City of Stoughton, 381 E Main Street, Stoughton WI 53589

RESOLUTION OF THE COMMON COUNCIL

Amend the 2018 CIP to include the Proposal for Planning Services for the Yahara River Whitewater Park at Mandt Park and Authorize and Direct the proper City official(s) to Award the Recreation Engineering and Planning Proposal for Planning Services for the Yahara River Whitewater Park at Mandt Park

Committee Action:	Parks & Recreation Committee approved 4-0 with Mayor voting on January 16, 2018; Finance Committee meets January 23, 2018
Fiscal Impact:	There were no funds included in the 2018 CIP Budget for funding the proposal

File Number:	R-11-2018	**Date Introduced:**	January 23, 2018

WHEREAS, the City of Stoughton Parks & Recreation Department solicited a planning proposal from Recreation Engineering and Planning (REP) on November 6, 2017 which includes obtaining appropriate mapping, details of permitting requirements, cost estimates for design and construction, and conceptual designs of three options for whitewater parks in the Yahara River at Mandt Park; and

WHEREAS, concerns about compliance with the Wisconsin Public Trust Doctrine Law were eased during a meeting on January 11, 2018 with the DNR's Waterways Director, Secretary's Director, and Water Regulation and Zoning Specialist; and

WHEREAS, the DNR's Community Services Specialist, Community & Financial Assistance Bureau/ Division of External Services on January 10, 2018 recommended applying for the Stewardship Fund in 2018 which required cost estimates; and

WHEREAS, the City of Stoughton Parks & Recreation met on January 16, 2018 and made a motion to amend the 2018 CIP to fund the REP Proposal at a cost of $23,100 with capital outlay funds contingent on the outcome of the meeting on January 17, 2018 with DNR's Community Services Specialist, Community & Financial Assistance Bureau/Division of External Services; and

WHEREAS, the Parks & Recreation Director concluded that the project was a strong contender for the Stewardship Fund after meeting with the DNR's Community Services Specialist, Community & Financial Assistance Bureau/Division of External Services on January 17, 2018. Now therefore,

BE IT RESOLVED by the Common Council of the City of Stoughton to amend the 2018 CIP to include the Proposal for Planning Services for the Yahara River Whitewater Park at Mandt Park and to authorize and direct the proper City official(s) to Award the Recreation Engineering and Planning Proposal for Planning Services for the Yahara River Whitewater Park at Mandt Park in the amount of $23,100 from capital outlay funds.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

_____

Donna Olson, Mayor Date

Council Action: _____ ☐ **Override** **Vote** _____

PARKS AND RECREATION COMMITTEE MEETING MINUTES

Tuesday December 19, 2017
6:00 PM
Stoughton City Hall, Mayor's Office

Present: Alderpersons: Regina Hirsch, Lisa Reeves, Matt Bartlett, Mayor Donna Olson, and Parks & Recreation Director Tom Lynch
Guests: Recreation Supervisor Dan Glynn, Youth Center Manager Greg Hoyte, and Bob McGeever

1. Call to Order
Meeting called to order by Regina Hirsch at 6:00 pm.

2. Approval of the Minutes from November 21, 2017
Motion by Lisa Reeves seconded by Matt Bartlett, to approve the minutes of November 21 as requested. Motion carried 4-0.

3. Communications

Nordic Ridge Solar Panel
The City received two bids for the Nordic Ridge Park solar panel. Cory Neeley from WPPI Energy who helped create the bid packet said both companies met what was asked and both were reputable companies. The next step is to apply for a grant that is due January 7th.

Virgin Lake Trail
There is no new news about the trail project. City staff needs to meet with volunteers from Cummins to discuss options for the trail.

Amundson Trail
Royal Oak Engineering is moving forward with creating a bid package for the trail construction.

Pickleball Court
Bids for the pickleball court at Mandt Park have been sent out and the bid opening is January 12th.

Mandt Park Project Updates
The City received a proposal from Recreation Engineering and Planning for planning services for the whitewater park. This includes three conceptual designs, outlining the permitting process, and obtaining appropriate mapping. The cost for the services was quoted at $23,100. Glynn will be meeting with DNR executives in January about the whitewater park. Glynn met with Dave Marcoullier from UW-Madison and UW-Extension. Marcoullier specializes in recreational tourism and economics. Marcoullier agreed to create an economic impact analysis including cost recovery options and a market analysis for the whitewater park project at no cost. Glynn and Lynch attended the December Redevelopment Authority meeting and provided an update about the project.

Youth Center – Greg Hoyte
Hoyte explained the three basic rules for the Youth Center which are based around respect. This allows the Youth Center to have high participation and how the structure changes children who attend. Hoyte also explained how he provides mentoring and other services such as healthy snack and homework help.

