

**City of Whitewater
Parks and Recreation Board Agenda
Monday, May 21, 2012 - 4:00pm
Starin Park Community Building
504 W. Starin Road Whitewater, WI 53190**

Annual Park Tour

Senior Van will depart from Starin Park Community Building at 4:00 PM

1. Whitewater Effigy Mounds Preserve
2. Turtle Mound Park
3. Waters Edge Trail Extension
4. Minneiska Park
5. Trippe Lake Park
6. Clay Street Nature Park
7. East Gate Park
8. Moraine View Park
9. Washington Elementary
10. Brewery Hill Park & Mill Race / New Section of Trail
11. Main Street Shoppes Courtyard
12. Cravath Lakefront Park
13. Big Brick Park
14. Meadowsweet Park
15. Walton Oaks Park
16. Skyway Park
17. Whitewater Creek Nature Area

Call to Order and Roll Call and Board Introductions (approximately 5:30 PM)

Election of Parks and Recreation Board Chairperson

Election of Parks and Recreation Board Vice-Chairperson

Appointment of Parks and Recreation Board Members to the following commissions and boards

- Plan & Architectural Review Commission
- Urban Forestry Commission
- Whitewater Aquatic Center Board

Consent Agenda:

CA-A	Approval of Parks and Recreation Board minutes of April 16, 2012
CA-B	Receipt and acknowledgement of Urban Forestry Commission minutes of February 28, 2012 and March 27, 2012
CA-C	Expedited approval of the following items, per staff recommendation: C-1

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	Board Vacancies; Ball Diamond Improvements; Youth Baseball & Softball; Summer Interns; Seasonal Wages
Recreation & Community Events Programmer	Adult Dance & Non-Resident Fee Concern

Considerations:

*C-1	Request for facility rental refund by Sonia Sagrero
C-2	Discussion and action on request by GRB Academy for use of ball diamonds at Starin Park in Fall 2012
C-3	Discussion and direction related to maintenance of Clay Street Nature Park
C-4	Discussion and approval of Parks and Recreation Board calendar
C-5	Discussion regarding Parks & Recreation Department staffing
C-6	Request for future agenda items
C-7	Adjourn

Memo

To: Parks and Recreation Board
From: Matt Amundson, Parks and Recreation Director
Date: May 16, 2012
Re: Parks & Recreation Board Meeting: May 21, 2012

Staff Reports

Ball Diamond Improvements – The field at the middle school and the jv baseball field at the high school have underwent significant improvements over the past couple of weeks to prepare them for summer. I have included a before and after photo of the middle school field.



Seasonal Wages – I have included a recent survey of seasonal wages that was compiled by the Pewaukee Parks and Recreation Department. I think it is important to identify that we are low in a number of our wages and that seasonal staff have not received increases since 2008.

C-1 Request for facility rental refund by Sonia Sagrero

The rental was for May 5th at the Starin Park community building and circumstances existed that did not allow the family to hold their event. They did contact me in advance of the rental date to request the refund and I support refunding them their money.

C-2 Discussion and action on request by GRB Academy for use of ball diamonds at Starin Park

I have included an email from Max Cordio requesting use of fields at Starin Park for a fall baseball program. I would like the board's thoughts on the request. The fields are available and this would be a source of rental revenue, however, I feel an obligation to support the concept of multiple sport athletes and this program offers fall baseball for elementary school aged children. The community has youth football and youth soccer offered during this time frame and I feel that we have a substantial investment in supporting and maintaining those programs.

C-3 Discussion and direction related to maintenance of Clay Street Nature Park

Concerns have been raised about the current maintenance of the site and staff is asking for direction from the Parks and Recreation Board on this issue. This site will be included on the Park Tour.

May 17, 2012

C-4 Discussion and approval of Parks and Recreation Board calendar

The Board needs to establish a meeting time and location for the upcoming year. Additionally, we need to discuss a date and time for the Ray Trost Nature Preserve Dedication and recognition for Eagle Scout Eric Tabaka for his work on the Effigy Mounds Preserve.

