

City of Whitewater
Parks and Recreation Board Agenda
Monday, March 14, 2011 - 5:00pm
Cravath Lakefront Room - 2nd Floor, City Municipal Building
312 W. Whitewater St. Whitewater, WI 53190

Call to Order and Roll Call

Consent Agenda:

CA-A	Approval of Parks and Recreation Board minutes of February 7, 2011
CA-B	Acknowledgment of Receipt and Filing of: <ul style="list-style-type: none"> • Urban Forestry Commission minutes of January 18, 2011

Hearing of Citizen Comments:

No formal action will be taken during this meeting, although issues raised may become part of a future agenda. Participants are allotted a 3 minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those issues as designated in the agenda.

Staff Reports:

Parks & Recreation Director	Whitewater Effigy Mounds Preserve Restoration Plan Public Hearing; Harvest Festival & Parent Day Concerns; Make A Difference Day
Recreation & Community Events Programmer	Review of Freeze Fest
Senior Coordinator	Easter Bunny Luncheon; Volunteer Appreciation Event

Considerations:

C-1	Election of Chairperson
C-2	Review and Discussion of Whitewater Effigy Mounds Preserve Restoration Plan
C-3	Review and approval of Treyton Kilar Field of Dreams conceptual design
C-4	Update and Direction on Proposed Trail Extension
C-5	Approval of Program Brochure Advertising Policy
C-6	Discussion on Department Vision, Strategic Planning, & Brand Development
C-7	Approval of request by First United Methodist Church for free use of Cravath Lakefront Community Center
C-8	Approval of request by Senior Basketball team for free use of Downtown Armory
C-9	Request for future agenda items
C-10	Adjourn

City of Whitewater
Parks and Recreation Board Agenda
Monday, February 7, 2011 - 4:00pm
Cravath Lakefront Room - 2nd Floor, City Municipal Building
312 W. Whitewater St. Whitewater, WI 53190

Call to Order and Roll Call

Rick Daniels, Brandon Knedler, Jim Olsen, Vance Dalzin, and Jen Kaina Absent: Pru Negley (excused)
Staff: Matt Amundson, Michelle Dujardin, Deb Weberpal, and Rashelle Keener, P/R Intern
Guests: Richard Ehrenberg, Justin Nothem

Consent Agenda

Olsen moved to accept the consent agenda which included the December 6, 2010 Parks and Recreation Board minutes and receipt and filing of Urban Forestry Commission minutes of September 29, 2010; October 12, 2010; November 9, 2010; and December 21, 2010. Second by Daniels. Ayes: Daniels, Knedler, Dalzin, Kaina, and Olsen. Noes: None. Abstain: None. Absent: Negley. Motion passed.

Hearing of Citizen Comments:

No formal action will be taken during this meeting, although issues raised may become part of a future agenda. Participants are allotted a 3 minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those issues as designated in the agenda.

There were no citizen comments.

Staff Reports:

Parks & Recreation Director

- The Pepsi Refresh Grant-Ended in third. Moving forward and looking at new Pepsi Refresh and other grants. Looking at wheelchair softball and possible grants.
- Whitewater Effigy Mounds Preserve Restoration Plan- There is a draft and the process is moving forward with staff review. Will likely hold joint meeting with Landmarks commission in March to hold a public hearing.

Recreation & Community Events Programmer:

- Dance participation numbers have increased and more teachers were added.
- The new ballroom and belly dance classes are going well.
- Gymnastics numbers are up with waiting list for tots. Working with university on the continuation of the gymnastics program, with the departure of Sarah Stone, current gymnastics coordinator.
- Freeze Fest-281 currently pre-registered plungers. Going well and coming together nicely.

Appointment of member to Plan & Architectural Review Commission

David Stone has resigned from Park and Rec Board. Feb-April meetings need a representative. February 14 is the deadline for applications. Kaina moved to appoint Knedler to the Plan and Architectural Review Commission. Second by Olsen. Kaina asked for other nominees. Hearing none. Ayes: Daniels, Knedler, Dalzin, Kaina, and Olsen. Noes: None. Abstain: none. Absent: Negley. Motion passed.

Request by Justin Nothem to operate as a street vendor adjacent to Cravath Lakefront Park

Mr. Nothem handed out a memo on reasons/benefits for the business to be located to sell hot dogs. Points: reduced competition for other restaurants, close to bars such as Pumpers and Mitchells, bar owners feel it would benefit their businesses.

Board Comments: Allowing this in will open door to other vendors. Possibly compete with concessions in the summer. Will this affect other parks in the community? Council must make final approval. Number of vendors and site can be regulated by the city.

Knedler moved to recommend approval of the hot dog vendor request. Second by Daniels. Ayes: Daniels, Knedler, Dalzin, Kaina. Noes: None. Abstain: Olsen. Absent: Negley. Motion passed.

Request for discounted rental rate for use of Downtown Armory by Jessica Czarapata.

Wants to teach Zumba in dance studio of the Armory (per the memo). Fee will be the \$30 hourly rental fee. Olsen moved to approve the request. Second by Knedler. Ayes: Daniels, Knedler, Dalzin, Kaina, and Olsen. Noes: None. Abstain: none. Absent: Negley. Motion passed.

