

CITY OF MENASHA
PARKS AND RECREATION BOARD
Barker Farm Shelter – 2170 Plank Road, Menasha
July 12, 2010
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chr. D. Sturm at 6:00 PM.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Alderman Mark Langdon, Tom Konetzke, Lisa Hopwood, Nancy Barker, George Korth and Ron Suttner

MEMBERS EXCUSED: None

OTHERS PRESENT: PRD Tungate, PS Maas, Forestry Intern Kim Miller, Steve Krueger, Representing Moosefest

C. MINUTES TO APPROVE

1. **Minutes of the June 14, 2010 Park Board Meeting**

Moved by T. Konetzke, seconded by G. Korth to approve the minutes of the June 14, 2010 Park Board meeting. Motion carried 7-0.

D. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute limit for each person.

1. No one spoke.

E. REPORT OF DEPARTMENT HEADS/STAFF/ YOUTH LIAISON OR CONSULTANTS

1. **Park, Pool and Vandalism Report – PS Maas**

PS Maas reported that: two restroom stalls at Jefferson had been damaged, Clovis Grove Park bathrooms have been temporarily locked overnight due to some recent vandalism, on loan pool chemical controller is working fine (old may not be repairable), a portion of the Jefferson Park boat launch parking lot has been repaved, poured in place surfacing is being planned for the merry-go-round over at Clovis, trail lighting/berm project west of Heckrodt will begin soon, work will begin in 2011 budget. Board should bring suggestions to the August meeting at Smith Park.

2. **Regional Park Update – PRD Tungate, G. Korth**

Regional park update was provided by G. Korth and PRD Tungate. G. Korth has had contact with the landowners on Manitowoc Road. Landowner does not seem real interested at this point. G. Korth will continue communicating with the landowner as he feels is appropriate. PRD Tungate and Chr. D. Sturm will try to meet with CDD Keil to explore other park land options in the vicinity of Manitowoc Road and Lake Park Villas.

3. **Memorial Building Sign and Maintenance Update – PS Maas, PRD Tungate**

PRD Tungate updated the Board on plans to install a sign identifying the Memorial Building, Historical Society and Isle of Valor. Final design and placement details still have to be worked out. Board was in favor of proceeding as quickly as possible with installation. The Historical Society and VFW had pledged a portion of the estimated sign cost.

4. **Youth Liaison Report – Kirstyn Kennedy**

Good discussion was had with Kirstyn Kennedy, the Board Youth Liaison, about duties she could be performing. Staff will contact her regarding youth related issues. Ms. Kennedy will also begin work on a simple activity/information newsletter geared toward teens. PRD Tungate will stay in contact with Ms. Kennedy on this project with the goal of having a one-page newsletter available for distribution early in the coming school year. Teen activity ideas like a 3-hole Frisbee golf area, dodge ball and whiffleball were also discussed.

5. **Pool Operation Update – PRD Tungate**

A brief to date pool report was given by PRD Tungate. Good attendance so far, specific

attendance figures will be reported at the next meeting. Experienced managerial staff seems to be working effectively. Mock emergency drill will be held on the afternoon of July 15.

6. **Forestry Grant Update – Kim Miller**

Kim Miller, a forestry intern, was introduced to the Board. Ms. Miller has started her work on updating the City's street tree inventory. She also updated the Board on the current status of the Emerald Ash Borer (EAB). Ms. Miller will also generate a report on recommending an EAB action plan for the city.

F. DISCUSSION ITEMS

1. **Plans for Moosefest – May 7-8, 2011 – Downtown Streets and Park Areas – Steve Krueger**

Steve Krueger explained his tentative plans for holding Moosefest primarily in the downtown area on May 7-8, 2011. Little actual public park or greenspace was proposed to be used. Some park fees would apply. The Board was generally supportive of the event and will be kept informed on when final approval will be needed.

2. **Winz Park – Future Neighborhood Listening Session**

The future of Winz Park was discussed. The condition of the deck and what its repair would mean to future use as recreational space was considered. Chr. D. Sturm, Park and Water Department staff will meet in the future to review the deck. A neighborhood listening session (to see what the nearby citizens feel about the park) was tentatively set for October.

G. ACTION ITEMS

1. **Request by Kiwanis Club to be Added to the Big Event List for June 18, 2011 – Greg Willet**

Request by Greg Willet, representing the Neenah-Menasha Kiwanis Club, to hold a flea market in Smith Park as part of the annual Doty Island Rummage Sale on June 18, 2011, and if necessary, be added to the City's large event list. Motion by L. Hopwood, seconded by G. Korth to allow the flea market to reserve the 2011 date and the Board will reconsider the request to add the event to the list the following year. Motion carried 7-0.

2. **Tree Removals – Smith and Shepard Parks**

Motion by L. Hopwood, seconded by Ald. M. Langdon to remove a damaged willow tree from Smith Park. Motion carried 7-0.

Motion by T. Konetzke, seconded by R. Suttner to not remove a large Silver Maple tree in Shepard Park. Motion carried 7-0.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person.

1. None

I. ADJOURNMENT

Moved by G. Korth, seconded by T. Konetzke to adjourn at 8:21 PM. Motion carried 7-0.