C-5 Discussion regarding Parks & Recreation Department staffing

Dr. Kidd has asked for this item to be placed on the agenda and I will share concerns and options with the Board at the meeting and am also looking for feedback on options and suggestions.

Your consideration of these matters is greatly appreciated.

Thanks!

Matt Amundson,
Parks & Recreation Director

**City of Whitewater
Parks and Recreation Board Agenda
Monday, April 16, 2012 - 5:00pm**

Cravath Lakefront Room - 2nd Floor, City Municipal Building
312 W. Whitewater St. Whitewater, WI 53190

Call to Order and Roll Call

Brandon Knedler, Bruce Parker, Nathan Jaeger, Kim Gosh, Rick Daniels, (5:05) and Ken Kidd Absent: Stephanie Abbott, Jen Kaina.

Staff: Matt Amundson, Michelle Dujardin, Deb Weberpal

Guests: Richard Ehrenberg, Richard Helmik

Consent Agenda:

CA-A Approval of Parks and Recreation Board minutes of March 19, 2012

Kidd moved to approve the consent agenda. Second by Parker. Ayes: Knedler, Jaeger, Kidd, Parker, Gosh. Noes: None. Abstain: None. Absent: Daniels, Abbott, Kaina. 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 Ehrenberg, 505 Clay St commented on the dandelions on the Clay Street park property. The seeds drift into his yard. He requested more mowing of the area or possible chemical treatment. Amundson referred to The Turf Management Policy which specifies the city only treats targeted areas with chemicals and mowing is dependent on resources which at this time are minimal.

Staff Reports:

Parks & Recreation Director

- Ray Trost Nature Preserve: A letter has gone out to fundraise for plants for the garden. It is targeted as a Make a Difference Day project
- W3 Wellfest: The Parks and Recreation Staff participated.
- Make A Difference Day: 54 projects are planned and 728 volunteers are needed, also need site supervisors.
- Whitewater Effigy Mounds Preserve: Eric Tabaka is doing amazing work and has raised about \$1700. Garlic Mustard is being targeted right now. The next work date is Saturday. This is also a MADD project.
- Board Vacancy: Dr Kidd being elected to City Council creates an open seat on the board (Two council members)
- Field of Dreams: A blueprint was received of Miller Stadium and was shared with J.P. Cullen. The next step is to get commitment letters from in-kind donors to assist Cullen in planning.

Recreation & Community Events Programmer

Dance Recital: The dance recital is Saturday and the theme is Dancing Through the Decades. 82 dancers are involved form ages 3 through adults.

Senior Coordinator:

- Older Americans Month (May): Many activities are planned including pole dancing, pole waking, tai chi, presentations and Senior Health and Fitness Day.

- New Newsletter/Advertisers: The new newsletter will be available next week. It has advertisers. Check it out and support them. It will also be on the seekandfind.com website.

Considerations:

Presentation and discussion on Friends Groups led by Guy Smith, Chief of Operations at Milwaukee County Parks

Postponed

Discussion and possible action on request by The Black Sheep to have a produce garden in Cravath Lakefront Park

Amundson commented that land near the Stone Stable may work better than Cravath Lakefront Park. Idea is conceptual right now and is interested in the board's thoughts. Board comments included: Suggestion to use the Community Garden; Don't want to give preference to one business; if downtown requested as a group, it would probably go over better.

Discussion and possible action on Special Events Policy

Amundson reviewed the changes. This policy increases communication with in the city and one person will be the contact. This makes the process the same for everyone. The Police Department wrote the security section. Some Board members were concerned with no security at events up to 200 people. Questions and issues needed to be addressed by the policy include:

- What events does this policy address?
- What if you want to reserve the park? (It is open, public space)
- Will there be a fee for electrical use?
- There is a need to spell out what a special event is as opposed to a rental.
- Will there be an option to waive fees for non-profits? Amundson commented these requests would probably go to city council for approval

Request for future agenda items

- Review the Rental and Special Events Policies
- Goose management
- Park Tour
- Friends Group

Adjourn

620 pm Motion by Parker. Second by Gosh. Affirmed by voice vote.

