

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, 3rd Floor City Hall – 140 Main Street
October 8, 2012
MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 6:05 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Nancy Barker, Cindy Schaefer-Kemps, Chr. Dick Sturm, Ald. Kevin Benner, Lisa Hopwood

MEMBERS EXCUSED: Sue Pawlowski, Luke Schiller

OTHERS PRESENT: PRD Tungate

1. **Welcome New Member – Cindy Schaefer-Kemps**

C. MINUTES TO APPROVE

1. **Minutes of the September 25, 2012 Park Board Meeting**

Moved by Ald. K. Benner seconded by L. Hopwood to approve the September 25, 2012 Park Board minutes. Motion carried.

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

Five (5) minute time limit for each person.

No one spoke.

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

1. **Department Report – PRD Tungate**

PRD Tungate update the Board on several ongoing work items including staff training for the updated registration and reservation software called ActiveNet, which includes a point of sale system that has and will continued to be used at the pool. The Department would like to move to accepting credit cards sometime in the future, the new software can easily accommodate this. Receipt of a grant for the new neighborhood park looks promising and should become official soon. Heckrodt fence request was passed by the Common Council. City efficiency study is ongoing and could impact park and recreation in some way. Water Technologies Inc. has started a review of the current pool operation and is being asked to formulate some options for the future. Bodies in Motion and Funky Feet Dance classes have a new instructor and seem to going well at this point.

2. **Park, Pool and Vandalism Report – PS Maas**

PS Maas was excused from the meeting. He submitted a written report that was received by the Board. A lot of season end park work and tree planting has or will be occurring as cold weather approaches.

F. DISCUSSION

1. **Highlights and General Discussion About 2013 Parks and Recreation Budgets – PRD Tungate and PS Maas**

PRD Tungate stated that a strong emphasis has been placed on complying with recent changes to the ADA law. In many cases, this will mean improvements in the access to many city recreation facilities and park buildings. Funds have been placed in the 2013 budget to get a

start on these changes. An audit or assessment of each park is the first step in the process. Staff has placed an emphasis on adequately maintaining the programs and facilities that we have, while again streamlining programming and maintaining the parks and trails as efficiently as possible.

Army Reserve Building Update – PRD Tungate

PRD Tungate stated that the Plan Commission had voted to recommend to the Common Council that the buildings be removed. The Army intends to budget funding to remove the buildings once they receive an official letter from the City indicating their wishes in this matter.

G. ACTION ITEMS

1. **Add Moosefest to List of Community/Company Events with Early Reservation Preference – Fourth Weekend of August in Jefferson Park**
Motion by Ald. K. Benner, seconded by L. Hopwood to add Moosefest to a list of special events which receive early reservation preference for their events. Motion carried.
2. **Policy on Allowing Vendors in City Parks**
This item will be taken up when more members are present.
3. **Set Marina Seasonal Rate for 2013 – PRD Tungate (to be received at meeting)**
PRD Tungate informed the Board that the Harbormaster annually requests next year's rate during the fall so she can send out a letter to her renter's prior to the end of the year. She is suggesting a \$0.25 increase for 2013. This would mark the third consecutive year that this would occur. Fond du Lac Marina is at \$32.00 per foot, High Cliff is \$31.00 per foot, the Appleton Yacht Club is close to the City's current rate when you add all their fees together. It is difficult to find exact comparisons to Menasha, but it was felt its downtown location and its amenities justify a rate of \$38.00 per foot. Motion by L. Hopwood, seconded by Ald. K. Benner to recommend to the Common Council to approve increasing the seasonal slip rental rate from \$37.75 to \$38.00 per foot for 2013. The motion carried unanimously.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

1. None

I. ADJOURNMENT

Moved by L. Hopwood, seconded by Ald. K. Benner, to adjourn at 7:30 p.m. Motion carried.