

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
Conference Room, 1st Floor City Hall
140 Main Street, Menasha**

March 9, 2009

6:30 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the February 9, 2009 Meeting](#)

D. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Update on Calumet County's Friendship Trail Planning – Oneida to LP
2. Jefferson Park Binwall Repair Update
3. [E-mail from PRD Tungate about Public Comments Section](#)

E. DISCUSSION

1. Reduced Seasonal Boat Launch Fees for Disabled Veterans – Ald. Taylor

F. ACTION ITEMS

1. [Recommend Staff Proposal for Accepting Land in Lieu Fee in the Woodland Hills Development – Referred to Park Board by Plan Commission](#)
2. [Recommend Reciprocity Agreements with the Cities of Appleton and Neenah and Town of Menasha](#)
3. Recommend Route for Friendship Trail (Oneida to LP) and Setting a Public Hearing at an Appropriate Time

G. PUBLIC COMMENT ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

H. ADJOURNMENT

CITY OF MENASHA
Park Board
Council Chambers, City Hall – 140 Main Street
February 9, 2009
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chr. Dick Sturm at 6:06 PM.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Ald. Michael Taylor, Ron Suttner, Chr. Dick Sturm, Tom Konetzke and Nancy Barker

MEMBERS EXCUSED: Mary Francis and George Korth

OTHERS PRESENT: PRD Tungate, Ald. Kevin Benner

C. MINTUES TO APPROVE-MINUTES

1. Minutes to Approve:

Moved by T. Konetzke, seconded by N. Barker to approve the minutes of the meeting. Motion carried 5-0.

D. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Park and Pool Project Update

PRD Tungate reported on a recent meeting with Bill Rollins, a pool engineer/architect that the city has been working with for several years. Much of the meeting was in regard to complying with a new federal law called the Virginia Graham Baker Act (VGBA). This new law mandates that all public pools re-engineer and change its suction outlets (main drains) to meet new federal standards. Revised plans must be submitted to the State for review. Complaint grates and other equipment is not yet available. As soon as they are available (maybe in March) plans will be drafted and submitted by Mr. Rollins. It is expected that work would begin this fall after the pool closes. From what the consultant has heard, public pools must be documenting its progress in a good faith effort to comply. An option which could serve to comply with VGBA and reduce the plunge pool water and chemical needs will also be explored. A report will be made to the Council when more information is available.

The Smith Park Winter Gala held on February 7 was very successful. It was our estimate that over 200 participated throughout the day. Warm weather seemed to positively impact the attendance.

2. Update on Selection Process for New Park Superintendent

PRD Tungate gave a brief update on advertising for a new Park Superintendent. The hope is to have a new person on board by late April.

3. Upcoming Meeting on February 12 with Calumet County Parks Commission – Joint Park Idea

PRD Tungate and CDD Keil will attend the February 12 meeting of the Calumet County Park Commission. They will lobby to have Calumet County participate in a regional park and have them support the Town of Harrison's request to have the County assume maintenance of the proposed Friendship Trail from North Shore Road to Firelane #12.

E. DISCUSSION ITEMS

1. 2009 Fees and Charges for Parks and Recreation, Marina, Forestry and Cemeteries

All proposed fee changes for 2009 were discussed. Emphasis was on the boat launch and swimming pool. Daily rates at the pool are proposed to be reduced to 2005 levels. The Board thought this would be a good way to promote the pool for this year. It was pointed out that this would be reviewed on a year by year basis to gauge its effectiveness and impact on revenues. Transient docking fees were proposed to be raised by \$.10. A new tent permit fee is proposed for

2009. Ald. Benner commented that he would like to make sure that the person making the reservation is not inconvenienced by having to stop at too many city departments. A tent permit would only be required for larger tents, not the typical EZ up tents. The fee would offset Park Employee time when marking irrigation lines, etc.

F. ACTION ITEMS

1. **Recommend 2009 Fees and Charges to the Common Council**

Motion by T. Konetzke, seconded by N. Barker to recommend approval of the 2009 fees for Parks and Recreation, Pool, Marina, Forestry and Cemeteries as presented. Motion carried 5-0.

G. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

1. Ald. M. Taylor commented on the Winter Gala and suggested the city remove a section of loose shoreline binwall in Jefferson Park while the water was shallow and clear. Repairs to the stage and East Diamond electrical upgrades were also mentioned.
2. T. Konetzke was happy to hear the Winter Gala was a success, likes the fees that were recommended.
3. N. Barker stated the Memorial Building ceiling repair project was completed. PRD Tungate apologized for not informing the entire Board about former Park Superintendent Bob Huss' going away events. Board members did contribute towards the purchase of a nice plaque for him.
4. R. Suttner asked about the status of the Gilbert site.

H. ADJOURNMENT

Moved by T. Konetzke, seconded N. Barker by to adjourn at 7:50PM. Motion carried 5-0.

Brian Tungate

From: Brian Tungate
Sent: Monday, February 16, 2009 10:24 AM
To: Kristi Heim
Subject: Memo to Park Board

Please draft a memo (use some the language below) to remind them (Jeff B. called me) to contact me before the meeting about their public comments.

I have been asked by the City Attorney to remind all Park Board members to contact our office prior to the meeting with topics that routinely have been saved for the Public Comment section of the agenda. Thursday Noon has been our deadline to receive items. Members can call or email items to Kristi and/or myself prior to that deadline. Thanks

**City of Menasha East Side
Current and Proposed Bike/Pedestrian Facilities**

Facility Type

- Off-street paved route
- Off-street unpaved/boardwalk
- On-Street Route
- Boardwalk
- Corporate Limits



Barker
Farm
Park

Manitowoc Road

Proposed
Regional Park

Nature
Conservancy

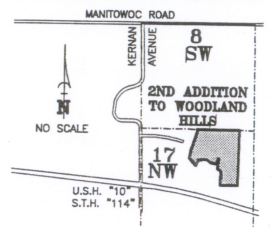
Future Friendship Trail Extension - Oneida Street to High Cliff State Park

Lake Winnebago

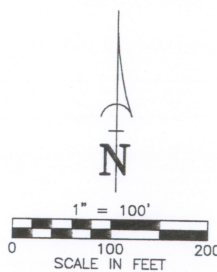
Lake Park Road

WOODLAND HILLS 2ND ADDITION: PRELIMINARY DRAINAGE PLAN

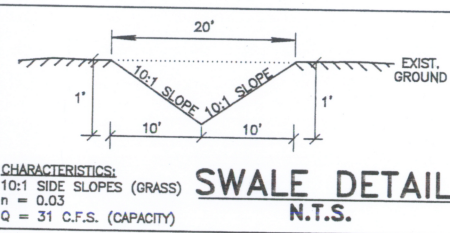
LOCATION MAP
SECTION 17
T 19 N, R 18 E
CITY OF MENASHA
CALUMET COUNTY, WISCONSIN



PRINTED ON
FEB 10 2009



DRAINAGE PLAN LEGEND	
○	STORM MANHOLE
■	STORM INLET
Y.D. ○	STORM YARD DRAIN
796.08	PROPOSED ELEVATION
796.08	EXISTING ELEVATION
796.1	GROUND AT FOUNDATION ELEVATION
(824.00)	PERTINENT DITCH OR SWALE ELEV.
→	DIRECTION OF DRAINAGE
797.2	EXISTING CONTOUR
---	STORM SEWER
---	LOT LINE GRADING
---	CONSERVATION EASEMENT



