



Parks & Recreation Board Meeting

Cravath Lakefront room 2nd floor 312 West
Whitewater Str, Whitewater, WI, 53190 *In Person
and Virtual

Wednesday, September 18, 2024 - 5:30 PM

**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.
Citizen participation is welcome during topic discussion periods.**

Topic: Park Board

Time: Sep 18, 2024 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

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Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.

AGENDA

CALL TO ORDER

ROLL CALL

Members: Steve Ryan (Chair), Stephanie Hicks (Vice-Chair) Brienne Brown, Kathleen Fleming, Dan Fuller, Mike Kilar, Vacant, Justin Crandall, Deb Weberpal, Vacant Alternate

Staff: Kevin Boehm (Director), Michelle Dujardin (Assistant Director, Recreation & Events), Hunter Karnitz (WAFC Manager), Jennifer Jackson (Adult Programs), Ethan Cesarz (Athletic Programs)

APPROVAL OF AGENDA

A board member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the board to be implemented. The agenda shall be approved at each meeting even if

no changes are being made at that meeting.

CONSENT AGENDA

Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.

- [1.](#) Park Board Meeting Minutes from August 21, 2024
- [2.](#) Urban Forestry Meeting Minutes July 22, 2024

HEARING OF CITIZEN COMMENTS

No formal Board action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial *6 to unmute your phone and dial *9 to raise your hand.

STAFF REPORTS

- 3. Directors Report
- 4. WAFC Report
- 5. Recreation Report

CONSIDERATIONS / DISCUSSIONS / REPORTS

- 6. Open Meeting Laws Training
- 7. Discussion and possible action on request to provide funding for an additional Blue Martin house at Trippe Lake.
- 8. Discussion and possible action on Park Tour and budget planning.

FUTURE AGENDA ITEMS

- 9. Update Special Event Application **Q4**
- 10. Whitewater Creek Nature Preserve Planning **Q4**
- 11. Skate Park Update/Planning **Q4**

ADJOURNMENT

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.



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

1. Call to Order and Roll Call

Present: Steve Ryan, Brienne Brown, Kathleen Fleming, Mike Kilar, Justin Crandall.
Late Arrivals: Deb Weberpal. Absent: Stephanie Hicks, Dan Fuller, Megan Mathews
Staff: Kevin Boehm, Ethan Cesarz, and Brad Marquardt.

2. Approval of the Meeting's Agenda

- a. Motioned by Ryan. Seconded by Brown. Ayes: Flemming, Kilar, and Crandall. Absent: Hicks, Fuller, Mathews, and Weberpal.

3. Approval of Minutes from June 19th, 2024

- a. Motioned by Ryan. Seconded by Brown. Ayes: Flemming, Kilar, and Crandall. Absent: Hicks, Fuller, Mathews, and Weberpal.

4. Hearing of Citizen Comments

- a. No Citizen Comments

5. Park Tour

a. Cravath Lakefront Park

- i. Repair/replace sinking bricks on all sidewalks (Safety, ADA)
- ii. Lakes Update (Michelle)
- iii. Improvements to Gardens Area
- iv. Update on Dam issues (State Required)
- v. Shade installation (Michelle)
- vi. Purchase/Construct new Information signage
- vii. Geese Poop
- viii. Roof Cravath Community Building
- ix. Roof Picnic Shelter

b. Trippe Lake Park

- i. Updates on Dam issues (State Required)
- ii. Including walkway over dam
- iii. Playground equipment replacement
- iv. Lakes Update/Beach (Michelle)
- v. Upper Shelter updates
 - 1. Roof?

2. Stain or paint
 - vi. Rain garden
 - vii. Parking during sledding season
 - viii. Retaining wall re-construction
 - ix. Purchase/Construct new information signage (one with seat)
- c. Minneiska Park
 - i. Pathway
 - ii. Replace bench on path
 - iii. Playground maintenance/improvements
 1. Pathway into playground
 2. Ramp into playground
 3. Border
 4. Mulch
 - iv. Frisbee golf course connecting to Trippe Lake Park
 - v. Soccer goals for practice/pickup games
 - vi. Potential site for a pickleball court
- d. Clay Street Nature Park
 - i. Pier Replacement
 - ii. Bench installation
 - iii. Detention Pond Dredging (2005)
 - iv. Shoreline Non-Native Tree Removal
- e. Walton East Gate Park
 - i. Playground improvements/Maintenance
 1. Remove digger
 2. Re-locate spring toy
 3. Border
 4. Mulch
 5. Ramp into playground
 - ii. Detention Pond Dredging (2025)
 - iii. Potential site for basketball court
 - iv. Potential site for splash pad
- f. Moraine View Park
 - i. Proposed Concession Stand
 - ii. Park Improvements/Maintenance
 - iii. Detention Pond Dredging (Future)
- g. Whitewater Bark Park
 - i. Signage
 - ii. Drinking Fountain
 - iii. Shade
 - iv. Trees
 - v. Benches
 - vi. Agility Equipment

