



Parks & Recreation Commission

THURSDAY, MARCH 20, 2025; 3:45 PM
Begins at Douglas Park (121 Douglas Street)
and then proceeds to
Neenah City Hall – Hauser Room
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		
STAFF	Megan Thompson, Jim Kluge, Trevor Fink, and Michael Kading		
AGENDA TOPICS			
	Commission will meet and open the meeting at Douglas Park with the purpose of viewing the new stormwater pond and balance of parkland. At the completion of the walkabout, Commission members will proceed to City Hall for the remainder of the meeting.		
CALL TO ORDER			
APPEARANCES	Open Forum / Commission Consideration of Appearances		
MINUTES	Approval of Regular/Special Meeting Minutes: January 30, 2025	Attached	
BILL VOUCHERS	Bills for previous month	Kelly	
FINANCIAL Report	Review end of year financials	Attached	
MISSION ACTION Report		Attached	
BUSINESS ITEMS	1. Discussion Douglas Park 2. Recommendation – Purchase of Cemetery Backhoe 3. Appointment of Nomination Committee 4. 2025 CIP Review 5. Announcements & Future Agenda Items		
LIAISON / AD-HOC COMMITTEE REPORTS	◇ Arrowhead Development ◇ Plan Commission ◇ Harbor Committee	◇ Hillstrom ◇ Hancock-Cooke ◇ Galloway	
ADJOURN			

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



PARK & RECREATION COMMISSION MINUTES

REGULAR MEETING – February 20, 2025

Members Present

	Jim Wise	X	Kate Hancock - Cooke		Gary Lawell
X	Peter Kelly		Eric Maggio	X	Ted Galloway
	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	Megan Thompson, Recreation Supervisor

Others Present: Frank Cuthbert, Gerry Andrews, Patty Britzke, Roxie Emunson, Codie Emunson, Maxwell Sheppard, and Flo Bruno

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

Correspondence

None.

Appearances

None.

Minutes

MSC Hancock-Cooke/Weber to approve the minutes as corrected of the January 30, 2025, Special Commission Meeting. Motion carried by voice vote 5-0.

Bill Vouchers

Commission President Kelly reviewed the vouchers for February and found them to be in order.

Mission Action Report

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

Superintendent of Recreation Kluge introduced new Recreation Supervisor Megan Thompson and gave a brief overview of her background and qualifications.

Kluge shared that Tom Jensen, long-time Parks & Recreation Department proponent and founder of the popular Neenah Summer Fun Run series, passed away on Sunday. The visitation and funeral will be held Wednesday, February 26.

Commissioner Weber requested that a Carpenter Preserve report be given to the Council. Director Kading is working on getting the mapping updated to match the 5-year implementation plan that has been included.

Kelly thanked Gerry Andrews for establishing a fund supporting Carpenter Preserve with Fox Cities Greenways.

Superintendent of Parks Fink indicated that he has been discussing batting cage expansion with Neenah Baseball at Southview and will bring forth a plan and recommendation for Commission discussion and approval. Fink will also be asking the Commission to review the Cook Park play equipment placement and tree removal as part of the Doty Park shoreline stabilization and improvement project.

Commissioner Galloway asked about the condition of the Rec Park boat launch parking lot after the water project. Kading stated that he has been speaking to the Public Works folks regularly about the condition of the lot.

BUSINESS FOR CONSIDERATION

NEW BUSINESS ITEM #1: Approval of Agreement - Sail Neenah

Director Kading reminded the Commission of the discussion from August 2024 and further stated that Mr. Sheppard has secured a sailboat with the intentions of opening the business this spring.

Mr. Sheppard indicated that he will likely operate Thursday-Sunday for mostly 2-hour sunset tours on Lake Winnebago. Some concern was expressed over the fees that have been stated in the agreement.

Commissioner Galloway stated that private businesses working with in the public realm need to have fees applied.

Action: MSC Galloway/Hancock-Cooke to accept and approve the 3-year agreement with Sail Neenah to operate out of the Neenah Harbor. Motion carried by voice vote 5-0.

