

CITY OF MENASHA
Parks and Recreation Board
City Hall – Council Chambers
January 10, 2017
MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D Sturm at 6:00pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Tom Marshall, Brian Adesso, Rob DeLain, Lisa Hopwood

MEMBERS EXCUSED: Ald. Zelinski, Nancy Barker

OTHERS PRESENT: PRD Tungate, PS Maas

C. MINUTES TO APPROVE

1. **Minutes of the December 13, 2016 Regular Park Board Meeting:** Moved by L. Hopwood, seconded by R. DeLain to approve the minutes of the December 13, 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 planning for the January 28 Winter Gala, the ice rink, summer program planning (including a new Junior Lifeguard program), summer employment and assisting in finalizing the Loop the Lake project plans for February bidding.
2. **Park, Pool and Vandalism Report:** PS Maas reported on recent flooding efforts at the ice rink, new tile floor in the Memorial Building (west side) and the second purchase of replacement filter bags (that save water during backwashing) at the pool
3. **Jefferson Park & Neighborhood Public Input Meeting**
 - Monday, January 23, 2017, 6:00pm, Menasha Library Company E Room- Board members were encouraged to attend this meeting. Survey results and three concept plans for Jefferson Park will be presented.

F. DISCUSSION

1. **Update on the Jefferson Park and Neighborhood Vision Plan process:** Approximately 800 online and paper surveys were returned. This was an excellent response. February 14 will be the date when two park concepts will be presented at a joint Park Board and Plan Commission meeting. PRD Tungate visited with two Menasha High School classes before Christmas and staff met with a DNR warden and several local boaters/fishermen earlier in the day and received some valuable ideas and comments about park's boat launch, roadway and parking lot.

G. ACTION ITEMS

1. **Approve renewal of Menasha Marina Harbormaster Agreement for 2017-2019:** Motion by L. Hopwood, seconded by T. Marshall. The Board was supportive of entering into another three year agreement with the current Harbormaster, Diane Schabach. Motion carried.
2. **Recommend reciprocity agreements with the Cities of Neenah and Appleton and the Village of Fox Crossing:** Motion by L. Hopwood, seconded by B. Adesso to approve a five year

reciprocity agreement with the City of Neenah. The previous agreement was for five years as well. It was noted that Neenah does not charge a non-resident fee for some of their recreation services. Motion carried.

Motion by L. Hopwood, seconded by B. Adesso to approve a five year reciprocity agreement with the City of Appleton. The previous agreement with Appleton was for two years. Motion carried.

Motion by L. Hopwood, seconded by R. Delain to approve a one year reciprocity agreement with the Village of Fox Crossing. The previous agreement with the Town of Menasha was for two years. B. Adesso preferred a longer term agreement with the Village. Because recent Village incorporation issues that impact the City are still ongoing, it was felt that a one year term was more appropriate at this time. It was noted that many City residents take advantage of the Village's programs and park facilities and they would not like to lose those fee reciprocity benefits. Motion carried 4-1 with B. Adesso voting no.

3. **Recommend fee changes for some park facilities and recreation programs for 2017:**

Motion by L. Hopwood, seconded by B. Adesso to adopt the changes to seven different programs depicted on the document attached to the meeting agenda. Motion carried.

Motion by L. Hopwood, seconded by B. Adesso to adopt a simplified three tiered special event fee schedule as depicted on the document attached to the meeting agenda. Motion carried.

Motion by L. Hopwood, seconded by B. Adesso to adopt a revised fee schedule for park facilities as depicted on the document attached to the agenda. It was noted that current park user fee system would be discontinued in favor of this fee schedule. The park user fee is often misunderstood by the public and can feel like an excessive fee to them. The new fee schedule absorbs the user fee into the shelter of facility fee. Motioned carried.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

Moved by L. Hopwood, seconded by B. Adesso to adjourn at 7:58 pm. Motion carried.