



PARK & RECREATION COMMISSION MINUTES

REGULAR MEETING – April 16, 2026

Members Present

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|---|---------------|---|----------------------|---------------|
| 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 1st Quarter Financial Report. All voting aye.

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