DATE: June 10, 2010  LOCATION: Park & Rec Office

The meeting was called to order by Acting Chair L. MacRae at 6:30 PM


   Late: K. Farnham at 7:30 pm

2. Motion by S. Kinas to accept minutes as presented. Second by MA Klotz
   Motion carried 6-0

3. Citizen Comments not on the agenda
   • Nothing Presented

4. Old Business:
   A. Elected Official’s Report
      • Nothing reported
   B. Planning Commission Rep report
      • Nothing reported
   C. Director’s Report
      • Reviewed and Submitted
      • Staff discussed progress of work being done in and around Pirates’ Hollow Waterpark and bathhouse, including the installation of display boards for pool information
      • Staff gave update on J&H Heating HVAC installation. Project is still incomplete. City is slated to received a grant in the amount of $1087.20 once work is completed
      • Staff discussed holding a triathlon on august 14, 2010. This is a brand new event
   D. Update on Upper Lake and Veteran’s Memorial Park Comfort Stations
      • Discussion was again held regarding motion sensors in both the Upper Lake and Veteran’s Memorial Park comfort stations
      • Staff worked with the City Engineer Rob Vanden Noven, building engineer, sensor manufacturer rep, general contractor and architect to resolve problem. It appears that the sensors are working properly and the “false-ons” have stopped occurring
      • Staff is still investigating the use of surveillance cameras at both locations
      • Staff also met again with City Engineer Rob Vanden Noven, general contractor Matt Gabric, the project mason and project architect to discuss comfort station floor drainage. When staff cleans the comfort station restrooms, water will pond, up to an inch in some areas, and not floor to deck drains. Gabric and mason stated that the floors were laid as spec’d. Vanden Noven, project architect and staff will seek quote from floor finishers to alleviate problem
   E. Update on Virginia Graeme Baker Pool and Spa Safety Act (VGBA) Compliance
      • Staff reported that the work has been completed and was inspected by State Inspector. Final report and certifications are expected to be received sometime in mid to late June. Staff does not anticipate any problems with final inspection and certification reports
5. New Business:

A. Review and Recommend Donations of Amenities for Veteran’s Memorial Park
   - Larry and Aggie Watry would like to donate $1000 for a new park sign at Veteran’s Memorial Park. They would like it to have flowers below to match those in other parks. Staff will find location and get cost estimate and relay information back to the Watry’s
   - The Watry’s presented a conceptual idea with a brick sidewalk circling the park and connecting the benches already installed.
   - The idea is to create a “walk of fame” where Port Washington veterans would have their names placed on donated bricks. These names could go back to the Civil War era.
   - The Board members and Staff will work together to create a more focused vision.

B. Discuss Ordinance Regarding the Regulation of Dogs and Cats
   - Anne Davis (920 Crestview Drive) reported that she has concerns with the ordinance regarding dog on leashes
   - Davis stated that she believes dogs need regular exercise, including off-leash exercise
   - Davis reported that when her dogs have been off-leash at the beach and Upper Lake Park, they have been well-behaved due to their training
   - Davis said she understands that there is a State Statute requiring dogs to be on a leash
   - Davis, along with the 10 other dog owners in attendance, would like a designated area and time for dogs to be off-leash on the beach. This request was supported a petition with approximately 260 signatures presented by Davis
   - Board would like Common Council to know that they would like to discuss this issue further and decide upon a designated time and area on the beach, that would be well-marked, for dogs off-leash

C. Review and Recommend Hiring of Staff
   - Motion made by B. Deal to approve the staff as presented. Seconded by B. Johnson. Motion passed 6-0, 1 abstention

D. Discuss Park Maintenance
   - Board wanted to discuss current maintenance operations, including areas maintained, equipment, personnel, as well as any needs
   - Staff reported that there are over 30 parks with the largest, Upper Lake Park, consisting of 62 acres
   - Staff was asked and reported that current maintenance equipment, in some cases, has exceeded original purchasing price in repairs and other pieces are close to this point as well
   - Staff was asked and reported that park maintenance crew is cutting and maintaining several areas that are not considered City parks.
   - This includes the following areas: grass from 3rd Avenue to Portview Drive (next to billboards); Police Department landscaping, grass at Street Department – including rain gardens and flower beds; grass area at Main and Webster north to alley - including guard rail area; cleaning parking lot (WE Energies overflow) next to fish cleaning station on Wisconsin – including garbage pick-up; grass from Grand Avenue north to Larabee Street
   - L. MacRae suggests Staff keep track of the time spent maintaining these additional areas for associated Departments
   - B. Johnson suggests Staff increase fees to cover additional areas
   - S. Kinas suggests Staff change some parks to more natural states to require less maintenance
• Board, as a whole, would like to revisit the discussion on park maintenance at the July meeting

6. Any Other Business That May Properly Come Before the Board
   • Nothing submitted

7. Motion to adjourn by S. Kinas. Seconded by B. Deal. Meeting adjourned at 8:22 PM.

Respectfully Submitted,

Mary Ann Klotz
Secretary