BUSINESS ITEM # 2: Approval of Memorandum of Understanding – Est. of Abendschein Trust Fund

Director Kading provided a brief overview of Phil Abendschein and the development of the MOU with the Rhoades Sanford Foundation to establish a trust fund in memory of Mr. Abendschein.

Commissioner Galloway further commented on the Rhoades Sanford Foundation and Mr. Abendschein's involvement in the Neenah community.

Action: MSC Ondresky/Weber to approve the MOU establishing a trust fund in memory of Phil Abendschein supporting the Neenah Community Band. Motion carried by voice vote 5-0.

BUSINESS ITEM # 3: Recommendation - Purchase Mower

Superintendent Fink gave a brief overview of the recommendation to purchase the 16' Toro mower. The reason for the sole bid is that only two manufacturers have a 16' mower option. Currently, the City owns a Jacobson 16' mower. The quality and durability of this mower is in question, as we have spent significant amounts of money to maintain and fix the mower and is therefore recommending the purchase of the Toro in the amount of \$154,060.14.

Action: MSC Galloway/Ondresky to recommend the purchase of the Toro Groundmaster 5910 16' mower in the amount of \$154,060.14. Motion carried by voice vote 5-0.

BUSINESS ITEM # 4: Approval of Agreement – Wooly Green Grazers

Director Kading reviewed the attached agreement to hire Wooly Green Grazers to bring sheep to a 6-acre portion of Carpenter Preserve to address invasives species. Staff plus Gerry Andrews and Frank Cuthbert meet with Roxie to determine the effectiveness of such a program.

Commissioner Kelly asked Roxie to introduce herself and give a brief synopsis of her experience.

Commissioner Galloway inquired about the efficacy of seeds eaten by sheep. Roxie indicated that studies show that only 7-10% of the seeds eaten remain viable.

Commissioner Hancock-Cooke expressed excitement pertaining to this project and its ability to shine a light on Carpenter Preserve.

Action: MSC Galloway/Ondresky to approve the agreement to hire Wooly Green Grazers to conduct a grazing program over approximately 6 acres at Carpenter Preserve. Motion carried by voice vote 5-0.

BUSINESS ITEM # 5: 2025 CIP Update

The 2025 CIP was reviewed.

BUSINESS ITEM # 6: Announcements and Future Agenda Items

Southview Park – Additional batting cages

Cook Park – Play equipment location

Doty Park – Tree protection/removal related to shoreline project

Douglas Park - Site visit on March 20

Doty Park - Play equipment visioning

Liaison Reports

Arrowhead Development: Commission was informed that a draft development plan has been developed.

Plans Commission: Commissioner Hancock-Cooke reported that the City housing study has been completed and can be reviewed online.

Harbor Committee: Commissioner Galloway inquired about a spring meeting. Director Kading will reach out to confirm.

There being no further business, the meeting was adjourned at 5:17 pm.

Recorded for the Commission by Michael T. Kading, CPRP

Neenah Park & Rec
Budget Status
12/31/2024 (pre-2024 audit estimate)

