

CITY OF EDGERTON

**EDGERTON CITY HALL
12 ALBION STREET
EDGERTON, WI**

PARKS & RECREATION COMMITTEE

Tuesday, March 7, 2023 at 6:00 pm

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to order, Roll call.
2. Confirmation of appropriate meeting notice on Friday, March 3, 2023.
3. Consider January 30, 2023 Parks & Recreation Committee Meeting Minutes.
4. Review and Discussion of 2023 Final Draft CORP
5. Consider Recommendation of the 2023 Final Draft CORP for adoption by the Plan Commission and City Council
6. Committee member reports.
7. Aquatic Director's report.
8. Municipal Services Director's Report.
9. Adjourn.

cc: All Committee Members
Newspaper

City Administrator
All Council Members

Department Heads
City Engineer

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341

"Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Parks and Recreation Committee."

JANUARY 30, 2023 PARKS & RECREATION COMMITTEE MEETING MINUTES
CITY OF EDGERTON

Candy Davis called the meeting to order at 6:01 p.m.

Present: Candy Davis, Casey Langan, Denise Langan, Bonnie Slagg, Jonathon Frey (arrived late - remote), and Kyle Furseth.

Absent: Ken Haagensen

Others Present: City Administrator Ramona Flanigan, Municipal Services Director Howard Moser, Aquatics Director Anne Gohlke, Mayor Chris Lund, and citizens.

Flanigan confirmed the meeting notice was properly posted on Friday, January 27, 2023. Agendas were posted at Edgerton Post Office, Edgerton Public Library, City Hall and the City's website.

APPROVAL OF MINUTES: A Denise Langan/Casey Langan motion to approve the October 12, 2022 Parks & Recreation Committee meeting minutes passed, all voted in favor.

REVIEW DRAFT 2023 COMPREHENSIVE OUTDOOR RECREATION PLAN (CORP): A representative from Vandewalle & Associates, Ben Rohr, reviewed the project schedule and provided an update on the recent online parks survey. Over 500 people participated in the survey and the public input was incorporated in the Plan. A summary of the Plan's outline was presented as well. The Committee went on to discuss several key topics within the plan. In regards to parkland standards, the City currently has about 14 acres per 1,000 people and the Committee agreed to continue with the 14 acres/1,000 people standard as the City grows.

Next, the Committee reviewed the list of recommended park improvements in the Plan. Topics such as a splash pad, the Veteran's Memorial Park, Racetrack Park and the Ladd Lane Park were discussed. The Plan provides overarching recommendations but it is important to note that not everything mentioned in the CORP will be completed. Individual projects will still be subject to discussion, approval or denial, and budget planning. Looking to the future, the Committee expressed interest in obtaining larger parcels of land for additional sports complex space (soccer, baseball, softball, etc.).

LADD LANE PARK CONCEPT PLAN: Stormwater planning for Ladd Lane Park is already in progress. Ben Rohr provided an overview of the draft Ladd Lane Park concept plan, which has the potential to include a full-size, multi-use field, a trail network, sports courts, skatepark, etc.

Next steps for the CORP include making edits based on the meeting discussions, create a final draft, review final draft and seek a recommendation of the draft plan from the Committee in March.

NETTING AT RACETRACK PARK: Municipal Services Director Howard Moser stated there is money in the budget for netting at Racetrack Park, specifically down each baseline on each field (8 nets, 70 ft long, 15 ft high). The Committee discussed and agreed to move forward with the netting.

SWIFT STREET PAVILION AND SECURITY: The Committee discussed the continued vandalism of the Swift Street pavilion and ways to improve security at the shelter. Municipal Services Director Howard Moser confirmed the basement door can be permanently filled in to prevent additional damage. In addition to the basement fill, the Committee suggested security cameras be installed.

Being no other business before the Committee, a Casey Langan/Denise Langan motion to adjourn passed, all voted in favor.

