

NOTICE

The **City of Stoughton** will hold a meeting of the **Parks and Recreation Committee** on **Monday, July 20, 2009** at **6:00 PM**, in the **Auxiliary Meeting Room** on the second floor of the **Public Safety Building** located at **321 S. Fourth St.**

AGENDA:

1. Call to order
2. Approval of the minutes from June 15, 2009
3. Born Learning Trail
4. 2010 Recreation Fees
5. New Youth Center Rental Options
6. Roby/ Page Playground Installation
7. Park Impact Fees
8. Recreation Report
9. Future Projects and Agenda Items
10. Adjournment

TL
7/15/09

Sent to:

Sonny Swangstu
Paul Lawrence
Rollie Odland
Carl Chenoweth

cc: City Attorney Matt Dregne (via e-mail)
Mayor Griffin (Pkt. /e-mail)
City Clerk Luann Alme (Pkt. /e-mail)
Department Heads (e-mail)
Stoughton Newspapers
Pili Hougan (e-mail)
Council Members

IF YOU ARE DISABLED AND IN NEED OF ASSISTANCE, PLEASE CALL 873-6677 PRIOR TO THIS MEETING.

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL.

Agenda

Born Learning Trail

The United Way is offering a program that installs learning stations along a park path such as Schefelker Park. Kathy Hubbard and Tom Kuplic will attend the meeting to answer questions.

2010 Recreation Fees

In an effort to make the budget deadline the committee should discuss and approve a plan to set a new policy for setting both resident and non resident fees. The policy options will be forwarded to members when it is complete.

New Youth Center Rental Options

With the new Youth Center location on the eve of becoming an active facility, a discussion should take place concerning using the space as a profit center during non youth center hours.

Roby/ Page Playground Installation

The committee will be updated on the equipment arrival date and set a date for the volunteer installation.

Park Impact Fees

A review of the new impact fee ordinance and its implementation.

PARKS AND RECREATION COMMITTEE MEETING MINUTES

Tuesday, June 15, 2009
Recreation Department

Present: Alderpersons Paul Lawrence, Sonny Swangstu, Rollie Odland, Carl Chenoweth and
Parks and Recreation Director Tom Lynch

Absent and Excused:

Guests: Giovanna Lazzaro

1. Call to Order

Meeting called to order by Swangstu at 6:02 PM.

2. Approval of Minutes for April 7, 2009

Motion by Odland, seconded by Swangstu, to approve the minutes from May 5, 2009. Motion passed 2-0.

3. South St. Park and Roby/page Park Naming

Giovanna Lazzaro and Lynch talked about the recent progress with the South St. Park project. A board of directors was created by the neighbors for the maintenance and future funding of the park. The Community Foundation has been set up to handle donations and be a possible grant option in the future.

Lazzaro, representing the board asked that the park land be named "Mill Pond Park", with the facility named as "Memory Garden". These names identify the area and help with future funding by those interested in donating to the project.

Chenoweth, a member of the board, brought a letter of request from the group for the name creations.

Motion by Chenoweth, seconded by Lawrence, to recommend to Council to name the South St. parkland "Mill Pond Park" with the facility to be named "Memory Garden". Motion passed 4-0.

Motion by Chenoweth, seconded by Lawrence, to table naming the Roby/Page parkland. Motion passed 4-0.

4. Parks and Recreation CIP

Lynch presented his CIP for review. He explained how the Finance Director thought it best for the time being to remove the speculative amounts for development of new parks until there is definite movement in those areas.

Motion by Chenoweth, seconded by Lawrence to recommend that Finance approve the Parks and Recreation CIP. Motion passed 4-0.

5. Lighting at Criddle Park

A neighbor next to Criddle Park suggested that a light in Criddle Park would discourage people from staying late in the park unseen. Criddle has a history of higher vandalism than other parks. It is also one of the few parks without night time lighting. Cost estimates from Stoughton Utilities suggest the \$1300 would cover the installation of a pole, hook ups and security light.

Motion made by Odland, seconded by Chenoweth to recommend to Finance/Council to approve funds to come from contingency for the purchase and installation of a security light in Criddle Park at a cost not to exceed \$1500. Motion passed 4-0.

6. Born Learning Center

Motion by Chenoweth, seconded by Lawrence to table this item until next meeting. Motion passed 4-0.

