



## Park & Recreation Board Meeting

Whitewater Municipal Building Community Room,  
312 West Whitewater St., Whitewater, WI 53190  
\*In Person and Virtual

**Wednesday, September 20, 2023 - 5:30 PM**

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**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 & Recreation Board Meeting  
Time: Sep 20, 2023 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81660929926?pwd=dWl1MmJUZY9lUCtEQ3BseGtzbWJoQT09>

Meeting ID: 816 6092 9926

Passcode: 250138

One tap mobile

+13092053325,,81660929926#,,,,\*250138# US  
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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.**

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## AGENDA

### CALL TO ORDER

### ROLL CALL

### 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. Approval of Minutes August 23, 2023

**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.*

***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****URBAN FORESTRY UPDATES****CONSIDERATIONS / DISCUSSIONS / REPORTS**

- [2.](#) DISCUSSION AND POSSIBLE ACTION REGARDING STARIN PARK UNDERGROUND DETENTION BASIN
- [3.](#) GEESE CONTROL UPDATE
- [4.](#) LAKES MEETING FOLLOW UP FROM AUGUST 26TH
5. CRAVATH LAKEFRONT FLOWER BED DISCUSSION
6. DISCUSSION AND APPROVAL OF IMMANUEL CHURCH GROUP AS PARTNER ORGANIZATION FOR USE OF STARIN PARK COMMUNITY BUILDING

**FUTURE AGENDA ITEMS****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 23, 2023 – 5:30 pm**  
**Cravath Lakefront Room**  
**312 W. Whitewater Street**  
**Whitewater, WI 53190**  
**Hybrid Meeting**

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

Dan Fuller, Megan Matthews, Steve Ryan, David Stone, Kathleen Flemming, Stephanie Hicks, Mike Kilar, and Ben Prather, Absent: Korie Oberlie, Deb Weberpal  
Staff: Jennifer French, Michelle Dujardin

**2. Approval of Minutes**

Motioned by Stephanie Hicks. Seconded by Steve Ryan. Ayes: Kathleen Flemming, Dan Fuller, Stephanie Hicks, Mike Kilar, Megan Matthews, Ben Prather, Steve Ryan, David Stone. Absent: Korie Oberlie, Deb Weberpal

**3. Hearing of Citizen Comments**

**4. Staff Reports**

**a. Director's Report:**

**i. Dujardin:**

\* We have had many applicants apply for the Directors position

\*Cattails are going to be pulled middle of October. There will be a meeting August 26 at 11:00 with the DNR about the lakes, then head down to the lake. This will be filmed.

\*We have a new banner up at the Aquatic center. Looking into painting pillars, just need to wait for it to cool down and to get a lift to reach the top.

**b. Event Programs:**

**i. Dujardin:**

\* We are now live streaming Thursday Concerts. 1,300 views The Palmyra Eagle Band brought 54 members came and stayed until about 10:00 pm.

\*Innovation Summer Camp has ended. Afterschool will start the first day of school.

\* Matthews: Is it possible to show concerts somewhere for the public to see all the time?

\* Dujardin: That is definitely something to look into, and possible

\* Lorelei is on maternity leave Hunter has stepped in as interim. August 25-27 the center will be shut down for a deep clean. A portion of Friday the fitness center will be closed for cleaning but open the rest of the time. The staff will be power washing floors, waxing the slide, cleaning tiles, carpet cleaning front desk area.

**c. Senior Programs:**

**i. French:**

\* Annual picnic and car show are Wednesday, August 30. If you have a car or know someone that has a classic car have them call the center.

**Urban Forestry Commission Updates**

They will be taking a seed from the Buroak to start a new tree to replace the one that will be taken down. They will be hosting a swift night out August 28<sup>th</sup>. Watch the Swifts fly around. At the high school. Businesses are open to suggestions to help plant more native plants around town.

**5. Pedestrian and Bicycle Updates**

No update

**6. Considerations**

**7a. WAFC Membership fee discussion and approval**

- Looking to increase fees 3%. Fee change included in packet
  - Stone: is this in comparison to other places around the area?
  - Ryan: hard to compare since we are so unique, we are much lower than a YMCA which is the closest comparison to what we have
- Day passes will stay the same as they are now.
- We will get a report of drop outs due to rates increase
- Renew before November 1 you can keep the rate it is now. After you will have to pay the increase.
- Ryan: Friends of WAFC group can cover 25-75% of membership fee to those who apply. The process is confidential and a small amount of people know who gets approved.