- h. Brewery Hill
 - i. Skatepark replacement/repair

- i. Starin Park
 - i. Aging shelters
 - 1. Roofing
 - ii. Replace water tower sign
 - iii. Restroom facilities
 - 1. Roof
 - iv. Senior Center Restroom replacement
 - v. Arboretum
 - 1. Lack of maintenance. Any projects moving forward anywhere in the park system, needs to have a plan for the future maintenance and care.
 - vi. Baseball/Softball complex
 - 1. Shade structure for bleachers \$39,900
 - 2. Bleacher inspections and repairs
 - 3. Turf outfield
 - 4. Replace outfield screens
 - 5. Paint dugouts
 - 6. FCCU repair scoreboard
 - 7. Concrete pad?
 - 8. Purchase aerifier for turf maintenance
 - 9. All diamonds need to be resurfaced
 - a. FCCU Absolutely
 - 10. Fence Repairs
 - a. Repair \$2,660
 - b. Add bottom rail and fence replacement \$3,190
 - vii. Reconfiguring south ballfield right field fence

- j. Skyway Park
 - i. Playground improvements/maintenance
 - 1. Border
 - 2. Ramp into mulch
 - 3. Mulch
 - 4. Remove picnic table
 - 5. Replace swing chain
 - ii. Re-locate sign

- k. Whitewater Effigy Mounds Preserve
 - i. Maintenance

- l. Optimist Turtle Mound Park
 - i. Playground maintenance
 - 1. Replace swing chain
 - 2. New seat straps on ADA Swing

- ii. Replace broken trash can
- iii. Switch out 2 large tables to 2 small tables

6. Future Agenda Items

- a. Discussion about park tour SEPTEMBER
- b. Update Special Event Application Q4
- c. Whitewater Creek Nature Preserve Planning Q4
- d. Skate Park Update/Planning Q4

7. Considerations/Discussions/Reports

- a. Mike mentioned that it isn't possible to fish near the dam in certain spots, and would like to see it cleared.
- b. Brad mentioned an issue with the wall along the north side Trippe Lake dam pathway.
- c. Mike mentioned that the Trippe Lake boat launch pier is very narrow and unstable.
- d. Deb pointed out that the Brewery Hill skatepark water fountain wasn't on.
- e. Brienne mentioned the possibility of adding a trail cam at the Brewery Hill skatepark to prevent graffiti.
- f. Deb brought up the idea of creating a 5-10 year strategic plan for the department.

8. Adjournment

- a. Adjournment at 7:45 pm

Respectfully Submitted,

Ethan Cesarz

Ethan Cesarz



Urban Forestry Commission Item 2.

Cravath Lakefront room 2nd floor 312 West
Whitewater Str, Whitewater, WI, 53190 *In Person
and Virtual

Monday, August 26, 2024 - 5:30 PM

Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone. Citizen participation is welcome during topic discussion periods.

Topic: Urban Forestry Commission

Time: Aug 26, 2024 04:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84422777264>

Meeting ID: 844 2277 7264

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+1 312 626 6799 US (Chicago)

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AGENDA

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ROLL CALL

APPROVAL OF AGENDA

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even if no changes are being made at that meeting.

CONSENT AGENDA

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1. Approval of Minutes from July 22, 2024

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

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TREASURER'S REPORT

ELECTION OF NEW TREASURER

STAFF REPORT

2. Report regarding 2024 EAB Treatment.

TREE CITY

3. Discussion and possible action on approval of amount of money to spend on trees.
4. Upkeep of the Arboretum
 - a. Descriptions of the tasks that need to be completed.
 - b. What part of this is to be cared for by the city.
 - c. What part is to be cared for by a group of volunteers created for this purpose.
 - d. Who is interested in developing a group of volunteers to care for the arboretum?
 - e. Who would like to develop tasks that need to be completed by the arboretum care coalitions/Friends of Starin Park Arboretum.
 - f. How is funding going to be secured on a continual basis for the Arboretum at Starin Park?

BIRD CITY

5. Discuss and possible action on placing additional Purple Martin Houses in the Community.

6. Discussion and possible approval of letter to be dispersed/delivered to the residents near Skyway Park in the Park Crest residential subdivision for the purpose of adding a Purple Martin Bird House to this neighborhood.

