

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
Menasha Historical Society
inside the Memorial Building
640 Keyes Street, Menasha**

October 14, 2013

6:00 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the September 9, 2013 Park Board Meeting](#)
- D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION
 - Five (5) minute time limit for each person
 - 1. [E-mail from Lori Lacey regarding Dogs at Jazzfest](#)
 - 2. General Provisions Regarding Meeting Attendance
 - a. [City Ordinance Sec. 2-4-14](#)
- E. COMMUNICATIONS
 - 1. [Wisconsin Urban Forestry Council 2013 Report](#)
- F. REPORT OF DEPARTMENT HEAD/STAFF/OR CONSULTANTS
 - 1. Department Report – PRD Tungate
 - 2. Park, Pool and Vandalism Report – PS Maas
- G. DISCUSSION
 - 1. [Dogs at Park Special Events](#)
 - 2. [2014 Department Budget Objectives](#)
 - 3. [Review of 2013 Marina Season – Harbormaster Schabach](#)
- H. ACTION ITEMS
 - 1. Proposal to Recommend a One-Time Security Camera System Fee of \$35 to Marina Season Renter in 2014
 - 2. Raise the Weekly Rate from \$3.50 to \$4.00 in 2014
 - 3. Raise the Monthly Rate from \$12.00 to \$13.00 in 2014
 - 4. [Accept the Changes to the Front Entrance Wall of the Menasha Historical Society as Proposed](#)
- I. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA
 - Five (5) minute time limit for each person
- J. ADJOURNMENT

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

From: Lori Lacey [mailto:lacey@me.com]
Sent: Thursday, September 19, 2013 6:25 PM
To: Brian Tungate
Subject: Re: Dogs during Jazzfest

Hi Brian- I don't think the jazzfest feels dogs need to be part of our event. I would be comfortable with a NO DOGS at jazzfest rule, I know other events such as Oktoberfest have this rule. Thank you for discussing it. If there was a no dogs rule it would be one less thing for us to worry about as we have lots of other stuff to worry about at the fest. Thanks again-
Lori

On Sep 18, 2013, at 1:16 PM, Brian Tungate <btungate@ci.menasha.wi.us> wrote:

Lori:

Our Park Board discussed the idea of having a designated and signed area to allow dogs only during Jazzfest. We discussed several pros and cons, but one question we could not answer was whether Jazzfest really believes that somehow allowing dogs would make their event better. The Board felt that if the request was not made, why would they need to consider it. The city ordinance says dogs are allowed on the trail. I interpret that to mean the owner and dog will be moving on the trail, not sitting down a little bit off the trail to listen to music. Please call or if possible, explain Jazzfest's position on this topic. thanks

As a local governmental entity, the City of Menasha is subject to Wisconsin statutes relating to open records. Any e-mail received by anyone at the City of Menasha, as well as any e-mail sent by someone from the City of Menasha are subject to these laws. Unless otherwise exempted from the Open Records law, senders and receivers of City e-mail should presume that any e-mail is subject to release upon request.

- Committee meeting.
- (b) The Chair or Vice-Chair of the Administration Committee shall be the Council Member. The Mayor shall appoint the Department Head or supervisory employee members. Confirmation of members does not require Common Council confirmation. Consideration shall be given in appointing the Department Head members to those who are expected to have major automation projects scheduled. Department Head or supervisory employee appointments shall be made to be effective May 1st.
 - (c) The Council member shall be the Steering Committee Chair. The Committee shall meet at the call of the Chair, but shall meet at least monthly.
 - (d) The duties of the Steering Committee shall be to lend direction to the Information Technology by using short range and long range plans as a guideline. The Steering Committee shall also insure that the short range and long range plans are appropriately being implemented. The Steering Committee shall further have the power to recommend to the Common Council that either the short range or long range plans be updated. Each member of the committee shall be entitled to one vote on issues before the committee. Any member may designate a supervisory employee or a Department Head to vote in the absence of that member, provided, however, that no member shall be allowed to cast more than one vote. Non-member Department Heads or supervisory employees participating in any meetings shall not be entitled to vote on Committee issues.
 - (e) The Steering Committee shall have the power to call in any external experts and consultants it deems necessary to achieve its duties consistent with budgetary guidelines.

SEC. 2-4-14 GENERAL PROVISIONS REGARDING MEETINGS AND PUBLIC NOTICE.

- (a) **REGULAR MEETINGS; PUBLIC NOTICE.** Every Board, Committee and Commission created by or existing under the ordinances of the City shall:
 - (1) All meeting notices shall be filed with the City Clerk who shall cause the notice to be published and/or posted in full compliance with the Open Meeting Law Requirements.
 - (2) Post, at the City Hall, an agenda of the matters to be taken up at such meeting.
- (b) **SPECIAL MEETINGS.** Nothing in Subsection (a) shall preclude the calling of a special meeting or with dispensing with the publication of notice or such posting of the agenda, for good cause, but such special meetings shall nonetheless comply in all respects with the provisions of Section 19.81 to 19.89, Wis. Stats.
- (c) Unless otherwise provided by statute or ordinance, all citizen members appointed to any City committee, board, or commission, or authority by the Mayor and/or Common Council are subject to removal at the pleasure of the Common Council. When such removal requires a finding of cause, inefficiency, or neglect of duty, said finding may be based upon any of the following:
 - 1. The member's unexcused absence from more than three consecutive meetings of the committee, board, commission, or authority.
 - 2. The member's absence for any reason, excused or unexcused, from 50% or more of the respective body's meetings within any twelve-month period of time.
- (d) The presiding officer of each City committee, commission, board, and authority shall promptly notify the Mayor if a member of such body does not comply with the

attendance standards described herein. In the event the absent member is the presiding officer, any member of the body may notify the Mayor of such absences. If it is desired to remove such member, the Common Council shall conduct a hearing related to the charges prior to determining whether to remove such member from office. Removal requires an affirmative vote of $\frac{3}{4}$ of all Council members. Upon removal, the Mayor shall declare the office vacant and shall appoint a new member pursuant to all applicable ordinances and statutes.

- (e) An absence shall be considered unexcused under this section when the appointed official does not notify the presiding officer or the City Clerk of the absence prior to the meeting. This section does not preclude removal for cause due to conduct other than absences.

2-4-15 MUNICIPAL COURT

SECTION I.

1. Joint Municipal Court Created.

Pursuant to Sections 755 and 66.0301, Wis. Stats., there is hereby created and established a Joint Municipal Court to be designated Municipal Court for the Cities of Menasha and Neenah, said court shall become operative on May 1, 2002.

