

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  
Jefferson Park Pavilion  
915 Third St, Menasha**

**September 8, 2014**

**6:00 PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. Minutes of the August 11, 2014 Park Board Meeting and Minutes of the August 21, 2014 Park Board Meeting
- D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION
- E. REPORT OF DEPARTMENT HEAD/STAFF/OR CONSULTANTS
  - 1. Department Report – PRD Tungate
  - 2. Park, Pool and Vandalism Report – PS Maas
  - 3. Gilbert and new park site update – PRD Tungate
- F. DISCUSSION
  - 1. Summary of condition of Winz Park – Tim Gosz (Water Utility Manager – Menasha Utilities)
    - A. Visit to park at around 6:15pm, return to Jefferson Park after Winz visit
  - 2. Koslo Park – upcoming visit by field expert Craig Schendler
- G. ACTION ITEMS
- 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  
Smith Park Shelter – 301 Park Street  
August 11, 2014  
DRAFT MINUTES

**A. CALL TO ORDER**

The meeting was called to order by Chr. D Sturm at 6:00 p.m.

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Chr. Dick Sturm, Nancy Barker, Sue Pawlowski, Ald. Michael Keehan, Tom Marshall, Lisa Hopwood

MEMBERS EXCUSED: Cindy Schaefer-Kemps

OTHERS PRESENT: PRD Tungate, PS Maas, Michael Taylor, Steve Krueger

**C. MINUTES TO APPROVE**

1. **Minutes of the June 9, 2014 Park Board Meeting**

Motion by N. Barker, seconded by T. Marshall to approve the minutes of the June 19, 2014 meeting

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

Five (5) minute time limit for each person.

1. M. Taylor requested that the Board seek input from the Koslo Park users about future improvement ideas and plans for the field.

**E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS**

1. **Department Report** – PRD Tungate reported on a successful Otto Grunski Runski. Adult participation was down a little, but youth registrations were up. Fall program brochure was just mailed to all residents. A few programs like archery and gymnastics were highlighted. Gilbert site planning is still progressing, although slower than first predicted. Project bidding is expected yet this fall.
2. **Park Project and Vandalism Report** – PS Maas. **(Plan for plants near the Smith Park amphitheater, pruning)** PS Mass report there was no vandalism during the past month. Tree trimming is proceeding at a steady pace and time has been recently devoted to event set up. He also explained that over the past few years, several lilac bushes in Smith Park have been significantly pruned primarily because of invasive plants growing within the main bush. Once cut back, the plan is to treat the invasive plants with an herbicide, then let the lilac bush regenerate. Pruning will only continue on those bushes that need this type of pruning and treatment.

**F. DISCUSSION**

1. **Update on new neighborhood park planning** - PRD Tungate reported that progress has been made in recent discussions with the Menasha Rotary about becoming a major partner/sponsor in the development of the new east side park. Staff believes it may be appropriate to seek neighborhood input on the park sometime this fall, but cautioned that once this process begins, most people will expect development to occur quickly. For example, PRD Tungate suggested that the installation of play equipment would be a logical first development step. However, even with the Rotary's help, all the funds needed to install the equipment probably wouldn't be secured until 2015 and this would probably lead to an install date of 2016.

