



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Parks and Recreation Committee of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of the:
Date /Time:
Location:

PARKS AND RECREATION COMMITTEE OF THE CITY OF STOUGHTON

Tuesday, February 21, 2023 at 6:00 pm

This is a hybrid meeting with the option of meeting virtually and in-person. Please use the information below to attend:

In-Person Option:

Stoughton Council Chambers (321 S. Fourth St, Stoughton, WI 53589)

Virtual Option:

Join Zoom Meeting

<https://us02web.zoom.us/j/82834369260?pwd=eW0zY08zQXdHSDViTGxJaWhGMHdBUT09>

Meeting ID: 828 3436 9260

Passcode: 783530

+16469313860,,85969241822#,,,,*863695# US

+19292056099,,85969241822#,,,,*863695# US (New York)

Dial by your location +1 312 626 6799 US (Chicago)

Members: Regina Hirsch, Phil Caravello, Frank Raff, Joyce Tikalsky, Jim Brandt, Ethan Scheiwe, Tim Swadley

CC: Attorney Matt Dregne, Department Heads, Stoughton Newspapers, Deb Waterstone, Sue Strandlie , Sarah Monette, Jon Lewis, Bob Diebel, Council Members

- 2 Roll Call
- 3 Approval of Minutes from January 17, 2023
- 4 Communications
Member Communications
Director's Report

Item # OLD BUSINESS

- 5 Virgin Lake Trail Alignment (Discussion & Action)
- 6 Chalet Drive Open Space (Discussion & Action)

Item # NEW BUSINESS

- 7 Amending the 2023 CIP Budget for 51 West Park Development
- 8 Future Agenda Items
Cell Tower Lease
STI Development

Item # ADJOURNMENT

PARKS AND RECREATION COMMITTEE OF THE CITY OF STOUGHTON

Tuesday, January 17, 2023

This meeting was done hybrid

In-Person Option: Stoughton Council Chambers (321 S. Fourth Street)

Virtual Option: Join Zoom Meeting

<https://us02web.zoom.us/j/85969241822?pwd=K0RCUDlKS0hBUm84VkFVWmWzN E1adz09>

Meeting ID: 859 6924 1822 Passcode: 863695 One tap mobile

Present: Alderpersons: Phil Caravello, Regina Hirsch, Joyce Tikalsky, Frank Raff, Jim Brandt, Ethan Scheiwe, Mayor Tim Swadley and Parks & Recreation Director Dan Glynn

Guest: Bob Wahlin, Ken Wahlin, Ron Jake, Daniel Schmitt, Blake Theisen

Meeting called to order at 6:05 pm.

Approval of Minutes from December 20, 2022

Motion to approve the Minutes from December 20, 2022 by Brandt, seconded by Scheiwe

Motion carried unanimously

Communication-Alder Tikalsky provided an updated on Park Naming, 51 West-Eastside Eggeson Woods Park, 51 West-Westside Greg Standard Park, Kettle Park West-Tee Naasak Park

Directors Report-Director Glynn highlighted DNR review process at River Park

Kettle Park West Park Master Plan Consultant Selection- Daniel Schmitt-MSA, Blake Theisen-Parkitecture and Planning gave presentations on their proposals

STI Development – Park Site Selection & Trails Bob Wahlin provided an overview of concept of property at Hwy. 51 and Hwy. B.

Virgin Lake Trail Alignment- Daniel Schmitt provided an overview of the project

Motion to approve the Virgin Lake Trail Alignment by Caravello, seconded by Hirsch

Motion carried 6-1 with Brandt voting no

Brandt left meeting

Chalet Drive Open Space Director Glynn provided an overview regarding a potential development plan, direction was given to discuss with school district and City Forester

Motion to go into to closed session per State Statute 19.85(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session by Caravello, seconded by Hirsch

Motion carried unanimously

Motion to select MSA to Facilitate the Kettle Park West Master Plan by Caravello, seconded by Raff

