

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

**City Hall - Council Chambers
140 Main Street**

**Tuesday, November 10, 2015
(note new meeting day)
6:00 PM**

SPECIAL NOTICE: Board members may choose to attend the Parks and Recreation Dept. 2016 Budget Review session on Monday, November 9 at 5:00pm in Council Chambers at City Hall.

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
 - 1. Welcome New Member Brian Adesso
- C. MINUTES TO APPROVE
 - 1. Minutes of the October 12, 2015 Park Board Meeting
- D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION
- E. REPORT OF DEPARTMENT HEAD/STAFF
 - 1. Department Report – PRD Tungate
 - 2. Park, Pool and Vandalism Report – PS Maas
- F. DISCUSSION
 - 1. Clovis Grove PTO play equipment donation
 - 2. Loop the Little Lake Project Update
 - 3. Gilbert Site Project and Sponsorship Update
 - 4. Location and time for December Board meeting and Holiday Gathering
 - 5. Results of Winz Park Survey
- G. ACTION ITEMS
 - 1. Recommend to discontinue the consideration to pursue fully rehabilitating the recreational surface at Winz Park and review possible alternatives.
- H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA
 - Five (5) minute time limit for each person
- I. ADJOURNMENT

CITY OF MENASHA
Parks and Recreation Board
City Hall – 140 Main Street
October 12, 2015
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: D. Sturm, D. Zelinski, T. Marshall, L. Hopwood, S. Pawlowski

MEMBERS EXCUSED: N. Barker, one vacant position

OTHERS PRESENT: PRD Tungate, PS Maas, Julie Filapek, Tyler Doebel, Kathy Stahl, Aaron Zemlock

C. MINUTES TO APPROVE

1. **Minutes of the August 10, 2015 Park Board Meeting:** Moved by L. Hopwood, seconded by Ald. D. Zelinski to approve the minutes of the August 10, 2015 Park Board meeting. Motion carried.
2. **Minutes of the September 14, 2015 Park Board Meeting:** Moved by Ald. D. Zelinski, seconded by S. Pawlowski to approve the minutes of the September 14, 2015 Park Board meeting. Motion carried.

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

1. **Update on meeting with Jefferson Park neighborhood group** – Julie Filapek updated the Board on recent meetings of the Winz and Jefferson Park neighborhood groups. Julie works for an organization called Neighborhood Partners. A few members of the Jefferson Park group recently met with city staff primarily to focus on three things - tree planting, painting colorful murals on some park picnic tables and improving the look of landscape beds within Jefferson Park. The group also has interest in the Jefferson Park and neighborhood master plan when that process begins. K. Stahl spoke about her concerns related to drinking and the message this sends to younger, school aged kids. She would like to somehow see less drinking and littering in Jefferson Park. T. Doebel spoke about several issues, mostly related to improvements to Jefferson Park

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report:** PRD Tungate stated that he's been working on finishing up the 2016 budget proposals, Gilbert site finishing work, upcoming Pumpkin Hunt, trestle project with Neenah and a short survey for Winz Park neighbors. A postcard was sent to the neighborhood asking them to take a short online survey, due by Oct. 30.
2. **Park, Pool and Vandalism Report:** PS Maas stated that a bathroom stall door was vandalized at Hart Park, neighborhood group helped plant trees around the pool parking lot last Saturday, work has been ongoing on the pool waterslide, 2 Born Learning trails are now installed, Gilbert site planting is almost complete.

F. DISCUSSION

1. **Police perspective on alcohol consumption and littering in Jefferson Park:** Aaron Zemlock, the Police Department's Police Liaison Officer, was present to give his thoughts on drinking and littering in Jefferson Park. PD rarely sees individual consumption going on. He was familiar with the permit system. Drinking issues in the park seem to ebb and flow, like other issues throughout

the park system. A couple good ideas for improving the softball league drinking situation were discussed. One was having teams take responsibility for taking out their own beer permit if they wished to drink before or after a game. PD could make some routine checks at the diamond to make sure teams that are drinking have a permit. Having the field lights turned off sooner was also brought up. Officer Zemlock stated that in his opinion, cameras do not deter crime, but they can help from an investigative perspective. Most issues in Jefferson park have had to do with suspicious people or vehicle incidents.

