



**AGENDA**  
City of Milton  
Parks & Recreation Commission  
Virtual Meeting  
Monday, June 15, 2020  
6:00 p.m.

**PLEASE NOTE:** In-person attendance by members of the public temporarily prohibited due to COVID-19 physical distancing protocols pursuant to the Rock County Health Departments Reopening Phased Plan, dated May 21, 2020, which discourages public gatherings. Members of the public may monitor this meeting at <https://us02web.zoom.us/j/87318975523>.

Any person who is unable to access the meeting via the internet link may call 1(312) 626-6799 and enter Meeting ID: 873 1897 5523 to monitor the meeting via telephone.

1. Call To Order
2. Approve Agenda
3. Approval Of Minutes - May 18, 2020

Documents:

[PARKS AND RECREATION COMMISSION MINUTES 05-18-2020.PDF](#)

4. Discussion And Possible Action On Eagle Scout Project Request At Tails N Trails Dog Park
5. Update, Discussion, And Possible Action On Veterans Park Pavilion
6. Discussion And Possible Action On Request For Benches At Railroad Park

Documents:

[REQUEST FOR BENCHES AT RAILROAD PARK.PDF](#)

7. 2020 Work Plan

Documents:

[2020 PARKS AND RECREATION COMMISSION WORK PLAN.PDF](#)

- a. *Discussion And Possible Action On Comprehensive Outdoor Recreation Plan (CORP)*

8. General Items
9. Set Next Meeting Date

## **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.

Posted by: Leanne Schroeder, June 12, 2020

**City of Milton  
Parks & Recreation Commission  
May 18, 2020**

**Call To Order**

Chairperson Ryan Peterson called the May 18, 2020 meeting of the Parks & Recreation Commission to order at 6 p.m.

Present: Chairperson Ryan Peterson, Karen Reed, Lee Ann Hare, Andrea Christianson, Annette Smith, David Snow, and Ty Knudsen.

Also Present: Administrative Services Director Inga Cushman.

**Approve Agenda**

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

**Approval Of Minutes - April 20, 2020**

Comm. Christianson motioned to approve the minutes. Comm. Reed seconded, and the motion carried.

**Update, Discussion, And Possible Action On Veterans Park Pavilion**

D. Fry provided an update on the Veterans Park Pavilion and plans for Memorial Day and July 5, 2020.

**2020 Work Plan**

**a. Discussion And Possible Action On Comprehensive Outdoor Recreation Plan (CORP)**

Director Cushman discussed Section 1 and 2 of the Comprehensive Outdoor Recreation Plan, and the commission provided feedback. Director Cushman will send out additional sections prior to the next meeting.

**General Items**

Comm. Hare requested benches for Railroad Park be on the next agenda.

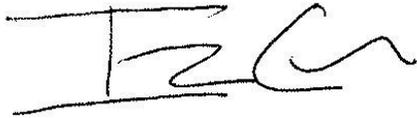
**Set Next Meeting Date**

The next meeting of the Parks & Recreation Commission will take place on June 15, 2020 at 6 p.m.

**Motion To Adjourn**

Comm. Christianson motioned to adjourn the May 18, 2020 meeting of the Parks & Recreation Commission at 6:49 p.m. Comm. Hare seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'I. Cushman'.

Inga Cushman  
Administrative Services Director

# Request for benches at Railroad Park

Do not use pre-labeled "trash" and "Recycling" lids.

MODEL NO.	DESCRIPTION	CAPACITY	SIZE DIAM. x H	WT. (LBS.)	PRICE EACH	
					1	3+
H-2889	Single	32 Gallon	30 x 33"	79	\$440	\$410
H-7238	Double	64 Gallon	65 x 33"	164	1,125	1,075

SPECIFY COLOR: Cedar, Green, Gray, Blue or Brown

SHIPS UNASSEMBLED VIA MOTOR FREIGHT

## PLAZA BENCHES



**DELUXE**

Beauty and brawn! Recommended for schools, atriums and recreational areas.

