

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
Council Chambers, 3RD Floor City Hall
140 Main Street, Menasha**

February 14, 2012

6:00 PM

AMENDED AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the January 9, 2012 Parks Board Meeting](#)
- D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION
Five (5) minute time limit for each person
- E. REPORT OF DEPARTMENT HEAD/STAFF/OR CONSULTANTS
 - 1. Department Report – PRD Tungate
 - a. [Highlight Summer Trip Series – Sponsored with Neighboring Communities](#)
 - 2. Park, Pool and Vandalism Report – PS Maas
 - 3. Update on Neenah/Menasha Park Corps and Friends of the Menasha Pool – PRD Tungate
- F. DISCUSSION
 - 1. [Intent of Ordinance O-4-10 Selling of Merchandise in Parks and Public Grounds](#)
 - 2. [Proposal to Create a Small Greenspace Inside the Marina – Harbormaster Schabach and Staff](#)
- G. ACTION ITEMS
 - 1. [Discuss Previously Recommended Department Fees and Charges for 2012](#)
 - 2. [2012 Menasha Pool Schedule](#)
- 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
Council Chambers, City Hall – 140 Main Street
January 9, 2012
DRAFT 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

MEMBERS PRESENT: Chr. Dick Sturm, Ron Suttner, Luke Schiller, Nancy Barker, and Ald. Mark Langdon

MEMBERS EXCUSED: Sue Pawlowski and Lisa Hopwood

OTHERS PRESENT: PRD Tungate, PS Maas and Ald. Chris Klein

C. MINTUES TO APPROVE

1. **Minutes of the December 12, 2011 Plan Commission Meeting**

Moved N. Barker, seconded by R. Suttner to approve the minutes of the December 12, 2011 Park Board meeting. Motion carried 5-0.

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

Five (5) minute time limit for each person.

1. No one spoke.

E. REPORT OF DEPARTMENT HEADS/STAFF/YOUTH LIAISON OR CONSULTANTS

1. **Director's Report – Upcoming Programs, Gilbert Site and Koslo Park Fundraising – PRD Tungate**

PRD Tungate reported on the upcoming Winter Gala (Feb. 4), the status of the ice rink, and time being spent on revising the summer program booklet which will have a significant number of changes in the pool section.

2. **Park Project and Vandalism Report – PS Maas**

PS Maas reported on several repair and maintenance projects at the Memorial Building. They include: repair to the outside pillars, light fixture replacement and modest upgrade to the electrical system to reduce or eliminate fuses being blown during events. No flooding has been done yet on the ice rink. Restroom partitions have been replaced at the Jefferson Park Pavilion. Two small storage areas will be constructed inside the pool bathhouse. Tree stakes from 2009 were removed. Tree pruning will begin soon.

3. **Friends of the Menasha Pool (12-21-11 Meeting)**

No report from the Friends of the Menasha Pool.

F. DISCUSSION

1. **Revised Pool Schedule for 2012**

PRD Tungate gave an overview of a revised pool operation and program schedule for 2012. The first priority in the revision was to ensure that \$10,000 of labor savings was realized. This will be done primarily by closing the pool over the dinner hour and by reducing hours later in the season.

Scheduling swim lessons will change to give people either a two day a week or four day a week

option. Thursdays are proposed for some family or teen nights. Additional revenue opportunities by renting lap lanes to the Fox Valley Wave were also likely to occur. Many of the new ideas came from the Friends of the Menasha Pool group. Senior programming is proposed to be conducted as an offshoot of the Senior Center/YMCA programming. The Board had some questions and seemed supportive of the changes.

G. ACTION ITEMS

1. **Recommend Changes to Department Fees and Charges for 2012**

Moved by L. Schiller, seconded by N. Barker to approve changes to the 2012 Parks and Recreation Fees for Programs and Services. PRD Tungate summarized the list of changes including the list of all special event fees and several changes to cemetery and pool fees. Some discussion was held on how for-profit events should contribute or donate a portion of event proceeds back to the City or park system. Chr. D. Sturm asked for this topic to be placed on the next Board agenda. The motion to approve the 2012 fees passed 5-0.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

1. No one spoke.

I. ADJOURNMENT

Moved by R. Suttner, seconded by N. Barker to adjourn at 8:17 p.m. Motion carried 5-0.

