

Park Commission Agenda  
January 11, 2016, 5:00 PM  
Board Room  
1900 Grand Chute Blvd

1. Call meeting to order
2. Approve Minutes from meeting December 14, 2015 meeting
3. **APPEARANCES**  
  
Trish Nau
4. **ACTION ITEMS**
  - a. Stroess property permanent easement for Maple Edge Park
  - b. Town Hall Regional Park (Trish Nau, East Central Wisconsin Regional Planning Commission)
5. **OLD BUSINESS**
  - a. Approve Parks & Recreation Municipal Code.
  - b. Update on Transportation Alternative Program Grant-CTH A Multi Use Trail
  - c. Fat Tire Race
6. **INFORMATIONAL ITEMS**
  - a. Park Maintenance Report
  - b. Director's Memo
  - c. Greenways Report
  - d. Town Board Liaison Report
  - e. Chairman's Report
  - f. Correspondence Report
  - g. Bike and Pedestrian Trail Update
  - h. Lecker Park Trails
7. Adjournment

Town of Grand Chute  
Park Commission  
Monday, December 14, 2015  
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

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

Motion by Commissioner Haag, seconded by Commissioner Pennings to approve minutes from the November 9, 2015 meetings.

Vote on Motion (5/0/1-Hagen)

**APPEARANCES**

-NONE-

**ACTION ITEMS**

1. Grant Funding discussion

Mike Patza stated he met with East Central Wisconsin Regional Planning Commission about the grant funding for the mall pedestrian trail. He stated the DOT is strict about the requirements for the grant funding and this project would not qualify.

2. County RD A Trail Grant Funding

Mike Patza stated this project would qualify for DOT grand funding. He said the town is looking at Bike/Pedestrian trail through the new Forestview Estates from Grand Chute Boulevard to Bubholz Nature Center. He stated he also met with Andy from Outagamie County and Andy said he was not opposed to looking at a trail to cross CTH A in the future as that area grows in development. He said he will start working on the Transportation Alternative Program Grant application and hopes to have it done by the end of month. He stated they announce the recipients sometime in July.

Commissioner Hagen stated she appreciates the effort the town is putting forth to connect to the Appleton Bike Plan.

Mike stated we are not awarded the money through this TAP grant the town will look at funding through the 2017 budget.

Motion by Commissioner Van Buecken to instruct staff to partner with the Fox Cities Visitor Bureau to find alternative funding for the mall bike/ped trail, seconded by Commissioner Hagen.

Vote on Motion. (7/0)

Motion by Commissioner Van Buecken to instruct staff to research and present to the Wis DOT an overpass connection for the Wisconsin Avenue to College Avenue Corridor starting on the east side of US Interstate 41 to the Fox River Mall, seconded by Commissioner Haag.

Vote on Motion. (7/0)

3. Fox River Mall Bike/Ped trail

Previously discussed.

## **OLD BUSINESS**

1. Review the Parks and Recreation Municipal Code.

Motion to table by Commissioner Schmidt, seconded by Commissioner Pennings.

Vote on Motion. (7/0)

2. Naming of new park on Maple Edge Ct.

Commissioner Jones stated he sent a notice to all the neighbors asking for feedback on naming of the park and only received one back.

Commissioner Van Buecken stated she like Maple Edge Park.

Motion by Commissioner Haag to recommend to the Town Board that the name for the new park on Maple Edge Ct to be Maple Edge Park, seconded by Commissioner Van Buecken.

Vote on Motion. (7/0)

## **INFORMATIONAL ITEMS**

i. Park Maintenance Report

- New furnace at Lions Park
- Working on Arrowhead Boardwalk
- Repairing picnic tables
- New gate at CB/Mayflower trail is installed
- New playground equipment is installed at Maple Edge Park
- Carterwoods Park had water in the basement

ii. Director's Memo

See Director Memo (Attached)

iii. Greenways Report

Commissioner Hagen stated there was a meeting in November. Discussed the mini-funding grant project. She stated there was \$5,000 not spent in 2015. She stated the county is looking at how to implement a Pedestrian/Bike trail on CTH ZZ. She stated currently the county does not have a Ped/bike policy and will be looking at developing one.

She further stated the Outagamie County Flood Plain Plan was approved. She stated the area decreased.

iv. Town Board Liaison Report

Supervisor Thyssen stated he walked the entire sidewalk of White Hawk and was very impressed and wanted to say a job well done.

v. President's Report

President Peterson stated she took out paper to run for Town Board Supervisor.

vi. Correspondence Report

George Hobbin at FVTC said they will not be clearing the asphalt trail in front of the college. He stated there is another sidewalk path that will be available for foot traffic.

vii. Bike and Pedestrian Trail Update

Commission would like to see a link on the website showing the trails in the town.

