

Town of Wheaton Parks Commission Meeting Minutes

Tuesday, August 26, 2025
Wheaton Park Upper Pavilion
3900 38th Street
Elk Mound, WI 54739

1. **Affidavit of Notice of Meeting** per Wisconsin Statute 19.84
2. Ken Books called the meeting to order, once a quorum was present, at 7:30 p.m. with the Pledge of Allegiance and a moment of silence.
3. **Roll Call:** Ken Books, Jenny Schutte, Becky McInnis
4. **Consent Agenda:** Approval of Agenda, Approval of July Meeting Minutes, and next Wheaton Parks Commission Meeting Date: October 28, 2025. Becky moved to approve the consent agenda and minutes; Seconded by Ken. Motion passed.
5. **Public Comments:** None
6. **Old Business**
 - a. Review/Discuss/Act on Park Donations
 - No new brick or park donations.
 - b. Review/Discuss/Act on Park Rentals
 - 2025: 22 lower pavilion, 8 upper pavilion, and 2 special events
 - 2026: 2 lower pavilion, 0 upper pavilion, and 0 special events
 - c. Review/Discuss/Act on Park Maintenance
 - New bedliner material was installed on the floor of Freddy the Fire Truck.
 - All walking trails have been mowed.
 - 38th Street, upper parking lot, and around upper pavilion/building will be chip sealed at same time as area roadwork.
 - Upper gravel parking lot was graded and lower will get done once the lines are removed.
 - d. Review/Discuss/Act on Adding Frisbee Disc Golf Course to Wheaton Park
 - Cesar is working on the course layout design.
 - e. Review/Discuss/Act on Upper Pavilion/Building Project Update
 - A few punch list items remain to be addressed and Ken will follow-up with the contractor.
7. **New Business**
 - a. Review/Discuss/Act on Park/Boat Landing/Recreation Improvement Lists
 - No new items to add.
 - b. Review/Discuss/Act on Parks Budget 2026
 - The group would like to see what the bids are for lawncare and irrigation maintenance.
 - Jenny made motion to approve budget of \$10,000 for park outlay and \$25,000-\$30,000 for park maintenance depending upon lawncare and irrigation maintenance bids. Becky seconded and motion passed.
8. **Set Potential Agenda Items for Next Meeting**
 - Park Donations, Park Rentals, Park Maintenance, Adding Frisbee Disc Golf Course to Wheaton Park, Park Rental Summary for 2025, Post Rental Feedback Survey, Newsletter
9. **Adjournment-** Becky moved to adjourn the meeting; Seconded by Jenny. Motioned passed. Meeting adjourned at 8:33 pm.

Respectfully Submitted,

Becky McInnis, Deputy Secretary/Treasurer