SUMMER TRIP SERIES

There's no way your child can be bored this summer! The Town of Menasha, City of Menasha, City of Neenah, and Neenah-Menasha YMCA have partnered together to offer a summer trip series to various locations around the state. Sign up for 3 of the 6 trips and be entered into a drawing for a fabulous prize!

Details: You may register for trips at any of the partnering agency's locations. For your convenience, we have designated two different drop-off/pick-up locations. Participants can drop-off and pick-up at the Town of Menasha Community Center (1000 Valley Rd., Menasha) or the Neenah-Menasha YMCA (110 W. North Water St., Neenah). All participants are asked to bring their own lunch, a water bottle, sunscreen and spending money (optional) along. The registration deadline is 1 week prior to each trip date (or until full). Some trips may require additional liability forms that need to be signed before your child departs.

Milwaukee Brewers vs. Houston Astros

Milwaukee, WI

Wednesday – August 1

Let's head to Miller Park to watch the Milwaukee Brewers battle the Houston Astros! Participants will get to enjoy all of the sights and sounds of America's favorite past-time as they sit in the right-field bleachers seats.

Ages: 7-17

Bus leaves: 10:45AM Community Center / 11:00AM YMCA

Bus returns: 6:00PM YMCA / 6:15PM Community Center

Fee: \$30

NEW Zoo & Bay Beach Amusement Park

Green Bay, WI

Thursday – August 9

This Green Bay adventure is sure to be full of fun! We'll visit the zoo first and see all of the wonderful animals that call the NEW Zoo home. Participants will be able to take a train ride around the zoo and feed the giraffes. After having a picnic lunch we'll hop back on the bus and make our way to Bay Beach for an afternoon full of fun enjoying the rides.

Ages: 7-12

Bus leaves: 8:00AM Community Center / 8:15AM YMCA

Bus returns: 4:45PM YMCA / 5:00PM Community Center

Fee: \$20

TEEN OUTDOOR ADVENTURES



Alpine Tower High Ropes Course

Athelstane, WI

Thursday – June 28

Challenge yourself! The Alpine Tower at Wildman Adventure Resort is a remarkable high ropes course adventure constructed on a series of vertical towers, providing an unforgettable outdoor experience. Participants are on belay at all times, with ropes tied directly to the harness. Belayers are backed up with belay monitors. The finest equipment and standardized procedures ensure the overall safety of the system. The trip includes a helmet, harness guide, and all safety equipment. Besides lunch, please bring weather appropriate clothing, knee length shorts or pants, a camera, and sunglasses.

Ages: 12-17

Bus leaves: 8:00AM Community Center / 8:15AM YMCA

Bus returns: 4:15PM YMCA / 4:30PM Community Center

Fee: \$40

Outdoor Adventure Paintball

Fremont, WI

Tuesday – July 10

Paintball is a fun-filled, adrenalin charged, day of laughs and excitement for anyone. Join us as we play for approximately 2 hours. Players use intelligence and determination to succeed rather than physical strength. The fee includes paintball equipment rental and 500 paintballs. Participants are asked to wear pants and a long-sleeved shirt as well as shoes that provide good ankle support.

Ages: 12-17

Bus leaves: 9:45AM Community Center / 10:00AM YMCA

Bus returns: 3:00PM YMCA / 3:15PM Community Center

Fee: \$50

Mecan River Canoe/Kayak Trip

Princeton, WI

Friday – July 27

Enjoy the sparkling clear and lively current of the beautiful Mecan River. Tandem canoes or solo kayaks are available. The 2+ hour trip will be lead by an outfitter employee. The fee includes basic instruction and a life jacket. **Besides bringing lunch, participants should bring bug spray, a towel and a change of clothes.

Ages: 9-17

Bus leaves: 9:45AM Community Center / 10:00AM YMCA

Bus returns: 4:30PM YMCA / 4:45PM Community Center

Fee: \$29 for use of a canoe

Fee: \$39 for use of a kayak

White Water Rafting

Keshena, WI

Thursday – July 19

Join us as we take a scenic trip down the Wolf River in this white-water rafting adventure. There will be 3 hours of rafting fun. Participants must wear the life jacket provided. Besides lunch, participants are asked to bring a towel and change of clothes and shoes.

