

**City of Whitewater**  
**Parks and Recreation Board Agenda**  
**Monday, July 29, 2013 - 4:30pm**  
 Community Room (1st Floor)  
 Whitewater Municipal Building  
 312 W. Whitewater St. Whitewater, WI 53190

**Call to Order and Roll Call**

**Consent Agenda:**

CA-A	Approval of Parks and Recreation Board minutes of June 11, 2013
CA-B	Expedited approval of the following items, per staff recommendation: C-6

**Hearing of Citizen Comments:**

No formal action will be taken during this meeting, although issues raised may become part of a future agenda. Participants are allotted a 3 minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those issues as designated in the agenda.

**Staff Reports:**

Recreation & Community Events Programmer	Pig in the Park
Parks & Recreation Director	Project Update

**Considerations:**

C-1	Discussion and possible action related to aquatic plant management on Trippe & Cravath lakes
C-2	Discussion and possible action related to the beach at Trippe Lake
C-3	Discussion related to hunting regulations in City parks
C-4	Review and possible action on proposal for consultant services to assist with Strategic Plan
C-5	Review and possible action on agreement with Whitewater Community Foundation related to Treyton's Field of Dreams
*C-6	Request for program registration refund by Diana Hagner for youth gymnastics
C-7	Review and possible action on playground equipment to be purchased for Turtle Mound Park
C-	Request for future agenda items
C-	Adjourn

# Memo

**To:** Parks and Recreation Board  
**From:** Matt Amundson, Parks and Recreation Director  
**Date:** July 5, 2013 & July 24, 2013  
**Re:** July 29, 2013 Meeting

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## **C- 1 Discussion and possible action related to aquatic plant management on Trippe & Cravath lakes**

The navigational treatment of both lakes was completed on June 17<sup>th</sup>. There have been some noticeable improvements in the navigation channels; however, there are still an abundance of plants present in the lake. I have included maps of both lakes to show the location of treatment.

I have been in contact with Midwest Aquatics (Germantown) and Clearwater Plant Harvesters (Crystal Lake, IL) to discuss the option of mechanical harvesting and what benefits it may provide. I should have more information at the meeting. I have not received bills from this year's treatment to determine a remaining budget for 2013. The Parks & Recreation Board will need to determine the following:

- 2013 – Do we do additional treatment, either chemical or mechanical?
- 2014 – How do we want to proceed in managing our native aquatic plants?

Both mechanical harvesting companies have indicated that we will need to improve both boat launches in order to safely launch their equipment. This could consist of temporary gravel added to the existing launches or a larger capital improvement project. Specifically, the Clearwater Plant Harvesters charge \$200 per hour of cutting time. They do not charge for travel, equipment down time, or hauling materials. The Midwest Aquatics company indicated a budget cost of \$3500-\$5000 to do both lakes once.

I also had the opportunity to discuss in depth how Dane County manages their aquatic plant harvesting program. I have included some information on the Dane County mechanical harvesting in the support material.

## **C-2 Discussion and possible action related to the beach at Trippe Lake**

I received a request from a citizen to have additional sand added to the beach at Trippe Lake. Over the past number of years I have had discussions with Board members and staff about the removal of the beach. The removal would better control access that geese have to the park by establishing tall native plantings similar to the rest of the lake. The adding of sand creates a problem as the sand eventually ends up on the bottom of the lake reducing water depth. I'd like to gather the input of the Parks & Recreation Board on this matter.

**C-3 Discussion related to hunting regulations in City parks**

Over the past couple of years I have fielded a number of requests to offer additional hunting opportunities within the City. I've included an article in the packet highlighting some of the issues DePere is facing in addition the article mentions legislation that may be introduced at the state level.

**C-4 Review and possible action on proposal for consultant services to assist with Strategic Plan**

I have included an updated proposal from the SAA Design Group regarding past discussions with the Parks & Recreation Board.

**C-5 Review and possible action on agreement with Whitewater Community Foundation related to Treyton's Field of Dreams**

I have included a draft agreement in the packet. The goal of the agreement is to spell out responsibilities associated with the project once completed. I believe that such an agreement will also assist with any additional fundraising that will be needed. The agreement will also provide Treyton's Field of Dreams committee and the Whitewater Community Foundation, who fundraised for the project, to oversee Treyton's Field of Dreams and ensure that it is successful and is kept within the spirit of the project.

**C-7 Review and possible action on playground equipment to be purchased for Turtle Mound Park**

A meeting will be held on Tuesday, July 30<sup>th</sup> with members of the Optimist Club and neighbors to Turtle Mound Park. I'm asking that the Parks & Recreation Board take action to approve the eventual recommendation of this group meeting on July 30<sup>th</sup> so that I can place their recommendation on the Council Agenda for August 6<sup>th</sup> to expedite this purchase of equipment. I have included the four proposals received for the project in the support material.

Your consideration of these matters is greatly appreciated.

Thanks!

Matt Amundson,  
Parks & Recreation Director

**City of Whitewater  
Parks and Recreation Board  
Draft Minutes  
Tuesday June 11, 2013 - 5:30pm  
Community Room (1st Floor)  
Whitewater Municipal Building  
312 W. Whitewater St. Whitewater, WI 53190**

**Call to Order and Roll Call**

Brandon Knedler, Bruce Parker, Rachel Deporter, Teri Smith, and Nate Jaeger. Absent: Ken Kidd, and Jen Kaina.

Staff: Matt Amundson, Deb Weberpal,

Guests: Richard Helmick, Mike Kylar

**Consent Agenda:**

Approval of Parks and Recreation Board minutes of May 14, 2013.

Jaeger moved to accept the consent agenda. Second by Parker. Ayes: Jaeger, Parker, Deporter, Smith and Knedler. Noes: None. Abstain: None. Absent: Kidd and Kaina. Motion passed.

**Hearing of Citizen Comments:**

No formal action will be taken during this meeting, although issues raised may become part of a future agenda. Participants are allotted a 3 minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those issues as designated in the agenda.

There were no public comments.

**Staff Reports:**

**Parks & Recreation Director**

- Bicycle & Pedestrian Master Plan – May 21 the steering committee met and identified concerns with formatting and one section of information. Implementation plan did not flow or make sense. Amundson drafted one and sent to committee for review. Hope to have to Park Board for approval by end of summer
- Geese Management – Egg oiling permit obtained. Can treat 20 nests with permit. Ginny Coburn also had permit and had been doing for the spring. Will coordinate better next year. Chemical applicant applied to turf area at Cravath Lakefront between sidewalk and parking lot and Trippe lake between trail and lake
- Lakes Treatment – there has been a large fish kill on the lake. DNR said result of a virus. Will not impact humans. Streets crew trying to keep shorelines clean. Not abnormal but is a concern. Lake treatment for EWM occurred last Friday (after fish dying) there is very little milfoil but coontail is abundant. Identified navigational channels for and from piers for additional treatment of native plants. Concern for water ski show at Cravath over the 4<sup>th</sup>. Asked provider to give treatment dates so can keep others updated. Only chemical treatment this year. DNR will be monitoring. DNR will give referrals for mechanical harvesting. Parker inquired what happens to the plant as the chemical works. Amundson is trying to get this information. Mechanical harvest needs 3' of depth. Smith inquired if a group such as the Boy Scouts could hand harvest weeks in the shallow area. Amundson thinks may need DNR permission.
- Project Update – shared by email to the board. Bids were due today for Field of Dreams and received one bid.

