

ALTOONA PARKS & RECREATION COMMITTEE AGENDA

December 16, 2019 at 6:00 PM

Parks & Recreation Office

1419 Front Porch Place

1. Call Meeting to Order
2. Roll Call
3. Maintenance Report
4. Recreation Report
5. Discuss/consider approval of the minutes from the November 25, 2019 Parks & Recreation Committee Meeting
6. Presentation on proposed new 10th Street Recreation Center; possible action to follow.
7. Discuss Cinder City Park Drainage & Pavement Improvements 2020 capital project
8. Discuss Parks Plan
9. Public Comments and Concerns
10. Adjournment

Debra Goldbach
Recreation Manager
Altoona Parks & Recreation Department



Altoona Parks & Recreation Committee Minutes
Monday November 25, 2019 6:00pm
Parks & Recreation Office
1419 Front Porch Place

1. Call Meeting to Order
Meeting called to order at 6:00pm
2. Roll Call
Members Present: Bill Hoepner, Matt Michels, Tim Sexton, Dean Roth, Bruce Thielen, Mike Torud
Members Absent: Dan Gluch,
Staff Present: Debra Goldbach Recreation Manager, Erin Turner Recreation Coordinator, Josh Clements
City Planner
Others Present: Steve Scullion Altoona Youth Softball & Baseball
3. Maintenance Report
 - *All parks are winterized
 - *Working on removing brush/trees from San Juan and Goede access
 - *Winter equipment is ready
 - *Ben & Brian attended WPRAs annual conference
 - *All trails were swept after the last snowfall
 - *Trees planted in Cinder City & 10th Street Parks
4. Recreation Report
 - *Debra & Erin attended WPRAs annual conference and attended interesting classes regarding programming, staff recognition, fitness trends and sponsorships
 - *Completed the recreation portion of the 2020 Work Plan
 - *Currently working on three December events
 - Breakfast with Santa on Saturday, December 7
 - Holiday Glow Tree Lighting Ceremony on Sunday, December 8
 - Parents Night Out on Friday, December 13
 - *Also working on
 - 2019 program numbers
 - The Spring/Summer brochure which will go to press in February/March
 - Summer Concert Series- Monday will remain Kickin' it Country and Wednesday will again be Rock'n on the River
 - 4th of July Event
 - Small Town Tournament
5. Discuss/consider approval of minutes from the September 30, 2019 Parks & Recreation Committee Meeting.

Member Hoepner moves to approve the September 30, 2019 Parks & Recreation Committee Meeting minutes and Member Michels seconded. Motion Carried. Member Thielen abstained

The Altoona Parks & Recreation Department's Mission is to provide the City of Altoona with quality of life enhancement through athletic, recreational and leisure activities for all age groups.

6. Discuss Parks Plan

- *Josh Clements, City Planner presented an update on the Parks Plan
- *Work on the Parks plan began Summer of 2016
- *Completion goal is by January/February 2020
- *Will look for final approval from plan commission and parks & recreation committee
- *Throughout the years we have been completing our proposed work so the plan will highlight new projects
- *Recently, how to be more active in the winter has been a priority
- *Initial drafts were light on equity and now starting to integrate better
- *The plan will now include development East of Windsor Forest
- *East of school is another area to look for development
- *Council member Schlafer sent an email regarding interest in development of Jelly Bean hill for sledding
- *Chapter 5 has been updated as implementation has taken place or new opportunities have been discussed
- *As you look through the materials there is a park by park summary
- *Currently adding graphics and pictures
- *There will also be a bicycle/pedestrian element chapter
- *Final chapter will be implementation chapter
- *As member read through the plan, Josh is looking for recommendations/suggestion

7. Discuss/consider recommendation to Council the 2020 Altoona Youth Softball & Baseball Field Contract

- *Every year we reevaluate the contract between the City and Altoona Youth Softball & Baseball
- *Staff has completed a field usage report to show Altoona Youth Softball & Baseball's field usage throughout the year
- *Notable differences between 2018 & 2019 were the maintenance wages and tournament costs
- *Maintenance wages increased due to the maintenance foreman having to prep fields as his staff was still in school
- *Only change staff would like to see is a five dollar increase to the per team fee paid by Altoona Youth Softball & Baseball for tournaments in order to cover the majority of the City's maintenance expenses during tournaments

Member Thielen moves to recommend to council to approve the 2020 Altoona Youth Softball & Baseball Field Contract as presented. Member Hoepner seconded. Motion Carried.

