

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**City Hall – Council Chambers**  
**March 14, 2017**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

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

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: D. Sturm, B. Adesso, R. DeLain, T. Marshall, L. Hopwood

MEMBERS ABSENT: Nancy Barker, Ald. Alex Zielinski

OTHERS PRESENT: PRD Tungate, PS Maas, Sandra Dabill-Taylor, Melissa Suttner

**C. MINUTES TO APPROVE**

1. **Minutes of the January 10, 2017 Park Board Meeting:** Moved by L. Hopwood, seconded by R. DeLain to approve the minutes of the January 10 Park Board meeting. Motion carried.
2. **Minutes of the February 14, 2017 Joint Plan Commission and Park Board Meeting:** Moved by L. Hopwood, seconded by T. Marshall to approve the minutes of the February 14 Joint Plan Commission and Park Board meeting. Motion carried.
3. **Minutes of the March 7, 2017 Joint Plan Commission and Park Board Meeting:** Moved by L. Hopwood, seconded by T. Marshall to approve the minutes of the March 7 Joint Plan Commission and Park Board meeting. Motion carried.

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

1. S. Taylor expressed support for what the Fox River Kayak Company wants to do, but is also concerned about a private enterprise utilizing a city facility.

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

1. **Department Report:** PRD Tungate reported on the Loop the Lake bid opening on March 28, time spent on two job openings in the park department, summer employment staff recruiting, summer program booklet has been mailed out and co-marketing efforts with another running race being held the day after this year's Grunski Runski.
2. **Park, Pool and Vandalism Report:** PS Maas also mentioned the two openings in the park department, boat dock repairs at Jefferson Park, re-decking picnic tables, tree removals, doing mower prep and working on large equipment purchases.

**F. DISCUSSION**

1. **Leadership Fox Cities' Scanlan Park Project - May 13:** PRD Tungate reported that the Leadership group has secured \$6,800 to date for the bench and drinking fountain project. A Fox Valley Technical College landscaping class will also help with the project.
2. **Jefferson Park and Neighborhood Vision Plan recap:** PRD Tungate explained that the consultant's current focus is to complete the written report for the vision plan. The lead consultant will be on vacation the last month of March, so he is planning to get a draft of the report submitted before then. The report will be reviewed. The plan is to bring the final drawing and report to the Common Council on April 18.

3. **Proposal for Basketball Court Layout at Smith and Hart Parks:** Staff has proposed changing the full basketball court at Smith to a half court and converting the full court at Hart to either one half court or two side by side half courts. There is money in this year's budget to resurface the courts and purchase new standards. Staff is concerned that rehabilitating the full court at Hart will bring back the crime problems from several years ago because word will spread that there is now a high quality full court available. The PD is in favor of a half court. In general, they believe the calls for service at the court have been of a more serious nature. A couple board members expressed concern about the partial loss of a recreational amenity for the public. Also, is there evidence that a half court does bring about less criminal activity. No decisions were made. A representative from the PD will be invited the next meeting and the topic will be discussed again.
4. **Fox River Kayaking Company's (FRKC) interest in Harbor House space:** A relatively new kayak trip and rental company has shown interest in utilizing the marina lounge space within the harbor house building. The Harbormaster has expressed support for the activity and has no problem giving up the small lounge space. The Board expressed support for the idea and liked the fact that the company's mission is compatible with the City's in terms of supporting public enjoyment of the waterway. Details of a lease or some other agreement were not discussed.

#### **G. ACTION ITEMS**

1. **Hart and Smith Park Basket ball Court Layout Recommendation:** No action taken on this item.
2. **FRKC's Use of Harbor House Space Recommendation:** Motion by L. Hopwood, seconded by R. DeLain supporting the idea and asking that the FRKC come and make a presentation at the next Board meeting. 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 L. Hopwood to adjourn at 7:49 pm. Motion carried.