



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:

Members:

PARKS AND RECREATION COMMITTEE OF THE CITY OF STOUGHTON

Monday, April 18, 2011 @ 6:00

Hall of Fame Room/City Hall (381 E Main St, Stoughton WI 53589)

Sonny Swangstu, Dave McKichan, Eric Olstad, Greg Jensen

CC:

Attorney Matt Dregne, Donna Olson, Department Heads, Stoughton Newspapers, Pili Hougan, Debbie Myren, Sean Brusegar, Council Members, Stoughton Newspapers

* Note-For security reasons, the front doors of the City Hall building (including the elevator door) will be locked after 4:30 p.m. If you need to enter City Hall after that time, please use the entrance on the east side of City Hall (the planning department door). If you are physically challenged and are in need of the elevator or other assistance, please call 873-6677 prior to 4:30 p.m.

Item # CALL TO ORDER

1 Communications:

Item # OLD BUSINESS

Item # NEW BUSINESS

2 March 21, 2011 Minutes

3 Memory Walk Plan Approval

4 Heggstad Park Name Change

5 Budgeting for Outcomes

6 Future Projects

ADJOURNMENT



PARKS AND RECREATION COMMITTEE MEETING MINUTES

Monday March 21, 2011

Recreation Department

Present: Alderpersons Greg Jensen, Sonny Swangstu, Eric Olstad, Dave McKichan and Parks and Recreation Director Tom Lynch

Absent and Excused:

Guests: Mark Nelson, Dale Seffens

Call to Order

By Swangstu at 6:02 PM

1. Communications

Liz Janowski was hired as the new Youth Center Assistant Manager. Daily attendance is between 30-40 per day.

The Rotary Club donated \$2000 to the YC for weekend evening programming. Covenant Lutheran Church through their Faith in Action Program is working to give \$100 per month to the YC.

Lynch talked about the Alumni Basketball Tournament that was just completed. 33 teams took part bringing a significant economic boost to the community. He pointed out that through budgeting for outcomes, there will be more emphasis on how recreation is good for Stoughton's economy.

Old Business

None

New Business

2. Approval of February 21, 2011 Minutes

Motion by Swangstu, seconded by Olstad, to approve the minutes from February 21, 2011 with correction. Motion passed 4-0.

3. Approval of Stoughton Merchants Use of Norse Park

The Stoughton Merchants Home Talent Baseball Team would like to use Norse Park for Home Talent games on Thursdays and Sundays in 2011. Last year they sold beer and used the profits to help improve the baseball field. There were no complains filed from either the sale of beer or from the team using the park.

Motion by Jensen, seconded by McKichan, to recommend to Public Safety to approve the sale of beer by the Stoughton Merchants Baseball Team at Norse Park during games on Thursdays and Sundays. Motion passed 4-0.

Adjournment

Motion to adjourn at 6:30 by Olstad, seconded by Jensen. Motion passed 4-0.



CITY OF STOUGHTON

Parks and Recreation Department

MEMORANDUM

Date: 12/7/10
To: Maria Hougan
From: Tom Lynch
RE: Item for 12-14-10 City Council

From the Parks and Recreation Committee minutes of 11-15-10

5. Memory Garden at Howard Heggstad Park

Dick and Diane Anderson would like to lead a project to add a memory garden walk to Heggstad Park (across Roby Rd. from Virgin Lake Park). A memory garden is a place where people go to reflect on someone that has passed. This garden would have paved paths with embedded engraved stones. The Anderson's would be responsible for the fund raising and planning of the park. Lynch felt that the park would benefit from the proposed improvements. The Parks and Recreation Committee liked the concept and believe it is a great addition to the City.

Motion by McKichan, seconded by Olstad to recommend to Council to approve the concept of a memory walk at Heggstad Park and allow Dick and Diane Anderson to begin fundraising for the project. Motion passed 3-0.

