

City of Whitewater
Parks and Recreation Board Agenda
Monday, March 19, 2012 - 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 20, 2012
CA-B	Receipt and acknowledgement of Urban Forestry Commission minutes of January 24, 2012
CA-C	Expedited approval of the following items, per staff recommendation:

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	Grant Request Updates; W3 Wellfest; Make A Difference Day; Easter Bunny Luncheon
Recreation & Community Events Programmer	Summer Programming

Considerations:

C-1	Presentation by Eagle Scout candidate Eric Tabaka on Whitewater Effigy Mounds Preserve
C-2	Approval of Eagle Scout project to be completed at Whitewater Effigy Mounds Preserve
C-3	Review and approval of lakes management proposals for 2012
C-4	Discussion and direction on park improvement projects
C-5	Discussion and direction on Chevy Youth Baseball program
C-6	Request for future agenda items
C-7	Adjourn

Memo

To: Parks and Recreation Board
From: Matt Amundson, Parks and Recreation Director
Date: March 14, 2012
Re: Parks & Recreation Board Meeting: March 19, 2012

C- 1 & C-2 Presentation by Eagle Scout candidate Eric Tabaka on Whitewater Effigy Mounds Preserve; Approval of Eagle Scout project to be completed at Whitewater Effigy Mounds Preserve

Eric Tabaka will be presenting his Eagle Scout project at the meeting and asking for feedback and approval of his plan. Chuck Nass and I have met with Eric and discussed the restoration plan and needs of the site. Eric's plan was developed with the restoration plan in mind and will be a considerable effort to improve the site.

C-3 Review and approval of lakes management proposals for 2012

I took a different approach this year to the request for proposals for lake treatment, encouraging vendors to make suggestions rather than for us to tell them what we wanted. The proposal that I distributed is below:

Project:

The City of Whitewater is requesting proposals for management of Cravath and Trippe Lakes. Proposals should include suggested management strategies to improve water quality, appearance, and reduction in invasive plant species. The budgeted amount for lake management in 2012 is \$12,000. The award of contract will be made to the company that best demonstrates the ability to improve the issues identified above with consideration to cost, past examples of effective treatment, and sustainable practices.

Specifications:

1. The proposal should include recommended treatment as well as completing pre and post treatment evaluations and report the results to the City. Information has been included on the treatment completed in the past.
2. The proposal should show a total cost of treatment for each lake and a breakdown of cost per acre.
3. The selected vendor will complete the DNR permit applications and submit to the City of Whitewater for signature.
4. The selected vendor will need to complete a mapping of the proposed treatment area for inclusion in the DNR permit. The city will provide records of historic areas of infestation and past treatments to the selected vendor.
5. The City of Whitewater will complete the public notice requirements of the permit, including the posting of legal notices and notification of property owners affected, along with payment of permit fees.
6. The most effective treatments for controlling Eurasian Water Milfoil are generally done early in the season, spring or early summer. It is the city's interest in treating the lakes during this time frame. Application must be completed prior to June 29, 2012 unless mutually agreed upon by both parties.
7. Proof of General Liability Insurance in a minimum amount of \$1,000,000.
8. The selected applicator must follow all product label directions and provide for protection of staff (staff must be provided with and use protective clothing and equipment) as required by the US EPA and WDNR.
9. The City is interested in exploring biological or non-chemical forms of treatment if vendor can show that these treatments can have positive effects on our lakes.

I received a total of 5 proposals and have summarized them in a chart in the attachment. It is my recommendation to move forward with awarding treatment of Cravath Lake to Stantec and Trippe Lake to EnviroScience. Although neither vendor is the low bid, I feel it is in our best interest to work with EnviroScience on biological treatment on Trippe Lake. Stantec has proposed a whole lake treatment while the other vendors are

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suggesting spot treatment that has been done in the past. I feel that it is time to explore alternative treatment options that may have better long-range improvement on water quality.

It is important to note that EnviroScience has put together a 5-Year plan for Trippe Lake that I have illustrated below. This is based on their experience in working with milfoil infestations and that each year their biologists will re-evaluate the progress and adapt the number of weevils if necessary.

