

CITY OF MENASHA
Parks and Recreation Board
1st Floor Conference Room, City Hall
140 Main Street, Menasha
November 15, 2011
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D. Sturm at 6:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

1. MEMBERS PRESENT: Chr. Dick Sturm, Ald. Mark Langdon, Ron Suttner, Lisa Hopwood and Sue Pawlowski

MEMBERS EXCUSED: Nancy Barker and Luke Schiller

MEMBERS ABSENT:

OTHERS PRESENT: PRD Tungate, PS Maas, Ald. Steve Krueger, Mike Gitter and Jenny Whiting representing the Friends of the Menasha Pool, and Dick Loehring representing the Menasha Historical Society.

C. MINTUES TO APPROVE

1. **Minutes of the October 10, 2011 Park Board Meeting**

Moved by R. Suttner, seconded by L. Hopwood to approve the October 10, 2011 Park Board meeting minutes. Motion carried 5-0.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Five (5) minute time limit for each person.

1. Ald. Steve Krueger expressed concern about the electrical charges that were invoiced by the city for Moosefest. He did not feel like all special events were billed out equally. PRD Tungate indicated staff will meet with Ald. Krueger on Wednesday to discuss the matter. Because of the more detailed invoicing that is now required with the Special Events Policy for things like picnic tables, etc. PRD Tungate will add these charges to the next fee revision. This will occur in December or January.

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

1. **Department Report – PRD Tungate**

PRD Tungate reported that a small winter/spring activity guide will be mailed out soon; planning continues for the Holiday Hayride on December 2, staff time has also been devoted to the Gilbert site and budget questions.

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

PS Maas noted that no vandalism has occurred the past month. Fall tree planting has been completed along with facility winterization.

F. DISCUSSION

1. **Friends of the Menasha Pool – Jenny Whiting, Mike Gitter**

Jenny Whiting and Mike Gitter from the newly formed Friends of the Menasha Pool (FMP) addressed the Board. Their goal is to keep the pool as a valuable asset. They also offered many new ideas for pool activities, promoting a “Healthy Menasha” campaign along with some fundraising ideas. Staff will continue to work with the FMP on revamping the pool hours and

activity schedule for 2012, subject to review by the Board.

2. **Smith Park Caboose Maintenance – Nancy Barker, Dick Loehring**

Dick Loehring described the condition of the Wisconsin Central Caboose in Smith Park. The Menasha Historical Society plans to have the caboose repainted as soon as funds are secured. There is not much that City crews will have time to help them with. Staff will assist in helping to put Mr. Loehring in touch with some potential donors of construction services/painting services.

3. **New Eastside Park – PRD Tungate**

PRD Tungate updated the Board on grant application plans for the new eastside park. Landowners have tentatively agreed to a specific parcel of land for a small neighborhood park. The grant application deadline is May 1. As part of the application, a resolution will be sent to the Common Council.

4. **Bench and Tree Donation Policy – PRD Tungate**

PRD Tungate will bring a proposed memorial gift option policy for the Board to review in December.

5. **Discuss December Agenda and Holiday Gathering**

The 2012 fees will be brought to the Board in December or January. Board elections will be held in December. A holiday gathering will be held after the December meeting at Nauts Landing.

G. ACTION ITEMS

1. None

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

No one spoke.

I. ADJOURNMENT

Moved by R. Suttner, seconded by Ald. M. Langdon to adjourn at 8:07 p.m. Motion carried 5-0.