Motion carried unanimously

Future Agenda Items

Cell Tower Lease

Chalet Drive Open Space

Motion to adjourn by Caravello seconded by Hirsch

Motion carried unanimously at 8:22 pm

Director's Report February 2023

Riverfront Project

- REP installed a water data logger in the river at Mandt Park this summer. They told me they collected enough data, so I uninstalled them and mailed them back.
- We met with DNR staff on January 13th to discuss finer details and the discussion ended up revolving around the surfing wave and underpass. They needed additional information regarding how the surfing wave so they could bring it back to their supervisors. The DNR told us that the underpass is not likely to be permitted as we are adding fill to the river and we have alternatives like the at-grade road crossing at 4th St. They told us that they would get back to us in a couple of weeks with better direction. Three weeks passed and we didn't hear back from the DNR, so I followed-up with an email. Another week passed without hearing back from them, so I followed up once again. I then received an email a couple of days later stating that the process would take much longer since this is a first of its kind in Wisconsin.
- The steering committee met on January 23rd and discussed the meeting with the DNR.
- Director Hebert and I met with the Vice President of Obermeyer. Obermeyer makes the gates and bladders for the surfing wave. Some highlights include:
 - o The system is robust. They have products operating in Norway, so there is no concern with cold weather or ice.
 - o The air compressors operate at a volume that is comparable to regular conversation and they are unnoticeable after they are put in an enclosure.
 - o The upstream gate could be automated and paired to a USGS gauge.

Virgin Lake Trail

- The trail alignment through the Memory Walk was more intrusive than first thought. Dan Schmitt drew up a few options on how to re-use the pavers. I sent the three options to the River and Trails Taskforce Committee and it was a consensus that the option with a seating area was the best design. I want(ed) to contact the person who helped build the Memory Walk, but she no longer lives in Stoughton and I don't have contact information for her.
- We selected March 2nd for the public informational meeting. Homes adjacent to the project area were mailed a notification letter on February 17th.

51 West Parks

- I attended the City Council meeting on January 24th where the master plans were adopted.
- I attended the CACP Committee meeting on February 7th. The Stoughton Lions Club is willing to donate \$15,000 towards the park shelter in Eggleston's Woods Park and would like naming rights/plaque. It's the Stoughton Lions Club 100th anniversary this year.
- I wrote memos and resolutions for the shelter naming and the budget amendment. I would like to allocate the additional \$15,000 towards the park to enhance it further.
- I met with the City Forester about tree plantings in the parks. The naturalized space in Eggleston's Woods Park will have oak species planted and spread out accordingly to allow for light penetration for the prairie grasses.

Kettle Park West Master Plan

Director's Report February 2023

- We had the kick-off meeting on February 17th. This will let MSA get the project started with things such as site analysis and other background information. We will hold off on public input until the feasibility study is completed.

Troll Beach Bathhouse Remodel

- After reviewing the floorplan for the restroom area, we decided to install new partitions and move a toilet to get the configuration up to ADA standards. This change put us a little over the project's budget, so we will be using ADA improvement funds to supplement.

STI Development

- We had a follow-up meeting with Hunden on February 8th.
- I compiled a comprehensive list of stakeholders for Hunden and continue to send them information they request.
- The survey was inserted into the February Stoughton Utilities billing statements. We also posted the survey to our Facebook page. I will also be printing survey flyers to be distributed at Stoughton Trailers' public meeting on 2/20.

Recreation & Youth Center

- The night hike at Viking Park was a success. We required advance registrations due to limited parking and it was full after 24 hours. I helped setup the event with Dane County Parks staff and volunteers from the River & Trails Taskforce. Roughly 20 scouts volunteered to help with the bonfire and teardown. Tony King stayed throughout the event to supervise and did the legwork to make the event happen.
- I completed the County's monthly report for the youth center. There were 5,263 visits to the youth center last year (afterschool program only).

River Trail Planning Study

- There's no update regarding this.

Misc.

- I had a back and forth with the cell tower company. They have concerns over having a CPI adjustment annually. With the length of the contract, I think it is necessary to have it benchmarked due to the duration of the lease.
- I met with the historical sign committee on January 23rd.
- Met with City and Chamber staff regarding the Syttende Mai runs. They are moving the race to be fully within City limits and will be utilizing the River Trail as part of the course.
- I met with Public Works staff regarding the Norse Park playground proposals. They budgeted \$170,000 for the playground and proposals they received were disappointing for that amount. It seems like there are tiers for playgrounds at \$100,000 and \$250,000 price points, and there's not much value in-between.
- I talked with Stephen Hjort from ERC about the Chalet Drive property.
- I emailed Erin Conrad, Kegonsa School Principal, to see if they would use the Chalet Drive property.

