



MEETING	DATE	TIME	LOCATION
Park Sub-Committee	October 10, 2016	5:00 p.m.	Grand Chute Town Hall 1900 Grand Chute Blvd Community Room

A. CALL TO ORDER/ROLL CALL

B. APPROVAL OF AGENDA/ORDER OF THE DAY

C. PUBLIC INPUT

Members of the public are welcome to address the Sub-Committee. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Input segment of the meeting. This segment is placed early in the agenda so that the public may make their comments prior to any discussion or action by the Park sub-committee. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. The Park sub-committee may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience. Note regarding non-agendized Town related matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.

D. MINUTES

1. Approve Regular Meeting minutes – September 28, 2016

E. UNFINISHED BUSINESS

1. Approve Town Center Park Master Plan Consultant

F. FUTURE AGENDA

G. ADJOURNMENT

A quorum of the Town Board, Park Commission, Plan Commission, Police and Fire Commission, Board of Appeals, and Licensing Committee may be present at this meeting. No Official action of these bodies will be taken.

Accommodation Notice-Any person requiring special accommodation who wishes to attend this meeting should contact **(Public Works at 832-1581)** at least 48 hours in advance

Park Commission Sub-Committee Meeting
September 28, 2016, 5:00 PM
Town Hall, Community Room
1900 W Grand Chute Blvd., Grand Chute WI

President VanBuecken called the meeting to order at 5:06 PM and roll call was taken.

Members Present: Joy Hagen, Mike Schmidt, Chris Siamof, Donna VanBuecken

Members Excused:

Members Absent: John Jones

Others Present: Mike Arft, Karen Heyrman, Lisa Mroczkowski

Motion to approve Agenda/Order of the Day by Commissioner Hagen, seconded by Commissioner Schmidt.

Vote on Motion. (5/0)

PUBLIC INPUT

Wendi Kohler, 4195 N Honeywood Ct, Grand Chute – Wendi stated she was here to talk about the Town Center Park. She stated she had reviewed the concept plan that was available on the website and had comments. She stated she was disappointed with the lack of interest from the community in regards to the survey. She would like to see a pool in the park and not a splash pad. She stated splash pads are very limited to certain ages and a full size pool would be used by all ages. She also stated the town needs to do a better job of getting information out to the public by using social media.

APPROVAL OF MINUTES

Motion by Commissioner Schmidt to approve the minutes from the Park Commission Sub-Committee meeting of July 11, 2016, seconded by Ms. Siamof.

Vote on Motion (5/0)

NEW BUSINESS

1. Consider staff recommendation and discuss Master Plan Proposals for Town Center Park.

Deputy Director Heyrman stated we received five proposals. Town staff reviewed the proposals and performed a ranking based on: Resources Available To Do Job; Project Manager/Engineer; Complete and thorough proposal that provides all required/requested information; Qualifications of key personnel assigned to the project, including degree of experience on similar projects/assignments; Current workload and demonstrated ability to complete the plan on time; Proposed approach to written description of the project, including proximity/accessibility to Grand Chute, amount of on-site/in-person availability; and Fee. The ranking resulted in two candidates receiving an average score of 38 and the next a score of 37. The amount budgeted for the Master Plan is \$35,000.

The Park Commission Sub-Committee discussed the five proposals for the Town Center Park Master Plan and did not reach consensus on a preferred consultant.

Commissioner VanBuecken stated she would like the opportunity to interview the consultants.

Deputy Director Heyrman stated the staff recommendation includes conference calls with the firms and asked the committee to provide her with questions to ask the consultants by October 5.

Motion by Commissioner Hagen to approve staff recommendation to provide a recommendation to the Town Board on October 18. A conference call would be scheduled with the consultants to get clarification on cost, seconded by Commissioner Schmidt.

Vote on Motion. (3/0)

ADJOURNMENT

Motion by Commissioner Schmidt, seconded by Commissioner VanBuecken to adjourn meeting. Meeting was adjourned at 6:02 PM.

These are drafted minutes that were taken at a regular meeting held on September 28, 2016 by:
Lisa Mroczkowski, Park Commission Recording Secretary, Town of Grand Chute