

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
PARKS AND RECREATION BOARD
Council Chambers, 3RD Floor City Hall
140 Main Street, Menasha**

May 11, 2009

6:00 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the April 13, 2009 Park Board Meeting](#)
 - a. Correction F.1 – Action Items – Word desecration should be discretion

D. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Park Project Update – Asst. Park Superintendent Alix
2. Park Superintendent Hiring Update – PRD Tungate
3. PRD Tungate Absence at June 8, 2009 Board Meeting

F. DISCUSSION

1. [Ald. Wisneski's E-mail Regarding St. Mary Central Championship Sign](#)
2. Hart Park Well – Asst. Park Superintendent Alix, PRD Tungate
3. Jefferson Park Pavilion – Boulder Placement and Painting – Ald. Pamerter
4. Jefferson Shorewall Repair/Permitting Process
5. Student Involvement on Park Board
6. Friendship Trail – Oneida to LP Update – PRD Tungate
7. [Open Meetings Law – CA Brandt's Response](#)
8. Jefferson Park Ball Diamond – Ron Suttner

G. ACTION ITEMS

1. [Recommend Rule Change to Allow Disabled Veterans to Apply for Reduced Rates](#)
2. [Recommend Approval of Otto Grunski Event – July 24-25, 2009 – Jefferson Park – James Taylor, Community Forward, Inc.](#)
3. [Recommend Approval of Jamie Schwerin Memorial Softball Tournament – June 26-28, 2009 – Jefferson Park – Tori Whitlinger Pitsch](#)
4. [Recommend Approval of Son Runner Event – June 20, 2009 – Curtis Reed Square/Main Street Greenspace – Paul Brunette, Menasha Action Council](#)
5. [Recommend Action Related to Basketball Rims at Hart Park](#)

6. Recommend Summer Meeting Locations and Temporary Secretary for June Meeting

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

CITY OF MENASHA
Park Board
Council Chambers, City Hall – 140 Main Street
April 13, 2009
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Vice-Chairman T. Konetzke at 6:06 PM.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Ald. Michael Taylor, Ron Suttner, Mary Francis, George Korth, Tom Konetzke and Nancy Barker

MEMBERS EXCUSED: Chr. Dick Sturm

OTHERS PRESENT: PRD Tungate, Acting Park Superintendent Adam Alix, Mary Ann Mulvey, Mary Nebel, Sue Pawlowski, Kristin Marsarik, Leonard Zwiers, Kerry Perry, Jeff Jorgenson, Menasha Police Department and Pete Saanlon

C. MINTUES TO APPROVE-MINUTES

1. Minutes to Approve

Moved by N. Barker, seconded by Ald. M. Taylor to approve the revised minutes of the March 9, 2009 Park Board meeting with the following changes: one misspelling was noted. Also G. Korth, not Ald. M. Taylor, commented on the ice shove at Municipal Beach. Motion carried 6-0.

D. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Park Project Update – Asst. Park Superintendent Alix

A. Alix gave a park project update which included: Arbor Day plans, tree removals, opening park facilities, pool repairs and planning for the repair of a section of shorewall at Jefferson Park.

2. Park Superintendent Hiring Update – PRD Tungate

PRD Tungate stated that several interviews have taken place. The field of candidates has been reduced. He anticipates a new person beginning sometime in May. 65 people applied for the position.

E. DISCUSSION ITEMS

1. Friendship Trail – Oneida Street to Lake Park Road – Ald. M. Taylor

The City will continue its efforts to contact the DNR Trail Coordinator about getting involved with the Friendship Trail from Oneida Street to Lake Park Road. DNR involvement is important in terms of land acquisition and funding.

2. New Electric Upgrade at East Diamond Shelter – Ald. M. Taylor

A. Alix presented a plan to upgrade the electrical outlets at the East Diamond to accommodate tournament users. The work will be done soon.

3. Regional Park – PRD Tungate

City staff will soon be meeting with Appleton and Harrison officials to discuss the next step in pursuing a regional park. A plan for land acquisition will be a major topic of the discussions.

4. Open Meetings Law

PRD Tungate presented an article about the Open Meetings Law. The League of Municipality article stated that members of the Board, even as a member of the public, can not bring up items not designated on the agenda. Some members asked if they could still temporarily step down from the Board to make a comment as a member of the public. PRD Tungate will follow-up on this question with CA Brandt.

5. Future Student Involvement on Park Board – G. Korth

PRD Tungate will check with Menasha High School on the possibility of having a high school student become an ad-hoc member of the Board during the school year. This was suggested by

G. Korth.

6. **Army Reserve Building – N. Barker**

City staff is not actively pursuing trying to find out any more information about the Army Reserve building.

7. **Activities at Hart Park – PRD Tungate, PD Rep.**

Jeff Jorgenson from the Police Department and several police volunteers were on hand to discuss recent park user behavior at Hart Park. A summary of some of comments are as follows: Neighborhood watch program not very successful, Family Dollar has not been willing to call the Police Department, Police Department volunteers were watching the park in early April, group of 13-15 year old girls were seen harassing younger park users, volunteers felt that problems were related to people who come to observe users of the park and that problems seemed to be tied to a little bit more towards the basketball court as opposed to the skatepark. Foul language has been a problem at the skatepark. J. Jorgenson stated that removing the basketball hoops for a period of time would split the users and disrupt the recent pattern of misbehavior. Skatepark Attendants have begun duty and will begin communications with the Police Department. The Board agreed that temporarily removing the hoops at Hart Park was worth trying.

F. ACTION ITEMS

1. **Request by St. Mary's to Place a Sign at 441/Calder Stadium Location**

Sue Pawlowski, representing St. Mary's High School, presented three concepts of a sign to be placed at the Calder/441 location. Board Members gave their opinions on the three designs. Motion by N. Barker, seconded by R. Suttner to approve the final sign design of St. Mary's desecration. Motion carried 6-0.

