



**Parks and Recreation Board Minutes**  
**Wednesday, February 21, 2024 – 5:30 pm**  
**Cravath Lakefront Room**  
**312 W. Whitewater Street**  
**Whitewater, WI 53190**  
Hybrid Meeting

**1. Call to Order and Roll Call**

Present: Stephanie Hicks, Mike Kilar, Megan Matthews, Steve Ryan, and Deb Weberpal.  
Absent: Ben Prather, Dan Fuller, Kathleen Flemming, and Brienne Brown  
Staff: Michelle Dujardin, Jennifer French, Kevin Boehm, Brad Marquardt  
Guest: None

**2. Approval of Minutes from January 17, 2024**

Motioned by Hicks. Seconded by Kilar. Ayes Stephanie Hicks, Mike Kilar, Megan Matthews, Steve Ryan, and Deb Weberpal: Absent: Ben Prather, Dan Fuller, Kathleen Flemming, and Brienne Brown

**3. Hearing of Citizen Comments**

No Comments

**4. Staff Reports**

**a. Director's Report**

**i. Kevin Boehm**

1. Kevin working with Midwest Prairie on progress report for Effigy Mounds and Walton Oaks
2. City Hall is receiving quotes to being rekeyed
3. Parks & Recreation is receiving new registration software, May 8<sup>th</sup> is date for going live
4. Parks & Recreation has launched a new website
5. Hunter officially accepted the WAFC Position
6. Receiving Pricing on HVAC and boilers at WAFC
7. Receiving pricing on rehab of lockers at WAFC
8. Attended an auction and won three stair steppers for WAFC
9. WAFC released corporate memberships and Fit Bit February

**b. Event Programs and Lakes Update**

i. Kevin Boehm

1. March 9<sup>th</sup> is a day at the pool! It includes Polar Plunge, Chili Cook Off, Open Swim, and Cardboard Boat Races

**c. Senior Programs**

i. Kevin Boehm

1. The annual Hawaiian Party was held at WAFC with huge success and happy party goers

**5. Considerations/Discussions/Reports**

**a. Discussion and possible action regarding renaming East Gate Park**

- i. Kevin Boehm presented a letter from Russ Walton with Brad Marquardt attending for questions.

Motioned by Hicks to endorse East Gate Park to be renamed to Walton East Gate park in appreciation of the generous contribution for four park properties within the City of Whitewater. Park Board recommends the cost of the new sign be responsibility of the Walton Family. Seconded by Matthews. Ayes Stephanie Hicks, Mike Kilar, Megan Matthews, Steve Ryan, and Deb Weberpal: Absent: Ben Prather, Dan Fuller, Kathleen Flemming, and Brienne Brown

**6. Considerations/Discussions/Reports**

**a. Discussion and possible action regarding long term rental of Starin Park Building to Immanuel Aglican Church**

i. Boehm stated After discussion with staff, it is our opinion that since Rev. Notstad is now affiliated with UW-W, his organization meets our Group 2 requirements outlined in the facility rental and reservation policy entitling his organization to a 50% discount on fees. It is recommended that Rev. Notstad be required to provide the necessary security deposit. It is highly recommended that Rev. Notstad carry additional liability insurance listing the City of Whitewater as additionally insured for an amount not less than \$250,000. Additionally, Rev. Notstad will be required to reserve the facility using our online recreation software either by himself or a designee of his choice. Staff will assist with the initial reservation, however, subsequent reservations would be his responsibility. All fees and deposit must be paid prior to the reservation being considered valid as outlined in the Facility Rental and Reservation Policy. All reservations are considered first come, first served and space cannot be held without payment.

Motioned by Hicks to not entertain rental and encourage to rental following our current rental policy. Seconded by Kilar. Ayes Stephanie Hicks, Mike Kilar, Megan Matthews, Steve Ryan, and Deb Weberpal: Absent: Ben Prather, Dan Fuller, Kathleen Flemming, and Brienne Brown

**7. Considerations/Discussions/Reports**

**a. Discussion and possible action regarding Recreation Sunshine Fund policy update**

- i. Kevin presented policy document with changes. Kevin also stated there is currently \$498.00 in the account.

Motioned by Weberpal to approve policy with changes. Seconded by Hicks. Ayes Stephanie Hicks, Mike Kilar, Megan Matthews, Steve Ryan, and Deb Weberpal: Absent: Ben Prather, Dan Fuller, Kathleen Flemming, and Brienne Brown

**8. Future Agenda Items**

- a. Additional evening classes at the WAFC

**9. Adjournment**

Motioned by Steve Ryan at 6:24pm, followed by a unanimous votes. Ayes Stephanie Hicks, Mike Kilar, Megan Matthews, Steve Ryan, and Deb Weberpal: Absent: Ben Prather, Dan Fuller, Kathleen Flemming, and Brienne Brown

Respectfully Submitted,

*Michelle Dujardin*

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