



**Parks & Recreation Meeting Agenda
Wednesday, April 26, 2023
5:30 PM**

**City of Whitewater Municipal Building
Cravath Lakefront Room- 2nd Floor
312 W. Whitewater St.
Whitewater, WI 53190**

or

Virtual Zoom meeting.

Topic: April 26, 2023 Park Board Meeting

Time: Apr 26, 2023 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/2219259222?pwd=MmZnc3VOK3lXeVZDTjVqQ25jd1h0UT09>

Meeting ID: 221 925 9222

Passcode: 47589

One tap mobile

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Passcode: 47589

Find your local number: <https://us02web.zoom.us/j/9259222>

1. Call To Order And Roll Call

1.a. April 26 Park Board Memo

Documents:

[APRIL PARK BOARD MEMO.PDF](#)

1.b. Election Of Park Board Chairperson

1.c. Election Of Park Board Vice-Chairperson

1.d. Appointment Of Members To Boards And Commissions -Urban Forestry, Planning & Architecture Review Commission,

2. Approval Of Minutes

2.a. Approval Of March 15 Park Board Meeting Minutes

2.a.i. March Park Board Minutes

Documents:

[DRAFT MINUTES MARCH 15 PARK BOARD.PDF](#)

3. Consent Agenda

4. 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.

5. Staff Reports

5.a. Directors Report - Lakes Management, Facilities And Staff Updates

5.b. UFC Updates -Tree Sale Review - Sherry Stanek

5.c. WAFC Updates

Documents:

[MARCH WAFC MEMBERSHIP AND BUDGET UPDATES.PDF](#)

6. Considerations

7. Future Agenda Items

8. Adjournment

Anyone requiring special arrangements is asked to call the Parks & Recreation Director at (262) 473-0122 or EBoettcher@whitewater-wi.gov at least 72 hours prior to the meeting.

Memo

To: Parks and Recreation Board

From: Eric Boettcher, Parks and Recreation Director

Date: April 21, 2023

Re: April 26, 2023 Parks & Recreation Board Meeting

Board Member Appointments

We will appoint a Park and Recreation Board Chair and Vice Chair along with representatives to the Urban Forestry Board and Planning Commission.

Staff and Committee Reports

Parks and Recreation Directors Report:

Updates to include Lakes Management updates, Staffing and more...

Programs and Events Updates:

Program Updates: Sports Programs, Events, Membership, Upcoming Events and more...

WAFC Updates- City Staff will present the overall picture of the Whitewater Aquatic and Fitness Center.

Urban Forestry Update

The Arboretum at Starin Park has an active season happening in the upcoming months. Starting with the dedication of the new Generac Welcome and Education Building on April 28 and expansion of the Arboretum and programs. Sherry Stanek from the UFC will provide update on the Arboretum's tree sale and these upcoming events.

Thanks!

Eric Boettcher

Parks and Recreation Director



Parks and Recreation Board Minutes
Wednesday, March 15th 2023 - 5:30 pm
Hybrid Meeting

1. Call to Order and Roll Call

Kathleen Flemming, Carol McCormick, Steve Ryan, Ben Prather (arrived 5:54pm), Korie Oberlie, Deb Weberpal absent: Dan Fuller, Jen Kaina, Mike Kilar, Megan Mathews
Staff: Eric Boettcher, Jennifer French, and Lorelei Bowen, Hunter Karnitz
Guests: Wesley Enterline

2. Approval of Minutes

Motioned by Steve Ryan. Second by Deb Weberpal. Ayes: Kathleen Flemming, Carol McCormick, Steve Ryan, Ben Prather (arrived 5:54pm), Korie Oberlie, Deb Weberpal

3. Consent Agenda

4. Hearing of Citizen comments

Chuck Mills: Notice of meeting on March 17th, item #3 to be discussed why is it in closed session?

Boettcher: It is an organizational meeting; no decisions will be made during this session.

5. Staff reports

5.a. Directors Report-Lakes Lakes Management, Facilities, and Staff Updates Eric Boettcher

Controlled burn did not happen due to weather. Eco water Ways and Field & Stream Restoration have been contact to provide cattail removal and cutting quotes. The community will be notified of any updates

McCormick: What about private land owners? And Chemical treatment?

