PORT WASHINGTON PARKS AND RECREATION DEPARTMENT
OFFICIAL BOARD MINUTES

DATE: December 12, 2013  LOCATION: Parks & Rec Office

The meeting was called to order by President R. Voigt at 6:30 PM

I. Members present (P), absent (A) or excused (E): Voigt_P Klotz_P Ehrlich_E Kinas_P Le

II. Motion by K. Rudser to accept the November 14, 2013 minutes as presented. Second by J. Karrels
Motion carried 8-0

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 reported that the 2014 application may be out as early as this month
      • Staff also reported that the NRPA Proragis Report was completed. The information
        contained in this online survey is used in the application

V. New Business
   A. Review and Recommend Hiring of Staff
      • Motion made by P. Lemkuil to approve the staff as presented. Seconded by M.A. Klotz.
        Motion carried 8-0

   B. Review and Recommend Facility Use Requests
      • John Mahnke from Chandler, Arizona on behalf of Treatment Trail, LLC
        • Rental of Kiwanis Family Pavilion on Sunday, June 15, 2014 from 6:30 to 10:00 am for
          charity run/walk with approximately 100 participants
        • This group will have amplified music and 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 J. Verheyen. Motion carried 8-0

C. Review and Recommend Park Amenities for Lake Ridge Subdivision
• Staff again presented the Board with the park survey results from the Lake Ridge Subdivision
• Staff is looking for direction from Board as far as what to do for a park or amenities in the Subdivision
• Board has previously visited Subdivision and determined that there was not enough land set aside for a park. Staff feels that there must be some sort of action taken
• Ald. Rudser lives in that subdivision and stated that he spoke with several neighbors and said that they told him they did not want a park. Additionally, according to Rudser, the neighbors stated that the funds should be used to update a nearby park
• R. Voigt suggested that the Board wait on a decision until the 2014 Comprehensive Park and Open Space plan is completed as a new need may be identified as part of that study
• Motion made by M.A. Klotz to table discussion until the results from the 2014 Comprehensive Park and Open Space Plan are available. Seconded by P. Lemkuil. Motion carried 8-0

D. Review and Recommend Installation of Wetland at Community Garden to Treat Storm Water for use in Irrigating the Plots
• Derek Strohl (765 W. Melin Street) was not present and had asked that Kate Pawasarat, Community Development Educator, from the UW Extension come to the meeting in his place
• Ms. Pawasarat reported that Mr. Strohl 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
• Staff reported that City Attorney Eric Eberhardt stated that there “…could be potential liability on the part of the City if the diversion of water from a properly functioning storm sewer/drain causes flooding or other damage or injury to adjoining or downstream property owners, or if creation of a “wetland” results in public health or safety issues, e.g., stagnant water, harborage/breeding grounds for nuisance animals or insects, noxious odors, “attractive nuisance” water hazard for children, etc.”
• Staff also reported that Attorney Eberhardt stated that, “By expressly describing the source, and limiting the storage and manner of use of water for the garden, the License would be construed to exclude other water sources and uses. Consequently, it is my opinion that the License Agreement must be amended by action of the Common Council to allow for such use of City property”
• Staff also reported that City Administrator Grams expressed concerns with project as well and recommended Board table discussion until more information is available
• R. Voigt reported that the Board, as a whole, is in favor of the project. Voigt stated that he will write a letter of support for Mr. Strohl’s grant application
• Motion made by M.A. Klotz to table discussion until more information on the project is available. Seconded by R. Voigt. Motion carried 8-0

E. Review and Recommend Port Washington Parks and Recreation Foundation Board Members
• Staff again asked Board for input as to the potential members for the Friends of Port Washington Parks & Recreation
• Staff again reported that, after speaking with Mayor Mlada, the thought was to have three citizens, one Alderman and one Board member on the foundation
• Staff recommended Mike Goebel as one of the Foundation members and asked if there was an Aldermanic and Board member volunteer. Goebel has been active in the Department programs over the years and is currently the Treasurer for Port Washington Youth Baseball/Softball
• M.A. Klotz volunteered to be the Board representative on the Foundation. There was no volunteer for the Aldermanic rep
• Staff also reported that the Mayor was waiting to hear back from James Schowalter (Port State Bank) as to whether he would like to be a Foundation member or not
• Motion made by S. Kinas to approve Mike Goebel and Mary Ann Klotz as members of the Friends of Port Washington Parks & Recreation Department Foundation. Seconded by A. Becker. Motion carried 8-0

F. Discuss Active Community Environments (ACES or A) Team
• Ald. Rudser stated that the Ozaukee County Health Director Kirsten Johnson presented this initiative to the Common Council. Rudser stated that the Common Council are supportive of this initiative
• Staff reported that Active Community Environments (ACES) are places where people of all ages and abilities can easily enjoy walking, bicycling, and other forms of recreation

VI. Any Other Business That May Properly Come Before the Board
• Staff reported that the Pol Express special event is being held in Cedarburg this year and will be back in Port Washington in 2014
• Ald. Rudser reported that at the Waterfront Safety Committee, it was reported that the memorial pavilion is very close to being fully funded

VII. Motion to adjourn by R. Voigt. Seconded by M.A. Klotz. Motion carried unanimously. Meeting adjourned at 7:13 PM.

Respectfully Submitted,

Sue Kinas
Secretary