



PARK & RECREATION COMMISSION MINUTES

REGULAR MEETING – April 15, 2021 Conducted via virtual application due to COVID-19.

MEMBERS PRESENT

X	Jim Wise	X	Kate Hancock - Cooke	X	Gary Lawell (arrived @ 4:42p)
X	Peter Kelly	X	Jim Vedder	X	Ted Galloway
X	Lee Hillstrom	X	Amanda Louden (arrived @ 5:15p)	X	Brian Borchardt (left @ 5:40p)

STAFF PRESENT

X Michael T. Kading, Director of Parks & Recreation
X Jim Kluge, Superintendent of Recreation
X Trevor Fink, Superintendent of Parks
Stephanie Schott, Recreation Supervisor

OTHERS PRESENT: None.

MEETING CALLED TO ORDER BY Commissioner Hancock-Cooke at 4:31 P.M.

CORRESPONDENCE

None.

APPEARANCES

None.

MINUTES

MSC Hillstrom/Wise to approve the minutes of March 18, 2021. All voting aye.

Financial Report:

Commission President Hancock – Cooke reviewed the graphs that have been developed to provide a pictorial review of the Quarterly Financial Report.

MSC Vedder / Kelly to accept the report as given. Motion carried.

BILL VOUCHERS

Commissioner Hancock-Cooke reviewed the vouchers for April and found them to be in order.

MISSION ACTION REPORT

The report was distributed earlier. The following items were discussed:

- Commissioner Kelly inquired about the pickleball leagues and locations. Superintendent Kluge indicated that all pickleball programs will be held at Washington Park.
 - Commissioner Hancock-Cooke commented on the Fox/Wolf Watershed Alliance’s clean up scheduled for May 1 and that the city should develop a partnership for future slough clean-up efforts.
 - Commissioner Lawell provided insight on the Neenah Slough renaming effort led by Laurie Olson. At that time Neenah Creek was the recommendation but would entail changing state and county maps.
 - Commissioner Lawell commented on the “flecking” that is seen around ash trees. Superintendent Fink of Parks/Forestry reported that this “flecking” can be seen on the ash trees along Bell Street and the Bill Miller trail; this is a sure sign of EAB.
 - Commissioner Hancock-Cooke complimented staff on the 2600 registrations received on Day One of resident registration. Kluge indicated that staff hoped and prayed that the new recreation software system would work as it should. Overall, there were very few problems.
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- Commissioner Hancock-Cooke reminded the Commission that the “Ambassadors of Arrowhead walk through” is scheduled for Saturday, May 15 from 9:00 – 10:30am.

BUSINESS FOR CONSIDERATION

BUSINESS ITEM #1: Comprehensive Outdoor Recreation Plan Follow Up And Commissioner Involvement

- Commissioner Lawell indicated that the best surveys are short and concise.
- Commissioner Hancock-Cooke is currently reading through the city comprehensive plan and there are several references to the park system in that document. Suggested that we offer some sort of incentive to complete.
- Commissioner Borchardt agreed with the incentive program.
- Commissioner Hancock-Cooke introduced the idea of actively involving the Commission in the CORP by either visiting all or a portion of the parks over the course of the next couple of months.
- Commissioner Vedder felt that this exercise would be more beneficial than the community survey.
- Commissioner Galloway asked about the timing, and what specifically will we be looking for, suggested a map of the park system and specific parks to be looked at.
- Commissioner Lawell commented that with fair weather coming that this seems to be good timing and suggested dividing up the parks amongst Commissioners.
- Commissioner Wise indicated that from previous experience, meeting at the parks during the second meeting of the month seemed to be very helpful.
- Commission Kelly inquired about the reason for doing this exercise. “What do we hope to gain? What is the value?”
- Fink felt that visits to the parks would give both staff and Commissioners a greater understanding of the projects being requested.
- Commissioner Hancock-Cooke will meet with Director Kading to determine a list of 6-8 parks, finalize a list of questions and help distribute to the Commission.

BUSINESS ITEM #2: Memorial Park - Tullar Play Equipment

Director Kading reviewed the process of developing, receiving and evaluating the Request for Proposals that were submitted. Six play equipment venders submitted 11 proposals. Staff developed an evaluation and summary tool to compare square feet, number of play events, and base and surfacing fees of the proposals. Based upon this, staff recommended Lee Recreation’s proposal 138139-1 with the alternate climbing net option in the amount of \$139,950.

Action Needed: MSC Galloway / Lawell to accept proposal 138139-1 from Lee Recreation in the amount of \$139,950. Motion carried.

BUSINESS ITEM #3: Arrowhead Park Phase 1B

Kading reviewed the 60% design plan explaining the overall 10.25 acre, .33 mile trail system proposed in Phase 1B. An “arrowhead” shaped trail system has been suggested with adventure obstacles. Trees will be requested over a portion of the park closer to the connecting trails where the amount of fill is greater. The pier was reviewed. The time frame is to wrap up 60% of the design by the end of April and submit that to the WI-DNR. The DNR needs 6-8 weeks to respond to the information (June); final design and construction documents (July); bidding (August), award the winning bid (September) and construction October 2021 – June 2022.

- Commissioner Galloway questioned the pier and design requirements that will allow for the greatest flow of water. Director Kading will provide greater design detail pertaining to the pier.

- Commissioner Kelly suggested that we consider extending the pier further out into the lake. Is there a possibility to provide a mini-pavilion at the point of the arrowhead?
- Commissioner Hillstrom inquired about the Promise of the River statue location in relation to Phase 1B. Kading pointed out the proposed location.

Director Kading will relay concerns to the SEH representatives.

BUSINESS ITEM #4: Announcements & Future Agenda Items

Commissioner Hancock-Cooke inquired about Arbor Day and if any help is needed. Fink reported that there would not be a formal event in 2021. Will continue with the planting of over 200 trees and provide documentation.

Commissioner Hancock-Cooke reported that the Neenah Historical Society will be conducting an educational session regarding artifacts found along the Lakeshore Ave /trail development tonight (April 15) at 7pm.

LIAISON REPORTS

PLANS COMMISSION: Hancock-Cooke - no report.

HARBOR COMMITTEE: Galloway - the Harbor Committee will meet April 19; 4:30pm.

MSC Hillstrom / Vedder to adjourn at 5:51pm.

Recorded for the Commission by Michael T. Kading, CPRP