

**Town of Menasha Board of Supervisors Special Joint Meeting with Park Commissioners
Municipal Complex - Assembly Room - March 16, 2009**

Minutes

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Town Chair Arden Tews called the meeting to order at 6:00 p.m. Deputy Clerk Look took roll call and present were Chairman Tews, Supervisors Gerhart, Hanson, Ziegler and Youngquist. Park Commission President Mike Dillon called the Park Commission meeting to order and present were: President Dillon, Clarence Peterson, Mike Lynch, Gerald Voigt, Debbie Swiertz. Excused were Judy Holtz and Mike Campbell. Staff present: Administrator Sturgell, Dir. Parks & Rec. Kading, Deputy Clerk Look. Public Present: (please note an attendance sheet for the public was missing at the end of the meeting) John Shreve, Joann Shreve, Joe Nemecek, Barb Knaack, Brian Baldauf, Lori Baldauf, Fred Riddell, Diane Riddell, Steve Otto, Scott Lefevre, Jeff Maroszek, Tom Young, Jim Rymer, John Zaborsky, Noman Miller, David Rause, Ned Hughes, Gerald Anderson, Debbie Thomson, Judy Mickelson, Shane Smith, Bradley Seegers, Mike Lettier, Shirley Neumann, Joe Riedel, Jane Steward, Sherry Johnson (Evergreen Credit Union), Chip Coenen (Lakeview Credit Union), Josh Woodside, Tammy Woodside, Bob Buss, Renee Brey, Paul Eisen, Scott Thomson, D Maroszek, Cheryl Barth, Michael Barth.

2. FRITSE PARK PLAN DISCUSSION

Chairman Tews opened the meeting by explaining that \$800,000 has been budgeted for Fritse Park in 2009 and this meeting was to review the plans for the Park. Admin. Sturgell presented a PowerPoint highlighting the project guidelines as directed by the Town Board in November of 2008. The guidelines were as follows: improve the seawall and boat launch, construct a comfort station, improve play equipment and provide cost breakdowns for each component. In addition staff included into redesign an ADA accessible trail from the park to the recreation trail and parking improvements. The goal is to keep the project under the \$1.2 million originally committed in 2006.

Admin. Sturgell showed a rendering of the proposed design and specifically explained each component (attached)

- Seawall - Staff has worked with Wis. DNR Aquatic Division to develop a plan to repair the seawall which includes environmental considerations of reducing asphalt near the lake and a rock rip-rap native plant shoreline.
- Boat Launch - One motor launch will be reconstructed and a quiet water launch will be constructed to better serve the increasing trend of canoeing and kayaking on Little Lake Butte des Morts.
- Play Equipment - Consolidate the play equipment in one area near the hill slide.
- Comfort Station - A two-story structure built into the hill by the trail. The lower section will service park users and the upper area will service trail users. An ADA compliant trail will lead from the Trestle Trail to the lower portion of the comfort station. A train station theme will be used in order to match the design of the existing Trestle Trail kiosks. The lower level would be heated so useable year round to service sled hill users and perhaps future ice skating participants if a skating rink was added to the park.
- Proposed timeline and costs showed Phase 1 of the redevelopment to begin in the fall of 2009.

Park Comm. Chair Dillon thanked the board for the opportunity to allow the commission to present the revised plan for Fritse Park. Chair Dillon explained the amount of time and effort put into this plan has been considerable and thanked the Park Commissioners for their commitment.

Chairman Tews questioned waiting until fall of 2009 to begin the project. Parks & Rec. Dir. Kading explained because the plan has not been approved, nothing has gone out to bid yet. In addition, a fall construction would have less impact on usage of the park and trail during the summer peak season.

Supv. Youngquist commented he understands why there have been some delays, but is anxious to see a comfort station constructed. However, he prefers the project is done correctly, rather than rushing the project.

Supv. Hanson questioned the price per square foot for the comfort station.

At this time a dialogue between residents, the Park Commission, and the Town Board took place regarding individual opinions on the Fritse Park design.

Resident Joe Nemecek estimated the cost per square foot of the comfort station to be \$350 and felt this was high; expressed a preference for a one level comfort station and supported a more gradual descent from the Trestle Trail to the park area.