- **Motion made** by David Stone to approve increase. Second by Dan Fuller. Ayes: Flemming, Fuller, Hicks, Kilar, Matthews, Ryan, Stone Abstain: Prather. Absent Oberlie, Weberpal

#### 7b. Starin Park's Treyton's Field of Dreams Expansions Discussion and Approval

- Mike Kilar gave an update due to Boettcher being gone.
- Looking to expand the patio area off the side of the buildings by the bathrooms. Discussed the price difference, included in packet. Both will would build it out 10 or 12 ft from the building, 880 square foot total. It will be ADA compliant.
- Both companies have quoted to do the same thing.
- Scott Kowalski did most of the original Concrete for the building.
- This project is looking to get done sometime in the fall.

**Motion made** by David Stone to have Scott Kowalski Concrete, LLC do the concrete work for this project. Second Prather. Ayes: Flemming, Fuller, Hicks, Matthews, Prather, Ryan, Stone. Abstain: Kilar. Absent: Oberlie, Weberpal

#### 7. Adjournment

Motioned by Steve Ryan to adjourn at 6:03pm. Second by Megan Matthews.

Next scheduled meeting: Wednesday September 20, 2023

Respectfully Submitted,

*Jennifer French*

Jennifer French



**Office of the City Manager**  
312 W. Whitewater Street, P.O. Box 178  
Whitewater, Wisconsin 53190

## MEMORANDUM

[www.whitewater-wi.gov](http://www.whitewater-wi.gov)  
Telephone: (262) 473-0104  
Fax: (262) 222-5901

To: Parks & Recreation Park Board  
From: Brad Marquardt, Public Works Director  
Date: September 15, 2023  
Re: Starin Road Underground Wet Detention Pond

I would like to discuss with the Park Board the possibility of installing an underground detention basin in Starin Park. The attached is a concept that was put together in 2017. The location can be adjusted, to some degree, and we are trying to get more information from the DNR about siting requirements from a public water well. The purpose of the detention basin is to help remove Total Suspended Solids and Phosphorus from stormwater before entering waterbodies. This basin would benefit the University and the City. Both entities have a permit from the DNR that requires us to reduce Total Suspended Solids and Phosphorus. The reason this has come up is that there is more money available in the form of low interest loans which also carry principal forgiveness. The project would be eligible to receive 50% in the form of principal forgiveness, so basically a grant. With that, the project becomes much more cost effective for both entities to construct.

