



MEMORANDUM

Date: June 16, 2016
To: Administration Committee
From: Mayor Merkes
Subject: Proposed Boat Launch Fee Increase

By utilizing fees from users of the lake and river, the City will be able to continue to offer water rescue services without increasing costs to City taxpayers who may or may not utilize the service. In order to ensure that the Common Council has oversight on an annual basis of this additional funding I suggest that the Administration Committee recommend the following:

- Change the daily boat launch fee from \$5 to \$6 beginning Jan 1, 2017 and
- Budget a set amount of this additional revenue to be placed into a trust fund administered by the Neenah Menasha Joint Finance and Personnel Committee for water rescue.

These actions should provide approximately \$2,300 in new revenue. The Park Board has recommended that approximately half be used for water rescue. The process would be similar to the process used for City contributions toward the operation of Heckrodt.



MEMORANDUM

To: Common Council
From: PRD Tungate BT
Date: June 2, 2016
RE: 2017 Daily Boat Launch Fee

BACKGROUND: In 2015, Former Neenah/Menasha Fire Rescue (NMFR) Chief Al Auxier initiated discussions with Neenah and Menasha about increasing boat launch fees to help offset water rescue costs. These discussions were held too late to be considered for the 2016 budgets for Neenah & Menasha.

Former Chief Auxier, and more recently, Assistant Chief Sipin have been working with both cities' parks and recreation departments to seek approval of increasing overall boat launch revenues for 2017 with a portion going to offset NMFR costs associated with water rescue. The City of Neenah has taken action in support of what NMFR has requested. The Menasha Parks and Recreation Board has approved the recommendation listed below.

FISCAL IMPACT: Based on average usage numbers from 2014-2015, raising the daily fee from \$5 to \$6 would generate \$2,359. NMFR is seeking \$1,200 annually to help cover water rescue costs. This is approximately half of what the fee increase would generate.

ANALYSIS: The recommendation below was worded to allow the Common Council, Mayor, and Staff the flexibility to implement this recommendation during the 2017 budget process.

RECOMMENDATION: Beginning in 2017, raise the daily boat launch fee from \$5 to \$6, with a portion of this increase to be placed in the Neenah/Menasha Fire Rescue budget in a manner to be determined by the Mayor and appropriate staff, to partially offset water rescue costs.



Memorandum

TO: Director Brian Tungate
Director Mike Kading
City of Neenah Parks & Recreation Commission Members
City of Menasha Parks & Recreation Board Members

FROM: Chief Al Auxier

DATE: March 30, 2016

RE: Proposed Boat Launch Fee Increase

In 2015, Neenah-Menasha Fire Rescue's (NMFR) Joint Finance and Personnel Committee asked me to initiate discussions with both Cities Park & Recreation Departments to see if it is possible to increase boat launch permit fees to help offset our water and dive rescue costs.

A lengthy discussion was held by our Committee members, recognizing the value and benefit of us providing water and dive rescues services. We do have non-residents who use our boat launches, and water ways, and our Committee members felt we should try to find an alternative funding source for our services from non-residents who require our services. These discussions resulted in the suggestion of increasing boat launch fees to help offset our water and dive rescue costs.

Over the last five years, we have averaged 18 water and/or dive calls per year. These calls range from towing stranded boats to pulling people out of icy waters and/or victim recovery. Some of these calls involve local residents and others do not.

Discussions with both Cities Park & Recreation Directors Eileen McCoy, newly appointed Director Mike Kading, and Brian Tungate resulted in support of raising the boat launch fees in the following manner.

City of Neenah: Directors McCoy & Kading felt the best way to accomplish this is to raise the seasonal boat launch permits by \$1.00. It was felt increasing the daily fees was not an option as Neenah's daily fees are already higher than Menasha's. In 2015, there were 1,230 permits sold and the \$1.00 increase would result in \$1,230 of revenue.

City of Menasha: Director Tungate felt the best way to accomplish this is to raise the daily boat launch permit fee by \$1.00. In 2015, there were 2,231 daily boat launch fees sold. In order to have increased revenues be equally represent each City, it was decided \$0.50, of the \$1.00 increase, would go to our Department and the remaining \$0.50 would stay with the City of Menasha Park & Recreation fund revenues. This would result in \$2,231 in additional revenue with NMFR receiving \$1,115.50.

The total fees from both Cities would average \$2,345.50 per year to help fund our water and dive rescues costs.

Please note this is only a recommendation for your consideration and not a final proposal. It would be up to the City of Neenah Park & Recreation Commission and the City of Menasha Park & Recreation Board to make a final recommendation to both Common Councils for consideration and approval.