7. Community Gardens

The committee asked staff to contact interested parties to discuss how they can help this project happen in the future.

8. Grant Update

Lynch reported that both grants submitted by the City to Dane County were denied as well as every other application due to budget restraints.

9. Recreation Report

For information only

10. Future Agenda Items

Park Impact Fees
Born Learning Project
Roby/Page Parkland

Motion to adjourn at 7:14 by Lawrence, seconded by Swangstu. Motion passed 4-0.

Born Learning Trail The *Born Learning Trail* is designed to help parents, caregivers and communities support early learning. The *Trail* is an important community strategy to help boost children's language and literacy skills – and encourage families to get active.

Why is it important to Dane County

In Dane County, 27,000 children are under age 5; 18% of these children live in poverty. In Madison, less than 60% of children entering kindergarten have age-appropriate skill levels. The majority of children are unable to attend an accredited child care, preschool or Headstart program, which means that they rely on family, friends and neighbors to stimulate their early development.

A study by Hart & Risley (1995) looked at children's exposure to words. They found that children from low income families enter kindergarten with a significant vocabulary disadvantage as compared with their peers. In fact, by five years of age, children from professional families are estimated to hear 32 million more words than children living in poverty. Children from literacy poor homes arrive at school with vocabularies of 800-1,000 words vs. 6,000-10,000 words for children from more literacy affluent homes. It is crucial that children hear a variety of words when they are young because it makes recognizing words easier when learning to read. Additionally, this vocabulary gap doesn't just affect a child's performance in Kindergarten. Hart & Risley (1995) found that early vocabulary skills are a strong predictor of third grade reading scores.

A child's first teachers are found within the family– parents, grandparents and other family members who may care for the child during the day. Research shows that when young children and adults interact through talking, singing, and rhyming together they stimulate language development which creates the foundation for learning to read. Community has a role to play in offering an environment that supports early learning and gives parents and caregivers the information they need to provide the appropriate stimulating environment for their children.



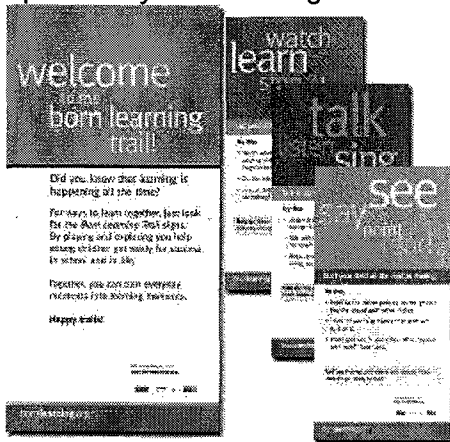
We cannot overemphasize the importance of play for young children as a tool for healthy development and learning. In a comprehensive review of numerous studies, Smilansky and Shefatya (1990) found strong evidence that play contributes to advances in a variety of skills including verbalization, vocabulary, imagination, concentration, problem-solving strategies, cooperation and empathy. According to Bodrova and Leong (2003), "Thoughtfully supported play is essential for young children's learning and development."

What is a *Born Learning Trail*?

The *Born Learning Trail* captures 10 fun outdoor games on engaging signs to help parents and caregivers create learning opportunities for a young child. Whether installed in a local park, at a child care center or school, in a library or next to a children's museum, the Trail can be a valuable community resource for early learning. Along with other Born Learning initiatives, the trail is a helpful tool to further the development of children in Dane County.

Signs for the trail

Each activity is highlighted on a tasteful, yet colorful sign that is made of metal designed to last up to four years and is graffiti resistant (very easy to clean). The signs encourage parents to

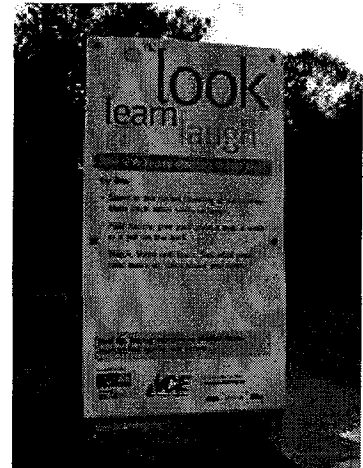


actively engage their children in the environment and at the same time help develop the skills they will need for kindergarten.

For example, one sign instructs the adult and child each stand in the circles, look at each other and make the other person smile or laugh.

