

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**100 Main Street**  
**First Floor, Room 132**  
**February 12, 2019**  
**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: Ald. Ted Grade, Tim Hale, Tom Marshall, Chr. Dick Sturm,

MEMBERS ABSENT: (All Excused) Brian Adesso, Lisa Hopwood, Melissa Zwach

OTHERS PRESENT: PRD Tungate, Melanie Krause and Adam Smith from Menasha Utilities

**C. MINUTES TO APPROVE**

1. **Minutes of the January 8, 2019 Park Board Meeting:** Moved by T. Grade, seconded by T. Hale to approve the minutes of the January 8 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 the posting of the new part-time Recreation Supervisor position, the summer program booklet should be mailed out in early March and the up and down nature of this year's skating season.
2. **Park, Pool and Vandalism Report:** PSS Brown was not in attendance because of a snow event. PRD Tungate reported that no vandalism had occurred over the past month. Restroom remodeling work has been ongoing at the Smith Park pavilion. Tree trimming and removal (Ash) has been occurring in Districts 1&2.

**F. DISCUSSION/ACTION ITEMS**

1. **Alternate location for Jefferson Park boat launch:** Representatives from Menasha Utilities were present to update the Board on their water intake project and how it may impact the boat launch. MU has been exploring several options for locating the intake. The intake must be at least 1000' away from a boat launch or marina. MU officials are seeking Board input on possibly relocating the boat launch northward and into the current settling basin. This would be over 1000' away from the proposed intake location.

After a long discussion, a motion was made by Ald. T. Grade and seconded by T. Marshall that the Park Board agrees to further consider the concept of moving the boat launch northward to a point that is a minimum of 1000' from the proposed water intake site. In further discussion, the Board acknowledged that a launch feasibility study performed by MU's consultant would need to be done at some point if this idea were to move forward. Motion carried.

2. **Province Terrace Trail and Grant Update:** PRD Tungate reported that bids for this project came in well below budget and the city received a \$100,000 grant for the project from the Fox Cities Convention and Visitors Bureau. Work should begin in a couple weeks.

3. **Final Approval of Jefferson Park Parking Lot Design:** Motion by Ald. T. Grade, seconded by T. Hale to approve the final design of the Jefferson Park parking lot. Motion carried.
4. **Removal of Light Pole at Koslo Park Basketball Court:** PRD Tungate explained that the lights for the court have been inoperative for several years. The department has not received any request in that time to have the lights turned back on. Motion by Ald. T. Grade, seconded by T. Marshall to remove the Koslo Park basketball court light pole. Motion carried.

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

**I. ADJOURNMENT**

Moved by Ald T. Grade, seconded by T. Hale to adjourn at 7:35 pm. Motion carried.