8. Discuss/consider recommendation to Council the 2020 Altoona Youth Softball & Baseball Concessions Stand Contract

- *Altoona Youth Softball & Baseball runs the concessions stand at 10th Street Ball Field for their games and tournaments
- *Staff kept tract of the electricity charges throughout the Spring/Summer
- *Staff would like to see the contract remain the same

Member Torud moves to recommends to council to approve the 2019 Altoona Youth Softball & Baseball Concessions Stand Contract as presented. Member Roth seconded. Motion Carried.

9. Discuss/consider the 2020 Banner and Brochure Ad fees

*Staff would like to keep the same rates as previous years for both the Banner and Brochure Ad fees in order to encourage more participation

Member Thielen moved to approve the 2020 Banner and Brochure Ad fees as presented. Member Michels seconded. Motion Carried.

10. Discuss/consider the 2020 Park Facility Rental Fees

*Staff has compared our rates to the rates of Eau Claire

*Staff is requesting no rate change for the Pavilion Rental Fees; however, would like to change the individual field usage rates to help offset the maintenance costs for non AYSB teams looking to rent the fields

Member Torud moved to approve the 2020 Park Facility Rental Fees as presented. Member Thielen seconded. Motion Carried.

11. Discuss/Consider the 2020 Adult Softball League Fees

*Each year staff completes an audit of costs related to the use of the fields by the P&R Adult Softball League

*The 2019-year numbers for Adult Softball were down not only for us, but also throughout the area

*Staff would like to see the rates remain the same for 2020

Member Hoepner moved to approve keeping the 2020 Adult Softball League Fees as presented; Member Torud seconded. Motion Carried.

12. Discuss the 2020 Park & Recreation Committee Meeting Schedule

*The 2020 Park & Recreation Committee Meeting Schedule is presented

*Meetings will remain every fourth Monday of the month with the exception of May and December due to holidays

13. Public Comments and Concerns

*Staff has requested those with City issued iPad to start bringing those to the meetings to help eliminate paper waste

*Eau Claire County will be including part of the City's Parks Plan in the County plan which is due in 2020

*Jelly Bean Hill

*Revenue from River Prairie Park

14. Adjournment

Member Hoepner moved to adjourn at 7:22pm and Member Thielen seconded. Motion carried.

Debra Goldbach
Recreation Manager
Altoona Parks & Recreation Department

ALTOONA PARKS & RECREATION COMMITTEE AGENDA SUMMARY

December 16, 2019 at 6:00 PM

Parks & Recreation Office

1419 Front Porch Place

Item #6 Presentation on proposed new 10th Street Recreation Center; possible action to follow.

Attached for your review are very preliminary plans for a new 10th Street Recreation Center. As you may be aware, the existing recreation center at 10th Street Park is not used very frequently due to its condition and configuration. Most notably, the building is used as home base for the City's recreation center program, wherein children come to play at the park with supervision provided by recreation staff. Beyond using the building for the summer recreation program, the building sees very little use.

Beyond the building's underuse and condition, other reasons for contemplating replacing the building include:

1. The recreation program does not have a good home base for programming indoor recreation activities. While parks and recreation does have scheduling priority at River Prairie Center on some evenings during the week, they are frequently asked to reschedule or move due to conflicts with rentals.
2. The River Prairie Center is not well set up to accommodate recreation programs. The new building would be designed and constructed with recreation programming as a priority.
3. While the River Prairie Center is a beautiful event center, Council would like to have indoor space for public use and rental that is more affordable and has more of a community-building feel; programming and design of the new building would take this into consideration.
4. There has been a lot of emphasis on River Prairie development over the past several years. Building the new building would provide something new and exciting in the center of Altoona with great access.
5. The new building would be relocated to better interact with the park environment and would include a covered outside patio.

