

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

**PARKS & RECREATION COMMITTEE**  
Thursday, April 12, 2018 at 6:00 p.m.

1. Call to Order, Roll Call.
2. Confirmation of appropriate meeting notice on Friday, April 6, 2018
3. Approval of March 22, 2018 Parks & Recreation Committee Meeting Minutes.
4. Discuss installation of a barrier to restrict parking south of the west parking lot in Racetrack Park.
5. Discuss pool passes for income eligible patrons.
6. Discuss bids for Racetrack Park shelter door replacement.
7. Public Works Director's Report.
8. Pool Director's Report.
9. Discuss and Set Next Meeting Date and Agenda Items.
10. 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."

**March 22, 2018 PARKS & RECREATION COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Chairperson Jonathon Frey called the meeting to order at 6:00 p.m.

Present: Jonathon Frey, Paul Davis, Steve Guertin, and Russ Jorstad.

Excused: Denise Langan, Ken Haagensen and Bonnie Slagg

Others Present: City Administrator Ramona Flanigan and Public Works Director Tom Hartzell, Aquatics Director Anne Gohlke, Mel Simmons, Emily Pope and Jen Maier.

Flanigan confirmed the meeting agendas were properly posted on Friday, March 16, 2018 at the Post Office, Edgerton Library and City Hall.

**APPROVAL OF MINUTES:** A Davis/Jorstad motion to approve the September 20, 2017 Parks & Recreation Committee meeting minutes passed, all voted in favor.

**DUGOUT FENCING AT RACETRACK PARK:** Mel Simmons from the Janesville Baseball Booster Club was approached by the JV Highschool Baseball coach requesting permission to install gates between the dugouts and the spectator area on the Babe Ruth diamond at Racetrack Park. The estimated cost is \$2,685. She is requesting to use Racetrack Park advertising funds. The current fund balance is \$6,219. She is also requesting to do improvements to the pitching mound. The estimated cost of the improvements was \$1,445. The staff will look into the pitcher mound issue and put on a future agenda.

A Jorstad/Davis motion to allocate funds from the Race Track advertising funds for gates on the dugouts of the Babe Ruth field passed on a 4/0 roll call vote.

**INCOME BASED DISCOUNTED POOL PASSES:** Emily Pope from the Edgerton Outreach presented some information on a program that provides free and/or discounted pool passes for low-income children. This program is currently running in the City of Evansville where the City offers a specific number of free passes. The families put their names in a drawing. The names are drawn until the free passes are gone. Any names that are not drawn are offered a discount on regular passes. The program would be administered by the Outreach. The families would have to provide proof of residency and provide income information. The staff will work with the Aquatics Director and Emily to produce financial analysis of the program and bring it back to a future meeting.

**GAGA BALL IMPROVEMENTS AT RACETRACK PARK:** Jennifer Maier from the Edgerton Tobacco Days committee stated that the group is interested in installing a Gaga ball court at Race Track Park. Information was distributed describing the sport. The Tobacco Days Committee would provide the labor and the materials to build the court. The court would be a permanent fixture, it would be available for the public use. The Committee is hoping to coordinate a tournament on the weekend of the Tobacco Days festival.

A Jorstad/Davis motion to accept the offer from the Tobacco Days Committee to install a gaga ball field at Race Track Park passed on a 4/0 roll call vote.

**NEXT MEETING DATE AND AGENDA ITEMS:**

Discuss discounted pool passes, discuss pitcher mound on Babe Ruth field.

Being no other business before the Committee, a Davis/Jorstad motion to adjourn passed, all voted in favor.

Tom Hartzell/wjl  
Public Works Director

# Memo

**To:** Parks Committee  
**From:** Staff  
**Date:** 4/9/2018  
**Re:** April 12, 2018 meeting

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**Pool “scholarships”:** Please recall the Parks Committee heard a presentation by Emily Pope from Edgerton Community Outreach during the last meeting regarding reduced or free pool passes for lower income residents. The Committee requested the interested parties investigate other programs and prepare a recommendation for the Committee to consider. Outreach and City staff investigated other programs, met with several interested organizations, and reached the following recommendation for the Park’s Committee:

Proposed Program Policies:

Eligibility: Edgerton Outreach would be responsible for determining program eligibility for people who apply to the program based on existing Outreach program standards. Outreach would be responsible for creating the list of eligible families from within the area of the Edgerton School District.

