

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**

**City Hall – 1<sup>st</sup> Floor Conference Room  
140 Main Street**

**Tuesday, December 8, 2015  
(note new meeting day and time change)  
4:30 PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
  - 1. Election of Officers for 2016
- C. MINUTES TO APPROVE
  - 1. Minutes of the November 10, 2015 Park Board Meeting
- D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION
- E. REPORT OF DEPARTMENT HEAD/STAFF
  - 1. Department Report – PRD Tungate
  - 2. Park, Pool and Vandalism Report – PS Maas
- F. DISCUSSION
  - 1. Jefferson Park / Neighborhood Master Plan – PRD Tungate/Chr. Sturm
  - 2. Loop the Little Lake project update
  - 3. Update on play equipment for the new park
- G. ACTION ITEMS
  - 1. Recommend team sign layout on Koslo concession building
- H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA
  - Five (5) minute time limit for each person
- I. ADJOURNMENT

\*\*\* 6:00pm Holiday Gathering at Wiseguys Pizza. Spouses and others are welcome to attend! \*\*\*

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**City Hall – Council Chambers**  
**November 10, 2015**  
**DRAFT MINUTES**

**A. CALL TO ORDER**

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

**B. ROLL CALL/EXCUSED ABSENCES- members welcomed Brian Adesso to the Board.**

MEMBERS PRESENT: Chr. D.Sturm, T. Marshall, L. Hopwood, N. Barker, S. Pawlowski, B. Adesso

MEMBERS EXCUSED: D. Zelinski

OTHERS PRESENT: PRD Tungate, PS Maas

**C. MINUTES TO APPROVE**

1. **Minutes of the October 12, 2015 Park Board Meeting:** Moved by L. Hopwood, seconded by N. Barker to approve the minutes of the October 12, 2015 Park Board meeting. Motion carried.

**D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION: None**

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

1. **Department Report:** PRD Tungate reported on a successful Pumpkin Hunt and talked about preparations being made for the Holiday Hayride on December 4. He also gave a short summary about the Common Council's review of the 2016 budget. Staff was asked several questions in the areas of hiring and projects and in general they seemed supportive of the funding allotted for parks and recreation for 2016. Election of Park Board officers will take place in December.
2. **Park, Pool and Vandalism Report:** PS Maas reported some vandalism to windows at Hart Park. Gilbert site benches and planting has been completed. East Central Regional Planning Commission staff was the latest volunteer group to help with planting.

**F. DISCUSSION**

1. **Clovis Grove PTO play equipment donation:** The Clovis Grove PTO has donated a piece of play equipment to be installed at Clovis Grove park by city staff. The piece will arrive in the next week or so. There is a small chance that it may be installed yet this fall.
2. **Loop the Little Lake Project Update:** Staff has met with City of Neenah officials about the route to be designated on the streets on Doty Island that will connect the two new pedestrian bridges. A map will be produced and each community seeks approval of the preferred route by running it through the appropriate oversight committee, etc. It was pointed out that people will be free to use whatever streets and sidewalks they want to get between the bridges, but that it made sense that one route would be officially signed and designated.
3. **Gilbert Site Project and Sponsorship Update:** Light pole sponsorships have been popular as of late. Approximately \$7,000 has been raised so far and some poles are still available. To date, around \$35,000 has been received as sponsorships for the project.
4. **Location and Time for December Board Meeting and Holiday Gathering:** It was determined that the Board would try to meet jointly with the Plan Commission to discuss and take action on the designated bike/pedestrian route through Doty Island as part of the Loop the Little Lake project. The preferred meeting time was 4:00pm on Tuesday, December 8. After meeting jointly, the Park

Board would conclude its meeting on the first floor at City Hall, followed by a holiday gathering at Wiseguys.

5. **Results of Winz Park Survey:** 16 people completed an online survey relative to Winz Park. 142 notices were mailed out. The Board was somewhat disappointed with the response, but felt that at least some worthwhile information was obtained. Several comments focused on the desire that whether or not the park remains, the area should be made more aesthetically pleasing. Responses were pretty evenly split on whether or not it was important to continue operating the park. Ten of fifteen respondents stated they did not use the park. Question 3 asked if the park were eliminated, what do you see as alternatives. Nine out of sixteen people thought that either no alternative was needed or some or all of the facilities could be replaced in nearby Jefferson Park. Respondents were evenly split on whether it was worth \$150,000 to repair the recreational surface.

## G. ACTION ITEMS

1. **Recommend to discontinue the consideration to pursue fully rehabilitating the recreational surface at Winz Park and review possible alternatives:** The Board held a lengthy discussion on all the information and public feedback it has received pertaining to Winz Park. The possibility of holding off on action until next month was discussed. It was the consensus feeling that they have been very deliberate and inclusive of public input on this matter. It was felt that a decision needed to be made on the future of the site in large part because Menasha Utilities needed to take steps to maintain the deck/roof of the public water reservoir that falls under its responsibility. Members felt that this was a two step process. First, a decision should be made about continuing recreation on top of the reservoir. Second, could at least some of the lost recreation opportunity be made up. The second step would be an ongoing process and a decision on what would need to be made up in the future. Chr. D. Sturm could not see the logic in spending a considerable amount of money to place a new recreation surface over what is known to be a cracked and subpar concrete deck surface. Motioned by S. Pawlowski, seconded by L. Hopwood to discontinue recreational use and maintenance of Winz Park and return complete facility responsibilities to Menasha Utilities. PRD Tungate stated that CA Captain believed that the Board had the authority to take this step because of the non-traditional nature of the park and that MU has always had primary responsibility of the facility. Motion carried unanimously.

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

Five (5) minute time limit for each person

## I. ADJOURNMENT

Motioned by L. Hopwood, seconded by N. Barker to adjourn at 7:58pm. Motion carried.

**Client**  
Contact: Brian Tungate  
Company: Menasha Joint School District  
Project:  
Date: 12.2.15

**FASTSIGNS**  
Contact: Larissa  
Designer: Tracy  
File: MJSD Kolosso Park  
Revision: 2

**PROJECT DESCRIPTION**  
Scope:

Process:  
Media:  
Laminate:  
Substrate:  
Surface:  
Sides:  
Hardware:  
Font(s):  
Color(s):  
Notes:

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Top section artwork was adjusted to fit the photo. Couldn't get high enough for a "square on" shot.

Actual art size is  
Banners = 73" w x 15.6" h  
Bluejays head = 36" x 36"  
for a total space of =  
73" w x 65.5" h

It has been altered a bit to fit the space in the photo

Mac's Logo = 43.5" x 21.7"  
Twins Logo = Need Vector

Accomplishments Board:  
36" wide x 72" tall

orange boxes represent usable text area and WILL NOT print

20" w x 19" h

Mac's example: text is 5" high 25 lines vertical

Twins example: text is 4" high 17 lines vertical

**\*need a vector version of the Twins logo!**

**Client signature for approval:**

Date: \_\_\_\_\_

By signing this release, you are approving production of the work as specified on this document. Please examine all proofs carefully for accuracy. If changes are required, we will be happy to provide you a second proof free of charge. Thereafter, any further proofs will be billed at a \$10.00 minimum each.

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