2. **Recommend not to pursue a full rehabilitation of the Winz Park recreational surface at an estimated cost of \$150,000, but rather consider alternatives that include rehabilitating the northern end of the park or accepting land across the street from Menasha Utilities and developing it as a city park (proposed action item for the November meeting):** Staff reviewed two possible alternatives if a decision was to be made to cease operating Winz Park and return it as solely a roof structure to Menasha Utilities. Chr. D. Sturm stated that it probably isn't the best idea to maintain any type of recreation surface at Winz Park. The clearwell is probably at its half life already, so recreational surface issues will keep cropping up as the facility continues to age and will eventually have to be replaced. Ald. D. Zelinski agreed with this assessment and was open to the idea of offering some type of small recreation area for the neighbors. D. Sturm felt any possible hard surface alternative should be one that park staff has more familiarity with than a concrete deck over a clearwell. Other members wish to spend our limited resources wisely or want to make a decision on this matter, because it was felt that after the public survey results come back that the Board would finally have enough information to make a decision.
3. **How to place a topic on the Board agenda:** Chr. D. Sturm stated that potential topic matter could be brought forward to either PRD Tungate or himself. Items can't be guaranteed to be placed on the agenda-sometimes because other issues take precedent, the agenda may already be quite long or that perhaps the matter has already been sufficiently addressed.
4. **Consider a different Board meeting day and time (confirm November meeting date/time):** Board members seemed open to changing the day of the meeting. PRD Tungate will consult with Chr. D. Sturm and bring the best options to the Board next month. The November Board meeting will likely be held after the department's budget session. Meeting start time may be 7:00pm instead of 6:00pm.
5. **Koslo Park – Project update:** PRD Tungate reported that several finishing touches still need to be done. Volunteers have almost completed painting the building, repaving still has to occur this fall. New team logos will also be placed on the side of the building.

G. ACTION ITEMS

1. **Recommend raising the Marina 2016 seasonal rental rate from \$38.25 to \$38.50 per foot:** Motion by L. Hopwood, seconded by S. Pawlowski to recommend approval of the new marina seasonal rate. PRD Tungate stated that the Fond du Lac marinas was in the low \$30's per foot, but that it always has been hard to find good fee comparisons. He will seek more information prior to Council action on this matter. Motion carried
2. **Allow one tennis court on the east end of Pleasants Park to be converted into a futsal court with the cost to be paid by the sport organizers:** Motion by S. Pawlowski, seconded by L. Hopwood to allow one tennis court at Pleasants park to be converted to a futsal court, provided the sport organizers pay for the conversion. The city will work cooperatively with sport organizers to get the court ready. No timetable has been set yet. Motion carried.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

Moved by Ald. D. Zelinski seconded by T. Marshall to adjourn at 8:55pm. Motion carried.

City of Menasha Parks & Recreation



Winz Park SURVEY RESULTS & ANALYSIS Summary

Total Started Survey: 16
Completion Rate: 94%

September-October, 2015



Survey assistance provided by the East
Central Wisconsin Regional Planning

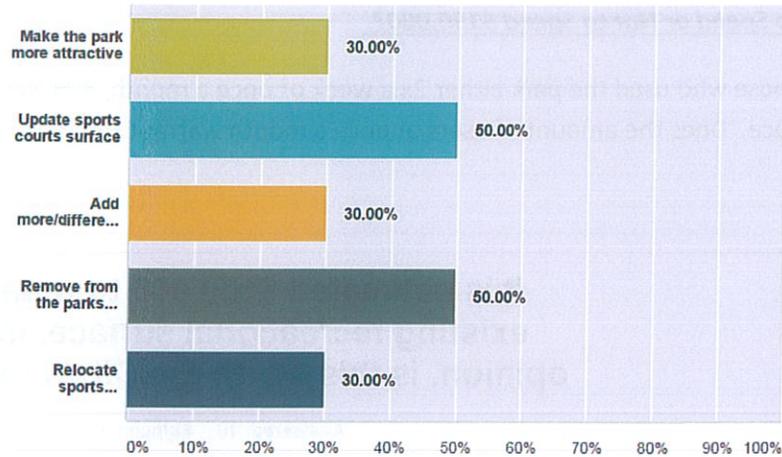
**City of Menasha
Winz Park – Survey
Analysis BY THE
NUMBERS:**

