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AGENDA

City of Milton

Parks & Recreation Commission

Monday, July 21, 2014

6:00 p.m.

MILTON CITY HALL

710 S. Janesville Street

1. Call to order
2. Approval of Agenda
3. Approval of Minutes – June 16, 2014
4. Discussion and possible action on the Milton Area Veterans Memorial
 - a. Purple Heart Monument
 - b. Gold Star Mothers Monument
 - c. Bronze Dedication Plaque
 - d. Statues of Soldiers
5. Discussion and possible action on 2014 Conservation and Education Grants available through the Natural Resources Foundation on Wisconsin.
6. Discussion and possible action on the Crossridge Park Playground
 - a. Build Day Plan of Action
 - b. Maintenance Plan
 - c. Programming Plan
 - d. Fundraising
7. Reports and Updates (The following items will not have any action taken.)
 - a) Goodrich Square Splash Park
 - b) Tails 'n Trail Dog Park
 - c) YMCA
 - d) Milton School Recreation Programs
8. General Items
9. Set Next Meeting Date – August 25, 2014
10. Motion to Adjourn

**Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

**Notice is hereby given that a majority of the Common Council may be present at this meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

Parks & Recreation Commission Minutes
June 16, 2014

Call to Order

Chairperson Ryan Peterson called the June 16, 2014 meeting of the Parks & Recreation Commission to order at approximately 6:02 p.m.

Present: Chairperson Ryan Peterson, Don Vruwink, Lynda Clark, Karen Reed, and Jen Cramer.

Also Present: Megan Lee from Lee Recreation, Director of Public Works Howard Robinson, and Assistant to the City Administrator Inga Cushman.

Excused Absence: Jason Rickman

Approve Agenda

Comm. Clark motioned to approve the agenda. Comm. Reed seconded, and the motion carried.

Approve Minutes

Comm. Vruwink motioned to approve the minutes of the May 19, 2014 meeting of the Parks & Recreation Commission. Comm. Cramer seconded, and the motion carried.

Discussion and possible action on the Milton Area Veterans Memorial

Assistant Cushman explained that the commission previously approved spending up to \$500 on an ad in the Milton Courier for the Milton Area Veterans Memorial Dedication and to thank contractors and local businesses. The quote for the ad came back from the Courier at \$507.20 for a 1/3 page color ad. Comm. Cramer motioned to approve spending \$507.20 ad on a 1/3 page color ad in the Milton Courier for the Milton Area Veterans Memorial. Comm. Bostwick seconded, and the motion carried.

Discussion followed about the wording on a brick purchased by Dude Miller. Comm. Clark motioned to deny the request for the brick as presented and refund the money. Comm. Reed seconded, and the motion carried.

Chairperson Peterson stated that Jim's Carts & Parts will be donating golf carts to use to shuttle people to and from the Milton High School for the Milton Area Veterans Memorial Dedication Ceremony at Veterans Park. Comm. Reed motioned to accept the donation. Comm. Clark seconded, and the motion carried.

Comm. Clark motioned to add Jim's Carts & Parts to the Milton Courier ad to thank them for the donation. Comm. Reed seconded, and the motion carried

Comm. Clark said Farmer's Insurance will donate water for the Dedication Ceremony.

Discussion and possible action on the Crossridge Park Playground

a. **Build Day - August 23, 2014**

The commission discussed Build Day with Megan Lee from Lee Recreation. She stated that 10 volunteers are needed at all times. Vern Lee from Lee Recreation wants to be on site on in the morning of August 18th to set posts and decks, and he will gladly accept any assistance. Having these items set prior to Build Day will make Build Day go a lot faster and smoother. Volunteers will be able to put together the tunnels and other equipment on Build Day.

The area will need to be excavated prior to August 18th. DPW Robinson asked that they spray paint the area first and then Public Works will take care of excavation. M. Lee stated that excavation should be down about 12 inches and that V. Lee will dig holes for the poles.

M. Lee stated that there can be too many volunteers and it is better to have more people at the beginning and end of Build Day to help.

M. Lee stated that the City will need 140 bags of 60 lb quickcrete, and the truck will deliver the equipment on Build Day at 8 a.m. so the City does not have to worry about security of the equipment. It will take approximately 30 minutes to unload the truck.

M. Lee suggested assigning project leaders to be responsible for the construction of a certain piece of equipment or area of the playground. They could meet and have an idea of what they will be responsible for building and then lead a group of volunteers.

M. Lee stated that the woodchips will likely be delivered on Friday, August 22, 2014, and a section of the parking lot will need to be blocked off.

Discussion followed about garbage containers. DPW Robinson stated that Johns Disposal is supposed to provide containers for special events, so the City can contact them to get what is needed for Build Day.

M. Lee stated that approximately 500 gallons of water will be needed for the post holes and quickcrete. DPW Robinson stated that the Department of Public Works has a truck with a tanker on it that can be used for water.

Discussion followed about bathrooms for Build Day. DPW Robinson stated that the portable toilet at Lamar Park can be moved to Crossridge Park.

M. Lee stated the volunteers need to be 18 or older to volunteer to help with the equipment. Volunteers under 18 can help move woodchips into place. M. Lee stated that tarps often help move the woodchips more efficiently. Volunteers can bring tarps and rakes to help with the woodchips. Lee Recreation has approximately 5 rakes and 7 shovels to help with the process. On Build Day, volunteers will use allen wrenches, and the supervisors on site from Lee Recreation will use power tools to do the final stages. The Build Day will take place rain or shine. M. Lee stated that it is likely the build will be done at least by 5 p.m.

