



**Parks and Recreation Board Agenda
 Wednesday, August 16, 2017 – 5:30 pm
 Cravath Lake Front Room
 2nd Floor, Whitewater Municipal Building
 312 W. Whitewater St. Whitewater, WI 53190**

AMENDED AGENDA AS OF 8/15/17 – 2:15 P.M.
 The following items are hereby added to the Agenda:
C-3a and C-3b Action on request to add agenda item with less than 72 hours notice (as required by City of Whitewater Transparency ordinance) & Discussion and possible direction regarding maintenance of Skate Park property and Effigy Mounds property.

Call to Order and Roll Call

Consent Agenda:

CA-A	Approval of Parks and Recreation Board minutes of July 29, 2017
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1Hearing 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	Updates to Include: Senior Programs, Summer Programs and Events
Sports Coordinator	Updates to include: Treyton’s Field Season Summary and Sports

Considerations:

C-1	Discussion and update on current Aquatic and Fitness Center July Financials Review
C-2	Discussion and possible action related to Aquatic Center - Pool Floor Doors Repair - Aquatic Center Play Feature Valve replacement
C-3	Discussion on Parks and Recreation Sponsorship Program
C-3a	<i>Action on request to add agenda item with less than 72 hours notice (as required by City of Whitewater Transparency ordinance).</i>
C-3b	<i>Discussion and possible direction regarding maintenance of Skate Park property and Effigy Mounds property.</i>
C-4	Request for future agenda items
C-5	Adjourn

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information over which they may have decision-making responsibility; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

**City of Whitewater
Parks and Recreation Board
Draft Minutes
Wednesday, July 19, 2017– 5:30 pm
City Manager's Conference Room
(Moved to Cravath Lakefront Conference Room)
2nd Floor, Whitewater Municipal Building
312 W. Whitewater St. Whitewater, WI 53190**

Call to Order and Roll Call

Mike Kilar, Brandon Knedler, Jen Kaina (5:35), Larry Kachel (6:20), Ken Kidd, Carol McCormick, Bruce Parker, Steve Ryan, Matthew Sylvester-Knutson and Jaime Weigel. Absent: None
Staff: Eric Boetther, Deb Weberpal, Debbi Oas, Tim Reel and Cameron Clapper.
Guests: Dan Sable, Roger Schultz, Pete Seward and Elizabeth Seward

Consent Agenda:

CA-A Approval of Parks and Recreation Board minutes of June 29, 2017

No items to be removed from consent agenda. Ryan moved to accept the consent agenda. Second by Parker. Ayes: Mike Kilar, Brandon Knedler, Ken Kidd, Carol McCormick, Bruce Parker, Steve Ryan, Matthew Sylvester-Knutson and Jaime Weigel. Noes: None. Abstain: None. Absent: Jen Kaina and Larry Kachel.

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.

No Comments

Staff Reports:

Parks and Recreation Director –

The first weed harvest was accomplished and the next will be the first or second week of August. We have to do a plant survey every three years and must complete this year. On August 23 the Aquatic Center will be closed for Active Shooter training.

(Kaina arrived 5:35)

Ball tournaments are wrapping up for the year. We have two left. Last tournament brought in over \$7000 in concession.

Recreation & Community Events Programmer – Report from Dujardin on summer events is attached.

Considerations:

C-2 Discussion and possible action on relocation of the Dog Park

Boettcher referred to the packet. The new area on Starin Rd will have better fencing and be on higher ground. Questions from board: Will there be a neighborhood meeting for input from neighbors? What will the open times be as city parks are open 6 am t midnight? Will it be ADA accessible? Nedler moved to approve the relocation of the Dog Park to the Starin Road parcel with input from the neighborhood (meeting) and park hours set. Second by Kidd. Ayes: Mike Kilar, Brandon Knedler, Jen Kaina, Ken Kidd, Carol McCormick, Bruce Parker, Steve Ryan, Matthew Sylvester-Knutson and Jaime Weigel. Noes: None. Abstain: None. Absent: and Larry Kachel.