- Annual Park Tour – This Thursday from 6pm – 8 pm. Will show manual weed cutting at Cravath and stop at the Mounds to view volunteer work. Parker inquired about “extra pond” at Minneiska Park.

## **Considerations:**

### **Discussion related to Whitewater Effigy Mounds Preserve and concerns raised at May meeting**

Questions from previous citizen comments and replies are part of the packet.

Benches – Knedler inquired about eventually replacing the stone benches. Mounds Group concerned with vandalism of other benches. There were 4 benches and there are two now. Mowing issue has been resolved.

Helmick: Clearing of turf grass. Crew may not have had measurements of the mounds and most need to be expanded.

Helmick: Concern with damage to mounds. Helmick will send pictures to Amundson. Helmick began discussions with the Assistant Director of WI state Historical Society concerning reconstruction of the damaged mounds and found out there are protocols.

### **Discussion and review of site plan, floor plan, elevations, and a rendering for the proposed pavilion at Starin Park related to Treyton’s Field of Dreams**

Amundson referred to the packet. He reviewed the site plan for the concession stand.

### **Discussion and review of Winter/Spring Recreation Program financials**

Amundson referred to the packet. Commented that we would be at 110% if we take out the ice rink which brings in no income. Increase in both senior and program offerings. Non- resident participation is up.

### **Request for future agenda items**

### **Adjourn**

6:10 pm. Motion by Parker. Second by Knedler. Affirmed by voice vote.

**Next meeting: Tuesday, July 9, at 5:00 pm**

Respectfully submitted,



Debra Weberpal

**Parks & Recreation Department Improvement Projects**

**Updated 6/27/13**

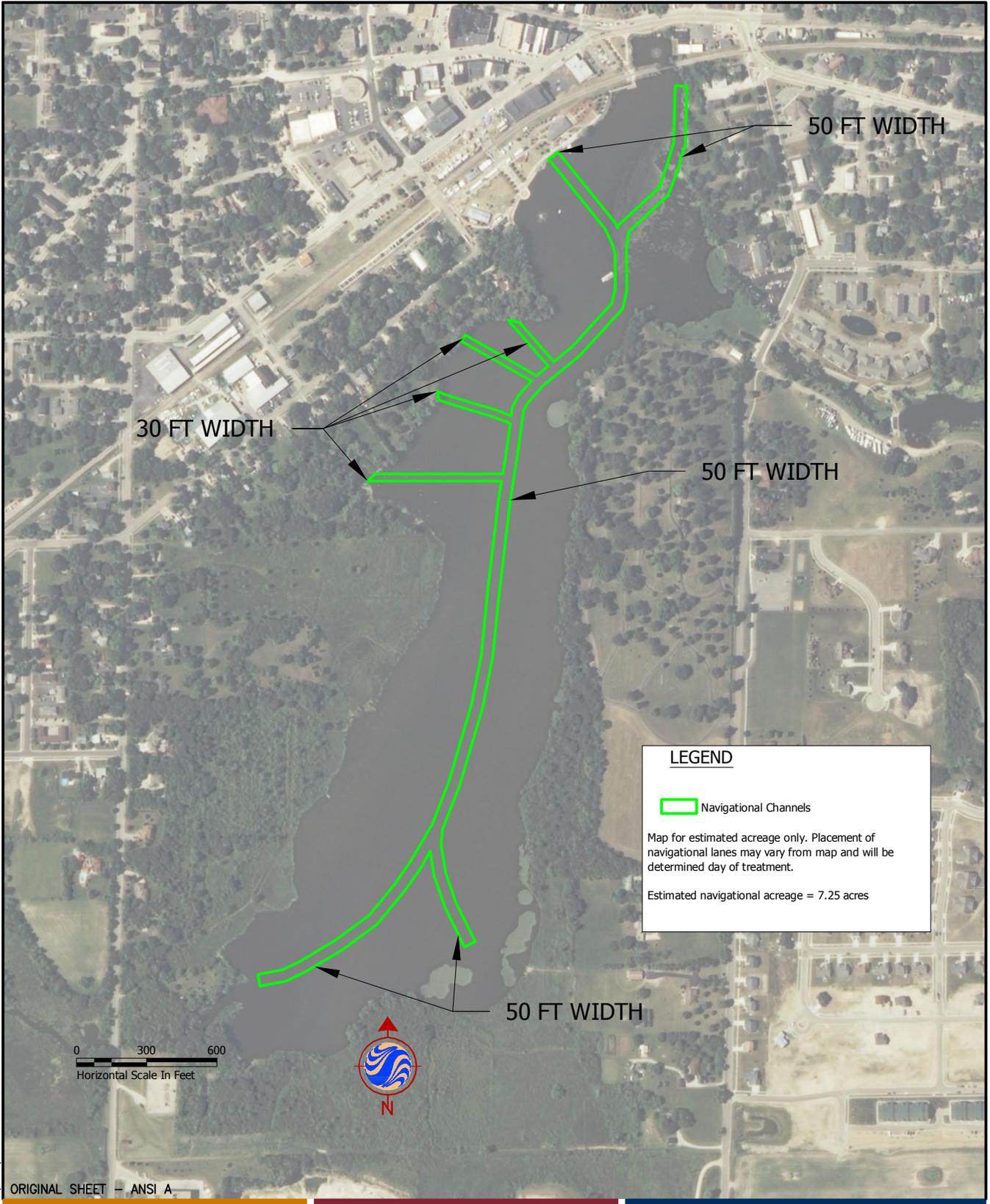
Project		Status Updates	Project Budget	Who is Involved?	Targeted Completion Date
1	Bicycle & Pedestrian Master Plan	Awaiting comment from SC on implementation plan Next steps - updated final draft from Alta, review by PRB, PC, CC	\$50,000 (40k grant 10k city funds)	Parks & Recreation Director; Steering Committee; DAAR; Alta/Bike Fed	08/01/2013
2	Treyton's Field of Dreams	low and only bid received from E&N Hughes working with Strand & City Attorney on how to incorporate volunteer work with bid work	\$825,000	Parks & Recreation Director; FOD Committee; Strand; Field Turf	11/01/2013
3	Field of Dreams Pavilion	design reviewed by PRB on 6/11	unknown	Parks & Recreation Director; FOD Committee; Design Alliance	06/01/2014
4	HVAC Controls Municipal Building	will be sending a statement of qualifications to assist with selection of owner rep	\$95,000	Parks & Recreation Director	09/01/2013
5	Lake Treatment	navigational treatment on both lakes completed 6/17 manual removal along Cravath shoreline 6/20 & 6/27	\$22,545	Parks & Recreation Director; DNR; Stantec	06/15/2013
6	Turtle Mound Playground	proposals due 7/1	\$30,000	Parks & Recreation Director; Optimist Club	10/15/2013
7	Whitewater Creek Restoration	Strand creating base map	\$316,700	Parks & Recreation Director; DNR; Strand	06/01/2014
8	James Street Detention Basin	No update	\$186,200	Parks & Recreation Director; DNR; Strand	04/01/2014

