

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, 3rd Floor City Hall – 140 Main Street
December 10, 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, Ald. Kevin Benner, Luke Schiller, Sue Pawlowski, Nancy Barker, Lisa Hopwood, Cindy Schaefer-Kemps

MEMBERS EXCUSED:

OTHERS PRESENT: PRD Tungate, PS Maas

C. MINTUES TO APPROVE

1. **Minutes of the November 12, 2012 Park Board Meeting**

Moved by S. Pawloski seconded by L. Hopwood to approve the November 12, 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 the positive outcome of the Holiday Hayride, planning continues for the upcoming Winter Gala, some demolition progress has been made at the Gilbert Site, discussion continues with property owners as the City prepares to submit a project grant this spring. Staff hopes to bring an offer to purchase to the Council early in 2013 for land acquisition for the neighborhood park on the east side. Ice rink hiring and rink flooding are still weather dependent.

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

PS Maas reported that repairs/improvements to the Hart Park bathrooms has been done, holiday decorating taking place, street tree pruning occurring, evergreen trees in Jefferson Park were vandalized again, police were notified.

F. DISCUSSION

1. **Master Plan for Jefferson Park**

PRD Tungate updated the Board on plans to consider some type of public survey for both the swimming pool and Jefferson Park. Further pool analysis work by Water Technology Inc. will be put on hold until the best course of action is determined. At some point, an RFQ will be sent out and a park/urban design firm will be hired to perform work that would also include conceptual/future plans for the neighborhood area on the east end of Jefferson Park.

2. **Reciprocity Agreements with the Town of Menasha and City of Appleton for 2013-2014**

The Board discussed the two year agreements that are proposed with the Town of Menasha and Appleton. The revenue difference between Appleton and Menasha was only \$739 for 2012, due in part to Appleton adding non-resident fee for season pool passes. The Town of Menasha has

continued to add recreation programs that City residents have been signing up for. It was noted that the Town has a full-time Recreation Supervisor that plans these activities.. Discussion continues with the Town on a way to coordinate season boat launch stickers between the two communities. Official Board action on the two agreements will occur at next month's meeting.

G. ACTION ITEMS

1. **Election of Officers for 2013**

Motion by N. Barker, seconded by L. Schiller for Dick Sturm as Chairman. No other nominations were received. Motion carried.

Motion by S. Pawlowski, seconded by L. Schiller for Lisa Hopwood as Vice Chair. No other nominations were received. Motion carried.

2. **Policy for Allowing Vendors in City Parks**

Motion by S. Pawlowski, seconded by L. Hopwood to adopt a policy on allowing vendors in city parks. It was noted that the Common Council has already approved profit and non-profit rates pertaining to the policy. Motion carried.

3. **Revision to Non-Resident Wedding Reservation Policy**

Motion by Ald. K. Benner, seconded by S. Pawlowski to revise the starting date for non-resident weddings from July 1 to August 1. This change will begin in 2013 for 2014 weddings. 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 L. Hopwood, seconded by S. Pawlowski, to adjourn at 7:25 p.m. Motion carried.