

Park Commission Agenda
February 8, 2016, 5:00 PM
Board Room
1900 Grand Chute Blvd

1. Call meeting to order
2. Approve Minutes from meeting January 11, 2016 meeting
3. **APPEARANCES**

-NONE-
4. **ACTION ITEMS**
 - a. Approve Maple Edge Park Sign Design
 - b. Approve Maple Edge Park Picnic Table colors
 - c. Approve hiring Fred Kohlman, Tennis & Sport Surfaces LLC, for the Design and Construction Administration Consulting Services for the Lions Park Tennis Courts.
5. **OLD BUSINESS**
 - a. Approve Parks & Recreation Municipal Code.
 - b. Fat Tire Race
6. **INFORMATIONAL ITEMS**
 - a. Park Maintenance Report
 - b. Director's Memo
 - c. Park & Recreation Revenue Report ending January 31, 2016
 - d. Greenways Report
 - e. Town Board Liaison Report
 - f. Chairman's Report
 - g. Correspondence Report
 - h. Bike and Pedestrian Trail Update
 - i. Lecker Park Trails
7. Adjournment

Town of Grand Chute
Park Commission
Monday, January 11, 2016
Meeting Minutes

Members Present: Joan Haag, Joy Hagen, John Jones, Kathryn Pennings, Karen Petersen, Mike Schmidt, Supervisor Thyssen, Donna Van Buecken

Members Absent: None

Others Present: Mike Arft, Tom Marquardt, Mike Patza, Lisa Mroczkowski, Trish Nau (ECWRPC)

Chairperson Petersen called the meeting to order at 5:00 PM.

Motion by Commissioner Haag, seconded by Commissioner Pennings to approve minutes from the December 14, 2015 meeting.

Vote on Motion (7/0)

APPEARANCES

Trish Nau

ACTION ITEMS

1. Stroess property permanent easement for Maple Edge Park

Director Marquardt stated the town has been trying to purchase a 20' piece of land from Mr. Stroess for a trail that would connect the new park with Casaloma Dr. We offered Mr. Stroess \$6,700 to purchase the 20' piece of land. Mr. Stroess countered with an offer of \$13,000 which the town declined. Mr. Stroess stated he is concerned that if he sold the land to the town he would not have access to his building on the south side.

Director Marquardt stated he had a conversation with Randy Moss of Moss and Associates who is the towns land acquisition consultant. Director Marquardt stated Mr. Moss did the appraisal on the property for the town and he suggest a permanent easement be offered to Mr. Stroess instead of buying the land out right. Mr. Moss stated he also suggests the town offer a higher value than the \$6,700 for the easement. His recommendation is to offer Mr. Stroess \$9,000 for a permanent easement. The reason for this is Mr. Ross feels that Mr. Stroess would take this to court if the town proceeded with a condemnation and it would cost the town more than \$9,000 in the end.

Commissioner Schmidt asked if there would be any benefit to offering the \$13,000 to purchase the land?

Director Marquardt stated he feels that Mr. Stroess still would not accept the offer because of his concerns with access.

President Peterson stated she would like to make sure that the easement has language written into it to protect the town from Mr. Stroess building anything over the easement and blocking the trail.

Motion by Commissioner Schmidt to recommend approval of an expenditure up to \$9,000 for a 20' permanent easement from Mr. Stroess for the trail connection from Maple Edge Park to Casaloma Dr.

Vote on Motion. (7/0)

2. Town Hall Regional Park (Trish Nau, East Central Wisconsin Regional Planning Commission

Mike stated we want a good, well planned out park for our residents. He stated the town thought it would be good to ask for some technical assistance from the East Central Wisconsin Regional Planning Commission to help plan and develop the park so that is why Trish Nau is here.

Trish Nau shared a Power Point presentation on ideas for the new park. She said the town needs to decide what type of park they want. Does the town want a sports field, picnic areas, water features, shelter, exercise area etc? She stated she has put a draft of a survey for residents to fill out. She is asking for input from the commission for survey questions.

Commissioner Hagen asked if there should be some concepts sent with the survey?

Supervisor Thyssen stated we should wait until we get the survey back and then work on possible concepts.

Trish stated she will work with Mike on the survey and will shoot for it to be done by February 1st.

OLD BUSINESS

1. Approve the Parks and Recreation Municipal Code.

Commissioner Hagen asked for language to be added to supply recycling containers at the parks.

Mike Arft stated we had this discussion before. We do provide containers in the kitchen but they are not used. He also stated there is not enough room in the dumpster enclosure for a recycling dumpster.

Commissioner Hagen asked for the language to be changed under section 409.5(D) regarding the hours that is allowed for alcohol consumption. She asked why we stop the consumption at 10 PM when the park is open to 11PM?

The commission stated that this was talked about originally but was left as written because we want to promote the drinking stop before people leave the park after a party.

The commission also discussed section 409-2(E)(M)(N) of the municipal code. There is a bit of confusion as to whether the language should stay in the municipal code under Parks & Recreation.