Parks and Recreation Vision – Dan Glynn
Glynn discussed the National Park & Recreation Association's three pillars which are social equity, conservation, and health and wellness. He explained how these are the three major guiding principles and communities can mold them to better fit their community. Glynn then explained how funding for parks and recreation is different around the country. He then explained that the best agencies in Wisconsin were moving towards an enterprise fund model and how operating a livery for a possible whitewater park could generate funds that could be used for other capital projects. He then explained that a strategic plan and an update to the Park and Open

Space Plan was critical to get valuable public input. He then discussed trends with sport participation and outdoor recreation, and possible opportunities that may exist.

Old Business

New Business

4. Future Agenda Items

Criddle Park Playground
Park Development Fund Quarterly Report
Fair Contract
Recreation Supervisor Hiring
Nordic Ridge Park Solar Panel Grant
Mandt Park Project
Mandt Park Pickleball Court

Adjournment
Motion made by Lisa Reeves, seconded by Matt Bartlett at 7:35 pm. Motion passed 4-0.

CITY OF STOUGHTON
PARKS & RECREATION DEPARTMENT

Dan Glynn, Director
Vacant, Recreation Supervisor
Pat Groom Parks Maintenance Supervisor
381 East Main Street Stoughton, WI 53589
(608) 873-6746 www.stoughtonrec.com

Date: January 18, 2018

From: Dan Glynn, Parks & Recreation Director

Subject: Recreation Engineering and Planning Proposal

Finance Committee,

Gary Lacy from Recreation Engineering and Planning (REP) located in Boulder, CO gave a presentation about the possibility of an in-stream whitewater park in the Yahara River on 11/1/2017. Due to the level of interest in the project we requested a proposal for planning services and received a proposal shortly after the meeting. The proposal includes:

- Obtain appropriate topographic and bathometric mapping, ownership, utility, and flow data and create appropriate base mapping for the project.
- Details of Permitting Requirements
- Cost Estimates for Design and Construction
- Conceptual Designs with Three Options:

    1. Whitewater Park Downstream of Fourth Street Dam
    2. Whitewater Park with Dam Out Alternative
    3. Whitewater Park with Dam Bypass Alternative

Based on our previous meeting with the DNR's Water Regulation and Zoning Specialist we were unsure if it would comply with the State of Wisconsin's Public Trust Doctrine in regards to navigable waterways. This concern was eased during a meeting on 1/11/2018 with the DNR's Waterways Director, Secretary's Director, and Water Regulation and Zoning Specialist. On 1/10/2018 I had a conversation about the project with the DNR's Community Services Specialist, Community & Financial Assistance Bureau/Division of External Services. This person is responsible for administering the DNR's Stewardship Fund. She advised to apply for Stewardship Funds in 2018 as there is a provision in their budget to remove their bonding authority which would remove their authority to distribute funds in 2019 and 2020. The deadline to apply for the Stewardship Fund is 5/1/2018. During this conversation we setup a meeting on 1/17/2018 to go over the project and determine if it was a candidate for the Stewardship Fund.

I brought the issue of funding the proposal to the Redevelopment Authority in December and while they are supportive of the project, they did not have funds available. There are no additional funds available in the Park Development Fund for the proposal. Possible grants were explored and nothing was found that would fund a proposal of this nature.

Utilizing the Capital Outlay Fund for funding is based on this project being part of Mandt Park and development within the park. I checked with the Finance Director and that funds were available.

I brought the proposal to the Parks & Recreation Committee and updated them on the Stewardship Fund on 1/16/2018. They made a motion to amend the 2018 CIP to fund the REP Proposal at a cost of $23,100 contingent on the outcome of my meeting on 1/17/2018 with DNR's Community Services Specialist, Community & Financial Assistance Bureau/Division of External Services. The motion carried 4-0 with the Mayor voting. After the meeting 1/17/2018, I determined that the project was a very strong candidate for the Stewardship Fund, it can cover up to half the cost of the project, and we need construction estimates as part of the grant application. We agreed to meet in early April to go over the first draft of the grant. Gary Lacy informed me on 1/18/2018 that the proposal would get done in eight to ten weeks upon approval of funding the proposal. This timeline works for applying for the Stewardship Fund.

Proposal for Planning Services

Yahara River Whitewater Recreation Improvements
Stoughton, WI
November 10, 2017

Submitted By:
Recreation Engineering & Planning (REP)
485 Arapahoe, Boulder, CO, 80302
(303)-545-5883
www.repwhitewaterparks.com

Dan Glynn, CPRP
Recreation Supervisor
City of Stoughton
Stoughton, Wisconsin

Dear Dan,

Recreation Engineering and Planning (REP) is pleased to submit the following proposal and is excited to have the opportunity to work with The City of Stoughton on the whitewater recreation improvements project in the Yahara River. REP has extensive experience planning whitewater parks and navigating permitting challenges on similar rivers.

