



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, MARCH 12, 2025 – 4:00 PM
CITY HALL – SECOND FLOOR**

<https://us02web.zoom.us/j/85497349252?pwd=MAVtVAd9C9ACsD9dcb6wit7AtVMCH8.1>

Meeting ID: 854 9734 9252

Passcode: 736578

Dial by Location

+1 312 626 6799

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 397-9901. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

AGENDA

- 1. Call meeting to order**
- 2. Roll call**
- 3. Approval of Minutes**
 - a. Review and possible action relating to the **minutes of September 11, 2024 Parks and Recreation Advisory Board meeting** (Baird)
- 4. New Business**
 - a. Review and possible recommendation to the Planning Commission relating to the **Rock River Park Kiwanis Field Facility Improvements** (John Kutz, Kiwanis Club)
 - b. Review and possible recommendation to the Planning Commission relating to the **Fort Atkinson Historic Mural (37 N Water St. West) Informational Sign** (Jude Hartwick, Fort Atkinson Beautification Council)
- 5. Miscellaneous**
 - a. Director's Report (Dayton)
- 6. Next Meeting**

a. Wednesday, June 11, 2025 at 4:00 p.m.

7. Adjournment

Date Posted: March 7, 2025

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, SEPTEMBER 11, 2024 – 4:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Director Dayton called the meeting to order at 4:06 pm

2. Roll call

Kyle Jacekel, Steve Mahoney, Ryan Baldry, Robert Cassidy, Hillary Baird, Simon Dorfman; Also present: Landon Stachel

Absent: Becky Romans

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)

Jaeckel motioned to approve the June 12, 2024 Parks and Recreation Advisory Board meeting minutes. Seconded by Dorfman

4. Unfinished Business

a. Discussion relating to the Ballfield Lighting Subcommittee (Dayton)

Dayton discussed the status of the committee based on the work that has taken place up to date. He will be contacting those who served on this committee previously and will start the process of scheduling the next meeting. Additional stakeholders may also be added to the committee, to ensure that all appropriate user groups are represented.

Baird asked if any communication would send out with an update on the status of the committee.

Dayton said he will give notice of the next Ballfield Lights Subcommittee meeting and include an agenda.

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)***

Stachel delivered a presentation outlining the proposed Bike Repair Station and Pump as part of his Eagle Scout final project.

Dayton commented that he and Stachel met in June to discuss the project. He also mentioned that the proposed location was selected in conjunction with city staff.

Dayton mentioned that the location near the Wastewater Treatment Facility is actually located on county property and if chosen as the site for this project, Stachel would need to get in contact with Jefferson County Parks.

During the presentation, Baird commented that Bicyclewise in Whitewater may be another opportunity for donations during the fundraising portion of his project.

Dayton mentioned that this project would need to go through the Public Monument and Building review process and that Landon will need to complete the application prior to staff presenting this to Planning Commission.

Jaeckel asked how much the unit would cost.

Dorfman asked who the manufacturer of the bike repair station was. He also commented that there are several different types on the market.

Stachel presented two different styles of repair stations. Baldry asked if the only difference was the air pump on the side.

Stachel shared that there were two units that he had landed on. A basic unit, that would cost less but does not include the bike pump. The more expensive option includes the bike pump and retractable cords for the tools.

Baldry and Dorfman commented that there are similar units to this one on the county bike trail leading to Jefferson. He continued to say that this would be a great project that would benefit the community. Baird also concurred.

While discussing the possible locations that were presented, Jaeckel said that the Rotary Depot along the Glacial River Trail would be a great choice for the Bike Repair station.

Baird suggested that the final location should be visible.

Stachel commented that all the proposed locations were picked because they were well lit, and highly visible from the street and on the trail.

Jackle mentioned that the bike pump would probably be the most used part of the station.

Dayton mentioned that the Rotary Club was also interested in the possibility of adding a bike pump to the trail. He mentioned this to Stachel prior to the meeting as another opportunity to partner or fundraise for his project. Also, that he had told the Rotary Club representative about the potential of partnering with Stachel.

Dorfman said that it would be worthwhile to reach out to our local bike shops for additional feedback on the type of unit and to see if they may be able to purchase one at a discounted rate.

Baldry asked if the intent would be to pour new concrete as well.

Stachel said that he would like to gain more experience with this project, and it would be preferable to install a concrete pad. This would also give his fellow troop members an opportunity to get involved with the project.

