PORT WASHINGTON PARK AND RECREATION DEPT. 
OFFICIAL BOARD MINUTES

DATE: April 9, 2009 
LOCATION: Park & Rec Office

The meeting was called to order by Chairman G. Ewig at 6:30 PM

1. Members present (P), absent (A) or excused (E); Ewig_P_ MacRae_P_ Klotz_P_ Babcock_P_ Kinas_E_ Lemkuil_P_ Burmesch_P_ Voigt_E_ Deal_P_

Late: N/A

2. Motion by B. Babcock to accept minutes as presented/amended. Second by B. Deal. Motion carried 7-0.

3. Citizen Comments not on the agenda
N/A

4. Old Business:

A. Elected Official’s Report
   • Bids received on Upper Lake Park and Veteran’s Memorial Park Restrooms were substantially over the $300,000 as approved by the Common Council. The Upper Lake Park Restrooms will go in as planned. The Veteran’s Memorial Park restrooms will be pushed back to next year when more money should be available. The contractor will be asked to extend the bid offer for Veteran’s to next year.
   • Road improvements on St. Mary’s hill resulted in much discussion and public input at the last Council meeting.

B. Planning Commission Rep report
   • Nothing Reported

C. Director’s Report
   • Submitted
   • Parks Plus brochure has come back from the printer and is available online.
     • 1000 copies will be printed in a cost-saving measure and the shift is to have people view it online
   • Bids have come in for expansion joint and crack repairs in the pool.
     • The first bid from T & T Pools, LLC from Randolph, WI was for $9560.00
     • The second bid from Landmark Tile & Stone, Inc of Cedarburg, WI was for $7120.00 with an option to include perimeter expansion joint repair for an additional $6000.00
   • Bids will be presented to City Administrator for further discussion
   • Bids are currently being sought for Park & Rec Building boiler and water heater replacement with option to include pool heater

D. Update on Upper Lake Park and Veteran’s Memorial Park Restrooms
   • Update was given in ‘Elected Official’s Report’
5. New Business:
   A. Review and Recommend Facility Use Requests: Sts. Mary and Peter Festival; Port
      Washington Lion’s Club Community Fund Raiser; Grand Avenue United Methodist
      Church Family Fun Day
      • Sts. Mary and Peter Festival
        • Rental of Veteran’s Memorial Park, Bandshell and Greens on August 8, 2009 from
          6:00 am to 11:30 pm for a festival with approximately 800 participants
        • Will be in Park after posted hours and will have a live band with amplified
          instruments
        • Will have tents
        • Music must end by 11:00 pm and all participants must be out of park no later than
          11:30 pm
        • Crown behavior is responsibility of renter, music must not be nuisance and any
          complaints will be used to process future requests
        • Digger's Hotline must be called and have marked prior to setup of any tents
        • Motion made by M.A. Klotz approve request. Seconded by P. Lemkuil. Motion
          passed 7-0
      • Port Washington Lion’s Club
        • Rental of Kiwanis Pavilion from July 30 through August 3, 2009 from 6:00 am to
          11:30 pm for a community fundraiser with approximately 2000 participants
        • Will be in Park after posted hours and will have a live band with amplified
          instruments
        • Will have tents
        • Alcohol will be sold
        • Music must end by 11:00 pm and all participants must be out of park no later than
          11:30 pm
        • Crown behavior is responsibility of renter, music must not be nuisance and any
          complaints will be used to process future requests
        • Digger's Hotline must be called and have marked prior to setup of any tents
        • Motion made by M.A. Klotz approve request. Seconded by P. Lemkuil. Motion
          passed 7-0
      • Grand Avenue United Methodist Church
        • Rental of Veteran’s Memorial Park, Bandshell and Greens on September 12, 2009
          from 10:00 am to 5:00 pm for a public family fun day with approximately 150
          participants
        • Will have amplified music
        • Will have tents
        • Crown behavior is responsibility of renter, music must not be nuisance and any
          complaints will be used to process future requests
        • Digger’s Hotline must be called and have marked prior to setup of any tents
        • Motion made by M. Burmesch approve request. Seconded by B. Deal. Motion
          passed 7-0
   B. Review and Recommend Hiring of Staff
      • Motion made by L. MacRae to accept and approve the staff as presented. Seconded
        by P. Lemkuil. Motion passed 7-0
   C. Review and recommend 2008 Annual Report
      • Motion made by L. MacRae to accept and approve the 2008 Annual Report as
        presented. Seconded by B. Babcock. Motion passed 7-0
6. Any Other Business That May Properly Come Before the Board
   - L. MacRae was approached by citizen requesting more park benches be placed in Veteran's Memorial Park and surrounding Bandshell and Greens area. Staff will recommend any future requests for park bench memorials be placed in said area if desired by appealing group.

7. Motion to adjourn by B. Babcock, second by M.A. Klotz. Meeting adjourned at 7:30 PM.

Respectfully Submitted,

Mary Ann Klotz
Secretary