2. **Approval of Jazz Corner Society – September 5-6, 2009 – Jefferson Park**

Kristin Masarik, representing Jazz Corner Society, was present to describe this year's event and to seek Board approval. Much of the discussion focused on cars parking on the grass. Placement of No Parking signs and an overall event parking plan will be coordinated between Ms. Masarik and Parks staff. Artists will be parking on Third Street, behind the stage. The ending time was moved to 10:00 PM each day. Motion by Ald. M. Taylor, seconded by T. Konetzke to approve Jazz Corner Society in Jefferson Park on September 4-6, 2009. Motion carried 6-0.

3. **Recommend Temporary Removal of Basketball Hoops at Hart Park**

Motion by N. Barker, seconded by G. Korth to recommend the removal of both hoops at Hart Park from April 15 to May 15, 2009. The Board also asked to receive an update on this matter at the next meeting. The motion carried 6-0.

G. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

1. Mary Nebel commented on the Public Comment section on the Board agenda, Jazzfest creating ruts and possible liability for the City, the condition of the walls at Winz Park and that Board Members may step down to make comments at a meeting.
2. Ald. M. Taylor would like an update on the Oneida to LP Friendship Trail and a proposed revision allowing disabled veterans to apply for reduced season boat launch passes next month.
3. N. Barker would like an update on future parking lot repairs near the Jefferson Park boat landing.

H. ADJOURNMENT

Moved by N. Barker, seconded by R. Suttner to adjourn at 8:06 PM. Motion carried 6-0.

For Board agenda

-----Original Message-----

From: SueWiz@aol.com [mailto:SueWiz@aol.com]

Sent: Monday, May 04, 2009 12:00 PM

To: Brian Tungate

Subject: Re: 441/Calder Stadium sign

That's fine. I was going to try to be there, but in case I can't, my email makes my disdain known. Thanks.

Sue

In a message dated 5/4/2009 11:57:48 A.M. Central Daylight Time, btungate@ci.menasha.wi.us writes:

Sue: If you're ok with it, I could place your email on the Board's agenda in May and see what how the other's feel about it?

-----Original Message-----

From: SueWiz@aol.com [mailto:SueWiz@aol.com]

Sent: Monday, May 04, 2009 10:39 AM

To: Brian Tungate

Subject: 441/Calder Stadium sign

Brian (and Parks Board members) -

I was somewhat dismayed to see the sign up for St. Mary Central High School at this location, especially in view of the fact that St. Mary CENTRAL is now in the Town of Menasha (and they are quite proud and happy to be there, according to many people affiliated with that school that I talk to. I was even told their eventual plans were to move the grade school there, too, but the church would have to stay.)

The city has the grade school but even the middle school is Seton, not St. Mary's. **The high school is in the Town.** The Town should display a sign, not the City. When they announced the games in Madison, they made a point of saying NEENAH (the high school mailing address) or the TOWN OF MENASHA. Newspaper reports on their athletic deeds never reflect just Menasha, they all say "Town of Menasha".

The guidelines that we set up for that sign were pretty clear, I thought, about who and what could be displayed. I recall considerable angst about it. Did those guidelines get all changed? Are we prostituting ourselves for the almighty buck here?

Just venting my concern....

Sue Wisneski

2009 3 Free CREDIT SCORES: [See Your 3 Credit Scores from All 3 Bureaus FREE!](#)

*****As a local governmental entity, the City of Menasha is subject to Wisconsin statutes relating to open records. Any e-mail received by anyone at the City of Menasha, as well as any e-mail sent by someone from the City of Menasha are subject to these laws. Unless otherwise exempted

from the Open Records law, senders and receivers of City e-mail should presume that any e-mail is subject to release upon request. *****

2009 3 Free CREDIT SCORES: [See Your 3 Credit Scores from All 3 Bureaus FREE!](#)

This will also go on agenda- it's a pretty long one.

-----Original Message-----

From: Jeffrey S. Brandt
Sent: Thursday, April 16, 2009 1:49 PM
To: Brian Tungate
Subject: RE: Park Board Agenda Questions

I copied the excerpt from the Municipality that I had previously shown you. As I have said, it is not appropriate. We have allowed it at CC meetings, but should not have. I gave a copy to the Mayor as well. Basically, allowing this would give members of a Board the opportunity to evade the Open Meetings Law. The Board has the right to create its own agenda. The CC has always had a reprise to give citizens the opportunity to comment on what they have just seen. That could either, you did good or you did bad. To combine them would make the reprise useless. If the Board wanted to eliminate the reprise, they could. Jeff

-----Original Message-----

From: Brian Tungate
Sent: Thursday, April 16, 2009 11:13 AM
To: Jeffrey S. Brandt
Subject: Park Board Agenda Questions

Jeff:

Couple questions came up at the last meeting. I explained to the Board the law about discussing items not on the agenda and how as a Board member they are in an official capacity and treated different than members of the public that would like to speak at the meeting. Follow up question: Just as we do for the Council meeting, can a Park Board member during Public Comment, step down for a moment from their official capacity, state their name and address and then comment on any matter of concern to the city or what was on the agenda? I realize if they can do this, we are not supposed to engage that person or answer a question. This would have to be placed on future agenda.

Also, I presume the Board is free to establish the order of the agenda as the chairman sees fit. Could the two agenda items- Public Comments on any matter of concern to the City and Public Comments on any item listed on the agenda be combined into one item. It would read something like: Public Comments on any item listed on the agenda or on a matter of concern to the City. If that is not possible, can we list these two items in any order we wish on the agenda? I discussed this briefly with Debbie and it appeared there was no ordinance that stated the agenda order for the Park Board.