Motion by Commissioner Van Buecken to direct staff to have the town attorney review the Parks & Recreation Municipal Code and also give his determination on section 409-2(E)(M)(N), seconded by Commissioner Hagen.

Vote on Motion. (7/0)

2. Update on Transportation Alternative Program Grant – CTH A Multi Use Trail

Mike stated the preliminary grant application is complete. He stated the trail will cost an estimated \$530,000 and \$60,000 in design fees. He stated the total cost would be \$590,000. The towns share would be 20% of the \$530,000 which is \$105,000. So the total cost to the town would be \$165,000. He stated the resolution will be going to the town board the first meeting in February for the final grant approval.

3. Fat Tire Race

Director Marquardt stated the event is back on. It will be held at Lecker Park on February 14th and will be called the Fat Cupid Race.

Motion by Commissioner Haag to grant permission to the Fox Valley Mountain Bike Club to hold the Fat Cupid Race at Lecker Park, seconded by Commissioner Jones.

Vote on Motion. (7/0)

INFORMATIONAL ITEMS

i. Park Maintenance Report

- Worked on Arrowhead Boardwalk until weather got cold
- Repairing picnic tables

ii. Director's Memo

See Director Memo (Attached)

iii. Greenways Report

Commissioner Hagen stated there will be an open house regarding CTH ZZ on January 27th at Thousand Island from 5PM to 6PM.

iv. Town Board Liaison Report

Nothing

v. President's Report

Nothing

vi. Correspondence Report

Nothing

vii. Bike and Pedestrian Trail Update

Nothing

viii. Lecker Park Trails

Nothing

Commissioner Haag motioned to adjourn meeting, seconded by Commissioner Hagen. Meeting was adjourned at 6:28 PM.

Vote on Motion. (7/0)

1. This is your 36" x 24" SINGLE Sided Venetian Arch Sign; Green with Tan lettering.
2. Font – Seagull Bold
3. Logo – TE02 Tree
4. To complete your order, fax the dated and signed proof to 630-761-0231.



By signing this, I verify everything on the above proof is accurate.

Customer Approval: _____

Signature

Date

No Returns on Custom Select Signs

Order by Phone: [1-866-965-4729](tel:1-866-965-4729) Order by fax: [1-630-761-0231](tel:1-630-761-0231) Order online: www.kirbybuilt.com

FASTSIGNS

More than fast. More than signs.

Client

Contact: Mike Arft
Company: Town of Grand Chute
Project:
Date: 2.4.16

FASTSIGNS

Contact: Larissa
Designer: Tracy
File: Grand Chute Maple Edge Park 4
Revision: 4

PROJECT DESCRIPTION

Scope:

Process: solvent
Media: 3M1180
Laminate: 8520 matte
Substrate: 6mm alu/milite
Surface:
Sides: single
Hardware: posts
Font(s):
Color(s):
Notes:

This rendering is the property of Fastsigns International, Inc. The borrower agrees it shall not be reproduced, copied or disposed of directly or indirectly, nor used for any purpose without permission from Fastsigns International, Inc.

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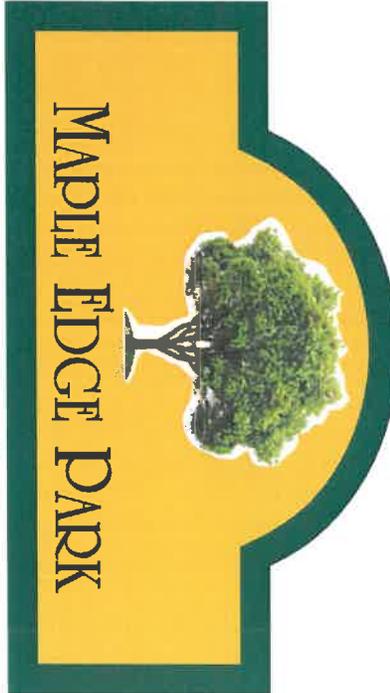
Quantity
1

48"

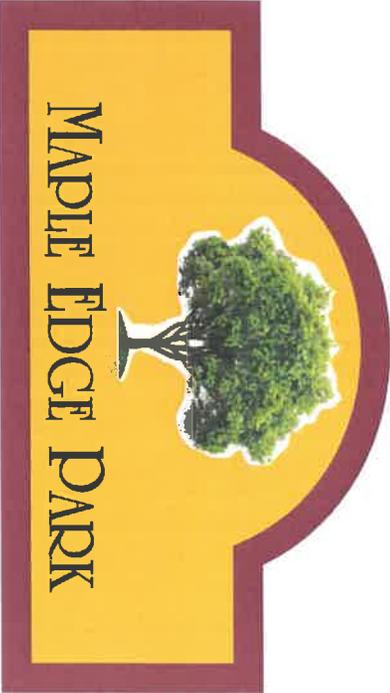
26"



option 1



option 2



option 3

will need paint samples
for a color match

Client signature for approval: _____

Date: _____

By signing this release, you are approving production of the work as specified on this document. Please examine all proofs carefully for accuracy. If changes are required, we will be happy to provide you a second proof free of charge. Thereafter, any further proofs will be billed at a \$10.00 minimum each. *COLORS SHOWN ON THIS DOCUMENT ARE A CONCEPTUAL REPRESENTATION ONLY. IF YOU NEED TO SEE A SAMPLE OF THE ACTUAL COLOR BEFORE APPROVING THE PROOF, PLEASE REQUEST A PHYSICAL COLOR SAMPLE FROM YOUR SALES REPRESENTATIVE.



