



Parks & Recreation Board Meeting

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

Wednesday, October 16, 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.

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.

1. Topic: Parks and Recreation Board Meeting
Time: Oct 16, 2024 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82801219900?pwd=JRalgKXoaeHymJYN0JOyGBbj4oqjas.1>

Meeting ID: 828 0121 9900

Passcode: 978114

One tap mobile

+13092053325,,82801219900#,,,,*978114# US

+13126266799,,82801219900#,,,,*978114# US (Chicago)

AGENDA

CALL TO ORDER

ROLL CALL

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

- [2.](#) Park Board Meeting Minutes from August 21, 2024
- [3.](#) 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.

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STAFF REPORTS

Directors Report

WAFC Report

Recreation Report

CONSIDERATIONS / DISCUSSIONS / REPORTS

- [4.](#) Discussion and feedback on proposed public comment changes at City public meetings.
- [5.](#) Discussion on updating Park and Open Space Plan from 2013
- [6.](#) Discussion and Possible Action on Capital Campaign implementation for WAFC upgrades.
- [7.](#) Discussion and Possible action on recommendation to contract Southport Engineered Systems to make upgrades to the HVAC system at the WAFC in the amount of \$276,100 for work to be completed in 2025.

FUTURE AGENDA ITEMS

- Update Special Event Application **Q4**
- Whitewater Creek Nature Preserve Planning **Q4**
- 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 & Recreation Board Meeting Item 2.

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

<https://us02web.zoom.us/j/88075861911?pwd=xvzDGnliR0pUWrEalgFrWQ3apfGbUf.1>

Meeting ID: 880 7586 1911

Passcode: 569595

One tap mobile

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Dial by your location

- +1 312 626 6799 US (Chicago)

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AGENDA

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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)

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CONSENT AGENDA

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

HEARING OF CITIZEN COMMENTS

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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**

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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

One tap mobile

+16469313860,84422777264# US

+19292056099,,84422777264# US (New York)

Dial by your location

• +1 646 931 3860 US

+1 312 626 6799 US (Chicago)

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AGENDA

CALL TO ORDER

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



Parks & Recreation Board Meeting Item 3.

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

<https://us02web.zoom.us/j/88075861911?pwd=xvzDGnliR0pUWrEalgFrWQ3apfGbUf.1>

Meeting ID: 880 7586 1911

Passcode: 569595

One tap mobile

+13126266799,,88075861911#,,,,*569595# US (Chicago)

Dial by your location

- +1 312 626 6799 US (Chicago)

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 3.

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

One tap mobile

+16469313860,84422777264# US

+19292056099,,84422777264# US (New York)

Dial by your location

• +1 646 931 3860 US

+1 312 626 6799 US (Chicago)

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

APPROVAL OF AGENDA

A commission 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 commission to be implemented. the agenda shall be approved at reach 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. 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.

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.

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

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.



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

Proposed Framework for Improving Public Participation at Whitewater Common Council & Committee Meetings

Public Appearance Card

Public Meeting Appearance Cards (PMAC) shall be used by members of the public who wish to speak during public comment, public hearing or specific agenda item. This form would also be used for those individuals who do not wish to or cannot verbally address the Common Council/Committee during a meeting.

A person may provide comments and support or opposition for an agenda item on the form. Those requesting to speak during the meeting may indicate this on the form.

Prior to taking action on an item on the agenda, the presiding officer will request the City Clerk/Secretary to indicate any speakers who have signed up for that particular item. The Clerk/Secretary will read the name of the speaker and the speaker on-deck. The Clerk/Secretary will alternate between those in support and opposition.

After all of the speakers have been called, the Clerk/Secretary will indicate written support and opposition by reading the name and the position of the individual. The minutes will reflect the receipt of written comments in support or opposition by all registered individuals.

Time Limits

Public Comment – 3 minutes with a limit of 30 minutes total

Public Hearing – 5 minutes with a limit of 30 minutes for each support and opposed speakers

Per speaker time is the same. Provide support and opposed delineation.

Agenda Items – 3 minutes, with an ability for extension with consent of Common Council.

Per speaker time is the same. Provide clarification about extension of time.

Whenever a group of individuals wishes to address the Council/Committee on the same subject matter, those individuals may designate a spokesperson to address the Common Council/Committee. The spokesperson may ask for additional time when completing the PAMC, and with the consent of the Common Council/Committee, the presiding officer may extend the time allocation. Individuals are still welcome to complete a PMAC registering their support or opposition, and written comments will be entered into the record by the City Clerk/Secretary.

The presiding officer, with the concurrence of the Common Council/Committee, may extend or limit any of the enumerated time allocations based on the complexity of the item and the number of persons wishing to speak on the item

Meeting Conduct

Expectations of Speakers

- The speaker shall conduct themselves in a professional and respectful manner.
- All remarks shall be directed to the Common Council/Committee, as a body, and not City staff or any member of the public in attendance.
- The speaker shall not defame, intimidate, make personal affronts, make threats of violence, or use profanity.

Expectation of Public

Members of the public in the audience shall not engage in any of the following activities during a Common Council/Committee meeting:

- Shouting, clapping, unruly behavior, or speaking out when not recognized by the presiding officer.
- Defamation, intimidation, personal affronts, threats of violence, or profanity.
- Behavior that disrupts the orderly conduct of the meeting.

Expectation of Council/Committee Members

While the Common Council/Committee is in session, the members must preserve order and decorum. Each Council/Committee member shall conduct themselves with decorum and shall neither, by conversation or otherwise, delay nor interrupt the proceedings or the peace of the Common Council/Committee, nor disturb any member while speaking or refuse to obey the orders of the presiding officer.



Park and Open Space Plan Update 2008 – 2013



Document completed by:

**City of Whitewater Park and Recreation Board
City of Whitewater Plan and Architectural Review Commission
City of Whitewater Parks and Recreation Department
City of Whitewater Planning Department**

**RESOLUTION ADOPTING THE PARK & OPEN SPACE PLAN UPDATE
2008-2013 AS A COMPONENT OF THE CITY OF WHITEWATER MASTER PLAN**

WHEREAS, the City of Whitewater Plan Commission has adopted a Master Plan for the purpose of aiding the Plan Commission and the Common Council of the City of Whitewater in the performance of their duties, and

WHEREAS, a component of the Master Plan is a Park and Open Space Plan, and

WHEREAS, pursuant to Wisconsin Statute 62.23 the Plan Commission has the power to amend, extend, add to, or extend into greater detail the Master Plan, or any component of said Master Plan, and

WHEREAS, by the passage of this resolution the Plan Commission intends to address, pursuant to Wisconsin Statute 66.1001(2)(e) objectives, policies, goals, maps and programs for the effective management of parks and open spaces in the City of Whitewater, and

WHEREAS, it is in the City of Whitewater and the general public's best interest to amend, extend, add to, and extend into greater detail the Park and Open Space component of the City of Whitewater Master Plan, and

WHEREAS, adoption of the Park and Open Space Plan Update 2008 – 2013 pursuant to Wisconsin Statute 62.23(3) will promote the general purpose of guiding and accomplishing a coordinated, adjusted, and harmonious development of the City of Whitewater, which will, in accordance with future needs, best promote public health, safety, morals, order, convenience, prosperity, and general welfare, as well as efficiency and economy in the development of the City of Whitewater and surrounding areas.

Now, therefore, BE IT RESOLVED, that the Plan Commission of the City of Whitewater hereby approves and adopts the attached Park and Open Space Plan Update 2008 – 2013.

Upon adoption by the Plan Commission, the Park and Open Space Plan Update 2008 - 2013 shall be certified to the Common Council.

Resolution introduced by Plan Commission member Kaluva, who moved its adoption. Seconded by Plan Commission member Stone.

AYES: Kaluva, Stone, Coburn (Alternate)
Zaballos, Gilpatrick.

NOES: Miller, Kienbaum.

ABSENT: Wiedenhoeft.

ADOPTED: February 25, 2008


Rick Gilpatrick, Vice Chairman 2-25-08


Jane Wegner, Secretary 2-25-08

Acknowledgements

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Maxwell Taylor, Councilmember
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Plan & Architectural Review

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Kristine Zaballos
Harriet Kaluva
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B: City of Whitewater Subdivision Ordinance; Amended March 2003	
C: City of Whitewater East Neighborhood Development Plan; Adopted April 12, 1999	
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Introduction

Parks and open spaces are key components of high quality living environments. Parks and open spaces meet a community's needs for recreation, protect and enhance the natural environment and aesthetics, create gathering spots and focal points, and help shape patterns of development. Proper park, recreation, and open space planning requires a focus on both the types of facilities needed to meet the diverse needs of the community and the geographic distribution of those facilities in relation to the persons who will use them.

The City of Whitewater continues to experience new development activity that will have a direct impact on the community for years to come. It is vital for the City to proactively plan for future park and recreational needs to make sure that the quality-of-life that residents value is maintained and enhanced into the future.

The primary purpose of the Park and Open Space Plan, 2008 – 2013 is to guide the preservation, acquisition, and development of land for park, outdoor recreation and related open space uses in Whitewater to satisfy the recreational needs of the current and future City population, and to protect and enhance the underlying and sustaining natural resource base in our community. Although the plan addresses the long-range park and open space needs of the community (through the year 2025), it focuses more directly on recreational development needs over the next five-year period. This plan identifies *conceptual* locations and recommendations for different types of parks, natural areas, and recreational facilities. In nearly every case, more detailed planning, engineering, study, budgeting, and/or discussion will be necessary **before** decisions are made to actually acquire land or construct recreational facilities.

The plan has been prepared in accordance with guidelines that will make it certifiable by the State of Wisconsin Department of Natural Resources and qualify the City of Whitewater for matching grant funds through the Federal Land and Water Conservation Fund (LAWCON) and the State of Wisconsin Stewardship Fund. The Park and Open Space Plan should be updated every five years to ensure that it reflects the current needs of the community and retains its DNR certification.

This plan has also been prepared as a component of the City's master plan, under Section 62.23 of Wisconsin Statutes. The Park and Open Space Plan, 2008 – 2013 is intended to update previous findings contained in the City's previous Park and Open Space Plans. The City's Comprehensive Bikeway Plan, East Whitewater Neighborhood Development Plan, West Whitewater Neighborhood Development Plan, North Whitewater Neighborhood Development Plan, and South Whitewater Neighborhood Development Plan (in progress) will serve as addenda to the Park and Open Space Plan, 2008 – 2013. In instances between the recommendations and assessments of the Park and Open Space Plan 2008 – 2013 and previous City plans occur, the recommendations of the Park and Open Space Plan, 2008 – 2013 shall take precedence.

The Vital Role of Parks and Recreation in the Community

While providing parks and recreation facilities and programs to citizens each year becomes more difficult due to changes in available resources, and the available land for these uses becomes increasingly scarce, it is important to remember the many benefits that are brought to the community.

As our nation experiences dramatic rises in both obesity rates and diabetes, a growing emphasis is being placed on increasing the physical activity levels of individuals, especially children. Parks and recreation systems play a central role in this effort. By providing places for play and positive active recreational experiences, parks and recreation systems can help to instill a healthy lifestyle that will provide a lifetime of benefits.

Parks and recreation facilities and programs are often some of the most visible of community services. They can be an indicator to residents and visitors of the overall quality-of-life within the community. A cohesive, visible, and high-quality parks system offers opportunities for community gatherings and activities that bring neighbors together and form strong community pride. Economic benefits can also be realized for the community as parks and recreation facilities are often regarded as a very important aspect of attracting and retaining new families and businesses to Whitewater.

Finally, the development of a parks system that includes a mixture of active and passive recreation areas, open space and greenways, can perform a vital role in Whitewater's long term ecological health. Just as road, sewer and utility infrastructures need to be continually expanded and upgraded, Whitewater's "green" infrastructure needs constant improvement in order to keep pace with other physical developments. By maintaining an interconnected system of recreation areas and open spaces, many essential ecological functions can be preserved, biodiversity can be maintained, and initiatives such as flood control and stormwater management can be undertaken.

Background Information

The City of Whitewater is located in southeastern Wisconsin along the border of Jefferson and Walworth Counties. The City's estimated January 2007 population was 13,967. The city has an estimated land area of about 9 Square Miles.

Table 1: Population Trends

Year	City of Whitewater	University Residence Halls	City (less Residence Halls)	Jefferson County	Walworth County	State
2007 (est.)	13,967	3,700	10,267	80,411	100,672	5,647,000
2000	13,512	3,450	10,062	75,767	92,013	5,363,715
1990	12,636	--	--	67,783	75,000	4,891,769
1980	11,520	--	--	66,152	71,507	4,705,642
2010 (Projected)	13,891	3,750	10,141	82,161	100,634	5,751,470
2015 (Projected)	14,312	3,850	10,462	85,178	106,588	5,931,386
2025 (Projected)	14,668	3,850	10,818	91,464	113,506	6,274,876

Sources: Wisconsin Department of Administration, Final Population Estimates (2007) and Official Population Projections for State (2005); UW-Whitewater – Residence Hall occupancy and projections

The City is bordered by the Town of Cold Spring in Jefferson County to the north and by the Town of Whitewater in Walworth County to the south, east, and west. The Whitewater Unified School District (WWUSD) encompasses the entire City of Whitewater and surrounding lands in Jefferson, Rock, and Walworth counties.

Whitewater has experienced growth since 1980. Over that period City population has grown by about 0.8% per year (while the state averaged around 1% per year, Jefferson County averaged 1% per year, and Walworth County averaged 1.5% per year). See Table 1 on the previous page for population data for the City of Whitewater. The presence of the University of Wisconsin-Whitewater and a diverse student population contributes significantly to the community's character. Although the recreational needs of students are addressed by the University's recreational facilities (especially for those students living in on-campus housing), it is important that the City accommodate and work cooperatively with the University to serve these residents as well as more "permanent" City residents.

Sound park and open space planning requires a reasonable estimation of future population levels so that recreational facilities needed to meet future needs can be planned accordingly. Developing reasonable population projections for communities such as Whitewater is difficult due to a number of uncertainties. Based on projected state, county, and local growth rates, the City of Whitewater is expected to have a population of 14,668 in the year 2025. These projections do not necessarily account for broader demographic factors, particularly the expansion of urbanized greater Milwaukee, Madison, and Chicago, which could produce more development and population growth in the City. With this in mind, the City should use this plan to focus on the "high" end of standards for park and open space planning.

Goals, Objectives, and Policies

An early step in the park and open space planning process is to establish goals, objectives, and policies that serve as the base for all subsequent planning efforts. The terms goals, objectives, and policies are frequently used interchangeably even though each has its own distinct definition. For the City of Whitewater Park and Open Space Plan, 2008 – 2013, considerable attention was given to identifying the community's priorities with respect to planning for future Park and Open Space needs. These priorities point out the critical themes that the goals, objectives, policies, programs, and recommendations of this plan should be based upon. The "highest" priorities identified in the public participation process are summarized in the following section.

- Improved interconnectivity and visibility of City parks and open spaces throughout the community
 - o Parks connected by trail system
 - o Multi-use trail uninterrupted within and throughout the city
 - o "Safe Routes" to school as a grant program to enhance trail development
 - o Maintain/improve access and use for disabled
 - o Maintain/enhance access and use for Senior population
 - o Improved signage

- Improved and/or updated park maintenance
- Continue to build on publicity (mapping, brochures, outreach, etc.)
- Focus on new “Comfort Spots” – beautification with natural enhancements as well as limited physical improvements to encourage passive use
 - Incorporate into new residential and commercial developments
 - Establish as more well-defined components of larger neighborhood and community parks
- Greater diversity of sports facilities
 - Youth soccer fields
 - Adult outdoor sports (e.g., softball)
 - Winter sports
- Lakes and water-centered activities and uses
 - Improved water-quality
 - Potential for outdoor swimming opportunities – address potential health risks

Park and Open Space Goal: Ensure provision and stewardship of sufficient parks, recreation facilities, and natural areas to satisfy the health, safety, and welfare needs of citizens and visitors - including special groups such as the elderly, the disabled, and pre-school age children - and to enrich the aesthetic and scenic quality of the City’s neighborhoods, gathering spots, and entry points.

Park and Open Space Objectives and Policies:

- Objective 1.** Preserve natural features and amenities and conserve natural resources for the benefit of the community and society as a whole, realizing that these resources are finite and, for the most part, irreplaceable.
- 1.1 Encourage public awareness of the City’s environmental and cultural resources by promoting appropriate educational programs.
 - 1.2 Work to preserve conservancy lands that can be adequately and appropriately protected without public expenditure. Direct public funds to acquire conservancy lands that cannot be protected through other means, or where public access is a priority.
 - 1.3 Pay special attention to preserving pristine lowlands, waterways, marshes, and adjacent contributing uplands in their natural state to ensure their maintenance as wildlife and fish habitats, as natural drainage areas, areas for passive recreation, and reservoirs for stormwater.
- Objective 2.** Provide quality recreation and open space lands and facilities for each neighborhood.
- 2.1 Site and design neighborhood parks to enhance neighborhood cohesion and provide common neighborhood gathering places. All residents should be within a 10 minute walk (1/2 mile) of a neighborhood park or community park with active recreational facilities.

- 2.2 Working with the School District, provide community parks for more intensive and specialized recreational needs. All new residents should be within 1 ½ miles of a community park.
- 2.3 Provide or require smaller parks and recreational facilities within intensive development areas, such as in or near multi-family residential developments.

Objective 3. Coordinate public park and open space lands with private developments and other uses of land.

- 3.1 Work with the development community, property owners, and environmental interests to site and design parks and other open spaces to meet multiple objectives.
- 3.2 Site and design parks and associated facilities to avoid nuisance situations between neighbors and park users.
- 3.3 Combine parks and recreational facilities with school facilities where appropriate and feasible. Continue to coordinate recreation service provision with the Whitewater Unified School District and the University.
- 3.4 Whenever possible, require that residential developments dedicate parkland, provide recreational facilities, and dedicate or otherwise preserve conservancy areas like wetlands and floodplains. In such special cases that this is not possible, the City will require that residential developments provide fees-in-lieu of parkland dedication and fees-in-lieu of park development.

Objective 4. Provide a diversity of recreational opportunities so that residents of all ages and abilities have an equitable opportunity to enjoy parks and open spaces.

- 4.1 Provide supervised and coordinated recreational activities for all City residents on a year round basis. This may include offering recreational programming for youth after school and in the hours and days that school is not in session.
- 4.2 Encourage active citizen participation in developing recreational programs and parks. This may include setting up a youth services committee of students from 6th to 12th grades to explore recreational programming opportunities for that age group, and implementing appropriate recommendations.
- 4.3 Encourage educational opportunities in park and recreation activities and work with county extension, 4-H, and the School District to assist with developing and operating programs such as community gardens, nature center(s), arboreta, botanical gardens, and lake and stream testing.
- 4.4 Maintain all parks to ensure the safety of users and replace worn or damaged equipment.
- 4.5 Provide special use areas and unique recreational facilities where necessary to protect an exceptional resource or supply a community demand.
- 4.6 Maintain all facilities in compliance with Consumer Product Safety Commission (CPSC) and Americans with Disabilities Act (ADA) guidelines. Operate all services, programs, and activities so they are accessible to persons with disabilities in accordance with ADA guidelines.

- Objective 5.** Provide good pedestrian, bicycle, and vehicular access to parks and recreation facilities.
- 5.1 Provide multiple access points of sufficient width from surrounding neighborhoods.
 - 5.2 Follow the recommendations of the *Comprehensive Bikeway Plan* and the updated bike and pedestrian facility map in this *Park and Open Space Plan* when reviewing private development proposals, completing road projects, and planning for bike paths.
 - 5.3 Require sidewalks in new developments per the City's Land Division and Subdivision regulations, and follow the recommendations of the Citywide Sidewalk Plan map (within the *Central Area Plan*) when making sidewalk decisions on existing streets.
- Objective 6.** Acquire and develop new recreational facilities where City growth creates a need for additional facilities and where existing residents are underserved by City parks.
- 6.1 Direct new park and open space facilities to current and future population needs.
 - 6.2 Acquire park and open space lands in coordination with development to provide for reasonable acquisition costs and facilitate coordinated neighborhood and park development.
 - 6.3 Coordinate land acquisition, planning, and transportation programs of all federal, state, county and local agencies concerned with parks and conservation.
 - 6.4 Cooperate with other governmental bodies, including the Whitewater Unified School District and the University to provide joint recreation service wherever possible.
 - 6.5 Review and update the City's *Park and Open Space Plan* every five years.

Park and Open Space Standards

An important step in the park and open space planning process is to define a set of minimum standards for park and recreational facilities. These standards enable a community to determine how well its existing recreational facilities meet the needs of its residents at the present time and project the future need for such facilities. The National Recreation and Park Association (NRPA) has developed a set of recommended park and recreational space standards which can be used by local communities as a general guide to planning for usable park and recreation space. This *Plan* uses two types of standards—both are equally important:

- **Gross Recreational Acreage Standard:** The first standard is expressed as a population ratio; that is, the minimum number of usable park and recreation acres recommended per 1,000 residents of the City. Generally, NRPA recommends a gross acreage standard of 6.25 to 10.5 acres of developed outdoor recreational space per 1,000 persons. This standard does not consider environmentally sensitive or

significant lands acquired by the public primarily for conservancy purposes, because the type and amount of such conservancy lands varies so significantly in different communities. Conservancy acquisitions would, therefore, be in addition to the 6.25 to 10.5 acres per 1,000 standard.

- **Service Area Standard:** The second standard is expressed as a desired maximum service radius around parks, with the radius length differing by park type. For example, NRPA recommends a service radius of ¼ mile to ½ mile for neighborhood parks. A supplementary table of these standards has been included as Appendix A.

The following is a list of various types of parks, recreational facilities, and open spaces applicable to Whitewater. The desired park functions, sizes, and service areas have been customized for the City based on the NRPA standards.

1. **Mini-park:** These active-use parks are specialized facilities that serve a concentrated or limited population or specific group such as pre-school children or senior citizens.

Desirable site characteristics: Within neighborhoods and in close proximity to apartment complexes, townhouse developments, or housing for the elderly, or at the edge of a larger conservancy area.

Desirable size: 2 acres or less.

Acres per 1,000 population: 0.25 to 0.5 acres.

Service area: Less than 1/4 mile radius.

2. **Neighborhood Park:** An area for intense recreational activities such as field games, court games, crafts, playground apparatus area, skating, picnicking, wading pools, ball fields, adult areas with benches, shelter and game tables. Trees, open fields and undeveloped natural areas are also desirable components of neighborhood parks, where available.

Desirable site characteristics: Suited for intense development. Easily accessible to the neighborhood population. Geographically centered with safe walking and bike access. May be developed as a combination school-park facility, or at the edge of a larger conservancy area.

Desirable size: 3 - 7 acres.

Acres per 1,000 population: 1 to 2 acres.

Service area: 1/4 to 1/2 mile radius to serve a population of 1,000 to 5,000 persons.

3. **Community Park:** An area of diverse recreational opportunities and environmental quality designed to serve several neighborhoods, quadrants of the City, or the community as a whole. Should be located on or near major

thoroughfares and also be easily accessible by foot. May include areas suited for intense recreational facilities such as athletic complexes and large swimming pools. May be or include an area of natural quality for outdoor recreation, such as walking, viewing, sitting, picnicking, and bicycling. May be any combination of the above, depending on the site and community need. Desirable facilities include those listed above for neighborhood parks, along with swimming facilities, picnicking, lighted ball fields and tennis courts, community center buildings, and adequate off-street parking. Landscaping and natural areas are desirable in a community park, if available.

Desirable site characteristics: May include or be attached to conservancy areas such as water bodies, but should also include areas suited for intense development. Easily accessible to neighborhood served.

Desirable size: 7 or more acres with 15 to 40 acres being most common.

Acres per 1,000 population: 5 to 8 acres.

Service area: Several neighborhoods. 1½ mile radius.

Currently, Whitewater's parks and recreation system provides 15 parks as classified by the above standards, including one "Archaeological" Park (Indian Mounds Park) not intended for recreational use. Within each of these parks, the intensity of "recreational" use varies substantially. For this Plan, four classifications of recreational use are identified: Active, Passive, Special Use, and Conservancy. As alluded to above, conservancy lands are not included in the calculation of recreational space within the city.



- **Active Recreation**

Area: these areas offer a mix of uses that may include, for example: athletic fields, buildings or structures for recreational activities, concessions, community gardens, courses or courts, children's play areas, dog play areas, or a bike path.



- **Passive Recreation Area:** these areas offer a mix of uses, undeveloped land, or minimally improved lands which may include, for example: landscaped areas, natural areas, ornamental gardens, non-landscaped greenspace, stairways, decorative fountains, picnic areas, water bodies, or trails without recreational staffing.
- **Special Use Area:** these are areas of special recreational activities such as marinas, zoos, conservatories, arboreta, display gardens, arenas, outdoor theaters, gun ranges, downhill ski areas, or areas that preserve, maintain and interpret buildings, historical

sites, and objects of archeological significance. Also, special use areas may contain plazas or squares in or near commercial centers, boulevards, and parkways. Most parts of Special Use Areas are not included in the overall community calculation of park and recreation space per 1,000 persons.

- **Conservancy Area:** these are permanently protected areas of environmental significance or sensitivity, generally with limited opportunities for recreational use. Acquisition of conservancy areas often has secondary benefits such as flood control or enhancement of adjacent private property values. Conservancy areas may include water bodies, floodplains, wetlands, shorelines and shoreland setback areas, drainageways stormwater management basins and conveyance routes, environmental corridors and isolated natural areas as mapped by the Southeastern Wisconsin Regional Planning Commission, wildlife habitat, areas of rare or endangered plant or animal species, prairie remnants or restoration areas, scenic vistas, or environmentally constrained lands or open spaces as recommended in other adopted components of the City's master plan. May also be appropriate for utilities and secondary recreational uses, such as trails.

Existing Park and Open Space System

The Whitewater park and open space system consists of 188 total acres of park and open space land. This system includes a range of facilities including community parks, neighborhood parks, and mini-parks; each of these facilities are characterized by a mix of active and passive recreational uses, special uses areas, and conservancy areas. An additional 235 acres of recreation and open space is found at the City's public schools and the UW-Whitewater Campus. In prior planning efforts, these totals were calculated along with the city-owned park space to determine future need. For this *plan*, however, all calculations are based solely on the 188 acres in city ownership.

The existing facilities serve most of the community's needs well at this time; however, additional neighborhood parks, community parks, and conservancy areas will be needed as areas throughout the City continue to develop. There are also a few gaps in developed areas, particularly with respect to ease of access to parks. Finally, some older parks are in need of rehabilitation. This section of this *Plan* is divided into two parts. The first includes descriptions of existing parks and recreational facilities in the City. Appendices B and C are comprehensive lists of the amenities and sizes of each park and open space area. The second part is an analysis of the existing facilities' ability to satisfy the current needs of the City's residents and a facility needs assessment for future park land.

Description of Existing Public Park and School Recreation Facilities

Map 1: Existing Public Park and School Facilities shows the locations of public parks and school recreation facilities in the City. Parks and schools are labeled on the map by the corresponding number/letter listed below.

A. Archaeological Park

1. Indian Mounds Park: This 21.5 acre nature study area is located in the far southwest portion of the City. It features an intact collection of Native American mounds and hiking trails. Around 5 acres were added to the park in 2006, and the possibility for further expansion exists with future development to the west and north.

B. Community Parks

2. Starin Park: This 34.2 acre park is located in the north central portion of the City adjacent to the University. It includes a variety of recreational areas including areas for basketball, baseball, horseshoes, softball, sledding, and hiking/cross-country ski trails. This park also includes play equipment, a picnic area, two open shelters, the Starin Community building (available for rental), restroom facilities, a Veteran's Memorial, and a historic water tower. Recent changes to the park – which were recommended through the Starin Park Master Plan in the mid 1990s - include new landscaping, improved circulation patterns, sidewalks, and more parking.

3. Trippe Lake Park: This 24.2 acre park is located in the southeast quadrant of the City along the shore of Tripp Lake. Activities available include volleyball, ice skating, boating, fishing, cross country skiing, and swimming. This park also includes an open shelter, a bath house, a picnic area, a small orchard, play equipment, and restroom facilities.

4. Cravath Lake Waterfront Park: This 6.1 acre urban park is located along the north side of Cravath Lake and the south side of the commercial center of Downtown Whitewater. This park includes the Lakefront Center community building, restrooms, picnic shelter, open performance stage, boat launch, fire pit, lakefront promenade with rail underpass to Main Street, gazebo, extensive landscaping, and a 50+ stall parking lot. Additionally, the facilities are available for rent, and a summertime paddleboat rental program has become increasingly popular.



5. Moraine View Park: This 45 acre park is located within the Whitewater Business Park, in the northeast quadrant of the City. Currently, the park includes a pet exercise area, mostly passive recreational features, and prairie and wetland restoration conservancy areas.

6. Whitewater Creek Nature Area: This 59.8 acre nature area is located between Fremont Street and Whitewater Creek on the far north side of the City. This park has a picnic area, hiking/cross-country ski trails, fishing, and a wildflower/prairie planting area.

C. Neighborhood Parks



7. Brewery Hill Park/Armory: This 7.3 acre indoor and outdoor recreation area is located along the Whitewater Creek on North Street. Brewery Hill Park contains a skate park, a segment of the Whitewater Creek Path, and provides green space for leisure and nature viewing. The adjacent Armory building houses a gym for basketball and volleyball, a dance studio, a ceramics workshop, and community meeting rooms. It is programmed to assist community "self-help" programs and non-profit groups, and the facilities are available for rent as well.

8. Meadowsweet Park: This 4+ acre neighborhood park with an additional stormwater detention area is associated with new residential development on the far

northwest corner of the City. There are not any recreational facilities within this park at the present time.

9. Park Crest Park: This 3.3 acre park is located on the City's far northwest side within the Park Crest subdivision. It includes playground equipment, open space, and environmental corridor areas.

D. Mini Parks

10. Clay Street Nature Park: This 0.6 acre park with canoe launch is located on the north shore of Tripp Lake, with public access from Clay Street.

- 11. Main Street Shoppes Courtyard:** This approximate 0.1 acre downtown site is located adjacent to a municipal parking lot and behind retail and professional buildings.
- 12. Birge Fountain Park:** This 0.7 acre triangular park is located at the intersection of Main Street and North Street. It contains Birge Fountain (circa 1900) and a War Memorial.
- 13. Big Brick Park:** This 1.1 acre park is located in the central portion of the City on Center Street. This park has an enclosed shelter with restrooms, as well as ice skating, a playfield, a basketball court, playground equipment, and a picnic area.
- 14. Mill Race Park:** This 0.6 acre park is located in downtown on the north side of Main Street along Whitewater Creek. This park serves primarily as an observation area.
- 15. Optimist Turtle Mound Park:** This 1 acre park is located in the southwest quadrant of the City in the Mound Park Acres Subdivision. It contains a playfield, play equipment, and a picnic area.

E. Public School Facilities

- A. Whitewater High School/Steward Park:** This school site is located in the southwest quadrant of the City and includes 69.3 acres, of which 66 acres are used for active and passive recreation, including lighted ball fields. The High School grounds also contain the Whitewater Aquatic Center indoor pool and water recreation area.
- B. Whitewater Middle School:** This 25.1 acre middle school site is located in the southwest quadrant of the City and includes recreational facilities geared to students.
- C. Lincoln Elementary School:** This 10.3 acre elementary school site is located adjacent to the middle school and contains recreational facilities geared to young children.
- D. Washington Elementary School:** This elementary school is located on the City's east side along East Main Street. The 8.2 acre site contains recreational facilities geared to young children.
- E. University of Wisconsin-Whitewater LAWCON Fields:** The University's athletic facilities and conservancy areas are located on the University campus in the northwest portion of the City. These facilities are available to the general public on a limited basis. The fields contain approximately 122 acres.

Analysis of Existing Facilities

The adequacy of a community's park and recreational system is evaluated by:

1. Comparing the number of people that parks should serve with the City's standards,
2. Analyzing the geographic distribution and accessibility of recreational space, and
3. Identifying the location and extent of environmentally sensitive areas.

The first part of the analysis is done by assigning a minimum acreage standard to each type of park available for recreational purposes and to the system as a whole. Table 2 (below) shows the total acreage of land devoted to each type of park in the City (Appendix C provides additional detail). The table also breaks down the aggregate acreage into four categories of open space. This breakdown more clearly indicates how much public open space in Whitewater is devoted to both active and accessible passive recreational activity (included in minimum acreage standards) and how much serve specialized recreation purposes or provide environmental or aesthetic benefits (not included in minimum acreage standards). Of critical interest are the 99.2 acres of active and accessible passive public park facilities currently provided by the City (highlighted in the lighter shaded area). The 88.8 acre balance of the City's 188 total acres is comprised of other open space areas that do not satisfy recreational demands according to the standards.

Table 2: Total Developed Acreage of Parkland by Type or Recreational Use Per Specific Type of Park

Type of Park	Active Recreation Area	Passive Recreation Area	Special Facilities Area	Conservancy Area	Total
City Parks and Open Spaces					
Community Parks	39.1	54.2	0.3	75.7	169.3
Neighborhood Parks	0.6	2.5	0	11.5	14.6
Mini-parks	2.1	0.7	1.3	0	4.1
Total Public Parks	41.8	57.4	1.6	87.2	188
School Parks and Open Spaces					
Public School Facilities	98.1	11.8	2.2	1	113.1
University Facilities	22	92.4		7.6	122
Total School Facilities	120.1	104.2	2.2	8.6	235.1
Grand Total	161.9	161.6	3.8	95.8	423.1

¹Active Recreation Area: playgrounds, athletic fields, etc.
²Passive Recreation Area: walking trails, picnic groves, etc.

³Special Facilities Area: arboreta, scenic views, cemeteries, etc.
⁴Conservancy Area: generally non-accessible areas for conservation; wetlands, etc.

Table 3 includes the NRPA recommended acreage standards for each type of park per 1,000 persons and the existing active and accessible passive acreages per park category in Whitewater. The information in this table indicates that the City of Whitewater is currently satisfying the recreational needs of its residents in terms of the ratio of *total* acreage of active and accessible passive recreation parkland to persons.

Specifically, Table 3 indicates that Whitewater meets the NRPA total park acreage standards with an aggregate 99.2 useable City acres for recreational activity, which breaks down to 7.1 acres per 1,000 persons. In terms of the provisions of specific park types, the City is currently meeting the NRPA suggested standards only for community parks at 6.68 acres per 1,000 persons. The City is lacking, however, in acres of neighborhood parks per 1,000 persons according to the NRPA Standard – only 0.22 acres per 1,000 persons are currently accessible for recreation in the City’s neighborhood parks. With only 2.3 total acres devoted to recreational uses in neighborhood parks currently in the City, 10 or more additional acres of such facilities would be needed to meet the standard. Additionally, there are only 0.2 acres per 1,000 persons currently accessible in the City’s mini-parks. Again, this falls below the NRPA standard. An additional ½ acre to one acre of accessible recreation space in mini-parks is all that would be necessary to meet the standard.

When the community's school recreational facilities are included in the calculation, the community has a total of 209 acres of park and open space land in active and accessible passive use. This breaks down to 15.0 acres per 1,000 persons. However, these school facilities serve a larger geographic area and population than just the City-proper and are not under the jurisdiction of the City. Of course, including school recreational facilities in the analysis provides a more complete depiction of areas that are most and least well-connected to the City’s park, recreation, and open space system and therefore allows more informed planning decisions to be made.

Table 3: Active and Passive Recreation Acres in City and School Facilities¹

Type of Park or Open Space Facility	NRPA Standard	Provided in City Park Facilities		Provided in School Facilities		Total City and School
	Rec Acres per 1,000 persons	Total Rec Acres	Acres per 1,000 persons	Total Rec Acres	Acres per 1,000 persons	Acres per 1,000 persons
Mini-park	0.25 - 0.5	2.8	0.2	0.0	0.0	0.2
Neighborhood park	1 - 2	3.1	0.2	18.5	1.3	1.5
Community park	5 - 8	93.3	6.7	91.4	6.5	13.2
Total	6.25 to 10.5	99.2	7.1	109.9	7.9	15.0

¹ Based on 2007 estimated total population of the City of Whitewater (see table 1)

Existing Recreation Programs

Overview

An examination of current recreation programming offerings shows that social and instructional programs account for over half of all programming. Recent efforts to partner and work with local youth sports groups indicate that the department will be more responsible for offering both instructional and league style programs for youth sports. The Whitewater Parks and Recreation Department provides a variety of leisure programs as shown on Table 4. The programs can be classified into five program types:

1. Instruction - Programs designed to offer instructional information to enhance skills.
2. League – Play that occurs for registered players or teams during scheduled season or time to enhance levels of fitness, instruction, and social involvement. League play typically includes a spectator element to the program for families and/or friends of participants.
3. Social – An event designed to create socialization for the participants. This event can be family-based or designed towards a group with similar interests. It also can include reservation of a facility for private recreational use.
4. Special Event – Usually a one-day event or drop-in activity to provide entertainment.
5. Tournament – Usually an event or contest used to determine a winner.

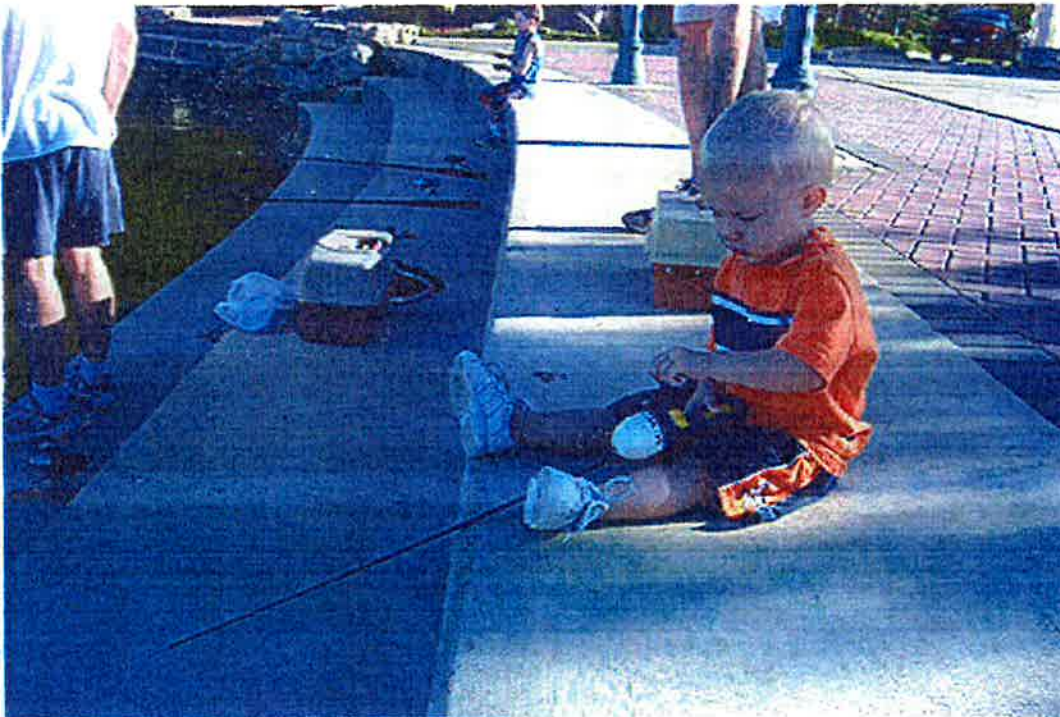


Table 4: Existing Recreation Programs (2008)

KEY	PROGRAM	Number of Registrations	Hours/ Use	Times Met	Hours Used	Time of Year	Program Type
Y	American Girl Mystery Party	3	2	1	6	Summer	Social
Y	American Girl Tea Party	7	2	1	14	Summer	Social
C	ARC Babysitting Course	13	7	1	91	Summer	Instructional
A	Baking Class	2	2	4	16	Summer	Instructional
A	Ballroom Dancing	16	2	2	64	Summer	Instructional
A	Beginning Watercolor	3	2	12	72	Summer	Instructional
A	Belly Dancing	19	1	5	95	Fall/Spring	Instructional
P	Big Rig Gig	25	2	1	50	Summer	Special Event
P	Bilingual Storytime	13	1	3	39	All	Instructional
A	Cardio Blast	108	2	8	1728	All	Instructional
A	Conversational Spanish	4	2	8	64	Spring	Instructional
B	Disc Golf	2	1	1	2	Summer	Instructional
Y	Drama Classes	15	2	5	150	All	Instructional
Y	Youth Dance	197	17	8	26792	All	Instructional
A	Dance -adult Tap & Ballet	91	2	5	910	All	Instructional
B	Explore the Kettle Moraine	13	3	1	39	Summer	Special Event
Y	Funky Kitchen	2	3	2	12	Summer	Instructional
A	Garden Gathering Basket	1	8	1	8	Summer	Instructional
P	Gymnastics Tots	77	1	4	308	All	Instructional
Y	Gymnastics 1/2	117	1	8	936	All	Instructional
Y	Gymnastics 4/5	63	3	8	1512	All	Instructional
Y	Gymnastics 2/3	99	2	8	1584	All	Instructional
Y	Horse Camps	28	6	4	672	Summer	Instructional
Y	Horse Riding Lessons	25	1	4	100	Summer	Instructional
A	Kickball Teams - adult	5	1	8	40	Fall/Summer	League
Y	Kids Escape	24	3	45	3240	Summer	Social
Y	Kids in the Kitchen	14	1	2	28	Summer	Instructional
Y	Little Dribblers	57	1	5	285	Fall	Instructional
B	Mallard's Game	15	5	1	75	Summer	Special Event
Y	Messy Fest	19	2	1	38	Summer	Special Event
P	Musik on the Move	13	1	3	39	Summer	Instructional
A	Paint and Water Do Mix	8	3	5	120	Summer	Instructional
A	Pilates	113	1	5	565	All	Instructional
A	Restorative Yoga	68	1	5	340	All	Instructional
Y	Rockclimbing- youth	127	4	4	2032	All	Instructional
A	Rockclimbing -adult	20	2	5	200	All	Instructional
Y	Shooting Stars Bball	38	1	5	190	Spring	Instructional
A	Softball Teams- adult	24	18	10	4320	Summer	League
A	Tai Chi	7	1	4	28	Spring	Instructional
A	Total Body Fitness	93	3	8	2232	All	Instructional
P	Totally Terrific Toddler Time	3	1	8	24	Spring	Social
P	Tots on the Run	6	1	10	60	Summer	Social
P	Tots/Tunes/Tumbling	44	1	8	352	All	Instructional
A	Volleyball teams -adult	30	3	10	900	Fall/Spring	League
B	Welcome to Whitewater Tour	1	1	1	1	Summer	Special Event
Y	Windy Day	1	2	3	6	Summer	Special Event
Y	Youthball - Girls fastpitch	37	1	14	518	Summer	League
Y	Youthball - Girls softball	22	1	14	308	Summer	League
Y	Youthball - Rookie boys	48	1	14	672	Summer	League
Y	Youthball - T-ball boys & girls	46	1	14	644	Summer	Instructional

KEY

- A - Adult
- B - Both Youth and Adult
- C - Certification
- P - Preschool
- Y - Youth

Current National Parks and Recreation Trends Being Considered and Implemented in Whitewater

Parks and recreation departments across the country are under constant pressure to meet the ever-changing recreational desires of community residents. Nationally, several common challenges are being faced by parks and recreation departments including:

- Deteriorating park and recreation infrastructure.
- Declining park and recreation budgets relative to costs.
- Increasing competition for shrinking federal, state and local tax resources.
- Greater cultural diversity.
- Greater difficulty in providing equal opportunity for leisure to all people.