A. Non-Users

1. **66.67% (10)** of the respondents said they didn't use the park. They were split though on how the park could be improved: Either update the sports surface or remove it from the parks system.

How could Winz Park be improved? Select all that apply.

Answered: 10 Skipped: 0

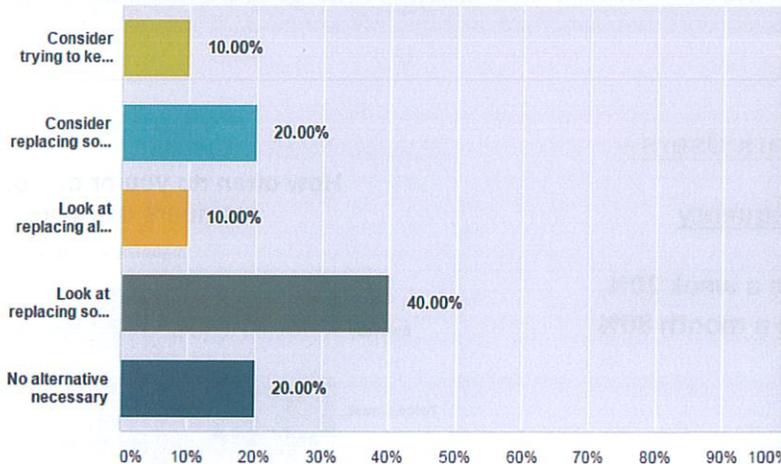


Answer Choices	Responses
Make the park more attractive	30.00% 3
Update sports courts surface	50.00% 5
Add more/different recreational facilities	30.00% 3
Remove from the parks system, not serving enough people	50.00% 5
Relocate sports facilities to another park (i.e. Jefferson)	30.00% 3
Total Respondents: 10	

2. **40%** said that if the park was eliminated to look at replacing all the facilities to Jefferson Park.

If the park were to be eliminated, what do you see as an alternative?

