



PARK & RECREATION COMMISSION MINUTES

REGULAR MEETING – November 16, 2023

MEMBERS PRESENT

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

STAFF PRESENT

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

OTHERS PRESENT: Scott Becher, Frank Cuthbert, Gerry Andrews, Duke Behnke, Jerold Belot, Gail Minks, Bethany Grengler, Mike Jones, Rocky Shefer, Holly Engelman, Chris Haese (Community Development), Mayor Lang.

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

CORRESPONDENCE

None.

APPEARANCES

Rocky and Mike, representing Neenah Soccer Club, requested that the Commission consider renting the OJ Gym at Shattuck School to the club for winter training and further requested consideration to use the Great Lawn (open area west of the Scherck Shelter/parking lot) at Memorial Park for additional soccer facilities. Commission President Kelly thanked the representatives and directed staff to place this in the December agenda for discussion.

MSC Galloway / Lawell to move business item #1 to the beginning of the meeting. Motion Carried.

MINUTES

MSC Hillstrom / Wise to approve the minutes of the October 19, 2023 meeting. Motion Carried with 1 abstention from Hancock-Cooke.

BILL VOUCHERS

Commissioner Kelly reviewed the vouchers for October and found them to be in order.

FINANCIAL REPORT

MISSION ACTION REPORT

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

- Commissioner Lawell commended staff on a very nice job with the Veterans Day Commemoration this past weekend and appreciated the addition of the Neenah Community Band.
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- Commissioner Hancock-Cooke asked about the Grinch and Sweater Run needing volunteers. Superintendent Kluge and Rec Supervisor Schott indicated that they would accept volunteers for the Grinch Breakfast, and the Sweater Shuffle has been canceled due to low registration.

BUSINESS FOR CONSIDERATION

BUSINESS ITEM #1: Arrowhead Conceptual Design Presentation

Mayor Lang introduced the presentation, indicating that it has been over 50 years in the making, and it is very exciting connecting the park to the downtown. She thanked all those involved, including the task force, the Commission, and community members. The final plan presentation has been delayed due to several factors, but we hope to have it within the month. The mayor turned over the presentation to Mike Bell, RDG Representative. Mike provided an update of the plan.

- Commissioner Galloway commented on the positioning of the parking lots, feeling that it inhibited the dynamic entrance into the park and further commented on the number of trees found on the plan. There are too many for an area that is planned to be a prairie.
- Commissioner Hancock-Cooke questioned the 2 piers.
- Commissioner Hillstrom indicated that the location of the parking lots is related to the sub-surface infrastructure.
- Commissioner Wise indicated that he did not feel this was a place for community gardens and further questioned if a hotel could be placed on the property. Simple answer is no.
- Commissioner Hancock-Cooke appreciated the historical perspective.
- Commissioner Ondresky questioned the open field of play.

Commissioner Kelly thanked Mike Bell for all his work and dedication towards the project and looks forward to the final concept plan.

Action: Information and Discussion Only.

BUSINESS ITEM # 2: Carpenter Preserve Final Master Plan Adoption

Commissioner Lawell questioned the width and source of the mulched pathways. Depending on the location, the width could be 4-6 feet, and the wood chips would be from the municipal supply. Lawell further asked if anything has been done with the land swap. No further conversations have been had.

Action: MSC Galloway / Wise to accept the Carpenter Preserve Conceptual Remaster Plan as presented. Motion Carried.

BUSINESS ITEM # 3: Shattuck Park Flag Memorial - Memorandum of Understanding

The MOU was reviewed by the Commission.

- Commissioner Galloway requested that the language be strengthened to include a precise dollar amount for the Flag Replacement Trust and that the project could not move forward until this condition was met.
- Superintendent Fink indicated that \$2,200 is spent annually on flag replacement.
- Commissioner Kelly questioned the placement of the 7 additional poles. Kading indicated that the plan was reviewed during the previous Commission meeting. Representatives from

Parkitecture were onsite to review, measure, and provide the information found in the rendering and Opinion of Probable Cost.

Action: MSC Lawell / Wise to accept the MOU with the addition of a specific dollar amount needed to establish and sustain a flag replacement trust. Motion Carried.

BUSINESS ITEM # 4: 2023 CIP Update

- Current Status was reviewed.
- Hancock-Cooke inquired about the \$17,000 remaining from the Fresh Air project. Superintendent Fink indicated that the project was completed.

BUSINESS ITEM # 5: Announcements and Future Agenda Items

- 2024 Budget passed without question.
- January 2024 Retreat
 - Mission/Vision and Handbook

Liaison Reports

Shoreline – Conceptual design work has been completed. Beginning stages of grant applications.

Carpenter Preserve – Conceptual Remaster Plan has been completed.

Arrowhead Development – Nothing more to add to the presentation.

Plans Commission – Hancock-Cooke noted nothing to report.

Harbor Committee – Galloway noted nothing to report and questioned the status of the new buoy placement company. We are working with a vendor to secure a cost.

MSC Hillstrom / Lawell to adjourn at 5:43 pm.

Recorded for the Commission by Michael T. Kading, CPRP