Request for waived rental fees for use of Starin Park (Pedal for Hope)

Amundson referred to the memo. Thorough proposal put together. Olsen moved to grant the request for waived rental fees. Second by Kaina. Ayes: Daniels, Knedler, Dalzin, Kaina, and Olsen. Noes: None. Abstain: none. Absent: Negley. Motion passed.

Request for waived rental fees for use of Starin Park (Cinco de Mayo)

Amundson referred to the memo. Requested by Chris Hollar at UW-Whitewater. The group is interested in Starin because it is closer to campus. Several partnerships in community. Olsen moved to accept the request for waived rental fees for the Cinco de Mayo celebration. Second by Daniels. Ayes: Daniels, Knedler, Dalzin, Kaina, and Olsen. Noes: None. Abstain: none. Absent: Negley. Motion passed.

Discussion and possible direction regarding 2011 treatment plan for Cravath & Trippe Lakes

Amundson referred to the memo. He needs to put out RFP's for the lake management.

(Daniels left 4:45 pm)

Both lakes need to be treated. Can we do varying methods on each lake? DNR supervises chemical treatment. Do we want to try biological control? Motion by Knedler to explore biological treatment on Trippe Lake and maintain chemical treatment on Cravath. Second by Olsen. Ayes: Knedler, Dalzin, Kaina, and Olsen. Noes: None. Abstain: none. Absent: Negley, Daniels. Motion passed.

Conceptual review of Treyton Kilar Field of Dreams design prepared by Rettler Corporation

Amundson pointed out points of interest on the design of the park. Potential of taking out current fence on Little League diamond to allow Kilar field to not be pushed so far north. Some details need to be fine tuned with Rettler. Amundson showed future phases beyond the Kilar Field of Dreams. Potential of enclosing the large ball fields. Then can have banner advertising on the fencing. Long range looking at obtaining land for a fourth ball diamond and sharing parking and potentially concessions with the possible expansion of the water department. Looking for comments from board to take to Rettler.

Presentation of Fall 2010 Recreation Program Financial Report and Overall 2010 Report

Amundson referred to packet and to the annual report. Overall in 2010 the department generated over \$100,000 in revenue and expenses. Staff looks at details to keep fees in line and monitor participation as well as create future budgets.

Presentation of 2010 Annual Report

Helpful to look back at for staff. Parkland fee accounts are low. This restricts our ability to do new projects. Facility usage is available along with number of days reserved. Weberpal handed out the Seniors in the Park annual Report.

Approval of contract for 2011 recreation program photography services

Dujardin drafted a memo. RFPs sent to 12 companies, 8 replies. Narrowed to 3. Olsen commented about buying local. Motion by Dalzin to accept RFP from LaBelle. Second by Olsen. Ayes: Knedler, Dalzin, Kaina, and Olsen. Noes: None. Abstain: none. Absent: Negley, Daniels. Motion passed.

Discussion and direction on requests for advertising in Program Brochure

Amundson referred to the memo. Partner programs are included in our brochure. For-profit entities are interested in advertising. The board is interested in allowing. Amundson will assemble a policy and bring back in March.

Approval of 2011 Trick-or-Treat hours and 2011 Halloween Events

Per the memo, Trick or Treat will be Monday October 31 from 4-7 pm. Downtown Whitewater is having their party again this year on Saturday October 29. Park and Recreation would like to have the Halloween Party at the same time. Olsen moved to have the Halloween party on the 29th. Kaina seconded. Ayes: Knedler, Dalzin, Kaina, and Olsen. Noes: None. Abstain: none. Absent: Negley, Daniels. Motion passed.

Request for future agenda items

Elect new chairperson

Trail surfaced behind Teronomy apartments.

Adjourn

The meeting was adjourned on a voice vote at 5:35 pm.

CITY OF WHITEWATER
11th URBAN FORESTRY COMMISSION MEETING
Tuesday January 18, 2011 - 4:15 p.m.
Cravath lakefront room - 2nd floor, city municipal building
312 Whitewater St., Whitewater, WI 53190