Discussion followed regarding safety supplies for Build Day. Chairperson Peterson stated he could likely borrow a first aid kit from the Fire Department.

Discussion followed about when to hold a Ribbon Cutting Ceremony for the playground. M. Lee stated that the Cruise Line should not be used for approximately 72 hours after completion and the other items 48 hours.

The commission decided to hold the Ribbon Cutting Ceremony on Monday, August 25, 2014, and to have the Parks & Recreation Commission held at the same time.

b. **4th of July Parade Float**

Discussion about a parade float. Comm. Clark, Comm. Reed, and Comm. Bostwick stated they will be responsible for putting together a parade entry.

c. **Fundraising Event**

Assistant Cushman stated that we are currently at approximately \$42,866 and she is hoping to receive an additional \$10,000 grant later in July. If the grant is received, the commission will still be approximately \$22,134 short of the \$75,000 goal. DPW Robinson stated that the scrap metal drive will likely yield about \$2,000 for the park. Comm. Bostwick discussed having a rummage sale again since it went well for the Tails n Trails Dog Park.

Reports and Updates (These reports will not have any action taken):

a. **Goodrich Square Splash Park**

Assistant Cushman reported that the Goodrich Square Splash Pad is open and there has been good attendance at the splash pad. There are also some t-shirts for sale that Piggly Wiggly previously donated that are color changing and selling for \$10 each. The proceeds will go toward the Crossridge Park Playground.

b. **Tails n Trails Dog Park**

Comm. Bostwick reported that the large dog park needs to be mowed and weed whipped. Chairperson Peterson stated that he has some poplar sprouts that could be planted at the large dog park.

c. **YMCA**

Assistant Cushman stated that YMCA Representative Trevor Wallace could not attend the meeting due to a large amount of programming that he needs to oversee on Monday nights.

d. **Milton School Recreation Programs**

Comm. Clark asked about the schedule for the recreation programs. DPW Robinson stated there is a Google calendar that has all of the dates.

General Items

Ald. Vruwink stated that he is interested in securing statues for Veterans Park. They could be wood or stone carvings representing some of the major wars and they would be life size soldiers. Comm. Bostwick stated he knows someone who does wood carvings that he will contact. Discussion followed about securing military equipment for the park as well. The commission asked for this to be on the next agenda.

Assistant Cushman stated that the bench that was donated to Veterans Park for the playground equipment was delivered, and DPW Robinson stated it will be installed before the July 5th dedication ceremony.

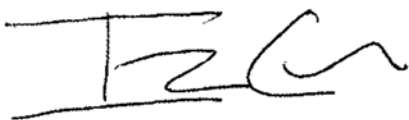
Set Next Meeting Date

The next meeting of the Parks & Recreation Commission will take place on July 21, 2014 at 6 p.m.

Motion to Adjourn

Comm. Clark motioned to adjourn the June 16, 2014 meeting of the Parks & Recreation Commission at approximately 6:59 p.m. Comm. Bostwick seconded, and the motion carried.

Respectfully Submitted,



Inga Cushman ~ Assistant to the City Administrator

Inga Cushman

From: Carl Schwartz <cschwartz3@wi.rr.com>
Sent: Wednesday, July 16, 2014 10:13 AM
To: ;
Subject: Conservation/education grants & summer bird feeding tips

To: Bird City Wisconsin Partners

From: Carl Schwartz, BCW state coordinator

Re: Information worth sharing

Two items below and a reminder to check out birdcitywisconsin.org for more interesting conservation ideas and the announcement later this month of additional Bird City communities!



2014 Conservation and Education Grants Available (Deadline: September 6)

Does your nature center, land trust, local municipality, or other non-profit have a conservation project that needs funding? Are you a teacher in need of extra funding to take your students on field trips or do an environmental project?

The Natural Resources Foundation of Wisconsin's **C.D. Besadny Conservation Grant** and **Teachers' Outdoor Environmental Education Grant** applications are now available for small-scale natural resources projects and programs that support the responsible stewardship of Wisconsin's natural resources at the local level.

Grants ranging from \$100-\$1,000 are awarded annually to projects or programs in Wisconsin that benefit the public, involve management and restoration of Wisconsin's natural resources, and/or contribute to knowledge about Wisconsin's natural resources through education. Recipients are required to match the grant award on a 1:1 basis with funds or in-kind services.

Past funded projects have included citizen-based monitoring in the Bad River watershed, expanding hiking opportunities in southwest Wisconsin's savannas and prairies, garden planting by Green Bay Area Public Schools to reduce flooding and

attract native species, and installing signage about wildlife at the Tamarack Preserve in Waukesha County. In 2013, our Foundation awarded more than \$26,000 to 30 community partners across Wisconsin.

For more information and to apply, please visit our website at wisconservation.org. Applications must be postmarked by **September 6, 2014**. Questions about the program may be directed to Caitlin Williamson at [\(866\) 246-4096](tel:8662464096), or caitlin.williamson@wisconsin.gov.

Sincerely,

Caitlin Williamson
Natural Resources Foundation of Wisconsin

The Natural Resources Foundation is a statewide non-profit organization that raises private funding for publicly owned lands and waters in Wisconsin. Our mission is to connect generations to the wonders of Wisconsin's lands, waters, and wildlife.