Next meeting: May 21

Respectfully submitted,



Debra Weberpal

City of Whitewater
Urban Forestry Commission Meeting
Tuesday, February 28, 2012

Call to order by Chairperson, Tiiu Gray-Fow.

Members present: Karen McCulloch, Karen Coburn, Andrew Crone, Brandon Knedler,
Jay Craggs

City staff present: Matt Amundson, Andy Beckman, Brian Neumeister

Guest expert: Richard Ehrenberg

Citizen: Roy Nosek

Approval of Agenda: Motion by Coburn, second by Crone: Unanimous approval.

Minutes of January 24, 2012 meeting: Motion by McCulloch to approve, second by Knedler: Unanimous approval.

Plan and Architectural Review Board Report: (Coburn)

Coburn reported that a plan for an apartment complex off Florence and Tratt had come before the board. The builders needed to remove one tree, but would replace it. They will be adding new trees on the terrace.

UFC discussed criteria for tree removal and need to have city staff clarify with builders what trees should be protected and oversee tree removal prior to construction or demolition. City staff will mark and fence trees to be protected.

Park and Recreation Board Report: (Knedler)

Milwaukee St. Pedestrian Safety Island planting recommendation (i.e. to have plantings vs. stamped concrete islands) from Parks and Recreation Board) was received by City Council. There were issues of employee and pedestrian safety. Any plantings should be impervious to salt. The Council had a tie vote and the item will return to next month's agenda.

Citizen comments:

Roy Nosek spoke in favor of having trees included in boulevard plantings. He used Starin Rd as an example. Discussion led to the commission agreeing once again that it favored plantings over stamped concrete. It was thought that trees could always be added if appropriate in terms of feasibility or safety.

Neumeister:

Reported that 13 trees on Milwaukee St. may be lost due to the construction but an additional 6 or more trees may be saveable as a result of the change in sidewalk width. Gray-Fow cautioned that tree protective guards should be in place before construction

Ehrenberg:

Presented an overview of Native trees and their role in preserving our insect, bird, and animal population.

Crone: Should the UFC create a recommended list that supports this goal?
Neumeister recommended that a list be made for citizens as well.
Gray-Fow suggested posting the list on Parks and Recreation Board website.
Crone suggested that nurseries might be notified of our interest, which in turn may push other communities to do the same.
Amundson: The list could be put on the city website

Crone moved that the UFC recommend that the City Council announce a citywide goal to include Native species in plantings. Jay Craggs seconded. Approved unanimously. The UFC will work on a proposed statement at the next meeting.

McCulloch suggested that we invite an ornithologist to speak at one of our meetings. Also briefly summarized Bird City designation process. Will be discussed at next meeting.

Nosek discussed terrace trees?

Commission reserved the April meeting for tree species discussion.

Neumeister reported that 16 trees on N. Prince would be pruned, some removed. Many ash and a few old crabs would be removed. The street is being widened for utilities. This would occur in mid May. University will plant new trees on its terrace.

It was moved that agenda items, 11-15, should be moved to the March meeting. Crone asked that #15 be reworded to clarify that it is for discussion only. The intent is not to affect standards which are already in place.

Crone moved that the meeting adjourn. Jay Craggs seconded. Unanimous approval.

Respectfully submitted:

Karen McCulloch
Karen Coburn

URBAN FORESTRY COMMISSION

CITY OF WHITEWATER

MINUTES OF URBAN FORESTRY COMMISSION

March 27, 2012

The meeting was called to order at 4:20 p.m. by Chair Tiiu Gray-Fow. MEMBERS PRESENT: McCulloch, Crone, Stone, Gray-Fow, Knedler. MEMBERS ABSENT: Craggs, Coburn. CITY STAFF PRESENT: Chuck Nass. CITIZENS IN ATTENDANCE: Richard Ehrenberg, Roy Nosek.