DRAINAGE PLAN NOTES:

1. THIS FINAL DRAINAGE PLAN INDICATES DRAINAGE ALONG LOT LINES, MAJOR DRAINAGE SWALES AND CONCEPTUAL DRAINAGE FOR EACH LOT. THE SITE PLANNER FOR EACH INDIVIDUAL HOME SITE SHOULD DESIGN DETAILED DRAINAGE FOR THE INTERIOR OF THE LOT BASED ON THIS INFORMATION. GRADE AT FOUNDATION ELEVATIONS MAY VARY SIGNIFICANTLY DEPENDING UPON ARCHITECTURE. THE SITE PLANNER SHOULD CONSULT AN ENGINEER TO DETERMINE GRADE AT FOUNDATION ELEVATION.
2. THE PROPOSED ELEVATIONS SHOWN ON THE DRAINAGE PLANS THAT ARE ADJACENT TO ABUTTING PROPERTIES MAY VARY FROM 5' TO 10' FROM THE PROPERTY CORNERS.
3. THE LANDSCAPER SHALL UTILIZE THE PROPOSED ELEVATIONS. THE LANDSCAPER SHALL NOT GRADE UP TO ANY PEDESTAL OR ANY OTHER STRUCTURE TO DETERMINE ELEVATION.
4. THE LOCATION OF EXISTING UTILITIES FACILITIES AS SHOWN ON THE PLAN ARE APPROXIMATE. THERE MAY BE OTHER UTILITIES WITHIN THE PROJECT AREA THAT ARE NOT SHOWN. THE CONTRACTOR SHALL HAVE ALL FACILITIES LOCATED PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY IF A CONFLICT WITHIN THE WORK IS DISCOVERED.
5. UNLESS OTHERWISE NOTED, SIDE LOT LINE BREAKS IN ELEVATION MEASURE 60'.

TOPOGRAPHIC LEGEND

—○—	OVERHEAD POWER LINES	○	GAS VALVE
—○—	UNDERGROUND ELECTRIC	○	EXIST STORM MANHOLE
—○—	UNDERGROUND TELEPHONE	○	STORM INLET
—○—	UNDERGROUND FIBEROPTIC	○	YARD DRAIN
—○—	UNDERGROUND GAS	○	EXIST SANITARY MANHOLE
—○—	UNDERGROUND CABLE TV	○	EXIST SAN. SEWER
—○—	EXIST. FENCE LINE	○	EXIST. STD. SEWER
—○—	EXIST. FENCE LINE	○	EXIST. WATER MAIN
—○—	EXIST. FENCE LINE	○	EXIST. SPOT ELEVATION
—○—	EXIST. FENCE LINE	○	CONTOUR W/ ELEVATION
—○—	EXIST. FENCE LINE	○	EXIST. TOP OF CURB ELEV.
—○—	EXIST. FENCE LINE	○	EXIST. FLOW LINE ELEV.
—○—	EXIST. FENCE LINE	○	EXIST. FLOOR - 800.00
—○—	EXIST. FENCE LINE	○	TOPSOIL DEPTH
—○—	EXIST. FENCE LINE	○	INFILTRATION SOIL BORING

DRAINAGE PLAN (OVERALL)

WOODLAND HILLS 2ND ADDITION

CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

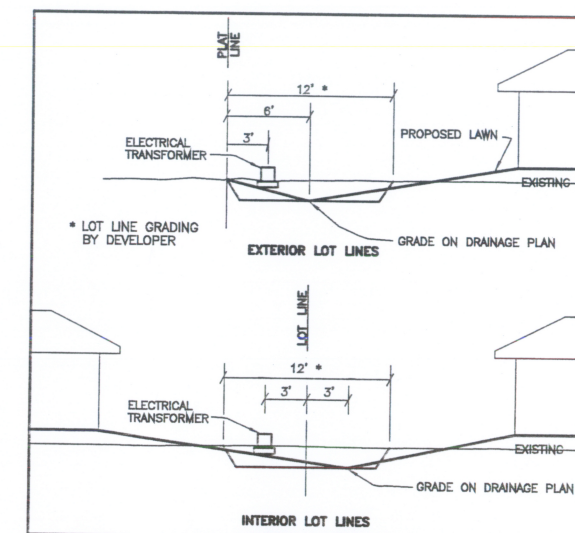
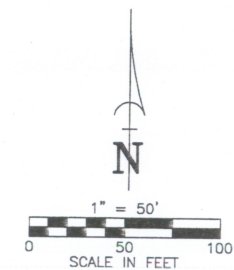
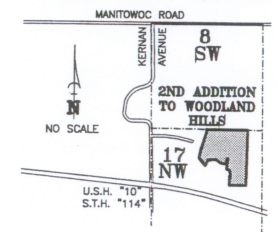
Martenson & Eisele, Inc.
Planning
Environmental
Surveying
Engineering
Architecture
1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
info@martenson-eisele.com
920.731.0381 1.800.236.0381

SCALE
1"=100'
DATE
02/09/09
COMPUTER FILE
632010de.dwg

DRAWING NO.

WOODLAND HILLS 2ND ADDITION: PRELIMINARY DRAINAGE PLAN (NW)

LOCATION MAP
SECTION 17
T 19 N, R 18 E
CITY OF MENASHA
CALUMET COUNTY, WISCONSIN



TYPICAL LOT LINE GRADING CROSS SECTION

TOPOGRAPHIC LEGEND		
1" x 18" IRON PIPE SET	OVERHEAD POWER LINES	Gas Valve
1-1/4" x 30" REBAR SET	UNDERGROUND ELECTRIC	EXIST. STORM MANHOLE
CHISELED "C" SET	UNDERGROUND TELEPHONE	STORM HALET
3/4" REBAR FOUND	UNDERGROUND FIBEROPTIC	YARD DRAIN
1" IRON PIPE FOUND	UNDERGROUND GAS	EXIST. SANITARY MANHOLE
1-1/4" REBAR FOUND	UNDERGROUND CABLE TV	EXIST. SAN. SEWER
2" IRON PIPE FOUND	EXIST. FENCE LINE	EXIST. STD. SEWER
CHISELED "Y" FOUND	SIGN	EXIST. WATER MAIN
GOVERNMENT CORNER	POWER POLE	EXIST. SPOT ELEVATION
RECORDED AS	OUT	CONTOUR W/ ELEVATION
CONFIRMED TREE	LIGHT POLE	800.000 EXIST. TOP OF CURB ELEV.
DECIDUOUS TREE	TELEPHONE PEDESTAL	800.001 EXIST. FLOW LINE ELEV.
EXIST. WOODS LINE	ELECTRIC PEDESTAL	800.000 EXIST. FLOW LINE ELEV.
WETLANDS	CABLE PEDESTAL	800.001 EXIST. FLOW LINE ELEV.
SOIL BORING	EXIST. HYDRANT	800.000 EXIST. FLOW LINE ELEV.
	WATER VALVE	800.001 EXIST. FLOW LINE ELEV.
	WATER STOP BOX	800.000 EXIST. FLOW LINE ELEV.