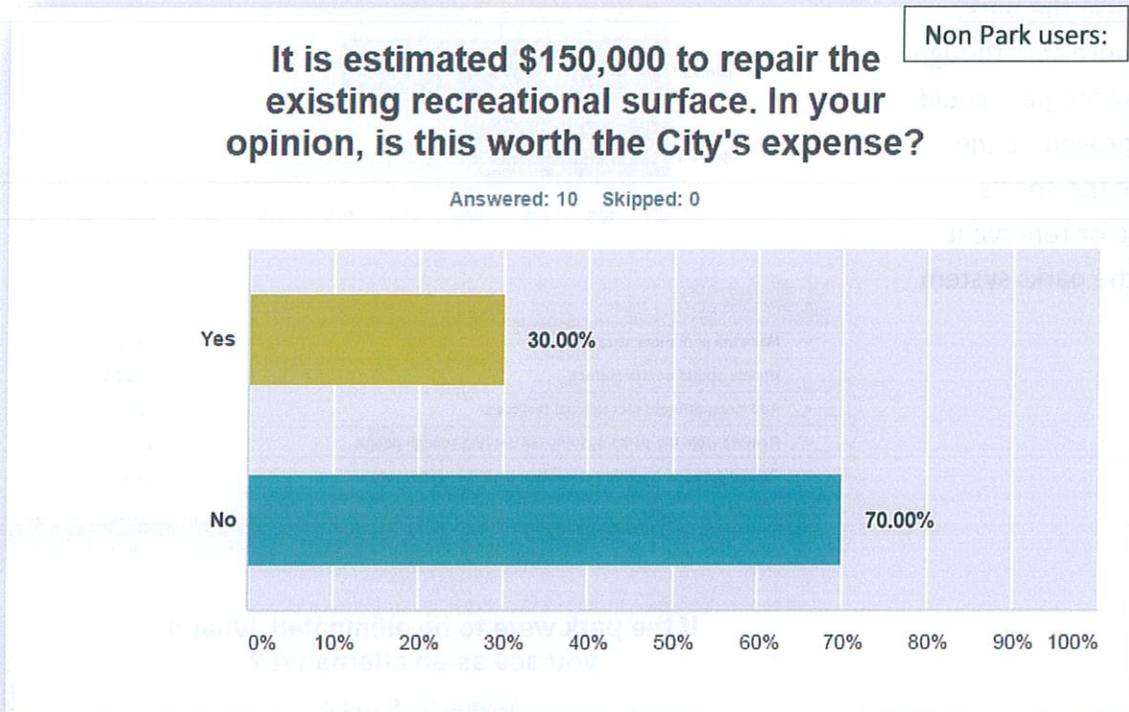
Answered: 10 Skipped: 0



Answer Choices	Responses
Consider trying to keep some of the activities within the current park.	10.00% 1
Consider replacing some of the activities on the old water tower property.	20.00% 2
Look at replacing all the facilities to Jefferson Park	10.00% 1
Look at replacing some of the facilities to Jefferson Park	40.00% 4
No alternative necessary	20.00% 2
Total	10

3. To Spend or Not to Spend \$150,000?

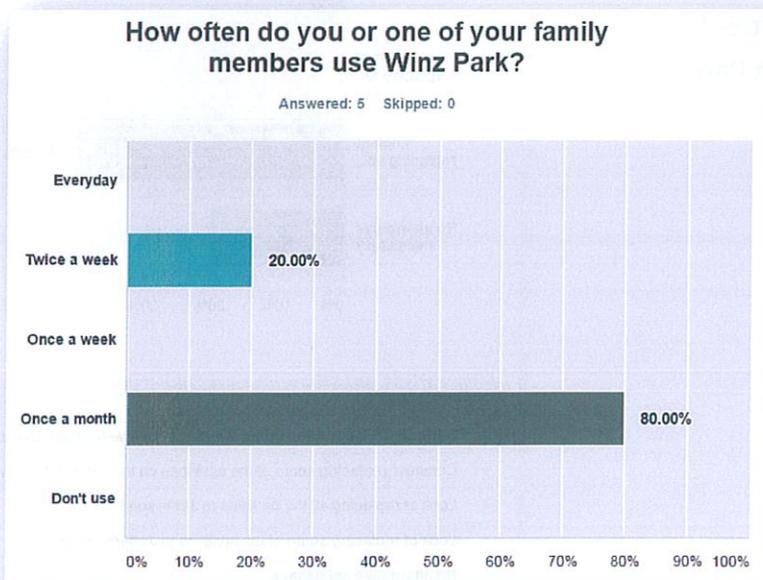
Of those who used the park either 2x a week or once a month, 80% said it was worth it to repair the surface. Does the amount of users at once a month warrant the money to be spent?