The project site, with its gradient, location, and flow conditions, offers excellent opportunities for recreational enhancements. Creating new ways for the community to engage with the river will improve awareness of the multi-functionality and ecological health of the river.

REP is well positioned and uniquely qualified for this project, as we have designed and constructed most of the whitewater river projects in the country. Many of our projects are on rivers similar in size to the Yahara and exhibit similar circumstances. We know the details of designing these projects and we are experts at permit acquisition and working with local agencies.

Our parks are proven to be successful economically and in enhancing communities for local citizens. In addition to our extensive experience, we embrace cutting edge design approach, such as river surfing specific design and a focus on community interaction. We view these projects as more than whitewater parks; they connect to the community and to existing park uses, and should be for everyone. In over 100 projects we have been involved in, we have faced complicated questions of engineering, environmental issues, regulatory hurdles, political situations, and funding realities. We will work closely with the City and resource agencies to meet the challenges inherent in an effort of this scope.

We are uniquely qualified for this project not only for our experience but also for a familiarity of the area. REP's President Gary Lacy attended graduate school nearby in Madison, and paddled on this river many times.

Please explore the attached document containing our company's profile and some past projects or visit our company's website (below). We look forward to hearing from you.

Gary Lacy P.E. President
Recreation Engineering and Planning
485 Arapahoe Ave.
Boulder, CO 80302
303-808-4522
www.repwhitewaterparks.com

Proposal

The following proposal is for conceptual planning services for recreational improvements on the Yahara River in Stoughton, WI. This proposal is being sent to Dan Glynn of the City of Stoughton as requested.

Gary Lacy of REP was on site on November 1st, 2017 to conduct a site visit, as well as present examples of similar projects to the City and public.

The project site can be observed in the figures below.

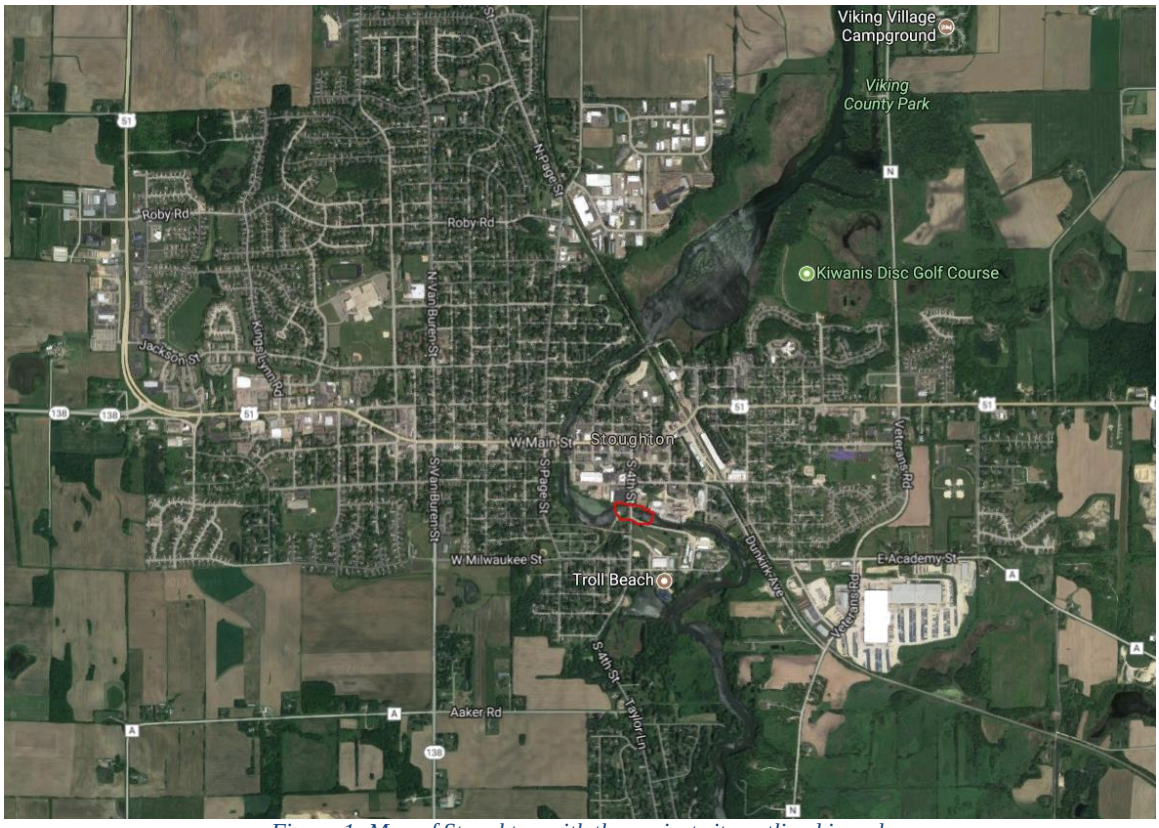

Figure 1: Map of Stoughton with the project site outlined in red.