2. Municipal Judge.

A. *Qualifications:* The Joint Court shall be under the jurisdiction of and presided over by a Municipal Judge, who shall be an attorney licensed to practice law in Wisconsin, and who resides in one of the municipalities that is a party to the agreement forming this joint court.

B. *Oath and Bond:* The Judge shall, after election or appointment to fill a vacancy, take and file the official oath as prescribed in Sec. 755.02 (1), Wis. Stats., and at the same time execute and file an official bond in the amount of \$1,000.00. The Judge shall not act until the oath and bond have been filed as required by Sec. 19.01, Wis. Stats., and the requirements of Sec. 755.03 (2) have been complied with.

C. *Salary:* The initial salary of the Municipal Judge shall be \$24,660 effective August 1, 2006. Thereafter, the salary of the Municipal Judge shall be increased on each subsequent May 1st by the same percentage increase approved for the City of Neenah non-represented employees pay plan for that year, rounded to the nearest dollar.

3. Elections.

Term: The Municipal Judge shall be elected at large in the spring election for a term of four years commencing May 1, 2002. All candidates, for the position of Municipal Judge, shall be nominated by nomination papers as provided in Sec. 8.10, Wis. Stats., and selection at a primary election if such is held as provided in Sec. 8.11, Wis. Stats. The State elections board shall serve as filing officer for the candidates. Electors in all municipalities that are parties to the

Wisconsin Urban Forestry Council

2013 REPORT



PRESENTED TO THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES

First Downs for Trees

“As the team racks up first downs, we’ll be adding to the positive environmental impact trees have, while beautifying our neighborhoods, providing energy savings and producing cleaner air.”

—Green Bay Packers
President/CEO Mark Murphy



Lambeau Field Green Bay, WI

So far 1293 Packer Trees have been planted in Brown County communities. At least one tree is planted for each first down earned by the team during the regular season.

On behalf of the Wisconsin Urban Forestry Council, I proudly present the Urban Forestry Council’s 2013 report to the Department of Natural Resources. This report includes challenges and opportunities faced by the urban forest, recommendations to improve our forest and how we, as a council, have been raising our voices in support of healthier urban forests. Supporting these recommendations and ideas will help to maintain and improve the valuable services the urban forest provides to the citizens of Wisconsin.

—Kelli Tuttle, Chair
Wisconsin Urban Forestry Council

Wisconsin Urban Forestry Council

OFFICERS

Ms. Kelli Tuttle, Chair

Bluestem Forestry Consulting, Inc.
Drummond

Ms. Marla Eddy, Vice chair

City Forester, Madison representing
municipal forestry in communities greater
than 100,000

Dr. Les Werner, Past Chair

UW—Stevens Point
representing UW system

MEMBERS

Dr. R. Bruce Allison

Allison Tree Care, Verona
representing WI Council on Forestry

Mr. Todd Chwala

Supt. Parks, Forestry and
Cemeteries, City of Eau Claire
representing municipal forestry in
communities greater than 50,000

Mr. Christopher Deegan

Plant Protection Section Chief
WI Department of Agriculture,
Trade and Consumer Protection

Ms. Patty Dreier

Portage County Executive

Mr. Thomas Dunbar, FASLA

Landscape Architect, Amherst

Mr. John DuPlissis

Forestry Outreach Specialist UWSP,
representing UW-Extension

Mr. Mark Freberg

City Forester, Green Bay
representing municipal forestry in
communities greater than 100,000

Mr. John Gall

Wachtel Tree Science, Merton
representing Wisconsin Arborist
Association

Mr. Daniel Green

Manager Line Clearance &
Inspection, Alliant Energy
representing utility arborists

Mr. Leif Hubbard

Landscape Architect
WI Department of Transportation

Mr. Gregory Kessler, AICP

Director of Community
Development, New Berlin

Mr. Thomas Landgraf

Dimension Development, LLC
UW—Madison, School of Business

Ms. Shirley Brabender Mattox

Tree advocate, Oshkosh

Mayor Donald Merkes

City of Menasha

Dr. Arthur Ode

Volunteer forester, City of Bayfield

Mr. Ken Ottman CEO

First Choice Tree Care,
Junction City
representing commercial arborists

Mr. Daniel Siewert

Line Clearance Coordinator,
Wisconsin Public Service
representing utility arborists

Mr. Terry Sime

Parks and Grounds
Superintendent,
City of Richland Center
representing municipal forestry in
communities under 50,000

Mr. David Sivyer

Forestry Services Manager,
City of Milwaukee
representing municipal forestry—
Milwaukee

Mr. Jordan Skiff

Director of Public Works,
City of Fond du Lac

Mr. Bryan Spencer

Superintendent of Parks &
Forestry, City of Oconomowoc
representing Wisconsin Park &
Recreation Assoc.

Mr. Blake Theisen, PLA, ASLA, CPSI

SAA Design Group, Madison
representing Wisconsin Chapter
of the American Society of
Landscape Architects

Mr. Jeff Treu

Retired utility arborist, Waupaca

Mr. Kevin Westphal

Superintendent of Parks &
Forestry, Village of Cedarburg
representing municipal forestry in
communities under 50,000

Mr. Jeff Wolters

Johnson’s Nursery,
Menomonee Falls
representing Wisconsin Green
Industry Federation

EX-OFFICIO MEMBERS

Ms. Jill Johnson

Urban Forestry Coordinator,
USDA Forest Service

Mr. Richard Rideout

UF Special Assignment, DNR

Mr. Jeff Roe

UF Team Leader, DNR

Ms. Olivia Witthun

Urban Forestry Coordinator,
DNR East Central Region

Ms. Laura Wyatt

Urban Forestry Council Liaison,
DNR

The purpose of the council is to advise the Wisconsin State Forester and the Wisconsin Department of Natural Resources on the best ways to preserve, protect and improve Wisconsin’s urban and community forest resources, as authorized by Wisconsin statute 15.04 (1)(c).

Cover photo from 2010
National Agricultural Imagery
Program (NAIP)

Executive Summary

Urban forests are significant contributors to the quality of life in Wisconsin. If managed properly, the State's urban forests are a partial solution to our most pressing environmental and economic issues. The environmental benefits derived from millions of urban trees include: reduction in energy consumption, increased property value, reduction in storm water discharge into our lakes and rivers and reduced air pollution. The development and management of our urban forests creates economic opportunities in commercial arboriculture, utility and municipal forestry, affiliated green industries such as nursery tree production, landscape design and installation and emerging industries centered around urban wood utilization.