The preliminary plans attached were developed by Lyman Lumber in conjunction with contractor and local resident Jim Berg with input from staff. Jim was kind enough to help out in order to develop an estimate for constructing the building and demolishing the old building; the cost estimate and budget is \$500,000, but city staff has been told by our architect that the estimate is likely low. The City has engaged Lien & Peterson (L & P) to complete the building design and manage the construction project. L & P will be working with staff on the design and the Parks

Committee will be engaged for input as the design progresses. If there is anyone from the committee that would like to attend the design meetings, please let parks staff know.

Item #7 Discuss Cinder City Park Drainage & Pavement Improvements 2020 capital project.

The recently-passed 2020 budget includes a capital project for addressing existing drainage problems, as well as pavement replacement, within Cinder City Park. This entails the removal of existing pavement, extension of storm sewer from an existing catch basin within the parking lot, repaving, and parking stall repainting. The budget was prepared based upon an in-kind replacement and layout. City Staff is requesting feedback from the Committee on whether changes are desired, taking into account the varied uses of the park and the cost of construction items. Some questions to consider:

- Do all current areas require repaving, or would users be better served by designated walking paths?
- Are there paved areas which would be suitable for replacement with turf or infiltration areas to decrease the volume of stormwater discharging from the park?
- Are there areas where the Committee would prefer vehicle access be restricted?

No immediate decisions are necessary at this time, but staff would prefer to begin the conversation now so that an informed design can be completed early in 2020.

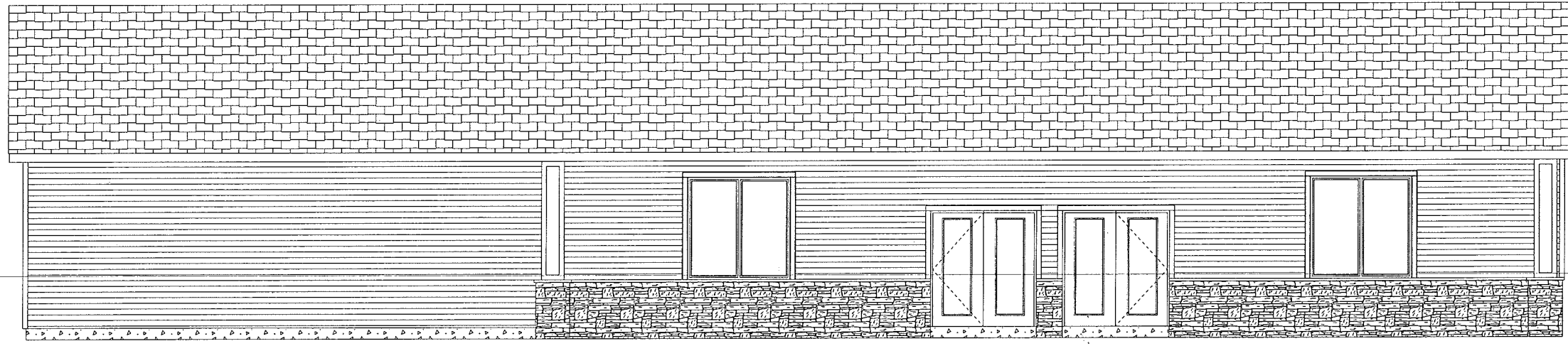
Item #8 Discuss Parks Plan

See Enclosed: Open Space & Trail Map (v. 2019-1107)

Staff work continues on the Parks Plan. Staff time has been focused on year-end budget tasks and 2020 preparation, and thus there are no new “polished” content pieces to discuss.

