

CITY OF MENASHA
Parks and Recreation Board
Conference Room, 1st Floor City Hall – 140 Main Street
November 12, 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: Chr. Dick Sturm, Cindy Schaefer-Kemps, Lisa Hopwood, Nancy Barker, Luke Schiller, Sue Pawlowski

MEMBERS EXCUSED: Ald. Kevin Benner

OTHERS PRESENT: PRD Tungate, PS Maas

C. MINTUES TO APPROVE

1. **Minutes of the October 8, 2012 Park Board Meeting**

Moved by L. Hopwood seconded by N. Barker to approve the October 8, 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 reported on a letter that has been sent to the US Army indicating the City's desire to have the Reserve building removed. City men's basketball league does not currently have enough teams to run a league. Start date has been postponed while options are explored. Staff has met with pool designers with Water Technology Inc. on some pool options. Options are still being refined and a process of seeking public input has yet to be determined. Staff attended the State park and recreation conference during part of last week. Conference received good reviews.

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

PS Maas reported that Hart Park bathrooms were tagged. Staff will be repainting and installing black partitions to cut down on use of black markers. Evergreen trees in Jefferson Park again received some unwanted pruning. Police were notified. Park Seasonal Laborer recently completed duty and the plan is to bring this person back next spring. Building winterization also taking place.

F. DISCUSSION

1. **2013 Park and Recreation Budgets**

PRD Tungate and the Board reviewed all department budgets. No major changes were identified. Monies to begin making modifications (access) to park facilities due to recent changes in the ADA law was discussed

Board Holiday Gathering – December 10

The Board decided to meet after the meeting at Stone Toad.

G. ACTION ITEMS

1. Policy on Allowing Vendors in City Parks

The Board decided to hold this item again until Ald. Benner and a full Board was present before taking action.

2. Recommend Department Fees for 2013 to the Common Council

Motion by S. Pawlowski, seconded by N. Barker to recommend 2013 fee changes to the Common Council. PRD Tungate explained the rationale for the changes. Specifically, he mentioned the new daily vendor fee. There is a daily fee for profit and non-profit vendors. It was recently confirmed that communities are moving away from trying to collect a percent of vendor profits because of the difficulty in verifying the actual numbers. Motion carried.

3. Policy Change for Non-Resident Wedding Reservations

Motion by S. Pawlowski, seconded by L. Hopwood to allow non-resident weddings to begin booking weddings 7 months after residents can begin doing so. The date of July 1 was selected to begin accepting non-resident wedding for the following year. Motion carried.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

1. None

I. ADJOURNMENT

Moved by N. Barker, seconded by S. Pawlowski, to adjourn at 7:43 p.m. Motion carried.