Ages: 12-17

Bus leaves: 8:45AM Community Center / 9:00AM YMCA

Bus returns: 4:00PM YMCA / 4:15PM Community Center

Fee: \$35

Brian

Ordinance O-4-10

Ordinance Relating to Selling of Merchandise in Parks and Public Grounds

Introduced by Alderman Roush

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 12, CHAPTER 1, SEC.12-1-12 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 12 – Parks and Navigable Waters

CHAPTER 1
Park Regulations

SEC. 12-1-12 SELLING OF MERCHANDISE IN PARKS AND PUBLIC GROUNDS.

- (a) **SALES AND SOLICITATION FOR SALES PROHIBITED WITHOUT PERMIT.** No person shall sell or offer for sale any service, food, refreshment, article, merchandise or thing, nor solicit for or pursue any trade, occupation, business or profession, within any park, without first obtaining a written permit from the Director of Parks and Recreation or designee.
- (b) **RULES AND REGULATIONS.** The Parks and Recreation Board is directed to enact any and all reasonable rules and regulations to carry out the intent of this Section. Park facility sponsorships through signage or other means of recognition may be considered.
- (c) **EXCEPTIONS.** This Section shall not apply when the Mayor permits the same by issuing a proclamation in regard to an event of community-wide interest that does not involve the sale or serving of alcoholic beverages.
- (d) **FEES.** Fees for the permits described above shall be recommended by the Parks and Recreation Board from time to time to the Common Council.

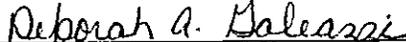
SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this 5th day of April, 2010.



Donald Merkes, Mayor

ATTEST:



Deborah A. Galeazzi, City Clerk

MARINA RECREATIONAL GREENSPACE

MAIN STREET

CONCRETE SIDEWALK

BENCH
CONCRETE SIDEWALK

CONCRETE

FUTURE TREE

REMOVE CONCRETE BASE

MARINA
PLACE
APARTMENTS

MENASHA
MARINA

EXISTING FENCE

MATCH EXISTING FENCE

EXISTING FENCE

REMOVE EXISTING FENCE

MATCH EXISTING FENCE

EXISTING FENCE

CONCRETE SIDEWALK

REPLACE TABLE
WITH RECREATIONAL
FIRE RING

PROPOSED NEW FENCE
APPROX. 19'X100'