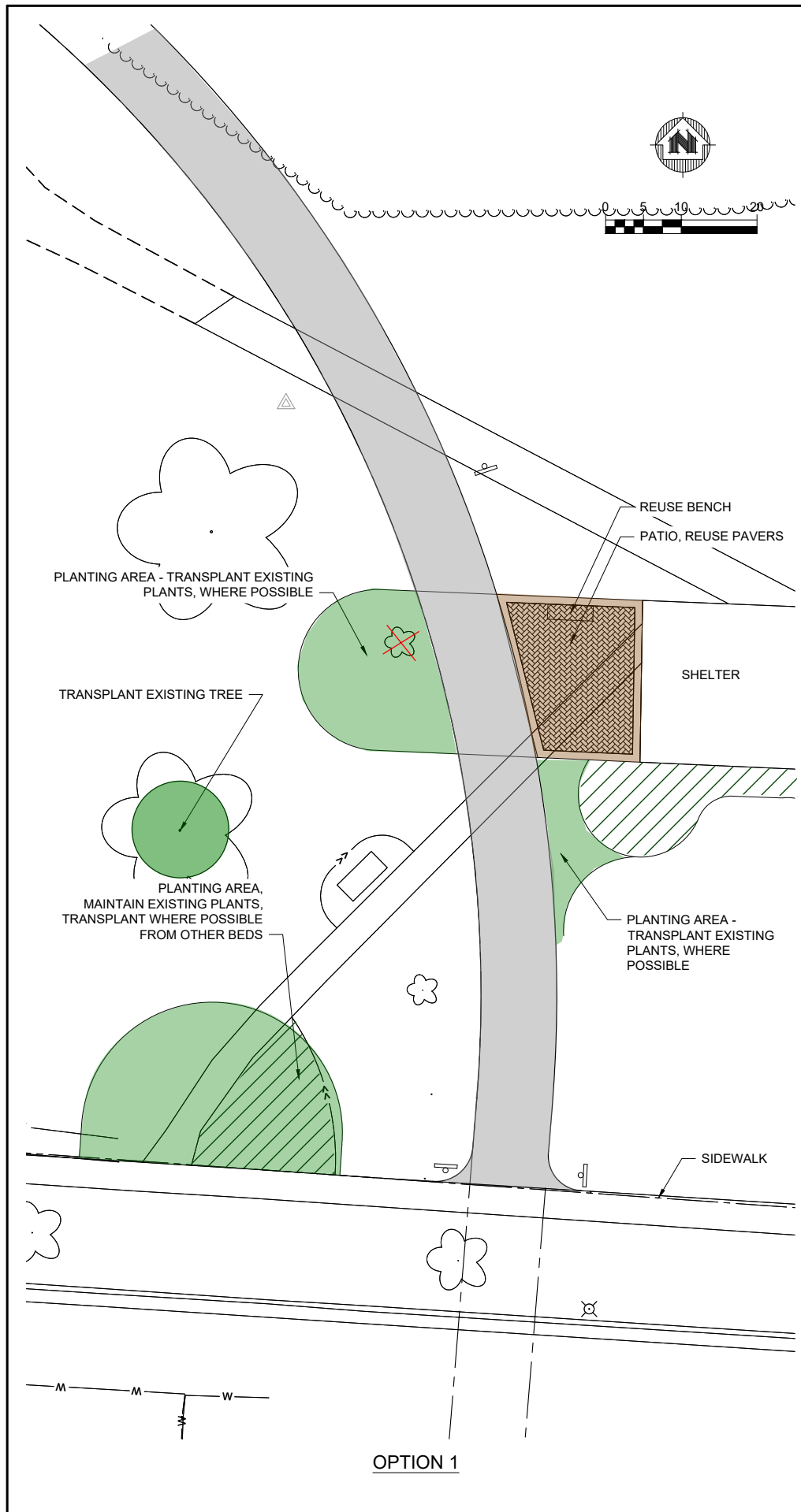
Director's Report
February 2023



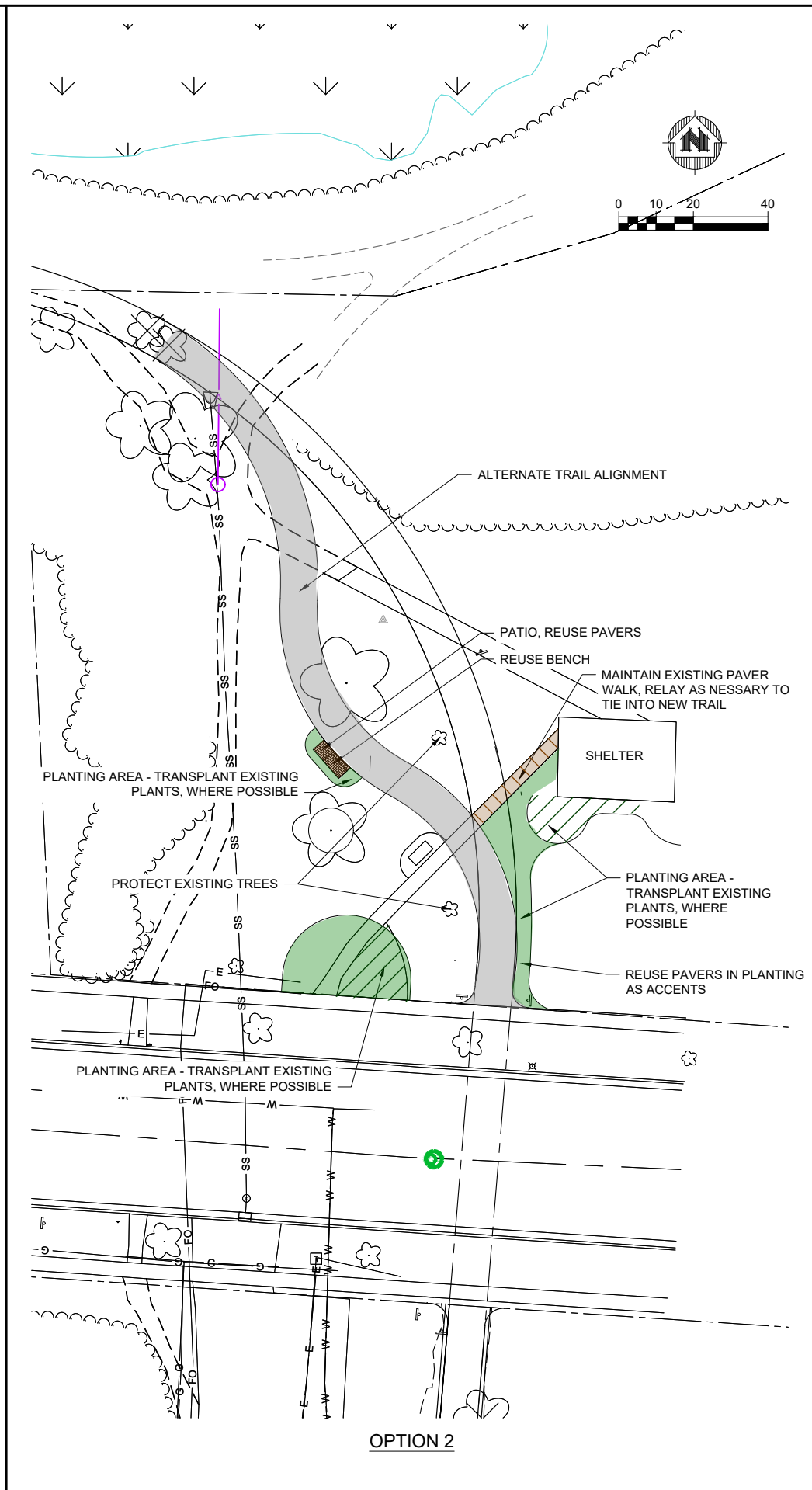


Director's Report
February 2023

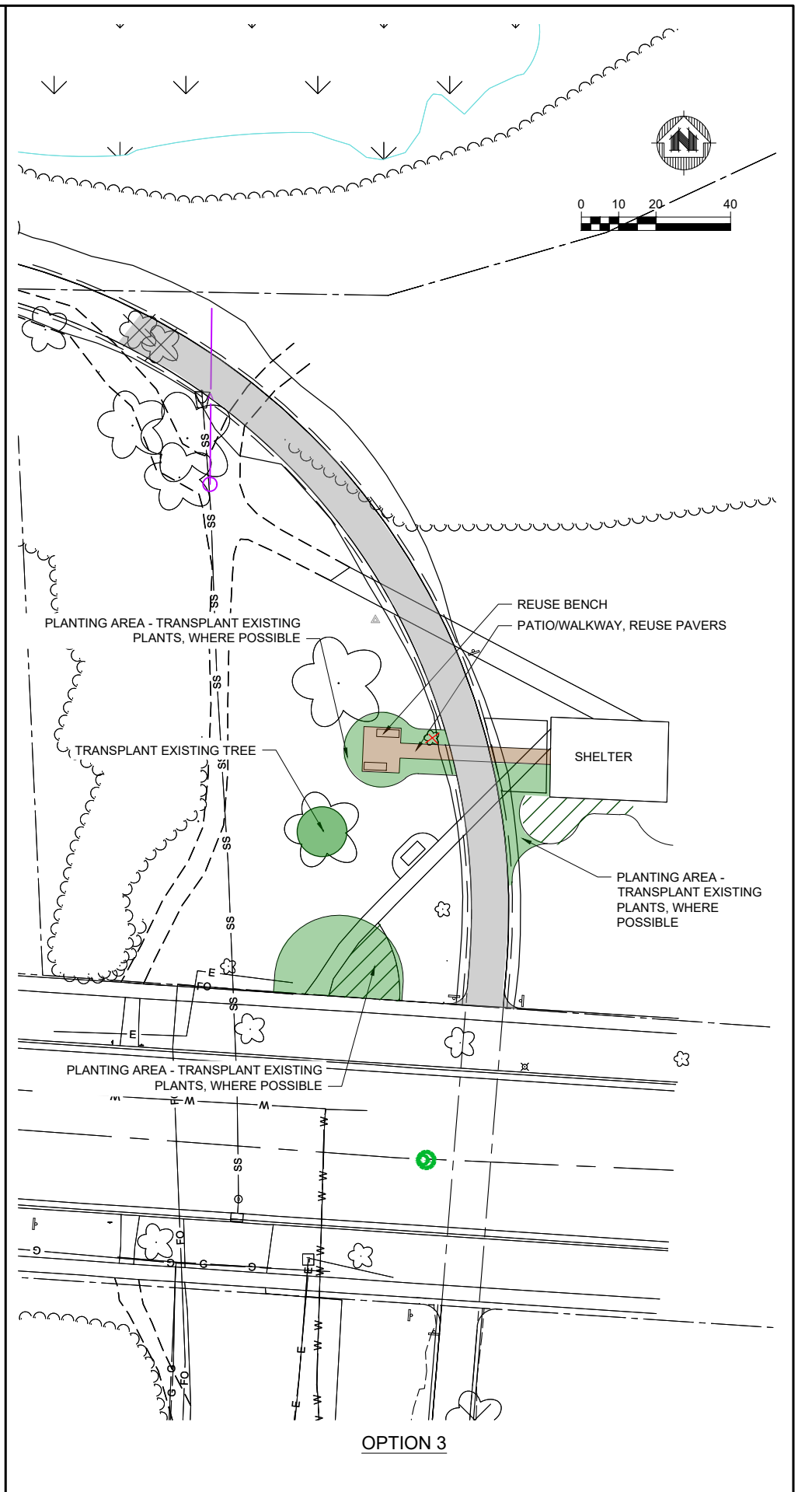




OPTION 1



OPTION 2



OPTION 3

PROJECT DATE: #	DRAWN BY: ###	NO.	DATE	REVISION	BY
	DESIGNED BY: ###	#	#		#
	CHECKED BY: ###	#	#		#

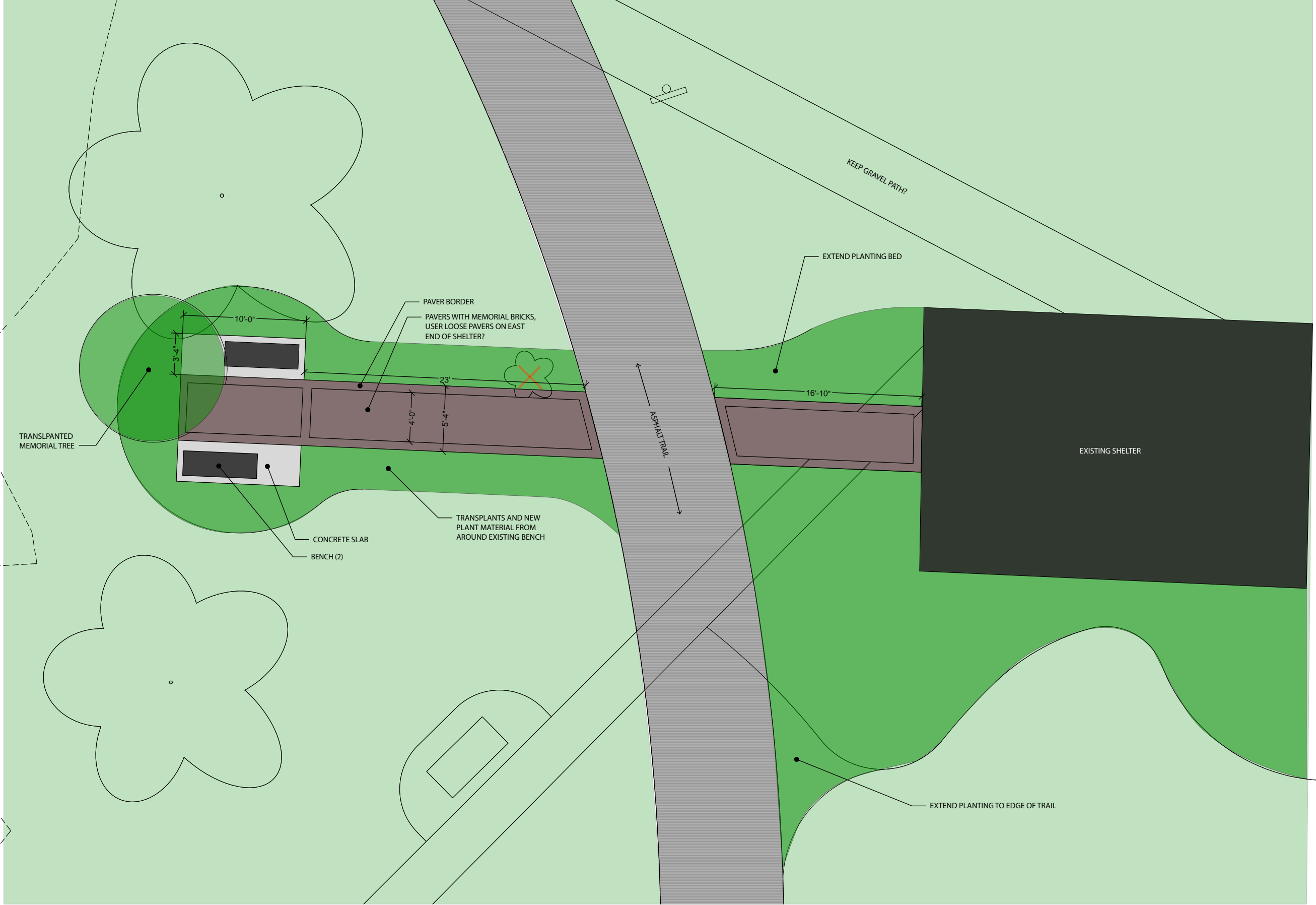
