, that means the Center is closed. Disch offered that a Center is different from a school, we could feasibly open at 1pm when a school can't. Winterhack offers that no school would be an opportune time to allow gym time.
5. Comprehensive Outdoor Recreation Plan Priorities – Schlieve presents. Winterhack says her priority is McCune Park. Possibly having an accessible play area would really bring value to the community. Her next is Wilcox, upgrading the play structure/aesthetics. West End is her third that needs to be updated. Disch

brought up staffing, McCune Park and West End. But any additions are going to bring more maintenance responsibilities. Zarn also brought up McCune, County Park (Schlieve says the County is working on that) and finally that the bathrooms in the parks could use some work. Williams thinks a splash pad at McCune could be fun. Gorst added that some adult exercise/fitness equipment along trails. West End Park probably doesn't need the baseball diamond, but the pickleball court is and it's starting to crack.

6. Recreation Department Updates – Kaminski presents. Ice Fest is coming up as is the next Schools Day Out on Feb 17th. Winterhack brought up adding the Schools Day Out to the Rock River newsletter. Police Academy is coming up. Welcome desk is almost fully staffed with volunteers. People are making reservations for pickle ball court time which has been very helpful.

FUTURE MEETINGS

Monday, February 24 at 5:30pm at City Hall

ADJOURNMENT

Ledesma moves to adjourn, seconded by Williams. Motion passes.
Respectfully submitted,



Kambria Ledesma, Secretary
City of Waupun – District 3