



**Parks & Recreation  
Commission -  
THURSDAY, MAY 21, 2026; 4:30 P.M.  
City Hall, 211 Walnut Street  
Neenah, WI 54956**



**NOTICE IS HEREBY GIVEN**, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision making responsibility. This constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

<b>MEMBERS</b>	Lee Hillstrom, Kate Hancock-Cooke, Gary Lawell, Peter Kelly, Eric Maggio, Ted Galloway, Jim Wise, Ashley Ondresky, and Scott Weber
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<b>STAFF</b>	Megan Thompson, Kristine Butteris, Trevor Fink, and Michael Kading
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**AGENDA TOPICS**

<b>CALL TO ORDER</b>	
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<b>APPEARANCES</b>	Open Forum/Commission Consideration of Appearances
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<b>MINUTES</b>	Approval of Regular Minutes: April 16, 2026	Attached
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<b>BILL VOUCHERS</b>	Bills for Previous Month	Ondresky
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<b>FINANCIAL Report</b>	Review Financials Quarterly – None	Attached
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<b>MISSION ACTION Report</b>		Attached
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<b>BUSINESS ITEMS</b>	<ol style="list-style-type: none"> <li>1. Doty Cabin – Accession/Deaccession</li> <li>2. Cemetery Mower</li> <li>3. Quarry Park Play Equipment</li> <li>4. 2026 CIP Review</li> <li>5. Announcements &amp; Future Agenda Items</li> </ol>	
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<b>LIAISON / AD-HOC COMMITTEE REPORTS</b>	<ul style="list-style-type: none"> <li>◇ Plan Commission</li> <li>◇ Harbor Committee</li> <li>◇ CORP Task Force</li> </ul>	<ul style="list-style-type: none"> <li>◇ Hancock-Cooke</li> <li>◇ Galloway</li> <li>◇ Ondresky</li> </ul>
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<b>ADJOURN</b>	
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ADA Accommodation Notice: the following notice should be included in all printed material produced for City programs. In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities based on disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the **Park and Recreation Department** or the City's ADA Coordinator at (920) 886-6106 or e-mail [clerk@neenahwi.gov](mailto:clerk@neenahwi.gov) at least 48 hours prior to the scheduled meeting or event to request an accommodation.

***Creating Community Through People, Parks & Programs***



## PARK & RECREATION COMMISSION MINUTES

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REGULAR MEETING – April 16, 2026

### Members Present

X	Jim Wise	X	Kate Hancock - Cooke	Gary Lawell
X	Peter Kelly	X	Eric Maggio	Ted Galloway
X	Lee Hillstrom		Ashley Ondresky	X Scott Weber

### Staff Present

X Michael T. Kading, Director of Parks & Recreation  
X Kristine Butteris, Superintendent of Recreation  
X Trevor Fink, Superintendent of Parks  
X Megan Thompson, Recreation Supervisor  
Clinton Williams

Others Present: Frank Cuthbert, Tom Sutter, Gerald VanRyken, Jacy Park, Graham Washatka, Flo Bruno, Bill Pollnow, Becky Heidke-Kwiatkowski

MEETING CALLED TO ORDER BY Commissioner Maggio at 4:30 P.M.

### Correspondence

None

### Appearances

F. Cuthbert reminded the Commission that tree planting at Carpenter Preserve was on Saturday (April 18) beginning at 8:00 A.M. Volunteers should meet at the play area.

G. VanRyken stated that he loves Neenah's parks, regularly picks up litter, and is willing to serve as a liaison to the homeless community. If you find "Hello" stickers in the parks, let Gerald know, and he will remove.

### Minutes

MSC Hillstrom/Kelly to approve the minutes of the March 19, 2026, Commission Meeting. All voting aye.

### Bill Vouchers

Commissioner Maggio reviewed the vouchers for March and found them to be in order.

### Financial Report

MSC Kelly/Hillstrom to accept and place on file the 2026 1<sup>st</sup> Quarter Financial Report. All voting aye.

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### **Mission Action Report**

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

Commissioner Hillstrom thanked Trevor and parks staff for installing the Tom Jensen sign at Memorial Park and noted that the Washington Park sign has been replaced.

Commissioner Maggio inquired if the park system sustained any substantial damage caused by the recent storms/rain. Superintendent of Parks Fink indicated so far so good, but the system is saturated.

### **BUSINESS FOR CONSIDERATION**

#### **NEW BUSINESS ITEM #1: Doty Cabin – Accession/Deaccession**

A list of items to be deaccessioned was presented to the Commission. Director Kading noted that several teams have been established to evaluate items to be accessioned/deaccessioned. These teams bring together specialties in Civil War, legal, Native American, and early Neenah/Menasha history.