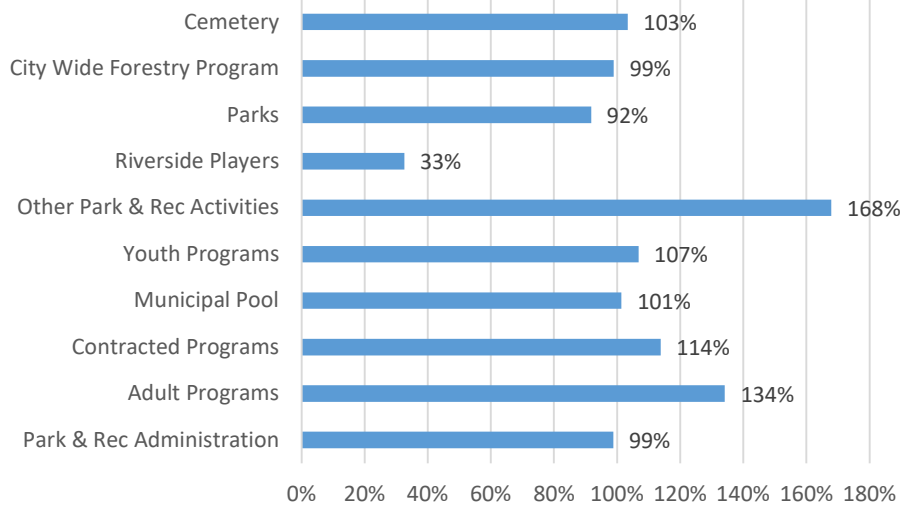
EXPENSES

	Budget 2024	YTD 2024	% of Budget	YTD 2023	2023 Full Year
Park & Rec Administration	817,150	807,528	99%	784,286	784,286
Adult Programs	3,300	4,427	134%	3,022	3,022
Contracted Programs	50,390	57,335	114%	60,893	60,893
Municipal Pool	340,290	345,057	101%	327,391	327,391
Youth Programs	194,980	208,272	107%	171,758	171,758
Other Park & Rec Activities	13,520	22,701	168%	15,106	15,106
Riverside Players	32,120	10,467	33%	29,272	29,272
Parks	1,068,830	981,727	92%	921,490	921,490
City Wide Forestry Program	329,640	326,255	99%	310,314	310,314
Cemetery	312,110	322,671	103%	308,345	308,345
	3,162,330	3,086,440	98%	2,931,877	2,931,877

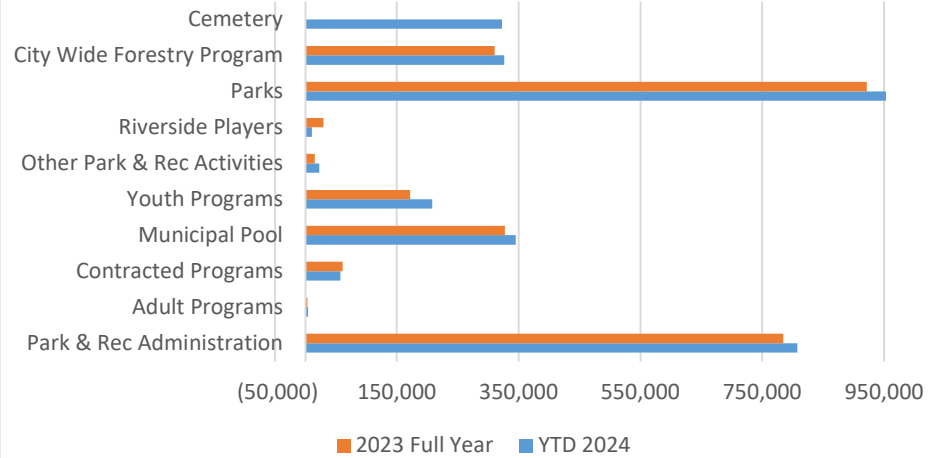
REVENUE

	Budget 2024	YTD 2024	% of Budget	YTD 2023	2023 Full Year
Community Fest	17,500	20,380	110.63%	19,360	19,360
General Receipts	(13,460)	(15,976)	104.33%	(14,043)	(14,043)
Adult Programs	7,520	8,792	116.91%	6,575	6,575
Contracted Programs	67,000	77,409	115.54%	76,649	76,649
Municipal Pool	232,350	234,886	101.09%	226,433	226,433
Youth Programs	223,700	235,562	105.30%	222,897	222,897
Other Park & Rec	1,930	2,236	115.85%	1,948	1,948
Riverside Players	34,500	15,214	44.10%	36,462	36,462
Parks	119,420	117,091	98.05%	129,295	129,295
Cemetery	165,610	205,924	124.34%	162,101	162,101
	856,070	901,518	105.31%	867,677	867,677