Much has been accomplished since the 2009 advisory report:

- ☛ The Council was an active participant in the Wisconsin Forest Sustainability Framework, the Statewide Forest Assessment and Strategy development process and provided comment and support for determining WDNR's role in implementing the Statewide Forest Strategy, also known as the Forestry Division's Strategic Direction. In support of the Forest Strategy, the Council has committed to the following actions over the next 3–5 years:
 - ☛ Expand advisory role to encompass issues of canopy and evaluation
 - ☛ Promote species diversity for a more resilient urban forest resource
 - ☛ Encourage utilization of trees as green infrastructure and in low-impact design especially in mitigating storm water issues
- ☛ Partnership projects have been initiated including: assistance with the second Community Tree Management Institute (CTMI) in 2012, growing and strengthening relationship with the League of Wisconsin Municipalities and numerous tree planting initiatives.
- ☛ The new DNR strategic direction shifts the urban forestry program focus from managing trees on public land to a "community canopy" model that includes trees growing on private property.

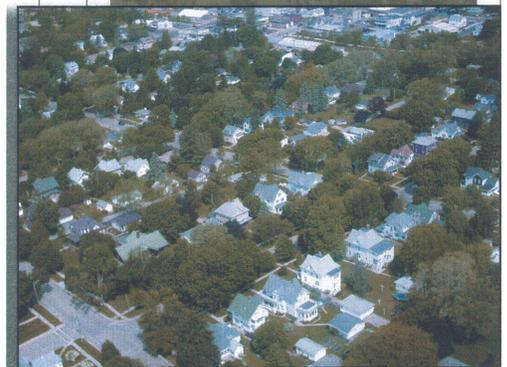


Immediate Needs

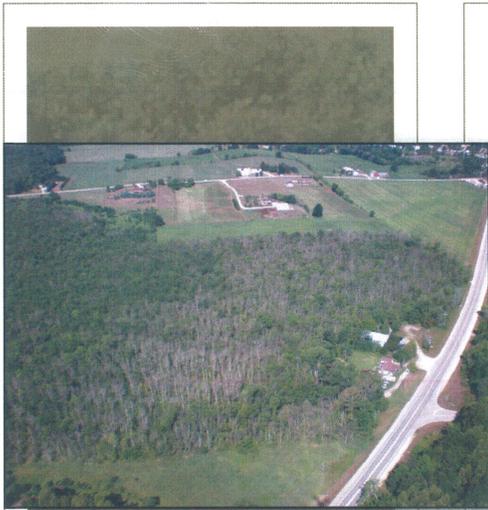
- ☛ **Fill the vacant full-time Grant Coordinator and allocated Partnership Coordinator positions.** Managing our urban forests at the canopy level to achieve our stated goals will require the creation and coordination of partnerships at all levels.
- ☛ **Increase the urban forest grant appropriation to accommodate an increase in program scope and audience.** Changes to the Strategic Direction will require additional funding to what is already a traditionally under-funded and over-subscribed program.
- ☛ **Commission a task force to develop an urban wood utilization network.** Emerald ash borer (EAB) has begun creating a glut of wood from removal of ash trees. An excellent opportunity exists for private sector development of high-value wood products from urban wood. Forming a task force comprised of state agency representatives, local officials, business leaders and small business owners will jump start this opportunity.
- ☛ **A special appropriation from the forestry mil tax fund to invest \$1 million in EAB mitigation and urban forest restoration.** Wisconsin communities are facing a \$3 billion expense from the removal and replacement of ash infested with EAB. This initiative will stimulate small businesses while taking action to maintain the environmental benefits provided by urban forests.
- ☛ **Act upon a continuous forest inventory and canopy analysis.** The information from the forest inventory assessment is essential to large scale planning and setting resource goals and priorities, identifying new threats and recognizing new economic opportunities.
- ☛ **Include urban forestry in applicable state legislation.** Initiating and/or supporting creative legislation to advance urban forestry development and management will benefit all residents by increasing supporting the green job economy and environmental benefits.

Canopy View

By shifting the DNR urban forestry emphasis from managing at the street tree level to managing urban forests at the community canopy level, DNR will be able to provide more assistance to more communities. The community canopy model is better aligned with the goal of maximizing public benefits because it features the entire urban forest, both publicly and privately held, managed for the full suite of associated benefits.



Mt. Horeb, WI



Ash mortality resulting from EAB in Ozaukee County.

Emerald Ash Borer

Wisconsin forests contain more than 770 million ash trees. In urban areas it's estimated that one out of every five trees is an ash. Removal and replacement of urban ash is estimated at more than \$3 billion.

Challenges & Opportunities

The Wisconsin Urban Forestry Council's focus on the critical issues of managing urban forests, planting more trees, increasing species diversity and facilitating partnerships supports the Division of Forestry's strategic direction. A shift in emphasis from a public "street tree" model to an integrated "community canopy" model better reflects how public benefits from all trees in communities can be maximized. Despite a sluggish economy, the Urban Forestry Council believes there are unique and historic opportunities to advance urban forestry efforts at the local, state and national levels and to restore Wisconsin's reputation as a national leader in urban forestry.

Challenge:

Emerald Ash Borer & Invasives.

Emerald ash borer threatens 5.2 million urban ash trees in Wisconsin; 20% of the urban forest and as much as 50% of the public trees in some communities. Loss of urban ash trees is estimated to cost \$3 billion for tree removal and replacement. The loss of environmental benefits resulting from decreased tree canopy is estimated at \$270 million per year. Other invasive species threaten our urban forest including oak wilt, thousand cankers disease (walnut), gypsy moth and many more. Two immediate challenges due to EAB include disposal of large quantities of wood waste and tree replanting.

Opportunities:

Urban Wood Utilization Network & Species Diversity.

The removal of millions of urban ash trees will result in a crushing amount of urban wood that will undoubtedly strain the financial and physical capacity of local governments. The state is uniquely positioned to bring together private companies and government agencies to coordinate the development of a state-wide urban wood utilization network. This network would facilitate the disposal of EAB infested wood and serve as a catalyst for economic development and the growth of new wood product markets.

Emerald ash borer and similar invasive species present communities, urban forest professionals, advocates and volunteers a chance to improve the overall health of the urban forest thru increased tree species diversification. A forest comprised of 50% maple and 50% ash is not healthy. However, a forest comprised of 5% of 20 different species is much healthier and loss from invasive species will be reduced. This opportunity would stimulate green industry small businesses including tree nurseries and related tree professionals including landscape architects, contractors, urban foresters and landscape maintenance and tree care firms.

