



**Parks and Recreation Board Minutes DRAFT  
Wednesday, April 15, 2026 – 5:30 pm  
Cravath Lakefront Room  
312 W. Whitewater Street  
Whitewater, WI 53190  
Hybrid Meeting**

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

Present: Kathleen Flemming, Dan Fuller, Neil Hicks, Stephanie Hicks, Mike Kilar, Steve Ryan and Deb Weberpal, Absent: Mike Dowden and Chad Ahrens  
Staff: Kevin Boehm, Jaime Lowrey, and Jennifer Jackson

**2. Approval of Agenda**

Motioned by Neil Hicks. Seconded by Deb Weberpal. Aye: Kathleen Flemming, Dan Fuller, Neil Hicks, Stephanie Hicks, Mike Kilar, Steve Ryan and Deb Weberpal, Absent: Mike Dowden and Chad Ahrens

**Approval of Consent Agenda**

Aye: Kathleen Flemming, Dan Fuller, Neil Hicks, Stephanie Hicks, Mike Kilar, Steve Ryan and Deb Weberpal, Absent: Mike Dowden and Chad Ahrens

**3. Hearing of Citizens Comments**

No Citizens Comments

**4. Considerations/Discussions/Reports**

- a. Discussion and possible action on lease agreement with Whitewater Food Pantry for use of the Armory
  - i. **Boehm:** I was directed to review all long-term tenants in our facilities, and anyone that doesn't have a lease agreement with the city to work toward achieving that. We found that the food pantry did not have a lease. The question before us is how the city ensures fairness to all organizations. While being responsible stewards of taxpayer resources. With the Historical Society, the city required organizations that utilize facilities for long-term dedicated space to pay rent and utilities. In this case I am going to say and/or. We are asking the food pantry to enter into the lease consistent with that practice. This

is to support organizations fairly and consistently when it comes to long term use of city facilities.

- ii. **Ryan:** public comments will have a 3 min limit.
- iii. **Neil Hicks:** I'd like to make a motion to change it to 5 min.
  1. Motioned by Neil Hicks to make the limit for speaking time 5 min. Seconded by Dan Fuller. Aye: Kathleen Flemming, Dan Fuller, Neil Hicks, Stephanie Hicks, Mike Kilar, Steve Ryan and Deb Weberpal, Absent: Mike Dowden and Chad Ahrens
- iv. **Community comments:**
  1. **Jeff:** This is a volunteer run organization. The volunteers put in many hours of their own time. This wasn't well talked about before it came down to the point where you were demanding rent. The city is getting a return if not more if you had to pay individuals to do this.
  2. **Brad Stallings:** We have seen an uptick of people that are needing this service.
  3. **Larry Kachel:** Food pantry is a non- profit and has been with the city many years. If you charge money that will take away from the amount of food they can distribute.
  4. **Kevin Green:** Why 54 years later does the food pantry need to pay rent?
- v. Board discussion:
  1. **Neil Hicks:** Clarification the latest lease is \$300 a month and or \$100 utility.
  2. **Kilar:** are there options for what we can do with this.
  3. **Boehm:** There is no policy in place for what we are working with here. Some options are, move their location to the kitchen (this would reduce issues with the elevator. Another option is to find a solution for the elevator.
  4. **Kilar:** Is there a way we can designate them to fall under the partner organization?
  5. **Weberpal:** Does the community space have to pay anything for the space they use?
  6. Yes, they pay utilities
  7. **Stephanie Hicks:** What other entities that use our buildings pay rent? I am trying to decipher how they are different.
  8. **Boehm:** the historical society pays utilities, Chamber rents the bottom of the White Building, arts alliance rents the second floor of the white building, and numerous rentals at the innovation center.
  9. **Fuller:** If the food pantry moves, would the space be left empty?
  10. **Boehm:** No, they would be used for recreation programs.
  11. **Neil Hicks:** If were to move programs upstairs are we still ok with fire codes?
  12. **Boehm:** yes, there are 3 modes of exits.