2. **Proposal to pursue planting of cherry trees in Jefferson Park (Steve Krueger)** - resident Steve Krueger discussed an idea to plant as many as 300 cherry trees in Jefferson Park along the bike trail. He felt it would beautify the park and attract visitors to the park. Some of the same issues/questions about planting cherry trees that were discussed at the June meeting remain. The Board did not act or commit to anything one way or another, although several members supported the idea of taking up this matter, if needed, during the upcoming park/neighborhood master plan process.
3. **Boater idea for painted lines at the Jefferson Park boat landing** - Board members reviewed a proposal given to PRD Tungate from a boater who uses the Jefferson Park boat launch. This individual suggested that lane lines be painted to assist people in backing up their boat trailer towards the water. It was felt that this may be a good idea if there actually was more room to the north of the landing, where a vehicle/trailer had enough room to back straight down to the ramp. Most boaters (as noted in the photo that was distributed) have to back up an angle, thus negating much of the benefit of lane lines. This matter could be taken up again should there be a redesign proposed for the entire launch area.
4. **Winz Park update** - PRD Tungate informed the Board of a recent meeting with Menasha Utilities officials about what can/should be done with the recreational roof deck over the clearwell. MU has recently done work on the side walls and drain system, but water is still getting through the cracked surface on top. City seasonal help will assist MU staff in crack filling efforts followed by a review of how well that stops the leakage. MU has asked the P&R Dept. to begin to make a decision on the future of continuing recreational use at Winz Park. The feeling was that use of the park may have fallen off over the years. Repairs to the recreational surface would be significant if undertaken. Staff will look into scheduling a neighborhood input meeting in the coming months.

**G. ACTION ITEMS- None**

1. **Recommend approval of the Twisted Pistons Cruise-In event to be held in Curtis Reed Square and downtown on August 21, 2014 (Board Action on use of Curtis Reed only)** – Motion by S. Pawlowski, seconded by L. Hopwood to approve the Curtis Reed portion of the Twisted Pistons Cruise-In on August 21, 2014. Motion carried.
2. **Recommend acceptance of land conversion (swap) of property within the Menasha Conservancy** - PRD Tungate brought the Board up to speed on long standing issue regarding property lines in the Menasha Conservancy. It was found out that in the area just north of Schmalz Auto, 0.2 acres of land that Schmalz thought was his, was actually in the Conservancy. This area had and continues to be under use by the operation. Because the land in question was purchased with State grant funds, a land conversion is being pursued with the DNR. Schmalz has agreed provide the city with twice as much land in order to clear the title and be able to sell his property. Board members like the terms of the tentative agreement and believe the land the city will be receiving is better from recreational standpoint. Motion by L. Hopwood, seconded by N. Barker to accept the terms of the land conversion agreement and forward this recommendation to the Plan Commission and Common Council for their approval when appropriate. Motion carried.

**H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA**

**I. ADJOURNMENT**

Moved by S. Pawlowski, seconded by N. Barker to adjourn at 7:47 pm. Motion carried.

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**City Hall – 1<sup>st</sup> Floor Conference Room**  
**140 Main Street**  
**August 21, 2014**  
**DRAFT MINUTES**

**A. CALL TO ORDER**

The meeting was called to order by Chr. D Sturm at 12:00pm

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Chr. Dick Sturm, Nancy Barker, Sue Pawlowski, Cindy Schaefer-Kemps, Lisa Hopwood, Ald. Michael Keehan

MEMBERS EXCUSED: Tom Marshall

OTHERS PRESENT: PRD Tungate, PS Maas, Seafoodfest Representatives Dan Rippl, Malcolm Hjerstadt, Aaron Zemlock

**C. ACTION ITEMS**

1. **Recommend approval of the Seafoodfest event** with fireworks plan to be held in Jefferson Park on September 4-7, 2014. Moved by S. Pawlowski, seconded by N. Barker to approve the plan for Seafoodfest and the fireworks. The Board discussed the plan laid out by Seafoodfest officials to create entrance points to Seafoodfest which include no carry-in alcohol. Wristbands and a beverage tent will be available within the event area. It was stated that the PD supports the new layout and rules for the fireworks show. There will also be an alcohol-free area east of Kargus Blvd. Entrance points to Seafoodfest will be staffed and these people will offer information to the public as needed. The Board also supported the fireworks show being shot off from pontoons this year and they understood that if feedback about the show and park layout was positive, a similar type show would likely be proposed for next July 4. Motion carried.

**D. ADJOURNMENT**

Moved by N. Barker, seconded by C.S. Kemps to adjourn at 12:35 pm. Motion carried.