**Proposed Rule Change
To the City of Menasha Parks and Recreation
Reduced Season Pool Pass and Recreation Activity Program**

Effective May 12, 2009, any disabled adult veteran, regardless of residency, is eligible to apply for a reduced season pool pass, registration for any recreation program or season boat launch pass.



PARK FACILITY RESERVATION FORM AND BEER PERMIT

(Important reservation information listed on the back of this form)

Menasha Parks & Recreation Department
140 Main Street
Menasha, WI 54952-3190

Questions? Call: 967-3640
8:00 AM - 4:00 PM Monday - Friday
Office Location: 2nd Floor, City Hall

Group Name or Sponsor of Event: COMMUNITY FORWARD INC. Date of Event: JULY 24-25-09
Event Coordinator: JAMES TAYLOR / OTTO GRUWICKI Daytime Telephone: 725-4857
Address: ~~210 BR~~ 180 PO MENASHA Home Telephone: _____

Time of Event: From 11 AM to 11 PM Group Size: _____ Fees: (see attached page)
Does your group qualify for resident rates? _____ No Yes (City of Menasha, Neenah, Appleton & Town of Menasha residents only)
Do you plan to consume beer or wine? _____ No Yes (Fill out permit below - see #5, page 3)
Do you plan to sell beer or wine? _____ No Yes (You will need **more** than a Beer Permit, see #6, page 3)
Certificate of Insurance needed? _____ No Yes (For tournaments, public events, rides, etc. - see #4, page 3)
Are you planning "kiddie" rides or other amusements? _____ No _____ Yes (Carnival Permit required, contact City Clerk)
Do you plan to have an amplified sound system? _____ No Yes (See #12, page 3) Describe: BANDS
Parks & Recreation Board approval needed? _____ No Yes (When selling beer and multi-day events, contact Director)
Building Keys Needed? _____ No Yes (usually for kitchen use, available during normal business hours only. City Hall closes at 4:00 p.m.)

Facility (circle all that apply)	
Jefferson <input checked="" type="checkbox"/> Pavilion <input checked="" type="checkbox"/> Kitchen <input checked="" type="checkbox"/> West Shelter <input checked="" type="checkbox"/> East Shelter <input type="checkbox"/> Launch Shelter <input type="checkbox"/> Pool Picnic Area # _____ Diamond(s) <u>EAST SOUTH + WEST</u>	
Smith Pavilion _____ Kitchen _____ Wedding/Garden (100 benches available) Diamond/Field _____	Memorial Building (pre-wedding ceremony only) Start Time: _____ End Time: _____
Hart Shelter _____ Diamond/Field _____	Clovis Shelter _____ Diamond/Field _____
Koslo Shelter _____ Diamond/Field _____	Pleasants Diamond/Field _____
Barker Farm Shelter _____ Diamond/Field _____	Curtis Reed Square Shepard Diamond/Field _____

Office Notes: _____
2/5/09 - Received. To Brian for review of charges. (RH)
3-25-09 TALKED WITH JAMES MAY 11
James Taylor oya tds, net send over KICKSALL
3/24/09 - copy to PD for their records. (RH)

OFFICE USE ONLY	
Facility Fee:	\$ _____
User Fee:	\$ _____
Area Fee:	\$ _____
Beer Permit:	\$ _____
Total:	\$ _____
Receipt #	_____
Permit #	<u>2073</u>

Daniel Glass
414-617-7089 cell

HOLD HARMLESS AGREEMENT

I, JAMES TAYLOR (person in charge), agree and bind COMMUNITY FORWARD INC. OTTO GRUNSKY (group name)

to hold the City of Menasha harmless from any claim for damage or injury arising out of our activities in connection with this event. I further understand this agreement to indemnify is for any and all liability of the City of Menasha, including costs of defense and attorneys' fees, including: Damage or injury caused in part by the City's negligence, unless I demonstrate by clear and convincing evidence, that such damage or injury was caused solely by the City's negligence.

I further agree to exercise due care in the preservation of the premises. I further agree to pay for all damages to park property or grounds beyond what the Department determines to be normal wear and tear. I further agree that I will ensure compliance with all rules, regulations, or ordinances applicable to the use of City of Menasha parks.

Signature: [Signature]

Date: 2-5-09

BEER PERMIT For Consumption Only!

Sale of Beer and/or Wine Requires a Temporary Class "B" License in Addition to the Permit (See #6 on page 3)

The below named assumes responsibility for exercising control over attendees behavior at the event. **This person or designee must be present for the duration of the event.** The Menasha Police Department will contact the permittee if any problem arises. **UNRULY/ILLEGAL GROUP BEHAVIOR WILL JEOPARDIZE FUTURE RESERVATION PRIVILEGES.**

Permittee Name: (print) TAYLOR JAMES R Last First M.I. DOB: 11-6-52

Address: 340 BROAD ST. Phone: 723-4857

Area that beer and/or wine can be consumed: ALL

Signature: [Signature]

Permittee has read list of City ordinances pertaining to alcohol Yes Dept. Initials _____

2008 PARK FACILITY RENTAL

(all fees are "per day" unless otherwise stated)