DRAINAGE PLAN (NORTHWEST)

WOODLAND HILLS 2ND ADDITION

CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

SCALE
1"=50'

DATE
02/09/09

COMPUTER FILE
632010de.dwg

DRAWING NO.

Martenson & Eisele, Inc.
Planning
1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
info@martenson-eisele.com
920.731.0381 1.800.236.0381

WOODLAND HILLS 2ND ADDITION: PRELIMINARY DRAINAGE PLAN (EAST)

UNPLATTED LANDS
OWNER: JOHN BARTLEIN
ZONED: R4/R5/R6

BY DNR
5/22/2002

LOCATION MAP

SECTION 17

T 19 N, R 18 E

CITY OF MENASHA

CALUMET COUNTY, WISCONSIN

MANITOWOC ROAD

KERNER AVENUE

8 SW

2ND ADDITION TO WOODLAND HILLS

17 NW


NO SCALE

U.S.H. '10'

S.T.H. '114'

Martenson & Eisele, Inc.
 1377 Midway Road
 Menasha, WI 54952
www.martenson-eisele.com
info@martenson-eisele.com
 920.731.0381 1.800.236.0381

Planning
 Environmental
 Surveying
 Engineering
 Architecture



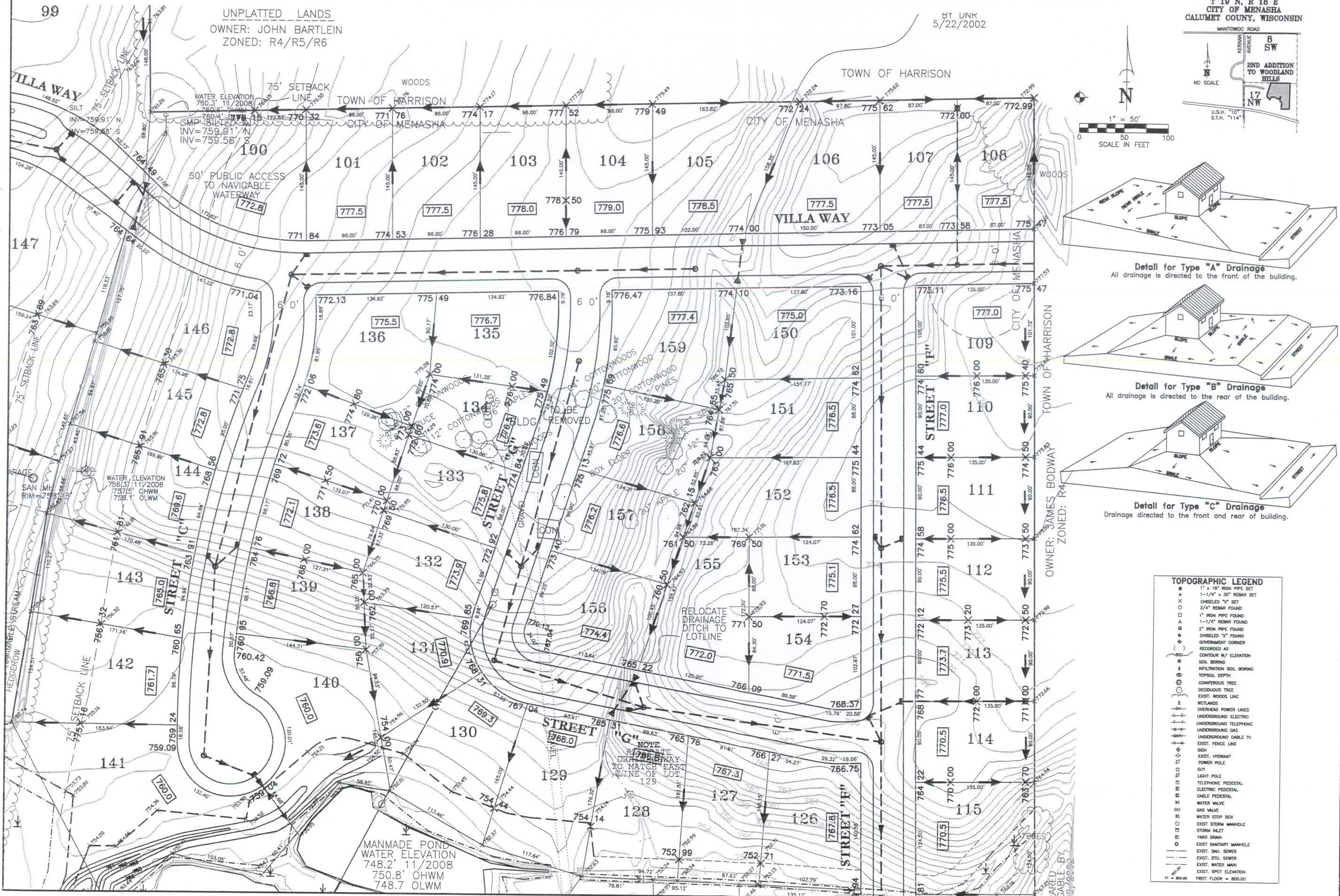
DRAINAGE PLAN (EAST)

WOODLAND HILLS 2ND ADDITION

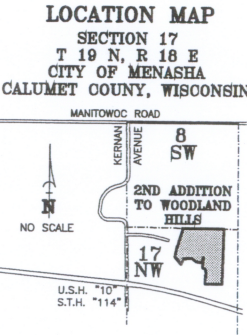
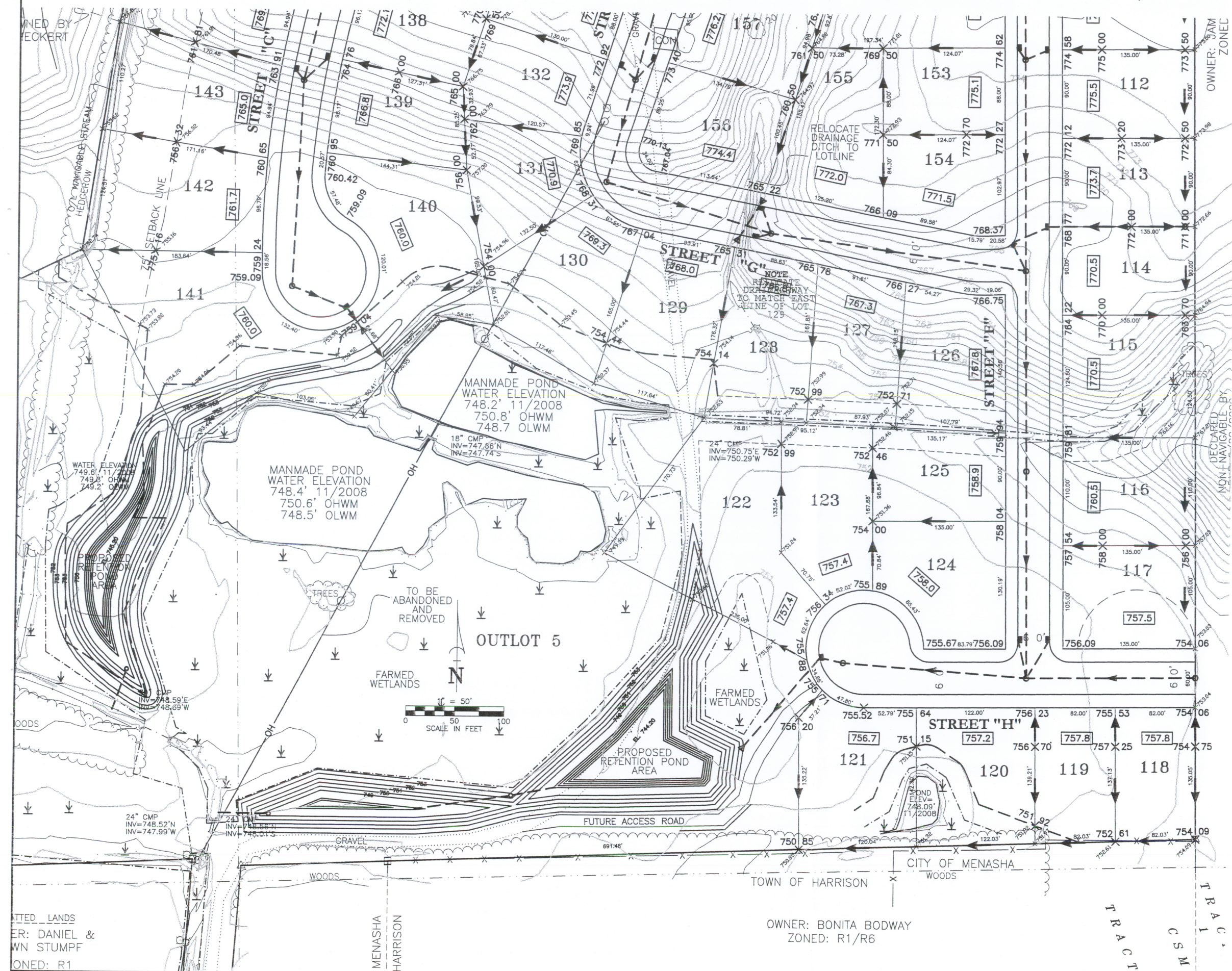
CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