Ramona Flanigan/mjf
City Administrator

Edgerton Comprehensive Outdoor Recreation Plan (CORP)

Parks and Recreation Committee

Final Draft Review Meeting 3.7.23

Project Schedule

Task	Proposed Timeline
Kickoff Meeting with Staff	September 15
Focus Group Meetings	October 12
Kickoff Meeting with Parks and Recreation Committee	October 12
Parks Tour and Existing Conditions Evaluation	October 13
Online Survey	October 17 – November 14
Complete Draft and Staff Review	December – January
Parks and Recreation Committee Draft Review Meeting	January 30
Complete Final Draft and Staff Review	February
Parks and Recreation Committee Recommendation Meeting	TODAY
Adoption Meeting	April

January Meeting Recap

- Reviewed online survey results
- Provided overview summary of new plan structure, format, and ideas
- Discussed key policy topics
- Reviewed the Ladd Lane Park Concept Plan

Plan Changes Made

- Formatted the documents with cover pages, photos, and colors
- Added the City-owned property off of Randolph Street to all maps, updated all references to the total number of conservancy properties, added a summary of the property to the existing parks list and the facility matrix table, and added a reference to it being a key piece of property along the future planned Saunders Creek trail (call out box)
- Chapter 3: Added meeting summary from January 30th Parks Committee meeting
- Chapter 4: Added a new goal about acquiring lands for active playfields
- Chapter 7: Added pickleball courts to the recommendations listed under St. John's Park
- Chapter 7: Added a new call out box on the approach to acquiring a new Community Park and updated the special use recommendations regarding the City's desired active playfield approach (short and long-term)
- Chapter 7: Added a summary description of the Ladd Lane Park Concept Plan
- Chapter 8: Added the VFW to the collaboration recommendations regarding the pavilion and passive recreation trails near the memorial
- Chapter 9: Added new field lighting to park improvement cost estimate tables
- Chapter 10: Added an implementation action item for the pursuit of a new Community Park
- Appendix: Added a plan summary of the 2008 CORP
- Appendix: Added the Ladd Lane Park Concept Plan cost estimate

Interactive Online Map

- The map can be found here:
<https://cityofedgerton.maps.arcgis.com/apps/MapJournal/index.html?appid=c08e0aefff7b440e88c35cca0eb5357a>
- Any questions or changes needed?

Today's Discussion

- Active Playfields Approach: review attached page from the plan (below)
 - Anything missing or that you'd like further outlined in the plan or this section?
- Ladd Lane Park Concept Plan: skate park and 2 pickleball courts OR 4 pickleball courts?
 - Cost difference is \$25,000
 - Any changes needed to the concept plan?
- Any other questions or changes needed in the Final Draft Plan or Appendix?

Next Steps

- Recommend the Final Draft Plan to the Plan Commission and City Council for adoption (with any changes made from today's meeting, if applicable)
- April 6: Plan Commission and City Council Public Hearing and Adoption Meeting

SPECIAL USE FACILITIES RECOMMENDATIONS

Through the planning process, additional unique recreational opportunities were identified. In the future development and upgrades of existing and new parks, it is recommended that the City consider the following unique opportunities and partnerships as population and demand increases:

Active Playfields

As illustrated in the public feedback gathered through this planning process, there is an increasing demand for active playfield space and limited opportunities within existing parks to accommodate more space. In particular, there are competing demands for space available to play soccer, football, and baseball/softball. There are two potential solutions to this existing issue, but each requires more land, funding, coordination with volunteer programming groups, and time.

- Distribute new active playfields within existing parks and through the acquisition of new Neighborhood Parks.
 - Pros: provides new playfield space in the short-term and requires less land and costs compared to a large-scale playfield complex.
 - Cons: doesn't keep active playfield users concentrated in one location and many existing parks are too small to accommodate new active playfield space.
- Develop a new active playfield complex through the acquisition of a new Community Park.
 - Pros: keeps active playfield users in a centralized location and can help alleviate competing land demand issues within existing parks for active playfield space.
 - Cons: requires a considerable amount of land and costs and doesn't solve the existing issues in the short-term.

