

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**City Hall – Lower Level Meeting Room**  
**140 Main Street, Menasha**

**November 10, 2014**

**DRAFT MINUTES**

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**A. CALL TO ORDER**

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

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Chr. Dick Sturm, Nancy Barker, Tom Marshall, Cindy Schaefer-Kemps

MEMBERS EXCUSED: Ald. Michael Keehan, Lisa Hopwood, Sue Pawlowski

OTHERS PRESENT: PRD Tungate, PS Maas, Erv Wihhes, Cliff Fischer, Paul Reiderer, Dave Mix. Arrived later: Ald Becky Nichols, Ald. James Taylor

**C. MINUTES TO APPROVE**

1. **Minutes of the October 13, 2014 Park Board Meeting**

Motion by Nancy Barker, seconded by Tom Marshall to approve the minutes of the October 13, 2014 meeting

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

Five (5) minute time limit for each person.

**E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS**

1. **Department Report:** PRD Tungate reported on the Oct. 21 Pumpkin Hunt, which was well attended and reminded of the Nov. 12 budget session with the Common Council
2. **Park Project and Vandalism Report:** PS Maas reported on a door timer malfunction at Hart Park that lead to some stall vandalism, new boiler being installed at the pool, moving and mulching work continues by park crew.
3. **Communication from CDD Keil on Oak Park Place development (park fees and trail):** The Board was supportive of the final arrangement of the combination of trail and park fees for this new development. It was also their belief that a claim by anyone that they will not place a demand on park services and have that be a reason to reduce park land fees is not a legitimate reason to consider lowering the fee. If a similar arrangement is proposed in the future, the Board would like the issue brought to them before action is taken.

**F. DISCUSSION**

1. **Menasha Rotary Collaboration and Future Neighborhood meeting related to the new East side park:** PRD Tungate reported that the Rotary club has agreed in concept to be full partner with the city as the development of the new eastside park moves forward. A neighborhood information session is being planned and will likely occur in January. A park concept master plan and graphic images of different playground and shelter ideas will be presented at the meeting.
2. **Gilbert Trail project update:** PRD Tungate stated the bids for the project have been received and staff and the engineering consultant are in the process of reviewing the specific

numbers/quantities contained in the low bid. The plan is to bring the bid forward for approval at the December 1 Board of Public Works meeting.

3. **Koslo Park field rehabilitation planning update – PRD Tungate, PS Maas:** Staff has spent considerable time lately looking at various backstop configurations and materials in anticipation of a new backstop potentially being installed in the early winter to be ready for spring use. School District funding of \$20,000 has been pledged but won't be available until July.
4. **Winz Park – future direction & planning for public input:** The Board suggested that as time permits, before a public information meeting is scheduled, that some estimates be prepared looking at the following 3 options: cost to repair the entire park surface back to a recreation surface, the cost to repair just the northern one quarter of the park to a recreation surface, cost to add a half court basketball surface on the Utilities land just west of Winz Park (old water tower site).
5. **Idea for placing old Main St. bank columns in Curtis Reed Square – Ald. James Taylor:** Ald. Taylor gave a detailed explanation of this idea to move and place four Main St. bank columns on the east end of Curtis Reed Square and create a permanent elevated stage. The general feeling of the Board seemed to be that additional engineering and design information along with public input and cost estimates should be obtained before the Board would consider such a request in Curtis Reed Square. For example, it was stated that the Landmarks Commission should have some input on the re-use of the columns. Chr. D. Sturm asked that this item reappear on next month's agenda.

#### **G. ACTION ITEMS**

1. **Proposal by the VFW to move the Menasha Library monument to the Isle of Valor including a site plan and written description of future proposed or potential enhancements:** Motion by N. Barker, seconded by T. Marshall to approve moving the military monument currently located in front of the library to the Isle of Valor as shown in the revised site plan and that all future enhancements to the Isle of Valor (including bench inscriptions) need to be approved ahead of time by the Parks and Recreation Board. Motion carried 4-0
2. **Recommend raising the marina seasonal slip rental rate from \$38.00 per foot to \$38.25 per foot for 2015:** Motion by N. Barker, seconded by T. Marshall to recommend to the Common Council to increase the 2015 marina seasonal slip rate from \$38 to \$38.25 per foot. Members concurred with the idea that smaller, more regular fee increases was a better way to go than waiting and then implementing a higher increase. Motion carried 4-0
3. **Proposal to add the Blue Inn Park Dance to the annual date preference list for park reservations:** Motion by N. Barker, seconded by C.S. Kemps to approve adding the Blue Inn Park Dance to the annual date preference list for the third weekend of June. Knowing the date further ahead of time will help event planners as well as attendees. Motion carried 4-0

#### **H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA**

#### **I. ADJOURNMENT**

Moved by N. Barker, seconded by T. Marshall to adjourn at 8:30pm. Motion carried 4-0