Challenge:

Operating at the canopy level. The DNR strategic direction shifts the urban forestry program focus to a "community canopy" model. This task shifts the focus from the approximately 15% forest managed by municipalities to include the additional 85% privately controlled tree population. This represents a fundamental shift in scale and policy. The focus of scale is moving from local to regional, state and multi-state scale.

Opportunity:

Creating a greater impact. Operating at the canopy level will create a greater overall impact to our state. More than ever before the State will need to grow networks and partnerships at the regional, state and multi-state scale. Operating at this larger canopy scale will result in greater environmental benefits for all citizens and greater economic benefits for private sector small businesses.

Challenge:

Inadequate funding for communities and stakeholders. Communities are struggling to maintain their urban forestry resources. This indicates a need for increased sustainable funding for municipalities and related stakeholders. The popular urban forestry grant program is traditionally oversubscribed and indicates an unmet need that will only increase with emerald ash borer and other invasive species.

Opportunity:

Partnerships and increased funding. Interest in trees and green infrastructure has never been higher. Partnerships with businesses, environmental-sustainability groups, non-profits, service groups and related professionals can be utilized to increase tree canopy cover and improve urban forest management.

Increased funding will benefit all citizens of Wisconsin. Sustainable models for funding and creative legislation to provide incentives for municipalities and stakeholders needs to be developed. Increased grant funding for the urban forestry program will continue to help leverage local and private investment and support development of models for sustainability.

Raising Our Voices

Advocating for Urban Forests—Progress since 2010

Recognizing the difficult challenges and abundant opportunities facing Wisconsin's urban and community forests and our new focus on expanding canopy, the Wisconsin Urban Forestry Council has prioritized its efforts to engage partners, stakeholders, and policy makers in critical conversations addressing issues facing Wisconsin urban forests.

Strategic Planning

The Council was an active participant in the Wisconsin Forest Sustainability Framework, the Statewide Forest Assessment and Strategy development process and provided comment and support for determining WDNR's role in implementing the Statewide Forest Strategy, also known as the Forestry Division's Strategic Direction.

In support of the Forest Strategy, the Council has committed to the following actions over the next 3–5 years:

- **Expand advisory role** to encompass issues of canopy and evaluation
- **Promote species diversity** for a more resilient urban forest resource
- **Encourage utilization of trees as green infrastructure and in low-impact design** especially in mitigating storm water issues

Grants

DNR Urban Forestry grants support communities in starting and developing their own sustainable community forest program. For years 2010–2012, **176 grants totaling \$ 1,725,636 were awarded** to municipalities, non-profits or tribes. The matching grants range from \$1,000 to \$25,000.

Established in 2007 by Wisconsin Act 13 the **catastrophic storm grant program** allows rapid deployment of grant funds in a Governor-declared emergency. Funds were utilized for the second time when **two northwestern municipalities received \$61,147** to remove and replace trees damaged during July 2011 catastrophic wind storms.

The grant program remains over-subscribed and under-funded. In 2013, less than half (46%) of grant proposals were funded.

Invasives

Wisconsin Urban Forestry Council continues to support Forestry Division efforts with invasive species and NR 40. Council member **John Gall** represented the urban forestry community on the **DNR Species Assessment Group** and provided input on the DNR's EAB Strategic Plan as a representative of the Wisconsin Arborist Association. The council continues to advocate for community EAB readiness planning and urban wood utilization.

Quantifying the Urban Forest

Data collection for the second statewide urban forest inventory was completed in September 2012, repeating an inventory first piloted in

2002. The information gathered will be used to project the composition, condition and value of trees and the services they provide. The inventory is funded through a grant from the Forest Service and is the first time urban forest inventory plots have been re-measured anywhere in the nation. Data will be analyzed by Forest Service and DNR staff and reported back in 2013.

Benefits Beyond Beauty

At the invitation of **Assembly Representative Fred Clark**, the Council investigated the inclusion of urban forestry into AB 649—Climate Change legislation 2010. Two potential amendments were identified with one forwarded by Representative Clark to the bill sponsor and one tabled until bill passage and inclusion in the rule making process. Action on the bill did not occur before the end of session and the bill died.

Manage the Trees We Have

DNR Urban Forestry's completed the second **Community Tree Management Institute (CTMI)** in 2012. The 6-day program provided staff from 18 communities with the technical and managerial skills to effectively manage their urban forests. Council members participated in the program by leading an activity to identify statewide urban forestry policy issues and sharing opportunities for advocacy.

Increasing Canopy through Partnerships

Council member **Jordan Skiff (Fond du Lac)** continues to strengthen a growing relationship between DNR urban forestry staff and the **League of Wisconsin Municipalities** to inform elected officials of the threat of emerald ash borer.

Council members are supporting numerous tree planting initiatives throughout the state including: **Shirley Brabender Mattox (Oshkosh)**—Oshkosh Area Community Foundation's *Taking Root Fund* has raised more than \$500,000 in private funds for community tree planting and beautification; **Mark Freberg (Green Bay)**—Green Bay Packers *First Downs for Trees* supporting tree planting in Brown County communities; **Jordan Skiff (Fond du Lac)**—Polar Bears International's *Tree Planting for Climate Change*; **Mayor Don Merkes (Menasha)**—SCA Tissue tree planting partnership. **Jeff Wolters—Root, Root, Root for the Brewers** tree planting program.

Council member **Mayor Don Merkes** presented his recommendations for successful community tree planting initiatives during the Urban Forestry Annual Conference.



Northeast Wisconsin i-Tree Analysis Pilot

WDNR embarked upon a pilot project to use i-Tree Canopy and i-Tree Streets (public domain software) to quantify the extent and benefits of the urban forest in 19 communities in northeast Wisconsin. Led by urban forestry specialist Kimberly Miller and regional urban forestry coordinator Tracy Salisbury, the project will help urban forest managers, elected officials and community organizations increase support for tree planting and management initiatives and provide baseline data for future trend studies.

Community Tree Management Institute (CTMI)

Forty-seven Wisconsin communities now have a trained urban forestry manager on their staff as a result of Wisconsin CTMI. The popular program is designed for municipal parks, public works, planning or other staff responsible for public tree management, but with minimal formal training.



Dr. Les Werner (UWSP) discusses tree root system anatomy.

Recommendations: What is needed for Sustainability?