DATE	02/09/09
50'	
COMPUTER FILE	

DRAWING NO.



WOODLAND HILLS 2ND ADDITION: PRELIMINARY DRAINAGE PLAN (SOUTH)



Martenson & Eisele, Inc.
1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
info@martenson-eisele.com
920.731.0381 1.800.236.0381

Planning
Environmental
Surveying
Engineering
Architecture

DRAWN BY	CHECKED	APPROVED	REVISION	
			NO.	DATE
EAE	BCO			

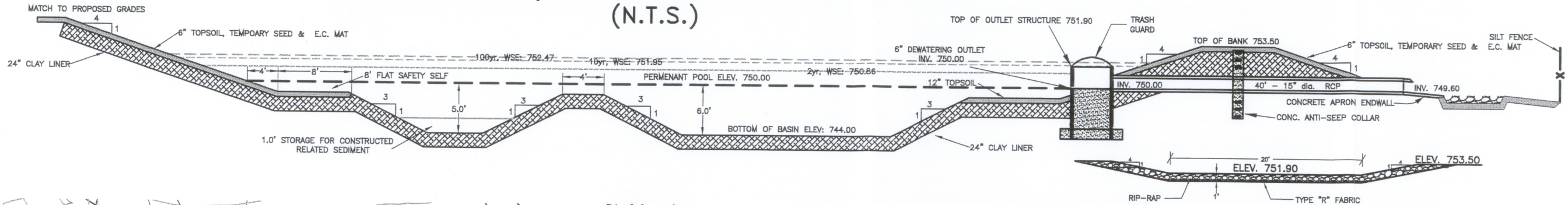
DRAINAGE PLAN (SOUTH)
WOODLAND HILLS 2ND ADDITION
CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

SCALE	DATE
1"=50'	02/09/09

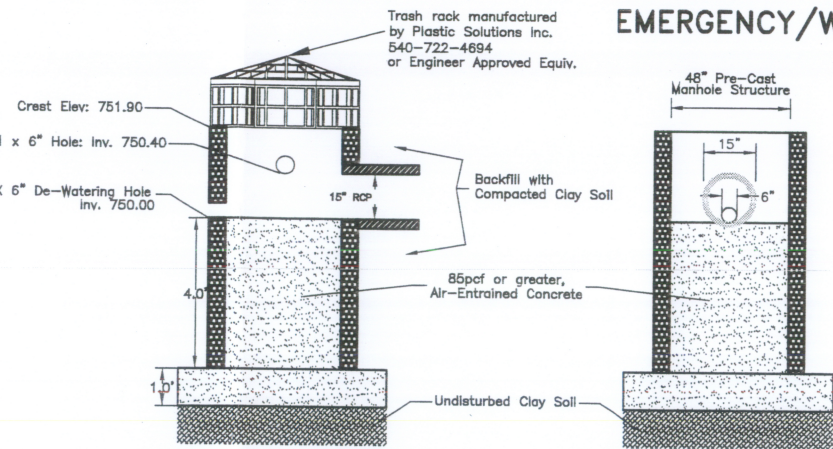
COMPUTER FILE	DRAWING NO.
632010de.dwg	200-010-DE.DWG

- TOPOGRAPHIC LEGEND**
- 1" x 16" IRON PIPE SET
 - 1-1/4" x 30" REBAR SET
 - CHEELED "X" SET
 - 3/4" IRON PIPE FOUND
 - 1" IRON PIPE FOUND
 - 1-1/4" REBAR FOUND
 - 2" IRON PIPE FOUND
 - CHEELED "X" FOUND
 - GOVERNMENT CORNER
 - RECORDED AS
 - CONTOUR W/ ELEVATION
 - SOIL BORING
 - INFILTRATION SOIL BORING
 - TOPSOIL DEPTH
 - CONIFEROUS TREE
 - DECIDUOUS TREE
 - EXIST. WOODS LINE
 - WETLANDS
 - OVERHEAD POWER LINES
 - UNDERGROUND ELECTRIC
 - UNDERGROUND GAS
 - UNDERGROUND CABLE TV
 - EXIST. FENCE LINE
 - SIGN
 - EXIST. HYDRANT
 - POWER POLE
 - GLY
 - LIGHT POLE
 - TELEPHONE PEDESTAL
 - ELECTRIC PEDESTAL
 - CABLE PEDESTAL
 - WATER VALVE
 - GAS VALVE
 - WATER STOP BOX
 - EXIST. STORM MANHOLE
 - STORM INLET
 - YARD DRAIN
 - EXIST. SANITARY MANHOLE
 - EXIST. SAN. SEWER
 - EXIST. STO. SEWER
 - EXIST. WATER MAIN
 - EXIST. SPOT ELEVATION
 - FIRST FLOOR = 800.00

DETENTION/SEDIMENTATION POND (N.T.S.)

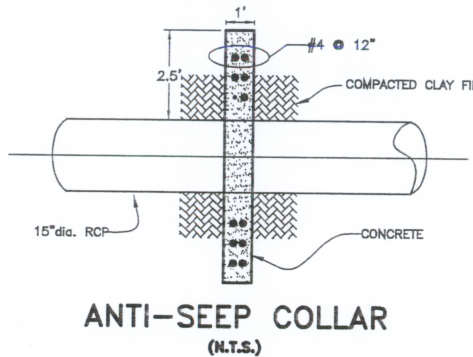


EMERGENCY/WEIR OUTLET STRUCTURE (N.T.S.)



