



Meeting: **Parks & Recreation Commission**  
Place: **106 S. Main St.**  
Date: **Wednesday, November 4, 2015 at 6:00 P.M.**  
Webpage: **<http://www.paynette-wi.gov>**

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## MINUTES

the meeting was called to order by Chair Commissioner Tomlinson at 6:00p.m.

1. Call to Order/Roll Call  
Commissioners present: Horn, Belay (arrived at 6:05), Tomlinson, Golueke, Avery, and Polzer  
Commissioner absent: Nooyen (gave notice)  
Staff Present: Administrator Wilson, PW Director Gorman, VP Kaschinske, and Deputy Clerk/Treasurer Kilen
2. Pledge of Allegiance  
All rose to recite the Pledge of Allegiance
3. Approval of Agenda  
Golueke/Polzer made the motion to amend the agenda moving item 7b. to 7a., MC 6-0.
4. Public Communications and Comment: None
5. Staff, Commission Member and Consultant Reports: Administrator Wilson submitted her written report to include information regarding Public Works projects and the DOT Hwy 51 Rowan Creek Bridge project.
6. Approval of Minutes from October 7, 2015  
Golueke/Avery motion to approve, MC 7-0.
7. Old Business (Discussion/Possible Action)
  - a. Family Fun Day – Fundraiser Events, Dates, and Plans  
Speaker Linda Brodeur informed the members of the Family Fun Day updates. Ms. Brodeur stated that the selected date for 2016 is June 25<sup>th</sup> or a rain date of June 26<sup>th</sup>. Ms. Brodeur stated that most events are to occur at Pauquette Park and the Human Foosball will be moved to Memorial Park. Ms. Brodeur stated that possible events will be a parade, crafters, food vendors, and a possible 5K Run. Chair Tomlinson noted that the commissioners would also like to raise money for the parks' benefit by hosting a Mud/Obstacle Challenge Race that day.
  - b. Budget Update.  
Administrator Wilson provided information regarding how unused funds at the end of the year. Administrator Wilson provided information regarding the funds that had been set aside in the 2015 Budget for capital projects. Horn requested since the Park Commission has proven frugal spending habits that there should be fewer line items for more flexibility to use funds as necessary. Administrator Wilson stated that the Board would need to approve such a request. Trustee Avery requested staff to provide a detailed description of line item uses. Commissioners indicated that they would like to use any remaining Park funds to purchase 2 picnic tables and put in a water line.
  - c. Policy Proposal for Pauquette Park Concession Stand Area.  
Administrator Wilson stated that the Village Board is looking for a policy stance on the who, what, where, when, why the park commission would rent to ensure equality. Commissioner members stated that they would like Pauquette Park utilized for non-profit groups only, due to its set up. Commission members stated that Valley View Park could be rented for both for profit and

non-profit organizations, Staff will pull together a policy and get it to the Village Board for approval

d. Park Grants – Opportunities and Potential Projects

Commission members discussed potential land purchase opportunities. Commissioners will look into ways to continue the walking trail from the village to Jamieson Park.

e. Ice Rink

(1) Chair Tomlinson reported duties of the maintenance committee will consist of initial rink set up, shoveling, watering, and end of year tear down. Chair Tomlinson stated that High School students will be sought out to assist with rink upkeep. Chair Tomlinson stated that the cost of sand to level the rink is estimated at \$1000.00, with all labor being donated by Doherty Trucking. Chair Tomlinson stated that they are actively pursuing the donation of hay bales for seating and wind blockage.

(2) Park Commissioners discussed the need for funds for the ice rink waterline, which is essential for the success of the ice rink.

8. New Business (Discussion/Possible Action)

Ordinance No. 15-526: An Ordinance Amending Title I, Chapter 3 Commissions and Committees, 3.07 Village Park and Recreation Commission. Administrator Wilson outlined the amendments that have been discussed at the Board level. Commissioners expressed concerns with a \$1000 cap on expenditures as it will make it difficult for the Park Commission to function and to fix broken equipment. Commissioners feel they have been prudent with their spending and have not gone over budget, therefore would like fewer line items and no cap.

9. Upcoming Meeting Agenda Requests.

Movies in the Park, review of 3-5-10 year capital projects, 2015 Budget update, Grants, and Ice Rink

The meeting Adjourned at 7:55 p.m.

Approved 1/6/2016

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Susan Kilen  
Deputy Clerk/Deputy Treasurer