Boettcher: chemical treatment is still being considered. Chemical treatments would take place in the fall if they were to take place.

Facilities update: Urban Forestry received a donation from Generac. A dedication will take place on April 28th at 10:00a.m.

Staff updates Jennifer French: Polar Plunge and Chili cookoff this Saturday, March 18th. \$5.00 per regular bowl and \$10.00 for a Stevie mug

5b. WAFC January Membership and Facility update Lorelei Bowen- 24/7 access to the fitness center starts tonight March 15th. This access is for WAFC members 18 years of age or older and only for the fitness center. Pools, locker rooms and fitness studio will be locked not permitted for access. See packet for February revenue and membership numbers. Lifeguarding class will take place April 21st-23rd

5c. Athletic Program Coordinator Hunter Karnitz introduction and updates.

Registration for tournaments for baseball and softball start in one month. Flyers will be sent to Whitewater Schools. First tournament has 19 teams signed up.

6. Considerations

6.a Discussion on combining Pedestrian and Bicycle Committee into Park Board.

Boettcher: Combining this committee into park board may solve the issue of the committee not having enough people and may result in a more productive meeting.

Discussion:

McCormick would the committee agendas become part of the Park and Rec board agenda?

Wes: Overseas the parks on campus, this aspect factors into what he contributes to the Park and Rec board.

Motion made to combine Pedestrian and Bicycle Committee into the Park and Rec Board Ben Prather.

Seconded by Megan Matthews

Ayes: Kathleen Flemming, Carol McCormick, Steve Ryan, Ben Prather (arrived 5:54pm), Korie Oberlie, Deb Weberpal

6B Effigy Mounds and Walton Oaks Management Updates.

Boettcher: Refer to packet. Plan to map out all mounds in back area and put in a permeant trail of limestone. This portion of the project can be done with grant funding, if received. Alternatively, this city has funding to pay for the project.

Oberlie: Common Wealth, archeologist group will be doing a survey over the summer to properly locate mounds. In between mounds and park area is very wet, a controlled burn is scheduled for spring using a grant.

Citizen questions:

On the map, what are the circles? Oberlie: Placement of Sculptures of Oak trees as a visual guide to the path.

Eric: Shaded areas on map are happening with or without grant funding. Public works dept will make the trail 15 ft away from mounds.

McCormick: Walton Oaks update?

Boettcher: We are catching up on maintenance to keep it under control. Midwest Prairie will be doing a spray control as part of our park maintenance plan.

Citizen question: Chuck Mills, what is the "plan b"?

Boettcher: Midwest Prairie will do a controlled burn, they will be able to reschedule. Oberlie: If not able to get Midwest Prairie in for a burn soon the other option is to wait until June.

Wesley Enterline: Is there a plan to reseed? Boettcher and Oberlie: Yes, in addition to reseeding planting trees will take place over an amount of years.

Enterline: I can contribute with reseeding.

7. Future Agenda Items

Ryan: Soccer Field concessions?

Boettcher: yes a meeting has taking place with the soccer club.

Oberlie: Walking path behind Minneiska park is cracked.

8. Adjournment

Motion by Deb Weberpal to adjourn. Second by Carol McCormick. Ayes: Kathleen Flemming, Carol McCormick, Steve Ryan, Ben Prather (arrived 5:54pm), Korie Oberlie, Deb Weberpal

Next scheduled meeting: Wednesday, April 26th

Respectfully submitted,

Lorelei Bowen

Lorelei Bowen

DRAFT

March	2023	2022
Revenue By Membership Level		
247-41000-55 - WAC Family Membership Revenue	\$ 12,564.36	\$ 17,562.13
247-41200-55 - WAC Youth Membership Revenue	\$ 2,399.43	-
247-41250-55 - WAC Adult Membership Revenue	\$ 4,698.61	98.85
247-41300-55 - WAC Senior Membership Revenue	\$ 3,452.75	
247-41350-55 - Insurance Program Membership Revenue	\$ 222.00	738.00
Total Membership Revenue	\$23,337.15	\$ 18,398.98

