



OFFICIAL NOTICE AND AGENDA (Special Meeting)

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

Tuesday, June 25, 2013 @ 6:30 PM

Council Chambers/Public Safety Building (321 S Fourth St., Stoughton WI 53589)

Tricia Suess, Tim Swadley, Michael Engelberger, Donna Olson

CC:

Attorney Matt Dregne, Department Heads, Stoughton Newspapers, Pili Hougan, Tamara Bader-Fleres, Debbie Blaney, Debbie Myren, Sean Brusegar, John Lewis, oregonobserver@wcinet.com, Council Members

* 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
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1	Call to Order
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2	Approval of Minutes from June 16, 2013
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3	Communications
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Item #	NEW BUSINESS
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4	Youth Center Transition to City
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5	Future Agenda Items
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ADJOURNMENT

PARKS AND RECREATION COMMITTEE MEETING MINUTES

Monday, June 17, 2013

5:30 PM

Ed Overland Room



Present: Alderpersons: Tim Swadley, Tricia Suess, Michael Engelberger, and Parks and Recreation Director Tom Lynch

Guests: Erik Veum

Call to Order

By Lynch at 5:30 PM

1. Approval of May 8, 2013 Minutes

Motion by Engelberger, seconded by Swadley to approve the minutes of May 8, 2013. Motion passed 3-0.

2. Communications

Lynch presented a list of 80 events taking place in parks this summer.

Tim Swadley talked about the CIP process.

Old Business

3. Parks and Open Space Plan

The committee looked at the results of the Parks and Open Space Survey. There are over 550 at this point and the committee wanted a plan in place to acquire more using the Tower Times if possible.

4. Riverside Park Pier Re-Location

Tabled until next meeting

New Business

5. Baseball Concession Stand at Norse Park

Erik Veum represented Stoughton Area Youth Baseball with a plan to construct a concession/restrooms building at Slettum Field in Norse Park. The project would be completely funded through donations and volunteers by SAYBA. The building would serve as a concession stand, press box and restrooms for all games played at Norse Park. There are games or practices nearly every day from April through July.

Motion by Swadley, seconded by Engelberger, to recommend to Council to approve the concept and plan for a baseball building, to be located at Slettum Field in Norse Park.

6. Troll Beach Changes

Lynch presented pictures of the new paint job, art work, and programming that is new at Troll Beach this year. The season is off to a fair start with inconsistent weather.

7. Mandt Marketplace

Lynch reported that, based on a CVMIC review, the Rules and Regulations make it clear that guns and weapons are not allowed to be sold at the Mandt Marketplace.

8. Youth Center Update

Youth Center attendance is still climbing after the dip from Greg Hoyte's absence with a knee surgery. Bringing the Youth Center program back to the City passed through the Personnel Committee.

9. Future Agenda Items

Parks and Open Space Plan
 Survey
 Long range park plans
Policy for Beer Sales
Pier Location

Motion made by Engelberger, seconded by Swadley to adjourn the meeting at 6:15 PM. Motion passed 3-0



Date: June 20
To: City Council
From: Tom Lynch, Parks and Recreation Director
RE: Transition of Youth Center Operations to the Recreation Department

City Staff and members of the Friends of the Stoughton Area Youth Center (FSAYC) agree that the City can better supervise the staff and handle operations for the Youth Center going forward. The Parks and Recreation Department will be the responsible for supervising the staff and directing the program.

Funding for the positions and program will still be the responsibility of the FSAYC through grants and other fundraising. The City will continue to contribute \$20,000 through the BFO process for the program.

AGREEMENT FOR FUNDING THE POSITION OF PROGRAM DIRECTOR

Agreement made by and between the City of Stoughton, Wisconsin, a municipal corporation, with its principal offices located at 381 East Main Street, Stoughton, Wisconsin 53589 ("the City"), and the Friends of the Stoughton Area Youth Center ("FSAYC"), 381 East Main Street, Stoughton, Wisconsin 53589;

WHEREAS, the parties hereto have a continuing interest in making available for Stoughton-area young people (primarily middle school students, with some programming for high school students) space and supervised programming for activities during non school hours., so that young people have a safe, supervised place and positive activities to be involved in outside of school on a regular basis; and

WHEREAS, the City has provided in the past, and can provide in the future, space for a youth center ("the Center"), serving middle and high school age persons; and

WHEREAS, FSAYC is willing to provide funding for a program director who can provide programming, and activities for the Center, and for Stoughton-area young people; and

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. FSAYC is responsible, thru grants and other fundraising, for benefits, salaries and other employee expenses for the program director and additional staff, with the exception of the \$20,000 contributed by the City.
2. The Youth Center and the program director shall operate under the oversight of the City of Stoughton Parks and Recreation Department.
3. The City will open a "Special Reserve Account" for the Youth Center employee funds.
4. This agreement may be terminated without cause by either party on one year's written notice. This agreement may be terminated by FSAYC

upon 60 days written notice in the event FSAYC does not have sufficient funds to pay the cost of the program director.