- Recycled plastic planks never need sealing, painting or staining. Won't rot or corrode.
- Smooth, contoured seat and backrest for extra comfort.
- Powder-coated cast aluminum frame resists rust.

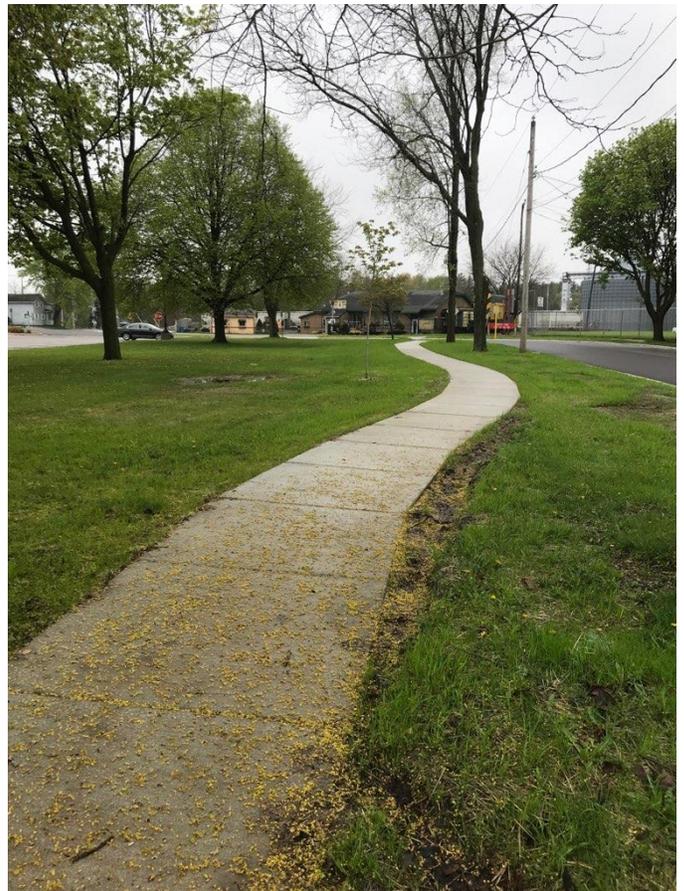
Mounting hardware included

MODEL NO.	DESCRIPTION	SIZE L x W x H	WT. (LBS.)	PRICE EACH	
				1	3+
H-4337	6' Metal Frame	72 x 24 x 30"	150	\$785	\$735

SPECIFY COLOR: Cedar Green Gray Brown

SHIPS UNASSEMBLED VIA UPS

**ULINE** Shipping Supply Specialists





# City of Milton

## Parks & Recreation Commission

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### 2020 Work Plan

#### MISSION

The Parks and Recreation Commission oversees development of new, and maintenance of existing, indoor and outdoor recreational facilities owned by the City of Milton. The commission strives to provide quality recreation opportunities at city parks and facilities that serve people of all ages and abilities.

#### 2019 PROJECT REVIEW

- Crossridge Park
  - Hosted the Annual Prairie Seed Collection – October 19, 2019
- Tree City USA Designation
  - Recommended approval of the Arbor Day Proclamation to the Common Council – March 18, 2019
  - Hosted an Arbor Day Observance event
  - Completed the application for Tree City USA Designation
  - Recommended approval to the Common Council of a resolution authorizing the submittal of an Urban Forestry Grant from the Wisconsin Department of Natural Resources.
  - Received a 2019 Urban Forestry Grant from the Wisconsin Department of Natural Resources.
  - Continued current tree replacement program in parks.
- Milton Area Veterans Memorial
  - Placed additional bricks at the memorial
  - Assisted with the 2<sup>nd</sup> Annual Active Duty Military Honor Holiday Tree
  - Worked with volunteers on fundraising, planning, and construction of a pavilion at Veterans Park.
- Bike Racks
  - Purchased two bike racks – One at North Goodrich Park and one at South Goodrich Park. Installation will occur in the fall of 2019 or spring of 2020, depending on weather and staff schedules.
- King Park
  - Determined the locations for two new baskets that will be added in the fall of 2019 or spring of 2020, depending on weather and staff schedules.
- Tails n Trails Dog Park
  - Hosted Annual Clean Up on September 14, 2019.
- Tower Hill Park Improvements
  - Added a path to the playground equipment from the sidewalk for accessibility.
- Water Tower Park

