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PARK COMMISSION MEETING MINUTES

JUNE 8, 2005

Park Commissioners Present: Richard Gawinski, Michael Lynch, Judy Holtz, Glen Allen, and Tiffany Vosters.

Excused: Commissioner Clarence Peterson

Staff Present:

Director Michael T. Kading
Park Foreman Ron Pavlak

Bookkeeper Mary Heiting
Recreation Supervisor Amanda Ziegelbauer

Public:

Supervisors Barbara Hanson

Supervisor John Zaborsky

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The Commission meeting was held at the Community Center and was called to order by President Richard Gawinski at 7:00 p.m. The Pledge of Allegiance was recited and roll call taken.

APPROVAL OF MINUTES AND EXPENDITURES

The Park Commission dispenses with the reading of, and adopts the May 25, 2005 meeting minutes. **MOTION:** Commissioner Mike Lynch, seconded by Commissioner Judy Holtz to approve. Motion carried unanimously.

The Commissioners reviewed the expenditure list in the amount of \$8,761.64 for this meeting. **MOTION:** Commissioner Mike Lynch, seconded by Commissioner Herb Horn to approve the expenditures as listed. Motion carried unanimously.

PUBLIC FORUM and / or CORRESPONDENCE

Public forum on any subject brought up by residents – *Issues can only be presented and cannot be responded to by the commission per Wisconsin Statutes*

REPORTS

A. Commissioners – Issues can only be presented, no action may be taken.

Commissioner Tiffany Vosters would like to see if a switching of the swing sets at O’Hauser could be accomplished. It would be nice to have big and small swings mixed up at the same locations, so parents can play with children of various sizes at the same location.

B. Park Foreman Pavlak

The Park and Recreation staff has been working diligently on the Kippenhan and Westfield Park ‘make-over’. The poured-in place fall surface was scheduled for late May with the assistance of the City of Menasha Park and Recreation staff. Flower beds have been prepared for planting and a big thank you to the City of Neenah on the loan of stump removal equipment.

C. Recreation Supervisor

Amanda Ziegelbauer, Rec Supervisor reviewed the start of summer programs June 13. Emily Hess has been a great resource in helping her through the transition period.

D. Director Kading

Fritse Park letters and white papers were mailed to the 69 recipients and interviews will be set up in the next six weeks. The Trestle Trail project is completing the decking and the grand opening date is set for August 27, 2005. The next park commission meeting will be early to accommodate the east side tour.

Director Kading expressed his appreciation to the Town Water Department when re-constructing near the Fritse Park location, a stub line will be upgraded along with other construction details for this area.

OLD BUSINESS

A. Park Conditions – none at this time.

NEW BUSINESS

A. Plant Material Quote

Staff is requesting quotes for nursery materials for planting the flower beds this year. Shady Today submitted their quote for \$1,518.71. MOTION: by Commissioner Herb Horn, seconded by Commissioner Tiffany Vosters to approve the purchase of plant material from Shady Today. Motion carried unanimously.

B. Proposed Park and Recreation Policies

The guidelines should be in place to clearly establish what staff and the department needs to accomplish. The Park Commissioners requested more research on resident / non-resident participation and reply in the future. Staff and the Park Commission will review this document and make comments in the future.

C. Program Sponsorship – Round Up

Discussion has ensued at staff level to develop a scholarship fund. Amanda expressed that this could easily be instituted for the Fall / Winter program seasons. An opportunity for registrants to “round-up” their registration fee and this contribution be ear-marked for financial assistance for registrants interested but are in financial need.

D. East Side Park Tour Date

Staff is recommending the tour of the east side parks for June 22 park commission meeting. We should have a brief meeting, at the Community Center starting at 6:00 p.m. and the tour of the parks immediately following.

CORRESPONDENCE

A. Letter from Rich Martin to Kaukauna regarding Frisbee Golf

Rich Martin is recommending users of the disc golf courses throughout the Valley, pay a daily fee of \$2.00 when using the course and offered some ideas for enforcement.

MOTION FOR ADJOURNMENT

MOTION: Commissioner Herb Horn, seconded by Commissioner Judy Holtz to adjourn the Park Commission meeting of June 8, 2005 at 8:30 p.m. Motion carried unanimously.

Sincerely,

Judy R. Holtz,
Secretary Park Commission