5. All notices, consents, demands, statements, communications, presentations and requests which may be or are required to be given by either party to the other shall be in writing and shall be delivered in person or sent by United States mail addressed as follows:

City of Stoughton
381 East Main Street
Stoughton, WI 53589

FSAYC
c/o Robert McGeever
309 W. Randolph St.
Stoughton, WI 53589

The date of personal delivery or mailing shall be conclusively deemed to be the date on which a notice, consent, demand, presentation, or request is given or made. Either party's address may be changed at any time or from time to time by notice given to the other party as herein provided.

6. This document constitutes the entire agreement between the parties, and supersedes any other prior written or oral agreement of the parties.

7. This agreement shall be amended only by mutual agreement of the parties, set forth in writing, and attached to this agreement.

8. This agreement shall bind the parties, as well as their respective successors and assigns. This agreement shall be governed by and be construed and interpreted in accordance with the laws of the State of Wisconsin.

Date

City of Stoughton

Date

Friends of the Stoughton Area Youth Center

**City of Stoughton
Joint Personnel Committee and Public Safety Committee Meeting Minutes
Mayor's Office at City Hall
June 3, 2013 @ 5:30pm.**

Members Present:

Personnel: Sonny Swangstu, Ron Christianson, Tricia Suess, Tom Selsor and Mayor Donna Olson.

Public Safety: Paul Lawrence, Eric Hohol, Tom Majewski and Tim Swadley

Guests: Police Chief Leck, Parks & Rec. Director Tom Lynch and Fiends of the Stoughton Area Youth Center President Tom Luttig.

Chairman Swangstu called the meeting to order at 5:30pm.

Communications:

Mayor Olson informed the committees that all items noted in the January 25, 2013 Notice of Violations and Orders are now in full compliance.

Mayor Olson also informed the committees that the city has received notification from the Wisconsin Employment Relations Commission that the Stoughton Civilian Employees Association has been certified. The SCEA consists of 24 employees from the Finance Dept, Clerk's office, Planning Dept., Street Dept, Sr. Center, EMS, Municipal Court and Opera House.

Minutes:

Motion by Suess, second by Christianson, to approve the Personnel Committee minutes of 5-06-2013. Motion carried.

Review and Recommend Approval of the School Resource Officer (SRO) Program.

Motion by Hohol, second by Lawrence, to approve and recommend Council approval of the Resolution to enter into an agreement with the Stoughton Area School District to implement a School Resource Officer position within the police department. Motion carried unanimously.

Police Chief Leck left the meeting.

Review and Recommend approval of the transition of the Youth Center operations to the Recreation Department contingent upon continued funding from a local foundation.

Motion by Hohol, second by Suess, to approve and recommend Council approval of the transition of the Youth Center operations to the Recreation Department contingent upon continued funding from a local foundation. Motion carried (9-1) with Alderperson Christianson voting no.

Adjournment:

Motion by Lawrence, second by Majewski, to adjourn at 6:30pm

Respectfully Submitted,

Mayor Donna Olson

Friends of the Stoughton Area Youth Center Board of Directors
May 21, 2013, 2013 5:30 PM
Mayor's Office

Members Present: Tom Luttig, Tom Lynch, Donna Olson, Eric Hohol, Bob Mc Geever, Tim Swadley and Judy Singletary

Excused: Sonny Swangstu, Sharon Mason-Boersma, Brenda Dottl, Rich Ciurczak, Jay Warner and Vik Malling

Guests: Greg Hoyte and Alderperson Paul Lawrence

Call to Order

Meeting called to order by Luttig at 5:30 PM

Minutes

Tabled until the next meeting.

Transfer of Youth Center Employees to the Stoughton Recreation Department:

A lengthy discussion took place regarding the need employment structure and the desire to return the youth center operations to the City of Stoughton Recreation Department.

6:08 Mayor Olson and Tom Lynch left to attend the Public Works meeting. Swadley assumed taking minutes.

Discussion continued about reducing staffing levels at the Stoughton Area Youth Center.

Motion by Hohol, 2nd by Malling, to reduce staff by one part time position at the Stoughton Area Youth Center Director's discretion. Motion passed.

Motion by Hohol, 2nd by Malling, to approve the transition of Greg Hoyte and one part time Youth Center employee to city employment with the FSAYC covering expenses associated with employee payroll and benefit cost, with the exception of the city's current contribution, and to request proper city officials to recommend approval to the City Council targeting July 1, 2013. Motion passed.

Motion by Hohol, 2nd by Malling, to upon transition to city employment, FSAYC would require the Stoughton Area Youth Center Director's take home pay be no lower than his current take home pay. Motion passed.

Motion by McGeever, 2nd by Singletary, to adjourn at 6:45. Motion passed

Respectfully submitted,

Tim Swadley
Secretary pro-tem