



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

**PARKS AND RECREATION ADVISORY BOARD MEETING
IN PERSON AND VIA ZOOM
WEDNESDAY, SEPTEMBER 11, 2024 – 4:00 PM
CITY HALL – SECOND FLOOR**

<https://us02web.zoom.us/j/81619928636?pwd=yMHRPQoaa5yjrOXj6qSq7oEOCeZKLS.1>

Meeting ID: 816 1992 8636

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AGENDA

- 1. Call meeting to order**
- 2. Roll call**
- 3. Approval of Minutes**
 - a. Review and possible action relating to the minutes of the June 12, 2024 Parks and Recreation Advisory Board meeting (Baird)
- 4. Unfinished Business**
 - a. Discussion relating to the Ballfield Lighting Subcommittee (Dayton)
- 5. New Business**
 - a. Review and possible recommendation to the Planning Commission relating to **Glacial River Trail Eagle Scout Bike Repair Station and Pump Project (Landon Stachel)**
- 6. Miscellaneous**
 - a. Director's Report (Dayton)

7. Next Meeting

- a. Wednesday, December 11, 2024 at 4:00 p.m.

8. Adjournment

Date Posted: September 6, 2024

CC: Parks & Recreation Advisory Board Members; City Council; City Staff; City Attorney; News Media

Notice is hereby given that a majority of the Fort Atkinson City Council may be present at this meeting at the location and time indicated above to gather information about any subject matters on this agenda over which they have decision-making responsibility. This may constitute 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.

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**PARKS AND RECREATION ADVISORY BOARD MEETING
IN PERSON AND VIA ZOOM
WEDNESDAY, JUNE 12, 2024 – 4:00 PM**

Minutes:

1. Call meeting to order
Director Dayton called the meeting to order at 4:03 pm
2. Roll call:
Robert Cassiday, Rocky Baldry, Hillary Baird, City Council Rep Kyle Jaeckel, Parks & Rec Director Ben Dayton, Parks Maintenance Supervisor JJ Yanke; Also present: Mark Bardenwerper, Mark Dziewior, and Mabel Schumacher

Absent: Steve Mahoney & Becky Romens
3. **Election of the Chair of the Parks and Recreation Board** for the term of June 14, 2024 – June 1, 2025 (Dayton)
Cassiday nominated Hillary Baird to the position of Chair for the 2024-2025 year. No other nominations were made. Seconded by Jaeckel.
4. **Election of the Vice Chair of the Parks and Recreation Board** for the term of June 14, 2024 – June 1, 2025 (Chair)
Baird nominated Cassiday to the position of Vice Chair for the 2024-2025 year. No other nominations were made. Seconded by Jaeckel.
5. Review and possible action relating to the **minutes of the September 13, 2023 Parks and Recreation Advisory Board meeting (Dayton)**
Jaeckel motioned to approve the September 13, 2023 Parks and Recreation Advisory Board meeting minutes. Seconded by Baldry.
6. **Old Business:**
 - a) Discussion relating to the **Ballfield Lighting Subcommittee** (Dayton)
Dayton summarized the minutes from the last Ballfield Lighting Subcommittee meeting and asked for additional information from the board.

Baldry commented that after the last meeting the project was put on hold until more information could be collected about potential grant opportunities. There is potential to apply for grants with the DNR now that the department has adopted the 2023-28 Comprehensive Outdoor Recreation Plan. He mentioned that when the committee reconvenes it will be easy to get going again.

Cassiday noted that the committee had discussed 3 different options at various price points.

Dayton requested that the subcommittee meet to Fall of 2024.

7. **New Business:**

- a) Review and possible recommendation to the Planning Commission relating to the **McCoy Park Doughboy Restoration Project** (Mark Bardenwerper, Sr.)
Mark Bardenwerper, from the Doughboy Restoration Committee (DRC) summarized the presentation that was submitted to the Parks and Recreation Advisory Board. He highlighted that he revised his RFP's to focus on one vendor to complete work on both the Doughboy statue and the McCoy Park plaque together to ensure continuity.

Bardenwerper commented that the DRC chose Sculpture & Objects Studio, Inc. (COSOS) as their preferred vendor.

Mark Dziejwior mentioned that COSOS have completed multiple restoration projects on other Doughboy statues.