FUTURE AGENDA ITEMS

ADJOURNMENT

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Urban Forestry Commission Meeting
Monday, July 22, 2024 – 4:30 PM
Cravath Lakefront Room
312 W. Whitewater Street
Whitewater, WI 53190
Hybrid Meeting

Meeting Minutes

Call to Order and Roll Call

Present: Bill Chandler, Rose Mary Leaver (phone), Nick Alt, Brienne Brown, Carol McCormick
Absent: Ryan Tevis
Staff: Andrew Beckman, Kevin Boehm
Guests: Taylor Zeinhart

Meeting called to order at 4:30 by Beckmann

Approval of Agenda

Recommended by Boehm to move Election of Chairperson, Election of Vice Chairperson and Election of Treasurer to before the consent agenda. Motioned by Alt to move Election of Chairperson, Election of Vice Chairperson and Election of Treasurer above the Consent Agenda. Seconded by Chandler. Ayes: Chandler, Alt, McCormick, Leaver. Nays: None.

Election of Chairperson

Nick Alt volunteered to be Chairperson. Ayes: Chandler, Alt, McCormick, Leaver. Nays: None

Election of Vice Chairperson

Bill Chandler volunteered to be Vice Chairperson. Ayes: Chandler, Alt, McCormick, Leaver. Nays: None

Election of Treasurer

Rosemary Leaver will continue being the treasurer but is looking to leave the commission as a member. She will continue until then. Ayes: Alt, Chandler, McCormick, Leaver. Nays: None

Consent Agenda

- 1. Approval of Minutes from May 13, 2024**

Motioned by Chandler, seconded by McCormick to approve. Ayes: Chandler, Leaver, Alt, McCormick. Nays: None

2. Approval of Minutes from June 24, 2024

There are no minutes from June meeting since there wasn't a meeting.

Hearing of Citizen Comments

No Comments

Treasurer's Report

Leaver gave a treasurer's report of having a balance of \$1014.09 in Savings at Premier Bank.

Considerations/Discussions/Reports

4. Discussion and possible consideration to change the start time of the meetings from 4:30 p.m. to 5:30 p.m.

Motioned by McCormick to move the start time of the Urban Forestry Commission from 4:30 to 5:30 p.m.. Seconded by Chandler. Ayes: Chandler, McCormick, Brown, Alt, Leaver. Nays: None

5. Discussion and possible approval of landscape plan for a development located at the corner of Jakes Way and Moraine View Parkway Tax Parcel #WP 00044.

Discussion was held about the landscape plans. Beckmann would prefer a better a diverse landscape plan. Motion was made by Brown to approve the plans with the staff recommendations to be provided by Alt and Beckmann. Seconded by McCormick. Ayes: Chandler, McCormick, Alt, Leaver, Beckmann, Brown. Nays: None.

Staff Report

Beckmann provided a report on work being performed by streets department. Ash tree Treatment for Emerald Ash Borer has been completed. Crews have been working on tree trimming and a contractor has been working on some tree removal with some more work to be completed. Crews assisted the Town of Richmond with storm cleanup. Alt would like to see construction plans on any City projects that will affect any street trees so the UFC can review the plans and try to save any trees.

Tree City

6. 2024 Tree Sale Report/Information

a. Proceeds from the Sale

\$2070.85 in 2024

b. Where are these profits now?

c. If these funds are not in our Treasury, plan on returning them to our Treasury.

Boehm gave a report that the City holds the funds in a special fund account. These funds are then used to maintenance of trees throughout the city. The funds are not set aside for the Urban Forestry Commission. Money is forwarded to the UFC to purchase the inventory for the Tree Sale. The funds are used throughout the city specifically for trees. Boehm suggested having a

meeting with the Director of Finance. Boehm will have the conversation with the Finance Director. Alt gave a history of the way it has been done and why. Pressure was put on Alt for the tree sale and had to get a guarantor for the tree sale. He doesn't feel the city should be getting the funds if they aren't putting in the work for the sale. He would like to see the funds go to the UFC and the UFC gifting any money they decide back to the City. Alt would like to ask for that money back. Nick wants to do the Tree Sale separate from the City and then decide what money goes where. Then the UFC will have a say so. Boehm will bring the item back after finding out more information from the Finance Department.

d. Plans for the use of these profits

7. Upkeep of the Arboretum

- a. Descriptions of the tasks that need to be completed.**
- b. What part of this is to be cared for by the City.**
- c. What part is to be cared for by a group of volunteers created for this purpose.**
- d. Who is interested in developing a group of volunteers to care for the arboretum?**
- e. Who would like to develop tasks that need to be completed by the Arboretum care coalitions/Friends of Starin Park Arboretum?**
- f. How is funding going to be secured on a continual basis for the Arboretum at Starin Park?**

Alt will create a list of what needs to be done, and then bring it to the next meeting before further discussion on how to approach the care of the Arboretum. Beckmann advised that the City will spray the weeds but will not be responsible for adding mulch to any of the planting beds but could supply the mulch. Boehm will find out from finance what the UFC Fund in the city budget is intended for and the controls.