Another instructs child and adult to listen for birds and

asks, "What are they saying? Can you sign like them?"



Another guides the adult to "tell stories about yourself and your family. Begin with, "When I was little..."

Another sign would have the child point to the "A", "B" and "C" letters painted on the trail, say the sound that each makes and think of words that start with those letters.

Installation and maintenance

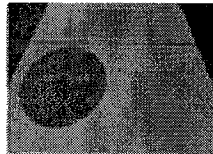
A *Born Learning Trail* along with all materials for installation will be donated (approximate value: \$2500) and can be installed by volunteers in only a few hours. Volunteers complete the installation in a few easy steps, including digging post holes, mounting signs and painting stencils. It does not take up or change much space in a park, and it is a very cost effective option. Locations being considered are park areas that get the most use from families and do not interfere with any other park users. Support from the many volunteers in Dane County will help to perform "upkeep" for the trail, ensuring that it will continue to be usable for several years.



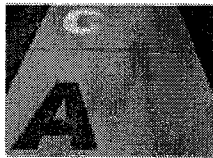
Installations materials include:

- 10 4"X 4" wooden posts or 2 ½ " diameter metal poles with 12" by 24" signs along the path
- Posts or poles will be 2' – 3' into the ground with approximately 4'-5' exposed.
- The posts or poles will be secured by cement
- Three colorful stencils painted on the asphalt or cement:

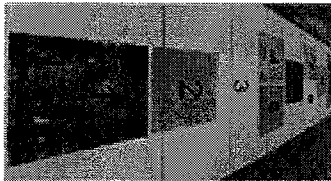
- Circle, rectangle, square (each shape is 3' x 3')



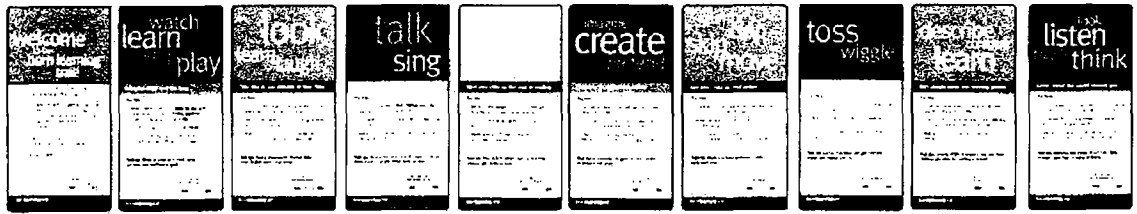
- Letters A, B & C (3' x 3')



- Hopscotch (12' x 3')



10 Unique Exterior Signs (12" x 24") with a 2-4 year life expectancy

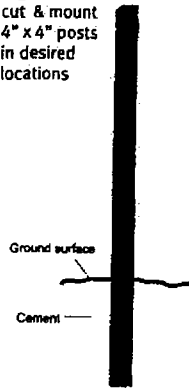


Key Steps for Trail Installation

Read through your Media & Installation Guide for help in planning the event.



Dig holes, cut & mount 4" x 4" posts in desired locations



Cut and prepare 10 backer boards into 12" x 24" sizes using the 12" x 2" x 24" boards



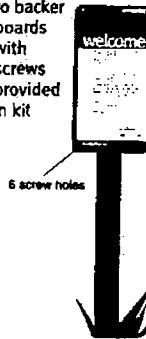
Drill 2 holes in backer boards to accept bolt, washer, nut combo; round all corners and smooth all edges with sandpaper



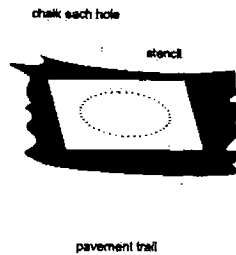
Drill holes in post & mount backer boards to posts with bolt, washer, nut combos



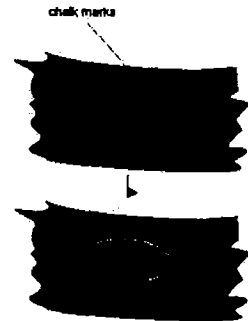
Mount signs to backer boards with screws provided in kit



Chalk stencils on pavement near appropriate signs



Remove stencil, connect the dots with chalk, paint the shape inside your chalk lines



