

**City of Whitewater**  
**Parks and Recreation Board Meeting**  
**Monday December 7, 2009 - 5:00pm**  
Cravath Lakefront Room - 2nd Floor, City Municipal Building  
312 W. Whitewater St. Whitewater, WI 53190

**Minutes**

The meeting was called to order at 5:02 pm by Sheila Kindwall. Present, Prudence Negley, Steve Ridenour, David Stone, Nicole Grosinske (5:05), and Jen Kaina (5:05). Excused: Max Taylor. Staff: Matt Amundson, Michelle Dujardin, and Deb Weberpal.

**Approval of November 2, 2009 Parks and Recreation Board Minutes and receipt of Indian Mounds Park Committee Minutes of November 11, 2009.**

Stone motioned to approve the November 2, 2009 Parks and Recreation minutes and acknowledge the receipt of the Indian Mounds Park Committee Minutes of November 11, 2009. Ridenour seconded the motion. Ayes: Negley, Ridenour, Kindwall, Kaina, Grosinske and Stone. Noes: None. Absent: Taylor.

**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.

Negley commented the Urban Task Force was a successful committee; the tree commission will take on a new name of Urban Forestry Commission falling under the Parks and Recreation Board.

**Update on Indian Mounds Park Committee Progress**

Amundson commented that the Indian Mounds Park Committee has met twice with the next meeting scheduled for Tuesday, January 12<sup>th</sup>. Amundson stated the first meeting focused on a general discussion and SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis.

**Appointment of Parks & Recreation Board member to the Indian Mounds Committee**

Negley nominated Jen Kaina as the representative of the Parks & Recreation Board to serve on the Indian Mounds Committee, Grosinske seconded the nomination. Ayes: Negley, Ridenour, Kindwall, Kaina, Grosinske and Stone. Noes: None. Absent: Taylor. Kaina accepted the position.

**Approval of playground equipment purchase for East Gate Park from Lee Recreation, LLC**

Amundson referred to memo commenting on the bid process for equipment and drawings. On Tuesday, November 24<sup>th</sup> an open neighborhood meeting was held to select equipment. A total of 5 residents attended the meeting and reviewed 10 proposals from 6 companies. The group selected equipment from Lee Recreation, LLC.

Grosinske motioned to approve the purchase of playground equipment from Lee Recreation, LLC, Kaina seconded motion. Ayes: Negley, Ridenour, Kindwall, Kaina, Grosinske and Stone. Noes: None. Absent: Taylor

**Discussion of staff training within the department**

Amundson discussed current staff training opportunities utilized by Deb Weberpal, Michelle Dujardin, and himself. Amundson referred to memo regarding staff training opportunities utilized by Chuck Nass and street department crew.

The Board directed Matt to get a summary of dates, times, and individuals that have attended trainings in the area of urban forestry with the intent to create a plan for continuing education in this area.

(5:50 pm Grosinske left)

**Discussion of recreation programming, class times, and facility availability**

Amundson referred to memo containing e-mail from a concerned community member in regards to program availability. The board discussed in length the situation and concluded the department was offering a wide multitude of programs at a variety of times, and acknowledged that facility availability is a substantial factor in the times that programs are offered. The board directed Dujardin to follow up with community member and continue to look for a variety of program opportunities.

**Review and possible action on changes to Park Naming Policy**

Amundson referred to the existing policy with suggested changes: reduction from a 60-day waiting period to a 30 day period, and removal of the statement "but must also be accompanied by a petition from the park or facility users as well as the residents surrounding the area". Negley motioned to approve changes with the addition of referencing the sponsorship policy with Amundson directed to create final version. Ridenour seconded motion. Ayes: Negley, Ridenour, Kindwall, and Kaina Noes: Stone. Absent: Taylor and Grosinske (6:20 pm Kaina left)

**Presentation of 2010 Projects and 2009 Project Review**

Amundson presented recent CIP presentation of projects and slide show of 2009 completed projects.

**Staff Reports:**

Director Report (Amundson)

Starin Park Playground has been open and enjoyed by many. Swings, transition coverings, and sand diggers will be installed in Spring due to weather installation requirements. Attending and serving on the 2009 Conference Committee was educational and inspiring.

Recreation & Community Events Programmer (Dujardin)

Winter/Spring Brochures have been distributed and well received. Suggestions for future brochure were asked and welcomed for the future. Freeze Fest promotional information distributed.

Senior Coordinator (Weberpal)

A celebration of Accreditation took place on November 17. The annual fundraiser for Seniors in the Park was on November 21 at the Armory and was the best year yet. The annual Holiday dinner will be on December 9th at the Country Club or rescheduled for December 16<sup>th</sup> due to weather conditions.

Parks/Streets Superintendent (Nass)

No Report

**Board and Commission Reports:**

No action other than possible referral to another meeting, but there may be minimal response to Board member questions:

Plan and Architectural Review Commission (Stone) – Request of permanent car lot at Sentry will be brought forward by Ketterhagen.

Whitewater Aquatics Center (Grosinske) - No report

City Council (Taylor) – No report

WPRA Legislative Advocacy (Stone) – No report

**Request for future agenda items**

General discussion on bicycle event policies

Motion by Stone and seconded by Negley to adjourn at 7:15 pm. Unanimous voice vote.

Respectfully submitted,

*Michelle Dujardin*

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