Pavilion/Shelter Fees	Resident	Non-Resident
Jefferson Park		
Large Pavilion	\$ 50.00	\$ 80.00
Kitchen*	30.00	50.00
West Shelter	35.00	55.00
East Shelter*	20.00	40.00
Launch Shelter	15.00	32.00
Picnic Area #3 & #5 with electric	20.00	40.00
Wedding	User Fee Only	User Fee Only
Pool Rental (1 hour)	100.00	110.00
Smith Park		
Pavilion	45.00	70.00
Kitchen*	30.00	50.00
Wedding Set-Up**	90.00	135.00
Memorial Building (pre-ceremony only)	10.00/hour	10.00/hour
Hart Park Shelter*	25.00	45.00
Clovis Grove Shelter	20.00	40.00
Koslo Park Shelter (no electric)	20.00	40.00
Barker Farm Park Shelter	25.00	45.00
Curtis Reed Square	20.00	40.00
Beer Permit (Jefferson and Koslo only)	4.00	4.00
Amplifier w/microphone (per event/season) (Jefferson East/West Diamonds only)	20.00	20.00
Jefferson Volleyball Courts N & S	5.00	5.00
<i>Koslo, Municipal Beach, Smith Park VB Courts</i>	NC	NC
Soccer Fields	8.00/hour	8.00/hour
Koslo Baseball Diamonds		
Without Lights	12.00/hour	12.00/hour
With Lights	20.00/hour	20.00/hour
Softball Diamonds		
Without Lights	8.00/hour	8.00/hour
With Lights	15.00/hour	15.00/hour
Building/Shelter Key Deposit	20.00	20.00

2008 PARK USER FEES

Groups that reserve park shelters or picnic areas are subject to the following user fees:

Persons in Attendance	Resident	Non-Resident
1 - 20	No Charge	\$ 11.00
21 - 75	\$ 24.00	36.00
76 - 150	42.00	60.00
151 - 300	79.00	102.00
301 - 600	134.00	162.00
601 - 1,100	240.00	275.00
1,101 - 2,000	360.00	400.00
2,001 & up	480.00	525.00

* Indicates need for key

** Includes use of pavilion whether used or not, also includes 100 benches; average 2-3 adults per bench. Final arrangements made through Park Superintendent (967-5153).



Special Events Planning Worksheet

Information Request	Event Coordinator Response	Police Dept Notes/Stipulations
Event Name	OTTO GRUINSKI	
Date(s) of event	JULY 24 + 25 2009	
Time of Event including set-up and takedown	8AM - 11:30 PM	
Actual start of event	11AM 8AM	
Contact Person/People	JAMES TAYLOR 725-4857	
Cellular phone if available for contact	TBD	
Is event open to the public?	YES	
Total # of anticipated attendance		
Number of Security personnel or chaperones provided	COMMITTEE VOLUNTEERS	
What does your event offer?	MUSIC GAMES BASEBALL	
Where will event be Park/location in park	JEFFERSON EASTWESTSOUTH FIELDS PAVILION	
Will alcohol be served/sold?	YES	
If alcohol is present, Will you be using fencing or <u>wristbands</u> to control for underage drinking?		
Will there be amplified music at event/by who?	YES ?	
Additional notes/details		

For Menasha Police Department Use Only		
Date received _____	by Lt _____	action _____
Notes _____		
Rev09-15-05		

Kristi Heim

From: Brian Tungate
Sent: Wednesday, March 25, 2009 2:41 PM
To: Kristi Heim
Subject: FW: Grunski

Attach this to James's app. I am giving back. Thanks

-----Original Message-----

From: Brian Tungate
Sent: Wednesday, March 25, 2009 2:36 PM
To: 'jamestaylor04@tds.net'
Subject: Grunski

James: Kickball league guy in Daniel Glass, cell is 414-617-2009
Terry Gant's number I think is 729-6180. He may or may not still have floating dock sections from his old Optimist Paddling Center
Just to confirm, I have you down for the May 11 Park Board meeting. I would like to meet with you at least a couple weeks before the meeting to see a map and outline for the event, so we can begin to determine fees. We will invoice you after the event, but we need to know what the fees will be for the May 11 meeting.

MENASHA RIVER-FEST / 39TH ANNUAL OTTO GRUNSKI FESTIVAL, "SMOKE ON THE WATER" - JEFFERSON PARK

July 24 2009

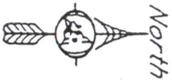
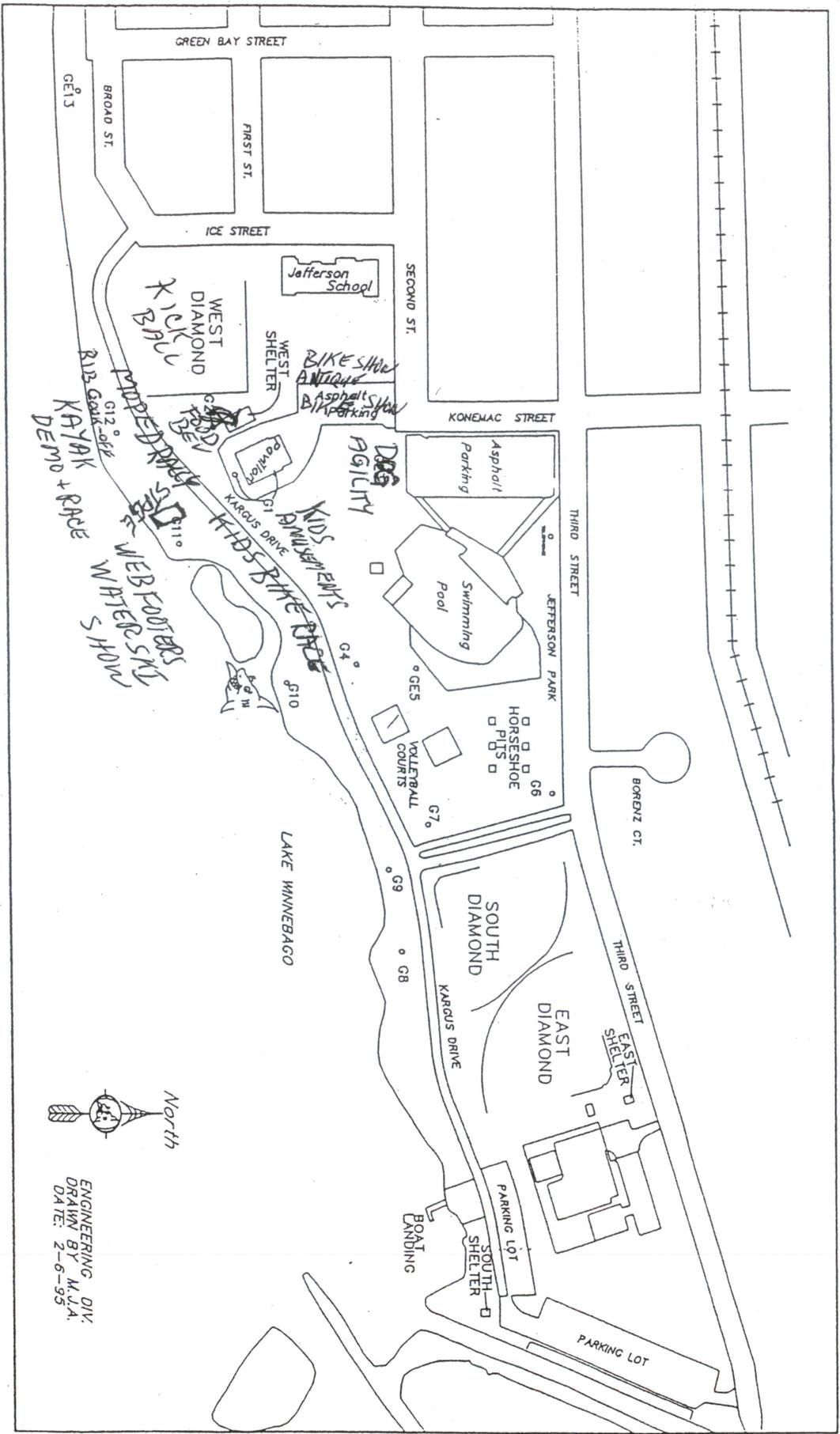
Friday Evening - 5:00 to 10:00 p.m.

