

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, 3<sup>RD</sup> Floor City Hall  
140 Main Street, Menasha**

**February 9, 2009**

**6:00 PM**

**AGENDA**

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the January 12, 2009 Meeting](#)

D. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Park and Pool Project Update – PRD Tungate
2. Update on Selection Process for a New Park Superintendent
3. Upcoming Meeting on February 12 with the Calumet County Parks Commission – Joint Park Idea
  - a. Friendship Trail – North Shore Drive to Fire Lane #12 also on the Agenda

E. DISCUSSION

1. [2009 Fees and Charges for Parks and Recreation, Marina, Forestry and Cemeteries](#)

F. ACTION ITEMS

1. [Recommend 2009 Fees and Charges to the Common Council](#)

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

Five (5) minute time limit for each person

H. ADJOURNMENT

**CITY OF MENASHA**  
**Park Board**  
**Council Chambers, City Hall – 140 Main Street**  
January 12, 2009  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

Meeting called to order by Chr. Dick Sturm at 6:05 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Chairman Dick Sturm, Ald. Michael Taylor, Mary Francis, George Korth, Tom Konetzke, Nancy Barker

MEMBERS EXCUSED: Ron Suttner

OTHERS PRESENT: PRD Tungate

**C. MINTUES TO APPROVE-MINUTES**

1. **Minutes to Approve:**

Moved by G. Korth, seconded by N. Barker to approve the minutes of the December 8, 2008 meeting. Motion carried 6-0.

**D. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS**

1. **Park Projects Update**

PRD Tungate, filling in for PS Huss, gave a brief update on some park projects. Snow removal, ski trail and ice rink maintenance top the list at this time. The Board was also informed that PS Huss would be leaving his employment with the city.

2. **Recreation Program Update**

PRD Tungate gave a recreation report.

a. **2009 Fee Changes Next Month**

Fees for 2009 will be brought forward for the Board to review next month.

b. **Smith Park Winter Gala**

Planning is continuing for the fifth annual Smith Park Winter Gala scheduled for Saturday, February 7. More professional snow sculptors and increased event advertising are changes for this year's event.

3. **Joint Park Resolution Neighboring Community Update**

PRD Tungate briefed the Board on the Town of Harrison and Appleton's plan to consider a resolution for a joint park on the City of Menasha's far east side. Both communities appear ready to pass the resolution already approved by the City. CDD Keil and PRD Tungate will be meeting with the Calumet County Parks Commission in hopes of convincing the County to become a partner in a regional park.

4. **Fee in Lieu of Parkland Increases**

The new fee in lieu of parkland charge is now in effect and will have a positive impact on increasing the current fund balance for future park development.

5. **Friendship Trail – North Shore Road to Fire Lane #12**

PRD Tungate also briefed the Board on the Town of Harrison's effort to convenience Calumet County to maintain a new proposed Friendship Trail segment from North Shore Road to Fire Lane #12. A \$300,000+ Federal trail grant could be in jeopardy if the two sides can not come to some agreement.

**E. DISCUSSION ITEMS**

1. **None**

## **F. ACTION ITEMS**

### **1. Election of Officers for 2009**

Motion by N. Barker, seconded by G. Korth to nominate D. Sturm as Chairperson. No other person was nominated. Nominations were closed. The vote was 6-0 to select D. Sturm as Park Board Chairperson for 2009.

Motion by G. Korth, seconded by N. Barker to nominate T. Konetzke as Vice-Chairperson. No other person as nominated. Nominations were closed. The vote was 6-0 to select T. Konetzke as Vice-Chairperson.

### **2. Hart Park Well**

Considerable discussion was held regarding the ultimate fate of the well in Hart Park. It was concluded that PRD Tungate would contact the newspaper to try and have an article written that could illicit more public response about how people really feel about the well and if they still use it. The general feeling was that not many people use the well anymore. A number of possible reasons were discussed. If a newspaper article does not bring a significant public response, the Board would like to proceed with capping the well permanently this summer.

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

Five (5) minute time limit for each person

1. N. Barker stated Isle of Valor sign near Memorial Building is still needed.
2. N. Barker asked if ceiling repair in the Historical Society side is still in the planning stage.
3. Ald. M. Taylor stated shorewall repair still needed in Jefferson Park. Low, clear water makes for good visibility.
4. Status of damaged port-a-potty in Jefferson park was questioned.