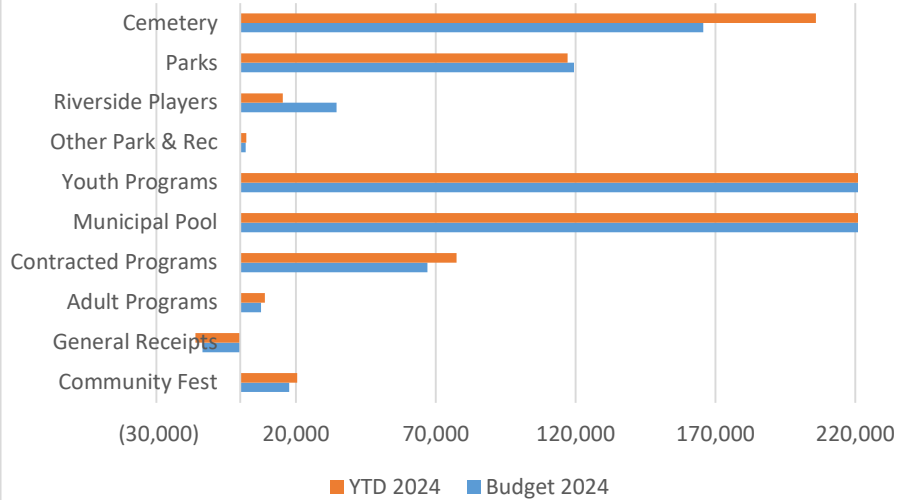
Expenses YTD vs Budget



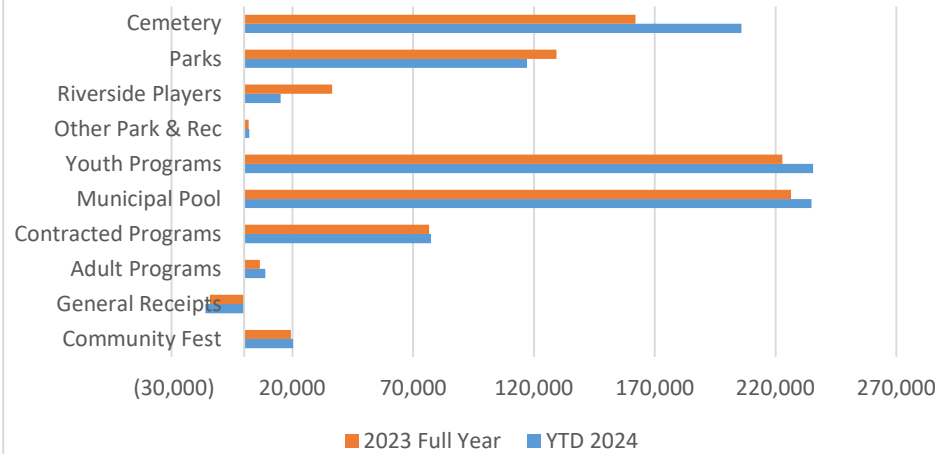
2024 YTD VS 2023 Full Year Expenses



Revenue YTD vs Budget



2024 YTD VS 2023 Full Year Revenue





Parks & Recreation MISSION ACTION REPORT

March 20, 2025

Provide recreational experiences.

- Operation Recreation – Spring Break will be held March 31-April 4.
- Friday Night Kids Party will take place at the Brigade on March 21 for an evening of activities, pizza, and a movie.
- City of Neenah resident registration for summer programs began on March 5 at 7:30AM. Please see the chart below for registration day comparisons. Non-resident registration begins at 7:30AM on Wednesday, March 19.

Numbers after Day 1 of Registration for City of Neenah Residents					
Year	2021	2022	2023	2024	2025
In-Office Transactions	50	42	36	37	31
Online Transactions	386	508	521	548	535
Total Transactions	435	550	557	585	566
Fees Collected	\$56,156.00	\$72,900.48	\$82,273.50	\$80,968.00	\$80,322.00

- Please see Attachment #1 for a comparison of numbers on registration day versus more current numbers.

Foster human development.

- Recreation staff had a table at the Fox Valley Lutheran Student Job Fair on March 11. 75 students attended.
- Recreation staff will present to 200 Neenah Middle School 6th grade students on March 26. Discussion will center around what our department has to offer to their age group as well as the importance of Parks & Recreation to our community. Students will be surveyed on various topics to help us determine how their age group could factor in our future programming.
- Summer seasonal recreation staff contracts and employment paperwork have been sent out. Both playground/sports and pool staff are fully hired.
- Maggie and Mike attended the annual Fox Cities Convention & Visitors Bureau Tourism Breakfast. The presentation focused on quality customer service.

Facilitate community problem solving.