B. Park Users –

1. Frequency

**Twice a week 20%,
Once a month 80%**



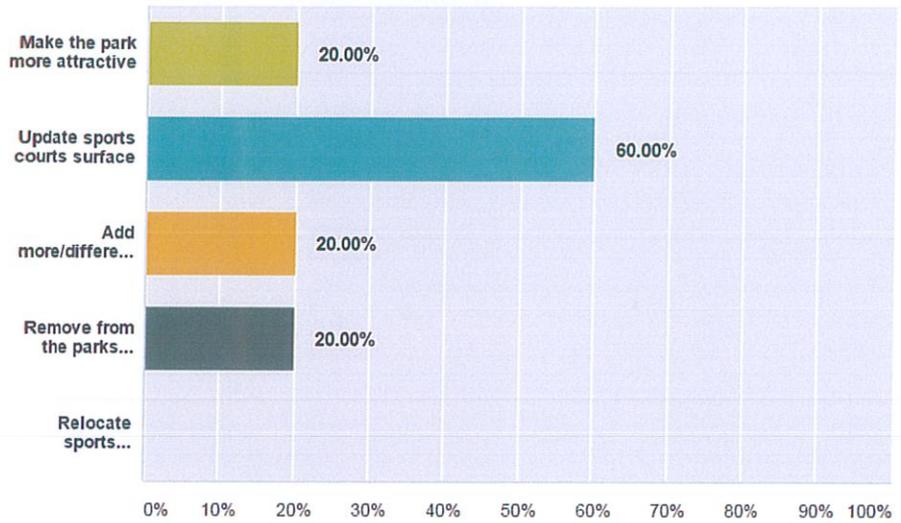
2. Improvement of the park?

60% that use the park once a month said update the sports courts surface.

If the park was eliminated, users were split 40% said to consider replacing some activities on the old water property, 40% said no alternative necessary.

How could Winz Park be improved? Select all that apply.

Answered: 5 Skipped: 0



Answer Choices	Responses
Consider trying to keep some of the activities within the current park.	20.00% 1
Consider replacing some of the activities on the old water tower property.	40.00% 2
Look at replacing all the facilities to Jefferson Park	0.00% 0
Look at replacing some of the facilities to Jefferson Park	0.00% 0
No alternative necessary	40.00% 2
Total	5

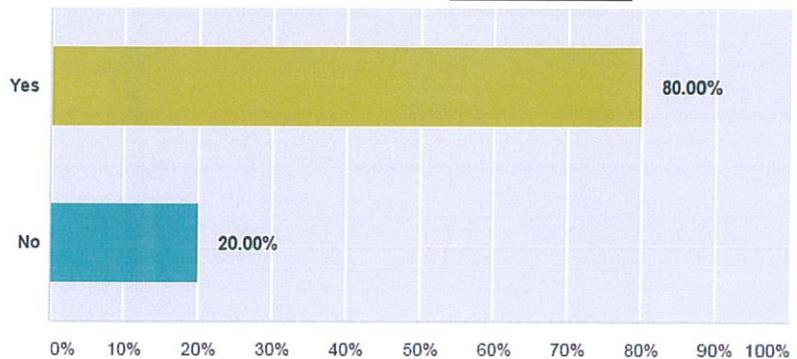
3. To Spend or Not to Spend \$150,000?

Of those who used the park either 2x a week or once a month, 80% said it was worth it to repair the surface. Does the amount of users at once a month warrant the money to be spent?

It is estimated \$150,000 to repair the existing recreational surface. In your opinion, is this worth the City's expense?

