

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 Street, Council Chambers

**Tuesday, December 13, 2016
6:00PM**

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. Minutes of the November 8, 2016 Regular Park Board Meeting
2. Election of Officers for 2017

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
 - Summary of 2017 Forestry Grants
3. Jefferson Park & Neighborhood Public Input Meeting
 - Monday, December 12, 6-8pm, Menasha Library Company E Room

F. DISCUSSION

1. Leadership Fox Cities program request to make improvements to Scanlan Park
2. Jefferson Park Survey Update
3. Reciprocity Agreements with Fox Crossing, Neenah and Appleton
 - Likely at January meeting
4. Simplified fee schedule for park facility reservations

G. ACTION ITEMS

1. 2017 pool opening and closing dates to be June 6-August 18. This extends the season by two days at the request of Ald. Nichols

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

❖ Holiday Gathering at Parker John's around 7:15pm. Spouses and others are welcome to attend.❖

CITY OF MENASHA
Parks and Recreation Board
City Hall – 1st Floor Conference Room
November 8, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Lisa Hopwood at 6:01 pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Lisa Hopwood, Brian Adesso, Rob DeLain, Tom Marshall, Ald. Alex Zelinski

MEMBERS EXCUSED: Chr. Dick Sturm, Nancy Barker

OTHERS PRESENT: PRD Tungate, PS Maas

C. MINUTES TO APPROVE

1. **Minutes of the October 11, 2016 Regular Park Board Meeting:** Moved by B. Adesso, seconded by R. DeLain to approve the minutes of the October 11, 2016 Park Board meeting. Motion carried.

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

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report:** PRD Tungate reported on a successful Pumpkin Hunt event on October 27. Open Gym at MHS started on November 2; planning has started for the December 9 Holiday Hayride.
2. **Park, Pool and Vandalism Report:** PS Maas reported that new play equipment is being installed at Hart Park this week; repair work is being done on the Ark in downtown; some electrical work done at the marina to accommodate security cameras next year.
3. **Gilbert Site Riverfront Trail-WPRA Park Design Award:** This award was presented to staff on November 3 at the annual state park conference.

F. DISCUSSION

1. **Update on the Loop the Little Lake project:** A project update will be given on December 5 by the lead engineer from GRAEF. GRAEF has been working closely with WDNR and the Army Corps on the design for both bridges. Color renderings will be part of the update on December 5.
2. **Jefferson Park & Neighborhood Vision Plan:** Staff and the Steering Committee is working on a survey of around 10 questions that should be ready by around Thanksgiving. Online and paper surveys will be available to the public. A public input session is planned for December 12, from 6:00 to 8:00 pm in the Company E Room at the Menasha Library.
3. **Update on 2017 department budgets:** The Mayor made a few relatively minor changes to the department budget ahead of the November 9 budget review session with the Common Council.
4. **Wisconsin Park and Recreation State Conference recap:** Staff attended several informative sessions including ones on conflict resolution and pool incident reporting. The conference was held in Wisconsin Dells.
5. **Holiday Gathering - December 13 at Parker John's:** The Board agreed to gather at around 7:15pm following the December 13 Board meeting.

G. ACTION ITEMS

1. **Naming of new eastside city park:** Staff update on name finalists – Hidden Pond Park, Hickory Park and Lotus Park. Staff indicated that there already was a Hickory Park in the Town of Buchanan. A couple other suggestions were mentioned; however the Board seemed to favor one name over all the others that were considered over the past two months. Motion by Ald. A. Zelinski, seconded by B. Adesso to approve the name of Hidden Pond Park for the new eastside park. Motion carried.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

Moved by B. Adesso, seconded by R. DeLain to adjourn at 6:43pm. Motion carried.

PARK USER FEES

Groups that reserve park shelters or picnic areas are subject to the following user fees:

<u>Persons in Attendance</u>	<u>Resident</u>	<u>Non-Resident</u>
1 - 20	\$5.00	\$11.00
21 - 75	\$25.00	\$38.00
76 - 150	\$44.00	\$63.00
151 - 300	\$83.00	\$107.00
301 - 600	\$141.00	\$170.00
601 - 1,100	\$252.00	\$289.00
1,101 - 2,000	\$378.00	\$420.00
2,001 & up	\$504.00	\$551.00

The idea is to absorb the park user fee into the normal fee we charge for shelters. The public continues to be confused and occasionally bothered with paying multiple fees to rent a shelter.