Many of Whitewater's parks and recreation facilities are already in step with current trends. Facilities such as the Bark Park in Moraine View Park, the Skate Park at Brewery Hill Park and the on-going expansion of Whitewater's multi-use trails are all examples of facilities reflected in national trends that the city is already providing its citizens.

Following is a summary of current recreational trends. As many of the trends have overlapping user groups or are similar in nature, they have been grouped into several themes.

Passive Recreational Facilities

Passive recreational activities such as **Walking Facilities** and **Multi-Use Pathways** are increasingly popular. These facilities provide varied loops of paved and unpaved linked systems that provide linear recreation for a variety of users including runners, bicyclists, in-line skaters and pet owners. Creating interconnected systems both within the community and regionally is a key goal of most communities. Wayfinding and user amenities are provided such as trail heads with parking, restrooms, benches, maps and linkages to user origins and destinations. These facilities also provide vital links to residential areas, commercial zones and workplaces to encourage walkable community initiatives and safe alternatives to automobile commuting.

Environmental Education and Ecological Preservation

Parks and recreation facilities that highlight environmental or ecological processes and have a focus on education are being developed throughout the nation. **Natural Areas and Preservation Parks** include passive use areas intended for natural resource preservation and minimal access. **Environmental Education Centers** are often tied to parks that include significant natural resources and these parks seek to provide education on the ecosystems of the area through hands-on learning.

Arboretums and Public Gardens can foster harmony with nature by developing an understanding of the rich and varied assortment of plants which are grown in Wisconsin. These types of facilities can identify a variety of trees and shrubs, develop gardens to offer a changing pattern of natural beauty throughout the year, provide an aesthetically pleasing setting for community education and enjoyment, and serve as a resource center to learn about horticulture, the environment, and our ecological responsibilities.

The use of **Storm Water Management as an Amenity** is being pursued by several communities as a means of securing funding for demonstration projects and as a means to educate the public about water quality and conservation issues.

Active street tree and urban forest programs

Trees and urban forests are major capital assets in America's cities and towns. Just as streets, sidewalks, sewers, public buildings and recreational facilities are a part of a community's infrastructure, so are publicly owned trees. Trees and the urban forest are important assets that require care and maintenance, the same as other public property.

Trees can:

- Add natural character to our city
- Screen harsh scenery
- Soften the outline of masonry, metal and glass
- Can be used architecturally to provide space definition and landscape continuity
- Create feelings of relaxation and well-being
- Provide privacy and a sense of solitude and security
- Shorten post-operative hospital stays when patients are placed in rooms with a view of trees and open spaces
- Contribute to a sense of community pride and ownership

(Excerpts taken from The U.S. Department of Agriculture Forestry Report R8-FR 71)

Specialty or Unique Recreation Activities

Aquatic Facilities and facilities that provide for a range of water activities are being developed in many communities. These include exercise, team swimming, and recreational water play for children such as water slides and spraygrounds.

Dog Parks and Dog Runs are parks or portions of parks dedicated to exercising dogs. These can be fenced off-leash parks for dogs, or multi-use pathways that allow pet usage.

Community-wide **Indoor Wellness/Fitness Facilities** offer programs and services that are designed to provide a broad range of fitness facilities as well as wellness education and services to a broad range of age groups and user abilities.

Disc golf courses can provide outdoor recreational opportunities for a variety of age groups and individuals with a wide range of skill levels. This activity can be a relatively low cost if suitable lands are available and there are not conflicts with other user groups.

Creative Partnering is also an important trend as communities look to adjacent municipalities, hospitals, corporations and State agencies to share facilities, programs, staff, or infrastructure as a means of raising funds and attracting users. These partnerships also

include the involvement of community members and groups in portions of the maintenance of park areas and in the development of facilities such as community gardens and playgrounds.

As suitable lands for parks become scarce, especially within dense urban areas, **Creative Re-use** of existing facilities becomes an option for many communities. Efforts to find ways to re-use existing facilities for new uses (e.g. tennis courts to multi-use sport courts) or incorporating new facility development within existing sites can produce very successful and cost effective results. Related to these efforts are the initiatives to **Redevelop Brownfield Sites**. Funding sources for the redevelopment of contaminated sites are increasing. In many cases these lands are ideally suited for recreational facilities. Many of these parks serve as demonstration projects and enjoy positive public participation and become community showpieces.

Facilities for Targeted Age Groups

As the population in many communities grows older, **Facilities for Seniors** are commonly being developed as part of a community's parks and recreation system. These facilities often include senior-focused community centers, extended care facilities, and recreational activities within neighborhood parks that are targeted toward seniors.

To target outdoor recreation activities for youths, "X-Games" Parks are being developed. These are facilities that often provide a variety of "extreme" sport activities. Many of the activities include:

- In-line hockey rinks
- BMX "Dirt Jump" parks
- Climbing walls
- Single-track mountain biking trails
- Skateboard parks
- Competitive whitewater kayak/raft courses

Park and Open Space Needs Assessment and Recommendations

The future needs assessment is a critical component of the *Park and Open Space Plan*. This analysis is included to assist the City with planning and budgeting for the acquisition and development of future parks. The future park, open space, and recreation needs of the City are determined by applying the recommended minimum acreage standards to a reasonable population projection for the City of Whitewater in the year 2025, by examining how well the City meets the activity-related standards, by examining how well the locations of existing facilities serve the City's population, and by identifying additional conservancy areas that serve environmental, aesthetic, or property value enhancement functions over recreational needs. No one aspect of this analysis is more important than others.

Gross Recreational Acreage Requirements

This *Plan* advises that the City provide active and passive recreational space at an overall rate of 10.5 acres per 1,000 persons for the City to meet the demand created by population growth in accordance with the upper-end NRPA standard. (At 7.1 acres per 1,000, the City is presently not meeting this upper-end standard.) As was indicated in Table I of this *Plan*, the City of Whitewater is expected to grow to a population of approximately 14,668 persons by the year 2025. The City should therefore plan for at least 154 acres of active and accessible passive recreational space (10.5 acres/1000 x 14,668), or an additional 55 acres of recreational space from the 99.2 acres provided in 2007. This additional 55 acres does not include generally inaccessible conservancy areas that may be separately acquired, or acquired in conjunction with adjoining accessible recreational space. This total also does not consider the needs for recreational space generated by new residential development in different quadrants of the City, which may lead to the dedication or acquisition of more than 55 acres of recreational space over this period.

Space Needs and Recommendations by Park Type

Moving beyond gross acreage standards, the *location* of park and open space facilities in relation to the City's residents is an important indicator of how well existing facilities meet the needs of the community. To illustrate how well the City of Whitewater's existing park lands serve the various areas of the City, Map 2: Existing Park Service Areas has been prepared. Specific recommendations for future park and recreation facility locations are described below and are indicated on Map 4: Recommended Park and Open Space Facilities.

A. Undesignated Park Space

In addition to illustrating the location of existing community and neighborhood park space and service areas, Map 2 also depicts "undesignated" park space in the city. These spaces are lands that are currently in City ownership with the intention of being park space, but are currently unused and/or undesignated publically. One of the priorities of this plan should be to integrate these lands into the City's park and open space system if deemed appropriate for park and open space use.

- **"Walton Oaks" Conservancy Area** - This undeveloped 2.6 acre park is located on the City's far northwest side within the Park Crest subdivision. It includes environmental corridor areas, and should be incorporated as an area for conservation

into the detailed planning for a larger community park planned for this area in the City's *West Whitewater Neighborhood Development Plan (2001)*.

- **Ward Park** - This 3 acre natural area is located in the northwest quadrant of the City. It is currently unmarked and mostly inaccessible for citizens.
- **“Minneiska” Park (Trippe Lake southwest shore)** – This approximately 20 acre undeveloped park is envisioned as a prominent amenity in the “Water’s Edge South” subdivision. Upon completion, this park would serve active recreational facility needs of the adjacent residential neighborhood as well as environmental buffering benefits between the neighborhood development and the lake. Potentially, this park could be incorporated with Trippe Lake Park to expand that community park.
- **Trailhead Park** - This 0.7 acre undeveloped and unmarked park is located along Bluff Road, near the Bluff Ridge Apartments.
- **“Jake’s Way” Park** – This roughly 2 acre undeveloped area was dedicated as a public park as part of the “Pine Bluff” subdivision.

B. Recommended City Community Parks

Based upon a service area of 1½ miles, most of the City is adequately served by community park space. Map 2 shows areas that are not served by a community park. Notable among these is the City’s northwest quadrant growth area, planned for residential use most recently in the 2001 *West Whitewater Neighborhood Development Plan*.

Map 5 suggests the placement of a future Northwest Community Park in this area, which could be built adjacent to or otherwise connected to the aforementioned conservancy area in the Park Crest subdivision. Given low-lying lands in the vicinity, this park would be combination recreation space and conservancy area. The City should work with property owners to identify park boundaries, prepare a park development master plan, and continue to acquire land for this community park. Actual development of this community park likely will not be within the 5- year planning period.

Also on Map 5, a “Northwest Gateway” community park is also suggested. This suggestion is for a more intensive recreational use, such as an adult sporting facility, which may be more appropriate with the commercial and highway-oriented uses planned for this area.

C. Recommended City Neighborhood Parks and Mini-Parks

Map 2 indicates that there are areas of the City that are not currently served by neighborhood parks; that is, they do not fall within the ½ mile recommended service area of any neighborhood park, or the service area is broken by a pedestrian barrier, such as a major street. Within developed areas of the City, however, there is usually another type of park or school facility within ½ mile. New neighborhood park facilities are recommended to be acquired and developed as other fringe areas develop, including the following future recommended parks:

- The “Gateway East” Neighborhood Park (#3 on Map 5) south of the Pine Bluff subdivision. The City’s *1999 East Whitewater Neighborhood Development Plan* first identified this area as appropriate for a neighborhood park, and the planned park space south of Jakes Way could be expanded or designed to meet the needs of this neighborhood.

- Two active and passive use parks within the proposed Tripp Lake Open Space Area (#4 & 5 on Map 5). The Water's Edge South Upland Park (#5) could potentially merge with Tripp Lake Park to the north to expand that community park. The "South Shore" park lies in an upland area with distinct natural amenities on all sides, and may be a desirable place for a combination recreation and conservancy area. Access to the site, however, presents a challenge. Both of these new parks will likely include significant conservancy areas within or adjacent to them.
- A park adjacent to Spring Brook, north of the bypass and west of Franklin Street (#8 on Map 5). This area may serve predominantly as a conservancy area, with small-scale recreational use areas (e.g., playground, open field).
- A park in the area south of the High School (#9) may be more of a conservancy area in public ownership or permanently protected private ownership as the property surrounds it develops.
- A park in the southwest part of the city (#10), that could be incorporated as a passive recreational space to serve proposed mixed-use development in the area.
- A new neighborhood park (#11) in the proposed residential development west of Mound Park Acres subdivision. There may be additional dedication or acquisition of conservancy areas in this vicinity as well.
- A "Near West" park (#12), which could actually be implemented as an extension or greater definition of Ward Park west of Tratt Street.
- A neighborhood park north of Main Street in the northwest quadrant of the City, which could be combined with a future school site (#13 on Map 5). There may be additional dedication or acquisition of conservancy areas as well, because of the large area of wetlands and other low-lying lands in this vicinity.
- Two parks north of the University (#14 & #15 on Map 5). The Prairie Village subdivision includes the dedication of nearly 10 acres as public parkland (#15), which consists mostly of wetland areas.
- A future expansion of the Whitewater Creek Nature Area (#16 on Map 5), mainly between the existing area boundaries and the Wastewater Treatment Plant site. These very low areas could provide for additional wildlife habitat, low-impact trails, and interpretive opportunities. The boundaries of this area could extend west to include the UW-LAWCON lands, which may also accommodate additional trails and native area restoration.

D. Recommended Bicycle and Pedestrian Facilities

In 2000, the City adopted the *Comprehensive Bikeway Plan* as a component of its master plan. The recommendations of the *Comprehensive Bikeway Plan* are included by reference within this *Park and Open Space Plan*. The City should follow that *Plan's* recommendations for design and location of facilities to promote bicycle accessibility. As Map 3: Existing Recreational Trails and Routes depicts, the City has made progress in recent years in implementing some of the recommendations of previous plans. Map 4: Comprehensive Bicycle & Trail System Plan mainly echoes but also updates the recommendations of the primary map within the *Comprehensive Bikeway Plan*. Where differences occur, Map 4 should control. The on-street and off-street bicycle route system depicted on Map 4 is intended to connect parks, neighborhoods, schools, and commercial and job centers. Key ideas advanced by the *Comprehensive Bikeway Plan* are a recreational loop and central "spine" off-street bike paths.

Much of the central bike path along Whitewater Creek was constructed in 2002. The City should work with the University and private land owners to complete the central spine and circumferential routes in mutually acceptable locations. In general, the City should work to acquire land and easements and make improvements to implement the recommendations of the *Comprehensive Bikeway Plan* and Map 5.

The following types of bicycle facilities are shown on Maps 3 & 4, with definitions included:

1. **Off Road Multi-Use Trails:** Paths separated from the street system and designated for multiple use by pedestrians and non-motorized vehicles such as bicycles and in-line skates. Such trails typically have a paved surface of 10 feet wide with 2 foot wide shoulders. A good local example is the Whitewater Creek path. In rural areas, such trails may be 8 feet wide and surfaced with limestone screenings or similar materials. Trails do not include sidewalks except where no other alternative is available.
2. **On Street Bike Routes:** Local streets where bicyclists share a travel lane with automobiles, generally with no special pavement markings or designated lanes for bikes. Traffic volumes on such streets should generally be less than 2000 cars per day and speed limits 30 mph or less. Along designated routes, all basic hazards to bike travel should be eliminated (e.g., parallel stormwater inlet grates, debris) and bicycle route signage with directions to major destinations should be considered.
3. **On Street Bicycle Lanes:** Busier streets with signed and striped bicycle lanes or paved shoulders, with a recommended minimum lane width of 4 feet (not including gutter pan). Perhaps the best local example is Starin Road in the University area. Streets with bicycle lanes may become part of a signed bicycle route system.

In addition to the recommendations in the previous section, which mainly focus on the acquisition of additional parks in the City, recommendations for improvements to existing park and open space facilities are as follows:

A. General Recommendations:

1. Continue to implement applicable recommendations of previously adopted city plans, such as the *Whitewater Street Corridor Redevelopment Plan* and the *West Whitewater Neighborhood Plan*.
2. Implement the recommendations of the 2000 *Comprehensive Bikeway Plan* (see also Map 4). The City's updated Subdivision Ordinance also contains requirements related to sidewalks, bicycle/pedestrian trails, and on-street bicycle routes.
3. Promote civic group "adoption" of parks to assist in acquisition, development, and maintenance of park facilities. Past examples include Whitewater Creek Nature Area and Turtle Mound Park, adopted by the University Optimists and Optimists respectively.
4. Coordinate maintenance and upkeep of ice rink with the University to provide for demand of University students and other citizens.
5. Develop a coordinated system of park and bikeway signage, including both way-finding and park identification signage.
6. Provide sites for non-organized recreation, including arts, crafts, native plantings, and interpretation of natural, archaeological, and geologic forms.
7. Continue to work with the school district and UW-W to explore opportunities for shared facilities, including appropriate circumferential trail routes through University land.
8. Consider offering recreational programming for youths during times when school is not in session, such as after-school and "early release" days.
9. Set up a youth services committee of students from the middle school and high school to explore recreational programming opportunities for that age group, and implement appropriate recommendations.

B. Department Recommendations

- *Parks and Recreation Participation Survey* - A new Parks and Recreation Facility and Programming Survey is recommended to be conducted prior to 2013. This survey process should include both a traditional survey that addresses both facility and programming needs as well as focus groups and work sessions. Consideration should be given to create a format that would expand data collection to include qualitative and experiential information. Efforts should also be directed toward identifying future facility and program needs.
- *Capital Improvements Program* - Each year, the city develops a Capital Improvement Plan (CIP) that sets budgets for overall community expenditures for the coming three to five years. The Whitewater Parks and Recreation Department and its staff need to be involved in this process as it is developed by contributing budget requests for park development or improvement projects. As this CIP is reviewed and revised yearly it is able to incorporate new initiatives, planning goals such as those included in this Master Plan, and unforeseen maintenance needs.
- *Whitewater Unified School District* - The city should review the viability of formalizing land management agreements with the Whitewater Unified School District. These

agreements would be intended to build upon recent successful partnerships between both agencies and to redistribute responsibilities related to facilities maintenance in order to draw upon the strengths of each agency and to reduce redundant services.

- *System-wide ADA upgrades* - For several years the City has been systematically upgrading its park shelters and restroom facilities to be compliant with ADA regulations. These upgrades should continue, and, as recreation facilities are added or renovated, care should be taken that these facilities, especially playgrounds, are universally accessible to the greatest extent practicable.

C. Recommendations for Specific Existing Parks (See Map 1 for Number References) :

These park-specific recommendations were developed through the planning process and are recommended as targeted improvements to the City's parks within the planning period (between 2008 – 2013).

1. Indian Mounds Park
 - Provide safer and more accessible surfacing of trails
 - Continue to work with Native American cultural groups to protect park
 - Historic sensitivity and restoration
 - Designation as archaeological park
2. Starin Park
 - Address maintenance needs
 - Turf management
 - Playground equipment
 - Improve accessibility for physically disabled and small children
 - Assure that restrooms are accessible and open during park hours
 - Explore feasibility of hosting special events at park
3. Trippe Lake Park (North)
 - Construct shelter, restrooms, and trailhead in area where existing building stands
 - Improve maintenance of creek and dam – including erosion control measures
 - Establish swimming prohibition until feasibility of using park as public swimming facility and potential health risks are addressed
 - Continue to work towards more comprehensive lakes management opportunities
4. Cravath Lake Waterfront Park
 - Assure that restrooms are accessible and open during park hours
 - Involve diverse users and needs in Whitewater Street redesign and plaza concept
 - Implement and maintain Lakefront Arch
 - Explore options for permanent buffer between railroad tracks and park
 - Improve signage
5. Moraine View Park
 - Complete master planning for park with consultant
 - Establish athletic facilities, possibly to include youth soccer fields
 - Identify need for picnic area or shelter
 - Incorporate other necessary improvements (restrooms, parking)
 - Identify areas for trail development

- Relocate and/or improve facilities for Bark Park to accommodate additional amenities
6. Whitewater Creek Nature Area
 - With assistance from the University Optimists, develop:
 - parking area
 - picnic area with shelter, grills, tables, etc.
 - nature trails
 - fishing areas
 - canoe launch site
 7. Brewery Hill Park/Armory
 - Providing electricity to skate park
 8. Meadowsweet Park
 - Explore possibility of modest enhancements for passive recreational use
 9. Park Crest Park
 - Improve accessibility for disabled persons and small children
 - Improve definition and surfacing of playground
 - Explore name change and incorporate signage
 10. Clay Street Nature Park
 - More clearly define boundaries of park
 - Identify opportunities for park expansion
 - Improve signage/public awareness of the park
 11. Main Street Shoppes Courtyard
 - Improve signage/public awareness of the park
 - Coordinate park improvement with redesign of adjacent streets and parking lot
 - Explore feasibility of incorporating with proposed rooftop green space at Main Street Shoppes
 12. Birge Fountain Park – *no recommended improvements during this planning period*
 13. Big Brick Park
 - Improve safety and cost-effectiveness of winter ice skating opportunities in the park
 - Work with University and other interested parties on opportunities for resurfacing to accommodate all-season sports and recreation
 14. Mill Race Park
 - Improve visibility and public knowledge of the park
 15. Optimists Turtle Mound Park
 - In partnership with the Optimists Club, explore feasibility of small park pavillion

Appendix A: National Recreation and Park Association Recreation and Open Space Standards

COMPONENT	USE	SERVICE AREA	DESIRABLE SIZE	ACRES / 1,000 POPULATION	DESIRABLE SITE CHARACTERISTICS
LOCAL OR CLOSE-TO-HOME SPACE					
Mini-park	Specialized facilities that serve a concentrated or limited population or specific group such as tour or senior citizen	Less than 1/4 mile radius	1 acre or less	0.25 to 0.5	Within neighborhoods and close to apartment complexes, townhouse development, or housing for the elderly
Neighborhood Park	Area for intense recreational activities such as field games, court games, crafts, skating, and picnicking; also for walking pool and playground apparatus areas	1/4 to 1/2 mile radius to serve a population up to 5,000 (if neighborhood)	5-10 acres	1.0 to 2.0	Sited for intense development; easily accessible to neighborhood population; geographically centered with safe walking and bike access; may be developed as a school-park facility
Community Park	Area of diverse environmental quality; may include areas suited for intense recreational facilities, such as athletic complexes, large swimming pools, may be an area of natural quality for outdoor recreation, such as walking, viewing, sitting, picnicking; may be any combination of the above, depending upon site suitability and community need	Several neighborhood roads, 1 to 2 mile radius	as needed to accommodate desired uses (typically 30-50 acres)	5.0 to 8.0	May include natural features, such as water bodies, and areas suited for intense development easily accessible to neighborhood served
Total Close-to-Home Space = 6.25 to 10.5 acres of recreational space within above parks per 1,000 population					
REGIONAL SPACE					
Regional/Metropolitan Park	Area of natural or ornamental quality for outdoor recreation, such as picnicking, boating, fishing, swimming, camping, and trail uses; may include play areas	Several communities, 1 hour driving time	200+ acres	5.0 to 10.0	Contiguous w/ or encompassing natural resources
Regional Park Reserve	Area of natural quality for nature-oriented outdoor recreation, such as viewing and studying nature, wildlife habitats, conservation, swimming, picnicking, hiking, fishing, boating, camping, and trail uses; may include active play areas; generally 80% of the land is reserved for conservation and natural resource management, with less than 20% used for recreation	Several communities, 1 hour driving time	1,000+ acres, sufficient area to encompass the resources to be preserved and managed	Variable	Diverse or unique natural resources, such as lakes, streams, marshes, flora, fauna, and topography
Total Regional Space = 15.20 acres per 1,000 population					
SPACE THAT MAY BE LOCAL OR REGIONAL AND IS UNIQUE TO EACH COMMUNITY					
Linear Park	Area developed for one or more varying modes of recreational travel, such as hiking, biking, snowmobiling, horseback riding, cross country skiing, canoeing, and pleasure driving; may include active play areas. (Note: Any activities included for the preceding components may occur in the linear park.)	No applicable standards	Sufficient width to protect the resources and provide maximum use	Variable	Built on natural corridors, such as utility rights-of-way, bluff lines, vegetation patterns, and roads, that link other components of the recreation system or community facilities, such as schools, libraries, commercial areas, and other park areas
Special Use Area	Areas for specialized or single-purpose recreational activities, such as golf courses, nature centers, trails, zoos, conservatories, arboreta, display gardens, arenas, outdoor theaters, gun ranges, or downhill ski areas, or areas that preserve, maintain, and interpret buildings, sites, and objects of archeological significance; also plazas or squares in or near commercial centers, ballfields, and parkways	No applicable standard	Variable depending on desired use	Variable	Within communities
Conservancy Area	Protection and management of the natural and cultural environment with recreational use a secondary objective	No applicable standard	Sufficient to protect the resource	Variable	Variable, depending on the resource being protected

Appendix B: Recreation Amenities in Public Parks - 2008

	Acres	Picnic Area	Enclosed Shelter	Open Shelter	Grills	Drinking Water	Restrooms	Playground Equipment	Boat Ramp	Fishing	Trails/Hiking	Ball Diamonds	Sand Volleyball Court	Tennis	Swimming	Camping	Cross-Country Skiing	Snowshoeing	Multi-purpose Area	Water Features	Ice Skating	Disc Golf	Swimming	Skate Park	Pet Exercise Area	
Community Parks																										
Whitewater Creek Nature Area	59.8	•								•	•								•						•	
Moraine View	45.0	•				•					•	•							•							
Starin	34.2	•	•	•		•	•	•			•	•							•							
Trippe Lake	24.2	•	•	•		•	•	•			•	•							•							
Cravath Lakefront	6.1	•	•	•		•	•	•			•	•							•							
Archeological Park																										
Indian Mounds	21.5	•									•								•							
Neighborhood Parks																										
Brewery Hill/Armory	7.3	•				•													•					•		
Meadowsweet	4.0	•									•								•							
Mini Parks																										
Park Crest	2.6	•							•										•							
Big Brick	1.1	•	•			•		•											•							
Optimist Turtle Mound	1.0	•						•											•							
Blige Fountain	0.7																									
Trailhead	0.7																									
Clay Street Nature Park	0.6	•								•																
Mill Place	0.6	•								•																
Main Street Shoppes Courtyard	0.1																									

Appendix C: Acreage of Land Developed to Park and Recreation Uses by Park and School - 2008

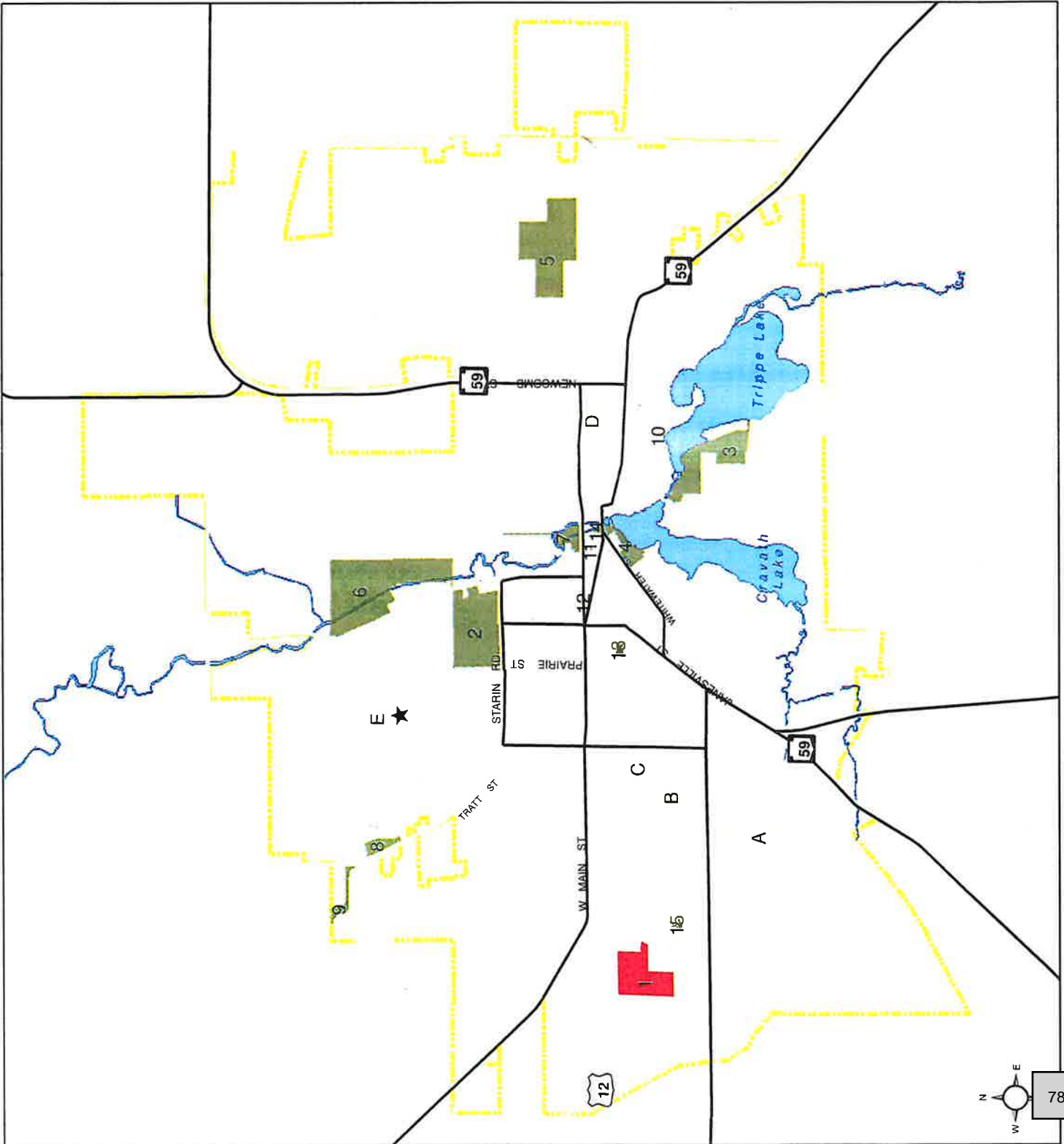
Park	Acreage by Type of Recreation Use Within Specific City Parks							Total
	Active Recreation Area	Passive Recreation Area	Special Facilities Area	Conservancy Area				
Archaeological Park								
1. Indian Mounds		2	19.5					21.5
Community Parks	39.1	54.2	0.3	75.7				169.3
2. Starin	15	19.2						34.2
3. Trippe Lake	8.1	15.9	0.2					24.2
4. Cravath Lakefront	6		0.1					6.1
5. Moraine View	10	15					20	45
6. Whitewater Creek Nature Area		4.1					55.7	59.8
Neighborhood Parks	0.6	2.5	0	11.5				14.6
7. Brewery Hill/Armory	0.4	1.9					5	7.3
8. Meadowsweet							4	4
9. Park Crest	0.2	0.6					2.5	3.3
Mini-parks	2.1	0.7	1.3	0				4.1
10. Clay Street Nature Park						0.6		0.6
11. Main Street Shoppes Courtyard			0.1					0.1
12. Birge Fountain						0.7		0.7
13. Big Brick	1.1							1.1
14. Mill Race						0.6		0.6
15. Optimist Turtle Mound	1							1
Total Public Parks	41.6	57.4	1.6	87.2				188
Public School Facilities								
A. Whitewater High School (CP)	98.1	11.8	2.2				1	113.1
B. Whitewater Middle School (CP)	54.5	11.8	2				1	69.3
C. Lincoln Elementary (NP)	25.1							25.1
D. Washington Elementary (NP)	10.3		0.2					10.5
University Facilities								8.2
E. UW LAWCON Fields	22	92.4					7.6	122
Grand Total	161.9	161.6	3.8	95.8				423.1

Map 1: Existing Public Park & School Facilities

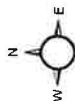
LEGEND

- Major Road
- Public Park
- Public School
- Archaeological Park
- ★ University Facility
- City Limits

1. Indian Mounds
2. Starin
3. Trippe Lake
4. Cravath Lakefront
5. Moraine View
6. Whitewater Creek Nature Area
7. Brewery Hill/Armory
8. Meadowsweet
9. Park Crest
10. Clay Street Nature Park
11. Main Street Shoppes Courtyard
12. Birge Fountain
13. Big Brick
14. Mill Race
15. Optimist Turtle Mound
- A. Whitewater High School (CP)
- B. Whitewater Middle School (CP)
- C. Lincoln Elementary (NP)
- D. Washington Elementary (NP)
- E. UW LAWCON Fields



Park & Open Space Plan:
2008 - 2013
Map not to scale.

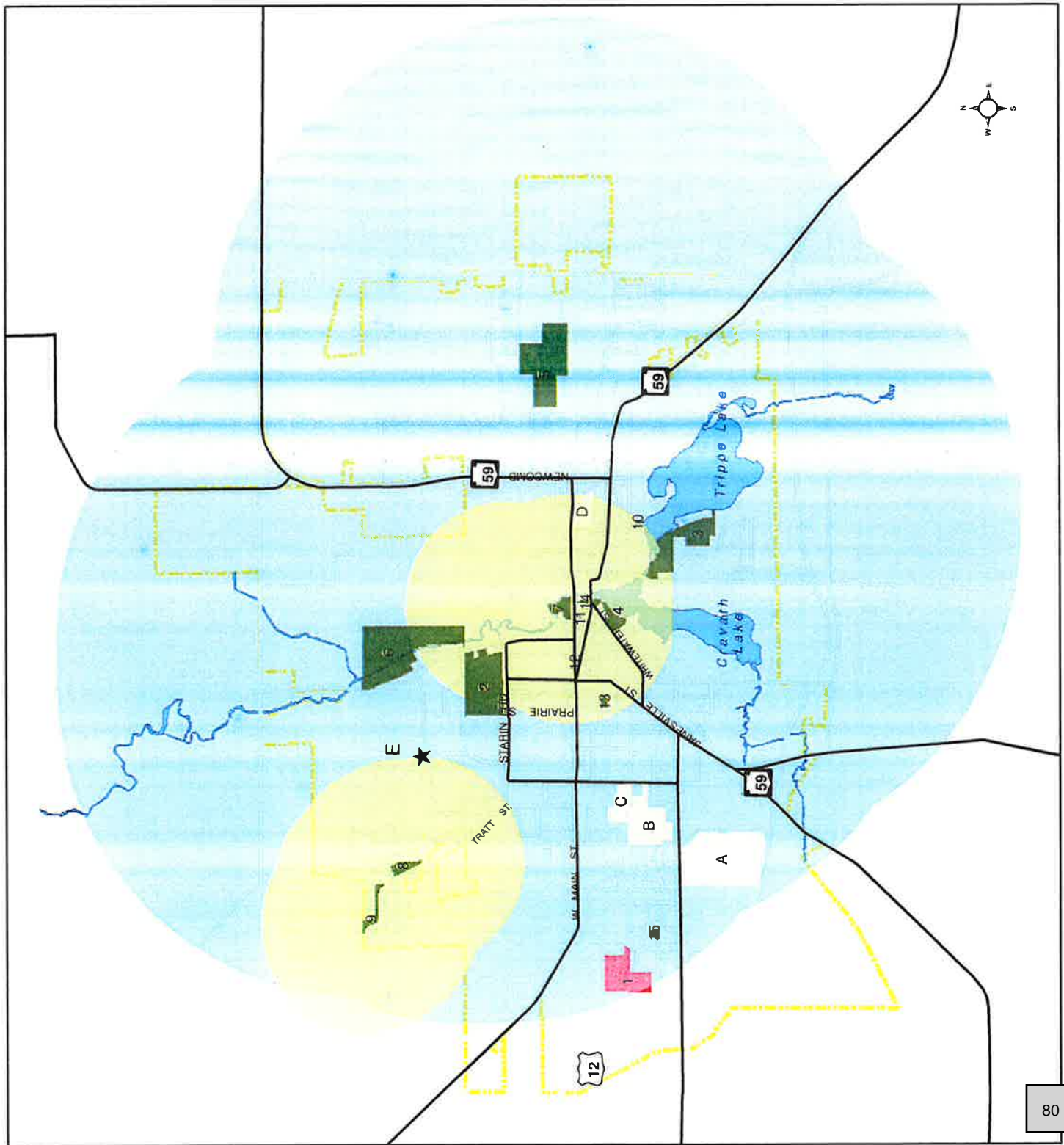


Map 2: Existing Park Service Areas

LEGEND

- ★ University Facility
- Major Road
- Public Park
- Public School
- Neighborhood Park Service Area (1/2 Mile)
- Community Park Service Area (1 1/2 Miles)
- Archaeological Park
- City Limits

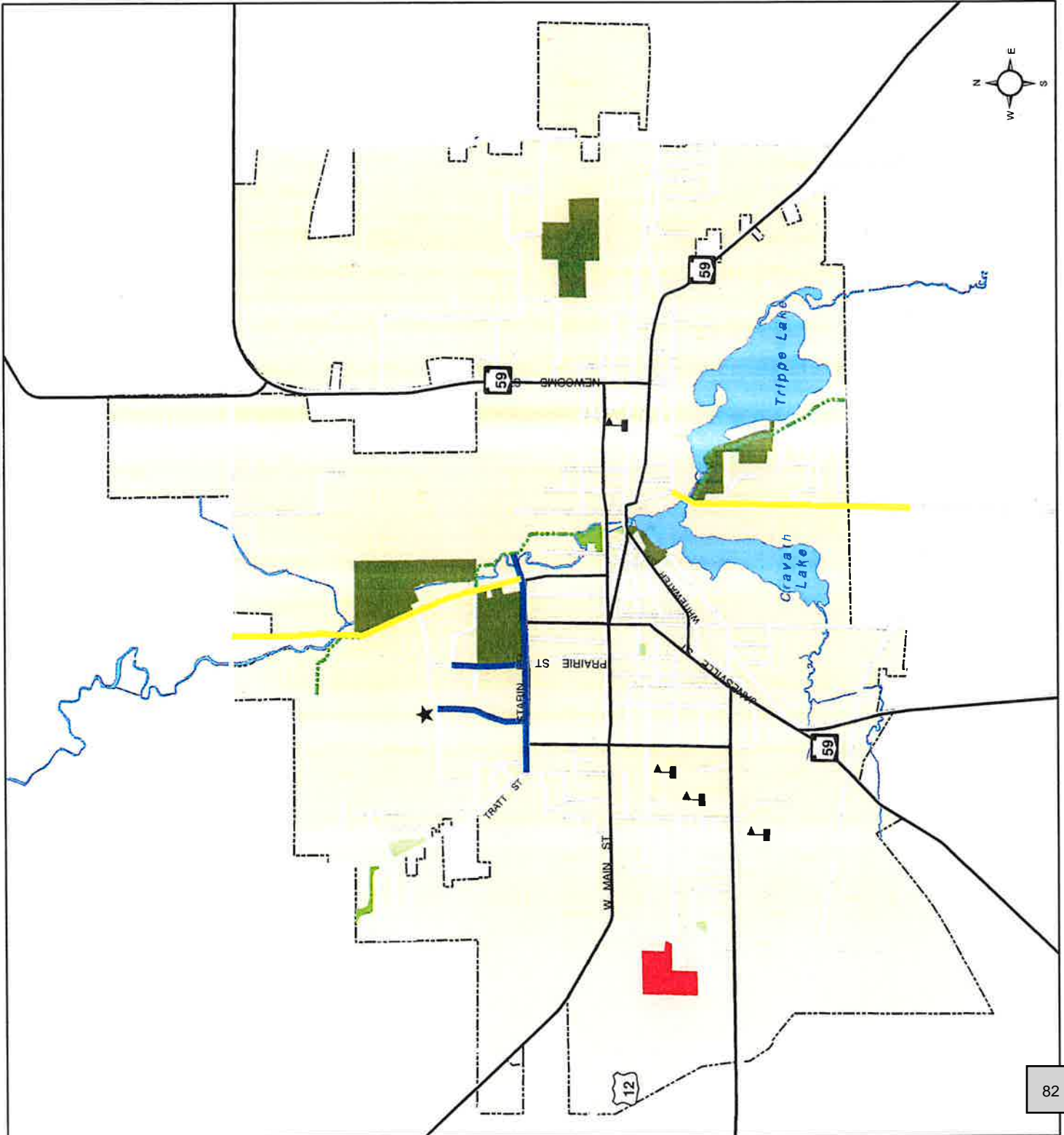
1. Indian Mounds
2. Starin
3. Trippe Lake
4. Cravath Lakefront
5. Moraine View
6. Whitewater Creek Nature Area
7. Brewery Hill/Armory
8. Meadowsweet
9. Park Crest
10. Clay Street Nature Park
11. Main Street Shoppes Courtyard
12. Birge Fountain
13. Big Brick
14. Mill Race
15. Optimist Turtle Mound
- A. Whitewater High School (CP)
- B. Whitewater Middle School (CP)
- C. Lincoln Elementary (NP)
- D. Washington Elementary (NP)
- E. UW LAWCON Fields



Park & Open Space Plan:
2008 - 2013
Map not to scale

**Map 3:
Existing Recreational
Trails and Routes**

- LEGEND**
- ★ University Facility
 - 🏫 School
 - Existing System**
 - ⋯⋯⋯ Off-street Multi-Use Path
 - On-street Bike Lane
 - Unmarked On-street Route
 - Major Road
 - 🌳 Neighborhood Park
 - 🌳 Mini-park
 - 🌳 Community Park
 - 🏛️ Archaeological Park
 - ⬜ City Limits



*Park & Open Space Plan:
2008 - 2013*

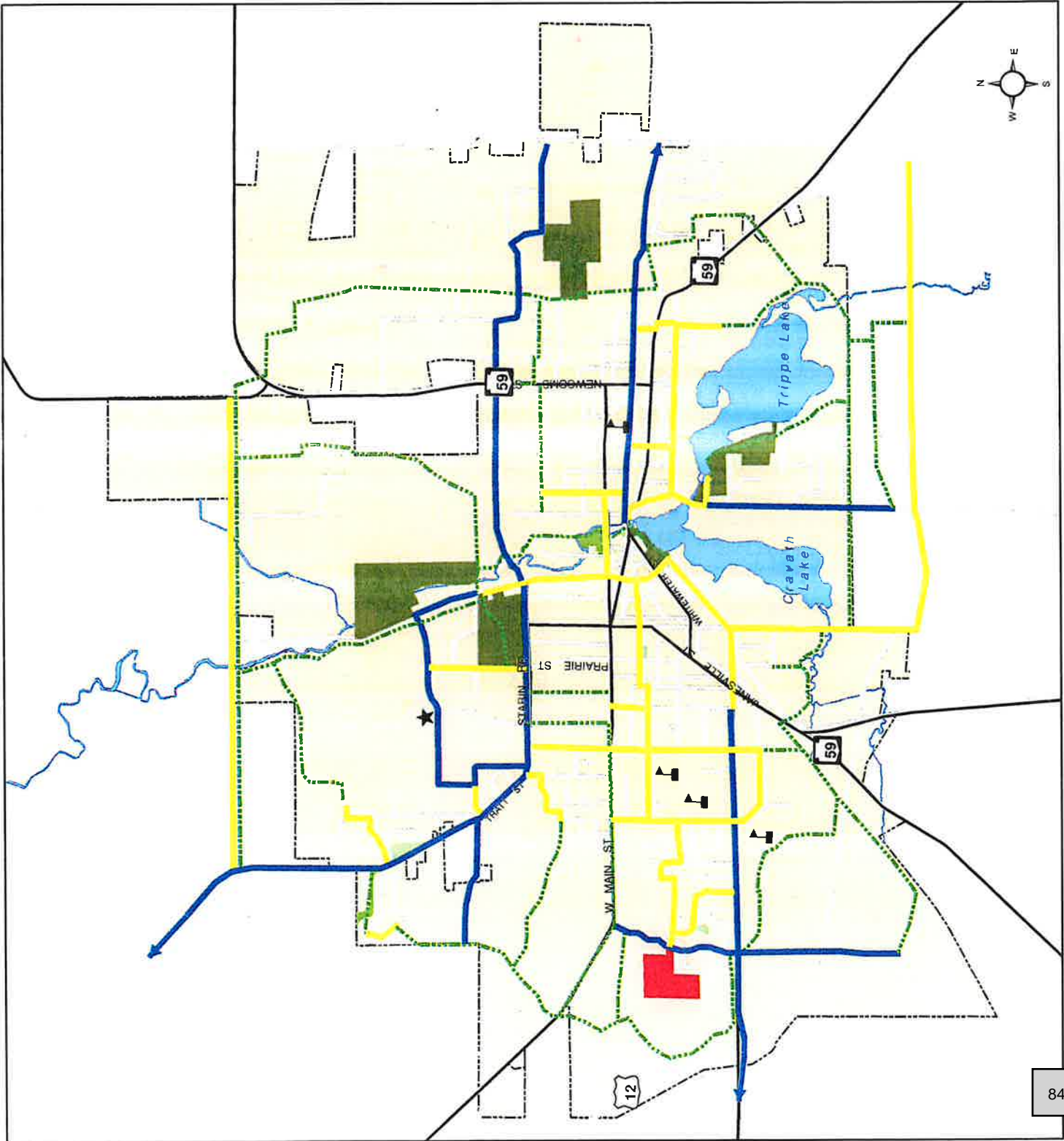
Item 5.

