

CITY OF MENASHA PARKS AND RECREATION BOARD

**City Hall - Council Chambers
140 Main Street**

**Monday, October 12, 2015
6:00 PM**

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. Minutes of the August 10, 2015 Park Board Meeting
2. Minutes of the September 14, 2015 Park Board Meeting

D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION

1. Update on meeting with Jefferson Park neighborhood group – Bob Gehringer

E. REPORT OF DEPARTMENT HEAD/STAFF

1. Department Report – PRD Tungate
2. Park, Pool and Vandalism Report – PS Maas

F. DISCUSSION

1. Police perspective on alcohol consumption and littering in Jefferson Park – Aaron Zemlock
2. Recommend not to pursue a full rehabilitation of the Winz Park recreational surface at an estimated cost of \$150,000, but rather consider alternatives that include rehabilitating the northern end of the park or accepting land across the street from Menasha Utilities and developing it as a city park (proposed action item for the November meeting)
3. How to place a topic on the Board agenda
4. Consider a different Board meeting day and time (confirm November meeting date/time)
5. Koslo Park – project update

G. ACTION ITEMS

1. Recommend raising the Marina 2016 seasonal rental rate from \$38.25 to \$38.50 per foot
2. Allow one tennis court on the east end of Pleasants Park to be converted into a futsal court with the cost to be paid by the sport organizers.

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
Shepard Park – 100 Mathewson Street
August 10, 2015
MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chairman Dick Sturm, Ald. Dan Zelinski, Cindy Schaefer-Kemps, Tom Marshall,

MEMBERS EXCUSED: Nancy Barker, Lisa Hopwood

OTHERS PRESENT: PRD Tungate, PS Maas, Tim Gosz, Sara Bell, Suzanne Brault Pagel, Kelly Krabbe, Kathy Stahl, Trish Nau, Chris Klein, Randy Thomson

C. MINUTES TO APPROVE

1. **Minutes of the July 13, 2015 Park Board Meeting** - Moved by S. Pawlowski, seconded by C.Schaefer-Kemps to approve the minutes of the July 13, 2015 Park Board meeting. Motion carried.

D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION

Kathy Stahl was present and she highlighted some concerns that were written in her August 3 letter to the Common Council. Litter/lack of garbage cans in Jefferson Park was mentioned. Alcohol consumption in the park was deemed excessive. She would also like to provide fish line containers in at least Jefferson Park. Staff at Heckrodt is working on this as an Eagle Scout project.

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report** – PRD Tungate reported that time has been spent working on the Gilbert project, CIP plan, Grunski Runski – Aug 8, and the first annual Corny Community Walk- Aug. 13 which is being co-sponsored by the Health Dept.
2. **Park, Pool and Vandalism Report** – PS Maas reported that no vandalism occurred last month, planning for the Koslo Park ball diamond rehabilitation have been occurring, soft surfacing going in at Clovis Grove play equipment, trees and fence removed from the east end of the Gilbert trail, some tree and plant watering has occurred.
3. **Column Committee Report** – Chairman Sturm reported that DOT will not allow columns in a State roundabout. Local ones ok. Next meeting is in October.

F. DISCUSSION

1. **2016 CIP for Parks Department** - PRD Tungate briefed the Board on what projects will be included in the 2016 capital improvement portion of the budget. The Mayor and Common Council will review all city requests in the upcoming weeks.
2. **Winz Park-discuss the next step** – lengthy discussion was held on whether or not to pursue repairing the badly deteriorated recreation surface on the top of Winz Park, or allow Menasha Utilities to pursue some type of roofing system on top of the clearwell, which would eliminate any further recreation from occurring on the deck. PRD Tungate stated that at a minimum, it would cost approximately \$150,000 to resurface the approximately 30,000 square feet of the clearwell deck. Depending on which roof option the Utilities chose, the range on that was \$50,000 or \$130,000

according to MU employee Tim Gosz. Chr. D. Sturm had the Board agree to a December 14 final decision on whether to abandon the deck as a public park. Several ideas were suggested on how to communicate with the neighborhood and get their feedback on the issue. A public meeting held last year was poorly attended. If the park were to close, the Board discussed the possibility of replacing the lost recreation amenities- tennis and basketball in either Jefferson Park or potentially across the street from Winz Park (old water tower site). Staff will proceed with establishing a process for contacting the neighbors, which may include a small postcard survey. Trish Nau with East Central may lend a hand in this process.