STONE/GRAVEL
MAINTENANCE
PATHWAY

SIGN

BENCH

BENCH

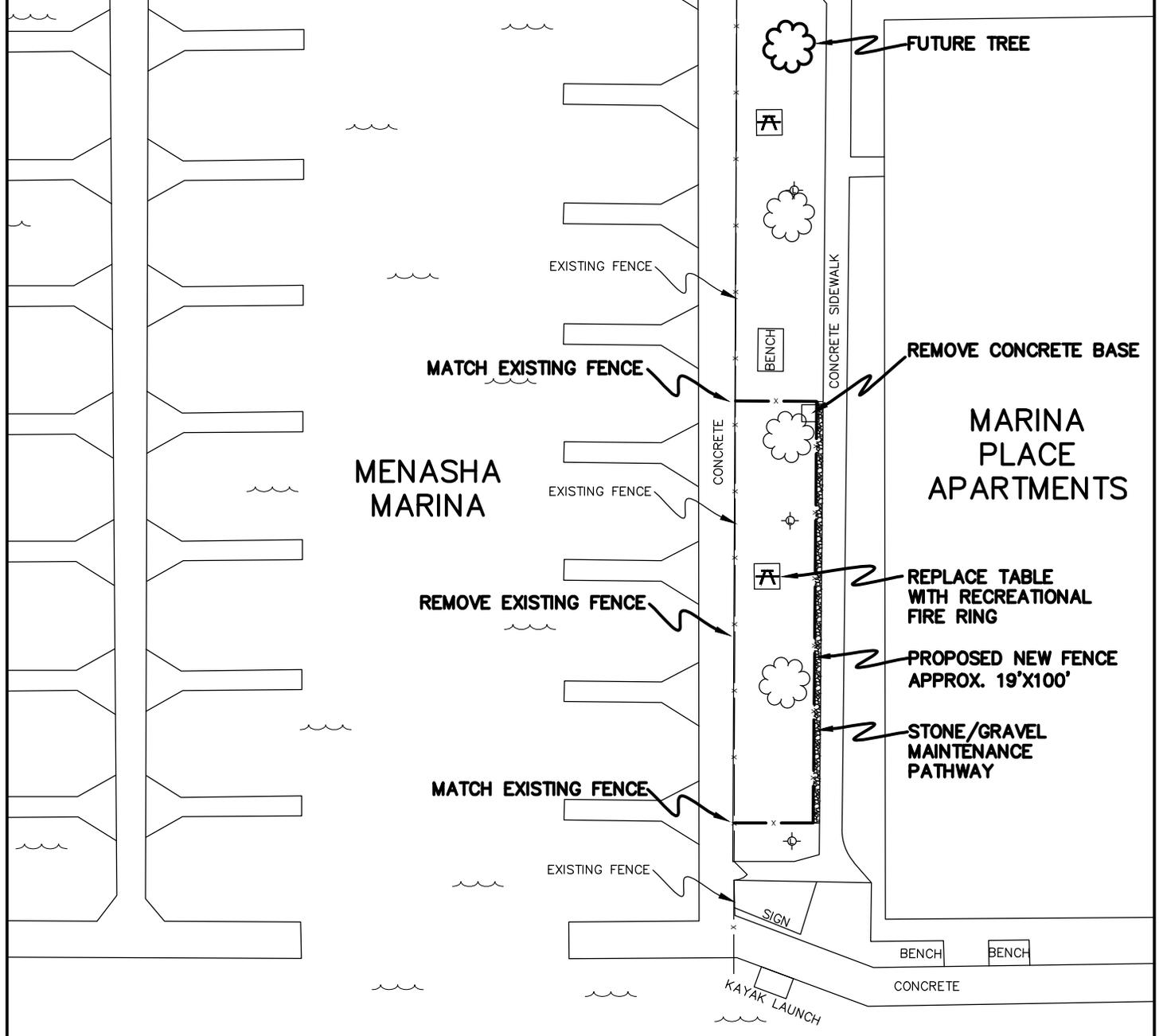
CONCRETE

KAYAK LAUNCH

North

BENCH

ARK II





MEMORANDUM

To: Mayor and Common Council

From: PRD Tungate

Date: February 2, 2012

RE: Resolution R-2-12 – Special Event Electric Fees

It was confirmed with the Public Service Commission (PSC) that Ald. Benner was indeed correct with his assertion that the city cannot re-read an electric meter to determine a charge for a special event.

After discussing this with several people, including Park Board Chairman Dick Sturm, you will see a revision to what was originally proposed in the resolution. There seemed to be consensus that a reasonable approach to resolve this question was to charge \$5.00 for each electric pedestal/receptacle that the event used on a daily basis. While recovering a portion of the electric expense, this would also simplify planning for event coordinators and for city staff during the invoice process. To draw a correlation, this is the same amount the State of Wisconsin DNR charges for the difference between an electric and non-electric campsite.

RESOLUTION R-2-12

RESOLUTION PERTAINING TO CHANGES IN FEES FOR PARKS AND RECREATION PROGRAMS AND SERVICES FOR 2012

Introduced by Ald. Langdon

WHEREAS, SECTION 2-4-6(e), of the Code of Ordinances of the City of Menasha provides that the Parks and Recreation Board will establish fees for parks and recreation programs and services subject to approval of the Common Council; and,

WHEREAS, the Parks and Recreation Board has reviewed all current fees and recommends approval of changes for 2012 as forth below and deemed necessary for the proper operation of recreation programs and other activities under the Board's control.