**Parks & Recreation Department Improvement Projects**

**Updated 6/27/13**

Project		Status Updates	Project Budget	Who is Involved?	Targeted Completion Date
9	ADA Facility Improvements	rfp sent on 6/4 regarding playground surfacing for Starin Park rfp included surfacing for Lakeview & Lincs; rfp due 6/17 delivery window for surfacing material is 8/10-8/14	\$0	Parks & Recreation Director;	12/31/2015
10	Library Work Station Upgrades	No update	\$6,000	Parks & Recreation Director; Library Director; Facilities Staff	12/31/2013
11	Municipal Building 2nd Floor Office Renovations	Design Alliance reviewing building plans, will submit proposal	\$0	Parks & Recreation Director; City Manager; Facilities Staff	12/31/2013
12	Waters Edge Trail Extension		\$325,000	Parks & Recreation Director; DOT; DAAR	12/31/2014
13	Strategic Plan/Park & Open Space	updated proposal from SAA to PRB on 7/9	\$5,000	Parks & Recreation Director; Parks & Recreation Board	12/31/2013

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12075 Corporate Pwy  
Suite 200  
Mequon, WI 53092  
Tel. (262) 241-4466  
Fax. (262) 241-4901  
www.stantec.com

	Initials	Date
Prepared by	EJM	06/12/13
Peer Review by	JTS	06/12/13
Final Review by	MEK	06/12/13

Data Sources include: ESRI and Stantec  
Image: NAIP 2008

The information on this map has been completed by Stantec staff from a variety of sources and is subject to change without notice. Stantec makes no representations or warranties, express or implied, as to accuracy, completeness, timeliness, or rights to the use of such information.

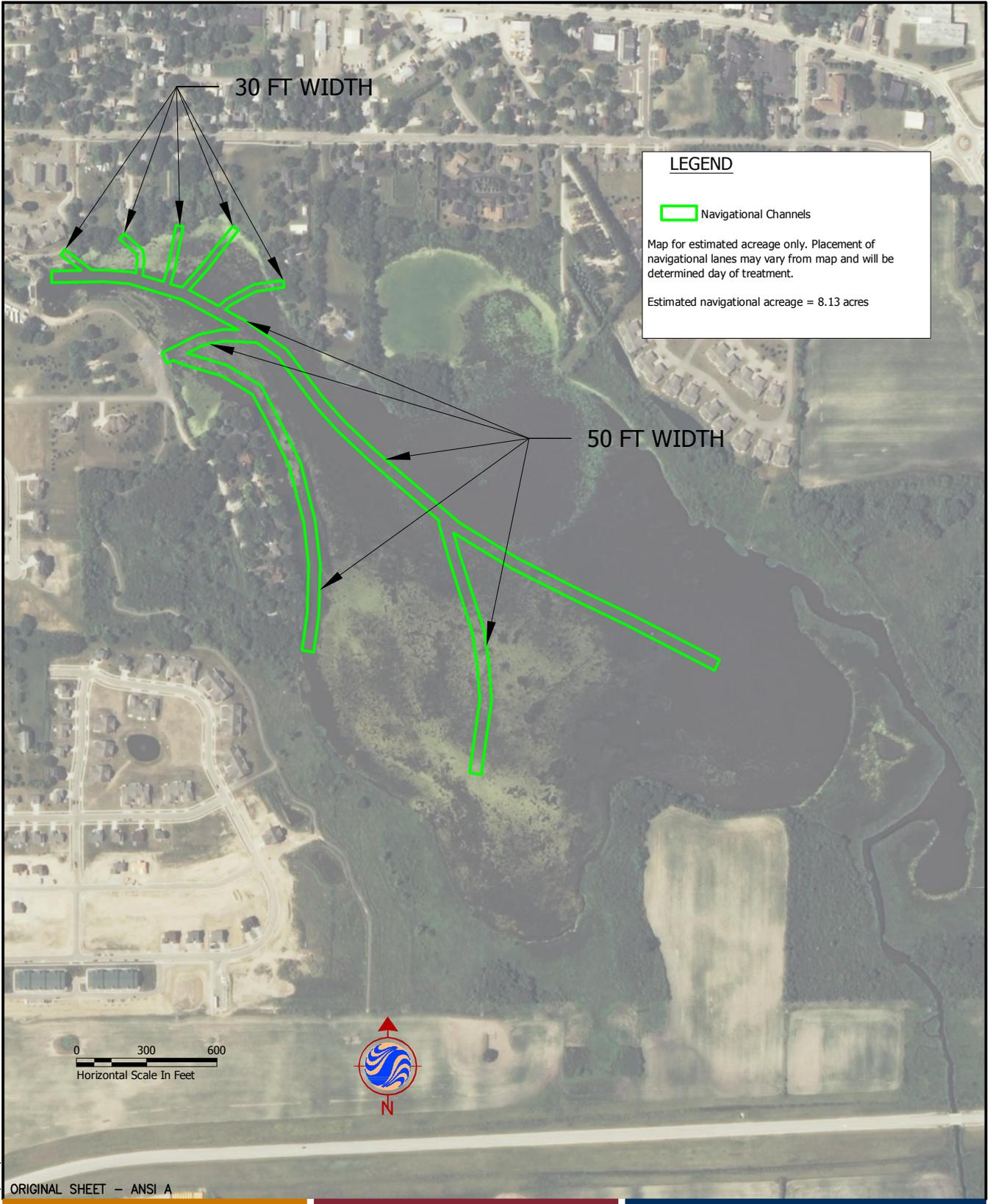
Client/Project  
CITY OF WHITEWATER  
WALWORTH COUNTY  
WISCONSIN

Figure No.  
**1.0**

Title  
**2013 NAVIG. CHANNELS  
CRAVATH LAKE**

Project Information  
Project Number: 193702457

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ORIGINAL SHEET - ANSI A



**Stantec**

12075 Corporate Pwy  
Suite 200  
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Client/Project

CITY OF WHITEWATER  
WALWORTH COUNTY  
WISCONSIN

Figure No.