Motion by Commissioner Schmidt to allow staff to apply for funding opportunities available that would be in the best interest and benefit the development of parks, the recreation program and Bike/Pedestrian trails, seconded by Commissioner Haag.

Vote on Motion. (7/0)

Motion by Commissioner Van Buecken to draft a Resolution of support for TAP funding to present to the Town Board, seconded by Commissioner Haag.

Vote on Motion. (7/0)

viii. Lecker Park Trails

Nothing

Commissioner Haag motioned to adjourn meeting, seconded by Commissioner Hagen. Meeting was adjourned at 6:02 PM.

Vote on Motion. (7/0)

# Chapter 409. Parks and Recreation

[HISTORY: Adopted by the Town Board of the Town of Grand Chute 1-7-1997 as Ch. 20 of the 1997 Code. Amendments noted where applicable.]

## GENERAL REFERENCES

Animals -See Ch. 197-

Fireworks-See Ch. 295.

Intoxicating liquor and fermented malt beverages -See Ch. 335.

Peace and good order -See Ch. 415.

## § 409- 1. Regulation of parks.

The public parks owned and managed by the Town of Grand Chute shall be governed by the following rules and regulations and by additional rules and regulations made and published upon the park premises by the Park Commission of the Town of Grand Chute, as the Park Commission shall see fit to further regulate said parks. The power to regulate said parks in addition to the restrictions contained in this chapter shall be delegated to the Park Commission subject to approval of the Town Board of the Town of Grand Chute.

## § 409-2. Offenses within parks.

[Amended 12-6-2006]

Noperson shall:

- A. Alter or change anything within any park of the Town unless permitted to do so by the Park Commission.
- B. Willfully injure, cut down, destroy, remove, or deface including attaching any rope, wire, chain, sign or any other device whatsoever to any tree, fruit, shade or ornamental, or shrub existing on, standing or neighboring any public park of the Town's.
- C. Interfere with, break down, deface or remove, or cause to be interfered with, broken down, defaced or removed, any sign, guard, protection, barrier or barricade placed in any park of the Town.
- D. Disobey or disregard the orders of any police officer when commanding any person to desist in a violation of any provisions of this section.
- E. Discharge any missile from any firearm, slingshot, bow and arrow or other weapon within the park or within 40 rods (1/4 mile) of any public park.
- F. Operate a snowmobile within any park of the Town except where the Park Commission shall, by the posting of official signs, designate trails for allowed use within a park.
- G. Place or leave rubbish or refuse 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 containers or disposed of per §409-3 of this chapter. (No person shall bring garbage or refuse into any park for the purpose of disposing the same in a refuse container or receptacle.)

- J. Operate any vehicle faster than 10 miles per hour, except in designated areas.
- K. Operate any vehicle (motorized or non-motorized, and specifically including cycle-type vehicles commonly known as "trail bikes" or "minibikes") except on established roads and trails and designated areas within any park in the Town.
- L. Allow any animals, leashed or unleashed, in any park with the following exceptions:
  - (1) Dogs that assist the physically handicapped.
  - (2) Properly licensed dogs on a leash of less than six feet in length that are within six feet of any bike or walking trail within a park. In allowing such animals on trails, the pet owner must remain in control of the animal at all times. The owner is responsible for proper disposal of pet waste. For trails that terminate in a Town park that does not contain a designated trail within said park, the owner must remain on the paved park road with the animal as the owner actively walks through the park with the animal.
- M. Carry an uncased firearm or weapon in any park in the Town.
- N. Hunt or trap within any park in the Town.
- O. Park any vehicle except in the designated areas in any park in the Town.<sup>[1]</sup>  
[1] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. 1f).*
- P. Leave unattended any fire legally maintained in any park in the Town.
- R. Be allowed in any park in the Town while under the influence of intoxicants in the form of alcoholic beverages or drugs.
- S. Distribute any circulars, pamphlets, handbills or notices of any kind within any park in the Town.
- T. Injure, destroy or deface any property within any park in the Town, nor shall any person climb on any buildings, fences, statues or other structures in any park in the Town except properly designated recreational facilities.

### § 409-3. Use regulations.

- A. The Town of Grand Chute and the Park Commission of the Town of Grand Chute shall have the authority to regulate the use of certain portions of the park during certain hours in order to facilitate persons, groups, or others in such a manner as to beneficially make the most efficient use of said park on behalf of said residents.
- B. Refuse and empty containers (cans, bottles, plastic and paper cups, plates, etc.) will be placed in barrels marked "trash." 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 in for 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.

- C. If cleanup and damage are of an excessive extent, the Park Commission may deny future permits to the responsible group. It is understood that Town personnel shall have the right to terminate the use of a permit and shall further have the jurisdiction to close the use of said park of the Town of Grand Chute at any time it is necessary for the protection of park property.