APPROVAL OF AGENDA. It was moved by Stone and seconded by McCulloch to approve the agenda (as amended). AYES: McCulloch, Crone, Stone, Gray-Fow, Knedler. NOES: None. ABSENT: Coburn, Craggs.

APPROVAL OF MINUTES. It was moved by Crone and seconded by McCulloch to approve the minutes of the February 28, 2012 meeting *reflecting Crone's rewording of item #15 striking "write-up of enhanced criteria for tree guard installation and removal that can be added to the back of the UF Management Standards as recommended guidelines" and replacing it with "discussion of criteria for tree guard installation and removal."* Ayes: McCulloch, Crone, Stone, Gray-Fow, Knedler. Noes: None. Absernt: Coburn, Craggs.

Moved by McCulloch and seconded by Knedler to add a clarification from Brian Neumeister to his report (item #14) on the removal of trees on North Prince Street as a separate attachment to the minutes. AYES: McCulloch, Crone, Stone, Gray-Fow, Knedler. NOES: None. ABSENT: Coburn, Craggs.

CITIZEN COMMENTS: Roy Nosek spoke to tree guards across from City Hall as well as trees on Park Street.

PLANNING AND ARCHITECTURAL REVIEW COMMISSION REPORT: None.

PARK AND RECREATION BOARD REPORT: Brandon Knedler

- 1) Eric Tabaka received his Eagle Scout project award for work at the Effigy Mounds.
- 2) There is a Lakes Management Proposal from chemical to biological treatment on Trippe Lake, chemical on Cravath Lake.

UPDATE ON MILWAUKEE STREET CONSTRUCTION:

Tree Loss: Thirteen trees may be lost. Hopefully, *the rest can be saved, including some of the thirteen. Terrace trees will be protected according to the Urban Forestry Management Plan Terrace Tree Protection Standards. Prior to construction, city staff will wrap trees and build a wood barrier around each tree.*

City Forester will attend preconstruction conferences which will include on the agendas discussion of specific city tree protection requirements. This will include review of trees to be protected as well as various methods of tree protection as outlined in the Standards.

Citizen Roy Nosek expressed concern over tree loss resulting from past street construction projects. Chuck Nass indicated that the City will be in charge of this issue. It was suggested that Dr. Nosek may present some photographic examples of desirable tree protection procedures to the City Forester to be shared with contractors at the meetings. Nass accepted.

Plantings: Per City Council direction, perennial plantings will occur in each of the three islands to be installed. An attempt will be made to use appropriate native plantings.

BIRD CITY: Karen McCulloch

McCulloch reported that she needs documentation for criteria for the application. Deborah Blackwell of Studio 54 will do educational information, bird houses building. Consensus of Board to invite an ornithologist to speak to the Urban Forestry Commission. Will discuss further at next meeting.

TREE CUTS/PRUNING;

Prince Street – Utilities will be underground on west side 16 trees: Ash, Sugar Maples, Crabs will be damaged. Some were planted under wires; street will be widened 3'. University will be funding utilities. 33 trees will be replanted on west side. 21 trees will be replanted on east side. 5 X 6 areas. Total of 54 trees will be planted. Citizens Nosek and Ehrenberg supported saving some of the trees. Others believed it was too late.

Discussion ensued re: future incidents of tree losses due to construction. The point was made that often the UFC has input too late to affect the outcome. The City Forester suggested that the UFC be notified whenever Public Meetings are scheduled for street, or other public construction, that could impact trees. At that stage, changes in design specifications, utility placements, etc. are still possible. It was agreed that the City Forester would see to it that all UFC members would automatically receive such Public Meeting notices in a timely manner. Then, representatives from the Committee can attend.