*DRAFT
MINUTES*

1. CALL TO ORDER / ROLL CALL: Meeting called to order by chair - Tiiu Gray-Fow. Members present - Richard Ehrenberg, Tiiu Gray-Fow, Tom Miller, Beverly Stone, Members absent - Karen McCulloch Prudence Negley, Wyatt Welter. (a backup from the Parks and Recreation Board was suppose to fill in for Negley who is out of town). Staff present - Chuck Nass. Others present - Roy Nosek who joined us at 5:00 p.m. A quorum of four members is required to conduct business.
2. APPROVAL OF AGENDA: Agreement to move item #12-" Tree Order update" to the end.
3. MINUTES OF PAST MEETINGS: MOTION by Miller with second by Stone to approve the minutes for 12-14-11.
4. CITIZEN COMMENTS: None.
5. PLANNING AND ARCHITECTURAL REVIEW REPORT: Nothing to report.
6. PARKS AND RECREATION BOARD REPORT: No report.
7. EMERALD ASH BORER: The EAB Management Plan we submitted to the Parks and Recreation Board, and approved by them, will be discussed and voted upon by the Common Council this evening.
8. WORK SESSION: The minutes for the 12-21-10 work session were not approved at this time since Negley is out of town.
9. CHANGE OF MEETING DATES: It was decided to continue meeting on the 3rd Tuesday of each month which will make it possible to review landscape plans which are on the agenda of the Planning and Architectural Review Commission.
10. TREE CUT LIST / SPRING PRUNING: One tree in front of Jessicas' restaurant had a limb / branch removed due to damage by a truck. Winter pruning is in process.
11. PUBLIC EDUCATION REGARDING STREET TREES: Nass will research the options and the costs for printing doorknob information / hangers and magnetic strips for refrigerator doors. Ehrenberg will draft a text for informing citizens about importance and care of st. trees. Information should relate to lawn mower damage, weed wackers, watering, boots, mulching, planting around trees, guards, etc. School children, boy scouts, etc. could distribute the doorknob hangers on Arbor Day.
12. TREE ORDER FOR 2011, SPRING PLANTING: 170 trees are on order; 70 - small stature trees like flowering crabs, 20- Medium stature trees like flowering pears, 80 - tall shade trees. There was a discussion about the quantity of certain types of trees. See attached.
13. ADJOURN: MOTION by Stone with second by Miller that we not meet in February unless a special mtg. is required. Unanimous approval. MOTION by Miller with second by Stone to adjourn. Unanimous approval.

Secretary - Richard Ehrenberg

Next meeting will be March 15, 2011 - 4:15 p.m.

Handed out at 1-18-11 UFC MTE

2011 Spring Tree Order
2011 Spring Tree Order

Small Trees

- 10- State Street Maples
- 5-Summer Splendor Tatarian Maples
- 10- Golden Raindrop Crabs
- 10-Ivory Silk Lilac
- 10-Red Jewel Crab
- 10-Newport Plum
- 10-Grand Aut. Brilliance
- 5-Spring Snow Crab

Medium Trees

- 10-Blue Beech
- 5-Cleveland Select Pear
- 5-Magnolia Merrill-White (#20 CT.)

Large Trees

- 5-Northern Red Oak (#20 CT.)
 - 10-Swamp White Oak (#20 Ct.)
 - 5-Scarlet Oak (#20Ct.)
 - 5-Regal Prince Oak (#20 Ct.)
 - 5-Fall Fiesta Sugar maple
 - 5-Green Mountain Sugar Maple
 - 5-Valley Forge Elm
 - 5-New Horizon Elm
 - 10-Discovery Elm
 - 5-Triumph Elm
 - 5-Autumn Gold Ginkgo
 - 15-Hackberry (includes 10 replacements for 2010 planting-NC, All B&B per new recommendations) *McKay Nursery replaced 10 BR Trees (free of charge) which died in 2010 due to wet spring conditions at the nursery. Replaced with more expensive BB free of charge... CN*
 - 170 total trees
- Unless listed all trees are bare root, the Container (Ct.) and the B&B trees are ordered as such

2nd week of 2011, April, Trees will arrive for planting.

Introduction

Whitewater Effigy Mounds Preserve (formerly Indian Mounds Park) contains one of the largest collections of effigy mounds in the country. The mounds were built sometime in between 800 – 1200 A.D., and consist of both geometric and animal shapes. This preserve is listed on the National Registry of Historical Places (1991), and was identified as a local landmark in 1994. Because the mounds are a burial site, the site is protected under Wisconsin's State Burial Law.

The primary objective of this land management plan is to provide recommendations that preserve the cultural and natural diversity at Effigy Mounds Preserve while providing public access for recreational and educational activities. Like many other natural areas and parks in Wisconsin, Effigy Mounds Preserve exhibits signs of past human disturbances such as invasive plant species and habitat fragmentation by roads, agricultural use and residential development. However, due to past stewardship and restoration activities conducted by the Parks and Recreation Department and the Friends of the Mounds group, Effigy Mounds Preserve remains as a high quality natural area. The natural plant communities at Effigy Mounds are identified in **Figure 1**, and specifically include an Oak Savanna remnant (which contains the effigy mound sites), a Silver maple/Bur oak stand, and a fresh (wet) meadow wetland. These communities, along with management and restoration recommendations, are discussed below.

I. Existing Habitat Types

Oak Savanna

In Wisconsin, savanna once constituted one of the most widespread communities in presettlement times. The term "savanna" was credited to the native Carib Indians, defined by an area with widely spaced tall trees, but at a density so low that it allows grasses and other herbaceous vegetation to become dominant (Curtis, 1971).

Today, the oak savanna is beyond question the rarest plant community in Wisconsin (Curtis, 1971). This has been mainly due to the absence of fire, conversion to agriculture (e.g., wheat) and urban/residential development. Therefore, the oak savanna remnant at Effigy Mounds preserve is especially important to protect and maintain as one of the last remaining stands of oak savanna.