## **H. ADJOURNMENT**

Moved by G. Korth, seconded by N. Barker to adjourn at 7:56 PM. Motion carried 6-0.

Approved by Common Council on:

Fees effective:

**City of Menasha - Fees and Charges for 2009  
Parks, Recreation, Pool, Marina, Forestry and Cemetery**

**Prepared By: Brian Tungate & Parks and Recreation Board  
January 21, 2009**

**NC = No Change R = Res NR = Non-Res Est. = Year Established**

Current Charge		Program/Service Title	Proposed Charge		Last Changed	Previous Charge	
R	NR		R	NR		R	NR
<b>Summer Programs</b>							
\$ 13.00	\$ 29.00	Tot Lot	NC	NC	2007	\$ 12.00	\$ 28.00
\$ 13.00	\$ 29.00	Youth Baseball	NC	NC	2007	\$ 12.00	\$ 28.00
\$ 7.00	\$ 15.00	Youth Kickball	NC	NC	2007	\$ 6.00	\$ 14.00
\$ 13.00	\$ 29.00	Kidstuff	NC	NC	2007	\$ 12.00	\$ 28.00
\$ 13.00	\$ 29.00	Park Activity Club (PAC)	NC	NC	2007	\$ 12.00	\$ 28.00
\$ 13.00	\$ 29.00	Tennis Lessons (Youth)	NC	NC	2007	\$ 12.00	\$ 28.00
\$ 28.00	\$ 44.00	Tennis Lesson (Small Group)	NC	NC	2003	\$ 27.00	\$ 42.00
\$ 3.00	\$ 6.00	Tennis Leagues (Youth & Adult)	NC	NC	2000	added NR	
\$ 22.00	\$ 49.00	Tennis Lessons (Adult)	NC	NC	2008	\$ 20.00	\$ 38.00
\$ 13.00	\$ 29.00	Gymnastics	NC	NC	2008	\$ 11.00	\$ 26.00
Free	Free	Safety Town	NC	NC			
\$ 13.00	\$ 13.00	Grunski Race Pre-Reg.	\$ 14.00	\$ 14.00	2007	\$ 12.00	\$ 12.00
\$ 16.00	\$ 16.00	Grunski Race After Cut-off Date (Families of 3+ receive \$1 discount.)	\$ 17.00	\$ 17.00	2003	\$ 15.00	\$ 15.00
\$ 36.00	\$ 48.00	Summer Youth Golf	\$37.00	\$49.00	2008	\$ 26.00	\$ 42.00
\$ 35.00	\$ 50.00	Fall Golf Lessons	NC	NC	2003	\$ 33.00	\$ 48.00
\$ 180.00	\$ 180.00	Adult Softball (Sponsor)	NC	NC	2008	\$ 175.00	\$ 175.00
\$ 315.00	\$ 315.00	Adult Softball (Team)	NC	NC	2008	\$ 310.00	\$ 310.00
\$ 105.00	\$ 105.00	Co-Ed Softball (Sponsor)	NC	NC	2008	\$ 100.00	\$ 100.00
\$ 255.00	\$ 255.00	Co-Ed Softball (Team)	NC	NC	2008	\$ 250.00	\$ 250.00
		Bus Trips (Break-even)	NC	NC	1988 est.		
Free	Free	Performances in the Park		Donations			

*The Department seeks to recover an average of 100% of program costs from revenues for all adult activities and bus trips and 50% for youth activities. In the aggregate, these percentages have been achieved.*

Town of Menasha -- we have a fee reciprocity with the Town except for boat launches and pool fees.

Approved by Common Council on:

Fees effective:

Current Charge		Program/Service Title	Proposed Charge		Last Changed	Previous Charge	
R	NR		R	NR		R	NR
<b>Fall/Winter Programs</b>							
\$ 15.00	\$ 34.00	Jazz/Funk Dance/30 min.	NC	NC	2007	\$ 14.00	\$ 33.00
\$ 17.00	\$ 39.00	Jazz/Funk Dance/40 min.	NC	NC	2007	\$ 16.00	\$ 38.00
\$ 17.00	\$ 26.00	Youth Flag Football	\$ 18.00	\$ 27.00	2007	\$ 15.00	\$ 24.00
\$ 57.00	\$ 110.00	Tiny Tots	\$ 60.00	\$ 115.00	2007	\$ 52.00	\$ 105.00
\$ 1.00	\$ 1.00	Open Swim/Gym	NC	NC	2002	\$ 0.50	\$ 0.50
\$ 20.00	\$ 40.00	Slimnastics	NC	NC	2007	\$ 19.00	\$ 39.00
\$ 2.00	\$ 3.00	Per class	NC	NC	90/98	\$ 2.00	\$ 2.00
\$ 20.00	\$ 40.00	Feel 'N Fit	NC	NC	2007	\$ 19.00	\$ 39.00
\$ 2.00	\$ 3.00	Per class	NC	NC	90/98	\$ 2.00	\$ 2.00
Free	Free	Punt, Pass & Kick (co-sponsored)	NC	NC			
\$ 2.00	\$ 2.00	Winter Golf Tournament	NC	NC	2005 est.		
Free	Free	Great Pumpkin Hunt	NC	NC			
\$ 1.00	\$ 1.00	Holiday Hayride	NC	NC	1992 est.	\$ 0.50	\$ 0.50
\$ 180.00	\$ 180.00	Adult Basketball (Sponsor)	\$185.00	\$185.00	2008	\$ 175.00	\$ 175.00
\$ 240.00	\$ 240.00	Adult Basketball (Team)	\$245.00	\$245.00	2008	\$ 240.00	\$ 240.00
<b>Cemetery</b>							
\$ 550.00	\$ 725.00	Adult Grave	NC	NC	2006	\$ 325.00	\$ 475.00
\$ 225.00	\$ 275.00	Infant Grave	NC	NC	2006	\$ 85.00	\$ 120.00
\$ 525.00	\$ 700.00	Adult Opening (burial)	NC	NC	2006	\$ 350.00	\$ 350.00
\$ 225.00	\$ 275.00	Infant Opening (burial)	NC	NC	2006	\$ 200.00	\$ 200.00
\$ 325.00	\$ 375.00	Burial of Cremains with or without vault	NC	NC	2006	\$ 225.00	\$ 225.00
\$ 150.00	\$ 175.00	Weekend Opening (add)	NC	NC	2006	\$ 125.00	\$ 150.00
\$ 75.00	\$ 100.00	Winter Burial (if warranted)	NC	NC	2006	\$ 50.00	\$ 50.00
<b>Marina</b>							
\$37.00/ft	\$37.00/ft	Seasonal Slip Rental	NC	NC	2008	\$36.50/ft	\$36.50/ft
\$0.60/ft.	\$0.60/ft.	Overnight	\$0.75/ft	\$0.75/ft	1993	('87) .50	('87) .50
\$0.45/ft.	\$0.45/ft.	Groups of 20 or more					
\$3.50/ft.	\$3.50/ft.	Weekly	NC	NC	1987	\$2.75/ft.	\$2.75/ft.
\$12.00/ft	\$12.00/ft	Monthly	NC	NC	2007	\$10.00/ft.	\$10.00/ft.
Free	\$ 5.00	Pump Out - Renter/Nonrenter	NC	NC	1998		
<b>Boat Launch &amp; Slip Rental</b>							
\$ 12.00	\$ 33.00	Seasonal Parking Permit Seniors (55+)	\$ 13.00	\$ 34.00	2007	\$ 12.00	\$ 32.00
\$ 16.00	\$ 36.00	Seasonal Parking Permit	\$ 18.00	\$ 38.00*	2007	\$ 15.00	\$ 35.00
\$ 4.00	\$ 4.00	Daily Launch Parking Permit	\$ 5.00	\$ 5.00	2004	\$ 3.00	\$ 3.00
\$ 90.00	\$ 105.00	Seasonal Slip (Jefferson)	\$ 95.00	\$ 110.00	2007	\$ 80.00	\$ 95.00
\$ 120.00	\$ 135.00	Slip 49/50	\$ 125.00	\$ 140.00	2004	\$ 110.00	\$ 125.00
\$ 8.00	\$ 10.00	Second Parking Permit (must show copy of 2nd boat registration ID #)	\$ 9.00	\$ 12.00	1995	\$ 3.00	\$ 3.00
\$ 4.00	\$ 5.00	Replacement Pass (for any reason)	NC	NC	2003	\$3.00	\$3.00
\$100.00	\$100.00	Menasha Dock Association Garbage Collection	NC	NC	2007 est.	-	-

\*Town of Menasha pays NR rate.

