

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
140 Main Street, 1st Floor Conference Room

**Tuesday, November 8, 2016
6:00PM**

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. Minutes of the October 11, 2016 Regular Park Board Meeting

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

E. REPORT OF DEPARTMENT HEAD/STAFF

1. Department Report – PRD Tungate
2. Park, Pool and Vandalism Report – PS Maas
3. Gilbert Site Riverfront Trail-WPRA Park Design Award

F. DISCUSSION

1. Update on the Loop the Little Lake project
2. Jefferson Park & Neighborhood Vision Plan
 - Public survey and upcoming input session
3. Update on 2017 department budgets
 - Common Council review on November 9
4. Wisconsin Park and Recreation State Conference recap
5. Holiday Gathering – December 13 at Parker John's (?)

G. ACTION ITEMS

1. Naming of new eastside city park
 - Staff update on name finalists: Hidden Pond Park, Hickory Park and Lotus Park (prior to potential vote)

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

CITY OF MENASHA
Parks and Recreation Board
City Hall – 1st Floor Conference Room
October 11, 2016
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: Rob DeLain, Brian Adesso, Chr. Dick Sturm, Ald. Alex Zelinski, Tom Marshall

MEMBERS EXCUSED: Nancy Barker, Lisa Hopwood

OTHERS PRESENT: PRD Tungate, PS Maas, Ald. Arnie Collier, Harbormaster Diane Schabach

C. MINUTES TO APPROVE

1. **Minutes of the September 13, 2016 Regular Park Board Meeting:** Moved by B. Adesso, seconded by R. DeLain to approve the minutes of the September 13, 2016 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 working recently on finishing up 2017 budget information; organizing and planning for the October 27 Pumpkin Hunt; setting up the kick-off staff meeting with Ayres Associates for the Jefferson Park & Neighborhood Vision Plan; meeting with Harbormaster Schabach on some year-end marina matters; and continuing communication with engineers for the Loop the Lake project.
2. **Park, Pool and Vandalism Report:** PS Maas reported on some relatively minor turf vandalism at Barker Farm Park; receipt of a small tree planting grant for 2017; pool bathhouse roof has been repaired; November is a likely date for the Hart Park playground installation; complimented Habitat for Humanity for completing several much needed maintenance projects at Jefferson Park. Repairs to the downtown Ark structure have begun.

F. DISCUSSION

1. **Menasha Marina:** Review of 2016 Season & Facility Recommendations (Harbormaster Diane Schabach) Harbormaster Schabach recapped another successful season at the marina. Both gas sales and seasonal rental revenue was up over last year. The lock closure has not hurt the marina. Plans are being made to increase the number of cameras at the marina to complete coverage of the facility. There was very few calls for service at the marina in 2016. A group of renters on the western side of the marina are seeking some area for a group to gather inside the marina. Having a group of renters on the concrete sidewalk can sometimes impede walking movement of other renters. The Harbormaster and staff are looking at options. Dust from Sonoco continues to be a problem. Mayor Merkes and staff have been in contact with Sonoco to discuss solutions. Some unsuccessful remedies have been tried. Staff intends to follow up with Sonoco in the near future to discuss other options.
2. Recap of September 21 Caramel Apple Social & Ribbon Cutting: The event was well attended by the neighborhood and all the organizations and people who contributed to the play equipment or installation were recognized. Neighbors also provided input on names for the new park.

3. **Naming of New Park:** The Board narrowed the list of twelve possible names down to three. Bluejay Park was a name that garnered good support during the ribbon cutting, but Board members believed that name would ultimately prove confusing to homeowners in the area because the neighborhood is in the Appleton School District. The three finalists are: Hickory Park, Hidden Pond Park and Lotus Park. It is expected that a final vote on the name will occur at the November 15 Board meeting.

G. ACTION ITEMS

1. **Recommend Increasing the 2017 Marina Seasonal Rental Rate from \$38.50/ft to \$38.75.ft:** Motion by Ald. A. Zelinski, seconded by R. DeLain. Motion carried. The recommendation will be forwarded on to the Common Council

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Ald. A. Collier commented on the large rock being stored at the city garage. He would like to see some of it used for park purposes.

I. ADJOURNMENT

Moved by B. Adesso, seconded by R. DeLain to adjourn at 7:25 pm. Motion carried.

NEWS RELEASE

WISCONSIN PARK & RECREATION ASSOCIATION CONFERENCE & TRADE SHOW

The Park Design Awards, Outstanding Young Professional of the Year and Outstanding Professional Award of the Year will be presented at the Annual Conference in Wisconsin Dells on Thursday, November 3rd at 3:30 pm. The presentation will be made in Room F at the Chula Vista Resort.

