

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

Menasha City Hall
100 Main St.
Room 132

Tuesday, October 11, 2022
5:30PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. PUBLIC COMMENT / CORRESPONDENCE
- D. MINUTES TO APPROVE
 - 1. Minutes of the September 13, 2022 Regular Park Board Meeting
- E. DISCUSSION/ACTION ITEMS
 - 1. Review of Preliminary 2023 Parks & Recreation Department Draft Budget
- F. REPORT OF DEPARTMENT HEAD/STAFF
 - 1. Department Report
- 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
Clovis Grove Shelter (by the tennis courts)
September 13, 2022
MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 5:32pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, B. Adesso, Ald. Ted Grade, T. Hale, T. Marshall, E. Wickman

OTHERS PRESENT: PRD Megan Sackett; Alderman Tom Grade

EXCUSED ABSENCE: R. Dowling

C. PUBLIC COMMENT/CORRESPONDENCE

Ald. Tom. Grade spoke about the upcoming meeting regarding the distribution of ARPA funds. Alderman Grade indicated he is adamant for the funding to go to one project and indicates we need to get commitment.

D. MINUTES TO APPROVE

1. **Minutes of the August 9, 2022 Park Board Meeting:** Moved by Ald. T. Grade, seconded by T. Hale to approve the minutes of the August 9, 2022 Park Board meeting.

E. DISCUSSION / ACTION ITEMS

1. **Koslo Park Hall of Fame Policy:** Sackett reviewed the current draft policy and indicated she has reached out to the MACS for their feedback on the policy and is waiting to hear back from them. Discussion revolved around number of letters to be nominated, how far do you go back to recognize an individual, number of nominees per year, what their accomplishment was and possibly adding language about removal from the Hall of Fame. Sackett will update policy based on discussion and get feedback from the MACS.
2. **Pets In Parks:** Sackett reviewed the current pets in parks policy and also shared other local community policies. Sackett shared the policy in DePere that allows dogs at their beer garden in Voyageur Park. E. Wickman stated that the mindset on dogs has changed and we may need to change. The consensus of the group was to get community feedback regarding pets in parks. Sackett will put together a draft survey to review at the November Park Board meeting.

F. REPORT OF DEPARTMENT HEAD / STAFF

1. **Department Report:** See attached written report. Also discussed High Cliff Connection plan presentation on September 19 at Common Council meeting. Sackett encouraged Park Board members to attend. Sackett also indicated the Council will be discussing the use of ARPA funds at the Sept 19 Council meeting. Sackett indicated access to Hidden Pond park is now back open and we held the final Brews on 'Bago of the season on September 8. Overall, it was a successful summer for the beer garden.
2. **Oak Street Extension Bridge Design (Bridge over Lawson Canal):** Sackett reviewed the bridge design that was approved by the Common Council for the Oak Street extension.
3. **Clovis Grove Park Tour:** Sackett gave a tour of Clovis Grove park while highlighting the tennis courts, sledding hill and little free sled library, playground upgrades in the last couple of years and the new bike obstacle course that the school district painted on the basketball court area.

G. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

H. ADJOURNMENT

Motion by Ald. T. Grade, seconded by T. Hale to adjourn at 7:17pm. Motion carried.

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

September 2022

Overall, the program has been going pretty well despite having a few individuals who do not like the scooters. Bird has been very responsive when we emailed them our concerns. There have been a lot of users throughout the City-whether it's for convenience or enjoyment. So hopefully, this program will come back next year, especially when the Racine Street Bridge and all the new apartment buildings open up.

BIRD SCOOTER SUMMARY (as of 9.6.22)

3,385 RIDES

7,133.7 MILES

30.6 LONGEST DISTANCE

117 RIDES in ONE DAY on JULY 22

Only **178** rides during **Labor Day weekend** (Friday-Monday), but **382.1 miles traveled**.

PARKS

We have received initial renderings of the Jefferson Park Playground Design. Staff and representatives from the Park Board will review the design to provide initial feedback. Final presentation of the playground design to the Park Board is expected in October.

Work has begun at Koslo baseball field adding material to infield in hopes that it will drain better since the outfield drainage system is working very well. The goal is to have the infield completed by the end of the year.

Staff has completed the installation of playground wood chips at Clovis, Pleasant and Jefferson Parks.

The new Park Laborer is scheduled to start in late September. This individual comes with 20 years of experience working on the grounds crew at UW-Oshkosh.

The Arborist position will be posted soon.

POOL

Our last day for open swim was August 14th. Staff has been working on draining the pool and making a list for improvements to be addressed before next year's opening.

MARINA

As we wrap up the navigation season and the Fall draw down of Lake Winnebago begins, staff is working with the Racine Street bridge contractors and the CORP to provide a safe navigation for renters of the Marina to exit for the season.

RECREATION

Fall Preparations

Program registration started August 15 and the Activity Guide hit mailboxes on August 30th. Already, we have 31 of our 120 offerings FULL.

Recreation Programs

We had a fantastic August full of mini camps, ranging from Ninja Camp (44 ninjas signed up and were awestruck by the real-life Ninja (Officer Kelley) who came in to teach punching and kicking) to Mermaid and Shark Camp (huge hit being able to swim with fins and tails). Finally, our first ever volleyball camp was full and everything went very well!

Dance wrapped up their energetic classes leaving parents wanting more, so if you know of a dancer who may be interested in teaching please let us know!

Events

We had a great last family first event of the summer with our Burgers and Bingo with over 100 participants between the two bingo sessions. It was great to see so many coming out to support our family assistance fund with the ice cream sale.