- In looking at the Cook Park play equipment placement (Attachment #2), the department is proposing to place the play equipment closer to the road within the former footprint of the houses.
- Mike met with Police Department representatives to discuss patrolling at the boat launches. Revenue from the launch was down \$6,000 in 2024. One thought is attributed to the

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Parks & Programs***

Parks & Recreation MISSION ACTION REPORT

enforcement of the parking regulations. Police Department representatives have agreed to heavily patrol the lots and enforce parking regulations in May and June.

- Yearly department goals were formulated (Attachment #3).

Protect environmental resources.

- Park forestry staff has been removing infested ash trees at Carpenter Preserve.
- Doty Park Phase 1 Shoreline Stabilization and Improvement:
 - ✓ Doty Park Tree Protection/Removal – As part of the shoreline project, there are trees that will be impacted. Attached is a list of trees that will be removed or protected (Attachment #4).
 - ✓ We continue to work toward gaining all necessary permits. We are in the 30-day public input process.
 - ✓ Bid specs are completed and will be posted on Monday, March 17.

Strengthen community image and sense of place.

- A Nelson Family Fund grant application is being completed for the Kimberly Point Lighthouse restoration project, and we have been told that any grant funding from this fund will come with a matching fund contingency, above and beyond municipal funding. Mike has met with Mayor Lang to clear the way toward fundraising for project.
- Park forestry staff is preparing for spring tree planting throughout the city.
- A meeting with Doty Island Community Partners was held to further the discussion regarding theming play equipment to represent the cabin and local history. A follow-up meeting is scheduled for April 10 at 6:00PM.

Increase cultural unity.

- Riverside Players auditions for the straight show, *The Gravitational Pull of Bernice Trimble*, June 19-22, and the musical, *Chicago*, September 5-7 & 9-13, were held on March 1. Both shows are fully cast. Tickets will go on sale April 1.
- Sandy Joch, after 30 years, has retired from her Doty Cabin Docent position due to medical concerns. Sandy has been a valuable asset to the City and Doty Cabin, providing history interpretation, sewing period correct curtains, and overall care/maintenance of the cabin. Her acquired knowledge will be missed. We are currently working to replace Sandy. If you know of someone with a knack for storytelling and desire to share the history of the cabin, the Doty Family, and the City of Neenah, please have them reach out to the Parks & Recreation office.



Parks & Recreation MISSION ACTION REPORT

**Addendum
March 20, 2025**

Provide recreational experiences.

- We received a check for \$3,822.22 from Rent.Fun for our portion of the kayak rental pods revenue. There was a total of 257 kayak rentals from May-October 2024. 76 of those rentals were at Herb & Dolly Smith Park, and 181 of the rentals were at Doty Park.

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Resident Registration Numbers as of 3/5/25 at 3:00PM

1,568

enrollments

23

full programs

(including Learn to Knit, 2 Semi-Private Tennis Lessons sessions, Youth Pickleball Clinic, 4 Recreational Tree Climbing sessions, 2 Nature Series sessions, 3 Level 1 Swim Lessons sessions, 1 Level 3 Swim Lessons session, 5 Level 4A Swim Lessons sessions, 1 Level 4B Swim Lessons session, 1 Level 5 Swim Lessons session, 2 (all) Private Swim Lessons sessions)

Resident Registration Numbers as of 3/14/25 at 12:00PM

1,842

enrollments

43

full programs

(including Learn to Knit, 2 Semi-Private Tennis Lessons sessions, Youth Pickleball Clinic, 9 (all) Recreational Tree Climbing sessions, 3 (all) Nature Series sessions (all), 2 Beginner Pickleball Ladder Leagues, 7 Level 1 Swim Lessons sessions, 3 Level 2 Swim Lessons sessions, 3 Level 3 Swim Lessons sessions, 5 Level 4A Swim Lessons sessions, 3 Level 4B Swim Lessons sessions, 1 Level 5 Swim Lessons session, 2 (all) Private Swim Lessons sessions)

