



FOX CROSSING PARKS & RECREATION DEPARTMENT

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PARK COMMISSION MEETING MINUTES

January 9, 2025

Park Commissioners Present: Jim Beson, Jordyn Kurer, Steve Otto, Kathy Sylvester, Suneer Patel, Chris McCoy

Excused: Jean Wollerman

Staff Present: Director Amanda Geiser, Administrative Assistant Dezaree Rich

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The Commission meeting was held at the Municipal Complex, 2000 Municipal Dr., Neenah, and was called to order by Commissioner Beson at 6:00PM. The Pledge of Allegiance was recited and roll call was taken.

APPROVAL OF MINUTES AND DISCUSSION OF EXPENDITURES

The Park Commission dispenses with the reading of, and adopts, the December 11, 2024, regular meeting minutes. Commissioner Otto motioned to accept the minutes, seconded by Commissioner Sylvester. Motion carried.

PUBLIC FORUM

- None

DISCUSSION/PRESENTATION

- A. Community Center Rental Report:** Director Geiser presented the 2024 Community Center rental report. This report shows the total amount of rentals per room that we had for the year of 2024. Director Geiser pointed out that this year we had the highest number of rentals to date with a total of 304. The high total primarily has to do with our ongoing weekly renters. These weekly renters have been nice to have because they provide consistent revenue, we know they follow our expectations, and they contact us when they notice something is wrong. Issues at the Community Center have greatly subsided without the irregularity of different groups coming into the facility.
- B. 2025 Park Project Overview:** Director Gieser presented the 2025 Park Project Overview. The list detailed projects that will be occurring in 2025 at the various parks and throughout the trail system. Highlights included: ongoing ash tree removals; the Community Center will see additional TV screens/monitors and a new roof; the shoreline repair at the Rydell Conservancy; installing security cameras at Palisades Park; the playground replacements at Westfield Park and O’Hauser Park; and other various repairs to improve our parks and trails.

REPORTS

- A. Park Report:** Accepted as written.
- B. Recreation Report:** Accepted as written.
- C. Director Report:** Accepted as given.
- D. Commission Reports:**
- **Commissioner Beson:** Mentioned he was impressed by our park staff for the way they deconstructed the dock at the Rydell Conservancy. He also went to Gant Park to assist with tree removal noting that the two big ash trees he dropped will need to be hauled away. He mentioned that we will need to have a contractor come in and take down other trees that have the potential of falling on the surrounding houses.
 - **Commissioner Otto:** No report.
 - **Commissioner Kurer:** No report.

- **Commissioner Sylvester:** No report.
- **Commissioner Patel:** No report.
- **Commissioner McCoy:** No report.
- **Commissioner Wollerman :** Excused.

OLD BUSINESS

- None

NEW BUSINESS

- A. Westfield Park Playground Recommendation:** *Commissioner Patel made a motion to make a recommendation to the Fox Crossing Board of Trustees to have Lee Recreation furnish and install the Concept #2 Playground at Westfield Park in the amount of \$74,600. Commissioner Otto seconded.*

Director Geiser reported a Westfield Park Playground RFP was sent out to four (4) playground vendors in which they were given a \$75,000 budget to provide new playground components and complete the installation. Due to unforeseen circumstances, only one vendor submitted proposals for the project. Director Geiser presented the two proposals submitted by Lee Recreation. Lee Recreation represents Burke equipment which is what we have in place at many of our parks. The option that was favored by the Commission was option 2 at a total cost of \$74,600. Director Geiser discussed that the price will most likely change slightly because she is going to ask to switch out one of the bucket swings for an accessible swing.

Part of the project will consist of tree removal which would open the area around the playground. Director Geiser discussed removing a few trees, making a bigger green space area to the south, and planting a few new trees after the work has been completed. The tentative timeframe to install the equipment and complete the project is between April – June. It is the hope to have everything completed by June 1 so it is ready in time for the summer season.

The motion was put to a vote and all were in favor, motion carried unanimously.

- B. Suburban Athletic Storage Shed Land Use Agreement:** *Commissioner Sylvester made a motion to approve the O’Hauser Park Land Use Agreement with Suburban Athletics, Inc. for the new storage shed facility. Commissioner Otter seconded.*

Director Geiser presented an agreement that has been drafted in regards to the new storage shed facility that Suburban Athletics desires to place at O’Hauser Park, and was approved at the December 11, 2024 Park Commission meeting. The document mirrors the current concession stand building agreement and assigns all responsibility and liability to Suburban Athletics.

The motion was put to a vote, and all were in favor, motion carried unanimously.

- C. Suburban Athletics User Agreement Amendment:** *Commissioner Otto made a motion to approve the Suburban Athletics, Inc. User Agreement amendment. Commissioner Patel seconded.*

Director Geiser noted with the recent approval given to Suburban Athletics to place a storage shed at the park, a slight amendment has been made to the current agreement. This update will be known as Addendum #2 in the 2020-2029 land use agreement.

The motion was put to a vote, and all were in favor, motion carried unanimously.

- D. Fritsch Park Use Request – Amber Herzfeldt:** *Commissioner McCoy made a motion to approve the August 23, 2025 Fritsch Park use request made by Amber Herzfeldt, so long as the specified conditions are met. Commissioner Sylvester seconded.*

Director Geiser reviewed the park use request. Amber Herzfeldt has requested to use Fritsch Park for a craft fair at Fritsch Park on August 2025. Ms. Herzfeldt has previously used the park for a similar event, but it wasn't until this last year staff has realized how big of an event it had become. Director Geiser indicated that our facilities and greenspaces are a valuable resource and so long as specific conditions are met, staff supports this request. Director Geiser reminded commissioners that this use of Fritsch Park would not only be charged the normal pavilion rental fee, but the new Event Fee, which was put into place this year, will also apply. The commission mentioned concern about excessive garbage and questioned if the additional fees are enough. Director Geiser mentioned in previous years we have not seen excessive garbage left from this event, nor have we received complaints.

The motion was put to a vote, and all were in favor, motion carried unanimously.

CORRESPONDENCE

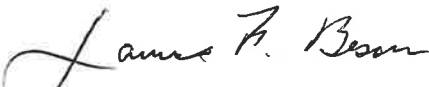
- None

ADJOURNMENT

Commissioner Otto motioned, seconded by Commissioner Sylvester, to adjourn the Park Commission meeting at 6:49PM. Motion carried unanimously.

The next Commission meeting is scheduled for February 12, 2025, at the Municipal Complex, 2000 Municipal Drive, Neenah, at 6:00PM.

Sincerely,



Jim Beson
Chairperson - Village of Fox Crossing Park Commission