CITY OF PORT WASHINGTON
PARK & RECREATION BOARD MEETING
Thursday, August 10, 2017

MINUTES

I. Members Present: MA Klotz, Secretary called a duly noticed meeting of the Park & Recreation Board to order at 5:36pm. Members present: Mary Ann Klotz, Jonathan Pleitner, Michael Gasper, Sue Kinas, Jen Verheyen, Aaron Paulin, Jeff Lamont and Charles Imig, Director or Parks and Recreation.
   A. Excused: Ron Voigt, Jim Karrels, Patti Lemkuil

II. Approve Minutes: Motion by J Pleitner to accept minutes as presented/amended, second A Paulin; Motion passed 7-0.

III. Citizen Comments: None submitted

IV. Old Business:
   A. Director’s Report
      A. Met about Birchwood Hills, Kiosk info mtg. Real-time tide info, working on it. A lot of maintenance. Lion’s Pavilion. Joanne would like to do only Yoga. Limited with some of the programs due to construction at the HS. Fall tennis is in the air; Fall flyer is being finished this week

V. New Business:
   A. Review and Recommend Hiring of Staff.
      A. 5 teams committed for fast pitch + men’s fall softball – need another team. J Pleitner moves to approve, S Kinas seconds Passes 7-0
   B. Review and Recommend Facility Use Requests.
      A. David Kasin on behalf yacht club of the Clipper Cup Sail race this week. Renting the greens. 8-piece band and alcohol. 10am-6pm August 12. J Verheyen moves to approve the facility use request as recommended, second by M Gasper Passes 7-0
   C. Review and Recommend Birchwood Hills Nature Preserve Management Plan
      A. In talking to Jon Crain, there is concern about staff availability. Donated drain removal has not happened. The drain tile removal will need to be pushed to next year if city staff is too overwhelmed in the fall. Could be done in a day. Jon is identifying the path not wide enough for back hoe, could take a day to widen a path. Tile is only a few feet deep so it should not be too difficult. Aaron will look into someone he knows who may be able to donate the work.
      B. Identified as limited to passive recreation. ADA accessibility was not considered and needs to be looked into. We could ask Mike Ehrlich, laws may not apply to nature trails. Mike Gasper can look into it due to his experience in this area.
      C. Permitting could be free from DNR and there may be other individual to do work
      D. Aaron brought up plantings – suggested deer tolerant species
      E. Jen asked about adding bike trails in the future. The vision is for main trail only being for bikes with narrow trails for only hiking
      F. J Pleitner moves to approve plan as presented with recommended changes above. S Kinas Seconds. Passes 7-0
   D. Review and Recommend Amendment to the Policies and Procedures for the Posting of Banners in City
      A. This came up at council, our policy does not include a policy concerning vandalism. Brought up because a sign was damaged. The city will be responsible for the installation and removal of the banner, etc. This needs to be added. City will not be responsible for vandalism damage. J Pleitner moves to approve new wording in sign policies. S Kinas seconds passes 7-0
   E. Discuss 5-Year Capital Equipment and Improvement Plan
A. Restrooms, trails and play equipment have been #1 concerns by community. Charlie recommends 5-yr replacement because trade-in values would be higher. Play equipment should not be more than 20 yrs old as they can decay in areas that cannot be seen during inspection. We need to have Possibility Playground leaders in to discuss maintenance funds. Mike suggested moving $25,000 truck to 2019 to even out budget a bit.

F. Discuss 2018 Program, Admission and Facility Rental Fees
   A. Charlie recommends keeping fees the same, but keep in line with SuperPass price.

G. Discuss Volunteer Needs for Fall Events
   A. Need people for duathlon, beer garden and Polar Express and flag football coaches

H. Commence Park Tour (By Car) Visiting Lion’s Centennial Pavilion in Upper Lake Park, Birchwood Hills Nature Area, West Side Park, City Park, Bley Park and Hidden Hills Park
   A.

VI. Any Other Business That May Properly Come Before the Board
   A. We need to make a policy on maintenance contingency funds.

VII. Motion to adjourn by S Kinas; second by J Lamont, motion carries 7-0. Meeting adjourned at 7:44 pm

Respectfully Submitted,

Mary Ann Klotz