

## **PUBLIC NOTICE OF MEETING**

Town of Neenah, Winnebago County, Wisconsin

Governmental Body: Parks and Trails Committee  
Time of Meeting: 6:00 p.m.  
Date of Meeting: Monday August 5, 2024  
Place of Meeting: Conservancy Park, 1674 S Park Ave

### **Agenda**

1. Call to Order
2. Approval of Minutes July 1, 2024, Parks and Trails Committee Meeting
3. Open Forum
4. Financial/Budget/Expenses
  - a. 2024 Actual / Forecasted
5. Discussion/Update/Action
  - a. Conservancy Park
  - b. Franzoi Park
  - c. Keating Park
  - d. Mahler Park
  - e. All Parks
    - Park Rental Reservation form, Policies and Regulations – particularly cancellation of reservations and refund amount.
  - f. Trails
6. Old Business
  - Playground plans
  - Reforestation plans
7. New Business
8. Adjourn

### **Future Meetings**

Parks and Trails meeting, TUESDAY, September 3, 2024 – Keating Park

Parks and Trails meeting, Monday, September 30, 2024 – Town Hall (For October meeting)

Vicki Boushele, Deputy Clerk-Treasurer  
July 1, 2024

NOTES: Upon request, reasonable auxiliary aids and services will be provided for disabled individuals. If accommodations are required, please provide adequate advance notice to Town Clerk at 725-0916. A quorum of the Town Board or other Town Commissions/Committees or Sanitary Commissions may attend, but no official action will be taken by them. Notice was posted on August 1, 2024, at [www.townofneenah.com](http://www.townofneenah.com), Town of Neenah Municipal Building, 1600 Breezewood Lane.

**Town of Neenah Parks and Trails Committee****Monday July 1, 2024****Town Hall, 1600 Breezewood Lane, Neenah WI 54956****Present:** J. Buchta, Mark Meyer, Tom Jankowski, Tony Stanton, Jason VanderVelden,**Also Present:** Jake Cowling, Deputy Clerk-Treasurer Vicki Boushele**Absent:** Brooke Cardoza, Aaron Zemlock

Meeting called to order at 6:00 p.m. by Chairman Tom Jankowski.

**Approve of June 3, 2024 Minutes**

Motion: T. Stanton / J. Buchta to approve June 3, 2024, meeting minutes.

Motion carried: 4:0:1

**Open Forum**

None

**Financial Budget/Expenses**

T. Jankowski reviewed budget status report with committee.

**Discussion/Update/Action****a. Conservancy Park**

- In bloom now – butterflies are coming out.
- S. Park is heavily used, and walking is dangerous, sheriff says no ticketing unless there is a complaint.

**b. Franzoi Park**

- Small playground set may be the first one to be replaced.
- Berms are in good shape
- Hydrangea trees to be cut
- Wrap trees – deer are eating on them

**c. Keating Park**

- Security:
  - There will be 7 cameras – one will have a license plate reader
- Thought of putting a large animal, like a dinosaur, in the park for kids to climb on. Has a potential opportunity for M. Shettle to donate.
- Suggested to improve trails and signage – perhaps putting up a sign that shows the distance of the trail.

**d. Mahler Park**

- Restrooms are nice and clean
- The cabinets were installed in the kitchen
- Bags boards used and the area will get muddy – suggested to put stone around them. Jake quoted \$195.00/set to add the stone.
- Basketball court needs to be re-sealed.
  - Perhaps the basketball court could have a pickle ball court added in

**e. All Parks**

- Park reservation form.
  - M. Meyer suggested the rates should be increased
  - Cancellation on rental fees – late cancellation is cancellation with in 2 weeks refund 50%  
M. Meyer suggested there be no refund

- If we are accepting reservations up to 2 years out – when should the check(s) be deposited?

**f. Trails**

- Signs should go up July 17.

**Old Business**

- Park plans – Keating is probably in worst repair.
- Mulch has been put in for fall zones.
- Do we have dates on playground equipment for life span

**New Business**

- J. Buchta reported he has contacted Ann Engelhardt of the Community Foundation – Nelson Fund. Jeff stated through the Community Foundation it is better to request money for larger projects. There are two specific funds that are geared to Parks and Trails.

**Future Meetings**

Parks and Trails Meeting, **Monday, August 5, 2024** at Conservancy Park.