PRELIMINARY

PLOT DATE: 1/30/2023 12:37 PM, G:\09\09360\09360023\CADD\Construction Documents\09360023 Memorial Enlargements.dwg

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VIRGIN LAKE TRAIL
 SEGMENT A
 STOUGHTON, WI

MEMORIAL WALK CONCEPTS



MEMORIAL WALK ENLARGEMENT



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VIRGIN LAKE TRAIL
 CITY OF STOUGHTON
 DANE COUNTY, WI

ENLARGEMENTS

PROJECT NO.
 09360023
 SHEET
 C131



CITY OF STOUGHTON
PARKS & RECREATION DEPARTMENT

Dan Glynn, Director
Tony King, Recreation Supervisor
Greg Hoyte, Youth Center Manager
207 S. Forrest Street Stoughton, WI 53589
(608) 873-6746 www.stoughtonrec.com

From: Dan Glynn, Director of Parks & Recreation

To: Parks & Recreation Committee

Subject: Chalet Drive Property

Date: February 14, 2023

I was asked to do additional research on this at the January committee meeting. Since then I have discussed the property with Stephen Hjort from Eco-Resource Consulting (ERC) and Erin Conrad, Kegonsa School Principal. Additionally, John Kempainen, City Forester, walked through the property to give a broad assessment.