March Membership Summary	2023	2022
New Primaries	142	82
All New	324	240
Primary Renewals	75	65
All Renewals	192	154
Active Primaries	1080	651
All Active	2355	1552

Day passes summary	2023	2022
	\$13,111.75	\$ 11,497.00

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>AQUATIC CTR-MEMBERSHIPS</u>						
247-41000-55	FAMILY MEMBERSHIP REVENUE	12,564.36	37,218.24	200,000.00	162,781.76	18.6
247-41100-55	MONTHLY EFT REVENUE	30.10	90.30	8,000.00	7,909.70	1.1
247-41200-55	YOUTH MEMBERSHIP REVENUE	2,399.43	6,478.36	.00	(6,478.36)	.0
247-41250-55	ADULT MEMBERSHIP REVENUE	4,698.61	13,370.70	1,000.00	(12,370.70)	1337.1
247-41300-55	SENIOR MEMBERSHIP REVENUE	3,452.75	8,761.54	1,000.00	(7,761.54)	876.2
247-41350-55	SILVER SNEAKERS MEMBERSHIP	222.00	5,984.00	20,000.00	14,016.00	29.9
	TOTAL AQUATIC CTR-MEMBERSHIPS	23,367.25	71,903.14	230,000.00	158,096.86	31.3
<u>AQUATIC CTR-PASSES</u>						
247-42000-55	ADULT DAY PASSES	5,986.04	16,769.87	70,000.00	53,230.13	24.0
247-42100-55	YOUTH DAY PASSES	5,493.79	11,851.72	38,000.00	26,148.28	31.2
247-42300-55	GROUP RATES	1,631.91	2,733.07	14,000.00	11,266.93	19.5
	TOTAL AQUATIC CTR-PASSES	13,111.74	31,354.66	122,000.00	90,645.34	25.7
<u>AQUATIC CTR-CLASSES</u>						
247-43000-55	SWIM LESSONS	2,839.09	5,377.64	21,000.00	15,622.36	25.6
247-43200-55	LAND FITNESS CLASSES	604.83	3,319.45	5,000.00	1,680.55	66.4
247-43300-55	WATER CLASSES	267.30	267.30	3,000.00	2,732.70	8.9
	TOTAL AQUATIC CTR-CLASSES	3,711.22	8,964.39	29,000.00	20,035.61	30.9
<u>AQUATIC CTR-RENTALS</u>						
247-44000-55	MEETING ROOM RENTALS	194.39	631.77	7,000.00	6,368.23	9.0
247-44100-55	WHITEWATER SCHOOL DIST RENTAL	.00	.00	1,200.00	1,200.00	.0
247-44105-55	J HAWKS RENTALS	.00	.00	1,000.00	1,000.00	.0
247-44200-55	BIRTHDAY PARTIES	687.17	760.34	20,000.00	19,239.66	3.8
	TOTAL AQUATIC CTR-RENTALS	881.56	1,392.11	29,200.00	27,807.89	4.8
<u>AQUATIC CTR-OTHER INCOME</u>						
247-45050-55	DONATIONS	.00	.00	6,400.00	6,400.00	.0
247-45400-55	CONCESSIONS STAND	1,293.45	3,884.19	25,000.00	21,115.81	15.5
247-45500-55	PRO-SHOP INCOME	36.51	97.02	4,500.00	4,402.98	2.2
247-45600-55	GIFT CARDS/CERTIFICATES	.00	283.70	2,000.00	1,716.30	14.2
	TOTAL AQUATIC CTR-OTHER INCOME	1,329.96	4,264.91	37,900.00	33,635.09	11.3

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>AQUATIC CTR-OTHER FIN SOURCES</u>					
247-49280-55 WUSD CONTRIBUTION	.00	.00	89,000.00	89,000.00	.0
247-49285-55 WUSD CAPITAL IMPROVE CONT	.00	.00	50,000.00	50,000.00	.0
247-49290-55 GENERAL FUND TRANSFER	128,000.00	128,000.00	128,000.00	.00	100.0
247-49295-55 GENERAL FUND CAP IMPROVE CONT	50,000.00	50,000.00	50,000.00	.00	100.0
247-49300-55 FUND BALANCE APPLIED	.00	.00	(67,636.39)	(67,636.39)	.0
TOTAL AQUATIC CTR-OTHER FIN SOURCES	178,000.00	178,000.00	249,363.61	71,363.61	71.4
TOTAL FUND REVENUE	220,401.73	295,879.21	697,463.61	401,584.40	42.4