(Moved to the Lakefront Room to accommodate large group)

C-1 Presentation and discussion on the possible lake draw down process for Cravath and Trippe Lakes

Boettcher and Reel gave a lakes management presentation (attached). Comments and questions were:

- August is too early to weed harvest for fall/winter fishing.
- Clapper: We did not buy a weed harvester so we are subject to availability of the harvesting company.
- Can we do a silt pond or some way to keep silt from filling in?
- Can we build an island with dredged material? (Think DNR does not approve any more)
- For those interested, there is a meeting of the Walworth County Lakes Association on August 19. More info on the Whitewater Banner.
- How deep will the lake be after dredging and how long does it last?

Boettcher commented the next step is to test the silt and find out if dry dredging is feasible. This can be done in October Grant applications are also due then. The Board thanked Boettcher and Reel for the information.

(6:20 Kachel arrived)

C-3 Discussion and update on current Aquatic and Fitness Center, June Financial Review

Oas commented they are prepping for shut down and major cleaning next week. Oas gave the cleaning list including draining and acid washing of the lap pool. The Center will be closed for three days with the lap pool probably closed for 4 days. They have implemented specials for new members and have added hooping and Zumba Zentao to their programming. The outdoor sign is ordered and is similar to the other park signs.

Ryan reported that the WAS Board is officially finished and they are donating 38,298.63 to the Aquatic Center for capital items. He also commented that the school district would like the capital expenses separated from the operating reports.

Parker will send bonding and grounding issues to Eric when they replace the covers.

C-4 Request for future agenda items


Kachel would like to discuss sponsorships for ball teams and the revenue sources.

C-6 Adjourn

Knedler moved to adjourn at 6:35 pm. Second by Kidd. Ayes: . Ayes: Mike Kilar, Brandon Knedler, Ken Kidd, Carol McCormick, Bruce Parker, Steve Ryan, Matthew Sylvester-Knutson, Jen Kaina, Larry Kachel and Jaime Weigel. Noes: None. Abstain: None. Absent:.

Next scheduled meeting: Wednesday, August 16, 5:30 pm

Respectfully submitted,



Debra Weberpal

Memo

To: Parks and Recreation Board
From: Eric Boettcher, Parks and Recreation Director
Date: August 14, 2017
Re: August 16th Parks & Recreation Board Meeting

Staff Reports

Reports will be given from Parks and Recreation Director and Sports Coordinator.

C-1 Discussion and update on current Aquatic and Fitness Center July Financials

For the month of July the Aquatic and Fitness Center saw revenues of \$72,644.92 and expenses of \$54,386.21. For the year the current net revenue over expenditures is at a positive balance of \$151,775.13 for the year. This would include the \$99,005.00 in Capital Improvements that has not been spent in 2017.

C-2 Discussion and possible action related to Aquatic Center

Pool Floor Doors Repair

The floor doors are both in need of replacement. It was decided at the April Parks and Recreation Board meeting to replace one of the two floor doors. Since then we also have to replace the stone wall behind the whirlpool and have plans to do the work in Oct/Nov of this year. It would be beneficial to replace both doors at this time since we are blocking off this area of the facility to perform the repairs. We are requesting approval to order the 2nd door for \$1,850 + \$140.00 for shipping in order to repair the 2nd door.



Play Feature Valve replacement

The current wheel replacements for the play features have arrived. They do not fit the existing valves as these valves are outdated and no longer available. We are requesting to approval to order the two new valves for a total \$702.00 plus shipping.



C-3 Discussion on Parks and Recreation Sponsorship program

This discussion has been postponed to our September Parks and Recreation advisory board meeting.

