



PARKS & RECREATION COMMISSION MINUTES

SPECIAL MEETING – August 27, 2024

MEMBERS PRESENT

X	Jim Wise	X	Kate Hancock - Cooke	X	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	Jim Kluge, Superintendent of Recreation
	Trevor Fink, Superintendent of Parks
	Stephanie Schott, Recreation Supervisor

OTHERS PRESENT: Scott Becher, Cari Lendrum, Mayor Lang

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

CORRESPONDENCE

None.

APPEARANCES

Mr. Becher expressed his concern regarding the RFP Review Team. He stated that, in his opinion, these meetings did not meet the Open Meetings Law.

BUSINESS FOR CONSIDERATION

BUSINESS ITEM #1: Recommendation – Arrowhead Prairie Implementation Design

Director Kading introduced the item. Timing was discussed with the expectation that the work will take 3-4 weeks. The end result will be construction specifications for the development of the prairie. Commissioners would like to see a seed mix that can be seen throughout the growing season.

Action: MSC Hillstrom / Hancock-Cooke to accept and recommend the proposal from Jeremy J. Kox Landscape Architecture, LLC, Appleton, WI, in the lump sum not to exceed \$9,500 using budgeted 2024 CIP Funds identified for Arrowhead. Motion carried.

BUSINESS ITEM #2: Recommendation - Arrowhead Design and Engineering Services

Commissioner Kelly introduced the recommendation as a member who served on the interview team and stated he felt the wealth of knowledge led to a great process. The Commission further inquired about timing and ability to complete the scope of services and whether alternative energy would be considered.

Action: MSC Hancock-Cooke / Hillstrom to accept and recommend GRAEF to complete design and engineering services for Arrowhead in an amount not to exceed \$189,617 utilizing the ARPA funds allocated for Arrowhead as identified in the 2024 Capital Budget.

There being no further business, Commission President adjourned the meeting at 4:45 P.M.

Recorded for the Commission by Michael T. Kading, CPRP