**1.0**

Title

**2013 NAVIG. CHANNELS  
TRIPPE LAKE**

## Current Aquatic Plant Harvester Locations



### Aquatic Plant Harvesting Schedule

Lake	Date	Number of Harvesters	Location
Yahara River	7/23/13	2	Cty AB bridge North & Lower Mud Lake
Lake Mendota	7/23/13	4	Marshall Park
Lake Monona	7/23/13	3	Monona Bay
Lake Waubesa			
Lake Kegonsa			
City/County Barge		See schedule below	

### 2013 City of Madison Pier Pickup Schedule - Lakes Mendota and Monona

Dane County, in partnership with the City of Madison, will have a shoreline barge crew working to pick up aquatic trash and debris from Madison residents' piers on Lake Mendota and Lake Monona through August. The pick-up will collect only aquatic vegetation and other debris that have washed up on shore. They will not pick up yard waste, brush or household waste. *Vegetation must be placed on the pier by Monday at 7:30 a.m. on the designated pick-up day.* See schedule below for specific locations.

Lake Monona (week of)	Lake Mendota (week of)
June 3	May 28
June 17 (Take a Stake in the Lakes)	June 10 (Take a Stake in the Lakes)
July 2	June 25
July 16	July 9
July 30	July 23
August 13	August 6
August 27	August 20

### Aquatic Plant Harvesting Program

Dane County Parks and the Office of Lakes and Watersheds work closely with the Wisconsin Department of Natural Resources to develop main goals for water plant harvesting. These goals are used to help keep waterways open for recreational use and to also protect and nurture native plant growth. Harvesting goals are based on need and not all areas listed are harvested in a given season.

Harvesting machines are cleaned to remove any invasive plants and animals before being moved from one body of water to another.

Plant harvesting for visual appeal and collection of plant pieces due to boat propeller action generally cannot be done due to the limits of equipment, staff, and budget.

For harvesting maps [click here](#). For plans of the Yahara chain of lakes, as well as more detailed information, please visit the Dane County Office of Lakes and Watersheds [Aquatic Plant Management](#) page.

## Harvesting Goals

### Goal #1 – Keep Water Flowing Through the Yahara River

This goal is to keep water flowing through the Lower Yahara River between Lakes Waubesa and Kegonsa and to prevent high water issues including possible flood conditions. Only the deepest part of the river is cut in order to increase water flow downstream. The area just north of Dyreson Road is usually not cut due to hazards for equipment.

### Goal #2 - Recreation and Navigational Access

To provide for recreation and lake access, the harvesters usually cut a 30-foot strip parallel to shore with 20-foot access lanes cut to open water. These cuts are normally 4-5 feet deep. The cutting lanes are parallel to shore at a distance of 100-150 feet. This is done to provide access from private shorelines, public Lake Access Sites (boat landings), swimming beaches and developed public shorelines.

### Goal #3 –Shallow Cut: Over-Exposed Invasive Plant Beds and the Collection of Algae

The Wisconsin DNR has approved a program on the Yahara Chain of Lakes allowing for shallow cuts (2-3 feet deep from the surface) targeting specific invasive plants. This provides better access for recreational activity. It also reduces the production of certain algae which float on the surface of the water. These shallow cuts do not harm fish habitat, leaving the bottom part of the plant in place for fish to make a home.

### Goal #4 – Special Events

As time and budget permits, harvesters cut plants for special events held on or in the water. Only the smallest amount necessary for the event is cut. These are not mapped because locations vary; however, two examples are the mooring area for sailboat events held offshore from Bishop's Bay Country Club on Lake Mendota, and the "Ironman" swim course near Monona Terrace.

Harvesting is not banned in areas not marked on the maps. They are not, however, normally harvested due to very small rate of plant growth and budget limitations.

## No-Cut Areas

### No-Cut Areas – Native Plants

These areas have large populations of useful native plants which Dane County and the Wisconsin Department of Natural Resources want to protect and nurture. These areas are not all marked on the map as they may change from year to year. Additional areas will be added as they are identified by DNR aquatic plant staff. Example: University Bay of Lake Mendota.

### No-Cut Areas – Equipment Hazard

These are rocky or shallow areas where the harvesting equipment cannot operate due to potential damage to the equipment. Example: southwest corner of Lake Waubesa.

## Contracted Aquatic Plant Harvesting

Dane County Land and Water Resources Department may provide services for the removal of aquatic plants in waters where there is an approved DNR Aquatic Plant Management Plan.

Download an [application](#).

Completed applications may be sent to the Dane County Land and Water Resources Department at 5201 Fen Oak Drive, Room 208, Madison WI 53718. For more information, please call 608-224-3730.

### **Harvested Plants for Gardens**

Most of the harvested aquatic plants are composted and available to the public at the county compost site located at 7102 Hwy. 12 & 18, one-half mile east of I-90, across from Yahara Hills Golf Course. For larger amounts (one or more dump truck loads), please contact Dane County Lake Management at 608-246-3897.

## Getting deer in De Pere? Survey, state bill hint at possible municipal hunting

Written by Paul Srubas  
Jun. 13, 2013 |

greenbaypressgazette.com



### Hunting opinions

Live in De Pere, but didn't an emailed survey on hunting in city limits? Visit the city's website at [www.de-pere.org](http://www.de-pere.org).

**DE PERE** — Car-deer crashes have got both the city of De Pere and state of Wisconsin considering changes that could allow bow-hunting within city limits.

De Pere residents whose email addresses are on the city's mailing list should by now have electronically received a survey seeking their opinion on the possibility of a limited bow and crossbow hunt to help manage the municipal deer herd. The survey is the first step in a proposal to allow such hunting in De Pere.

And the state Senate soon will consider an Assembly bill that basically would take away a municipality's authority to forbid use of bows and crossbows on private property.

More on hunting: [Hunting headlines](#) | [2012-2013 trophy shots](#) | [More hunting photos](#) | [Watch a rebroadcast of Deer Camp Live](#) | [Registration station map](#) | [Hunting blogs](#)

De Pere has already gone on record opposing the Assembly bill. Its City Council voted 6-2 last month in favor of submitting its objection to local legislators.

But a careful reading of the resolution, consistent with the viewpoint of one of the minority voters on the council, suggests the city may object more to having the state tell it what to do than to allowing limited bow-hunting in the city.

"It's possible I'm swimming against the current," said Alderman Kevin Bauer. But "as a rule, we prefer home rule ... Sometimes you need the state to step in and put in clear standards that cross municipal boundaries, but whenever that's not the case, the local municipality should have the power to decide."

De Pere's resolution expresses concern that a bad shot by a hunter could take an arrow into parks or other populated areas.

"The city is open to allowing bow and arrow and crossbow hunting within appropriate city locations," the resolution states. "However, the city believes it, rather than the state, is in the better position to determine what, if any, safety restrictions are appropriate given the various attributes of each appropriate location."

Rep. Joel Kleefisch, R-Oconomowoc, one of the authors of Assembly Bill 8, which would wrest authority from municipalities on the issue, is sympathetic to municipal rights of self-governance but even more sympathetic to individual property owners.