Bardenwerper pointed out that in the process of transporting the statue raised the cost of the project considerably, roughly \$23,000 one way. He discussed the possibility of removing and transporting the statue with volunteers if they were overseen by the restoration company.

Baldry commented about liability issues with volunteers doing the work.

Dayton reiterated that the work done on this project will need to be done by certified and insured professionals.

Bardenwerper agreed that hiring COSOS to transport the statue is in the best interests of the city.

Bardenwerper discussed the challenges with the existing plinth and the need to replace it as well. He said that the DRC received several quotes for a new plinth, but based on the results they realized that the RFP was too broad and needed to be more specific.

Bardenwerper discussed the overall design of the plinth and needed to increase the height plinth by 12" to make room for the plaque, which is currently not attached. He brought additional design examples to compare and asked the board for additional feedback.

Cassidey commented that he preferred a design with the plaque attached to the plinth.

Baird suggested a design with flowers around the base of the plinth because this may deter people from attempting to climb up to the statue.

Bardenwerper discussed what security measures would be. He recommended adding up lighting around the statue.

Dayton commented that electricity would need to be brought to the statue and that we would need to get a quote for that.

Yanke commented that the closest electrical box is located to the east of the statue, on the far side of Old Madison St.

The committee also recommended removing the existing barbed wire and possibly placing barbed wire around the top of the plinth instead.

Baird asked what the expected timeline is to complete the project. Bardenwerper said that it would take the artist 1 year to complete the restoration of both the statue and the plaque.

Dayton asked how the project will be funded. Bardenwerper said that he had approached the Fort Atkinson Community Foundation about funding opportunities. He said that the DRC will be looking further into potential funding sources and a way to deposit donations.

The Parks and Recreation Board recommended that the DRC refine the design of the plinth, obtain a quote for adding electricity to the site, a landscaping plan and confirm how they plan on handling donations.

Cassidy moved to table this item. Bierd seconded.

- b) Review of **Jones Park Batting Cage Concept Review** (JJ Yanke)
Parks Maintenance Supervisor, JJ Yanke summarized the presentation provided to the Board. He explained that this project has the support of the two main user groups, the Generals, and the Fort Atkinson High School Baseball program.

Biard asked about the durability of the net and how long it will last. Yanke explained the Mastodon Batting Cage System specs in detail. He said that it has a 5-year warranty. He also heard positive reviews about its quality, ease of use and durability.

Yanke explained that he is currently working with the Generals to sell raffle tickets. Additionally, he will be applying for a matching grant from the Fort Atkinson Community Foundation.

Baldry motioned that the Parks and Recreation Board support the Concept Review. Cassidy seconded.

- c) **Review and possible recommendation to the Planning Commission relating to the McCoy World War Two Monument Project (Mabel Schumacher)**
Mabel Schumacher explained the history of existing McCoy Park memorials and the desire to install a Word War II monument. She commented that the focus of this monument will be on the entire war effort, honoring the soldiers and the community members who worked to support the troops.

Cassiday commented that he appreciated the vision for this monument.

Schumacher described the statue in detail, including the materials used, design elements and the dimensions.

Baldry asked how the statue would be oriented on the site.

Dayton asked about the lighting and electrical needs. Schumacher described that the new monument would have similar lighting as the other lit monuments in the park.

Biard asked if there were going to be any benches. Schumacher explained that a bench is in the plan.

Dayton asked if there will be any plaques added to the site. Schumacher commented that there will be 2 plaques including historical quotes. Additionally, there will be a plaque with the name of the artist.

Jackle motioned to approve recommendation to the Planning Commission. Baird seconded the motion.

8. Miscellaneous:

a) Director's Report (Dayton)

The City Council approved the new garage and shelter/concessions building at Haumerson's Pond in May. This project is funded through the Friends of Haumerson's Pond, the Fort Atkinson Community Foundation, and a \$100,000 matching grant from the DNR. Former Director Brooke Franceen and Steve Mode worked together to apply for the grant in 2023. Staff will be working closely with the Friends of Haumersons Pond to complete the project in the coming months.

Two of our staff will be moving up a step on the pay schedule this year. Dave Radloff celebrated his 36-month anniversary at the end of May. Dave is our Aquatic Specialist and takes care of the daily pool maintenance. Mat Thompson will be celebrating his 18-month anniversary on July 3rd. Mat is our newest parks staff person and has been a great addition. He became a Certified Pool Operator in January 2023. Congratulations to Dave and Mat!