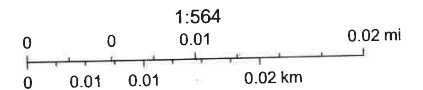






12/4/2024, 12:38:01 PM

- Municipal Boundary
- Building Footprints
- Green: Band_2
- Blue: Band_3
- Street Centerline
- Tax Parcels
- Red: Band_1
- Orthophoto2020



Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, Imagery Date: April 2020

CITY OF NEENAH - PARKS & RECREATION DEPARTMENT 2025 GOALS

1. Continue to Support and Implement Culture Team Initiatives (All)

- A. Continue weekly sharing @ dept. mtg
- B. Steering Committee input
- C. Explore 1-2 annual all-dept staff mtgs

2. Continue Developing and Implementing Standard Operating Procedures (All)

- A. Develop/Revise/Refine a list of regular ongoing tasks for position.

Measurement:

Each administrative staff member will develop a list of regular ongoing daily/monthly work tasks (need to understand the why and develop a similar format that we can all use).

3. Transition Plan for Superintendent of Recreation position (Superintendent of Recreation/Director)

- A. Develop a suitable tracking method of primary and high-level tasks.
- B. Start tracking.
- C. Director will complete ride-a longs to pool, Riverside Players, etc. and attend pertinent mtgs as needed.
- D. Director and Superintendent of Recreation will meet weekly beginning in September.
- E. Admin staff will review and familiarize themselves with tasks.

4. Continue to explore Recreation Programming Opportunities (Recreation Staff)

More brainstorming than objectives – more work required:

- Develop a think tank
- Focus group – Library, Y, Brigade, Youth-Go, School Dist.
- Community Survey
- Pop-Up Events
- Gap (20-40'ish)
- Program – E-sports, Passive Recreation

5. To Further Develop and Enhance Marketing and Guest Engagement (Administration Staff)

- A. Continue to evaluate/assess the need for printed activity guides.
- B. Develop customer service feedback survey for programs and facilities.
- C. Further develop department-wide sponsorship/partnership program.

6. Prepare for 2026 CIP (Superintendent of Parks/Director)

- A. Comprehensive Park and Recreation Planning
Prepare RFP – Late fall 2025
Award Dec. 2025
- B. Rec Park Parking Lot
Meet with Public Works

7. Implement 2025 Capital Improvement Plan (Superintendent of Parks/Director)

- A. Southview Tennis Court Redevelopment (summer)
- B. Kimberly Point Lighthouse – construction/bid docs and fundraising (late fall)
- C. ADA Building Improvement
- D. Shattuck Park Flag Memorial (June 15; 2:00)
- E. Install Cook Park Play Equipment (late spring)
- F. Green Park Play Equipment (RFP – Install)
- G. Doty Park Play Equipment – work with DICP for enhancements
- H. Finish LLBDM Aquatic Plant Study (June)
- I. Doty Park Phase 1 Seawall (late summer/early fall)
- J. Carpenter Preserve Year 1 Implementation
- K. Replace Mower (done)
- L. Replace Cemetery Tractor (in-progress)

8. Develop Department-Wide Volunteer Program

DATE	REVISION

ISSUED FOR:
90% CD REVIEW

DATE:	3/4/25	
PROJ. NO.:	23-008	

SCALE: 1" = 30' (AT BOOK)

DESIGNED BY: SF
DRAWN BY: SF
REVIEWED BY: ---

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SHEET NUMBER:
TP-1.01



LEGEND OF EXISTING TREES

GREEN:
Tree will have full protection
fencing

YELLOW:
Tree likely saved, review
with Owner's Rep at
Pre-Construction Meeting

RED:
Tree will be removed by
City prior to construction

City to complete all tree removal,
pruning, and protection measures.

Tree # corresponds to spreadsheet
inventory of trees, see Owner for
details as needed.