Free or Reduced Rate Services

- Free Pool Services: Eligible families, selected through a lottery-type drawing, may pick one of the following free services:
  - 20 free punch cards (each punch card has 5 daily, individual admission passes); and
  - 10 free swim lesson sessions
- Reduced-Rate Pool Services: Eligible families that did not receive one of the free services listed above are eligible for a 50% price reduction for punch cards and season passes.
- Reduced-Rate Swim Lessons: Eligible families that did not receive one of the free services listed above are eligible for a 50% price reduction for swim lessons. The *Gifts for Kids* organization will pay for the other 50% of the swim lessons cost.

Cost of the Program: The actual financial cost to the City of the program cannot be calculated but can be evaluated as follows: (1) The cost to the City for the free and 50%-reduced admission passes would include the lost revenue from recipients who would have paid full fare to attend the pool anyway, (even without the subsidy). (2) The City benefits if recipients (who would not have attended the pool without free or reduced passes) make purchases from the concession stand.(3) The cost to the City for the free swimming lessons depends upon whether or not paying customers are being displaced by these participants. (4) There is no cost to the City for the half price swim lessons because *Gifts for Kids* will scholarship the 50% of the cost not covered by the family.

Benefits of the Program: The groups involved in the program's policy development believe the program provides the following benefits: (1) more children will learn to swim, which improves safety and overall confidence; (2) more children will have a safe and supervised place to spend their summers; (3) children and families will not be excluded from a great activity simply because of income; (4) more people will be exercising; and (5) more families will have a positive activity to enjoy together.

Timing: The Committee should discuss the program and the proposed or modified policies to determine if it wishes to proceed with this program. To implement the program this year, a decision will have to be reached in early April.

**Installation of barrier to restrict parking:** In May of last year the Parks Committee discussed the installation of a barrier (not a fence but posts) south of the parking lot near the Conservation Club clubhouse to prohibit the area from being used for parking so the area could be used for upgraded athletic fields including a full-sized soccer field.

The Committee requested a survey be completed to locate the boundary of the leased land in the field. The survey indicates a soccer field oriented east-west would require the use of approximately 30 feet of the land that is included in the area leased by the Conservation Club. This area is not used by the Conservation Club, the City maintains this area, and the existing baseball field in this area encroaches approximately 100 feet onto land leased by the Conservation Club. The Mayor held lengthy discussions with the Conservation Club and as of the writing of this memo, it is unclear if the Conservation Club will object to the use of approximately 30 feet of their leased area for additional athletic activities. A north-south oriented soccer sized athletic field could be installed without sharing any of the land leased by the Conservation Club, but it would limit the amount of parking available to the Conservation Club and other park users accessing activities on the west end of RTP.

# Memo

**To:** Parks Committee  
**From:** Staff  
**Date:** 4/9/2018  
**Re:** RTP shelter doors

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The City received five (5) bids for the replacement of overhead doors on the shelter house at Racetrack Park. Bidders were asked to make a site visit and provide three (3) options with their base bid.

All base bids came in over the budget of \$11,597.00. Staff recommends the following: we accept the alternate of decorative hardware because it is an inexpensive upgrade to the appearance of the doors; and that we paint the doors and wood framing to match the existing colors as opposed to accepting the factory painted door and aluminum wrap of the framing options.

With the decorative hardware option included, Bower City Door Co. is low bidder at \$13,276.00 (\$1,679 over budget). The factory colored painted doors and aluminum wrapped framing reduce maintenance and improve the long term appearance of the shelter house. If the committee wishes to recommend these options, the budget shortfall would be \$4,099 and Bower would still be the low bid. The Bower City Door Company has provided the City with satisfactory work in the past, so staff recommends awarding Bower City the contract.

<b>Contractor</b>	<b>Base Bid</b>	<b>Door Color Custom</b>	<b>Decorative Hardware</b>	<b>Aluminum Wrapped Framing</b>	<b>Estimated Completion Date</b>
Overhead Door	\$14,210	\$4,975	\$600	N/A	45 Days from Contract
Bower City	\$12,996	\$1,720	\$280	\$700	5/25/18
Stoughton Lumber	\$13,986	\$6,000	\$75/door	\$3,440	2 weeks after job install
Country Door System	\$13,670	N/A	\$1,000	N/A	4-5 weeks after acceptance
Janesville Door	\$12,390	\$3,250	\$1,250	\$1,470	5 days total/2 week delivery