“No government issue should intrude on the right for someone to hunt on land he owns. Period,” Kleefisch said.

Municipalities have no constitutional right to ban hunting but do have authority to ban the discharging of firearms and other weapons. The Assembly bill would change part of that.

The bill, which the Assembly passed on a voice vote last week, addresses only bows and cross bows, not firearms, and it keeps safety in mind, Kleefisch said. It doesn’t propose tampering with a municipality’s right to ban the firing of firearms or with state bans on hunting within 1,700 feet of a hospital or school grounds or on discharging an arrow across a road. In fact, the bill would allow municipalities to make up their own minds on arrow shots of 100 yards or less and only addresses shots longer than that.

That 100-yard requirement means 100 yards in all directions from a building, unless the owner has given permission to launch an arrow, Kleefisch said.

And those shots would have to be in a downward direction, such as a shot from a tree stand.

“We’re not interested in people shooting at squirrels in trees, where they have no idea where the arrow is going to go,” Kleefisch said.

A state law is needed, both to reduce deer populations where car-deer crashes are a growing problem and to help game wardens enforce laws when patrolling a woods or cornfield that spans more than one municipality, Kleefisch said.

The bill also would allow municipalities to decide what to do with their own land. The bill addresses only private property.

De Pere is nowhere near that far along, Bauer said. Being unwilling to wait for the state, he pitched the idea of allowing some kind of restricted bow-shooting, and the council left it in the hands of the Parks, Recreation & Forestry Department, which launched the survey Tuesday.

Only people on the city’s email list got the survey, so it won’t be exhaustive but results should give staff some idea what residents think of the issue, said parks director Mary Kosobucki.

The city will close off responses June 21. The next step, depending on the results, might be to draw up a proposal for consideration of the city’s parks board and eventually by the council.

Bauer said he hoped something could be in place before this fall.

That’s about the timetable Kleefisch hopes to meet.

“I’d like to see it on the governor’s desk before this hunting season, when car-deer crashes are at their highest,” he said.

— [psrubas@pressgazettemedia.com](mailto:psrubas@pressgazettemedia.com) and follow him on Twitter@PGpaulsrubas.

Landscape  
Architects

Planners

Engineers

June 18, 2013

Matt Amundson, CPRP  
Parks & Recreation Director  
314 W. Whitewater Street  
Whitewater, WI 53190

Dear Matt,

Thank you for the opportunity to revise our previous proposal for evaluating and planning for community parks, open space, and recreation in Whitewater. Based upon our ongoing conversation, I believe you'll find the enclosed proposal to suit your department in supplementing your work in updating the 5-year CORP and positioning Whitewater Parks and Rec as one of the most effective and efficient agencies in Wisconsin. At your request, we've reconsidered our proposal to address the following key issues:

- Additional focus and clarity with regards to benchmarking Whitewater in comparison with cohort communities, and additional integration with ongoing bike planning and other planning efforts.
- Additional analysis and recommendations with respect to City's parkland dedication and impact fee standards.

I am also attaching current résumés for myself and Blake Theisen, SAA's two senior park planners. I will serve as project manager and lead project contact and facilitator, and together Blake and I will conduct all analysis, reporting and recommendations outlined in the scope. Together, Blake and I have over 20 years of park and community planning experience, serving communities throughout Wisconsin.

We look forward to this challenge and thank you for your consideration.

Regards,



Ryan Garcia, AICP  
Senior Planner/Project Manager  
SAA Design Group, Inc.

## SCOPE OF SAA'S SERVICES

### **TASK I. BENCHMARKING WHITEWATER'S PARKS, RECREATION, AND OPEN SPACE SYSTEM**

- Conduct background research and data collection. Acquire and review Whitewater's CORP Plan and up to 5 comparable community CORPs, to identify issues such as:
  - Levels of Service, for example, number of active park acres per 1,000 population;
  - Comparative review and analysis of park functions, including classification and of parks based upon Whitewater CORP standards;
  - Comparative analysis of depth/breadth of facilities offered;
  - Comparative analysis of recreation and parks programming;
  - Comparative review of bicycle and pedestrian facilities, and integration of findings with Whitewater Bicycle and Pedestrian Master Plan, where applicable;
  - Comparative analysis of parkland dedication regulations for new development and/or impact fees (groundwork to contribute to Task II, also).
- Create a "comparables" matrix, to summarize in graphic form Whitewater's competitive advantage in parks, recreation, and open space.
- Review of draft CORP (created by City of Whitewater) to identify areas for improvement, as appropriate.
- Prepare an issues and opportunities memorandum which details the findings of SAA's analysis and can act as a chapter or appendix to the updated CORP plan, or as a standalone document.
- Attend one meeting of the Parks and Recreation Board to present a PowerPoint show of findings of this analysis.

*Cost to complete Phase I: \$3,848*

### **TASK II. REVIEW PARKLAND DEDICATION REGULATIONS**

- Review existing city zoning, subdivision, and other ordinances referencing parkland dedication and impact fee requirements.
- Review goals and objectives as identified in CORP, Citywide Comprehensive Plan, Strategic Plan, and other city-identified documents.
- Analysis and justification of Whitewater's current regulations and fees, to include confirming consistency with current state and federal law.
- Prepare memorandum of findings, to include recommendations for fee structure for the next five years.
- Integrate findings into presentation identified in Task I, above.

*Cost to complete Phase II: \$1,854*

define  
enhance  
sustain

**ASSUMPTIONS**

This proposal assumes that the City of Whitewater will provide the most up-to-date copy of its Park and Open Space Plan, as well as local demographic and socioeconomic studies, land use changes since 2008, special regulations such as parkland dedication requirements, and other local ordinances to SAA. The city will provide all available GIS/CAD data pertaining to the project areas and will assist SAA in coordinating with coterminous or overlapping jurisdictions to obtain pertinent studies or data within the planning area.

The cost proposal also assumes that both Task I and Task II will be conducted by SAA simultaneously, so as to provide the most cost effective approach to conducting data collection, report preparation, and face-to-face meetings. If the city should request additional services outside those expressly identified in the attached scope of services, a fee will be negotiated between SAA and the City of Whitewater prior to any work being performed.

**TIMELINE**

Assuming a July 8, 2013 start date, SAA will complete all tasks as identified in the enclosed scope of services no later than September 9, 2013 (September Parks & Recreation Board meeting). *This timeline assumes City completion of a draft CORP plan document on or before August 2, 2013.* Any delay in City delivery of the draft plan will cause subsequent delay of final SAA analysis and recommendations, and shall be deemed outside the control of SAA.

**NOT TO EXCEED FEE**

SAA offers a not to exceed fee of **\$5,702** to perform the services as outlined in the proposal above. Payment for services will be due 30 days from the date of the invoice, issued on or about the first of each month.