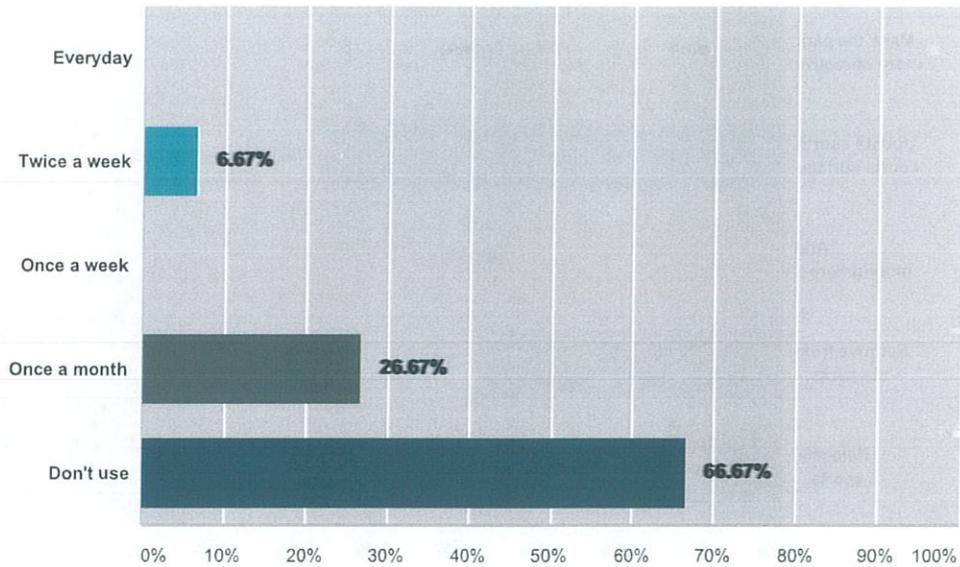
Answered: 5 Skipped: 0

Park users:



Q1 How often do you or one of your family members use Winz Park?

Answered: 15 Skipped: 1

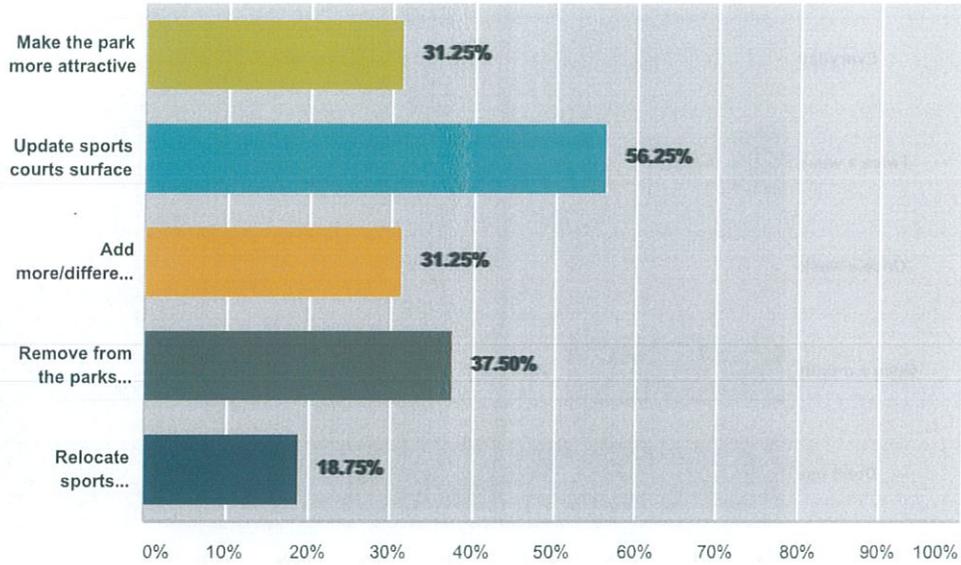


Answer Choices	Responses
Everyday	0.00% 0
Twice a week	6.67% 1
Once a week	0.00% 0
Once a month	26.67% 4
Don't use	66.67% 10
Total Respondents: 15	

#	What activity do you usually participate in or favor the most? (please specify)	Date
1	Basketball	10/28/2015 11:52 AM
2	Stopped using when the tennis courts were no longer cared for - but would be happy to use again if maintained.	10/27/2015 7:45 PM
3	If we didn't have two small children, we would play tennis now and then.	10/6/2015 8:53 PM
4	Basketball	10/6/2015 10:31 AM
5	walking	10/6/2015 7:09 AM
6	tennis, basketball	10/5/2015 9:52 PM
7	tennis	10/5/2015 7:11 PM
8	basketball this all that is left do for area children	10/5/2015 6:50 PM
9	grandkids ride bikes or play with balls	10/5/2015 2:14 PM

Q2 How could Winz Park be improved? Select all that apply.