Approved by Common Council on:

Fees effective:

Current Charge		Program/Service Title	Proposed Charge		Last Changed	Previous Charge	
R	NR		R	NR		R	NR
<b>Park Shelter/Picnic Areas</b>							
\$ 50.00	\$ 80.00	Large Pavilion	\$55.00	\$85.00	2006	\$ 45.00	\$ 75.00
\$ 30.00	\$ 50.00	Kitchen (Jeff.)	NC	NC	2006	\$ 25.00	\$ 45.00
\$ 35.00	\$ 55.00	Jefferson West Shelter	NC	NC	2006	\$ 30.00	\$ 50.00
\$ 20.00	\$ 40.00	Jefferson East Shelter	NC	NC	2003	\$ 20.00	\$ 40.00
\$ 15.00	\$ 32.00	Launch Shelter	NC	NC	2004	\$ 15.00	\$ 32.00
\$ 20.00	\$ 40.00	Picnic Area #3 w/elec.	NC	NC	2006	\$ 15.00	\$ 32.00
\$ 20.00	\$ 40.00	Picnic Area #5 w/elec.	NC	NC	2006	\$ 15.00	\$ 32.00
\$ 45.00	\$ 70.00	Smith Park Pavilion	\$50.00	\$75.00	2006	\$ 40.00	\$ 65.00
\$ 25.00	\$ 45.00	Hart Park Shelter	NC	NC	2004	\$ 25.00	\$ 45.00
\$ 30.00	\$ 50.00	Kitchen (Smith)	NC	NC	2006	\$ 25.00	\$ 45.00
\$ 90.00	\$ 135.00	Wedding Set-Up (Smith*)	\$100.00	\$145.00	2006	\$ 85.00	\$ 130.00
\$10.00/hr	\$10.00/hr	Memorial Building (pre-ceremony use)	NC	NC	2007 est.	\$ -	\$ -
\$ 20.00	\$ 20.00	Building/Shelter Key Deposit	NC	NC	2005 est.		
\$ 20.00	\$ 40.00	Clovis Grove Shelter	NC	NC	2006	\$ 15.00	\$ 32.00
\$ 20.00	\$ 40.00	Koslo Shelter	NC	NC	2006	\$ 15.00	\$ 32.00
\$ 20.00	\$ 40.00	Curtis Reed Square	NC	NC	2004 est.		
\$ 25.00	\$ 45.00	Barker Farm Shelter	NC	NC	2004 est.		
		user fee only Jefferson Park Wedding**	NC	NC	1996		
\$10.00	\$12.00	Tent Permit (when Diggers Hotline is called)	-	-	NEW		

Non-Resident fees added for shelter/area reservations began in 1991.

\* Includes automatic pavilion reservation, user fee included if pavilion used.

\*\*Not part of two year advance wedding reservation

<b>Park User Fees</b>							
NC	\$ 11.00	Group Size: 1-20	NC	NC	2005	\$ -	\$10.00**
\$ 24.00	\$ 36.00	21-75	NC	NC	2008	\$ 20.00	\$30.00**
\$ 42.00	\$ 60.00	76-150	NC	NC	2008	\$ 35.00	\$50.00**
\$ 79.00	\$ 102.00	151-300	NC	NC	2008	\$ 65.00	\$85.00**
\$ 134.00	\$ 162.00	301-600	NC	NC	2008	\$ 110.00	\$135.00**
\$ 240.00	\$ 275.00	601-1100	NC	NC	2008	\$ 200.00	\$230.00**
\$ 360.00	\$ 400.00	1101-2000	NC	NC	2008	\$ 300.00	\$335.00**
\$ 480.00	\$ 525.00	2001 & up	NC	NC	2008	\$ 400.00	\$440.00**

\*Number of group categories expanded from 6 to 8 in 1996.

\*\*NR's added in 2000.

\$4.00/day	\$4.00/day	Beer Permit	NC	NC	2007	\$3.00	\$3.00
<b>Diamond/Field Rental Fees</b>							
<i>City approved tournaments, leagues or events only</i>							
\$20.00/hr	\$20.00/hr	with lights (Koslo baseball)	NC	NC	2005	\$ 16.00	\$ 16.00
\$12.00/hr	\$12.00/hr	without lights (Koslo baseball)	NC	NC	2007	\$ 10.00	\$ 10.00
\$8.00/hr.	\$8.00/hr.	Softball Diamond without lights	NC	NC	2005		
\$15.00/hr	\$15.00/hr	Softball Diamond with lights	NC	NC	2005		
\$5.00/hr.	\$5.00/hr.	Tennis or Volleyball Court	NC	NC	1997 est.		
\$8.00/hr.	\$8.00/hr.	Soccer Field (lining costs add labor charges)	NC	NC	2000		
\$20 per event/season		Ball Diamond PA System Rental	NC	NC	1997	formerly security deposit	
\$ 50.00	or market price	Tree Planting 1" - 1 1/2" diameter	NC	NC	1992	('89) 30	('89) 30
\$ 0.50	\$ 0.50	Ice Skate Rental at Hart Park	NC	NC	93-94 est.		
per 1/2 hr.	per 1/2 hr.						