Task 1 .....	\$3,848
Task 2 .....	\$1,854
<b>Totals.....</b>	<b>\$5,702</b>

# PROJECT TEAM

Name	<b>Ryan Garcia, AICP</b>	<b>Blake Theisen, PLA, ASLA, CPSI</b>
Title	Senior Planner/Project Manager	Parks Planner/Associate/Landscape Architect
Education/ Registration	Master of Urban Planning, UW-Milwaukee, B.S., Geography, UW-Whitewater American Institute of Certified Planners (AICP) #023753	B.A. in Botany, Miami University of Oxford, Ohio; Registered Landscape Architect: WI, IA, MI, IN, and IL; NPSI CPSI, and ISA Certified Arborist OH
Role	Project management, public facilitation	Analysis and recommendations
Years of Experience	9 years of experience	14 years of experience
Qualifications/ Project Experience	With over nine years of experience serving communities in southern Wisconsin and northern Illinois, Ryan excels at working with municipalities to address planning and development opportunities and challenges. Ryan's project management experience includes park and open space planning, corridor and neighborhood planning, comprehensive planning, safe routes to school planning, and grant writing. Mr. Garcia also offers expertise in developing "smart growth" tools such as conservation design and traditional neighborhood design ordinances, and brings an aptitude for GIS and other visualization tools.	Blake has been providing exceptional quality experience in recreational facility site analysis, planning, design and implementation since 1999. His start-to-finish involvement ensures that projects are delivered on time and as envisioned. A skilled and visionary project leader, Blake's project expertise includes comprehensive outdoor recreation plans, park master plans, athletic complexes, community water parks, skate parks, and playgrounds. With a background in botany and ecology, he promotes environmental stewardship that informs creativity and preservation throughout facility planning and design.
	<p><b>RELATED EXPERIENCE:</b></p> <p>Comprehensive Outdoor Recreation Plan (CORP), Marshall, WI</p> <p>Bicycle and Pedestrian Plan, Portage County, WI</p> <p>Beloit to Janesville Bicycle Corridor Master Plan, Rock County, WI</p> <p>Connections: City Center, Beloit, WI; and South Beloit, IL</p> <p>North Stoner Prairie Neighborhood Plan, Fitchburg, WI</p> <p>Riverfront Revitalization Plan, Albany, WI</p> <p>Downtown Revitalization Plan, DeKalb, IL</p> <p>Madison College Transportation Demand Management Plan, Madison, WI</p> <p>UW Health Transportation Demand Management Plan, Madison, WI</p> <p><b>ADDITIONAL RELATED EXPERIENCE PRIOR TO SAA:</b></p> <p>Comprehensive Outdoor Recreation Plan (CORP), Beloit, WI</p> <p>Safe Routes to School Plan, Town of Beloit, WI</p> <p>Comprehensive Outdoor Recreation Plan (CORP) 2007 Update, Whitewater, WI</p>	<p><b>RELATED EXPERIENCE:</b></p> <p>Comprehensive Outdoor Recreation Plan (CORP), Burlington, WI</p> <p>Governor Thompson State Park, Crivitz, WI</p> <p>City of DePere CORP, DePere, WI</p> <p>Frasier Point – Lakeside Park Master Plan, Fond du Lac, WI</p> <p>Conservancy Park Master Plan, Johnson Creek, WI</p> <p>Comprehensive Outdoor Recreation Plan (CORP); Sunrise Park Master Plan; and Strawberry Creek Park Master Plan; City of Kenosha, WI</p> <p>Comprehensive Outdoor Recreation Plan (CORP); City of Middleton</p> <p>Conservancy Lands Plan, Middleton WI</p> <p>Lakeview Park Splashpad, Middleton WI</p> <p>Town of Onalaska CORP, Onalaska, WI</p> <p>Ingram Park Master Plan, Pleasant Prairie, WI</p> <p>Orfan Park Master Plan, Sun Prairie, WI</p> <p>Maunsha River Trail, Waterloo, WI</p> <p>Comprehensive Outdoor Recreation Plan (CORP), Westport, WI</p>

## **Agreement Between**

### **The City of Whitewater Parks and Recreation Department (City) and Whitewater Community Foundation-Treyton's Field of Dreams (FOD)**

#### **I. THE PARTIES**

- 1.01 The City of Whitewater, a Wisconsin municipal corporation, doing business at 312 W. Whitewater Street, Whitewater, Wisconsin ("City").
- 1.02 Treyton's Field of Dreams, an arm of the Whitewater Community Foundation, a recognized 501c3 charitable organization, doing business at PO Box 403, Whitewater, Wisconsin ("FOD")

#### **II. THE RECITALS**

##### ***WHEREAS,***

- 2.01 The City and FOD have a mutual interest in the development and operation of Treyton's Field of Dreams to be located at Starin Park, a City Park located at 504 W Starin Road in Whitewater, Wisconsin.
- 2.02 FOD has done considerable work in fundraising and making the project a reality and has a vested interest in the operation and management of Treyton's Field of Dreams.

#### **III. THE AGREEMENT**

##### ***NOW, THEREFORE, it is agreed between the parties as follows:***

- 3.01 The recitals are hereby made a part of the Agreement.
- 3.02 The City will maintain Treyton's Field of Dreams as a component of Starin Park and the overall park system. Maintenance is defined by the daily work required to maintain and operate the facility. The City will be responsible for the insurance of the facility.
- 3.03 FOD will create a 5 member board to oversee operation and management of the field and concession operation. The Board will meet bi-annually to review operations, discuss possible improvement projects, fundraising opportunities, and other business related to Treyton's Field of Dreams. The Board will include a Common Council member of the City of Whitewater and a member of the Whitewater Community Foundation Board.
- 3.03 The FOD Board will enter into a management agreement with the City to manage and operate

concessions and schedule all programs, activities, and events held at Treyton's Field of Dreams. This agreement will be for a period of time to expire on December 31, 2015.

- 3.04 All revenues generated as a result of the Field of Dreams and concession operation will be used to support the maintenance, improvements, and renovations at the Field of Dreams. Funds generated by tournaments, events, and concession operations will be used to pay for staffing and bills incurred by operating tournaments, events, and concessions. All remaining profit will be deposited with the Whitewater Community Foundation in a fund that already exists for the preservation of the Field of Dreams by December 1<sup>st</sup> of each year.
- 3.05 All proposed improvements by the Field of Dreams Board must be reviewed and approved by the Common Council and/or appropriate city approval process. Additionally, City planned improvements for the existing three diamonds at Starin Park will be shared with the Field of Dreams Board and funding assistance for improvement projects may be shared between the City and funds held by the Field of Dreams Board.
- 3.06 The Field of Dreams Board will provide a financial report detailing annual activities and the balance of the preservation fund annually to the Parks & Recreation Board of the City.
- 3.07 The FOD Board will have the ability to extend the management agreement with the City and/or solicit proposals for management by other groups on an annual basis beginning January 1, 2016.

#### **IV. SEVERABILITY**

- 4.01 In the event that any part of this agreement is found to be illegal, it shall be stricken from the Agreement and the Agreement interpreted as if that clause did not exist.