Map 4: Comprehensive Bicycle & Trail System Plan

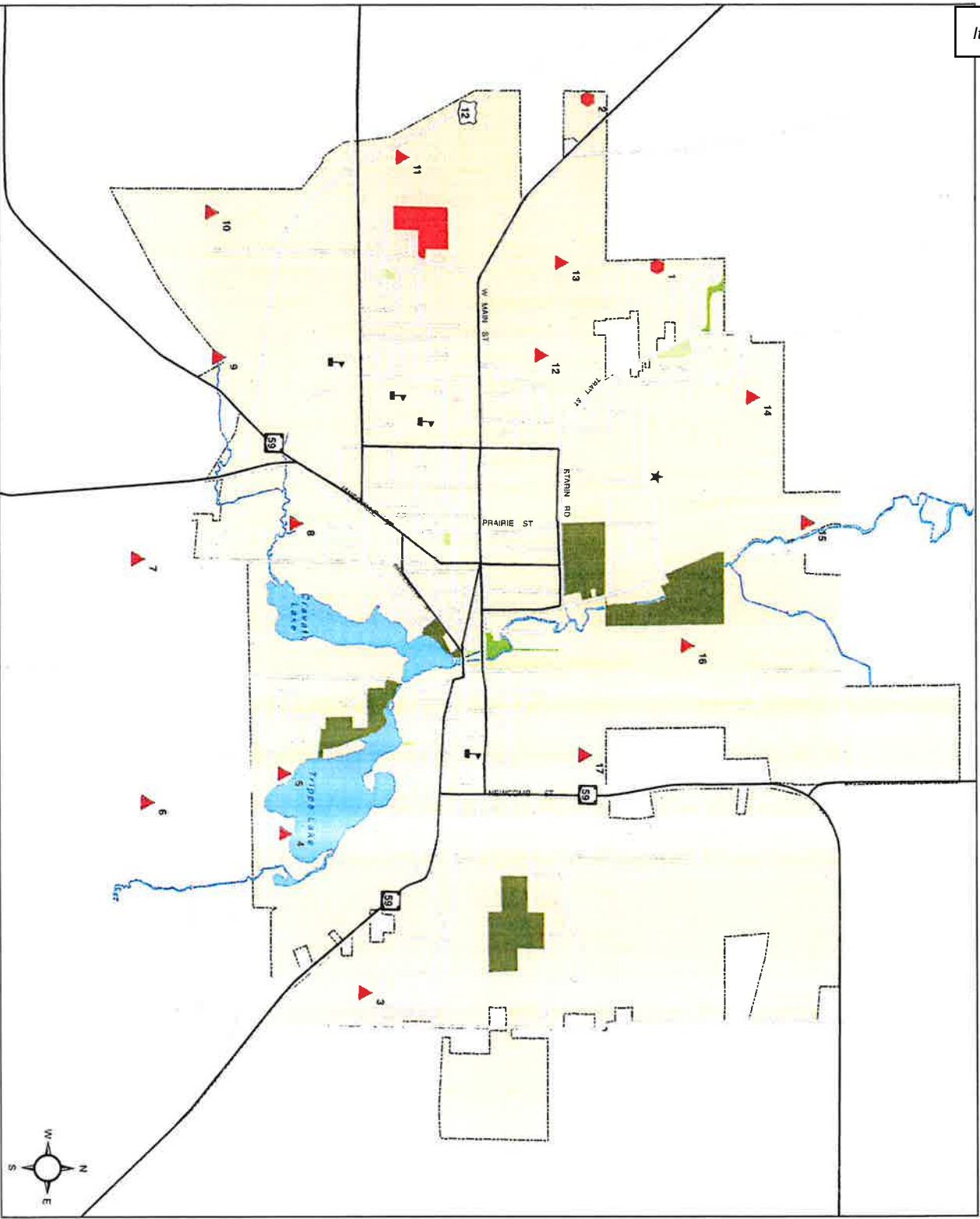
(Intended to be general only.)

LEGEND

- ★ University Facility
- 🏫 School
- Major Road
- Trail System
- ⋯ Off-street Multi-use Path
- ▬ Unmarked On-street Route
- ▬ On-street Bike Lane
- ➔ Connect to County System
- ➔ Connect to County System
- 🌳 Neighborhood Park
- 🌳 Mini-park
- 🌳 Community Park
- 🏛️ Archaeological Park
- ▭ City Limits



Park & Open Space Plan:
2008 - 2013



Map 5:
Recommended Park & Open
Space Facilities

(intended to be general only)

LEGEND

- ★ University Facility
- L School
- Community
- ▲ Neighborhood
- Major Road
- Undesignated Park Space
- Neighborhood Park
- Mini-park
- Community Park
- Archaeological Park
- City Limits

1. Northwest Community Park
2. West Gateway Community Park
3. East Gateway Neighborhood Park
4. South Shore Community Park
5. Waters' Edge South Upland Park
6. Far Southeast Park
7. South Franklin Park
8. Spring Brook Park
9. South Campus Neighborhood Park
10. Southwest Neighborhood Park
11. Emerald Ridge Neighborhood Park
12. Near West Neighborhood Park
13. Northwest Neighborhood Park
14. Northwest Campus Neighborhood Park
15. Prairie Village Neighborhood Park
16. Whitewater Creek Nature Park Expansion
17. Eastside Neighborhood Park



Not to scale.



City of Whitewater Parks & Recreation Strategic Plan



Approved by Parks & Recreation Board
March 10, 2015



PREPARED BY:
Whitewater Parks & Recreation

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- III. Goals, Objectives, & Policies
- IV. Strategic Goals
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 - a. Parks
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 - c. Bicycle & Pedestrian Network
- VI. Recreation Programming in Whitewater
- VII. Appendices
 - a. Public Involvement

Introduction

This plan is built off the 2008-2013 Park & Open Space Plan of the City of Whitewater. This strategic plan supports and expands upon the City's comprehensive plan. This planning document is intended to be reviewed, updated, and improved on a regular basis so that it serves as a working document for the Parks and Recreation Department.

Plans such as the Lake Protection Plan for Cravath and Trippe Lakes (2011) and the Bicycle and Pedestrian Master Plan (2013) are specific plans referenced in this strategic plan. These specific plans serve as the implementation strategy for these specific areas and are not superseded by this Strategic Plan.

It is important to note that the City contracted with Recreation Accessibility Consultants to complete a review of all city parks and facilities to prepare a transition plan. The Parks and Recreation Department is committed to making its programs, parks, facilities, and amenities accessible to everyone and that the recommendations of that plan will need to be incorporated in all future improvements and upgrades to the park system.

Planning Process

Park and Open Space Standards

An important step in the park and open space planning process is to define a set of minimum standards for park and recreational facilities. These standards enable a community to determine how well its existing recreational facilities meet the needs of its residents at the present time and project the future need for such facilities. The National Recreation and Park Association (NRPA) has developed a set of recommended park and recreational space standards which can be used by local communities as a general guide to planning for usable park and recreation space. This Plan uses two types of standards—both are equally important:

- **Gross Recreational Acreage Standard:** The first standard is expressed as a population ratio; that is, the minimum number of usable park and recreation acres recommended per 1,000 residents of the City. Generally, NRPA recommends a gross acreage standard of 6.25 to 10.5 acres of developed outdoor recreational space per 1,000 persons. This standard does not consider environmentally sensitive or significant lands acquired by the public primarily for conservancy purposes, because the type and amount of such conservancy lands varies so significantly in different communities. Conservancy acquisitions would, therefore, be in addition to the 6.25 to 10.5 acres per 1,000 standard.
- **Service Area Standard:** The second standard is expressed as a desired maximum service radius around parks, with the radius length differing by park type. For example, NRPA recommends a service radius of $\frac{1}{4}$ mile to $\frac{1}{2}$ mile for neighborhood parks. A supplementary table of these standards has been included as Appendix A.

The following is a list of various types of parks, recreational facilities, and open spaces applicable to Whitewater. The desired park functions, sizes, and service areas have been customized for the City based on the NRPA standards.

Mini-park: These active-use parks are specialized facilities that serve a concentrated or limited population or specific group such as pre-school children or senior citizens.

Desirable site characteristics: Within neighborhoods and in close proximity to apartment complexes, townhouse developments, or housing for the elderly, or at the edge of a larger conservancy area.

Desirable size:	2 acres or less
Acres per 1,000 populations:	0.25 to 0.5 acres
Service area:	Less than 1/4 mile radius

Neighborhood Park: An area for intense recreational activities such as field games, court games, crafts, playground apparatus area, skating, picnicking, wading pools, ball fields, adult areas with benches, shelter and game tables. Trees, open fields and undeveloped natural areas are also desirable components of neighborhood parks, where available.

Desirable site characteristics: Suited for intense development. Easily accessible to the neighborhood population. Geographically centered with safe walking and bike access. May be developed as a combination school-park facility, or at the edge of a larger conservancy area.

Desirable size:	3 - 7 acres
Acres per 1,000 populations:	1 to 2 acres
Service area:	1/4 to 1/2 mile radius to serve a population of 1,000 to 5,000

Community Park: An area of diverse recreational opportunities and environmental quality designed to serve several neighborhoods, quadrants of the City, or the community as a whole. Should be located on or near major thoroughfares and also be easily accessible by foot. May include areas suited for swimming pools. May be or include an area of natural quality for outdoor recreation, such as walking, viewing, sitting, picnicking, and bicycling. May be any combination of the above, depending on the site and community need. Desirable facilities include those listed above for neighborhood parks, along with swimming facilities, picnicking, lighted ball fields and tennis courts, community center buildings, and adequate off-street parking. Landscaping and natural areas are desirable in a community park, if available.

Desirable site characteristics: May include or be attached to conservancy areas such as water bodies, but should also include areas suited for intense development. Easily accessible to neighborhood served.

Desirable size: 7 or more acres with 15 to 40 acres being most common
Acres per 1,000 populations: 5 to 8 acres
Service area: Several neighborhoods. 1½ mile radius

Currently, Whitewater’s parks and recreation system provides 15 parks as classified by the above standards, including one “Archaeological” Park (Effigy Mounds Preserve) not intended for recreational use. Within each of these parks, the intensity of “recreational” use varies substantially. For this Plan, four classifications of recreational use are identified: Active, Passive, Special Use, and Conservancy. As alluded to above, conservancy lands are not included in the calculation of recreational space within the city.

- **Active Recreation Area:** these areas offer a mix of uses that may include, for example: athletic fields, buildings or structures for recreational activities, concessions, community gardens, courses or courts, children's play areas, dog play areas, or a bike path.
- **Passive Recreation Area:** these areas offer a mix of uses, undeveloped land, or minimally improved lands which may include, for example: landscaped areas, natural areas, ornamental gardens, non-landscaped greenspace, stairways, decorative fountains, picnic areas, water bodies, or trails without recreational staffing.
- **Special Use Area:** these are areas of special recreational activities such as marinas, zoos, conservatories, arboreta, display gardens, arenas, outdoor theaters, gun ranges, downhill ski areas, or areas that preserve, maintain and interpret buildings, historical sites, and objects of archeological significance. Also, special use areas may contain plazas or squares in or near commercial centers, boulevards, and parkways. Most parts of Special Use Areas are not included in the overall community calculation of park and recreation space per 1,000 persons.
- **Conservancy Area:** these are permanently protected areas of environmental significance or sensitivity, generally with limited opportunities for recreational use. Acquisition of conservancy areas often has secondary benefits such as flood control or enhancement of adjacent private property values. Conservancy areas may include water bodies, floodplains, wetlands, shorelines and shoreland setback areas, drainage ways storm water management basins and conveyance routes, environmental corridors and isolated natural areas as mapped by the Southeastern Wisconsin Regional Planning Commission, wildlife habitat, areas of rare or endangered plant or animal species, prairie remnants or restoration areas, scenic vistas, or environmentally constrained lands or open spaces as recommended in other adopted components of the City’s master plan. May also be appropriate for utilities and secondary recreational uses, such as trails.

Goals, Objectives, & Policies

An early step in the park and open space planning process is to establish goals, objectives, and policies that serve as the base for all subsequent planning efforts. The terms goals, objectives, and policies are frequently used interchangeably even though each has its own distinct definition. For the City of Whitewater Park and Open Space Plan, 2008 – 2013, considerable attention was given to identifying the community’s priorities with respect to planning for future Park and Open Space needs. These priorities point out the critical themes that the goals, objectives, policies, programs, and recommendations of this plan should be based upon. The “highest” priorities identified in the public participation process are summarized in the following section.

- Improved interconnectivity and visibility of City parks and open spaces throughout the community
 - Parks connected by trail system
 - Multi-use trail uninterrupted within and throughout the city
 - “Safe Routes” to school as a grant program to enhance trail development
 - Maintain/improve access and use for disabled
 - Maintain/enhance access and use for Senior population
 - Improved signage
 - Improved and/or updated park maintenance
 - Continue to build on publicity (mapping, brochures, outreach, etc.)
- Focus on new “Comfort Spots” – beautification with natural enhancements as well as limited physical improvements to encourage passive use
 - Incorporate into new residential and commercial developments
 - Establish as more well-defined components of larger neighborhood and community parks
- Greater diversity of sports facilities
 - Youth soccer fields
 - Adult outdoor sports (e.g., softball)
 - Winter sports
- Lakes and water-centered activities and uses
 - Improved water-quality
 - Potential for outdoor swimming opportunities – address potential health risks

Park and Open Space Goal:

Ensure provision and stewardship of sufficient parks, recreation facilities, and natural areas to satisfy the health, safety, and welfare needs of citizens and visitors - including special groups such as the elderly, the disabled, and pre- school age children - and to enrich the aesthetic and scenic quality of the City’s neighborhoods, gathering spots, and entry points.

Park and Open Space Objectives and Policies:

Objective 1

Preserve natural features and amenities and conserve natural resources for the benefit of the community and society as a whole, realizing that these resources are finite and, for the most part, irreplaceable.

- 1.1 Encourage public awareness of the City's environmental and cultural resources by promoting appropriate educational programs.
- 1.2 Work to preserve conservancy lands that can be adequately and appropriately protected without public expenditure. Direct public funds to acquire conservancy lands that cannot be protected through other means, or where public access is a priority.
- 1.3 Pay special attention to preserving pristine lowlands, waterways, marshes, and adjacent contributing uplands in their natural state to ensure their maintenance as wildlife and fish habitats, as natural drainage areas, areas for passive recreation, and reservoirs for stormwater.

Objective 2

Provide quality recreation and open space lands and facilities for each neighborhood.

- 2.1 Site and design neighborhood parks to enhance neighborhood cohesion and provide common neighborhood gathering places. All residents should be within a 10 minute walk (1/2 mile) of a neighborhood park or community park with active recreational facilities.
- 2.2 Working with the School District, provide community parks for more intensive and specialized recreational needs. All new residents should be within 1 ½ miles of a community park.
- 2.3 Provide or require smaller parks and recreational facilities within intensive development areas, such as in or near multi-family residential developments.

Objective 3

Coordinate public park and open space lands with private developments and other uses of land.

- 3.1 Work with the development community, property owners, and environmental interests to site and design parks and other open spaces to meet multiple objectives.
- 3.2 Site and design parks and associated facilities to avoid nuisance situations between neighbors and park users.
- 3.3 Combine parks and recreational facilities with school facilities where appropriate and feasible. Continue to coordinate recreation service provision with the Whitewater Unified School District and the University.
- 3.4 Whenever possible, require that residential developments dedicate parkland, provide recreational facilities, and dedicate or otherwise preserve conservancy areas like wetlands and floodplains. In such special cases that this is not possible, the City will require that residential developments provide fees-in-lieu of parkland dedication and fees-in-lieu of park development.

Objective 4

Provide a diversity of recreational opportunities so that residents of all ages and abilities have an equitable opportunity to enjoy parks and open spaces.

- 4.1 Provide supervised and coordinated recreational activities for all City residents on a year round basis. This may include offering recreational programming for youth after school and in the hours and days that school is not in session.
- 4.2 Encourage active citizen participation in developing recreational programs and parks. This may include setting up a youth services committee of students from 6th to 12th grades to

- explore recreational programming opportunities for that age group, and implementing appropriate recommendations.
- 4.3 Encourage educational opportunities in park and recreation activities and work with county extension, 4-H, and the School District to assist with developing and operating programs such as community gardens, nature center(s), arboreta, botanical gardens, and lake and stream testing.
 - 4.4 Maintain all parks to ensure the safety of users and replace worn or damaged equipment.
 - 4.5 Provide special use areas and unique recreational facilities where necessary to protect an exceptional resource or supply a community demand.
 - 4.6 Maintain all facilities in compliance with Consumer Product Safety Commission (CPSC) and Americans with Disabilities Act (ADA) guidelines. Operate all services, programs, and activities so they are accessible to persons with disabilities in accordance with ADA guidelines.

Objective 5

Provide good pedestrian, bicycle, and vehicular access to parks and recreation facilities.

- 5.1 Provide multiple access points of sufficient width from surrounding neighborhoods.
- 5.2 Follow the recommendations of the Comprehensive Bikeway Plan and the updated bike and pedestrian facility map in this Park and Open Space Plan when reviewing private development proposals, completing road projects, and planning for bike paths.
- 5.3 Require sidewalks in new developments per the City's Land Division and Subdivision regulations, and follow the recommendations of the Citywide Sidewalk Plan map (within the Central Area Plan) when making sidewalk decisions on existing streets.

Objective 6

Acquire and develop new recreational facilities where City growth creates a need for additional facilities and where existing residents are underserved by City parks.

- 6.1 Direct new park and open space facilities to current and future population needs.
- 6.2 Acquire park and open space lands in coordination with development to provide for reasonable acquisition costs and facilitate coordinated neighborhood and park development.
- 6.3 Coordinate land acquisition, planning, and transportation programs of all federal, state, county and local agencies concerned with parks and conservation.
- 6.4 Cooperate with other governmental bodies, including the Whitewater Unified School District and the University to provide joint recreation service wherever possible.
- 6.5 Review and update the City's Park and Open Space Plan every five years.

Strategic Goals

Increased Teen and Adult Programming

1. Decide what programs to offer
 - Survey community so see what kinds of programs interest them (Survey Monkey – 2 week free trial)
 - Work with school district/school personnel to get their input on what would be good programs to offer for teens
 - Analyze data with staff to determine what programs would be best to offer based off feedback from above.
 - Determine cost of program for feasibility
 - Target middle school and high school students who do not play sports
 - Work with Studio 84, Arts Alliance to provide evening and weekend programs
2. Once programs are determined figure out logistics (i.e. Staffing, location and cost)
 - Staffing – Determined by Parks Programmer/Parks Director
 - Location – Talk with schools, Library, Arts Alliances, University or any other facilities feasible for programs.
 - Cost (i.e. cost to participate, equipment, etc.)
3. Promote Programs
 - Parks Brochure
 - Parks Newsletter
 - Facebook
 - Schools
 - Website
 - Other means of communication
4. Execute Program(s)
 - Recreation & Community Events Programmer
 - Recreation Program Coordinator
 - Senior Coordinator

Outdoor Fitness Equipment installed in Starin Park

1. Design layout, select equipment, develop cost projection by May 2015
 - Community Input
 - Focus Group/Committee
2. Identify grant programs and submit applications by September 2015
 - Focus on health & wellness
 - Middle School – Seniors
3. Develop sponsorship program for local organizations and businesses to sponsor by October 2015
 - Council presentation/proposal by October 2015 for inclusion in 2016 CIP
4. Develop and solicit RFP based on plan and funding
5. Complete purchase and installation as a community project (MADD)

Employee Wellness & WAC Programming

1. Work with W3 and WAC to provide more wellness based programs

2. Help promote WAC programming through city marketing/work together instead of duplicating efforts
3. Negotiate time at Whitewater Aquatic Center for city programs
 - After school programs
 - W3/City wellness
 - Kids Escape

Moraine View Concessions/Restroom Building

1. Increased / Improved field maintenance
 - Develop turf management plan
 - Agreement w/ soccer club regarding City's responsibilities
 - Develop standard of playability
2. Development of field signage/sponsorship program
3. Collaborative fundraising w/ soccer club
4. Advocating financial support for project to Council

Advocate for increased awareness of social, health, and economic advantages of providing quality of life enhancements

1. Economics
 - Senior recruitment
 - Collect data supporting economic advantages
2. Promotion & Awareness
 - Media
 - Public Relations
 - Use of Technology
3. Integrate healthy lifestyle into community fabric
4. Communicate benefits of Parks and Recreation to stakeholders and explore opportunities to celebrate achievements

Development of a Community Center/Fieldhouse

1. Define the why and who regarding need for the facility
2. Identify strategic partners both public (WWUSD/UWW) and private
3. Identify what we are looking for and build a vision for the project
4. Educate Community and gain community input
5. Define specific physical plan
 - # of courts
 - # of meeting rooms
 - Plan for long range needs (2025/2035)
6. Determine Funding
 - Who
 - How
 - Fundraising
 - Private Support
7. Execution
 - Final Design
 - Bidding
 - Votes – possible referendum
 - Construction

Improve lake health and recreational access.

1. Address the need for improvements to boat launches (Cravath), piers, and docks along Cravath and Trippe Lakes.
 - a) Complete feasibility study of docks
 - b) Develop a timetable and funding schedule for completion
2. Improve education and communication within the community regarding the lakes and lake health.
3. Evaluate and take action regarding new and existing strategies for lake clean-up and restoration.
 - a) Complete lake dredging feasibility study
 - b) Evaluate lake harvesting by contract or in-house
 - c) Explore the possibility of a Lake District
 - d) Increase storm water sediment removal through city-wide infrastructure improvements
- 3) Proactively engage the DNR to assist with restoration efforts including invasive species abatement and fish stocking of the lakes
4. Explore recreation adventures (paddle boats, stand up board)



Park Specific Site Plans

Big Brick Park

Established: 2001

Mini (1.1 acre)



Big Brick Park was acquired by the City in 2001 from the Whitewater Unified School District. It was the site of Union School, which was built in 1853-1854. In 1883, a combination high school and elementary school was built on this site, known as “Big Brick”. A high school program began in 1885, and the “Big Brick” school operated until it burned down in 1928. The basement had a very short ceiling and in stoking the furnace too high, the timbers caught fire.

Recreation Programs:

No recreation programs are housed at the park, although offering skating lessons and youth/adult hockey should be explored

Recent Improvements:

- A new furnace was installed in 2012
- A NiceRink system was purchased and implemented in 2013

Recommendations:

- A small playground and swings were installed in 2000 and is inadequate and a decision must be made whether to upgrade the playground equipment in 2020 or simply not replace it.
- The basketball court surface should be inspected annually and maintained appropriately.
- Efforts should be explored to provide more recreation opportunities to young adults including outdoor ping-pong tables and disc golf.
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

2015 EWF Playground Conversion	\$1,500
2015 & 2017 Ice rink liner	\$2,000 each
2016 Outdoor water/bottle refill station	\$1,500

10 Year Upgrades

2019 & 2021 Ice rink liner	\$2,000 each
2020 Playground Equipment	\$30,000
2020 Basketball Hoops	\$4,000
2023 Nice Rink System Upgrade	\$10,000








15 Year Upgrades

2025 & 2027 Ice Rink liner	\$2,500 each
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20 Year Upgrades

2029 & 2031 Ice Rink liner	\$3,000 each
2033 Nice Rink System Upgrade	\$13,000



-  PlayEquip
-  Garbage Can
-  Bench
-  Signs
-  Grill
-  Bike Rack
-  Park Area

Brewery Hill Park

Neighborhood (7.3 acres)



This park received its name from a brewery that once stood on top of the hill. In 1859, George Streng established a brewery, later known as the Whitewater Brewing Co., on the corner of North and Jefferson Streets, which became known as Brewery Hill. It was once a popular sledding hill. In the winter, the city would close the street and allow children to sled down it. The park now features a multi-purpose trail and the Whitewater Rotary Skate Park.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

-

Recommendations:

- Explore need for public access to electricity at the site
- Develop plan for regular maintenance of Whitewater Creek
- Review of site plan by Urban Forestry Commission with the understanding that site lines from North Street and the Armory at this site are important for public safety
- Explore opportunities to enhance visitor experience through technology








5 Year Upgrades

2016 Outdoor water/bottle refill station \$1,500

15 Year Upgrades

2024 Upgrade Skate Park \$135,000

BREWERY HILL PARK

	PlayEquip
	Bench
	Garbage Can
	Signs
	Bubbler
	Bike Rack
	Park Area



Clay Street Nature Area

Mini (1.4 acre)



The park includes a fishing pier and a turtle nesting mound that was created as an Eagle Scout project in 2005. Previously the park included a boat launch and parking areas that were eliminated with improvements to Trippe Lake Park to house these amenities.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

- Acquisition of .79 acres to expand the park in 2010

Recommendations:

- The ability to add a path that connects the sidewalk to the fishing pier would be an amenity that would add to the park and its accessibility.
- Develop annual pruning & tree trimming program to increase visibility of the lake and site
- Relocate existing fishing pier away from the storm sewer outlet
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades


2015 Stormwater Detention Basin (Public Works project)
2016 Install benches along the lake \$4,500

10 Year Upgrades

2023 Upgrade Fishing Pier \$5,000

CLAY STREET NATURE AREA



-  Fishing Pier
-  Garbage Can
-  Signs
-  Park Area

Cravath Lakefront Park

Established: 1997

Community (6.1 acres)



In the 1990’s, faced with environmental issues, the city opted to create an open space to encourage visitors to the downtown area. The same land that was used as a dump site, oil tank storage, candle factory, and other industrial purposes is now a lakefront hosting celebrations, concerts, and weddings. The Lakefront Center was designed to resemble the nearby historic Whitewater Passenger Train Depot. The lakefront park includes the Cravath Lakefront Community Center, picnic shelter, boat pier, and multi-use trail.

Recreation Programs:

- Messy Fest
- Concerts in the Park
- Family Fun Nights
- Freeze Fest
- Basic Sewing
- Watercolor

Recent Improvements:

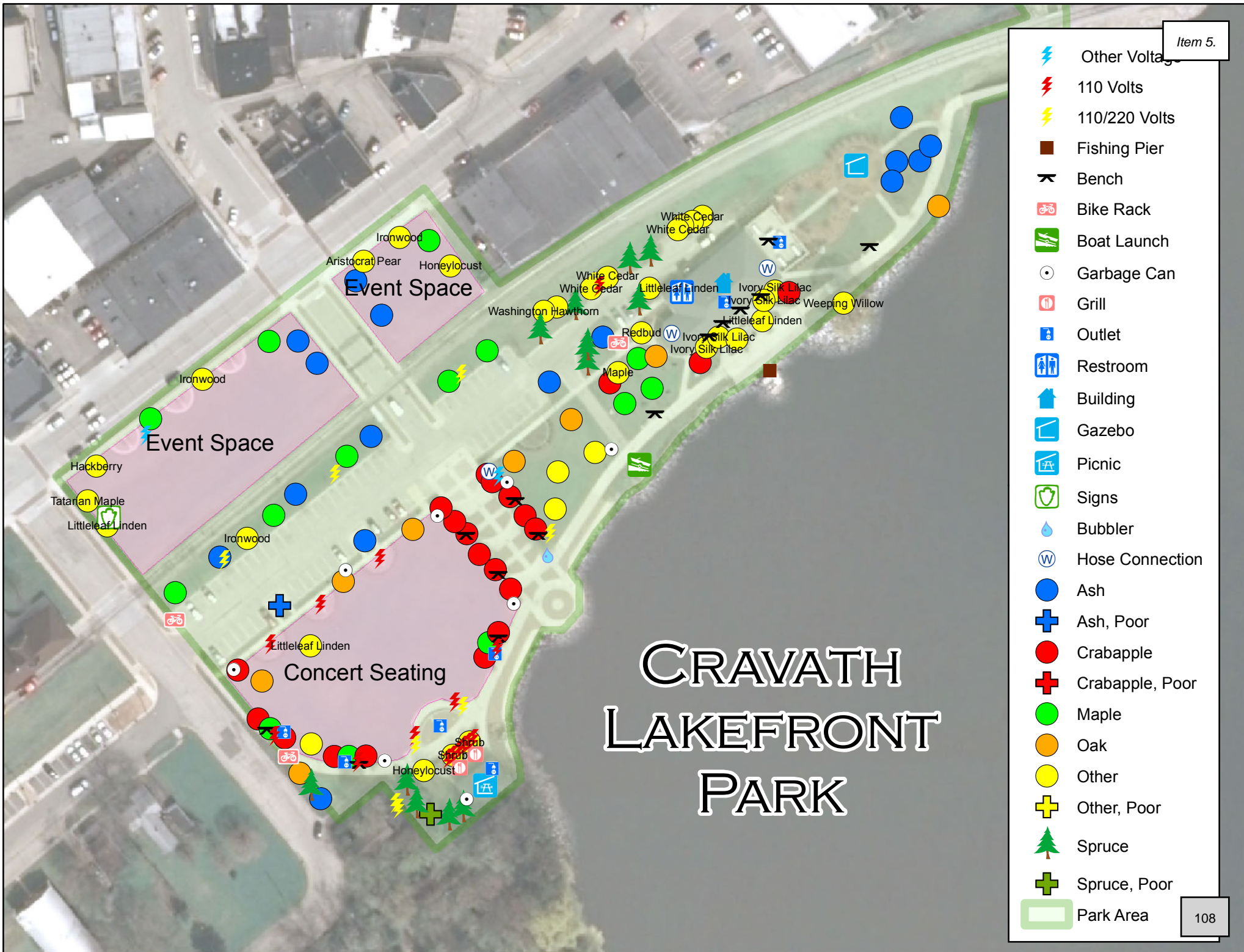
- Picnic Bump-outs (2009)
- Flower Planters (2009)
- Decorative Bicycle Racks-Downtown Whitewater (2010)
- Electrical Upgrade (2011)
- Restroom Timer Locks (2012)

Recommendations:





























- The addition of a decorative fence along the railroads tracks would provide a needed safety enhancement and reduce staff time in erecting temporary fence for special events.
- A splash pad would provide a destination to attract families to the downtown.
- The existing stage is not used by special events; enhancements are needed for special events and the concert series to the stage.
- Need to remove bricks from lakefront and relocate to eliminate safety concerns. Should replace bricks with a stamped concrete or similar product that will not deteriorate.
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

2015 Repair boat launch	\$57,500
2016 Install Fence – railroad tracks	\$25,000
2017 Amphitheater & Shade Structure	\$400,000



Item 5.

-  Other Voltage
-  110 Volts
-  110/220 Volts
-  Fishing Pier
-  Bench
-  Bike Rack
-  Boat Launch
-  Garbage Can
-  Grill
-  Outlet
-  Restroom
-  Building
-  Gazebo
-  Picnic
-  Signs
-  Bubbler
-  Hose Connection
-  Ash
-  Ash, Poor
-  Crabapple
-  Crabapple, Poor
-  Maple
-  Oak
-  Other
-  Other, Poor
-  Spruce
-  Spruce, Poor
-  Park Area

CRAVATH LAKEFRONT PARK

East Gate Park

Established: 2010

Mini (2.0 acres)



East Gate Park was dedicated to the City in 2010 as part of the Pine Bluff residential subdivision. The park is a 2.0 acre park that allows for future expansion should additional development occurs. The park contains green space and a playground.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

- Park Naming (2008)
- Playground (2010)

Recommendations:

- The playground often has flooding issues and efforts should be explored to eliminate this issue.
- The park should be expanded to a minimum of 3 acres to create a neighborhood park.
- Explore opportunities for adding a park shelter and sand play area.
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

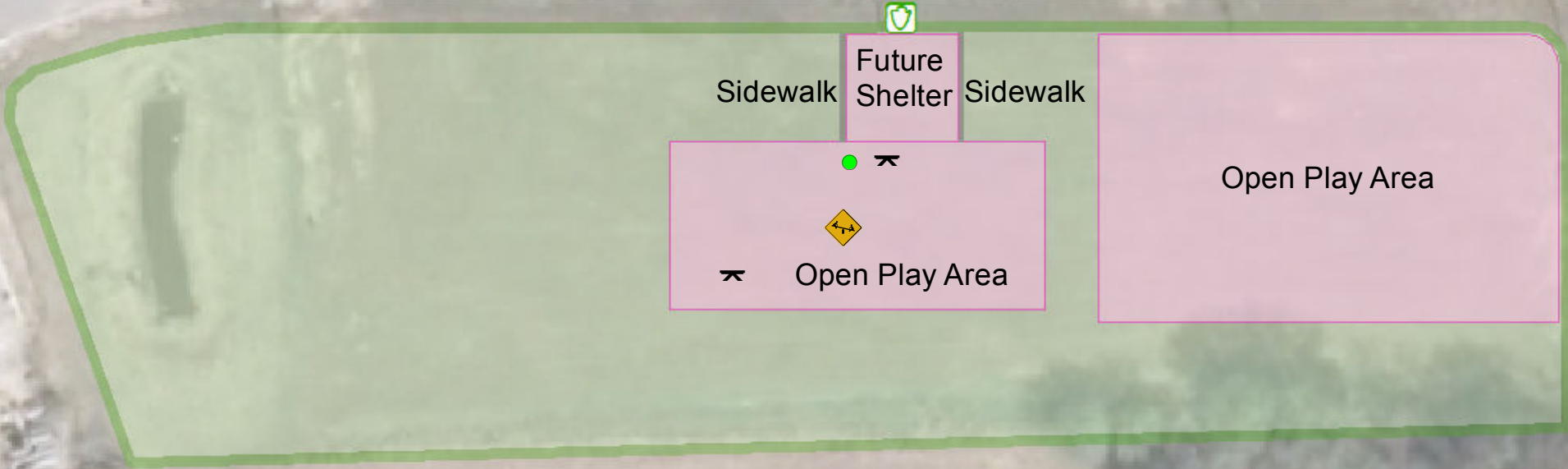
5 Year Upgrades






2015 EWF Playground Conversion \$5,000

20 Year Upgrades

2030 Playground Replacement \$40,000

EAST GATE PARK



-  Play Equipment
-  Bench
-  Garbage Can
-  Signs
-  Park Area

Effigy Mounds Preserve

Established: 1973

Archeological (21.5 acres)



One of the largest collections of effigy mounds in the country, numbering 12 to 15, is found near Indian Mounds Parkway. The mounds were estimated to be built between 800 to 1200 A.D. The oldest mounds are geometric shapes, and the more recent ones resemble animal shapes ranging in size from 60 to 300 feet. Studies suggest that these mounds were a gathering place for several Midwestern Native America tribes. Samuel Prince, Whitewater’s first settler, built a log cabin in this area.

Recent Improvements:

- Changed name from Indian Mounds Park (2011)
- Preservation & Maintenance Plan (2011-2012)
- Reconfigured Trail System (2012)
- FOTEM Garden Creation (2013)
- Conversion of mounds from turf grass to native prairie grass (2013-2014)

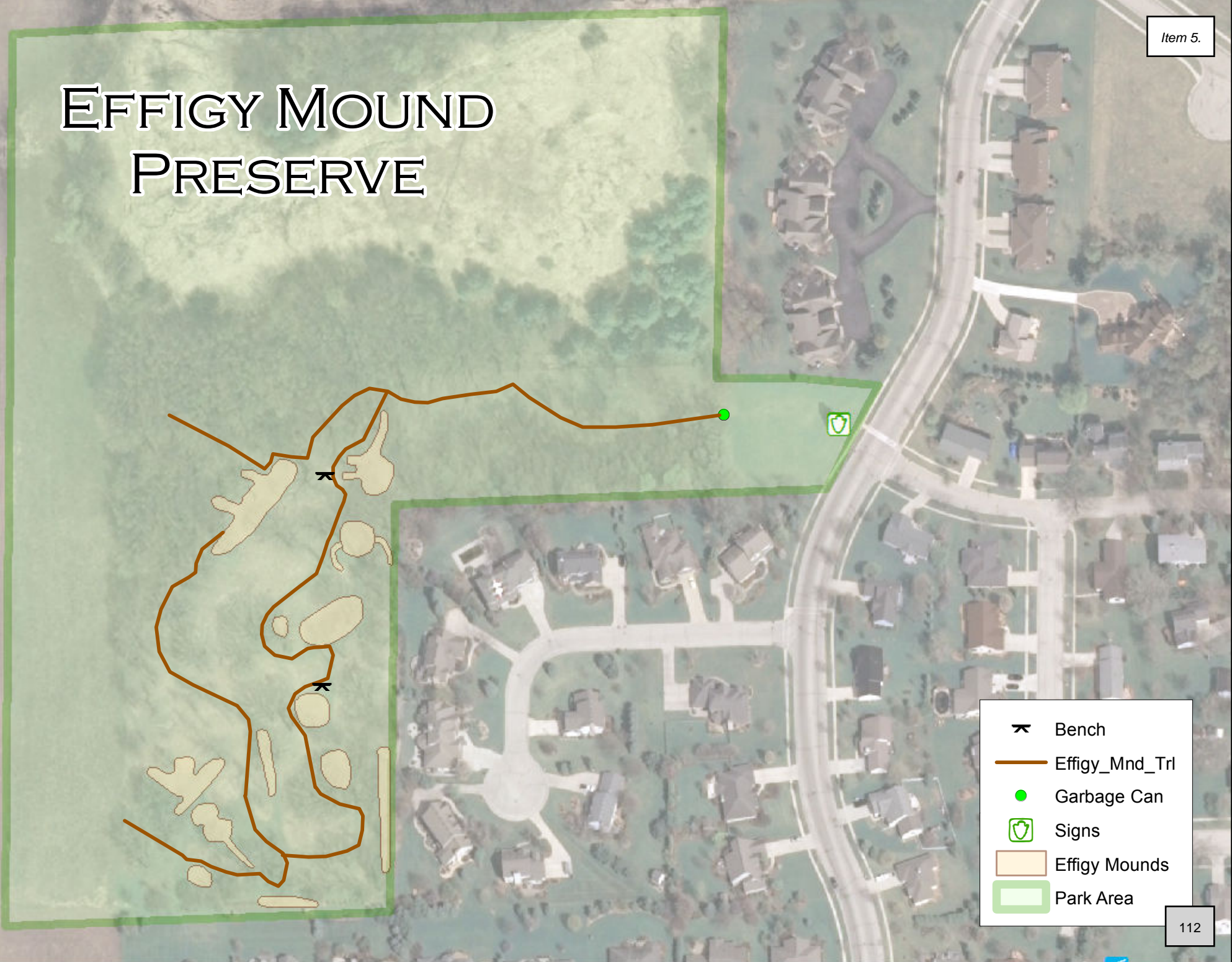
Recommendations:







- Continued implementation of preservation and maintenance plan
- Continue to work with interested parties and FOTEM on enhancements
- Review invasive management practices in 2015 by soliciting private parties to present proposals
- Explore concept of creating or adding a presentation area in the opening closest to Indian Mound Parkway
- Identify park boundary markers
- Conduct archeological survey exploring possibility of 2 additional mounds and intaglio

5 Year Upgrades

2015 Signage Program	\$15,000
2018 Info Kiosk	\$10,000

EFFIGY MOUND PRESERVE



-  Bench
-  Effigy_Mnd_Trl
-  Garbage Can
-  Signs
-  Effigy Mounds
-  Park Area

Flat Iron Park

Mini (0.7 acres)



This park is home to the Birge Fountain, which was donated to the City by Julius Birge in 1903. The fountain is 17 1/2’ high and 9’ in diameter. Julius required that the fountain be placed on the site of the little brick school where he learned to read and write. The War Memorial, located near the point of the park, was erected in 1922 to recognize soldiers of all wars. The White Memorial Building on the site housed the City Library from 1904 until 1991. It now houses the Whitewater Arts Alliance and Whitewater Cable Television.

Recreation Programs:

- Summer Concert Series (WAA)

Recent Improvements:

- Restoration of Birge Fountain (ongoing)

Recommendations:






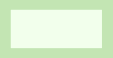
- Improved security cameras
- Upgrade fountain lights to LED
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

2016 Park Sign	\$1,000
2016 Interpretive Sign	\$850

FLAT IRON PARK



-  Bike Rack
-  Garbage Can
-  Bubbler
-  Bench
-  Signs
-  Park Area

Main Street Shoppes Courtyard**Mini (0.1 acres)**

The Main Street Shoppes Courtyard is a small urbanized mini-park that provides a picnic, reading, or lunch location directly behind the Main Street Shoppes.