In July, Chris Nye will be celebrating 10 years as our Senior Center Director. Congratulations to Chris, we are lucky to have him!

I would like to thank Mark Dziejewior for repairing three of our vandalized statues. The Fishing Boy “fish” was stolen in 2023. Staff and the donors worked with Mark to find the right spot to reattach the fish. Also, the Basketball Boys statue at the Municipal Building was repaired and reinstalled in May. The final statue needing repair is the Skating Boy, located at the Ralph Park skate park. Mark is graciously donating all his services!

Aquatic Center:

- The Aquatic Center is officially open! The weather did not fully cooperate with us for our opening weekend. On Saturday the pool closed after 1 hour due to rain and cold temps. But Sunday was great, we welcomed over 400 people!
- The council approved the purchase of a M32 Robot Pool Vacuum. We anticipate seeing cost savings within 3 years.
- We sold 426 Family passes as of June 12. Compared to the 460 passes sold in 2023. 42 Individual passes have been sold, compared to 54 sold in 2023.
- The department purchased a new i.d. card printer for our AC season passes. Not only has this streamlined the process, but they also look great! We have already received several compliments from the public.
- Challenges: Phone lines at the AC were down for 2 days during opening week. This caused some issues with folks attempting to schedule private swim lessons. Also, the new pool heater installation has been delayed. Staff is working with the contractor to keep the existing heater running until the new unit arrives.

Main Street Dance:

- 308 dancers participated in our recital in early May, including 91 dads, who danced with their children.
- There were over 1,600 family members and friends in the audience at the recitals Friday and Sunday. The show on Sunday saw an almost sell-out of the 1,250 seat Young Auditorium.

Parks:

- Most of our parks seasonal staff started the week of June 3rd. We are looking to hire one more person as a floater between Parks Maintenance and Cityscape staff.
- Staff successfully opened all public bathroom facilities on May 1st.
- Thanks to a donation from the Fort Atkinson Generals, we renovated the pitching mound and home plate areas in both bullpens and on the main diamond.

- As of June 12, we have a total of 288 shelter rentals on the books for 2024.
- Memorial Park baseball fields saw a face lift this spring. Staff used the new ABI Force Groomer machine to remove the infield lips and level all 3 diamonds.
- Challenges: Construction of the new Public Works and Parks Operations building has required our staff to remain flexible. Staff is excited to move into the new building after it is complete.

Recreation:

- Our Adult Pickleball Beginner/Intermediate program maxed out with 24 participants. Staff received lots of positive compliments from the first class.
- The Stuff n' Fluff program is always a hit with younger kids. We saw a total of 20 participants in the summer session.
- Fit with Fran is always a big hit! The early summer session has a total of 43 participants across 3 different classes.
- Challenges: A new club group is now offering softball within the community. We anticipated that this would influence our numbers but did not expect it to affect us as much as it did. In 2023, we had around 80 participants in grades 3-8. As of June 10, we have a total of 36 girls registered. Brett Ketterman adjusted the format of the program and will be overseeing the implementation of it. Staff will be evaluating this program at the end of the season to gauge interest for next year.

Senior Center:

- Senior Center attendance is doing very well is consistently in the 1100-1500 range per month. That is about an average of 60 people coming into the building and signing in each day. In May, we set a new attendance record with 1527 folks signing in.
- Our landscaping at the Center has improved year over year. The SC staff have coordinated annual garden clean up days over the past several years. Their hard work is truly paying off.
- We have a loyal group of volunteers that have added new programs such as Qigong and Pinochle in the last few months.
- Challenges: Finding the right volunteer to lead new programs that have been requested.

9. Next Meeting: **Wednesday, September 11, 2024 at 4:00 p.m.**

10. Adjournment

Baldry moved to adjourn the meeting, Baird seconded. Meeting adjourned at 6:00pm



**MEMORIAL PARK BALL FIELD LIGHTING SUBCOMMITTEE MEETING
WEDNESDAY, MAY 31, 2023 – 8:30 AM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Baldry called the meeting to order at 8:30 a.m.