G. ACTION ITEMS

1. **Approval of Seafoodfest on September 11-12, 2015 in Jefferson Park** - Motion by T. Marshall, seconded by C. Schaefer-Kemp to approve Seafoodfest for Sept. 9-11, 2015. Motion carried.
2. **Approval of Twisted Pistons Car Show August 20, 2015 in Curtis Reed Square** – Motion by S. Pawlowski, seconded by Ald. D. Zielinski to approve Twisted Pistons Car Show August 20, 2015.
3. **Approval of a Born Learning Trail in Smith Park** - Motion by S. Pawlowski, seconded by T. Marshall to approve the installation of the trail in Smith Park to be placed near the existing play equipment. Motion carried.
4. **Approval of a Born Learning Trail (including bi-lingual signage) in Jefferson Park** – Motion by S. Pawlowski, seconded by C. Schaefer-Kemps to approve the installation of the trail near the existing play equipment in Jefferson Park. Motion carried.
5. **Consider designating the Brighton Beach green space as a city park** – after considerable discussion, a three part motion was made relating to the future of this greenspace. Moved by S. Pawlowski, seconded by Ald. D. Zielinski to: 1. Support the citizen group's plan to improve the greenspace, although staff would like input on the location and style of the bench. 2. Request that staff continue to work with MU staff and others to seek a resolution to the Third St. parkland issue-possibly to include accepting the Brighton Beach greenspace as a park to make up for the loss of a very small amount of parkland needed for the new bridge per DNR requirements. 3. Support accepting the Brighton Beach greenspace as a park, pending the outcome of the Jefferson Park master plan. Motion carried.
6. **Recommend trail extension from the new Memory Care facility on Midway Road into Barker Farm Park** – Motion by S. Pawlowski, seconded by C. Schaefer-Kemps to approve extending the trail from the Memory Care facility on Midway Road to the edge of Barker Farm park. This would be consistent with the previously approved master plan for the park. Motion carried.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Kathy Stahl mentioned that not all street ends are maintained the same, some not being accessible.

I. ADJOURNMENT

Moved by S.Pawlowski , seconded by T. Marshall to adjourn at 9:00 pm. Motion carried.

CITY OF MENASHA
Parks and Recreation Board
Winz Park (101 Manitowoc St) and City Hall (140 Main St)
September 14, 2015
MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chairman Dick Sturm, Ald. Dan Zelinski, Cindy Schaefer-Kemps, Tom Marshall, Nancy Barker, Lisa Hopwood

MEMBERS EXCUSED: Sue Pawlowksi

OTHERS PRESENT: PRD Tungate, PS Maas, Tim Gosz, Menasha Utilities, Garrison Bucholtz, Ellen Bucholtz, Grayson Buchholtz, Meg, Juarez, Cecilia Juarez, Tim Jacobson, Cheryl Jacobson, Kathy Hasse, Bob Haase, Brian Bojarski, Amanda Haessly, Carrie Lane, Chandra Johnson, Christine Skandon, Tyler Daemsi, Kathy Stahl, Deb Bartelme.

C. MINUTES TO APPROVE

1. **Minutes of the August 10, 2015 Park Board Meeting** – Minutes were unavailable for approval and will be presented to the Board at the October 12 meeting.

D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION

1. **Winz Park Neighbors** - several neighbors attended the meeting to express their thoughts on the future of Winz Park. Julie Filapek from Neighborhood Partners recently facilitated a meeting of the neighbors and she has been serving as a liaison between the neighbors and the city. Summary of the comments include: park is a safe place for kids to go, liked the old spring toys that used to be there, better when park was locked up by PD, \$150,000 rehab cost not a lot over a 35 year period, lot of people use/can't let it go, provides some place close to home for scooters, basketball, etc. Wall around tank still needs addressing, like the security camera put up by MU, would be more useful if it were maintained better, liked the idea of an alternative (lower maintenance) surfacing, some interest in using the land across the street as a park instead, mural or artwork should be considered, basketball seemed to have the most interest, not much interest in replacing park activities in Jefferson Park, Sport Court was mentioned by staff as a possible alternative to go on top of the existing cracked surface or possibly a new rubber membrane or similar roof surface that MU is considering. A summary of neighborhood comments from an earlier gathering were also placed on file. This topic will appear again on the Boards October 12 meeting. Further discussion and possible action may be taken at this meeting.
2. **Caboose letter (Menasha Historical Society)** - the Board accepted this communication. Staff added that low level security lighting for the caboose should be installed this fall and repairs to the roof will be requested in the 2016 budget.

