The meeting was called to order by Vice President M. A. Klotz at 6:30 PM

I. Members present (P), absent (A) or excused (E): Voigt_E  Klotz_P  Ehrlich_P  Kinas_E  Lemkuil_E  Rudser_P  Deal_E  Karrels_P  Becker_P  Larson_E  Verheyen_P

II. Motion by M. Ehrlich to accept the October 10, 2013 minutes as presented. Second by J. Karrels. Motion carried 6-0

III. Citizen Comments not on the agenda
   • Nothing Submitted

IV. Old Business:

A. Revisit Application for National Recreation and Park Association’s (NRPA) Gold Medal Award
   • Staff again encouraged Board members to sign up for a Google email account in order to access the Docs, if they hadn’t already done so
   • Staff, along with J. Verheyen, demonstrated how to use Google Docs
   • Staff and Board will work on answering the 2013 questions, in preparation for the 2014 application
   • Staff reported that the 2014 application will be out sometime in January

B. Revisit Discussion on Lake Ridge Subdivision Survey Results
   • Ald. Rudser reported that he spoke with a number of subdivision residents and their sentiment was to not have a park or amenities
   • Staff reported that monies were paid by developer for a park and that something should be done whether now, or in the future
   • Staff also indicated that there was no land set aside for a park, when the subdivision was planned and built. Therefore, something “creative” has to be done
   • Staff reported that they will speak with City Planner Tetzlaff to see what can be done. Tetzlaff has the most knowledge on this subject, since he had been involved with this development
   • Board will vote on what action will be accomplished for the subdivision in December

C. Update on 2014 Operations/Personnel Budget
   • Staff reported that many of the budget line items were cut
   • Ald. Ehrlich reported that he and the Board will keep working to justify adding the Rec Supervisor position into the 2014 budget as he (they) felt it was necessary

D. Update on 5-Year Capital Equipment and Improvement Plan
   • Staff reported that many items requested as capitals were not approved
   • Staff reported that the only two capitals approved were the sand replacement for the pool filters and the Comprehensive Park and Open Space Plan
V. New Business

A. Review and Recommend Hiring of Staff
   • Motion made by J. Verheyen to approve the staff as presented. Seconded by M. Ehrlich. Motion carried 6 -0

B. Review and Recommend Facility Use Requests
   • Nothing Submitted

C. Update on Community Garden with Derek Strohl
   • Derek Strohl (765 W. Melin Street) presented an update on the Garden, recapping the year
   • Strohl reported that 70 plots have been rented this past year. Additionally, most were tended to rather well
   • Strohl stated that much less water was used this year (≈ 20,000 gallons) as opposed to last year (≈ 36,000 gallons)
   • Strohl reported that the Association is still seeking a more permanent water source. Presently, they attach a hose, which runs across Hales Trail, to a hydrant to fill holding tanks. Strohl said they would like to have a more permanent connection and are also exploring a “wetland” as a possibility

D. Discuss Possible Installation of Wetland at Community Garden to Treat Stormwater and for Use in Watering the Garden
   • Derek Strohl (765 W. Melin Street) presented a concept that diverts storm water from a storm sewer to a designed wetland
   • Strohl reported that has been working with hydrologists on a design
   • Strohl also reported that the intent is to use the “cleaned” water to irrigate the garden plots and that the wetland is estimated to ≈ 10,000 gallons
   • Staff asked about the possible issue of mosquitoes. Strohl said that there would not be an issue because the water is held just below ground
   • Strohl said the proposed wetland would be located immediately north of the existing garden
   • Strohl also reported that he will be applying for a grant from the US Fish and Wildlife Service to help offset the associated costs. The grant has a matching requirement and Strohl felt he could have those funds from plot fees and/or donations
   • Board will have to vote on a proposed change to the agreement between the Port Washington Community Garden Association and the City at the December meeting

E. Review and Recommend Port Washington Parks and Recreation Foundation Board Members
   • Staff asked Board for input as to the potential members for the Friends of Port Washington Parks & Recreation
   • Staff reported that, after speaking with Mayor Mlada, the thought was to have three citizens, one Alderman and one Board member on the foundation
   • No action was taken as more discussion was needed. Staff will bring this in front of the Board again at the December meeting

F. Review and Recommend Water Park Season Pass Reciprocity Agreement
   • Staff reported that there is currently an agreement between Port Washington and Grafton where resident pass holders can use both pools for the price of one
   • Staff reported that every year, with the exception of one, there have been more Grafton resident pass holders coming to Pirates' Hollow than Port residents going to the Grafton Pool
- Staff also reported that the fees, hours and rules are different between both pools and there has been some confusion amongst the Grafton resident pass holders at Pirates’ Hollow. This has sometimes created problems for Pirates’ Hollow staff.
- Board discussed topic and thought that it would be best to alter the current agreement; however, still allowing a discounted fee for Grafton resident pass holders.
- Board suggested that the Grafton pass holders now just pay the Port Washington resident daily fee, instead of being allowed to get in free.
- Motion made by A. Becker to change the current pool pass agreement between the City of Port Washington and the Village of Grafton which allows Grafton Season Pool Pass holders to get in free at Pirates’ Hollow Community Water Park, to require that Grafton Season Pool Pass holders to pay the current Port Washington Resident daily fee. Seconded by M. Ehrlich. Motion carried 6-0.

VI. Any Other Business That May Properly Come Before the Board
- Staff advised Board that Ald. Dan Becker was looking for interested persons to be a part of the PWYB/S committee overseeing the new baseball fields.
- Staff informed Board that 93 of the ash trees in Upper Lake Park that are slated to be cut down, will be done so by a timber company. Said company will cut down, haul away and pay for those trees. Staff told Board that a check, in the amount of $1000, has already been received for those trees. This arrangement was spearheaded by Parks Foreman Bob Poull.
- Staff informed Board that the Department received a WPRA Silver Staff Award for Recreation Programming Excellence for the Polar Express event.
- Staff informed Board that the Department, specifically Parks Foreman Bob Poull, has received the Port Washington Chamber of Commerce 2013 Special Recognition Award. Staff asked that Board members attend the event at Memories’ Ballroom.
- Ald. Rudser informed Board that the Waterfront Safety Taskforce signs have been installed at both beaches. Additionally, Rudser reported that the project list for water safety is complete for this year (life rings, life vest station and beach signs).

VII. Motion to adjourn by J. Verheyen. Seconded by K. Rudser. Motion carried unanimously. Meeting adjourned at 7:00 PM.

Respectfully Submitted,

Ald. Kevin Rudser
Acting Secretary