- Food: Chicken, Brats, Hamburgers, Corn, Ice Cream
- Refreshments: Beer, Pop, Wine, Water, Dessert, Kettle Corn?
- Menasha Water Park Hours
- Famous Dave's Rib Cook-Off: 5:00 - 10:00 p.m.
- Kickball Tournament - West Diamond: 5:00-6:00-7:00-8:00-9:00 p.m.
- Music: _____ 6:00 p.m. to 10:00 p.m. (Generator)
- (Security) 11:00 p.m. - 7:00 a.m.

July 25, 2009

Saturday - 8:00 a.m. to 10:00 p.m.

- Food: Chicken, Brats, Hamburgers, Corn, Ice Cream
- Refreshments: Beer, Pop, Wine, Water, Dessert, Kettle Corn?
- Menasha Water Park Hours
- Moped Rally & Ride: 10 AM - 4 PM
- Antique Bicycle Rally & Show: 9:00 AM - 4 PM
- Kid's Inflatable Playground Equipment: 9:00 AM - 10:00 PM
- Dog Agility Contest / Show: 8:00 a.m. - 2:00 p.m.
Dog Jump: _____
- Kickball Tournament - West Diamond: 10:00-11:00 a.m. to 8:00 p.m.
- Children Sprint Bike Race:
Ages 4-6, 6-8, 8-10, 10-12 11:00 a.m.
- Famous Dave's Rib Cook-Off: 11:00 a.m. - 10:00 p.m.
- Kayak Demonstrations: 11:00 a.m. - 4:30 p.m.
Kayak Race: _____
Kayak Water Polo: _____
- Music: _____ 1:00 p.m. - 4:30 p.m.
_____ 6:00 p.m. - 10:00 p.m.
- WebFooters Water Shi Show 4:30 p.m. - 6:00 p.m.
- Duck Race?



ENGINEERING DIV.
 DRAWN BY M.J.A.
 DATE: 2-6-95



PARK FACILITY RESERVATION FORM AND BEER PERMIT

(Important reservation information listed on the back of this form)

Menasha Parks & Recreation Department
140 Main Street
Menasha, WI 54952-3190

Questions? Call: 967-3640
8:00 AM - 4:00 PM Monday - Friday
Office Location: 2nd Floor, City Hall

Group Name or Sponsor of Event: 1st Annual Jaime Schwerin Softball Tournament Date of Event: June 26-28th 2009

Event Coordinator: Shawn Pitsch + Tori Whitlinger Pitsch Daytime Telephone: (920) 378-1392

Address: 121 Stanley Street Home Telephone: (920) 725-5555

Time of Event: From PM June 26th to Afternoon before 2:00 on June 28th Group Size: 16-25 Teams Fees: (see attached page) 4-725-5533

Does your group qualify for resident rates? No Yes (City of Menasha, Neenah, Appleton & Town of Menasha residents only) Paula 427-8730

Do you plan to consume beer or wine? No Yes (Fill out permit below - see #5, page 3) Nick 11th St

Do you plan to sell beer or wine? No Yes (You will need more than a Beer Permit, see #6, page 3) Shawn Pitsch

Do you plan to sell food to the public? No Yes (You will need a Temporary Food Permit, see #13, page 3) Jaime Schwerin

Certificate of Insurance needed? No Yes (For tournaments, public events, rides, etc. - see #4, page 3) Center

Are you planning "kiddie" rides or other amusements? No Yes (Carnival Permit required, contact City Clerk)

Do you plan to have an amplified sound system? No Yes (See #12, page 3) Describe: Just microphone to call games

Do you plan to set up tent(s) for the event? No Yes (See #9, page 3) Just if it sprinkles (rain)

Parks & Recreation Board approval needed? No Yes (When selling beer and multi-day events, contact Director)

Building Keys Needed? No Yes (Usually for kitchen use - see #10, page 3) Fountain