	Post (Prop. Control)	Post-Develop. W.S. Elev.
Q_{peak} (2yr Storm Event)	1.33 cfs	
Q_{peak} (10yr Storm Event)	2.31 cfs	
Q_{peak} (100yr Storm Event)	15.06 cfs	
Detention (2yr Storm Event)	0.22 ac-ft	750.96
Detention (10yr Storm Event)	0.51 ac-ft	751.95
Detention (100yr Storm Event)	0.71 ac-ft	752.47

OUTLET STRUCTURE



- ENGINEER
- Initial Sampling
 - Contractor shall assist geotechnical soil engineer in collecting two representative bulk samples within 7 days of receiving Notice to Proceed, or as weather permits after that week, of import clay borrow location and onsite clay material.
 - Test to be performed on each bulk sample collected and tested by geotechnical soil engineer shall include:
 - Grain Size Analysis (ASTM D422)
 - Atterberg Limits (ASTM D422)
 - Constant Head Permeability Test (ASTM D5084)
 - Modified Proctor Compaction Test (ASTM D1557, Method D)
 - Compaction:
 - Contractor's geotechnical soil engineer will perform one compaction test per each 200 CY on in-place material.
 - Degree of Compaction: 90% Modified Proctor, ASTM D1557, Method D
 - Thickness Verification:
 - Thickness of clay liner shall be verified by surveying sub-grade elevation and surveying elevation of clay surface, after completion of testing of in-place clay. Survey will be performed by OWNER's retained ENGINEER.
 - Final Acceptance of Surface:
 - Thickness of clay liner and surface elevations shall conform to Drawings.
 - Finish surface with smooth-drum roller.
 - Assist geotechnical soil engineer in collecting minimum of four in-place clay liner samples (Shelby Tube Method) per pond. Test to be performed by Contractor's geotechnical soil engineer on each tube.
 - Dry Density
 - Atterberg Limits (ASTM D4318)
 - Grain Size Analysis (ASTM D422)
 - Constant Head Permeability (ASTM D5084)
 - Rework areas that fail testing as follows:
 - Define rework area.
 - Disc.
 - Condition soil for moisture content.
 - Compact.
 - Retest.
 - Notify OWNER and ENGINEER when area(s) are ready for retest.
 - Areas that fail testing shall have material removed and replaced at no cost to OWNER.
- Excess Material
- Clay material not suitable for backfilling and excess material shall be hauled offsite, to location specified by OWNER.
- Geotextile Fabric
- The geo-textile fabric for under the riprap shall consist of Type "R" porous non-woven fabric with multiple layers of randomly arranged fibers. The Engineer shall inspect fabric prior to placement of riprap and during placement of riprap. Damaged filter fabric shall be replaced at Contractor's expense.
- Manufacturers
- Mirafi 140N by Mirafi, Inc.
 - Typpar 3401 by Dupont
 - Supac 5P by Phillips Fibers Corporation
 - Proper 4545 by Amoco Fabrics Company
- Riprap
- The Contractor shall trim and shape the bed for the fabric prior to the placement of the riprap as indicated on the plan. The riprap shall be clean washed riprap measuring 12" thick measured perpendicular to the slope. (24" total depth)
- All equipment, labor, and materials used to install and maintain the riprap shall be included in the unit price bid for Medium Rip-Rap & Type R Filter Fabric, square yards.
- Outlet Structure/Pipe/Etc.
- Construction of the Outlet Structures with trash guards, pipe, concrete apron endwalls with trash guard, and spillways shall be in accordance with the details on the plans. All costs associated with the supply, installation and construction of all items involved with the outlet structures, pipe, concrete apron endwalls, and spillways shall be included in the price bid.
- Restoration
- The Contractor shall seed, fertilize and mulch the pond only above the normal water surface. Restoration of the pond shall be in accordance with Section 2.5.C.2.C (Temporary Seed).
- Firmness Control/Vegetative Mat
- The area above the normal water surface shall be matted with Class I, Type B Curies, or equal, erosion control vegetative mats as listed in the Product Acceptability List (PAL) for Multi-Model Applications published by the Wisconsin Department of Transportation, current edition.
- Topsoil
- Topsoil shall conform to the requirements of the Wisconsin Department of Transportation Standard Specifications for Highway and Structure Construction, 2003 Edition, Section 625.

MANMADE POND

WATER
748.4
750
748

POND CONSTRUCTION

Terrain Striping

The pond construction limits will be staked by Martenson & Eisele, Inc. The contractor shall strip the area free of topsoil and stockpile at locations as indicated on the Erosion Control Plan.

Unclassified Excavation

Unclassified excavation shall include the removal and disposal of all materials encountered in the excavation for the ponds other than specific materials which have been classified and bid upon as a separate bid item for this project. When excavating for the ponds, the excavation limits shall be the limits per the pond construction plans.

Fine Grading

Fine grading shall consist of shaping and compacting the total cross section and limits of the ponds according to the typical cross section illustrated on the plans. Fine Grading shall include the grading of the spillway. All costs associated shall be included in the unit price bid.

Clay Liner and Pond Berms

The City of Menasha requires that storm water ponds be entirely clay lined. The following items are the criteria for the construction of the clay liner and pond berm.

Properties

- Permeability: 1×10^{-7} cm/sec or less.
- Grain Size: P200 content 50% by weight or greater. Larger than 2 in. in longest dimension shall be removed.
- Clay Content: 25% by weight or greater (0.02mm).
- Liquid Limit: 25% or greater.
- Plasticity Index: 10 or greater.
- Free of stones and inclusions of other soil types larger than 2 in. in largest dimension.
- Non-organic soil classified as CL or CH by United Soil Classification System.

Clay Placement

- Do not place clay until sub-grade elevation is documented and approved by Engineer.
- Shape sub-grade to provide specified clay thickness smooths and free from loose stones.
- Placement
 - Place in 6" loose lifts perpendicular to slope, in designated thickness shown on Drawings.
 - Maximum Compacted Lift Thickness: 6" but not greater than depth of sheepfoot roller.
 - Tolerance: Maximum acceptable variation for each lift thickness is 1".
 - Place clay as backfill material for outlet structure and associated piping within pond berm.
- Compaction:
 - Minimum Compaction: 90% of dry density, ASTM D1557 Modified Proctor.
 - Maximum Permeability: 1×10^{-7} cm/sec, laboratory falling head permeability test.
- Material distribution and gradation throughout clay material shall be free from lenses, pockets, streaks or layers of material differing substantially in texture or gradation from surrounding material. Blend clay prior to compaction. Prevent sand or other soil types from mixing into clay or forming seams.
- Uniformly distribute moisture and disc each lift of clay material prior to compaction. Dry clay material too wet to obtain desired density, proper moisture content. Do not place clay at moisture content less than optimum as defined by ASTM D1557. No additional payment will be made for drying clay materials.
- Place layers of clay to form continuous monolithic material. Condition excessively dry or wet soil before placement of additional lifts. Knead each lift into previously placed lift with sheepfoot roller, or similar kneading type compactor.
- Construct sidewall liners in lifts parallel to side slope.
- Protect buried pipes, and similar installations when constructing overlying portions of liner system or pond berm.
- Do not place clay when air temperature is below of 32 °F, unless CONTRACTOR can demonstrate fill material temp. is above freezing.
- Install clay liner in accordance with Drawings.

