



OFFICIAL NOTICE AND AGENDA AMENDED

Notice is hereby given that the River and Trails Task Force 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:

RIVER AND TRAILS TASK FORCE COMMITTEE OF THE CITY OF STOUGHTON

Monday, March 6, 2023 @ 5:30 PM

Hybrid Meeting

In-Person

City Council Chambers, 321 S. Fourth St, Stoughton, WI 53589

Virtual

<https://us02web.zoom.us/j/83925294768>

Meeting ID: 839 2529 4768

One tap mobile

+13017158592,,83925294768# US (Washington DC)

+13052241968,,83925294768# US

Members:

Jon Lewis, Jim Wilcox, Sandra Black, Nancy Hagen, Bob Diebel, Joni Dean,
Larry Liebmann, Ralph Erickson, Jim Killian, Kurt Byfield,
Council Person Rachel Venegas, Parks and Recreation Director Dan Glynn

CC:

Attorney Matt Dregne, Tim Swadley, Leadership Team, Stoughton
Newspapers, Sarah Monette, Judi Krebs, Council Members.,
stoughtonreporter@wcinet.com, stoughtoneditor@wcinet.com

Item #	CALL TO ORDER
1	Call to Order
2	Approval of January 9, 2023 Minutes
3	Communications Member Communications

Project Updates

Riverfront

Cell Tower

Feasibility Study

Eggleson's Woods Park Development

Tee Nasak Park (KPW) Master Plan

Winter Hike

Item #	OLD BUSINESS
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4	Trail Naming (Discussion & Possible Action)
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Item #	NEW BUSINESS
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5	Earth Day Trail Cleanup (Discussion & Possible Action)
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6	Future Agenda Items
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ADJOURNMENT	
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River and Trails Task Force Minutes
January 9, 2023.
Virtual meeting.

Present: Jim Lewis, Bob Diebel, Joni Dean, Larry Liebmann, Ralph Erickson, Jim Killian, Kurt Byfield, Dan Glynn.
Guest: Phil Caravello.

CALL TO ORDER

1. Call to Order: The meeting was called to order at 1731.
2. Approval of November 7, 2022. Approved by Bob with a second by Jon. Carried.
3. Communications:
Project Updates:
 - a) Riverfront: The first phase is on hold until the spring. The DNR received a grant extension, if needed. The second phase is the permitting process with approval as dam reconstruction. This will be classified as a large dam. Every 10 years there will be an inspection to make sure it is structurally sound with drops, etc. There will be a booth at Canoecopia the weekend of March 10-12, 2023. Dan will be present at the booth and would welcome other volunteers. Mandt Part will be obtaining a \$172,000 stewardship grant, Dan provided scaled down coverage in a handout provided.
 - b) Cell Tower: The business offered \$24,000 per year. Dan has asked for \$30,000 per year, which is apparently the going rate.
 - c) Feasibility Study: Stoughton Trailers has closed on the feasibility study. There is discussion of a big park, perhaps a recreation center, on 1/3 of the 180 total acreage.
 - d) 51 West Master Plans: Dan shared a map for the members to view.
 - e) Lower Yahara River Trail: Dan stated he is working on the grant agreement.
 - f) River Trail interpretive Signs: Dan shared the new Yahara River Trail Prairie sign, the new Osprey sign and a new Catttail sign. The total cost was \$5500. These signs will be installed in the spring by the Boy Scouts as a project.
 - g) Winter Hike: Dan shared an email from Tony King regarding the event scheduled for February 10, 2023 from 6:00-8:00 pm. Pre-registration for the event is recommended because of parking limitations. Dan will be seeking volunteers for the event.
 - h) Kettle Park West Master Plan: Dan updated this will take six months to complete.
 - i) Discussed a 10 foot wide trail from Fourth Street to Milwaukee Street in the Magnolia subdivision.

OLD BUSINESS

4. Virgin Lake Trail Design – Roby to 51 West. Dan discussed the design and shared a map. The road crossing will change now. Dan also explained slope changes including a guard rail in one location. Once this is updated, it will be shared in a public meeting.

NEW BUSINESS

5. Trail Naming: Dan shared a Park Naming Policy and asked River and Trails Task Force Committee Members to consider naming the new trails.
6. Future Agenda Items: Spring Clean-Up will be discussed at the next meeting.

ADJOURNMENT

The meeting was adjourned at 1833 by Joni, with a second by Bob. Carried.

Respectfully submitted,

Joni Dean









Park-Pedestrian Trail Naming Policy

Purpose

The purpose of the policy is to establish standard procedures and guidelines for the naming of public ~~parklands and facilities~~pedestrian trails owned and/or operated by the City of Stoughton.