**Action:** MSC Hillstrom/Kelly to grant permission to staff to deaccession items as listed per policy. All voting aye.

#### **BUSINESS ITEM #2: Request for Easement at Washington Park**

Director Kading introduced the property owner who lives at 234 Lorraine Avenue, adjacent to Washington Park, indicating that this topic had been previously brought to the Commission, but official action was not taken to complete the process. The Revocable Occupancy Permit (ROP) grants a 10-foot-wide strip of park land adjacent to the property owner to be used for privacy landscaping. The ROP is only granted to the current property owner and will require action in the future should the property be sold. The City maintains ownership.

**Action:** MSC Wise/Kelly to approve the Revocable Occupancy Permit and authorize staff to execute the document. All voting aye.

#### **BUSINESS ITEM #3: Commission/Committee Appointments – Plan and Harbor**

**Action:** MSC Hillstrom/Kelly to confirm the appointment of Commissioner Hancock-Cooke to the Plan Commission and Commissioner Galloway to the Harbor Committee.

#### **BUSINESS ITEM #4: 2026 CIP Review**

Commissioner Hillstrom inquired about the need to establish funding for the eventual rocket play area replacement.

#### **BUSINESS ITEM #5: Announcements and Future Agenda Items**

Quarry Park Play Equipment Approvals

## **Liaison Reports**

Plan Commission: Hancock-Cooke had nothing to report.

Harbor Committee: Kading reported on behalf of Galloway that the County navigational buoys have been placed and expects the mooring field and channel buoys to be placed during the last weekend in April. Mooring field opens May 2.

CORP Task Force: Maggio reported that the kickoff meeting was held on April 9. Graef was very professional and prepared for the meeting, and he's looking forward to the process and learning more about the CORP.

Meeting adjourned at 4:56 P.M.

Recorded for the Commission by Michael T. Kading, CPRP



# Parks & Recreation MISSION ACTION REPORT

May 21, 2026

## Provide recreational experiences.

- The 22<sup>nd</sup> annual Touch a Truck event took place on Wednesday, May 6. We estimate that over 1,000 people attended.



- Children's Playtime completed their school year on May 7. They celebrated with songs and an ice cream sundae party with the class and their families.



- The last session of Fridays with Friends wrapped up on May 1. Across the seven sessions during the school year, we had 66 enrollments, which sets the new enrollment record for this program. On the last day, the participants got to decorate paper mache dinosaur eggs that were filled with treats and small prizes.



*Creating Community Through People,  
Parks & Programs*

# Parks & Recreation MISSION ACTION REPORT

- **Junk in the Trunk** event was held on May 9. We had 21 total vendors – 20 of them showed. Attendance was a bit low, but we will try again on September 19 and have it run in conjunction with the Farmers Market.
- The first **StoryWalk** of the season was put up on May 4 at Southview Park. Each month, now through October, will feature a different children’s book.
- **Community Events:**
  - **June 2, 7:00 P.M.:** Ambassadors Band kicks off the Riverside Park Summer Concert Series
  - **June 5, 4:30-8:30 P.M.:** Listen to the Loop Music Festival – A cooperative of the 3 communities on the loop.
  - **CommunityFest** planning is well under way!

## **Foster human development.**

- **Neenah Pool Orientation** is set for May 30. The Staff Manual has been updated and will be handed out at orientation. Opening day is June 6.
- **Playground, Tennis, and Op Rec staff** had their summer orientation on Sunday, May 17. In total, we had 70 staff and Leaders in Training in attendance. Topics included Policies, Expectations, Procedures, How to Lead Games, Behavior Management, and a session on De-Escalation and Safety, which was presented by Officer Joe Benoit from the PD.



## **Promote health and wellness.**

- **Outdoor Yoga** at Riverside Park starts on May 26. We still have spaces available for all sessions on Tuesdays, Wednesdays, and Thursdays.
- **Free Zumba in the Park** will happen again this year at Shattuck Park starting on June 8, Mondays, 6:15-7:15 P.M.
- **Tai Chi for Arthritis and Falls Prevention** wrapped up last week and was at capacity. Next Tai Chi session starts on July 8. There are a few spaces open yet.

## **Facilitate community problem solving.**

- Park staff have been working on a **temporary fix for the Kimberly Point dock** damage that occurred this spring from the heavy rain and wave action.

## **Protect environmental resources.**

- **Arrowhead** – The City is in receipt of a conditional approval letter for various items. More concerning is what has not been approved, that being utility extensions and stormwater utilities without sighting codes/state statutes. Without utilities, there would be no further consideration for buildings. After careful consideration and deliberation with the Council, the City has filed a request for judicial review. This will allow the presiding judge to weigh the code and state statutes to determine the best course of action. If the City had not filed, our ability to do anything at Arrowhead would be limited.

