

**City of Portage
Park and Recreation Board Meeting
Tuesday, August 11, 2015, 6:30 p.m.
City Municipal Building, 115 W Pleasant St.
Conference Room One
Minutes**

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

Also Present: Manager Dan Kremer, Leslie Hawkinson, Craig Sauer from Daily Register

1. Roll Call

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

2. Approval of minutes of July 14, 2015 meeting

There was discussion on item #5 (Levee Crack Fill and Seal Coat Bid) from the July 14, 2015 meeting that the Board should have taken a vote on the motion as amended; so the roll was called on the motion as amended. Motion carried 4-0 on roll call with Kreckman abstaining.

Motion was made by Maass to approve the minutes of the July 14, 2015 meeting as corrected, second by Charles. The motion carried 4-0 on roll call with Kreckman abstaining.

3. Discussion and possible action on splash pad donor signage at Goodyear Park.

Manager Kremer presented a preliminary artwork design by Two River Signs from the Portage Service Club Association that will recognize donations for the Splash Pad along with a location the group is requesting. This sign will be donated with no cost to the City. Discussion followed with recommendations for a different color scheme for the background and water drops to blend more with the building; placement of the sign to an outside wall rather than a wall that will be used for a future concession; questions as to how durable the suggested sign is; and to specify a title for the Splash Pad. Kremer will take the recommendations back to the Service Club for a more final rendering of the project. No further discussion.

4. Discussion and possible action on Sunset Park tennis court.

Chairperson Zirbes began the discussion by suggesting the board task Kremer with finding cost options for solutions for the Sunset Park tennis court. Zirbes suggested four options: rebuilding the court where it is, abandon it, take the court down and sell the lot, or move the court to either Sunset or Sanborn Park. Maass made a motion

that the board ask Kremer to look into the cost options for a tennis court at this site, or move it or what the best option would be for the Sunset Tennis Court. Second by Charles. Further discussion by Maass for the reason for the motion was to move the project forward since there are enough people concerned about seeing the tennis court cleaned up so it could be used. Charles was not in favor of leaving the property as is and suggested the property be surveyed as previously voted on and have the trees trimmed or figure out the variances for the property. The board agreed to start with the survey and have Kremer explore the discussed options. The motion carried 5 – 0.

5. Discussion and possible action on 2016 Parks and Recreation budget.

Manager Kremer provided an itemized summary of the proposed 2016 budget with justification for increases and decreases throughout the operating expenses of maintenance, recreation, pool and wages. Kremer pointed out any changes. Discussion followed over the Capital Expenditure Plan to clarify budgeted amounts and the timeline. A motion was made by Maass to move the Park and Recreation budget on to the Finance Committee for approval. Second by Charles. The motion carried 5 – 0.

6. Discussion and Possible action on insurance waiver on 2015 Portage Family Skate Park Levee Cruise Event.

Kremer presented a request by the Portage Family Skate Park board to have the insurance waived for their planned Levee Cruise Event. Discussion by the board determined no City events are held without insurance. A motion was made by Maass to deny the insurance waiver and that they need to carry insurance for this event. Second by Messer. No further discussion. The motion was carried 5 – 0.

7. Old Business Update

A. Tennis Court at Pine Meadow

The tennis court now has the sealant and lines and is finished.

B. Vandalism at Lawton Shelter

The men's room bolt on the outside of the door was bent due to either prying or pushing. As a result, the internal lock mechanism was bent, but fixable. No structural damage was sustained and the automatic lock system is working well.

C. Pedestrian bridge levee/canal trail

The DPW department is working with a consultant on phase 2 and will be incorporating the bridge as part of their overall design. The board will not need to take separate action on this and Kremer will keep the board informed as to the

progress.

8. New Business

Maass noted the weed harvester was down for repair and suggested a need to look at where the budget was with replacement.

9. Manager's Report

Flag Football begins next week with about 50 participants from grades K-4th. Our numbers are not as strong as in the spring and we are trying to get instructors on board; adult softball is at the end of their season with playoff's being played next week to end the season; a meeting with the Rettler Corporation for the soccer field design is being held next week. I am meeting with the soccer group and varsity athletic director to get an idea of what they would like to see included in the design; The Skate Park bid opening next week for the design phase and will come back to the board in September for recommendation to council after consideration; we had our first Monday through Friday tennis camp this month and was partnered with the High School using the school courts. We had about 25 participants lead by varsity coach Sarah Pulliam. The Portage Flea Market made the paper and realized some good publicity for the City; the Weed Harvester is having hydraulic problems and will be looked at by Aquarius Systems.

10. Adjournment

Zirbes asked all in favor to adjourn say Aye. No nay's. Motion Passed. Meeting adjourned at 7:48 pm.

Respectfully submitted
Leslie Hawkinson
Park & Recreation Department