CITY OF PORT WASHINTON
PARK & RECREATION BOARD MEETING
Thursday  October 8, 2015

MINUTES

1. **Members Present:** Chairperson Ron Voigt called a duly noticed meeting of the Park & Recreation Board to order at 6:08 pm. Members present: R Voigt, M.A. Klotz, J Verheyen, K Rudser, J. Karrels, P. Lemkuil, M. Ehrlich and Charles Imig, Director or Parks and Recreation.

2. **Approve Minutes:** Motion by M. Klotz to accept minutes as presented/amended, second by J. Verheyen; Motion passed 5-0.

3. **Citizen Comments:**
   - There were no citizen comments.

4. **Old Business:**
5. **New Business:**
   - A. Review and Recommend Hiring of Staff. P. Lemkuil moves to approve staff presented. K. Rudser seconds. Motion passes 6-0 with 1 abstention.
   - B. Review and Recommend Facility Use Requests. K. Rudser moves to approve wedding on September 24. Seconded by M. Ehrlich. Motion passes 7-0.
   - C. Update on Possibility Playground (PP) with Mardy McGarry and Sue Mayer. Friends of PP still exists with a committee of about 6 people. 501© funds still coming in the form of pickets, donation tube and random donations. These funds are set up to be used for maintenance & future updates. 2 of the committee members monitor the maintenance needed and help with the labor. Slide replaced – receipt to be given to foundation for reimbursement. $3000 to repair foundation ground cover – 10 year life span, $100,000 to put in new ground cover. Replacing balls & digger; Charlie getting quote. Proposed ideas:
     1. New expression swing; adult and baby swing at the same time for interaction. Rep says able to put in existing swing structure.
     2. Entrance sign similar to the Beer Garden design
        a. To beautify
        b. To make an additional separation between the park and the road to help keep children out of the road
        c. Donation has already been made designated for a sign
     3. Add handicap parking – Charlie to look into 5%. Maybe there could be a drop off area
     4. Pump house – one of the 2 shelves is missing. This shelf holds tools left in pump house for use in repairs.

Mardy, Sue and the PP committee were given the ADA Association Silver award. This award is well deserved after many years of hard work to make the dream of Possibility Playground a reality and vigilance to keep it a beautiful addition to the city.

D. Update on Outdoor Fitness Equipment Location. Land Regatta run and walk raised enough funds for purchase & installation by Lee Recreation. There will be a 42’ x 36’ cement pad put in place for this purpose. Future Land Regatta fees will be marked for maintenance.

E. After looking at a number of possible locations, M. Ehrlich moved this equipment be placed on the overlook area. Second by P. Lemkuil. Passes 7-0

F. Review and Recommend Recreation Supervisor Job Description. M. Ehrlich moves to approve job description for Recreation Supervisor. K. Rudser seconds. Motion carries 7-0

G. Review and Recommend Entry Sign Design for Coal Dock Park. Charlie would like to look at an in-house design with matching truss to Beer garden and brick base similar to Hill School.
Charlie to get costing for next meeting. M. Ehrlich moved we table until the next meeting when we have more information, seconded my M. Klotz. Motion carries 7-0.

H. Review and Recommend 2016 Wage Scale – M. Klotz moves to approve wage scale as presented. M. Ehrlich seconds the motion and passes 7-0

I. Discuss Outdoor classroom Concept – Charlie brought the board information on bringing outdoor classroom concept to the area, partnering with the school system. This would be a unique raw to Port Washington. There is a consulting firm that could make recommendations for $6700 or we could use local talent to implement which was the preferred method by the board. There would be an area in one of or parks designated for outdoor education; 8000 sq ft suggested. Get a committee with teachers and possibly seniors form the center involved for ideas. Observations could be made at Riverside, Audubon center or Milwaukee Urban Society for ideas. Good project for Eagle Scouts or Tech Ed students.

