

Porter Park Board

June 19, 2007

Call to order: 7:02 pm

Pledge of Allegiance

Roll Call: Park Board Members Present: President - Zathoe Sexton, Vice President - Becky Maranto, Member - Rondi Wightman. Also present: Park Superintendent Jim Miller and Park Administrator Stephanie Miller. Member – Patty Raffin was absent.

Approval of Minutes: Rondi Wightman made a motion to approve the minutes of the May 30, 2007 Park Board Meeting as written. Becky Maranto seconded the motion. All were in favor.

Consideration of Claims: Becky Maranto made a motion to approve the budget expenditure report from May 20, 2007 to June 19, 2007 for \$3,112.58 as written. Rondi Wightman seconded the motion. All were in favor.

Petition and Comments from the Floor: Nancy Whisler representing the Taste of Porter Festival asked the Park Board for permission to have their Festival at Hawthorne Park on August 25, 2007 from 11:00am to 7:00pm. After a discussion, Becky Maranto made a motion to allow the Taste of Porter to have their Festival on August 25, 2007 for a rental fee of \$500, \$100 refundable security deposit, and an electrical fee with the following provisions: The Taste of Porter must receive a written permit from the Porter Police Department, show proof of their Insurance Policy for the Festival, and proof of Mike Smith's insurance and permit to sell alcohol in the Beer Booth. Rondi Wightman seconded the motion. All were in favor.

Park Superintendent's Report: Jim Miller reported that all the Park Property and grounds have been checked on a regular basis. Brush was dumped by a large truck at the pole barn in Hawthorne Park. Wood chips were dumped at the corner of Waverly and Ackerman on Park property. There was an abandoned car left on Ackerman Drive in Hawthorne Park for several days. I completed an incident report at the Police Department for all three of these cases. The Police Department tracked down the guilty party that dumped the brush and the people that dumped it came back and removed it. No luck on the wood chips. The Abandoned car was removed.

The Park grounds have been cleaned and the trash has been dumped as needed. Mowing and trimming is done once a week.

All the Park informational signs have been painted with redwood paint and white lettering.

The Gazebo and bridge in Hawthorne Park are being cleaned and waterproofed.

Three Sweet Gum trees have been planted in Hawthorne Park. Two were donated by Rondi Wightman and one was donated by Lori Rossetti. All the new trees are being watered through the dry period.

We are continuing to install new Lilly plant beds along the woods of Hawthorne Park. The labor is provided by a PACT worker.

The Hawthorne Park handicap water fountain repairs have been made.

A new volley ball pole and net have been installed at the Hawthorne Park volley ball court. The sand in the volley ball courts at Hawthorne Park and Porter Cove Park has been roto-tilled.

We cleaned up the Parks after the last thunderstorm. One beautiful Maple Tree in Hawthorne Park on the North side of the East Shelter was struck by lightning. Some of the bark was blown off this tree. I will keep a close eye on it. In a few days we will look at it again and prune it where it is needed so it will look symmetrical. I will do what ever it takes to help this tree survive.

The graffiti on the side of the Community Center, West Shelter, and Ball Field concrete retaining wall have been painted over.

The tile floors in the Community Center have been burnished. The back deck has been cleaned and waterproofed.

Tilden's Enterprises has offered to install new towel and toilet paper dispensers in the Community Center bathrooms at no cost to the Park, provided the paper goods are bought from them.

\$150 was anonymously donated to the Porter Park Summer Arts and Craft Program. Becky Maranto made a motion to place the \$150 anonymous donation into the Arts and Craft Program Account #216 001 291. Rondi Wightman seconded the motion. All were in favor.

American Legion Post 503 donated \$1,000 to the Porter Park Department to be used as the Park board wishes. Rondi Wightman made a motion to take the \$1,000 donation from American Legion Post 503 and put it into Park Donations Account # 219 001 365. Jim Miller will then ask the Town Council at the next meeting to increase the Parks bottom line budget by \$1,000. Becky Maranto seconded the motion. All were in favor.

Park Administrator's Report: Stephanie Miller gave the Park Board the minutes of the May 30, 2007 Park Board Meeting along with the May 2007 income statement. Stephanie also reported that the rentals of the Community Center and shelters are extremely busy during the month of June.

Old Business:

Dune Meadows Park: Zathoe Sexton asked the Park Board to meet at Dune Meadows Park for a picture and dedication of the Park on Tuesday, July 17, 2007 at 6:30pm which is 30 minutes before the next scheduled Park Board Meeting.

