

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  
140 Main St, Menasha**

**May 11, 2015**

**6:00 PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. Minutes of the April 13, 2015 Park Board Meetings
- 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. Review revised play equipment plans for new park
  - 2. Park Depart duties as they relate to the Trestle Trail shootings
  - 3. Gilbert Project Update – PRD Tungate
  - 4. Adult Softball begins May 10 – PRD Tungate
- G. ACTION ITEMS
- 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**  
**Council Chambers, City Hall – 140 Main Street**  
**April 13, 2015**  
**DRAFT MINUTES**

---

**A. CALL TO ORDER**

The meeting was called to order by Chr. D Sturm at 6:01 pm.

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Chr. Dick Sturm, Sue Pawlowski, Lisa Hopwood, Tom Marshall, Cindy Schaefer-Kemps

MEMBERS EXCUSED: Ald. Michael Keehan

OTHERS PRESENT: PRD Tungate, PS Maas, Dick Loehning with the Historical Society.

**C. MINUTES TO APPROVE**

1. **Minutes of the March 9 and March 30, 2015 Park Board Meetings:** Moved by S. Pawlowski, seconded by L. Hopwood to approve the minutes of the March 9 and March 30, 2015 Park Board meetings. Motion carried.

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

Dick Loehning asked about accent/security lighting on the newly painted caboos. PS Maas stated that a final decision on the type of lighting has not yet been made, but that some type of lighting will be installed this year. Mr. Loehning also asked about when repairs would be made to the roof that covers the caboos. Staff will look into some temporary repairs ahead of budgeting for a complete repair in the 2016 budget.

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

1. **Department Report:** PRD Tungate gave an update on summer hiring at the pool and for recreation programs. Considerable time has been spent lately on writing a grant in cooperation with Neenah for the "Twin Trestle" project. Director's time has also been spent on planning for several upcoming summer projects including work at Koslo Park, tennis courts and play equipment.
2. **Park, Pool and Vandalism Report:** PS Maas reported that several park shelter roofs have been replaced. Hart Park, Marina building and the Caboos structure will likely be 2016 budget items. Contracted work has been completed on the Trestle Trail. City crew repaired the entrance monument signs on each end of the trail. A Park Laborer was hired and has started work. Rocks were used to break some windows at the Jefferson Park maintenance garage. Spring tree order has arrived, some of these trees will be planted as part of the April 24 Arbor Day ceremony.

**F. DISCUSSION**

1. **Arbor Day Celebration:** April 24, 9:00am at Nicolet School. Final details are being worked out, but the ceremony will take place in the parking lot west of the school. Fourteen Nicolet School kids will present an Arbor Day poem or song and then help to plant about 20 trees in the neighborhood.
2. **New Park play equipment – preliminary results of public preferences:** PRD Tungate presented the results of the public equipment preference voting that took place on March 30 at the Heckrodt Nature Center. It was clear that those that voted really liked the rope climbing apparatus and the group swing type play events. The most overall votes were cast for the equipment provided by Landscape Structures. Voters also preferred brighter colors than was shown in some of the top three proposals. The Board asked staff to continue working with the Landscape Structure plan to

incorporate as many of the play features that kids liked as possible. The Board felt that emphasis should be placed on what kids voted for over what the adult preferences were and that adult oriented equipment such as a stair climber should be removed and replaced with more kid oriented features to stay within budget. Staff will provide a full set of voting responses to the Board. Also, design updates will be posted on the city's website and department Facebook page when they become available.

3. **Loop the Little Lake – update on grant application and fundraising:** PRD Tungate has been working with Neenah Park and Recreation Director Eileen McCoy on separate grant applications for this project. Good progress has been made and the grant will be submitted prior to the May 1 deadline.
4. **Gilbert Project update:** Janke General Contractors have begun work on the project, focusing mainly on the trestle structure rehabilitation.
5. **Pillar Committee Update:** Chairman Sturm updated the on Board on the progress made by the committee at their March 18 meeting. The group has started a public outreach campaign to seek ideas on what to do with the pillars. The plan as this point is to display the ideas at the Library.

**G. ACTION ITEMS**

None

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

**I. ADJOURNMENT**

Moved by CS- Kemps, seconded by N. Barker to adjourn at 7:28 pm. Motion carried.