Year	Weevils	Cost of Weevils	Surveys/Report	Total Cost
2012	1,000	\$5,000	\$3,009.35	\$8,009.95
2013	15,000	\$15,000	\$3,544.38	\$18,544.38
2014	12,000	\$12,000	\$3,831.94	\$15,831.94
2015	8,000	\$8,000	\$4,195.00	\$12,195.00
2016	0	\$0	\$2,389.50	\$2,389.50
Total	36,000	\$40,000	\$17,970.17	\$56,970.77

C-4 Discussion and direction on park improvement projects

The park development fund has a balance of \$42,014.95. The following are projects that have been discussed by the Board in the past. The Board should determine what projects should be done this year

Minneiska Park Playground	\$20-\$25,000
Starin Park North Diamond Improvements	\$10,000 fencing enclosure; \$1,500 dugout roofs
Relocation of Bark Park	\$5,000
Treyton's Field of Dreams	
Brewery Hill Park & Whitewater Creek (Stewardship Application for 2013)	

C-5 Discussion and direction on Chevy Youth Baseball program

I have included information about this program in the packet. Last year we participated and asked all program participants to sell 8 tickets. We had less than a 50% participation rate and received some comments about not wanting to participate in fundraising. However, Milton won a field renovation as part of this program last year and I feel that participating provides some significant benefit to our programs. I'd like the Board's thoughts on participation by the department and how to increase participation by our participants.

Your consideration of these matters is greatly appreciated.

Thanks!
Matt Amundson,
Parks & Recreation Director

City of Whitewater
Parks and Recreation Board
Monday, February 20, 2012 - 5:00pm
Cravath Lakefront Room - 2nd Floor, City Municipal Building
312 W. Whitewater St. Whitewater, WI 53190

DRAFT MINUTES

Call to Order and Roll Call

Brandon Knedler, Bruce Parker, Nathan Jaeger, Jen Kaina, Kim Gosh, Stephanie Abbott, and Ken Kidd
Absent: Rick Daniels

Staff: Matt Amundson, Michelle Dujardin, Deb Weberpal

Guests: Richard Ehrenberg, Journalism class: Derek Rithamel, Elijah Newallo, Jessica Allemang, Kayla Harris, and Rachel Woodford.

Consent Agenda

No items to be removed from consent agenda. Kidd moved to accept the consent agenda consisting of approval of Parks and Recreation Board minutes of January 16, 2012; receipt and acknowledgement of Urban Forestry Commission minutes of November 15, 2011 and December 20, 2011; and expedited approval of refund of rental fees to Ken-Tom Vaughn for use of Starin Park Community Building per staff recommendation. Second by Abbott. Ayes: Knedler, Jaeger, Kidd, Parker, Kim Gosh, Stephanie Abbott. Noes: None. Abstain: None. Absent: Jen Kaina, Rick Daniels. 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.

Richard Helmick found 4 people to plant low maintenance plants appropriate for a savannah at the Mounds. UFC is looking at this for the entire community. Richard also passed out information on volunteer work by the Friends of the Mounds group.

Staff Reports:

Parks & Recreation Director:

- PARR3 hosted regional Parks and Recreation meeting on February 9 at the Innovation Center.
- Whitewater Effigy Mounds Preserve Update: Council adopted a management plan and clarified the the Parks and Recreation Board is responsible for maintenance of site.

(Kaina arrived 5:12)

- Eagle Scout Project at Effigy Mounds: Amundson passed out letter from Eagle Scout to assist with effigy mounds and raise funding for plantings. Formal presentation at March meeting.
- Annual Report handed out the draft format. Streamlined with bullet points in Forestry and Seniors. Please give Matt thoughts and comments on improving the report.
- Ice rink is officially closed for the year.
- Milwaukee Street meeting talked about parking and bike lanes. Parking on both sides with bike lanes will be recommended to council.

Recreation & Community Events Programmer:

- Freeze Fest: Great Weather, thanks to Bruce Parker for assistance. Over 350 plungers and just over \$55,000 raised. Numbers are not finalized. Horse drawn wagon ride. Pancake breakfast. Record attendance for snow dogs at library.
- Messy Fest: Donate canned goods to food pantry instead of charging. July 14 is the scheduled date with a rain date of July 21
- Summer Programming: gymnastics may change venue as high school is not available. Family fun nights and concerts are lined up.