**AN ORDINANCE TO CREATE CHAPTER 67 OF THE CODE OF
ORDINANCES OF THE CITY OF STOUGHTON ESTABLISHING IMPACT
FEES**

The City Council of the City of Stoughton, Dane County, Wisconsin, does ordain as follows:

Section 1: Chapter 67, as it relates to impact fees is hereby created to read as follows:

**Chapter 67
Impact Fees**

- Sec. 67-1 Authority
- Sec. 67-2 Purpose
- Sec. 67-3 Definitions
- Sec. 67-4 Imposition of Impact Fees
- Sec. 67-5 Parks, Playgrounds and Land for Athletic Fields Impact Fee
- Sec. 67-6 Fee Reduction
- Sec. 67-7 Exemption From Fees
- Sec. 67-8 Administration and Review
- Sec. 67-9 Appeal
- Sec. 67-10 Severability
- Sec. 67-11 Effective Date

Sec. 67-1. Authority

This ordinance is authorized under §66.0617, Wis. Stats. The provisions of this ordinance shall not be construed to limit the power of the City to adopt other ordinances pursuant to any other source of local or state authority, nor to utilize any other methods or powers otherwise available for accomplishing the purposes set forth herein, either in substitution of or in conjunction with this ordinance.

Sec. 67-2. Purpose

The purpose of this ordinance is to promote the public health, safety and general welfare of the community and to facilitate the adequate provision of parks, playgrounds and land for athletic fields by imposing impact fees upon developers to pay for the capital costs of public facilities that are necessary to accommodate land development.

Sec. 67-3. Definitions

As used in this section, the following terms shall have the designated meanings indicated:

- (1) CAPITAL COST. The capital costs to construct, expand or improve public facilities, including the cost of land, and including legal, engineering and design costs to construct,

expand or improve public facilities, except that not more than 10% of capital costs may consist of legal, engineering and design costs unless the City can demonstrate that its legal, engineering and design costs which relate directly to the public improvement for which the impact fees were imposed exceed 10% of capital costs. Capital costs does not include other non-capital costs to construct, expand or improve public facilities or the costs of equipment to construct, expand or improve public facilities.

(2) DEVELOPER. The legal or beneficial owner(s) of a lot or parcel proposed for inclusion in a development, including an optionee or contract purchaser.

(3) IMPACT FEES. Cash fees or contributions of land imposed upon a developer under this chapter.

(4) LAND DEVELOPMENT. The construction or modification of improvements to real property that creates additional residential dwelling units within the City or that results in nonresidential uses that create a need for new, expanded or improved public facilities within the City.

Sec. 67-4. Imposition of Impact Fees

(1) Impact fees are hereby imposed on all developments and land divisions within the City of Stoughton and shall be calculated pursuant to this ordinance.

(2) For all land development, impact fees shall be due at the issuance of a building permit. As such, building permit approval shall be contingent upon payment of said fees and no permit shall be issued for development until payment is received.

Sec. 67-5. Parks, Playgrounds and Land for Athletic Fields Impact Fee

(1) Any developer creating or constructing additional residential dwelling units within the City shall pay a fee to the City to provide for the capital costs necessary to accommodate the parks, playgrounds and land for athletic fields needs of land development, except as provided in Sec. 67-7 below.

(2) The amount of the fee per residential dwelling unit to be constructed or created by the proposed development, subject to adjustment pursuant to Sec. 67-6 below, shall be as follows:

- a. For single-family or two-family residential development, the fee shall be \$912 per dwelling unit for park facilities, \$2,805 per dwelling unit for parkland, for a total of \$3,717 per dwelling unit (\$7434 for two-family structure) for all impact fees.
- b. For multi-family residential development units of 2 bedrooms or more, the fee shall be \$684 per dwelling unit for park facilities, \$2,104 per

dwelling unit for parkland, for a total of \$2,788 per dwelling unit for all impact fees.

- c. For multi-family residential development units of 1 bedroom or less, the fee shall be \$456 per dwelling unit for park facilities, \$1,402 per dwelling unit for parkland, for a total of \$1,859 per dwelling unit for all impact fees.

(3) The park impact fees collected by the City shall be placed in a special fund which shall be separate from the general fund of the City, and the special fund and all interest earned thereon shall be used exclusively for the capital costs for parks, playgrounds and land for athletic fields within the City.

