DATE: May 13, 2010  LOCATION: Park & Rec Office

The meeting was called to order by Acting Chair L. MacRae at 6:30 PM

1. Members present (P), absent (A) or excused (E): MacRae P Klotz P Babcock P Kinas P Lemkuil P Farnham E Voigt E Deal P Johnson P
   Late: N/A

2. Motion by MA Klotz to accept minutes as presented.  Second by B. Johnson
   Motion carried 8-0

3. Citizen Comments not on the agenda
   • Nothing Presented

4. Old Business:

   A. Elected Official’s Report
   • City approved leasing old St. John’s Church (currently Franklin energy) for the Senior Center. Decision still needs to be made what to do with existing Senior Center building. City will pay approximately $60,000/year for 5 years

   B. Planning Commission Rep report
   • Nothing reported

   C. Director’s Report
   • Reviewed and Submitted
   • Staff discussed progress of work being done in and around Pirates’ Hollow Waterpark and bathhouse
   • Staff discussed opening day and filling of the pool at the Waterpark
   • Staff reported on how well yoga is doing exceptionally well with 117 participants
   • Staff discussed holding a triathlon on August 14, 2010. This is a brand new event

   D. Update on Upper Lake and Veteran’s Memorial Park Comfort Stations
   • Discussion was again held regarding motion sensors in both the Upper Lake and Veteran’s Memorial Park comfort stations
   • Sensors are still not working properly and have continual “false-ons” occurring
   • Staff is still working with the City Engineer, building engineer, sensor manufacturer rep, general contractor and architect to resolve problem
   • Staff is still investigating the use of surveillance cameras at both locations

   E. Update on Virginia Graeme Baker Pool and Spa Safety Act (VGBA) Compliance
   • Staff reported that the work has been completed and is awaiting the final inspection from Ramaker & Associates, Inc. and State of Wisconsin Commerce Department. This should all be complete by May 20, 2010. This still leaves plenty of time before the pool opens on June 11, 2010

   F. Update on HVAC Installation
   • Staff reported that work by J&H Heating, Inc. is continuing. Everything should be completed by the week of May 17, 2010
G. Revisit Facility Fund and Discuss “Round up for Recreation” Concept

- Staff reported that these concepts could be used to fund facility improvements or sponsor needy children wanting to participate in programs but cannot afford the registration fees
- Board would like to discuss more at a later meeting

5. New Business:

A. Election of 2010-11 Board Officers

- For the position of President – Motion made by M.A. Klotz to nominate L. MacRae. Seconded by B. Deal. Motion carried 8-0
- For the position of Vice President – Motion made by L. MacRae to nominate R. Voigt. Seconded by M.A. Klotz. Motion carried 8-0
- For the position of Secretary – Motion made by S. Kinas to nominate M.A. Klotz. Seconded by L. MacRae. Motion carried 8-0

B. Review and Recommend Facility Use Requests

- St. John’s Lutheran Church
  - Rental of Rotary Park on August 1, 8 and 15, 2010 from 11:00 am to 12:30 pm for a concert with approximately 50 participants
  - Will have amplified music
  - Crowd behavior is responsibility of renter, music must not be nuisance and any complaints will be used to process future requests
  - Motion made by R. Voigt to approve request. Seconded by S. Kinas. Motion carried 8-0

- Possibility Playground
  - Rental of Veteran’s Memorial Park Shelter, Bandshell and Greens and Lion’s Pavilion on June 20, 2010 from 7:00 am to 1:30 pm for the annual Run, Walk & Roll event with approximately 200-300 participants
  - Will have tents
  - Will have amplified music
  - Will have dyna jump/any inflatable/dunk tank
  - Crowd 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
  - Certificate of insurance listing the City of Port Washington Parks & Recreation Department as additionally insured must be obtained
  - Motion made by R. Voigt to approve request. Seconded by S. Kinas. Motion carried 8-0

- Friedens Church
  - Rental of Veteran’s Memorial Park Shelter, Bandshell and Greens on August 29, 2010 from 12 noon to 10:00 pm for a worship concert and prayer rally with approximately 300 participants
  - Will have amplified music
  - Music must end by 9:30 pm and all participants must be out of park no later than 10:00 pm
  - Crowd behavior is responsibility of renter, music must not be nuisance and any complaints will be used to process future requests
  - Motion made by B. Babcock to approve request based upon said stipulations. Seconded by B. Deal. Motion carried 8-0
Robert Norman
- Rental of Veteran’s Memorial Park Bandshell and Greens on August 8, 2010 from 11:00 am to 5:00 pm for a wedding reception with approximately 75-100 participants
- Alcohol will be served
- Will have amplified music
- Must obtain and have approved alcohol permit
- Crowd behavior is responsibility of renter, music must not be nuisance and any complaints will be used to process future requests
- Motion made by B. Deal to approve request based upon said stipulations. Seconded by P. Lemkuil. Motion carried 8-0

C. Review and Recommend Park Site Plat for Misty Ridge and Fiduciary Subdivisions
- City Planner Randy Tetzlaff drew up plat location for proposed park in the Fiduciary subdivision. This park would service both Misty Ridge and Fiduciary subdivisions
- Park would be 1.93 acres and would include an access path connecting to the Ozaukee Interurban Trail
- City Administrator Mark Grams gave a report to Board and citizens. He stated that the Misty Ridge subdivision would provide monetary funds in the amount of approximately $160,000 for the park. Fiduciary will provide the land for the park and trail connector
- Discussion was held regarding the maintenance. Specifically costs, equipment and staff. Board is concerned that with 30 existing City parks and the Park & Rec Department’s outdated maintenance equipment, staff will have an extremely difficult time caring for the proposed park
- City Administrator stated that this concern would be addressed when preparing next year’s budget
- Motion made by B. Deal to approve the park plat as presented. Seconded by L. MacRae. Motion carried 8-0

D. Finalize Park Tour Sites, Date and Time
- The following parks were decided by the Board to be included in this year’s tour: Park & Rec Maintenance Garage, Misty Ridge/Fiduciary, Coal Dock, Upper Lake and Veteran’s Memorial Parks, Westport Meadows and Lion’s Park
- Tour will be on June 19th at 8:00 am

6. Any Other Business That May Properly Come Before the Board
- Nothing submitted

7. Motion to adjourn by S. Kinas. Seconded by B. Johnson. Meeting adjourned at 7:50 PM.

Respectfully Submitted,

Mary Ann Klotz
Secretary