In 2007, the council identified four strategic issues focusing on the most critical issues facing the urban forestry community. These continue to be our priority strategies for the future even as we move from a street tree view to an all inclusive, canopy level.



- ✿ **Manage the trees we have**—Maintaining the health and safety of existing trees will increase their benefits and services to communities. Building sustainable programs to manage forest health and longevity is critical to maximizing these benefits through time.
- ✿ **Plant more trees**—Wisconsin's urban tree canopy cover is only 14%. Wisconsin could triple the services provided by its urban trees if communities reached a 40% canopy goal.
- ✿ **Increase biodiversity**—Ash and maple make up over 43% of Wisconsin's urban forest. This has set communities up for catastrophic loss to exotic diseases and insects. Planting a diverse population is essential to a sustainable resource.
- ✿ **Facilitate partnerships and collaboration**—DNR Forestry is uniquely positioned to act as a convener and facilitator for urban forestry at the state level. Investment in the DNR Urban Forestry program is increasingly important to create and support the collaboration of partnerships, networks and consortiums leading to increased leverage of public and private resources needed to support a sustainable urban forest, at the canopy level, for the benefit of all Wisconsin's residents.

What Needs to be Done

DNR Forestry is uniquely positioned to act as a convener and facilitator for urban forestry efforts.

Urban tree canopy mitigates environmental concerns associated with developed landscapes, provide a multitude of socio-economic benefits and are a source of green industry jobs and value-added wood products. These are undeniable facts. Emerald ash borer is and will continue to be a threat to all forests in the State of Wisconsin. This also is an undeniable fact. Fundamentally, there are two options available to urban foresters trying to cope with EAB or any other epidemic; pro-actively manage the resource to mitigate costs to maintain value and benefits or let the epidemic spread and clean up the aftermath. The sciences of urban forestry management and economics both indicate that pro-active management is the only viable option.

The burden of pro-active management is not, however, the responsibility of one party (e.g. a community or the State). To be effective, all parties must recognize the critical importance of their respective contributions and actively pursue a course of action that will facilitate achieving the desired outcome. **The State of Wisconsin has been, is, and must continue to be an active partner in protecting, managing, and developing our community forests.**

Advisory Recommendations:

The Council understands that these are times of change and uncertainty, but with this comes opportunity! Recognizing the investment in planning and the development of a new statewide Forest Strategy, we feel it is critical for the Division's urban forestry program to move forward with implementation. The Council makes the following recommendations to the DNR as it addresses the critical challenges and opportunities facing Wisconsin's urban forests:

Fill the vacant full-time Grant Coordinator and allocated Partnership Coordinator positions. The Council recommends acting immediately upon these allocated positions to accommodate the change in management focus outlined in the new Strategic Direction. Specifically, by moving from a street tree to a canopy level management approach the DNR is increasing its scope to include the 85% of the urban forest located on private property. Consequently, the DNR will need to work effectively and efficiently to foster public-private partnerships. These full-time positions will provide the continuity and consistency necessary to accomplish future canopy based goals and initiatives.

Increase the urban forestry grant appropriation. Shifting to a canopy scale significantly expands the focus of the program and will require an increasing number of partners to meet the needs of the program and communities. This expansion in scale and audience coupled with increasing threats from invasive pests will further tax an already over-subscribed grant program. An increase in urban forestry grant funds, which require a 50-50 match, will **leverage increased investment of local public funds and private funds** and directly support the green jobs economy.

Commission a task force composed of state agency representatives, local officials and businesses leaders to develop an urban wood utilization network. Invasive pests such as emerald ash borer have created an awareness of and alarm about the urban wood issue. This creates an opportunity for private sector economic development as higher-value recycling options are established while, at the same time, addressing an expensive waste disposal burden for communities.

Request a special appropriation from the forestry mil tax fund to invest \$1 million dollars in EAB mitigation and an urban forest restoration initiative. Wisconsin communities are facing a \$3 billion bill for removal and replacement of urban tree canopy resulting from emerald ash borer. What is even more devastating is the loss of environmental services once provided by these trees. An urban tree restoration initiative will stimulate the green industry composed of primarily small businesses while taking strategic action to maintain the environmental services provided by our urban forests.

Act upon a continuous urban forest inventory and canopy analysis. With the expanded focus to a canopy level through the new Strategic Direction, acting upon the allocation of resources in support of the urban forestry assessment is more critical than ever before. The information from the assessment is needed to efficiently move forward at all levels. Information from the continuous assessments is of increasing importance, especially for large scale planning, and in setting resource goals and priorities, identifying new threats, quantifying benefits and identifying economic and business development opportunities.

Include urban forestry in applicable state legislation. Initiate or support creative legislation to advance urban forestry development and management. The economic and environmental benefits derived from urban forests are well established. What's missing is legislative authority that provides incentives, both public and private, to maximize these benefits and truly make our urban forests work for us.

Economics of 100 large public trees over 40 years

Costs: \$148,000

- 🍃 Planting and pruning
- 🍃 Removal and disposal
- 🍃 Irrigation
- 🍃 Sidewalk repair
- 🍃 Litter
- 🍃 Legal and administration

Benefits: \$379,000

- 🍃 Energy savings
- 🍃 Improved air quality
- 🍃 Water runoff mitigation
- 🍃 Real estate values

Net Benefits \$231,000— Return on Investment

Source: US Forest Service, 2005

Tree City USA

Wisconsin is home to 184 Tree City USA making Wisconsin the third highest ranking state in the nation. To be recognized as a Tree City USA, a community must meet four requirements. It must have 1) a designated tree board or forestry department, 2) an annual forestry program expenditure of at least \$2 per capita, 3) a tree ordinance, and 4) observe and proclaim Arbor Day.



City of Stevens Point Mayor Andrew Halverson with local Cub Scout Pack.



Harry Libby—Lifetime Achievement



Oconomowoc Junior Woman's Club & Oconomowoc Parks & Forestry—Project Partnership



Dave Scharfenberger—Distinguished Service



Michael Dillon, Town of Menasha Supervisor—Elected Official Distinguished Service

Wisconsin Urban Forestry Council Awards

The Wisconsin Urban Forestry Council annually presents the Urban Forestry Awards in recognition of outstanding efforts of individuals, organizations and communities that further urban forestry in Wisconsin.

2011 Winners

Lifetime Achievement—Harry Libby
Recognizes sustained leadership while serving as Middleton City Forester for 19 years and guiding the development of a comprehensive and proactive municipal urban forestry program resulting in increased tree canopy.

