



FOX CROSSING PARKS & RECREATION DEPARTMENT

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PARK COMMISSION MEETING MINUTES

October 8, 2025

Park Commissioners Present: Jim Beson, Jordyn Kurer, Kathy Sylvester, Suneer Patel, Jean Wollerman, Matt Werner

Excused: Jill Rasmussen

Staff Present: Director Amanda Geiser

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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 September 10, 2025, regular meeting minutes. Commissioner Patel motioned to accept the minutes, seconded by Commissioner Sylvester. Motion carried.

PUBLIC FORUM

- None

DISCUSSION/PRESENTATION

- A. Review of Parks & Recreation Department Philosophy and Related Policies:** Director Geiser discussed the annual review of department policies and the proposed changes. It was noted most changes were minor and included adding donation length verbiage to the donation/memorial program guidelines, and updating the facility reservation policy, specifically related to when facility reservations can be made. Commissioner Patel questioned what amount the department would be willing to fund when it comes to replacing donated items, such as benches, that have been vandalized. Director Geiser indicated staff would research that further and come up with verbiage to be included in the final draft which will come back to the Commission for approval at the November 12 meeting.

REPORTS

- A. Park Report:** Accepted as written.
- B. Recreation Report:** Accepted as written.
- C. Director Report:** Accepted as given.
- D. Commission Reports:**
- **Commissioner Beson:** No report.
 - **Commissioner Kurer:** No report.
 - **Commissioner Patel:** No report.
 - **Commissioner Rasmussen:** Excused.
 - **Commissioner Sylvester:** No report.
 - **Commissioner Werner:** No report.
 - **Commissioner Wollerman:** No report.

OLD BUSINESS

- None

NEW BUSINESS

- A. Earl Street Athletic Complex Recommendation:** *Commissioner Patel made a motion to recommend to the Fox Crossing Board of Trustees that the Neenah Soccer Club be awarded a 10-year lease of the Earl Street Athletic Complex, as submitted. Commissioner Sylvester seconded the motion.*

Director Geiser noted that proposals were presented to the Commission for review and discussion at the previous meeting which took place on September 10. The proposals, which were submitted by Menasha Youth Sports and Neenah Soccer Club, were reviewed and evaluated in accordance with eight established criteria. Following the evaluation process, the proposals received total scores of 242 for Neenah Soccer Club and 146 for Menasha Youth Sports. Based on the evaluation results, the Commission reached consensus to move forward with Neenah Soccer Club as the new lessee, and this recommendation was now being put to a formal vote.

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

- B. Fritsch Park Use Request – Amber Herzfeldt:** *Commissioner Sylvester made a motion to approve the August 22, 2026 Fritsch Park use request made by Amber Herzfeldt. Commissioner Patel seconded.*

Director Geiser reviewed the park use request made by Amber Herzfeldt who has requested to use Fritsch Park for a craft and fair at Fritsch Park on August 22, 2026. This would be Ms. Herzfeldt fifth year of hosting this event at the park. Director Geiser noted that in addition to the regular rental fee, this rental would also be charged the \$50 Event Fee. Commissioner Beson asked staff to investigate putting a fee structure into place that would apply to for-profit rentals such as this one.

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

- C. Approval of the 2026 Park Commission Meeting Dates:** *Commissioner Patel made a motion to approve the 2026 Park Commission meeting dates as submitted. Seconded by Commissioner Kurer.*

The 2026 Park Commission meeting dates were presented. As has been standard practice, meetings will occur on the second Wednesday of every month. For budget review purposes, two meetings will be held in July. Those meetings will occur on the second and fourth Wednesday.

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

CORRESPONDENCE

- None

ADJOURNMENT

Commissioner Sylvester motioned, seconded by Commissioner Rasmussen, to adjourn the Park Commission meeting at 6:46PM. Motion carried unanimously.

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

Sincerely,



Jim Beson
Chairperson - Village of Fox Crossing Park Commission