CITY OF PORT WASHINGTON
PARK & RECREATION BOARD MEETING
Thursday, December 6, 2016

MINUTES

I. Members Present: Chairperson, Ron Voigt, called a duly noticed meeting of the Park & Recreation Board to order at pm. Members present: Ron Voigt, Patti Lemkuil, Mary Ann Klotz, Sue Kinas, Jim Karrels, Jen Verheyen and Charles Imig, Director of Parks and Recreation. Excused: Kevin Rudsor Late: M Ehrlich at 6:08

II. Approve Minutes: Motion by J Karrels to accept minutes as presented/amended, second by S Kindsar ; Motion passed 7-0.

III. Citizen Comments:

IV. Old Business:
   A. Director’s Report
      A. Had a meeting with Ozaukee Land Trust. Looking to have school groups Birchwood Hills Nature area. Winterization – no more cutting grass. Programs are going well. Next weekend is Polar Express in Cedarburg. Next year will be in Port the 3rd weekend of Dec. Dumped stone at the North Beach. Asphalt to North Beach needs some attention, starting to deteriorate.
   B. Report from Other Boards, Commissions and Committees

V. New Business:
   A. Review and Recommend Hiring of Staff.
      A. Mary Ann moves to accept staff as recommended, P Lemkuil Seconds. Motion passes 6-0
   B. Review and Recommend Facility Use Requests.
      A. Relay for Life – Visitor, Ina Wendzler was here to ask about using the bluff area for the Relay for Life June 16, 2018 (always falls the same weekend of Father’s Day) 4:00pm – 11:00pm + cleanup time. Using glow sticks for luminaries. Would need to close road from 4-11. LY there were about 100 people. May need a tent for silent auction due to the size of the auction.
      B. Kaitlin Caswel, Oostburg – wedding 8/19/2017. Music from DJ and speaker 2:00pm. S Kinas moves to approve. J Karrels seconds Passes 6-0.
      D. Steve Krier on behalf of the Snow Runners Jan 14, 2017 Upper Lake Park and the Kiwanis Shelter. Fire in a contained fire pit off of the ground. Should be about 200 people. 7:00am – 3:00pm. Charlie asked for no snowmobiles if there is no snow. M Klotz moves to approve. S Kinas seconds. Passes 6-0
      E. June 1-4 Rotary Park – Piratefest. 10:00am – 11:00pm on June 4. Charlie had no issues. J Verheyen moves to approve. P Lemkuil seconds. Passed 6-0.

   C. Recognition of Elizabeth O’Connell and Tom Hudson for their service to the Parks
A. Charlie has awards to thank them for their long years of volunteer services helping to maintain the parks. Tom and Elizabeth will be moving out west in about 6 mos. The Parks have benefited from their knowledge and hard work.

D. Review and Recommend Policies and Procedures for the Posting of Banners in city Parks
   A. Large discussion about how to display banners tastefully at intersection of 32 & 33. We would like people to have to fill out an application with

E. Review and Recommend 2017 Fees for Park Rentals, Pirates' hollow Community Water Park, Programs and Memorial Tree and Park Bench Donations.
   A. Charlie would like to table water parks fees until next month; waiting for other communities to make some decisions so we can make decision together.
   B. Memorial Tree and Park Bench Donations – Need to increase fees to recover costs of memorials; we are not charging for labor and still not completely recover the costs of the materials.
      1. Bench with Plastic plaque - $700
      2. Bench with brass bronzed plaque - $850
      3. Coal Dock 6-ft decorative bench - $1500
      4. Coal Dock 8-ft decorative bench - $2000
      5. Cast bronzed plaque set in concrete $200  + cost of tree

   P Lemkuil moves to approve new fees for Memorial Tree and Park Bench Donations. Seconded by S Kinas. Passes 6-0

C. Park Fees - Raising clean-up bond would be a win-win; it would help cover the cost of the labor to clean up park area. $100/100 people.

D. Patti would like signage stating this is a rentable area – and a place to state whether it is available or not.

E. Raising fees on actual Park rental next year.

F. J Verheyen moves to raise the cleaning bond on park rentals from $50 to $100/100 people.  P Lemkuils seconds. Passes 6-0

VI. Any Other Business That May Properly Come Before the Board

VII. Motion to adjourn by J Karrels , second by M Klotz , motion carries 6-0 . Meeting adjourned at 7:40pm

Respectfully Submitted,

Mary Ann Klotz