



**MEMORANDUM**

To: Mayor and Common Council

From: PRD Tungate

Date: June 14, 2012

RE: Information Requested by Ald. Taylor Relating to Structures in Parks

I spoke to park officials from three nearby communities about their respective governing boards or commissions view on moving or placing small structures within their park system. The following is a brief summary of the comments.

Appleton: They do not have a Board or Commission structure. Weren't sure how the decision would have been made, but suggested that some decisions on small structures are made at staff level.

Neenah: Small structure decisions are made by their Park Commission. Large scale changes or park plans go through the Planning Commission.

Town of Menasha: Similar view to Neenah. State statute clear on authorities granted to Park Commissions or Boards.