8. Discussion and possible action on planning for 2025 Tree sale

- a. Request for no parking signs from streets**
- b. Upper Shelter use**
- c. Length of Event**

Discussion was had on the length of the sale. Motioned by Brown, seconded by Chandler to have a 2 day sale with an extra day planned for a rain date. Ayes: Chandler, Brown, McCormick, Alt, Leaver. Nays: None

d. Consistent Times

Motioned by Alt and seconded by Brown to have the time of the event from 10:30 am to 6pm on Friday, 8am to 4pm on Saturday and 12pm to 4pm on Sunday. Ayes: Brown, Alt, McCormick. Nays: Chandler, Leaver.

Motioned by Alt and seconded by Brown to hold the 2025 Tree Sale on Friday April 25th, Saturday April 26, and Sunday April 27. Ayes: McCormick, Alt, Leaver, Brown, Chandler. Nays: None

e. Approval for number of trees and shrubs to purchase.

Year 1 150 trees were purchased with no leftovers. Year 2 200 trees 17 leftover. Year 3 250 trees were purchased 4 trees leftover. Discussion was had to purchase 350. Motioned by Alt, seconded by McCormick to purchase 350 trees for the 2025 Tree Sale. Ayes: Chandler, Brown, McCormick, Alt. Nays: Leaver

Motioned by McCormick and seconded by Brown to allow Alt to make a list of selected trees and bring to the next meeting. Ayes: Chandler, Brown, McCormick, Alt, Leaver. Nays: None

f. Approval of amount of money to spend for these trees.

Alt to bring amount to next meeting.

Bird City

9. Discussion and possible action on placing additional Purple Martin Houses in the Community.

10. Discussion and possible approval of Letter to be dispersed/delivered to the residents near Skyway Park in the Park Crest residential subdivision for purpose of adding a Purple Martin Bird House to this neighborhood.

Motioned by Alt, Seconded Chandler by to table the Bird City discussion to the next meeting. Ayes: Chandler, Alt, Leaver, McCormick. Nays: None.

Future Agenda Items

- a. Other grants availability and desire to pursue

Adjournment

- b. Adjourned by Nick Alt to adjourn at 5:58 PM.

Respectfully Submitted,

Kevin Boehm

Kevin Boehm

2024 Eab Treatment

Address	Street Name	Quantity	Tree Size	Mils	Tree Size2	Mils2	Tree Size	Mils3	Total Mils
215	E. Clay St	3		32		28		28	32
253	S. Ridge St	1		40					40
156	Moraine View PK	1		28		0			28
130	S. Ash Lane	2		28		28			56
916	E. Chicago St	1		28					28
135	N Oak on Chicago	1		24					24
141	N. Oak St	1		32					32
421	Wood St	2		32		32			64
424	E. North St	1		36					36
406	E. North St	1		32					32
338	E. North St	1		40					40
304	E. North St on Cherry	1		36					36
240	E. North St	1		44					44
237	E. Cravath St on Cherry	1		32					32
402	N. Cherry St	1		24					24
352	N. Cherry St	1		40					40
103	N. Wakely on E. Main	1		40					40
442	N Jefferson	1		40					40
258	N. Fremont St	1		24					24
252	N. Fremont St	1		28					28
188	N. Fremont St	2		24		24			48
166	N. Fremont St	1		32					32
142	N. Fremont St	1		36					36
146	W. North St	1		28					28
183	N. Park St	1		28					28
282	N. Franklin St	1		20					20
204	N. Franklin St	1		40					40
184	N. Franklin St	1		28					28
140	N. Esterly Ave	1		52					52
240	N. Esterly Ave	2		28		20			48
262	N. Esterly Ave	2		28		28			56
140	N. Prairie St	1		44					44
1034	W. Florence St	1		28					28
1050	W. Florence St	1		36					36
217	N. Tratt St	1		40					40
519	Walton Dr	1		44					44
524	Walton Dr	1		36					36
556	Walton Dr	1		28					28