2. Roll call

Present: Brooke Franseen, Parks and Rec Director; Rocky Baldry, Parks & Rec Advisory Board; Robert Cassiday, Parks & Rec Advisory Board; Don Neste, Parks & Rec Advisory Board and Fort Youth Baseball Rep; Steve Rottmann, Junior Blackhawk Baseball Rep; JJ Yanke, Parks Maintenance Supervisor; Paul Broadhead, Fort Youth Baseball Rep

Absent: Nick Armstrong, City Electrician

3. Review and possible action relating to the minutes of the April 21, 2023 Memorial Park Ball Field Lighting Subcommittee Meeting

Neste moved, seconded by Rottmann to approve the minutes of the April 21, 2023 Memorial Park Ball Field Lighting Subcommittee minutes. Motion carried.

4. Review and discuss the information found from subcommittee members who were assigned tasks at the April 21, 2023 meeting

The items noted below were part of the discussion:

- Fort Youth Baseball is newly Little League affiliated. Broadhead noted there are no lighting standards, in regards to the number of footcandles, to be Little League compliant. Franseen asked to confirm.
 - o Broadhead and Neste noted fences are desired to be moved to be Little League compliant. Some fences moved out and some moved up that don't have the capacity to move out. FYB reps to prepare a diagram of proposed changes regarding fencing and light pole locations.
 - o FYB noted they can't host tournaments if they are not Little League compliant. They do expect to host tournaments next year.
- Rottmann asked if FYB has an idea of the cost of the fence changes to be Little League compliant. There is no cost estimate yet.
- Broadhead noted there are grant opportunities through MLB for fencing and/or lighting.
- Neste noted the committee could approach this project in 3 different ways.
 - o Option 1: replace just fixtures
 - o Option 2: replace fixtures, get new poles (if needed), move poles, and move fencing

- Option 3: turnkey option similar to proposals from Musco and Cooper (new aluminum 70' poles, wiring, electrical system, LED fixtures, etc.)
- Broadhead noted it's worth looking at adding a light on the left center pole for lighting the front of the batting cage.

The next steps are below:

- Franseen: reach out to Nick, City Electrician with prepared questions; reach out to vendors with prepared questions; reach out to communities who WILL has worked with for adding just fixtures
- Rottmann: get the cost of a new same size pole (currently 18 poles) and cost of a new taller pole; ask WE Energies what height options there are for new poles; cost for testing poles; see if WE Energies will donate electrical/time
- Broadhead and Neste: prepare a diagram of proposed changes regarding fencing and light pole locations to become Little League compliant
- Questions for WILL:
 - What is the cost of 50/30 and 30/20 footcandles?
 - Can you expand on the optional accessories and the need for a glare shield along with costs?
 - Can you expand on the expectations of the contractor responsibilities on page 4? Are those items the City Electrician could perform?
 - The current light fixtures are at 40' on the poles. Would you recommend the fixtures be placed higher? Would it help illuminate the field? Or what is the recommended height of light fixtures to achieve 50/30 and 30/20?
 - What is the warranty on the fixtures?
- Questions for Nick Armstrong:
 - If we move poles out or get taller poles, what would a rough estimate of the electrical cost be to accommodate the change?
 - Would the City rather perform the electrical work or if desired, would we allow WE Energies donate time to perform the work?
 - Can we (City) perform a footcandle test to see what the lights currently are if the City has equipment?

5. **Discuss potential next steps**

Next meeting July 11 at 8:30 a.m.

6. **Adjournment**

Neste moved, seconded by Yanke to adjourn. Meeting adjourned at 9:47 a.m.

Respectfully submitted,
 Brooke Franseen
 Parks and Recreation Director



**MEMORIAL PARK BALL FIELD LIGHTING SUBCOMMITTEE MEETING
TUESDAY, JULY 11, 2023 – 8:30 AM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Baldry called the meeting to order at 8:31 a.m.

2. Roll call

Present: Brooke Franseen, Parks and Rec Director; Rocky Baldry, Parks & Rec Advisory Board and JBB Rep; Robert Cassiday, Parks & Rec Advisory Board; Steve Rottmann, JBB Rep; JJ Yanke, Parks Maintenance Supervisor; Paul Broadhead, Fort Youth Baseball Rep; Nick Armstrong, City Electrician

Absent: Don Neste, Parks & Rec Advisory Board and FYB Rep

3. Review and possible action relating to the minutes of the May 31, 2023 Memorial Park Ball Field Lighting Subcommittee Meeting

Rottmann moved, seconded by Armstrong to approve the minutes of the May 31, 2023 Memorial Park Ball Field Lighting Subcommittee minutes. Motion carried.