I would appreciate an opportunity to meet with both the City of Neenah Park & Recreation Commission and the City of Menasha Park & Recreation Board to discuss the issue proposal.

Thank you for your consideration and I look forward to hearing from you soon.

AA/tt

Cc: NMFR Joint Finance & Personnel Committee

CITY OF MENASHA
Parks and Recreation Board
City Hall – 1st Floor Conference Room
May 10, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D Sturm at 6:06 pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Nancy Barker, Lisa Hopwood, Ald. Alex Zielinski, Chr. Dick Sturm

MEMBERS EXCUSED: Sue Pawlowski, Brian Adesso, Tom Marshall

OTHERS PRESENT: PRD Tungate, PS Maas, Asst. Fire Chief Mike Sipin

C. MINUTES TO APPROVE

1. **Minutes of the April 12, 2016 Regular Park Board Meeting:** Moved by L. Hopwood, seconded by Ald. Zielinski to approve the minutes of the April 12, 2016 Park Board meeting. Motion carried.

D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report:** PRD Tungate reported on the interviewing and hiring process for the pool and recreation programs, softball leagues play will begin soon, collaboration with the MHS art class to make a small metal turtle sculpture for the Gilbert site, project planning for the final phase of tennis court work at Clovis Grove park this summer, new play equipment will be ordered soon for Hart Park. Summer Board meeting locations were discussed and decided on. *June: Jefferson Park July: Smith Park August: New Eastside Park Sept: Gilbert Waterfront Picnic Shelter*
2. **Park, Pool and Vandalism Report:** PS Maas reported on some vandalism at Hart Park, grass cutting is now taking up a lot of staff time, Arbor Day ceremony was held on April 19 at MHS and trees were planted along School Ct. Rip rap was placed along small sections of the Gilbert shoreline, marina harbor house was re-roofed and a refurbished fuel dispenser was installed, work continues on getting the pool ready for the summer. Dr. Robert Gehringer has started to grow some small trees that he intends to donate to the city when they are large enough.

F. DISCUSSION

1. **New Eastside Park Community Playground Build, Saturday, June 4:** PRD Tungate gave an update on how volunteer recruitment is going. Approximately 10-15 more people are still needed. Volunteer registration forms are available on the city website. Board member L. Hopwood and B. Adesso are recruiting around the neighborhood. Final site prep plans will be completed soon. Some equipment work will be done by city staff on the Friday before the Saturday install.
2. **Garbage Containers in Parks:** Chr. Sturm led a discussion to determine the current Board's position on the department's policy on providing garbage containers in the parks. For approximately the past sixteen years, fewer garbage cans have been out in the parks. This was undertaken as part of a larger movement by other park and recreation departments to adopt more of a "carry it in, carry it out" philosophy in regards to garbage. Staff reported that this policy has not resulted in any more garbage being present on the ground within the park system. PS Maas noted that wind and birds can commonly contribute to garbage ending up on the ground. He also noted that even when cans are out-such in the case at the skatepark, park users frequently

choose not to use them. Containers are available at all main park shelter facilities and if someone reserves a picnic site. The consensus of the Board was to maintain the current policy of garbage can placement within the parks.

3. **Loop the Lake Update – 100 Fox Street:** PRD Tungate reported that staff was given authority by the Council to pursue an offer to purchase with the owners of this lot to be used for the Loop trail project. The lot would include a seven vehicle parking lot and has received favorable feedback from the adjacent property owner to the west. It also was reported that staff had a very positive discussion with the property owners earlier in the day. The hope is that an accepted offer to purchase can be forwarded to the Council by June 6.

G. ACTION ITEMS

1. **Starting in 2017, raise the daily boat launch fee from \$5 to \$6 with 50¢ from each daily fee going to the Neenah/Menasha Fire & Rescue budget to help offset water and dive rescue costs:** Asst. Chief Mike Sipin was at the meeting to further support the action item on the agenda. Part of the discussion had to do with specifics of how the new revenue would become part of Neenah/Menasha Fire & Rescue's 2017 budget. The action item was revised to give the Mayor, staff and Council the flexibility to insert the intended funds into the budget as they see fit. The amount of new revenue requested by Asst. Chief Sipin for 2017 was \$1,200, which is roughly half of the revenue that would be generated by raising the daily fee. The City of Neenah has already taken similar action. Motion by L. Hopwood, seconded by Ald. A. Zielinski that starting in 2017, raise the daily boat launch fee from \$5 to \$6, with a portion of this increase to be placed in the Neenah/Menasha Fire & Rescue budget in a manner to be determined by the Mayor and appropriate staff, to partially offset water rescue costs. Motion carried.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

Moved by L. Hopwood, seconded by Ald. Zielinski to adjourn at 7:54 pm. Motion carried.