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>WAC-MANAGEMENT</u>					
247-55100-111 SALARIES/PERMANENT	9,513.20	20,696.40	96,969.60	76,273.20	21.3
247-55100-150 MEDICARE TAX/CITY SHARE	143.66	362.74	1,475.66	1,112.92	24.6
247-55100-151 SOCIAL SECURITY/CITY SHARE	614.26	1,551.03	6,309.72	4,758.69	24.6
247-55100-152 RETIREMENT	650.30	1,645.50	6,593.93	4,948.43	25.0
247-55100-153 HEALTH INSURANCE	400.00	3,953.32	11,933.06	7,979.74	33.1
247-55100-154 HSA-HRA CONTRIBUTIONS	.00	.00	1,250.00	1,250.00	.0
247-55100-155 WORKERS COMPENSATION	72.23	260.03	3,006.96	2,746.93	8.7
247-55100-156 LIFE INSURANCE	.53	1.59	.00	(1.59)	.0
TOTAL WAC-MANAGEMENT	11,394.18	28,470.61	127,538.93	99,068.32	22.3
<u>WAC-FRONT DESK</u>					
247-55150-113 WAGES/TEMPORARY	20,335.17	32,747.31	61,951.50	29,204.19	52.9
247-55150-150 MEDICARE TAX/CITY SHARE	294.89	523.13	898.30	375.17	58.2
247-55150-151 SOCIAL SECURITY/CITY SHARE	1,260.83	2,236.91	3,840.99	1,604.08	58.2
247-55150-152 RETIREMENT	98.54	98.54	.00	(98.54)	.0
247-55150-155 WORKERS COMPENSATION	335.02	746.62	1,921.08	1,174.46	38.9
TOTAL WAC-FRONT DESK	22,324.45	36,352.51	68,611.87	32,259.36	53.0
<u>WAC-FITNESS</u>					
247-55200-114 WAGES/PART-TIME/PERMANENT	5,902.22	11,240.38	25,700.00	14,459.62	43.7
247-55200-150 MEDICARE TAX/CITY SHARE	85.62	177.26	372.65	195.39	47.6
247-55200-151 SOCIAL SECURITY/CITY SHARE	365.94	757.65	1,593.40	835.75	47.6
247-55200-152 RETIREMENT	25.04	25.04	.00	(25.04)	.0
247-55200-155 WORKERS COMPENSATION	117.50	285.90	796.94	511.04	35.9
TOTAL WAC-FITNESS	6,496.32	12,486.23	28,462.99	15,976.76	43.9
<u>WAC-AQUATIC</u>					
247-55300-114 WAGES/PART-TIME/PERMANENT	13,998.63	29,300.52	181,395.50	152,094.98	16.2
247-55300-150 MEDICARE TAX/CITY SHARE	202.95	487.67	2,630.24	2,142.57	18.5
247-55300-151 SOCIAL SECURITY/CITY SHARE	867.91	2,085.45	11,246.52	9,161.07	18.5
247-55300-152 RETIREMENT	195.73	511.24	.00	(511.24)	.0
247-55300-155 WORKERS COMPENSATION	299.61	854.08	5,624.96	4,770.88	15.2
TOTAL WAC-AQUATIC	15,564.83	33,238.96	200,897.22	167,658.26	16.6