NOW, THEREFORE BE IT RESOLVED that the Common Council accepts the recommendations of the Parks and Recreation Board and approves fee changes for 2012 as follows:

	Current		Proposed	
	Fee	NR	Fee	NR
Grunski Runski Pre-registration	\$ 15	\$ 15	\$ 16	\$ 16
Grunski Runski Late Registration	\$ 17	\$ 17	\$ 18	\$ 18
Adult Basketball (sponsor)	\$190	\$190	\$200	\$200
Adult Basketball (team)	\$250	\$250	\$265	\$265
Adult Grave	\$550	\$725	\$575	\$750
Infant Grave	\$225	\$275	No Change	\$300
Infant Opening	\$250	\$300	\$325	\$375
Saturday Opening	\$165	\$190	\$200	\$250
Winter Burial (Dec.1 – April 1)	\$ 75	\$100	\$100	\$120
Weekday OT Burial	\$ 0	\$ 0	\$100	\$175
Marina – Overnight	\$0.70/ft	\$0.70/ft	\$0.75/ft	\$0.075/ft
Hart Park Shelter	\$ 25	\$ 45	\$ 30	\$ 50
Marina Terrace (on Main Street)	\$ 20	\$ 20	\$ 20	\$ 20
Use of 220 Amp Cord (per cord)	\$ 10	\$ 10	\$ 10	\$ 10
*Stage (trailer only)	\$100	\$100	\$100	\$100
Special Event Electric (per receptacle, per day)	\$ 0	\$ 0	\$ 5	\$ 5
*Stage (two row)	\$200	\$200	\$200	\$200
2 yd Recycling Dumpster	\$ 45	\$ 45	\$ 45	\$ 45
Bleacher (3 row)	\$ 15	\$ 15	\$ 15	\$ 15
Bleacher (5 row)	\$ 20	\$ 20	\$ 20	\$ 20
Picnic Table (each)	\$ 4	\$ 4	\$ 4	\$ 4
Bench (each)	\$ 3	\$ 3	\$ 3	\$ 3
Garbage Container (each)	\$ 3	\$ 3	\$ 3	\$ 3
Recycling Stand (each, bag needed)	\$ 2	\$ 2	\$ 2	\$ 2
Riverwalk Gift Brick	\$ 75	\$ 75	\$100	\$100
Pool – 3 & Under	Free	Free	Change to 2 & Under - Free	
Pool – 4-17	\$ 2.50	\$ 2.50	Change to 3-17 - \$2.50	
Swim Lessons	\$ 21	\$ 30	\$ 25	\$ 35
Groups of 20 or More (each)	\$ 2	\$ 2	\$ 2.25	\$ 2.25
Pool Rental (by hour)	\$115	\$115	\$145	\$145
Season/A.M. Swim Pass (Youth)	\$ 34	\$ 39	\$ 35	\$ 55
Season/A.M. Swim Pass (Senior)	\$ 34	\$ 39	\$ 35	\$ 55
Non-Resident Family of 2 Pool Pass	NA	\$ 75	NA	\$ 90
Non-Resident Family of 3 Pool Pass	NA	\$ 95	NA	\$110
Non-Resident Family of 4 Pool Pass	NA	\$110	NA	\$125

*assumes weekday set up/take down

Passed and approved this _____ day of _____, 2012.