Grunski Runski on August 6 went off without a hitch thanks to our fantastic staff. We had 96 runners.



The 2nd Annual Tungate Tussle was held on August 10 with a full bracket of participants from all over the Fox Valley area. Congrats to Brian Tungate for taking 1st place!



FORESTRY

Staff has completed the EAB treatment of 89 ash trees located throughout the city and parks



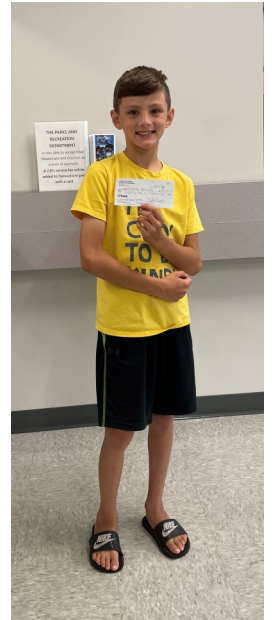
Upcoming Events

Picnic by Pumpkin Light October 21

Great Pumpkin Hunt, which runs October 21-27

Hometown Halloween October 27

Mason stopped by with a check for \$85 which he earned for his part in the Jefferson Park Neighborhood Lemonade Stand. He chose to have the funds donated toward the new Jefferson Park playground.



An historical overview of Menasha Pool Pass and Daily Fee Users

AUGUST							
	2019		2020	2021		2022	
Type of Pass	Total Passes Sold (since June) Primary Member	Membership Usage (Number of Swipes)	Passes Sold (Primary Member)	Total Passes Sold (since June) Primary Member	Membership Usage (Number of Swipes)	Total Passes Sold (since June) Primary Member	Membership Usage (Number of Swipes)
Adult Ind	9	5	Only M-Passes Sold in 2020 979 Passes Sold 1,313 Total Members	11	13	13	17
Youth Ind	37	42		20	14	29	21
Senior Ind	31	33		33	51	47	191
Family/2	42	77		26	56	40	101
Family/3	19	66		12	24	26	75
Family/4	18	108		14	49	34	103
Family/5	13	87		12	66	13	68
Family/6+	22	186		9	44	27	106
Ltd Use Adult	3	—		—	—	11	—
Ltd Use Youth/Senior	18	—		19	15	26	8
2020 Carryover visits					81		
Total Pass Uses		604	1,055		413		690
Pay Per Visit Usage		1,704			1,162		1,085
**Total Monthly Uses		2,657			2,102		1,872

**Total Monthly Uses include Camp Champ usage and private party attendance. In 2019, we had a competitive swim group use the pool 4-5 times per week.

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

October 2022

PARKS

City staff and representatives from the Park Board met with the playground consultants last week to review the first draft of the playground design for Jefferson Park. Consultants will take feedback and make adjustments to the design over the next couple of weeks.

Due to drainage issues in the infield, staff has completed adding material to Koslo field.

Park shut-down has begun! This includes taking down volleyball and tennis/pickleball nets, winterizing water lines and irrigation lines, shutting down restrooms for the season and blowing out fence lines of leaves and debris.

Sono tubes have been poured for the Hart Park Shade structure. The contractor will complete their part soon and then staff will be able to pour the remaining slab (hopefully by end of October) weather permitting.

We are excited to welcome our new parks employee, Jake Pamperin, who started on September 30th. He comes with 20 years experience from the UW-Oshkosh Grounds Crew. We are still accepting applications for the Arborist position and will be posting a position in our Facilities Maintenance soon.

The Marina Harborhouse renovation was complete in September. This included repair to some of the siding and a complete painting of the exterior.

The annual "Day in the Park for the Young at Heart" was held on September 20 at Riverside Park in Neenah. This event is a joint effort between the Menasha, Appleton, Neenah and Fox Crossing Park and Rec Depts. along with the YMCA and Thompson Center on Lourdes. Nearly 200 people attended for a day of bingo, food, music and rickshaw rides.

Upcoming Events

Picnic by Pumpkin Light at Smith Park: Oct. 21

Great Pumpkin Hunt runs Oct. 21-27

Hometown Halloween in Downtown Menasha: Oct. 27

RECREATION

Halloween Events

We love our spooky season here in Menasha! We are recruiting City Departments to participate in the second annual Picnic by Pumpkin Light by decorating their own pumpkin for their department to be judged by the participants. This event kick starts the Great Pumpkin Hunt.

Hometown Halloween takes place on October 27th from 4:00-6:00 with Trick or Treating downtown Menasha and a special showing of Casper the friendly ghost at 6:15pm in Curtis Reed Square. So far, 17 Menasha agencies have committed to being a part in the Trick or Treating.

Fall Programs

Our first No School Day of the school year was spent exploring Menasha. We played Shuffleboard and the Wii at Menasha Senior Center, had a fantastic tour at the Police Department (the highlight was the Squad vehicles), a musical visit at the Menasha library, a treat at the Sweet Lair, and helped Director Sam Schroeder practice a ribbon cutting at City Hall.



Our new Family Flips drop-in preschool program where kids from ages 0-5 can explore our obstacle course in our gymnastics room has been quite popular. Attendance has exploded over the past four weeks going from 7 kids in week 1 to 33 kids in week 4.

Indoor Pickleball open play is moving to Jefferson Elementary School. Due to player demand, a third night of open play has been added to the schedule allowing for 6 class times. We have 8 on the waitlist despite the additional times.