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Fastsigns of Appleton

135 S. Casaloma Dr.

Appleton, WI 54914

ph: 920-954-9778

fax: 920-954-9336

Email: 267@fastsigns.com

Estimate

A 26110

Estimate Date:

2/2/2016 10:37:47AM

Printed:

2/2/2016 12:45:03PM

Customer: **Town of Grand Chute**
Contact: Accounts Payable
Description: Maple Edge Park Sign and Post
Sales Person: Doug Brauer
Clerk: Larissa Pottratz

Customer: 1736
ph: (920) 832-1573
fax: (920) 832-1660

Dear Mike

Attached is the quote you requested. Please feel free to contact me with any questions at 920-954-9778 or larissa.pottratz@fastsigns.com
Thank you,

Larissa Pottratz

	Product	Qty	Sides	H x W	Unit Cost	Totals
1	6mm Alupalite Description: Maple Edge Park Site Sign Digitally Printed with Matte Lam applied to 6mm Alupalite Color: F/C	1	1	26 x 46	\$179.50	\$179.50
2	Miscellaneous Description: Vinyl Single Rail Frame with 6' Posts and Flat Caps Color: White	* 1	1	0 x 0	\$540.00	\$540.00

Notes:

Thank you for the opportunity to quote this project for you. This estimate is good for 90 days. Please keep in mind that this is only an estimate and the price could fluctuate due to size adjustments, install time or any materials/supplies needed to complete your project.

Please click here to pay your invoice online.
<https://fspayment.com/?ID=%2bD%2fbmOj2YC4%3d&Store=300301&Tax=0.00>

Line Item Total:	\$719.50
Tax Exempt Amt:	\$719.50
Subtotal:	\$719.50
Taxes:	\$0.00
Total:	\$719.50

Deposit Required: **\$359.75**

Net 30 Days

Bill To: Town of Grand Chute
Accounts Payable
1900 Grand Chute Blvd.
Appleton, WI 54913-9613

Received/Accepted By: _____

/ /



- WABASH
- URBANSCAPE
- GREEN VALLEY
- BENCHES
- PICNIC TABLES
- DINING SETS
- RECEPTACLES
- UMBRELLAS
- BIKE LOOPS- RACK
- ADDITIONAL PRODUCTS

PICNIC TABLES

Home / Picnic Tables / Signature Series Picnic Tables 6' & 8' - Portable

- Wabash
- Urbanscape
- Green Valley
- Benches
- Picnic Tables
- Dining Sets
- Receptacles
- Umbrellas
- Bike Loops- Rack
- Additional Products



SIGNATURE SERIES PICNIC TABLES 6' & 8' - PORTABLE

Our standard Signature Series picnic tables are our most popular offering. These are portable units that can be surface mounted down with the use of our surface mount adapter kit (sold separately). Choose between our light-duty 1 5/8" OD or our heavy-duty 2 3/8" OD framework; between 6' or 8' lengths and between DIAMOND or PERFORATED patterns. All tops and seats are coated in our rugged Plastirol coating, while the framework is coated in our AAMA 2604-05 compliant Powder coating.

Share [Zoom](#)

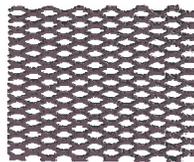
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BLUE CRANBERRY

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- SPECS & ASSEMBLY
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- COLORS
- PHOTOS



Diamond



Perforated

RELATED PRODUCTS





FRED KOLKMANN TENNIS & SPORT SURFACES, LLC
1921 MAYFAIR RD
GRAFTON, WI 53024
262 - 685 - 7507
Email: courtbuilder@ameritech.net
www.kolkmanncourtbuilder.com



January 14, 2016

Mr. Mike Arft
Town of Grand Chute
1900 Grand Chute Blvd.
Grand Chute, WI 54913-9613

Dear Mike,

Re: Design and Construction Administration Consulting Services for Lions Park Tennis Court Rehabilitation.

PROJECT DESCRIPTION

It is our understanding that the project is to repair the two (2) tennis courts at Lions Park. This will include:

1. Pulverize existing asphalt surface
2. Remove existing fence posts and fence fabric
3. Laser grade courts and install new base to bring to correct elevation
4. Remove net posts and install 2 new sets
5. Install a 1 1/2" lift of binder course, and a 1 1/2" lift of surface course asphalt
6. Install new fence posts
7. Install new fence fabric
8. Cut control joints between courts and along net lines
9. Install Armor over control joints
10. Applying two coats of acrylic resurfacer
11. Applying two coats of color. Court colors to be determined.
12. Stripe for two tennis courts

Alternate bid would be to reconstruct with tiles.