Chairman Tews said the current design for the comfort station is a 32'x23.8' square foot building at a cost of approximately \$500,000. He stated with the parks being closed from October to May 1, the upstairs bathroom will be closed for a large portion of the year. He suggested an open picnic area on the second level rather than restrooms be considered.

Dir. Kading expressed concern of only having the lower restrooms available during peak usage periods.

Park Comm. Voigt commented between 350 - 500 visitors use the Trestle Trail daily. Comfort station construction must be of a quality that can handle the large volume, capacity, and number of years it will be required to service its users.

Supv. Ziegler believes the Town Board asked for a one-story comfort station and expressed concern over vandalism to the stone exterior. He also questioned why the comfort station was not included in the grant application. Park Comm. Chair Dillon replied he didn't recall a stipulation from the Board regarding design.

Dir. Kading reminded the Board the Park Commission will be approaching local businesses to financially support the project. However, when state grants are applied for, there are rules and regulations from the state that must be followed in construction and design.

Park Comm. Peterson commented he has received calls questioning the costs of the comfort station.

Supv. Gerhart complimented the Park Commission on their work on the revision and design. He feels the board is responsible for any borrowing the Town enters into so that is why questions are being asked. Supv. Gerhart asked if a picnic area for the upper level of the comfort station was ever considered. Dir. Kading responded the architect estimated the project would be \$20,000 to \$30,000 less to eliminate the upstairs bathrooms and have an open air picnic area instead. Dir. Kading also commented the Board has been given construction cost estimates and not actual bid estimates.

Supv. Gerhart commented this is a good time in our economy to be bidding out projects.

Supv. Youngquist agreed that in this economy we should be able to get competitive bids and set our price. He stated he feels fundraising should be done to support the project, which makes it important to make this a building in which businesses will want to invest. Supv. Youngquist commended the Park Commission on their proposal.

Chairman Tews commented that two years ago fundraising was attempted to support the original design, but fundraising was not successful.

Resident Josh Woodside, Lakeshore Dr., expressed concern about the visibility of the comfort station and the difficulty of policing it at the proposed site; perhaps a one level station at a different location could make it more accessible to the Rydell property. He also asked if a drinking fountain, vending machines, and a bike rack would be available. Questioned the safety of the comfort station in relation to the play equipment and parking lot.

Resident John Shreve, N. Lake St., commended the commission and the administration on their work and asked the board to please make this a showcase for the Town. He questioned the amount of boat/trailer parking because he believes a new facility will bring in boating enthusiasts. He also said lighting of the facility needs to be addressed.

Admin. Sturgell responded he has met with Police Chief McCants and Dir. Kading regarding safety at Fritse Park. When the Trestle Trail was constructed, conduit for fiber optics was included. If the Town moves forward with its fiber optic project, cameras will relay images to the Police Dept. to aid in additional security. Dir. Kading responded to resident comments that a drinking fountain, vending machines, bike racks, and lighting have all been considered in the proposal.

Park Comm. Lynch clarified that the old restrooms at Fritse Park were destroyed due to their dilapidated condition. Safety concerns and undesirable activities decreased at the park with the construction of the Trestle Trail because of the increased usage of the park.

At this time Park Comm. Voigt presented a PowerPoint presentation highlighting Fritse Park, the Trestle Trail, and the Rydell property as a community park.

Resident Scott Lefevre, Larkspur Dr., supports proposal and agrees with Mr. Shreve's comments about making this a showcase; commends the idea of a quiet boat launch and the work that went into the proposal.

Chip Coenen, representing Lakeview Credit Union (a town business), commented on how much he feels the Trestle Trail has done for the Town of Menasha and would like to see a pavilion for gathering in the future.

Resident Bob Buss, Millbrook Dr., commented on the beauty of the Rydell property and is concerned about the raised elevation separating the trail from the Rydell property and would like to see in the design a way to better connect the two properties. He supports the proposal and encourages the board to do the project right the first time and believes citizens will support this proposal.

Resident Joe Nemecek, Susan Ave, stated he was at Fritse Park this morning and there was already boat traffic and people utilizing the trail; expressed concern over the driveway and enough parking also questioned the amount of space dedicated to storage in the comfort station and would like to see some of the windows removed and supports an open air top.

Resident Fred Riddell is a frequent user of the trail. He is glad to see a proposal for restrooms, but he expressed a concern over the location of the play equipment. He feels it is a safety concern because it is in the path of the sledding hill. He expressed concern over lighting in the park and encourages more police patrol of activities in the park.

