

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

Wednesday, May 18th, 2016 - 5:30 pm

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

Call to Order and Roll Call

Bruce Parker, Kori Oberle, Nate Jaeger, Brandon Knedler, Steve Ryan, and Chris Grady

Absent: Jen Kaina, Ken Kidd, Larry Kachel and Rachel Deporter

Staff: Matt Amundson, Debbie Oas, and Michelle Dujardin

Guests: Brett Sackett and Chuck Nahn

Election of Parks and Recreation Board Chairperson:

Jaeger moved to elect Brandon Knedler as Parks and Recreation Board Chairperson. Second by Parker.

Ayes: Nate Jaeger, Bruce Parker, Brandon Knedler, Steve Ryan, Chris Grady and Kori Oberle. Noes: None.

Abstain: None. Absent: Jen Kaina, Rachel Deporter, Ken Kidd and Larry Kachel

Larry Kachel arrives at 5:34pm

Election of Parks and Recreation Board Vice-Chairperson:

Knedler moved to elect Nate Jaeger as Parks and Recreation Board Vice-Chairperson. Second by Oberle.

Ayes: Nate Jaeger, Bruce Parker, Brandon Knedler, Steve Ryan, Chris Grady, Larry Kachel, and Kori

Oberle. Noes: None. Abstain: None. Absent: Jen Kaina, Rachel Deporter, and Ken Kidd.

Consent Agenda:

Approval of Parks and Recreation Board minutes of April 13, 2016 and Receipt and acknowledgement of Urban Forestry Commission Minutes of March 22, 2016

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

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 Citizen Comments

Staff Reports:**Aquatic & Fitness Programmer:**

Oas presented the Board with objectives, goals, and an implementation timeline. Oas stated that the future programming plan expands both the number of programs in aquatics and fitness. Part time staffing is also still a need in the front desk and fitness instructor area.

Parks & Recreation Director:

Amundson stated the Field of Dreams Concession/Restroom Building has come a long way and is set to open Monday, May 23rd for the first day of service. Amundson gave kudos to all involved for making it happen.

Wayfinding Signs & Trash/Recycle Bins: The new trash and recycle bins have been installed at Starin Park and look fantastic. The wayfinding signs have come in and will be put in place the week of May 23rd.

Cravath Lakefront Fence: Chuck Nass has met with the Rail Road Company multiple times and has come to the conclusion that we will not be required to put up extra gates. The project is now set to move forward and bids will be sent out shortly.

Considerations:**Presentation by Brett Sackett of Thyse Printing & Design related to branding and logo development for the Parks and Recreation Department**

Brett Sackett of Thyse Printing & Design presented the board a booklet of the current logo and proposed logo. Brett explained the importance of branding, logo's, and why now is a good time to create a brand for Parks & Recreation or the entire City. Sackett also commented that the proposed logo is set in four color, which would allow easy printing and usage in the future.

Amundson stated that the cost of replacing the logo placed in the park signs would not be significant and approximately \$3,000. Knedler suggested that a unified City Logo would be the best, but if we select to only work on a Parks and Recreation logo, we should consider something other than the Train Depot. Grady suggested thinking about "What is Whitewater", and are there other options that represent Whitewater.

The Board directed Amundson to take the concerns and suggestions back to the City Manager and seek suggestion on Brett attending a City Council meeting to make same presentation and answer questions.

Presentation by Chuck Nahn of Nahn & Associates related to the dredging feasibility study of Cravath and Trippe Lake.

Amundson introduced the project and commented that this project has been approved by the Parks and Recreation Board and Common Council. Chuck Nahn presented to the board information regarding both Cravath and Trippe Lake and the process of dredging.

Nahn handed out maps of each lake and asked for feedback on the following areas:

- Where they would like to see selective dredging occur in both lakes
- Input on any potential dredging spoil disposal areas
- Past history of industrial activity around the lakes
- Walk through the major activities for the dredging feasibility study

Members of the board helped Nahn with information in each of these areas, which will help the project move forward.

Discussion and possible action on plans proposed by the Urban Forestry Commission for Minneiska Park and Walton Oaks Park.

Amundson introduced the possible plantings for Minneiska Park and that Walton Oaks park will be delayed due to Karen Coburn falling ill and unable to attend the meeting. The possible planting plan for Minneiska stated "Knowing that a playground is to be installed, it would be important to plant canopy/shade trees as soon as possible. Handicap access is another concern for the exact placement of these trees. Chuck Nass, City Forester, plans to begin planting in the spring of 2017. He suggested White Oak and Sugar Maples as native species that would be supportive to insects and birds. Chuck was also agreeable to planting willow trees near the upper detention pond and native trees, possibly flowering, and bushes in other appropriate areas within the park".

Knedler moved to accept the written plan with final approval to happen when the UFC brings back the exact planting placement GIS map of Minneiska Park . Second by Oberle. Ayes: Nate Jaeger, Bruce Parker, Brandon Knedler, Steve Ryan, Chris Grady, Larry Kachel, and Kori Oberle. Noes: None. Abstain: None. Absent: Jen Kaina, Rachel Deporter, and Ken Kidd.

Discussion and possible action related to the Whitewater Aquatic Center Operations Manual

Amundson introduced Debbi Oas and the topic of the Aquatic Center Operations Manual, which continues to be a work in progress. Oas also presented the board with the programming plan, objectives, and future implementation plan. Amundson and Oas asked for feedback from the board in the following areas:

1. Membership
 - a. What is included?
 - b. Discount for programs offered?
 - c. Towel service?
 - d. Seniors – what age is considered a Senior (currently age 65)
 - e. Cost of card replacement (currently \$15)
 - f. Punch cards-10 visits (\$60 resident, \$70 non-resident)
2. Facility Operation Hours
 - a. Is there a need to provide expanded hours?
3. Contracted Cleaning Service
 - a. Currently Monday evenings – do we need to expand?
4. General Pool Rules
 - a. Age of child allowed in pool without adult supervision (currently 10)
 - b. Severe Weather & Lightning – open or close

A board discussion took place between staff and board members which included; looking for creative ways for towel replacement, keeping the card replacement cost the same, creating and sending a survey to current members asking about facility operation times, contacting the current cleaning company and asking for pricing on additional cleaning services, and the importance of keeping participants safe during severe weather, while also following all state rules and laws.

Kachel suggested to the board that a subcommittee be created to tackle all Aquatic Center Items to minimize the length of each month Parks and Recreation Board meeting for the next few months.

Amundson thanked the board for the feedback and will be bringing the manual back to future meetings.

Discussion and possible action related to the scheduling of future Parks & Recreation Board meetings.

Amundson expressed the desire to establish a consistent meeting schedule until April 2014

After board discussion, future meetings will be the first Wednesday of the month at 6:00pm. The June meeting is historically the updated tour of parks and facilities, this meeting will start at 5:30pm and meet at the Whitewater Aquatic Center.

Request for future agenda items

Whitewater Aquatic Center Ad Hoc Committee

Adjourn

Kachel moved to adjourn at 8:25. Second by Parker. Ayes: Nate Jaeger, Bruce Parker, Brandon Knedler, Steve Ryan, Chris Grady, Larry Kachel, and Kori Oberle. Noes: None. Abstain: None. Absent: Jen Kaina, Rachel Deporter, and Ken Kidd.

Next scheduled meeting: Wednesday, June 1, 5:30 pm to begin at Whitewater Aquatic Center

Respectfully submitted,
Michelle Dujardin