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>WAC-MAINTENANCE</u>					
247-55400-111 SALARIES/PERMANENT	1,634.40	3,159.84	.00	(3,159.84)	.0
247-55400-150 MEDICARE TAX/CITY SHARE	23.70	50.37	.00	(50.37)	.0
247-55400-151 SOCIAL SECURITY/CITY SHARE	101.30	215.31	.00	(215.31)	.0
247-55400-152 RETIREMENT	111.15	236.27	.00	(236.27)	.0
247-55400-155 WORKERS COMPENSATION	34.98	87.75	.00	(87.75)	.0
247-55400-156 LIFE INSURANCE	.18	.44	.00	(.44)	.0
TOTAL WAC-MAINTENANCE	1,905.71	3,749.98	.00	(3,749.98)	.0
<u>WAC-ADMIN EXPENSES</u>					
247-55500-220 INSURANCE	.00	7,415.79	.00	(7,415.79)	.0
247-55500-224 SOFTWARE/HARDWARE MAINTENANCE	1,133.51	1,404.97	8,445.12	7,040.15	16.6
247-55500-225 TELECOM/INTERNET/COMMUNICATION	316.98	746.79	4,765.98	4,019.19	15.7
247-55500-246 CLEANING & SUPPLIES	808.00	1,616.00	5,500.00	3,884.00	29.4
247-55500-310 FITNESS & OPERATING SUPPLIES	832.48	1,350.43	2,000.00	649.57	67.5
247-55500-320 CHAMBER DUES & EXPENSES	.00	.00	275.00	275.00	.0
247-55500-650 CREDIT CARD PROCESSING FEES	7.11	28.25	151.50	123.25	18.7
247-55500-652 BANK CHARGES	.00	.00	10.00	10.00	.0
247-55500-654 PERMITS & FEES	.00	.00	1,050.00	1,050.00	.0
247-55500-656 MEMBER KEY TAGS	.00	.00	1,100.00	1,100.00	.0
TOTAL WAC-ADMIN EXPENSES	3,098.08	12,562.23	23,297.60	10,735.37	53.9
<u>WAC-POOL EXPENSES</u>					
247-55600-310 OFFICE & OPERATING SUPPLIES	610.18	1,708.70	250.00	(1,458.70)	683.5
247-55600-342 WSI CLASS EXPENSE	.00	.00	100.00	100.00	.0
247-55600-344 LIFEGUARD CLASS EXPENSE	388.11	638.11	1,500.00	861.89	42.5
247-55600-346 GENERAL POOL MAINTENANCE	2,100.00	2,100.00	14,000.00	11,900.00	15.0
247-55600-348 POOL EQUIPMENT	.00	980.42	5,050.00	4,069.58	19.4
247-55600-350 POOL CHEMICALS	3,000.00	4,500.00	18,180.00	13,680.00	24.8
TOTAL WAC-POOL EXPENSES	6,098.29	9,927.23	39,080.00	29,152.77	25.4
<u>WAC-UTILITIES/HVAC</u>					
247-55700-221 WATER/SEWER UTILITIES	2,578.27	4,849.35	28,280.00	23,430.65	17.2
247-55700-222 ELECTRIC UTILITIES	7,218.74	14,279.85	80,800.00	66,520.15	17.7
247-55700-223 NATURAL GAS	8,843.11	20,100.27	60,000.00	39,899.73	33.5
247-55700-244 HVAC SUPPLIES	.00	.00	3,535.00	3,535.00	.0
247-55700-355 REPAIR/MAINT SUPPLIES	1,593.30	2,192.97	2,525.00	332.03	86.9
TOTAL WAC-UTILITIES/HVAC	20,233.42	41,422.44	175,140.00	133,717.56	23.7

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

AQUATIC CENTER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>WAC-OTHER EXPENSES</u>					
247-55800-310 OFFICE & OPERATING SUPPLIES	1,970.20	5,090.64	10,100.00	5,009.36	50.4
247-55800-324 MARKETING	186.65	906.61	8,080.00	7,173.39	11.2
247-55800-341 JANITORIAL/CLEANING SUPPLIES	.00	.00	505.00	505.00	.0
247-55800-342 CONCESSION SUPPLIES	964.48	2,108.94	15,000.00	12,891.06	14.1
247-55800-346 PRO-SHOP INVENTORY	.00	.00	750.00	750.00	.0
247-55800-810 CAPITAL EQUIPMENT	6,190.71	14,170.71	.00	(14,170.71)	.0
TOTAL WAC-OTHER EXPENSES	9,312.04	22,276.90	34,435.00	12,158.10	64.7
TOTAL FUND EXPENDITURES	96,427.32	200,487.09	697,463.61	496,976.52	28.8
NET REVENUE OVER EXPENDITURES	123,974.41	95,392.12	.00	(95,392.12)	.0