



City of Waupun
201 E. Main Street
Waupun, Wisconsin 53963
Phone: 920-324-7930

"Wild Goose Center of Wisconsin"

**Waupun Recreation Board
Agenda of Meeting
Monday, February 26, 2018**

The Waupun Recreation Board will meet on Monday, February 26, 2018, at 6:00pm at the Waupun Senior Center, located at 301 E. Main Street, Waupun.

Call to Order

Roll Call

1. Persons Wishing to Address the Board
 1. Derek Standke, Coach of Waupun High School Baseball
 2. Waupun Family Aquatic Center Update- Jacob Van Den Berg, YMCA of Dodge County

No public participation after this point

2. Approval of the January 22, 2018 Meeting Minutes
3. Healthy Aging in Rural Towns Planning Grant update
4. Motions
 1. Baseball Complex Concession Stand Plan and Funding Request
 2. 2018 Park Program
 - a. Staffing
 - b. Staff Location
 3. 2018 Waupun Family Aquatic Center
 - a. Schedule
 - b. Fees
 - c. Swimming Lessons
 - d. Events
 4. Installation of basketball hoops at McCune Park
 5. McCune Shelter and McCune Concession Stand rental and fee
 6. Waupun Senior Center Weather Policy
5. Recreation Update – Rachel Kaminski, Waupun Recreation Program Director
6. Future Meetings/Gatherings of the Waupun Recreation Board
 1. Monday, March 26, 2018 at 6:00pm at the Waupun Senior Center
7. Adjournment

Rachel Kaminski, Recreation Program Director

Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, call the City Clerk's office at (920) 324-7900.

Cc: Recreation Board Members

Mayor

Common Council

City Attorney

Department Heads

Media

Jake Van Den Berg, Youth & Adult Development Director of the YMCA of Dodge County

Justin Schmidt, President of Waupun Little League

Derek Standke, Coach of Waupun High School Baseball



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Waupun Recreation Board January 22, 2018 Meeting Minutes

The Waupun Recreation Board met Monday, January 22, 2018 at 6:00pm at the Senior Center with Chairperson Rick Vant Hoff presiding.

Members present: Chairperson Rick VantHoff, Jan Harmsen, Jane Neevel

Absent members: Bruce Uecker, Kelly Hraban, Bobbie Vossekuil, Jason Westphal

Also in attendance: DPW Director Jeff Daane, Mayor Julie Nickel, Rachel Kaminski, Jacob Van Den Berg of the YMCA and YMCA Director Derik Langfeld

1. **Minute Approval:** Motion Jane, second by Jan to approve the minutes of the December 11, 2017 meeting. Motion carried.
2. **Update on Recreation Director Position**
 - Interviews were conducted for the position and Rachel has accepted the position.
 - Her official start day is February 12, 2018.
 - Rachel thanked the YMCA for their support.
 - Council will vote to accept Rachel as a City employee at the January 30 meeting.
3. **Discuss Park Safety / Realignment of Staff**
 - Rick would like to have two leaders in a park, maybe close other parks or rotate the parks.
 - Summer school may be asked to participate and jointly work with the park leaders.
 - Jan stated that she is concerned about the safety of the park leaders and asked that they should be trained in active shooters, handling drunk or drugged people, or upset parents.
 - Jeff Daane stated that the city is proactive in active shooter scenarios.
 - Rachel stated that The City of Beaver Dam has two park leaders working at a park during the summer months. BD has five parks, two leaders a park.
 - Jane would like to see other students volunteer.
4. **Update on Facility Study**
 - MSA has chosen to do our facilities study. The Senior Center will be the first to be assessed. All of the buildings will be assessed and should be done by fall. Surveys could be sent out to the city citizens to see what they want in our buildings. This may be sent for referendum.

5. Update on Grants

- Jeff showed this board the grant that is currently being submitted for Safe Route to School bike and walking path. This possible grant money will be used for a black top path from RRIS to WAHS.
- Jeff will have to work with the DOT because of the power poles and receive rightaway for the path.
- It's an 80/20 grant and is due this Friday. We hope to hear by this fall.
- Completion could be as soon as 2020.
- Jan stated that there is money from WARP to possibly donate to this cause.

6. Discussion and Possible Action on McCune Shelter and Concession Rental

- Rachel and Rick did a walk thru of McCune shelter concession stand. There was a lot of product that was two years old, as well as a freezer, nacho machine, etc. Rachel stated that these machines were moved to the senior center after getting approval from the Men's Softball Association who was last in the shelter.
- McCune is up for rental. There is seating for 20 indoors and up to 40 outside, nice bathrooms and a nice kitchen/prep area. Rachel is wondering about charging for the rental of this park as it's the only enclosed shelter that the city has. She would advertise in the summer parks book.
- Jeff shared his concerns about the Christian School and Little League wanting to use it for their use during baseball season. Rachel stated she could work around that.
- Jeff is also concerned about clean up, or possible security deposit.
- No action was taken as we did not have a quorum, tabled for next month.

