



**PARKS, FORESTRY & RECREATION COMMITTEE**

**Monday, June 17, 2024, 7:00 PM**

Meeting will be held Virtually via zoom and in person.  
North Conference Room 75 N. Bonson Street, Platteville, WI

- I. Call Meeting to Order**
- II. Citizen Comments**
- III. Approval of Minutes: May 20, 2024**
- IV. New Business**
  - Election of the Committee Chair
    - Discussion of nomination
    - Motion to nominate
  - Subcommittee for Aquatic Recreation
- V. Staff Update**
  - Activities at the UWP pool.
- VI. Old Business**
  - None
- VII. Next Meeting: July 15, 2024**
- VIII. Adjournment**

If attendance requires special accommodation, please contact (608) 348-9741

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Manager of the Main Street Program.

2. The members shall be appointed by the President of the Common Council, subject to confirmation by the Common Council. Vacancies for an unexpired term shall be filled in the same manner.
3. The terms of the members shall be for one year each and they may be reappointed.
4. Members shall serve without compensation and the Committee may, by majority vote, request reimbursement for expenses of its members.

### (c) Organization.

1. The Committee shall elect one member Chairperson, one member Vice-Chairperson and one member Secretary for one year terms at its July meeting.
2. The Committee shall meet at least quarterly.
3. Three members of the Committee shall constitute a quorum for the purpose of holding official meetings and conducting official business.
4. Meetings of the Committee shall be governed by Robert's Rules of Order.
5. Members appointed during the course of any term shall fill the unexpired term.

(d) Powers and Duties. The Committee shall provide advice and recommendations to the Common Council on the expenditure of Room Tax receipts collected under the provisions of Section 3.35 and Wis. Stat. Section 66.0615, for "tourism promotion and development" as defined in Wis. Stat. Section 66.0615(1) (fm). The Committee, if requested by the Council, may make requests for and conduct a review of proposals for the funding of specific marketing projects, transient information services, or tangible municipal development related to "tourism promotion and development".

**3.44 PARKS, FORESTRY AND RECREATION COMMITTEE.** (a) Creation. A Parks, Forestry and Recreation Committee is hereby created. Any reference made to the Board of Park Commissioners or the Tree Advisory Board in the Ordinances of the City of Platteville or the rules, regulations and statutes of the State of Wisconsin shall be interpreted to mean the Parks, Forestry and Recreation Committee as created and established by this Section.

(b) Composition, Appointment and Terms.

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1. The Parks, Forestry and Recreation Committee shall have seven (7) members, consisting of:
  - A. One (1) member shall be an alderperson of the City of Platteville. Such member shall serve for a term of one year, or as long as such person is an alderperson of the City of Platteville, whichever is shorter.
  - B. Six (6) members shall be selected from among the residents of the City of Platteville. The initial terms of such members shall be staggered, with three (3) members having terms of one, two and three years and two (2) members having terms of two years and one (1) member having a term of three years, and successive terms of three years or until such member ceases to be a resident of the City of Platteville, whichever is shorter.
2. The members shall be appointed by the President of the Common Council on the second Tuesday in May, subject to confirmation by the Common Council, for a term commencing on June 1. Vacancies for an unexpired term shall be filled in the same manner. A member of the Committee, upon completion of the member's term shall not be eligible for reappointment until at least a period of one year shall have intervened between said terms as a Committee member, but this provision shall not apply to persons who fill an unexpired term of a previous member or whose initial term was less than three years, or to the appointment of an alderperson.

### (c) Organization.

1. The Committee shall elect a Chairperson and Vice Chairperson from among its members at its first meeting in June. Officers shall serve a term of one year. Other officers may be selected as necessary.
2. The Chairperson shall conduct the meetings and serve as Representative of the Committee. The Vice Chairperson shall serve in the absence of the Chairperson. The City Manager or his/her assigned representative shall serve as secretary and staff the Committee.
3. Four members shall constitute a quorum for the purpose of holding meetings and conducting business. A member may be counted for quorum purposes if attending remotely so long as the said member can hear and be heard by the committee members and other persons attending the meeting.