Distinguished Service—Dr. R. Chris Williamson, UW—Madison Associate Professor and State Entomology Specialist
Recognizes his leadership while serving the urban forestry community through entomology research, education and outreach, with emphasis on invasive insects including emerald ash borer.

Elected Official Distinguished Service—Arthur Bushue, Village of Clinton Trustee
Recognizes his leadership and support in guiding the development of a comprehensive urban forestry program for the Village of Clinton which serves as a model for other Wisconsin communities.

Project Partnership—Oconomowoc Junior Women's Club and the City of Oconomowoc Parks & Forestry Department
Recognizes their sustained partnership of planting trees in Oconomowoc parks on Arbor Day in celebration of the birth of babies born to club members. More than 100 trees have been planted since 1982.

Innovations in Urban Forestry—Green Bay Packers
Recognizes "First Downs for Trees," an innovative approach to offset carbon produced during away game travel by planting trees in Brown County for each first down achieved during the regular season.

2012 Winners

Distinguished Service—David Scharfenberger
Recognizes 20 years of service as volunteer City of Hartford Forester conducting Arbor Day activities and performing many services to ensure a diverse, healthy and aesthetically pleasing urban forest.

Elected Official Distinguished Service—Town of Menasha Supervisor Michael Dillon
Recognizes leadership in promoting the benefits of the urban forest and sustainable urban forest development, while facilitating Arbor Day programs and implementing tree planting projects.

Project Partnership—University of Wisconsin—Extension Agriculture & Natural Resources Programs in Brown, Outagamie, and Winnebago Counties
Recognizes partnerships to provide multi-county arboriculture workshops benefitting Wisconsin's urban and community forests.

Innovations in Urban Forestry—Jonas Zahn and the Northwoods Casket Company
Recognizes the creation of a unique tree planting and reforestation project tied to a business which utilizes wood.

Innovations in Urban Forestry, Bock Community Forest Field Day—City of Middleton
Recognizes the development of a community event which showcases the community forest and demonstrates arboriculture skills, horse logging, and wood utilization in a responsible, environmentally sustainable way.

For additional information on the Wisconsin Urban Forestry Awards Council and how to nominate a project, person or organization for recognition, go to <http://dnr.wi.gov>, key words "urban forest."

The Wisconsin Urban Forestry Council would like to recognize and thank the DNR urban forestry team:

Ms. Cindy Casey
Urban Forestry
Coordinator,
West Region

Ms. Kimberly Miller
Urban Forestry
Assistant,
Northeast Region

Ms. Tracy Salisbury
Urban Forestry
Coordinator,
Northeast Region

Ms. Olivia Witthun
Urban Forestry
Coordinator,
East Central Region

Ms. Elizabeth Dierickx
Urban Forestry
Assistant,
South Central Region

Mr. Richard Rideout
Urban Forestry
Special Assignment

Ms. Kim Sebastian
Urban Forestry
Coordinator,
Southeast Region

Ms. Laura Wyatt
Urban Forestry Council
Liaison &
Partnership Specialist

Mr. Don Kissinger
Urban Forestry
Coordinator,
North Central Region

Mr. Jeff Roe
Urban Forestry
Team Leader

Ms. Olivia Shanahan
Urban Forestry Grant
Specialist

The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240.

This publication can be made available in alternative formats (large print, Braille, audio tape, etc) upon request. Please call (608) 266-8204 for more information.



**CITY OF MENASHA
2014 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Resthaven Cemetery O	Brian Tungate Vince Maas
FUNCTION	BUDGET NUMBER	DATE
Health and Human Servi	100-0701-533	9/20/2013

RESPONSIBILITIES

To ensure that the city's two cemetery sites are properly administrated and maintained.

SERVICES PROVIDED

2013 ACCOMPLISHMENTS

2014 OBJECTIVES

Maintain service level as described.

MAJOR CHANGES FROM 2013 BUDGET

FUNDING SOURCES	2013 FUNDING	2014 FUNDING	POSITION TITLE	2013 # OF FTE'S	2014 # OF FTE'S
TAXES	\$0.00	\$0.00	Park Caretaker	0.25	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Seasonal Laborer	0.00	0.03
INTERGOV REVENUE	\$0.00	\$0.00	Summer Laborer	0.03	0.05
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.28	0.23

**CITY OF MENASHA
2014 OPERATIONS BUDGET**

FUND General Fund	BUDGET NAME Recreation Department	PREPARED BY Brian Tungate
FUNCTION Culture and Recreation	BUDGET NUMBER 100-0702-552	DATE 9/20/2013

RESPONSIBILITIES

To ensure that residents have the opportunity to enjoy all the benefits that recreation activities have to offer.

SERVICES PROVIDED

Offer a variety of programs for people of all ages, including family-orientated special events.

2013 ACCOMPLISHMENTS

- Added a popular fall youth archery program.
- Started an outdoor movie night at Clovis Grove Park.
- Implemented new ActiveNet software.

2014 OBJECTIVES

- Continue to review and streamline less popular program offerings.
- Hire a Parks and Recreation Administrative Assistant in conjunction with Community Development staffing changes.

MAJOR CHANGES FROM 2013 BUDGET

<u>FUNDING SOURCES</u>	<u>2013 FUNDING</u>	<u>2014 FUNDING</u>	<u>POSITION TITLE</u>	<u>2013 # OF FTE'S</u>	<u>2014 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Clerk Steno II	0.50	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Director	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Seasonal/PT Workers	4.50	4.35
LICENSES & PERMITS	\$0.00	\$0.00	Park/Rec Admin. Asst.	0.00	1.00
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	6.00	6.35

**CITY OF MENASHA
2014 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Parks Department	Brian Tungate
FUNCTION	BUDGET NUMBER	DATE
Culture and Recreation	100-0703-553	9/20/2013

RESPONSIBILITIES

To ensure that residents have sufficient parks, trails, open space and related facilities to enjoy all the benefits provided by a quality park system.

SERVICES PROVIDED

2013 ACCOMPLISHMENTS

- Added some small ADA acceptable play equipment to Jefferson Park.
- Purchased 5.25 acres for a new east side park.
- Army Reserve lease terminated, buildings to be demolished.

