

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, 3rd Floor City Hall
140 Main Street, Menasha
December 12, 2011
MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

1. MEMBERS PRESENT: Chr. Dick Sturm, Ron Suttner, Lisa Hopwood, Luke Schiller, Sue Pawlowski and Nancy Barker (excused for part of the meeting)

MEMBERS EXCUSED: Ald. Mark Langdon

MEMBERS ABSENT:

OTHERS PRESENT: PRD Tungate (excused for part of the meeting) and PS Maas

C. MINUTES TO APPROVE

1. **Minutes of the November 15, 2011 Park Board Meeting**
Moved by R. Suttner, seconded by N. Barker to approve the November 15, 2011 Park Board meeting minutes. Motion carried 6-0.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Five (5) minute time limit for each person.

1. None.

E. REPORT OF DEPARTMENT HEAD/STAFF/OR CONSULTANTS

1. **Department Report – PRD Tungate**
PRD Tungate reported that the Holiday Hayride held on December 2nd was very successful.
2. **Park, Pool and Vandalism Report – PS Maas**
PS Maas reported that staff is working on picnic table and bleacher repair. Kayak docks have been removed for the season. Landscaping has also been done at Lake Park Villas. Handrail needs repair on the Riverwalk near Center Street.
3. **Friends of the Menasha Pool Update**
PRD Tungate mentioned that the Friends of the Menasha Pool are offering their input and several good ideas about rescheduling and new programming ideas for the pool. These changes must be in place before the summer program booklet goes out.

F. DISCUSSION

1. **2012 Department Fees (will also appear on January 9 agenda)**
The Board reviewed several fee changes offered by staff. Highlights include: changes to cemetery fees, a list of park equipment items typically requested during special events and raising the non-resident season pass rates at the pool. The Board will make a final fee recommendation at their January 9 meeting and they will go to the Common Council on January 16.

G. ACTION ITEMS

1. Approve Department Memorial Gift Options

Moved by S. Pawlowski, seconded by L. Hopwood to approve the department's commemorative gift program to three options; a bench, a tree or a Riverwalk gift brick. They revised the gift brick cost from \$75 to \$100. Motion carried 5-0.

2. Recommend Reciprocity Agreements with the Cities of Neenah and Appleton, Town of Menasha and YMCA of Neenah/Menasha

Moved by N. Barker, seconded by R. Suttner to approve four separate reciprocity agreements. They include: a five-year agreement with the City of Neenah, a three-year agreement with YMCA of the Fox Cities, and a one-year agreement with both the Town of Menasha and City of Appleton. A one-year agreement with the Town of Menasha was suggested because staff from both communities hope to work out a joint boat launch sticker and program for 2013. The Board opted for a one-year agreement with the City of Appleton because of the significant revenue difference between the boat launch season passes purchased by Appleton residents. Rather than change it this year, they directed staff to try and negotiate a better arrangement with Appleton starting in 2013. Motion carried 5-0.

3. Election of Officers for 2012

L. Hopwood nominated D. Sturm as chairman, seconded by S. Pawlowski. No other nominations for chairman were made.

L. Schiller nominated R. Suttner as vice-chairman, seconded by S. Pawlowski. No other nominations for vice-chairman were made.

Nominations were closed. A unanimous vote was cast for D. Sturm as chairman and R. Suttner as vice-chairman for 2012.

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 L. Schiller to adjourn at 7:02 p.m. Motion carried 5-0.