# Parks & Recreation MISSION ACTION REPORT

- **Kimberly Point**

Both Gries and Edgewater Resources met individually with UW-Milwaukee to review plans for the lighthouse (2026) and shoreline stabilization/improvement projects (2027). Davel Engineering has been hired/completed a site survey and topographical information, which is beneficial for both projects.

Lighthouse – It currently has 60 amp service and lead water service lines, which will need to be updated.

Shoreline – As you are aware, significant damage and erosion occurred on Monday, April 27, during the combination of high water and wind/wave action. The Parks crew did an amazing job of responding and securing the site. The situation was documented and passed along to Edgewater.



- **Doty Park Shoreline Planting** was held on Saturday, May 9 in cooperation with Fox-Wolf Watershed Alliance and Doty Island Community Partners. 30 volunteers showed up to plant, spread mulch, and engage in community.

- **Carpenter Preserve**

The sheep/goats are back. We chose a quiet return rather than the big splash we made last year. They are making their way around the front 8 acres off of Breezewood before returning to the area they grazed last year.



Two volunteer days have taken place. The first for tree planting and the second for sign installation. Special thanks to the Parks crew and Frank who set these days up!

The forestry mower is scheduled to be on site beginning May 21 to cut in the future pathways. Notices will be sent via Facebook and email.

Davel continues to work on the wetland delineation, flood plain mapping, and submitting for bridge installation. The excessive water this spring allowed us to visit and analyze the site while extremely wet.

# Parks & Recreation MISSION ACTION REPORT

## **Strengthen community image and sense of place.**

- The annual **NSC Flatgrass soccer tournament** was held at Memorial Park on May 8-10. 150 teams competed in this year's tournament.
- **Neenah Baseball Inc.** had their opening weekend on May 2 at Southview Park. The regular season started on May 11 and will continue through the last week of July.
- The department hosted **An Evening with Neenah Parks & Rec** at the Whiting Boathouse on April 23. The event was an open house to give the community an overview of the various opportunities we provide and allow them to ask questions. Event representatives included staff, volunteers, and Neenah Community Band members. Over 20 community members attended.

## **Increase cultural unity.**

- **The Neenah Arts Council** will be promoting our **National Lighthouse Day Event on August 7** at the **Farmers Market on Saturday, June 27**, with lighthouse watercolor crafts and coloring pages.



# City of Neenah Parks & Recreation Commission Meeting May 21, 2026

## **BUSINESS ITEM #1: Doty Cabin – Accession/Deaccession**

Staff is recommending the attached list of items to be deaccessioned from the Doty Cabin Museum collection. A summary of items listed includes trunks, furniture, tools, and pottery.

A reminder that our focus is to keep an inventory that is related to our purpose to support knowledge of James Doty and family, early settler life in Neenah, and local Native American history. The most recent inventory was completed in 1994/95. Many of the items listed were identified then for accessioning and/or deaccessioning.

Please contact the office if there is a particular item that you would like to see beforehand or would like to be brought to the meeting.

**Suggested Action:** Motion to grant permission to staff to deaccession items as listed per policy.

## **BUSINESS ITEM #2: Oakhill Cemetery Mower Proposal**

The following proposals were received for a new commercial zero turn mower for Oakhill Cemetery. Cemetery staff have familiarity with all the units from each vendor and prefer the Scag Tiger Cat mower. This mower is a direct replacement for a 2018 Scag zero turn mower.

<b><u>Company</u></b>	<b><u>Description</u></b>	<b><u>Price</u></b>
Joe’s Power Center	52” Scag Tiger Cat II	\$11,578.95
Swiderski Power Inc.	52” Ferris	\$12,079.00
Joe’s Power Center	52” Gravely	\$13,967.55
Spartan Turf Products (Reinders)	52” Toro Z Master	\$14,229.31

The budgeted amount for this mower in the 2026 Operating and Capital Improvement Budget (page 321) is \$25,000. Staff recommends the purchase of the 52” Scag Tiger Cat II Mower from Joe’s Power Center for \$11,578.95.

**Suggested Action:** Motion to recommend the purchase of the 52” Scag Tiger Cat II Mower from Joe’s Power Center for \$11,578.95.

## **BUSINESS ITEM #3: Quarry Park Play Equipment**

Staff developed/distributed requests for proposals to provide play equipment, rubber surfacing, and installation for new play equipment at Quarry Park. Proposals were due Tuesday, April 28 at 10:00 A.M. The City received 8 proposals from 5 firms. Attached you will find a summary of the play equipment and renderings of the top two play areas.

Staff will bring forth a recommendation during the Commission Meeting.