With the warm weather, pruning will cease.

Presently, the city is concentrating on the southwest quadrant.

Stump removal continues.

Future Agendas:

a. Consideration of desirable tree species, possible native tree recommendations. It was noted that a list of native trees for public use could be posted on the website. Citizens could plant them on private property. The list will be provided for UFC members.

b. Bird City

- c. Discuss date for meeting with the Design Committee.
- d. Nass to report on enforcement provisions that exist to ensure contractors' compliance in following Whitewater's Tree Protection Standards during street construction.

ADJOURNMENT. It was moved by McCulloch and seconded by Knedler to adjourn the meeting. Ayes: McCulloch, Crone, Stone, Gray Fow. NOES: None. ABSENT: Coburn, Craggs. Being no further business, the meeting adjourned at 6:00 p.m.

Respectfully submitted,

Beverly Stone, Secretary

Position	Department/Business Starting Wage							CAMBRIDGE	
	OSHKOSH	ELM GROVE	GREENFIELD	WEST BEND	HARTFORD	WHITWATER	SLINGER	CAP	JANESVILLE
RECREATION									
Lifeguard	N/A	\$ 8.00	\$9-11	\$ 8.00	\$8-7.75	N/A	\$ 8.50	\$ 7.35	\$ 7.75
Daycamp Leader	N/A	\$ 8.00	\$8-10	\$ 7.50	\$8-8.50	\$ 7.75	Varies	\$ 9.00	\$ 7.75
Sports Instructor	N/A	contract	\$8-10	\$ 7.50	\$10-11.50	\$ 7.75	Varies	\$ 15.00	\$ 9.00
Adult Softball Umpire*	N/A	\$30/night	\$ 19.75	\$ 22.00	\$19-19.50	\$ 10.00	\$ 25.00	N/A	\$ 10.00
Adult Softball Scorekeeper	N/A	N/A	N/A	\$ 8.00	N/A	N/A	N/A	N/A	\$ 7.25
Preschool Classes Instructor	N/A	N/A	\$9-12	N/A	\$13.50-15	\$ 7.75	N/A	\$ 15.00	N/A
Youth Program Instructor	N/A	contract	\$9-12	\$ 7.50	\$7.50-8	\$ 7.75	contract	\$ 15.00	\$ 9.00
Adult Program Instructor	N/A	contract	\$15-20	\$ 8.00	\$9.75-17	\$ 7.75	contract	\$ 15.00	\$ 9.00
Adult Trip Chaperone	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$ 15.00	N/A
Youth Program Coordinator	N/A	\$ 9.00	\$14-18	\$ 10.00	\$9-9.75	\$ 9.25	N/A	\$ 15.00	\$ 9.00
PARKS									
Grass Cutter/Trimmer	\$ 8.50	\$ 8.75	\$ 9.50	\$ 8.00	\$9.50-10	\$ 7.25	\$ 8.00	\$ 8.00	\$ 8.00
Diamond Maintenance	\$ 8.50	N/A	\$ 9.50	\$ 8.00	\$9.50-10	\$ 7.25	\$ 8.00	\$ 9.00	\$ 8.00
Special Projects	\$ 10.00	N/A	\$ 9.50	\$ 8.00	\$9.50-10	N/A	N/A	N/A	\$ 8.00
Janitorial Maintenance	\$ 8.50	N/A	\$ 9.50	\$ 8.00	\$9.50-10	\$ 7.25	\$ 8.00	\$ 8.00	\$ 8.00
General Maintenance	\$ 8.50	\$ 8.75	\$ 9.50	\$ 8.00	\$9.50-10	\$ 7.25	\$ 8.00	\$ 9.00	\$ 8.00