Recreation Programs:

- Halloween (Downtown Whitewater)

Recent Improvements:




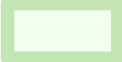
- The courtyard was replanted (2010)

Recommendations:

- Improved on-going maintenance for the site needs to be addressed
- Improved power for Halloween events
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

MAIN STREET SHOPPES COURTYARD



-  Bike Rack
-  Garbage Can
-  Bench/Table
-  Park Area

Meadowsweet Park**Established:** 2005**Neighborhood (4.0 acres)**

Meadowsweet Park is a storm water management basin that was designed as a “dry” pond. The area was planted with many prairie plants and has been managed by a schedule of periodic burns to maintain and encourage growth of the prairie. A shared use path runs along the west side of the park and connects to the sidewalk of the residential neighborhood on all other sides of the park.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

- Controlled Burn (April 2011 & 2014)

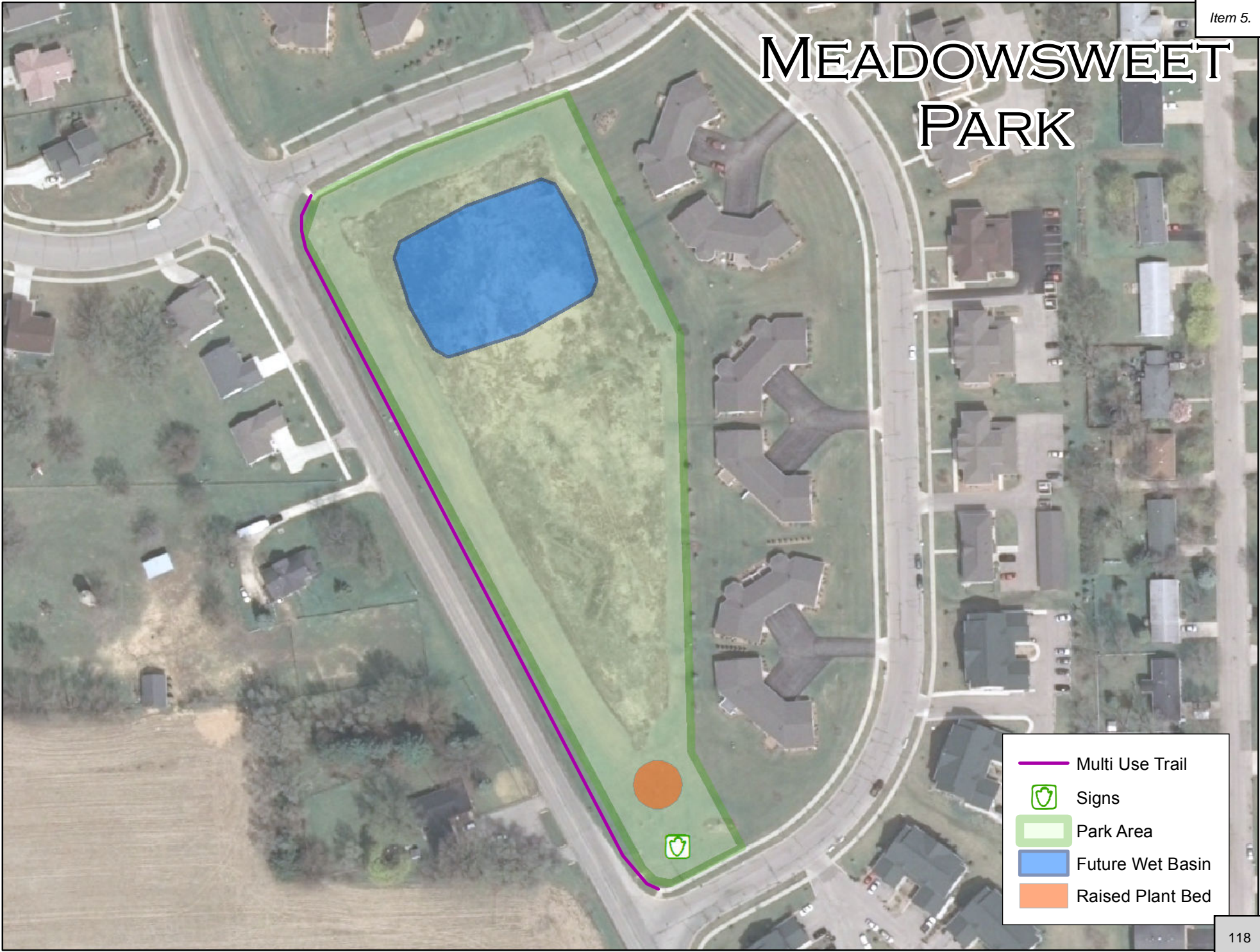
Recommendations:

- Continue implementation of maintenance plan
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology
-

5 Year Upgrades

2015 Stormwater Detention Basin (Public Works project)

MEADOWSWEET PARK



- Multi Use Trail
- 🗑️ Signs
- ▭ Park Area
- ▭ Future Wet Basin
- Raised Plant Bed

Mill Race Park**Mini (0.6 acres)**

A chance meeting between Asaph Pratt and Dr. J. Trippe led to the raising of a mill on Whitewater Creek in 1839. It provided the settlers with their biggest needs: flour and grain products. Men from LaGrange, Milton, and Fort Atkinson provided labor. It was around this mill that the Village of Whitewater grew up. William Birge purchased the mill in 1853 and added on in 1856. The mill operated as the Old Stone Mill until the 1960's.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

- East Gate Project (2014)

Recommendations:

- Signage and public awareness should be increased
- Efforts should continue to expand the park on the east side of the mill race. The parcel has been for sale in the past and the land would make for an attractive park and increase the usability of Mill Race Park.
- Explore stewardship grant opportunities for construction of an accessible fishing pier
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

2015 Whitewater Creek Stream bank Project

MILL RACE PARK



— Bike Path
█ Park Area

Minneiska Park

Established: 2010

Neighborhood (20.0 acres)



The park along with the multi-use path was dedicated as part of the Water’s Edge residential subdivision development agreement. The park includes green space and the path with exceptional views of Trippe Lake.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

-

Recommendations:

- A drainage issue in the park must be corrected by the Parks/Streets division of Public Works.
- An area was identified for a playground, concerns have been raised regarding funding available and the proximity to the playground at Trippe Lake Park.
- Access to the lake through fishing piers or a boardwalk should be explored, stewardship grant funding would assist this type of project.
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

2015 Install Park Sign
2018 Playground \$30,000

MINNEISKA PARK



Moraine View Park

Established: 2000

Community (45.0 acres)



Established in 2000, this 45 acre park is located adjacent to the Whitewater Technology Park and the Innovation Center. The park itself is home to soccer fields, shared use path, the Community Garden, and the Whitewater Bark Park.

Recreation Programs:

- Start Smart Soccer
- Whitewater Youth Soccer Club (volunteer/parent-ran program)

Recent Improvements:

- Park Master Plan (2008)
- Development of Soccer Fields (2009-2011)
- Multi-purpose trail

Recommendations:

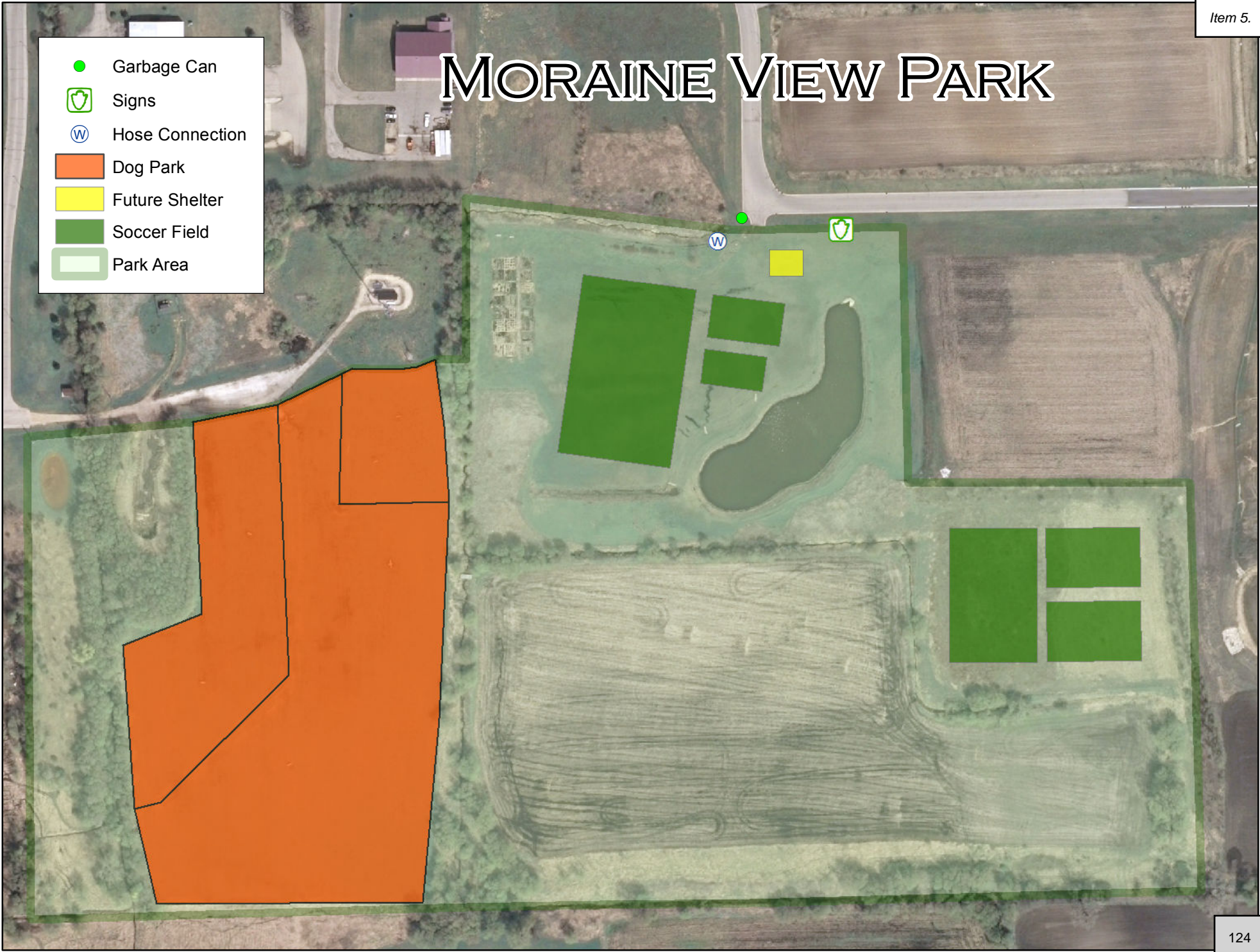
- The Bark Park was developed in a delineated wetland and efforts should be made to relocate this amenity to make it more convenient for users.
- This community park could benefit with the addition of playground equipment.
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

2016 Shelter/Concessions/Restroom Building	\$200,000
2018 Playground	\$40,000

MORAINES VIEW PARK

- Garbage Can
- 🗑️ Signs
- Ⓜ️ Hose Connection
- 🟠 Dog Park
- 🟡 Future Shelter
- 🟢 Soccer Field
- 🟩 Park Area



Optimist Turtle Mound Park

Established: 1989

Mini (1.0 acres)



This neighborhood mini-park is located in the Mound Park Acres residential development. This park’s emphasis is on free play and “pick-up” sports. The Optimist Club helped raise funds, planned, designed, and developed this park.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

- Park Shelter & Sidewalk (2008)
- New Playground & Surfacing (2013)
- Playground Sign (2014)

Recommendations:

- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology


20 Year Upgrades

2033 Playground Replacement \$54,000

OPTIMIST TURTLE MOUND PARK



Open Play Area

-  PlayEquip
-  Bench
-  Garbage Can
-  Signs
-  Park Area

Ray Trost Nature Preserve**Established: 2012****Mini (2.0 acres)**

In memory of Sgt. Ray Trost, Whitewater police officer from 1991-2010, his wife Jean endowed 2 acres to the City of Whitewater to be set aside as the Ray Trost Nature Preserve. In addition, Jean worked with City of Whitewater staff to develop a reflection garden, memorial benches, and a stamped concrete walkway. Jean Trost solicited the needed funds and not only donated the land but the improvements as well.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

-


Recommendations:

- Directional signage should be included as part of the comprehensive trail signage program planned for 2015.
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

RAY TROST PRESERVE



-  Signs
-  Bench
-  Park Area

Skyway Park

Established: 2006

Neighborhood (4.1 acres)



The park was dedicated to the City in 2006 as part of the Park Crest residential subdivision. The park is a 4.1 acre park and is a neighborhood park. The park contains green space and a playground.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

- Park Naming (2008)
- Path through park (2009)

Recommendations:

- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

2015 EWF Playground Conversion \$5,000

10 Year Upgrades

2020 Park Shelter \$9,500

15 Year Upgrades






2026 Playground Replacement \$30,000

SKYWAY PARK

Item 5.



Open Play Area

-  Play Equipment
-  Bench
-  Garbage Can
-  Signs
-  Park Areas

Starin Park

Established: 1888

Community (34.6 acres)



Starin Park is one of the oldest recognized parks in Wisconsin. It houses the state’s second-oldest operating municipal water tower, which was built in 1889. The park provided housing for veterans during and after WWII and has hosted many celebrations and events. It has a Veteran’s War Memorial honoring area service people and is home to the Starin Park Community Building, horseshoe pits, two park shelters, basketball court, multi-use trail, 3 baseball/softball diamonds and the Treyton’s Field of Dreams development.

Recreation Programs:

- Adult Softball
- Youth Baseball & Softball, Tee Ball & Rookie Ball

Recent Improvements:

- New age 2-5 playground structure, sand play area, and ADA improvements (2009)
- New scoreboard on South Diamond (2011)
- New and relocated horse shoe pits (2013)
- New playground surfacing (2013)
- Expanded parking lots and shared use path network (2013-2014)
- Shelter Electrical Upgrades (2014)
- Treyton’s Field of Dreams (2014)
- Ball diamond upgrades fencing and scoreboards (2014)

Recommendations:

- The basketball court surface should be inspected annually and maintained appropriately.
- Review of site plan by Urban Forestry Commission and consideration of the creation of an arboretum within the park with connection to Ray Trost Nature Preserve.
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

2015 Concession/Restroom Building	\$200,000
2016 Outdoor Fitness Equipment	\$20,000


















10 Year Upgrades

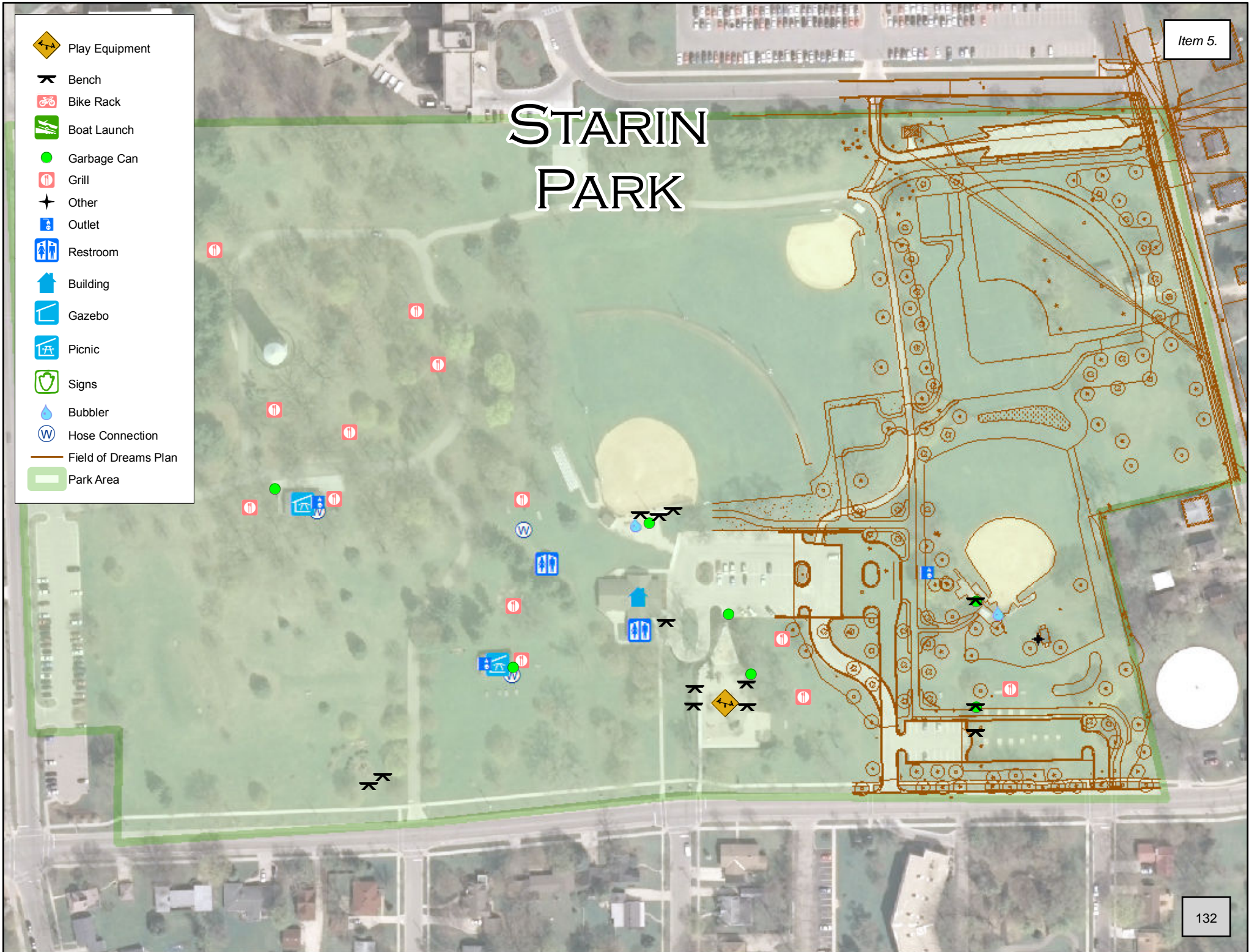
2021 Playground Structure (Age 5-12)	\$40,000
2021 Basketball Hoops	\$4,000
2024 TFOD Turf Replacement	\$100,000

20 Year Upgrades

2029 Playground Structure (Ages 2-5)	\$40,000
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STARIN PARK

-  Play Equipment
-  Bench
-  Bike Rack
-  Boat Launch
-  Garbage Can
-  Grill
-  Other
-  Outlet
-  Restroom
-  Building
-  Gazebo
-  Picnic
-  Signs
-  Bubbler
-  Hose Connection
-  Field of Dreams Plan
-  Park Area



Trailhead Park

Mini (0.7 acres)



This park has been previously identified as being a trail head along a trail that would connect the City of Whitewater system to the Kettle Moraine/Bluff Road.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

-

Recommendations:

- As part of the bicycle advocacy efforts, the park should be included in plans for creating connections from Whitewater to the Kettle Moraine.
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

TRAILHEAD PARK

Item 5.



— Bike Path
— Park Area

Trippe Lake Park

Established: 1958

Community (24.2 acres)



The park was named in honor of Dr. James and Rosepha Trippe, credited as being the founders of the city in 1839. Trippe Lake was formed as a result of a dam that was constructed to power a sawmill. Trippe Lake serves as the swimming area for the city for many years. The park is home to two shelters, a playground, boat launch, and multi-use trail system.

Recreation Programs:

- Kids Escape

Recent Improvements:

- Trippe Lake Shelter (2009)
- Rain Garden (2010)

Recommendations:

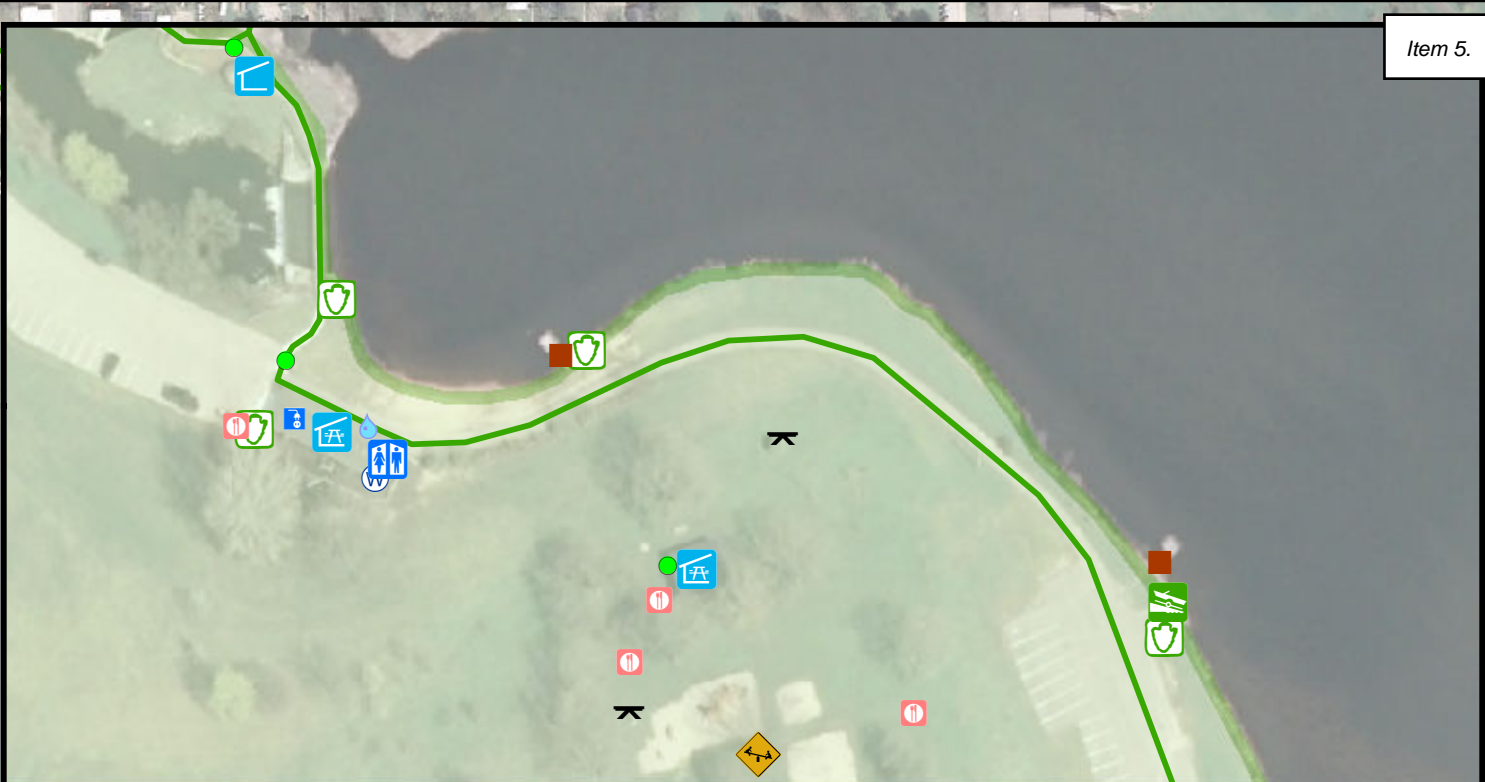
- The amenities of the park (playground and shelter) should be better connected to other amenities in the park.
- A decision must be made regarding the playground and in 2025 whether to replace or move to Minneiska Park.
- Continue efforts regarding lake management and improvement
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

















5 Year Upgrades

2014 EWF Playground Conversion	\$5,000
2015 Upgrade fishing pier	\$5,000
2018 Construct parking lot off Coburn Lane	\$75,000

15 Year Upgrades

2025 Replace Playground	\$35,000
-------------------------	----------



-  Fishing Pier
-  Play Equipment
-  Bench
-  Boat Launch
-  Garbage Can
-  Grill
-  Outlet
-  Restroom
-  Building
-  Gazebo
-  Picnic
-  Signs
-  Bubbler
-  Hose Connection
-  Bike Paths
-  Park Area

TRIPPE LAKE PARK

Walton Oaks Park

Established: 2008

Mini (2.6 acres)



The park was dedicated as part of the Park Crest residential subdivision. Ross Walton wanted to preserve the memory of the Walton Farm and a bench was placed in memory of Don & Ethel Walton. This passive park has amazing sunset views and some terrific Oak trees.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

-

Recommendations:




- Identify plan for annual maintenance at the site
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

WALTON OAKS PARK

Item 5.



	Bench
	Signs
	Park Areas

Ward Park

Mini (2.9 acres)



This natural area is located in the northwest quadrant of the City. It is currently unmarked and mostly inaccessible for citizens. It is wooded and likely in a wetland.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

-

Recommendations:

- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

WARD PARK

Item 5.



 Park Area

Whitewater Creek Nature Area

Neighborhood (59.8 acres)



This nearly 60 acre park located on North Fremont Street includes wetlands, woods, and a small prairie.

Recreation Programs:

No recreation programs are housed at the park

Recent Improvements:

-

Recommendations:




- A plan for the development and use of this park is needed to allow for the public to interact with this diverse, great piece of parkland. The plan should account for parking, picnic/shelter area, grills, tables, trails, fishing areas and a canoe launch. The DNR Stewardship grant will be a funding source for up to 50% of costs.
- Explore partnerships with UW-W and other groups to develop needed amenities within the park which could include archery, mountain biking, disc golf, etc
- Review of site plan by Urban Forestry Commission
- Explore opportunities to enhance visitor experience through technology

5 Year Upgrades

2015 Park Master Plan	\$7,500
2017 Archery Range	\$5,000

WHITEWATER CREEK NATURE RESERVE



-  Bench
-  Signs
-  Park Area

Equipment Replacement Schedule

The chart below highlights playgrounds and includes the skate park.



Playground	Installed	Cost	Replace	Projected Cost
Moraine View	N/A	N/A	2018	\$40,000
Big Brick	2000		2020	\$30,000
Starin Large Structure	2001		2021	\$40,000
Skate Park	2004	\$100,000.00	2024	\$135,000
Trippe	2005	\$25,000.00	2025	\$35,000
Skyway	2006	\$20,000.00	2026	\$30,000
Starin Small Structure	2009	\$25,000.00	2029	\$40,000
East Gate	2010	\$25,000.00	2030	\$40,000
Optimist Turtle Mound	2013	\$30,000.00	2033	\$54,000

Playground Surfacing

In 2013, the playgrounds at Starin and Optimist Turtle Mound were converted to engineered wood fiber surfacing to comply with accessibility, safety, and industry standards.

Playground	Conversion
Starin	2013
Optimist Turtle Mound	2013
Trippe	2015
Big Brick	2015
Skyway	2015
East Gate	2015



Facility Specific Site Plans

Whitewater Municipal Building



The Municipal Building houses the Fire Department, EMS, Police, Finance, Parks & Recreation, and Administration offices of the City of Whitewater. The Police and Fire Department was constructed in the 1960's and an addition/renovation that was completed in 1997 added the additional City offices. The 27,000 square foot building is headquarters to a majority of municipal business and meetings.

Recent Improvements:

- Boilers were replaced (2010)
- Water Heater replaced (2010)
- Roof membrane (Police/Fire) was replaced (2011)
- Replaced signage at front of building (2012)
- Completed design work for 2nd floor office remodel (2014)
- Installed two water bottle re-fill stations (2014)
- Replaced Generator (2014)
- Replaced Rooftop Units (2014)
- Replace HVAC Control System (2014)

Recommendations:

- Explore annual preventative maintenance program for roofs
- If fire department expands at existing site, look at opportunities to improve access to rear of police department and explore other long-term cost saving opportunities during design process

5 Year Upgrades (2015-2019)

- ADA Compliance
- Renovate basement to create sleeping quarters for Fire/EMS
- Carpet & Flooring is original (1997) and needs replacement
- Renovate 2nd floor offices to efficiently use space
- Paint exterior trim
- Explore opportunities to make facility more bicycle friendly

10 Year Upgrades (2020-2024)

- Replace Roof Areas 1 & 2
- Replace Roof Areas 4

15 Year Upgrades (2025-2029)

- Replace Roof Area 3
- Replace Roof Area 5

20 Year Upgrades (2030-2034)

- Replace boilers

Potter Lawson

Architects Engineers Interiors

Consultant

EXITING NOTES

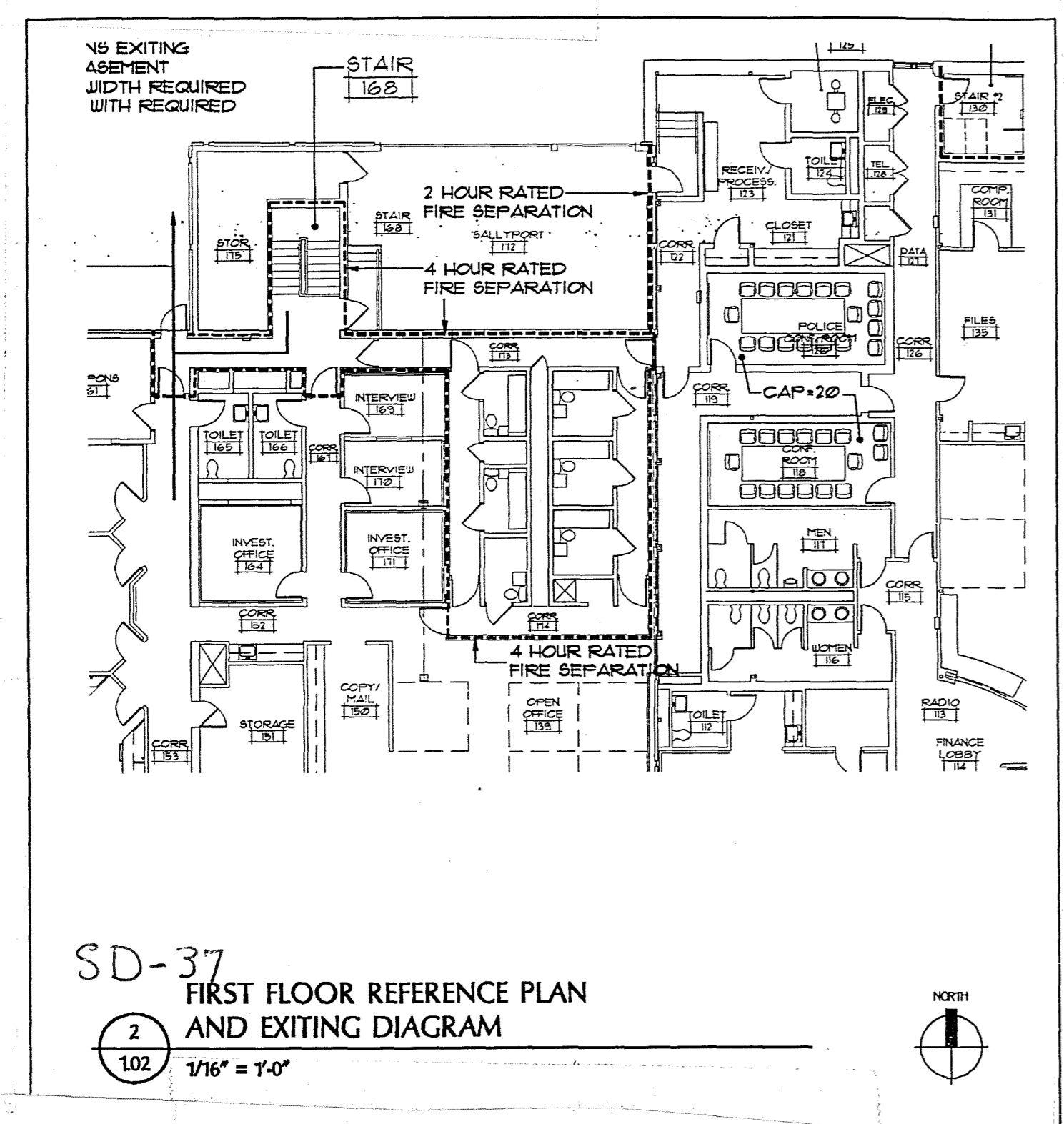
- BUILDING IS TYPE 6 CONSTRUCTION, UNSPRINKLERED.
- BUILDING CAPACITY IS BASED UPON 15 SQFT. PER PERSON FOR OFFICE AREAS.
- REQUIRED AGGREGATE EXIT WIDTH IS 50 INCHES PER 100 PERSONS.
- EXIT DISTANCE IS 15.0'.
- DISCHARGE GRADE LEVEL IS FIRST FLOOR.
- EXIT DISTANCE AT APPARATUS ROOM IS 10.0'. SEE DRAWING 5-03.

TOTAL EXIT WIDTH REQUIRED AT FIRST FLOOR = 222 INCHES

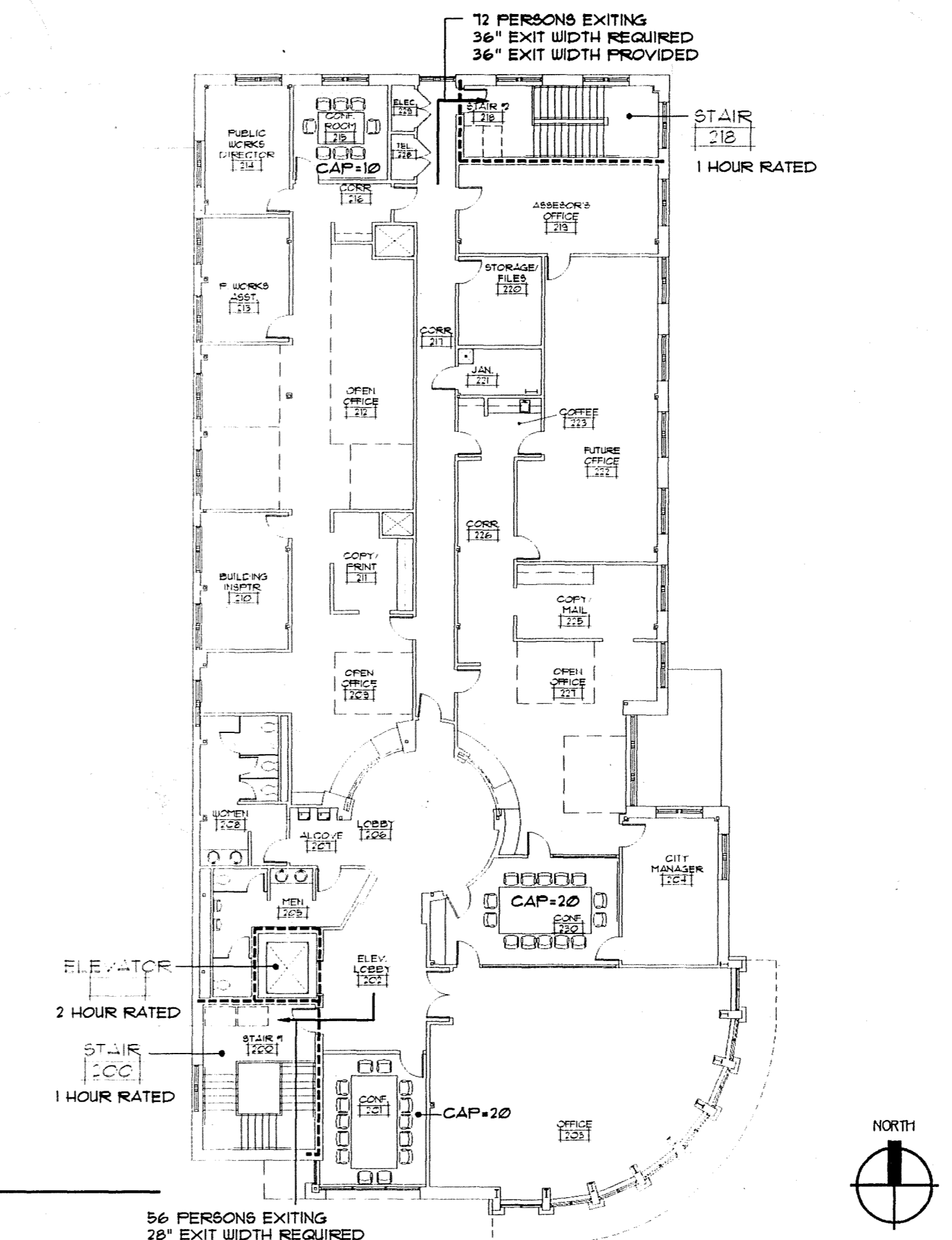
TOTAL EXIT WIDTH PROVIDED AT FIRST FLOOR = 264 INCHES

FIRE RATED PARTITIONS

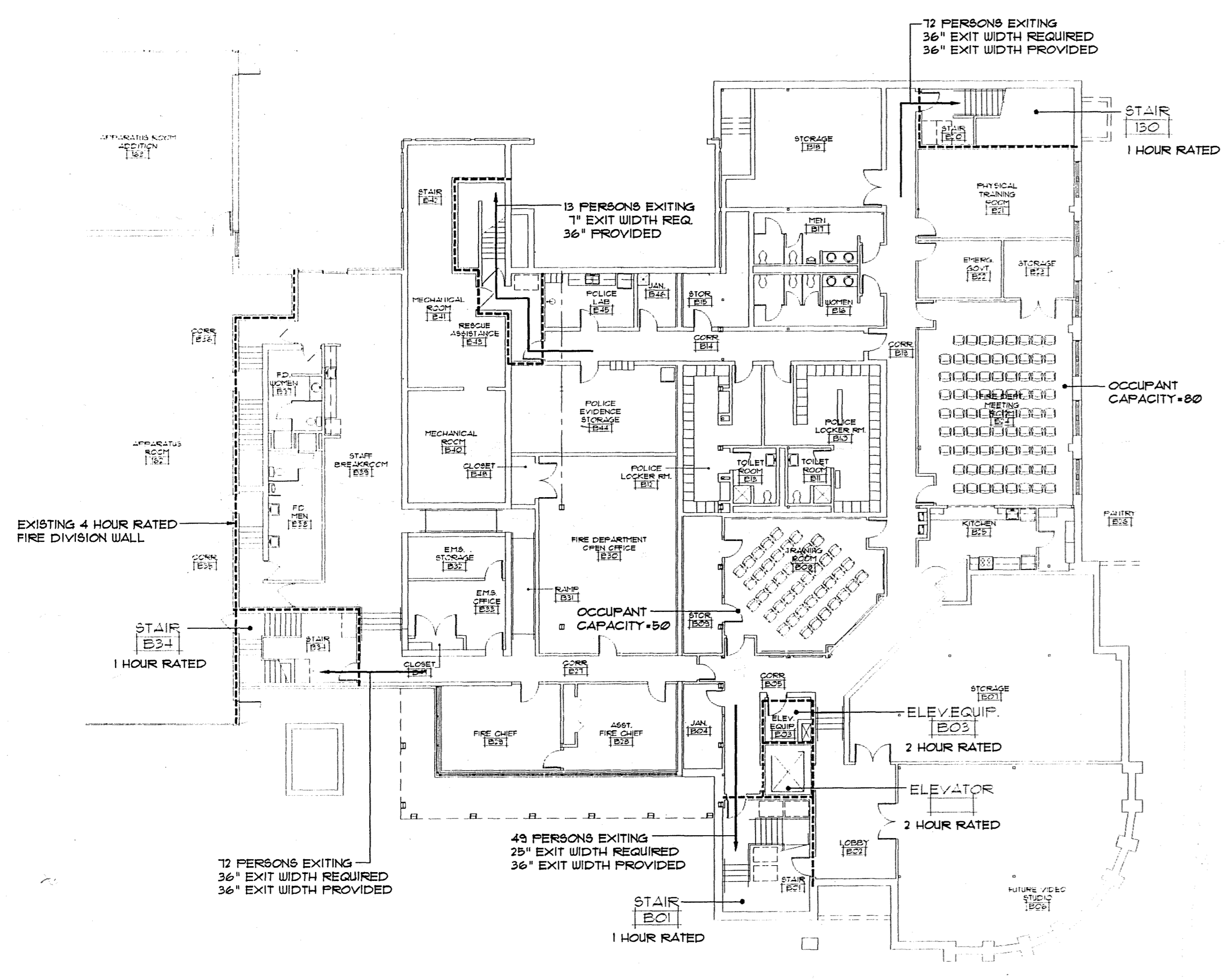
----- INDICATES FIRE RATED PARTITION. SEE NOTATION ON DRAWING FOR HOURLY RATING.



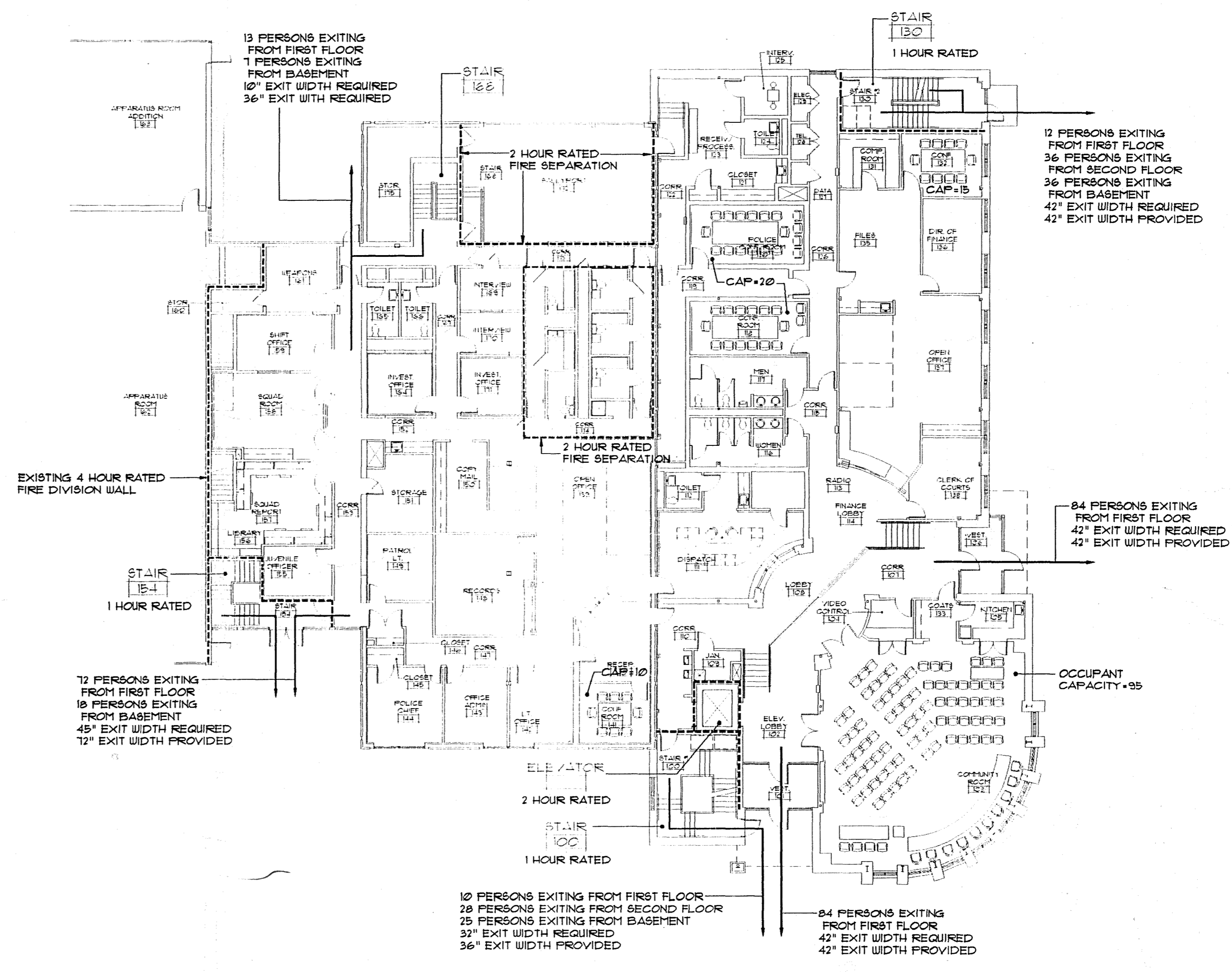
1
102
1/16" = 1'-0"



2
102
1/16" = 1'-0"



3
102
1/16" = 1'-0"



2
102
1/16" = 1'-0"

8-29-86	ISSUED FOR BIDDING	
Date	Issuance/Revisions	Symbols

WHITEWATER MUNICIPAL BUILDING ALTERATIONS & ADDITIONS

WHITEWATER, WISCONSIN

REFERENCE PLANS AND EXITING DIAGRAMS

Project Number 9501100	Sheet No.
Drawn By FJC	102

Starin Park Community Building



The community building was remodeled after a fire in 1999. The 4,000 square foot facility is home to Seniors in the Park and is available on nights and weekends for rentals.

Recent Improvements:

- Purchased 10 new folding tables (2012)
- Replaced auto opener for front door (2012)
- Upgraded restroom auto-locks (2013)
- Installed new tank-less water heater (2014)
- Replaced compressor (2014)
- Installed new led lighting (2014)

Recommendations:

- When possible with exterior improvements, look to tie facility in color scheme to the planned construction of Treyton's Field of Dreams.
- Continue to purchase 10 tables and 25 chairs annually for replacement at this facility and Armory.