Dayton mentioned that moving forward, any Eagle Scout Project would require assistance from a Parks Department staff member during the actual installation. This will provide the volunteers with a knowledgeable resource to help assist them. Also, this will ensure that the project is done at a high standard.

Baldry asked if there is long-term maintenance required from the Parks Dept. Over the years the pump will lose pressure.

Stachel said that the pump will eventually fail, but from his research, repairing the pump is straight forward. Also, some of the other tools will eventually need to be replaced, depending on wear and tear.

Jakel commented that the unit should be placed close enough to the trail but not too close to cause interference with other bikers.

Dorfman recommended the Rotary Depot site as well.

Biard motioned to approve the recommendation to the Planning Commission. Baldry seconded the motion.

6. Miscellaneous

a. Director's Report (Dayton)

City Council President Davin Lescohier delivered two proclamations to the Parks and

Recreation Department. In July, we celebrated Parks and Recreation Month. To promote this, we ran a community-wide scavenger hunt throughout the Parks system. During the month of September, we are now officially celebrating Senior Centers Month.

Included in the 2024 CIP was a new pool heater for the Aquatic Center, which was originally scheduled to be installed in May. We received news from the contractor that the unit was delayed in production and would not be ready for installation prior to the start of the 2024 season. Richter Heating and Cooling work with staff to get the existing heater up and running and help maintain it until the new unit arrived. Thankfully, the new heater was installed at the beginning of August. It worked well for the remainder of the season!

In August, Director Ben Dayton attended the Financial Stability Certification Program which was offered by the Wisconsin Parks and Recreation Association. The conference spanned two and a half days and was specifically designed for park and recreation professionals. Staff will also be working with the Park and Recreation Board in the near future to help better define our services so that we can provide the greatest impact for the community. The department is looking forward to implementing many of the concepts and strategies in the coming years.

Aquatic Center:

- The Aquatic Center had a total attendance of 28,138 visitors this summer!
- The pool Robot Vacuum arrived in June! We conducted a survey with the staff members to come up with a name for our newest employee. After narrowing the suggestions down to 5 possible names, the staff voted once more to select the perfect name. They came up with Squeegee!
- The department sold a total of 506 family passes and 54 individual passes for the 2024 season.
- Swimming safely is an important life skill that is best taught at a young age. We are happy to say that we had 815 children in our public swim lesson programs. We also provide private lessons for individuals or small groups. 123 children received private lessons this season.
- Challenges: We made the decision to over staff for the 2024 season. Based on experience from previous seasons, we have seen staff leave for better paying jobs for different reasons. This year many of the staff that were hired at the beginning of the year stayed onboard for the entire summer. On a positive note, we will have a larger pool of returning staff for the 2025 season.

Main Street Dance:

- This summer we hosted our Summer Intensive Camp; we had 30 dancers take part in this 5 day program. Dancers practiced 7 hours each day in preparation for their dance show on Friday night. We had approximately 200 spectators attend the

show at the Fort Atkinson High School Auditorium.

- The Summer Dance Program had a total of 371 dancers participating between two sessions.

Parks:

- We had an AMAZING group of seasonal staff working for us this summer. Staff received lots of positive feedback from community members complimenting us on how nice the planters and flowerbeds looked this summer.
- With help from the City Electrician, all lamp light fixtures at Barrie Park have officially been converted to LED bulbs. This transition was made over the past several years using funds within the general Parks Maintenance budget.
- To date, we have a total of 348 shelter rentals on the books for 2024. Shelters will be closing for the winter mid-October, excluding Haumerson's Pond Warming House, which is our only year-round shelter.
- Jones Park is continuing to receive updates to the baseball field. The batters box and pitchers' mounds were rebuilt on both the main field and the bullpens. This was thanks to a donation from the Fort Atkinson Generals.
- The Batting Cage project is moving along. We were able to raise enough money to apply for a matching grant with the Community Foundation. We need to recognize the following groups for their support: The Generals, Fort Atkinson Athletic Department, the Parks Staff, W & A Distribution Services, Fort Youth Baseball, Jr. Blackhawk Baseball, Lloyd Knoepfel memorial fund, and several other individuals. We will hear from the Community Foundation in mid-October.
- Challenges: Each year it has been a challenge to keep up with day-to-day operations while also opening up our facilities prior to seasonal staff arriving for the summer.

