



Meeting: **Parks & Recreation Commission**  
 Place: **106 S. Main St.**  
 Date: **Wednesday, January 6, 2016 at 6:00 P.M.**  
 Webpage: **<http://www.paynette-wi.gov>**

## MINUTES

the meeting was called to order by Chair Commissioner Tomlinson at 6:02 P.M.

1. Call to Order/Roll Call  
 Commissioners present: Horn, Nooyen, Tomlinson, and Golueke  
 Commissioner absent: Avery, Belay, and Polzer  
 Staff Present: Administrator Wilson and Deputy Clerk/Treasurer Kilen
2. Pledge of Allegiance  
 All rose to recite the Pledge of Allegiance
3. Approval of Agenda  
 Motion by Nooyen, second by Golueke to approve the agenda. MC 4-0.
4. Public Communications and Comment: None
5. Staff, Commission Member and Consultant Reports: Administrator Wilson outlined her written report regarding the winterization of all park restroom facilities, the difficulties the Village would face in getting an underpass crossing at the Hwy 51 Bridge over Rowen Creek. Chair Tomlinson stated that there was too much involved to look at a crossing at that location.
6. Approval of Minutes from November 4, 2015  
 Motion by Horn, second by Nooyen motion to approve the minutes from November 4<sup>th</sup>, 2015. MC 4-0.
7. Old Business (Discussion/Action)
  - a. Budget Update  
 Administrator Wilson provided end of the year budget information. Commission members discussed future capital projects such as picnic tables and a basketball court. Motion by Horn, second by Golueke to request Village Board to move \$10,000.00 or what may be remaining within the Park budget to LGIP for future park projects specifically a basketball court. MC 4-0.
  - b. Policy and Agreement for Park Facility Rental  
 A one page general application form to rent the Valley View Shelter/Concession Area and Pauquette Park Pavilion was shown to Commissioners. Administrator Wilson informed members that language is being drafted for the use of the Pauquette Concession Stand.
  - c. Park Grants – Opportunities and Potential Projects  
 Commission members discussed the rules for getting park grants and indicated that the reality is the Village needs the money up front to complete the projects with no guarantee of even getting the grants. Commission members discussed specifically designating money from fund raisers such as the Mud Run to be used for the trail system.
  - d. Ice Rink Update  
 Chair Tomlinson reported Stranders will be donating a porta potty for free for the season. Chair Tomlinson stated that old carpeting is being sought for the skaters to walk from the bench to the ice. Chair Tomlinson explained that cooler panels would be used as a wind block for a sitting area. Chair Tomlinson stated that the water line is working well and being cared for to ensure the

pipes do not freeze. Chair Tomlinson noted that Trustee LaTour donated 6 pairs of skates that could be used by anyone who fits at the rink.

8. New Business (Discussion/Action)

a. Movies in the Park

Commission members discussed movie dates and selected were June 10, July 8 and August 12. Commissioner Horn noted that the movie rental company is giving a 15% discount and keeping the price the same as last year. Commissioner Horn explained the use of the free power point for sponsorships option that can be show local businesses/messages/donation requests as well as offers coupons to local businesses. The Commissioners need to make their movie selections by April 2016.

b. Review of Park Master Plan

Administrator Wilson explained that the plan needs to be updated to apply for grants and is a statutory duty to be done every 5 years. Commission members requested that a copy be forwarded to each of the members to review ahead of the next meeting.

9. Upcoming Meeting Agenda Requests: Budget Request Status, Ice Rink, Movies, Concession Stand, Park Master Plan

Meeting Adjourned at 6:49 P.M.

Approved 2/3/2016

Respectfully submitted,

---

Susan Kilen  
Deputy Clerk/Deputy Treasurer