

**CITY OF MENASHA**  
**Parks and Recreation Board**  
**Jefferson Park Pavilion, 915 Third Street**  
**June 16, 2020**  
**MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order by Chr. D. Sturm at 6:01 pm.

**B. ROLL CALL/EXCUSED ABSENCES**

MEMBERS PRESENT: Chr. Dick Sturm, Brian Adesso, Melissa Zwach, Tom Marshall, Ald. Ted Grade

MEMBERS ABSENT: Lisa Hopwood, Tim Hale

OTHERS PRESENT: PRD Tungate, RSCM Sackett

**C. PUBLIC COMMENT/CORRESPONDENCE**

**D. MINUTES TO APPROVE**

1. **Minutes of the May 12, 2020 Park Board Meeting:** Moved by B. Adesso, seconded by T. Marshall to approve the minutes of the May 12 Park Board meeting. Motion carried.

**E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS**

1. **Department Report:** PRD Tungate gave an update on the Jefferson Park parking lot project, final landscaping and lighting will be installed soon. DDMO Brown is doing some planning and getting quotes for a new underground fuel tank for the marina. Tentative plan to install it will be this fall. A short segment of trail near the Kargus Blvd will be rerouted as part of the shorewall rehabilitation project. Adult softball has started and is being coordinated in cooperation with Fox Valley Athletics, LLC. Safety precautions are in place for the league.
2. **Retirement of Director Tungate effective July 7, 2020- PRD Tungate announced his retirement after working for the city since 1990.**
3. **Park, Pool and Vandalism Report:** Vandalism has occurred at the Hart Park and Jefferson Park restrooms. A bike was stolen from the pool and other minor vandalism was reported. It seems there are a lot of restless young people causing problems in the parks at this time.
4. **Recreation Report:** RSCM Megan Sackett reported that planning is ongoing for how and when to re-open the Senior Center. Wellness calls are being made to seniors and recipients seem very appreciative of this. About 200 activity bags have been distributed to seniors. Events like the City Carnival and Bubble Run have been canceled this summer. Soccer, baseball, dance, camp and tennis are all being held with modifications. Staff to participant ratio is around 1:8. The Health Dept. has provided staff training and guidance on how to proceed carefully while conducting recreation programs.

**F. DISCUSSION/ACTION ITEMS**

1. **Update on modifications to Pool Operations and Recreation Programs for Summer:** PRD Tungate reported on the safety precautions and operational plans for facility rentals, Jefferson Park Pool and Recreation programs.

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

**H. ADJOURNMENT**

Motion by T. Marshall, seconded by B. Adesso to adjourn at 7:06 pm. Motion carried.