#### **V. INDEMNIFICATION**

- 5.01 **For good and valuable consideration as set forth in this agreement, FOD agrees to indemnify, defend and hold harmless The City and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs (including attorney fees) arising out of this agreement, caused in whole or in part by FOD, its officers, officials, employees, agents or anyone for whose acts they may be liable, except where caused by the sole negligence or willful misconduct of The City.**

#### **VI. SUBSEQUENT AMENDMENTS**

- 6.01 Any subsequent amendments, modifications or the like to this agreement shall be by mutual written agreement and signed by all parties.

**[SIGNATURES CONTINUED ON THE NEXT PAGE.]**

**IN WITNESS WHEREOF**, the parties have caused the foregoing instrument to be executed in three (3) original counterparts on this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

***Whitewater Community Foundation (FOD)***

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

Title: \_\_\_\_\_  
Whitewater Community Foundation  
Russ Devitt, President

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

Title: \_\_\_\_\_  
Treyton's Field of Dreams  
Mike Kilar

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

Title: \_\_\_\_\_  
Treyton's Field of Dreams  
Mary Kilar

***City of Whitewater***

BY: \_\_\_\_\_  
City of Whitewater  
Cameron Clapper, City Manager

BY: \_\_\_\_\_  
City of Whitewater  
Matt Amundson, Parks & Recreation Director

**From:** [Michelle Dujardin](mailto:Michelle.Dujardin)  
**To:** [Matt Amundson](mailto:Matt.Amundson)  
**Subject:** FW: Gymnastics  
**Date:** Monday, July 08, 2013 3:17:13 PM

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Can I have this put on the August Park & Rec Board agenda since I'm sure it's way too late for tomorrow. Do you need anything more than the e-mail statement below for a refund?

Thanks!

---

**From:** Randy Hagner [mailto:rhagner@charter.net]  
**Sent:** Monday, July 08, 2013 9:41 AM  
**To:** Michelle Dujardin  
**Subject:** RE: Gymnastics

Hi Michelle - thank you for getting back to me so soon. When I signed my children up for the morning time at 9:00 I wasn't taking in consideration that we live in Fort Atkinson and we would need to leave our house a little too early to make it there by 9:00am. This time just doesn't work out for us. We love your gymnastics program this time is just not right. If we could get a check refund I would really appreciate that. Please let me know.

Thanks again!  
Diana

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**From:** Michelle Dujardin [mailto:MDujardin@whitewater-wi.gov]  
**Sent:** Monday, July 08, 2013 7:50 AM  
**To:** 'Randy Hagner'  
**Subject:** RE: Gymnastics

Diana,

I'm sorry to hear they are unable to attend gymnastics. Unfortunately, this is the only session of level ½ that we have this summer, but you do have a few options. We can refund the amount to your online account, and I can do that today. Or, we can submit for a check refund. The check refund, will require you to send me a quick note stating why they are unable that I can show the Park & Recreation Board for final approval. It's normal not a problem at all, just a little longer process.

Please let me know what you would like to do.

Thanks!  
Michelle Dujardin, CPRP  
Recreation and Community Events Programmer  
Whitewater Parks & Recreation Department  
312 W. Whitewater St, Whitewater, WI 53190

[www.whitewater-wi.gov](http://www.whitewater-wi.gov)

262-473-0121 ( 262-903-9532)

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**From:** Randy Hagner [<mailto:rhagner@charter.net>]

**Sent:** Saturday, July 06, 2013 12:14 PM

**To:** Michelle Dujardin

**Subject:** Gymnastics

Hi Michelle

My children Zeb and Emerson are signed up for gymnastics starting Monday July 15<sup>th</sup> at 9:00 am. They are not able to go at that time. Am I able to get a refund or is it too late? Is there a time in the afternoon?

Thank you so much for your time and I really appreciate your help.

Diana Hagner

# TURTLE MOUND PARK

WHITEWATER, WI

VIEW A

**LR**  
**LEE**  
RECREATION LLC  
PLAYGROUNDS & RECREATION EQUIPMENT

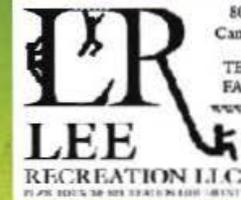
809 Bluebird Pass  
Cambridge, WI 53523  
TEL: 800-775-8937  
FAX: 608 423 7655  
www.lee-recreation.com



# TURTLE MOUND PARK

WHITEWATER, WI

VIEW B



809 Bluebird Pass  
Cambridge, WI 53523  
TEL: 800-775-8937  
FAX: 608-423-7855  
www.leecreator.com

LEE  
RECREATION I.I.C.  
PLAY AREAS ARE NOT TO BE USED BY CHILDREN UNDER 18 YEARS OF AGE



# TURTLE MOUND PARK

WHITEWATER, WI

VIEW C

**LR**  
**LEE**  
RECREATION LLC  
PLAYGROUND RECREATION EQUIPMENT

809 Bluebird Pass  
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TEL: 800-775-8937  
FAX: 508-423-7855  
[www.lee-recreation.com](http://www.lee-recreation.com)



