DATE: February 9, 2012   LOCATION: Parks & Rec Office

The meeting was called to order by Chairperson L. MacRae at 6:35 PM

I. Members present (P), absent (A) or excused (E): MacRae_P_ Klotz_P Babcock_E Kinas_P_ Lemkuil_E Becker_P Voigt_P Deal_E
Late: M. Klotz at 6:33 pm; S. Kinas at 6:39 pm; B. Deal at 7:00 pm

II. Motion by L. MacRae to accept minutes as presented. Second by A. Becker
Motion carried 5-0

III. Citizen Comments not on the agenda
   • Michael Valente (302 Hales Trail, Port Washington) addressed the Board regarding the Community Garden. Mr. Valente reported that he had just heard about the garden. He said he was told that the neighborhood was canvassed, which he felt was not a true statement. Mr. Valente had several concerns regarding the Garden such as: a lack of adequate parking; no immediate plan for restrooms; the fence being plan at up to 10' high; and that he felt dogs would be running around the garden area unchecked. The Board informed Mr. Valente that off-leash dogs are controlled by a City ordinance and that the police should be called if violations occur.
   • James Fuhry (430 Patrick Court) addressed the Board regarding the Community Garden as well as another issue. Mr. Fuhry reported that he had the same concerns that Mr. Valente had as well as that he felt the planned location for the Garden is not the best. Additionally, Mr. Fuhry stated that two baseball fields had been removed in town with no thoughts of replacing them. He reported that the best location for the Garden would be near the power plant. Also, Fuhry reported that he believes Upper Lake Park is becoming a cemetery. When he walks around the Park, he reported that he finds all of the plaques on tress and benches depressing.

IV. Old Business:
   A. Elected Official's Report
      • Nothing Reported
   B. Planning Commission Rep report
      • Member Voigt reported that We Energies will be putting up a new guard shack on the south side of the plant
   C. Director's Report
      • Reviewed and Submitted
      • Staff met with representatives from Port Youth Baseball to discuss the upcoming season
      • Staff is performing preventative maintenance on the Waterpark
      • Staff met with new playground coordinator, Haylee Zichitella to discuss the upcoming summer. Additionally, Staff met with Saukville Village Administrator, Dawn Wagner, to discuss another joint summer playground venture. Last year was a fairly successful partnership
      • The Parks Maintenance Division has taken all of the Christmas decorations down and I currently working on winter projects
      • Staff also reported that the winter programs were starting successfully
V. New Business

A. Review and Recommend Hiring of Staff
   • Motion made by S. Kinas to approve the staff as presented. Seconded by M. Klotz. Motion carried 5-0

B. Review and Recommend Draft of Agreement Between Port Washington Youth Baseball/Softball (PWYB/S) and the City of Port Washington
   • Dan Becker (916 Grant Street, Port Washington) spoke on behalf of the proposed agreement and plan between Port Youth Baseball and the City. Mr. Becker stated the concept is just that, a concept. Additionally, Mr. Becker stated that he and Mayor Scott Huebner give complete support of the proposed agreement and baseball complex. Mr. Becker also believes that the community will fully support the complex as well.
   • The Board reviewed the draft of the agreement with Staff and noted the following changes:
     - It was noted that the use of Port Washington Youth Baseball’s name might have to be clarified in the document. They may use a different name that the one listed in the draft.
     - In Section V, under the City’s responsibilities, it should read “Maintain the grass outside of the field fences.” Under Port Youth Baseball’s responsibilities, it should read “Maintain the outfield grass between 1 ½” and 2 ½” in height.”
     - In Section VI, the amount of time that Port Youth Baseball would like to require is 5 to 7 years. The backfilled ground needs time to settle before any construction can commence and at that time the HWY 33 project will be completed.
   • Motion made by A. Becker to approve the draft of agreement between Port Washington Youth Baseball/Softball (PWYB/S) and the City of Port Washington as amended and additional review by both Port Youth Baseball and City Attorney Eric Eberhardt. Seconded by S. Kinas. Motion passed 5-0

C. Approve Community Garden Rules and Regulations
   • Derek Strohl (765 W. Melin Street) presented revised rules and regulations.
   • Board and Staff reviewed the rules and regulations and instructed that the following changes be made:
     - Update volunteer hours per discussion at last month’s meeting.
     - Garden Association needs to have insurance.
     - Rule 1a should be changed so that it reads that the Garden is “managed” by the Community Garden Association and not by the Parks & Recreation Department. The City owns the land.
     - Rule 4c should be changed from 20% to 2%.
   • Motion made by R. Voigt to approve the Community Garden Rules and Regulations as amended with additional review by City Attorney Eric Eberhardt. Seconded by M. Klotz. Motion passed 4-0. L. MacRae abstained.