See attached Sponsorship program for details

C-4 Request for future agenda items

Thanks!
Eric Boettcher
Parks and Recreation Director



Manufacturers of
The Finest in Horizontal Doors
Since 1926

Q U O T A T I O N

To: City of Whitewater
312 W. Whitewater
Whitewater, WI 53190

March 9, 2017

Attn: Michelle Dujardin

Project Name: City Aquatic Center
Whitewater, WI 53190

F.O.B. Factory
Estimated lead time – 3 weeks after approval

QUANTITY	DESCRIPTION	UNIT WEIGHT	UNIT PRICE	TOTAL
1 ea	Bilco Type TER-2 single leaf aluminum Floor access door 2/6 x 2/6 (hinged side) modified with Stainless Steel hardware	110	\$1815	
1 ea	Bilco Type J-2AL Single leaf aluminum Floor access door 2/6 x 2/6 (hinged side) with Stainless Steel hardware	79	\$680	
COST: See above				
Estimated freight \$140 additional				
No tax included				
NOTE: Quote for material only per spec provided				
1. All items must ship at same time to same location				

Mitchell, Pace & Associates
2201 Badger Ct
Waukesha, WI. 53188
Phone- 262-446-4127
Fax- 262-446-6376
www.mitchellpaceandassociates.com

Pete Giersch
Repr: The Bilco Company



**Quotation and
Scope of Work
Statement**

Project : Whitewater Aquatic & Fitness Center
Location : Whitewater Wisconsin
Client : Debbie (doas@whitewater-wi.gov)
Project # : 36900

August 10, 2017

This quote includes the supply of the equipment as stated herein.

Section 1 : Equipment Supply

includes the manufacture & supply of the following

Aquaplay Valve, 4" stainless throttle valve kits 2 @ \$350.94 each

Section 2: Pricing in USD Dollars

Valve, 4" stainless throttle valve kits	\$701.88
Shipping	To Be Determined
Quote Total	\$701.88

The price quoted is valid for forty-five (45) days.

Required Terms of Payment:
100% Prepaid
Unless provided with Purchase Order

If you have any questions or require additional information, please contact me.

Regards,

Kelly Wilkie
Whitewater West Industries
504-273-1068 ext. 360
kelly.wilkie@whitewaterwest.com

Whitewater Parks & Recreation Sponsorship Packages

\$5,000 – Naming Rights Sponsor (1 Available)

- Field Naming Rights for 5 Years, Signage, Listing on Schedules
 - Starin North Diamond (Field #4)
- Opportunity to be title sponsor for youth baseball or softball tournament
- Opportunity to have booth at sponsored tournament and sell product or promote business
- Logo on Parks & Recreation Website
- Vinyl banner to be placed at Starin Park (May-September) (choice)
 - Toppers Pizza Field, Kachel's Kids Field, or Starin North Diamond
- Team Sponsor (choice) – will be listed on schedules, jerseys, and receive team plaque
 - Youth Baseball or Youth Softball

\$1,500 – Event Title Sponsor (2 Available)

- Logo on Parks & Recreation Website
- Opportunity to have booth at sponsored event and sell product or promote business
- Title Event Sponsor (choice)
 - All 3 Concerts in the Park or All 3 Family Fun Nights
- Vinyl banner to be placed at event

\$500 – Tournament Sponsor (6 Available)

- Opportunity to be title sponsor for youth baseball or softball tournament
- Opportunity to have booth at sponsored tournament and sell product or promote business
- Logo on Parks & Recreation Website

\$400 – Youth Baseball & Softball Team Sponsor

- Logo on Parks & Recreation Website
- Team Sponsor (choice) – will be listed on schedules, jerseys, and receive team plaque
 - Youth Baseball or Youth Softball

\$300 – Outfield Sponsor Banner

- Vinyl banner to be placed at Starin Park (May-September) (choice)
 - Toppers Pizza Field, Kachel's Kids Field, or Starin North Diamond

For more information, contact Matt Amundson, Parks & Recreation Director at mamundson@whitewater-wi.gov or 262-473-0122