### (d) Powers and Duties. The Committee shall have the following powers and duties:

1. Provide advice and recommendations to the Common Council on the matters set forth in Wis. Stat. Sections 27.08, 27.09 and 27.10 and shall:

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- a. Review proposals for residential development with respect to the need of parkland, trails and recreational facilities and whether existing facilities are sufficient or new or additional facilities will be required as a result of the proposed development and shall file a report on such matters to the City Plan Commission and City Council for their review in a timely manner.
  - b. Make recommendations for the appropriation of the City's Parks Impact Fee.
  - c. Consider and pursue grants for the improvement of city parks, recreation programs, and forestry initiatives.
  - d. Recommend changes in recreation, park, or forestry fees and programs and present same by resolution to the City Council.
2. Act as the Tree Advisory Board under Chapter 10 Urban Forestry and:
- a. Serve in an advisory capacity to the Common Council relating to trees and shrubs located within street right-of-ways, parks, cemeteries, and other public places in the City and to trees and shrubs located on private property that are diseased or infested or endangers the life, health or safety of persons or property on public areas.
  - b. Prepare and maintain an inventory of trees and shrubs located on public areas within the City and on private property along streets where street trees cannot be planted due to site limiting factors.
  - c. Prepare and recommend to the Common Council a management plan for the planting, care and maintenance of trees in the City, including the number, species and location.
  - d. Identify, improve and promote desirable tree and shrub species within the City.
  - e. Apply for county, state, federal and private grant funds for the City's tree program.
  - f. Recommend such persons or firms who are qualified in urban forestry to assist with the City's urban forestry tree program.
  - g. Provide a forum for and encourage public comments on City tree and shrub projects and the urban forestry program.

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- h. Encourage public participation in urban forestry within the City of Platteville and the surrounding extraterritorial area.
    - i. Conduct an Arbor Day observance each year.
    - j. Inform and educate City residents about the care of natural areas in their neighborhoods.
    - k. Maintain "Tree City USA" status of the City of Platteville.
  - 3. Perform such other duties and responsibilities as the Common Council shall from time to time direct.
- (e) The Common Council shall exercise all the responsibilities and powers of the Board of Park Commissioners as provided in Wis. Stat. Section 27.08(3).

**3.45 REDEVELOPMENT AUTHORITY.** (a) Creation. The Redevelopment Authority of the City of Platteville, created by Resolution No. 05-08 adopted and approved by the City Council on June 14, 2005, is hereby ratified and confirmed.

- (b) Composition, Appointment and Terms. The composition, appointment and terms of commissioners of the Redevelopment Authority shall be as set forth in Wis. Stat. Section 66.1333(3). One of the seven commissioners shall be a member of the Council. No more than two commissioners may be officers of the City. Commissioners shall be appointed by the President of the Common Council, subject to confirmation by a 4/5 vote of the membership of the Common Council. Vacancies for an unexpired term shall be filled in the same manner.
- (c) Organization.
- 1. The commissioners shall elect a Chairperson and Vice Chairperson from its members at its first meeting in June. Officers shall serve a term of one year. Other officers may be selected as necessary.
  - 2. The Chairperson shall conduct the meetings and serve as authorized representative of the Authority. The Vice Chairperson shall serve in the absence of the Chairperson.
- (d) Powers and Duties. The Redevelopment Authority shall have the powers and duties as set forth in Wis. Stat. Section 1333, the Blight Elimination and Slum Clearance Act. In addition, the Redevelopment Authority shall serve in an advisory capacity to the Council on long range planning and individual adjustments to parking within Redevelopment District(s), or in areas adjacent to such District(s) as requested by the Common Council.

## CHARTER PLATTEVILLE AQUATIC RECREATION SUB-COMMITTEE

### DEFINING PURPOSE, EXPECTATIONS AND

WHEREAS, the Platteville Aquatic Center experienced catastrophic damages leaving the current pool inoperable; and

WHEREAS, the Parks, Forestry and Recreation Committee was formed to develop a well-coordinated system of Parks within the City of Platteville and to develop and implement meaningful recreational activities for the citizens of the Community, and

WHEREAS, the Platteville Parks, Forestry and Recreation Committee has authority, in certain circumstances, to determine that it is necessary to form a sub-committee to study a particular matter relating to that body in some detail; and

WHEREAS, the Platteville Common Council has reviewed this charter and provided feedback to the committee in setting the preliminary purpose and expectations for the sub-committee.