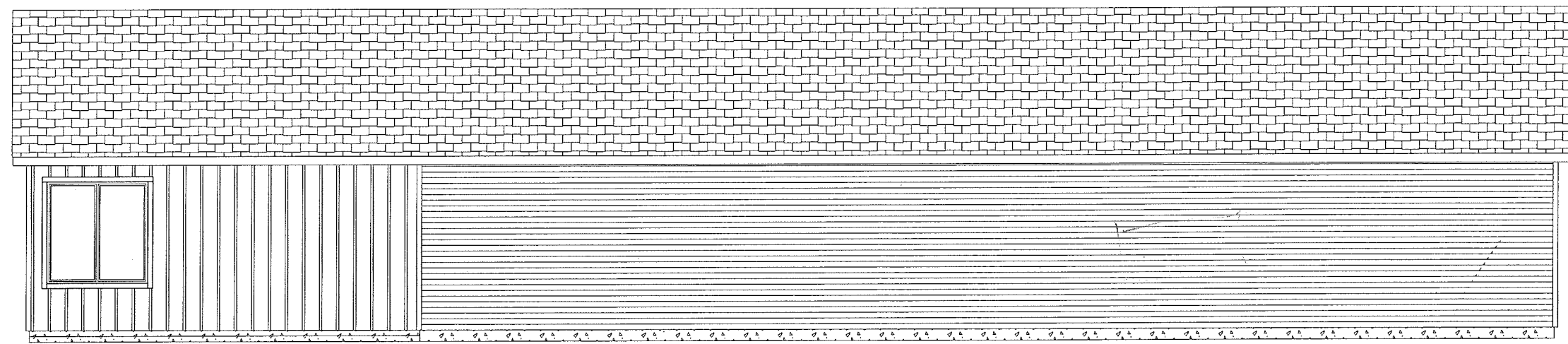
Staff proposes to facilitate discussion regarding the Bike/Ped portions of the plan, and in particular, future trail connections to complete gaps.

Internet



FRONT ELEVATION *NE*

SCALE: 1/8" = 1'-0"



REAR ELEVATION *W*

THE GRILLES SHOWN
MAY NOT DEPICT
ACTUAL MANUFACTURERS
SPECIFICATIONS

~~\$10,000~~ ~~\$10,000~~ for plans
~~\$1,718~~ ~~\$1,800~~

PRELIMINARY PLAN ONLY - DO NOT USE FOR CONSTRUCTION

CONTRACTOR: JW CUSTOM HOMES

HOME OWNER: ALTOONA REC CENTER

PLAN# 19-217

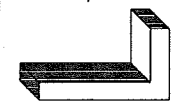
PHONE: _____

U.T. _____

DATE: 5/23/2019
6/6/2019

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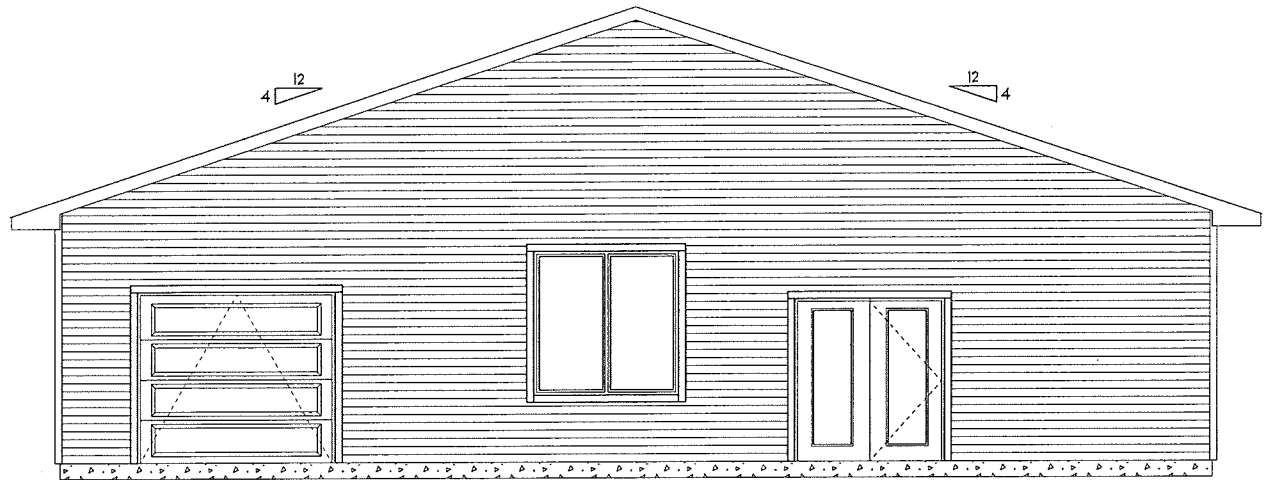
1/8" = 1'-0"
11 X 17 PAPER



