

**CITY OF PORT WASHINGTON
PARKS & RECREATION BOARD MEETING**

Thursday, August 18, 2016, **5:00 PM**

Kolbach Park

415 W. Whitefish Road

MINUTES

- I. Board Members Meet at Kolbach Park for Tour at 5:00 pm
 - Members Present: J. Karrels, R. Voigt, P. Lemkuil, J. Verheyen, S. Kinas
 - Members Excused: K. Rudser, M.A. Klotz, M. Ehrlich
 - Members Unexcused: B. Deal
- II. Roll Call
- III. Approve Minutes of July 14, 2016 Meeting
 - J Karrels motioned, J Verheyen seconded. Motion carried 5-0
- IV. Citizen Comments/Appearances (Your comments are welcome. Please limit your discussion to 3 minutes and state your name and address for the record. If you need more time, please contact the Parks & Recreation Director and request that your topic be placed on the Parks & Recreation Board Agenda)
 - None present
- V. Old Business
 - A. Director's Report
 - Reviewed and Submitted
 - Staff reported that the pol was busy this summer
 - B. Revisit Discussion on Commitment to Board
 - A discussion ensued about attendance and those habitually not engaged. The board asked that the board president send an email to the whole group to determine the level of interest. Then this will be taken up with the mayor for further action.
- VI. New Business
 - A. Review and Recommend Hiring of Staff
 - Staff presented hiring list to Board
 - Motion made by J. Karrels to approve the staff as presented. Seconded by R. Voigt. Motion carried 5-0
 - B. Review and Recommend Facility Use Requests
 - David Kasun on behalf of the Port Washington Yacht Club of Port Washington, Wisconsin
 - Rental of Veteran's Memorial Park Bandshell & Greens on Saturday, August 13, 2016 from 9 am to 8 pm for a luncheon and awards ceremony with approximately 200 participants
 - This group will be selling alcohol
 - Applicant must contact City of Port Washington Clerk's Office to obtain any and all forms necessary to sell Fermented Malt Beverage/Wine. Once application is approved by the Common Council, applicant must keep copy on hand during event
 - 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
- Motion made by S. Kinas to approve request based upon stipulations set forth are met. Seconded by P. Lemkuil. Motion carried 5-0
- Alexander Mehre of Port Washington, Wisconsin
 - Rental of Rotary Park Gazebo on Saturday, August 5, 2016 from 6 am to 11 pm for a wedding with approximately 90 participants
 - This group will have tents
 - A local, certified electrician and Milwaukee Sprinkler must be called to have utilities marked 1 week prior to setup of any tents. Renter must bear these costs
 - 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 activity must be finished by 10:30 pm and group must clean up the park and be out by 11:00 pm
 - Motion made by S. Kinas to approve request based upon stipulations set forth are met. Seconded by J. Karrels. Motion carried 5-0

C. Update on Park Trees

- More than 150 trees need to come down in Upper Lake Park alone, due to the Emerald Ash Borer. Money is very tight so Charlie is working on finding monies to get them cut and source new trees. Any action on this will be tabled until the next meeting

D. Discuss Policy and Procedures for Banners at Hill School Park

- This is tabled for the agenda until September

E. Commence Park Tour (By Car) Visiting Kolbach Park, Antione Park, Overlook Park Outdoor Fitness Area, Sleepy Hollow and Area next to off-road bike trail east of N Lakeview Avenue

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

- Nothing Submitted

VIII. Adjournment

- Motion to adjourn by R. Voigt. Seconded by P. Lemkuil. Motion carried unanimously. Meeting adjourned at 7:44 pm.

Respectfully Submitted,

Sue Kinas
Secretary