NOW, THEREFORE BE IT RESOLVED, the Parks, Forestry and Recreation Committee has determined a need to form an Aquatic Recreation Sub-Committee to study the current Platteville Community desires in aquatic recreation, assess the current resources and limitations of the city and community partners, and present a report with recommendations on a concept-vision for future aquatic recreation to the Parks, Forestry and Recreation Committee for their consideration, by no later than February 17th 2025; and

IT IS FURTHER RESOLVED, that this sub-committee will be composed of 5 voting members:

- 1 x representative of the Parks, Forestry and Recreation Committee,
- 1 x representative of the City Council,
- 3 x at-large representatives of the community
  - advisory and support members may be appointed but will not be considered voting members in satisfying a quorum or voting on action items
  - sub-committee chair will be appointed by vote of the sub-committee
  - sub-committee positions are volunteer in nature with no per diem provided

Interested applicants may apply through the City of Platteville, using a Boards Committees and Commissions application process. Posting of the vacancy will begin on July 16<sup>th</sup> 2024 and remain open until August 9<sup>th</sup> 2024.

All interested community members are invited to apply. Preference may be given to applicants with experiences in pool management, aquatic recreation, engineering, parks experience, local government, fund raising, local and regional networking, and time availability

(as it is intended that members will be able to support this project with time invested into research, planning and developing a vision-concept recommendation).

It is intended that the sub-committee meet in open session at least once monthly and that a monthly report be delivered to the Parks, Forestry, and Recreation Committee at their monthly business meetings. The City Manager will make staff available for agenda posting, publishing minutes, and supporting information requests.

IT IS FURTHER RESOLVED, that the sub-committee will be charged with researching three distinct courses of action and making a recommendation to the Parks, Forestry and Recreation Committee on the future concept-vision of aquatic recreation. These three courses of action should be focused on the following elements:

*3 distinct  
Plans*

- A. Functions – engaging with community members and partners in assessing the aquatic recreational needs, wants and desires, at a functional level. (Examples look like = Aerobic Exercise, Lap Swimming, Sun Deck, Diving Well, Slides and Water Features, Accessibility, other functions; and less like = “The water slide in Dubuque, the splash features in Verona, the locker room benches in Landcaster. This level of detail would come in future phases)
- B. Location – assessment of a location for an aquatic recreation facility. (the sub-committee may have to work with staff on necessary ground studies to assess suitability, ground integrity, land acquisition, etc. (or make recommendations pending such studies and land acquisition)
- C. Cost to build the concept-vision – very basic estimate in the million-dollar range (based on available information)
- D. Cost to operate and maintain – very basic estimate of annual operation expenses in staffing and maintenance to operate the concept – vision through the anticipated lifespan. (based on available information)
- E. Revenues and funding sources – understanding of necessary funding for a project with consideration for tax levy support, city borrowing, grants, partners, fund-raising, etc. It is anticipated that the recommendation will include a feasible financial plan to fund the project (with possible contingent resources).
- F. Time to complete – estimated timeline on achieving project completion with consideration of contingent funding and further design development.
- G. Other significant factors – as the sub-committee begins to evaluate, other significant factors of consideration may emerge.

It is anticipated that the final report and recommendation to the Parks, Forestry and Recreation Committee will be presented with a decision-matrix comparing the three, distinct options to the identified elements above. This study may serve as the base document for forming a future

request for proposals in engaging with a pool engineering firm to design. The recommendation should include a general process with recommended next actions.

The City Manager will be researching a concept-vision that may meet community needs without the need for construction of a new swimming pool. This may be considered an economic default option, and it will be presented to the sub-committee for their consideration in making a final recommendation.

Financial resources for further studies or contracted technical support may become available as the project progresses and city staff will communicate with the sub-committee on such availability.

IT IS FURTHER RESOLVED, the Aquatic Recreation Sub-Committee will dissolve after the delivery of the recommendation to the Parks, Forestry and Recreation Committee.

PASSED BY THE PARKS, FORESTRY AND RECREATION COMMITTEE on the 15th day of July 2024.

CHAIRPERSON

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, Chair

ATTEST:

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Colette Steffen, City Clerk