(4) Impact Fees imposed and collected by the City under this Chapter shall be used within the time limits defined by Section 66.0617(9) Wisconsin Statutes by the City to pay the Capital Costs of the Public Facilities for which they were imposed, or in the alternative, refunded to the current owner of the real property with respect to which the Impact Fees were imposed along with any interest that has accumulated. Specifically, the time limits shall be as follows:

- a. With regard to impact fees collected after April 10, 2006 but within 7 years of the effective date of the ordinance enacting the impact fees, 10 years after the effective date of the ordinance enacting the impact fees.
- b. With regard to impact fees collected after April 10, 2006 but more than 7 years after the effective date of the ordinance enacting the impact fees, 15 years after the date on which the fee was collected.
- c. With regard to impact fees collected within 7 years after the effective date of the ordinance enacting impact fees, 10 years after the effective date of the ordinance enacting impact fees.
- d. With regard to impact fees collected more than 7 years after the effective date of the ordinance enacting impact fees, 15 years after the date on which the fee was collected.

Sec. 67-6. Fee Reduction

Any impact fee imposed under this section shall be reduced by the amount of capital costs otherwise imposed by the City upon land development, for the same public facilities for which an impact fee is imposed under this section, including special assessments, special charges, land dedications or fees in lieu of land dedications under Ch. 236, Wis. Stats., or any ordinance adopted thereunder or any other items of value. Impact fees imposed under this section shall also be reduced to compensate for moneys received from

the federal or state government specifically to provide or pay for the public facilities for which the impact fees under this section are imposed.

Sec. 67-7. Exemption From Fees

The lawful new construction of a single-family dwelling structure razed or to be razed within one year of the date of the issuance of a building permit for the new construction as part of the new construction project shall be exempt from the fees imposed under this section. Any new construction of a single-family dwelling structure upon a single parcel of land involving the demolition of a preexisting residential structure upon such single parcel of land, which project is similar to, but not exactly as described above, may be found to be exempt upon application to the City Council and a finding by the City Council that such project does not bear a rational relationship to the need for new, expanded or improved public facilities required to serve such development. Such application shall be made to the City Council prior to the payment of any fees under this section.

Sec. 67-8. Administration and Review

All fees collected and special accounts maintained under this section shall be subject to administration by the City Treasurer. The Treasurer shall report annually to the City Council with regard to all deposits, withdrawals and fund balances in these accounts. The purpose of the annual report is to provide the City Council with information necessary to determine that all funds collected are spent within the time required for the purpose intended and that the amount of fees imposed continues to represent an equitable and reasonable apportionment of the cost of public improvements and requirements generated by land development. Upon such considerations and for such purposes, the City Council may determine whether there exists any reasonable need for refund of fees previously collected. The impact fees imposed under this section shall be increased annually at a rate equal to the percentage change in the Engineering News Record Construction Cost Index for the previous 12 months, with the adjustment effective January 1 of each year. The City Treasurer or designee shall calculate the adjusted fees and maintain a copy of the calculation and the adjusted impact fees in the office of the City Clerk.

Sec. 67-9. Appeal

Any developer upon whom an impact fee is imposed under this section shall have the right to contest the amount, collection or use of the impact fee to the City Council, provided that the developer files a written notice of appeal in the City Clerk's office within 15 days of the issuance of a building permit upon which the impact fee is imposed. Such notice of appeal shall be entitled "Notice of Appeal of Impact Fee" and shall state the developer's name, address, telephone number, address (if available) and legal description or tax parcel identification number of the land development upon which the impact fee is imposed, and a statement of the nature of and reasons for the appeal. The City Clerk shall schedule the appeal for consideration by the City Council at a regular

meeting as soon as reasonably practicable under the circumstances and shall notify the developer of the time, date and place of such meeting, in writing, by regular mail, deposited in the mail no later than at least ten days before the date of such meeting. Upon review of such appeal, the City Council may adjust the amount, collection or use of the impact fee upon just and reasonable cause shown.

Sec. 67-10. Severability

If any provision of this Ordinance is found to be illegal, the remaining provisions shall remain in effect.

Sec. 67-11. Effective Date

This Ordinance shall take effect on July 2, 2009.

Adopted this 23rd day of June, 2009

James S. Griffin, Mayor

Attest: _____
Luann J. Alme, City Clerk