4. Review and discuss the information found from subcommittee members who were assigned tasks at the May 31, 2023 meeting

Broadhead noted Little League requires 50/30 lights and also doesn't allow wood poles. These requirements are in order to host tournaments at the park.

Yanke supplied the subcommittee with photometrics of the current fields (attached with minutes). Photometrics on LED and pole placements are very important looking forward.

Armstrong noted LED lights are much lighter in weight than metal halogens.

Rottmann reported WE Energies has offered to donate time and equipment to install new poles. The cost would be the cost of new poles and the cost of moving any underground utilities, if needed. The limitation would be weather and ground. The City would need to provide backfill and bore holes. WE Energies would put the poles in place.

Broadhead noted FYB's hope is to move back the fence on diamond 3. The group researched there is 45 feet from the current fence line to the property line. Topography may be a concern beyond the tree line.

Questions for WiLL:

- We are looking at replacing the poles. This gives a clean slate of the project. What pole height and pole distance do you recommend to give us full coverage? Where would you recommend putting the new poles?
 - o Can you please send updated quotes/information with your recommendation on 50/30 and 30/20?
- We would like to plan for the lights to be placed at least at 200' fence distances for diamond 1 and 3 to prepare for future fence expansions.
- We have single phased 240 volt to fixtures right now. Can we get 240-volt fixture vs 3 phase 277v?
- Can you please list any additional costs that may be needed with fixture replacements and pole replacements?

Questions for MUSCO:

- The current proposal is proposing replacing 1,000 wattage to 1,000 wattage. Is it possible to replace the lights with lower wattage? (Armstrong noted the current price is 15 cents per kilowatts per hour.)
- Can you please provide a quote with 30/20 footcandles?
- Can you please update the 50/30 proposal and use these fence distances in the 30/20 proposal: diamond 1 and 3 fence distances of 200' and diamond 2 will remain the same
- Can you please list any additional cost that may occur beyond the proposal?

Questions for Cooper:

- Can you please provide a quote with 50/30 footcandles? I believe the current quote is 30/20.
- Can you please update the 30/20 proposal and use these fence distances in the 50/30 proposal: diamond 1 and 3 fence distances of 200' and diamond 2 will remain the same
- Can you please list any additional cost that may occur beyond the proposal?

Rottmann: ask WE Energies for price of new poles once pole heights are determined.

Franseen will put a document together once all answers are provided to compare apples to apples for 50/30 and 30/20 footcandles.

5. Discuss potential next steps

Next meeting Wed, Aug 30th at 8:30 a.m.

6. Adjournment

Rottmann moved, seconded by Yanke to adjourn. Meeting adjourned at 9:53 a.m.

Attachment: Current photometrics of all 3 fields at Memorial Park

Respectfully submitted,
Brooke Franseen
Parks and Recreation Director



MEMORIAL PARK BALL FIELD LIGHTING SUBCOMMITTEE MEETING
FRIDAY, APRIL 21, 2023 – 1:00 PM
CITY HALL

MINUTES

1. Call meeting to order

Brooke Franseen called the meeting to order at 1:03 p.m.

2. Roll call and introductions

Present: Bruce Johnson, City Council Rep; Rocky Baldry, Parks & Rec Advisory Board; Robert Cassiday, Parks & Rec Advisory Board; Steve Rottmann, Junior Blackhawk Baseball Rep; JJ Yanke, Parks Maintenance Supervisor; Nick Armstrong, City Electrician

Absent: Don Neste, Parks & Rec Advisory Board; Paul Broadhead, Fort Youth Baseball

3. Discuss the purpose of the Memorial Park ball field lighting subcommittee (Franseen)

Franseen discussed the subcommittee will act as champions for this project and work towards gathering feedback from user groups, interviewing vendors, researching funding opportunities, and potentially assisting in grant writing.