LYMAN LUMBER COMPANY
THE PROFESSIONAL BUILDERS SUPPLY CENTER
100 WESTERN AVE. EAU CLAIRE WIS. 54602

DRAWN BY: KTURANY KEVIN_TURANY@LYMANLUMBER.COM 715-836-8998

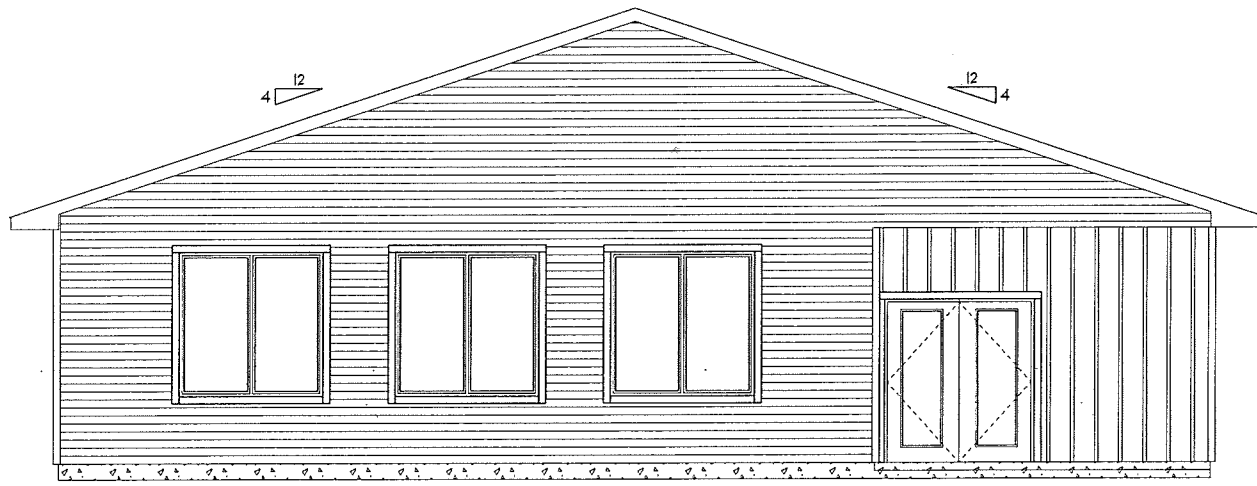
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LEFT ELEVATION

S

THE GRILLES SHOWN
MAY NOT DEPICT
ACTUAL MANUFACTURERS
SPECIFICATIONS



RIGHT ELEVATION

N

PRELIMINARY PLAN ONLY - DO NOT USE FOR CONSTRUCTION

CONTRACTOR: JLU CUSTOM HOMES

HOME OWNER: ALTOONA REC CENTER

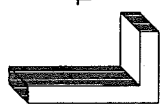
PLAN# 19-217

PHONE: _____
W.T. _____

DATE: 5/23/2019
6/16/2019

A-2

1/8" = 1'-0"
11 X 17 PAPER



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THE PROFESSIONAL BUILDERS SUPPLY CENTER

