

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**  
*100 Main Street*  
*First Floor Board Room #132*

**Tuesday, April 2, 2019**  
**5:55PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. PUBLIC COMMENT
  - 1. Interactive Parks Workshop 6-7pm – Trish Nau, ECWRPC
- D. MINUTES TO APPROVE
  - 1. Minutes of the March 12, 2019 Regular Park Board Meeting
- E. REPORT OF DEPARTMENT HEAD/STAFF
  - 1. Department Report – PRD Tungate
  - 2. Park, Pool and Vandalism Report – PSS Brown
- F. DISCUSSION/ACTION ITEMS
  - 1. Recap of Parks Workshop
  - 2. Province Terrace Trail Update
- G. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA
  - Five (5) minute time limit for each person
- H. ADJOURNMENT

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**100 Main Street**  
**First Floor, Room 132**  
**March 12, 2019**  
**DRAFT 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, Brian Adesso, Lisa Hopwood, Melissa Zwach

MEMBERS ABSENT:

OTHERS PRESENT: PRD Tungate, PSS Brown

**C. MINUTES TO APPROVE**

1. **Minutes of the February 12, 2019 Park Board Meeting:** Moved by Ald. T. Grade, seconded by T. Marshall to approve the minutes of the February 12 Park Board meeting. Motion carried.

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

PRD Tungate distributed a copy of a recent email from Menasha resident Dave Schwerbel. Mr. Schwerbel was complimentary of city staff's knowledge and professionalism and was proud to live in the city.

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

1. **Department Report:** PRD Tungate reported on a Common Council workshop that he and CD Schroeder were a part of that related to Jefferson Park and the Lawson Canal. The Council appeared to like the idea of not removing the west shelter this fall as well as the concept of having the boat launch parking lot run parallel to Third St. The summer recreation program booklet has been mailed out. Director is working on submitting the final grant reimbursement form for the Loop the Little Lake project. The skating rink warming shelter will be closed in the next day or so.
2. **Park, Pool and Vandalism Report:** PSS Brown reported that repairs have been made to the pool umbrellas and that a section of pool tank edging has been repaired. All ash trees scheduled to come down in Districts 1 & 2 have been completed. Work is nearing completion on the Smith Park restrooms and kitchen. Cabinets have been re-powder coated and look very nice. Work to repair the exterior shelter walls at Clovis Grove Park has started. Chr. D. Sturm mentioned that a small section of shorewall about 30' east of Peanut Island in Jefferson Park needs repairing.

**F. DISCUSSION/ACTION ITEMS**

1. **Update on 5-Year Park and Rec Plan (CORP) – Trish Nau, ECWRPC:** Ms. Nau stated that over 100 surveys have been received, but the hope is to increase this number between now and the end of April. Early results do indicate that people are satisfied with the level of maintenance and service provided in the parks and a majority of people support the idea of building a new swimming pool sometime in the future.
  - a. **Public Input Session** – There was a school district conflict with the proposed April 9 date, so it was determined to hold the public input session on April 2 instead. Publicity about the meeting will be

going out as soon as possible.

2. **Province Terrace Trail and Grant Update – PRD Tungate** reported that clearing has started and the helical piles that will support the boardwalk have begun to go in. A decision should be made soon on another possible donation to the project.
3. **Jefferson Park Parking Lot Update** – PRD Tungate reported that plans have been completed and the project will be combined with other planned DPW bid projects and should go out for bid early this spring.

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

**I. ADJOURNMENT**

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