Recreation:

- Registration numbers for our adult sports leagues are still high and have been on par with this previous year.
 1. Fall Volleyball - (2023) = 25 teams | (2024) = 23 teams
 2. Winter Volleyball – (2023) = 31 teams | (2024) = 28 teams
 3. Summer Softball – (2023) = 34 teams | (2024) = 31 teams
 4. Fall Softball – (2023) = 12 teams | (2024) = 12 teams
- We offered a new open play Ultimate Frisbee program on Wednesdays in June from 6:00 – 8:00 p.m. at the Kiwanis Football Fields. We started off with only 6 people, but by the end of June we finished with over 20 people! Now there is an independent Fort Atkinson Ultimate Frisbee Club that will continue to play during the summer to come!
- The 2024-2025 Fall/Winter Guide is out (both paper and digital) and registration is

open! There are a few new program offerings that we are excited about: Goaltimate (which is like half-court Ultimate Frisbee) and a hand knit blanket class (taught by Jessie from Chroma Art Studios) and a Babysitter Training course!

- Challenges: We are starting to lose some of our long tenured umpires/referees to retirement. A upcoming challenge will be to find new & younger umpires/referees for our adult sports leagues.

Senior Center:

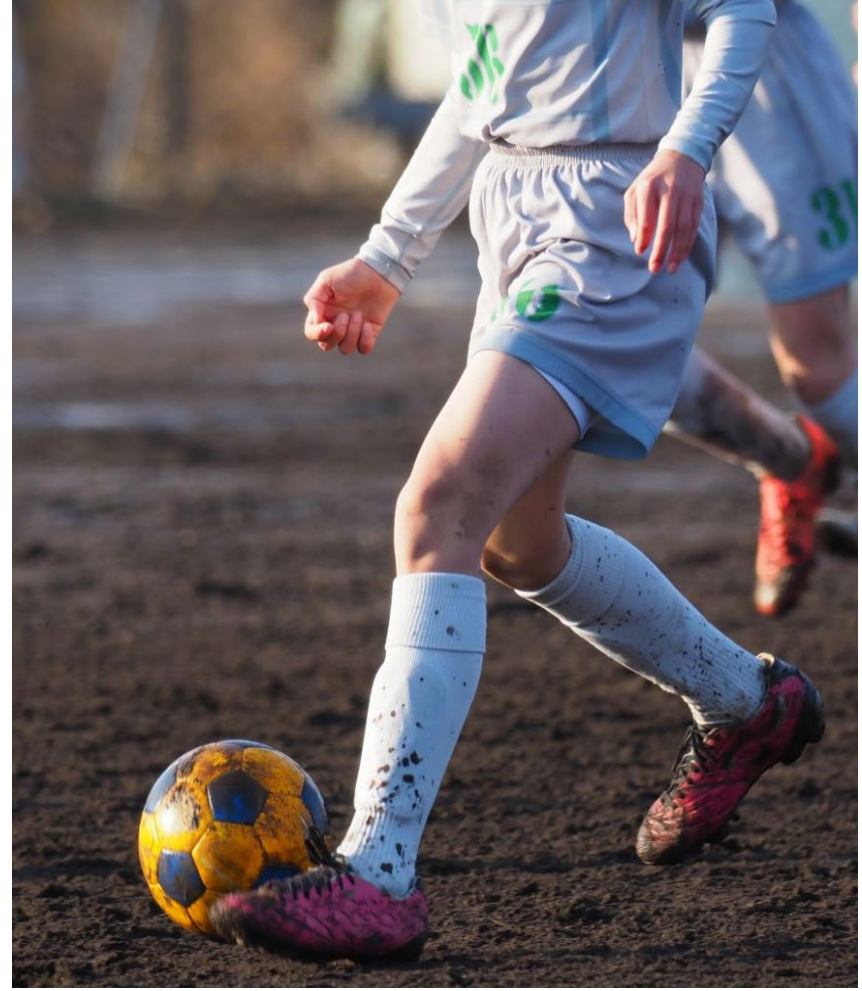
- Day trips continue to go very well for the Senior Center with buses going to the Clausen Music show in Coloma in July, Brewers games in June and August, Domes and Ten Chimneys in August and a full bus already scheduled for the Island Resort Casino trip in October and Sanfilippo Estate in December.
- New Sidewalk and Curb Cutout were installed this summer. This project was included in the 2024 CIP. Work was completed in July and the results look great!
- The Senior Center received a gracious donation from a local couple. The donation will be used to purchase replacement TV's and TV stands which are used for our Wii bowling league.
- Challenge: We struggle to find local instructors and "experts" to teach new classes and activities at the Senior Center.