Figure 2: Photo of the Stoughton Millpond Dam at the project site.

Figure 3: Photo of the South 4th Street Bridge downstream of the dam at the project site.

Work Item	Task	Cost
1	Kick off meeting with appropriate City staff. This also includes a site visit and review of site opportunities and constraints.	Completed
2	Obtain appropriate topographic and bathometric mapping, ownership, utility and flow data and create appropriate base mapping for the project.	$1,300.00
3	**Conceptual Design:** REP will prepare a conceptual plan report that describes potential whitewater, bank, access, and navigation improvements along the Yahara River in Stoughton. The Conceptual Plan will include: •conceptual renderings of proposed whitewater improvements downstream of the South 4th Street Bridge. •a narrative report that analyzes the suitability of various sites for whitewater improvements (alternatives analysis) including a dam bypass alternative and a dam out alternative, describes the improvements at the preferred location and recommends next steps.	$17,400.00
4	Detail of permitting requirements, timeline for permitting process, from applicable local, state, and federal regulatory agencies (Especially U.S. Army Corps of Engineers and Wisconsin State DNR).	Included in Item 3 cost
5	Cost estimates for design and construction of the above elements.	Included in Item 3 cost
6	**On Site Presentation**: REP will travel to Stoughton to present the conceptual plan to the City of Stoughton and key stakeholders.	$3,200.00
	Sub-Total:	**$21,900.00**
	Estimate Travel Expenses: *Only direct expenses will be billed.*	$1,200.00
	Total:	**$23,100.00**
Notes: 2) assumes the City of Stoughton will supply aerial photography and base mapping for concept plan. Estimate does not include cost of acquiring base mapping if suitable base mapping is not supplied. 6) Assumes one full day in Stoughton.		

Payment

Invoices will be sent every 30 days for work completed plus expenses. Payment is due within 30 days.

If the above proposal is acceptable to you, please print 2 copies, sign both copies and return to REP.

Submitted by: 11/10/17

Gary Lacy
REP Headquarters
485 Arapahoe Ave
Boulder, CO 80302
(303) 545-5883
gary@boaterparks.com

Date

Approved by: _____ _____

[Please Print Name, Title, Address, and Telephone Number]

Date

Summary By Funding Source

	Previous Years	2017	2018	2019	2020	2021	Later Years	Project Total
Building Maintenance	$0	$76,910	$255,250	$46,000	$231,000	$110,000	$74,000	$793,160
Equipment Replacement	$11,000	$220,841	$205,943	$435,000	$276,000	$605,500	$404,500	$2,158,784
General Fund Outlay	$0	$195,194	$44,400	$148,900	$335,000	$95,000	$50,000	$868,494
General Obligation Debt	$0	$3,353,978	$10,604,900	$4,209,289	$3,853,640	$2,251,381	$2,846,000	$27,119,188
Park Improvement Fund	$0	$0	$0	$0	$480,000	$0	$0	$480,000
Special Assessments	$0	$141,285	$205,537	$154,548	$218,200	$210,950	$94,000	$1,024,520
Storm Water Fund	$0	$185,004	$251,406	$246,246	$225,080	$0	$0	$907,736
Stoughton Utilities	$0	$72,700	$0	$0	$84,577	$0	$0	$157,277
Technology Fund	$0	$42,800	$32,600	$1,000	$2,000	$0	$1,200	$79,600
Grand Total:	**$11,000**	**$4,288,712**	**$11,600,036**	**$5,240,983**	**$5,705,497**	**$3,272,831**	**$3,469,700**	**$33,588,759**

Capital Outlay/Technology Fund		Equip Repl Fund		Bldg Maint Fund	
2018 Beg Fund Bal	351,645	2018 Beg Fund Bal	115,877	2018 Beg Fund Bal	320,641
Add to Fund from Surplus	200,000	add from Budget	219,500	add from Rentals	155,652
less 2018 expenses	(77,000)	less 2018 expenses	(205,943)	less 2018 expenses	(255,250)
Est 2018 End Fund Balance	474,645	Est 2018 End Fund Balance	129,434	Est 2018 End Fund Balance	221,043

Build Technology to $500k (future radio)

Continue to Fund

Continue to Fund from Rent collected