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report** - PRD Tungate reported that time has been spent recently preparing the 2016 department budget. Overseeing the work at Koslo Park and the Gilbert project has also taken significant time. Fall programs are underway as well.
2. **Park, Pool and Vandalism Report** – PS Maas reported that sod, fencing, irrigation and drain tile have all been completed as part of the Kolso Park field rehabilitation. The remaining tasks are on

target to be completed this fall. School officials and field users have offered good suggestions and comments along the way and are happy with what has been done so far. Slide work is nearly complete at the pool. The park crew installed poured in place playground surfacing at Clovis Grove with funding coming from the school PTO. Some planting by volunteers has occurred at the Gilbert site. Crew will be involved in some project wrap up work activities at the site.

3. **Column Committee Report** - Chairman Sturm reported that October 13 is the next scheduled meeting of this committee.

F. DISCUSSION

1. **N-M Fire Rescue proposal to generate revenue for the dive team** - Neenah/Menasha Fire Chief Al Auxier explained a potential proposal to somehow utilize a portion of Neenah and Menasha's boat launch revenue to offset some of the Water Rescue and Dive Team budget. That budget is projected at about \$16,000 for 2016. The Chief was hoping to earmark about \$3,000 to \$4,000 between both cities (by perhaps raising the daily or seasonal fee) but it appears too late to pursue such an arrangement for 2016. Ald. Zielinski suggested the Chief ask Winnebago County to look into adding a fee to their fishing license or boat launch fees to accomplish the same thing.
2. **Brighton Beach green space update** - PRD Tungate included last month's Board action and also Menasha Utilities' comments of the upcoming project to make some modest public improvement to the site. After a very lengthy discussion, which included some confusion over how this topic was to be addressed by the Board, it was reiterated that this project already was approved by the Common Council and the August Park Board action supported the Council's ultimate decision. Ald. D. Zielinski would like to have ordinances for most or all dead end public spaces within the community that are consistently enforced by the Police Department. One way he believes this could be done is to designate these areas as parks. Staff encouraged Ald. Zielinski to set up a meeting with the Mayor and others to see what could be worked out in this regard if this is what he wants to do.
3. **Koslo Park ball diamond project update** - PRD Tungate reported the project is going well. The contractor replaced some sod and will rebuild the mound area next week. Volunteers have agreed to paint the building and a city crew still needs to come in and repave the area behind the backstop.
4. **Gilbert Project update** - PRD Tungate stated that volunteers have gotten a good start on planting the landscape areas, but more still needs to be done this fall. Menasha Utilities is on track to install the light posts. Benches and a trash/recycling station still need to be installed. Trail and landscape work on the far east end will also be completed this fall.
5. **Neighborhood Partners letter regarding Jefferson Park** - a representative from this group will be invited to the October meeting to share the group's thoughts on Jefferson Park and offer some short and potential long term ideas to improve the park.

G. ACTION ITEMS - None

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA - Members thanked Cindy Schaefer-Kemps for serving a three year term on the Board and wished her good luck in the future.

Kathy Stahl stated her concerns about what she sees as a long standing drinking and littering problem in Jefferson Park. She would like to hear the Police Department's perspective on how the current ordinances are working (alcohol and littering), including the permit that is required by all those who wish to consume fermented malt beverages in Jefferson Park. PRD Tungate will seek to arrange a representative from the PD to address these matters at next month's meeting.

I. ADJOURNMENT

Moved by N. Barker , seconded by T. Marshall to adjourn at 10:00 pm. Motion carried.

Rough Estimates On Winz Park Alternatives

1. Retain for north end of Winz Park (per layout)

\$21,860	Sport court surface (can go over rubber membrane)
<u>5,000</u>	Additional fencing/gate, tennis posts/net
\$26,860	City to install, potential proportional cost of membrane not included or any beautification to the remaining site.

