



Town of Menasha Parks & Recreation Department

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Neenah, WI 54956

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

PARK COMMISSION MEETING MINUTES

April 23, 2008

Park Commissioners Present: Mike Lynch, Michael Dillon, Clarence Peterson, Gerald Voigt, Debbie Swiertz

Absences: Mike Campbell, Judy Holtz

Staff Present: Director Michael Kading

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The Commission meeting was held at the *CB Park site & Municipal Complex*, and was called to order by President Lynch at 5:07 p.m. Roll call was taken.

CB PARK WALK THRU

Walk thru with Steve Brunner from Ruekert/Mielke began at 5:07pm and commenced at 6:10pm to the Municipal Complex for a vision and planning session. Please see attached notes from Ruekert/Mielke.

APPROVAL OF EXPENDITURES

The Commissioners reviewed the expenditure list from April 23, 2008 in the amount of \$9,949.37 for this meeting. Commissioner Voigt motioned, seconded by Commissioner Swiertz to approve the expenditures as listed. Motion carried unanimously.

OLD BUSINESS

A. Reconsider Commission Reorganization - Commissioner Dillon motioned, seconded by Commissioner Swiertz, to decrease commission per diem from \$40.00 to \$35.00 effective July 1st, 2008. Motion carried unanimously.

NEW BUSINESS

- A. Park and Open Space Review** - Commissioner Peterson motioned, seconded by Commissioner Voigt to authorize Ruekert-Mielke to review the Park and Open Space Plan at a cost not to exceed \$1,000.00. Motion carried unanimously.
- B. Adopt Community Needs Assessment** - Commissioner Voigt motioned, seconded by Commissioner Swiertz to accept the Community Needs Assessment plan as presented. Motion carried unanimously.
- C. Park Commission Workshop** - Commissioner Dillon motioned, seconded by Commissioner Voigt to establish a Commission workshop and solicit a facilitator. Motion carried unanimously.
- D. Approve Concrete Quotes for O’Hauser North Play Area** - Commissioner Voigt motioned, seconded by Commissioner Peterson to accept the quote from Tim Bloy Construction in the amount not to exceed \$5,468.00. Motion carried unanimously.
- E. Revised Wittmann Park** - Director Kading shared a revised conceptual plan.

CORRESPONDENCE

Correspondence was reviewed.

ADJOURNMENT

Commissioner Dillon motioned, seconded by Commissioner Peterson to adjourn the Park Commission meeting of April 23, 2008 at 8:22pm. Motion carried unanimously.

The next regular Commission meeting will be at the Community Center on May 14, 2008 at 7:00pm.

Sincerely,

Judy Holtz
Park Commission Secretary