

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**City Hall – 140 Main Street**  
**October 13, 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, Cindy Schaefer-Kemps

MEMBERS EXCUSED:

OTHERS PRESENT: PRD Tungate, PS Maas, Michael Taylor, Tom Konezke, Larry Konezke, Paul Johnson and Nick Carlson- all representing users of Koslo Park baseball field.

**C. MINUTES TO APPROVE**

1. **Minutes of the September 8, 2014 Park Board Meeting**

Motion by S. Pawlowksi, seconded by N. Barker to approve the minutes of the September 8, 2014 meeting. Motion carried.

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

Five (5) minute time limit for each person.

- **None**

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

1. **Department Report** – PRD Tungate gave a brief report highlighting recent work on the 2015 budget, preparing the Gilbert site project bidding, Koslo Park field research, winter program planning and upcoming Pumpkin Hunt and Holiday Hayride.
2. **Park Project and Vandalism Report** – PS Maas reported on recent planting of around 150 trees, grass cutting, no recent vandalism, last of seasonal workers leaving soon, work installing outlets for merchants near the downtown fountain and some assisting MU with some grading work at the old water tower site.
3. **Communications** – note from Gina Glover stating how much her son likes the department's gymnastics program and the instructor Dana Krueger.

**F. DISCUSSION**

1. **Koslo baseball diamond rehabilitation plans for 2015 and beyond (2015 budget narrative pages):** PRD Tungate outlined the department's plans to perform two essential field rehabilitation projects in 2015. Replacing the aging backstop and repairing the turf areas between the base paths and dugouts were identified by a field consultant, field users and staff as the highest priorities. Funding requests for this work will be brought through the City Council and School District with the expectation that field users will chip in an equivalent amount of funding. People in the audience expressed several opinions about the work that is being planned as well as other improvements that they would also like considered. PRD Tungate stated that the essential work may cost between \$55,000 and \$60,000 and if work comes in below budget, some of the work suggested by the group could be considered. Batting cage and bullpen updates, volunteer use of equipment and changing the seasonal work schedule to allow for more timely grooming were discussed.

2. **Review of 2015 Parks & Recreation budget plans and likely Common Council review date:** PRD Tungate reviewed the highlights of all the parks and recreation budgets for 2015. The only significant discussion was about how much funding from the Park Dedication Fund should be earmarked for play equipment for the new east side park. While it is expected that Menasha Rotary will help in funding and installing this equipment in late 2015 or early 2016, the Board felt strongly that instead of \$70,000 being used for this purpose, that \$100,000 should be earmarked instead. This amount will cover the entire cost of the equipment, should fundraising by the Rotary come up short of expectations. Members cited the fact that residents near the park have waited a long time for the land to be purchased and it would not be fair to further delay at least getting a start on developing the park for public use.
3. **Sponsorship agreement with Menasha Rotary to assist in developing new east side park.** The Board liked the agreement. Only item they asked PRD Tungate to add was a short statement about city's overall responsibility to fund its park system and that while sponsorships are great, they should not replace nor delay, the funding necessary to maintain a quality park system.
4. **Future topics: proposed VFW plans for the Isle of Valor, public input on the future of Winz Park** PRD Tungate reminded the board that these two items will be coming up on future Board agendas. He will consult with Chr. Sturm about the timing of each topic.

#### **G. ACTION ITEMS**

1. **Recommend including Menasha in the City of Neenah's multi-modal bridge crossing feasibility study for a total cost of \$1,900.** The Board liked this idea and thought it was a minimal initial investment to find out more about what sounded like an exciting public trail project. Motion by L. Hopwood, seconded by N. Barker to support the recommendation listed under G. 1. Motion carried.

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

#### **I. ADJOURNMENT**

Moved by L. Hopwood, seconded by N. Barker to adjourn at 8:35 pm. Motion carried.