DATE: January 9, 2014  LOCATION: Parks & Rec Office

The meeting was called to order by President R. Voigt at 6:32 PM

I. Members present (P), absent (A) or excused (E): Voigt_P Klotz_P Ehrlich_E Kinas_P Lemkuil_P Rudser_P Deal_E Karrels_P Becker_P Larson_P Verheyen_P

Late: B. Larson @ 7:35 pm

II. Motion by P. Lemkuil to accept the December 12, 2013 minutes as presented.  Second by J. Verheyen

Motion carried 9-0

III. Citizen Comments not on the agenda

- Nothing Submitted

IV. Old Business:

A. Director’s Report

- Reviewed and Submitted
- Staff reported that Bob Poull was out until, at least, the end of the month. Poull had carpal tunnel surgery on both wrists

B. Revisit Application for National Recreation and Park Association’s (NRPA) Gold Medal Award

- Staff reported that the 2014 Gold Medal application is now available
- Staff asked J. Verheyen to update the current Google Doc with the new application
- Staff reported that the 2014 application must be complete before March 24, 2014

C. Revisit Discussion on Location and Construction of Single Track Mountain Bike Trail

- Staff reported that they have been working with the Ozaukee County Mountain Bike (OCMB) Club in regard to a single track trail in Port Washington
- Staff has met with some of the members, specifically Jim Hinze, several times over the past couple of months. These have mostly been site visits, along Sucker Creek, from Guenther Park north to Hales Trail
- The OCMB members felt that it was definitely doable to have a trail in that area
- Staff asked that they (OCMB) come to the January Board meeting to speak on this topic
- Jim Hinze, Grafton, reported that he approached Staff this fall regarding a trail. Hinze and the OCMB have been constructing another trail in the Town of Cedarburg
- Hinze said that he felt much of the proposed trail already exists and just needs to be cleaned up. The last 1.5 miles, of the proposed 2.5 mile loop, would need to be built
- Hinze reported that the trail is only about 5’ wide and is “low impact” and most of the construction is done by hand. The trails are designed to be sustainable
- Hinze said that the proposed trail would be directional
- Rich Ramsey, West Bend, stated that the trail will need signage to designate which way the bikes should go and which way the walkers should go. Ramsey also said that there should be no worry with this project losing steam. There are enough interested people that will help it along
- Aaron Rasmussen, Port Washington stated that he is the manager of ZuZu Pedals bike shop in town. He said that he is very much in favor of the bike trail as it has the potential to help with their and other local business as well as drive tourism
Hinze also stated that he believes the OCMB could start the trail building as soon as the project is approved and weather cooperates. Hinze said that the trail will be built correctly, the first time, to minimize erosion.

J. Karrels asked about the signage and the need for the OCMB to find funding for it.

John Norman, Port Washington, said that he is still trying to form a kids mountain biking club and this trail would be a great way for them to practice.

Callen Norman, Port Washington, said that many kids are interested in the youth mountain biking club. He also said that the signage could be a good Eagle Scout project.

Staff told Board and visitors that this topic will be put on the February agenda for approval and will let them know if it needs the Plan commission and Common Council final approval.

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 9-0

B. Review and Recommend Facility Use Requests

- Mark Breuer of Port Washington, Wisconsin
  - Rental of Coal Dock Park on Saturday, June 21, 2014 from 9:00 am to 11:00 pm for a wedding with approximately 95 participants
  - This group will serve alcohol. Have amplified music and tents
  - Park & Rec Board mandates that the event ends at 10:30 pm, the rented area cleaned thoroughly and all participants out of the Park by 11:00 pm
  - Digger’s Hotline must be called and have utilities marked 2 weeks prior to setup of any tents
  - 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 M.A. Klotz to approve request based upon stipulations set forth are met. Seconded by J. Verheyen. Motion carried 9-0

- Kris Raymond on behalf of the Grafton Blues Association
  - Rental of Coal Dock Park for the dates of June 12th through June 15, 2014 from 6 am to 11 pm for approximately 2,000 participants
  - Request is for “Waddlepalooza”
  - Will have a live bands with amplified instruments
  - Will have tents and will be selling alcohol
  - Digger’s Hotline must be called and have utilities marked 2 weeks prior to setup of any tents
  - 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 this is 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

- 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
- Board mandates that there be a clean-up bond of $200 collected. This check will be returned if there is no damages in excess of normal wear and tear, or excessive clean up, will be charged to the individual signing the application
- Motion made by M.A. Klotz to approve request based upon said stipulations. Seconded by J. Karrels. Motion carried 9-0

C. Review and Recommend Installation of Wetland at Community Garden to Treat Storm Water for use in Irrigating the Plots
   - Staff informed Board that Derek Strohl will be back in February, with more information regarding the project, for approval

VI. Any Other Business That May Properly Come Before the Board
   - Staff reported that current Comprehensive Park and Open Space Plan expires in December of this year. This plan must be updated every five years. Staff has sent out RFPs to several planning firms to update the Plan. Staff will ask for approval of one of those plans at the February meeting
   - Ald. Rudser reported that Coal Dock Park received an award from *American City & County* magazine

VII. Motion to adjourn by M.A. Klotz. Seconded by J. Karrels. Motion carried unanimously. Meeting adjourned at 7:51 PM.

Respectfully Submitted,

Sue Kinas
Secretary