## § 409-4. Hours.

The parks of the Town of Grand Chute shall be open from sunrise each morning until 11:00 p.m. All parks in the Town of Grand Chute shall be regulated in such manner. Any person found ~~upon~~ on a park premises after 11:00 p.m. shall be deemed guilty of violating the regulation with regard to hours herein.

## § 409-5. Possession and consumption of alcoholic beverages on park property.

[Amended 12-19-2006]

- A. No person shall possess or consume alcoholic beverages or use or take any other form of alcohol which may cause intoxication without first obtaining a permit from the Park Commission, Town Clerk of Grand Chute or through its designated agent or officer.
- B. A person obtaining a permit for the possession or consumption of alcoholic beverages on park property shall be required to designate the number of persons it is anticipated will participate in the event or gathering and shall further become responsible for and shall execute a statement of responsibility as set forth in Subsection C. Permits shall only be issued to an adult who shall agree to be present at the park on the day of the permit.
- C. A responsibility agreement shall be executed by any person given permission to consume or possess alcoholic beverages on park property.
- D. The permit holder shall agree to accept and pay for the loss or damage caused by persons within the group authorized under any permit. Permits shall only be issued for one day. The fee for the park permit shall be adopted by resolution of the Grand Chute Town Board and may be updated by resolution as needed. Possession or consumption of beer shall be allowed only between the hours of 9:00 a.m. and 10:00 p.m.

## § 409-6. Fees.

Fees shall be established from time to time by the Park Commission, subject to approval of the Town Board, for alcoholic beverage permits required in § 409-5 and for park pavilion rentals or other permits where specific sites or facilities are reserved for exclusive use.<sup>[1]</sup>

[1] *Editors Note: Original § 20.07, Park fee(s) - open space, which immediately followed this section, has been moved and included in Ch. 475 Subdivision of Land. See § 475-128.*

## § 409-7. Violations and penalties.

Any person who shall violate any provisions of this chapter shall, upon due conviction thereof, forfeit an amount as prescribed in the Uniform Forfeiture and Bond Schedules for each such offense, together with the costs of prosecution, and in default of the payment of such forfeiture and costs shall be imprisoned in the county jail until said forfeiture and costs of prosecution are paid, but not to exceed 30 days.

**MEMORANDUM**

**TO:** Park Commissioners  
Jim March, Town Administrator

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

**DATE:** January 8, 2016

**RE:** Report from DPW for 1-11-16 Park Commission Meeting

Budget Summary		2015 Budget	As of 12/31/15	% Used
<b>PARK REVENUES</b>	Park Rental, Recreation	\$16,000	\$13,4442.84	84.02%
	Soda Mach./Tickets Rev.	\$250	\$813.86	325.5%
	Donations	\$2,700	\$4511.03	167.08%
		\$0	\$	
<b>PARKS</b>	Personnel	\$109,950	\$85,044.93	77.35%
	Operations & Maint.	\$88,820	\$76,688.36	86.34%
	Capital Outlay – Equip.	\$5,300	\$2,243.00	42.32%
<b>RECREATION</b>	Personnel	\$10,940	\$8,076.26	73.82%
	Operations & Maint.	\$5,750	\$7,713.43	134.15%
<b>TRAILS MAINT.</b>	Personnel	\$5,040	\$5,188.70	102.95%
	Operations & Maint.	\$8,925	\$5,037.68	56.44%
<b>CAPITAL IMPROVEMENT PLAN</b>	CB Trail & Connection*	\$135,000	\$91,195.40	67.55%
	Spencer Street Sidewalk	\$35,000	\$	0%
	Casaloma Park Develop.	\$327,000	\$118,423.18	36.22%
	Prairie Hill Mtn Bike Trail	\$25,000	\$	0%

1. **Maintenance Report**

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

2. **Lecker Park**

Trails have been compacted and groomed once after the major snow just before New Year's. I was out there on New Year's Day and snow shod the full system except the eastern half of the South Wetland Trail which was too wet. The new North Wetland Trail was perfect for snow shoeing. American Transmission Company has been out at the park marking the locations of the new highline poles.

3. **Bike Park at Prairie Hill Park**

Outagamie County has completed building the berm and grading the I41 drainage. The grant funds for the single track have not been released yet due to some continued coordination that is required with the WDNR concerning the potential need for a wetland delineation. Staff and McMahon are working through the issues.

4. **CB Trail**

The completed CB Connection Trail will be maintained in the winter by Greenville. If Grand Chute's crews get to that location before Greenville we will run through with our pick-up plow. Many good comments on this connection from the biking community.

5. **Mini Projects**

Several mini projects are still in the works including the new gate at Lecker, the hardware has been purchased. The information/display board at Lecker Park has been installed and an enlarged trail map has been posted in the cabinet.

6. **Park on Maple Edge Court**

The grading of the new park has been delayed due to the onset of winter weather. Erosion control is in place and the completed work will be stable until we can get back on it in the spring.