7. Next Meeting

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

8. Adjournment

Jakel moved to adjourn the meeting, Dorfman seconded. Meeting adjourned at 5:15pm



KIWANIS FIELDS AT ROCK RIVER PARK

KIWANIS CLUB OF FORT ATKINSON PROJECT

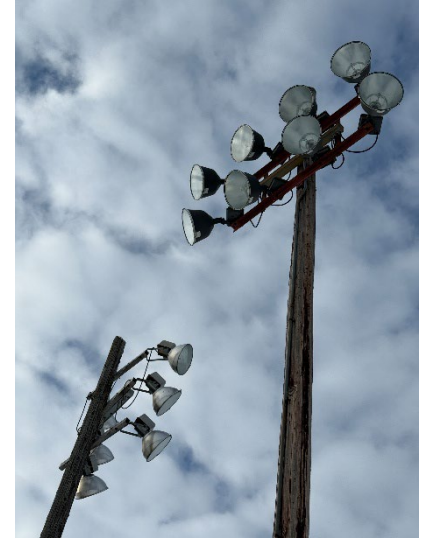


30 North Water Street - West
Fort Atkinson, WI 53538

PROJECT OBJECTIVES

- Increase accessibility to the fields and the concessions stand through additional implementation of hard surfaces (concrete or asphalt)
- Replace the current bleachers and/or benching with upgraded, low-maintenance, and safer equipment
- Replace lighting with LED lighting for both fields to increase usage and decrease costs
- Configure both fields for both football and soccer usage
- Add equipment for soccer usage (goals, etc)
- Work with Parks and Rec to analyze parking, fencing and other site improvements

CURRENT SITE LAYOUT



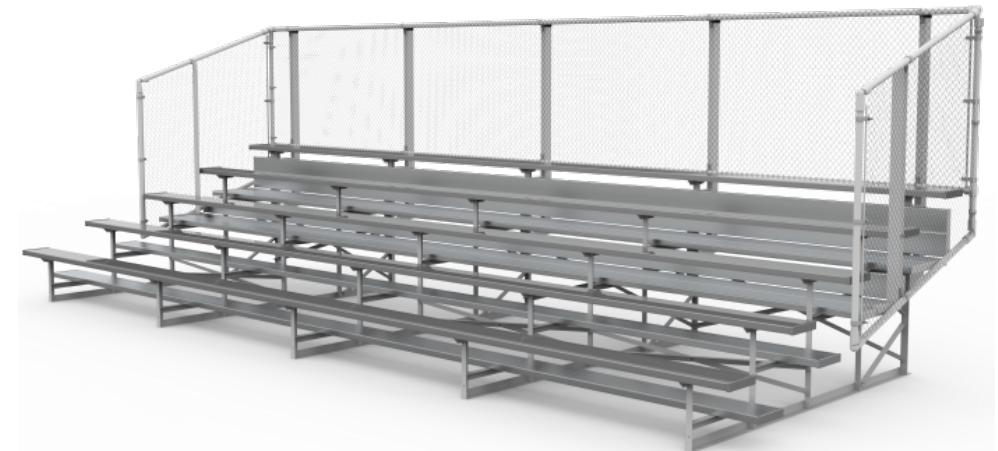
PROPOSED CHANGES – ADDITIONAL HARD SURFACE FOR ACCESSIBILITY AND CONCESSIONS



PROPOSED CHANGES – NEW BLEACHERS – SIX LOCATIONS



PROPOSED CHANGES – NEW BLEACHERS – SIX LOCATIONS WITH CONCRETE PADS UNDERNEATH FOR MAINTENANCE



PROPOSED CHANGES – UPGRADE LIGHTING

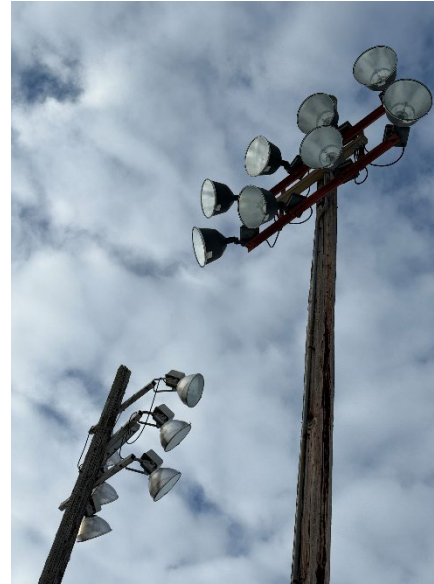


PROPOSED CHANGES – UPGRADE LIGHTING

Currently there are 32 lights (four banks of 8) on the south field and 24 lights (four banks of 6) on the north field.