2024 Eab Treatment

Address	Street Name	Quantity	Tree Size	Mils	Tree Size2	Mils2	Tree Size	Mils3	Total Mils
566	Walton Dr	1		32					32
625	Walton Dr	1		44					44
660	Walton Dr	2		36		24			60
669	Walton Dr	1		28					28
670	Walton Dr	1		28					28
672	Walton Dr	1		28					28
690	Walton Dr	1		52					52
692	Walton Dr	1		48					48
807	Walton Dr	1		40					40
1150	Bloomingfield Dr	1		28					28
694	Fox Glove Ln	1		24					24
665	Fox Glove Ln	1		24					24
658	Fox Glove Ln	1		24					24
618	Fox Glove Ln	1		24					24
370	N. Tratt St	1		44					44
320	N. Tratt St	1		28					28
1156	W. Carridge Dr	1		32					32
633	W. Starin RD	1		24					24
280	Esterly ave on Starin	1		28					28
451	W. Starin Rd	1		28					28
435	W. Starin RD	2		24		24			48
310	W. Main St	1		24					24
402	W. Main St	2		32		28			60
522	W. Main St	1		48					48
900	W. Main St	2		28		40			68
1028	W. Main St	1		28					28
1210	W. Main St	2		32		48			80
1218	W. Main St	1		48					48
1414	W. Main St	1		32					32
1355	W. Main St	1		28					28
1235	W. Main St	2		28		32			60
1041	W. Main St	1		28					28
761	W. Main St	2		24		24			48
410	W. Ann St	3		28		24		28	80
343	S. Janesville St	2		28		32			60
146	S. Franklin St	1		24					24
234	S. Janesville St on High St	2		44		32			76
252	S. Whiton St	1		40					40

2024 Eab Treatment

Address	Street Name	Quantity	Tree Size	Mils	Tree Size2	Mils2	Tree Size	Mils3	Total Mils
304	S. Whiton St	1		40					40
437	S. Prince St	1		32					32
315	S. Prince St	2		32		20			52
1168	W. Highland St	1		56					56
1188	W. Highland St	1		56					56
224	S. Elizabeth ST	1		40					40
266	S. Woodland Dr	1		52					52
424	S. Woodland Dr	1		32					32
348	Eden Ct	1		40					40
430	Ventura Ln	1		32					32
360	S. Buckingham BLVD	1		32					32
1602	Turtle Mound Circle	0							
1590	Wildwood	1		28					28
265	Indian Mound Pkwy	2		24		32			56
250	Indian Mound Pkwy	2		44		24			68
	Effigy Mound Park	1		24					24
1645	Moundview on Indian Mound	2		24		32			56
1636	Turtle Mound Ln	1		28					28
1644	Turtle Mound Ln	2		28		28			56
1670	Turtle Mound Ln	1		32					32
1694	Turtle Mound Ln	1		40					40
1716	Turtle Mound Ln	1		36					36
380	Eagle Ct	1		28					28
393	Eagle Ct	1		28					28
381	Eagle Ct	1		28					28
1677	Turtle Mound Ln	2		28		32			60
380	Panther on Turtle mound	1		32					32
405	Panther Ct	1		24					24
397	Panther Ct	1		24					24
397	Panther Ct on Indian Mound	1		32					32
405	Panther Ct on Indian Mound	2		24		28			52
421	Indian Mound Pkwy	1		28					28
383	Indian Mound Pkwy	1		28					28
1616	Turtle Mound Circle on IMP	1		24					24
331	Indian Mound Pkwy	1		28					28
	Lot A Whitewater St	4		28		24		56	108
	Depot	3		44		36		36	116
	Cravath Park S Fremont Terrace	1		32					32

2024 Eab Treatment

Address	Street Name	Quantity	Tree Size	Mils	Tree Size2	Mils2	Tree Size	Mils3	Total Mils
	Cravath Park Lot B	5		64		64		32	160
	Cravath East of Gazebo	7		68		48		52	168
	Cravath Park west of 2nd St	1		24					24
	Cravath Park east of 2nd St	1		28					28
	Trippe Lake park entrance	3		36		40		40	116
	Trippe Lake park W Lot line	2		40		48			88
	Starin Park Lauderdale Ent	1		48					48
	Starin Park E of FCCU Field	2		32		32			64
	Starin Park west of Kachel Field	2		52		48			100
	Starin Park East of esterly Entrance	2		24		24			48
	Starin Park West of Esterly Entrance	1		24					24
	Starin Park SW of upper shelter	5		48		24		68	140
	Starin Park North of water tower	1		20					20
	Starin Park East of water tower	1		44					44
	Starin Park East of upper shelter	4		36		44		88	168
		181							5740