**Motion:** T. Stanton / J. VanderVelden motion to adjourn.

Respectfully Submitted,

*Victoria Boushele*

Victoria Boushele

Town of Neenah Deputy-Clerk-Treasurer

Approved: *DRAFT – pending approval*

Town of Neenah  
Parks and Trails Budget Status Report - 2024

Parks and Trails	2024 Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD spending	Budget remaining
Contract - Cutting and Trimming	41,600	-	-	-	-	-	6,933	6,933	-	-	-	-	-	13,867	27,733
CPM - Added Maintenance	23,000	-	100	-	25	50	-	125	-	-	-	-	-	300	22,700
CPM - Weed Control	2,500	-	-	-	-	-	285	215	-	-	-	-	-	500	2,000
CPM - Dog Stations	2,500	-	180	270	360	450	360	360	-	-	-	-	-	1,980	520
CPM - Restroom Maintenance	2,500	-	-	-	-	240	480	720	-	-	-	-	-	1,440	1,060
CPM - Admin - Rentals	1,000	-	-	-	-	-	52	312	-	-	-	-	-	364	636
Pest Control	500	-	-	-	-	-	-	-	-	-	-	-	-	-	500
Mahler Park	-	-	-	-	1,393	2,357	2,243	1,220	-	-	-	-	-	7,213	(7,213)
Franzoi Park	-	-	-	-	-	1,872	1,185	90	-	-	-	-	-	3,147	(3,147)
Keating Park	13,000	-	-	-	-	1,725	-	-	-	-	-	-	-	1,725	11,275
Misc. Maintenance and Supplies *	2,126	73	-	44	64	(589)	146	149	-	-	-	-	-	(113)	2,239
Trails	2,500	-	150	60	300	31	1,000	1,663	-	-	-	-	-	3,204	(704)
Garbage Removal	2,000	-	-	-	-	37	180	180	-	-	-	-	-	397	1,603
Wells & Plumbing	2,000	-	-	-	-	1,325	500	-	-	-	-	-	-	1,825	175
Toilet Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities - Electric	3,000	217	187	226	200	231	202	181	-	-	-	-	-	1,443	1,557
Conservancy Park	6,000	78	166	524	1,074	332	970	401	-	-	-	-	-	3,545	2,455
Reforestation Initiative	4,000	-	-	-	42	346	2,460	219	-	-	-	-	-	3,067	933
Purchases from Donations	-	-	-	-	-	1,165	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>108,226</b>	<b>367</b>	<b>783</b>	<b>1,124</b>	<b>3,457</b>	<b>9,572</b>	<b>16,996</b>	<b>12,768</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>43,903</b>	<b>64,323</b>

## Town of Neenah Transaction Detail by Account July 2024

Date	Num	Name	Memo	Amount
<b>55200-1 · Parks - Cowling Property Mangmt</b>				
07/22/2024	5223	Cowling Property Management LLC		6,933.33
Total 55200-1 · Parks - Cowling Property Mangmt				6,933.33
<b>55200-3 · Parks - Supplies &amp; Maintenance</b>				
07/08/2024	Jun 24 park	Krueger True Value		45.30
07/11/2024	DD1780	Davis, Douglas	Direct Deposit	0.00
07/22/2024	1536	Lark Label, LLC	Gwen Schneider bench	104.00
Total 55200-3 · Parks - Supplies & Maintenance				149.30
<b>55200-6 · Parks - Harter's - Trash</b>				
07/22/2024	767044	Harters Fox Valley Disposal		180.00
Total 55200-6 · Parks - Harter's - Trash				180.00
<b>55200-7 · Parks - WE Energies</b>				
07/22/2024	7/10/2024 bill ...	WE Energies		124.50
07/22/2024	7/10/2024 bill ...	WE Energies		56.30
Total 55200-7 · Parks - WE Energies				180.80
<b>55200-8 · Conservancy Park Expense</b>				
07/22/2024	5223	Cowling Property Management LLC		60.00
07/22/2024	7/10/2024 bill ...	WE Energies		341.12
Total 55200-8 · Conservancy Park Expense				401.12
<b>55300-1 · Parks - CPM additional services</b>				
07/11/2024	DD1780	Davis, Douglas	Direct Deposit	125.00
Total 55300-1 · Parks - CPM additional services				125.00
<b>55300-2 · Parks - CPM Weed Control</b>				
07/22/2024	5223	Cowling Property Management LLC	Mahler	105.00
07/22/2024	5223	Cowling Property Management LLC	Keating	110.00
Total 55300-2 · Parks - CPM Weed Control				215.00
<b>55300-3 · Parks - CPM Dog Stations</b>				
07/22/2024	5223	Cowling Property Management LLC		360.00
Total 55300-3 · Parks - CPM Dog Stations				360.00
<b>55300-4 · Parks - CPM Restroom Maintenanc</b>				
07/22/2024	5223	Cowling Property Management LLC		720.00
Total 55300-4 · Parks - CPM Restroom Maintenanc				720.00
<b>55300-5 · CPM - Admin Services</b>				
07/22/2024	5223	Cowling Property Management LLC		312.00
Total 55300-5 · CPM - Admin Services				312.00
<b>55300-7 · Mahler Park Expenses</b>				
07/22/2024	5223	Cowling Property Management LLC		1,220.00
Total 55300-7 · Mahler Park Expenses				1,220.00
<b>55300-8 · Franzoi Park Expenses</b>				
07/22/2024	5223	Cowling Property Management LLC		90.00
Total 55300-8 · Franzoi Park Expenses				90.00
<b>55400-0 · Trails</b>				
07/22/2024	5223	Cowling Property Management LLC		1,662.50
Total 55400-0 · Trails				1,662.50