These are old metal halide lights, high wattage, and also they short out frequently

The Proposed replacement LED lights would be on new poles and about 80% less energy than the current lights with immediate on/off and dimming capabilities.



OTHER CONSIDERATIONS

- Purchasing equipment for Soccer to be utilized better
- Working with Park and Rec Department to analyze parking solutions and potential updates to the existing parking
- Collaboration with all stakeholders (Fort Atkinson Youth Football, JC United Soccer, Fort Park and Recs, etc) to upgrade the fields for future generations to enjoy

TIMELINE

- Fundraising has begun by the local Kiwanis Club of Fort Atkinson
- Receive approval to officially move forward from Park and Recs Department in March 2025
- Seek additional fundraising through Kiwanis events, Football and Soccer events, The Fort Atkinson Community Foundation, Kiwanis International and other methods to enact Phase 1 during Summer 2025

PHASE ONE

- Installation of concrete and bleachers in time for fall soccer and football, approximately \$40,000 worth of work.

PHASE TWO

- Raise awareness through Phase One and secure additional funding to procure and install lighting prior to Fall of 2026 football and soccer seasons, approximately \$70,000 worth of work
- Identify additional needs through Park and Rec and continue to collaborate on additional ways to improve the fields

Park and Recreation Review Committee:

Preview for the City of Fort Atkinson Procedural Checklist for Public Monument/Building Review Requirements per Wis. Statutes 62.23 (5) and Section 15.10.42 of the Zoning Ordinance

The Fort Atkinson Beautification Council is seeking permission to place a sign in the Downtown Historic District Mixed Use Zone. The sign would describe the Fort Atkinson Historic Mural that is painted on the Water Department Building (37 N. Water St. W) and the neighboring water reservoir. (For the location on the city zoning map, please see exhibit E.)

The choice of location for the sign is designated on the map provided. It would either be on the Pedestrian bridge bumpout or across the river along the Riverwalk. The sign along the Riverwalk would be a two post sign designed by Pannier Graphics (company used by the Hoard Museum extensively, and per their suggestion.) The sign would stand 3 feet off the ground. The sign itself would be 24 inches high by 36 inches in width. (see detail from Pannier – exhibit A).

The other option is made for the bridge, rail mount. It is also designed from Pannier Graphics that attach to the rail with clamps and hang out, thus not creating issues for cleaning or shoveling or mobility along the bridge. The sign would be on the bump out to not interfere with pedestrian or bike traffic (see detail from Pannier – exhibit B).

Either sign would have the same description that would identify the historical buildings on the mural (see Exhibit C). There would also be a few sentences on the Beautification Council, as well as quote from Dick Schultz memorializing him. There would be the web addresses in the upper left corner that would link to the Fort Atkinson Beautification Council webpage, www.FortBeauty.org and Hoard Museum www.hoardmuseum.org. These would in turn link to other germane webpages. Through these links citizens and tourists would be able to gather more information on each building, structure or person theme on the murals, as well as a brief bio and link to the artist, Larry Schultz. (see exhibit D for website history details from sign). The sign has gone through an extensive review process with the Beautification Council. We are working through the Park and Recreation and Zoning processes simultaneously, as we are hoping to place the sign in late spring or early summer upon approval. We hope to have a dedication of the murals, as well as recognition of the donors at the Water Department site.

Maintenance of the sign and mural would be the responsibility of the Fort Atkinson Beautification Council. It is expected (similar to the museum signs) that the sign will fade

over time. When it becomes unreadable, then we will replace the sign enclosed in the sign frame. If need be, we could replace the sign frame itself, should it be damaged or faulty. We would ask that city staff either assist us place the sign, that way they know how they are attached and know their general construction/makeup. We do not want to be a burden to city staff.

