



**Parks & Recreation
Commission -
THURSDAY, JANUARY 15, 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.

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

CALL TO ORDER	
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APPEARANCES	Open Forum / Commission Consideration of Appearances
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MINUTES	Approval of Regular Minutes: December 18, 2025	Attached
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BILL VOUCHERS	Bills for Previous Month	Ondresky
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FINANCIAL Report	Review Financials Quarterly	Attached
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MISSION ACTION Report		Attached
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BUSINESS ITEMS	<ol style="list-style-type: none"> 1. Accept/Recommend Award of Mini Excavator 2. Doty Cabin – Accession/Deaccession 3. 2026 CIP Review 4. Announcements & Future Agenda Items Arrowhead Update Appoint Nomination Committee 	
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LIAISON / AD-HOC COMMITTEE REPORTS	<ul style="list-style-type: none"> ◇ Plan Commission ◇ Harbor Committee ◇ CORP Taskforce 	<ul style="list-style-type: none"> ◇ Hancock-Cooke ◇ Galloway ◇ Ondresky
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ADJOURN	
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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 at least 48 hours prior to the scheduled meeting or event to request an accommodation.

Creating Community Through People, Parks & Programs

REGULAR MEETING – December 18, 2025

Members Present

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

Staff Present

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

Others Present: Frank Cuthbert

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

Correspondence

The Commission received and accepted Superintendent of Recreation Kluge's letter of retirement effective February 13, 2026, with regrets.

Appearances

Mr. Cuthbert wanted to wish the Commission a Merry Christmas and Happy New Year and informed the Commission that the planning team had met this morning to review 2025 activity at Carpenter Preserve and look forward to 2026.

Minutes

MSC Hillstrom/Lawell to approve the minutes of the November 20, 2025, Commission Meeting. All voting aye.

Bill Vouchers

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

Mission Action Report

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

- Director Kading noted that the Commission received a letter from Jann McBride thanking them for the recognition for serving as Docent at the Doty Cabin.
 - Superintendent of Recreation Kluge indicated that the warming shelter at Washington Park will be staffed over the holidays. This is the first time in a very long time that all three ice rinks (Washington, Green, and Memorial) will be available for the holiday break.
 - Director Kading shared that fundraising for the Lighthouse is near its goal. An individual has donated towards a perpetual care fund.
 - Superintendent of Recreation Kluge informed the Commission that WinterFest 2026 is scheduled for January 10, and volunteers are needed.
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BUSINESS FOR CONSIDERATION

NEW BUSINESS ITEM #1: Accept/Recommend Kimberly Point Shoreline Design/Engineering Services Agreement

Director Kading provided a brief overview of the proposal from Edgewater Resources to conduct design, engineering, and permitting services for the Kimberly Point Shoreline stabilization and improvement project.

Action: MSC Galloway/Wise to accept and recommend the proposed service agreement with Edgewater Resources in the amount of \$168,800 to complete the design, engineering, and permitting requirements for the Kimberly Point Shoreline stabilization and restoration project utilizing 2026 CIP budgeted funds. All voting aye.

BUSINESS ITEM #2: Appoint Comprehensive Outdoor Recreation Plan Task Force

Commission Vice President Maggio, in cooperation with President Ondresky, nominated Commissioners Wise, Ondresky, and Maggio and staff members Thompson, Rasmussen, Williams, and Kading to serve on the Comprehensive Outdoor Recreation Plan (CORP) Task Force effective January 1, 2026 through the adoption of the 5-year CORP.

Action: MSC Hancock-Cooke/Lawell to accept the nominations as presented. All voting aye.

BUSINESS ITEM #3: Doty Park Conceptual Play Area Plan

Director Kading shared the conceptual plans with the Commission, noting the proposed play area would be placed where the current play equipment is, staff have been working with Doty Island Community Partners, and the cost is estimated at \$1 million. \$700,000 has been budgeted in the 2027 CIP with the remaining balance expected to come from fundraising.

Commission suggested sharing with the Neenah Historical Society, exploring swings, and sending out an electronic version.

Action: No action required

BUSINESS ITEM #4: Facility Use Agreement – Neenah-Nodaway Yacht Club

The facility use agreement was reviewed noting that the changes include updating dates and fees.

Action: MSC Galloway/Lawell to accept and approve the Facility Use Agreement with the Neenah-Nodaway Yacht Club. All voting aye.

BUSINESS ITEM #5: 2025/2026 CIP

Documents were reviewed.

Action: No action required

BUSINESS ITEM #6: Announcements and Future Agenda Items

- Doty Cabin – Accession/Deaccession
- Arrowhead Update – February
- Commissioner Hancock-Cooke met with Katie Reed from Fox-Wolf Watershed Alliance and walked through Wilderness Park. There is more to come.

Liaison/Task Force Reports

Plans Commission: Commissioner Hancock-Cooke had no report.