Erin Conrad said that if the property was restored that they would be interested in using it for their educational purposes, especially with its linkages to their science curriculum. No specific details were given on how it would enhance their curriculum though.

Stephen Hjort from ERC was helpful in determining if it would be valuable to the City. He said that areas like these act like natural stormwater retention areas as they naturally infiltrate stormwater. He said it would also provide children in the neighborhood an area to play naturally. He told me that the industry standard is \$2,000-\$2,500/acre for restoration. The size of the property is approximately 2 acres, so the cost for restoration would be approximately \$15,000 with a three year grow-in program.

John Kempainen visited the site in January prior to snow cover. He found that there is a significant amount of debris that had been dumped in the site including large mounds of rock and gravel that are now covered with vegetation. There is also a lot of concrete spoils that have been dumped. He also noted several cottonwood, Siberian elm, and red maple trees in the property.

CITY OF STOUGHTON, 381 E. MAIN STREET, STOUGHTON, WISCONSIN

RESOLUTION OF THE COMMON COUNCIL

Resolution by the Common Council of the City of Stoughton to amend the 51 West Park Development budget in 2023 from \$420,240 to \$435,240.

Committee Action:

Fiscal Impact: None

File Number:

Date Introduced:

The City of Stoughton, Wisconsin, Common Council does proclaim as follows:

RECITALS

WHEREAS, the Stoughton Lions Club is having their 100th anniversary in 2023 and approached the City about donating funds towards park improvements, and

WHEREAS, the Stoughton Lions Club and the Parks & Recreation Director decided that the park shelter in Eggleasons Woods Park would be a good project due to timing and costs, and

WHEREAS, the Stoughton Lions Club has agreed to donate \$15,000 which is 50% of the estimated cost of the shelter, and

WHEREAS, the donation will help pay for the shelter and allow the City to enhance the park beyond the impact fees collected, and

BE IT RESOLVED that the Common Council of the City of Stoughton hereby approves amending the 2023 CIP and changing the budget for the 51 West Park development to \$435,240.

Council Action: Adopted Failed Vote _____

Mayoral Action: Accept Veto

Tim Swadley, Mayor Date

Council Action: _____ Override Vote _____



CITY OF STOUGHTON
PARKS & RECREATION DEPARTMENT

Dan Glynn, Director
Tony King, Recreation Supervisor
Greg Hoyte, Youth Center Manager
207 S. Forrest Street Stoughton, WI 53589
(608) 873-6746 www.stoughtonrec.com

Date: January 23, 2023
From: Dan Glynn, Director of Parks & Recreation
To: Community Affairs & Council Policy, City Council
Subject: 51 West Park Development Budget Amendment

I was approached by Stoughton Lions Club members in late 2022 about projects they could help with in 2023 as it is their 100th anniversary. The Stoughton Lions Club has been a good partner with the City's park system and last donated funds for the Lions Club pickleball courts at Mandt Park. I went through the draft master plans for the 51 West parks with members and we landed on the small park shelter located in Eggleston Woods Park.

The shelter is planned to be a small open air shelter. Initial scoping discussions with Strand has been 20 feet by 20 feet shelter which would allow for a couple of picnic tables. The shelter has a cost estimate in the master plan of \$30,000. The Stoughton Lions Club is willing to donate \$15,000 towards the shelter which would allow us to further enhance the park. The approved budget for developing the park is \$420,240 and the amended budget would be \$435,240 to reflect the \$15,000 donation.





City of Stoughton - Capital Improvement Plan (CIP) - Budget Years 2023 - 2027 (version 12)

Department	Requestor(s)	Fund	Department	Account	Project	Form C	Funding Source	Term	Project Description	Limits	Type	2023	2024	2025	2026	2027
Parks & Recreation	Glynn	223 Parks Development	55300 Rec Programs	50870 Land Improve	23037000	130-57620	Impact fees		51 West Park Development			420,240	492,864			