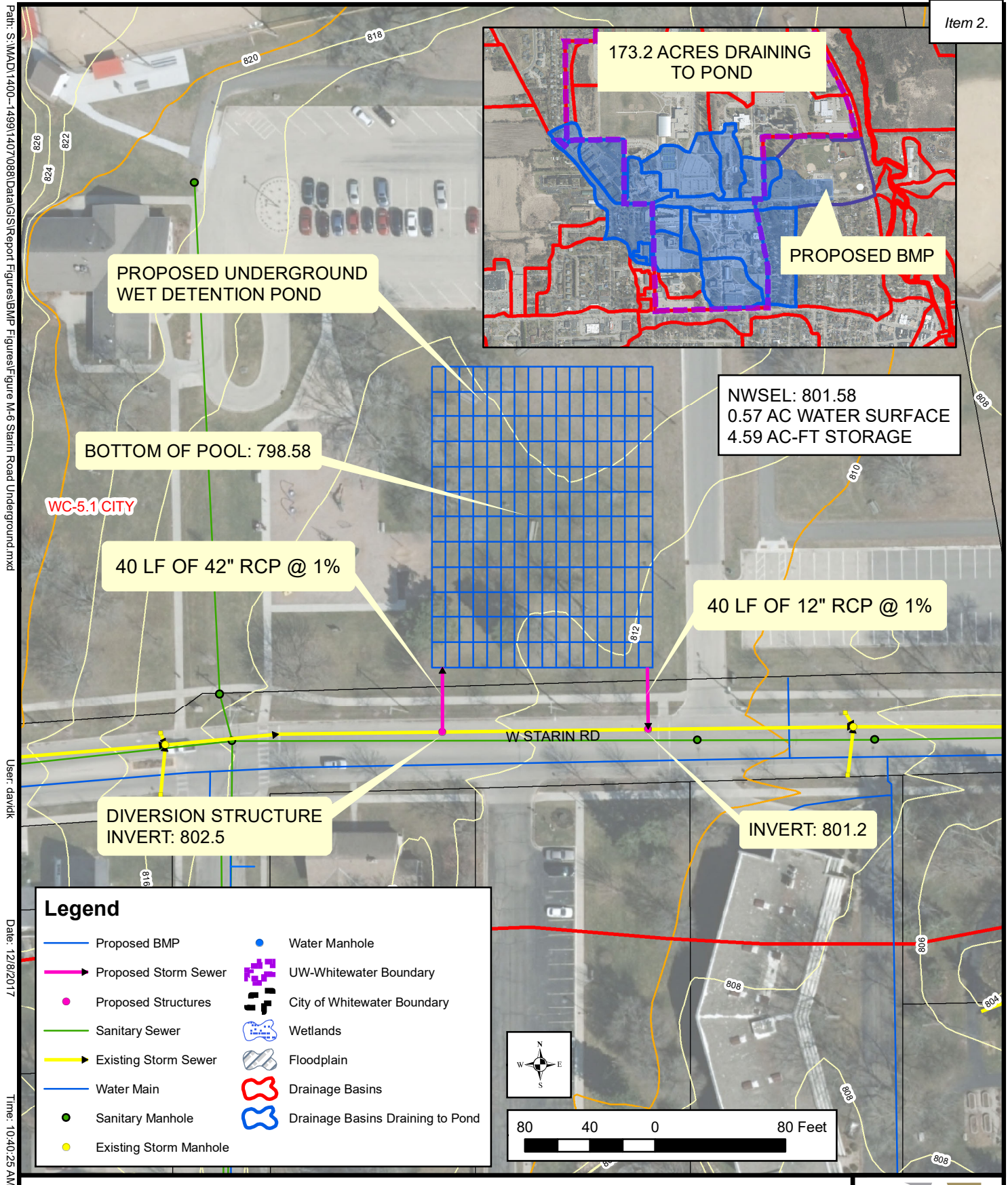
As mentioned, we are looking into some DNR requirements on where this can be located. But it will involve removing trees and or taking a parking lot out of use during construction. Because of the depth of the structure, we do believe trees could be replanted over the top once constructed.

The first step though is to gauge the acceptance of such a device from the Park Board.

Thank you.

Brad Marquardt, P.E.  
Public Works Director  
City of Whitewater  
312 W Whitewater St  
Whitewater, WI 53190  
262-473-0139





**STARIN ROAD UNDERGROUND WET  
DETENTION POND (WC-5.1 CITY)  
TMDL STORMWATER PLAN  
CITY OF WHITEWATER  
WALWORTH AND JEFFERSON COUNTIES, WISCONSIN**



**PERMIT TO DISCHARGE A FIREARM FOR WATERFOWL CONTROL  
WHITEWATER CITY ORDINANCE – CHAPTER V11. SECTION 7.36.020 (1)**

Item 3.

\*Please rank your top choices of zones & dates (can only use #1 on one blank - each block should have a number)

Rank*	Permit	Date	Zone	Deadline to apply
	Early September Season	September 1 - 15, 2023	Cravath	August 24, 2023
	Early September Season	September 1 - 15, 2023	Trippe	August 24, 2023
	Ducks & Geese	September 29 - October 7, 2023	Cravath	September 8, 2023
	Ducks & Geese	September 29 - October 7, 2023	Trippe	September 8, 2023
	Ducks & Geese	October 13-December 2, 2023	Cravath	September 8, 2023
	Ducks & Geese	October 13-December 2, 2023	Trippe	September 8, 2023
	Ducks & Geese	November 3-4, 10-11, 17-18, 24-25, & December 1-2, 2023	Moraine View	September 8, 2023
	Geese	December 16- Jan 3, 2024	Cravath	September 8, 2023
	Geese	December 16- Jan 3, 2024	Trippe	September 8, 2023
	Geese	December 22-23, 29-30, 2023	Moraine View	September 8, 2023

**A COPY OF THE APPROVED PERMIT MUST BE IN YOUR POSSESSION BEFORE YOU CAN LEGALLY DISCHARGE YOUR FIREARM**

FULL NAME: \_\_\_\_\_

*Last First Middle Initial*

ADDRESS: \_\_\_\_\_

*Number Street City, State Zip Code*

EMAIL: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ DAYTIME PHONE #: \_\_\_\_\_