PARKS AND RECREATION COMMITTEE MEETING MINUTES

Monday, November 15, 2010

Hall of Fame Room

Present: Alderpersons, Sonny Swangstu, Dave McKichan, Eric Olstad and Parks and Recreation Director Tom Lynch

Absent and Excused: Greg Jensen

Guests: Dick and Diane Anderson, Jason Chandler, and Randy Matthews

1. Call to Order

Meeting called to order by Swangstu at 6:02 PM.

2. Approval of Minutes for August 16, 2010

Motion by Olstad, seconded by McKichan, to approve the minutes from September 20, 2010.

Motion passed 3-0.

3. Communications

Olstad requested that the Sign Ordinance agenda item from this summer be finished up at Council so that interested parties can move forward.

4. Snowmobile Trail Access

Representing the Stoughton Viking Snowdrifters, Jason Chandler and Randy Matthews asked that access to the City be granted from highway 51 adjacent to Stoughton Lumber to an empty lot owned by Peter Sveum. This would involve an ordinance change and input from the Public Safety Committee.

Motion by McKichan, seconded by Olstad to recommend to Public Safety to consider making the ordinance changes necessary to allow snowmobile access to the City possible per the request from the Stoughton Viking Snowdrifters as long as follows all provisions and state statutes.

Motion passed 3-0.

5. Memory Garden at Howard Heggstad Park

Dick and Diane Anderson would like to lead a project to improve add a memory garden walk to Heggstad Park (across Roby Rd. from Virgin Lake Park). The committee liked the concept and believe it is a great addition to the City.

Motion by McKichan, seconded by Olstad to recommend to Council to approve the concept of a memory walk at Heggstad Park and allow Dick and Diane Anderson to begin fundraising for the project. Motion passed 3-0.

6. Born Learning Trail

Lynch updated the committee on efforts to re-install components of the Born learning trail at Schefelker Park.

7. Youth Center Update

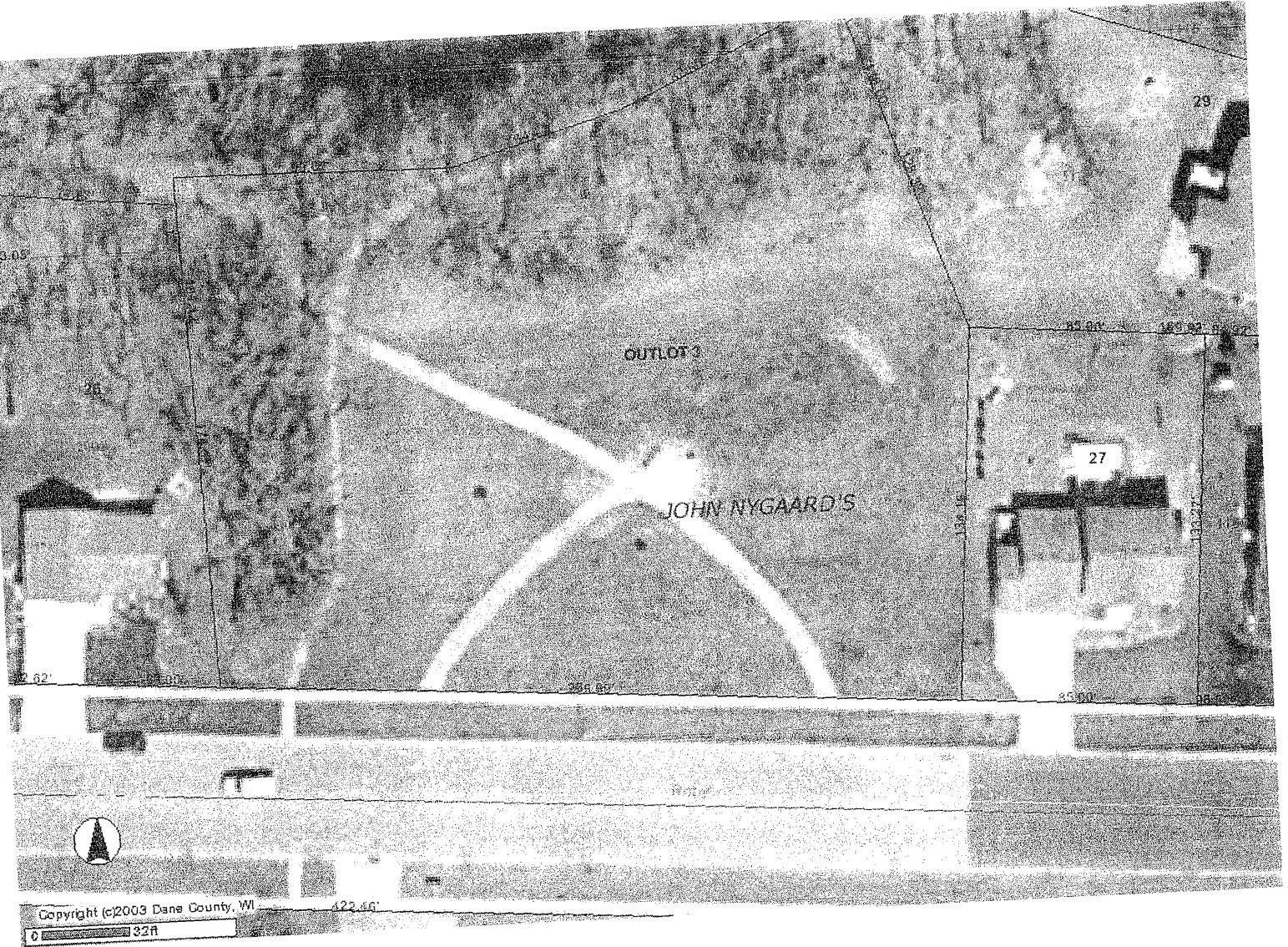
Swangstu and Lynch updated the committee on the progress of the new youth center. Completion is very near with a grand opening planned for November 30.

