



Town of Menasha Parks & Recreation Department

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Office Hours: (M-F) 8am-4:30pm

PARK COMMISSION MEETING MINUTES

January 10, 2007

Park Commissioners Present: Clarence Peterson, Mike Lynch, Debbie Swiertz, Jill Haygood, Judy Holtz, Tiffany Vosters.

Staff Present: Recreation Supervisor Amanda Ziegelbauer, Director Michael Kading

Public Present: Rich Martin, Greg Schuh, Rob Mertins – Representing the disc golf community

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The Commission meeting was held at the *Community Center, 1000 Valley Road*, and was called to order by Vice President Peterson at 7:00 p.m. The Pledge of Allegiance was recited and roll call was taken.

PUBLIC FORUM

Rob Mertins questioned why the disc golf lot is closed and how the parking situation could be improved. The commission would like to review minutes before making any further comment. Commission requested this item be agendaized for the next meeting.

APPROVAL OF MINUTES AND EXPENDITURES

The Park Commission dispenses with the reading of, and adopts the December 13, 2006 meeting minutes. Commissioner Haygood motioned, seconded by Commissioner Lynch to approve. Motioned carried unanimously.

The Commissioners reviewed the expenditure list in the amount of \$22,809.63 for this meeting. Commissioner Peterson motioned, seconded by Commissioner Haygood to approve the expenditures as listed. Motion carried unanimously.

REPORTS

- A. Commissioners – Issues can only be presented, no action may be taken.**
- B. Recreation** – Recreation Supervisor Ziegelbauer reviewed written report and the commission accepted it as written.
- C. Parks** – Park Foreman’s report was reviewed and accepted as written.
- D. Director** – The Director’s report was accepted as written.
- E. Fritse Park Redevelopment** – Director Kading updated the commission on the Fritse Park Redevelopment project.

OLD BUSINESS

None.

NEW BUSINESS

- A. Election of Commission President:** Commissioner Peterson nominated Commissioner Lynch as President of the Park Commission. Commissioner Holtz seconded. Motion carried unanimously.

B. Revise Financial Assistance Policy: Commissioner Haygood motioned to accept the guidelines as presented with exception of rewording (g) as follows: “financial assistance to each qualifying individual for no more than two programs per programming season.” Seconded by Commissioner Swiertz. Motion carried unanimously.

C. Financial Assistance Request: Commissioner Haygood motioned to approve financial assistance to the recent request received by staff. Commissioner Lynch seconded. Motion carried unanimously.

NEW BUSINESS CONTINUED

D. Accept Urban Forestry Park Tree Management Plan: Commissioner Haygood motioned to postpone acceptance until the February meeting or until all commission members have read and reviewed the plan. Commissioner Lynch seconded. Motion carried on a five to one vote.

E. Year-in-Review: Commissioner Holtz motioned to accept the year-in-review report as written. Commissioner Vosters seconded. Motion carried unanimously.

F. Review Commissioner Packed and Responsibilities: Commissioners reviewed the “Park and Commission Manual for Success”

CORRESPONDENCE

None.

ADJOURNMENT

Commissioner Vosters motioned seconded by Commissioner Haygood to adjourn the Park Commission meeting of January, 10 2007 at 9:07 p.m. Motion carried unanimously.

The next meeting will be at the Community Center, February 14, 2007 at 7:00 p.m.

Sincerely,

Judy R. Holtz
Secretary Park Commission