Approved by Common Council on:

Fees effective:

Current Charge		Program/Service Title	Proposed Charge		Last Changed	Previous Charge		
R	NR		R	NR		R	NR	
<b>Swimming Pool Daily Admissions</b>								
Free	Free	2 and under	NC	NC	1994 est.			
\$ 1.25	\$ 1.25	3 - 5	\$ 1.00	\$ 1.00	2006	\$ 1.00	\$ 1.00	
\$ 2.25	\$ 2.25	6 - 17	\$ 2.00	\$ 2.00	2006	\$ 2.00	\$ 2.00	
\$ 3.25	\$ 3.25	18 - 54	\$ 3.00	\$ 3.00	2006	\$ 3.00	\$ 3.00	
\$ 2.25	\$ 2.25	55 and older	\$ 2.00	\$ 2.00	1997	\$ 2.00	\$ 2.00	
Free	Free	Adult Sun Deck Viewing Pass (Available at concession stand for non-swimmers)	NC	NC	1994 est.			
Pool fees after 6:00 p.m. are reduced. (3-5) \$0.50, (6-17) \$1.00, (18-54) \$1.50, (55 and older) \$1.00								
<b>Swimming Lessons*</b>								
\$ 16.00	\$ 24.00	Swimming Lessons	NC	NC	2005	\$ 13.00	\$ 20.00	
\$ 12.00	\$ 16.00	Saturday Morning Swimming Lessons	NC	NC	2005			
<b>*Town of Menasha pays NR rates for all pool services.</b>								
<b>Season Passes</b>								
\$ 34.00	\$ 39.00	Youth (3-17) and Senior (55+)	(\$31)	NC	NC	2006 est.	-	-
\$ 40.00	\$ 45.00	Individual	(\$36)	NC	NC	2003	\$ 35.00	\$ 40.00
\$ 65.00	\$ 75.00	Family of 2	(\$59)	NC	NC	2003	\$ 60.00	\$ 70.00
\$ 85.00	\$ 95.00	Family of 3	(\$77)	NC	NC	2003	\$ 80.00	\$ 95.00
\$ 100.00	\$ 110.00	Family of 4	(\$90)	NC	NC	2003	\$ 95.00	\$ 105.00
\$ 110.00	\$ 125.00	Family of 5	(\$99)	NC	NC	2003	\$ 105.00	\$ 120.00
\$ 120.00	\$ 135.00	Family of 6+	(\$108)	NC	NC	2003	\$ 115.00	\$ 130.00
10% discount on all season passes purchased by May 1, fee in ( ) to City and Neenah and Appleton residents only.								
Town of Menasha pays NR rates on season, limited use, morning passes and lessons.								
<b>*2006-Change discount from 15% to 10%.</b>								
\$ 15.00	\$ 20.00	Adult Morning Season Swim Pass		NC	NC	2004 est.		
\$ 1.00	\$ 2.00	Adult Morning Season Swim (Daily)		NC	NC	2004 est.		
\$ 13.00	\$ 15.00	Limited Use Pass (Adult)		\$ 12.00	\$ 14.00	2006	\$ 12.00	\$ 14.00
\$ 9.00	\$ 10.00	Limited Use Pass (Youth/Seniors, 55+)		\$ 8.00	\$ 9.00	2006	\$ 8.00	\$ 9.00
\$ 5.00	\$ 6.00	Lost/replacement pass		NC	NC	1991	NR added 2001	
\$100.00/hr.	\$110.00/hr.	Pool Rental		\$ 110.00	\$ 110.00	2006	\$ 90.00	\$ 100.00
\$ 1.75	\$ 1.75	Groups of 20 or more (when arranged through office)		\$ 1.50	\$ 1.50	2006	\$ 1.50	\$ 1.50
Annual Installation/Storage Fee for								
\$ 25.00	\$ 25.00	441/Racine Street Signs		NC	NC	2006 est.	-	-