PROTECTION NOTES:

1. THE CITY OF NEENAH TO PROVIDE AND INSTALL TREE PROTECTION FENCING AS REQUIRED. CONTRACTOR TO PROVIDE PROTECTION FOR UTILITY POLES, BRIDGES, AND OTHER SITE AMENITIES WITHIN THE PROJECT LIMITS FOR THE DURATION OF THE PROJECT TO MINIMIZE ANY DAMAGE AS A RESULT OF CONSTRUCTION ACTIVITIES. PLACE PROTECTION BEFORE WORK IS STARTED. IN THE FORM OF FLUORESCENT ORANGE SNOW FENCING OR WOOD RAIL AND POSTS PLACED AROUND EACH SITE AMENITY.
2. CONTRACTOR TO SUBMIT SCHEDULE AND SITE ACCESS PLAN TO OWNER'S REPRESENTATIVE TWO (2) WEEKS PRIOR TO MOBILIZATION ON SITE. TO ENSURE TREE PROTECTION IS IN PLACE PRIOR TO CONSTRUCTION.
3. PRIOR TO CONSTRUCTION, CONTRACTOR TO REVIEW TREE PROTECTION PLAN WITH OWNER'S REPRESENTATIVE AND CITY FORESTRY STAFF.
4. TREE PROTECTION TO BE MAINTAINED BY CONTRACTOR THROUGHOUT CONSTRUCTION.
5. ANY TREE WHICH BECOMES DAMAGED AS A RESULT OF THE CONTRACTOR'S OPERATIONS SHALL BE REPAIRED OR REPLACED IN-KIND WITH MATCHING MATERIAL OF SIMILAR SIZE AND CALIBER, BY THE CONTRACTOR AS DETERMINED BY THE OWNER'S REPRESENTATIVE AND AT NO ADDITIONAL COST TO THE OWNER.
6. CONTRACTOR SHALL REPAIR EXISTING LANDSCAPE AREAS WHICH ARE DAMAGED DURING CONSTRUCTION PHASE.
7. NO TREE TO BE PRUNED, TRIMMED, OR MODIFIED IN ANY WAY WITHOUT FIRST REVIEWING WITH OWNER'S REPRESENTATIVE AND GAINING WRITTEN APPROVAL.
8. CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE WITHIN 48 HOURS OF ANY DAMAGE TO TREES. DAMAGES INCLUDE BUT ARE NOT LIMITED TO:
 - SCRATCHED OR GOUNDED BARK.
 - BROKEN BRANCHES.
 - COMPACTION OF SOIL WITHIN THE SPECIFIED TREE PROTECTION LIMITS.
 - STORAGE OF MATERIALS WITHIN A TREE'S CRITICAL ROOT RADIUS.
 - OPERATION OF EQUIPMENT WITHIN THE SPECIFIED TREE PROTECTION LIMITS.
 - PARKING OF VEHICLES OR EQUIPMENT WITHIN A TREE'S CRITICAL ROOT RADIUS.
 - SOIL EXCAVATION WITHIN A TREE'S CRITICAL ROOT RADIUS.
 - SPILLING OF HARMFUL SUBSTANCES AROUND OR WITHIN A TREE'S CRITICAL ROOT RADIUS.

#	Species	Distance		Notes
		Caliper in inches	from wall in feet	
1	Norway Maple	12	13	Remove due to species
2	Bur Oak	36	38	Protect and prune
3	Bur Oak	42	24	Protect and prune, mulch E side btwn tree/bridge
4	Crabapple	8	6	6' from bridge Remove
5	Linden	24	17	Remove tree has frost crack
6	Catalpa	3	25	Protection fence
7	Ginkgo	2.5	19	Protection fence
8	Hackberry	24	32	Protection fence
9	Norway Maple	4	15	Protection fence, root prune
10	Black Walnut	30	25	9' from walk Protection fence, root prune
11	Silver Maple	24	11	double trunk Remove
12	Bur Oak	24	13	Precon decision, possible air excavate
13	Hackberry	20	13	triple stem, 6' from walk Air Ex or remove bridge abutment
14	Silver Maple	18	9	Remove
15	Silver Maple	24	12	close to gazebo, protect 360, root prune
16	Crabapple	12	14	bark damage Remove
17	Mulberry	28	20	leaning, some dead limbs Protection fence, prune limbs
18	Crabapple	14	12	woodpecker damage Protection fence, prune
19	Crabapple	10	11	near gazebo Precon, air excavate
20	Honey Locust	8	14	Protection fence, prune limbs
21	Hornbeam	3.5	14	trunk damage at base Protection fence
22	Sugar Maple	4.5	14	TFL Peter Kelly, protection fence
23	Kentucky Coffeetree	6	13	Prune, protection fence
24	London Plane Tree 'Morton Circle'	1.5	14	Whip, protection fence
25	Honey Locust	6	12	Protection fence
26	Sugar Maple	8	11	13' from wall on channel side Root prune, protection fence
27	Crabapple	8	11	Remove pruning will kill tree
28	Crabapple	14	8	double stem, health looks questionable Remove
29	Crabapple	16	10	Multi-stem Precon, air excavate
30	Crabapple	8	10	double stem Remove poor condition
31	Yellow Birch	16	6	multi-stem, 5' from bridge, may have to remove due to location Remove
32	Scots Pine	20	10	mostly dead limbs, 4' from path Remove
33	Mulberry	22	16	double trunk, some damage Remove, condition, species
34	Hackberry	8	11	Protection fence, prune limbs
35	Callery Pear	8	14	Protection fence
36	White Cedar	12	10	Multi-trunk Remove
37	White Cedar	16	20	Multi-trunk Remove
38	Swamp White Oak	10	15	Protection fence