Franseen noted the City does not have funds to tackle this project alone. The City is eligible to apply for grant assistance through the DNR due to the project being supported through the Comprehensive Outdoor Recreation Plan (CORP). City staff intend to provide labor for portions of the project to defray the costs. Meeting as a subcommittee of the Parks and Recreation Advisory Board does not obligate the City to spend levied funds on the project.

4. Election of chairperson

Rocky Baldry was nominated by Robert Cassiday and Steve Rottmann seconded

5. Review, discuss, and determine interview vendor questions relating to Memorial Park ball field lighting proposals from MUSCO Lighting, Cooper Lighting Solutions, and Wisconsin Lighting Lab (Franseen)

The items noted below were part of the discussion:

- The current electrical infrastructure is able to support new (LED) fixtures per Nick
- Wiring should be looked at if staff were to choose to only install light fixtures instead of replacing everything
- LED can be used up until 55,000 hours
- If new poles were installed, approximately \$5,000 would need to be added to the budget for soil testing unless it can be donated

- Steve mentioned when JBB plays night games on field 2, they have to turn the lights on at field 1 and 3 to get the wash light because there's not enough lighting on the one field
- Steve noted Fort Youth Tackle Football has some funds to address the lighting at the football fields
- Brooke noted if grant dollars were sought and awarded through the DNR, the earliest the project would be addressed would be 2025, given matching funding was raised

After discussion was had, the next steps are noted below:

- Nick: to gather an estimated dollar amount of what the savings would be switching to LED
- Steve: working with a WE Energies member to see if they can assess the current poles and the need for new poles, and see if WE Energies would be willing to donate soil testing if new poles were needed; see how high their newer poles are and cost; see what the diameter of the newer poles are; ask Whitewater coach thoughts on their field; provide the number of hours the baseball fields at Memorial Park are used at night; provide the number of hours the Kiwanis football fields at Rock River Park are used at night
- JJ: measure all current pole heights at Memorial Park
- Brooke: reach out to vendors with prepared questions; survey other communities to see what is recommended
- Questions for MUSCO:
 - o Why is the proposal suggesting to replace 1500 metal halogen light with a 1500 LED? The City wouldn't see a payback.
 - o What is the cost savings eliminating the control link (the advanced technology)?
 - If the control link is eliminated, could someone phone in if something happened to the lights during business hours?
 - Could staff perform work on it or would it void the warranty?
 - o What is the comparative cost going from 50/30 to 30/20?
 - o What is the cost for purchasing only the fixtures?
 - o What is the turnaround time from start to finish?
- Questions for WiLL:
 - o Once pole heights are determined: Are the current poles at an adequate height to add fixtures? Can they provide photometrics from where the poles are currently at on the field with new light fixtures?
 - o What is the recommended pole diameter of the quoted fixtures? Would it matter if the pole diameters were not the same, but they were at the minimum size?
- Questions for Cooper:
 - o What is the cost for purchasing only the fixtures?
 - o What is the turnaround time from start to finish?
- Question for Fort Youth Baseball (FYB):

- Would FYB want the poles in a different location if new poles were installed?
- Main area of discussion to move in a certain direction is to figure out the status of the current poles in regards to pole testing and height and diameter of current poles.

6. Discuss potential time and date options relating to interviewing vendors

The next meeting is set for Wed, May 31 at 8:30 a.m. at City Hall to discuss findings

7. Adjournment

Nick motioned to adjourn and Steve seconded. Meeting adjourned at 2:43 p.m.

Respectfully submitted by:

Brooke Franseen

Parks and Recreation Director



**MEMORIAL PARK BALL FIELD LIGHTING SUBCOMMITTEE MEETING
THURSDAY, OCTOBER 5, 2023 – 8:30 AM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Baldry called the meeting to order at 8:35 a.m.

2. Roll call

Present: Rocky Baldry, Joel Winn, Steve Rottmann, Robert Cassiday, Nick Armstrong, JJ Yanke, Brooke Franseen, JJ as the Will Rep.

Absent: Don Neste

3. Review and possible action relating to the minutes of the July 11, 2023 Memorial Park Ball Field Lighting Subcommittee Meeting

Rottmann moved, seconded by Armstrong to approve the minutes of the July 11, 2023 Memorial Park Ball Field Lighting Subcommittee Minutes. Motion carried.