Position	Department/Business Starting Wage						BROOKFIELD		BROOKFIELD	
	BELLEVUE	MUKWONAGO	WAUWATOSA	SUSSEX	MUSKEGO	JACKSON	(CITY)	PEWAUKEE	(TOWN)	
RECREATION										
Lifeguard	N/A	N/A	\$ 8.00	N/A	N/A	N/A	\$ 8.25	\$ 9.25	N/A	
Daycamp Leader	\$ 8.39	N/A	\$ 8.50	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.25	\$ 8.00	N/A	
Sports Instructor	\$ 10.92	\$ 10.75	\$ 7.50	\$ 15.00	\$ 8.00	\$ 8.00	\$ 8.25	\$ 8.00	N/A	
Adult Softball Umpire*	\$ 10.92	N/A	\$ 20.50	N/A	\$ 20.00	\$ 25.00	\$ 23.00	\$ 24.00	N/A	
Adult Softball Scorekeeper	\$ 8.39	N/A	N/A	N/A	N/A	N/A	N/A	\$ 8.00	N/A	
Preschool Classes Instructor	\$ 10.92	\$ 10.75	contract	\$ 12.00	\$ 10.00	\$ 8.00	contract	\$ 12.00	\$ 10.00	
Youth Program Instructor	\$ 10.92	\$ 10.75	\$ 7.50	\$ 12.00	\$ 8.00	\$ 8.00	\$ 8.25	\$ 8.00	\$ 10.00	
Adult Program Instructor	\$ 10.92	N/A	varies	\$ 15.00	\$ 12.00	contract	\$ 20.00	\$ 12.00	N/A	
Adult Trip Chaperone	\$ 8.39	N/A	\$ 12.00	N/A	N/A	N/A	volunteer	\$ 10.00	N/A	
Youth Program Coordinator	\$ 13.42	N/A	\$ 13.50	\$ 10.00	N/A	\$ 10.00	\$ 12.00	\$ 10.00	N/A	
PARKS										
Grass Cutter/Trimmer	contract	\$ 13.00	\$ 13.00	\$ 8.00	\$ 7.50	N/A	\$ 9.00	\$ 8.00	N/A	
Diamond Maintenance	\$ 8.39	\$ 10.00	\$ 13.00	N/A	\$ 7.50	N/A	\$ 9.00	\$ 8.00	N/A	
Special Projects	N/A	N/A	N/A	N/A	\$ 10.00	\$ 9.00	N/A	\$ 8.00	N/A	
Janitorial Maintenance	contract	N/A	\$ 13.00	\$ 12.00	N/A	\$ 9.00	\$ 9.00	\$ 8.00	N/A	
General Maintenance	\$ 8.39	\$ 13.00	\$ 13.00	\$ 12.00	N/A	\$ 9.00	\$ 10.00	\$ 8.00	\$ 12.50	

*Softball Umpires are paid per game; Bellevue did not specify per game.

From: [Max Cordio](#)
To: Mamundson.ma@gmail.com; [Matt Amundson](#)
Cc: [Greg Reinhard](#)
Subject: field use in fall
Date: Wednesday, April 25, 2012 3:17:12 PM

Hello Matt-

First off congrats on a great basketball season.

Just wanted to get in touch about a few things. First of all Greg and I have run a youth fall league in the Jefferson county, and Rock County area for the past 4 years. We were thinking of expanding the fall league and thought a good place to do it at would be Whitewater. We would want to use the 2 softball fields at the high school and the varsity baseball field, if possible we would also want to use the 3 fields at starin park. Obviously at some point we may have to sit down and talk about this face to face to sort it out, Greg and I would be willing to do that. Please let me know if the field use would be possible, and let me know if there is a good time we can meet in the near future. Please let me know your thoughts.

If you want to get in touch with me email me back or to get in touch with Greg email him at greg@gregreinhard.com.

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Thanks

Max Cordio
Partner- GRB Academy
Head 18U Coach- GRB Rays

(O): (608)249-5044
(C): (608)225-2666

New Facility Location:
4009 Felland Rd.
Madison, WI 53718

www.gregreinhard.com