

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**  
**Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha**  
February 11, 2008

6:00 PM

**AGENDA**

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**1. CALL TO ORDER**

A. -

**2. ROLL CALL/EXCUSED ABSENCES**

A. -

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

A. Minutes of the January 14, 2008 Park Board Meeting

[Attachments](#)

**4. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY**

Five (5) minute time limit for each person

A. -

**5. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS**

A. Gilbert Mill and East Side Park Update - PRD Tungate

B. Army Reserve Center Update - PRD Tungate

C. Report on Smith Park Winter Gala - February 2 - PRD Tungate

D. Park Project/Work Update - PS Huss

**6. DISCUSSION**

A. Update of City Ordinance Related to Park Impact Fees

**7. ACTION ITEMS**

A. None

**8. ADJOURNMENT**

A. -

*Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Parks and Recreation Department at 967-3640 at least 24-hours in advance of the meeting so special*

*accommodations can be made.*

**CITY OF MENASHA**  
**Park Board**  
**Council Chambers, City Hall – 140 Main Street**  
January 14, 2007  
**DRAFT MINUTES**

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**1. CALL TO ORDER**

A. Meeting called to order by Chr. Dick Sturm at 6:05 p.m.

**2. ROLL CALL/EXCUSED ABSENCES**

A. MEMBERS PRESENT: Chr. Dick Sturm, Ron Suttner, George Korth, Tom Konetzke, Nancy Barker

MEMBERS EXCUSED: Ald. Sue Wisneski, Mary Francis

OTHERS PRESENT: PRD Tungate, PS Huss, Mike King – The Post Crescent, CPO Jeff Jorgenson

**3. MINTUES TO APPROVE-MINUTES**

A. **Minutes to Approve:**

Motion by R. Suttner, seconded by G. Korth to approve the minutes of the December 10, 2007 meeting. Motion carried 5-0.

**4. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY**

**Five (5) minute time limit for each person**

A. N. Barker commented on fixing up the restrooms at the Memorial Building and asked for an update on the Glatfelter site in the Town of Neenah.

B. T. Konetzke commended PRD Tungate on the progress of discussions with potential landowners for parkland on the City's far east side.

**5. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS**

A. **Police Department Community Survey**

Discussion was held with CPO Jorgenson present on the results of the community survey. Comments about park safety and comments from residents near Barker Farm Park were noted. Board members were appreciative of receiving this information.

B. **Update on Memorial Building Supervision by Crossing Guards**

.PRD Tungate reported that it looked promising that crossing guards may be interested in working as a building supervisor at the Memorial Building when the building was being used during weddings. Arrangements will be made to schedule a crossing guard for this duty beginning in June.

C. **Update on Potential New Parks – Far East Side and Gilbert Mill Site**

Staff meetings have been held with Alan Ament and Jerry Haen over the past couple of months regarding the potential sale of land for a park north of Lake Park Villas. Ament/Haen seem amicable to some arrangement. Exact site and location still needs to be determined. Larry Birling, a nearby property owner, may be interested in selling land for a park. PRD Tungate will continue discussion with both parties and keep the Board apprised.

PRD Tungate reported that he is working with CDD Keil on submitting a small Department of Commerce Grant which conceivably would lead to a larger grant to remove buildings at the old Gilbert Paper Mill site. The majority of the grant would go towards determining infrastructure needs for the site including items such as road/building placement, topographic surveying and stormwater planning. Land for a shoreline park will be donated to the city. Design for public use of this space and shoreline improvements (including the option to build a whitewater course) will be addressed in the planning grant. Because park planning is a component of the grant application, it is suggested that a portion of the matching grant cost would come from the non-levy

Parkland Dedication fund.

## 6. DISCUSSION ITEMS

### A. **Revisions to park Eviction Program as Explained by CPO Jorgenson**

CPO Jorgenson explained the proposed changes to the Park Eviction program. The biggest change is that the Parks and Recreation Director would have the final say on whether an eviction should occur rather than the Park Board. This is being done primarily to protect the rights of juvenile offenders.

### B. **2008 Reciprocity Agreements and 2007 Statistics with the Cities of Appleton, Neenah and the Town of Menasha**

Reciprocity agreements with City of Neenah, City of Appleton and the Town of Menasha for 2008 were presented to the Board. Multi-year agreements will be considered in the future.

### C. **2008 Fees for Programs and Services**

2008 proposed program fees were reviewed by the Board. Several minor changes were proposed, including park user fees.

## 7. ACTION ITEMS

### A. **Revisions to the Park Eviction Program as Explained by CPO Jorgenson**

Motion by N. Barker, seconded by G. Korth to recommend approval of the revisions to the Park Eviction program as outlined by CPO Jorgenson dated 12-10-07. Motion carried 5-0.

### B. **2008 Reciprocity Agreements with City of Appleton, City of Neenah and Town of Menasha**

Motion by G. Korth, seconded by N. Barker to recommend approval of reciprocity agreements with the Cities of Appleton and Neenah and the Town of Menasha for 2008. Motion carried 5-0.

### C. **2008 Fees for Programs and Services**

Motion by T. Konetzke, seconded by G. Korth to recommend approval of 2008 fees for programs and services. Motion carried 5-0.

### D. **Election of Officers**

Motion by G. Korth, seconded by T. Konetzke to nominate D. Sturm as Board Chairman, only nomination made.

Motion by R. Suttner, seconded by G. Korth to nominate T. Konetzke as Vice-Chairman, only nomination made.

Vote for the two candidates passed on a unanimous ballot 5-0.

## 8. ADJOURNMENT

A. Motion by G. Korth, seconded by N. Barker to adjourn at 7:55 p.m. Motion carried 5-0.