

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, 3rd Floor City Hall
September 9, 2013
MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 6:13 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Nancy Barker, Lisa Hopwood, Cindy Schaefer-Kemps

MEMBERS EXCUSED: Luke Schiller, Ald. Mark Langdon, Sue Pawlowski

OTHERS PRESENT: PRD Tungate, PS Maas

C. MINUTES TO APPROVE

1. **Minutes of the July 8, 2013 Park Board Meeting**

Moved by S. Pawlowski, seconded by N. Barker to approve the July 8, 2013 Park Board minutes. Motion carried. This action occurred at the August 15 meeting.

2. **Minutes of the August 12, 2013 Park Board Meeting**

Moved by L. Hopwood, seconded by N. Barker to approve the August 12, 2013 Park Board minutes. Motion carried

3. **Minutes of the August 15, 2013 Park Board Meeting**

Moved by L. Hopwood, seconded by N. Barker to approve the August 15, 2013 Park Board minutes. Motion carried

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

No one spoke

E. REPORT OF DEPARTMENT HEADS/STAFF/ OR CONSULTANTS

1. **Department Report – PRD Tungate**

PRD Tungate reported on some progress with developing the new park, work on the 2014 budget (to be discussed in greater detail next month), Army Reserve building lease to be terminated and the buildings demolished per Council action, Gilbert site grant decision should be made in the next 1-2 weeks, pool figures should be available next meeting.

2. **Park, Pool and Vandalism Report – PS Maas**

PS Maas reported on closing of the pool for the year, some pool liner painting that has been done, locker room walls to be painted, set up for several special events in August and September. Tree pruning and watering also taking place. Three small ground level play panels have been ordered. Along the trail near Lake Park Road, a trail barrier is being installed to prevent vehicle use on the trail. CN tree fall tree planting in each district is also being planned.

F. DISCUSSION

1. **Dogs on Trails During Special Events**

Chr. D. Sturm shared his thoughts on this topic during the recent Jazzfest event. Some people, with pets sat along the trail to watch the event. The Board discussed the pros and cons of such a practice. The possibility of creating a specific dog zone for the event was discussed. Per ordinance, the Board has the authority to grant permission for allowing dogs in the parks for specific events. Jazzfest has not requested to have dogs allowed during their event. Before discussing the item further, the Board asked that PRD Tungate find out if Jazzfest would like to

make a formal request on this matter.

2. **Special Events Streamlining the Board Approval Process**

PRD Tungate described how it might be possible to reduce the amount of time and meetings it takes to have an event approved. This came on the heels of at least one event that was approved at the last minute by the Board because of a lack of a quorum at an earlier meeting. The consensus of the Board seemed to be that because several members are out due to medical and other legitimate reasons, that once they returned, the situation should become better. PRD Tungate was also going to pursue making it clearer on the special event packet that events that are multi-day or planned to serve alcohol in the parks, needed Board approval sooner than has been the practice as of late.

G. ACTION ITEMS

1. **Recommendation to Install Camera Security System at the Marina**

Motion by N. Barker, seconded by L. Hopwood to install a camera security system at the marina. PRD Tungate has been investigating equipment/camera options. A one-time security system fee for 2014 renters will be discussed next month. The hope is to get the system installed this fall so it's fully functioning for the next boating season.

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 L. Hopwood, seconded by C. Schaefer-Kemps to adjourn at 7:36 p.m. Motion carried.