

CITY OF MENASHA
Parks and Recreation Board
Koslo Park, 1200 Geneva Road
June 11, 2019
MINUTES

A. CALL TO ORDER

The meeting was called to order by Vice Chair Hopwood at 6:04 pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Tim Hale, Tom Marshall, Brian Adesso, Lisa Hopwood, Melissa Zwach, Ald. Ted Grade

MEMBERS ABSENT: Chr. Dick Sturm (excused)

OTHERS PRESENT: PRD Tungate, PSS Brown, Don Osentoski from the Youth Sports tournament, RS Sackett

C. PUBLIC COMMENT

1. **Province Terrace Trail Grand Opening-June 18 at 10:30am:** PRD Tungate also stated that the light fixtures for the trail will be installed after the June 18 event.

D. MINUTES TO APPROVE

1. **Minutes of the May 14, 2019 Park Board Meeting:** Moved by B. Adesso, seconded by T. Hale to approve the minutes of the May 14 Park Board meeting. Motion carried.

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report:** PRD Tungate reported on the Jefferson Park parking lot project. Bids came in high and the project will either be rebid or held over until 2020. East Central and staff are continuing to work on the five year outdoor recreation plan. A final draft will be done soon. The swimming pool has opened. Staff is training on a new point of sale program. Cool temperatures have slowed attendance for the first few days.

- a. **Introduction of Megan Sackett-New Recreation Supervisor:** Ms. Sackett talked about her past municipal experience in the Village of Sussex. She has been generally working a three day work week schedule, but is flexing her hours for specific special events.

2. **Recreation Program Update:** RS Sackett is acclimating herself to the summer recreations programs. She has been working closely with the first outdoor movie of the summer, the upcoming City Carnival as well as becoming familiar with the Farm Market.

3. **Park, Pool and Vandalism Report:** PSS Brown reported that a window was broken on the Hart Park garage door, a flower planter at Smith Park was struck by a vehicle, downtown flower beds have been mulched, Smith Park flower beds have been planted and include some perennial grasses, Brin site has been seeded.

F. DISCUSSION/ACTION ITEMS

1. **Approve Twisted Pistons at Curtis Reed Square, August 15, 2019:** Motion by T. Grade, seconded by T. Hale to approve this event. Motion carried.
2. **Approve Midwest Sunsplash at Curtis Reed Square, July 26 & 27, 2019:** Motion by T. Grade, seconded by T. Hale to approve this event. Motion carried.
3. **Approve Youth Sports 14U Tournament at Koslo Park, July 12-14, 2019:** Motion by T. Grade, seconded by T. Marshall to approve this event. PSS Brown will work with the group if they need training on grooming the field in between games. Motion carried.
4. **Q&A on Koslo Park-PRD Tungate & PSS Brown**

- a. **Dugout Expansion Project-** PRD Tungate is working with McMahon on developing a plan to lengthen the existing dugouts. The current dugouts are too small to accommodate current teams. Keller Structures may be interested in assisting with the project.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

I. ADJOURNMENT

Moved by T. Marshall, seconded by T. Hale to adjourn at 7:27pm. Motion carried.