DATE: July 9, 2015       LOCATION: Parks & Rec Office

The meeting was called to order by Board Vice President P. Lemkuil at 6:01 PM

I. Members present (P), absent (A) or excused (E): Voigt_E Klotz_P Ehrlich_P Kinas_P Lemkuil_P Rudser_P Deal_P Karrels_P Verheyen_P
   Late:  J. Karrels @ 6:02 pm; J. Verheyen @ 6:03 pm; S. Kinas @ 6:07 pm

II. Motion by B. Deal to accept the May 14, 2015 minutes as presented. Second by K. Rudser. Motion carried 5-0

III. Citizen Comments not on the agenda
   • Nothing Submitted

IV. Old Business:
   A. Director’s Report
      • Reviewed and Submitted
      • Staff reported that Eagle Scout Sam Fritsch finished his project in Upper Lake Park and it looks great
      • Staff reported that the entry sign for the Port Washington Beer Garden is complete
      • Staff reported that the girl’s fastpitch has started with 16 teams, the highest participation in the history of the league
      • Staff gave an update on pool heater
      • Staff informed Board that the Kolbach shelter will be getting and open-air pavilion attached to it, as well as a new roof and refurbishment

V. New Business
   A. Review and Recommend Hiring of Staff
      • Staff presented hiring list to Board
      • Motion made by M. Ehrlich to approve the staff as presented. Seconded by K. Rudser. Motion carried 8-0
   B. Review and Recommend Facility Use Requests
      • Port Washington Beer Garden Rentals for approximately 500 participants
         • Will have amplified music and be serving alcohol
         • 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
         • Volume of live or amplified music may not be such that it causes a nuisance to the surrounding area. The control of the volume is the responsibility of the applicant and if necessary will be controlled by City staff or Police
         • Lyrics or discussion over the amplified speaker system, which includes vulgar or inappropriate speech, will not be tolerated. As a public park the applicant must be aware that what is said or done is representative of the entire City and open to scrutiny by residents and visitors
         • The applicant or a representative must have an alcohol retailer’s license taken out by a civic organization, bona fide club, society, VFW or church. At least one of the bartenders must belong to the organization taking out the license. Then turn in all necessary information to the City Clerk
• Motion made by M.A. Klotz to approve request of Port Washington VFW Post on behalf of the United Way for the date of August 8, 2015, based upon said stipulations. Seconded by J. Verheyen. Motion carried 8-0
• Motion made by B. Deal to approve request of Port Washington VFW Post on behalf of the Friends of Port Washington Parks & Recreation for the date of August 15, 2015, based upon said stipulations. Seconded by J. Verheyen. Motion carried 8-0
• Motion made by P. Lemkuil to approve request of Port Washington VFW Post for the date of August 22, 2015, based upon said stipulations. Seconded by J. Karrels. Motion carried 8-0
• Motion made by B. Deal to approve request of Port Washington/Saukville Rotary Club on behalf of Port Washington Main Street for the date of August 29, 2015, based upon said stipulations. Seconded by M. Ehrlich. Motion carried 8-0
• Motion made by M. Ehrlich to approve request of Port Washington Kiwanis Club for the date of September 5, 2015, based upon said stipulations. Seconded by B. Deal. Motion carried 8-0
• Motion made by B. Deal to approve request of Port Washington/Saukville Rotary Club for the date of September 12, 2015, based upon said stipulations. Seconded by K. Rudser. Motion carried 8-0
• Motion made by J. Verheyen to approve request of Port Washington Lion’s Club for the date of September 19, 2015, based upon said stipulations. Seconded by M. Ehrlich. Motion carried 8-0
• Motion made by B. Deal to approve request of Port Washington VFW Post on behalf of the B3, Inc. for the date of September 26, 2015, based upon said stipulations. Seconded by M. Ehrlich. Motion carried 8-0
• Motion made by M. Ehrlich to approve request of Port Washington VFW Post on behalf of the Waterfront Safety Committee for the date of October 3, 2015, based upon said stipulations. Seconded by M.A. Klotz. Motion carried 8-0
• Gary Knaub on behalf of the Port Gridiron Club of Port Washington, Wisconsin
  • Rental of Veteran’s Memorial Park Shelter and Bandshell and Greens, Saturday, September 19, 2015 from 6:00 am to 8:00 pm for a memorial fundraiser for the Tyler Buczek Scholarship foundation with approximately 300 participants
  • This group will have tents
  • Digger’s Hotline must be called and have utilities marked 2 weeks prior to setup of any tents
  • All garbage and trash must be cleaned up and properly disposed of in receptacles throughout and at the end of the event
  • This group will have amplified music
  • 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
  • Volume of live or amplified music may not be such that it causes a nuisance to the surrounding area. The control of the volume is the responsibility of the applicant and if necessary will be controlled by City staff or Police
  • Lyrics or discussion over the amplified speaker system, which includes vulgar or inappropriate speech, will not be tolerated. As a public park the applicant must be aware that what is said or done is representative of the entire City and open to scrutiny by residents and visitors
  • Motion made by B. Deal to approve request based upon stipulations set forth are met. Seconded by P. Lemkuil. Motion carried 8-0
• Aislynn Rappe on behalf of the Visible Music College
• Rental of Veteran’s Memorial Park Bandshell and Greens on Wednesday, July 22, 2015 from 6:30 to 8:30 pm for a worship concert with approximately 150 participants
• This group will have amplified music
• 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
• Volume of live or amplified music may not be such that it causes a nuisance to the surrounding area. The control of the volume is the responsibility of the applicant and if necessary will be controlled by City staff or Police
• Lyrics or discussion over the amplified speaker system, which includes vulgar or inappropriate speech, will not be tolerated. As a public park the applicant must be aware that what is said or done is representative of the entire City and open to scrutiny by residents and visitors
• Complaint calls will be monitored and will be used to process future requests
• Motion made by B. Deal to approve request based upon stipulations set forth are met. Seconded by M.A. Klotz. Motion carried 8-0

