DATE: March 13, 2014

LOCATION: Parks & Rec Office

The meeting was called to order by Vice President R. Voigt at 6:30 PM

I. Members present (P), absent (A) or excused (E): Voigt_P Klotz_P Ehrlich_E Kinas_P Lemkuil_P Rudser_P Deal_P Karrels_P Becker_P Larson_A Verheyen_P

II. Motion by K. Rudser to accept the February 13, 2014 minutes as presented and amended. Second by P. Lemkuil. Motion carried 9-0

III. Citizen Comments not on the agenda

• Bob Mueller, 915 Holden Street, spoke regarding a need for a railing to run the full length of the promenade on Coal Dock Park. Mr. Mueller spoke against the proposed curbing and was urging support of the railing due, in part, to the loss of his sister who drowned in the harbor years ago
• Mr. Mueller also stated that the harbor has undertow and currents which make it even more dangerous

IV. Old Business:

A. Director’s Report
• Reviewed and Submitted
• Staff reported that the Common Council unanimously approved MSA Professional Services, Inc. of Madison, as the firm to help update the Comprehensive Park and Open Space Plan
• Staff reported that maintenance division has been working hard to prepare for the upcoming summer season
• Staff reported that the winter programs have been going well thus far

B. Report from Other Boards, Commissions and Committees
• Friends of Port Washington Parks and Recreation, Inc.
  • Staff reported that Mike Goebel has received approval from the IRS for a Federal ID #
  • Staff reported that the next step is to receive tax-exempt status

C. Revisit Application for National Recreation and Park Association’s (NRPA) Gold Medal Award
• Staff reported that they have been working on completing the application
• Staff again asked Board for their help in completing the application
• Staff reported that the 2014 application will be completed in advance of the March 24, 2014 deadline

V. New Business

A. Review and Recommend Hiring of Staff
• Motion made by K. Rudser to approve the staff as presented. Seconded by P. Lemkuil. Motion carried 9-0
B. Review and Recommend Facility Use Requests
   • Balance, Inc.
     - Request for complimentary admission to Pirates’ Hollow Waterpark on July 29, 2014
       from 12:00 noon to 3:00 pm for approximately 50 children
     - This request is made annually for children with special needs to participate in a field trip
       to the Waterpark
     - Balance, Inc. will provide staff to assist with this rental as well as require any incontinent
       children to wear swim diapers
     - Motion made by M.A. Klotz to approve request based upon stipulations set forth are met.
       Seconded by J. Karrels. Motion carried 9-0
   • Cathy Wilger on behalf Port Washington Main Street, Inc.
     - Rental of Coal Dock Park for the dates of September 27th and a rain date of September
       28th, 2014 from 5 to 10 pm for approximately 1000 participants
     - Request is for sky lantern launch
     - Ald. Rudser suggested that the launch be held on Sunday, September 28th. Rudser
       stated that the event was held on Sunday last year and was well-attended
     - Rudser stated that he would follow-up with Cathy Wilger to suggest the date change
     - All garbage and trash must be cleaned up and properly disposed of in receptacles
       throughout and at the end of the event
     - Crowd behavior is the responsibility of the applicant and any enforcement of local or
       state laws is therefore up to the applicant. The applicant or a representative must handle
       any requests by City staff or Police immediately
     - Motion made by M.A. Klotz to approve request based upon said stipulations. Seconded
       by K. Rudser. Motion carried 9-0

C. Update on Summer Theatre with Diana Neumeyer
   • Diana Neumeyer gave an update on the upcoming season
     - Neumeyer reported that \textit{Young Frankenstein} was chosen as the production this summer
     - Neumeyer wanted to get Board feedback on the selection and also let them know that she
       will do her best to edit questionable material
     - Neumeyer did state that it is an adult show and one of the reasons it was chosen, as it has
       never been done before. The other reason was that we did not get the rights to the first
       choice, \textit{Joseph and the Technicolor Dreamcoat}

D. Review and Recommend Summer Theatre Production
   • Staff reported that the decision was made to choose \textit{Young Frankenstein} as the production
     this summer
   • Diana Neumeyer wanted to get feedback from Board on this choice as it is an adult-themed
     show
   • Board, as a whole, was good with the choice
   • Motion made by B. Deal to approve \textit{Young Frankenstein} as the 2014 Summer Theatre
     production. Seconded by M.A. Klotz. Motion carried 9-0

E. Discuss Coal Dock Promenade Proposed Curbing and Railing Options
   • Board discussed the option of either a full railing or curbing
   • Ald. Rudser stated that Council had tabled the decision on the railing versus curbing until
     more information could be made available on the pricing of the options
   • Rudser reported that the Engineering Department is working on getting the pricing and
     railing alternatives
   • P. Lemkuil stated that the curbing should not be an option as it is not a welcome solution.
     She stated that the railing should be the only option
F. Discuss Friday Night Summer Concerts
   • P. Lemkuil asked that this item be a part of this month's agenda
   • The Fourth of July Committee met with Bob Mittnacht to discuss the concert planned for July Fourth. During that meeting, it was stated that this would be the only concert Mittnacht was doing this year. Typically, as part of Freeport Music, Mittnacht has several concerts throughout the summer
   • Lemkuil wanted to discuss other options to still have concerts planned this year
   • Board discussed topic and did not come up with any alternatives

G. Update on Port Washington Youth Baseball/Softball Complex
   • Rich Stasik, President of Port Youth Baseball/Softball gave an update on the baseball complex
   • Stasik handed out drawings of the complex for the Board to review
   • Stasik reported that there are four fields and concession stand planned, with a playground and walking trail around the complex
   • Stasik said that the plan is to move forward with the 90’ base field and another field, as well as the concession stand. The rest of the complex will be completed in phases
   • Stasik said funding would be available for the 90’ field
   • Stasik asked the Board for approval of the complex plans. They would then go to the Plan Commission after that
   • Motion made by B. Deal to approve the plans for the Port Washington Youth Baseball/Softball complex on HWY 33, as presented. Seconded by J. Verheyen. Motion carried 9-0

H. Review and Recommend 2013 Annual Report
   • Staff reviewed report with Board. Discussion involved various numbers and reported items. Board thanked Staff for all of their hard work during the past year and the well-written report
   • Motion made by B. Deal to approve the 2013 Annual Report as submitted. Seconded by M.A. Klotz. Motion carried 9-0

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

VII. Motion to adjourn by B. Deal. Seconded by K. Rudser. Motion carried unanimously. Meeting adjourned at 8:12 PM.

Respectfully Submitted,

Sue Kinas
Secretary