

Park Board Meeting Minutes

September 7, 2011

Board Present: Matt Tanis, Kathleen Hoyle, Susan Williams, Tucker Webb, Janet Luchies, Vicki Locke, Jason Koscinski

Board Members Excused: Mike Zajac. Bill Deming

Absent: Jim Novaria

Staff Present: John Milowe

Meeting was called to order by Susan Williams at 6:30 at Westfield Park.

APPROVAL OF PREVIOUS MINUTES: Jason made the motion to approve the August minutes; Janet seconded the motion; all others unanimous.

NEW BUSINESS

A. Overview of Westfield Park and Harbors West:

- Westfield Park (Janet Luchies):
 - Leased from Portage Public Schools in 1969 and purchased in 1974 with 8 of the eleven acres allocated for park use. A Park plan was adopted in 1977 with walkway added in 1978; tennis courts and east parking lot added through a block grant also in 1978. Restrooms and west parking lot and softball field constructed with LAWCON grant of \$32,000 in 1985. Due to neighborhood issues alcohol was prohibited in 1985 and the basketball courts were relocated away from the residences in 2000.
 - There are still speeding issues along Milham Road for pedestrians, but improvements were made to the sidewalks, and an additional swing set was suggested.
- Harbors West Park (Janet Luchies):
 - Local developer donated the six acre parcel in 1997-1998 that included walking access. A \$100,000 grand funded development of the Park to include basketball, sand volleyball, play area, picnic shelter and restrooms. There are 23 parking spots that are well used with additional parking along the entrance.

B. Park Reports: Should include visible activities going on at the park; conversations (comments/suggestions) from residents using the park; conditions of the trails and other amenities.

- Millennium Park (Vicki Locke) – Includes Liberty Park which is more of a walking path and it is suggested to add more benches for runners and coverage for rain.
- Schrier Park (Tucker Webb) – Things looked clean and well maintained.
- West Lake Preserve/S. Westnedge Park (Matt Tanis) – Lots of dog walkers, busy ball diamonds, clean; no issues.
- Lexington-Green (Susan Williams) – Very active with restrooms in great shape.
- Lakeview (Jason Koscinski) – Everything looked clean and well maintained.
- Haverhill Park (Kathleen Hoyle) – Clean, lots of dog walkers using bags, clean bathrooms and basketball and tennis nets all in good shape.
- Oakland Drive Park (Vicki for Jim Novaria) – Well maintained, busy and clean.
- Celery Flats/Bicentennial Park (Susan) – Busy, well maintained, no issues.
- Ramona Park (Vicki for Mike Zajac) – Busy with practices for softball and football; playground well used.
- Outdoor Meeting Schedule: Reminder that each Park Board member has selected a Park to present the history on this year as part of the agenda at the summer meeting rotations. This will be in addition to the Park Reports above.

Park Assignment	Board Member	Meeting Date
Millennium/Central/Liberty	Vicki	
Schrier/Bishop's Bog	Tucker	April 6 (6:30)
West Lake/South Westnedge	Matt	May 4 (6:30)
Lexington-Green	Susan	June 1 (6:30)
Ramona	Mike	July 6 (6:30)

Lakeview	Jason	July 6 (7:15)
Oakland Drive	Jim	August 3 (6:30)
Haverhill	Kathleen	August 3 (7:15)
Westfield/Harbors West	Janet	September 7 (6:30)
Celery Flats/PCBP	Bery	October 5 (6:30)

C. Election of Officers:

- Janet will be leaving the board as her term is expired and this was her last meeting. The board wished her well and thanked her for all her support.
- Election of officers was postponed until the next meeting in October since Mike’s status as President was undetermined.

D. Friends Group Report:

- Jason, Susan and Kathleen will arrange a meeting before the next Board Meeting.
- Goals and objectives for the Group will be presented for Board review.
- Board members should bring a list of organizations they think might volunteer and be ready to sign-up to present to these groups information on “Friends of the Park”.
- Suggested to finalize events for next year by the December Board meeting so there will be more time to organize the activities. Discussions should begin at October meeting with final event list put on the “Friends of the Park” site. Each board member will be asked to coordinate at least one event during the year.
- A separate “Friends of the Park” site is being discussed that will link with the Portage Parks website page.
- Any announcements that the Board wishes for possible publishing in the “Portager” should be written out and send to Bill to send to the newsletter editor.

SUMMARY ACTIVITY

- The walk/run season being now through November including the upcoming Peacock Strut.
- Seasonal Park crew is now cut in half as college students went back to school.
- Reseeding of the lawns begins this month and irrigation has now been shut down at the Parks.
- Restrooms will close on November 1.
- Closings include Ramona Park on Labor Day, September 5 and Fall Leagues will continue until September 27.
- Bikeway trail upgrades will be completed in September with repair to several trails including Northwest, Shaver Road, East Center, and East Milham bikeways,

COMMENTS FROM BOARD MEMBERS

- Vicki would like to take the lead for the Sculpture Event next year.
- Kathleen will develop Event Templates to record what is needed and the results for each event as a record for the following year. A marketing theme for Park events will be conducted over the winter for spring launch.
- Janet thanked everyone for the opportunities she had with the Board and wished all her best.
- Tucker met with the Environmental Board and the focus with the Park Board so far involves weeding out invasive species and obtaining volunteers. Tucker will get a list of potential cooperative activities to present to the Park Board at a later date.

ADJOURNMENT

Matt made a motion for adjournment; Tucker seconded the motion; all other unanimous. Meeting adjourned at approximately 7:40 p.m.

Next meeting: Wednesday, October 5, 2011 at 6:30 p.m. Celery Flats.

Respectfully submitted

Kathleen Hoyle, Secretary, Park Board