5 Year Upgrades (2015-2019)

- ADA Compliance
- Replace office, library, and entry area carpet
- Replace roof with steel roof
- Replace siding with seamless steel siding
- Replace Furnace (1998)
- Explore opportunities to make facility more bicycle friendly

10 Year Upgrades (2020-2024)

-

15 Year Upgrades (2025-2029)

- Replace Furnace (2005)

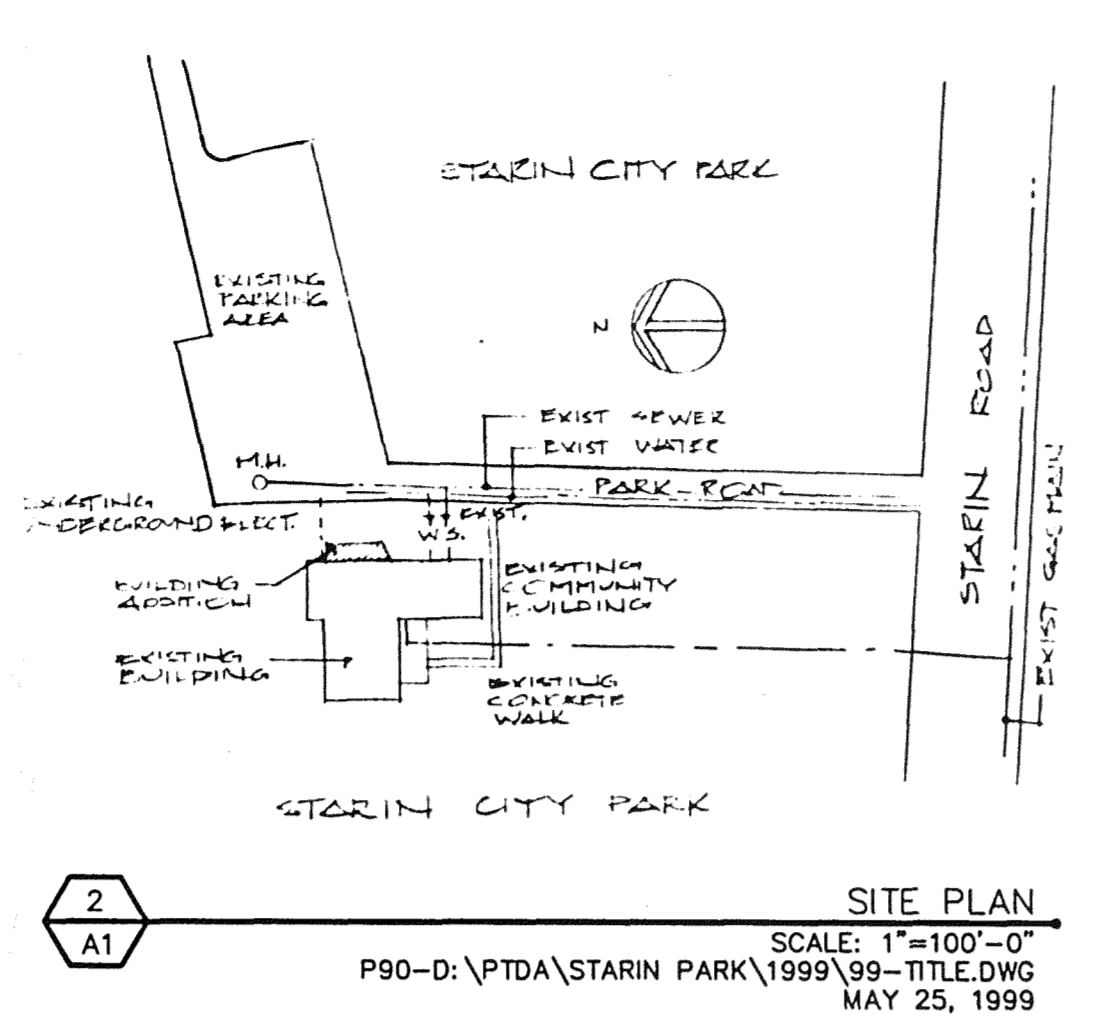
20 Year Upgrades (2030-2034)

-

STARIN PARK

COMMUNITY BUILDING ADDITION & REMODEL

Starin Park
Whitewater, WI



- DRAWING INDEX:**
- A-1 SITE PLAN / FOUNDATION PLAN FLOOR PLAN
 - A-2 ELEVATIONS / SECTIONS
 - A-3 FLOOR FINISH PLAN / ARCH. DETAILS KITCHEN CABINETRY ELEVATIONS TYPICAL CONSTRUCTS

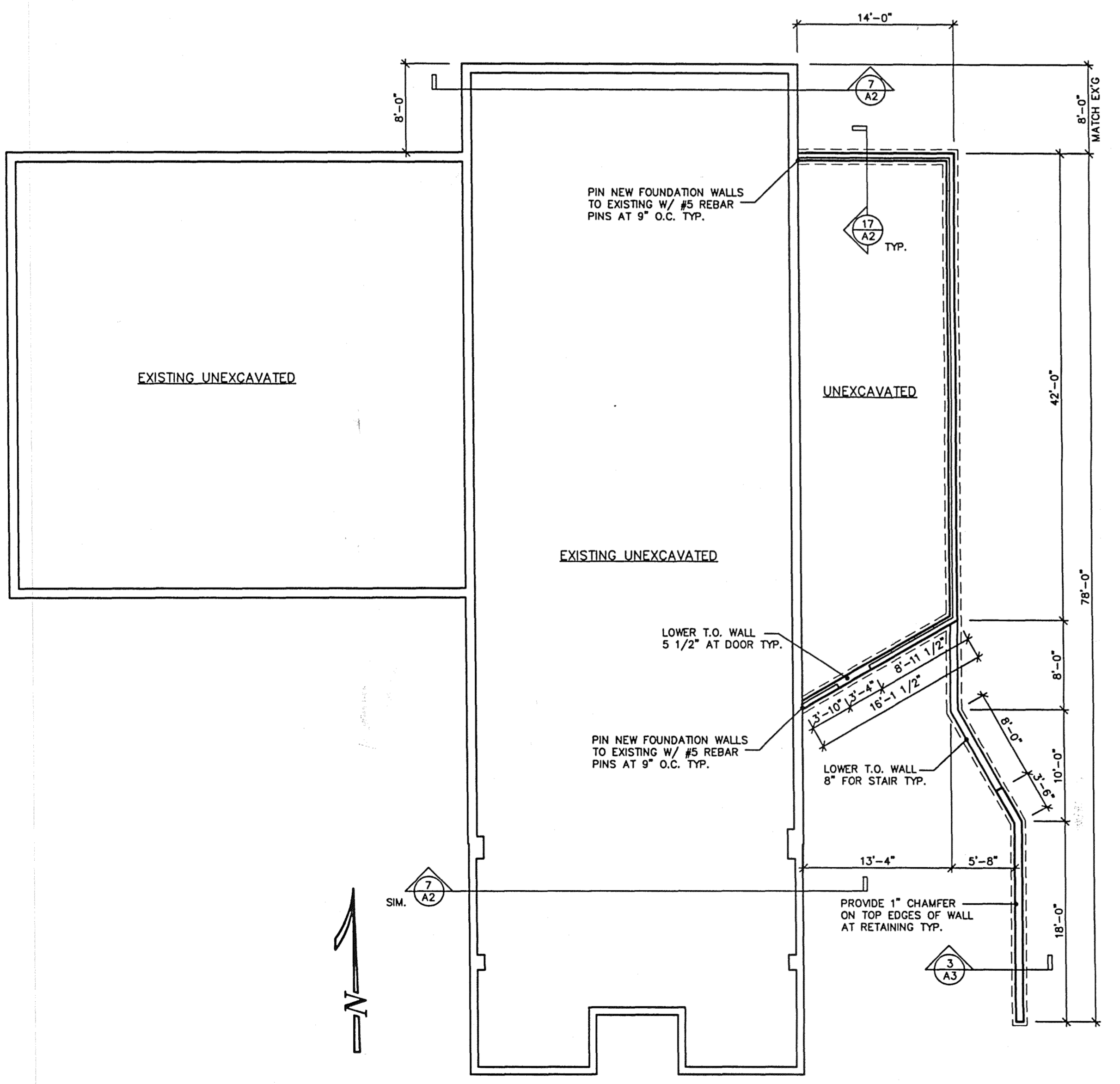
PROJECT DESCRIPTION:
ADDITION & REMODEL TO AN EXISTING CHAPTER 54 COMMUNITY BUILDING. SCOPE OF PROJECT TO INCLUDE:
- PARTIAL REPLACEMENT OF EXISTING ROOF SYSTEM INCLUDING TRUSSES & INSULATION.
- COMPLETE KITCHEN REMODEL.
- RECEPTION/LOUNGE, COMPUTER ROOM, AND GAME ROOM ADDITION.
- INSULATING & RESIDING EXISTING CMU EXTERIOR WALLS AT EXISTING RESTROOMS.
- REPLACEMENT OF EXISTING MECHANICAL SYSTEMS (I.E. PLUMBING, ELECTRICAL, & HVAC)

BUILDING INFORMATION:

CONSTRUCTION TYPE:	TYPE 8
EXISTING BUILDING AREA:	4,378 S.F.
BUILDING ADDITION AREA:	644 S.F.
AREA OF REMODEL:	2,738 S.F.
NO. OF FLOORS:	1

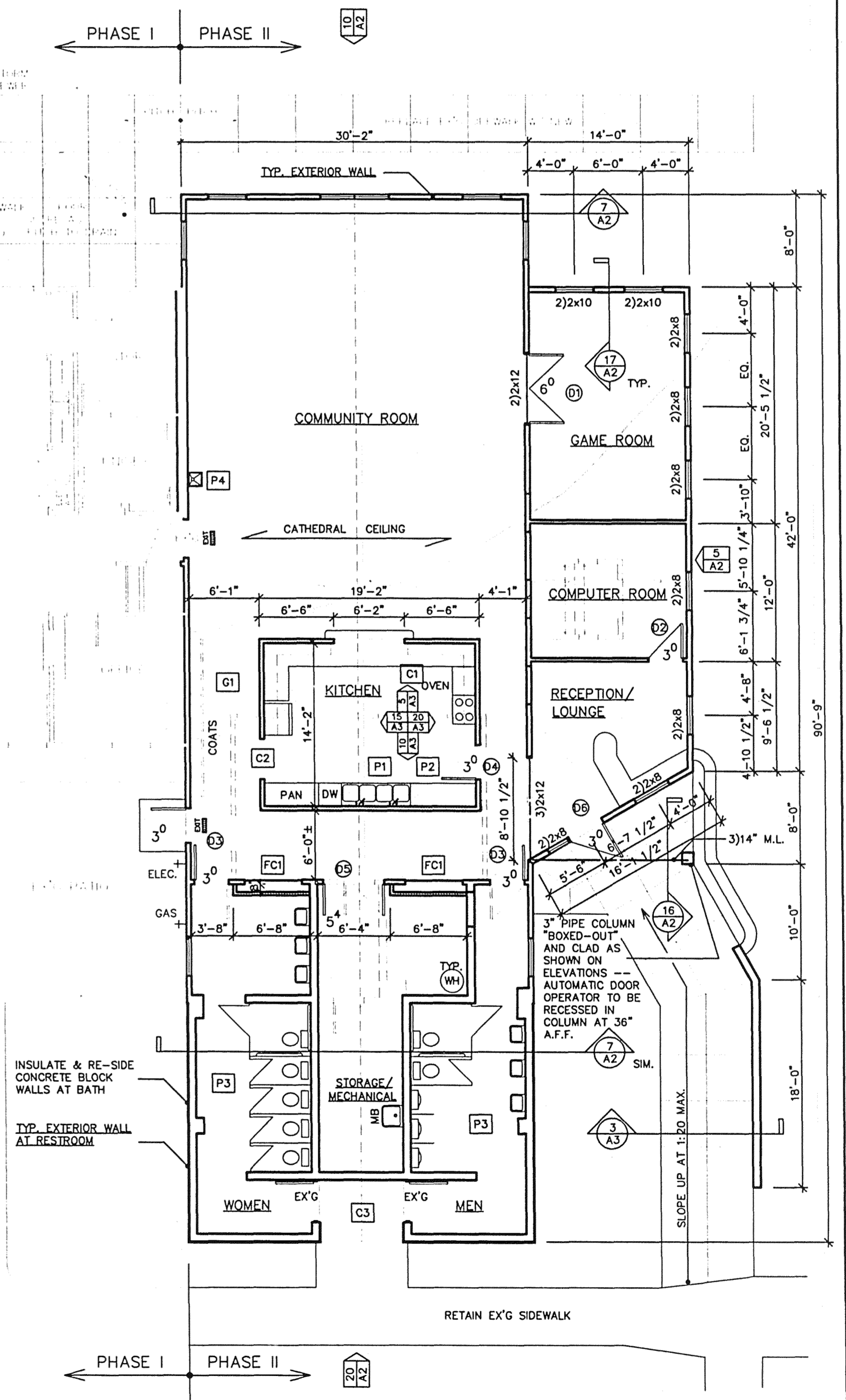
2
A1 SITE PLAN
SCALE: 1"=100'-0"
P90-D:\PTDA\STARIN PARK\1999\99-TITLE.DWG
MAY 25, 1999

5
A1 TITLE BLOCK
P90-D:\PTDA\STARIN PARK\1999\99-TITLE.DWG
MAY 25, 1999



17
A1 FOUNDATION PLAN
SCALE: 1/8" = 1"
P90-D:\PTDA\STARIN PARK\1999\99-PLN.DWG
MAY 25, 1999

GENERAL NOTES:
• ZONED HVAC AT BATHS
• NEW SOLID CORE DOORS AT BATHS



20
A1 FLOOR PLAN
SCALE: 1/8" = 1"
P90-D:\PTDA\STARIN PARK\1999\99-PLN.DWG
MAY 25, 1999

STARIN PARK COMMUNITY BUILDING
Starin Park
Whitewater, WI

SHEET TITLE
SITE PLAN / TITLE INFO
FOUNDATION PLAN
FLOOR PLAN

REVISIONS

PROJECT DATA
Date: 5/25/99

Job No.

Drawn By: PRM

Sheet No.

A-1

Cravath Lakefront Community Center



The Cravath Lakefront Center was built in 1997 and was designed to resemble the nearby historic Whitewater Passenger Train Depot. The building has 3,280 square feet and was designed to host weddings, reunions, and family gatherings.

Recent Improvements:

- Timed restrooms locks installed (2011)
- Replaced HVAC Unit (2014)

Recommendations:

-

5 Year Upgrades (2015-2019)

- ADA Compliance
- Explore opportunities to make facility more bicycle friendly
- Replace round tables
- Replace chairs

10 Year Upgrades (2020-2024)

- Replace shingles (1997); explore steel roof

15 Year Upgrades (2025-2029)

- Replace carpet (2006)

20 Year Upgrades (2030-2034)

-

SHEET TITLE

FLOOR PLAN
H.C. RESTROOM
DETAILS

REVISIONS

1 C-15-00

PROJECT DATA

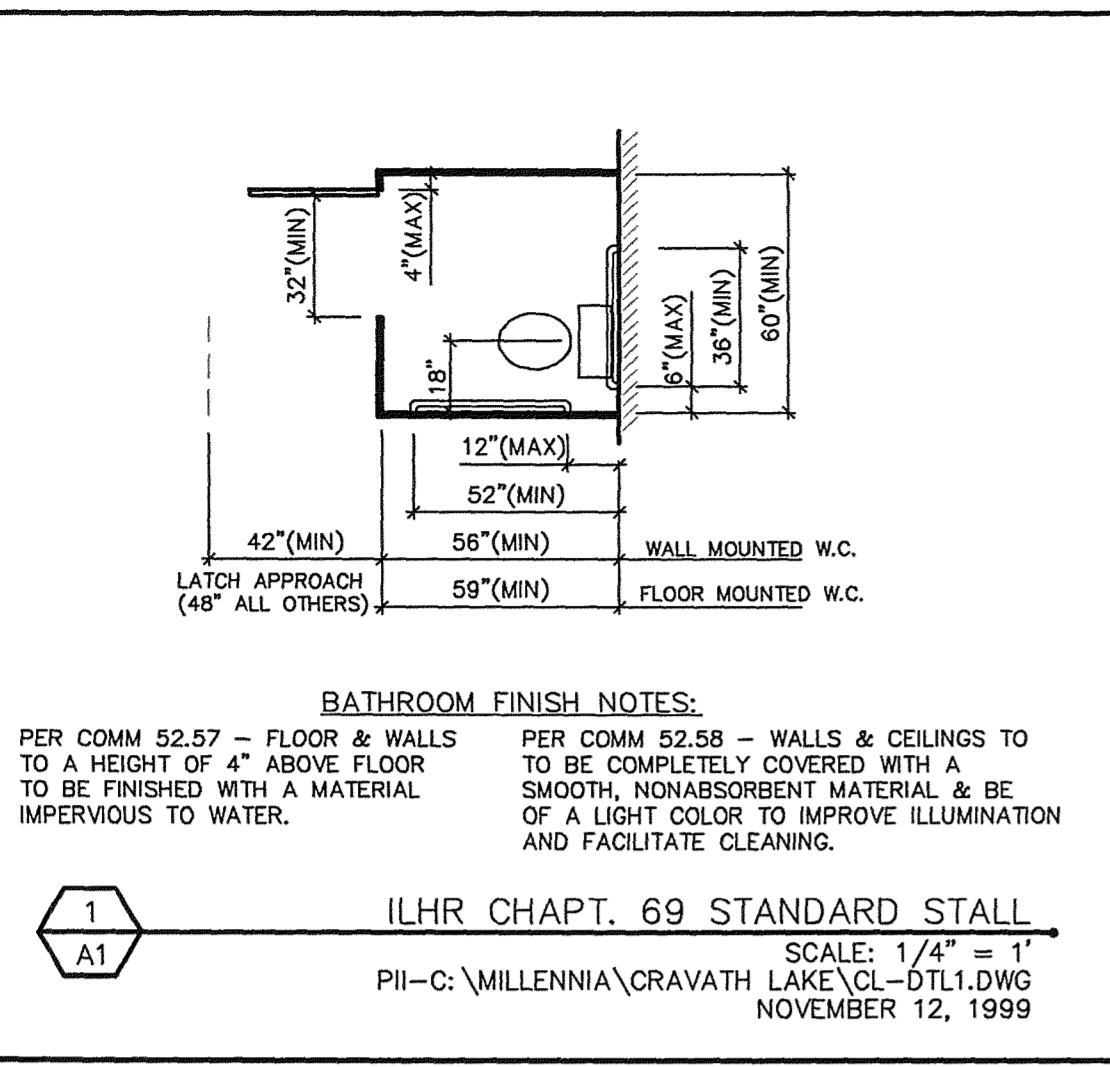
Date: 5/1/00
6/15/00

Job No.

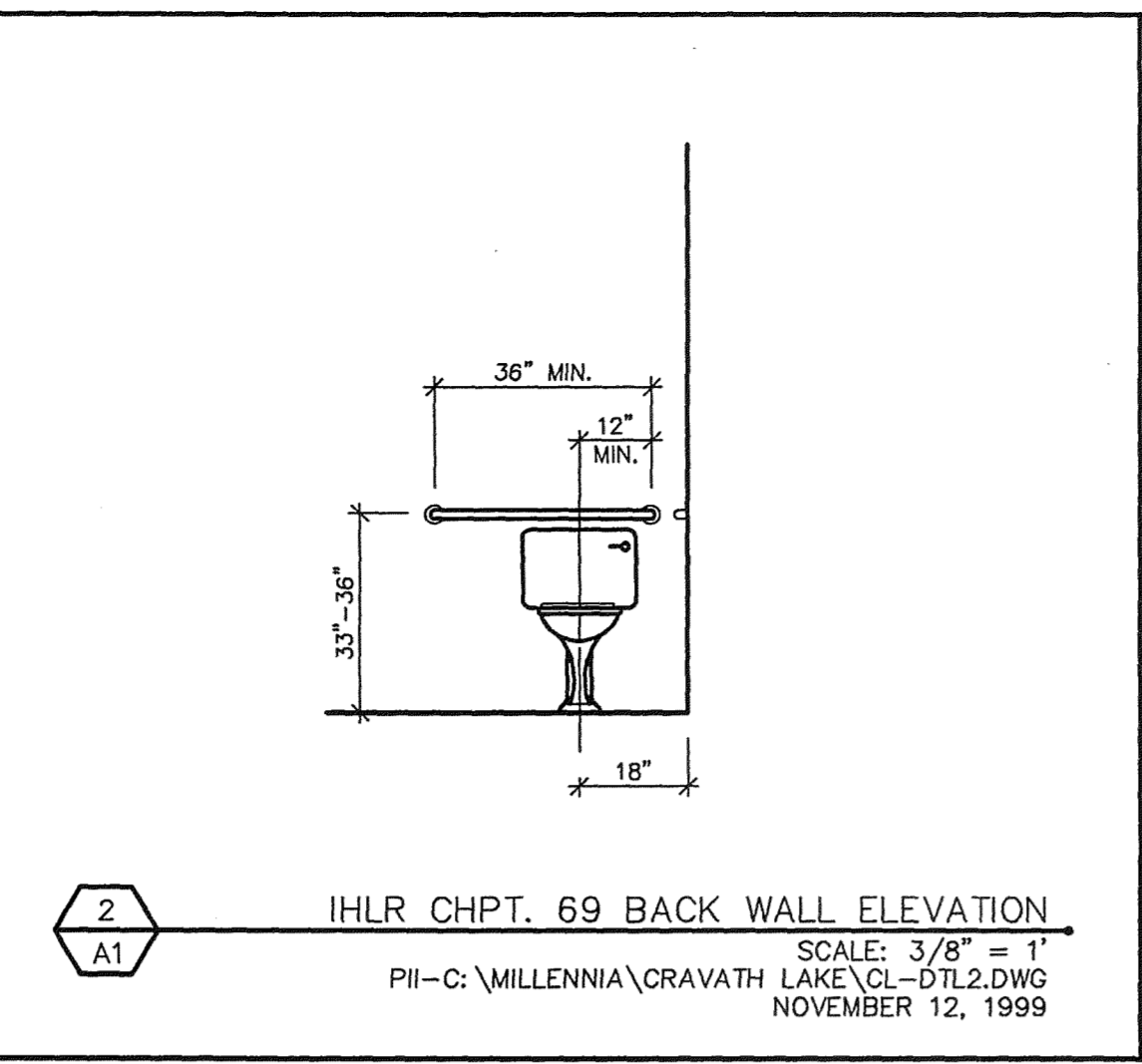
Drawn By: PRM

Sheet No.

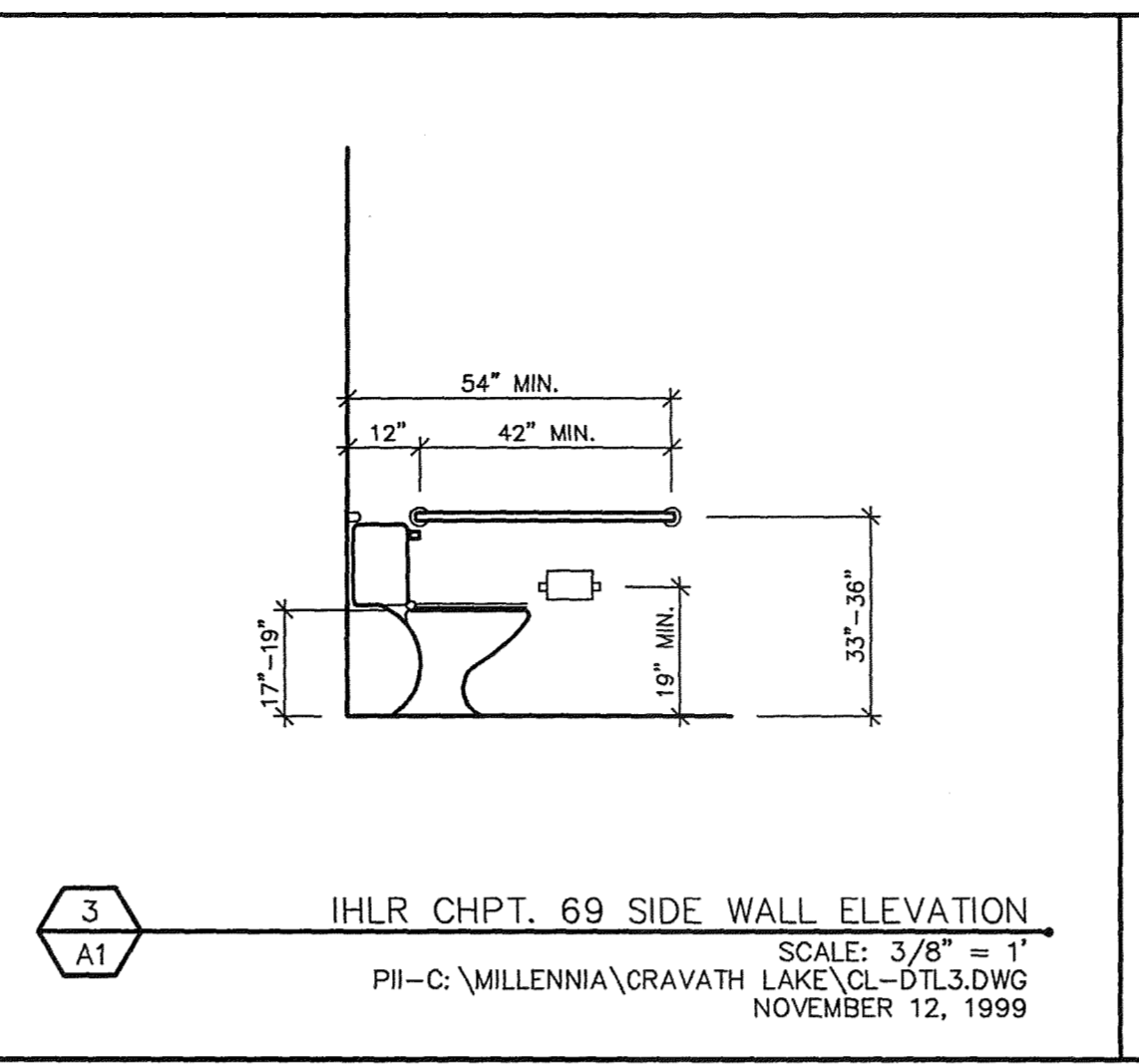
A-1



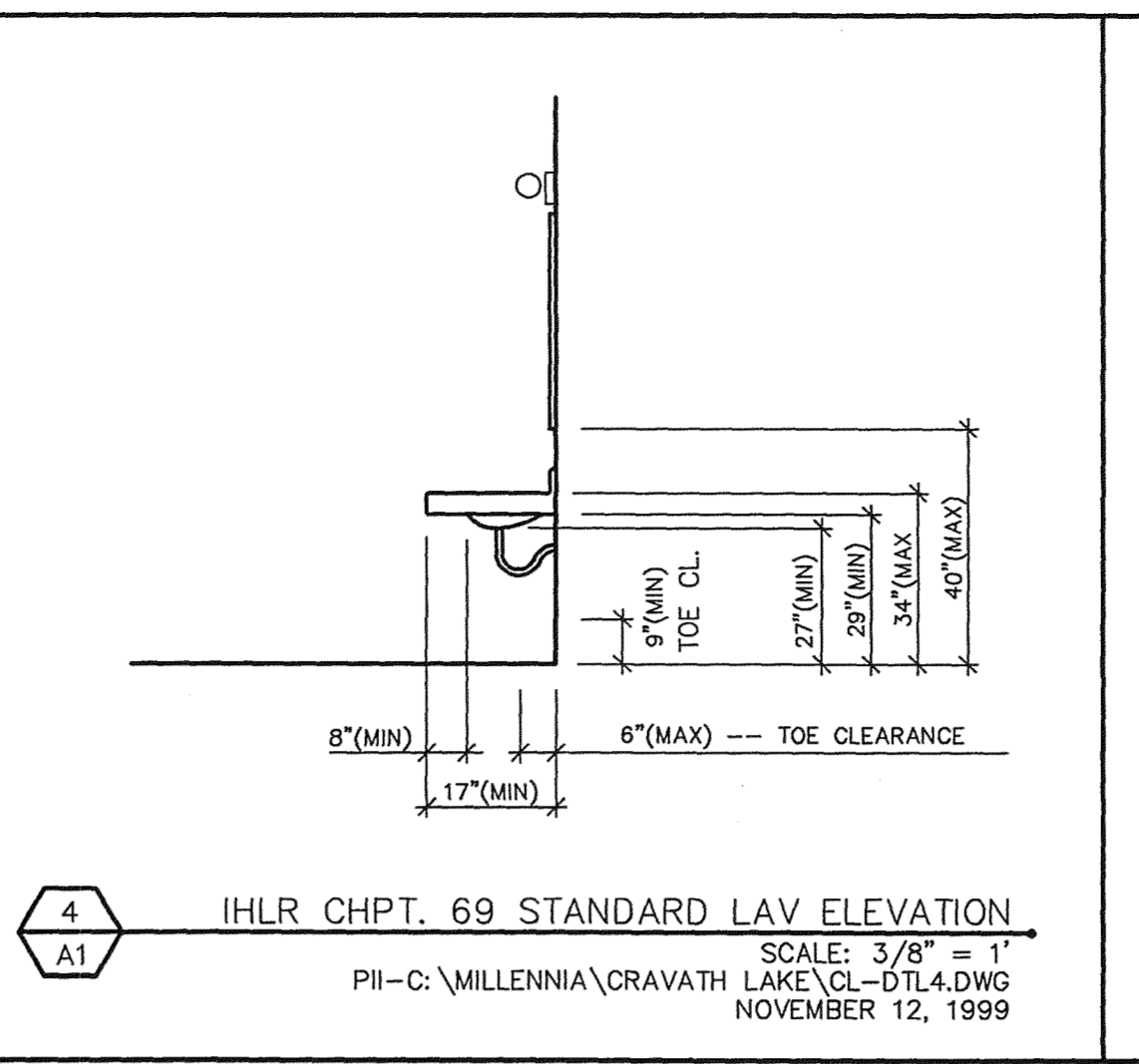
1
A1
ILHR CHAPT. 69 STANDARD STALL
SCALE: 1/4" = 1'
PII-C:\MILLENNIA\CRAVATH LAKE\CL-DTL1.DWG
NOVEMBER 12, 1999



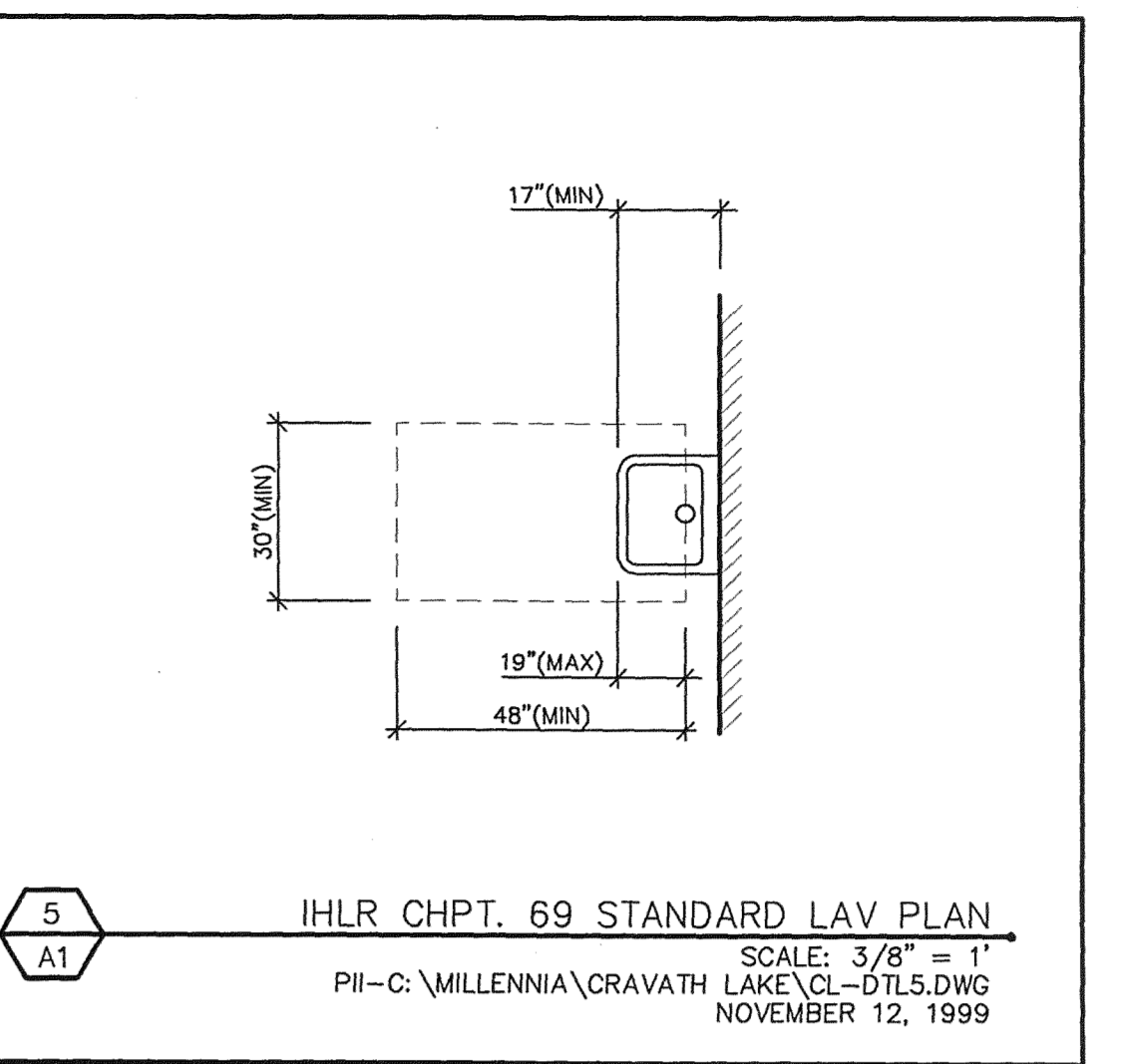
2
A1
IHLR CHPT. 69 BACK WALL ELEVATION
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NOVEMBER 12, 1999



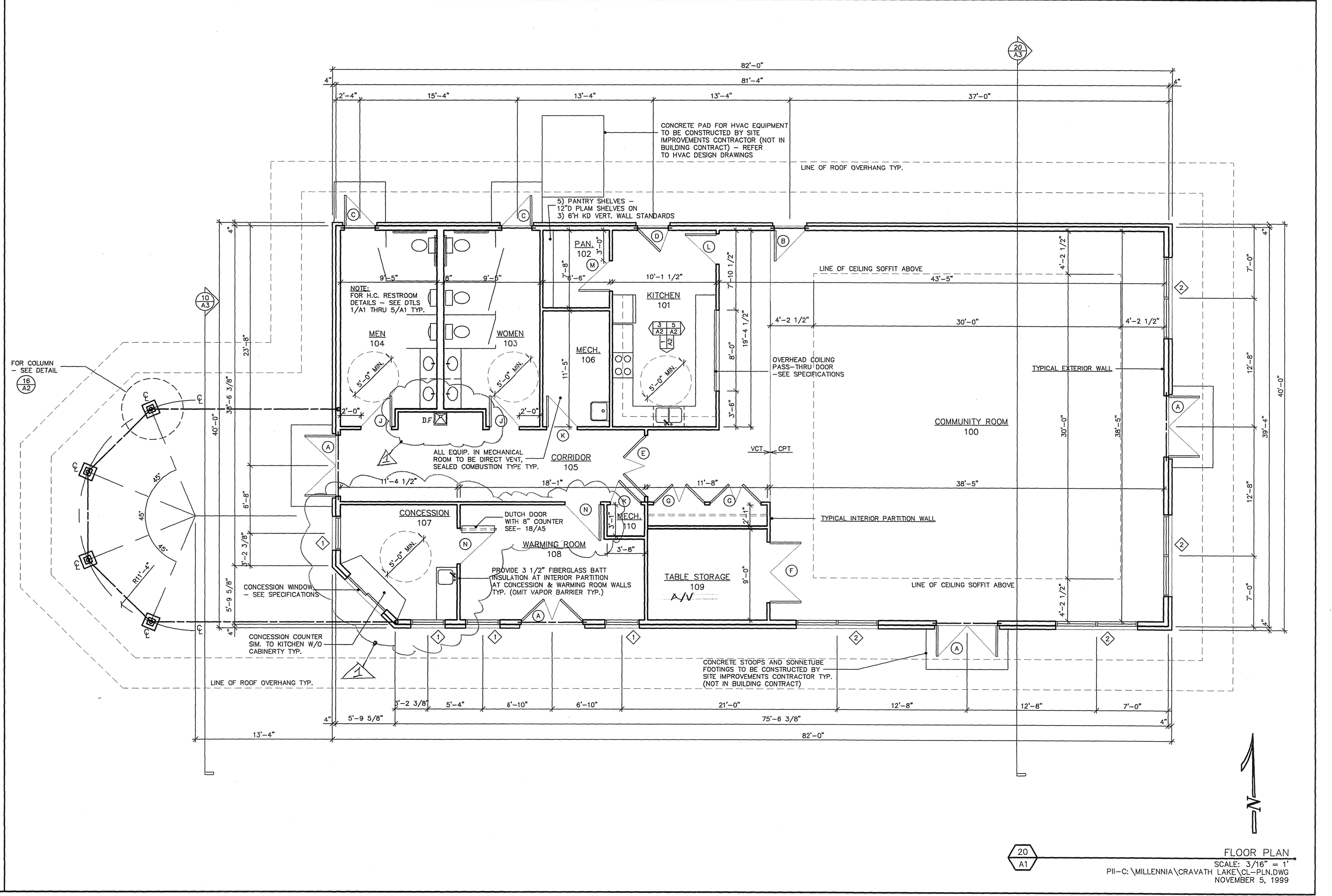
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IHLR CHPT. 69 SIDE WALL ELEVATION
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NOVEMBER 12, 1999



4
A1
IHLR CHPT. 69 STANDARD LAV ELEVATION
SCALE: 3/8" = 1'
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NOVEMBER 12, 1999



5
A1
IHLR CHPT. 69 STANDARD LAV PLAN
SCALE: 3/8" = 1'
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NOVEMBER 12, 1999



20
A1
FLOOR PLAN
SCALE: 3/16" = 1'
PII-C:\MILLENNIA\CRAVATH LAKE\CL-PLN.DWG
NOVEMBER 5, 1999

Downtown Armory



The Whitewater National Guard Armory was built in 1940 by a WPA Labor Group and consists of 11,000 square feet. Total cost for the construction was \$30,000. It served as the National Guard Armory until 1992, when the new National Guard Armory was built in the Whitewater Business Park. During WWII, when driving was restricted, the Chamber of Commerce ran dances here that were a popular recreational activity. The building was also leased out three months of the year for roller-skating. The building is currently used as a community building and houses the Whitewater Food Pantry.

Recent Improvements:

- Re-keyed Armory for election security reasons (2012)
- Replaced North exterior doors for gym (2012)
- Replaced linestarter in elevator (2012)
- Replaced exterior dance studio door (2013)
- Re-finished gym floor in-house (2013)
- Installed a water bottle re-fill station (2014)
- Replaced east-side exterior door (2014)
- Air conditioning added to gym with new control system (2014)

Recommendations:

- Continue to purchase 10 tables and 25 chairs annually for replacement at this facility and Starin.
- Continue to closely monitor gym floor. As long as floor can continue to be sanded and re-painted every 10-15 years it will not require a very expensive replacement.

5 Year Upgrades (2015-2019)

- ADA Compliance
- Explore opportunities to make facility more bicycle friendly
- Replace single pane windows
- Replace entrance ramp
- Replace roof areas 3, 4, & 5
- Sand and re-paint gym floor
- Replace interior gym doors (south)
- Replace dance studio floor (2008)

10 Year Upgrades (2020-2024)

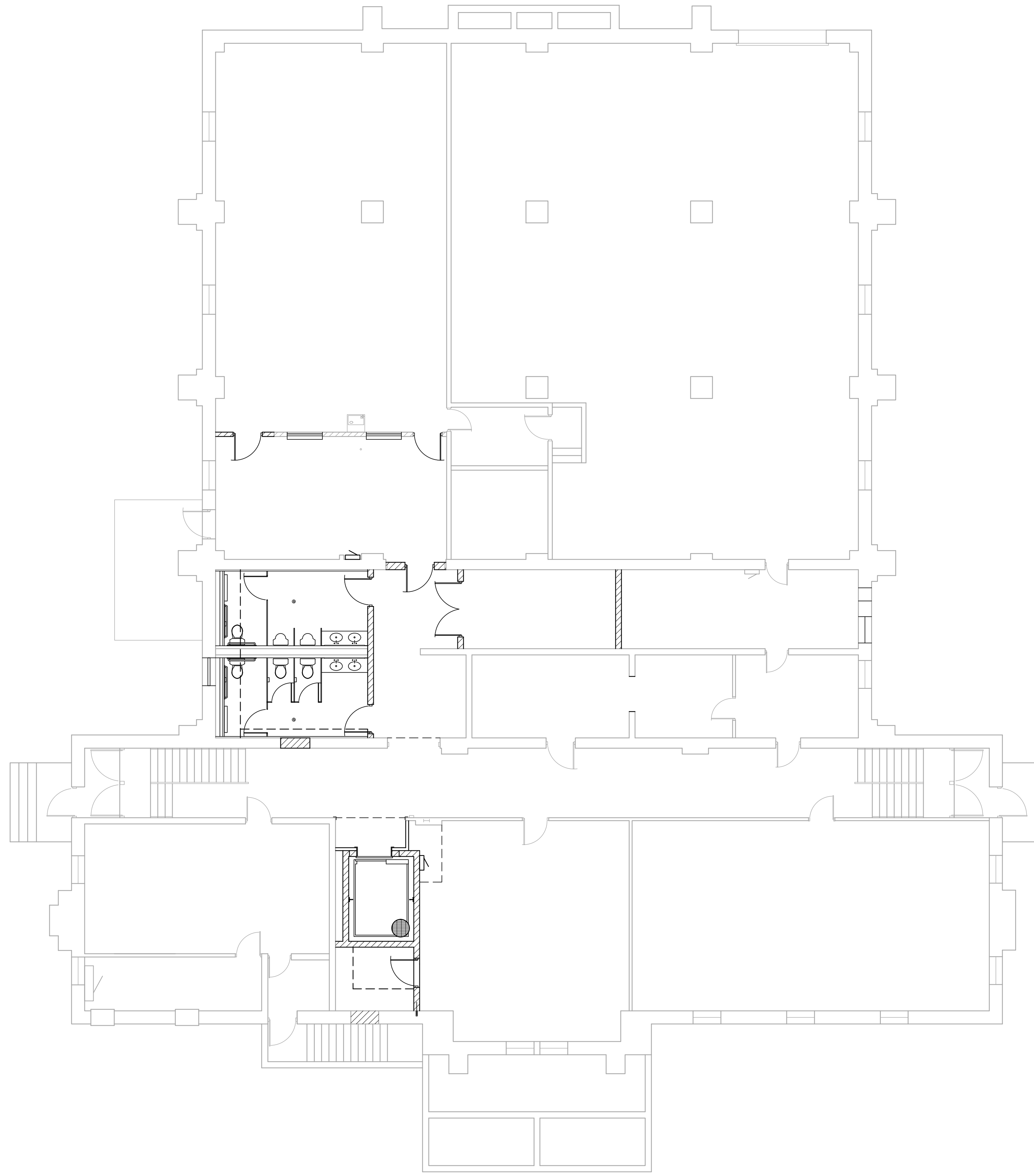
- Replace roof areas 1 & 2

15 Year Upgrades (2025-2029)

- Replace air conditioning and boilers (2006)

20 Year Upgrades (2030-2034)

- Sand and re-paint gym floor



ARMORY ELEVATOR RETROFIT AND RENOVATIONS
WHITEWATER, WISCONSIN

SHEET NO.

