



## Park Board Agenda Item

Meeting Date: February 21, 2024

Agenda Item: Starin Park Rental Request

Staff Contact (name, email, phone): Kevin Boehm, [kboehm@whitewater-wi.gov](mailto:kboehm@whitewater-wi.gov) (262)473-0122

### BACKGROUND

(Enter the who, what when, where, why)

Rev. Jens Notstad of Immanuel Anglican Church has reached out for a long-term agreement to rent Starin Park Community Building for the purpose of hosting a church worship and fellowship service. Rev. Notstad's church is affiliated with the UW Campus as the Immanuel Student Fellowship faith based group.

### PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

### FINANCIAL IMPACT

(If none, state N/A)

### STAFF RECOMMENDATION

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.

### ATTACHMENT(S) INCLUDED

(If none, state N/A)