13. **N. Hicks:** if they were to move to the kitchen: they should pay for their actual utilities with us using a submeter. A lease should be out there anyway to protect both sides.
14. **S. Hicks:** If we were to look at bringing them to the first level, this will go to council with our recommendation to find money to change electrical and get the kitchen ready to move, correct?
15. **Boehm:** yes
16. **N. Hicks:** What if we tell the food pantry if they want to have the changes made you bring it to the planning commission and however it gets done they are responsible for demoing it out.
17. Motioned by Neil Hicks to direct staff to work with legal and come back with options for moving the food pantry to the kitchen space then come back to the park board and some quotes on changing electrical.  
Seconded by Deb Weberpal. Aye: Kathleen Flemming, Dan Fuller, Neil Hicks, Stephanie Hicks, Mike Kilar, Steve Ryan and Deb Weberpal,  
Absent: Mike Dowden and Chad Ahrens

b. Directors Report

- i. **Boehm** shared that they hired Deb Waldo as program coordinator for the WAFC. Swim lessons had over 200 kids. Working with the school district to bring swim lessons to those in 2<sup>nd</sup> grade. Run club goes out running open to member and non-members. Activates in May for water safety month. WAFC Easter egg hunt for the 3<sup>rd</sup> year. Had an intern host a nutrition program, and make individual nutrition plans. Softball and baseball registration are closed and are minus one team. Play for Trey on April 25<sup>th</sup>. Middle school strength training, greatly attended 15 slots and 8 on wait list. Cheer that is a feeder program into school district. Balie Folklorico ended but was our first Latino program. Skate park is in the process of being fixed. Movies in the park is coming back. 4<sup>th</sup> of July parade is now under the parks and recreation department. Food truck fest and cattail showdown will be happening in September. We are going back to a recreation guide.

c. Updated on Lake projects for 2026

- i. Fish are coming, Michelle has applied for a few grants. One is for Aquatic plan management permit for harvesting lanes for submerged aquatic plants- good for 5 years. Fountains back in at Cravath. Will be replacing kiosks at Trippe lake. Free fish weekend Jun 6-7.

d. Updated on Park Projects

- i. Starin Park splash pad, meeting with parkitecture to start conceptual plan. We will apply for a grant for the Moraine view soccer restroom concession stand.

e. Update on Aquatic Center Committee and WAFC Capital Campaign progress

- i. Aquatic center committee met for the first time in March next meeting in May. 7 firms have an RFP for an engineering assessment for the facility. Focus is the

\$100,000 repair of the pool shell. Additional 3 month to continue to work on the capitol campaign to take a well put together document to council.

- f. Discussion and possible action on application for open gym use of the Cravath Lakefront
  - i. **Boehm:** Application for morning yoga at Cravath. A morning yoga class was being held at Cravath in the mornings for years, we just found out about it. It is open to the public, no different than open gyms at armory.
  - ii. **N.Hicks:** She only has 18+ is that still considered open?
  - iii. **Boehm:** It would be an adult open class and still considered open gym.
  - iv. Motion made by Neil Hicks to approve the yoga open gym application. Second Deb Weberpal. Aye: Kathleen Flemming, Dan Fuller, Neil Hicks, Stephanie Hicks, Mike Kilar, Steve Ryan and Deb Weberpal, Absent: Mike Dowden and Chad Ahrens
  
- g. Creation of Subcommittee to review department rules
  - i. **Boehm:** With needing to look at all of our policies, a small subcommittee to suggest changes or no changes on this.
  - ii. **N.Hicks:** If we are already a subcommittee do we need a subcommittee of a subcommittee.
  - iii. **S.Hicks:** a quorum may be hard to get. Are there a lot of policies to go through?
  - iv. **Boehm:** there are a lot of policies that are not even created yet.
  - v. **Weberpal:** can you bring a list of policies that we need, and if they need more time we can make a subcommittee then?
  - vi. **Boehm:** yes
  - vii. **S. Hicks:** bring forth a list and we can decide if you need a smaller group to work on things.

## Future Agenda Items

Selection of Chair, Vice Chair in April

## 5. Adjournment

- a. Adjournment at 7:30 pm

Respectfully Submitted,

*Jennifer Jackson*  
Jennifer Jackson