DES BY: CHK BY:
DWN BY: APP BY: WDM
SCALE: AS SHOWN
PROJECT DATE: AUGUST 2003
PRINTED:
LENGTH OF BAR IS 1"
ON ORIGINAL DRAWING

NO.	REVISION	BY	DATE

RECORD DRAWING

BY:
DATE:
CONTRACTOR:
CONSTRUCTED:
NOTE:

Irvin L Young Memorial Library



Opened in 1991, the library consists of 11,000 square foot including public meeting room areas.

Recent Improvements:

- Roof (2010)
- Replaced Boiler (2010)
- Installed LED Can lights (2013)
- New staff office design (2013)
- Installed a water bottle re-fill station (2014)
- Installed new boiler replacing two older models (2014)
- Installed new LED lights (2014)
- Replace temperature control system and tie to city network (2014)

Recommendations:

- As building expansion design proceeds explore long-term cost saving opportunities.

5 Year Upgrades (2015-2019)

- ADA Compliance
- Explore opportunities to make facility more bicycle friendly
- Replace south stairwell door

10 Year Upgrades (2020-2024)

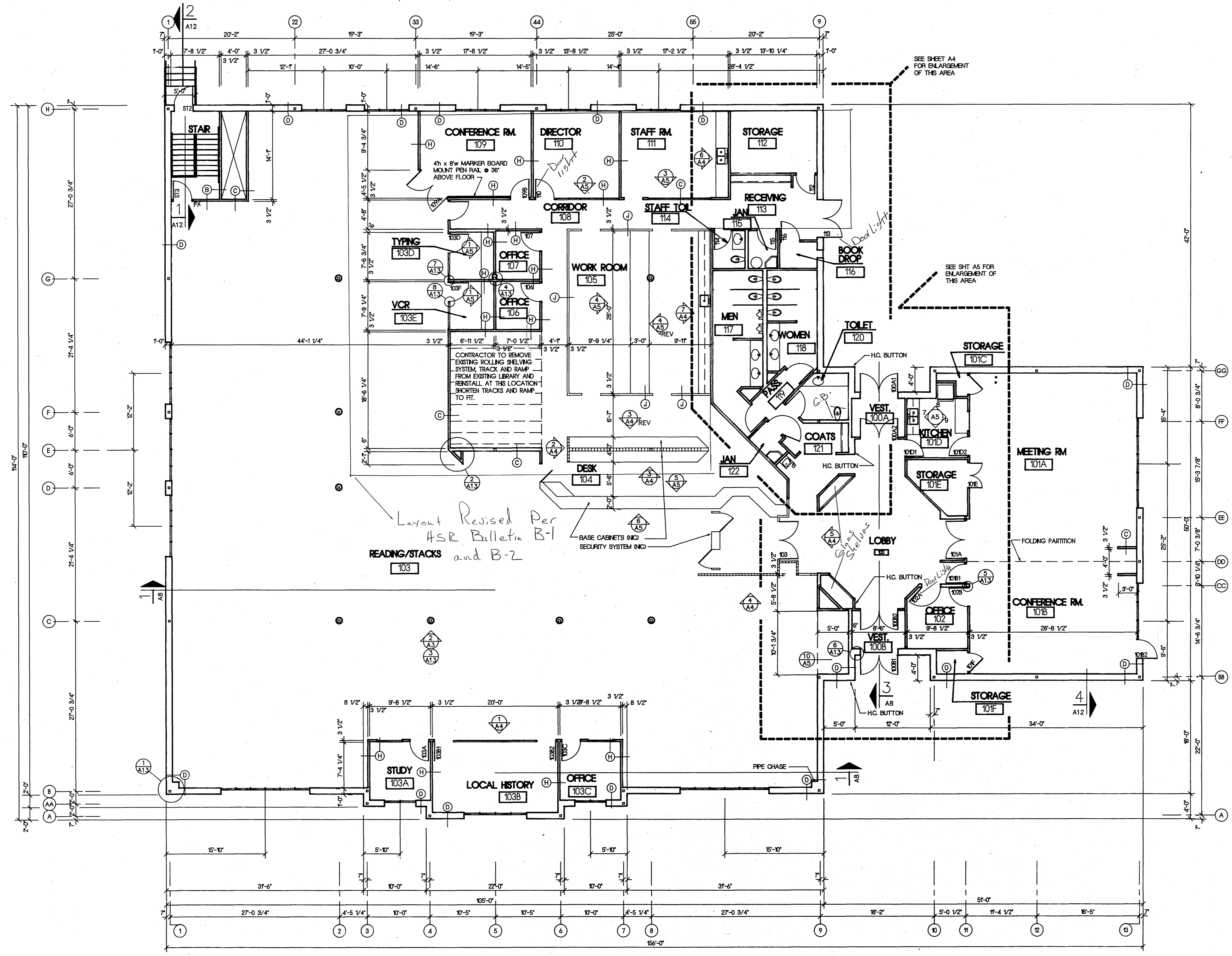
- Replace air conditioning equipment (1992)
- Replace carpet (2003)

15 Year Upgrades (2025-2029)

- Replace roof

20 Year Upgrades (2030-2034)

- Replace Boiler (2030)



FLOOR PLAN
1/8" = 1'-0"

NOTE: 3 5/8" METAL STUDS DIMENSIONED AS BEING 3 1/2" DEEP

HSR ASSOCIATES INC
Architects/Engineers/Planners
LaCrosse and Madison Wisconsin

Project CITY OF WHITEWATER
NEW PUBLIC LIBRARY
WHITEWATER, WISCONSIN
HSR M890130
FLOOR PLAN
DATE 4/9/90
DRAWN BY DLL
REVISION

A2

White Building



This Neoclassical Revival building was designed by Claude and Starck. It was built in 1903 with private funds bequested by Mrs. Mary Flavia White in the amount of \$17,000. The building served as the public library in Whitewater from 1904 to 1991, when the Irvin L. Young Public Library was built. It now houses the Cultural Arts Center and Whitewater Cable TV.

Recent Improvements:

- Replaced Boiler (2010)
- Replaced main air handler and condensing unit (2013)

Recommendations:

-

5 Year Upgrades (2015-2019)

- ADA Compliance
- Explore opportunities to make facility more bicycle friendly
- Replace carpet (1997)
- Replace North Street door

10 Year Upgrades (2020-2024)

- Roof (1995)

15 Year Upgrades (2025-2029)

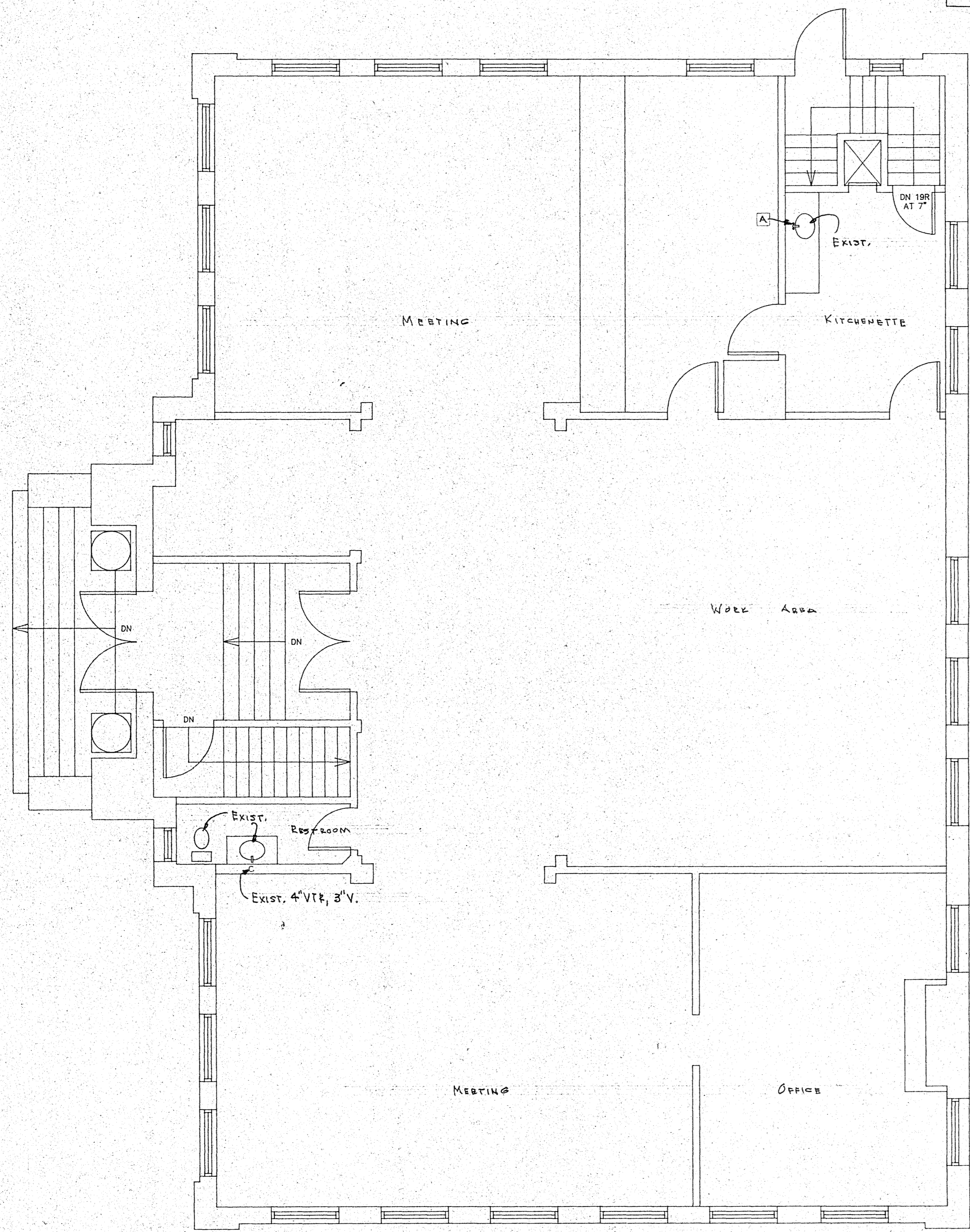
-

20 Year Upgrades (2030-2034)

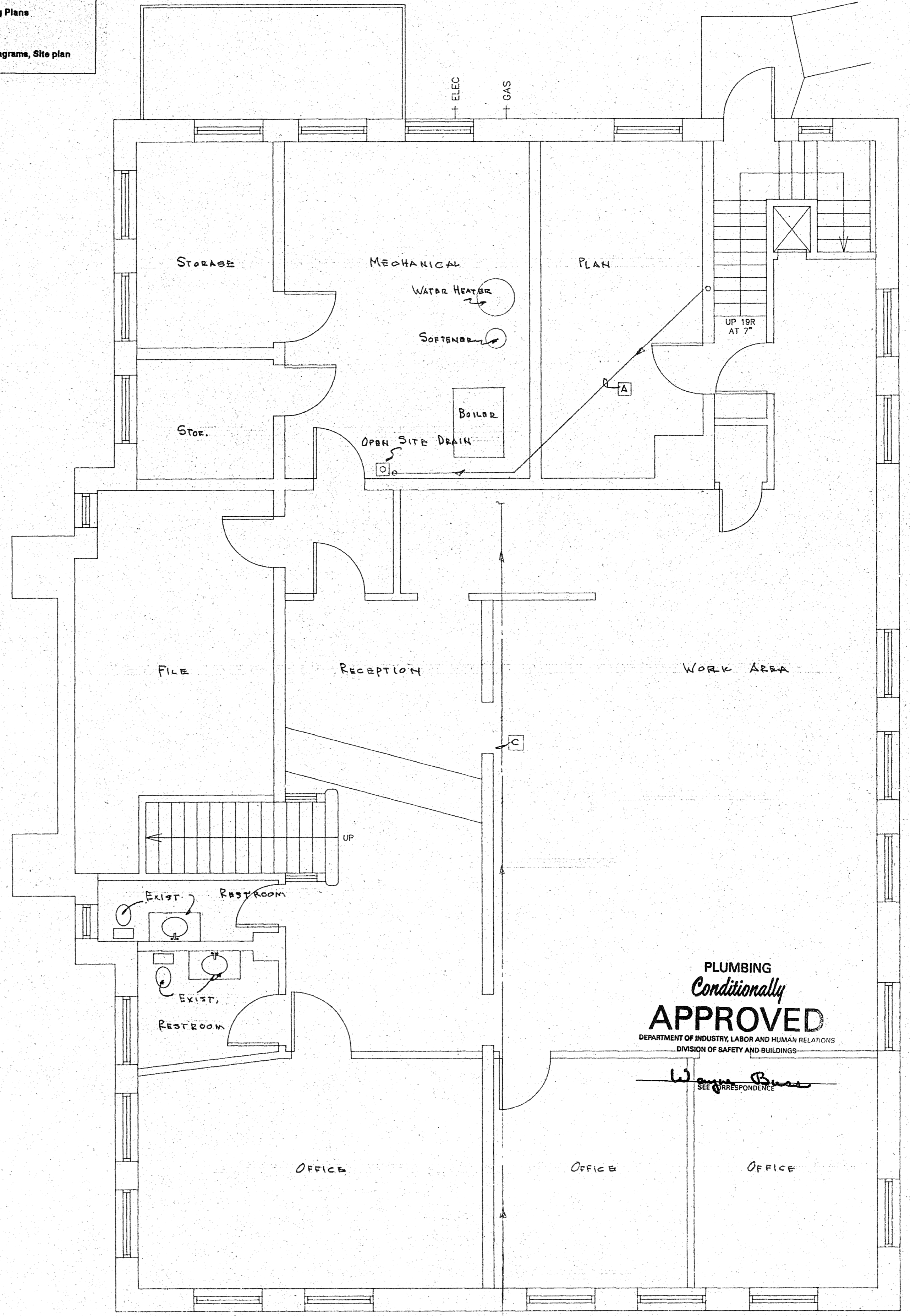
- Replace Boiler (2010)

PLUMBING PLAN INDEX

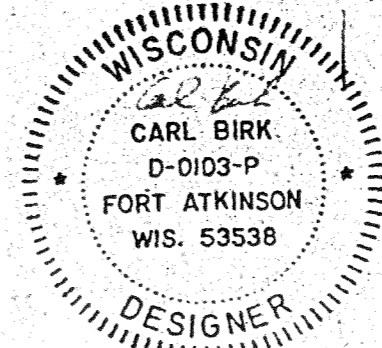
Sheet No.	Description
P1	Existing Plumbing Plans
P2	Revised Plumbing Plans
P3	Specifications
P4	Specifications, Diagrams, Site plan



EXISTING PLUMBING
 MAIN FLOOR PLAN "AS BUILT"
 SCALE: 1/4" = 1'
 LB-ABREF.DWG
 OCTOBER 4, 1996



P & E SYSTEMS
 1318 ADRIAN BLVD.
 FORT ATKINSON, WI 53538
 TELEP. NO. 414-563-5900



EXISTING PLUMBING
 BASEMENT FLOOR PLAN "AS BUILT"
 SCALE: 1/4" = 1'
 LB-ABREF.DWG
 OCTOBER 4, 1996

PLUMBING
Conditionally
APPROVED
 DEPARTMENT OF INDUSTRY, LABOR AND HUMAN RELATIONS
 DIVISION OF SAFETY AND BUILDINGS
Wayne Buss
 SEE CORRESPONDENCE

Design Alliance Architects
 1003 Madison Avenue
 Fort Atkinson, Wisconsin
 (414) 563-3404

WHITE MEMORIAL LIBRARY
 402 WEST MAIN STREET
 WHITEWATER, WI

SHEET TITLE
REVISIONS
10/23/96 AB
PROJECT DATA
Date:
Job No.
Drawn By:
Sheet No.

P1

697 00091

Whitewater Passenger Train Depot



This unusual railroad depot suggests Victorian Gothic and Queen Anne architectural styles. In 1890, noted Madison architect J.T.W Jennings designed this brick depot. In 1852 this was the first rail line to cross Wisconsin. In the early 1900s a minimum of four freight and four passenger trains went through daily, with as many as 30 trains recorded in a single day. The last train came through in 1951. Since 1974, the depot has been the Whitewater Historical Society Museum. In a grant partnership with the Wisconsin Department of Transportation, the depot was restored in 2012.

Recent Improvements:

- Restoration (2012)

Recommendations:

-

5 Year Upgrades (2015-2019)

- ADA Compliance
- Explore opportunities to make facility more bicycle friendly

10 Year Upgrades (2020-2024)

-

15 Year Upgrades (2025-2029)

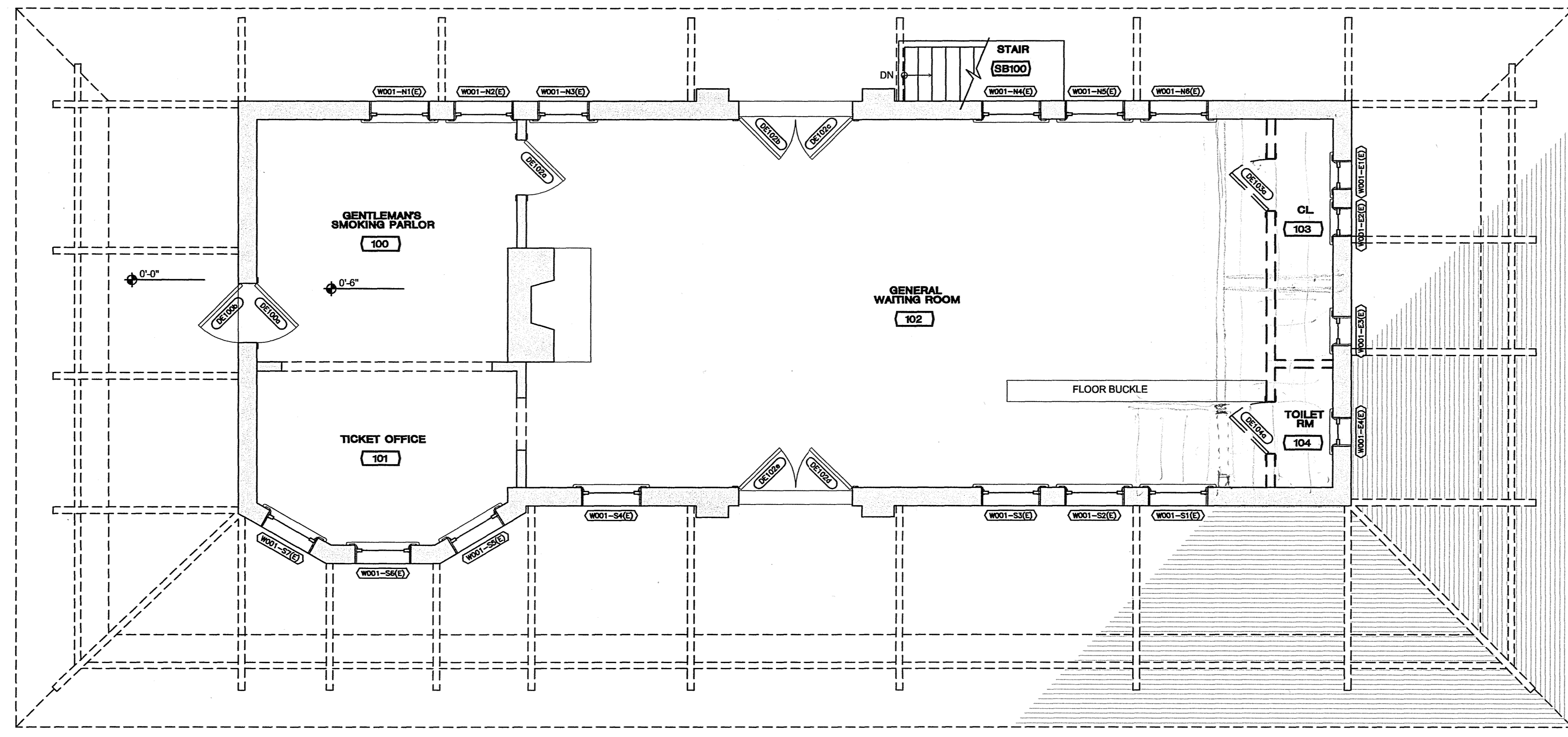
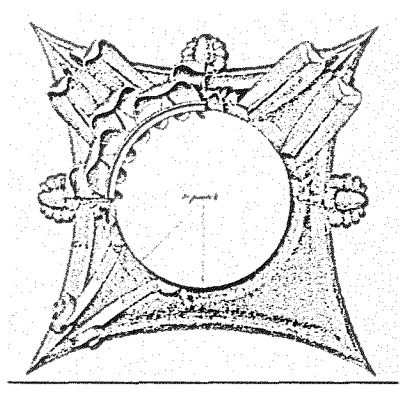
- Replace air conditioning and furnace (2005)

20 Year Upgrades (2030-2034)

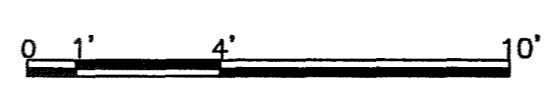
- Replace shingles (2009)

ISTHMUS
ARCHITECTURE, INC.

613 Williamson Street
Suite 203
Madison, WI 53703
Phone: 608.294.0206
Fax: 608.294.0207



1 FIRST FLOOR - SELECTIVE REMOVAL
Scale: 1/4"=1'-0"



This work was prepared by me or under my supervision, and I am a duly Licensed Professional Architect and Surveyor of the State of Wisconsin.
The Contractor shall verify all dimensions of the job site and confirm with the architect before proceeding with the work.

© 2008
Isthmus Architecture, Inc.

**WHITEWATER PASSENGER DEPOT
RESTORATION
WISDOT #3835-02-00
CITY OF WHITEWATER
WALWORTH COUNTY**

Proj. No.: 1005.01

Scale: 1/4" = 1'-0"

Drawn By: JP

Date: DATE

Rebid Date:

Rev. Date:

FIRST FLOOR - SELECTIVE
REMOVAL

Sheet Title

Sheet No:

A1.1

Innovation Center



Built in 2011, this 37,500 square-foot LEED Gold-certified building is a must see. The Center is the cornerstone of the Whitewater University Technology Park and a leading hub of innovation and growth. It was created with entrepreneurs and has everything your business needs to grow and succeed including, five state-of-the-art conference rooms with VoIP telephony and data, three 500-square-foot wet labs, including one at 775-square-feet with a laminar flow hood.

Recent Improvements:

-

Recommendations:

- The building has no back-up generator and discussions should include University and CDA to determine need.
- A long-term equipment replacement fund needs to be explored by the City and CDA for this facility.

5 Year Upgrades (2015-2019)

- Explore opportunities to make facility more bicycle friendly

10 Year Upgrades (2020-2024)

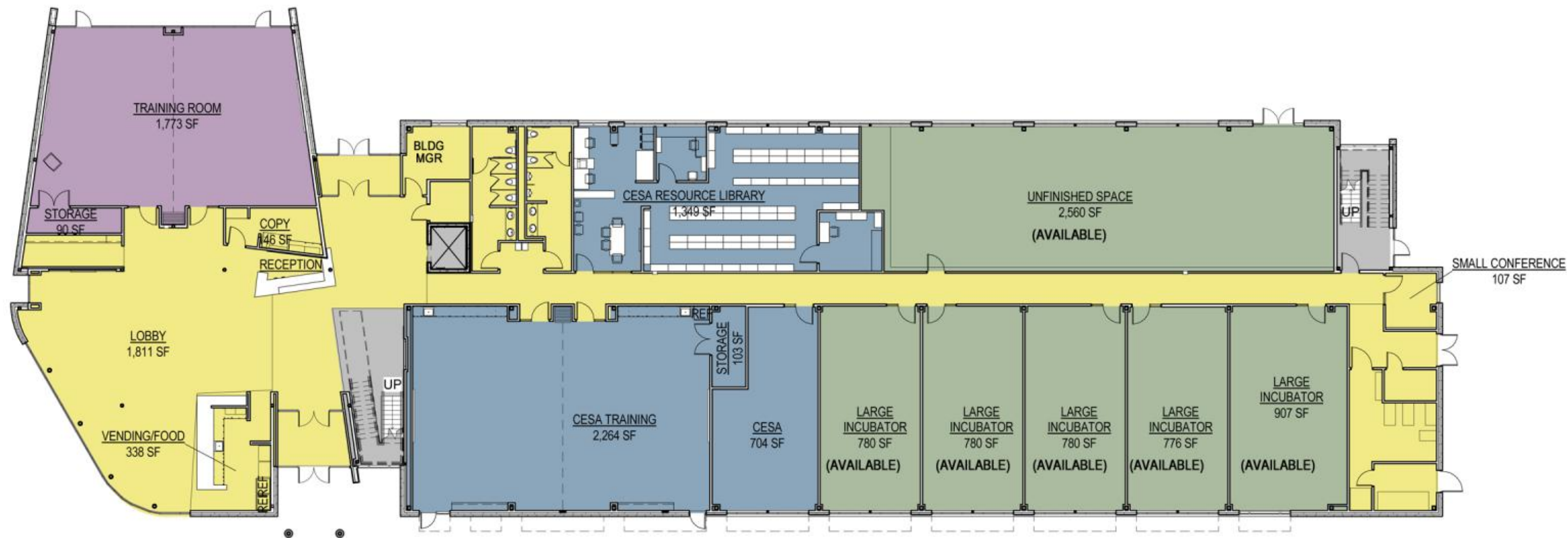
-

15 Year Upgrades (2025-2029)

-

20 Year Upgrades (2030-2034)

-



- COMMON
- COMMON-RENTABLE
- TENANT-AVAILABLE
- TENANT-LEASED
- VERTICAL SHAFTS

FIRST FLOOR PLAN





Bicycle & Pedestrian Network

Proposed Name: Whitewater Creek Trail

2,590 feet of on-street bike lanes

12,156 feet of shared use path

2.79 miles



Warhawk Spur: 2,120 feet of shared use path and 1,884 of on-street bike lane (0.76 mi)

Starin Park Spur: 2,530 feet of shared use path (0.48 mi)

Recommendations:

- Expand street maintenance program to include trails
- Ensure that safety signage is in place
- Introduce signage that indicates points of interest, distances, and brands trails.

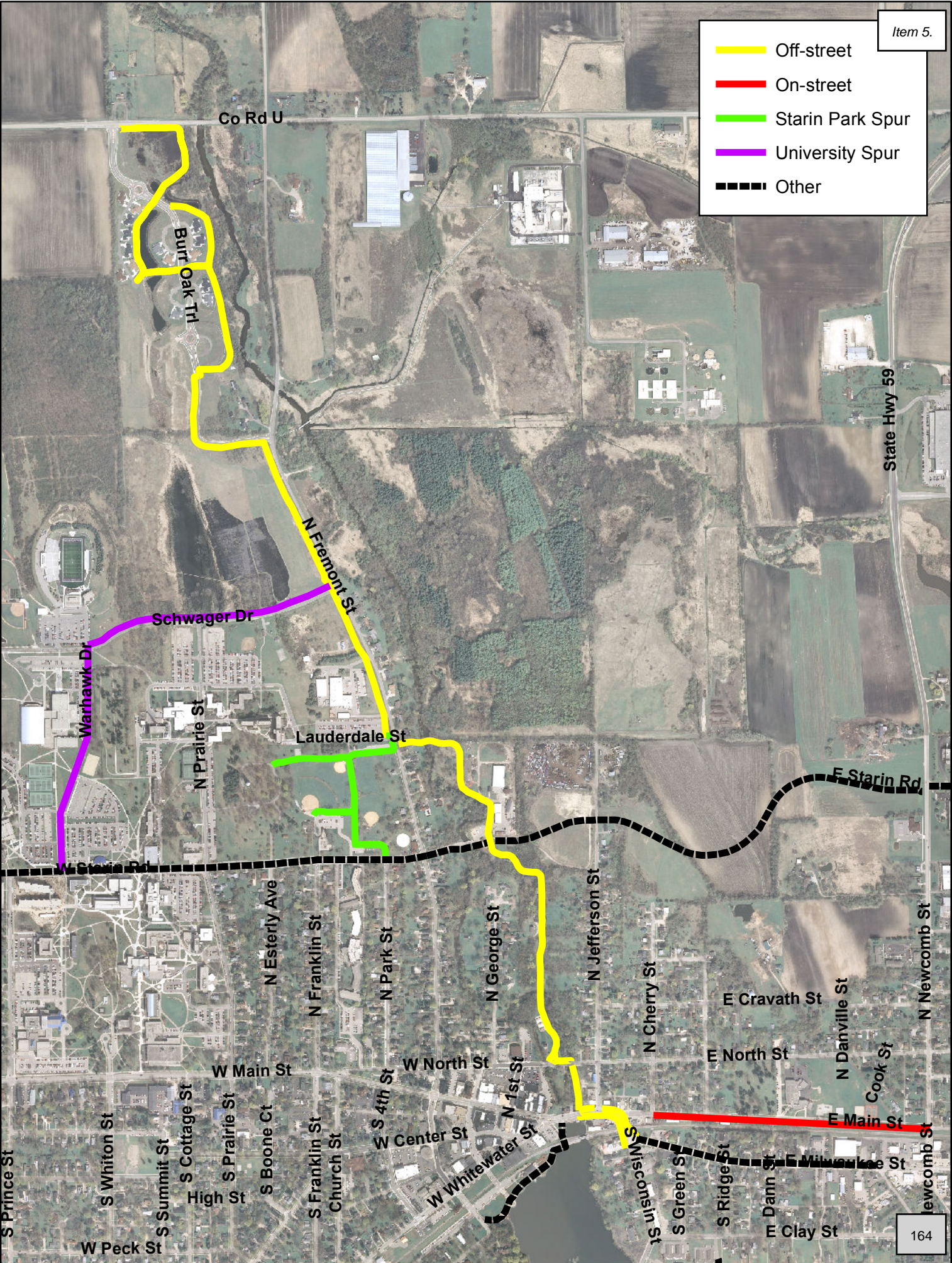
5 Year Upgrades (2015-2019)

- Signage
- Benches
- Shade Trees

Points of Interest / Trail Heads

- Prairie Village
- UW-Whitewater Campus
- Starin Park
- Ray Trost Nature Preserve
- Public Works Garage
- Brewery Hill Park
- Downtown Armory
- Mill Race

- Off-street
- On-street
- Starin Park Spur
- University Spur
- Other



Proposed Name: Trippe Lake Trail

1,150 feet of on-street bike lanes

7,520 feet of shared use path

1.64 miles



Recommendations:

- Expand street maintenance program to include trails
- Ensure that safety signage is in place
- Introduce signage that indicates points of interest, distances, and brands trails.

5 Year Upgrades (2015-2019)

- Signage
- Benches
- Shade Trees

Points of Interest / Trail Heads

- Cravath Lakefront Park
- Trippe Dam
- Trippe Lake Park
- Minneiska Park



— Off-street
— On-street
- - - Other

Proposed Name: Starin Trail

4,100 feet of on-street bike lanes

4,600 feet of shared use path

1.64 miles



Starin Park Spur: 2,530 feet of shared use path (0.48 mi)

Recommendations:

- Expand street maintenance program to include trails
- Ensure that safety signage is in place
- Introduce signage that indicates points of interest, distances, and brands trails.

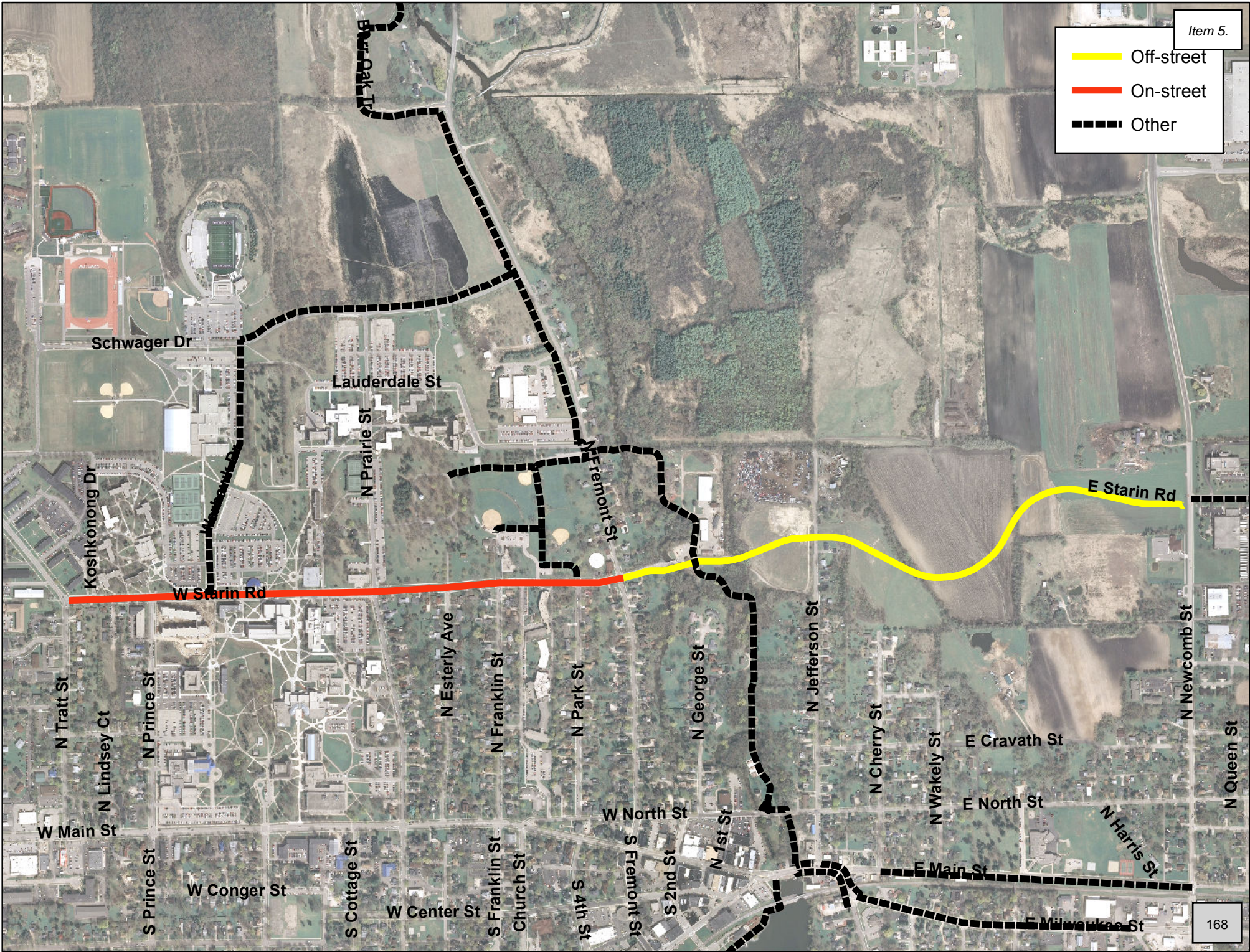
5 Year Upgrades (2015-2019)

- Signage
- Benches
- Shade Trees

Points of Interest / Trail Heads

- UW-Whitewater
- Fairhaven
- Starin Park
- Public Works Garage

- Off-street
- On-street
- Other



Proposed Name: Innovation Trail

4,315 feet of on-street bike lanes

4,260 feet of shared use path

1.62 miles



Recommendations:

- Expand street maintenance program to include trails
- Ensure that safety signage is in place
- Introduce signage that indicates points of interest, distances, and brands trails.

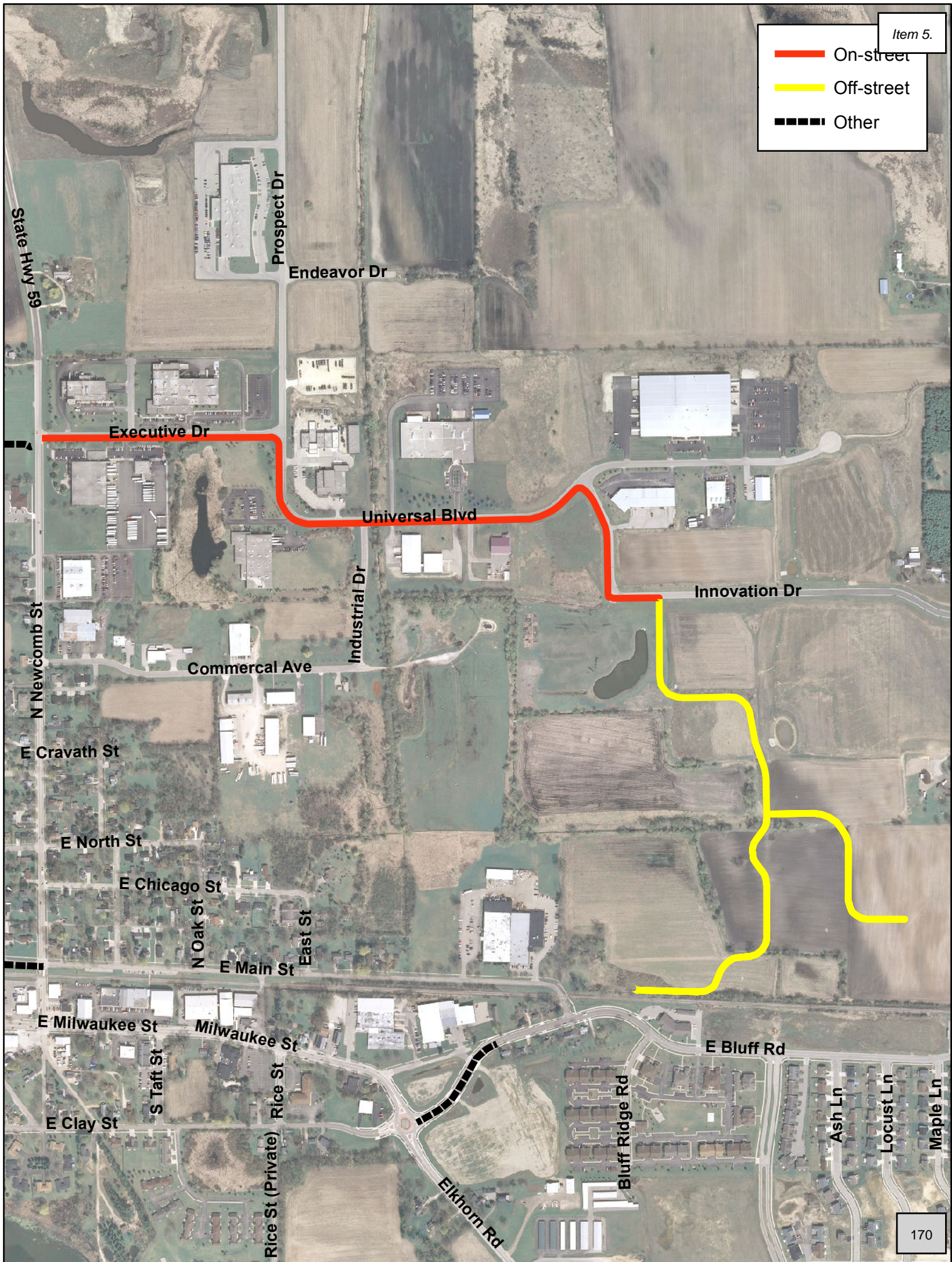
5 Year Upgrades (2015-2019)

- Signage
- Benches
- Shade Trees

Points of Interest / Trail Heads

- Business Park
- Bark Park
- Moraine View Park
- Innovation Center
- Technology Park

On-street
Off-street
Other





Recreation Programming



Recreation Programming in Whitewater

Trends, Current Practices & Highlights

From 2008 to 2014 the Department transitioned a number of programs from contractual to in-house recreation programming including dance, martial arts, and most recently gymnastics. This was done to comply with laws regarding contractual providers and to ensure consistent delivery of programs.

Adult sports leagues have dwindled in participation numbers. This is consistent with regional and national participation numbers with the likely causes being increased involvement by parents in youth sports, competition with “bar” leagues, and increased adult participation in sports like golf, running, and adventure based sports.

The department has become more involved in offering youth sport programs either by taking over programming from parent ran clubs (baseball) or partnering with those clubs to provide support (football, basketball).

A part time Sports Coordinator was added to the staff in 2013 to dedicate resources to sports programming.

Beginning with the 2014-2015 school year the Parks & Recreation Department began offering after school programs at the 3 elementary schools of the Whitewater Unified School District.

In 2015, the Parks and Recreation Department moved a majority of its recreation programming to a Special Revenue Fund. The current goal for programming is to recover 115% of the direct cost of offering programs.

The Sports Coordinator position was eliminated and a full-time Recreation Program Coordinator was added in 2015. This position is responsible for sports programming and some additional programs and is partially funded by revenues from recreation programming.

Recreation Program Financial Report

	Offerings	Participants	Revenue	Expenses	Percent of Recovery	Avg Cost of Program
Contractual Programs						
Gymnastics	14	140	\$5,747.00	\$4,942.42	116%	\$41.05
Zumba	58	268	8639.96	6243.91	138%	\$32.24
Contractual Program Totals	72	408	\$14,386.96	\$11,186.33	129%	\$35.26
Special Events						
Freeze Fest	1	2100	\$210.50	\$167.54	126%	\$0.10
Concerts in the Park/Family Fun Nights	7	1250	\$3,500.00	\$3,420.00	102%	\$2.80
Youth Halloween Party	1	280	\$120.50	\$290.10	42%	\$0.43
Special Events Totals	9	3630	\$3,831.00	\$3,877.64	99%	\$1.06
After School Program						
Registration Fees	3	79	\$1,975.00	\$0.00	-	\$25.00
September	3	84	\$8,288.00	\$7,993.69	104%	\$98.67
October	3	90	\$9,694.00	\$7,191.74	135%	\$107.71
November	3	84	\$6,934.00	\$4,491.49	154%	\$82.55
December	3	85	\$6,718.00	\$4,905.94	137%	\$79.04
After School Totals	15	422	\$33,609.00	\$24,582.86	137%	\$79.64
Recreation Programs						
Dance Program & Recitals	26	206	\$10,330.78	\$9,578.03	108%	\$50.15
Ice Rink	1	2083	\$0.00	\$4,649.13	0%	\$0.00
Cycling	1	17	\$490.00	\$350.00	140%	\$28.82
Tae Kwon Do	6	93	\$2,742.50	\$1,537.00	178%	\$29.49
Sewing	1	6	\$312.00	\$274.07	114%	\$52.00
Tots, Tunes & Tumbling	2	15	\$260.00	\$225.00	116%	\$17.33
Tennis	5	17	\$295.00	\$221.50	133%	\$17.35
Kids Escape	10	314	\$15,510.03	\$8,908.03	174%	\$49.40
Whippet Striders	1	35	\$0.00	\$0.00	-	\$0.00
Recreation Program Totals	53	2786	\$29,940.31	\$25,742.76	116%	\$10.75
Sports Programs						
Youth Basketball League	2	18	\$720.00	\$777.00	93%	\$40.00
Volleyball	2	21	\$462.00	\$235.10	197%	\$22.00
Youth Basketball Instruction	5	41	\$1,350.00	\$920.13	147%	\$32.93
Start Smart Soccer	1	15	\$468.75	\$418.64	112%	\$31.25
Start Smart Baseball	2	32	\$533.47	\$432.16	123%	\$16.67
Youth Baseball & Softball (13 teams, 150 games)	8	195	\$15,355.19	\$15,221.14	101%	\$78.74
T-Ball & Rookie Ball (8 teams, 24 games)	2	123	\$3,259.91	\$1,515.65	215%	\$26.50
Adult Softball Leagues (8 teams, 49 games)	1	96	\$3,017.36	\$2,551.00	118%	\$31.43
Youth Football (10 teams, 70 games)	7	179	\$22,429.99	\$21,610.47	104%	\$125.31
Sports Program Totals	30	720	\$47,596.67	\$43,681.29	109%	\$66.11
Senior Programs						
Fitness Classes	3	1919	\$1,825.00	\$1,026.00	178%	\$0.95
Zumba	1	3	\$125.00	\$87.50	143%	\$41.67
Van Trips	39	333	\$5,589.00	\$4,209.00	133%	\$16.78
Bus Trip - Chicago	1	35	\$2,890.00	\$2,705.00	107%	\$82.57
Valentines Day	1	58	\$580.00	\$729.00	80%	\$10.00
Volunteer appreciation	1	35	\$0.00	\$420.00	0%	\$0.00
Holiday Dinner	1	71	\$844.00	\$865.00	98%	\$11.89
Line Dance	2	26	\$487.00	\$297.00	164%	\$18.73
First Aid/CPR/AED	1	3	\$78.00	\$42.00	186%	\$26.00
Chili Cookoff	1	115	\$838.00	\$516.00	162%	\$7.29
Tech Tutors	1	63	\$267.50	\$0.00	-	\$4.25
Zentangle	1	9	\$286.00	\$260.00	110%	\$31.78
Pole Walking	1	4	\$32.00	\$0.00	-	\$8.00
Other (Non-Fee Programs)	32	10542	\$0.00	\$0.00	-	-
Senior Program Totals	86	13216	\$13,841.50	\$11,156.50	124%	\$1.05
All Program Totals	250	20760	\$109,596.44	\$95,644.52	115%	\$5.28



Resource Development Consulting Proposal

Presented to

**City of Whitewater
Aquatic and Fitness Center**

**Nancy Seidl Nelson, CFRE
SPI Consulting, LLC**

June 21, 2024

Introduction

SPI Consulting, LLC resubmits this proposal after outreach from Kevin Boehm of the City of Whitewater. This proposal is based on a request in 2023 for a Campaign Planning Study to test the strategies, elements and goals for a fundraising campaign for the Whitewater Aquatic and Fitness Center (WAFC).