According to the Parks and Recreation Department, various stewardship activities have been occurring within the oak savanna over the recent years, including periodic mowing, weed pulling and trail maintenance. There exists a healthy stand of bur oak, with some white oak, black cherry, shagbark hickory and black walnut in the oak savanna. Many remnant native species are also present in the herbaceous layer,

including bottlebrush grass, Indian grass, bee balm, little bluestem, cup plant, and figwort. However, a number of invasive, weedy species are currently dominating the herbaceous understory, including garlic mustard, burdock, thistles (bull and Canada), and mulberry shrubs.

For purposes of this maintenance plan, the oak savanna area includes the oak savanna remnant itself (including the effigy mounds), a stand of black cherry near the preserve entrance, and the majority of the fallow field currently referred to as the DOT “strip” (Figure 1).

Silver maple/Bur oak stand

The silver maple/bur oak stand is located to the north of the oak savanna remnant (Figure 1), and consists of a slightly moister soil type. This community type wraps around the northern portion of the preserve, extending eastward towards the entrance. Other native tree species are present within this area, including black cherry and green ash. The herbaceous layer is primarily dominated by weeds and blackberry vines (*Rubus* spp.). The abundant weeds include garlic mustard, burdock, and bull thistle.

Fresh (wet) meadow wetland

Fresh (wet) meadows are wetlands that are dominated by grasses, such as redtop grass and reed canary grass, and by forbs such as giant goldenrod, growing on saturated soils (Eggers and Reed, 1997). The fresh (wet) meadow wetland (Figure 1) area at Effigy Mounds Preserve currently consists of a monoculture of reed canary grass. Reed canary grass can be almost impossible to control (costly, labor intensive, and a long term effort), and in the future the wetland will continue to receive nutrient laden water carrying reed canary grass seed from the existing wetland complex to the northeast, which receives runoff from Main Street. As such, we do not recommend reed canary grass removal and native vegetation establishment activities at this time unless ample funding becomes available.

II. Restoration & Management Recommendations (including Effigy Mounds)

Based on the fall 2010 site visit and stakeholder meeting in December 2010, the following stewardship recommendations are provided and discussed below:

- 1) Begin a burning regime (potential spring 2011 burn planned) to encourage native vegetation establishment and help control weeds
- 2) Remove turf cover on each mound and restore with a short-stature, native seed mix
- 3) Plant native tree saplings in the larger open areas to encourage reestablishment of oak savanna, including the DOT "strip"
- 4) Begin invasive species control regimen at appropriate times of the year
- 5) Sow (by hand) native seed collected on-site at appropriate times of the year
- 6) Add additional oak savanna westward into the DOT prairie (Figure 1)

Begin a burning regime to encourage native vegetation establishment

Prior to European settlement, wildfires and human-caused fires traversed prairies, wetlands and oak savannas. Native Americans often burned grasslands to flush out game when hunting. Lightning strikes were known to ignite dry prairies that could build up and traverse across miles of prairie. Although the precise frequency of these fires was not well documented, it is thought that fires burned through an area every 2-5 years.

The goal of prescribed burning is to mimic the natural disturbance of fire as much as possible. A burn frequency of 2-5 years, 2 years for "younger" prairies/oak savannas and 5 years for more established areas is recommended. The mound sites should be burned as well.

Burn seasons in Wisconsin generally occur each spring (April – May) and fall (late October - December). The season of burn can affect growth and development of many amphibian, insect and plant species. For example, a spring burn can stimulate late flowering forbs, while a fall burn may open ground for early spring sunlight and encourage growth of cool season grasses such as Junegrass. Some species take 2 to 3 years to flower and set seed after a burn, some species will flower within months following a burn. It is important then to stagger frequencies and seasons for the benefit of the entire plant and animal community.

An example burning regime for Effigy Mounds Preserve is provided in Table 1 below. Due to the small nature of the park, the entire preserve could be burned during one event or could be divided into smaller units and burned separately. At this time, it is likely most cost efficient and effective to burn the entire preserve at once.

It is understood that a land management company who specializes in prescribed burning would carry out the burn(s) and provide the necessary equipment and permits.

Table 1. Example burning schedule for Effigy Mounds Preserve.

2011	2012	2013	2014	2015	2016	2017	2018
Spring** burn	--	Fall* burn	--	Fall burn	--	-	Spring burn

* Fall: Early November through mid-December.

** Spring: Early April through early May.

Remove turf cover on each mound and restore with a short-stature, native seed mix

The effigy mounds are currently vegetated with Kentucky bluegrass and maintained by periodic mowing. While this vegetative cover allows for good visibility of the mounds, it is maintenance intensive and invites pedestrian traffic, causing compaction. In addition, compaction has occurred from mowing and brushcutting activities. To convey a more cultural and natural appearance of the mounds, we are recommending that the mounds be re-vegetated with a short stature, native seed mix. The species that are recommended below are native to this area of Wisconsin. After the seed mix becomes established, the shorter height of this mix compared to the taller vegetation in the surrounding oak savanna will help to delineate each mound. We are also recommending that the base of each mound be mowed to help delineate the shapes for visitors.

To remove the existing turf over the mounds, treat with a glyphosate-based herbicide (e.g., Roundup™) per label requirements. The turfgrass will die off after 1 – 2 herbicide treatments (two treatments is ideal). When the turfgrass has died off, burn the surface of each mound to get rid of the dead thatch. After the mounds have been removed of turf and bare soil is exposed, hand-sow the native seed mix per the instructions in Table 2.