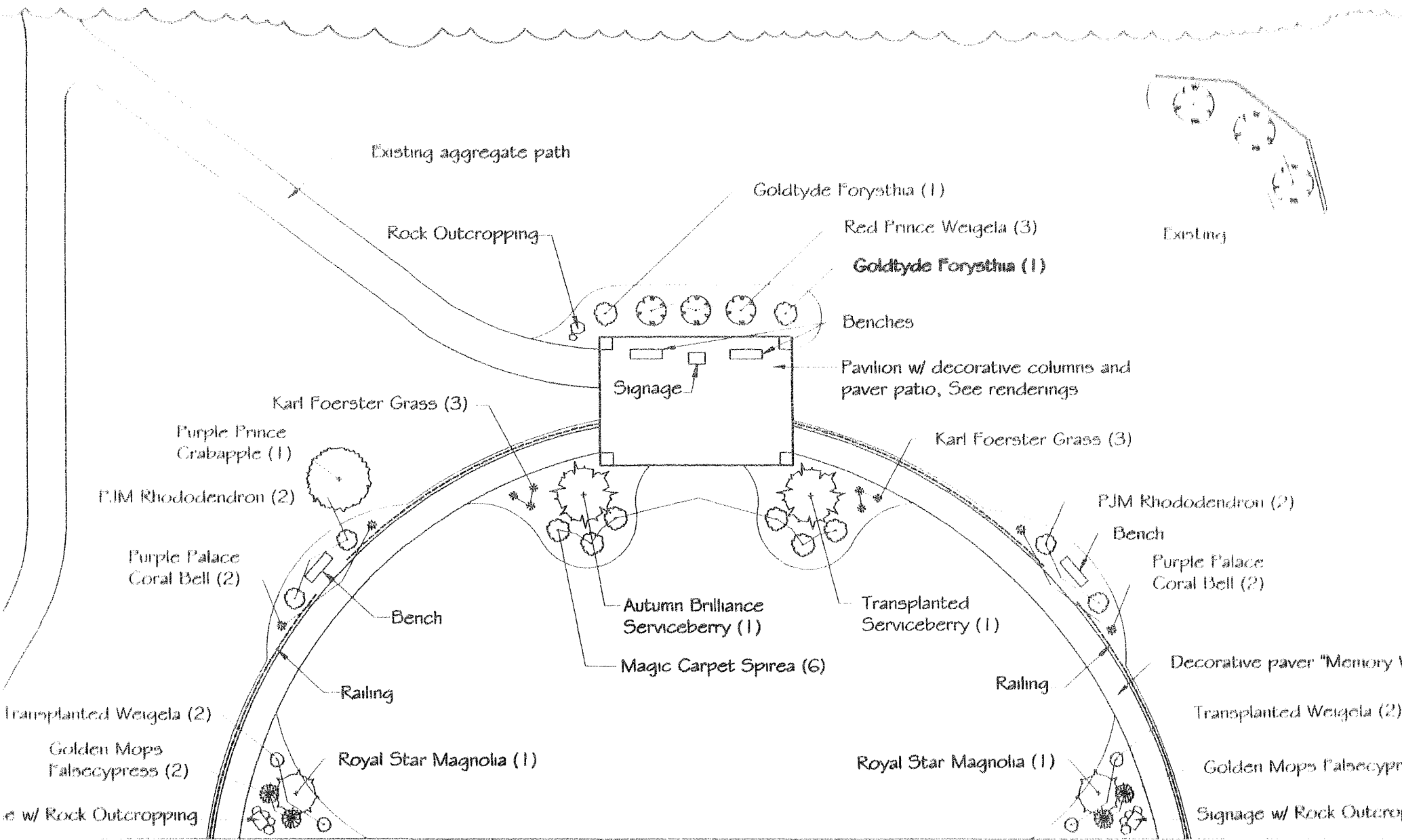
8. Future Agenda Items

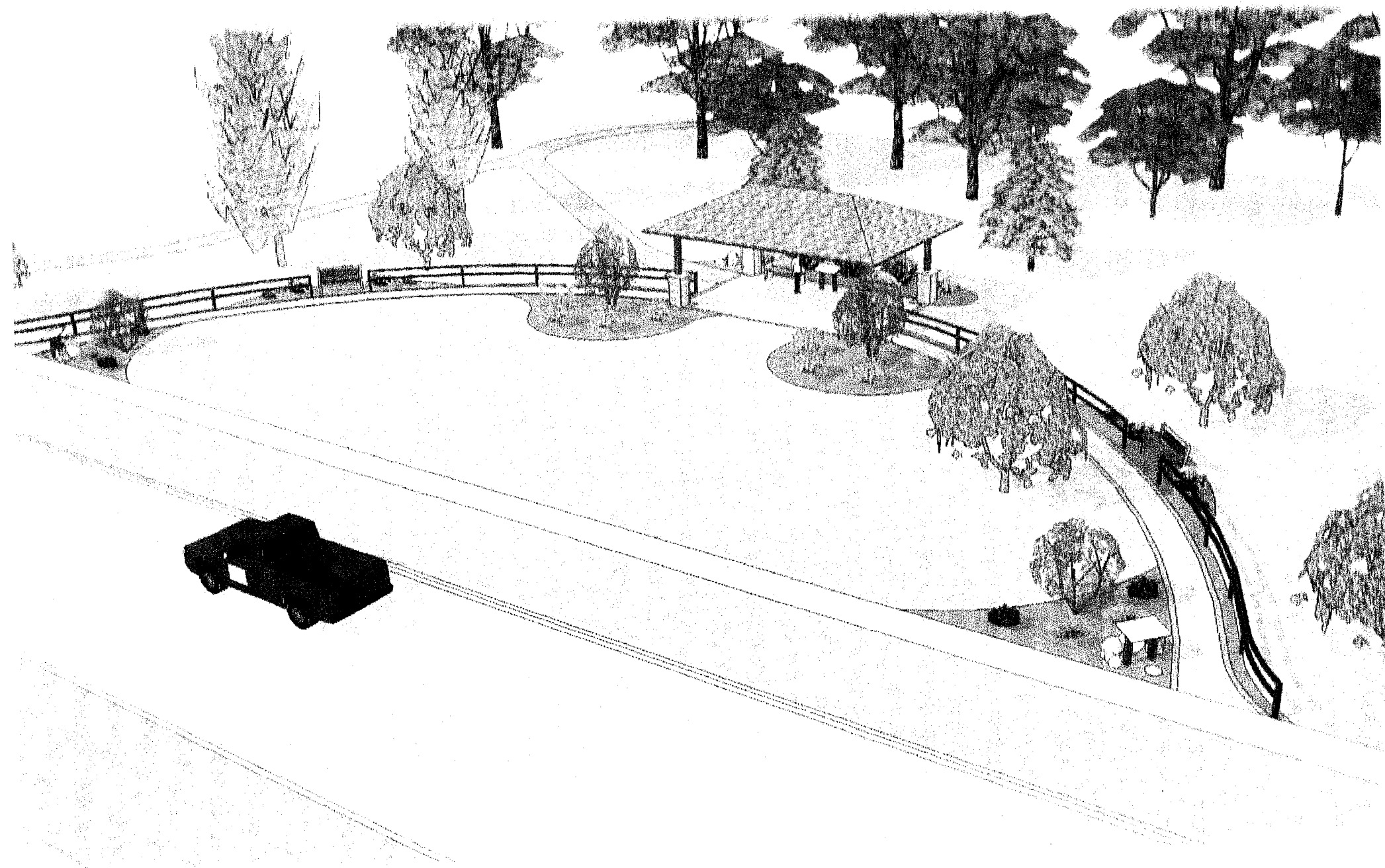
Born Learning Trail

Motion to adjourn at 7:10 by Olstad, seconded by McKichan. Motion passed 3-0.











MOYER'S INC

Landscape Services / Hometown Nurseries

936 Starr School Rd. Stoughton, WI 53589

(608) 873-9141

"Where Quality Always Comes First"

www.mothersinc.net

Memory Walk
Heggestad Park
Stoughton, WI 53589
Attn: Dick Anderson

Landscape Budgetary Proposal #2010 – 137-01
As Per Design #2010 - 137
November 2010

Note: All prices listed are to be considered conceptual budgetary estimates. Total cost does not include any expense for permits, waivers, and / or licenses needed for this project and its phases (if required).

• **Phase #1: Decorative Paver Walkways (4' Width):**

Delivery and installation of 740 sq. ft. Belgard 'Holland' paver walkways (Colors TBD) per design #2010-137.

