

Town of Grand Chute  
Park Commission  
Monday, February 8, 2016  
Meeting Minutes

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

Members Absent: Supervisor Thyssen

Others Present: Mike Arft, Tom Marquardt, Mike Patza, Lisa Mroczkowski

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

Motion by Commissioner Haag, seconded by Commissioner Pennings to approve minutes from the January 11, 2016 meeting.

Vote on Motion (7/0)

**APPEARANCES**

NONE

**ACTION ITEMS**

1. Approve Maple Edge Park Sign Design

Mike Arft went over the different options for the signs that were attached in the agenda. The sign from the KirbyBuilt Company is \$775.00. The sign from Fast Signs would be \$719.50 for option 1 and an additional \$100 for option 2 because of the Maple Tree graphic. Both sign options from Fast Signs would be made out of plastic, vinyl coated material. Mike stated we would install the sign.

Commissioner Pennings asked if the sign would fade?

Mike stated all signs fade over time.

Commissioner Jones stated he showed a couple of the neighbors the sign options and they liked option 1 with the leaves along the side.

Motion by Commissioner Schmidt to approve sign Option 1 in the amount of \$719.50 by Fast Signs, for Maple Edge Park, seconded by Commissioner Jones.

Vote on Motion. (6/1-Haag)

2. Approve Maple Edge Park Picnic Table colors

Mike stated he looked at quite a few different styles. He stated these tables are also used by the City of Appleton so he had an opportunity to look at them and feels they are a good quality picnic table. He stated, currently most of our picnic tables are green with black frames.

Commissioner Van Buecken asked since the tables have this coating on them will they need to be painted?

Mike replied no.

Commissioner Van Buecken asked what happens if they crack?

Mike stated there is a warranty on them.

Motion by Commissioner Haag to select the color green for the picnic tables at Maple Edge Park, seconded by Commissioner Pennings.

Vote on Motion. (7/0)

3. Approve hiring Fred Kohlman, Tennis & Sport Surfaces LLC, for the Design and Construction Administration Consulting Services for the Lions Park Tennis Courts.

Director Marquardt stated Fred Kohlman is the gentleman that did the study on the Lions Park Tennis Courts last year. He further stated our normal consultant McMahon Associates, does not have expertise in designing tennis courts. Staff felt it would be more cost effective if we had Fred put together the bid documents and also oversee the construction on the tennis courts. Director Marquardt further stated the town attorney did review the contract. Director Marquardt stated Attorney Koehler is fine with Fred putting together the bid documents but wanted a clause added that Phase II (construction) could not start until approved by the town board.

Commissioner Peterson asked what the total cost of the contract is?

Director Marquardt stated \$8,500.

Director Marquardt stated we are agreeing to Phase I with the condition that Phase II needs town board approval before construction could begin.

Motion by Commissioner Haag to approve hiring Fred Kohlman, Tennis & Sport Surfaces LLC, for the Design and Construction Administration Consulting Services for the Lions Park Tennis Courts in the amount \$8,500, seconded by Commissioner Jones.

Vote on Motion. (7/0)

**OLD BUSINESS**

1. Approve the Parks and Recreation Municipal Code.

Lisa stated this will stay on the agenda until we are done working with Outagamie County to develop a recycle policy for our parks.

Commissioner Van Buecken asked if we had heard from the town attorney about the issue of weapons in the park?

Director Marquardt replied we had not heard back yet.

Director Marquardt stated we are working with Christine from Outagamie County Recycling. He stated that she will be happy to work with the town to establish a recycling policy for our parks.

## 2. Fat Tire Race

Director Marquardt stated this event is gaining traction. They are expecting over 100 bikes to attend the event. There will be food and beverages provided during the event. The only concern he has is with parking.

## **INFORMATIONAL ITEMS**

### i. Park Maintenance Report

- Lion's Park tennis court reconstruction will take 2-3 months.  
Applying for a grant to help with the costs of the reconstruction from the USTA.  
New courts need to have youth striping to qualify for grant.  
Park Commission held lengthy discussion on the need for the extra lines. Some commissioners are opposed to them. They feel it may be confusing to other players. Other commissioners felt the purpose of the lines are to promote tennis play and the possible \$20,000 grant would be worth putting in the youth striping.
- Repairing picnic tables.
- Reconditioning Patriot Park and Carterwoods Park ball diamonds this year.
- Concreting the dug outs and putting in aluminum player benches at Carterwoods Park.
- Reached out to Pat Collar who is the head of Appleton West Baseball League to see if the league would be willing to chip in to cover part of the dugout costs. Have not heard back yet.
- Reached out to Christine at Outagamie County and what we have decided to do is run a pilot program at Carterwoods Park this year.
- Hand dryers for Lions Park and Carterwoods Park are here and will be installed before the parks open.
- Looking at replacing the existing wooden signs with the new style at Lions Park and now Maple Edge Park. We have twelve signs to replace. Looking at replacing two or three a year.

### ii. Director's Memo

See Director Memo (Attached)

### iii. Park & Recreation Revenue Report ending January 31, 2016

### iv. Greenways Report

- Open house regarding CTH ZZ on January 27<sup>th</sup> at Thousand Island was well attended and there appeared to be no opposition.
- The mini-fund grant program is moving forward again this year.
- Looking at using some of the grant funds to stripe trails.

### v. Town Board Liaison Report

Nothing

### vi. President's Report

Nothing

vii. Correspondence Report  
Nothing

viii. Bike and Pedestrian Trail Update

- Looking at a trail expansion land acquisition from the Whispering Grove Subdivision 1<sup>st</sup> Addn. to Century Farms Subdivision.

ix. Lecker Park Trails

Nothing

Commissioner Haag motioned to adjourn meeting, seconded by Commissioner Hagen. Meeting was adjourned at 5:42 PM.

Vote on Motion. (7/0)