DATE: August 13, 2015        LOCATION: Parks & Rec Office

The meeting was called to order by Board President R. Voigt at 6:00 PM

I. Members present (P), absent (A) or excused (E): Voigt_P Klotz_A 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 M. Ehrlich. Motion carried 8-0

III. Citizen Comments not on the agenda
   • Nothing Submitted

IV. Old Business:
   A. Director’s Report
      • Reviewed and Submitted

V. New Business
   A. Review and Recommend Hiring of Staff
      • Staff presented hiring list to Board
      • Motion made by B. Deal to approve the staff as presented. Seconded by M. Ehrlich. Motion carried 8-0
   B. Review and Recommend Facility Use Requests
      • Paul Welch on behalf of Portview Church of Port Washington, Wisconsin
      • Rental of Meadows Park on Friday, August 21, 2015 from 12 to 11 pm for a movie in the park with approximately 100 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
      • Board mandates that renter is allowed to be in Park after hours until 10:30 pm and the area must be cleaned and vacated by 11:00 pm
      • Motion made by B. Deal to approve request based upon stipulations set forth are met. Seconded by J. Verheyen. Motion carried 8-0
C. Commendation of Parks and Recreation Board Student Representatives by Mayor Mlada
   • Mayor Mlada recognized Ben Larson and Abby Becker for their service as student representatives on the Parks & Rec Board

D. Review and Recommend Rental Fees for Pavilions in Windrush, Kolbach and Upper Lake Parks
   • Staff informed Board that these pavilions either did not have fees associated with them or need to be looked at for the consideration of new fees
   • Motion made by S. Kinas to set rental fees for Windrush and Kolbach Park Pavilions and Upper Lake Park East Concession Stand at $75 for resident renters and $150 for non-resident renters. Seconded by P. Lemkuil. Motion carried 8-0

E. Discuss 5-Year Capital Equipment and Improvement Plan
   • Staff asked Board to look at the proposed plan and suggest any changers, additions or subtractions
   • Staff informed Board that the 5-Year Capital Equipment and Improvement Plan will be on the September agenda for approval

F. Discuss 2016 Program, Admission and Rental Fees
   • Staff and Board discussed the fees
   • Motion made by S. Kinas to increase the Park Playground Program fees to $100 for resident participant and $50 for each additional resident family member; and increase the non-resident participant fee to $110 and $60 for each additional non-resident family member. Seconded by J. Karrels. Motion carried 8-0

G. Discuss Port Washington Beer Garden Policies and Procedures
   • Barbara Bates-Nelson requested this topic be added to the Board agenda. Ms. Bates-Nelson’s concern was in regard to requiring wristbands at the Upper Lake Park Beer Gardens
   • Board discussed idea and felt, at this point, that they were not warranted

H. Discuss Coal Dock Park Entry Sign Concept
   • Staff presented Board with an entry sign concept design created by City Engineer Rob Vanden Noven
   • Board did not like design and felt the entry sign should be consistent with the other park signs in the City
   • Staff will relay decision to Vanden Noven and let him know that any future designs must come in front of the Board for approval

VI. Any Other Business That May Properly Come Before the Board
   • Staff wanted to recognize the Dimmer family of Port Washington for their very generous donation of over $20,000 for the improvement of the existing Kolbach Park shelter and the brand new addition of a connect, open-air pavilion
   • Staff stated that the Department would not have been able to make the improvements that were afforded by the Dimmer’s donation, because of a lack of funding
   • Staff and Board recognized and thanked Mike Dimmer, on behalf of his family

VII. Motion to adjourn by M. Ehrlich. Seconded by K. Rudser. Motion carried unanimously. Meeting adjourned at 7:20 PM.

Respectfully Submitted,
Sue Kinas
Secretary