

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**

October 10, 2011

6:00 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the September 12, 2011 Parks and Recreation 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 HEADS/STAFF/YOUTH LIAISON OR CONSULTANTS

1. Department Report – PRD Tungate
2. Park, Pool and Vandalism Report – PS Maas

F. DISCUSSION

1. Update on 2012 Department Budget Process – PRD Tungate
2. Joint Board Meeting with Neenah and Town of Menasha on October 19, 6:00 PM at the Whiting Boathouse
3. Update on Formation of a Menasha Pool Task Force – PRD Tungate
4. Review Bench and Tree Donation Policy – PRD Tungate
5. Update on New Eastside Neighborhood Park and Funding Sources – PRD Tungate
6. Change to November Meeting Date

G. ACTION ITEMS

1. None

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
Hart Park Shelter – 700 Seventh Street
September 12, 2011
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Vice-Chr. Ron Suttner at 6:05 p.m.

B. ROLL CALL/EXCUSED ABSENCES

1. MEMBERS PRESENT: Ron Suttner, Lisa Hopwood, Sue Pawlowski, Luke Schiller, Nancy Barker and Ald. Mark Langdon

MEMBERS EXCUSED: Chr. Dick Sturm

OTHERS PRESENT: PRD Tungate, PS Maas, Elsie Johnson, Lynn Schend, David Wiley, Bill Beachkofski, Ald. Michael Taylor and Harbormaster Diane Schabach

C. MINTUES TO APPROVE

1. **Minutes of the August 8, 2011 Park Board Meeting**
Moved by S. Pawlowski, seconded by L. Hopwood to approve the August 8, 2011 Park Board meeting minutes. Motion carried 6-0.

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

Five (5) minute time limit for each person.

1. Ald. Michael Taylor thanked the Board for supporting Jazzfest and Seafoodfest events. Jazzfest did a nice job with no parking signs; Seadfoodfest had several event vehicles parked on or near the West Diamond, suggestion to move cannon on Peanut Island 25' to the east to avoid a nearby willow tree, plywood doors in men's restrooms should be replaced.

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

1. **Department Report – PRD Tungate**
PRD Tungate reported on the recent closing of the pool for the season, fall program start up, 2012 budget work and dealing with remedying an algae/wood problem in the channel behind the Memorial Building. He also stated that the boat landing fee collection container at Jefferson Park was broken into.
2. **Park, Pool and Vandalism Report – PS Maas**
PS Maas reported on fall planting, special event set-up, summer help now gone and minor damage to sink at Hart Park.

F. DISCUSSION

1. **New Park Update – PRD Tungate**
Staff continues to pursue parkland acquisition for a small neighborhood park on the city's far east side. Discussions are ongoing with a landowner willing to sell 5-6 acres for a park. PRD Tungate indicated that the city's Parkland Dedication Fund could be used to acquire the property. Staff is still involved with discussions about a larger regional park but at this point there is not much to report.
2. **Gilbert Site Update – PRD Tungate**
A memo went to the Common Council explaining a delay in when the DNR will accept the city grant for the Gilbert site. May 1, 2012 is now the new target deadline. The city will not accept

the land donation until the site is in project ready condition.

G. ACTION ITEMS

1. **Approve Increase to Marina Seasonal Slip Rental Rate for 2012 from \$37.50 to \$38.00 per foot**

Moved by S. Pawlowski to increase the seasonal slip rate from \$37.50 to \$38.00 per foot. After some discussion, S. Pawlowski withdrew her motion. Moved by N. Barker, seconded by L. Hopwood to raise the seasonal slip rate at the Marina from \$37.50 to \$37.75 per foot for 2012. PRD Tungate stated that this would generate approximately \$1,000 in additional revenue. Board members thought this was a reasonable approach and Harbormaster Schabach concurred. Motion carried 6-0.

2. **Weeping Willow Tree by Cannon in Jefferson Park**

R. Suttner led a discussion about what to do with a willow tree that has grown too close to the cannon on Peanut Island in Jefferson Park. Options were discussed, but in the short term, PS Maas will instruct staff to trim the bottom branches of the tree. Moving the cannon will be investigated.

3. **Van Tour of the Following Park Sites: Pleasants Park, Clinton Center Park, Shepard Park, Gilbert Redevelopment Site, view Marina Deck Project and Potential New Park Site (West of Lake Park Road)**

A van tour of several park sites took place. Public attendants had many good questions and seemed to like the opportunity to visit the park sites. Highlights of the tour included a stop at the Gilbert site and a potential new neighborhood park location just west of Lake Park Road.

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 S. Pawlowski, seconded by R. Suttner to adjourn at 7:08 p.m. Motion carried 6-0.