**Suggested Action:** A motion to accept the proposal from \_\_\_\_\_ in the amount not to exceed \_\_\_\_\_ to provide play equipment, rubber surfacing, and installation for new play equipment at Quarry Park utilizing budgeted 2026 CIP funds.

## **BUSINESS ITEM #4: 2026 CIP Review**



**Motion to grant permission to staff to deaccession items identified below per policy.**

<b>Id #</b>	<b>Description</b>	<b>The Why</b>
DC-1991-543	Blue and white print plate, round. Transferware or stoneware. Granite China. Manufactured by WRS & Co. Large crack in center to one edge. Stained. 16 sides.	-Object condition is poor.
DC-1992-658	Fireplace screen. Nature scene painted on screen. Screen on stand. Eastlake-like, circa 1870-1880s. Used in front of parlor fireplaces to prevent ladies faces from turning red from the heat. Not used with stoves. Rough shape.	-Propose deaccession to prop and remove from core collection. (Would like to use as a welcome sign in lobby of cabin.)
DC-1993-743	Stone heated sad iron. 1905 stone heated sad iron with round removable handle. #50 on base. Enterprise Manufacturing Co. Philadelphia, PA USA	-Propose deaccession to education collection. (We have multiple of this type of iron. Allow people to handle the item.)
DC-1993-768	Large gray stoneware jar. No markings or decorations. No handle. Chipped.	-Object condition is poor.
DC-1993-883	Oak swivel chair. On casters. Slat back. 4 legs. 5 slats on back.	-Propose deaccession to prop and remove from core collection. (Being used as a chair for employees/visitors.)
DC-1993-895	Stoneware jug. Mostly gray. Finish is dull. Cracked and handle broken off.	-Object condition is poor.
DC-1993-1130	Small trunk. Wooden trunk with paper cover. Metal trapping and metal latch. Leather handles. Paper lined. Leaf design. Purple on white. Hinges replaced by safety pin.	-Object condition is poor. (No relation to anyone in Neenah/Menasha. We have multiple trunks.)
DC-1994-167 A&B	A= Glass bottle. Clear glass oriental vase/bottle. Amber colored. Three legged but 2 legs are broken off. Does not stand properly. B= Stopper for amber colored bottle. Stopper is clear.	-Object condition is poor.
DC-1995-147	Boot jack made from fork or crotch of a branch.	-Propose deaccession to prop and remove from core collection. (Being used as the main entrance's door stop.)
DC-1995-163	Trunk. All leather with broken hinges. Infested with mice droppings, etc. 8/8/2025.	-Object condition is poor.
DC-1995-202	Leather trunk with leather and metal straps. Blue & White patterned lining. Leather strap handles on the ends. In 2 pieces.	-Object condition is poor. (Cover is collapsed. We have multiple storage trunks in better condition.)

## 5.21.26 Deaccession Proposal List Photos



DC-1991-543



DC-1992-658



DC-1993-743



DC-1993-768



DC-1993-883



DC-1993-895



DC-1994-167 A&B



DC-1995-147

**Quarry Park Play Equipment Summary**  
**May 2026**

Representative	Manufacturer	Proposal Number	Square Feet	Perimeter	Indicated Play Events	Capacity	Base Fee	Surfacing Fee	Total	Ranking Points	Notes
Lee Recreation	Burke	1	3825	245	23	97	\$ 114,442.00	\$ 100,558.00	\$ 215,000.00	28	
		2	3680	250	20	96	\$ 117,539.00	\$ 97,461.00	\$ 215,000.00	33	
Borland	Miracle	1	3669	243	24	80-90	\$ 106,509.00	\$ 82,000.00	\$ 188,509.00	2	
		2	3771	285	19	75-85p	\$ 127,200.00	\$ 84,000.00	\$ 211,200.00	4	
Gerber	Landscape Structures	1	3013	182	21		\$ 135,742.00	\$ 66,538.00	\$ 202,280.00	3	
		2	3377	167	19		\$ 124,160.00	\$ 75,015.00	\$ 199,175.00	3	
Midwest	Playworld	1	4085	239	18	51	\$ 113,174.55	\$ 101,820.00	\$ 214,994.55		
Northland	Little Tykes		3107.5	243	29	70	\$ 114,945.00	\$ 96,562.50	\$ 211,507.50	33	



# QUARRY PARK - NEENAH - OPTION 2

PROPOSAL # 142-216946-1



**COLOR KEY**

- BROWNWOOD
- OCEAN
- ORANGE
- GRAY
- OLIVE



CIRRUS SWING



STRIVE INCLUSIVE CLIMBER



KONNECTION SWING SEAT



ROPE TRIANGLE CLIMBER



STRAIGHT OVERHEAD



360° SPINNING SEAT



ROPE TRIANGLE CLIMBER