6. Other Business Brought to the Board
   A. M. Klotz represented Parks and Rec on a day with the Senior Center touring 3 Community Center as the Senior Center is gaining momentum to build a community center shared by Senior Center, Parks & Rec Dept and the community. This is an enthusiastic group determined to make this center a reality in our city. Notes attached about visits. More information about this project can be obtained from the Director of the Senior Center
   B. Friends of the Parks and Recreation Department held a meeting on Oct 6, minutes attached.
   C. The Bike ramp near the skate park is in dis-repair and it has been suggested that consideration be made for this feature to be moved to Guenther Park near the new bike trail. Both the trail and the ramp use the fat-tire bikes and it may see more use being closer to the trail. Charlie to add to the November agenda.
   D. Pumpkin-mania will be Oct 31 from 9-2 behind the Berner building. 100 pumpkins will be there along with a pie-baking contest, music and information will be placed in Saukville race bags.

7. Motion to adjourn by J. Karrels, second by R. Voigt, motion carries 7-0. Meeting adjourned at 8:10pm

Respectfully Submitted,
Mary Ann Klotz
Community Center Visit

Joined the strategic plan commission to visit 3 community centers where senior center and parks and rec dept shared a facility.

1. FITCHBURG
   a. Community center with gym on second floor rented out for weddings
      i. Felt damages from drinking weddings not worth price; but not a very nice facility for a wedding, so understandable
   b. Small quiet room/library for cards/games/quiet space
   c. Computer lab
   d. Arts & Crafts room
   e. Large dining area and professional kitchen for county meal program
   f. Funded by city, $45,000 by County case mgmt

2. EVANSVILLE
   a. Large facility with community room for serving meals, decorated nicely for baby/wedding showers, seated about 40
   b. ½ the building was a huge room that could be used for a large event or divided up. Used for exercise or rented out for weddings and large events.
   c. Also a Community kitchen, boardroom & Library
   d. Financed
      i. Received $2.5 million endowment with a $50,000/yr endowment
      ii. $500,000 grant
      iii. Rentals make money with a part-time banquet manager
   e. Details
      i. 100 members
      ii. 10,000 sq ft
      iii. Seniors use M-F until noon
      iv. DO NOT pay for a space needs study; you know what you want.

3. MONONA
   a. Large room attached to pool
   b. Seniors use room 8:30-4:30
   c. Upstairs large area for fitness

Another area for large gatherings; rented out for weddings.
The meeting was called to order by President, Tom Hudson at 12:00 PM

I. Members present (P), absent (A) or excused (E): (P) Hudson (P) Goebel (P) Klotz
   Late at PM

II. Motion by to accept the minutes as presented and amended.

III. Old Business
   a. Marketing for Foundation needed
      i. Brochure being made by city intern and putting on city website menu
         1. Need membership levels and amounts
            a. Mary Ann will look at old minutes to find amounts agreed upon
         2. Need Logo
            a. Mary Ann will talk to HS marketing teacher to have logo made up
         3. Need images
            a. Tom will take pictures of some of the assets purchased for the Parks with monies from the foundation – Coal Dock Pavilion, Sign for Bike Park
         4. Give ideas for script city marketing intern can use
            a. Positive results from foundation already done
            b. Ideas of items city would like to look into
               i. Mary Ann will put a list together to forward to Charlie to give to the intern
      ii. Facebook page
         1. Tom Hudson will set up a Facebook page
         2. Did Charlie see of James Meyer would be willing to donate pictures for the page

IV. New Business
   a. Treasurer’s Report
      i. PWSB Bank Balance as of 9/30/15 = $24,262.10
      ii. Of the $24,262.10
         1. 20,491.84 owed to Green space funds for Dimmer Kohlback park project reimbursement
         2. $680 owed to Green space funds for Signage at the bike trail
         3. $226.78 left in Coal Dock pavilion fund, leaving in acct for future maintenance needs
      iii. $73,348.16 expenses for Coal Dock Pavilion
      iv. Income
         1. Beer Garden made $2659.13
         2. Brat fry for signage at bike trail income donated by Samuel and Brenda Fritsch
         3. Soda machine income of $40.95
         4. Misc contributions of $58.00

b. Monthly meetings 1st Thur of the month 12:00pm in Parks and Rec Office until things get going.

V. Any other business that may properly come before the board

VI. Motion to adjourn by Mary Ann Klotz. Seconded by Mike Goebel. Motion carried unanimously. Meeting adjourned at 12:50 PM

Respectfully Submitted,
Mary Ann Klotz
Secretary