Senior Coordinator

- Chili Cook-off: There were 9 participants. Bowls sold collected \$764 which was split with Special Olympics.
- Newsletter Advertising – Dennis from LPi was here the past 2 ½ weeks soliciting ads for our newsletter. A distribution committee has been formed to contact businesses to leave the new newsletters at.

Discussion and possible action on plantings within Milwaukee Street Islands (Urban Forestry)

Amundson referred to the memo and email from Nass. There will be medians/islands at the crosswalks only. Original plan was to do stamped concrete in the medians/islands. A request has been made by the UFC to do natural plantings. Nass is concerned with cost of maintenance. (Abbott left 5:30)

Kidd is interested in trees being planted. Parker commented limbs may brush up against vehicles and sight lines may be blocked. Knedler motioned to support the concept of plantings with a preference for a tree to be located in the islands, if feasible, with safety and cost, taking precedence over aesthetics. Kaina seconded. Ayes: Knedler, Parker, Jaeger, Kaina, Gosh, and Kidd Noes: none Abstain: none Absent: Rick Daniels, Stephanie Abbott

Review and possible action on Special Event Policy

Amundson referred to the memo and reviewed some of the sections. He is looking for comments and feedback. This document will be helpful to city staff and event organizers so everyone is on the same page. Parker suggested adding lake use items to the application. Knedler suggested capping fees for residents/school district versus non residents.

Approval of photography services for recreation programs

Dujardin referred to the memo. Kaina moved to approve LaBelle Studios as the photography vendor for recreation programs for a two year term. Second by Parker. Ayes: Knedler, Parker, Jaeger, Kaina, Gosh, and Kidd Noes: none Abstain: none Absent: Rick Daniels, Stephanie Abbott

Request for future agenda items

Friends Group Discussion

Adjourn

A motion to adjourn was made at 6:20 pm by Parker. Second by Knedler. Affirmed by voice vote.

Respectfully submitted,



Debra Weberpal

City of Whitewater
Urban Forestry Commission Meeting
Tuesday, January 24, 2012 – 4:15 p.m.
Cravath Lakefront Room – 2nd Floor, City Municipal Building
312 W. Whitewater St., Whitewater, WI 53190

MINUTES

1. Meeting was called to order at 4:15 p.m. by Chair Tiiu Gray-Fow. A quorum was present.
2. PRESENT: Andrew Crone, Karen Coburn, Tiiu Gray-Fow, Brandon Knedler, Karen McCulloch, Beverly Stone. ABSENT: Jay Craggs. STAFF: Chuck Nass, City Forester. GUEST: Richard Ehrenberg, Roy Nosek. Introduction of new representative from Park and Recreation Board, Brandon Knedler.
3. Moved by Beverly Stone, seconded by Karen Coburn that agenda be approved. Motion carried – AYES 6, NOES 0.
4. Minutes of November 15, 2011 moved by Karen Coburn, seconded by Brandon Knedler that the minutes be approved with the following additions:
 - A request was made that the city forester provide additional information regarding the size and diameter of trees to be planted and that are as in the southwest quadrant that have questionable ash trees none be a priority for new tree plantings.

Motion carried. AYES: Crone, Coburn, Gray-Fow, Stone. ABSTAIN: McCulloch, Knedler. Motion Carried.

Minutes of special meeting, December 20, 2011 moved by Coburn, seconded by McCulloch that the minutes be approved as printed. Motion carried unanimously.

5. Citizen Comments: N o n e .
6. Planning and Architectural Review Commission Board. None.
7. Park and Recreational Board Report. None.
8. City Forester, Chuck Nass reported on the Milwaukee Street Project.
 - a. The trench in the hill will be 30 feet deep, rather than 25 feet deep.
 - b. The bidding for the project will begin shortly with a possible spring date start.

Roy Nosek expressed concern for terrace construction work.

Small trees will be removed and put in a pre-bed stage for later replanting or possible replanting upon removal on other on-going terrace work currently being done.

Moved by Crone, seconded by McCulloch that the six islands proposed for the street between Dann and Ridge is planted with perennials and native plants rather than just be stamped concrete. Roy Nosek offered to donate a tree for each island if feasible.

Motion carried unanimously.

9. Tree guard discussion regarding installation and removal of tree guards.

Chuck Nass reported that the following are being done regarding guard removal.

