

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, City Hall – 140 Main Street
May 9, 2011
MINUTES

A. CALL TO ORDER

The meeting was called to order by R. Suttner at 6:03 p.m.

B. ROLL CALL/EXCUSED ABSENCES

1. Members welcomed Luke Schiller to the Board.
2. MEMBERS PRESENT: Luke Schiller, Lisa Hopwood, Nancy Barker, Sue Pawlowski and Ron Suttner

MEMBERS EXCUSED: Ald. Mark Langdon and Chr. Dick Sturm

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

C. MINTUES TO APPROVE

1. **Minutes of the April 11, 2011 Park Board Meeting**
Moved by S. Pawlowski, seconded by L. Hopwood to approve the April 11, 2011 Park Board meeting minutes. 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. **Recreation Program and Department Project Report – PRD Tungate**
PRD Tungate reported that seasonal hiring for the pool and recreation programs is nearly complete. A gymnastics instructor is still being sought. Adult softball leagues have begun. Park Corps meeting was postponed last week. Sledding hill discussion will take place when the Board meeting is at Smith Park this summer. A marketing meeting was held with S. Pawlowski from the YMCA to finalize plans to market both the Grunski Runski and the pool to YMCA members. Summer Board meeting locations were mentioned. June will be at Barker Park, July at Jefferson Park and August at Smith Park. September will be a park tour, open to the public, as well as the Board. Pick up site to be determined.
2. **Park Project, Forestry and Vandalism Report – PS Maas**
PS Maas reported Arbor Day was April 29th, twenty-five trees were planted with the help of some students of Clovis Grove School and employees of SCA; SCA also donated \$1,200 for the trees. Heckrod's roofs are completed, kayak/canoe launches are installed, stump grinding clean-up from the storm damage will begin soon, Hydro tight was installed at the pool to stop water leaks in the pool liner, and we will start surveying the park and recreation facilities for ADA issues. Sledding hill discussion will be added to the agenda when we meet at Smith Park.

F. DISCUSSION

1. **Regional Park Update – PRD Tungate**
A different site of approximately 40 acres, near the corner of Lake Park Road and Manitowoc Road is being investigated as a possible community park site. The cities of Appleton and Menasha and the Town of Harrison continue to pursue the idea of a joint park. An area soccer

club may also be interested in partnering with the communities on acquisition and development of a community park.

2. **Gilbert Site Update – PRD Tungate**

An engineering contract will be finalized soon so that design work can begin on Phase I of this project. RA Smith will be doing the engineering of shoreline and trail improvements at the Gilbert site. The final design and cost estimate will be submitted as part of a WDNR Stewardship grant by the city.

3. **Kayak/Canoe Launch Grand Opening**

Kayak launch dedication will be held on May 24 at 6:00 p.m. at the new Jefferson Park launch. Representatives from Friends of the Fox, Fox Cities Greenways and local kayakers will be in attendance.

4. **Calder Welcome Sign**

PRD Tungate reported that the Mayor will likely appoint an ad-hoc committee to review options for a new sign at the Calder location. For the time being, there will not be a sign at this location.

5. **Jefferson Park Pavilion Downspouts**

PS Maas explained that the downspouts have been damaged several times over the past couple of years; they have been repaired again at the top only to keep water away from the building. Park staff will look at repairing some of the siding.

G. ACTION ITEMS

1. None

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 L. Schiller to adjourn at 7:00 p.m. Motion carried 5-0.