Building Keys Needed? No Yes (Usually for kitchen use - see #10, page 3) Fund

Facility (circle all that apply)	
Jefferson Pavilion Kitchen West Shelter <u>East Shelter</u> Launch Shelter Pool Picnic Area # _____ Diamond(s) <u>East + South Diamonds</u>	Memorial Building (pre-wedding ceremony only) Start Time: _____ End Time: _____
Smith Pavilion Kitchen Wedding/Garden (100 benches available) Diamond/Field _____	
Hart Shelter Diamond/Field _____	Clovis Shelter Diamond/Field _____
Koslo Shelter Diamond/Field _____	Pleasants Diamond/Field _____
Barker Farm Shelter Diamond/Field _____	
Shepard Diamond/Field _____	
Curtis Reed Square	

Office Notes: Jaime passed away of a short and painful battle of bone cancer on Feb. 28, 2009. He was only 34. Only diagnosed 8 months ago. So very sad! He lost his father here in Neenah at Neenah YMCA on racquetball court of a massive heart attack in 1981. Steve Schwerin Neenah. What a great dad and a great person!

OFFICE USE ONLY	
Facility Fee: \$	_____
User Fee: \$	_____
Area Fee: \$	_____
Beer Permit: \$	_____
Total: \$	_____
Receipt #	_____
Permit #	_____

HOLD HARMLESS AGREEMENT

I, Tori Whitlinger Pitsch, agree and bind Jaime Schwerin Softball Tournament Event
(person in charge) (group name)

to hold the City of Menasha harmless from any claim for damage or injury arising out of our activities in connection with this event. I further understand this agreement to indemnify is for any and all liability of the City of Menasha, including costs of defense and attorneys' fees, including: Damage or injury caused in part by the City's negligence, unless I demonstrate by clear and convincing evidence, that such damage or injury was caused solely by the City's negligence.

I further agree to exercise due care in the preservation of the premises. I further agree to pay for all damages to park property or grounds beyond what the Department determines to be normal wear and tear. I further agree that I will ensure compliance with all rules, regulations, or ordinances applicable to the use of City of Menasha parks.

Signature: Vivona Whitlinger Pitsch Date: 4-6-09

BEER PERMIT

For Consumption Only!

Sale of Beer and/or Wine Requires a Temporary Class "B" License in Addition to the Permit (See #6 on page 3)

The below named assumes responsibility for exercising control over attendees behavior at the event. **This person or designee must be present for the duration of the event.** The Menasha Police Department will contact the permittee if any problem arises. **UNRULY/ILLEGAL GROUP BEHAVIOR WILL JEOPARDIZE FUTURE RESERVATION PRIVILEGES.**

Permittee Name: (print) Pitsch Whitlinger Tori W. DOB: 9-18-75
Last First M.I.

Address: 121 Stanley Street Neenah WI 54956 Phone: 920-725-5555

Area that beer and/or wine can be consumed: ball diamonds

Signature: Vivona Whitlinger Pitsch

Permittee has read list of City ordinances pertaining to alcohol Yes V.P. Dept. Initials _____

2009 PARK FACILITY RENTAL

(all fees are "per day" unless otherwise stated)

<u>Pavilion/Shelter Fees</u>	<u>Resident</u>	<u>Non-Resident</u>
Jefferson Park		
Large Pavilion	\$ 55.00	\$ 85.00
Kitchen*	30.00	50.00
West Shelter	35.00	55.00
East Shelter*	20.00	40.00
Launch Shelter	15.00	32.00
Picnic Area #3 & #5 with electric	20.00	40.00
Wedding	User Fee Only	User Fee Only
Pool Rental (1 hour)	110.00	110.00
Smith Park		
Pavilion	50.00	75.00
Kitchen*	30.00	50.00
Wedding Set-Up**	100.00	145.00
Memorial Building (pre-ceremony only)	10.00/hour	10.00/hour
Hart Park Shelter*	25.00	45.00
Clovis Grove Shelter	20.00	40.00
Koslo Park Shelter (no electric)	20.00	40.00
Barker Farm Park Shelter	25.00	45.00
Curtis Reed Square	20.00	40.00
Beer Permit (Jefferson and Koslo only)	4.00	4.00
Tent Permit (when Diggers Hotline is called)	10.00	12.00
Amplifier w/microphone (per event/season)	20.00	20.00
<small>(Jefferson East/West Diamonds only)</small>		
Jefferson Volleyball Courts N & S	5.00	5.00
<small>Koslo, Municipal Beach, Smith Park VB Courts</small>	NC	NC
Soccer Fields	8.00/hour	8.00/hour
Koslo Baseball Diamonds		
Without Lights	12.00/hour	12.00/hour
With Lights	20.00/hour	20.00/hour
Softball Diamonds		
Without Lights	8.00/hour	8.00/hour
With Lights	15.00/hour	15.00/hour
Building/Shelter Key Deposit	20.00	20.00

2009 PARK USER FEES

Groups that reserve park shelters or picnic areas are subject to the following user fees:

<u>Persons in Attendance</u>	<u>Resident</u>	<u>Non-Resident</u>
1 - 20	No Charge	\$ 11.00
21 - 75	\$ 24.00	36.00
76 - 150	42.00	60.00
151 - 300	79.00	102.00
301 - 600	134.00	162.00
601 - 1,100	240.00	275.00
1,101 - 2,000	360.00	400.00
2,001 & up	480.00	525.00

* Indicates need for key

** Includes use of pavilion whether used or not, also includes 100 benches; average 2-3 adults per bench. Final arrangements made through Park Superintendent (967-3642).