It is recommended that the City of Edgerton take a hybrid approach to the potential opportunities as described above – seeking both short-term and long-term solutions. This can be accomplished through the addition of new active playfield space in existing parks (where suitable) and one or more fields being incorporated into new developing Neighborhood Parks to help solve short-term demand. It can also be accomplished by establishing a coordinated effort to develop a large-scale Community Park active playfield complex in the long-term. Over the planning period, it is recommended that the City actively pursue the acquisition of a new Community Park and develop the new park into a consolidated active playfield location in the community to alleviate existing constraints within Racetrack Park and accommodate existing and future demand.

Steps to Acquisition and Development of a New Community Park

There are several key steps to the establishment of a new Community Park. These include:

1. **Identification of suitable land.** There are many factors that should be considered in the identification of land for the park including, but not limited to, size, location, accessibility, topography, proximity to utilities, buildability, and constraints. An investigation of all land within the City and directly adjacent to the City's boundaries should be evaluated using Map 3 as the basis for the site identification. During this investigation, preliminary site suitability and site selection analysis should be done to ensure identified properties are adequate to facilitate the desired size, facilities, layout, etc.
2. **Property negotiation and acquisition.** The vast majority of lands identified in step one will most likely yield sites that are privately held. Through property owner outreach, the City can determine willingness to sell, land price, and donation opportunities to narrow the pre-identified sites into one or a select few best-fit options. Property acquisition will require several steps including fundraising, grant procurement, or budgeting; negotiation of land sale price; property transfer; entitlements; and potentially annexation and Comprehensive Plan Amendments.
3. **Park master planning.** With a site acquired, it is recommended that a Park Master Plan be developed to determine its future programming, amenities, layout, and facility makeup. This process will include detailed engineering plans for park development, community and stakeholder engagement, estimated costs, implementation strategies, and City adoption.
4. **Bidding, awards, and construction.** Utilizing the Park Master Plan, the City will need to acquire and/or allocate funds toward the construction of the new park. This can come in form of donations, grant procurement, sponsorships, budgeting, or more likely a combination of each. The project will then need to be bid out for construction and contractors will need to be selected to complete the work. Following bid awards, construction can commence.

There are many challenges to acquiring and developing a new Community Park. However, these steps will provide the City with the best chance in adequately planning for, funding, and developing the facility over the planning period.

Edgerton Park - General Cost Opinion

Draft: February 21, 2023 - FOR DISCUSSION ONLY

For planning purposes only and do not reflect fluctuating prices of materials related to pandemic or supply chain issues.

Mobilization and Permitting

Does not include potential wetland permitting				\$	20,000
			10% Design/Engineering	\$	2,000
			15% Contingency	\$	3,300
			Total	\$	25,300

Site Prep & Grading

Does not include stormwater management work				\$	30,000
			10% Design/Engineering	\$	3,000
			15% Contingency	\$	4,950
			Total	\$	37,950

Path Network

	quantity	unit	cost	subtotal
Paths (10' asphalt with 1' clear zone on either side)	3,500	lf	\$ 30	\$ 105,000
Boardwalk Segment (in existing wetlands)	150	lf	\$ 200	\$ 30,000
			Subtotal	\$ 135,000
			10% Design/Engineering	\$ 13,500
			15% Contingency	\$ 74,250
			Total	\$ 222,750

Shelter

	quantity	unit	cost	subtotal
Restrooms, Concession and Open Air Pavilion	1	ea	\$ 500,000	\$ 500,000
Utilities to Building (electric, water, sewer)	150	lf	\$ 100	\$ 15,000
Picnic Tables	8	ea	\$ 2,000	\$ 16,000
			Subtotal	\$ 531,000
			10% Design/Engineering	\$ 53,100
			15% Contingency	\$ 87,615
			Total	\$ 671,715

Sports Facilities - Option 1

	quantity	unit	cost	subtotal
Full Sized Soccer/Play Field (without lights or nets)	1	ea	\$ 50,000	\$ 50,000
Sports Court (Pickleball/Basketball) (without lights)	1	ea	\$ 75,000	\$ 75,000
<i>Pickleball - 4 Courts south of Soccer Field (without lights)</i>	1	ea	\$ 150,000	\$ 150,000
			Subtotal	\$ 275,000
			10% Design/Engineering	\$ 27,500
			15% Contingency	\$ 45,375
			Total	\$ 347,875