9:13 AM

07/25/24

Accrual Basis

**Town of Neenah**  
**Transaction Detail by Account**  
**July 2024**

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>55400-5 · Reforestation Grant-Parks</b>				
07/22/2024	Jun 24	Brazee Ace Hardware	Mahler trees	53.91
07/22/2024	5223	Cowling Property Management LLC	Mahler trees	165.00
Total 55400-5 · Reforestation Grant-Parks				218.91
<b>TOTAL</b>				<b>12,767.96</b>

Town of Neenah																				
Parks and Trails Budget Status Report - 2024																				
<i>Red italics is projected expense</i>																				
	Parks and Trails	2024 Budget	2024 Amendment	January	February	March	April	May	June	July	August	September	October	November	December	YTD spending	Budget remaining			
55200-1 · Parks - Cowling Property Mangm	Contract - Cutting and Trimming	41,600		-	-	-	-	-	6,933	6,933	<i>6,933</i>	<i>6,933</i>	<i>6,933</i>	<i>6,935</i>	-	41,600	-	Ellen's note - this should come out to be contract price with ) budg		
55300-1 · Parks - CPM additional services	CPM - Added Maintenance	23,000		-	100	-	25	50	-	125	<i>3,000</i>	<i>3,000</i>	-	-	-	6,300	16,700			
55300-2 · Parks - CPM Weed Control	CPM - Weed Control	2,500		-	-	-	-	-	285	215	-	-	-	-	-	500	2,000			
55300-3 · Parks - CPM Dog Stations	CPM - Dog Stations	2,500		-	180	270	360	450	360	360	<i>313</i>	<i>313</i>	<i>313</i>	<i>225</i>	-	3,144	(644)			
55300-4 · Parks - CPM Restroom Maintenanc	CPM - Restroom Maintenance	2,500		-	-	-	-	240	480	750	<i>416</i>	<i>417</i>	<i>416</i>	<i>417</i>	-	3,136	(636)			
55300-5 · CPM - Admin Services	CPM - Admin - Rentals	1,000		-	-	-	-	-	52	312	<i>200</i>	<i>200</i>	-	-	-	764	236			
55300-6 · Parks- Pest Control	Pest Control	500		-	-	-	-	-	-	-	<i>83</i>	<i>168</i>	<i>83</i>	-	-	334	166			
	Mahler Park	-					1,393	2,357	2,243	1,220			<i>260</i>			7,473	(7,473)	Tree plaque, Concrete bags board		
55300-8 · Parks- Franzoi Park Projects	Franzoi Park	-		-	-	-	-	1,872	1,185	90	-	-	-	-	-	3,147	(3,147)	\$750 Mulcher rental		
55300-9 · Parks - Keating Park Project	Keating Park	13,000		-	-	-	-	1,725	-	-	-	-	-	-	-	1,725	11,275	\$750 Mulcher rental		
55200-3 · Parks - Supplies & Maintenance	Misc. Maintenance and Supplies *	2,126		73	-	44	64	(589)	146	149	-	-	-	-	-	(113)	2,239			
55400-0 · Trails	Trails	2,500		-	150	60	300	31	1,000	1,663	-	-	-	-	-	3,204	(704)			
55200-6 · Parks - Harter's - Trash	Garbage Removal	2,000		-	-	-	-	37	180	180	<i>333</i>	<i>333</i>	<i>338</i>	-	-	1,401	599			
55200-4 · Parks - Water Service	Wells & Plumbing	2,000		-	-	-	-	1,325	500	-	-	-	-	-	-	1,825	175			
55200-5 · Parks - Winnebago Liquid Waste	Toilet Service	-		-	-	-	-	-	-	-	-	-	-	-	-	-	-			
55200-7 · Parks - WE Energies	Utilities - Electric	3,000		217	187	226	200	231	202	181	<i>263</i>	<i>263</i>	<i>263</i>	<i>263</i>	<i>263</i>	2,759	241			
55200-8 · Conservancy Park Expense	Conservancy Park	6,000		78	166	524	1,074	332	970	401	-	-	-	-	-	3,545	2,455	\$1350 - Mulcher rental		
	Reforestation Initiative	4,000					42	346	2,460	219						3,067	933	Split rail fence and test plot		
55201-3 · Parks Purchases from Donation	Purchases from Donations	-		-	-	-	-	1,165	-	-	-	-	-	-	-	1,165	(1,165)			
	<b>Total</b>	<b>108,226</b>	<b>0</b>	<b>367</b>	<b>783</b>	<b>1,124</b>	<b>3,458</b>	<b>9,572</b>	<b>16,996</b>	<b>12,798</b>	<b>11,541</b>	<b>11,627</b>	<b>8,606</b>	<b>7,840</b>	<b>263</b>	<b>84,976</b>	<b>23,250</b>			
	<b>QUOTES / ESTIMATES FOR FUTURE WORK</b>																			
	<b>Conservancy Park</b>																			
USFWS Grant	Buckthorn Mitigation										2,500							Reforestation	2,500	USFW In-Kind Grant paying CPM direct, CPM to manage
DNR Grant	Mulcher Rental - Rental and labor for buckthorn removal, finishing trail								1,500									Reforestation	2,000	Conservancy = \$1,500)
									750											Franzoi = \$750
									750											Keating = \$750
	Split Rail fence Estimate - This is for Split rail fence and test plot for a total of 8 sections installed									1,350									1,350	Split rail fence and test plot
	<b>Mahler Park</b>																			
	CPM - Sled Kiosk refresh estimate													260						Material only - work to be done by volunteer
	Concrete Bag Toss																			
	Doty & Sons Concrete Products, Inc. - Concrete Bag Toss two boards, bags not included									2,366										
	Lark Signs - Stake Marker Mounted (donation marker)								104											\$104 sign for Gwen Schneider bench & tree
Ellen Added this per phone call with Jake	Pressure Wash Pavillion - per Jake									300										
								0	3,104	4,016	2,500	0	260	0	0	9,880				