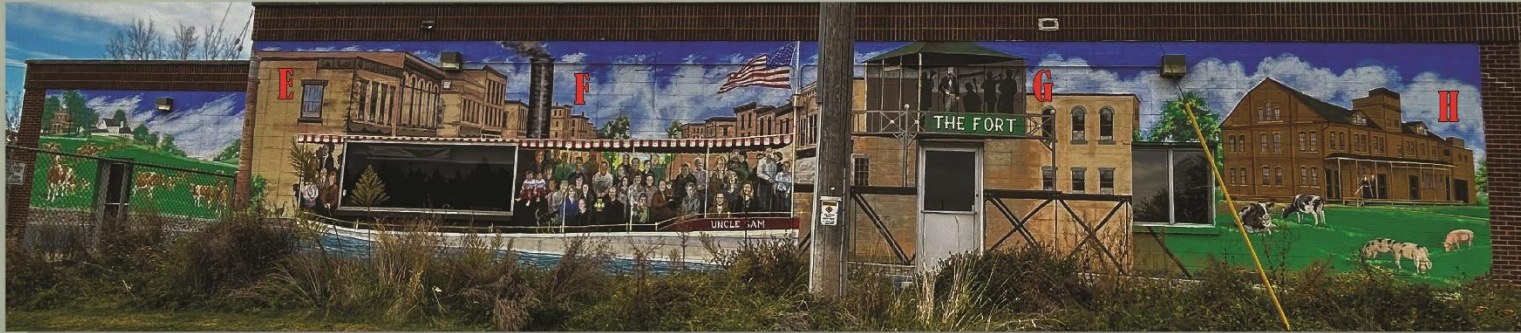
The hope is that the sign will become more friendly to view once the sign is in place. Currently, citizens and tourists wonder about the murals. What are they for? What do they signify? What's their history? We want citizens and tourists to know the wonderful history of Fort Atkinson. The images depict the history of Fort Atkinson and the famous people and businesses that exist (ed) here. We want all people looking at the murals to appreciate Fort Atkinson's unique significance and history. After all, Fort Atkinson is a beautiful place.

Fort Atkinson Historical Mural

for further
information
and more detail

www.fortbeauty.org

www.hoardmuseum.org



- A** Hoard's Dairyman Farm
1889
- B** Hoard Creamery
1886
- C** Train Depot
1906
- D** Water Tower
1901
- E** Historic Downtown
1870 - 1890
- F** Uncle Sam Paddle Boat
1898
- G** Community Bandshell
1909
- H** 16th Governor WD Hoard
1889 - 1891

- I** Rufus and Rebekah Dodge
House - 1844
- J** Effigy Mound / Panther Intaglio
circa 1000
- K** Northwestern Manufacturing
1906, 1867 - 1920
- L** James Yellow Barn
1922
- M** Jones Farmhouse
1848
- N** Green Mountain House
1848
- O** Nasco Building
1941
- P** The Catfish
2007

- Q** Lucien and Elizabeth Caswell
Home - 1873
- R** Lorman Junk Dealer
1914
- S** Fireside Flame
1970
- T** Foster House
1841
- U** Battersox Manufacturing
1908
- V** Fort Koshkonong
1832
- W** May House
1863
- X** Fort Atkinson Club
1912

- Y** St. Pauls Lutheran Church
1901
- Z** Dwight Foster Public Library
1892

The mission of the FABC is to make the city a more beautiful place.

Donated by the Fort Atkinson Beautification Council (FABC).
The Historical Mural was completed in 2024 by local artist Harry Schultz.
Historical notes and dates provided by the Fort Atkinson Historical Society
and the Hoard Historical Museum. Photos provided by Kim McDarison

In Memory of Dick Schultz, "It made a difference that he was here"

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A Hoard's Dairyman Farm
1889

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Features

- Popular sizes: 36" w x 24" h | 48" w x 24" h
- Constructed of rust-free, high-strength aluminum
- Custom aluminum extrusions for a streamlined construction
- All corners are rounded for both safety and aesthetics
- Weep holes along bottom for water drainage
- Removable top rail for easy panel changes
- Built to strict National Park Service specifications

Exhibit B: (<https://www.panniergraphics.com/rail-mount>)

Rail Mount

The rail mount frame easily attaches to railings, boardwalks, fences, and similar structures using our custom, adaptable brackets. Provide us with a few details about your railing construction, and we'll supply you with detailed, dimensioned drawings. You'll see the specifics of your exhibit base before it ships, ensuring a smooth and confident installation.



Features

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