

CITY OF MENASHA
Parks and Recreation Board
Gilbert Riverfront Trail Shelter and City Hall Council Chambers
September 13, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D Sturm at 6:05 pm. at the small picnic shelter along the Gilbert riverfront trail

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Brian Adesso, Rob McClain, Lisa Hopwood, Ald. Alex Zielinski, Tom Marshall.

MEMBERS EXCUSED: Nancy Barker

OTHERS PRESENT: PRD Tungate, PS Maas, Ald. Arnie Collier, Kathy Stahl, Mayor Don Merkes

C. MINUTES TO APPROVE

1. **Minutes of the August 9, 2016 Regular Park Board Meeting:** Moved by L. Hopwood, seconded by B. Adesso to approve the minutes of the August 9, 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 working on completing the departments 2017 budget and overseeing the start of several fall programs.
2. **Park, Pool and Vandalism Report:** PS Maas reported that Rock the Block work has started in Jefferson Park, tennis courts at Clovis Grove have been completed, poured in place surfacing also has been done at Clovis Grove park. Crew members are working on patching the rubber roof at the pool bathhouse, several special event set ups in September and late season mowing has kept the crew busy. Tree grants - for both EAB response and redoing the city's tree inventory are in the process of being submitted.
3. **Futsal Court Press Release:** A successful ribbon cutting at the new futsal court in Pleasants Park was held on September 5. Staff will monitor how much use the court receives, including the possibility of league play.

F. DISCUSSION

1. **Gilbert Riverfront Trail site visit and update:** The Board took a walking tour of the trail site. PRD Tungate and Mayor Merkes gave a brief summary of what the future may hold for the Donnelly site and how re-opening the Lawson Canal to the main river channel can be incorporated into the recent trail project.
2. **New park naming options and upcoming event on September 22:** The Board supported the idea of having a play equipment ribbon cutting at 5 pm at the new east side park. Neighbors would be invited to have a caramel apple and also provide input on possible names, or recommend their own name for the park. The Board reviewed a list of names and narrowed the choices to seven.
3. **Loop the Lake project update:** PRD Tungate indicated that fundraising by Future Neenah for the project continues to go well and will continue through the traditionally strong holiday giving period. Trail engineering is continuing towards a likely winter bidding, with project work anticipated to start in the spring of 2017.

G. ACTION ITEMS

1. **Recommend the selection of Ayres Associates to provide design services for the Jefferson Park and Neighborhood Vision Plan:** PRD summarized the selection process by the consultant review committee. The Board reiterated its support for how the selection was made. Chr. D. Sturm, who was on the review committee, stated his confidence in the abilities of Ayres Associates, especially in the area of park planning and noted they have a proven record of designing parks that make sense even if that means relocating or shifting features around. Motion by L. Hopwood, seconded by B. Adesso to recommend the selection of Ayres Associates to provide design services for the Jefferson Park and Neighborhood Vision Plan and authorize staff to execute a contract for services at the cost of \$19,978. Motion carried unanimously.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Kathy Stahl asked if mailings to the public could be part of the Jefferson Park Vision Plan process. She also asked how people would be informed about public meetings related to the Vision Plan.

I. ADJOURNMENT

Moved by B. Adesso, seconded by R. McClain to adjourn at 8:00 pm. Motion carried.