- Purchased additional playground equipment and installation will take place in the fall of 2019 or spring of 2020, depending on the weather and staff schedules.

## **2020 PARKS & RECREATION COMMISSION PLANNED PROJECTS AND ACTIVITIES**

- Bike Racks
  - Select locations, purchase, and install two new bike racks for City of Milton parks.
  - **Update: The Parks & Recreation Commission approved the purchase of the Fixit and the Air Kit 3 from Dero to be placed on the Glacial River Bike Trail and the Milton Public Library. If funding is available, a third will be purchased for Railroad Park. Bike racks will also be purchased for Railroad Park and the Milton Public Library.**
- Community House Rejuvenation
  - Develop a plan of action to rejuvenate the Community House interior and exterior.
- Crossridge Park
  - Host the Annual Prairie Seed Collection – October 17, 2020
  - Explore grant opportunities to complete the Crossridge Park Project Plan, and submit applications as appropriate.
- King Park
  - Install two additional baskets in specified locations if not completed in fall of 2019.
- Lamar Park
  - Blacktop under bleachers at the “little” ball diamond.
- Liberty Park Updates – Play and Traffic
  - Select, purchase, and install additional playground equipment to enhance play opportunities at the park.
  - Analyze options to create a safer traffic pattern in and out of the park.
- Milton Area Veterans Memorial / Veterans Park
  - Continue Annual Active Duty Military Honor Holiday Tree.
  - Place bricks at the memorial prior to Memorial Day, 4<sup>th</sup> of July, and Veterans Day.
  - Host the dedication of the Veterans Park Pavilion on Memorial Day, May 25, 2020.
  - Determine the locations in the park and plant a mix of evergreens and shade trees.
- Milton Public Library Outdoor Space – Story Gardens
  - Continue work on the design, fundraising, and construction.
  - Construct an outdoor program space, raised garden beds, ramps, and walking path if funding is in place.
- Pollinator Art
  - Work with the schools and/or local artists on creating art pieces that showcase pollinators for Crossridge Park and/or Story Gardens at the Milton Public Library.
- Tails n Trails Dog Park
  - Determine new location for the port-a-john away from the entrance and blacktop a spot for it to maintain a level surface.

- Add a curb around the dog washing station to better direct the water flow away from the parking lot.
- Trail connecting Crossridge Park to Schilberg Park
  - Continue discussions on this project as shown in the Comprehensive Plan as development in the area continues.
- Water Tower Park
  - Install purchased playground equipment if not completed in fall of 2019.
  - **Update: The playground was installed.**
- General park maintenance as documented in previous park surveys.
- Review the lights at the ball diamonds and make repairs as needed.
- Create a video catalog of the parks with assistance from an Eagle Scout or high school students, if possible.
- Tree City USA Designation
  - Recommend approval of the Arbor Day Proclamation to the Common Council
  - Host an Arbor Day Observance event in the fall
  - Complete application for Tree City USA Designation
  - Recommend approval to the Common Council of a resolution authorizing the submittal of a 2021 Urban Forestry Grant from the Wisconsin Department of Natural Resources.
  - Continue current tree replacement program in parks.

**MILTON PARKS & RECREATION COMMISSION MEMBERS**

Ryan Peterson, Chairperson	Ald. Jerry Elsen
James Bostwick	Andrea Christianson
Lee Ann Hare	Karen Reed
Annette Smith	David Snow
Ty Knudsen, Milton High School Representative	Howard Robinson, Director of Public Works (Ex-Officio)