PARK FACILITY RESERVATION FORM AND BEER PERMIT

(Important reservation information listed on the back of this form)

Menasha Parks & Recreation Department
140 Main Street
Menasha, WI 54952-3190

Questions? Call: 967-3640
8:00 AM - 4:00 PM Monday - Friday
Office Location: 2nd Floor, City Hall

Group Name or Sponsor of Event: MENASHA ACTION COUNCIL Date of Event: JUNE 20 2009

Event Coordinator: Paul P. Brunette Daytime Telephone: 920-886-9989

Address: 226 Main St. MENASHA Home Telephone: ↓

Time of Event: From 9am to 10:30pm Group Size: 350-400 Fees: (see attached page)

Does your group qualify for resident rates? No Yes (City of Menasha, Neenah, Appleton & Town of Menasha residents only)

Do you plan to consume beer or wine? No Yes (Fill out permit below - see #5, page 3)

Do you plan to sell beer or wine? No Yes (You will need more than a Beer Permit, see #6, page 3)

Do you plan to sell food to the public? No Yes (You will need a Temporary Food Permit, see #13, page 3)

Certificate of Insurance needed? No Yes (For tournaments, public events, rides, etc. - see #4, page 3)

Are you planning "kiddie" rides or other amusements? No Yes (Carnival Permit required, contact City Clerk)

Do you plan to have an amplified sound system? No Yes (See #12, page 3) Describe: CITY STAGE ON SQUARE

Do you plan to set up tent(s) for the event? No Yes (See #9, page 3)

Parks & Recreation Board approval needed? No Yes (When selling beer and multi-day events, contact Director)

Building Keys Needed? No Yes (Usually for kitchen use - see #10, page 3)

Facility

(circle all that apply)

Jefferson

Pavilion Kitchen West Shelter East Shelter Launch Shelter Pool
Picnic Area # _____ Diamond(s) _____

Smith

Pavilion Kitchen Wedding/Garden (100 benches available)
Diamond/Field _____

Memorial Building

(pre-wedding ceremony only)
Start Time: _____
End Time: _____

Hart

Shelter Diamond/Field _____

Clovis

Shelter Diamond/Field _____

Barker Farm

Shelter Diamond/Field _____

Koslo

Shelter Diamond/Field _____

Pleasants

Diamond/Field _____

Shepard

Diamond/Field _____

Curtis Reed Square + MARINA TERRACE ALONG MAIN ST.

Office Notes: _____

OFFICE USE ONLY

Facility Fee: \$ 20.00
User Fee: \$ 134.00
Area Fee: \$ _____
Beer Permit: \$ 4.00
Total: \$ 158.00
Receipt # _____
Permit # _____

HOLD HARMLESS AGREEMENT

I, Brian Julius, agree and bind MENASHA ACTION COUNCIL
(person in charge) (group name)
 to hold the City of Menasha harmless from any claim for damage or injury arising out of our activities in connection with this event. I further understand this agreement to indemnify is for any and all liability of the City of Menasha, including costs of defense and attorneys' fees, including: Damage or injury caused in part by the City's negligence, unless I demonstrate by clear and convincing evidence, that such damage or injury was caused solely by the City's negligence.

I further agree to exercise due care in the preservation of the premises. I further agree to pay for all damages to park property or grounds beyond what the Department determines to be normal wear and tear. I further agree that I will ensure compliance with all rules, regulations, or ordinances applicable to the use of City of Menasha parks.

Signature: [Signature] Date: 5-6-09

BEER PERMIT

For Consumption Only!

Sale of Beer and/or Wine Requires a Temporary Class "B" License in Addition to the Permit (See #6 on page 3)

The below named assumes responsibility for exercising control over attendees behavior at the event. **This person or designee must be present for the duration of the event.** The Menasha Police Department will contact the permittee if any problem arises. **UNRULY/ILLEGAL GROUP BEHAVIOR WILL JEOPARDIZE FUTURE RESERVATION PRIVILEGES.**

Permittee Name: (print) Julius Brian R. DOB: 5-4-92
Last First M.I.

Address: 1300 Downing St. Menasha, WI 54952 Phone: 720-9414

Area that beer and/or wine can be consumed: Event Grounds

Signature: [Signature]

Permittee has read list of City ordinances pertaining to alcohol Yes No Dept. Initials _____

2009 PARK FACILITY RENTAL

(all fees are "per day" unless otherwise stated)

<u>Pavilion/Shelter Fees</u>	<u>Resident</u>	<u>Non-Resident</u>
Jefferson Park		
Large Pavilion	\$ 55.00	\$ 85.00
Kitchen*	30.00	50.00
West Shelter	35.00	55.00
East Shelter*	20.00	40.00
Launch Shelter	15.00	32.00
Picnic Area #3 & #5 with electric	20.00	40.00
Wedding	User Fee Only	User Fee Only
Pool Rental (1 hour)	110.00	110.00
Smith Park		
Pavilion	50.00	75.00
Kitchen*	30.00	50.00
Wedding Set-Up**	100.00	145.00
Memorial Building (pre-ceremony only)	10.00/hour	10.00/hour
Hart Park Shelter*	25.00	45.00
Clovis Grove Shelter	20.00	40.00
Koslo Park Shelter (no electric)	20.00	40.00
Barker Farm Park Shelter	25.00	45.00
Curtis Reed Square	20.00	40.00
Beer Permit (Jefferson and Koslo only)	4.00	4.00
Tent Permit (when Diggers Hotline is called)	10.00	12.00
Amplifier w/microphone (per event/season) <small>(Jefferson East/West Diamonds only)</small>	20.00	20.00
Jefferson Volleyball Courts N & S	5.00	5.00
<small>Koslo, Municipal Beach, Smith Park VB Courts</small>	NC	NC
Soccer Fields	8.00/hour	8.00/hour
Koslo Baseball Diamonds	Without Lights 12.00/hour With Lights 20.00/hour	12.00/hour 20.00/hour
Softball Diamonds	Without Lights 8.00/hour With Lights 15.00/hour	8.00/hour 15.00/hour
Building/Shelter Key Deposit	20.00	20.00