SEX: \_\_\_\_ HEIGHT: \_\_\_\_ WEIGHT: \_\_\_\_ HAIR COLOR: \_\_\_\_ EYE COLOR: \_\_\_\_

DRIVERS LICENSE #: \_\_\_\_\_ HUNTING LICENSE #: \_\_\_\_\_

LOCATION HUNTING FROM: \_\_\_\_ (Boat) \_\_\_\_ (Personal Property) \_\_\_\_ (Private Property) \_\_\_\_\_  
Name of Landowner

DID YOU PARTICIPATE IN THIS HUNTING PROGRAM LAST YEAR? Yes or No

If Yes, how many geese did you kill? \_\_\_\_\_ Ducks? \_\_\_\_\_

**If you are under the age of 18, your parent must sign this form.**

**If you are under the age of 16, please read the special instructions below:**

If you are 16 years old or over, you may legally hunt alone.

If you are 14 to 16 years old, you may hunt alone, if you have completed a Hunter's Safety Course. Otherwise, you must hunt with a parent or legal guardian.

If you are 12 to 14 years old, you must hunt with parent or legal guardian.

If you are under 12 years old, you may not hunt.

If you have completed a Hunter's Safety Course, you must furnish us with a copy of your certificate.

**PROVISIONS AND RESTRICTONS OF PERMIT**

I understand that the permission to discharge a firearm within the City of Whitewater in no way grants me permission to trespass on private property of any other person, firm, or corporation. I also understand this permit is granted ONLY for the area I have requested above. I understand that safety will be adhered to at all times regardless of legal permit and that no hunting is allowed within 100 yards of any street, highway, or occupied building. I further understand that any violation of this permit or any of the fish and game laws of the State of Wisconsin will automatically revoke this permit. I understand I must have written permission for hunting on private property and must carry that permission at all times while hunting on that property. I also understand that a law enforcement background check will be completed on all applicants before this permit is approved.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

SIGNATURE OF PARENT: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**FOR OFFICAL USE ONLY:**

DATES PERMIT WILL COVER:

GRANTED ON: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

from \_\_\_\_ / \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_ / \_\_\_\_

BY: \_\_\_\_\_



## MEMORANDUM

[www.whitewater-wi.gov](http://www.whitewater-wi.gov)  
Telephone: (262) 473-0104  
Fax: (262) 222-5901

To: Parks & Recreation Park Board  
From: Michelle Dujardin, Interim Parks & Recreation Director  
Date: September 11, 2023  
Re: Geese Control on Cravath & Trippe Lake

Common Council Person Lisa Dawsey Smith requested update on geese control on Cravath & Trippe Lake.

**August 7<sup>th</sup>:** Waterfowl permit letters went out to all past permit applicants. The letter is presented below:

Waterfowl Permit Requestors,

We are looking forward to a successful season in 2023. The following is required in order to participate in the program:

- A \$20 fee will be charged to anyone requesting a permit to cover the cost of the criminal background investigation and administrative time in processing the permit.
- Anyone requesting a permit will need to submit proof of approval to be on property owner's land. You must obtain this written proof each year and attach with your permit application. If you are hunting from a boat on one of the lakes, please indicate this on the permit form.
- The season has been broken into "mini-permit" seasons. Only 10 permits will be issued for each zone in each "mini" season.
- Hunting will be allowed 7 days a week within the established DNR seasons and the City issued permits. Exception: hunting program at Moraine View Park
- Requests are allowed for more than one "mini" season. Each requestor only needs to pay the \$20.00 permit fee once, no matter how many permits you are applying for.

A friendly reminder that the success of the waterfowl hunting program is dependent on hunters being respectful of the environment and the rights of the property owners along the lakes.

- All hunters must have written permission to be on private property
- All hunters must have permission to use existing blinds

- No blinds should be constructed without the permission of the property owner
- There should be no cutting of trees, bushes and grasses to build blinds without permission from the effected landowner
- Only those with permits issued by the City are allowed to hunt
- If you obtain permission to hunt on private property, please coordinate with the property owner regarding dates and times that you plan to hunt
- Please note that all of the land around the lakes within the approved hunting zones requires land owner permission and that WE Energies and ATC do not allow hunting on their land.