City of Neenah Parks & Recreation Commission Meeting March 20, 2025

BUSINESS ITEM #1: Discussion at Douglas Park

The Commission will start the meeting at Douglas Park (121 Douglas Street) to view the pond development and assess current conditions.

Possible Questions to consider:

Should play equipment remain at the park? If yes, where is the best location?

Should the park pavilion remain at the park?

Suggested Action: Discussion only with formal action to be taken during the regular Commission Meeting on April 17.

BUSINESS ITEM #2: The following proposals were submitted for replacing the 2004 Case backhoe at Oakhill Cemetery:

Service Motor Company	Case 580 SN	\$106,275.66
Fabrick Cat	Cat 420	\$121,380.00
Miller Bradford & Risberg	Case 580 SN	\$120,320.00
Brooks Tractor	John Deere 320	\$129,320.00

Backhoe replacement was budgeted in the CIP – Equipment fund for this purchase in the amount of \$150,000.

Staff recommends the purchase of the Case 580 backhoe from Service Motor Company for \$106,275.66

Suggested Action: A motion to recommend to Council the purchase of the Case 580 backhoe from Service Motor Company in the amount of \$106,275.66 utilizing the budgeted 2025 CIP – Equipment Funds.

BUSINESS ITEM #3: Per Commission Bylaws, the Commission conducts an election of officers in April of each year. A Nomination Committee is established to present a slate of nominees.

Suggested Action: A motion appointing the 2025 Nomination Committee.

BUSINESS ITEM #4: 2025 CIP Review

Suggested Action: No action needed.

BUSINESS ITEM #5: Announcements & Future Agenda Items

Douglas Park

			2025													
Budget			Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		
Facilities																
Southview Courts	\$ 400,000	Trevor													Demo Complete	
Kimberly Point Lighthouse	\$ 25,000	Mike														
ADA Building Improvement	\$ 20,000	Trevor													focus on Doty	
Shattuck Flag Memorial	\$ 175,000	Mike													15-Jun-25	
Misc. Asphalt Work	\$ 35,000	Trevor														
Cook Park Play Equip	\$ 175,000	Trevor														
Green Park	\$ 140,000															
Doty Park	\$ 155,000														Working w/Doty Island Community Partners to Raise add. Funds	
Equipment																
Replace Mower	\$ 155,000	Trevor													Completed	
Replace Cemetery Tractor	\$ 150,000	Trevor													Completed	
Arrowhead																
West - prairie/path;	\$ 272,000															
Earthwork, utilities															Graef has been hired	
Bridge - railroad															Graef has been hired	
Crossing - at grade															Graef	
Little Lake Butte des Morts Water Quality																
Phase 1 Based upon successful WI-DNR Grant App (multi-funding)	\$ 103,000	Mike													Final Report June; Grant Writing July/August	
Doty Phase 1 Seawall	\$ 3.1	Mike													DNR grant award \$1m; NRDA grant award \$102k; still working on DNR permitting	
Carpenter Preserve (donation announcement pending)	\$ 100,000	Staff / Volunteer Work Plan													more to come	