Table 2. Native seed mix and specifications for Effigy Mounds at Effigy Mounds Preserve.

	Common name/Scientific name
1	Thimbleweed (<i>Anemone cylindrica</i>)
2	Columbine (<i>Aquilegia canadensis</i>)
3	Side-oats grama (<i>Bouteloua curtipendula</i>)
4	Prairie brome (<i>Bromus kalmii</i>)
5	Bottlebrush grass (<i>Elymus hystrix</i>)
6	June grass (<i>Koeleria macrantha</i>)
7	Jacob's ladder (<i>Polemonium reptans</i>)
8	Brown-eyed Susan (<i>Rudbeckia triloba</i>)
9	Little bluestem (<i>Schyzachyrium scoparium</i>)
Cover	Canada wild rye (<i>Elymus canadensis</i>) (20 lbs/acre)

crop

Notes:

- The seedbed should be prepared for optimal native seed germination.
- Canada wild rye should be used as a temporary ground cover/nurse crop.
- Seeding should be completed between 4/10 and 5/31; or between 10/15 and 12/01 – Grasses germinate well when planted in the early spring.
- Apply native grass seed at a rate of 10 Lbs. per acre.
- Apply cover crop at 20 Lbs. per acre.
- Choose at least 3 of the 5 grasses.
- No single grass species should comprise more than 30 percent (by weight) of the species in the mix.
- Seeds should be viable and will be mixed using an appropriate filler material.
- Seed should be hand sown and raked, to ensure good seed to soil contact.
- A light mulch of clean, weed-free straw or similar should be spread on the sown areas to ensure good seed-soil contact and prevent erosion if a large rain event occurs.
- Contact a local native seed nursery for a cost estimate of the seed mix, such as Prairie Ridge Nursery, Taylor Creek Nursery, or Agrecol, Inc.

Once the seed mix and cover crop has been planted and mulched, monitor the establishment of the plantings every couple of weeks for the first few months. Watering should not be necessary. For the first 2 growing seasons following seeding, maintenance should primarily consist of mowing. Mow to approximately 5” in height, once in the late spring (June) and once in the late summer (September). Weeds should not be allowed to set seed. Around the third year following seeding, mowing can stop and the mounds can be incorporated into the overall burning regime. Over time, weed control should be less necessary.

Plant native tree saplings in the larger open areas to encourage reestablishment

Parts of the oak savanna contain large open areas that do not contain native tree saplings or mature trees. In addition, the DOT “strip” is essentially a fallow agricultural field that does not contain desirable trees or saplings. Planting several tree saplings in these areas in spring or fall is recommended in order to maintain the oak savanna and encourage reestablishment after existing mature trees have died off. Refer to Table 3 for a list of suggested species.

Table 3. Suggested tree species for planting within the Oak Savanna.

Common name	Scientific name
Bur oak	<i>Quercus macrocarpa</i>
Shagbark hickory	<i>Carya ovata</i>
White oak	<i>Quercus alba</i>
Black cherry	<i>Prunus serotina</i>

Tree Planting Notes:

- Trees should be planted within 48 hours of delivery from the nursery.
- Tree plantings should occur in the spring (April 1 – May 31) or fall (October 1 – November) timeframe.
- Tree planting locations should be selected with care to avoid overcrowding and/or unnecessary competition
- Any potential tree substitutions must be approved by the City Parks Dept.
- Plant all trees slightly higher than the soil surface at root flare. Remove excess soil from top of root ball, if needed.
- Backfill tree planting holes with 80% existing soil removed from excavation and 20% plant starter mix, blended prior to backfilling holes. Avoid any air pockets and do not tamp soil down. Discard any gravel, heavy clay or stones. When hole is two-thirds full, trees shall be watered thoroughly, and water left to soak in before proceeding.
- Provide a 3" deep, 2-3 ft. diameter shredded hardwood bark mulch ring around all trees. Do not build up any mulch onto trunk of any tree. Over time, allow the surrounding oak savanna vegetation to fill in around the base of each planted tree.

Begin invasive species control regimen at appropriate times of the year

Several non-native, invasive plants that can invade oak savannas and inhibit the establishment of native species are found in Effigy Mounds Preserve. Table 4 summarizes the non-native, invasive plants at Effigy Mounds Preserve along with some effective control method(s). Invasive plants found in the oak savanna include garlic mustard (*Alliaria petiolata*), bull thistle (*Cirsium vulgare*), Canada thistle (*Cirsium arvense*), and common burdock (*Arctium minus*). The most effective control method for these species is to remove the flowering heads, preventing them from setting seed. Garlic mustard and common burdock are biennial, where the first year plants exist as a basal rosette and the second year plants flower and set seed. The thistles are biennial and perennial in nature, producing flowering heads each year.

Remove flowering heads by pulling the entire plant if the ground is moist, or, cutting the heads with pruners, bag and discard off-site. For the perennial weeds, it is more desirable to pull the plant so that one does not need to revisit the same plants each year. Herbicide application of glyphosate-based herbicide (e.g., Roundup) to the basal rosettes in the spring and fall is also effective.