D. Review and Recommend Draft of Agreement Between the Community Garden Committee and the City of Port Washington
   • Derek Strohl (765 W. Melin Street) presented a draft of an agreement between the Community Garden Committee and the City of Port Washington.
   • Board and Staff reviewed the agreement and instructed that the following changes be made:
     - Section 4(a) – the last sentence of that paragraph should read, “The City will operate a meter on a hydrant on Hales Trail as requested by the Association to refill water tanks that are placed in the community garden.”
     - Section 4(b) – clarification on fence enclosure. Board wanted an aesthetically pleasing fence and support system. Mr. Strohl suggested growing vines or some other form of foliage to “hide” the fence. Strohl also noted that the mesh fence will not be easily seen unless a person is in close proximity.
Section 4 – needs to have an additional subsection which would include that the gardeners would need to follow the rules and regulations set forth. The approved rules and regulations need to be included with the agreement as an attachment.

Motion made by R. Voigt to approve the draft of agreement between the Community Garden Association and the City of Port Washington as amended and additional review by City Attorney Eric Eberhardt and final approval by the City Council. Seconded by A. Becker. Motion passed 5-0

E. Review and Recommend Names of New Parks

- Staff presented the Board with 10 parks that either needed a new name or name clarification
- Staff consulted with City Planner Randy Tetzlaff regarding these parks and areas
- Map #1 – “Bley Park Estates” (Parcel ID# 16-162-0000.002) to be officially changed to “Bley Park”
- Map #2 – “City Park” (Parcel ID# 16-056-00-00-002) to be officially named as “City Park”
- Map #3 – New park in Hidden Hills Subdivision (Parcel ID# 16-226-0000.009) to be officially named “Hidden Hills Park”
- Map #4 – Existing park on Jackson and Lake Streets (Parcel ID# 16-098-01-01-000) to be officially named “Lakeview Park”
- Map #5 – New park servicing Misty Ridge and New Port Vista Subdivisions (Parcel ID# 16-005-02-000.01) to be officially named “Windrush Park”
- Map #6 – Existing park on Moore Road (Parcel ID# 16-029-04-001.00) to be officially named “Sauk Creek Park”
- Map #7 – Existing park overlooking lakefront, just south of Upper Lake Park, to be officially named “Overlook Park”
- Map #8 – New park on Lake Michigan, just south of WE Energies Power Plant, to be officially named “South Beach Park”
- Map #9 – Existing park on Portview Drive (Parcel ID# 16-130-0000.099) to be officially named “Meadows Park”
- Map #10 – New park servicing the Woods at White Pine Subdivision (Parcel ID# 16-223-0000.006) to be officially named “Woods at White Pine Park”

Motion made by S. Kinas to approve the names of new parks. Seconded by A. Becker. Motion passed 5-0

F. Review and Recommend Construction of New Shelter in Upper Lake Park

- Staff presented plans for a new, open air shelter in Upper Lake Park
- The shelter would be located just north of existing public restrooms and Possibility Playground
- Staff reported that the Port Washington Kiwanis Club was interested in donating funds for the project
- Staff also reported that there is a need for another shelter as the existing Lions Pavilion is booked for most of the rental season
- Motion made by M. Klotz to approve the construction of a new shelter in Upper Lake Park. Seconded by S. Kinas. Motion passed 5-0

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

- Staff informed Board of the status of the WDNR’s Stewardship[ Grant application submitted for the Coal Dock. Staff is hopeful that it will be approved by the State of Wisconsin’s Joint Finance Committee
- S. Kinas mentioned that she would like to see pressure put on WE Energies by the City to restore excavated areas along S. Wisconsin Street
VII. Motion to adjourn by R. Voigt. Seconded by S. Kinas. Motion carried 5-0. Meeting adjourned at 7:56 PM.

Respectfully Submitted,

Mary Ann Klotz
Secretary