2014 OBJECTIVES

- With DNR grant funding support, construct new park and trail along the Gilbert site shoreline.
- Hire an Arborist/Caretaker to replace Park Laborer/Custodian position.
- Continue cost effective poured in place surfacing beneath playground equipment.
- Continue modifications to park facilities per ADA accessibility requirements.
- Begin rehabilitation of tennis courts at Clovis Grove Park.
- Sealcoat Friendship Trail from Baldwin Street to Brighton Beach Drive.
- Continue Master Plan efforts for Jefferson Park and adjacent neighborhood.
- Seek neighborhood input on design of new eastside park, initiate master plan process.
- Remove segment of weedy gravel area along Jefferson Park shoreline.

MAJOR CHANGES FROM 2013 BUDGET

FUNDING SOURCES	2013 FUNDING	2014 FUNDING	POSITION TITLE	2013 # OF FTE'S	2014 # OF FTE'S
TAXES	\$0.00	\$0.00	Admin. Asst. (Garage)	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Asst. Bldg. & Park Supt.	0.20	0.20
INTERGOV REVENUE	\$0.00	\$0.00	Common Laborer(Streets)	0.15	0.00
LICENSES & PERMITS	\$0.00	\$0.00	Facility/Pool Tech. (1)	0.65	0.70
FINES & FORFEITS	\$0.00	\$0.00	Park Caretakers (4)	3.45	3.70
PUBLIC CHARGES	\$0.00	\$0.00	Seasonal Laborer (1)	0.85	0.57
MISCELLANEOUS	\$0.00	\$0.00	Park Laborer/Custodian	0.50	0.00
TOTAL	\$0.00	\$0.00	Park Superintendent	1.00	1.00
			Summer Laborers (6)	1.47	1.47
			Arborist	0.00	0.40
			TOTAL	8.47	8.24

**CITY OF MENASHA
2014 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Swimming Pool	Brian Tungate
FUNCTION	BUDGET NUMBER	DATE
Culture and Recreation	100-0704-552	9/18/2013

RESPONSIBILITIES

Provide a safe, affordable aquatic facility for residents to enjoy in the summer.

SERVICES PROVIDED

2013 ACCOMPLISHMENTS

- Provide swim lessons to 397 children (up 5% from 2012).
- Sold 159 family passes, 79 (including 33 Adults and Seniors) individual passes and 48 Limited Use passes.
- Served over 600 residents with pool passes.
- Despite cool weather, attendance was over 20,000 (20,532).
- Trained staff on new point of sale software.

2014 OBJECTIVES

- Continue performing routine repairs as needed.
- Install a second means of access to the pool per ADA requirements (postponed in 2013 because of pool vacuum).
- \$5,000 as fourth installment for future pool boiler (total of \$33,000 in 2014 available).
- Combine previous pool planning information with the Jefferson Park/Neighborhood Master Plan.
- Continue seeking pool input from the Friends group.
- Consider minor changes to pool operating hours (i.e. Saturday morning swim, early Thursday opening).

MAJOR CHANGES FROM 2013 BUDGET

<u>FUNDING SOURCES</u>	<u>2013 FUNDING</u>	<u>2014 FUNDING</u>	<u>POSITION TITLE</u>	<u>2013 # OF FTE'S</u>	<u>2014 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Fac./Pool Tech	0.20	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Seasonal Part-Time Staff	3.10	3.10
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	3.30	3.25

**CITY OF MENASHA
2014 OPERATIONS BUDGET**

FUND General Fund	BUDGET NAME Heckrodt Wetland Rese	PREPARED BY Brian Tungate
FUNCTION Culture and Recreation	BUDGET NUMBER 100-0705-553	DATE 9/20/2013

RESPONSIBILITIES

Provide modest support to this City owned facility.

SERVICES PROVIDED

2013 ACCOMPLISHMENTS

2014 OBJECTIVES

- Maintain current funding level (\$2,500).
- Maintain a positive working relationship with the Heckrodt Wetland Reserve Board and staff.
- Collaborate whenever possible on programming.

MAJOR CHANGES FROM 2013 BUDGET

<u>FUNDING SOURCES</u>	<u>2013 FUNDING</u>	<u>2014 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 ACTUAL	2013 ADJUSTED BUDGET	2013 YEAR TO DATE ACTUAL	2013 YEAR END PROJECTION	2014 DEPARTMENT REQUEST
	Forestry					
625-0706-561.10-01	Wages	3,441	11,337	7,640	0	0
625-0706-561.10-03	Overtime/Doubletime	0	0	0	0	0
625-0706-561.15-01	Health	835	804	1,479	0	0
625-0706-561.15-02	Life	0	0	23	0	0
625-0706-561.15-03	Dental	91	195	175	0	0
625-0706-561.15-04	Retirement	196	585	460	0	0
625-0706-561.15-05	FICA	262	957	577	0	0
625-0706-561.15-07	Vision	10	20	19	0	0
625-0706-561.15-08	Workers Comp	103	358	229	0	0
625-0706-561.19-03	Uniform/Clothing Allow	0	45	0	0	0
625-0706-561.20-06	Lawn Care	0	6,500	0	3,000	6,500
625-0706-561.29-05	Vehicle/Equipment Rental	0	0	0	0	0
625-0706-561.30-18	Department	5,860	6,500	5,011	6,500	6,500
*	Forestry	10,798	27,301	15,613	9,500	13,000

**CITY OF MENASHA
2014 OPERATIONS BUDGET**

FUND	BUDGET NAME	PREPARED BY
General Fund	Forestry	Brian Tungate Vince Maas
FUNCTION	BUDGET NUMBER	DATE
Conservation and Devel	100-0706-561	9/20/2013

RESPONSIBILITIES

Enhance and maintain the City's valued urban forestry.

SERVICES PROVIDED

2013 ACCOMPLISHMENTS

- Recognized by National Arbor Day Foundation as a Tree City, USA for the 30th consecutive year.
- Started to remove some ash trees in poor condition.
- Terrace tree planting program conducted in Districts 7 & 8.
- Collaborated with UW-Fox Valley on Tree Campus, USA designation and Tree-Line Designation with Menasha Utilities.
- Received \$15,000 donation from CN for "30 for 30" tree planting program.

2014 OBJECTIVES

- Continue carrying out Emerald Ash Borer management plan.
- Continue residential terrace tree planting program in Districts 3 & 4.
- Begin park replacement tree planting in anticipation of eventual loss of all ash trees.
- New Arborist position split between Parks, Forestry and Forestry Stormwater accounts.