Resident Jeff Maroszek, owner of Aspen Coffee and Digiprint, suggests consideration of a private vendor to provide refreshments to trail users. Commented that he was on the original fundraising committee and it is difficult to raise money if there is not a concrete proposal to present to potential business donors.

Resident Steve Otto, O'Leary Rd, spoke in favor of the proposal.

Supv. Ziegler assured residents that the Board wants to move forward on improvements to Fritse Park.

Resident Shane Smith made comments regarding the cost of the project and encouraged the Board to do the project right. He trusts the Park Commission's decision making process.

Sherry Johnson, representing Evergreen Credit Union (a town business), commented she was involved with the original, larger project and was disappointed it didn't move forward. She wants to see a commitment from the board so this project can move forward.

Chairman Tews reiterated his suggestion for an open air top to the comfort station was made because he felt it enhanced the project.

Dir. Kading answered a question regarding the materials used for construction and he responded full masonry.

Resident Dave Rause commented that the actual comfort station construction costs were estimated to be \$395,000 and asked what the Board needed in order to get a yes vote on the project.

Mr. Ned Hughes indicated he is a member of the Pace Setters running club which financially supported the Trestle Trail. He commented he would feel comfortable going to this group again to support this current proposal. He encouraged the board to look forward and plan for the future and increased trail usage when approving a plan for the comfort station.

Resident Jane Steward feels it's important to move forward and likes the proposed design of the comfort station.

Resident Shirley Neumann, Neff Ct., asked about retention basins. Dir. Kading responded that with the planned reduction of asphalt it won't be necessary to go forward with the original stormwater retention plan.

Resident Tom Young expressed his support of the comfort station design.

Resident Josh Woodside asked if we know if the soil is contaminated where digging is planned for the comfort station. Admin. Sturgell responded that he and Dir. Kading have met with the PCB clean-up crew and we have documentation showing PCB clean-up in the Fritse Park area. Chairman Tews stated he would like the insurance company and town attorney to review this documentation.

Resident Jim Rymer, Kerwin Rd., concerned about eliminating parking spots and wondering if this will still be a fishing spot.

Dir. Kading responded in working with the stewardship grant from the DNR removing of some of the asphalt near the lake was required.

Park Comm. Swiertz stated that final engineering and design for the project is not complete until project approval has been received.

Discussion ensued regarding the possibility of getting a design of a one-story comfort station and how soon a decision must be made in order to start the project this fall. Admin. Sturgell reminded the Board that any redesign will cost additional money. Dir. Kading indicated that bids should be let out by mid-May in order to be awarded by mid-July and project construction to begin in the fall.

The Park Commission respectfully requested the Town Board give the Park Commission be given the permission to move forward with this proposal.

Chairman Tews stated a vote on the Fritse Park proposal will take place on the first Town Board meeting in April.

3. ADJOURNMENT

At 8:38 p.m., MOTION: Gerhart/Hanson to adjourn the Town Board of Supervisors meeting. Motion carried.

At 8:38 p.m., MOTION: Swiertz/Voigt to adjourn the Park Commission meeting. Motion carried.

Respectfully submitted,



Annette Look, Deputy Clerk

**Proposed Fritse Park Redevelopment
Summary of Probable Costs**

Phase I (beginning Fall 2009 - Early Summer 2010)

Boat Launch*	\$	40,445
Seawall*	\$	201,095
Entry / Driveway*	\$	64,370
Comfort Station	\$	515,947
ADA Accessibility Walk*	\$	9,060
Boat Trailer Parking*	\$	9,484
Boat Wash Station*	\$	3,746
Other	\$	69,500
Total Cost Phase I	\$	913,647

Phase II (Fall 2010)

Play Area	\$	178,700
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Total Cost Phase I / II	\$	1,092,347
Design (A/E) 10%		109,235
Contingency 10%		109,235
Total Project Cost	\$	1,310,816

Stewardship Grant Funds	\$	149,045
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Total Project Cost to Town	\$	1,161,771
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Funding

Funds on Hand	\$	381,000
Proposed 2009 Borrowing	\$	620,000
Proposed 2010 Borrowing	\$	180,000
Total Proposed Funds	\$	1,181,000

*Grant Eligible