SCOPE OF WORK

PHASE I - DESIGN SERVICES

- Develop construction plans and technical specifications for the tennis court project for contractor bidding. Construction plans will include details showing how the various components of the project are to be constructed and the types of materials to be used. Technical specifications will be provided to assure quality control and to aid the contractor in materials and product selection and use.

FRED KOLKMANN TENNIS & SPORT SURFACES, LLC
1921 MAYFAIR RD
GRAFTON, WI 53024
262 - 685 - 7507
Email: courtbuilder@ameritech.net
www.kolkmanncourtbuilder.com

- Specifications will be developed along with your assistance concerning insurance, performance bonds, construction schedule, wage rates and other items relevant to the project.
- Prior to construction bidding, we will contact several contractors in the area that typically perform this type of work to inform them of the project and to solicit bids. We will also make additional plan sets available for other interested bidders.
- Conduct a Pre-Bid Meeting on-site with Owner and Contractors to review the scope of work, view the work site and to answer any questions about the project prior to the bid date.
- Provide a bid tabulation form for the bid opening and assist with the analysis of the bid results to determine the low bidder.

PHASE II – CONSTRUCTION ADMINISTRATION AND INSPECTION

When construction of the project is authorized by the Owner, we will conduct and document the pre-construction conference, review submittals, verify payment requests, prepare a construction photo log, and provide intermittent inspection as needed. We will also conduct the pre-final and final inspections, and obtain a signed and dated guarantee. At completion, the project progress book, which includes both the construction documents and construction administration records, will be presented to the Owner for future reference.

CONSULTING FEES

We propose to provide the consulting services for Phase I for a fee of Four Thousand five hundred dollars and no cents (\$4,500.00) for all items designed and bid, whether or not they are accepted by the Owner.

We will also provide construction inspection services as described in Phase II, for a fee of Four Thousand dollars and no cents (\$4,000.00).

SCHEDULE

Work to follow Client's schedule.

FRED KOLKMANN TENNIS & SPORT SURFACES, LLC
1921 MAYFAIR RD
GRAFTON, WI 53024
262 - 685 - 7507
Email: courtbuilder@ameritech.net
www.kolkmanncourtbuilder.com

INSURANCE

We will maintain insurance for professional liability.

Fred Kolkmann Tennis & Sport Surfaces LLC Terms and Conditions apply to this contract and are attached.

This contract shall be governed by the laws of the State of Wisconsin.

Sincerely,

Fred Kolkmann

Fred Kolkmann, CTCB
President



Fred Kolkmann Tennis & Sport Surfaces, LLC.

FRED KOLKMANN TENNIS & SPORT SURFACES, LLC
1921 MAYFAIR RD
GRAFTON, WI 53024
262 - 685 - 7507
Email: courtbuilder@ameritech.net
www.kolkmanncourtbuilder.com

FRED KOLKMANN TENNIS & SPORT SURFACES, LLC.
Terms and Conditions

1. **Invoicing and payments:** Invoices shall be rendered monthly on all projects. Payment is due within 30 days of invoice unless other terms are specified in the body of the contract. Any invoice unpaid after 60 days from the invoice date, may cause Fred Kolkmann Tennis & Sport Surfaces, LLC to withdraw permanently from any and all future activity on the project, and all other projects.
2. **Interest and Unpaid Balance Due:** If any amount is not paid by Client when due, the unpaid balance shall accrue interest at annual effective rate of 18%.
3. **Attorney Fees and Collection Costs:** In the event it becomes necessary for Fred Kolkmann Tennis & Sport Surfaces, LLC, to refer unpaid balances to an attorney or collection agency, then in addition to the amount owed Fred Kolkmann Tennis & Sport Surfaces, LLC will be entitled to recover all reasonable cost of collection and fees incurred.
4. **Document Ownership:** All original calculations, sketches and construction document drawings shall remain the property of Fred Kolkmann Tennis & Sport Surfaces, LLC.



About Us

Fred Kolkmann Tennis & Sport Surfaces helps people across North America get the most from their court and sport surface investments.

Principal Fred Kolkmann, is an ASBA-Certified Tennis Court Builder, directs all company services, and will work directly with you on your

If Your Tennis Courts or Other Sport Surfaces Need Repair, Do You Understand All the Options Available

To help people responsible for tennis court, track, and sport-surface upkeep or tasked with the challenge of hiring a contractor to estimate and renovate their existing courts or sport surfaces, Fred Kolkmann Tennis & Sport Surfaces, LLC will be sponsoring in February and March of 2016 a series of free Sport-Surface Repair and Maintenance Seminars.

What, Why, How, Who

The seminar has a singular emphasis: To educate attendees on what happens to aging sport surfaces, why it happens, and how to keep sport surfaces in safe, playable condition through timely maintenance, repair, and reconstruction solutions.