Dale Block of Milwaukee, Wisconsin
• Rental of Veteran’s Memorial Park Bandshell and Greens on Wednesday, August 22, 2015 from 12 to 10:00 pm for a free outdoor concert with approximately 100 participants
• There will be 6 bands featuring various genres from alternative to hard rock to folk to country to acoustic to neo-soul
• This group will have amplified music
• 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
• Volume of live or amplified music may not be such that it causes a nuisance to the surrounding area. The control of the volume is the responsibility of the applicant and if necessary will be controlled by City staff or Police
• Lyrics or discussion over the amplified speaker system, which includes vulgar or inappropriate speech, will not be tolerated. As a public park the applicant must be aware that what is said or done is representative of the entire City and open to scrutiny by residents and visitors
• Complaint calls will be monitored and will be used to process future requests
• Board mandates that music must end by 9:30 pm and the area cleaned and vacated by 10:00 pm
• Motion made by M.A. Klotz to approve request based upon stipulations set forth are met. Seconded by J. Verheyen. Motion carried 8-0

C. Discuss Permitting for Outdoor Fitness Instruction
• Staff presented Board with a concept to protection Department and City interests. There is the potential for bootcamp and similar groups to use Park & Rec facilities without Department knowledge. Staff feels this creates a liability for the City and wants to institute a permit for said groups
• Board asked Staff to put together a draft of a template and bring it back to a future meeting for approval

VI. Any Other Business That May Properly Come Before the Board
• Staff reported that they will aid Dan Stacy, representative of the Community Garden, by removing a composite pile within the facility
• Staff also reported the Dan Stacey requested installation of a portable restroom. The Community Garden would pay for it. Board asked that Staff work with Mr. Stacy regarding placement
• Staff reported that 1/3 of the newly planted trees in Coal Dock Park have died. City Engineer Rob Vanden Noven told Staff that City Forester Jon Crain will replace them.
• Staff also reported working with City Engineer Vanden Noven regarding a temporary/permanent entry sign for Coal Dock Park.

VII. Motion to adjourn by B. Deal. Seconded by M. Ehrlich. Motion carried unanimously. Meeting adjourned at 6:58 PM.

Respectfully Submitted,

Sue Kinas
Secretary