There are several other non-native species in and on the trails around the savanna, such as creeping Charlie (*Glechoma hederacea*), chicory (*Chicorium intebus*) and clovers (*Trifolium* spp.). These species are usually found along roadsides, trails, and wood edges, and do not tend to invade natural areas and restorations as readily as the

previously mentioned plants. Rather than allocate resources towards controlling pathway weeds, focus efforts on control of more problematic species in the savanna interior and prescribed burning.

Table 4. Invasive species at Effigy Mounds Preserve and recommended control methods.

Common Name	Cut at base and treat stump	Foliar herbicide application	Prescribed Fire	Cut or pull (get root)	Biological Control
garlic mustard		X – early spring and fall	Preventative	X – pull when flowering	Being researched
common burdock		X – early spring and fall	Preventative	X – taproot can be difficult to pull	
thistles			Preventative	X – Cut in June, August and September	
multiflora rose	X		Preventative		
Queen Anne’s lace			Preventative	X – pull during flowering	
reed canary grass		X – in late summer (Sept)	Preventative		
cut-leaved teasel			Preventative	X – cut flowering stems	
Bush honeysuckle	X		Preventative		
common buckthorn	X		Preventative		

Sow (by hand) native seed collected on-site at appropriate times of the year (oak savanna areas)

Hand-sowing native seed within the oak savanna areas (including the DOT strip) will help supplement the seed bank and “speed up” native species establishment while discouraging weeds. Care must be taken in selecting the most appropriate species for seeding. A private specialist or native plant nursery that specializes in restoring oak savannas should be contacted to assist with the timing and methods of seed collection and storage.

Sowing native seed needs to be timed accordingly. In general, fall or late spring (past snow-melt) plantings do the best. Sowing seed in the fall gives it the advantage of a natural dormant season, which generally increases germination success in the spring. Sometimes a combination of the two seasons is most desirable to ensure successful plant establishment.

Based on the fall 2010 site visit, the seed of the following species could be collected on-site and sown by hand (Table 5):

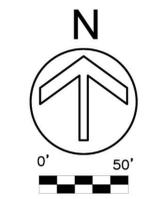
Table 5. Oak savanna species suitable for seed collection and hand sowing

Common Name	Scientific Name
Bee balm	<i>Monarda fistulosa</i>
Bottlebrush grass	<i>Elymus hystrix</i>
Cup-plant	<i>Silphium perfoliatum</i>
Figwort	<i>Scrophularia lanceolata</i>
Indian grass	<i>Sorghastrum nutans</i>
Little bluestem	<i>Schizachyrium scoparium</i>

WHITEWATER EFFIGY MOUNDS PRESERVE BUDGET				
Prepared February 23, 2011				
Item	Qty.	Unit	Unit Cost	Total Cost
Begin Burn Regime Spring 2011				
Burn	1.00	Lump Sum	3,500.00	\$ 3,000.00
Subtotal				\$ 3,000.00
15% Contingency				\$ 450.00
Total				\$ 3,450.00
Remove turf cover on each mound and restore with a short-stature, native seed mix				
Round-up Treatments	2.00	Lump Sum	2,000.00	\$ 4,000.00
Labor to prep and seed mounds	1.00	Lump Sum	1,250.00	\$ 1,250.00
Special Seed Mix for Mounds 35,000 sf	35.00	1000sf	80.00	\$ 2,800.00
Subtotal				\$ 8,050.00
10% Contingency				\$ 805.00
Total				\$ 8,855.00
Invasive Species Control				
Training				\$ -
Tools				\$ -
Disposal				\$ -
Subtotal				\$ -
10% Contingency				\$ -
Total				\$ -
Planting (installed)				
Savanna Trees	45.00	ea	250.00	\$ 11,250.00
Native Shrubs	80.00	ea	75.00	\$ 6,000.00
Native grasses and perennials	300.00	ea	12.00	\$ 3,600.00
Structures, Signs, Benches				
Visitor Center	1.00	Lump Sum	30,000.00	\$ 30,000.00
Displays in Visitor Center	1.00	Lump Sum	5,000.00	\$ 5,000.00
Entry Kiosk	1.00	Lump Sum	10,000.00	\$ 10,000.00
Benches	5.00	ea	600.00	\$ 3,000.00
Subtotal				\$ 48,000.00
Professional Fees (5% of building cost)				\$ 2,400.00
10% Contingency				\$ 4,800.00
Total				\$ 55,200.00
Fence				
Split Rail Fence	1,200.00	LF	12.00	\$ 14,400.00
Subtotal				\$ 14,400.00
Professional Fees (5% of building cost)				\$ 720.00
10% Contingency				\$ 1,440.00
Total				\$ 16,560.00
Archeological Research				
Archeological Consultant Fee	?			
Subtotal				\$ -
Professional Fees (5% of building cost)				\$ -
10% Contingency				\$ -
Total				\$ -