People who can benefit from attending include park and recreation personnel; municipal and county administrators, engineers, and elected officials; school district administrators, facility management staff, athletic directors, tennis and track coaches, and business managers; public and private tennis and track club managers and personnel; and board members of schools, condominium associations, park districts, or community tennis and track associations.

What You Will Learn

You will leave the Seminar with information to help you better navigate the sea of repair and reconstruction options available for keeping your tennis courts and other sport surfaces in safe and playable condition.

Information shared includes:

- Overview of sport-surface construction issues, including asphalt cracking (various types and causes); the effect on sport surfaces from surface and sub-surface moisture and trees; the effect on sport-surface color coatings from windscreens, bang-boards, and other court and track accessories and amenities; and the how and why of sport-surface cracking.
- Changing technologies in venue lighting, sport-surface color coatings, and venue fencing.
- Sport-surface maintenance, including requirements and timing.
- Court and track repair/reconstruction, and replacement options, including asphalt DOs and DON'Ts, the effect of DOT mix designs on sport surfaces (how transportation designs have changed and how it affects sport surfaces), and American Sport Builders Association and National Asphalt Pavement Association mix design updates; an overview of crack repair membranes, including when to use, effectiveness, and life expectancy; and an overview of full-coverage repair/replacement systems (tiles, membranes, artificial turf), including when to use, effectiveness, and life expectancy.



tennis court project. He was recently named Tennis Industry Magazine's Builder/Contractor of the Year.

Fred has 40-plus-years experience in tennis court and sport surface design and construction and has directed the construction or reconstruction of over 2,500 courts, including planning and directing the installation and repair of asphalt, modular, clay, post-tensioned concrete, and synthetic-turf tennis court surfaces.

Contact Fred Kolkman Tennis & Sports Surfaces for site evaluations and feasibility studies, to determine court maintenance programs), for award-winning court design, and to ensure you get the best value from your courts and sport surfaces.

The seminar also shares details on sport-surface evaluation and maintenance programs, and the latest information on repair funding assistance and the ongoing emphasis the United States Tennis Association is placing on attracting children to the game and on promoting tennis as a lifetime sport.

Seminar Logistics

The free Seminars begin at 8:30 a.m. and end by 12:30 p.m.. Coffee and snacks are provided. Seminar dates and locations include:

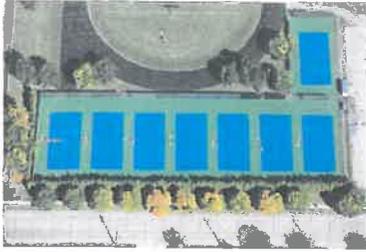
February, 2016 ...

- **2.02.16** - Courtyard® Marriott, 1525 Maple Road, **Troy, MI** 48083
- **2.03.16** - Comfort Inn, 2187 University Park Drive, **Okemos, MI** 48864
- **2.04.16** - Hampton Inn-North, 500 Center Drive NW, **Grand Rapids, MI** 49544
- **2.10.16** - Holiday Inn Express, & Suites, 601 NW US Highway 24, **Topeka, KS** 66608
- **2.11.16** - Holiday Inn®, 7333 Parvin Road, **Kansas City, KS** 64117
- **2.16.16** - Holiday Inn Express, 4630 Lindell Blvd., **St. Louis, MO** 63108
- **2.17.16** - Holiday Inn Express & Suites, 8789 Plum Drive, **Urbandale, IA** 50322
- **2.23.16** - KI Convention Center (Hyatt Regency) 333 Main Street, **Green Bay, WI** 54301
- **2.24.16** - Holiday Inn® – South, 4751 Owen Ayres Court, **Eau Claire, WI** 54701
- **2.25.16** - Best Western, 1017 E. McCoy Blvd., **Tomah, WI** 54660

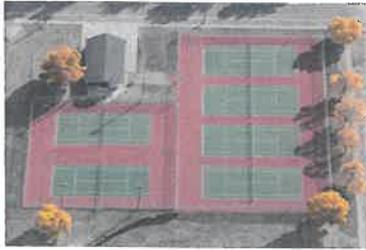
March, 2016 ...

- **3.01.16** - Best Western Plus, 2101 S. Broadway Street, **New Ulm, MN** 56073
- **3.02.16** - Crowne Plaza – Mpls. West, 3131 Campus Drive, **Plymouth MN** 55441
- **3.03.16** - Holiday Inn Express, 5653 Bishop Avenue, **Inver Grove Heights, MN** 55076
- **3.08.16** - Holiday Inn Express, 1240 Dement Road, **Rochelle, IL** 61068
- **3.09.16** - Best Western – Prairie Inn, 300 S. Soangetaha Road, **Galesburg, IL** 61401

(more)



