

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**City Hall – 140 Main Street**  
**October 12, 2015**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

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

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: D. Sturm, D. Zelinski, T. Marshall, L. Hopwood, S. Pawlowski

MEMBERS EXCUSED: N. Barker, one vacant position

OTHERS PRESENT: PRD Tungate, PS Maas, Julie Filapek, Tyler Doebel, Kathy Stahl, Aaron Zemlock

**C. MINUTES TO APPROVE**

1. **Minutes of the August 10, 2015 Park Board Meeting:** Moved by L. Hopwood, seconded by Ald. D. Zelinski to approve the minutes of the August 10, 2015 Park Board meeting. Motion carried.
2. **Minutes of the September 14, 2015 Park Board Meeting:** Moved by Ald. D. Zelinski, seconded by S. Pawlowski to approve the minutes of the September 14, 2015 Park Board meeting. Motion carried.

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

1. **Update on meeting with Jefferson Park neighborhood group** – Julie Filapek updated the Board on recent meetings of the Winz and Jefferson Park neighborhood groups. Julie works for an organization called Neighborhood Partners. A few members of the Jefferson Park group recently met with city staff primarily to focus on three things - tree planting, painting colorful murals on some park picnic tables and improving the look of landscape beds within Jefferson Park. The group also has interest in the Jefferson Park and neighborhood master plan when that process begins. K. Stahl spoke about her concerns related to drinking and the message this sends to younger, school aged kids. She would like to somehow see less drinking and littering in Jefferson Park. T. Doebel spoke about several issues, mostly related to improvements to Jefferson Park

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

1. **Department Report:** PRD Tungate stated that he's been working on finishing up the 2016 budget proposals, Gilbert site finishing work, upcoming Pumpkin Hunt, trestle project with Neenah and a short survey for Winz Park neighbors. A postcard was sent to the neighborhood asking them to take a short online survey, due by Oct. 30.
2. **Park, Pool and Vandalism Report:** PS Maas stated that a bathroom stall door was vandalized at Hart Park, neighborhood group helped plant trees around the pool parking lot last Saturday, work has been ongoing on the pool waterslide, 2 Born Learning trails are now installed, Gilbert site planting is almost complete.

**F. DISCUSSION**

1. **Police perspective on alcohol consumption and littering in Jefferson Park:** Aaron Zemlock, the Police Department's Police Liaison Officer, was present to give his thoughts on drinking and littering in Jefferson Park. PD rarely sees individual consumption going on. He was familiar with the permit system. Drinking issues in the park seem to ebb and flow, like other issues throughout

the park system. A couple good ideas for improving the softball league drinking situation were discussed. One was having teams take responsibility for taking out their own beer permit if they wished to drink before or after a game. PD could make some routine checks at the diamond to make sure teams that are drinking have a permit. Having the field lights turned off sooner was also brought up. Officer Zemlock stated that in his opinion, cameras do not deter crime, but they can help from an investigative perspective. Most issues in Jefferson park have had to do with suspicious people or vehicle incidents.

2. **Recommend not to pursue a full rehabilitation of the Winz Park recreational surface at an estimated cost of \$150,000, but rather consider alternatives that include rehabilitating the northern end of the park or accepting land across the street from Menasha Utilities and developing it as a city park (proposed action item for the November meeting):** Staff reviewed two possible alternatives if a decision was to be made to cease operating Winz Park and return it as solely a roof structure to Menasha Utilities. Chr. D. Sturm stated that it probably isn't the best idea to maintain any type of recreation surface at Winz Park. The clearwell is probably at its half life already, so recreational surface issues will keep cropping up as the facility continues to age and will eventually have to be replaced. Ald. D. Zelinski agreed with this assessment and was open to the idea of offering some type of small recreation area for the neighbors. D. Sturm felt any possible hard surface alternative should be one that park staff has more familiarity with than a concrete deck over a clearwell. Other members wish to spend our limited resources wisely or want to make a decision on this matter, because it was felt that after the public survey results come back that the Board would finally have enough information to make a decision.
3. **How to place a topic on the Board agenda:** Chr. D. Sturm stated that potential topic matter could be brought forward to either PRD Tungate or himself. Items can't be guaranteed to be placed on the agenda-sometimes because other issues take precedent, the agenda may already be quite long or that perhaps the matter has already been sufficiently addressed.
4. **Consider a different Board meeting day and time (confirm November meeting date/time):** Board members seemed open to changing the day of the meeting. PRD Tungate will consult with Chr. D. Sturm and bring the best options to the Board next month. The November Board meeting will likely be held after the department's budget session. Meeting start time may be 7:00pm instead of 6:00pm.
5. **Koslo Park – Project update:** PRD Tungate reported that several finishing touches still need to be done. Volunteers have almost completed painting the building, repaving still has to occur this fall. New team logos will also be placed on the side of the building.

## G. ACTION ITEMS

1. **Recommend raising the Marina 2016 seasonal rental rate from \$38.25 to \$38.50 per foot:** Motion by L. Hopwood, seconded by S. Pawlowski to recommend approval of the new marina seasonal rate. PRD Tungate stated that the Fond du Lac marinas was in the low \$30's per foot, but that it always has been hard to find good fee comparisons. He will seek more information prior to Council action on this matter. Motion carried
2. **Allow one tennis court on the east end of Pleasants Park to be converted into a futsal court with the cost to be paid by the sport organizers:** Motion by S. Pawlowski, seconded by L. Hopwood to allow one tennis court at Pleasants park to be converted to a futsal court, provided the sport organizers pay for the conversion. The city will work cooperatively with sport organizers to get the court ready. No timetable has been set yet. Motion carried.

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

Five (5) minute time limit for each person

## I. ADJOURNMENT

Moved by Ald. D. Zelinski seconded by T. Marshall to adjourn at 8:55pm. Motion carried.