TREYTON'S FIELD OF DREAMS
PHASE I - MASTER PLAN
PARK MASTER PLANNING PROJECT
WHITEWATER, WISCONSIN
 MARCH 4, 2011



3317 Business Park Drive, Stevens Point, WI 54482
 Telephone: 715 - 341 - 2633, Fax: 715 - 341 - 0431
 email: info@rettler.com web: www.rettler.com



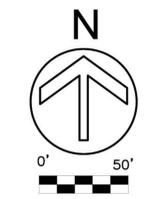
TREYTON'S FIELD OF DREAMS

PHASE II - MASTER PLAN

PARK MASTER PLANNING PROJECT

WHITEWATER, WISCONSIN

MARCH 4, 2011



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Proposed Route (3-7-2011)



Previously Approved Route

CITY OF WHITEWATER POLICY		TITLE: Brochure Advertising Policy
POLICY SOURCE: Parks and Recreation Department	Parks and Recreation Board Approval Date:	TEXT NAME: G:\Park & Rec\General Information\Policy\ Brochure Advertising Policy

Purpose

It is the purpose of this policy to provide guidelines necessary to allow any local, national, international business, non-profit agency and government agency that has or wishes to have a presence in Whitewater.

Policy

The Whitewater Parks and Recreation Department produces three seasonal program brochures each calendar year. The brochures are for the seasons of Winter/Spring, Summer, and Fall and 3,000 brochures are printed for each season.

1. Advertising opportunities will not be extended to any organization whose mission or goal is in conflict with the City of Whitewater or the Whitewater Parks and Recreation Department.
2. The Whitewater Parks & Recreation Department reserves the right to refuse any advertising from organizations or companies that offer competing programs and/or facilities.
3. Advertisers and advertising agencies are liable for all content of advertisements (including copy, representation and illustrations) and shall indemnify and hold harmless the City of Whitewater without limitation against, for any and all claims made thereof against losses sustained by the City of Whitewater, its board or employees.
4. The advertiser and its agency, if there is one, each represent that they are fully authorized and licensed to use: 1. The names, portraits and/or pictures of living persons; 2. Any copyrighted or trademarked materials; and 3. Any testimonials contained in any advertisement submitted by or on behalf of the advertiser and published in any of the Whitewater Parks & Recreation Department publications, and that such advertisement is neither libelous or defamatory, an invasion of privacy, or otherwise unlawful to any third party. The advertiser and its agency each agree to indemnify and hold harmless the City of Whitewater against all losses, liability, damage and/or expense arising from the copying, printing or publishing of any such advertisement.
5. No conditions printed or otherwise, appearing on contracts, orders, or copy instructions, which conflict with the Whitewater Parks & Recreation Department policies, will be binding on the City of Whitewater.
6. Any drawings, artwork and copy submitted for reproduction are accepted at the risk of the advertiser. Credit for errors shall be the Whitewater Parks and Recreation Department's sole discretion, is limited to first insertion, and shall not exceed the cost of the space in which errors occur. No allowance is granted for errors that do not materially affect the value of an advertisement.
7. Failure to fulfill contract terms for multiple insertions will result in additional charges equal to the discount allowed and potentially additional charges exceeding the amount for non-fulfillment of the contract.
8. The Whitewater Parks & Recreation Department will not return any items submitted for advertising.
9. Any business wishing to advertise in three consecutive brochures will be eligible to receive a 10% discount on those ads.

First United Methodist Church

Whitewater, Wisconsin

February 21, 2011

Mr. Kevin Brunner
Whitewater City Manager
312 W. Whitewater St.
Whitewater, WI 53190

Dear Mr. Brunner,

Hello! I am writing to request the use of the Cravath Lakefront Building on Sunday, December 4th, 2011, 3:30-7:30, free of charge.

First United Methodist Church will once again be hosting a Live Nativity at Cravath Lakefront Park on this date. This will be the fourth year that the Nativity has been held at the Lakefront, now held as a biennial event. Each year, an invitation is extended to the entire community to attend the pageant, camel rides, petting zoo, warming fires, and treats in the Cravath Lakefront building. Everything is free of charge (there are donation collection places if people want to give).

Deb Williamson, from the Chamber of Commerce, has appreciated the Live Nativity as an additional event to draw people downtown during this Holiday kick-off weekend. (It has been scheduled on the first weekend of December, the same weekend as the Christmas Parade and the Holly Days Open House). The Nativity has also been featured in the Walworth County Weekender (Dec. 2009, last year of the pageant), as well as the Jefferson Daily Union and the Janesville Gazette, which bring attention to Whitewater and what the city has to offer.

Thank you for your consideration!

Sincerely,



Anne Gibson
First United Methodist Church

P.S. If you are not the correct contact for this request, could you please forward this to the appropriate person/department? Thank you so much!



WE HAVE A BASKET BALL TEAM OF 80+ PLAYERS. WE WON THE GOLD MEDALS IN THE WIS. SR. OLYMPICS IN SEPT. 2010. WE PLAN TO PLAY BASKETBALL IN THE NAT'L SR. OLYMPICS IN HOUSTON TEXAS IN JUNE 2011. WE COME FROM AROUND THE STATE. WE PLAY THREE ON THREE BASKETBALL USING ONLY ONE BASKET. WE NEED A PRACTICE FLOOR (GYM) FOR TWO TWO DAY PRACTICE ONE ABOUT SECOND WEEK IN MAY AND A SECOND PRACTICE ABOUT FIRST WEEK IN JUNE.