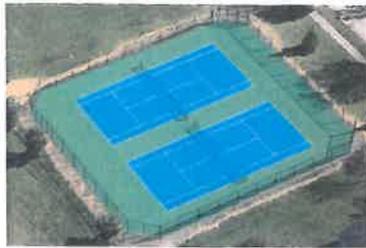
- 3.10.16 - Holiday Inn Express & Suites, 2595 Bunker Hill Drive, Algonquin, IL 60102
- 3.15.16 - Quality Inn, 1345 Business Park Road, Platteville, WI 53565
- 3.16.16 - Munson, Inc., 6747 N. Sydney Place, Glendale, WI 53209
- 3.17.16 - Holiday Inn Express, 7887 94th Avenue, Pleasant Prairie, WI 53158



How to Register for the Seminar

Though the Sport Surface Repair and Maintenance Seminars are free, space is limited. Register today by contacting Fred Kolkmann Tennis & Sport Surfaces, LLC: 262-685-7507 | courtbuilder@ameritech.net.

Fred reserves the right to cancel any seminar without advance notice, if no one registers for the seminar, by phone or email, five days prior to the seminar date.



Thomas Marquardt - RE: Recycling laws in Wisconsin

From: "Miller, Christine M." <Chris.Miller@outagamie.org>
To: Thomas Marquardt <Thomas.Marquardt@grandchute.net>
Date: Monday, January 18, 2016 12:05 PM
Subject: RE: Recycling laws in Wisconsin
Cc: Lisa Mroczkowski <Lisa.Mroczkowski@grandchute.net>, Mike Arft <Mike.Arft...

My suggested edits to the current language. The word "refuse" is so broad and encompasses both trash and recycling, so spelling out and distinguishing both waste streams helps define.

§ 409-2. Offenses within parks.

No person shall:

- G. Place or leave garbage or recycling of any kind within any parks except for that which is generated during normal permitted uses within the parks. Such shall be properly placed in ~~designated~~ containers or disposed of per §409-3 of this chapter. (No person shall bring garbage or recycling into any park for the purpose of disposing the same in any refuse container or receptacle.)

§ 409- 3. Use regulations.

- B. Garbage and recycling will be placed in appropriate designated containers marked "trash" and "recycling". Hot coals from fires will be left in the grill. Vehicles will not be allowed on the park turf for any reason, and damage to the park turf will be cause for damage assessment against the permit holder. There shall be no stakes driven infor the purpose of horseshoe playing. The turf cannot be dug up for any reason, and campfires of any type or other fires of any type shall not be burned directly upon turf which will cause damage to the turf. Loudspeakers and amplified music must be on low. Mechanical rides, amusement devices and dunk tanks are prohibited except by special permit authorized by the Town Board.

It might be easiest if I meet with your Parks Foreman to tour the inside pavilions that are being utilized year round and to interview him with several questions. I really need to see firsthand the actual containers used for both trash and recycling, placement of the containers and to get an inventory. I can then offer suggested changes.

Let me know.

From: Thomas Marquardt [Thomas.Marquardt@grandchute.net]
Sent: Monday, January 18, 2016 9:52 AM
To: Miller, Christine M.
Cc: Lisa Mroczkowski; Mike Arft
Subject: RE: Recycling laws in Wisconsin

Chris,

We are in the process of updating our Park and Recreation code so now is the time to make the revision. Our attorney is looking at our revised code now but if there is recommended language that we should use, it could be inserted and approved at the February 8th Park Commission meeting and approved by the Town Board on February 18th. Our current Ord. is attached. Several minor revisions were made to this version at

the last Park Comm meeting before it was sent to the attorney but no changes to the two references to refuse (highlighted).

At this time, we only have trash barrels outside at the parks with recycling and trash inside the pavilions for the rentals. My Parks Foreman can tell us exactly what we have so I don't think we need to wait for warm weather to do our inventory. I would like to get this going as we have a number of active winter parks that could benefit. We have our 7 parks and numerous trail locations.

Thomas J. Marquardt, P.E.

Director of Public Works
Town of Grand Chute
[920-832-1581](tel:920-832-1581) Office

[920-832-6036](tel:920-832-6036) Fax

www.grandchute.net

Follow Public Works updates at <http://twitter.com/grandchute>



JOIN NOW »

Team GC

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----- Forwarded message -----
From: Miller, Christine M. <Chris.Miller@outagamie.org>
Date: Tue, Jan 12, 2016 at 7:40 AM
Subject: RE: recycling responsibilities of towns
To: Joy Hagen <joyannahagen@gmail.com>

Hi Joy,

Yes, Wisconsin's recycling law and Outagamie County ordinance require owners of commercial, industrial, retail and government facilities, including parks to recycle:

Below is an excerpt from the [Wisconsin DNR website](#) on public place recycling:

*"When special events are held on or in government facilities, **including parks**, the governing bodies for those facilities are responsible for recycling. Local governments that allow the use of or lease their buildings and grounds for festivals or other events must provide for recycling collection either by doing it themselves or requiring the organizers of the event to recycle. If a local government wants the event organizers to be responsible for recycling, they should include recycling requirements in the permit, lease agreement or contract.*

I've been working for several months now helping Outagamie County Parks to establish a better recycling program and they are currently working on my recommendations. I have attached my

findings and recommendations to the OC Parks Department. My findings were also submitted to the OC Green Team and the Sustainability Committee. I would be happy to assess the Grand Chute Parks and offer suggestions if needed.