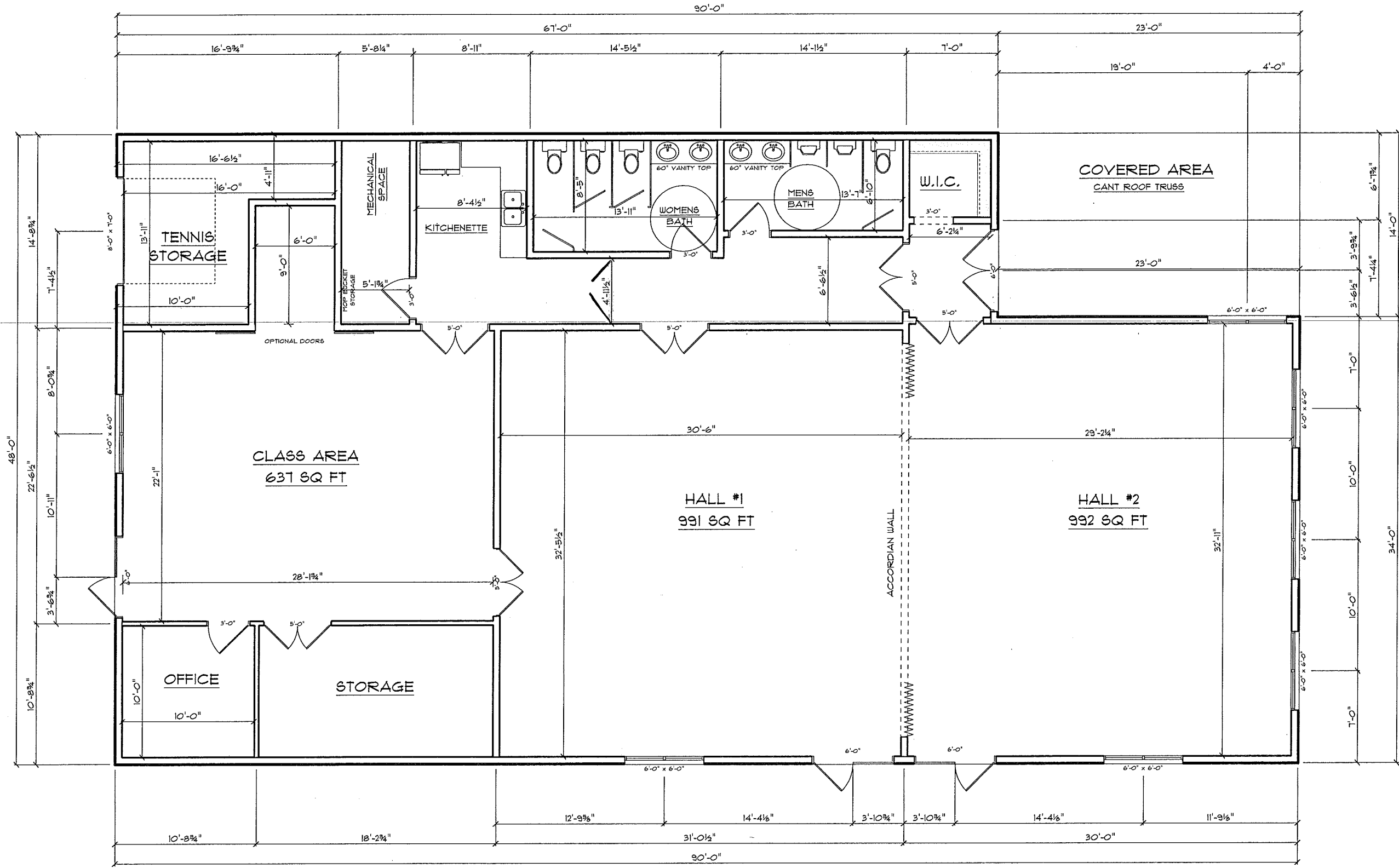
1700 WESTERN AVE. EAU CLAIRE WIS. 54702

DRAWN BY: KTURANY KEVIN_TURANY@LYMANLUMBER.COM 715-836-8398

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1ST FLOOR LAYOUT

SCALE: 1/8" = 1'-0"



3824 SQ FT
 10' MAIN LEVEL WALLS
 496 COVERED AREA

PRELIMINARY PLAN ONLY - DO NOT USE FOR CONSTRUCTION

CONTRACTOR: JW CUSTOM HOMES

HOME OWNER: ALTOONA REC CENTER

PLAN# 19-217

PHONE:

W.T.

