

**City of Portage
Park and Recreation Board Meeting
Tuesday, June 9, 2015
5:30 p.m. Park Tour
6:30 p.m. Regular Meeting
Silver Lake Park, Silver Lake Drive
Open-Air Shelter**

Members present: Brian Zirbes, Chairperson, Larry Messer, Mike Charles, Rita Maass, Vice Chair and Todd Kreckman

Also in attendance were Manager, Dan Kremer, City Administrator, Shawn Murphy, Leslie Hawkinson and News Reporter, Craig Sauer

5:30 pm Park Tour Route consisted of Sunset Park, Sanborn Park, Cattail Park and Silver Lake Beach Park. No business was conducted.

1. Roll Call

The meeting called to order at 6:30 pm by Chairperson Zirbes.

2. Approval of minutes of May 12, 2015 meeting

Motion was made by Maass and seconded Messer to approve the minutes, as submitted, from the May 12, 2015 meeting. The motion carried 5-0.

3. Discussion and possible action on proposals for design of Phase II for VMF.

Kremer discussed the bid tabulation ranging \$12,500 to \$28,400 that were received for design services of Phase II of Veterans Memorial Fields. Kremer explained differences in the three low bids and recommended the board award the contract to Rettler Corporation for a not to exceed figure of \$14,100 and a geotechnical allowance of \$2,400 for a total of \$16,400. The City has budgeted \$15,000 for design services of Phase II in 2015. Kremer noted three visits for construction staking was included in their proposal which was not included in the other two similar proposals. Motion by Maass to recommend awarding Phase II of VMF design to Rettler Corporation of Stevens Point for a not to exceed total cost of \$14,100 and a geotechnical allowance of \$2,400; second by Messer. The motion carried 5 - 0.

4. Discussion on American Transmission Line ROW realignment.

Kremer provided a brief overview of three renderings provided by ATC for proposed changes to the transmission line towers located in Sunset Park and along the Wisconsin River. Kremer noted the proposed changes would include spanning the river and potential elimination of the pole located on the sand island. Discussion followed regarding maintenance of island pole and tree removals along Sunset Park

peak. Board will discuss when more details and proposal come forward from ATC.
No action

5. Discussion on Capital Improvement Projects and 5 year plan

Kremer presented a breakdown of expenses for Capital Improvement Projects and the 5 year plan. He detailed the progress and expenses for the 2015 projects indicating expected completion timelines, budget standing on each project and which were currently out for bids. Kremer also provided suggestions for Capital Projects for future consideration by the board. Discussion followed.

6. Old Business Update

A. Pine Meadow Tennis Court

The resurfaced court is finished and the net is up. After a 30 day cure the lines will go in. A change order for removing the asphalt base coat instead of pulverizing provided a \$500 credit on the project.

B. Silver Lake Beach Parking Lot Retaining Wall. The project is currently out for bid and is scheduled to begin construction following Labor Day when the swim area closes for the season.

C. Goodyear/Lawton Construction Update. Goodyear is completed and just waiting light fixtures. Lawton is expected to be completed closer to July 1st.

7. Manager's Report

Manager Kremer reported the start of summer programs began with Masters Baseball, Playground program and swimming lessons; the beach and the splash pad are now open; the fountain at Pauquette Park pond is up and working after being disabled for several years; seasonal staff has had Bloodborne Pathogen training; and the maintenance crew have started distributing woodchips throughout the playground facilities.

8. Adjournment

Zirbes asked all in favor to adjourn say Aye. No nay's. Motion Passed. Meeting adjourned at 7:10 pm.

Respectfully submitted
Leslie Hawkinson
Park & Recreation Department