Authorization

The naming of sites shall be the function of the ~~Parks and Recreation Committee, or study group named by the Committee~~River & Trails Taskforce. Through this group, diversity, balance and creativity will be sought during adoption of names. These names will be recommended to the Stoughton City Council for final approval.

Objectives

- A. Provide name identification for individual ~~parks, park area or park facility~~pedestrian trails.
- B. Provide criteria for citizen input into the process of naming ~~parks, park areas or facilities~~pedestrian trails.
- C. Insure that the naming of ~~parks, park areas, or park facilities is~~pedestrian trails are controlled by the Stoughton City Council through recommendations from the ~~Parks and Recreation Committee~~River & Trails Taskforce with advice from staff.

Qualifying Names

Names submitted for consideration should provide some form of individual identity in relation to the following:

- A. The geographic location of the facility. This includes descriptive names.
- B. An outstanding feature of the facility.
- C. An adjoining subdivision, street, school or natural feature.
- D. A commonly recognized historical event, group, organization or individual (living or deceased).
- E. An individual or organization that contributed significantly to the acquisition or development of the facility to be named. This can include either a deed or substantial monetary contribution, or contribution toward acquisition and/or development of the ~~park or facility~~pedestrian trail (typically not less than 50 percent of the value of the property or improvements).
- F. Outstanding accomplishments by an individual for the good of the community. Quality of the contribution should be considered along with the length of service by the individual - this to be fully substantiated by person making recommendation.

- G. An individual who provided an exceptional service in the interest of the park system as a whole. Typically, while serving in a public office, public officials should not be considered as a candidate for naming.

Other Naming Alternatives

- A. ~~Parks and facilities~~Lands that are donated to the City can be named by deed restriction by the donor. The naming and acceptance of land is subject to approval by the City Council. Naming rights are not guaranteed if the donation of parkland is a dedication as required by the subdivision ordinance (parkland dedication).
- B. ~~Facilities~~Segments within a pedestrian trail~~park~~ can be named separately from the comprehensive pedestrian trail~~park and/or facility~~ in which they are located, subject to the general guidelines outlined in this policy.

Naming Process – Existing Un-named Facilities

- A. Individuals, groups and/or organizations interested in proposing a name for an existing un-named park area or facility must do so in writing, presented to the Parks and Recreation Director, for consideration by the ~~Parks and Recreation Committee~~River & Trails Taskforce.
- B. The ~~Parks and Recreation Committee~~River & Trails Taskforce will conduct a public meeting on the request and allow 30 days following the public meeting for public comment.
- C. The River & Trails Taskforce~~Committee~~ will recommend to the City Council action on the request following appropriate publication (press release, cable, ~~Tower Times~~City newsletter).

Naming Process – New Facilities

- A. A temporary name will be designated by City staff for identification during acquisition and/or development of the park area or facility.
- B. Individuals, group and/or organization may suggest names for the ~~park or facility~~pedestrian trail in writing, presented to the Parks and Recreation Director, for consideration by the Parks and Recreation Committee.
- C. The ~~Parks and Recreation Committee~~River & Trails Taskforce will appoint a study group to make a name recommendation. This group may choose from a variety of means to select a name (citizen contests, recommendations from previous owners, historical review of the site, etc.) but in all cases, citizen involvement is encouraged.
- D. The ~~Parks and Recreation Committee~~River & Trails Taskforce will conduct a public meeting on the suggested name and allow 30 days following the public meeting for public comment.
- E. The ~~Committee~~River & Trails Taskforce will recommend to the City Council action on the request following the 30 days for public comment.

Park Renaming

Critical examination will be conducted to insure that renaming the ~~park-pedestrian trail~~ will not diminish the original justification for the name or the prior contributors.

Renaming will follow the same procedures as naming the ~~park~~pedestrian trail.

- A. Only ~~parks and facilities~~pedestrian trails named for geographic location, outstanding feature or subdivision should be considered for renaming. ~~Parks~~ Pedestrian trails that have been named by deed restriction shall not be considered for renaming.
- B. ~~Parks and facilities~~Pedestrian trails named after individuals shall not be changed unless it is found that because of the individual's character the continued use of their name would not be in the best interest of the community.

Plaques, Markers and Memorials

The ~~Parks and Recreation Committee~~River & Trails Taskforce, or its designee must approve any plaques, markers or memorials. All parties involved must agree upon a written maintenance agreement for each plaque/marker/memorial before they are installed.

All memorials must be designed to blend with and compliment the existing Parks and Recreation Department signs, plaques, markers, and memorials.