DATE: 5/23/2019
 6/6/2019

A-3

1/8" = 1'-0"
 11 X 17 PAPER

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Open Space & Trail Map

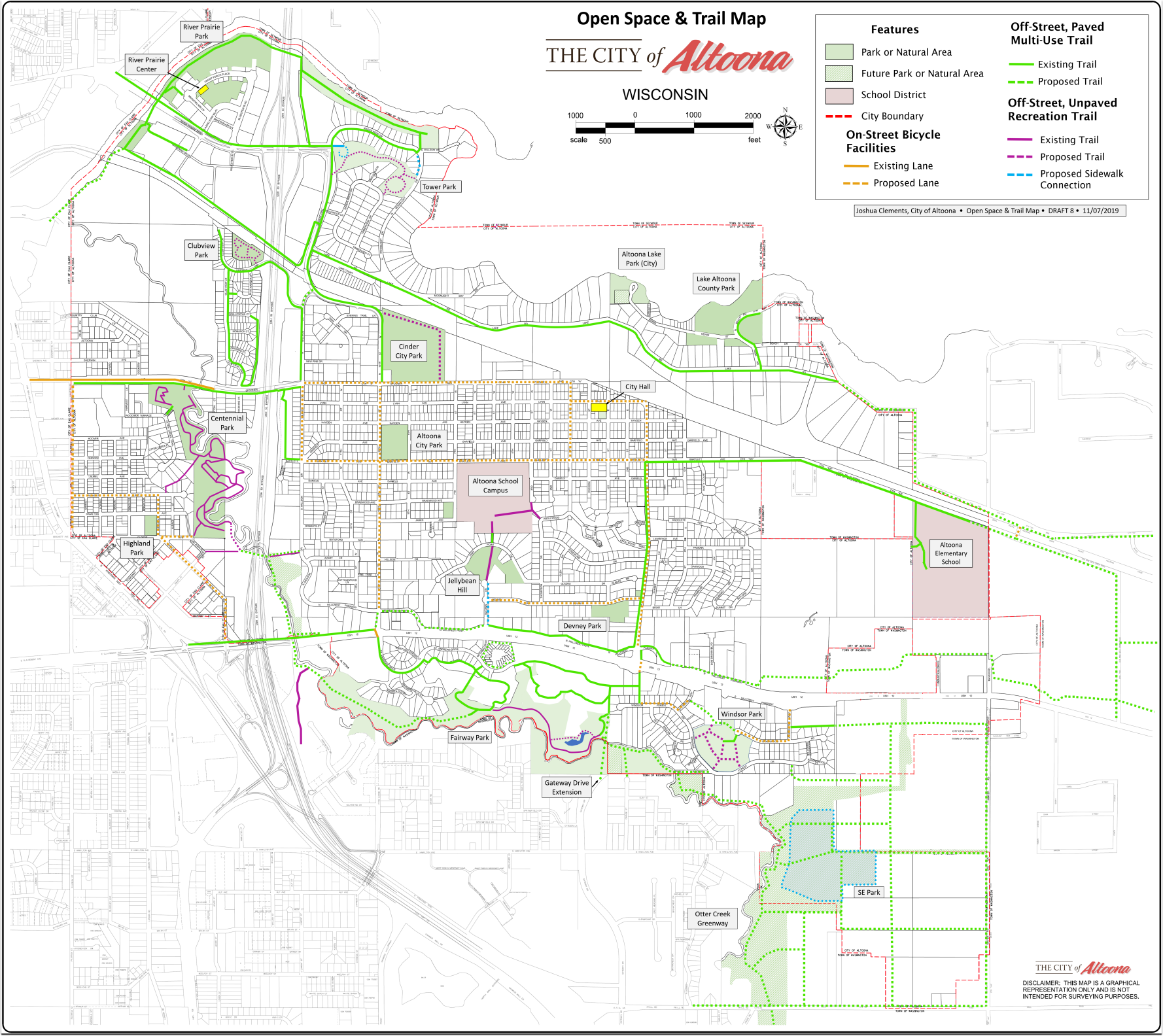
THE CITY of *Altoona*

WISCONSIN



Features	Off-Street, Paved Multi-Use Trail
Park or Natural Area	Existing Trail
Future Park or Natural Area	Proposed Trail
School District	Off-Street, Unpaved Recreation Trail
City Boundary	Existing Trail
On-Street Bicycle Facilities	Proposed Trail
Existing Lane	Proposed Sidewalk Connection
Proposed Lane	

Joshua Clements, City of Altoona • Open Space & Trail Map • DRAFT 8 • 11/07/2019



THE CITY of *Altoona*

DISCLAIMER: THIS MAP IS A GRAPHICAL REPRESENTATION ONLY AND IS NOT INTENDED FOR SURVEYING PURPOSES.