Harbor Committee: Commissioner Galloway had no report.

CORP Task Force: First meeting – January 22, Time TBA

Meeting adjourned at 5:23 P.M.

Recorded for the Commission by Michael T. Kading, CPRP



Parks & Recreation MISSION ACTION REPORT

January 15, 2026

Provide recreational experiences.

- **Indoor Open Pickleball Play** began on January 5 and continues through March 25. Participants can purchase a punch card or pay a drop-in fee.
- The **2026 Summer Activity Guide** is currently being developed and is scheduled to be mailed out on February 18.
- **8th Annual WinterFest** was held on Saturday, January 10. An estimated 200 people enjoyed the sled hill, games, pinecone bird feeders, s'mores, hot dogs, and hot chocolate served up by our event sponsor, **Fox Communities Credit Union**.



Foster human development.

- 42 individuals applied for the **Superintendent of Recreation position**. Working with HR, this was narrowed down to 8 phone interviews. As a result of the phone interviews, 3 individuals are scheduled for in-person interviews on January 15 and 16. A team of Parks & Recreation staff and City staff will participate in the interview process. The goal is to have the new person in place no later than mid-February.
- We continue to accept **summer seasonal job applications**. Some applications have been paused due to overwhelming interest. Interviews are currently being conducted.
- Maggie, Megan, and Michael will attend the **annual WPRA Conference** February 3-6.

Promote health and wellness.

- **Where's Netti?** The Neenah Netti is on the loose again. This fun scavenger hunt through the parks will end on February 8. Clue sheets can be found on our website or in our office.

Facilitate community problem solving.

- Park staff are meeting with **architectural firms** for solutions for the ADA issues at the Doty Shelter.

*Creating Community Through People,
Parks & Programs*

Parks & Recreation MISSION ACTION REPORT

- **Comprehensive Outdoor Recreation Plan (CORP)** - RFPs are due January 22. Proposals will be distributed to task force members for review on 1/29 with interviews tentatively scheduled for 2/12.

Protect environmental resources.

- **Carpenter Preserve:** We met with Davel Engineering to discuss/refine the scope of service for the bridge, trail planning/development related to wetlands, and flood plain impacts. Volunteer dates for spring have been established. The bi-annual spring meeting is scheduled for April 9, 6:00 P.M. at the Scherck Shelter.

Strengthen safety and security.

- Forestry staff have been **removing dead trees and performing maintenance pruning** throughout the city.
- We have been informed that the Port-a-Potty vendor will **no longer be able to provide a unit at Arrowhead Park** due to the repeated vandalism.

Strengthen community image and sense of place.

- **Kimberly Point Lighthouse** – The fundraising goal has been met. We will continue to accept donations through May 1 to be included on the donor board. A community member wishes to establish a perpetual care fund, which we have done. Donors can now choose to donate to either the project fund or the perpetual care fund.

We met with the Wisconsin Historical Society to discuss and resolve concerns over proposed materials to be used during the renovations. Gries Architecture will continue to work through the concerns. There do not appear to be any issues that cannot be resolved.

Project Timeline

Design Process – Spring

Construction Bidding – Summer

Bid Award – August

Construction – October 2026-March 2027

- The **2026 Sponsorship Guide** detailing sponsorship opportunities was mailed out to local businesses in late December. We have already secured one sponsor.

Increase cultural unity.

- Planning for **Community Fest 2026** has started.



City of Neenah Parks & Recreation Commission Meeting January 15, 2026

BUSINESS ITEM #1: Accept/Recommend Award of Mini Excavator

The following proposals were submitted to replace the 2010 Cat loader TR2 with a new mini excavator:

<u>Company</u>	<u>Model</u>	<u>Amount</u>
Bobcat Plus, Appleton, WI	Bobcat E35	\$93,078.94
Riesterer & Schnell, Neenah, WI	John Deere 35P	\$94,935.81
Service Motor Co., Dale, WI	Kubota U35-4R3A	\$101,669.48

The amount in the 2026 Capital Equipment Budget (2026 Budget Book, Page 321) for this purchase is \$135,000.

Staff recommend purchase of the Bobcat E35 from Bobcat Plus for \$93,078.94.

Suggested Action: Motion to accept and recommend to Council the purchase of the Bobcat E35 from Bobcat Plus in the amount of \$93,078.94.

BUSINESS ITEM #2: Doty Cabin – Accession/Deaccession

Attached you will find a list of items that staff is recommending deaccessioning from the Doty Cabin collection. Please note that staff are asking for two separate motions.

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:

1. Motion to grant permission to staff to deaccession and dispose of items as listed per policy.
2. Motion to grant permission to staff to deaccession items listed and move into the educational category.