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk

2012 MENASHA POOL PROPOSED SCHEDULE

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
JUNE 6 - AUGUST 4						
Fox Valley Wave 6-8 a.m. 3 Lanes	Fox Valley Wave 6-8 a.m. 4 Lanes	Fox Valley Wave 6-8 a.m. 3 Lanes	Fox Valley Wave 6-8 a.m. 4 Lanes	Fox Valley Wave 6-8 a.m. 3 Lanes	Fox Valley Wave 6-8 a.m. 4 Lanes	
JUNE 6 - AUGUST 13						
Big Pigeons Swim Club 8-9 a.m. 2 Lanes	Big Pigeons Swim Club 8-9 a.m. 2 Lanes	Big Pigeons Swim Club 8-9 a.m. 2 Lanes	Big Pigeons Swim Club 8-9 a.m. 2 Lanes	Big Pigeons Swim Club 8-9 a.m. 2 Lanes		
JUNE 6 - AUGUST 18						
A.M Swimmers 6-9 a.m.3 lanes Lessons I 9:05 - 12:20 June 18 - July 25 M/W 5 Lessons / 5 Instructors	A.M Swimmers 6-9 a.m.3 lanes * Lessons I 9:05 - 12:20 June 19 - July 26 T/TH 4 Instructors	A.M Swimmers 6-9 a.m.3 lanes Lessons I 9:05 - 12:20 June 18 - July 25 M/W 5 Lessons / 5 Instructors	A.M Swimmers 6-9 a.m.3 lanes * Lessons I 9:05 - 12:20 June 19 - July 26 T/TH 4 Instructors	A.M Swimmers 6-9 a.m.3 lanes Occasional Lessons Make-up 9:35 - 12:10	A.M Swimmers 6-9 a.m.3 lanes Family A.M. Swim 8:30-10:30 a.m. Adult w/child \$1.00 or Season Pass	A.M Swimmers 6-9 a.m.3 lanes
JUNE 7-AUGUST 16 11:30-1:30 grill out by Big Pigeons				JUNE 16-AUGUST 18 (no classes 7/7)		
				Senior Water Exercise 11:45 - 12:30	Lessons 10:50 - 11:30 40 minutes, 9 classes 2 classes 2 Instructors	
Lessons II 9:05 - 12:20 M - TH July 30 - Aug. 14	Lessons II 9:05 - 12:20 M - TH July 30 - Aug. 14	Lessons II 9:05 - 12:20 M - TH July 30 - Aug. 14	Lessons II 9:05 - 12:20 M - TH July 30 - Aug. 14	Lessons II 9:05 - 12:20 M - TH July 30 - Aug. 14	Occasional Lesson Make-up	
OPEN SWIM JUNE 6 - AUGUST 4						
1 - 5:00 p.m. 6:15 - 7:45 p.m.	1 - 5:00 p.m. 6:15 - 7:45 p.m.	1 - 5:00 p.m. 6:15 - 7:45 p.m.	12:45 - 5:00p.m. 6:15 - 7:45 p.m.	1 - 5:00 p.m. 6:15 - 7:45 p.m.	1 - 5:00 p.m. 6:15 - 7:45 p.m.	1 - 5:00 p.m. 6:15 - 7:45 p.m.
Fox Valley Wave M - F 5:05 - 6:10 p.m. Tri/Fitness Lap 5:15-6:15 p.m.	Wave 5:00 - 6:15 p.m. Tri/Fitness Lap 5:10 - 6 10 p.m. Lessons June 12 - Aug 14 9 classes No class 7/3 5:10 - 5:50 p.m. 40 min. 2 Inst.	Wave 5:00 - 6:15 p.m. Tri/Fitness Lap 5:10 - 6:10 p.m.	Wave 5:00 - 6:15 p.m. Tri/Fitness Lap 5:10 6 10 p.m. Aug. 16 Dive-in Movie 5:00 - 9:30 p.m.	Wave 5:00 - 6:15 p.m. Tri/Fitness Lap 5:10 - 6:10 p.m.		
OPEN SWIM AUGUST 5 - 19						
1:00 - 4:45 P.M. 5:30 - 7:00 PM	1:00 - 5:00 p.m. 6:00 - 7:30 p.m.	1:00 - 5:00 p.m. 6:00 - 7:30 p.m.	1:00 - 5:00 p.m. 6:00 - 7:30 p.m.	1:00 - 5:00 p.m. 6:00 - 7:30 p.m.	1:00 - 5:00 p.m. 6:00 - 7:30 p.m.	1:00 - 4:30 p.m. 5:30 - 7:00 p.m.

NOTES:

- Lessons fees increasing from \$21 to \$25 for Resident and from \$30 to \$35 for N/R
- A.M. Swim cost increasing - \$40 Resident, \$50 N/R or \$3 daily - 10% discount available to residents
- Non-Resident Season Pass rates to increase \$55(+10), \$65(+10), \$90(+5), \$110(+5), \$125(+5)
- Go back to 4 age categories (2 & under), (3-17), (18-54) (55+) was 3 & under free
- Lessons starting week later in (June 18/19). Tuesday/Saturday lessons 40 minutes long
- Only 1 safety break in afternoon. Due to new schedule (more swim time)
- ** 4 Lessons in Pool - Room for Senior Class ? Friday also an option.
- * 10 Classes - 35 minutes each ends week of Summer School
- Early opening on Thursdays