Dune Meadows Pond: Jim Miller has not heard anything yet. Jim said he will keep asking to find out what Harvey Nix has found out.

Food Pantry Refrigerator: Rondi Wightman said she called Tom Leisure who plans on donating a refrigerator to Food Pantry, but he was on vacation.

Paving: Zathoe Sexton said that she will write a letter (a formal request) and give it to the Town Council President at their next meeting requesting that the streets running through Hawthorne Park be added to the paving list as a priority.

Festival Permit: The Park Board discussed the new Festival Rental Contract that is taking form. Zathoe Sexton said that she would like to work on the Festival Rental Contract for the next two weeks and would then have it ready for the Art Fair and Taste of Porter to sign.

Taylor & Bartholomew Surety Bond: Jim Miller reported that he talked with Doug Mraz from CNA and Doug wants me to send him all the digital pictures I have taken showing the damage to the Front Porch along with the original contract. He will review the contract and look at the pictures then make a decision. Jim said that he will get that information to Doug right away.

Porter Cove Park Drainage: Jim Miller said that there are low areas in Porter Cove Park that collect water. Jim suggested bringing in soil to fill in the low areas instead of installing a drainage program which would be very costly.

Part Time Help: Jim Miller reported that he received 10 applications for the Part Time Position that is open. Only 2 of these individuals are qualified for an interview. I would like to do some background checking on one of these individuals, then I plan to make a decision. Zathoe Sexton reminded Jim that the part time employee he has now is working too many hours recently to be considered part time. Jim said that this employee will go down in hours now because we had a lot of projects we needed to complete in the spring and that is all done. Jim also said that when he hires the second employee, it will help.

Summer Park Program: Jim Miller reported that the Children's Summer Park Program is going very well. The program has between 35 to 48 children daily. The same part time summer employees are back this year with good chemistry going on there. Jill Bucy is the Summer Park Program Director along with Zack Bucy and Stephen Peterson as her assistants. Rondi Wightman is arranging with George's Gyros located in Chesterton to donate hot dogs, buns, and condiments for two Summer Park Program Picnics during the Program's season. Rondi also personally donated a \$20 phone card to be used for necessary phone calls during the Summer Park Program. Zathoe Sexton thanked the Park Board for soliciting donations for the Park Department during this time when the Park's funds are very low.

Valparaiso Community/University Concert Band: The Concert Band is due to perform for one hour starting at 7pm at the Millennium Gazebo in Hawthorne Park on Wednesday, June 20, 2007. This is a Library sponsored event with the cooperation of the Porter Park Department. Jim Miller said that he will be there early to make sure that everything is going smoothly during the preparation process.

New Business:

2007 Budget Update: Jim Miller reported that he was informed by the Porter Clerk Treasurer that she needs to know what the Park Board would need to run the Park for the months of June through September 2007 because the Town Council is looking at borrowing money to help all Departments get through those months. It was decided that the Park Department needs approximately \$9,000 a month to operate.

2008 Budget Plan: Jim Miller gave the Park Board a copy of the Park’s 2007 budget for the planning of the 2008 budget. Stephanie Miller asked the Park Board to look at her salary for a possible increase in 2008 as Park Administrator and Park Board Secretary.

Items to Keep in Mind:

Porter Park Department Picnic: The Porter Park Department will host a “Picnic in Porter” for the Community on Sunday, September 2, 2007 (Labor Day Weekend) from 2 to 4 pm at Hawthorne Park. This date was changed from the original August 19, 2007 date. The Park Board discussed entertainment for this event.

Five Year Plan: September 8, 2007 @ 9:00am. Town Hall

Halloween Party: The Porter Park Department will host a Halloween Party for children on Friday, October 19, 2007, from 6pm to 8pm at the Hawthorne Park Community Center.

Christmas Party: The Porter Park Department will host a Christmas Party for children on Saturday, December 1, 2007 from 1pm to 3pm at the Hawthorne Park Community Center.

Next Meeting: The next scheduled Park Board meeting will be on Tuesday, July 17, 2007 at 7pm in the Hawthorne Park Community Center.

Meeting Adjourned: A motion to adjourn the Park Board Meeting at 9:20pm was made by Becky Maranto. Rondi Wightman seconded the motion. All were in favor.

President

Vice President

Member

Member

Minutes taken and report prepared by: Park Secretary – Stephanie Miller