7. Pool Update – Jacob Van Den Berg, YMCA

- All of the pool staff were trained over Christmas break. Jessica became engaged and will not be back for this summer.
- The Board reviewed the Y brochure. Pool will be open from Saturday June 2 and closed Sunday August 26. No Labor Day Weekend.
- Jeff stated that he will have everything ready by May 21, staff will be training May 29.
- Rick asked if we could be open for Memorial Day. Jeff said that is very cold in May. Jacob stated it would possibly be hard to get staff together to open that weekend.
- Candance Wojahn Start out Swim Safe June 11-14. They we would run the night swim lessons afterwards, then the day lessons after that week.
- 400 kids were given swim lessons last year. YMCA has no idea how they could add more lessons.
- New swim lessons for parent and child. Instructors teach 12 months through 3 years along with their parents will be instructed on how to learn to swim.
- Adult and Teen swim lessons will be offered during the Wojahn learn to swim program during adult swim. Thank you to Carla and Keith Wojahn!
- No swim lessons during July 4 week.
- Swim Team will continue, last year we only had 5 swimmers and were hoping to draw more kids.
- Shelter rentals will continue. Only 3 rentals last year.
- Rachel will work with getting more healthy snacks for the concession stand.
- Swim lesson cost will go up to \$30. Tabled till next month.
- Jacob would like to get a sign for the pool manager for parking, discuss next month.
- Next month we will schedule with the YMCA all the swim lessons, teen nights and ice cream nights.

8. Recreation Update – Rachel Kaminski, YMCA

- Attendance is up for the senior center, as well as lunch.
- Fitness attendance is up and now five days a week.
- Rachel will be off on vacation next week as she has to use up her YMCA vacation time.
- Registration cards are now being filled out for seniors to complete for emergency contacts, and also wavers for photo release. 132 have completed them already.
- WARP donated resistant bands for senior workouts. Thank you WARP!
- Senior Newsletter for February will be out next week.
- Horicon Marsh is bringing in birds February 23rd.
- Mrs. Hull's 3rd grade class is coming to visit February 16th.
- New on February 12th is meet the pharmacist at the senior center.
- Jan asked where you can drop expired medications, WPD and WMH.
- Next meeting discuss the meeting time and date of future Park and Rec meetings.
- Chelsea Humphries is no longer involved with WARP. She can be removed from any meeting minutes. Jan will be the rep for WARP.

9. Other Business:

- a) Next meeting date: Monday, February 26, 2018 at 6:00PM

10. Adjournment

Motion Jan, second by Jane to call the meeting adjourned. Motion carried.

Submitted by Mayor Julie Nickel

February 26, 2018 Recreation Report

Submitted by Rachel Kaminski, Recreation Program Director

Senior Center *Individual Count Duplicate Count	January 2018	Notes
Monthly Attendance	1,078	Open 24 business days
Average Daily Attendance	45	
*Registrations Collected	141	Once a year from every participant
*Rentals	1	
Mobile Meals	216	13 individuals
Table Meals	259	77 individuals
Transportation Rides	65	13 individuals
Open Pool	158	All open business days
Euchre	79	Mondays
Pool League	80	16 players on Tuesdays
Sheepshead	246	Wednesdays and Thursdays
Wednesday Workout	83	Wednesdays, Did not meet 1/29 – 2/2
Friday Fitness	39	Fridays, Did not meet 1/29 – 2/2
Yoga Stretch	152	Mondays and Thursdays, Did not meet 1/29 – 2/2
*Book Club	12	Last Friday of the month
Bingo	91	Twice a month
Sevens Cards	17	Fridays
Hand & Foot Cards	36	Tuesdays
*Jam Session/Party	43	New Year's Party with the Mayor
Board Games/Marbles	12	Thursdays
*Craft Club	7	One Tuesday a month
*Local Presentations	11	Fall Prevention by Agnesian Health Shoppe and Agnesian HealthCare Home Care
*Computer/Gadget Class	4	Individual meetings
*Movie Night	21	One Tuesday night a month
Knit-Wits	32	Thursday nights
*Euchre Tournament	35	1 st Saturday of the month
Pickleball	52	Tuesday nights on 3 courts

Waupun Park Program 2014 - 2017 Comparison						
**Duplicate Counts	2014	2015	2016	2017		
Dodge Park	1,286	551	631	447		
Harris Mill Park			327	435		
Pine Street Park	716	675	316	445		
McCune Park	378	337				
West End Park	508	358	431	412		
Wilcox Park	1,475	889	817	434		
Zoellner Park	284	245				
Total Parks Open	6	6	5	5		
Total Days Open			45	44		
Total	4,568	3,055	2,522	2,163		
Average Daily Attendance	2014	2015	2016	2017		
Dodge Park	26	12	16	12		
Harris Mill Park			8	11		
Pine Street Park	14	15	8	13		
McCune Park	8	7				
West End Park	10	8	10	12		
Wilcox Park	30	18	19	11		
Zoellner Park	6	6				

2017 Waupun Park Program				
Open 44 days	June	July	August	2017 Totals
Dodge Park	181 in 19 days	158 in 15 days	108 kids in 6 days open	447 kids in 40 days
	10 kids/day	11 kids/day	18 kids/day	12 kids/day
Harris Mill Park	217 in 19 days open	163 in 15 days	55 kids in 6 days open	435 kids in 40 days
	12 kids/day	11 kids/day	9 kids/day	11 kids/day
Pine Street Park	193 in 15 days	182 in 15 days	70 kids in 6 days open	445 kids in 36 days
	13 kids/day	13 kids/day	12 kids/day	13 kids/day
West End Park	133 in 17 days	175 in 14 days	104 kids in 6 days open	412 kids in 37 days
	8 kids/day	11 kids/day	18 kids/day	12 kids/day
Wilcox Park	193 in 17 days open	164 in 16 days	77 kids in 7 days open	434 kids in 40 days
	12 kids/day	11 kids/day	13 kids/day	11 kids/day
Fieldtrip	24 kids	17 kids	28 kids	69 kids