# DNR Reforestation Project

Expense	Donation / Volunteer Hours	Date	Purpose	Location	Paid to	
53.91		6/4/2024	Mulch -	Mahler	Cowling	Receipt
21.29		7/29/2024	Tree protection material	Mahler	Jankowski	Receipt
730.00		5/30/2024	Install 3 trees	Mahler	Cowling	Inv. 5144
1,080.00		5/16/2024	Buckthorn	Conservancy	Cowling	Inv. 5144
-	650.00	5/21/2024	Ash tree removal	Franzoi	Cowling	Inv. 5144
24.40		5/30/2024	Tree staking material		Jankowski	Receipt
48.80		4/22/2024	Tree staking material		Jankowski	Receipt
252.00		4/17/2024	Trees	Conservancy	Jankowski	Receipt
217.00		5/7/2024	Kiosk repair material	Mahler	Cowling	Inv. 5061
	1,057.50	Multiple days	volunteer hour value	Conservancy		Tree plantings, Arbor Day activities
Totals	2,427.40					
	1,707.50					



# Nextrex Recycling Challenge

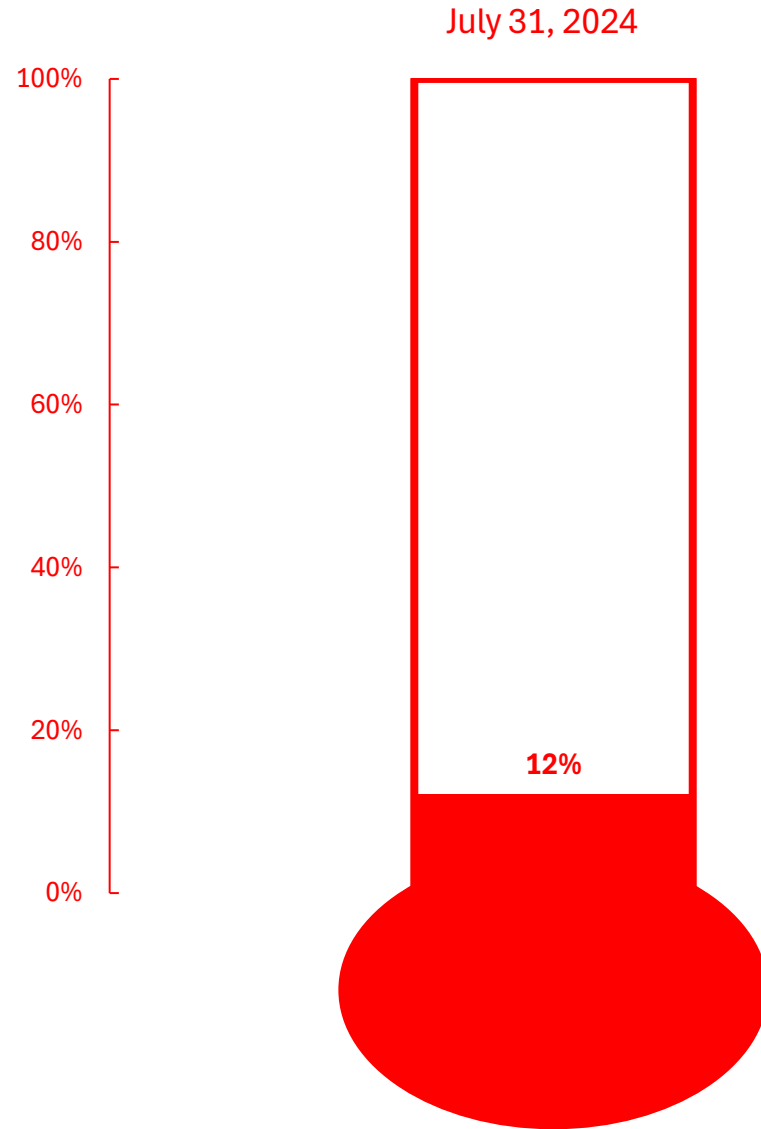
## Progress towards donation of a Park Bench

### Challenge ends June 30, 2025

Jul-24	121.07
Aug-24	0
Sep-24	0
Oct-24	0
Nov-24	0
Dec-24	0
Jan-25	0
Feb-25	0
Mar-25	0
Apr-25	0
May-25	0
Jun-25	0

Pounds Collected	121.07
Goal	1000

Achieved %	12%
Target %	100%





Robert Schmeichel, Chairman 920-729-5995  
David Bluma, Supervisor 920-636-8340  
Brooke Cardoza, Supervisor 920-727-1750  
James Weiss, Supervisor 920-727-1952  
Thomas Wilde, Supervisor 920-427-9912  
Ellen Skerke, Administrator-Clerk-Treasurer 920-725-0916

1600 Breezewood Lane Neenah, WI 54956

August 6, 2024

Hello Keating Park Neighbors ,

The Town of Neenah recently upgraded the facilities at Keating Park with a restroom and gazebo area to enhance this beautiful neighborhood park. We continue to work on improving our parks throughout the Town of Neenah and take great pride in the amenities offered to our residents and visitors. Please join members of the Parks and Trails Committee on Monday September 3, 2024 at 5:30pm for an informal Open House to celebrate the opening of the new facilities at Keating Park.

In 2023 and again in 2024, Keating Park experienced numerous incidents of vandalism which not only impact the enjoyment of the park for all, but are costly and time consuming to investigate and repair. We have reason to believe that some of the vandalism may be caused by youth that are within walking distance of Keating Park. The recent vandalism occurred on the night of Sunday July 14<sup>th</sup> and included pink and red spray paint on picnic tables, rocks, the parking lot, We Energies electric box and trees along the wooded walking trail. Additional spray paint vandalism also occurred at the Town Hall parking lot, it would seem to be the same style and approximately the same time frame.

As residents that live in the Keating Park neighborhood, and hopefully frequent users of the park area, we are asking that you get involved. Keep an eye on the park, if you see something unusual, speak up and contact the Winnebago County Sheriff's Department. (920) 727-2888. Speak with your pre-teen and teenage children about the impact of vandalism, it is disrespectful, costly and illegal.

The Parks Committee will be installing additional security cameras. We will prosecute and hold accountable all individuals involved in illegal activity in our parks as they are identified.

Please help us to keep our parks a clean, safe and friendly place to enjoy.

Sincerely,

Robert Schmeichel  
Town of Neenah Chairman

red circle = Keating Park  
blue area = mailing area for letter

