

**CITY OF MENASHA  
Parks and Recreation Board  
City Hall  
November 26, 2021  
MINUTES**

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**A. CALL TO ORDER**

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

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Chr. Dick Sturm, Brian Adesso, Ald. Ted Grade, Tom Marshall, Lisa Hopwood, Tim Hale

OTHERS PRESENT: PRD Megan Sackett, Ald. Tom Grade, Mayor Don Merkes

**C. PUBLIC COMMENT/CORRESPONDENCE**

**D. MINUTES TO APPROVE**

1. **Minutes of the October 26, 2021 Park Board Meeting:** Moved by Ald. T. Grade, seconded by T. Marshall to approve the minutes of the October 26, 2021 Park Board meeting. Motion carried.

**E. DISCUSSION / ACTION ITEMS**

1. **Update of Marina Rules & Regulations:** No action was taken
2. **Jefferson Park Vision Plan:** No action was taken
3. **Hidden Pond Park:** No action was taken.

**F. REPORT OF DEPARTMENT HEAD / STAFF**

1. **Department Report:** See provided written report.

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

**H. ADJOURNMENT**

Motion by L. Hopwood, seconded by T. Marshall to adjourn at 8:54pm. Motion carried.

# Staff Reports from the Parks, Recreation, Forestry & Cemeteries Department

November 2021

## Here's what's going on!

### PARKS

- The restrooms at Jefferson and Smith Parks are now winterized (after having a late season event at each site).
- All tennis/pickleball nets are down, with the exception of the pickleball nets at Smith and Barker Farm Parks. The nets at Barker Farm will come down once weather becomes an issue.
- Fall flower cleanup has been completed. Mulching in the parks and city owned space is ongoing.
- Work on switching out the locks at Jefferson and Koslo continues.
- Koslo Park drain tile project is slated to start mid-week of November 15.

### RECREATION

#### Halloween Events:

We had a fantastic time celebrating Halloween! Hometown Halloween (October 28<sup>th</sup> from 4-6pm) had



an estimated 700 people attend, many in Packer gear ready for the game. We had a face painter and balloon tying; the library joined us with music and slime making; and we had 25 vendors handing out candy to trick or treaters. The Great Pumpkin Hunt (October 22-29) was another success. We celebrated the end of it with our first Picnic by Pumpkin Light at Jefferson Park (October 29 from 5:30-7:00pm). Congrats to Lori for making the winning pumpkin- 2<sup>nd</sup> place was the evening PD shift.

New Events: Preparations are being made for our 2<sup>nd</sup> No School Day on December 8<sup>th</sup>. Kids will be making holiday crafts, creating indoor snowballs for a snowball fight, and many other games and activities.

Family First Series: Holiday Hayride is coming up on December 10<sup>th</sup>! We're going to have a fantastic evening with many community members eager to attend. We have two of our time slots already sold out.

Fall Sporting Programs: Open Gym started up again at the High School on Wednesday nights. Pickleball is going strong; a new session starts up in January which includes a "for beginners" class that is already full. Cheer and Gymnastics continue on Tuesday and Wednesday nights. We also began offering single day skill clinics. The first one focused on back walk overs and front walkovers will be next week.

*On November 3, the Mayor and Director Sackett were presented a check for \$6,855.75 from the Menasha Rotary, Neenah Noon Rotary Club and the Neenah Morning Rotary Club. This check is from proceeds from Seafood Days; as well as, Brews on 'Bago and will benefit the Jefferson Park plan.*

### Budget

Park and Rec Dept. staff presented the proposed 2022 budget on Wednesday, November 10. Adoption of the budget will take place on Monday, November 15.

### Sponsorship Packet

Staff is working on sending out the annual advertising/ sponsorship packet to local businesses/organizations. In 2021, we received \$2,350 in sponsorship along with many in-kind donations. Our goal is to offer an exceptional value to our supporters while connecting them with our community through our events and programs.

### Lawson Canal

The Neighborhood Investment Grant was submitted last week. The goal of the Neighborhood Investment Fund Grant program will provide funding for significant projects that provide long-term benefits to communities. Staff met with DNR this week to get feedback on our 2021 application. Feedback will be reviewed with our consultants as we make a plan to apply again in May 2022.

### BRIDGES/BOAT LANDINGS

- Material has been ordered for the repair of Smith Park Launch (adding new stringers and sides along with a new walkway).

### CEMETERIES

- Fourteen ash trees are marked to be taken down.

### FORESTRY

- Finishing up basic pruning in Jefferson Park. Will start with the cemetery trees in December.

### MARINA

- The electric pedestal will be completed by mid-November.

### POOL

- The pool is shut down and ready for winter. In order to be compliant, new suction grates have been ordered (they have a life span of 10 years).

### TRAILS

- Started staking trails for Winter plowing operations.