As there are a number of residential areas along the lakes, I ask all hunters to be mindful of community residents and property owners. I would like to highlight the following statement from the permit,

“I understand that safety will be adhered to at all times regardless of legal permit and that no hunting is allowed within 100 yards of any street, highway, or occupied building. I further understand that any violation of this permit or any of the fish and game laws of the State of Wisconsin will automatically revoke this permit. I understand I must have written permission for hunting on private property and must carry that permission at all times while hunting on that property.”

In 2023, we will again include Moraine View Park as a hunting area on the weekends in November and December. This will provide a limited opportunity to hunt on public land that will not need landowner permission. A large detention pond exists in the park and it is my hope that the hunting program will assist in controlling the geese population at this location.

In addition, unless you are hunting from a boat or at Moraine View Park – you will need permission from the landowner to be on private property. WE Energies and ATC have informed us that they do not allow hunting from their property – please keep this in mind this season.

We have again broken the season into several permit options. If you are interested in multiple permits, please rank the season you are most interested in as your #1 choice, second most interested as #2, etc. Failure to do this may result in a delay in processing your permit request. If you are interested in all 10 permits, you must rank them from 1-10.

Thank you for interest and assistance in controlling the waterfowl population in Whitewater. If you have any questions or concerns, feel free to contact Jennifer French at (262) 458-2721 or via email at [jfrench@whitewater-wi.gov](mailto:jfrench@whitewater-wi.gov)

The completed permit application should be sent to:  
Whitewater Parks & Recreation  
Waterfowl Hunting Program  
312 W Whitewater Street  
Whitewater, WI 53190

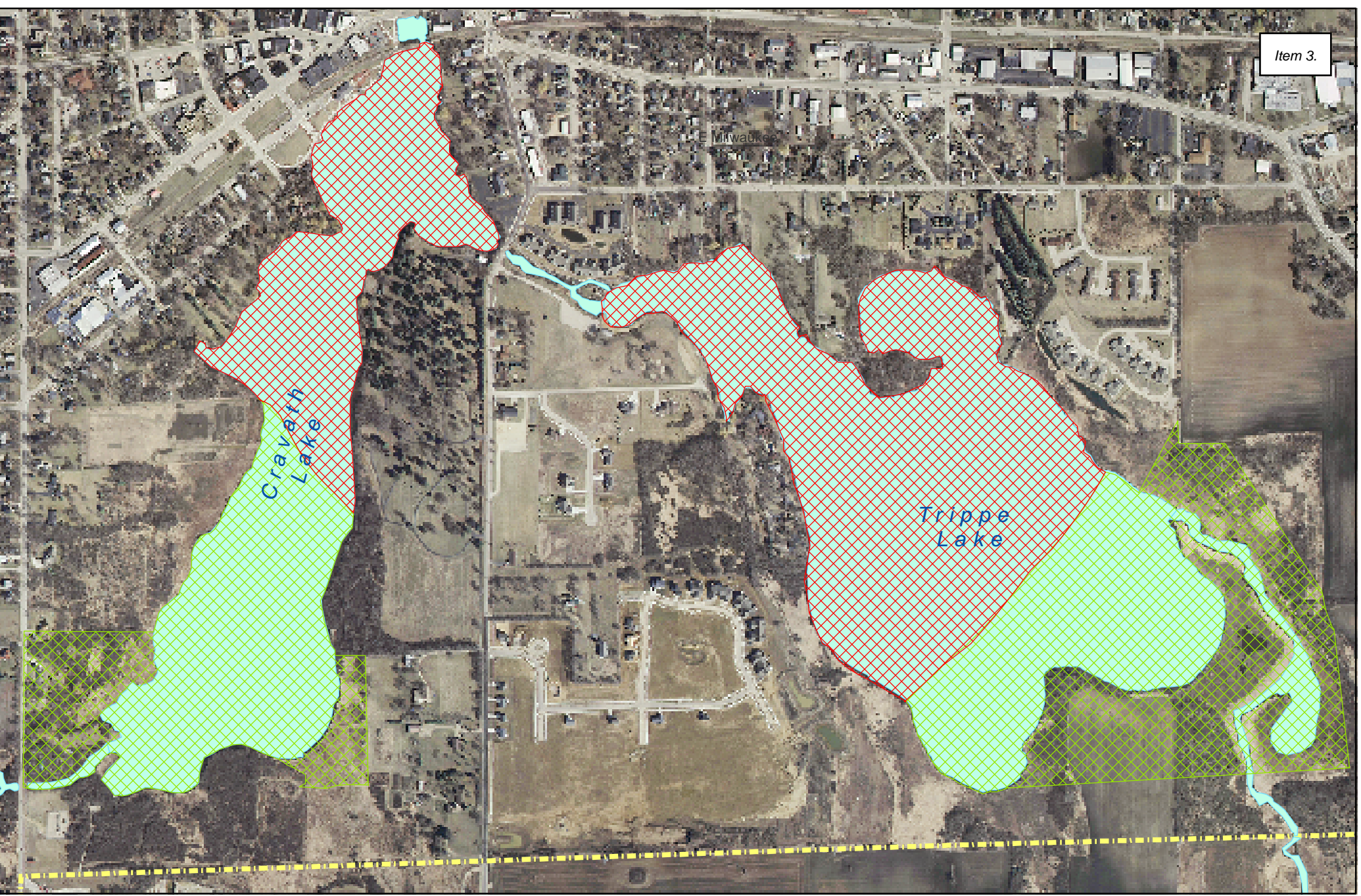
Application Deadlines:

Early Season: August 25, 2023.

Regular Season: September 6, 2023

Sincerely,  
Parks, Recreation

**August 28<sup>th</sup>:** Early season permits distributed. 5 Permits on Cravath; 10 Permits on Trippe



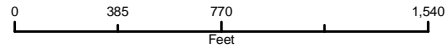
**Legend**

**Water Fowl Areas**

- NO Hunting
- Approved Control Area
- City of Whitewater

# Water Fowl Control Areas

City of Whitewater, WI





## Park Board Agenda Item

Meeting Date:	
Agenda Item:	Lakes Meeting Follow Up
Staff Contact (name, email, phone):	Michelle Dujardin, <a href="mailto:mdujardin@whitewater-wi.gov">mdujardin@whitewater-wi.gov</a> , 262-473-0121

### BACKGROUND

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

On Saturday, August 26, 2023 a public lakes information meeting took place. I would like to share with you the outcome of a conversation I had with Heidi, the Wisconsin DNR representative, following a recent meeting. We discussed the various lake management strategies and goals for our community. Heidi provided several insightful recommendations, and I am writing to outline our conversation and present some recommendations for your consideration.

#### 1. Lake Tour and Goal Discussion:

After our meeting, Alderperson Gerber expressed a strong desire for a concrete plan moving forward. Heidi's recommendation is for us to take a tour of the lakes on a boat to discuss our objectives and priorities. She suggested that this tour include the City Manager, two Council Members, herself, and me. Heidi has graciously offered to coordinate two boats, one of which would be hers. The proposed dates for the tour are October 16th or October 19th, starting at 11 am, with a conversation to follow. I believe this approach will provide us with valuable insights and clarity on our goals.

#### 2. Chemical Treatment Considerations:

Heidi highlighted that if the City intends to undertake a mass chemical treatment, it is advisable to collaborate with a qualified contractor. She has indicated her readiness to recommend some contractors for this purpose. Importantly, she emphasized that the contractor typically completes 98% of the permit application process. I concur with her recommendation that this responsibility should not be delegated to our in-house staff.

#### 3. Expert Engagement - Hydrologist from Southeastern Wisconsin Regional Planning Commission:

Heidi has initiated contact with a Hydrologist from the Southeastern Wisconsin Regional Planning Commission. While the Hydrologist generally deals with comprehensive planning, Heidi is exploring the possibility of having him join a meeting via Zoom. This expert would address pre-submitted questions, aiding in the clarification of lake management concepts. Please note that this arrangement is still in the process of being confirmed.

#### 4. Winter Burns and Controlled Fires:

Regarding winter burns, Heidi advised us to reconnect with the "Certified Burn Boss" that Eric had previously worked with. She emphasized the need for proper permits, processes, and certifications associated with controlled fires. Heidi's guidance will ensure that we adhere to the necessary protocols.

#### 5. Benchmarking with Other Lakes:

Heidi provided us with a link to review the lake management strategies of other lakes, particularly highlighting Whitewater Lake, which has experienced both chemical treatments and harvest methods. I'm in the initial stages of exploring this resource and will provide an update as I gain a deeper understanding.

#### 6. Lake District Education Webinars:

Heidi and I are collaborating on setting up educational webinars focused on Lake District matters. This initiative will help us stay informed about the latest practices and advancements in lake management.