Please let me know if you have any other questions.

Stay Warm,

~Chris

Christine Miller

Recycling Coordinator

Outagamie County Recycling & Solid Waste

1419 Holland Rd Appleton, WI 54911

[\(920\) 968-5721](tel:(920)968-5721)

www.RecycleMoreOutagamie.org



From: Joy Hagen [<mailto:joyannahagen@gmail.com>]

Sent: Monday, January 11, 2016 8:24 PM

To: Miller, Christine M.

Subject: recycling responsibilities of towns

Hi Christine,

I'm a Grand Chute Park Commissioner and we are looking at our Parks and Recreation Codes. Are there requirements/laws for towns to recycle in their parks?

Any help you can give on this subject will be appreciated.

Thanks,

Joy Hagen

Outagamie County Parks
Waste & Recycling Inventory Summary
June 29, 2015

Tour of Plamann Park grounds:

40 total trash bins
12 total recycling bins (all paired)
28 stand alone trash bins

Talking points:

- Recycling 101: Each trash bin should be paired with a recycling bin to capture as many recyclables as possible.
- OC recycling can accommodate trash contamination up to 20%.
- Many “stand alone” trash bins throughout the park. The parking area near the Big Pavilion has 9 “stand alone” trash bins in this one area alone.
- Every disc golf tee box has an “unlabeled” white 5 gallon bucket attached. Mostly beverage bottles and cans are common during this activity.
- Trash “burn barrels” are being utilized in all 4 river access areas. No recycling offered at these 4 locations.
- No recycling offered at the Dog Park.
- Mosquito Hill seems to have a good handle on waste, recycling and composting.
- OC Recycling historically has given free recycling 30 yard dumpster usage with free collection. The recycling dumpster gets collected on average, twice/year. This has the potential to increase if/when adequate recycling is offered.

Recommendations:

1. Take 14 of the 28 (1/2) “stand alone” trash drums and paint them blue. I was told they actually receive them blue and paint them silver. Apply stenciled labels and recycling stickers provided by OC Recycling.
Utilizing summer help=little to no cost.
2. Remove 14 of the 28 “stand alone” trash drums and save them for future replacement needs. Purchase 14 plastic 55 gallon barrels for \$5.00 each. Label and place next to the 14 remaining “stand alone” trash drums.
\$70.00 cost for the drums and use summer help to label.
3. In disc golf course, place a recycling decal, provided by OC Recycling, on each 5 gallon bucket. ***Free.***

4. The following recreation areas have “stand alone” trash receptacles, and do not have any recycling offered.

Per state law and OC ordinance; Pair recycling bins w/ trash receptacles at all locations.

- Wolf River Shoreline Fishing Area / New London: 1 recycling bin needed
- Dog Park: 2 recycling bins needed
- Buchman Access: 1 recycling bin needed
- Koepke Access: 1 recycling bin needed
- Stephenville Access: 1 recycling bin needed
- Barker Park: 1 recycling bin needed
- Wiouwash Trail: 2 recycling bins needed
- CE Trail: 4 recycling bins needed

Total 13 recycling bins needed
@ \$5.00/each = \$65.00

5. Per state law; Remove ALL trash burn barrels at ALL locations.
Bring trash and recycling back to the centralized collection locations at Plamann Park.
Free.

- Buchman Access
- Koepke Access
- Stephenville Access
- Barker Park

6. The following locations have no waste disposal options, none needed.
Free.

- Wolf River Shoreline Fishing Area / Stephenville
- Stone Bridge Trail
- Old Stone Bridge Wooded Area
- County Forest

Total cost of recommendations:

Option 1:

Recommendation #1:	\$0.00
Recommendation #4:	<u>\$65.00</u>
Total:	\$65.00

Option 2:

Recommendation #2:	\$70.00
Recommendation #4:	<u>\$65.00</u>
Total:	\$135.00

MEMORANDUM

TO: Park Commissioners
Jim March, Town Administrator

FROM: Thomas Marquardt, Director of Public Works *TM*

DATE: February 5, 2016

RE: Report from DPW for 2-8-16 Park Commission Meeting

Budget Summary		2015 Budget	As of 1/31/16	% Used
PARK REVENUES	Park Rental, Recreation	\$16,000	\$140.00	0.87%
	Soda Mach./Tickets Rev.	\$5,300	\$0	0%
	Donations	\$2,000	\$0	0%
	Grants	\$20,000	\$0	0%
PARKS	Personnel	\$179,380	\$4,992.99	2.78%
	Operations & Maint.	\$119,585	\$0	0%
	Capital Outlay – Equip.	\$166,500	\$0	0%
RECREATION	Personnel	\$16,050	\$0	0%
	Operations & Maint.	\$6,100	\$0	0%
TRAILS MAINT.	Personnel	\$27,640	\$0	0%
	Operations & Maint.	\$56,750	\$0	0%
CAPITAL IMPROVEMENT PLAN	Maple Edge Park Impr.	\$147,000	\$0	0%
	Whispering Groves Trail	\$20,000	\$0	0%
	Town Campus Park Plan	\$35,000	\$0	0%
	Town Campus Park	\$100,000	\$0	0%
	4x4 Pick-up Truck	\$53,000	\$0	0%

1. **Maintenance Report**

No reported vandalism damage over the last month. Mike will give his report at the meeting.