A feasibility study is a dress rehearsal of sorts for a fundraising campaign. While campaign goals are often built on needs, the data collected through a study provides guidance and feedback as to whether the initial plans are on track and what methods, messaging and volunteers will best lead you to success.

By utilizing professional counsel, WAFC will have a neutral party interviewing the constituents identified, often those closest to your service and mission. This is a key element of success in a feasibility study because those interviewed are more likely to be forthright and honest to an individual who is not directly affiliated with your organization.

Services Provided

The study will consist of gathering planning data already in place from WAFC and developing a concise case statement about the project. A questionnaire will then be developed that will address the following areas:

- Awareness and involvement with WAFC
- Familiarity of current programs
- Reputation
- Campaign Case, Timing and Gift Levels
- Estimation of goal
- Identification of potential volunteer leadership
- Potential major donors
- Possible challenges to success/external factors
- Public/Private partnerships

A Feasibility Study Task Force will be engaged to lead this effort. The study task force should consist of three-five individuals and include representation from both the City and the WAFC Friends. This group will be essential in identifying key elements for the study and support the development of the interview list.

Deliverables

Upon completion of the study, results will be analyzed and a summary of finding will be presented to leadership and the Feasibility Study Task Force. In addition to the data summary from the interviews, this report will also address any issues identified that may need to be addressed before moving toward a campaign. From this summary, recommendations and conclusions will be shared to inform and guide the next steps of the process.

It is important to note that all of the study participants will be ensured that their individual responses are confidential and all questionnaires remain the property of SPI Consulting upon conclusion of the study.

Project Timeline

The entire Campaign Plan Study process would take approximately 90 days to complete. Timelines are always dependent on each side meeting its obligations in providing data, arranging meetings and execution. The project could begin in September 2023.

A general guideline for this project of this type would be:

September 2024

- Discovery Meetings with City Officials, Aquatic Center Staff and Friends of WAFC representatives. Tour of facility and detailed understanding of project elements, external concerns or challenges and approximate costs.
- Identify and recruit Task Force members
- Review of data and materials to begin development of case statement elements and questionnaire(s)
- Task Force meeting to review process, discuss case and begin identification of interview subjects. Goal would be to complete a minimum of 40 interviews; need minimum of 60 potential participants identified.
- Determination of secondary group for surveys
- Questionnaire Development and Review

October 2024

- Scheduling and execution of interviews – target to complete 40 interviews
- Updates on progress to Feasibility Study Task Force – potential enlistment if scheduling of interviews proves difficult

November 2024

- Analysis of data gathered to date; continued interviews to reach our target
- Development and execution of online survey to secondary audience with limited window to respond

December 2024

- Development of report with findings and recommendations
- Summary presentation to City and WAFC leadership and Task Force

Assessment Responsibilities

City of Whitewater:

- Availability for Discovery meeting and supporting project by providing access to and including the right stakeholders
- Provide data, reports and other materials to support the proposed needs and desired elements for capital campaign
- Be responsive to requests for additional data or success stories to support case statement development
- Assist with the selection of individuals to serve on Task Force
- Coordinate Task Force meetings
- Assist with the selection of individuals to be interviewed as part of the study
- Assist with scheduling of individuals for interviews
- Provide space for in-person interviews
- Maximize time consultant is on-site
- Support project timeline with timely responses

SPI Consulting, LLC:

- Conduct discovery meeting to outline steps, define clear objectives and determine stakeholders
- Thorough review of requested data, reports and documents
- Professional representation on behalf of WAFC with task force members and identified interview subjects
- Creation of case document
- Creation of study questionnaire for both personal interviews and online survey tool
- Maintain master schedule of interviews
- Regular updates to task force
- Analyze interview responses and develop recommendations
- Present report on study findings and recommendations for future steps

Project Budget

SPI Consulting’s professional service fee for this process would be \$20,000. The fee will be paid over the service timeframe at billed at the end of each month of service.

Payment Schedule	Amount
Upon Executed Contract	\$2,500
October 15, 2023	\$7,500
November 15, 2023	\$5,000
December 15, 2023	\$5,000

SPI Consulting is pleased to have the opportunity to present this proposal and advance the planning process for the Whitewater Aquatic and Fitness Center. This proposal is valid for 30 days.

Attachment:
Bio and References

NANCY SEIDL NELSON, MBA, CFRE

**Nonprofit Leader and Development Professional
Principal Consultant and Owner, SPI Consulting, LLC**



Nancy Seidl Nelson, CFRE is an accomplished, local development professional with expertise in fund development, nonprofit leadership and communications. A strategic and mission-driven professional, Nancy has the innate ability to unite people around a vision and transform it into reality.

Nancy is a Certified Fund Raising Executive who has raised millions of dollars throughout her career. Nancy's experience encompasses all elements of development, including capital campaign efforts ranging from \$2 million - \$250 million dollars, major and planned giving, annual giving, operations and administration. Her experience as a nonprofit leader also includes working with Boards of Directors and volunteer fundraising committees. Nancy's breadth of experience as a team member and consultant includes nonprofits representing health care, human services (both faith-based and secular), membership associations, higher education and arts and culture throughout southeastern Wisconsin, including:

- Children's Hospital Foundation
- Marquette University
- The Abbey Group (Consulting Firm)
- Catholic Charities of the Archdiocese of Milwaukee
- ProHealth Care Foundation

Drawing on this myriad experience, Nancy started SPI Consulting in 2017 with a clear focus on what matters: Strategy, Purpose and Impact. SPI Clients include:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Montessori School of Waukesha • Food Pantry of Waukesha County • Humane Animal Welfare Society • Forward Community Investments • College Possible • Thriving Waukesha County Alliance • Variety- the Children's Charity of Wisconsin | <ul style="list-style-type: none"> • Falls Area Food Pantry • Citizens Utility Board • Hope Network for Women • Variety – the Children's Charity of Wisconsin • Bel Canto Chorus • NAMI – Wisconsin Southeast |
|--|---|

A graduate of the University of Wisconsin, Madison, Nancy is a member and former board member of the Association of Fundraising Professionals Southeastern Wisconsin chapter. She is also President of the Board of Directors of TEMPO-Waukesha and adjunct professor at the Lubar School of Business at UW – Milwaukee.

Nancy@SPIConsult.org

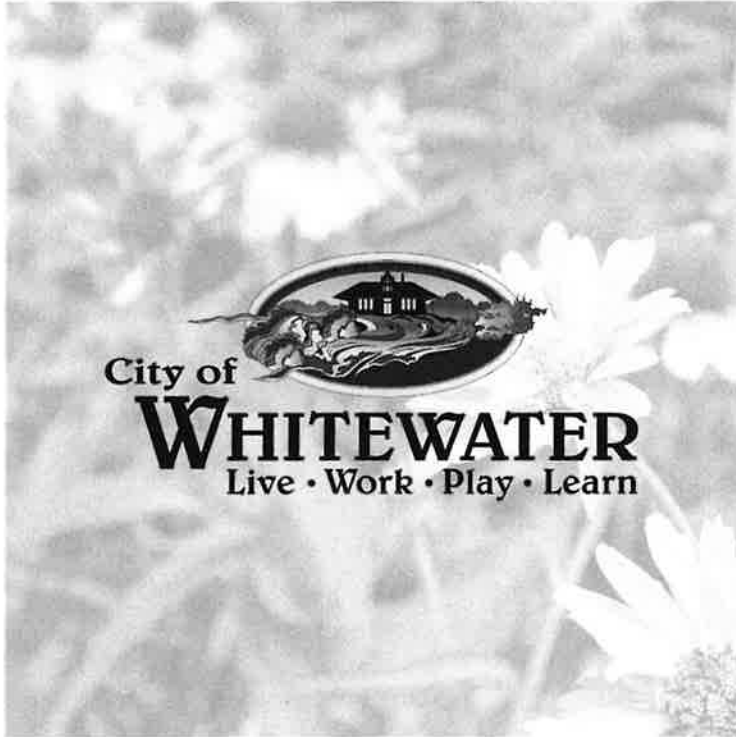
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Professional References

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(262) 352-8122

Kathryn Leverenz
President, Mathematics Institute of
Wisconsin
kathryn.leverenz@mathinstitutewi.org
(262) 953-9564

TWB
FUNDRAISING



Proposal for Campaign Study

June 21, 2024

Proposal: City of Whitewater

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Phone: 312-222-0560

www.twbfundraising.com



TWB is a member of the Giving Institute, a select group of consulting firms that share a commitment to excellence and embrace the highest ethical standards.

I. Introduction

On behalf of TWB Fundraising (TWB), we are delighted to submit this proposal to the City of Whitewater to provide fundraising counsel on a Campaign Planning Study focused on best-practice internal readiness assessment and pre-campaign preparation as well as guidance on implementing and managing a successful campaign for the Whitewater Aquatic and Fitness Center (WAFC).

TWB has extensive experience and a proven record of success in assessing an organization's readiness to undertake a fundraising campaign, testing proposed campaign goals, and designing strategies and tactics to help reach those goals. Our proposed consulting team for this initiative, Grace Cichomska, Senior Counsel and Amy Funk, Senior Vice President, are particularly well suited for this engagement. Both have notable years of experience in the planning and execution of successful campaigns, senior development leadership, major gift fundraising, strategic and operational planning, as well as working with and staffing volunteers. Both possess a keen understanding of donors -- their needs and expectations.

The City of Whitewater is eager to move forward with a capital campaign to support three funding priorities: 1) upgrades and repairs to the WAFC, 2) a maintenance and program endowment, and 3) a scholarship fund to allow all families in Whitewater to benefit from the facilities for both health and recreation. We understand that the Whitewater community is passionate about the WAFC, which was built in 2001, and that the WAFC has active partnerships with both the area schools and the city of Whitewater. In addition to memberships, the WAFC receives some financial support from the "Friends of the WAFC". The city is looking to raise an estimated \$2M in private support through this campaign.

To support the capital campaign for the WAFC, we propose that our engagement be comprised of the following major activities:

- A. **Conduct an internal readiness assessment.** The assessment will investigate all aspects of organizational readiness to launch a successful campaign, including staffing, infrastructure, leadership, and the overall climate for success.
- B. **Evaluate your potential prospect pool through a philanthropic screening.** Reviewing your screening results in partnership with the Center's leadership will help us identify your top prospects, select participants for feasibility interviews, and craft specific strategies and potential asks for key prospects.
- C. **Conduct a feasibility study.** Reviewing the screening results and in collaboration with identified leadership for this initiative, TWB will guide the development of a campaign prospectus and develop a gift table to be shared in interviews with prospective donors. We would aim to conduct 15-20 feasibility interviews with identified top prospects. These conversations will provide critical feedback regarding the financial goal, strategy, structure, timing, and plan for the campaign.
- D. **Develop a campaign blueprint.** This big-picture road map, modifiable as the campaign evolves, will include the recommended financial goal and the range of gifts required at each level, as well as recommendations concerning campaign timing, volunteer structure and activities, preliminary campaign budget, the final case for support, and broad solicitation and communication strategies.

2

II. Engagement Description

A. Internal Readiness Assessment

TWB will begin by conducting an internal review and assessment in order to understand the readiness of the City of Whitewater and the WAFC to undertake a campaign. A review of documents and interviews with key stakeholders, including city, WAFC, school district leaders, Friends of the WAFC and community leaders will help us better understand the role and unique culture of the WAFC community.

We will assess who can speak for the vision, describe the plans for the Center's renovation, and help explain what a generous gift of support can make possible. Likewise, we will identify and assess various constituencies and prospects that can be developed as you continue your readiness to implement a campaign. We recognize that dedicated fundraising resources such as staff, a database and related systems and processes do not yet exist. We will ascertain which existing resources can be utilized to support a campaign and identify those resources we recommend you implement prior to initiation of your campaign.

Areas to be covered in the assessment include the following:

Review of Planning Documents

We will review planning documents including estimates for repairs and improvements, space needs assessments, conceptual architectural designs, community input processes, and presentations to and agreements with the city council and the school district.

Volunteer and Community Engagement

We will review how the Friends of the WAFC are engaged in fundraising; how the city has sought input from community members on the proposed project; and the community's philanthropic support of other significant facilities such as the Irvin L. Young Memorial WAFC and the Cravath Lakefront Community Center.

Staffing

We will evaluate the city and the WAFC's staffing structure and the roles, duties, and experience of key staff to understand how they can contribute to campaign success. Most importantly, we will identify the staffing gaps that must be filled prior to campaign planning and implementation.

Fundraising History

With the understanding that the WAFC does not have a development director or a formal program to raise funds for annual operating support, we will look at historical fundraising efforts including the building campaign for the current WAFC and any special fundraising initiatives.

Systems and Operations

We understand you do not have traditional fundraising infrastructure such as a database, gift processing protocols, gift acknowledgement and acceptance policies/procedures that would support

Proposal: City of Whitewater

campaign planning, donor engagement strategies, report generation and analysis. As part of our work, we will make recommendations for necessary infrastructure.

At the conclusion of the assessment, we will present a report evaluating the city's and the WAFC's overall internal preparedness with recommendations for priority areas requiring attention and resources needed in advance of launching the campaign.

B. Prospect Screening

We will conduct a philanthropic screening and analysis of your prospects' capacity (financial resources available to share) and propensity (likelihood of making a major gift). Screening your prospect pool will help us identify your top campaign prospects and craft specific strategies and asks.

TWB has a strategic partnership with the wealth screening firm DonorSearch, which draws information from 30 unique databases of charitable and political gifts and publicly available financial information (including real estate and stock holdings) to provide a holistic view of prospective donors' interests and capacity. We are pleased to offer the City of Whitewater complimentary screening of up to 5,000 household records as part of this engagement.

Past giving to the WAFC is the best indicator of future philanthropy, and the second-best indicator is past giving to other charities. DonorSearch will match your prospects against more than 200 million publicly available gift records, which has the potential to provide information on their history of supporting other charitable organizations. When you see that one of your prospects has supported an organization at a given level, they are likely to have the ability to make a gift of that level to the WAFC as well (assuming proper cultivation and their interest in your mission and programs).

As the WAFC does not have a robust existing pool of annual or major donors to screen, TWB will work with the city and staff leadership and other key stakeholders to identify potential prospects. Because the WAFC is a critical and visible community resource and is highly regarded, it is reasonable to think that donors who have made gifts to other high-profile community organizations might consider a gift to the WAFC if a compelling ask were made. As such, we will compile a list of major donors to other community projects to add to the WAFC's screening pool.

Too many organizations take the initiative to screen their prospects for capacity, but then fail to incorporate the data into their day-to-day development activity. Effectively screening your prospect pool and identifying prospects with the greatest giving potential leads to smarter and more strategic fundraising. TWB has extensive experience interpreting wealth screening data. We will work with the WAFC's staff to understand what your screening results mean, as well as how to incorporate the findings into actionable strategies that focus staff and volunteer energies on the best major gift prospects.

We will work with project leadership to verify top and mid-level prospect profiles and glean any qualitative information that staff and volunteers can provide to inform our prioritized listing of

Proposal: City of Whitewater

prospects for your campaign. These important metrics provide a foundation from which we can build an initial gift table for the campaign.

DonorSearch should be considered one tool in prospect research for determining donors' capacity and inclination, to be used as a guide to focus our conversations with the city on a pool of top prospects. City, WAFC, and community leaders' historical and current knowledge of prospective donors will help prioritize prospects with higher capacities while providing additional information on their philanthropic interests and giving.

C. Feasibility Study

Collective fundraising experience has shown that between 80 and 90 percent of money given to campaigns typically comes from 10 to 20 percent of the total donors. For TWB to be confident that a proposed campaign goal is achievable, it is essential to test the goal with potential leadership-level prospects.

The feasibility study provides the opportunity for early conversations with campaign prospects and stakeholders. It serves as a "reality check" through which we seek external input on your case for support and campaign plan, and as a means of building interest and excitement among stakeholders and prospects who may be solicited early in the campaign.

The feasibility study will be structured as follows:

1. *Campaign Prospectus*

Once the Internal Readiness Assessment is completed, we will work collaboratively with the City of Whitewater's and WAFC's staff and volunteer leadership to develop a campaign prospectus to be used in feasibility interviews. This is an early version of the eventual campaign case for support, and presents an opportunity to test the campaign goal and specific campaign messages and funding priorities to confirm that plans for the WAFC expansion and renovation fully resonate with top potential donors. It also describes how the proposed campaign realizes the WAFC's core values and provides a compelling rationale for making a gift. It is a donor-centric, inspiring call to action that weaves together descriptions of the project with stories of potential impact and specific goals.

2. *Gift Table*

We will develop a gift table that articulates how many gifts at each level of giving the WAFC will need to achieve the proposed funding goal. We develop this campaign tool based on our analysis of the WAFC's current donors and known prospects and use it to identify gaps in the prospect and donor base that may challenge the campaign goal. The campaign prospectus and gift table are used together during the feasibility study to help prospects envision the campaign, test their

Proposal: City of Whitewater

interest in key areas, identify potential giving levels, and to communicate the overall support necessary to reach the financial goal.

3. *Conduct Interviews*

Once we have completed the above steps, we will conduct 15-20 interviews, including focus groups, if needed, to test the inclination and readiness of potential donors to make financial commitments to the WAFC's capital campaign. TWB will partner with the WAFC to select the most promising interviewees. We suggest that the interviews be scheduled by the WAFC, not TWB, as we have found it to be the most efficient approach for our clients. This also allows you the opportunity to reassure the interviewees that they will not be solicited during the interview and that conversations will be confidential.

TWB believes feasibility interviews are a valuable tool for securing feedback that can impact campaign strategy. Equally important, these interviews provide a unique and highly meaningful opportunity for engagement and cultivation of potential donors.

We will design a customized interview discussion guide that covers a spectrum of questions and topics in order to test the case prospectus for the capital campaign as well as the financial goal.

The primary finding that we hope to secure from each interview is a gift indication. Normally, after discussing the case for support, which each interviewee will have received and read in advance, we present the proposed gift table and ask the interviewee if she/he would consider participating in the campaign and at what level. The sum of the gift indications, which in many cases are ranges, will help us to recommend a specific campaign goal.

In addition to the specific gift indications, we hope to secure qualitative data on how well the case prospectus resonates with interviewees, the enthusiasm they express in the vision and the specific plans for WAFC's expansion and renovation, as well as the confidence they have in leadership to realize that vision.

Our conversations with interviewees are usually 45-60 minutes long. Each interview will be 1:1 or 1:2 (in cases where the interviewee and their spouse/partner both participate) with either Grace Cichomska or Amy Funk. In our role as consultants, we are positioned to ask questions as a completely neutral party from outside the Whitewater community so interviewees can feel comfortable sharing their candid thoughts and opinions. TWB is open to conducting feasibility interviews in person, via Zoom, or a mix, depending on the preference of the WAFC and potential interviewees.

4. *Feasibility Study Report*

Once the interviews and focus groups are completed, we will provide a summary of potential support for the capital campaign, including our findings on the following:

Proposal: City of Whitewater

- Resonance with the project goals
- Feasibility of the financial goal
- Potential source of gifts by donor types, range, and purpose
- Volunteer leadership pool and readiness
- Key campaign messages

Based on feedback from the campaign feasibility interviews, we will recommend any revisions to the campaign prospectus based on the feedback of the interviewees and include them with the report.

D. Campaign Blueprint

With the internal assessment, prospect screenings, and feasibility study completed, we will develop a campaign blueprint that provides a big-picture road map for successful implementation of the WAFC campaign. This blueprint will include but not be limited to:

- Proposed dollar goal
- Campaign gift table
- Campaign timeline
- Campaign volunteer leadership structure and training plan
- Campaign management structure, to include policies and reporting
- Preliminary campaign expense budget
- Prospect lists with initial targets
- Key campaign messages
- Gift cultivation and solicitation strategies
- Donor recognition and stewardship opportunities, including naming opportunities

E. Campaign Counsel

If the feasibility study indicates that the proposed campaign can proceed, or that identified elements of the plan need to be established to assure campaign success, TWB would be honored to serve the City of Whitewater and the WAFC as ongoing campaign counsel, providing both strategic and tactical direction and support as you implement the campaign. If selected, this work would seamlessly begin after the campaign plan was delivered.

Throughout the campaign, our participation would include, but not be restricted to, the following areas:

Proposal: City of Whitewater

- Assistance in developing the final campaign case statement and all related campaign collateral.
- Drafting of campaign job descriptions – staff and volunteers
- Developing campaign policies
- Establishment of campaign progress reporting
- Delineation of the campaign budget
- Identification of donor recognition and stewardship strategies including proposed donor “touchpoints” leading up to the public phase launch
- Establishment of campaign progress reporting
- Identification and recruitment of campaign volunteer leadership
- Development of prospect lists, cultivation and solicitation strategies, and moves management plans
- Oversight of prospect screening and rating meetings
- Identification of donor recognition and stewardship strategies
- Planning of key campaign events
- Ongoing modification of the campaign plan

In the early stages of the campaign, our role would be quite hands-on, as together we would develop strategies for the crucial early solicitations, assign prospects, prepare solicitation materials, develop communication strategies, conduct solicitation training for staff and volunteers, and track early progress and follow-up activities. We would participate in meetings of the campaign committee, at which discussions of any campaign-related issues and plans for future solicitation activities usually occur. We are also regularly involved in less formal meetings of one or two campaign volunteers, particularly as they prepare for campaign solicitations.

In all of this work, we would collaborate with you as partners. Our ultimate assignment would be to prepare you to move ahead confidently with the campaign, knowing what must be done, by whom, against what schedule, with what allocation of resources in order to achieve your campaign funding goals. We see our role as helping to assure the success of the campaign as well as building the capacity of the city and WAFC’s staff and volunteers to work from a stronger position at the conclusion of our service than at the beginning.

III. Project Timeline

TWB is prepared to begin work on this engagement in Fall 2024. The time it takes to conduct an organizational assessment and feasibility study is typically 4-5 months. Scheduling the one-on-one feasibility study interviews may impact the amount of time it might take to complete the study.

Initial Timeline	Activities
<p>Internal Readiness Assessment (October- November, 2024)</p>	<ul style="list-style-type: none"> • Conduct internal readiness assessment <ul style="list-style-type: none"> ○ Review documents and conduct internal interviews ○ Complete summary report of findings and recommendations, present to City and WAFC leadership for feedback ○ Finalize report and present executive summary to the City of Whitewater Common Council if requested • Conduct philanthropic screening and analysis. <ul style="list-style-type: none"> ○ Prioritize top prospects and determine campaign goal to be tested • Partner with staff in the creation of the campaign prospectus
<p>Feasibility Study and Campaign Blueprint (November 2024-February 2025)</p>	<ul style="list-style-type: none"> • Create gift table to test in the study • Develop an interview guide • Identify and prioritize 15-20 potential interviewees and secure interviews or focus group participation • Conduct feasibility study interviews and focus groups • Prepare feasibility study report and campaign blueprint; present to leadership for feedback • Finalize report and present an executive summary to identified city and WAFC leadership and the Common Council if requested
<p>Campaign Counsel (6 months with option to extend through end of the campaign)</p>	<ul style="list-style-type: none"> • Partner with the city and the WAFC to implement, and adjust as needed, the campaign blueprint and recommendation based on the recommendations from the internal assessment and feasibility study • Provide strategic and tactical direction in all areas detailed in the campaign blueprint • Track campaign progress and work with leadership to seize opportunities and overcome obstacles throughout the life of the campaign

IV. Fee Structure

The fees associated with our proposed engagement are as follows:

Phase of Work	Fee
<p><u>Campaign Planning Study</u></p> <ul style="list-style-type: none"> • Internal Readiness Assessment • Feasibility Study • Campaign Blueprint 	<p>Comprehensive fee: \$45,000 includes DonorSearch philanthropic screening fees</p>
<p>Campaign Counsel Execute and Manage the Campaign</p>	<p>Retainer fee: \$6,000 per month for 6 months with option to extend</p>
<p>Total Fee:</p>	<p>\$45,000 - \$80,000</p>

The fee covers all on-site consulting activity as well as consulting time required off-site by Zoom, telephone, fax or e-mail. Screening of donor records is also included. Out-of-pocket expenses, including travel and report production are additional and billed at cost.

One-third of the pre-campaign planning fee will be invoiced at the time of engagement, the second third is billed at the conclusion of the first 60 days of service, and the final third is due upon delivery of the campaign plan. Once the campaign launches and if service transitions to ongoing campaign counsel, the campaign retainer fee will be invoiced monthly.

V. History, Experience, and Track Record

A. About TWB

The result of a merger between two Chicago-area consulting firms in 2003, Ter Molen Watkins & Brandt offers our clients great depth and breadth of experience in all facets of not-for-profit advancement. TWB consultants have served in leadership development roles of research universities, liberal arts colleges, major health care institutions, and some of the largest and most distinguished cultural institutions in the country. With offices in Chicago, Milwaukee, and on both coasts, we serve clients all over the country.

Ter Molen Watkins & Brandt has conducted over 100 campaign planning and feasibility studies for a diverse range of nonprofit institutions. We have tested campaign goals ranging from \$1 million to

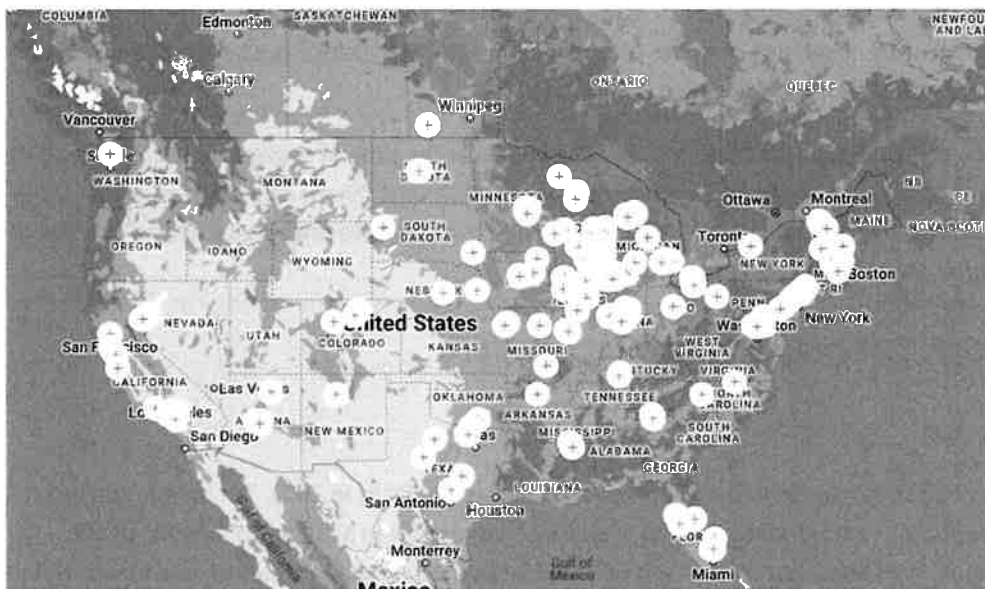
Proposal: City of Whitewater

\$500 million, and we have interviewed thousands of constituents, testing personal giving intentions as large as \$100 million. We have helped clients plan for and succeed in raising billions of dollars to advance their causes.

All TWB clients collaborate directly with experienced consultants. Our consultants average more than twenty years in positions as fundraising and nonprofit professionals, applying decades of experience, expertise, and professional best practices in work with our clients. We have built a reputation for excellence, and more than 60% of our consulting engagements now come from former clients.

A high degree of customized attention is the hallmark of our firm. With each client, we take its size, needs, and goals into account to maximize impact at any scale. We provide ongoing counsel, partnering with our clients to ensure that they are successful. We aim for more than achieving campaign dollar goals. We work to build organizational capacity to ensure that each client will be a stronger organization in the future.

As the attached client list reflects, we have worked with many leading not-for-profit organizations. We are proud to be the consulting firm of record for several high-profile capital campaigns, and we are equally proud of the smaller organizations that have selected us to work with them on fundraising programs that significantly impact their own constituencies.



TWB has clients from coast to coast.

Proposal: City of Whitewater**B. Values and Purpose Statement**

We believe in the noble mission of nonprofit organizations, bringing people together for the common good, giving shape to dreams and high ideals, encouraging civic engagement, solving problems, and creating opportunities that make the world a better place.

Our purpose is to partner with nonprofits in their pursuit of these ideals, assessing strengths and weaknesses, building organizational and fundraising capacity, envisioning future direction, and designing pathways to success and lasting impact.

We value each client as distinctive, listening actively to the perspectives of all stakeholders—board members, staff, donors, volunteers, beneficiaries, community members, and strategic partners—to tailor strategies that address each organization’s collective challenges, priorities, and aspirations.

Our consulting style is collaborative: Clients bring knowledge of their organizations, their histories and cultures, their successes, and their challenges. We bring objectivity, perspective, knowledge, and expertise.

We are committed to ethical practice, integrity, honesty, diversity, equity, and inclusion in our work and client relationships.

VI. Staffing for the Whitewater Aquatic and Fitness Center

All TWB clients work directly with senior consultants—there are no junior associates added to project teams. With 15 We conduct our own interviews and assessments, and we write our own reports and analyses.

The consultants proposed for this project are Grace Cichomska, Senior Counsel, and Amy Funk, Senior Vice President. Each has more than twenty-five years of experience in fundraising and nonprofit leadership, including successful first-hand experience as accomplished development officers working in a variety of nonprofit institutions.

As senior consultants, each of us will work alongside you, both as a team and individually, bringing our unique expertise and skill sets to achieve project objectives including our hands-on experience at various scales in:

- Designing, managing, and implementing annual, major gift and capital campaign fundraising strategies
- Assessing an organization’s readiness for a campaign, making recommendations that increase skill and capacity
- Creating plans and timelines that honor the culture and priorities of the organization
- Coaching proficiency with chief executives, fundraising staff, and volunteers

Proposal: City of Whitewater

- Motivating campaign committees, development committees, and boards of directors to engage as active partners with staff in the fundraising process
- Exercising flexibility and course correcting as needed
- Navigating complex campaign fundraising strategies

Grace Cichomska will serve as the Project Lead for this assignment. As such, she will be responsible for overseeing the progress of activity and will serve as the central point of contact within the firm. She will share the day-to-day project work with Amy. In-depth bios for Grace and Amy are included at the end of this proposal.

Grace J. Cichomska *Senior Counsel*

Grace's fundraising career spans more than 30 years including senior leadership positions at St. Xavier University, DePaul University, Lurie Children's Hospital and Dominican University. She has also served several cultural, social service and educational organizations in various capacities. Grace's experience includes campaign strategy and execution, staff recruitment, training and development of staff and volunteers, and partnering with institutional and volunteer leaders to maximize results. Her particular area of expertise is campaign management and major gifts fundraising. She has personally worked on several multi-million dollar naming gift commitments. Grace has managed capital campaigns with goals that span from \$1M for a domestic violence shelter to \$600M for a new children's hospital. She recently joined the firm after completing a highly successful campaign at Dominican University in which TWB was campaign counsel.

Amy Funk, Senior Vice President

Amy brings over two decades of high energy, results-driven nonprofit leadership to her clients. She helps nonprofits refine their mission driven storytelling, maximize their revenue, and ensure that the right people are in place for capacity building. She has provided counsel to organizations with budgets ranging from \$1.2 to \$40 million in the performing arts, healthcare, and human services fields. Her clients are national in scope, with a long history of Milwaukee area nonprofits. Recent and current clients include Wisconsin Conservatory of Music, YMCA of Metropolitan Washington, and Meals on Wheels Foundation of Northern Illinois. Mentoring development professionals is a key passion, and she led the Annual Fellows Program of the Development Leadership Consortium. She also serves on the Association of Fundraising Professionals Chicago Board of Directors.

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VII. References

The following examples of medium and large capital campaigns address our experience with helping our clients achieve their campaign goals. TWB provided continuous service throughout each campaign.

Wisconsin Conservatory of Music
Greater Milwaukee, Wisconsin



September 2018 – March 2020 (launch of public phase)

TWB to successfully launched a \$7.5 million capital campaign for WCM, moving directly into full campaign mode after their initial groundwork. The team provided campaign counsel up until the launch of the campaign's public phase, at which point WCM had raised 90% of their goal. They went on to successfully hit their campaign goal.

Important considerations: This client had a feasibility study done by another consulting firm and began their campaign, which then stalled. TWB was brought in to reboot the campaign and guided it to successful completion. The campaign successfully reached its goal, 90% of which was committed before the campaign went public. Our firm has recently been re-hired to launch a full campaign assessment and feasibility study for WCM with an eye towards a 2024 campaign.

Contact Information

Eric Tillich
President/CEO
Wisconsin Conservatory of Music
414-459-3440(direct)
262-290-1253(cell)

Gaia Home
Bismarck, North Dakota



March 2021 – March 2023

TWB conducted an organizational assessment and feasibility study for Gaia Home, testing a \$35 million campaign goal, and recommended a goal of \$12 million. Building infrastructure and developing a prospect pipeline was a cornerstone of our work. Once the feasibility study was completed, TWB served as counsel for a year until the campaign committee and organization were ready to take over the continued campaign. Gaia Home is now almost 50% towards their campaign goal.

Important considerations: Gaia Home was a brand-new nonprofit, and part of our work was conducted before they had their nonprofit certification. We were involved in not only identifying prospects,

Proposal: City of Whitewater

recruiting a campaign committee, and helping to coach initial asks, our firm also aided in selecting fundraising software and building internal infrastructure.

Contact Information

Kilee Harmon
Executive Director
Phone: 701-673-4242
Email: kilee@thegaiahome.org

Plymouth Place Senior Living
LaGrange, Illinois

**February 2022 – February 2023**

TWB conducted a campaign readiness study in support of new facilities and renovations, including a Health & Wellness Center. Informed by the results our internal assessment of its fundraising program and volunteer leadership, a feasibility study, and the development of a case prospectus and campaign blueprint, the organization launched a capital campaign which is completing its first year with notable progress and several naming gifts. We worked with the client in creating a structure for its major gift solicitations and strengthened marketing efforts for planned gifts in support of endowment.

Contact Information

Paddy Homan
Senior Director of Philanthropy
Phone: 708.557.6678
Email: Phoman@plymouthplace.org



PROPOSAL AND AGREEMENT FOR CONSULTING SERVICES

Prepared for

Whitewater Aquatic and Fitness Center

- Phase I** - Campaign Planning Study
- Phase II**
- Capital Campaign Planning
 - Capital Campaign Implementation
 - *100 Extraordinary Women*

Revised June 25, 2024

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53717
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jodibsweeney@gmail.com | www.sweeney-group.com

PROPOSAL AND AGREEMENT FOR SERVICES RE: City of Whitewater Aquatic and Fitness Center

It is a pleasure to present the following Proposal and Agreement for Services to the City of Whitewater City Manager, the Chief of Staff and the Director of Parks, Recreation and Facilities re: the planned renovations and improvements to the municipal pool and fitness center, and to build a maintenance endowment fund and a scholarship fund.

It includes all segments needed for a successful capital campaign to raise the funds needed; a goal range of \$1,500,000 - \$3,000,000 will be tested including repairs and improvements, specific items for naming such as the water slide, spin bikes, etc., a maintenance and program endowment, and a scholarship fund to allow all families in Whitewater to use the facilities.

Phase I

- The **Campaign Planning Study** will confirm the amount of funds that can be raised privately, the campaign timeline, specifics of a public/private partnership with the City, potential donors and volunteers, and to develop campaign strategies including an action plan. As detailed below this will include private interviews and surveys of people throughout Whitewater. The study typically takes 3 – 4 months.

Phase II

- **Campaign Planning** takes what is learned in the study to develop a full campaign. It is easier to recruit community leaders to this short-term planning segment than a full campaign; they usually stay involved in some way. Campaign planning typically takes 2-3 months.

- **Campaign Implementation** – as detailed below, this implements all aspects of the campaign beginning with cornerstone then major gifts, followed by a public phase so that people throughout Whitewater can be involved. This typically takes 12 months; the study report will detail strategies and timeline.

- **100 Extraordinary Women** – this is a trademarked program offered only through the Sweeney Group where a minimum of 100 women are asked to each donate or pledge \$1,000 to name an area in the aquatic and fitness center. This was very successful for the library, raising approximately \$150,000. The concept will be tested during the study. It is anticipated that this could be conducted simultaneously with the campaign planning phase.

I. SPECIFIC AREAS OF CONSULTATION RE: THE CAMPAIGN PLANNING STUDY – PHASE I

NOTE: This is the same process as a feasibility study, but The Sweeney Group uses the term Campaign Planning Study. This asks the community *how* to best position the campaign rather than *if* the City should do a campaign.

A. *Prior* to the interview portion of the study, the Sweeney Group will:

- 1.) draft the information to be used in the study, including working with the City Manager, Chief of Staff, the Director of Parks, Recreation and Facilities, and others to define the case for support and the specifics of funding needed;
- 2.) work with City staff to confirm all policies, e.g. length of pledges and how they will be covered, including if the Whitewater Community Foundation will serve as fiscal agent;

- 3.) determine community volunteers to attend a brainstorming session to finalize the study materials and determine who should be interviewed and to whom a survey should be sent;
- 4.) facilitate a brainstorming session among the City staff and volunteers to:
 - finalize the initial case statement to be used in the study including compelling reasons why this project is important to Whitewater area residents and the future of the community;
 - finalize the questions to be used in all aspects of the study - personal interviews and surveys to be sent to community members;
 - finalize the letter asking representatives of various segments (community leaders, prospective donors and volunteers, prospective members of an Honorary Committee to endorse the campaign, donors known to support Whitewater community projects, etc.) to participate in the study;
 - develop a list of interviewees and survey participants for the study.

B. *During* the interview period, the Sweeney Group will:

- 1.) mail all letters requesting participation to all potential participants;
- 2.) schedule the interviews;
- 3.) conduct a minimum of 15-20 personal interviews of individuals who represent various targeted constituencies, potential donors, and volunteers. NOTE: we ask each interviewee to identify others who should be interviewed; these interviews are done at no additional charge.
- 4.) prepare and mail or email survey questionnaires to all selected individuals, including all members of the City Council and selected City staff so that they can express their opinions confidentially. (It is typical to send surveys to 100 or more individuals);
- 5.) with the City, conduct research on any federal or state public funding available;
- 6.) research any private foundation funding available – local, regional or national.

C. *After* the interview period, the Sweeney Group will present a full written report of the study findings to the City of Whitewater staff, including:

- 1.) summary and analysis of the interviews and surveys;
- 2.) evaluations and recommendations of the potential for a successful campaign and the:
 - image and appeal of the plans to renovate the aquatic and fitness center, how it will impact community services, and the benefits to the Whitewater area, including the economic impact;
 - language for the case statement and campaign materials, based on study participants' responses;
 - the best way to position the public/private partnership between city and private funding;
 - standards of giving chart which details the types of gifts needed to reach the goal at various amounts;

- potential donors, including lead, major gift and possibly challenge grant donors; (This list is included as a separate confidential document.)
- potential volunteers, including campaign leadership to augment the City staff, and those who wish to be involved in the campaign in a variety of roles such as campaign co-chairs, Honorary Committee members, etc. (This list is included as a separate confidential document.)
- whether the *100 Extraordinary Women*™ campaign segment will work again in Whitewater and, if so, potential volunteers;
- whether additional public campaign segments, such as 100 Families, can be used;
- campaign strategy and timeline;
- recommended campaign organization chart;
- public relations and social media activities with timeline.

The report is designed as a complete plan to allow campaign planning and implementation to begin immediately after the study. The report is the property of the City of Whitewater and is typically 25-30 pages in length; it will not be shared without permission.

All activities detailed above will be performed by members of the Sweeney Group, under the direct supervision of Jodi Sweeney. She will conduct all the interviews.

