

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**City Hall – 1<sup>st</sup> Floor Conference Room**  
**April 12, 2016**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order by Chr. D Sturm at 6:06 pm.

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Lisa Hopwood, Tom Marshall, Sue Pawlowski, Chr. Dick Sturm

MEMBERS EXCUSED: Brian Adesso, Nancy Barker, Ald. Dan Zielinski

OTHERS PRESENT: PRD Tungate, Ald-elect Alex Zielinski, Fire Chief Al Auxier.

**C. MINUTES TO APPROVE**

1. **Minutes of the March 8, 2016 Regular Park Board Meeting:** Moved by S. Pawlowski, seconded by L. Hopwood to approve the minutes of the March 8, 2016 Park Board meeting. Motion carried.

**D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION**

**E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS**

1. **Department Report:** PRD Tungate reported that an extensive amount of interviewing has been occurring for summer positions at the pool and with summer recreation programs. There seems to be a shortage of lifeguard applicants. Staff has also been working on plans to purchase new play equipment for Hart Park. This equipment is expected to be installed by this fall.
2. **Park, Pool and Vandalism Report:** PS Maas was at a training session and was not present. His written report included: turf damage on Jefferson Park, restrooms being opened for the season, spring trees will be planted soon, eastside park area for new play equipment is being prepped, several trees removed. Marina Harborhouse and Smith Park caboose will have new roofs installed this spring.

**F. DISCUSSION**

1. **2017 Daily Boat Launch Fee Proposal:** Chief Auxier explained the proposal to ask both Menasha and Neenah to change their boat launch fees in some manner to generate approximately \$1,200 from each community to help offset water and dive rescue services provided by his department. The Board supported the idea of raising the daily launch fee from \$5 to \$6 in 2017, with .50 from each launch fee going to the Neenah/Menasha Fire Rescue budget. The Board reviewed figures from 2014 and 2015 and were confident the .50 from each daily launch would generate the dollar amount Chief Auxier was seeking. This request will be placed as an Action Item on the May Park Board agenda.
2. **Arbor Day Ceremony – April 19; 10:00am near St. Timothy’s Church:** the ceremony is being held about a week earlier than usual to accommodate two year UW campus staff that are in town for the day. MHS high school students will be helping to plant trees along School Court.
3. **New Eastside Park Community Playground Build, Saturday, June 4:** Registration forms have been sent to several “team leaders”. Board members L. Hopwood and B. Adesso have and will continue to be active in recruiting people from the neighborhood. At this point, staff is in need of another 15-20 people to help. Forms are available on the city website and have been posted on

the department's Facebook page.

4. **Loop the Lake Update – Mathewson Street Area:** PRD Tungate briefed Board members on the city's desire to pursue acquiring a vacant lot at 100 Fox St. Staff has been in contact with the individuals who wish to sell the lot. The benefits of having the lot for the Loop trail project were discussed. The Board voiced their support of pursuing the acquisition of the lot with Parkland Dedication funds. The Plan Commission will take up the matter at their next meeting and it's expected that a recommendation will be sent to the Common Council for their action.

**G. ACTION ITEMS**

1. **Approval of Diablo Cycling Club Bike Race – May 14, 2016 in Jefferson Park:** Motion by L. Hopwood, seconded by T. Marshall. Event plans were discussed. They have also been reviewed by the Special Events Committee. The group also has received a Street Use Permit and will set up along Broad St. adjacent to Jefferson Park. Motion carried.

**H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA**

**I. ADJOURNMENT**

Moved by L. Hopwood , seconded by T. Marshall to adjourn at 7:44 pm. Motion carried.