DATE: October 13, 2011    LOCATION: Parks & Rec Office

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

I. Members present (P), absent (A) or excused (E): MacRae_P  Klotz_P  Babcock_P  Kinas_P  Lemkuil_P  Becker_E  Voigt_E  Deal_P  Johnson_E
Late: N/A

II. Motion by S. Kinas to accept minutes as presented. Second by B. Deal
Motion carried 6-0

III. Citizen Comments not on the agenda
• Eagle Scout candidate Rowan Norman (1036 W. Grand Avenue, Port Washington) of Troop 875, presented his project plans to the Board
  • Norman’s project is a free-standing message board to be placed in an area in front of the Pirates’ Hollow Bathhouse
  • Norman will be fund raising to cover costs of materials by selling doormats that can be personalized for a fee of $20 and $25, depending on customization. Staff will distribute Norman’s order forms to other City facilities

IV. Old Business:
A. Elected Official's Report
  • Ald. Babcock reported that the City Council voted on the 2012 budget with goal of not increasing taxes. The deficit will mostly be covered by employees paying more of their health insurance and retirement costs. Babcock reported that the Police and fire Department employees are exempt of this provision

B. Planning Commission Rep report
  • Nothing Reported

C. Director's Report
  • Reviewed and Submitted
  • Staff reported that, in conjunction with the Village of Grafton and city of Cedarburg’s Parks and recreation Departments, plans are taking shape for the 2012 Polar Express special event. This year, the event will be held in Port Washington at the Fire Station
  • Staff also reported on work with the WPRA (Wisconsin Parks & Recreation Association)
  • Staff reported that the Parks Maintenance crew was extremely busy with regular tasks as well as clean up of tree damage from recent storms
  • Staff reported that there was recent vandalism inside of men’s restrooms at the Upper Lake Park comfort station. Walls and stalls were tagged with what appeared to be spray paint or an indelible marker

D. Review and Recommend Ice Rink Location Alternatives as Result of Lake Street and Veteran’s Memorial Park Utility Work and Road Construction
  • Staff gave update of Lake Street/Veteran’s Memorial Park construction status
  • Staff also reported that the Park restoration from underground utility burial will not be completed in time for installation of rink
• Motion made by M.A. Klotz to move ice rink, for one year only, to either Hill School or Kolbach Parks depending on Staff’s decision in regard to each location’s conditions as well as the placement of a portable restroom. Seconded by S. Kinas. Motion carried 6-0

V. New Business

A. Review and Recommend Hiring of Staff
   • Motion made by B. Deal to approve the staff as presented. Seconded by P. Lemkuil. Motion carried 6-0

B. Review and Recommend Facility Use Requests
   • Nothing Submitted

C. Review and Recommend Location of 80’ Observation Tower in Upper Lake Park’s Scout Overlook Area
   • Patrick Poole (203 N. Wisconsin Street, Port Washington) again presented his proposal for building an 80’ observation tower in Upper Lake Park’s Scout Overlook area
   • Board again discussed topic and liked the idea and proposed location
   • Motion made by B. Deal to approve location of 80’ observation tower in Upper Lake Park’s Scout Overlook Area. Seconded by S. Kinas. Motion carried 6-0

D. Review and Recommend Community Garden Rules and Regulations
   • Staff presented the community garden rules and regulations, as edited by Derek Strohl (765 W. Melin Street) the Community Garden Committee’s representative
   • Parks & Recreation Board had many questions and concerns regarding the rules as presented, as well as other concerns regarding the garden itself
   • Since Mr. Strohl was not in attendance, Board tabled the vote and stated that they would like to see Strohl re-approach in November to answer questions and concerns

VI. Any Other Business That May Properly Come Before the Board
   • Nothing Submitted

VII. Motion to adjourn by B. Deal. Seconded by S. Kinas. Motion carried 6-0. Meeting adjourned at 7:15 PM.

Respectfully Submitted,

Mary Ann Klotz
Secretary