SCHEDULE

DAY ONE

11:00 AM PRACTICE #1
12:30 PM LUNCH
1:30 PM STRATEGY PLAN
2:30 PM PRACTICE #2
4:00 PM RELAX
5:30 PM SUPPER
7:00 PM FREE

DAY TWO

8:00 AM BREAKFAST #3
10:00 AM PRACTICE #3
11:30 AM LUNCH
12:30 PM DISCUSS - TRAVEL + LODGING
1:30 PM PRACTICE #4
3:00 PM GO HOME.

11-12:30
2:30-4

MAY 14 OR 21 SAT - 80 HOOTERS

MAY 17 + 18

80 PRACTICE
MY BIRTHDAY

MAY 19

MAY 20 + 21

BKED TOURNAMENT

MAY 28-29-30 MEMORIAL WEEKEND

2-3:30

JUN 7
7 + 8

BIB TOUR, MADISON
80 PRACTICE

→ 10-11:30 & 1:30-3

JUNE 18

LEAVE FOR HOUSTON

JULY 2?

RETURN FROM HOUSTON

Memo

To: Parks and Recreation Board
From: Matt Amundson, Parks and Recreation Director
Date: March 9, 2011
Re: Parks & Recreation Board Meeting: March 14, 2011

C-1 Election of Chairperson

Jen Kaina has requested that we elect a chairperson, this nomination would be for the March and April meetings, prior to the re-setting of the Board in May.

C-2 Review and discussion of Whitewater Effigy Mounds Preserve Restoration Plan

I am hoping to solicit feedback from the Board on the document included in the packet. The Parks and Recreation Board and Landmarks Commission will be holding a joint public hearing for the plan on Wednesday, March 30th at 7:00 pm.

C-3 Review and approval of Treyton Kilar Field of Dreams conceptual design

I have included both a Phase 1 and Phase 2 plan for the project. I am asking that the Parks and Recreation Board approve the conceptual design so that I and the committee working on the project can begin the process of putting a realistic budget for the various phases of the project. It is the committee's plan to raise the funds needed to construct the Field of Dreams. It is my recommendation that the Board work with the Council on a funding plan for improvements to the other fields and infrastructure improvements such as the parking lots.

C-4 Update and direction on proposed trail extension

We have failed to reach an agreement with the Town of Whitewater on the project and have been working on a revised route that will need to gain DOT approval. The agreement between the Town of Whitewater and the City of Whitewater failed over a number of concerns, most of which were related to politics. In the agreement that was drafted by the City and presented to the Town Board. In the agreement, the City agreed to the following conditions:

- Construction of the path,
- Maintenance of the path,
- Assumed liability for injuries or damages which may occur due to use of the path,
- Was responsible for ambulance or rescue charges that may occur along the path.

The City felt that it did everything in its power to make this partnership between the City and Town successful. However, since the agreement failed to secure the support of the township, the City has been working on an alternative route that would extend the trail in a similar manner. The proposed route is constructed solely within the City of Whitewater. The City has met with WE Energies, Pam Schense of the Wisconsin DNR, and the adjacent property owner in an effort to ensure that we have support for the project. WE Energies is in full support of the trail construction as it will improve their access to equipment that they must maintain along the route. The City has worked with the Wisconsin DNR regarding wetland impacts and potential permitting that will need to be obtained for the construction of the trail. The adjacent property owner has been heavily involved in the development of this potential route and supports the project. The proposed revised route is included in your packet.

March 9, 2011

The two main concerns regarding this project are the potential impact to an identified wetland and gaining DOT approval for a revised route. We will be requesting some preliminary engineering and cost estimate from Strand prior to submitting the route revision request to the DOT. In late February I attended a certification program offered by the DOT regarding DOT project implementation and on Tuesday the 15th I will be meeting with DAAR, the management consultant of the DOT to discuss this project and our planning project that we were awarded in late 2010.

C-5 Approval of Program Brochure Advertising Policy

I have drafted and included a policy per the Board's direction at our last meeting.

C-6 Discussion on Department Vision, Strategic Planning, & Brand Development

The staff would like to discuss the concept of developing a strategic plan for the department that would include a marketing campaign (brand) and some potential focus groups. I would like to see if the Board feels this would be worthwhile, beneficial, and if Board members have suggestions or an interest in being involved in the process.

C-7 Approval of request by First United Methodist Church for free use of Cravath Lakefront Community Center

By policy, churches are required to pay 50% of the listed rental fee. The Board has waived rental fees for organizations providing a charitable good to the community. I have attached the request letter and the Board will need to determine if this meets the warrant of providing a charitable good in the community.

C-8 Approval of request by Senior Basketball team for free use of Downtown Armory

I have included some information in the packet on this request. We have a local resident who was on the Senior (80+) state champion basketball team in 2010. The team is preparing for a trip to Nationals in Houston and is requesting free use of the Armory.

Your consideration of these matters is greatly appreciated.

Thanks!

Matt Amundson,
Parks & Recreation Director