Field Quality Control

- General Testing Requirements
 - Construction quality control testing will be performed throughout project by the Contractor's geotechnical soil engineer.
 - Test locations shall be selected at random by the Contractor's geotechnical soil engineer. CONTRACTOR shall assist in testing.
 - Testing frequency for construction quality control shall be as indicated below by OWNER or

Martenson & Eisele, Inc.
Planning
1377 Midway Road
Menasha, WI 54952
Environmental
www.martenson-eisele.com
info@martenson-eisele.com
Surveying
Engineering
Architecture
920.731.0381 1.800.236.0381

WEST POND DETAIL SHEET

WOODLAND HILLS 2ND ADDITION

CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.

SCALE
1"=30'

DATE
02-09-09

COMPUTER FILE
Q:\632010\design\632010dc.dwg

DRAWING NO.

(N.T.S.)

Diagram illustrating the cross-section of a pond construction, showing various layers and elevations:

- Match to Proposed Grades:** Indicated at the left edge.
- 6" TOPSOIL, TEMPORARY SEED & E.C. MAT:** Layer on the left slope.
- 24" CLAY LINER:** Layer below the topsoil.
- 100yr. WSE: 751.61** and **10yr. WSE: 751.16**: Water Surface Elevation lines.
- PERMANENT POOL ELEV. 749.00**: Elevation of the permanent pool.
- 2yr. WSE: 750.12**: Water Surface Elevation line.
- 12" TOPSOIL:** Layer on the right slope.
- 6" DEWATERING OUTLET INV. 749.00**: Elevation of the dewatering outlet.
- TOP OF OUTLET STRUCTURE 751.00**: Elevation of the outlet structure.
- TRASH GUARD**: Located above the outlet structure.
- TOP OF BANK 752.00**: Elevation of the bank top.
- 6" TOPSOIL, TEMPORARY SEED & E.C. MAT** and **SILT FENCE**: Features on the right slope.
- 50' - 15" dia. RCP**: Rigid Concrete Pipe section.
- CONCRETE APRON ENDWALL** and **CONC. ANTI-SEEP COLLAR**: Structural features at the outlet.
- INV. 748.75**: Invert elevation at the outlet.
- 1.0' STORAGE FOR CONSTRUCTED RELATED SEDIMENT**: Area for sediment storage.
- BOTTOM OF BASIN ELEV: 743.00**: Elevation of the basin bottom.
- 24" CLAY LINER**: Layer at the bottom of the basin.
- ELEV. 751.00** and **ELEV. 752.60**: Elevation markers for the rip-rap and fabric layers.
- RIP-RAP** and **TYPE "R" FABRIC**: Layers at the bottom right.

POND CONSTRUCTION

Tensar Corporation

The pond construction limits will be staked by Mattenson & Eisele, Inc. The contractor shall strip the area free of topsoil and stockpile at locations as indicated on the Erosion Control Plan.

Trash rack manufactured by Plastic Solutions Inc. 540-722-4694

1. General Testing Requirements
 - a. Construction quality control testing will be performed throughout project by the Contractor's geotechnical soil engineer.
 - b. Test locations shall be selected at random by the Contractor's geotechnical soil engineer.
CONTRACTOR shall assist in testing.
 - c. Testing frequency for construction quality control shall be as indicated below by OWNER or

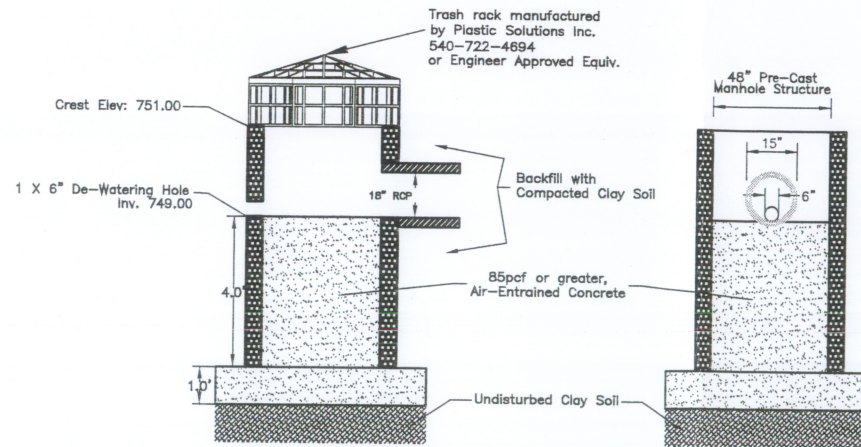
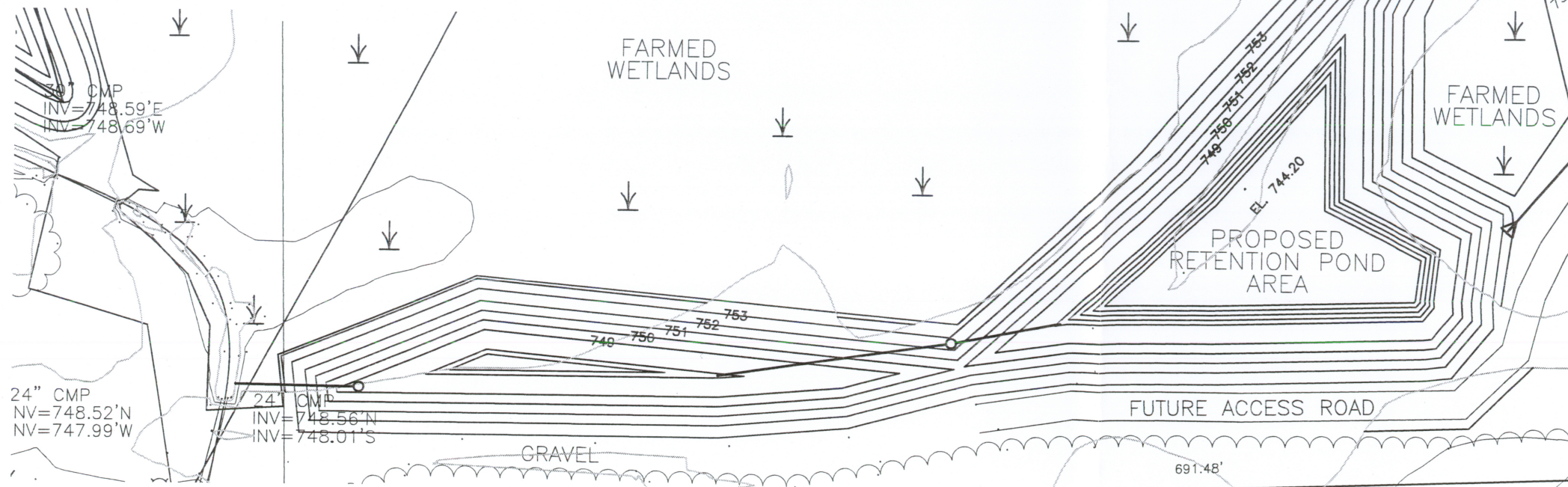


Diagram illustrating the Anti-Seep Collar (N.T.S.) construction. The collar is 1' wide and 2.5' high. It features a central concrete core with 4 #12 bars, surrounded by compacted clay fill. The collar is installed on a 15" dia. RCP pipe.

