CITY OF MILTON

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**AMENDED AGENDA**
**City of Milton**
**Parks & Recreation Commission**
**Virtual Meeting**
**Monday, July 20, 2020**
**6:00 p.m.**

**PLEASE NOTE: In-person attendance by members of the public is temporarily discouraged 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/81089272885?pwd=Mzh6MXdzZ0gzdXExUUU0ZjFXUUdMZz09.
**Meeting ID: 810 8927 2885**
**Password: 525645**

**Any person who is unable to access the meeting via the internet link may call 1(312) 626-6799.**

1. **Call To Order**

2. **Approve Agenda**

3. **Approval Of Minutes - June 15, 2020**

   Documents:

   PARKS AND RECREATION COMMISSION MINUTES 06-15-2020.PDF

4. **Discussion And Possible Action On Eagle Scout Project Request At Tails N Trails Dog Park**

   Documents:

   EAGLE SCOUT PROJECT PROPOSAL - TAILS N TRAILS DOG PARK.PDF
   EAGLE SCOUT PROJECT LOCATION MAP.PNG

5. **2020 Work Plan**

   Documents:

   2020 PARKS AND RECREATION COMMISSION WORK PLAN.PDF

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

   b. ***Discussion And Possible Action On Prairie Seed Collection***

   c. ***Discussion And Possible Action On Arbor Day Event And Proclamation***

6. **Set Next Meeting Date**

7. **General Items**

8. **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, July 18, 2020

# City of Milton
# Parks & Recreation Commission
# June 15, 2020

**Call To Order**
Chairperson Ryan Peterson called the June 15, 2020 meeting of the Parks & Recreation Commission to order at 6 p.m.

Present: Chairperson Ryan Peterson, Ald. Devin Elliott, Karen Reed, Andrea Christianson, Annette Smith, and Lee Ann Hare.

Also Present: Dick Fry, Public Works Director Howard Robinson, and Administrative Services Director Inga Cushman.

**Approve Agenda**
Comm. Smith motioned to approve the agenda. Comm. Christianson seconded, and the motion carried.

**Approval Of Minutes - May 18, 2020**
Comm. Hare motioned to approve the minutes. Comm. Reed seconded, and the motion carried.

**Discussion And Possible Action On Eagle Scout Project Request At Tails N Trails Dog Park**
Comm. Reed stated the individual proposing this project was unfortunately unable to attend the meeting. This item will appear on the agenda for the next meeting.

**Update, Discussion, And Possible Action On Veterans Park Pavilion**
D. Fry provided an update on the Veterans Park Pavilion project. The commission discussed the dedication ceremony on July 5, 2020.

**Discussion And Possible Action On Request For Benches At Railroad Park**
Comm. Hare provided an overview of the request she received from a community member for benches at Railroad Park. The commission decided to have this as a topic of discussion for the 2021 Work Plan.

**2020 Work Plan**

a. **Discussion And Possible Action On Comprehensive Outdoor Recreation Plan (CORP)**
   The commission reviewed sections of the draft plan. The commission will continue to review sections as they are completed and explore options for community engagement.

**General Items**
There were no general items.

**Set Next Meeting Date**

The next meeting of the Parks & Recreation Commission will take place on July 20, 2020 at 6 p.m.

**Motion To Adjourn**

Comm. Reed motioned to adjourn the June 15, 2020 meeting of the Parks & Recreation Commission at 7:09 p.m. Comm. Christianson seconded, and the motion carried.

Respectfully Submitted,

Inga Cushman
Administrative Services Director

# D.J.'s Eagle Project

How:

Zoom meeting

**NOTE:** ask which area

Parts and estimate:

- Tube (freedom plastics?)
- Ramp (build) Est: $100 https://buttehumane.org/how-to-build-an-a-frame-agility-ramp/
- fire hydrant (Ask fire dept.) / Est: $100
- Hurdle (build) Est: s:$65 B:$150

https://www.ebay.com/i/223629846294?chn=ps&norover=1&mkevt=1&mkrid=711-213727-13078-0&mkcid=2&itemid=223629846294&targetid=4581046486094194&device=c&mktype=&googleloc=&poi=&campaignid=395665087&mkgroupid=1239149814203389&rlsatarget=pla-4581046486094194&abcId=1129776&merchantid=51291&msclkid=aede0a673d6414a7347f55752811e626 OR https://www.pvcfittingsonline.com/resource-center/pvc-dog-exercise-hurdle-jump-diy-plan/#:~:text=Step%201%3A%20Measure%20and%20Cut%20Pipe.%20To%20make,a%20PVC%20cutting%20tool%2C%20handsaw%2C%20or%20electric%20saw.

- Bench (buy/build) Est: $200
- Weed fabric Est: $20

## Estimated total:

## Big: $570

## Small: $485

Small Area:

OR

Big Area:

Tails and Trails Dog Park

Project Location

N

0 125 250 500

Feet

# City of Milton
# Parks & Recreation Commission
# 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 2nd 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, 4th 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) |