Includes: machine excavation of existing gravel path and compaction of existing sub-base soil (compact to 95%), installation of: 850 sq. ft. geo-textile fabric, 25 cu. yds. ¾" crushed aggregate w/ fines (compacted to 98% in 2" lifts for base), 3 cubic yards torpedo screed sand, 50 kits 'Snap Edge' paver edge restraint – w/ 600 - 10" spikes, 8 ½ pallets 'Holland' pavers, 19 - #55 lb bags polymeric joint stabilizing sand (color TBD), finishing grade around edges of walkway with 4 cubic yards pulverized topsoil (CN30), all repair to turf damaged during construction will be corrected by Moyer's Inc.

Note: This does not include cost for engraving pavers.

All equipment and fuel usage is considered for this phase. (MTL Skid Steer, Vibratory Plate Compactors, Transits, and specialty sawing equipment.)

Est. 135 Man Hours of Labor is considered for this phase. (ICPI Installation Standards and Engineering)

Phase #1 Total: \$ 14,945.13 (no sales tax on hardscaping)

- **Phase #2: Decorative Paver Pavilion Patio (~30' x 20'):**

Delivery and installation of 590 sq. ft. Belgard 'Holland' paver patio (Colors TBD) per design #2010-137.

Includes: complete removal and haul away of existing landscape debris, machine excavation and compaction of existing sub-base soil (compact to 95%), installation of: 675 sq. ft. geo-textile fabric, 20 cu. yds. $\frac{3}{4}$ " crushed aggregate w/ fines (compacted to 98% in 2" lifts for base), 3 cubic yards torpedo screed sand, 10 kits 'Snap Edge' paver edge restraint – w/ 120 - 10" spikes , 6 $\frac{1}{2}$ pallets 'Holland' pavers, 15 - #55 lb bags polymeric joint stabilizing sand (color TBD), finishing grade around edges of walkway with 2 cubic yards pulverized topsoil (CN30), all repair to turf damaged during construction will be corrected by Moyer's Inc.