II. SPECIFIC AREA OF CONSULTATION RE: CAMPAIGN PLANNING AND IMPLEMENTATION; *100 Extraordinary Women* – PHASE II

(Note: these deliverables can be funded from campaign proceeds)

The following is a list of services needed for a successful campaign to meet or exceed the private goal determined by the study. The Sweeney Group will provide the following services under this contract:

- Preparation of all strategies identified in the study to be presented as drafts to the City and the volunteers identified in the study for the Campaign Planning Committee for discussion and decision;
- Recommendations regarding campaign policies, such as pledge terms and how the pledges will be covered, escrow fund, recognition opportunities, etc. These will be prepared by the Sweeney Group for review and approval by the City; the policies of the fiscal agent will need to be included;
- Development of a Campaign Planning Committee to strategize the specifics of campaign;
- Conduct approximately 2-3 months of campaign planning to finalize all campaign strategies, recruit additional volunteers and finalize materials; specific roles and responsibilities will be developed;
- Determination of the appropriateness of forming an Honorary Committee for the campaign of influential people from throughout the area. A job description and recruitment strategies will be developed by The Sweeney Group for review and approval by The Campaign Planning Committee and the City;

- Implementation of **100 Extraordinary Women™** if recommended by the study. This is often done at the beginning of the campaign to create excitement and raise funding to be used to implement the campaign.
 - The **100 Extraordinary Women™** component will be launched if it is well received in the study. This is a campaign segment that was developed by The Sweeney Group, which owns the trademark. It has been successful in many communities including Belleville, Watertown, Milton, Evansville, Monroe, and Sparta, and for the Irvin L. Young Memorial Library in Whitewater. It is typically used to launch the campaign. Volunteers ask 100 (or more) women to each pledge \$1,000 (\$200 per year or \$18 per month) and have their names listed in a prominent area of the new pool building. It raises a minimum of \$100,000 and develops a group of committed ambassadors for the project and the campaign. The use of the **100EW** platform is provided without fee, if the City chooses to use it.
www.100extraordinarywomen.com
 - NOTE: **100 Extraordinary Families** uses the same format and is typically used to complete the campaign. This will also be tested during the study.
- Confirmation of the campaign goal, possibly positioned as a challenge from the City to the Whitewater community, and components based on the study findings;
- Determination of cultivation event(s) to inform prospective donors about the design and plans for the renovations and the new building, and the campaign;
- Development of campaign materials based on the issues identified in the study; these materials will include the plan for the recognition of all gifts and naming opportunities for major gifts. The Campaign Planning Committee will have input and the City will approve;
- Development and management of a Campaign Action Plan and Timeline, with responsibilities and a month to month work plan;
- Finalization of the Campaign Organization Chart presented in the study to determine committees needed, timeline for their work and determining segment goals for each;
- Identification of 3-5 visionary/cornerstone donors with strategies to approach them;
- Solicitation of these donors, including development of the talking points, team for the call and strategies. Jodi Sweeney can accompany volunteers on calls, as appropriate;
- Training of volunteers on solicitation of major donors and assistance in solicitation calls as needed. This will be prepared and presented by The Sweeney Group; all volunteers will be asked to participate;
- Strategizing the timing and amount of the major gift requests, including challenge grant(s) for various segments of the campaign. This will be led by The Sweeney Group with the involvement of all parties involved in the campaign;
- Research on additional local, regional and national foundations and public funding; assistance with preparation of proposals;

- Development and implementation of specific elements of the public phase at the appropriate points in the campaign, including planning for collective giving, a paver or tile program, direct mail/social media campaign and special events specifically designed to raise smaller gifts. This will be led by The Sweeney Group with the involvement of all parties involved in the campaign. The timing for this segment will be dependent on the success of the segments above;
- Facilitation of meetings;
- Advice to City staff and volunteers, as requested.

All work detailed above will be performed by Jodi Bender Sweeney, other than administrative and scheduling which is performed by Sweeney Group staff member. All work will be managed and supervised by Jodi Bender Sweeney.

III. REPORTING AND CONFIDENTIALITY

The Sweeney Group will report to the City of Whitewater, with direct reporting to Kevin A. Boehm, Director of Parks, Recreation and Facilities.

The Sweeney Group shall be held harmless against any financial or legal liability arising out of this agreement and related activities provided that the Sweeney Group acts lawfully and in compliance with this proposal.

IV. PERIOD OF CONSULTATION

It is anticipated that the study will begin in September 2024; it should be completed within 90 days of initiation. The study should be completed in 90 days from the date that the contract is signed.

Campaign planning should take approximately 2-3 months and campaign implementation should take 12 months. This timeline will be confirmed by the study. Timing for the *100 Extraordinary Women* component will be determined during the study and approved by the Campaign Planning Committee and the City; it typically launches the campaign. All parties will use due diligence and best efforts to complete the contract within the stated time period.

This Agreement may be canceled by either party upon 14 days written notice and may be modified by written agreement signed by both parties. In the event of cancellation by either party, The Sweeney Group will be promptly paid for time and expenses incurred.

This contract is to be interpreted according to Wisconsin law and all actions related to this contract are to be brought in Dane County Circuit Court.

V. COMPENSATION

Compensation fee shall be:

- \$23,000 for the study;
- \$ 5,000 per month for 14-15 months to conduct all aspects of campaign planning and implementation - \$70,000 - \$75,000.

This timeline will be confirmed by the study; it includes the 100 Extraordinary Women component.

Total fee - \$93,000 - \$98,000 to raise \$1,500,000 – \$3,000,000.

Payment of fees shall be:

50% of the study costs upon signing this contract (\$11,500)

50% of the study fees (\$11.500 plus expenses) upon presentation of the final report.

For campaign planning and implementation, fees and expenses will be invoiced on the 5th of each month, with an invoice sent to Kevin Boehm. Payment is due by the 15th of that month.

Expenses include mileage, at \$.50 per mile. Expenses for hotel and meals will be incurred only if needed. All expenses are billed at direct cost; there is no up-charge on expenses.

Thank you. It is an honor to present this proposal to the City of Whitewater.

If you agree with the terms of this Proposal and Agreement for Services, please sign and return one copy to the Sweeney Group and retain one copy for your files. Please include the requested retainer of 50% of the study portion of the proposal. (\$11,500.00).

I look forward to working with you to assess the potential of raising private funds for a renovated and improved aquatic and fitness center to better serve the entire Whitewater community. It is anticipated that internal planning will begin in August but that any public activities, such as interviews, will be held until the Library campaign is completed in September.

For the City of Whitewater:

 John Weidl
 City Manager
 City of Whitewater

 Kevin A. Boehm
 Director of Parks, Recreation and Facilities
 City of Whitewater

For The Sweeney Group:

 Jodi B. Sweeney
 President

Dated this _____ day of _____, 2024.



REFERENCES

Diane Jaroch
Library Director
Irvin L. Young Memorial Library
431 W Center
Whitewater, WI 53190
262 473-0530
djaroch@whitewater-wi.gov

Jim Winship
Chair, Young Library Capital Campaign
Jim.winship@gmail.com
262 215-1492

Terri Vosters
Community Enrichment and Recreation Director
City of Kaukauna Recreation Department
207 Reaume Ave
Kaukauna WI 54130
920 766-6335
tvosters@kaukauna.gov

Aural Umhoefer
Former Board Member, Campaign Committee Al. Ringling Theatre
Retired Dean, University of Wisconsin Baraboo/Sauk County
Secretary, University of Wisconsin Baraboo/Sauk County Foundation
700 Effinger Road
Baraboo, WI 53913
608 356-2318
pauralum@centurytel.net

Additional reference available on request.

Jodi Bender Sweeney
 46 Oak Creek Trail
 Madison, WI 53717
 608 203-8484
 608 239-0862 cell
 jodibsweeney@gmail.com

Management Experience

President

The Sweeney Group

Madison, WI

1991 - present

Independent consultant serving not-for-profit organizations throughout the country, with emphasis on libraries, historic preservation, health care and public school foundations. Areas of expertise include all aspects of resource development: capital campaign planning and implementation, feasibility and campaign planning studies, retreats for Boards of Directors and staff, and development of annual campaign plans. The Sweeney Group most often works with not-for-profit organizations that are conducting their first capital campaign.

President and Founder

100 Extraordinary Women

www.100extraordinarywomen.com

Madison, WI

2010 - present

On-line and in-person fund raising tool that teaches women how to raise \$100,000 within 6 months for a specific project or non-profit organization. This is a unique program that has specific tasks to bring a minimum of women together with gifts and 5 year pledges of \$1,000 each. Details are on the website.

President

Foundation for Madison's Public Schools

Madison, WI

2000 - 2006

Researched and developed this non-profit organization that raises funds for creative and innovative projects in the Madison Metropolitan School District; became the first President at the request of the founding committee; within first year raised approximately \$900,000 which was 3-5 years ahead of projections. The total raised to date is \$6 million and innovative, award-winning programs have been developed. Reported to the Board of Directors - responsible for all aspects of the organization.

Executive Director

The Capital Fund Raising Committee

Madison, WI

1987-1998

Under the auspices of the Chamber of Commerce, the committee is comprised of corporate Chief Executive Officers. Reviewed capital campaign plans for not-for-profit organizations throughout the community, provided technical assistance, and scheduled campaigns to avoid competition; prepared quarterly newsletter.

Program Officer

Madison Community Foundation

Madison, WI

1981 - 1991

First person in this position; worked under Ford Foundation grant to develop "Project Opportunity" and develop partnerships; developed initial grant-making program plan and guidelines.

Senior Consultant

Alford, Vershave, and Associates

Chicago, IL and Madison, WI

1978 - 1981

Full Service Resource Development Consulting Firm
Developed and managed Wisconsin office

Manager, Community Relations

GATX Corporation

Chicago, IL

1976-1978

At the request of the Chief Executive Officer, chaired Contributions Committee
Developed Matching Gifts and Employee Volunteerism programs
Provided volunteer technical assistance to numerous not-for-profit organizations in the Chicago area

Assistant Corporate Secretary

GATX Corporation

Chicago, IL

1975-1976

Prepared information for shareholders; managed the annual meeting

Paralegal

Kirkland and Ellis

Chicago, IL

1974-1975

Performed a variety of paralegal duties on anti-trust litigation

Education

Marquette University

B.A. Degree 1974

Major in Political Science; minor in Economics

Lake Forest College
 Post-graduate coursework in business and non-profit management
 1974-1976

Affiliations

National Trust for Historic Preservation
 Member, National Advisory Board
 Elected 2010

National School Foundation Association
 Founding Member, Steering Committee
 Member, National Conference Planning Committee

National Society of Fund-Raising Executives (currently Association of Fundraising Professionals)
 Founding member and Past Vice President
 Madison, WI chapter

Society of Non-Profit Organizations
 Assisted in the development of *TeamTrack*, national non-profit management series presented via distance education format

Wisconsin State Association of Non-Profits
 Founding Steering Committee member

Junior League of Madison, WI
 Founding Member

United Way of Dane County
 Past member, Allocations Committee

Blackhawk Council of Girl Scouts
 Past member, Board of Directors

Susan G. Komen Breast Cancer Research Foundation
 Member, Board of Directors of Madison affiliate

Articles

"Are you Ready for a Capital Campaign?"
 Fundraising Forum
 Nonprofit World Magazine

"Venture Capital for Kids"
 Prospectus – Support for National Movement of Local Education Foundations
 Presented at meeting of education foundation executives and volunteers



City of Whitewater

Whitewater Aquatic and Fitness Center

HVAC System Upgrade Project

September 6, 2024

PAGE 1 – SOUTHPORT GENERAL INFORMATION
PAGE 2 – SOUTHPORT SERVICE CAPABILITIES
PAGE 3 – PROFESSIONAL REFERENCES
PAGE 4 – PROJECT REFERENCES
PAGE 5 – OTHER COMPLETED PROJECTS
PAGE 6 – MANAGER BIOS
PAGE 7-8 – PROPOSAL AND PRICING
PAGE 9 - SCHEDULE

Attn: Kevin Boehm – City of Whitewater 262-473-0122 kboehm@whitewater-wi.gov



1. The first part of the document discusses the importance of maintaining accurate records of all transactions.

2. It is essential to ensure that all data is entered correctly and that any discrepancies are identified and corrected promptly.

3. The second part of the document outlines the procedures for conducting regular audits to verify the accuracy of the records.

4. These audits should be performed by independent personnel to ensure objectivity and reliability of the information.

5. Additionally, it is recommended that all records be stored securely and backed up regularly to prevent data loss.

6. The final section of the document provides a summary of the key points and emphasizes the need for ongoing monitoring and improvement.

7. By following these guidelines, organizations can ensure the integrity and accuracy of their financial and operational data.

8. This document serves as a comprehensive guide for implementing effective record-keeping practices.

Whitewater Aquatic and Fitness Center

PAGE 1: Southport General Information

Southport Engineered Systems is in a strong position to provide top quality service for the City of Whitewater. We are pleased to provide a high-level summary of Southport's capabilities and how we are best suited for a successful project delivery:

Company Summary

Since founded in 2005, Southport has continued steady growth and currently employs over 150 trade-personnel. We centrally operate from our newly built, 55,000SF fabrication facility in Caledonia on Interstate 94. In addition to our Caledonia location, we have established two additional operational support locations in Wausau and Madison. This allows our firm to support regional construction with just-in-time delivery methods and respond rapidly for our customer needs. Our company EMR is 0.63 which we believe is the strongest safety rating of any mechanical contractor in the region. Our Lost Time Incident Rate is 1.4 and Recordable Incident Rate is 6.4. Southport historically maintains an annual revenue at approximately \$50 million dollars. Beyond commercial construction, we maintain a robust service division, a residential service and construction department, and a temperature controls division.

Operations

All mechanical systems are fabricated in-house to include sheet metal, pipe fabrication, and general fabrication. We are partnered with the Associated Builders and Contractors of Wisconsin and have an accredited apprenticeship program in HVAC, plumbing, and fire protection trades. We also have a state certified welding program and welders certified up to 6G (structural steel). All trade work is centered around prefabrication where anything that can be pre-built, is pre-built to increase quality control and enable just-in-time delivery. We believe Southport is unique in that every trade person is cross trained. I.e. a plumber will install HVAC systems or thermally insulate, an HVAC sheet metal installer is also a pipefitter, controls installer and a service tech, a sprinkler fitter will install HVAC pipe or fix a plumbing leak.

Office

We have (6) professional engineers on staff with licensure in (17) states. All project managers are degreed engineers with accreditations varying from PE, PMP, LEED AP, and Master Plumber. Mechanical designs are exclusively performed in-house in a true design-build fashion. Second to this, we employ a large building information modeling department and fully coordinate MEPF trades using Autodesk Revit, BIM360, and Navisworks. It is common practice for our general contractors to contract Southport directly to orchestrate the BIM process on their behalf. In addition, we are the only contractor in our market that designs fire protection systems in 3D (Hydratec Revit). We can integrate into any design platform.



PAGE 2: Southport Service Capabilities

Equipment Currently under service

Chillers – Trane, Carrier, Daikin, York, McQuay, AEC, Sterling, Ebbco, KeepRite, ModuPower, Parker, etc.
Boilers – Thermal Solutions, Lochinvar, Camus, Aerco, Weil McLain, Unilux, Burnham, Fulton, HTP, Viessmann, Bryan, Patterson-Kelley, NTI, Triangle Tube, Peerless, AO Smith, Rheem, and many more...
Air Handling Units – Trane, Carrier, Daikin, York, VTS, Nortek, etc.
Rooftop Units - Trane, Carrier, Daikin, York, Aeon, Lennox, etc.
Dedicated Outside Air Units – Aeon, Trane, Addison, Valent, Daikin, Modine, etc.
VRF – Samsung, Mitsubishi, Daikin, LG, JCI, Hitachi
Desiccant Dehumidifiers – Munters, CDI, Seasons Four
Computer Room Units – Liebert (Vertiv), Stulz, etc.
Pool Dehumidification Units – Dectron, Desert-Aire, etc.
Cooling Towers – BAC, Evapco, Marley, Guntner, etc.
Make-up Air Units – Greenheck, Ruud, CaptiveAire, Reznor, Titan, Modine, Cambridge, etc.
And many more...Humidifiers, ERVs, Pumps, Hydronic & Electric Heaters, VFDs, Exhaust Fans, etc.

Systems Currently under service:

Chilled Water
Hot Water
Steam Heating & Process
Clean Rooms
Food Grade ventilation system
Pharmaceutical Production and Packaging
Industrial Ventilation
Dust and Fume Collection
Engine Testing Facilities
Hazardous Storage
Explosion Classified Ventilation
And many more...

Building Automation Systems:

Carrier iVu – Full design & programming capability

Installation and interfacing with:

- Trane
- Automated Logic
- Johnson Controls
- Distech
- Alerton
- Schneider Electric
- Tekmar

Our diversified experience, combined with our engineering and design capabilities, allow us to provide comprehensive “bumper-to-bumper” HVAC service. (We do Plumbing and Fire Protection also!)

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PAGE 3: Professional References

Professional References

Froedtert South

Contact: Jeffrey Woller - Maintenance/Plant operations Senior coordinator

Address: 6308 8th Ave, Kenosha, WI 53143

Phone:(262) 656.2373

Email: Jeffrey.Woller@froedtertsouth.com

Scope: Service Contract and various Projects

Customer Since 2011

Full Time maintenance customer since 2018

Snap-on Incorporated

Address: 7939 N Faulkner Rd, Milwaukee, WI 53224

Contact: Jeff Potthast

Phone: (414) 371-2815

Email: Jeffery.a.potthast@snapon.com

Scope: Service Contract and various Projects

Customer Since 2017

Maintenance Customer Since 2018

City of New Berlin

Contact: Bob Loohaus – Facilities Supervisor

Address: 3805 S Casper Dr, New Berlin, WI 53151

Phone: (262) 797-2467

Email: rlOOhaus@newberlin.org

Scope: Service Contracts for multiple buildings and various projects

Customer Since 2019

Maintenance Customer since 2020

Other customers of note:

Gateway Technical College

Woodman's Grocery Stores

State of Wisconsin

WI Department of Transportation

RustOleum

Milwaukee Area Technical College

Madison Area Technical College

Additional references available upon request

PAGE 4: Project References

Owner: City of New Berlin

Job(s) Description:

City Hall: Chiller, pumps, piping, VAVs, replace air handling unit, refurbish air handling unit, ducting, controls.

Contract amount: \$925,353.

Complete in 2022.

Fire Station #2: Furnace, water heater, make-up air unit, exhaust fan, controls. Contract amount: \$51,430.

Complete in 2021.

Safety Building: Boilers, pumps, snowmelt, water heater, controls. Contract amount: \$874,000

Contact Name/Phone #: Bob Loohaus, 262-797-2467, rloohaus@newberlin.org

Owner: Kenosha County

Job(s) Description:

Administration Building Phase 3: Heat pump replacements. Contract Amount: \$155,642. Complete in 2021

Administration Building Phase 4: Heat pump replacements Contract Amount: \$228,727. Complete in 2023

Detention Center Phase 1: Rooftop equipment, ductwork, piping. Contract amount: \$1,533,690. Complete in 2022

Detention Center Phase 2: Rooftop equipment, ductwork, piping. Contract amount: \$1,867,700. Complete in 2023

Detention Center Phase 3: Rooftop equipment, ductwork, piping Contract amount: \$2,000,000. To be complete in 2024

Contact Name/Phone #: Matt Sturino, 262-653-2548, Matt.Sturino@kenoshacounty.org

Owner: Wisconsin Department of Transportation

Job(s) Description:

Truax Materials Lab: Replace boilers and piping. Contact amount: \$38,026. Complete in 2022

Southwest Regional Headquarters: Replace chillers, boiler, pumps, reheat coils, piping, controls. Contract amount:

\$1,025,909. Complete in 2023

Contact Name/Phone #: Alyssa Lynch, alyssa.lynch@dot.wi.gov, 608-957-5524

Owner: Madison Area Technical College

Job(s) Description:

Commercial Avenue: Boiler replacements, pumps, piping. Contract amount: \$460,479. Complete in 2022.

Portage Campus: Boiler replacements, pumps, piping. Contract amount: \$378,500. Complete in 2023.

Contact Name/Phone #: Wes Marquardt, WMarquardt@madisoncollege.edu, 608-243-4040

Owner: St Dominic Catholic School-

Job(s) Description: Boiler Replacement. Contract amount: \$147,100. Complete in 2022.

Contact Name/Phone #: Michael Ricci, michael.ricci@stdominic.net, 262-442-5474

Owner: City of Beloit

Job(s) Description: City Hall RTU Replacement. Contract amount: \$191,500. Complete in 2023.

Contact Name/Phone #: Scott Schneider, schneiders@beloitwi.gov, Office: (608) 361-6447

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**Closed Projects –
Excess of \$250,000**

<u>Project Name</u>	<u>GC/Owner</u>	<u>Completion</u>	<u>Amount</u>
Zuelke	Greenfire Management Services	12/1/2022	2,105,063.00
City of Madison Transit 3A	JP Cullen -Corporate Headquarters	5/5/2022	1,598,239.00
KCDC RTU Replacement	Kenosha County Admin Building	3/1/2022	1,542,809.00
Olympia Fields	Greenfire Management Services	2/10/2022	1,507,957.40
Falls at Pike Creek	Horizon Development	7/1/2022	1,329,936.68
Great life Senior Living	Stevens Construction	12/31/2021	1,025,868.00
Instrument Development Company	Hunzinger Construction	1/1/2023	954,972.00
Kenosha Fire Station # 4	Stuckey Construction	5/1/2022	954,476.00
Mill Creek Academy HVAC	Kraemer Brothers, LLC	5/15/2023	903,161.19
Summer Ridge - Plumbing	Horizon Development	5/1/2023	807,813.00
Pewaukee DPW	Absolute Construction Enterprises	7/22/2022	662,297.00
MATC Ingenuity	Findorff	12/31/2021	541,649.00
Summer Ridge - HVAC	Horizon Development	5/1/2023	541,302.50
National Business Furniture	70th Street Partners	10/1/2022	474,779.00
Mill Creek Academy Fire Pro.	Kraemer Brothers, LLC	5/16/2023	465,436.00
Twin Lakes WWTF & Lift Station	Joseph J Henderson & Son	2/9/2022	454,903.00
Madison College Boiler - HVAC	Madison Area Technical College	12/16/2022	407,485.00
Rocket Wash	Riley Construction	3/3/2023	407,410.00
Mill Creek Academy Plumbing	Kraemer Brothers, LLC	5/15/2023	332,772.00
Farm & Fleet Rhinelander	Fox Arneson	2/1/2023	316,477.00
RustOleum HRU 2_3 Replacements	Rustoleum	1/15/2023	298,262.00
Woodside Prairie	McShane Construction Company	4/1/2023	286,081.00
Pinsa	PSG	10/12/2022	283,218.00
Precision Labs	The Dobbins Group	3/1/2023	280,031.00
First Industrial Bldg D	Riley Construction	11/1/2022	273,887.00

WORLD BANK

PROJECT DATA SHEET

Project Name: [Faint text]

Project ID: [Faint text]

Project Type: [Faint text]

Category	Sub-category	Description	Amount
Construction	Buildings	Construction of 10 classrooms	1,500,000
Construction	Infrastructure	Construction of a school building	2,000,000
Construction	Water supply	Construction of a water supply system	1,000,000
Construction	Sanitation	Construction of a sanitation system	800,000
Construction	Energy	Construction of a solar power system	1,200,000
Construction	Other	Construction of other facilities	1,000,000
Equipment	Classroom equipment	Purchase of classroom equipment	500,000
Equipment	Office equipment	Purchase of office equipment	300,000
Equipment	Medical equipment	Purchase of medical equipment	400,000
Equipment	Other equipment	Purchase of other equipment	200,000
Services	Consulting	Consulting services for project design	200,000
Services	Construction management	Construction management services	300,000
Services	Technical assistance	Technical assistance for project implementation	150,000
Services	Other services	Other services for project implementation	100,000
Other	Contingency	Contingency for unforeseen expenses	500,000
Other	Interest	Interest on project loans	1,000,000
Other	Other	Other miscellaneous expenses	200,000
Total			12,000,000

PAGE 6: Manager Bios

Michael R. Nuzzo, P.E. / Member

Mike is a 1996 graduate of the University of Wisconsin with a B.S. in physics. He was employed at Martin Petersen Company from 1988-2005 as a sheet metal mechanic, project manager, and chief estimator. Mike is a Licensed Professional Engineer in Wisconsin. Mike is also a NATE Certified technician.

Timothy C. Pann, P.E. / Member

Tim is a 2000 graduate of the Milwaukee School of Engineering with a B.S. in Architectural Engineering. Tim was a design engineer for Martin Petersen Company since 1999, designing HVAC, piping and plumbing systems. Tim is a Licensed Professional Engineer in Illinois, Indiana, Iowa, Ohio, and Wisconsin. Tim also holds a Master Plumbers License and is a LEED accredited professional in new construction and major renovation projects. He is also an active member of ASHRAE and American Society of Plumbing Engineers (ASPE).

Michael J. Chart, MP / President

Mike has been in the contracting business for 26 years. He earned his Journeyman Plumbers License in 1996 after completing an apprenticeship through Gateway Technical College. He then went on to achieve his Master Plumbers License in 2009. For 13 years, Mike worked as a part-owner of a local plumbing company and as a national sales trainer for five years prior. Mike is a 1989 graduate of Waterford Schools.

UNITED STATES SECURITIES AND EXCHANGE COMMISSION

Form 10-K

Annual Report of the Registrant

For the year ended December 31, 2011

1. Business

2. Properties

PAGE 7: Proposal and Pricing

Re: **Whitewater Fitness and Aquatic Center HVAC Upgrades – Whitewater, WI**

Southport Engineered Systems is pleased to offer the following proposal for your consideration.

HVAC System Upgrade project – Coils and Duct Scope

- Demo existing return/exhaust duct serving AHU-B3 from heat reclaim coil to mechanical room walls. Replace with new Polyvinyl Coated Duct to match existing sizes.
- Demo and replace (2) existing motorized dampers with new stainless steel dampers and actuators.
- Demo and replace existing heating coil HC-B3 in AHU-B3 with new coated coil suitable for pool application.
- Demo and replace existing reclaim coil RC-B4 in exhaust duct with new coated coil suitable for pool application.
- Provide new 2" board insulation between coil RC-B4 and motorized damper.
- Reconnect coils to existing piping. Rework piping as needed for new coil connections.
- Repair/replace piping insulation as needed.
- Fill, bleed, and leak check coils.
- Includes all required lifts, rigging, telehandler, dumpster.

HVAC System Upgrade project – Controls Scope

- Demo of existing Trane controllers and control panels.
- Installation and of a complete Carrier I-Vu Pro 32 control system
 - One Carrier XT-RB Router with enclosure and power transformer (ethernet by others)
 - One (1) new control panel w/ controller and transformer serving AHU-B3 connected to existing devices with new space sensor
 - One (1) new control panel w/ controller and transformer serving AHU-B5 connected to existing devices with new space sensor
 - One (1) new control panel w/ controller and transformer serving boiler plant connected to existing devices
 - One (1) new control panel w/ controller and transformer serving heat exchangers connected to existing devices
- All necessary wiring and terminations, programming, schedules, and graphics for a complete system.
- Commissioning and Owner training upon project completion.

Total: \$246,900

Add#1

- One (1) new control panel w/ controller and transformer serving AHU-B1 connected to existing devices with new space sensor

- One (1) RTU controller serving RTU-A1 connected to existing devices with new space sensor

ADD#1 Cost: \$11,860

Clarifications:

- All ductwork replacement limited to within mechanical room as discussed in walkthrough.
- All existing relays, actuators, sensors, and control devices to be reused unless specified above. Failed components will be quoted if found. Suggested allowance of \$5,000
- Any zoning controllers on the RTU or control of AHU-B2 is not included

Handwritten text at the top of the page, possibly a title or header.

Main body of the document containing several paragraphs of text, some of which are highlighted in yellow.

- Coordination needed between Whitewater and Southport for I-Vu Pro installation on client's computer or server
- All above proposals include one-year warranty on labor and materials.
- Assumes normal working hours of Monday – Friday 7am through 5pm. No Holidays, No Weekends
- Proposal is valid for 30 days from above date.
- Assumes contract by end of the year to allow purchasing of material and equipment.

We trust this is the information you desire and hope to be of further service to you. If you have any questions, please call me at (262) 515-3422.

Sincerely,
Cody Johnson
Project Manager
Southport Engineered Systems



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ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	Timeline																																					
								June 2025	July 2025	August 2025																																			
1	★	Mobilization	1 day	Mon 6/9/25	Mon 6/9/25				8	10	12	14	16	18	20	22	24	26	28	30	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	1	3	5	7	9	11	13	15	17	Item 7.
2	☞	Coil and Ductwork Demo	1 wk	Tue 6/10/25	Mon 6/16/25	1			10	12	14	16	18	20	22	24	26	28	30	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	1	3	5	7	9	11	13	15	17		
3	★	Controls Replacements	4 wks	Tue 6/10/25	Mon 7/7/25	1			10	12	14	16	18	20	22	24	26	28	30	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	1	3	5	7	9	11	13	15	17		
4	☞	Replace Heating Coil and Reclaim Coil	1 wk	Tue 6/17/25	Mon 6/23/25	2			16	18	20	22	24	26	28	30	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	1	3	5	7	9	11	13	15	17					
5	★	Reconnect piping	3 days	Tue 6/24/25	Thu 6/26/25	4			22	24	26	28	30	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	1	3	5	7	9	11	13	15	17								
6	★	Fabricate and hang new ductwork	4 wks	Tue 6/24/25	Mon 7/21/25	4			22	24	26	28	30	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	1	3	5	7	9	11	13	15	17								
7	★	Insulation Touchup	3 days	Tue 7/22/25	Thu 7/24/25	6			28	30	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	1	3	5	7	9	11	13	15	17											
8	★	Controls Checkouts	3 days	Tue 7/8/25	Thu 7/10/25	3			8	10	12	14	16	18	20	22	24	26	28	30	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	1	3	5	7	9	11	13	15	17	
9	★	Project Completion	1 day	Fri 7/25/25	Fri 7/25/25	7,8			24	26	28	30	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	1	3	5	7	9	11	13	15	17									

Note: Schedule based upon discussion in walk-through that work would happen during summer break 2025. Time line can be adjusted if work can be completed during the school year.

Project: Whitewater Aquatic Sch Date: Fri 9/6/24	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

PAGE 7: Proposal and Pricing

Re: **Whitewater Fitness and Aquatic Center HVAC Upgrades – Whitewater, WI**

Southport Engineered Systems is pleased to offer the following proposal for your consideration.

HVAC System Upgrade project – Coils and Duct Scope

- Demo existing return/exhaust duct serving AHU-B3 from heat reclaim coil to mechanical room walls. Replace with new Polyvinyl Coated Duct to match existing sizes.
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- Provide new 2” board insulation between coil RC-B4 and motorized damper.
- Reconnect coils to existing piping. Rework piping as needed for new coil connections.
- Repair/replace piping insulation as needed.
- Fill, bleed, and leak check coils.
- Includes all required lifts, rigging, telehandler, dumpster.

HVAC System Upgrade project – Controls Scope

- Demo of existing Trane controllers and control panels
- Installation and of a complete Carrier I-Vu Pro 32 control system
 - One Carrier XT-RB Router with enclosure and power transformer (ethernet by others)
 - One (1) new control panel w/ controller and transformer serving AHU-B3 connected to existing devices with new space sensor
 - One (1) new control panel w/ controller and transformer serving AHU-B5 connected to existing devices with new space sensor
 - One (1) new control panel w/ controller and transformer serving boiler plant connected to existing devices
 - Move existing boiler plant controller location 10-15’ away from current location to get out from under exterior louver w/ new wire pulls and terminations from existing conduit/junction boxes
 - One (1) new control panel w/ controller and transformer serving heat exchangers connected to existing devices
 - One (1) new control panel w/ controller and transformer serving AHU-B1 connected to existing devices with new space sensor
 - One (1) RTU controller serving RTU-A1 connected to existing devices with new space sensor
- All necessary wiring and terminations, programming, schedules, and graphics for a complete system
- Commissioning and Owner training upon project completion with 1-year Warranty
- ALLOWANCE of \$10,000 for failed components, sensors, actuators or other controls work due to condition of the existing system

Total: \$276,100

Clarifications:

- All ductwork replacement limited to within mechanical room as discussed in walkthrough.
- Any zoning controllers on the RTU or control of AHU-B2 is not included

The logo for Southport Engineered Systems features the word "SOUTH" in a serif font, followed by a stylized graphic of a building with a dome and a flag on top, and the word "PORT" in a serif font. Below this graphic, the words "Engineered Systems" are written in a smaller, sans-serif font.

SOUTHPORT
Engineered Systems

- Coordination needed between Whitewater and Southport for I-Vu Pro installation on client's computer or server
- All above proposals include one-year warranty on labor and materials.
- Assumes normal working hours of Monday – Friday 7am through 5pm. No Holidays, No Weekends
- Proposal is valid for 30 days from above date.
- Assumes contract by end of the year to allow purchasing of material and equipment.

We trust this is the information you desire and hope to be of further service to you. If you have any questions, please call me at (262) 515-3422.

Sincerely,
Cody Johnson
Project Manager
Southport Engineered Systems

CITY OF WHITEWATER REQUEST FOR PROPOSALS



Title: HVAC System Upgrade Project
Department: Parks, Recreation and Facilities
Due Date: 3:00 p.m., September 10, 2024

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Appendix A: Insurance Requirements

I. NOTICE TO PROPOSERS

A. Summary

The City of Whitewater is soliciting proposals from qualified vendors for the upgrade of the HVAC system at the Whitewater Aquatic and Fitness Center. Vendors submitting proposals are required to read this Request for Proposals (RFP) in its entirety and follow the instructions contained herein.

B. Important Dates

Deliver proposals no later than the due time and date indicated below. The City will reject late proposals. The anticipated timeline is as follows:

Issue Date:	August 9, 2024
Questions Due Date:	August 26, 2024
Answers Posted Date:	August 29, 2024
Due Date:	September 10, 2024

C. How to Submit a Proposal

Submit one (1) hard copies of the proposal in a sealed envelope.

Hardcopy proposals shall be typed and securely bound on 8.5 x 11-inch paper.

All proposal costs are the expense of the proposer. The City will not consider illegible proposals. Elaborate proposals beyond that sufficient to present a complete and effective proposal are not necessary or desired.

All proposals shall be clearly labeled:

City of Whitewater
WAFC HVAC Upgrade
Due: 3:00p.m. September 6, 2024

Delivery of hard copies to:

City of Whitewater
Attention: Clerk's Office
312 W. Whitewater Street
Whitewater, WI 53190

Proposals shall be delivered as instructed. Deliveries to other City departments and/or locations may result in disqualification.

D. Contact Information

Questions regarding the proposal should be addressed to:

Kevin Boehm
City of Whitewater
312 W. Whitewater Street
Whitewater, WI 53190
(262) 473-0122
kboehm@whitewater-wi.gov

E. Inquiries Clarification & Exceptions

Proposers are to raise any questions they have about the RFP document without delay. Direct all questions in writing to the department contact listed above.

Proposers finding any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this RFP document shall immediately notify the City and request clarification. In the event that it is necessary to provide additional clarification or revision to the RFP, the City will post addenda. Proposers are strongly encouraged to check for addenda regularly.

Proposals should be as responsive as possible to the provisions stated herein. A prospective vendor may take “exception” to bid terms, conditions, specifications, and dates stated within the bid package. However, the City of Whitewater reserves the right to disqualify any and all bids submitted which include exceptions if deemed not in the City’s best interest.

F. Addenda

In the event that it is necessary to provide additional clarification or revision to the RFP, the City will post addenda to the same website as the original distribution. It is the proposer’s responsibility to regularly monitor the website for any such postings. Proposers must acknowledge the receipt of any addenda in their proposal. Failure to retrieve addenda and include their provisions may result in disqualification.

G. Bid Distribution Networks

The City of Whitewater will post the Request for Proposal and addenda on the city’s website. It is the proposer’s responsibility to regularly monitor the site for posted addenda. Proposer’s failure to retrieve such addenda and incorporate their appropriate provisions in their response may result in the disqualification of the proposal.

The City of Whitewater’s website is www.whitewater-wi.gov. The proposal can be found under the “Government” tab by clicking on “Project Bidding”.

H. Oral Presentations/Site Visits/Meetings

Proposers may be asked to attend meetings, make oral presentations, inspect City locations for a site inspection as part of this RFP process. Such presentations, meetings, or site visits will be at the proposer's expense.

I. Acceptance/Rejection/Withdrawal of Proposals

The City reserves the right to accept or reject any or all proposals submitted in whole or in part and to waive any informalities or technicalities which at the City's discretion are determined to be in the best interest of the City. Further, the City makes no representation that a contract will be awarded to any proposer responding to this request. The City expressly reserves the right to reject any and all proposals responding to this invitation without indicating any reasons for such rejection(s).

J. Public Records Notice

Proposers are hereby notified that all information submitted in response to the RFP may be made available for public inspection according to the Public Records Law of the State of Wisconsin or other applicable public record laws. Information qualifying as a "trade secret" – defined in State of Wisconsin Statutes – may be held confidential.

Proposers shall separately and clearly identify all information they deem to be "trade secrets" as defined in the State of Wisconsin Statutes. Do not duplicate or co-mingle information deemed confidential and sealed elsewhere in your response.

Wisconsin Statute S. 19.36(5)

(5) TRADE SECRETS. An authority may withhold access to any record or portion of a record containing information qualifying as a trade secret as defined in s. 134.90(1) (c).

Wisconsin Statute S. 134.90(1)(c)

(c) "Trade secret" means information, including a formula, pattern, compilation, program, device, method, technique or process to which all of the following apply:

1. The information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use.
2. The information is the subject of efforts to maintain its secrecy that are reasonable under the circumstances.

The City cannot ensure that information will not be subject to release if a request is made under applicable public records laws. The City cannot consider the following confidential: a bid in its entirety, price bid information, or the entire contents of any resulting contract. The City will not provide advance notice to proposers prior to release of any requested record.

To the extent permitted by such laws, it is the intention of the City to withhold the contents of proposals from public view – until such times as competitive or bargaining reasons no longer require non-disclosure, in the City’s opinion. At that time, all proposals will be available for review in accordance with public records laws

K. Tax Exempt

The City of Whitewater, as a municipality, is exempt from payment of federal excise taxes and State of Wisconsin taxes per Wisconsin statute 77.54(9a). The City will provide its Federal Tax ID and tax-exempt number as necessary.

L. Cancellation/Termination of Contract

The City of Whitewater may terminate the contract at any time at its sole discretion by delivering thirty (30) days written notice to the contractor. Upon termination, the City’s liability will be limited to the pro-rata cost of the services performed as of the date of termination plus expenses incurred with the prior written approval of the City. In the event that the contractor terminates the contract for any reason whatsoever, it will refund to the City within 30 days of said termination all payments made hereunder by the City to the contractor for work not completed or not accepted by the City. Such termination will require written notice to that effect to be delivered by the contractor to the City not less than 60 days prior to the said termination.

M. Evaluation Process

The RFP will be reviewed by an Evaluation Panel. Each proposal will be evaluated as described below and assigned an overall score ranking.

Major Criteria Categories	Point Weight
Qualifications	15
Experience and Technical Competence	20
Technical approach and methodology	10
Knowledge and Understanding of Scope of Project	15
Project Timeline	15
Cost	20
References	05
Total	100

N. Insurance and Indemnification Requirements

Insurance coverage shall be in place prior to commencing work and shall remain in force until the entire project is completed or the length of time specified in the contract. See Appendix A for requirements.

II. SCOPE OF WORK

A. Project

The City of Whitewater (City) is seeking proposals to replace ductwork, HVAC coils, and install HVAC controls at the Whitewater Aquatic and Fitness Center located at 580 S. Elizabeth St., Whitewater, WI.

B. Scope of Services

1. Ductwork Replacement

- a. Remove and dispose of existing ductwork.
- b. Design and install new Polyvinyl Coated Duct (PCD) to improve airflow and efficiency.
- c. Install 2" duct board insulation to replace the portion removed.
- d. Install two (2) new stainless dampers with new actuators.
- e. Ensure proper insulation and sealing of all ductwork.
- f. Include all necessary tools, materials, scaffolding, crane service, etc.

2. HVAC Coil Replacement

- a. Supply treated heat coils and heat recovery coils.
- b. Isolate and drain the coils.
- c. Remove existing coils, including proper disposal.
- d. Install new coils, ensuring proper connection to existing piping.
- e. Fill, bleed, and leak check the coils and piping.
- f. Insulate all piping.
- g. Complete operational checkout and start-up.
- h. Include all necessary tools, materials, etc.

3. Installation of HVAC Controls (Carrier iVu preferred)

- a. Remove and dispose of existing HVAC controls.
- b. Provide and install new BACnet Router.
- c. Provide and install new BACnet boiler plant controller.
- d. Provide and install new BACnet controllers for two large AHUs.
- e. Provide and install a new BACnet controller for the pool heat exchanger.
- f. Provide and install new sensors, devices, low voltage wiring, and communication wires where needed.

- g. Provide labor for custom programming for the controllers.
- h. Provide labor to perform a controls checkout and commissioning of the new system.

4. Tools and Materials

- a. All necessary tools and materials must be factored into the proposal, including scaffolding, crane service, etc.

5. Complete Project Management

- a. Provide comprehensive project management services, including scheduling, coordination, and supervision of all aspects of the project.
- b. Ensure all work is completed on time, within budget, up to current building codes, and to the satisfaction of the City of Whitewater.
- c. Maintain regular communication with City representatives and provide progress updates as required.

6. Work Schedule and Coordination

- a. Coordinate with the City on scheduling to minimize disruption to the center's activities.
- b. Provide a detailed schedule indicating the timeline for each phase of the project.

III. REQUIRED PROPOSAL INFORMATION

A. Cover Letter

Include a cover letter introducing the firm, summarizing the firm's interest in the project, and highlighting its unique qualifications.

B. Basic Qualification of the Firm

Provide a summary of the firm's qualifications, including years in business, experience with similar projects, and any special qualifications or certifications.

C. Experience and Technical Competence

Describe the firm's experience in performing work similar to that described in this RFP. Include examples of completed projects that are similar in scope and complexity.

D. Proposed Method to Accomplish the Work

Provide a detailed plan outlining how the firm proposes to accomplish the work.

E. Project Timeline

Include a timeline, key milestones, and strategies for maintaining project schedule and quality.

F. Cost

Provide a detailed cost proposal, including a breakdown of labor, materials, and other expenses.

G. References

Include at least three references from clients for whom the firm has completed similar projects. Provide the name, title, organization, phone number, and email address for each reference.

H. Submission Instructions

Proposals must be submitted as sealed bids by 3:00 p.m. on September 6, 2024. No emailed bids will be accepted. The envelope containing the proposal should be clearly marked with:

WAFC HVAC Upgrade

City of Whitewater
Attention: Clerk's Office
312 W. Whitewater Street
Whitewater, WI 53190

I. Additional Information

- a. For further information, contact:

Kevin Boehm
City of Whitewater
312 W. Whitewater Street
Whitewater, WI 53190
(262) 473-0122
kboehm@whitewater-wi.gov

- b. Site visits can be arranged by contacting the above.
c. Existing site drawings are available upon request.

J. Terms and Conditions

The City of Whitewater reserves the right to reject any or all proposals

The City of Whitewater is not responsible for any costs incurred by proposers in preparing their responses to this RFP.

Proposals must be valid for a period of 90 days from the due date.

Appendix A: Insurance Requirements

The contractor shall maintain in force for the duration of the contract insurance coverage in the kinds and amounts shown below:

Workers' Compensation Insurance: Statutory requirements of the State of Wisconsin

Commercial General Liability Insurance: \$1,000,000 per occurrence/\$2,000,000 aggregate

Automobile Liability Insurance: \$1,000,000 combined single limit

Bids Received 9/10/24 Bid Opening 3:00 pm

PROJECT
WAFC HVAC

Bidder and Address	Bid Bond or Guarantee	Addenda Acknowledged	Lump Sum Bid	
① Premistar 16200 W Glendale Dr New Berlin WI 53151	—	NO addenda	\$338,037.00	3
② Southport Engineers 1343 S 27th St Caledonia WI 53108	—	NO addenda	\$258,760.00	1
③ Helm Service 584 W18850 Enterprise Dr Muskego WI 53150	—	NO addenda	\$323,886.00	2
④ Basset Mechanical	—	NO addenda	\$356,454.00	4

Received by:

Kevin Bolan
Heather Bolan