Tree Guard Removal:

Most of our trees are planted at 1" to 1 ½" trunk diameter, after 3-4 years of growth most trees reach 3 ½" trunk diameter.

We then check the trunk and make sure it is large enough for tree guard to be removed.

If it is, we make sure that the tree is well rooted and stable in most cases it is, but if not we may have to leave the tree guard on for another year or so.

We also check for any damage or problems with the tree if anything needs to be done (example pruning a damaged branch) take care of the problem right away if possible or make note of it and fix ASAP

Also, prior to removal of guards from 3 ½" diameter, trees that are still "springy" or are unstable will retain their guards.

Following the city forester's report, Roy Nosek presented a slide program regarding his position of how tree guards should be installed and removed.

After the presentation and ensuing discussion, it was moved by Crone and seconded by Gray-Fow that UFC members provide specific written criteria for tree guards to be discussed at the next meeting as a prelude to possible recommendations to the tree guard appendix.

Motion carried unanimously.

10. Due to the lengthy presentation and discussion, it was moved by McCulloch and seconded by Coburn that agenda items 10 and 11 be postponed to February 28, 2012 meeting and become items 1 and 2 for action/discussion. Motion carried unanimously.

11. Chuck Nass reported that a tree at 543 West Whitewater St. will be removed and due to Black-Knob disease, a tree at 600 E. Milwaukee Street will be pruned and trimmed.

12. Proposed tree cuts and pruning Andrew Crone suggested an EPA report from August 2010 #84HF-N-004 may be infintuss???? to UFC members.

13. Suggestions for future agenda items include:

Bird City certification
Green sustainability

14. The next scheduled meeting will be on Tuesday, February 28, 2012 at 4:15 p.m.

15. Move to adjourn by Beverly Stone, seconded by Karen Coburn. Unanimously carried.

Meeting adjourned at 5:35 p.m.

Respectfully submitted,

Beverly Stone, Secretary

Trippe Lake

	EnviroScience	Stantec	Lakeland Biologists	Wisconsin Lake & Pond	Cason & Assoc
Initial Survey	\$1,381.75	\$800.00	\$375.00	\$750.00	\$1,200.00
Follow-up Survey	\$1,268.20	\$1,000.00	\$375.00	\$750.00	\$1,200.00
Report	\$360.00	\$87.50	\$0.00	\$0.00	\$0.00
Treatment	\$5,000.00	\$2,540.00	\$6,375.00	\$6,780.00	\$5,820.00
Totals	\$8,009.95	\$4,427.50	\$7,125.00	\$8,280.00	\$8,220.00

Cravath Lake

	EnviroScience	Stantec	Lakeland Biologists	Wisconsin Lake & Pond	Cason & Assoc
Initial Survey	\$0.00	\$800.00	\$375.00	\$750.00	\$1,200.00
Follow-up Survey	\$0.00	\$1,000.00	\$375.00	\$750.00	\$1,200.00
Report	\$0.00	\$87.50	\$0.00	\$0.00	\$0.00
Treatment	\$0.00	\$1,617.50	\$2,550.00	\$3,540.00	\$2,910.00
Totals	\$0.00	\$3,505.00	\$3,300.00	\$5,040.00	\$5,310.00

From: [Matt Bowditch](#)
To: [Matt Amundson](#)
Subject: FW: Welcome to Chevy Youth Baseball 2012!
Date: Thursday, March 15, 2012 10:16:29 AM
Attachments: [image013.png](#)

From: Ryan Christy [mailto:rchristy@gmdealerprograms.com]
Sent: Tuesday, January 10, 2012 9:15 AM
To: mattjb@burnnesschevy.com
Subject: FW: Welcome to Chevy Youth Baseball 2012!



Dear Matt,

It was nice speaking with you about the 2012 Chevy Youth Baseball Program. We are excited to be working with your dealership! One thing I would like to point out is the new incentive for the leagues to sell the fundraiser tickets.

Here are the main points of the program as well a timeline of things to come.

