

**City of Whitewater
Parks and Recreation Board
Minutes**

Monday, September 21, 2015 - 5:30 pm

Community Room – 1st Floor, Whitewater Municipal Building
312 W. Whitewater St. Whitewater, WI 53190

Call to Order and Roll Call

Rachel Deporter, Bruce Parker, Ken Kidd, Brandon Knedler, Jen Kaina, Kori Oberle and Nate Jaeger
(Arrived 5:55pm)

Absent: None

Staff: Matt Amundson, Michelle Dujardin

Guests: Tami Brodnicki, Kristine Zaballos

Consent Agenda:

Approval of Parks and Recreation Board minutes of July 14, 2015

No items to be removed from consent agenda. Kidd moved to accept the consent agenda. Second by DePorter. Ayes: Rachel Deporter, Jen Kaina, Bruce Parker, Ken Kidd, Brandon Knedler and Kori Oberle. Noes: None. Abstain: None. Absent: Nate Jaeger

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.

Kidd recognized the hard work and dedication put into the Discover Whitewater Half Marathon by Jen Kaina and Matt Amundson.

Staff Reports:

Recreation and Community Events Programmer – Afterschool Program Update

The Afterschool program is going fantastic and even diving into new adventures to include; working with LINC'S Garden and learning how to plant and create potpourri. Lakeview numbers were in the teens last year and have now exceeded 20 on a regular basis. Overall the program is doing great!

Parks & Recreation Director - Improvement Project Status Report

Cravath Boat Launch: The construction on the launch is complete and lots of compliments are pouring in. The pier is slowly being disassembled; it will be fixed and used to replace the one at the Trippe Lake Boat Launch. A new pier will be installed at Cravath next year.

Amory: Concrete work on the stairs and ramp are complete, the arrival of the railing and installation still needs to take place. The gym floor is complete and looks amazing. The roofing project is awaiting contract approval from both parties.

Open Position: The Recreation Program Coordinator position opened up when Nate decided to go back to school for Education. There were five initial interviews with two finalists moving forward. The two

finalists will be responsible for leading a coaches meeting for their final interview to a panel of current coaches and parents. Final decision will be made after presentations.

(Jaeger arrives at 5:55pm)

Considerations:

Discussion and possible action related to Downtown City Market of on the following items:

- **Request to allow alcohol sales during Tuesday evening market**
- **Additional placement of items within the park for the market**

Amundson stated the sales of alcohol will fall under the current license procedure with the City Clerk and doesn't need to be discussed.

Kristine Zaballos and Tami Brodnicki referred to the packet and presented a power point presentation on the ideas of the city market and what the market has become to the present time. Highlights included; 45 vendors in attendance the last five weeks, numbers exceeding 1,000 of people visiting the market each week, currently no vendor fees are being charged, and over 150lbs of fresh produce are being donated weekly to the Food Pantry.

Zaballos indicated the need for more storage space located closer to the market to help with moving current furniture and supplies, the need for electricity on the north side of the tracks, the need for a shade structure, hard surface locations to leave picnic tables and large Adirondack chair, and need for bike racks. Zaballos also indicated the interest by the vendors for a Winter Market.

Amundson discussed the concern of any additional permanent structures added to the park would cause complications for the 4th of July set up and that adding shade structures assembled weekly by streets department and additional mowing around picnic tables was a concern due to lack of available maintenance staff.

The Board discussed and suggested using the current method of putting items on a trailer to store for the next week for easy mobility with the direction of looking into possible additional storage and shade structure with the projected 2017 Amphitheater reconstruction. The Board also suggested starting the conversation first with the 4th of July committee with possibilities of bike rack placement before bringing possibilities back and working with staff on possible locations for a Winter Market.

Discussion and possible action related to Effigy Mounds Preserve signage plan

Amundson introduced Kori Oberle to present signage plan. Oberle presented a power point showing the placement of the mounds, current sign locations, the need for new signs, the need for better path marking, and the benefits of having additional signs.

Oberle referred to the power point highlighting the location of 10 new signs. Four of the new signs will be plaques that will be placed on donated boulders, one larger sign will be placed by the side walk letting patrons know what's inside and providing information to those who might not be able to walk the preserve, and one additional larger sign will be placed at the entrance to replace an existing non repairable sign.

Oberle also stated the importance of marking a correct path through the preserve and the concern of each mow path being slightly different depending on worker completing the task. Oberle suggested using a drone with light detection to find the best path to not disturb the mounds.

The Board directed staff work with Oberle and committee to get a drone with light detection to find the best path and to move forward with signage.

Discussion and possible action related to future rentals of the Armory Gym.

This item was tabled for next meeting

Discussion and possible action related to 2016 Budget.

Amundson referred to packet and stated little to no changes have been made to the budget. Amundson asked the board to review goals and present feedback.

Kaina suggested putting in place a safety action plan for programs and requiring coaches the basic knowledge of first aid and cpr. Amundson agreed about the importance and will make it part of 2017.

Kidd moved to accept the budget as presented. Second by Jaeger. Ayes: Rachel Deporter, Jen Kaina, Bruce Parker, Ken Kidd, Brandon Knedler, Nate Jaeger and Kori Oberle. Noes: None. Abstain: None. Absent: None

Request for future agenda items

Developer Park Fees

Adjourn

Kaina moved to adjourn at 7:18. Second by Parker. Ayes: Rachel Deporter, Nate Jaeger, Bruce Parker, Ken Kidd, Brandon Knedler, Jen Kaina and Kori Oberle. Noes: None. Abstain: None. Absent: None

Next scheduled meeting: Monday, October 19th, 5:30 pm

Respectfully submitted,

Michelle Dujardin