



**Parks and Recreation Board Minutes**  
**Wednesday, January 17, 2024 – 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, Stephanie Hicks, Mike Kilar, Megan Matthews, Steve Ryan, Deb Weberpal. Absent: Ben Prather and Brienne Brown  
Staff: Michelle Dujardin, Jennifer French, Hunter Karnitz, Kevin Boehm, Brad Marquardt  
Guest: Lisa Dawsey-Smith

**2. Approval of Agenda**

Motioned by Weberpal. Seconded by Kilar. Ayes: Flemming, Fuller, Hicks, Kilar, Matthews, Ryan, and Weberpal. Absent: Prather and Brown

**3. Approval of Minutes from November 15, 2023**

Minutes were amended under action item Discussion and possible action regarding Starin Park Underground Detention Basin to read: Steve Ryan called for a “Reluctant Approval” motion of the “Least of All Evils” for the underwater detention basin: based on Figure 1407.088 of the Agenda.

Motioned by Ryan. Seconded by Kilar. Ayes: Flemming, Fuller, Hicks, Kilar, Matthews, Ryan, and Weberpal. Absent: Prather and Brown

**4. Hearing of Citizen Comments**

No Comments

**5. Staff Reports**

**a. Director’s Report**

**i. Kevin Boehm**

1. Kevin stated he has achieved AFO Certification
2. The Grant for UFC is in the completion stage
3. Facilities Maintenance Staff Dwight Slocum announced retirement taking place on Friday, April 5<sup>th</sup>.

4. WAFC Manager position has been accepted by Hunter Karnitz, hiring for new Sports Coordinator will take place as soon as possible.
5. WAFC Updates: State inspection items have been corrected, birthday parties are starting back up, monthly programs are increasing, and set hours for facility set to take place in March.

**b. Event Programs and Lakes Update**

- i. Michelle Dujardin
  1. Christmas Parade and the pallet tree program recap with great success
  2. Stevie search is going amazing and has been found in record time, despite being hidden very well
  3. Dance program is starting back up.

**c. Senior Programs**

- i. Jennifer French
  1. Chili Cook off on March 9<sup>th</sup> has three people signed up, the event can take 10
  2. Programs that have had great success: Friendsgiving potluck, Santa Cruise and Toast at Noon New Years.

**6. Considerations/Discussions/Reports**

**a. Discussion and possible action regarding appointment of Vice Chair**

- i. Position was left empty

**7. Considerations/Discussions/Reports**

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

- i. Park Board suggests the policy is not cut and dry, would like more information. Item deferred to future meeting.

**8. Considerations/Discussions/Reports**

**a. Discussion and possible action regarding facility rental and reservation policy update**

- i. Kevin presented policy document with changes. Kevin also stated a deposit form needs to be created and rental is not secure until payment is made.

Motioned by Weberpal to approve policy with changes. Seconded by Flemming. Ayes: Flemming, Fuller, Hicks, Kilar, Matthews, Ryan, and Weberpal. Absent: Prather and Brown

**9. Future Agenda Items**

- a. J-Hawks use of the Aquatic Center
- b. WAFC rental use structure
- c. To update one policy per meeting

**10. Adjournment**

- a. Motioned by Steve Ryan at 6:20pm, followed by a unanimous Aye from all board members: Flemming, Fuller, Hicks, Kilar, Matthews, Ryan, and Weberpal. Absent: Prather and Brown

Respectfully Submitted,

*Michelle Dujardin*

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