BUSINESS ITEM #3: 2026 CIP Review

BUSINESS ITEM #4: Announcements & Future Agenda Items

Next Meeting – February 19, 2026, at 4:30 P.M., City Hall

Arrowhead Update

Appoint Nomination Committee

Motion to grant permission to staff to deaccession / dispose of items identified below per policy.

Id #	Description	The Why
DC1991-532	Oshkosh Northwestern "White House"	Articles can be found on-line; ability to preserve
DC1991-534	"Neenah in the Nineties"	
DC1991-535	Oshkosh Northwestern 3/2/1944 "History Reveals Menasha has lost Railroad Prominence"	
DC1991-536	Twin City News-Record, 8/22/1959; "Author and Traveler Tells Dramatic Tale"	
DC1995-226	Daily Citizen, 7/2/1863 – Vicksburg, Mississippi	
DC1991-531	Milwaukee Sentinel, 2/14/1951 Details the purchase of Neenah by Harrison Reed	Lost in Inventory
DC1991-533	Oshkosh Daily Northwestern, 7/23/1975 Doty Cabin Hints at Elegance Treasured in Pioneer Age"	Lost in Inventory
DC1991-539	8/17/1946 "Neenah's History is Enriched by Jaeck Gifts"	Lost in Inventory
DC1993-820	4/2/1955 "History of the Town of Menasha"	Lost in Inventory
DC1991-281	Oshkosh Centennial Edition, 6/29/1993	Not Local Newspaper and/or not related to the museum
DC1991-473	Post Crescent View Magazine, 8/6/1972	
DC1991-537	Chicago Tribune, 12/11/1896	
DC1993-823	Oshkosh Free Press, 7/26/1938	
DC1991-538A	Freedom Newspaper. The Giant of the Orient. 9/25/1899	Foreign Newspaper /Not related to museum
DC1991-538B	Freedom Newspaper. The Giant of the Orient. 10/1899	
DC1991-538C	Freedom Newspaper. The Giant of the Orient. 10/11/1899	
DC1991-540	The American Newspaper. 1/9/1900	
DC1994-291	Deer Head	Hazardous Waste
DC1991-476	Scrapbook with newspaper clippings	Information can be found online
DC1991-477	Scrapbook with newspaper clippings	
DC1996-98	Pages of a book-5th grader reader,	Not complete, poor quality

Motion to grant permission to staff to deaccession items identified below and move into the Educational Category per policy.

DC1993-825	Copy of Letter from James Doty to Joshua Hathway, 2/7/1840	Allow docents, employees and public to handle objects w/o needing gloves, no longer need accession number
DC1993-827	Copy of Letter from James Doty to Hon. Vanderpoel	
DC1993-847A,B	Quit Claim Deed between Mr/Mrs Doty and Charles Doty	
DC1993-848A	Copy of James Doty, Notary Public of Brown Cty, 11/8/1836	
DC1993-848B	Copy of James Doty, Judge of MI Territory, 2/25/1823	
DC1993-849	Copy of Lake Winnebago map	
DC1993-850	Copy of Charles Doty to WI Militia, 11/18/1842	
DC1993-851A,B	Copy of Plat Map of Doty Island	
DC1993-852A	Copy of letter regarding cruise of the Julia sailing ship	
DC1993-852B	Copy of Log Book of cruise on sailing ship Julia	
DC1993-853A	Copy of letter to Doty from ?? (2 copies)	
DC1993-853B	Copy of letter from Gov Doty to ??? And signed by many citizens	
DC1993-888	Copy of Pres. Lincoln's appt of James Doty as Governor of Utah.	
DC1993-846	Pack of Grand Loggery Postcards	

**** 2026 ****

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Equipment												
Excavator												
Hydraulic Trailer												
Replace Cemetery Mower												
Facilities												
Kimberly Point Shoreline												
Design												
Permitting												
Grant												
Kimberly Point Lighthouse												
ADA Building Improvement												
Misc. Asphalt Work												
CORP												
Riverside Park Lighting												
Boat Rental Analysis												
Boat House Roof												
Doty Cabin Repairs												
LLBM Weed Control												
Washington Pk Sign												
Quarry Park												
Carpenter Preserve												
2025 Doty Phase 1 Seawall												

Budget

\$ 135,000

\$ 15,000

\$ 25,000

\$ 203,000

\$ 565,000

\$ 25,000

\$ 35,000

\$ 35,000

\$ 75,000

\$ 7,500

\$ 40,000

\$ 25,000

\$ 30,000

\$ 30,000

\$ 225,000

\$ 100,000

\$ 2.0

Spring - Early Summer Purchases
Before the commission 1/15

2027 Construction

Under contract w/Edgewater

Construction to start after marathon. Open
April/May 27'

Noted in Mission/Action

Proposals due 1/22

In motion

Will have a detailed plan end February

Noted in Mission/Action

Punch List Items 5/26

Permitting
Design/Specs
Bid/RFP
Award
Implementation
Grants