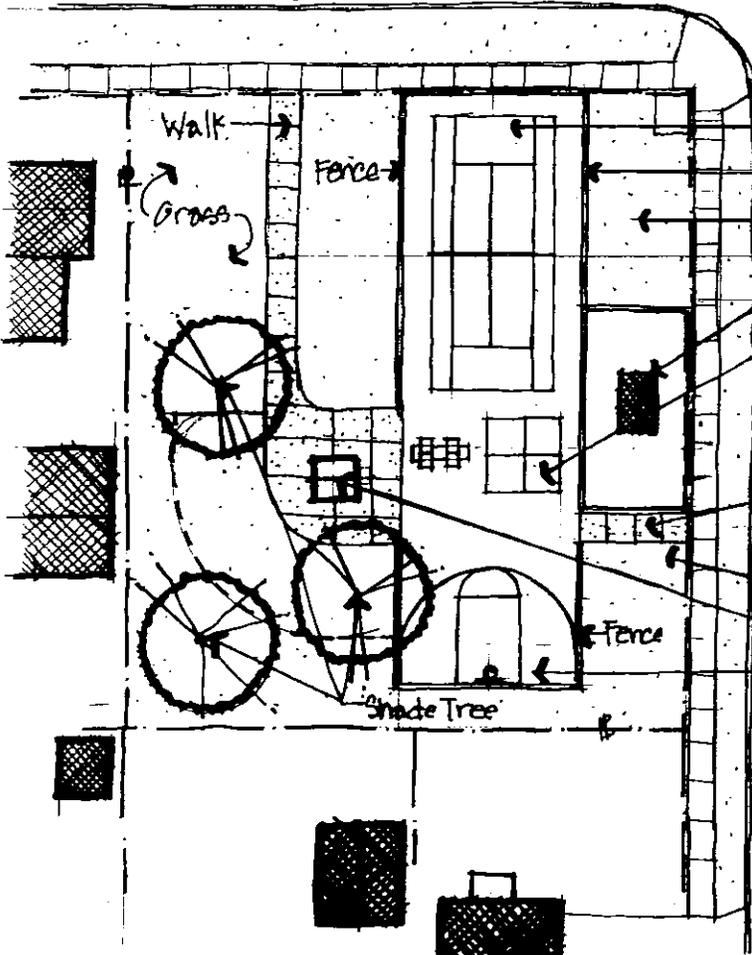
2. Old water tower site

\$23,000	Sport court surface-little more than alternative #1
7,500	Asphalt area for tennis, basketball, etc.
11,000	Small picnic shelter w/table
3,000	Miscellaneous pathway paving
<u>500</u>	Trees/landscaping
\$45,000	Figures represent materials only – city labor not included.

2nd Street

WINZ PARK-ALTERNATIVE

MENASHA PARKS DEPARTMENT.



