City of Port Washington

Park and Recreation Board Meeting

Monday, April 24th, 2017

MINUTES

1. Members Present: Meeting was called to order at 6:00pm by Patti Lemkuil. Aaron Paulin, Jim Karrels, Jen Verheyen, John Pleitner, Jeff Lamont, Michael Gasper. Late: Sue Kinas. Excused: Ron Voigt, Mary Anne Klotz

2. Approved Minutes: Motion to accept by Jim K. 2nd by John P. Passed 7-0

3. Citizen Comments: none

4. Old Business:
   a. Director’s Report
      i. 100 people showed up for Community Clean Up.
   b. Review / Revisit Creation of Beer Garden Committee
      i. Members of the current decision making group include: Dave Miller, Christina Brickner, Diana Verheyen, Michael Gasper
         1. Motion to approve organization and recognition of beer garden committee by Sue Kinas.
         2. 2nd John P.

5. New Business:
   a. Review and Recommend Hiring of Staff:
      i. Hiring List for several positions as of 4/24/17
      ii. Motion to approve hiring new staff by John P; 2nd Sue Kinas; Abstain Patti L.
         1. Motion passes
   b. Facility use:
      i. Rental May 9th. 2 mile walk to promote healthy life style choices.
         1. Sue K moves to approve; 2nd by John P
         1. Moved to approve by Jen V; 2nd Sue K
      iii. Bags for Buczek July 16th Sunday after Fish Day. Music, alcohol, Bounce House (look into insurance), tents. -- FISH DAY equipment may still be present.
         1. Moved by Sue K. 2nd John P
      iv. June 10th at Stacker Park Graduation Party. Christy Green. No alcohol. Include a security deposit and have a discussion about garbage. Many small children crossing the street. She will look into support or restrictions from city for crossing ease. Renter is aware the park is still open to the public.
         1. Moved to approve by Michael. 2nd Jim K
      v. April 30th 11am-4:30pm Fund Raising walk. Upper Lake Park to lower lake park. Refreshments.
         No alcohol. No tents. Roads are still open.
         1. Approved John P. 2nd Sue K
   c. Review and Recommend Donation from PW Lions Club for Pavilion in Upper Lake Park.
i. Changed the driveway to 18ft vs 8ft; Building is roughly 24x40’ Red Granite down to bathroom; concrete approach with 5 feet wheelchair access; Conversation about path least resistant. Loan is $25,000. City will loan $25,000. Pavilion will cost roughly $32,000
   1. Motion to approve and accept by Sue K; 2nd Jen V

   i. Ron Voigt Nominated President for President by John P; 2nd by Sue
   ii. Patti Lemkuil nominated for Vice President by Sue Kinas; 2nd by Aaron Paulin
   iii. Mary Anne Klotz nominated for Secretary by Patti Lemkuil; 2nd by John Pleitner
   iv. Ron Voigt nominated Planning Commission Rep by Sue Kinas; 2nd by Jim Karrels

e. Port Washington Soccer Field Usage
   i. Justin Meyers considering other locations-
      1. Woods at White Pine, Oakland Green & Next to ball field on Grant Street. Communicate that fields at Kohlbach may also be an option.
      2. Woods at White Pine and Plot next to Municipal Ball Park
         a. Motion approved by Sue Kinas; 2nd Aaron P

f. Facility Rental Request Submission Dates
   i. A year from the day submission day procedure is changing to begin with January 1st.
      1. This will help track usage and identify which parks are generating the most revenue. Cancellation policy allows us to keep security deposit.
      2. This new practice will begin January 1st, 2018 for RESIDENTS
         a. Non-residents will have access March 1st 2018.
      3. Motion approved by John P; 2nd by Jim K

g. Updates on Parks Maintenance Supervisor position
   i. Idea is to form a committee to develop a hiring policy, or hiring protocol.
   ii. Just an update—no need for approvals

6. Other business:
   a. Signs and banners can be revisited
   b. Misty Ridge-No lighting (Costly). Have police circulate more
   c. New phone numbers
      i. Michael Gasper 262-261-0233
      ii. Jeff Lamont 262-416-8528

7. Adjournment. Meeting adjourned at 7:19pm. Motion by Aaron Paulin; 2nd Jen Verheyen