Sports Facilities - Option 2

	quantity	unit	cost	subtotal
Full Sized Soccer/Play Field (without lights or nets)	1	ea	\$ 50,000	\$ 50,000
Sports Court (Pickleball/Basketball) (without lights)	1	ea	\$ 75,000	\$ 75,000
<i>Pickleball - 2 Courts south of Soccer Field (without lights)</i>	1	ea	\$ 75,000	\$ 75,000
<i>Skate Park Area (flat concrete without lights or skate equipment)</i>	8,000	sf	\$ 6	\$ 48,000
			Subtotal	\$ 248,000
			10% Design/Engineering	\$ 24,800
			15% Contingency	\$ 40,920
			Total	\$ 313,720

Playground - Large in New Park

	quantity	unit	cost	subtotal
Play Structures	1	ea	\$ 150,000	\$ 150,000
Safety Surface - Rubber Poured in Place	2,500	sf	\$ 21	\$ 52,500
Benches	3	ea	\$ 2,000	\$ 6,000
			Subtotal	\$ 208,500
			10% Design/Engineering	\$ 20,850
			15% Contingency	\$ 34,403

Total \$ **263,753**

Playground - Small in Existing Kienbaum Park

	quantity	unit	cost	subtotal
Play Structures	1	ea	\$ 100,000	\$ 100,000
Safety Surface - Rubber Poured in Place	1,000	sf	\$ 21	\$ 21,000
Improvements to existing swings & new mulch	1	ea	\$ 10,000	\$ 10,000
Benches	2	ea	\$ 2,000	\$ 4,000
Subtotal				\$ 135,000
10% Design/Engineering				\$ 13,500
15% Contingency				\$ 22,275
Total				\$ 170,775

General Landscaping

	quantity	unit	cost	subtotal
Shade Tree	20	ea	\$ 600	\$ 12,000
Smaller Tree	10	ea	\$ 500	\$ 5,000
Large Shrubs/screening	20	ea	\$ 200	\$ 4,000
Prairie Native Plantings - seeding	125,000	sf	\$ 3	\$ 375,000
Lawn - seeding	200,000	sf	\$ 0.5	\$ 100,000
Subtotal				\$ 496,000
5% Design/Engineering				\$ 24,800
15% Contingency				\$ 78,120
Total				\$ 598,920

Furnishings

	quantity	unit	cost	subtotal
Benches	8	ea	\$ 2,000	\$ 16,000
Trash	4	ea	\$ 1,500	\$ 6,000
Bike Rack	8	ea	\$ 1,000	\$ 8,000
Bike Rack (concrete base)	500	sf	\$ 6	\$ 3,000
Subtotal				\$ 33,000
10% Design/Engineering				\$ 3,300
15% Contingency				\$ 5,445
Total				\$ 41,745

General Park Signage

	quantity	unit	cost	subtotal
Major Park Signs	2	ea	\$ 3,000	\$ 6,000
Minor Park Signs	2	ea	\$ 2,000	\$ 4,000
Subtotal				\$ 10,000
10% Design/Engineering				\$ 1,000
15% Contingency				\$ 1,650
Total				\$ 12,650

Lighting

	quantity	unit	cost	subtotal
Lighting Conduit		lf	\$ 15	\$ -
Lighting Control		ea	\$ 30,000	\$ -
Overhead Lights		ea	\$ 6,000	\$ -
Subtotal				\$ -
10% Design/Engineering				\$ -
15% Contingency				\$ -
Total				\$ -

Option 1 Project Subtotal	\$ 1,873,500
10% Design/Engineering	\$ 187,350
15% Contingency	\$ 309,128
Total	\$ 2,369,978

Option 2 Project Subtotal	\$ 1,846,500
10% Design/Engineering	\$ 184,650
15% Contingency	\$ 304,673
Total	\$ 2,335,823

Ladd Park Concept Plan

Edgerton, Wisconsin

DRAFT

Revised: February 8, 2023
 VANDEWALLE & ASSOCIATES, INC.
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Playfield size and park elements are subject to grading and stormwater management final design. Assumes on-street parking and/or walking/biking to and from park.