Through the Chevy Youth Baseball program, you will be providing your chosen league the following assets:

- **Chevy Branded Youth Baseball Equipment**
 - Your dealership is responsible for getting the equipment kits to your sponsored league prior to the start of their season.
 - Your dealership will receive Team Equipment Packages for your league that will include:
 - 10 Equipment Bags
 - 10 Baseball Buckets
 - 10 Batting Tees
 - 120 Whiffle Balls
 - 1 Hitting Net
 - 150 Chevy Youth Baseball Branded T-Shirts
 - 30 Youth Medium (ages 10-12)
 - 60 Youth Larges (ages 12-14)

- 45 Adult Smalls
- 7 Adult Larges
- 8 Adult Extra Larges

**Note: Dealership logos or any other images printed on the T-Shirts will be your responsibility. We encourage you to visit your local screen printer to take advantage of this best practice. Your dealership will be responsible for the cost incurred.*

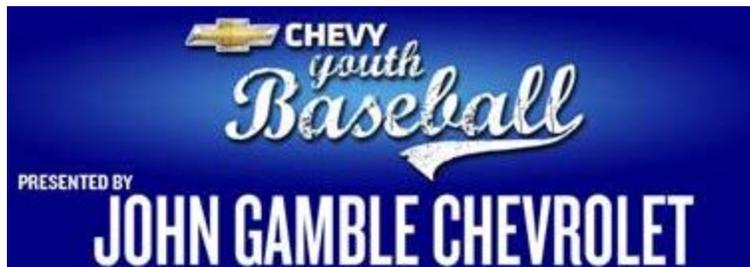
Images of the items:



- **Two 3' x 8' Chevy Youth Baseball banners customized with the dealership name**
 - One banner will feature the Chevrolet Cruze & Equinox and is intended to help in selling fundraiser tickets. Encourage your sponsored league to place these in highly-visible areas to encourage interest in the fundraiser (front entrances, concession stands, near vehicle displays, etc.).



- One banner will feature the CYB logo and your dealership name and is intended to call out your dealership's support! This banner is best suited for outfield fences.



- **A Chevy Youth Baseball Vehicle-Giveaway Fundraiser Opportunity your League!**
 - One Grand Prize winner across from the region will choose between a 2012 Chevrolet Cruze or Equinox!
 - Each LMA will have its own second-prize winner of a Home Entertainment Package. The home entertainment package will include a flat-screen television and Blu-ray disc player.
 - **Leagues can sell fundraiser-entry tickets for any amount they wish and keep 100% of the proceeds! We suggest \$5 per ticket, but encourage leagues to change that if they feel it would be more beneficial. Some suggestions are \$2 or \$3 apiece, 2 for \$5, 3 for \$10, etc.**
 - **Incentives to sell:** Leagues are being offered cash bonuses from Chevy Youth Baseball for hitting sales goals. **Please note that the league will only receive the check if tickets are sent back to us at the end of the program! You will receive return FedEx materials just prior to July 15 to send them back.**
 - Sell 500 tickets, the league will receive an additional \$250.
 - Sell 1,000 tickets, the league will receive an additional \$500
 - Sell all 2,000 tickets, the league will receive an additional \$1,000
 - The fundraiser will begin on January 1 and end July 15. Your league will be able to sell their fundraising tickets anytime during that time frame.
 - 2,000 fundraiser-entry tickets will be shipped to your dealership; you are responsible for giving them to your league.
 - **Tickets cannot be sold in the service bay or anywhere on dealership property by dealership personnel.**
 - All sold tickets will be due back to your dealership by July 15 (**Remember these tickets are sales leads for your dealership**).
 - The winning tickets will be drawn and winners announced in August via email and at www.youthsportswired.com.
- **A one-time \$500 sponsorship check to your league**
 - Chevy Youth Baseball will cut a check to your sponsored league for \$500 and

- send the check directly to your dealership toward the middle of the season.
- The league must provide a W9 Form to Chevy Youth Baseball in order to receive the \$500 check.
 - You will also receive a large presentation check to present the \$500 to your league.
 - Presentation checks will be shipped directly to your dealership at the beginning of the program. It is at your discretion as to how and when you present the check to your sponsored league.

You will receive a Chevy Youth Baseball Kick-off Packet that will have all of the program's information in it as well as information about our website, www.youthsportswired.com.

Please let me know if you have any questions, comments or concerns. Thanks for your time and I look forward to speaking with you again soon.

Thanks

Ryan

Ryan Christy

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