



PARK & RECREATION COMMISSION MINUTES

REGULAR MEETING – October 19, 2023

MEMBERS PRESENT

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

STAFF PRESENT

X Michael T. Kading, Director of Parks & Recreation
Jim Kluge, Superintendent of Recreation

X Trevor Fink, Superintendent of Parks
Stephanie Schott, Recreation Supervisor

OTHERS PRESENT: Mayor Lang, Gerry Andrews, Frank Cuthbert, Pat Skalecki, Dave Mix, and Gail Minks

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

CORRESPONDENCE

None.

APPEARANCES

None.

MINUTES

MSC Maggio / Wise to approve the minutes of the September 28, 2023. All voting aye.

BILL VOUCHERS

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

FINANCIAL REPORT

MSC Weber / Lawell to accept the third quarter report as given. All voting aye.

MISSION ACTION REPORT

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

- Director Kading on behalf of Recreation staff requested volunteers for Breakfast with the Grinch, December 2 and the Ugly Sweater Shuffle, December 9.
- Commissioner Kelly inquired about the Little Lake Butte des Morts (LLBDM) conversation with respective municipalities. Director Kading indicated that water quality issues will require cooperation on the part of many individuals, organizations, and governmental units, but the process has to start somewhere. LLBDM is part of a larger system that is impacted by the flow of water from upstream, but we also impact the water that flows downstream from Neenah.

MSC Lawell / Wise to accept the Mission / Action report and presented. All voting aye.

BUSINESS FOR CONSIDERATION

BUSINESS ITEM #1: Shattuck Flag Memorial

Commissioners reviewed and discussed the rendering and financial cost estimate that was included in the packet.

- Commissioner Lawell commented that he felt the placement is very visible to the public with the number of activities that occur in Shattuck. It was presented very nicely with some minor adjustments.
- Commissioner Weber stated that it stands out.
- Commissioner Kelly asked if a monument was considered verses the flagpoles and questioned the busyness of that area and is concerned about congestion.
- Dave Mix commented that the Veterans team liked what was presented and felt it is worth exploring. Names on the donor board will only appear based upon donation. All donations are welcomed.
- Commissioner Wise asked if the flags would be lowered daily. The flags will be lit and not lowered.
- Commissioner Lawell questioned the use of this area by Farmers Market vendors and suggested that it be limited.
- Commissioner Ondresky asked if individuals could memorialize others on the donor board, to which the answer is yes.

Action: MSC Lawell / Maggio to accept the rendering as presented and directed staff to develop a Memorandum of Understanding with the Veterans organizations. All voting aye.

BUSINESS ITEM # 2: Carpenter Preserve Final Master Plan Presentation

Pat Skalecki, Graef Engineering, presented the draft remaster plan for Carpenter Preserve.

- Commissioner Weber indicated that he appreciated the ADA pathways.
- Commissioner Lawell inquired about the possibility of placing bump outs on the bridges for rest spots.
- Gerry Andrews inquired about the difference between ADA stone and screenings. Skalecki responded that the ADA stone has a binder in it to greater stabilize the surface for ADA movement, while crushed screenings can be compacted but not with the certainty of the stone with binder in it.
- Commissioner Maggio inquired about the timing of the rerouting of the creek bed. It appears that the creek bed was straightened sometime after 1937.
- Gerry Andrews questioned the alignment of the through trail and whether it could be located to the west of the current creek bed. Gerry further inquired about the location of the parking along Hwy G. Pat responded that this is a conceptual plan, and the Commission could provide direction related to the location of the trail. After reviewing the two possible sites for parking off of Hwy G, the recommendation is the tree line access point, as it seems to allow for more parking, but this will require more investigation.
- Commission members were asked to provide additional input to the Director within the week so that it can be incorporated into the final conceptual plan.

Action: None needed. Adoption will occur during the November 16 Commission meeting.

BUSINESS ITEM # 3: Adoption of Shoreline Master Plan

The Commission had the opportunity to comment on the draft concept plan since the September 28 Commission meeting. Edgewater Resources provided Appendix E addressing concerns from that meeting, as well as a Gantt chart showing the flow of design, engineering, and grant applications.

Commissioner Kelly requested additional engineering and proof that the proposed ice breakers would in fact work in the location off of Kimberly Point.

Action: MSC Maggio / Ondresky to adopt the Shoreline Conceptual Master Plan and authorize staff to engage in Task 1 utilizing 2023 CIP funds in the amount not to exceed \$26,400. All voting aye.

BUSINESS ITEM # 4: CIP Update

Report was reviewed with the note that the pool work will likely be completed in spring. Further noted was inspection of the waterslides, which may require additional concrete work in spring.

BUSINESS ITEM # 5: Announcements and Future Agenda Items

Presentation of Arrowhead Concept Plan
Adoption of Carpenter Preserve Master Plan
Douglas Park Stormwater

LIAISON REPORTS

Shoreline – Final adoption of plan has been completed. Moving into grant writing and 30% design phase.

Carpenter Preserve – Draft presentation was made tonight.

Arrowhead – Final draft plan was shared with the Mayor’s Task Force on October 16. An RDG representative will be invited to the November Commission meeting to share the plan.

Plans Commission - Council Representative Weber commented that the Council approved a phase of Freedom Acres that dedicates 4 acres of parkland. With future residential development, additional parkland may be dedicated in the future to create a community-sized park.

Harbor Committee - Director Kading, in the absence of Commissioner Galloway, reported the Harbor is now closed, channel buoys will be pulled October 26, and the City will need to find a new vendor to install and remove buoys, as the current vendor will no longer be providing these services.

MSC Lawell / Weber to adjourn at 6:14pm.

Recorded for the Commission by Michael T. Kading, CPRP