2. **Lecker Park**

Trails continues to be groomed after the snow storms this past month. I was out there on February 4th and there were many ski tracks on the trails. American Transmission Company has been in the park constructing the bases for the new highline poles. There are two sets of poles between the parking lot and the north property line. ATC has placed their wooden construction pads along the trail and encroaching into it near the southern set of poles. Our groomer has groomed the trail around the pads which should be removed in the next several weeks. The FVMTB club is preparing for the Fat Cupid Fat Tire Bike Race at Lecker Park on February 14. They will be using the ski trails and some narrow groomed single track trails, see attached map. They expecting about 100 riders. ATC has cooperated and delayed their pole replacement work until after the race.

3. **CB Trail**

We have received our reimbursement from the County Greenways grant fund for the Mayflower-CB Trail connection.

4. **Park on Maple Edge Court**

No new work has been completed at the park site. Steve Stroess has accepted the offer of \$9,000 for the easement for the trail from Maple Edge Park to Casaloma Drive. The paperwork is being completed.

5. **TAP Grant Funding Program**

Mike Patza has submitted the TAP Grant application for the Lynndale Trail.

6. **Bike Lane Maintenance on Wisconsin Ave/STH 96**

We met with the new County Highway commissioner, Dean Steingraber, to discuss the plowing of the bike lanes on Wisconsin Avenue. The County has been plowing them since I brought it to their attention but they still want to get some kind of written agreement for the maintenance of the lanes. The president of the Wisconsin Bike Federation had contacted the County Executive to make it known that they support the winter maintenance of the entire travelled-way, i.e. vehicle lanes and bike lanes.



Run On 02/05/2016 01:38 PM

Run By Lisa Mroczkowski

From 01/01/2016 12:00 AM

To 01/31/2016 11:59 PM

Revenue Code Summary

Rev. Code	Rev. Code Description	Check	Credit/Debit	Total
1. 10-00-23003	Park Key Deposit	\$0.00	\$440.00	\$440.00
2. 10-00-24310	Sales Tax	\$7.00	\$51.75	\$58.75
3. 10-16-46720	Non-Resident Fee	\$0.00	\$295.00	\$295.00
4. 10-16-46720	Park Rental Revenue	\$140.00	\$1140.00	\$1,280.00
		\$147.00	\$1,926.75	\$2,073.75
Totals for Revenue Code Summary		\$147.00	\$1,926.75	\$2,073.75

Run On 02/05/2016 01:55 PM

Run By Lisa Mroczkowski

From 01/01/2016 12:00 AM

To 12/31/2016 11:59 PM

Facility Reservations by Facility

Arrowhead Park Shelter

Rental Date/Time

1. 06/11/2016 07:00 AM - 11:00 PM
2. 06/12/2016 07:00 AM - 11:00 PM
3. 06/25/2016 07:00 AM - 11:00 PM
4. 07/24/2016 07:00 AM - 11:00 PM
5. 07/30/2016 07:00 AM - 11:00 PM
6. 08/27/2016 07:00 AM - 11:00 PM

Carter Woods Park Shelter

Rental Date/Time

1. 06/26/2016 07:00 AM - 11:00 PM

Lions Park Shelter

Rental Date/Time

1. 06/04/2016 07:00 AM - 11:00 PM
2. 06/11/2016 07:00 AM - 11:00 PM
3. 06/12/2016 07:00 AM - 11:00 PM
4. 07/16/2016 07:00 AM - 11:00 PM

Patriot Park Shelter

Rental Date/Time

1. 06/04/2016 07:00 AM - 11:00 PM
2. 06/05/2016 07:00 AM - 11:00 PM
3. 06/11/2016 07:00 AM - 11:00 PM
4. 06/18/2016 07:00 AM - 11:00 PM

Prairie Hill Park Shelter

Rental Date/Time

1. 06/04/2016 07:00 AM - 11:00 PM
2. 08/20/2016 07:00 AM - 11:00 PM
3. 08/27/2016 07:00 AM - 11:00 PM

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>>> Sandy Berkers 1/12/2016 7:57 AM >>>

Karen,

On August 8th there is a Park Commission meeting at 5 p.m. is it possible to put them in the Community Room? I know you have an election the next day.

Sandy Berkers
Administrative Clerk
Town of Grand Chute
