PARKS AND RECREATION COMMITTEE MEETING MINUTES

June 19 2018
6:00 PM
Stoughton City Hall, Ed Overland Room

Present: Alderpersons: Phil Caravello, Denise Duranczyk, Regina Hirsch, Nicole Wiessinger, Mayor Tim Swadley, and Parks & Recreation Director Dan Glynn
Guests:

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

2. Approval of the Minutes from May 15, 2018

3. Communications

Bike Route Installation:
Signs not yet installed – still working towards exact locations (near Page St.). Streets may need to install poles first, since placing the signs directly under the speed limit signs is likely not advised. In contact with John Halverson. Signs will be up hopefully by the end of July.

Pickleball Construction:
Contractor laid the orientation of the court out wrong creating a drainage issue. Engineer is now involved and is working with the contractor to come up with a solution. Issues do not affect the fair. If the court needs to be redone, the City will not have to pay due to the mistake on the contractor's park.

Administrative Workload:
Glynn expressed his concerns with working 50 to 70 hours/week. From large projects to phone calls, the workload has been excessive. Improvements have been visible since hiring Barnes. The main issue that stands refers to lower level administrative tasks like general phone calls to the office taking time away from larger projects.

Old Business

4. Park Development Fund Report
The committee discussed the report by former Director LaBorde. The committee agreed to wait until the park and open space plan was updated to designate funds and revisit then.

5. School District Use of the Youth Center
Glynn shared that the City is still in ongoing negotiation with the School District about leasing out the Youth Center and that it works well with the Youth Center Program for scheduling purposes.

Motion made by Duranczyk and seconded by Wiessinger for the contract with the School District regarding the Youth Center be directly moved to the Council agenda as soon as it passes risk management and the attorney. Motion passed unanimously.

6. Fair Contract
Glynn spoke with Rob White and Fair Board President, Trevor Dybevik, and invited them to meeting, but they declined due to fair planning. Negotiation with contract is still a work in progress. Update to come.

7. Yahara River Whitewater Park Update
Glynn met with DNR to go over necessary permits. There are five total that are needed. Full steering committee (made up of seven people) will be finalized shortly. Committee will meet to go over set up of the park in order to meet the needs of all users (fishermen, etc.).. Some complaints from a citizen were addressed referring to safety of those using the river such as lifeguards, as well as the quality of the fishing. According to the DNR, the river's water flow will enhance the fishing in the area.

8. Future CIP Items
Glynn shared that there was little direction on how to format the CIP requests. Lisa Aide from the Finance Department discovered previous CIP spreadsheet format that the committee will continue to use. Starting next year, the spreadsheet will be sent to all the department heads, so it can be loaded more efficiently. Hirsch shared that we could use the reserved monies for accessible playground equipment at Nordic Ridge Park to minimize the borrowing needed. The committee agreed to revisit this item at the next meeting.

9. Park Development Standard Guidelines
Motion made by Duranczyk and seconded by Caravello to table. Motion passed unanimously.

10. Chalet Court Land
Motion made by Duranczyk and seconded by Caravello to table. Motion passed unanimously.

11. Criddle Park Playground
Glynn shared that the potluck was a success and he was able to receive input from the neighborhood. He noted that he had two neighbors of the park pass out flyers for the potluck. The neighbors who attended were excited about the project.

New Business

12. Arnett Properties Parkland Dedication & Improvements
Proposal to bring Norse View Heights trail through Page St. (opens up neighborhood to Yahara River). Second idea would be a board walk/observation deck instead of just a road with trail nearby. Emphasis on connecting the trails to parks in order to enhance wildlife and allow opportunities for expansions in parks in the future. In need of exact numbers (acres, etc.) Unable to move further with the criteria due to lack of information. City needs to determine what's needed for a parkland (boulevard is not a parkland).

13. Oak Knoll Park Improvements
Discussion of Oak Knoll usage by the City and the maintenance of the baseball diamonds there. Issues with flooding poses as a problem. Debate over whether or not the City would be able to take over the park and have it be maintained by SALL baseball as well as what would be involved was formulated.

14. Park Friends Group Formation
Glynn presented a timeline he put together. Formation of the group would help with fundraising and advocacy. The work of forming the group once things slow down in the office.

15. Collector Roads vs Off Road Trails
Paved trails would last longer since cars wouldn't be driving on it, saving the City the responsibility of maintaining infrastructure. Gravel paths are more associated as a "nature trail." The study showed that people preferred off road trails by the time traveled off their route.

16. Park and Open Space Plan – Survey & Public Input
2013 provided great information; Interested in questions including park inclusiveness, popularity, and usage. Study will look more into open spaces. Another questions refers to park amenities – are people traveling to the nearest park or basing their park visits off of amenities? The survey also yielded a good response of the citizen's opinions on priorities. List of park facilities would need to be included in next survey (check boxes) as well as the new Splash Pad and Whitewater Park.

17. Yahara River Trail Bid
Received only one bid after lots of advertising. Another bid will likely be put out this fall for next year, combined in the CIP. Glynn said he will look into the financials of gravel vs paved trails. Idea would be to use gravel and connect it to Settlers Point.

18. Future Agenda Items
Budget
Park Development Standard Guidelines

Criddle Park Design
Park Friends Group Update
IPM Policy
Review Survey

Adjournment
Motion made by Denise Duranczyk seconded by Nicole Wiessinger at 9:12 pm. Motion carried unanimously.