**MILLER**  
& ASSOCIATES - SALES PROMOTION, INC.



1-800-953-8700

Proposal 30-75784-1

**Burke**



**Turtle Mound Park**

**MILLER**  
& ASSOCIATES - BURKE, VIRGINIA, INC.



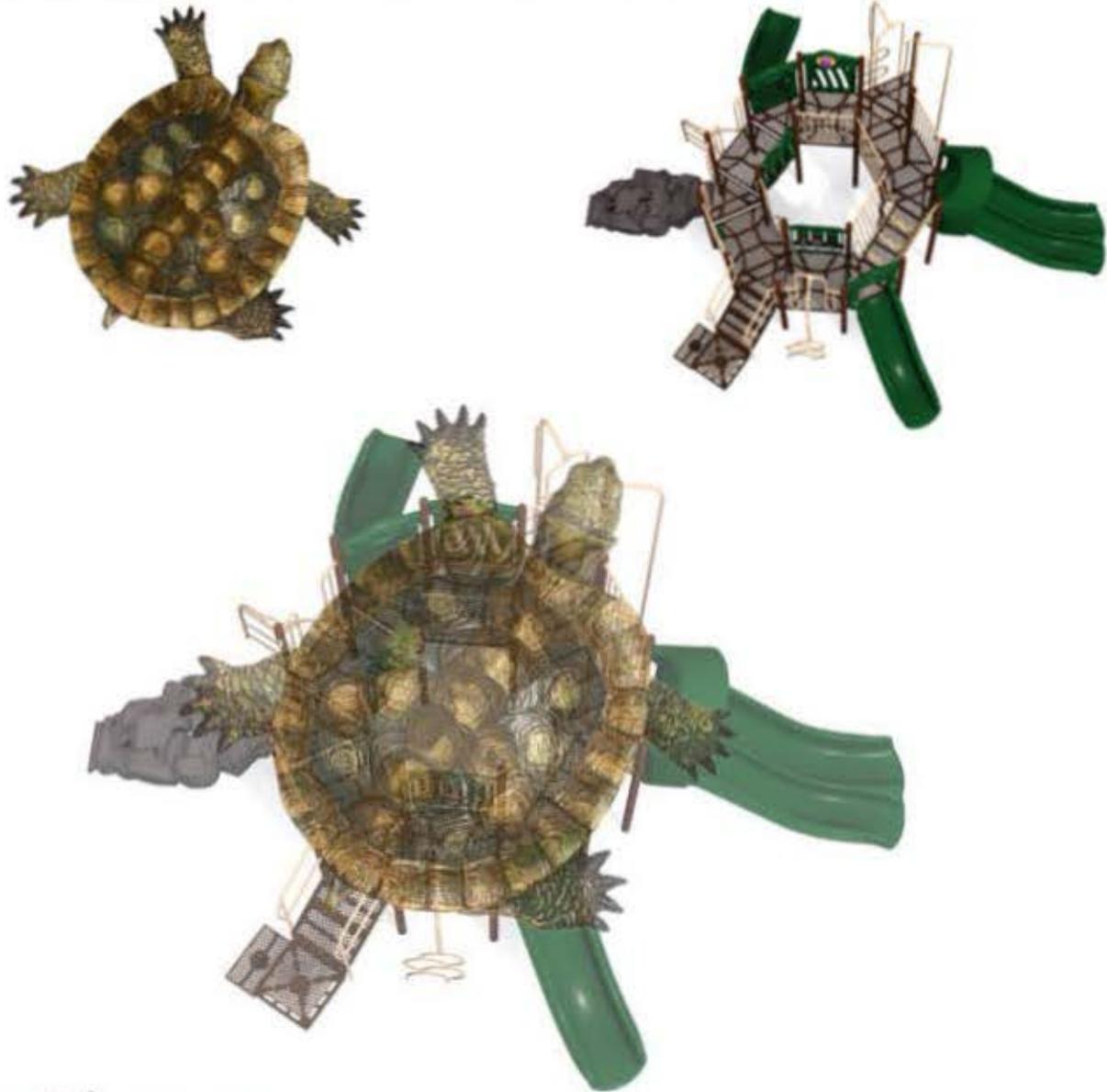
STREET, SPOOLS, PARK & PLAY  
**1-800-953-8700**

Proposal 30-75784-1

**Burke**



**Turtle Mound Park**



**Turtle Theme Diagram**  
Turtle Mound Park, Whitewater, WI



**Turtle Mound Park**  
Whitewater, Wisconsin



**Turtle Mound Park**  
Whitewater, Wisconsin

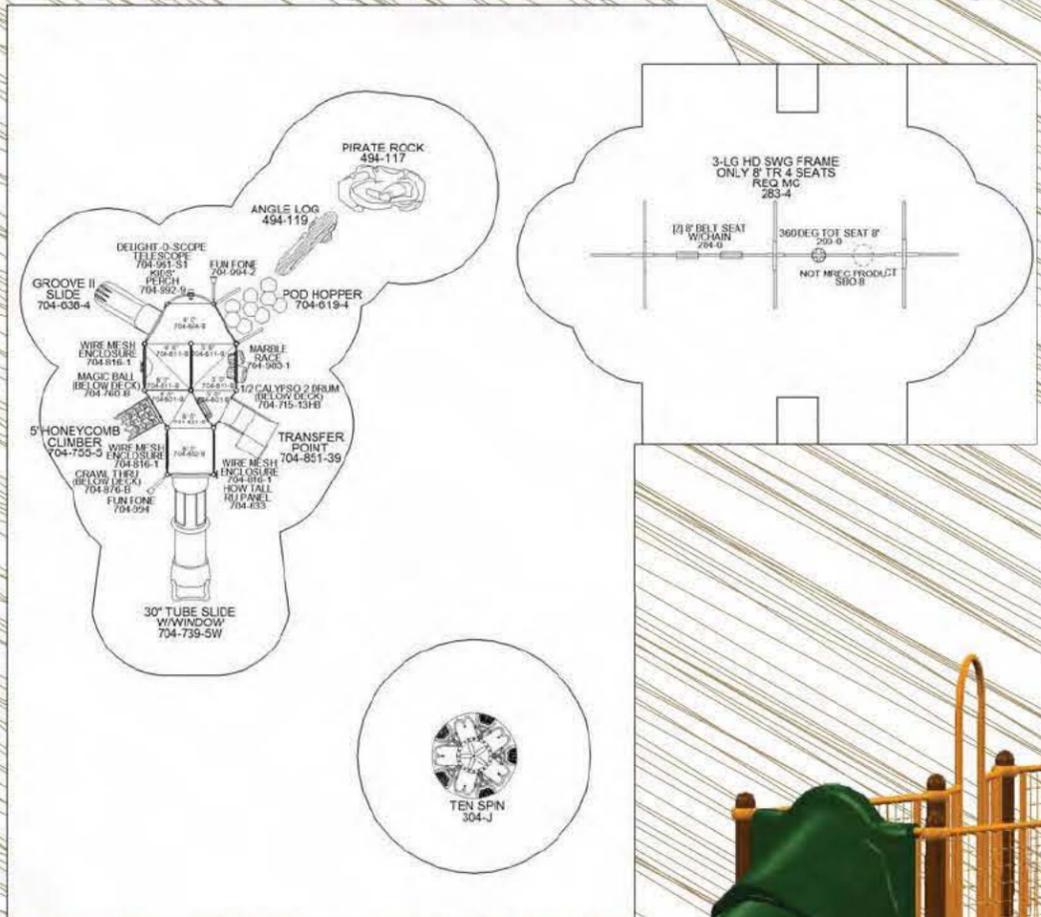
# Turtle Mound Park

Whitewater, Wisconsin





**Turtle Mound Park**  
Whitewater, Wisconsin



Est. 1991  
**Team REIL Inc.**  
 SALES • SERVICE • CONSTRUCTION

Miracle

Turtle Mound Park Whitewater, WI 2013



Est. 1991  
**Team REIL Inc.**  
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Full Perspective

Turtle Mound Park Whitewater, WI 2013



1. Pirate Rock
2. Angled Log
3. Fun Fones
4. Delight-O-Scope Telescope
5. Groove II Slide
6. Magic Ball Popper
7. Crawl Thru Panel
8. Straight Tube Slide w/Window
9. How Tall RUP Panel
10. Marble Race Panel (above)
11. Calypso 2 Drum Panel
12. Pod Hopper



Est. 1991  
**Team REIL Inc.**  
 SALES • SERVICE • CONSTRUCTION



Turtle Mound Park Whitewater, WI 2015



Pirate Rock & Angled Log



3 Leg Swing Set



Est. 1991  
**Team REIL Inc.**  
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