	Post (Prop. Control)	Post-Develop. W.S. Elev.
Q_{peak} (2yr Storm Event)	2.95 cfs	
Q_{peak} (10yr Storm Event)	9.04 cfs	
Q_{peak} (100yr Storm Event)	36.94 cfs	
Detention (2yr Storm Event)	0.53 ac-ft	750.12
Detention (10yr Storm Event)	1.10 ac-ft	751.10
Detention (100yr Storm Event)	1.44 ac-ft	751.61

OUTLOT 5



- i. Initial Sampling
 - a. Contractor shall assist geotechnical soil engineer in collecting two representative bulk samples within 7 days of receiving Notice to Proceed, or a weather permits after that week, of import to project location and onsite dry material.
 - b. Test to be performed on each bulk sample collected and tested by geotechnical soil engineer shall include:
 - 1. Grain size Analysis (ASTM D422).
 - 2. Atterberg Limits (ASTM D422).
 - 3. Constant Head Permeability Test (ASTM D5084).
 - 4. Modified Proctor Compaction Test (ASTM D1557, Method D).
 - 5. Compaction:
 - a. Contractor's geotechnical soil engineer will perform one compaction test per each 200 CY on in-place material.
 - b. Degree of Compaction: 90% Modified Proctor, ASTM D1557, Method D
 - 6. Thickness Verification:
 - a. Thickness of day liner shall be verified by surveying sub-grade elevation and surveying elevation of day surface, after completion of testing of in-place day. Survey will be performed by OWNER's retained ENGINEER.
- b. Final Acceptance of Surface:
 - 1. Thickness of day liner and surface elevations shall conform to Drawings.
 - 2. Finish surface with smooth-drum roller.
- c. Assist geotechnical soil engineer in collecting minimum of four in-place day liner samples (Shelby Tube Method) per pond. Test to be performed by Contractor's geotechnical soil engineer on each tube:
 - 1. Dry Density.
 - 2. Atterberg Limits (ASTM D4318).
 - 3. Grain Size Analysis (ASTM D422).
 - 4. Constant Head Permeability (ASTM D5084).
- a. Rework areas that fail testing as follows:
 - 1. Define rework area.
 - 2. Disc.
 - 3. Condition soil for moisture content.
 - 4. Compact.
 - 5. Retest.
- b. Notify OWNER and ENGINEER when area(s) are ready for retest.
- c. Areas that fail testing shall have material removed and replaced at no cost to OWNER.

Excess Material

- 1. Clay material not suitable for backfilling and excess material shall be hauled offsite, to location specified by OWNER.

The geo-textile fabric for under the riprap shall consist of Type "R" porous non-woven fabric with multiple layers of randomly arranged fibers. The Engineer shall inspect fabric prior to placement of riprap and during placement of riprap. Damaged filter fabric shall be replaced at Contractor's expense.

Manufacturers

- Mirafi 140N by Mirafi, Inc.
- Tytar 3401 by Dupont
- Supac 5P by Phillips Fibers Corporation
- Propex 4545 by Amoco Fabrics Company

The Contractor shall trim and shape the bed for the fabric prior to the placement of the riprap as indicated on the plan. The riprap shall be clean washed riprap measuring 12" thick measured perpendicular to the slope. (24" total depth)


All equipment, labor, and materials used to install and maintain the riprap shall be included in the unit price bid for Medium Rip-Rap & Type R Filter Fabric, square yards.

Outlet Structure/Piering/Etc.
Construction of the Outlet Structures with trash guards, pipe, concrete apron endwalls with trash guard, and spillways shall be in accordance with the details on the plans. All costs associated with the supply, installation and construction of all items involved with the outlet structures, pipe, concrete apron endwalls, and spillways shall be included in the price bid.

Restoration
The Contractor shall seed, fertilize and mulch the pond only above the normal water surface. Restoration of the pond shall be in accordance with Section 2.5.C.2.C (Temporary Seed).

The area above the normal water surface shall be matted with Class I, Type B Curlex, or equal, erosion control vegetative mats as listed in the Product Acceptability List (PAL) for Multi-Model Applications published by the Wisconsin Department of Transportation, current edition.

Topsoil shall conform to the requirements of the Wisconsin Department of Transportation Standard Specifications for Highway and Structure Construction, 2003 Edition, Section 625.

 **Martenson & Eisele, Inc.**
Planning
Environmental
Surveying
Engineering
Architecture

1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
info@martenson-eisele.com
920.731.0381 1.800.236.0381

EAST POND DETAIL SHEET

WOODLAND HILLS 2ND ADDITION

CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.

[illegible]

SCALE	DATE
1"=30'	02-09-09

COMPUTER FILE

DRAWING NO.

FEE RECIPROCITY USAGE 2008

Appleton Residents in Menasha (1/1/2008 – 12/31/2008)

Tot Lot – 1	Youth Baseball – 2	Youth Kickball – 1
Youth Tennis – 6	Small Group Youth Tennis – 2	Gymnastics – 2
Youth Flag Football – 2	Tiny Tots – 5	Adult Feel 'n Fit – 9
Senior Boat Launch – 76	Boat Launch – 93	Boat Launch Lost/Stolen – 1
Single Boat Slip – 4	Double Boat Slip – 3	Pavilion Rentals – 30
Swim Lessons – 7	Family Pool Passes – 5	Fieldtrips - 1

Total: 250

Revenue Difference: \$5,471.00

Menasha Residents in Appleton

Adult Dance/Fitness – 4	Certifications – 1	Field Trips – 7
Park Pavilion Rentals – 9	Swim Lessons – 19	Youth Sports – 1
Youth Swim Coupons – 1	Adult Swim Coupons – 1	Family Swim Passes – 5
Youth Tennis/Young Child/Preschool - 13		

Total: 99

Revenue Difference: \$2,665.00

Neenah Residents in Menasha (1/1/2008 – 12/31/2008)

Skateboard Lessons – 2	Tot Lot – 2	Youth Baseball – 2
Youth Kickball – 1	Childs Play – 1	Open Playground – 4
Youth Tennis – 3	Small Group Youth Tennis – 1	Adult Tennis – 1
Gymnastics – 7	Youth Junior Golf – 2	Youth/Adult Golf Lessons - 2
Tiny Tots – 3	Adult Slimnastics – 1	Adult Feel 'n Fit – 2
Adult Hooping – 5	Senior Boat Launch – 1	Boat Launch – 6
Single Boat Slip – 2	Double Boat Slip – 4	Pavilion Rentals – 23
Swim Lessons – 12	Family Pool Passes – 2	Fieldtrips - 7

Total: 96

Revenue Difference: \$2,025.00

Menasha Residents in Neenah

No breakdown given. See attached memo

Total: 28

Revenue Difference: \$475.00

Town of Menasha Residents in City of Menasha (1/1/2008-12/31/2008)

Skateboard Lessons – 2	Tot Lot – 1	Youth Baseball – 8
Youth Kickball – 1	Youth Tennis – 11	Small Group Youth Tennis – 2
Gymnastics – 9	Youth Junior Golf – 1	Youth/Adult Golf Lessons – 4
Youth Flag Football – 8	Tiny Tots – 10	Adult Slimnatics – 2
Adult Feel 'n Fit – 5	Adult Hooping – 1	Pavilion Rentals – 13
Fieldtrips - 5		