- Tennis
- Fence
- Grass
- generator
- Games

- Walkway
- Grass
- Open shelter
- basketball

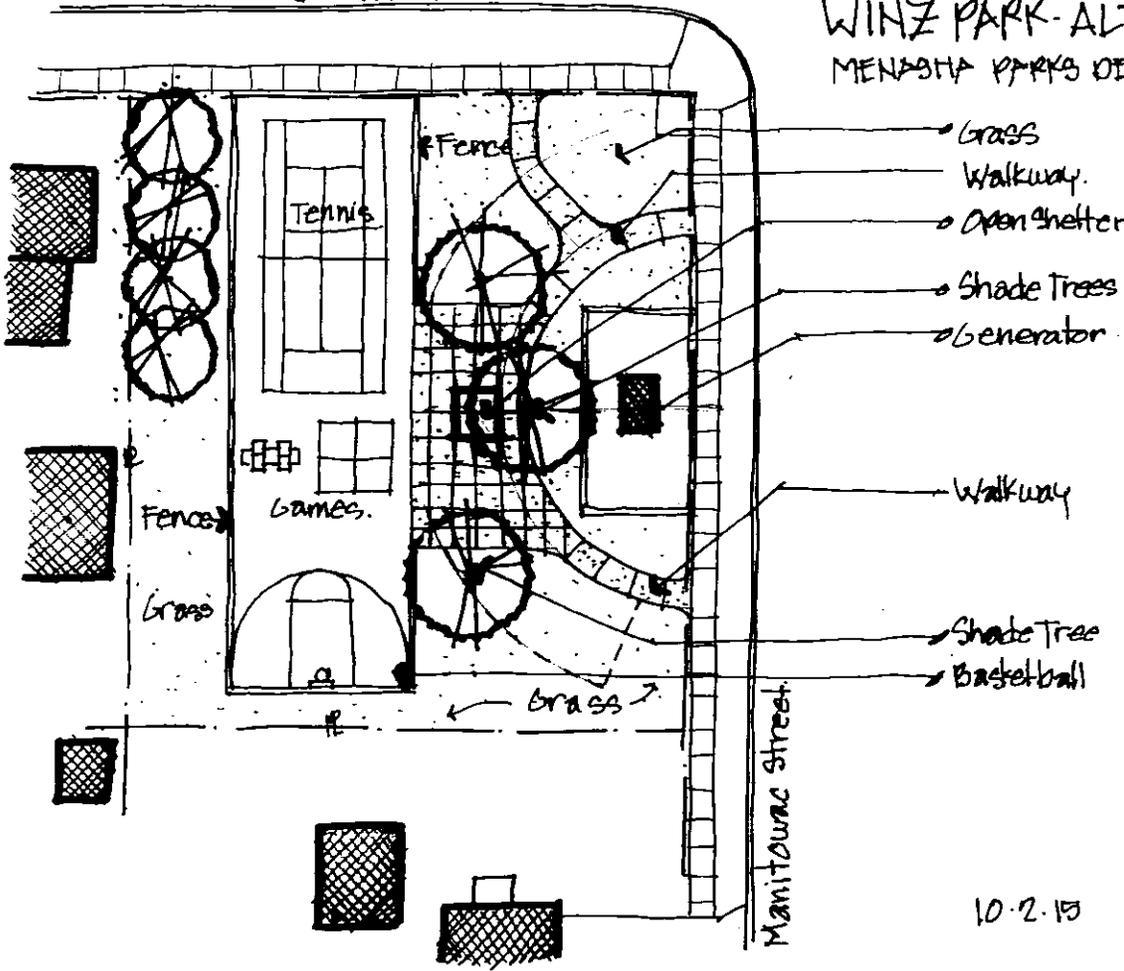
Manitowac Street

10-2-15 1" = 20'



2nd Street

WINZ PARK-ALTERNATIVE MENASHA PARKS DEPARTMENT



- Grass
- Walkway
- Open Shelter
- Shade Trees
- Generator

Walkway

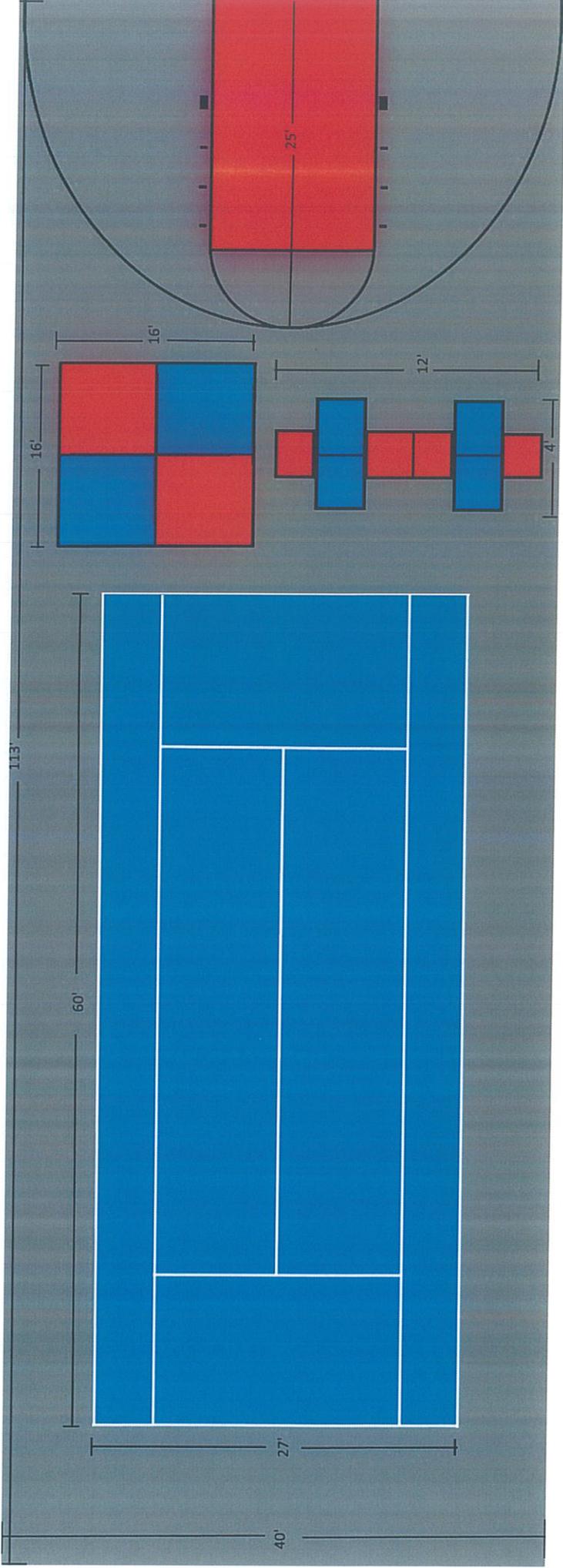
Shade Tree
Basketball

Manitowac Street

10.2.15

1" = 20'





Past Marina Rates

2012 - \$37.50 per foot

2013 - \$37.50 per foot

2014 - \$38.00 per foot + \$35.00 camera deposit

2015 - \$38.25 per foot

2016 - \$38.50 per foot??