All equipment and fuel usage is considered for this phase. (MTL Skid Steer, Vibratory Plate Compactors, Transits, and specialty sawing equipment.)

Est. 101 Man Hours of Labor is considered for this phase. (ICPI Installation Standards and Engineering)

Phase #2 Total: \$ 10,943.73 (no sales tax on hardscaping)

- **Phase #3: Pavilion Patio Columns:**

Delivery and installation of 4 Belgard 'Versa-Lok Standard' columns (Colors TBD) per design #2010-137.

Columns include: machine excavation and installation of 4 frost footings, compaction of sub-base soil (compacted to 95%), installation of: 75 sq. ft. geo-textile filter fabric, 2 cubic yards $\frac{3}{4}$ " aggregate with fines (compacted to 98% in 2" lifts for base), 108 face feet 'Versa-Lok Standard' wall block (4 pallets), 40 'Universal Cap' units (1/2 pallet), and 36 - 29oz. tubes 'RG' concrete adhesive.

All equipment and fuel usage is considered for this phase. (MTL Skid Steer, Vibratory Plate Compactors, Transits, and specialty sawing equipment.)

Est. 32 Man Hours of Labor is considered for this phase. (ICPI Installation Standards and Engineering)

Phase #3 Total: \$ 4951.65 (no sales tax on hardscaping)

- **Phase #4: Landscape Bed and Plant Installations:**

Delivery and installation of landscape beds and plants per design #2010-137.

Includes all transplanting per design #2010-137 and installation of: machine bed edge using 520' (26 kits) 'Ace of Diamonds' contractor grade poly edging, 3 rolls 8' x 100' - 6 mil 'Visqueen' weed barrier, 21 cubic yards 'Double Shredded Hardwood Mulch', all plants per design #2010-137, and all soil amendments (peat moss, soil moist and root starter). Also includes 1 ½ ton 1' – 2' field boulders for outcroppings.

Plant material planted by Moyer's Inc. includes a two year comprehensive guarantee

All equipment, delivery and fuel usage is considered for this phase.

Est. 42 Man Hours of Labor is considered for this phase. (Horticultural Installation Standards)

Phase #4 Total: \$ 6459.15 (+ Sales Tax)

- **Phase #5 Budget: Pavilion:**

Delivery and installation of 20' x 30' pavilion structure as per design 2010-137. All lumber and building materials included.

Note: Many options available for this phase; details yet to be determined.

Est. Labor is considered for this phase.

Phase #5 Budget: \$ 10,000.00 (+ Sales Tax)

- **Phase #6 Budget: Railings:**

Delivery and installation of 200 linear feet of railing as per design #2010-137.

Note: Many options available for this phase; details yet to be determined.

Est. Labor is considered for this phase.

Phase #6 Budget: \$ 6500.00 (+ Sales Tax)

Budgetary Grand Total: \$ 60,337.41

Note: *All options and prices listed above are based on the materials and labor / equipment listed accordingly for each phase. Final material selections, size and layout and additional work requested will affect final price.*

Terms of Payment:

- 40% Down payment is due prior to scheduling and start of project
- Balance due upon completion of all phases accepted.

Acceptance of Proposal #2010-137-01: *The above estimated prices, specifications and conditions are accepted as satisfactory. Payment and terms will be made as outlined above. I agree that changes to this proposal as requested may result in additional charges as required for labor and materials as needed.*

Phases Accepted: _____

Date of Acceptance: _____

Signature: _____

Signature: _____

References and proof of insurance are available upon request.

Thank You for Your Patronage!

MEMORY WALK

FUNDING:

Grants

Corporate Donations

Civic Groups

Individual Donations

Brick Sales

MARKETING:

Story in Courier Hub

Insert in Shopper

Pamphlets – showing design and ordering process.

Location of pamphlets:

Funeral Homes

Memory Walk park entrance

GOALS:

Fulfilling a need to remember

Beautify and improve the appearance of a Stoughon park