Answered: 16 Skipped: 0

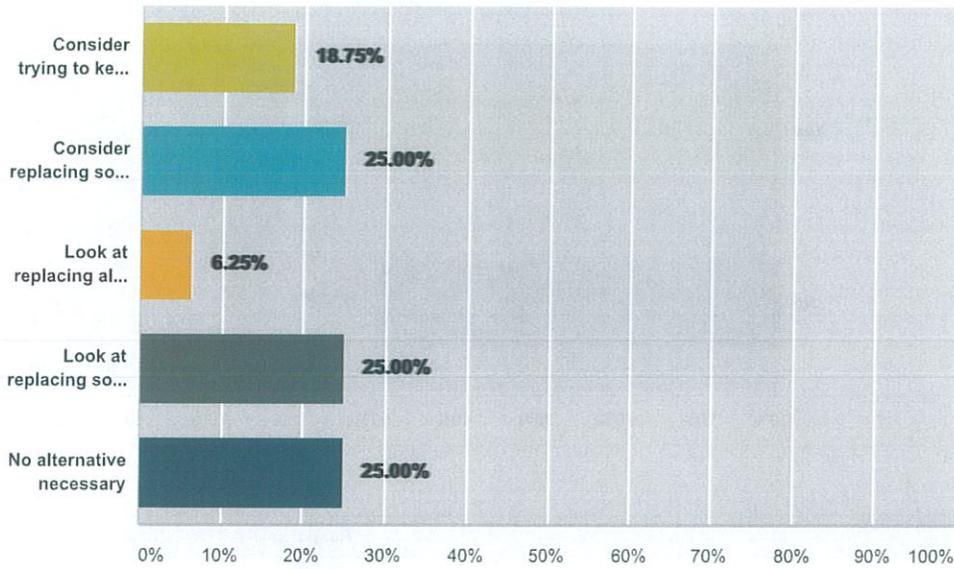


Answer Choices	Responses
Make the park more attractive	31.25% 5
Update sports courts surface	56.25% 9
Add more/different recreational facilities	31.25% 5
Remove from the parks system, not serving enough people	37.50% 6
Relocate sports facilities to another park (i.e. Jefferson)	18.75% 3
Total Respondents: 16	

#	Other (please specify)	Date
1	Install a splash pad or zero entry pool.	10/28/2015 11:52 AM
2	And bring back some of the four-square and swinging stationary riding options for smaller children.	10/27/2015 7:45 PM
3	Possible futsal area	10/7/2015 8:07 PM
4	Update the basketball hoops, the ball does not come back out once a basket has been made	10/6/2015 10:31 AM

Q3 If the park were to be eliminated, what do you see as an alternative?

Answered: 16 Skipped: 0

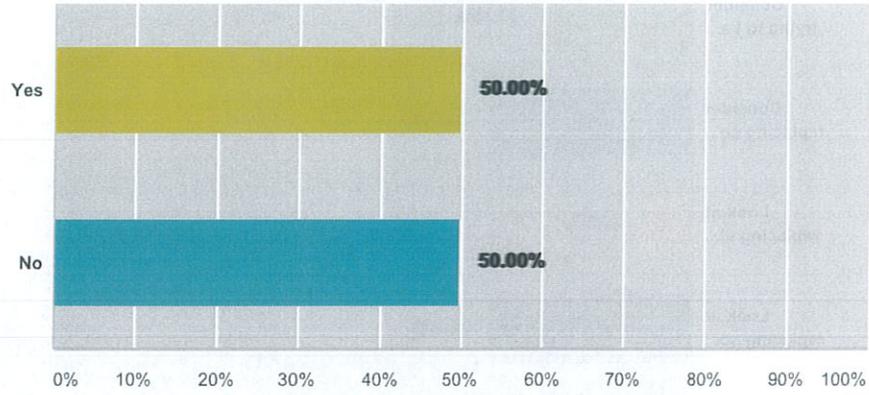


Answer Choices	Responses
Consider trying to keep some of the activities within the current park.	18.75% 3
Consider replacing some of the activities on the old water tower property.	25.00% 4
Look at replacing all the facilities to Jefferson Park	6.25% 1
Look at replacing some of the facilities to Jefferson Park	25.00% 4
No alternative necessary	25.00% 4
Total	16

#	Other (please specify) comments	Date
1	I don't think an option of eliminating is good - if properly maintained, it's a perfect small park for the neighborhood.	10/27/2015 7:45 PM
2	I would like to see some things for smaller children.	10/8/2015 8:12 PM
3	Do not want activities moved to the water tower space!	10/7/2015 8:07 PM

Q4 It is estimated \$150,000 to repair the existing recreational surface. In your opinion, is this worth the City's expense?