4. Discussion relating to questions for Will Enterprise (JJ, Will Representative)

No action required.

5. Review and discussion relating to the information found from subcommittee members who were assigned tasks at the July 11, 2023 meeting

No action required.

6. Discuss potential next steps

City staff and/or Broadhead to make a contact to create an engineered drawing of the potential expanded fields. Once a drawing is done, then members of the Subcommittee will seek quotes.

7. Adjournment

Armstrong moved, seconded by Cassiday to adjourn. Meeting adjourned at 10:50 a.m.

Respectfully submitted,
Brooke Franseen
Parks and Recreation Director

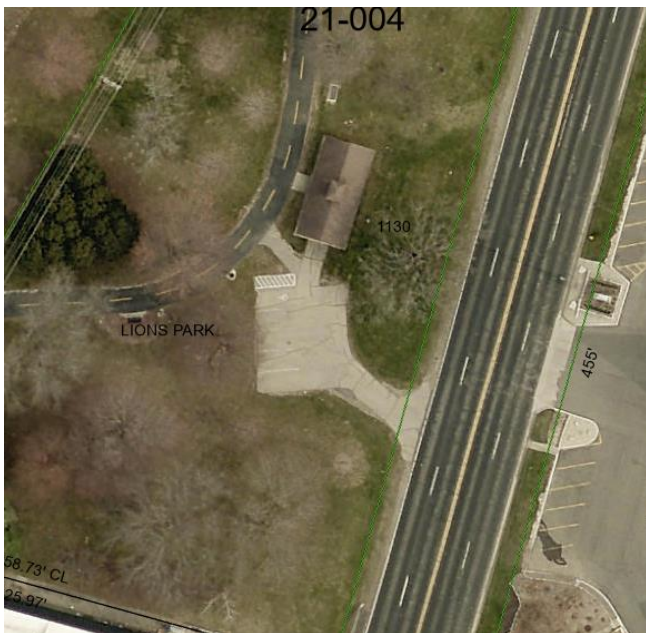
Fort Atkinson Parks and Recreation

Landon Stachel, Eagle Scout Bike Repair Station Locations:

Municipal Building, Parking Lot



Lions Park, Pavilion



Glacial River Trail, Rotary Depot Building



Bicentennial Park, Parking lot:



Farmco Ln Parking Lot, County owned



Project Phases

Phase 1: Planning (current Phase)

Phase 2: Fundraising

Phase 3: Purchasing

Phase 4: Prep. Install Site

Phase 5: Installation

Phase 6: Website/Online Toolbox

Phase 1

Planning

1. Project Approval
2. Location Approval
3. Permits
4. Date and Time of Installation

Phase 2

Fundraising

Fundraising Options:
Cookie Dough Fundraiser
First Aid Kit Fundraiser
Donations (Anytime Fitness, 2 rivers, etc)

Fundraiser Proceeds will go towards purchasing equipment and supplies.

Phase 3

Purchasing

After fundraising, we will use fundraiser proceeds to purchase a Bike Repair stand with tools from theparkcatalog.com and have the stand shipped to us (delivery location may change based on dock requirements)

A PDF printout of the bike stand is handed out separately

Phase 4

Preparation of Installation Site

Preparation of the Installation site will involve:

1. Calling 811 to avoid utilities
2. Closing one half (width) of the bike path
3. Excavation for a Concrete Pad

Should Utilities be discovered, a new installation area will be discussed

Phase 5

Installation

1. Drilling holes in concrete pad for anchor bolts
2. Installing Anchors
3. Installing bike stand, and tools.
4. Securing stand to pad, and finalizing onsite-install
5. cleanup

Troop 134

Fort Atkinson WI

Landon Stachel

Eagle Scout Service Project Proposal



Project Overview

Installing a publicly accessible and free to use bike repair stand along the bike path running through Fort Atkinson WI.

Phase 6

Website/Online Toolbox

The online toolbox is a website that anyone can access using any common smartphone, and view videos on how to repair, adjust, and fix any common bike.

The videos will be made by scouts, with real bikes, and utilizing step by step instructions. Ad-Free, and easy to find.

The website will be available one or may of these ways:

1. Troop Website
2. Custom Website
3. Parks and Rec Website

www.Troop134.site

or

Bike.troop134.site
(Not a real site, yet)