Wisconsin Park & Recreation Association Park Section Announces 2016 Park Design Award Winners

PARK DESIGN AWARDS of Merit (Under \$250,000)

West Bend Parks, Recreation and Forestry – Regner Fish Pond



Work on the Kiwanis Early Risers Fish Pond in Regner Park began last winter when the Parks staff drained and removed thousands of yards of sludge. Prior to refilling, the Kiwanis Early Risers built “fish cribs” that were installed on the bottom of the pond. In Spring, after refilling, the DNR stocked the pond with several species of fish specifically suitable to the ponds environment. Shoreline renovation work continued throughout the summer and in late October more than 550 bass, perch, crappies, plus 150 pounds of fathead minnows were stocked in the pond. November brought the preliminary installation of the new fishing pier.

PARK DESIGN AWARDS of Merit (\$250,001-\$499,999)

City of Fitchburg – McKee Farms Splashpad



As the City of Fitchburg’s recognizable ‘central’ park, McKee Farms expanded its recreational offerings with the implementation of a 4000 sf splashpad. The new addition fulfills a long standing goal of the city; to add an aquatic play attraction within the boundaries of this 59- acre park. A unique feature to this project involves a private organization heading fundraising and the initial design process.

PARK DESIGN AWARDS of Merit (\$500,000 – 999,999)

City of Menasha Parks and Recreation Department – **Gilbert Site Riverfront Trail**



The City of Menasha created a unique linear park and trail along the banks of the Fox River. The 1,500 ft trail starts just below the Menasha dam and runs along the shore which once was the site of the old Gilbert Paper Company mill. The trail features outstanding walking, biking and fishing opportunities as visitors have direct access to the river and nearby downtown Menasha. The mill was removed and this public space was created to attract redevelopment to the site.

WPRA Park Section Professional of the Year
Chad Dallman, Assistant Parks Director - City of Oshkosh



Chad developed a passion to serve the public prior to his college days by working for Public Works and Parks & Recreation Department for multiple seasons in his hometown of Fort Atkinson, WI. The desire to continue service after graduation from UW – La Crosse – Park, Recreation & Leisure Services Program in 1998, he landed his first professional position as the Park & Recreation Supervisor for the Village of Brown Deer where he served from 1999 – 2001. In order to advance his career he accepted a position as the Park and Recreation Maintenance Supervisor with the City of Marshfield where he served from 2001 – 2007. His professional skills and family lured him to serve his native area at Jefferson County Parks from 2007 – 2010 as the Parks Operations Supervisor. The goals from the profession has provided him an opportunity grow and enhance the City of Oshkosh, where he currently serves and the Assistant Parks Director.

With every experience along the journey of life there are many things a person can develop and hold. Chad has no regrets of the path he has taken in this profession and is grateful for all professional and personal friendships, partnerships, opportunities, knowledge and experiences gained from all aspects to help each community served and continues to serve. He takes great pride in efforts of people who strive to make our communities a better place to live, work and play.

In addition to professional service, Chad has been an active member of WPRA Park Section since 1999. He has served Park Section as Chair, Representative at Large (multiple times), Region 1 and 4 at various times throughout his career. Due to roles on the section board he as actively planned spring workshops, summer park tour, facility tours and annual conference sessions. In addition, he was recognized by his peers as the Park Section Young Park Professional in 2001.

Chad values his family, friends and the privilege we have in this profession to apply our skills, knowledge and abilities to make positive changes within our communities to enhance quality of life through services, programs, facilities and special events.

In closing, Chad is truly appreciative and humbled by this great honor to be recognized by his peers as the Park Section Professional of Year!

EDITOR'S NOTE

WPRA is a statewide, non-profit service organization dedicated to extending the social, health, cultural and economic benefits of parks and recreation through its network of recreation/park professionals and civic leaders. There are approximately 2,500 WPRA members who include state and local experts on recreation, urban planning, aquatics, at-risk-youth, therapeutic recreation services, and parkland development and services.

FOR MORE INFORMATION CONTACT:

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Parks & Recreation Director

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New Park Naming Update

Staff has learned that there already is a Hickory Park in the Town of Buchanan. It is recommended that this name be removed from consideration. The Board may wish to consider a replacement name or names or just consider Hidden Pond Park or Lotus Park.

Freedom Park and Lakewood Park are names that have been discussed recently by staff. There does not appear to be another park with these names in the Fox Cities area.