The meeting was called to order by Chairperson L. MacRae at 6:31 PM

I. Members present (P), absent (A) or excused (E): MacRae_P Klotz_P Neumyer_P Kinas_P Lemkuil_P Becker_E Voigt_P Deal_P Karrels_P

   Late: M.A. Klotz at 6:35 pm

II. Motion by S. Kinas to accept minutes as presented. Second by P. Lemkuil

   Motion carried 7-0

III. Citizen Comments not on the agenda

   - L, MacRae reported that she was contacted by Library Director, David Nimmer. He wanted to relay to Staff his appreciation for accommodating the library summer reading program group at Pirates' Hollow Water Park

IV. Old Business:

   A. Elected Official’s Report

      - Ald. Neumyer reported that Council may be looking at cuts in budgets this year, since taxes cannot be raised and are based upon the tax levy. Neumyer said he knows that costs go up with inflation, but the City saw less than a 1% increase this year in development. Additionally, Neumyer reported that the Parks & Recreation Department has been meeting the needs of the neighborhoods, but he is questioning whether or not we are going to continue to be able to do this

   B. Planning Commission Rep Report

      - Nothing Reported

   C. Director’s Report

      - Reviewed and Submitted

      - Summer Staff has been exceptional this year. Most specifically, Pirates’ Hollow Water Park lifeguards have made over 20 saves this year. All other part-time staff have been busy with projects or programs

      - Staff reported that the Water Park has been extremely busy this year with an average of 350 patrons per day. The Pirates’ Galley has been busy, as well, selling concessions for the Water Park

      - Staff reported that the 3rd Annual City of Seven Hills Triathlon is coming up. Staff, including Jen Verheyen, have been very busy with preparation

      - Staff also reported that the musical, *Legally Blonde*, was recently shown. The attendance of 908 was in the top 10 of all of the musicals put on by the Department. Diana Neumeyer did a fantastic job

      - Staff reported that the Park Playground Program will be ending this month

      - Parks maintenance staff has been extremely busy this summer with various projects in a number of areas. Additionally, maintenance is preparing for the upcoming Maritime Heritage Festival

      - Staff reported that all programs have done well this summer, including the swim team and swim lessons, tennis and gymnastics

V. New Business

   A. Review and Recommend Hiring of Staff
• Motion made by B. Deal to approve the staff as presented. Seconded by M.A. Klotz. Motion carried 8-0

B. Review and Recommend Facility Use Requests

• Pam Plier of Port Washington, Wisconsin
  • Rental of Kiwanis Family Pavilion on Saturday, October 6, 2012 from 7:00 am to 1:00 pm for the Changed for Life run/walk with approximately 400 participants
  • This group will have amplified music
  • This group will have a “bounce house”
  • 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
  • Certificate of insurance listing the City of Port Washington Parks & Recreation Department as additionally insured must be obtained
  • Motion made by P. Lemkuil to approve request based upon stipulations set forth are met. Seconded by S. Kinas. Motion carried 8-0

C. Wayne White of Emerald Tree Care, LLC

• Mr. White is a Board Certified Master Arborist. There are less than 300 of these certified professionals in the United States
• Mr. White was hired to treat all of the ash trees in Cedarburg. He began treating their trees in 2008
• Mr. White reported that the ash borer is more prevalent than we know. The female lays 65-90 eggs and it may take 2 to 3 years for trees to start showing signs of infestation. Trees will typically die in 5 to 7 years
• Staff, along with John Crain of the Street Department, toured and inspected trees in Veteran’s Memorial, Overlook and Upper Lake Parks. These parks have the highest concentration of ash trees as compared to others
• Crain also showed White a tree on Pier Street that was infested. White also noted two other, neighboring parkway trees that were also infested. White stated that there is no doubt that the ash borer is in Port Washington
• Staff reported that there are approximately 200 ash trees in Upper Lake and Overlook Parks with an average diameter of 16 inches
• White estimated that to treat those trees on the bluff, it would take approximately $6,000 per year
• White suggested selecting the most desired or crucial trees to save
• White also stated that it is cheaper to treat and save the trees rather than remove them once they die
• When ash trees are stressed, especially during the current drought, they emit a chemical which attracts the ash borer
• There are two types of treatment. Soil injections and trunk injections. Both are 60 to 90% effective. Sometimes they are administered together
• Trees have to be treated for 3 to 5 years. This is to ensure the ash borer is eliminated
• The best time to treat is to administer a soil injection in April, followed by a trunk injection in June.
• White stated he just wants to save the ash trees. If the City does not elect to hire him, he would still be willing to show Staff how to treat trees. Staff would, of course, have to purchase the treatment equipment and chemicals.
• Mayor Mlada asked what the best replacement trees are. White advised that tree planting should consist of no more than 5% of a species and no more than 15% of one genus.
• White said he would charge $2.00/inch of diameter for tree treatment. Roughly equaling $6000 per year for the trees in Upper Lake Park.
• Staff reported that they currently only have $2000 per year available in the tree budget line item.
• White does not recommend treating already damaged or heavily infested trees. Leaves at the top are needed to successfully pull the insecticide up into the tree.
• White also suggested using the “Adopt-a-tree Program.” Some cities have placed envelopes or ribbons around ash trees enabling citizens to sponsor the treatment of those trees.
• Board would like to see trees treated. Staff will have to see what monies will be available or can be made available through capital funding.

D. Discuss 5-Year Capital Equipment and Improvement Plan

• P. Lemkuil suggested that the replacement of playground equipment at Bley Park be put on hold. She would like to see the Hill School Shelter refurbished or at least, painted.
• Board suggested Staff add tree treatment in to capital improvement plan as well as set up funding, each year, for pool repairs.

E. Discuss 2013 Program, Admission and Rental Fees

• Staff advised Board that fees have been adjusted to cover costs over the past year. The intent is still to provide programming for all participants at a reasonable cost.
• Board and Staff discussed the pool pass reciprocity program with Grafton. Staff stated that every year, since inception, more Grafton residents have come to Port Washington. Port Washington season pass holders have been less likely to visit Grafton as recorded annually since 1998.

F. Discuss Recreation Maintenance Position Opening

• Staff reminded Board that Jim Jushka is retiring after 34 years of service to the City. The last 11 of those years was spent working in the Parks & Recreation Department.
• Staff asked Board if there was anything that they wanted see put in the job description. Nothing was mentioned.
• Staff will prepare job description and present in front of Board at a later meeting, asking for input, before posting.

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

• Nothing Submitted

VII. Motion to adjourn by B. Deal. Seconded by S. Kinas. Motion carried 7-0. Meeting adjourned at 8:44 PM.

Respectfully Submitted,

Mary Ann Klotz
Secretary