



**AGENDA**  
City of Milton  
Parks & Recreation Commission  
Virtual Meeting  
Monday, September 21, 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 Department 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/85136354334?pwd=UXozczU5NEpyUG91aWxFYWJ2L1c5UT09>.

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

Meeting ID: 851 3635 4334  
Passcode: 841142

1. Call To Order
2. Approve Agenda
3. Approval Of Minutes - August 17, 2020

Documents:

[PARKS AND RECREATION COMMISSION 08-17-2020.PDF](#)

4. 2020 Work Plan

Documents:

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

- a. *Discussion And Possible Action On Comprehensive Outdoor Recreation Plan (CORP)*
- b. *Discussion And Possible Action On Crossridge Park Annual Seed Collection*

5. General Items
6. Set Next Meeting Date
7. 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, September 18, 2020

**City of Milton  
Parks & Recreation Commission  
August 17, 2020**

**Call To Order**

Chairperson Ryan Peterson called the August 17, 2020 meeting of the Parks & Recreation Commission to order at 6:04 p.m.

Present: Chairperson Ryan Peterson, Ald. Devin Elliott, David Snow, Karen Reed, James Bostwick, and Lee Ann Hare.

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

**Approve Agenda**

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

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

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

**2020 Work Plan**

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

The commission reviewed the schedule for completion of the Comprehensive Outdoor Recreation Plan. The Public Input Meeting will be held on September 10, 2020 at 6 p.m., and the survey closing date will be September 14.

**b. Discussion And Possible Action On Crossridge Park Annual Seed Collection**

Two seed collections will be offered led by David Bendlin:

- October 10, Crossridge Park, 10 a.m. to 2 p.m.
- October 17, Tower Hill Park, 10 a.m. to 2 p.m.

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

The commission reviewed the Arbor Day Proclamation and planned to plant a few trees at Veterans Park on September 19, 2020 at 10 a.m.

**General Items**

Director Cushman provided an update on the donor recognition sign for the Veterans Park Pavilion and the Mammoth Hike Challenge through the Ice Age Trail Alliance.

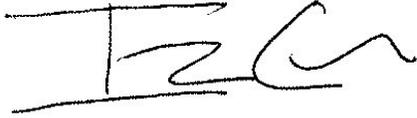
**Set Next Meeting Date**

The next meeting of the Parks & Recreation Commission will take place on September 21, 2020 at 6 p.m.

**Motion To Adjourn**

Comm. Bostwick motioned to adjourn the August 17, 2020 meeting of the Parks & Recreation Commission at 6:30 p.m. Comm. Hare seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'I.C.', with a stylized flourish extending to the right.

Inga Cushman  
Administrative Services Director



# 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)