2009 PARK USER FEES

Groups that reserve park shelters or picnic areas are subject to the following user fees:

<u>Persons in Attendance</u>	<u>Resident</u>	<u>Non-Resident</u>
1 - 20	No Charge	\$ 11.00
21 - 75	\$ 24.00	36.00
76 - 150	42.00	60.00
151 - 300	79.00	102.00
301 - 600	134.00	162.00
601 - 1,100	240.00	275.00
1,101 - 2,000	360.00	400.00
2,001 & up	480.00	525.00

* Indicates need for key

** Includes use of pavilion whether used or not, also includes 100 benches; average 2-3 adults per bench. Final arrangements made through Park Superintendent (967-3642).

Place this on the Park Board agenda

-----Original Message-----

From: SueWiz@aol.com [mailto:SueWiz@aol.com]

Sent: Tuesday, May 05, 2009 12:23 PM

To: Jeff Jorgenson

Cc: Brian Tungate

Subject: Re: Hart Park

Last evening, about 7PM, I went by Hart and drove through the lot. There were groups of kids hanging around the skate park. There were two groups of girls standing in the parking lot near the skate park. I drove through the lot without any problem. I went around the block then drove past again. There still was no problem, just kids using the skate park. Sue

In a message dated 5/4/2009 9:55:15 A.M. Central Daylight Time, jjorgens@ci.menasha.wi.us writes:

Thanks Sue. It really makes no difference to me if the hoops stay down or go back up I just wanted to know if neighbors could see a difference. It is quite likely that the Park Board will have quite a few voices suggesting the hoops be returned so I assume it is OK if I share this and other emails with the Park Board to further illustrate her point of view. Ideally it would be nice for her and a few neighbors to be at the meeting to speak to the Board on their observations. I am trying to make contact with Mike Kading as well since he had tried to strat the last neighborhood watch in the area.

Jeff

-----Original Message-----

From: SueWiz@aol.com [mailto:SueWiz@aol.com]

Sent: Saturday, May 02, 2009 7:55 PM

To: Jeff Jorgenson

Subject: Re: Hart Park

Jeff -

My 'informant' (who doesn't want her name used unless it is necessary so I will try to accommodate her) says she has noticed that the traffic around the park is not as heavy as it had been. She said she saw that the hoops were down and, while she tries very hard not to be racist, it was gang-type people who had been hanging around there who are not there anymore.

She said that from the way these people had been dressed and acted, she thought it was all gang-related. She said they used to hang out in the parking lot of the Family Dollar and now there isn't that activity there. They used to threaten and bully people at the bathroom building, at the park area and at the store, including people just going in and out of the store. They used to steal things inside the store and throw things through the windows. She said she has noticed a WHOLE lot of this type of activity has ceased.

She said these kids (whom she suspected were from out of town, out of Menasha) used to push people out in front of cars in the Family Dollar lot, used to run in front of cars, or would hang out in groups in the lot so cars coming in or trying to leave the lot at the store couldn't even park or leave. They were very intimidating. That type of stuff has stopped. Even those girls found somewhere else to go.

She also said, "I don't care what kind of mentoring someone thinks they are doing to those kids there. It's not going to work because they are hard core. They are gone now and I hope they stay gone." They were using the basketball court there as a cover-up for what really was going on.

She said she has gone to the store about 5 times in the last 8 days so she knows what she is talking about.

She will talk to neighbors and kids and to the store personnel. She will see what their impression is and will call me back. I'll let you know.

Sue

In a message dated 5/1/2009 4:26:51 P.M. Central Daylight Time, jjorgens@ci.menasha.wi.us writes:

Sue,

I realize you are not on the Park Board anymore but you had been vocal initially with your source so I want to let you know what I am observing on the sideline. At the last Board meeting the Park Board suggested we take down the basketball hoops to thwart the drug trafficking that was being associated with the court users. The patrol seems to think that this has really cut the crowds at the park and made things more manageable. The Vets watch also indicated recently that they too believe this has calmed the problems in this park.

The skatepark attendant that likes to play basketball says it has had no effect at all on the activities of the park. Could you ask your informant to relay her opinions before the next Park Board meeting on May 11. All we are trying to do is move the problems so if it is not working we can certainly recommend putting the hoops back up. I know it would make Stan much happier.

Thanks for any help you can provide from the neighbors in your district.

Jeff Jorgenson

Menasha PD

"Press On"

Nothing in the world will take the place of persistence.

Talent will not; nothing is more common than the unsuccessful person with talent.

Genius will not; unrewarded genius is almost a proverb.

Education will not; the world is full of educated derelicts.

Persistence and determination alone are omnipotent. The slogan "press on" has solved and always will solve the problems of the human race.

...Calvin Coolidge

*****As a local governmental entity, the City of Menasha is subject to Wisconsin statutes relating to open records. Any e-mail received by anyone at the City of Menasha, as well as any e-mail sent by someone from the City of Menasha are subject to these laws. Unless otherwise exempted from the Open Records law, senders and receivers of City e-mail should presume that any e-mail is subject to release upon request.*****

Check all of your email inboxes from anywhere on the web. [Try the new Email Toolbar now!](#)

*****As a local governmental entity, the City of Menasha is subject to Wisconsin statutes relating to open records. Any e-mail received by anyone at the City of Menasha, as well as any e-mail sent by someone from the City of Menasha are subject to these laws. Unless otherwise exempted from the Open Records law, senders and receivers of City e-mail should presume that any e-mail is subject to release upon request.*****

A Good Credit Score is 700 or Above. [See yours in just 2 easy steps!](#)