

CITY OF MENASHA
Parks and Recreation Board
City Hall, 100 Main St, Rm 132
January 9, 2018
MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Dick Sturm, Brian Adesso, Ted Grade, Tom Marshall, Lisa Hopwood, Melissa Zwach, Rob DeLain

OTHERS PRESENT: PRD Tungate, PS Maas, Mayor Don Merkes, Sandra Dabill-Taylor

C. MINUTES TO APPROVE

1. **Minutes of the December 12, 2017 Park Board Meeting** Moved by Ald. T Grade, seconded by B. Adesso to approve the minutes of the December 12 Park Board meeting. Motion carried.
2. **Election of officers for 2018** Chr. D. Sturm called for nominations for the Chairman position. B. Adesso nominated D. Sturm, this was seconded by Ald. T. Grade. This was the only nomination received. D. Sturm was re-elected Chairman on a unanimous vote.
Chr. D. Sturm called for nominations for Vice-Chairman. B. Adesso nominated L. Hopwood, this was seconded by T. Marshall. This was the only nomination received. L. Hopwood was re-elected Vice-Chairman on a unanimous vote.

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

Sandra Dabill-Taylor asked why elections are held in January and what happened to a park bench on the end of Nicolet Boulevard. She also questioned why the Board would consider allowing a for profit entity to use the Harbor House room. She is not in favor of privatizing city park facilities. She also questioned if the Board had the authority to allow use of the room.

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report** PRD Tungate reported that the ice rink at Hart Park has opened, his office is busy writing RFPs for upcoming tennis and basketball court rehabilitation projects, summer program planning is continuing, Loop bridge project administration is also ongoing. It was mentioned that a public open house on playground equipment options for Koslo Park is likely to be scheduled around mid to late February.
2. **Park, Pool and Vandalism Report** PS Maas reported that no park vandalism occurred last month, ice rink flooding is ongoing and so is the removal of several ash trees with assistance from the DPW crew. The ordering of things like trees, perennials, basketball standards, etc. has been occurring in anticipation of a busy 2018 project season. The Historical Society has been moved back in after new flooring was put down. Several new electric pedestals will be installed soon.

F. DISCUSSION

1. **Loop the Little Lake project update**
PRD Tungate reported the project is somewhat ahead of schedule. Recent cold weather slowed things down a little bit, but contract workers are used to working in harsh elements. Plans for a June grand opening event are in the works.
Staff and consultants met with N/M Sewerage Treatment Plant officials before the holidays about a possible trail route behind their facility. Some progress was made on several concerns that plant officials mentioned. Discussions will continue.

G. ACTION ITEMS

1. **Recommend a monthly and yearly permit fee for the Harbor House room (referred back by the Common Council)** Motion by L. Hopwood, seconded by B. Adesso to establish an annual fee of \$900 for the use of the Harbor House room and to eliminate a previous recommendation to include an optional \$75 monthly fee. The Board felt that \$900 was a fair annual fee for a space that had so many limitations and not much demand. It was noted that the new fee was already almost 30% higher than last year's fee. They were comfortable with removing the monthly rate. If a group wanted to use the space on a monthly basis, a request would be brought back to the Board. Motion carried unanimously.
2. **Proposed rules for use of the Harbor House Room** Motion by B. Adesso, seconded by L. Hopwood to approve the proposed set of rules for use of the Harbor House room. The Board discussed the concerns expressed by the Common Council at their last meeting. It was felt that adopting a set of rules for use of the room would hopefully satisfy those concerns. The rules make it clear that only recreation related services that benefit the public in some fashion will be considered. Full year use, security deposit, insurance, parking, installation of signs, etc. are all covered in the new set of rules. Motion carried unanimously.
3. **Revisions to Parks and Recreation Fees for 2018** Motion by B. Adesso, seconded by Ald. T. Grade to recommend the proposed changes to Parks, Recreation and Pool fees for 2018. The Board reviewed several proposed changes to parks, recreation and pool fees for 2018. A few modest increases were proposed in the summer recreation area, including increasing the adult fee for the Grunski Runkski and the Coed Softball team fee. The latter is being done to offset the cost of adding a second umpire to their games. Most of the discussion focused on fee increases for daily admission and season passes at the pool. L. Hopwood expressed a desire to keep rates and fees as affordable as possible in recognition that a lot of city families simply do not have a lot of discretionary funds to afford a pool pass or cost of a recreation program. It was mentioned that the department does have a fund in place to assist families in need of financial help for recreation activities. The proposed daily pool admission fee increase keeps the city approximately .25-.50 below neighboring communities that offer newer pool facilities. The new season pool pass rates would place the city a little below neighboring communities. 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 7:45pm. Motion carried.