

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, 3rd Floor City Hall – 140 Main Street
April 8, 2013
MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 6:05 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Lisa Hopwood, Cindy Schaefer-Kemps, Ald. Kevin Benner, Luke Schiller, Sue Pawlowski

MEMBERS EXCUSED: Nancy Barker

OTHERS PRESENT: PRD Tungate, PS Maas, Mayor Don Merkes, Tom Marshall- Friends of Menasha Pool

C. MINUTES TO APPROVE

1. **Minutes of the March 11, 2013 Park Board Meeting**

Moved by S. Pawlowski seconded by Ald. K. Benner to approve the March 11, 2013 Park Board minutes. Motion carried.

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

Five (5) minute time limit for each person.

No one spoke.

E. COMMUNICATION

1. **Correspondence from Jack Fry – 318 Willow Lane**

The Board reviewed Jack Fry's letter which indicated a willingness from a group of volunteer nature professionals to do an evaluation and enhancement recommendations for the Conservancy. The Board supported this offer. Members are invited to an onsite meeting on May 15, 9:00 a.m. at the Conservancy.

F. REPORT OF DEPARTMENT HEADS/STAFF/ OR CONSULTANTS

1. **Department Report – PRD Tungate**

PRD Tungate reported that a significant amount of his time has been devoted to preparing a grant application for the Gilbert site. Assembling the staffs for summer recreation and the pool is also proceeding. The department had representation at the Kids Activity Fair held on March 23 at the Boys' and Girl' Brigade

2. **Park, Pool and Vandalism Report – PS Maas**

PS Maas reported on the retirement of Steve Griesbach and the short and long term plans to replace this position. Ball diamond prep has begun. Pool chemicals and consultation will be provided at the pool for this season by Carrico Aquatics. They are well respected in the pool industry. April 26 will be the Arbor Day ceremony starting at 9:00 a.m. at the UW-Fox Valley Children's Center.

G. DISCUSSION

1. Pool Analysis/Future Options (draft document available at meeting) – PRD Tungate, PS Maas

PRD Tungate and PS Mass covered the information contained within a draft pool study prepared by Water Technologies Inc. The current condition of the pool and three possible alternatives for the pool were described. Staff indicated that this was the start of a long, slow process to determine what the community ultimately wants to do with its swimming pool. It was pointed out that it makes sense to begin now because while the pool is not in critical condition, something should be done within the next five years. The Board focused their discussion less on some of the nice amenities that a new or renovated pool could offer, but more on the process of engaging the public to truly find out what they want. It was suggested that the city may wish to follow a similar path that the School District followed with the high school renovation. This would include some sort of valid community survey and defined strategy to listen to the thoughts of many different user groups - from seniors to young children and everyone in between. Staff is planning to meet with the project consulting firm that assisted the School District to see if there would be benefits in working with such a group. Lastly, if a survey was to be developed it would include Jefferson Park and the surrounding neighborhood and likely incorporate the information from the current Water Technology study. Staff is working on a date for a public (workshop) presentation on the pool study to be held at the Menasha Library.

2. Gilbert Site Plan/Grant Update – PRD Tungate

PRD Tungate explained the progress being made on the grant application for this site. A preliminary landscape plan was explained to the Board. Final site plans will be available if the grant is successful.

3. New Neighborhood Park Planning

PRD Tungate explained that the closing on the land for the new park should take place later in April. Staff has had discussions with Thomas Dunbar, who is a retired landscape architect with many years of park planning experience, who has offered to assist in planning for the new park. Much of the planning can be done in house, but there could be some matters that Mr. Dunbar could assist with. Staff is formulating plans to create a “bubble” map that would show some proposed locations of specific park amenities or features that the Board, the public and others could weigh in on. The “bubbles” on the map would correspond with a sample photograph or rendering of, for example, playground equipment. Staff and the Board seemed to be in general agreement that the park would take on a nature based type of theme. Once the weather improves, staff will visit the property and begin to create the referenced concept map.

H. ACTION ITEMS

1. PFD Station – Memorandum of Understanding Between City of Menasha and U.S. Coast Guard (updated copy may be available at meeting)

Motion by L. Hopwood, seconded by S. Pawlowski to approve the installation of the PFD Station at the Jefferson Park boating landing while forwarding the MOU for final approval by CA Captain.

I. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

Tom Marshall from the Pool Friends group spoke supportively about how the Board is handling the pool study. The Pool Friends is ready to support the Board and City in any way possible to ensure a positive future for the pool.

J. ADJOURNMENT

Moved by S. Pawlowski, seconded by L. Hopwood, to adjourn at 8:28 p.m. Motion carried.