7. **TAP Grant Funding Program**

Mike Patza continues to work on the TAP Grant application and will be submitting a draft for WDOT review in early January. He has met with Outagamie County and Bubolz Nature Preserve and they are both supportive of the project. It is estimated that the total cost of the project would be between \$500,000 and \$600,000 with the grant funding 80% match of the construction costs. Mike will provide more details at the meeting.

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

I received a complaint from a resident that snow plowing on Wisconsin Avenue (STH 96) from Ballard Road east to the US 441 overpass is not acceptable, leaving 5-8 feet of snow along the curbs. This section of Wisconsin Avenue is located in Grand Chute and Little Chute. I looked into the complaint and found that the snow plowing being done by Outagamie County, for the WDOT, was leaving this much snow piled in the curb line and in fact, completely covering the marked bike lane and impeding drainage to the curb inlets. In my contact with the County, I was told that the WDOT only requires the "traveled way" to be maintained in the winter. The WDOT policy states that they do not maintain trails, sidewalks or parking lanes. This bike lane is none of these. Numerous emails have been exchanged between the WDOT, Outagamie County, the Town and the Wisconsin Bike Federation. The WDOT has dropped off a note with the Town that states that if the municipality wants the bike lane plowed, they should plow it or enter into an agreement with the WDOT or County to have it plowed. I was contacted by the new County Highway Commissioner about setting up a meeting between the Town, the Village of Little Chute, the County and the WDOT to work out a resolution to this problem. A photo of the plowing issue is attached.



# WPRA Recognizes the Best of the Best at the 2015 Annual Awards Banquet

The 50th Annual Awards Banquet of WPRA proved to be a highly emotional and special program for the more than 300 delegates and guests in attendance. The night was full of special surprises, including the unveiling of the WPRA handprint behind the head tables, which symbolized all of the impressions and special touches that our park and recreation professionals have on the lives of the citizens they serve in their communities. And of course, Karnac's predictions, aka Bill Faherty, will long be remembered.

The Professional Award of Merit, the state association's highest award bestowed upon a park and recreation professional by the state association was given to Kathy Gruentzel, the natural resources property supervisor for the DNR Governor Dodge Work Unit. Her extensive service to WPRA, serving as the State Park Subsection chair and Park Section Board's DNR state representative since 1999, along with numerous committee assignments was duly recognized.

The prestigious Dr. George Wilson Service Award was presented to Dawn Comte, recreation superintendent for the City of Eau Claire Parks, Recreation and Forestry Department. Dawn was recognized for serving WPRA in numerous capacities, including as the chair for the Conference Committee, the chair of the Recreation Section and also her service as a Board member.

The 2015 WPRA Partnership Award, bestowed on an agency or organization by the state association in recognition of an outstanding contribution to Parks and Recreation in Wisconsin, was presented to the Madison College Recreation Management Program for its extensive and exemplary service and impact on the recreation and leisure services profession and for its unique partnering and fostering of relationships with four-year universities and colleges that now provide students the opportunity to complete their associate degrees at Madison College and seamlessly transition to a four-year degree recreation program.

And perhaps the most emotionally charged moment of the banquet came when Lucille Taylor was recognized with the WPRA Fellowship Award in recognition of a layperson who has provided exemplary service to her community in promoting parks and recreation services. Lucille's acceptance speech was an incredible tribute to the support that she and her late husband, Harvey John, had provided and continued to provide to the city of Middleton, with the vision and financial support to provide a new community park focused on encouraging active lifestyles for the neighborhood youth.

Kenosha County Executive Jim Kreuser was given the 2015 WPRA Elected Offi-



cial Award in recognition of his incredible leadership and support of parkland acquisition, programs and capital improvements/development projects. For the past 15 years, the county executive supported and recommended improvement projects to park areas and infrastructures that have directly enhanced the recreational opportunities now available to the citizens of Kenosha County and beyond.

There was also special recognition given to Dave Burch, PLA manager for the Waukesha County Department of Parks & Land Use, as he was selected for the *IMPACT* Magazine Article Award in recognition of his "Give the Best of Yourself in 2015" article that will continue to have relevance and impact on readers well into the future.

In addition, an unprecedented five professionals were given Lifetime Awards. These longtime members of WPRA, who have now begun or announced their retirements, have all left an incredible impact on their respective communities through their leadership and exemplary service to the provision of quality park and recreation services. Ed Englehart, Marshfield Parks & Recreation; Brian Feest, Outagamie County Parks; Bill Lecker, Appleton Parks, Recreation & Facilities Management; Dan Kaemerer, Wisconsin Department of Natural Resources; and Eileen McCoy, Neenah Parks & Recreation, were all recognized for their outstanding careers and support of our profession. ■



*Virtual Image Photography, Inc., the Official Photographer of WPRA*

