

PORT WASHINGTON PARK AND RECREATION DEPT.
OFFICIAL BOARD MINUTES

DATE: March 12, 2009

LOCATION: Park & Rec Office

The meeting was called to order by Chairman G. Ewig at 6:30 PM

1. Members present (**P**), absent (**A**) or excused (**E**); Ewig P MacRae A Klotz P
Babcock P Kinas P Lemkuil P Burmesch P Voigt P Deal P
Late: N/A
2. Motion by R. Voigt to accept minutes as presented/amended. Second by P. Lemkuil.
Motion carried 8-0.
3. Citizen Comments not on the agenda
N/A
4. Old Business:
 - A. Elected Officials Report
 - Nothing to Report
 - B. Planning Commission Rep report
 - Nothing to Report
 - C. Director's Report
 - Submitted
 - D. Revisit Port Washington Youth Baseball/Softball's (PWYB/S) Request to Post Sponsor Signs on Outfield Fence at Thomas Jefferson Ballfield # 1 and Locate Storage Shed on said Premises
 - Staff suggested PWYB/S use wood signs instead of mesh due to research on similar fence systems. Fences were damaged from wind not being able to blow through mesh windscreen. Staff was concerned that this possibility could happen with the Thomas Jefferson # 1 Ballfield fence
 - Mike Goebel reported that the PWYB/S Board wanted to use previously described mesh windscreens for advertising
 - Memorandum of Understanding between Park & Rec Department and PWYB/S would be drawn up to assign all responsibilities with signs and subsequent 80/20 split of advertising revenue. This would be then brought back to Park & Rec Board for final approval
 - This would include Park & Rec receiving 20% from all sales of the advertising space
 - PWYB/S would be responsible for installation/removal, maintenance, enforcing ad criteria as well as the solicitation of the advertisers and any damage to property resulting from banners
 - Additionally discussed was the placement of a storage-type shed at the TJ #1 Ballfield. Staff wants placement out in parking lot area. Concern is that any other placement near existing buildings will damage grass as well as not look aesthetically pleasing
 - Park & Rec Board left decision up to Director to work with PWYB/S on placement of said shed

5. New Business:

A. Discuss Site Options for Misty Ridge Subdivision

- Residents of said subdivision would like a new park to be installed
- G. Ewig pointed out that it should be verified whether or not money was given at time of development or if agreement to build park instead, was decided
- City Planner Randy Tetzlaff presented site plans and asked that design be created for available area by Board and Park & Rec Staff
- Park design should be all-inclusive and allow for connection to Interurban Bike Trail
- Board expressed concern that Park & Rec Department is already understaffed and as a result they want only one large, community park instead of several small neighborhood ones
- R. Tetzlaff said that this plan would be necessary in order to receive funds owed from Misty Ridge developer. Additionally, R. Tetzlaff mentioned that these funds, once allocated, will have to be used within an unspecified amount of time or they will have to be returned to developer by State of Wisconsin law

B. Discuss Updates to the Park Plan for Stewardship Grant Eligibility

- R. Tetzlaff presented to Board the need for the update of completed and submitted City of Port Washington's Comprehensive Park and Open Space Plan in order to apply for Stewardship Grants
- Said Grants would be used, if awarded, to improve Interurban Bike Trail and Coal Dock area
- R. Tetzlaff indicated that Stewardship Grant requests are due to the Wisconsin Department of Natural Resources (DNR) by May 1, 2009
- Staff will work with R. Tetzlaff to update accordingly
- Motion made by B. Babcock to adjust the City of Port Washington's Comprehensive Park and Open Space Plan to include necessary items for update. Seconded by S. Kinas. Motion passed 8-0

C. Discuss Virginia Graeme Baker Pool and Spa Safety Act

- Staff gave explanation/update on Act
- Pirates' Hollow will have to minimally make an intake grate change to be in compliance with the Act
- Park & Rec Department will have to contract with an engineering firm to submit compliance forms to State of Wisconsin which requires a fee of \$750
- Currently staff is soliciting engineering firms to receive the lowest cost and best service

D. Review and Recommend Hiring of Staff

- Motion made by M. Klotz to accept and approve the staff as presented. Seconded by B. Babcock. Motion passed 8-0

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

- P. Lemkuil mentioned concern over PWYB/S program. Eight children from grades 4th through 8th have gone to the Saukville program instead of the Port Washington program. No apparent reason for switch was brought to Lemkuil's attention

7. Motion to adjourn by L. MacRae, second by M. Klotz. Meeting adjourned at 7:58 PM.

Respectfully Submitted,

Mary Ann Klotz
Secretary