Answered: 16 Skipped: 0



Answer Choices	Responses	Count
Yes	50.00%	8
No	50.00%	8
Total		16

City of Menasha Winz Park 2015

Do you have any other comments, questions, or concerns? Please list them here:

#	Responses	Date
1	I have seen many people use the park. Good people - there seems to be trouble happening or going on at Winz Park that involve the police. Appleton is going for a splash pad at its parks and even Sherwood has one with zero entry.	10/28/2015 11:52 AM
2	In light of the monies the city finds to aid and assist with downtown development, it's equally important to maintain other areas as well. We talk about kids and obesity, and lack of exercise - let's put our money where our mouths are and implement these important areas within our city too! I say we start with Winz Park. There are two little boys on our street and I would feel much better if Winz Park is upgraded and maintained so they may play there and have fond memories of their childhood once they've grown up. After all, these are reasons we have parks for families and their children. Respectfully submitted.	10/27/2015 7:45 PM
3	I am afraid that if you don't continue to use this as park space it will become a junk hole. It was locked the other day and kids were squeezing into the locked gate. If it is no longer in use I think it should only be accessible by going through the current building. Maybe a nice looking brick wall around it?	10/8/2015 8:12 PM
4	I am wondering what the annual cost would be to do nothing (upkeep) If kept, would like to see it patrolled by either police, or a neighborhood watch rotation Needs to be locked at night. If resurfaced, would like to see park activities held there...tennis lessons, basketball games/league, etc.	10/7/2015 8:07 PM
5	Consider constructing a rooftop garden like structure for green space and incorporate solar energy lighting for night viewing.	10/7/2015 2:53 PM
6	The green space across from Winz Park could be used for some activities or made into a dog park because the city could really use a dog park. Let's not also forget trash receptacles and recycling receptacles would be nice there.	10/6/2015 11:11 AM
7	I don't see the need to continue to operate the park. I am however concerned that if the park is not kept in use, the facility will be left to deteriorate. As a homeowner who lives very close to the park, I am not at all happy with how the structure has been taken care of. Up until last year the exposed walls were left to rot and fall apart. The repair work that was done to the walls is already coming off and is not being addressed. The homeowners near Winz Park were assured by the city that this structure would be maintained and taken care of. From what I have seen over the structures life, this has not been the case.	10/6/2015 8:00 AM
8	First priority - Expense of parking space for McClone. Menasha has many parks and a trail to maintain. If users want free service, then move Winz Park to Jefferson as they are in such close proximity.	10/6/2015 7:09 AM
9	I have enjoyed playing basketball at Winz for over twenty years. As I've gotten older I've taken to tennis and have tried playing at Winz this past summer and it is nearly impossible in its current condition. In my opinion, seeing the people still using it in its current (terrible) condition makes me believe that updating the park where it would be usable will be a benefit to the community and give our youth, and adults like myself, a place to be athletically active.	10/5/2015 9:52 PM
10	Being in the construction field, namely road construction, and having a landscaping background prior, I believe the estimated \$150,000 to be quite high. Re-surface the park. That is all. NO visual improvements are needed/wanted. Put the project out in bid form. Take the lowest bidder and write the contract to include an explicit warranty	10/5/2015 7:11 PM
11	What will replace the park if it is terminated? The current site looks terrible. The money spent on the so called repair work on the exterior walls was a waste of city park and/or utility money. What will be done with the "upper deck" if park is terminated?	10/5/2015 6:50 PM