Total: 83

Revenue Difference: \$1,860.00

City of Menasha Residents in Town of Menasha

Tumbling – 3	Dance-Preschool – 2	Dance – 2
Synergie – 1	Crafty Creations – 2	Mothers Day A & C – 1
Young Rembrandts – 1	Tumbling – 4	Sports Sampler – 3
Soccer – 7	Pilates – 1	Yoga – 1
Fathers Day A & C – 1	Tiny Tots Fun/Fitness – 1	Camp Superhero – 2
Dance – 2	Dance – 1	Yoga – 2
Pilates – 2	Jr. Golf Mini Camp – 1	Tennis – 2
Kiddie Camp – 6	Afternoon Adventures – 7	Young Chefs – 3
Movin with Music – 2	Tumbling 3 & 4 – 2	Tumbling Par/Child – 1
Youth Flag Football – 1	Intro Soccer – 2	Tae Kwon Do – 3
Christmas Craft Workshop – 1	Sports 4 Kids – 1	Dance – 4
Dance – 5	Digital Photo – 2	

Total: 85

Revenue Difference: \$490.00



Department of Parks & Recreation

DATE: December 2008
TO: Chairman Rhoades and Members of the Public Services & Safety Committee
FROM: M. Eileen McCoy, Director of Parks & Recreation
RE: RECIPROCITY with Menasha and Appleton

The Park and Recreation Commission recommends your approval of the reciprocity agreements with the Cities of Menasha and Appleton for 2009 - 2013.

The reciprocity agreements allow residents of Neenah, Menasha and Appleton to participate in programs, and to use facilities, in any of the three Cities, without paying a non-resident fee. Preference can still be given to residents for early registration. A copy of the agreement is attached.

The history of use between the cities is listed below. The fee waived is not directly proportionate to the amount of people, because the additional non-resident fee varies widely among the communities. All three cities have also dropped individual player fees for most adult sports and gone to team fees only, so the amount of fees waived has decreased across the board.

Non-resident fees for City of Neenah programs, except swim pool programs and facility rentals, were eliminated in early 2007. Consequently the numbers for Menasha / Appleton participation in Neenah appear greatly reduced because it is no longer feasible to count non-residents participating in programs where an additional fee is not charged.

Please contact me if you have any questions or concerns.

MENASHA in Neenah			NEENAH in Menasha		APPLETON in Neenah		NEENAH in Appleton	
YEAR	People	\$ Waived	People	\$ Waived	People	\$ Waived	People	\$ Waived
2008	28	\$475	96	\$2,025	9	\$235		
2007	21	\$495	163	\$1,810	19	\$445	144	\$690
2006	160	\$828	148	\$2,413	297	\$385	158	\$1,040
2005	237	\$2,864	191	\$3,909	374	\$4,375	201	\$6,105
2004	201	\$2,415	192	\$1,361	237	\$2,797	162	\$5,045
2003	201	\$2,409	204	\$5,089	237	\$2,742	218	\$6,586
2002	155	\$1,890	191	\$4,247	229	\$2,572	165	\$4,920
2001	152	\$1,820	170	\$3,745	186	\$2,152	232	\$6,403
2000	187	\$2,238	218	\$4,235	224	\$2,825	184	\$5,363
1999	180	\$2,147	180	\$3,557	205	\$2,396	151	\$4,265
1998	183	\$2,115	154	\$2,337	209	\$2,242	66	\$1,810
1997	156	\$1,778	166	\$2,092	0	\$0	0	\$0
1996	172	\$2,141	246	\$3,321	231	\$2,578	58	\$1,710
1995	205	\$2,230	274	\$2,824	0	\$0	0	\$0

**AGREEMENT FOR RECIPROCITY BETWEEN
APPLETON AND MENASHA
FOR PARKS AND RECREATION SERVICES
2009-2011**

The City of Appleton, Wisconsin, and the City of Menasha, Wisconsin, hereby agree to grant residency status to the citizens of the opposite community for the sole purpose and privilege of participating in each city's park and recreation services.

- 1) The scope of this agreement is limited to the granting of the privileges of residency.
- 2) Each city retains complete control of the policies, operation, administration, and funding of the facilities and services it provides.
- 3) The home community will supply the reciprocating community with residency information for participant verification.
- 4) This agreement shall be in effect from January 1, 2009, through December 31, 2011. It may be extended for another term by mutual agreement of both cities. With thirty days notice to the other city, either community may terminate, without penalty, this agreement.

Date: _____

Mayor of Appleton

Mayor of Menasha

Appleton City Clerk

Menasha City Clerk

Appleton City Attorney

Menasha City Attorney

AGREEMENT FOR RECIPROCITY BETWEEN NEENAH AND MENASHA PARK & RECREATION DEPARTMENTS 2009 - 2011

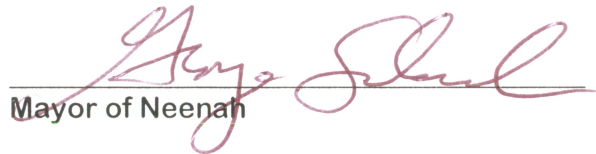
The Park & Recreation Departments of the City of Neenah, WI and the City of Menasha, WI, hereby agree to grant resident status, in regard to fees, to the citizens of the other community for the sole purpose of participating in each city's park and recreation services, for the term of this agreement listed below.

- 1) The scope of this agreement is limited to the granting of the privileges of residency in regard to fees only.
- 2) Each city retains complete control of the policies, operation, administration and funding of the facilities and services it provides. This includes, but is not limited to, policies that allow registration priorities to city residents.
- 3) The home community will supply the reciprocating community with residency information for participant verification at the reciprocating community.
- 4) This agreement shall be in effect from January 1, 2009 through December 31, 2009. The agreement may be extended for another term by mutual agreement of both cities, or terminated, without penalty, by either city, with thirty days written notice to the other city.



Neenah P&R Commission

Menasha P&R Board



Mayor of Neenah

Mayor of Menasha



Neenah City Clerk

Menasha City Clerk

AGREEMENT FOR RECIPROCITY BETWEEN THE CITY AND TOWN OF MENASHA PARK & RECREATION DEPARTMENTS ~2009-2011~

The Park & Recreation Departments of the City of Menasha, WI and the Town of Menasha, WI, hereby agree to grant resident status, in regard to fees, to the citizens of the other community for the sole purpose of participating in each municipality's park and recreation services, for the term of this agreement listed below.

- 1) The scope of this agreement is limited to the granting of the privileges of residency in regard to fees only.
- 2) Each municipality retains complete control of the policies, operation, administration, and funding of the facilities and services it provides. This includes, but is not limited to, policies that allow registration priorities to municipal residents.
- 3) The City of Menasha reserves the right to charge a non-resident fee for seasonal boat launch passes, swimming lessons and pool passes.
- 4) Each municipality will verify proof of residency of participants from the other community and supply residency information for participant verification.
- 5) This agreement shall be in effect from January 1, 2009 through December 31, 2011. The agreement may be extended for another term by mutual agreement of both municipalities, or terminated, without penalty, by either municipality, with thirty days written notice to the other community.


Chairman, Town of Menasha Park Commission

Mayor, City of Menasha


Director of Parks & Recreation, Town of Menasha

City Clerk, City of Menasha