

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**City Hall – 1<sup>st</sup> Floor Conference Room**  
**February 9, 2016**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order by Chr. D Sturm at 6:05pm.

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: D.Sturm, B. Adesso, T. Marshall, S. Pawlowski, Ald. D. Zelinski

MEMBERS EXCUSED: Nancy Barker, Lisa Hopwood

OTHERS PRESENT: PRD Tungate, PS Maas, Pool Manager Chad Bruechert

**C. MINUTES TO APPROVE**

1. **Minutes of the January 12, 2016 Joint Park Board and Plan Commission Meeting** – Moved by B. Adesso, seconded by D. Zelinski to approve the minutes of the January 12, 2016 Joint Park Board and Plan Commission meeting. Motion carried.
2. **Minutes of the January 12, 2016 Regular Park Board Meeting** – Moved by B. Adesso, seconded by Ald. D. Zelinski to approve the minutes of the January 12, 2016 Park Board meeting. Motion carried.

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

None

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

1. **Department Report** – PRD Tungate reported on a successful Winter Gala, staff working on the summer program brochure, work is continuing on the Jefferson Park RFQ document, RFP has gone out for new play equipment at Hart Park. June 4 is the scheduled community build for the new play equipment for the new east side park. Announcements and forms for volunteer sign up should be ready by late February. Futsal court planning and fundraising at Pleasants Park is going well. Court may be up and running by mid-summer. League play is expected to occur in the fall.
2. **Park, Pool and Vandalism Report** – PS Maas reported staff work on the Winter Gala, ice rink flooding, picnic table repair, ski trail grooming, repairs to the golden boy statue from Smith Park and caboose security lighting has been installed.

**F. DISCUSSION**

1. **Feasibility study on Doty Island alternate route-Loop the Little Lake project** – PRD Tungate reported that the Common Council approved the on street route through Doty Island in Menasha as part of the Loop the Little Lake project. The Council did add to their approval that a feasibility study be done that further examines the alternative route around the water treatment plant. It should include any property access or land acquisition costs, trail and lighting costs, security concerns, and the potential need for off-street parking. The board had some discussion about parking needs, but would wait for further information before considering a future recommendation.

**G. ACTION ITEMS**

1. **Revision to Shelter and Wedding Reservation Dates** – Motion by B. Adesso, seconded by S.

Pawlowski to revise the wedding reservation policy at Smith park to a rolling calendar process beginning on March 1, 2016. Residents can reserve space 30 months in advance and non-residents 18 months in advance. The Board felt that this change still gave residents an advantage and it would still give anyone the ability to plan a wedding well in advance. Motion carried.

2. **Revisions to Parks and Recreation Programs, Services and Fees for 2016-referred back by Common Council** - Motion by B. Adesso, seconded by T. Marshall to return the initial revision to parks and recreation programs, services and fees for 2016 to the Common Council. Ald. D. Zelinski wanted to make sure that the pool rental fee was covering actual staff costs. The Board had a document in their packet that indicated that it did. PRD Tungate and Pool Manager Bruechert described a specific pool rental referenced at the last Common Council meeting. There were some issues having to do with loud music and questionable lyrics along with alcohol consumption. Staff has addressed these matters and they are confident that these types of issues will not occur in the future. Motion carried.

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

None

#### **I. ADJOURNMENT**

Moved by B. Adesso, seconded by S. Pawlowski to adjourn at 7:13 pm. Motion carried.