MAJOR CHANGES FROM 2013 BUDGET

<u>FUNDING SOURCES</u>	<u>2013 FUNDING</u>	<u>2014 FUNDING</u>	<u>POSITION TITLE</u>	<u>2013 # OF FTE'S</u>	<u>2014 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Arborist	0.00	0.35
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Caretaker (1)	0.40	0.10
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.40	0.45

**CITY OF MENASHA
2014 OPERATIONS BUDGET**

FUND Marina Fund	BUDGET NAME Marina Operations	PREPARED BY Brian Tungate
FUNCTION Culture and Recreation	BUDGET NUMBER 207-0707-552	DATE 9/18/2013

RESPONSIBILITIES

SERVICES PROVIDED

2013 ACCOMPLISHMENTS

- Harbormaster Diane Schabach continues to operate a successful Marina on behalf of the city.
- Install a four-camera security system (late fall).

2014 OBJECTIVES

- Enhance revenues and build the Marina fund for future facility and fuel system upgrades.
- Renegotiate a new contract with current Harbormaster (late fall 2013).

MAJOR CHANGES FROM 2013 BUDGET

<u>FUNDING SOURCES</u>	<u>2013 FUNDING</u>	<u>2014 FUNDING</u>	<u>POSITION TITLE</u>	<u>2013 # OF FTE'S</u>	<u>2014 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Facility/Pool Tech.	0.15	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Seasonal	0.00	0.05
INTERGOV REVENUE	\$0.00	\$0.00	Park Laborer/Custodian	0.10	0.00
LICENSES & PERMITS	\$0.00	\$0.00	Summer Laborer	0.05	0.05
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$221,079.00	\$219,061.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$221,079.00	\$219,061.00	TOTAL	0.30	0.25

**CITY OF MENASHA
2014 OPERATIONS BUDGET**

FUND Park Develop Fund	BUDGET NAME Parks Department	PREPARED BY Brian Tungate
FUNCTION Culture and Recreation	BUDGET NUMBER 209-0703-553	DATE 9/18/2013

RESPONSIBILITIES

A non-levy fund established with fees collected from residential developers. Funds are to be used for parks and recreation land acquisition and development.

SERVICES PROVIDED

2013 ACCOMPLISHMENTS

- Secured a DNR grant to purchase 5.25 acres of land for a new park off of Tana Lane. City share of this acquisition came from this fund.
- Graded and seeded a small turf area for public use in the new park, some walking trails added.

2014 OBJECTIVES

- Utilize this fund for initial site development costs including park master planning, and additional trail construction. Master planning will assist in determining a future timetable for site grading, play equipment installation, etc.
- Utilize this fund for further developing a shoreline park and trail at the Gilbert Mill site.
- Utilize this fund for a new master plan for Jefferson Park/neighborhood.

MAJOR CHANGES FROM 2013 BUDGET

FUNDING SOURCES	2013 FUNDING	2014 FUNDING	POSITION TITLE	2013 # OF FTE'S	2014 # OF FTE'S
TAXES	\$0.00	\$0.00	Park Caretaker	0.25	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Seasonal Laborer	0.00	0.03
INTERGOV REVENUE	\$0.00	\$0.00	Summer Laborer	0.03	0.05
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$100,000.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$100,000.00	TOTAL	0.28	0.23

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 ACTUAL	2013 ADJUSTED BUDGET	2013 YEAR TO DATE ACTUAL	2013 YEAR END PROJECTION	2014 DEPARTMENT REQUEST
	Heckrodt Wetland Reserve					
100-0705-553.21-06	Management	1,550	2,500	2,500	2,500	2,500
100-0705-553.24-03	Buildings	950	0	0	0	0
100-0705-553.51-03	Property	75	75	0	0	0
*	Heckrodt Wetland Reserve	<u>2,575</u>	<u>2,575</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>

Shrubs by the bathrooms, by the memorial plaque, are 27 years old. This area needs to be landscaped. Shrubs are worn away and much of it is dead and weed infected. This could be a beautiful area over looking the marina.

Make sure that all aerators are in working order. The aerators are getting old and we have to make sure that everyone works if an algae problem occurs

Take off the OFFICE sign on the door next to the bathrooms, this door is badly rusted

The bathrooms should be repainted, dividers painted and the doors going into the bathrooms should be repainted, the mens is getting rusted. And the toilet roll dispensers are rusted badly, replace with one large dispenser.

FOR SURE: Change gate by slip #87, it opens the wrong way, make it open to the outside

Landscape by the Arch, it is in terrible shape

The shrubs that over hang on the wall, on the Riverwalk by the flagpoles next to the condos, are almost dead. This area has 2 benches and it should look better. The shrubs that are there are usually filled with garbage

Each year I list this noticeable decaying of cement: The west Riverwalk sidewalk is badly cracked by each section of walk. In time, major repair will have to be done, gravel is visible under the sidewalk.

Put up a NO parking sign on the curve by Gunderson, across from my building, someday there is going to be an accident

Put signs on Riverwalk, NO littering, by the steps by the flagpoles that come down to the benches on the Riverwalk

In Spring, areas surrounding the marina should have new mulch. Including the area near the Racine and Tayco St. bridges. The stairways by both bridges need landscaping. These areas are important to look nice, they lead to the Riverwalk. By Tayco bridge, the ledge near there is in terrible shape.

Important: John Teal who keeps the wireless internet going said that it needs a new tower, he's had to re-boot this tower numerous times this year to keep it going

**** Make sure security cameras are ready by spring.

CEILING

CEILING

Currently One
spot light - for
accent lighting

MENASHA HISTORICAL SOCIETY

MAINTENANCE CLOSET

1924 City Map
with Points of
Interest

1870
City Map

1872
City Map

Case
"A"

Clear
Pamphlet
holder

[Three rectangular slots for pamphlets]

sign for
business
hours

DOOR

[Window display with various items and text]

[Grid of framed pictures and business signs]

FRAMED
PICTURES

OF
LOCAL
BUSINESS

All
matching
black
frames

STAIRWELL

City Maps & Maps covered w/ plexi-glass
Case "A" * Locked and plexi-glassed
display (2" deep) w/ cork
back.

SCALE: 1/2" = 1'

- ① Maps covered w/ plexi-glass
- ② 2" deep display case is lockable w/ plexiglass door. Back is corkboard. Finished is oak - which matches current door.
- ③ Would like to paint wall with a light cream color - matches inside walls in historical society
- ④ Paint trim of big wall display (already existing) with a green paint / green paint matches door, trim windows on inside of historical society
- ⑤ Framed pictures w/ be in black frames. Pictures will be themed. First theme will be of local businesses. Next possibly family life.

Things City could do:

Add some accent lighting to help highlight new maps & displays.