

CITY OF MENASHA
Parks and Recreation Board
Jefferson Park Pavilion – 915 Third Street
July 11, 2011
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

1. MEMBERS PRESENT: Chr. Dick Sturm, Ron Suttner, Luke Schiller, Nancy Barker and Lisa Hopwood

MEMBERS EXCUSED: Ald. Mark Langdon and Sue Pawlowski

OTHERS PRESENT: PRD Tungate, PS Maas and Jessica Boor

C. MINTUES TO APPROVE

1. **Minutes of the June 13, 2011 Park Board Meeting**
Moved by R. Suttner, seconded by N. Barker to approve the June 13, 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. No one spoke.

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

1. **Department Report – PRD Tungate**
PRD Tungate reported that the Neenah/Menasha Park Corps group continues to meet. Creation of a logo and mission statement is being worked on. Planning for the “Duck Drop” fundraising event continues. The event is being run to help offset expenses at Koslo Park. The event will be held August 20 at the pool. No major issues at the pool this season; many positive comments. Recreation staff will be meeting with the Boys and Girls Brigade to see if there are any opportunities in the future to partner on some programming efforts.
2. **Park, Pool and Vandalism Report – PS Maas**
PS Maas reported that some minor vandalism occurred at the Smith Park maintenance garage, a lot of event set up recently, tree stumps also being removed by a contractor, the permitted goose roundup at Jefferson and Smith parks was successful. Some flowers not doing well in Smith Park (soil could be a factor).
3. **EAB Found in West Bend**
A serious infestation of Emerald Ash Borers was found in West Bend. The insect seems to be moving northward.

F. DISCUSSION

1. **Gilbert Site Grant – PRD Tungate**
Staff is busy preparing a WDNR grant for the Gilbert Site. Deadline is July 15. The grant should score well in the current ranking system. City may be informed by late August or early September if our application was successful.
2. **New Park Update – PRD Tungate**
Not much to report on the regional park. Three communities will meet again soon. Staff is also

revisiting the possibility of a neighborhood park west of Lake Park Road. PRD Tungate will report on this at the August meeting.

3. **2012-2016 Open Space and Recreation Facilities Plan – Staff and Chr. D. Sturm**

PRD Tungate, Chr. D. Sturm and Mayor Merkes recently met to review the soon to be outdated 2007-2011 Open Space and Recreation Facilities Plan. This plan guides the future development and care of the park system and is necessary to receive state grants. Some areas in the plan need revising. Board members were asked to think about and contact PRD Tungate with any ideas. N. Barker asked if any Historical Society needs should be in the plan. PRD Tungate, with some assistance from East Central Regional Planning will begin to update the plan. Immediate park needs will be moved closer to the front of the plan. Chr. D. Sturm stated that even though the city is facing some tough economic challenges, it was still important to not abandon the vision for the parks and that having champions of the parks is more important than ever.

G. ACTION ITEMS

1. **Approve Jazzfest to be held September 2-4, 2011 in Jefferson Park – Jessica Boor**

Jessica Boor was present representing Jazzfest. The Board liked the event. A couple minor changes include handicapped parking and repositioning the portable toilets. The event still needs its Special Events permit. Moved by R. Suttner, seconded by L. Hopwood to approve Jazzfest to be held September 2-4, 2011 in Jefferson Park. Motion carried 5-0.

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 N. Barker to adjourn at 7:25 p.m. Motion carried 5-0.