

1 TOWN OF GRAND CHUTE
PARK COMMISSION

Minutes
June 6, 2011

Present: Petersen, Ward, Boeckers, Haag, Hagen, VanBueken

Absent: Feest

Also Present: Marquardt (DPW), Thyssen (TB Liaison), Sherman (Retired Member), Christensen (Retired Member), Vonck (Special Projects Coordinator/Grant Writer)

Chairman VanBueken called the meeting to order at 5:02 p.m.

Approval of the May 2 minutes was moved by Boeckers/Petersen. Ward noted 3 wording corrections as amendments. MINUTES APPROVED AS AMENDED.

In recognition and appreciation of the long years of service to the Commission of retiring members Christensen and Sherman, each was given a gift certificate from the Town.

REPORTS

Park Maintenance: Mr. Marquardt reported that Mike Arft has returned to work on a part time basis doing light duty. He also reported one vandalism incident at Prairie Hill Park which was caught on video and is being followed up by the town police.

Greenways: No report due to Feest being absent.

Parks/Public Works: The summer park recreation program will run June 7 - August 5. Mr. Marquardt reported the summer tennis instruction program was cancelled due to an injury to the instructor. A fund raising brat fry is scheduled for June 12 at Festival Foods. Tyler Much is to be recognized for his Eagle Scout project work at the Town Board meeting on June 8. Plantings done by volunteers at Patriot, Lions, Arrowhead and Carter Woods Parks were described. The need for a "burn" and further work on the butterfly garden at Prairie Hill Park was noted. The members expressed appreciation for the work done at the parks. Mr. Marquardt was asked to check with the current volunteers to see if they were still taking care of the garden and/or needed assistance.

OLD BUSINESS

Lecker Park: The commission planned a site visit Lecker Park on July 11 at 5 p.m., meeting at the entrance to the park. Town Board Members will be invited by Mr. Marquardt to join the visit. The commission will return to the Town Hall for its regular meeting following the visit to the park.

Possible room tax change: Those present discussed the possibility of additional room tax revenue funds becoming available and the role of the commission to facilitate trail development should funds become available. It was noted that this issue has not been addressed by the Town Board. Boeckers/Haag moved that "based on the advisory vote at the Annual Town Meeting, it may be appropriate for the Park Commission, with the assistance of staff, to study a potential room tax increase and its relation to development of trails in the town. This motion is to request that the Town Board agenda and discuss the issue and provide direction to the Park Commission." MOTION CARRIED.

Canadian National Railroad Crossing: Mr. Marquardt reported that he had contacted the WDOT Commissioner of Railroads requesting assistance in establishing a crossing of the CN Railroad to the northeast of the Town Hall. No Response had been received as of this meeting, June 6.

Tourism Grants: Mr. Vonck reported that the town has applied for a number of funding grants. Often these grants require a matching grant from the town. Following discussion, it was agreed that Mr. Vonck would notify the Park Commission if he found grants which would present opportunities for utilization by the Park Commission.

Westfest Grounds Future Use: Following discussion of this issue, the commission requested that Mr. Marquardt resubmit the May 2 motion “that the Plan Commission be requested to develop a plan/vision for the Westfest grounds and the surrounding property and refer it to the Park Commission with recommendations for study and possible future action.”

Grand Chute Baseball Dugout Upgrade Plan: Mr. Marquardt reported that the upgrade work will be done at the end of the baseball season. He will meet with Mr. Neumann from the baseball organization to finalize a plan and get cost estimates. This will be on the July Park Commission agenda.

NEW BUSINESS

Internal Trail Design and Cost Estimate: Mr. Marquardt presented the cost estimates from Outagamie County for the proposed internal trail portions. He recommended acceptance of the plan as presented. Petersen/Haag moved that the proposal for trail portions at Prairie Hill and Patriot Parks be approved as presented using previously designated Capital Improvement trail development funds. MOTION CARRIED.

Introduction of Five Year Plan: Mr. Marquardt stated that the plan was implemented in 2007 and noted that it contains information on town growth, maps, resources and its park needs and recommendations for implementation. It is being placed on the town website. He recommended that the commission review and update the plan within the next year as part of long term park and recreational plans for the town. Following discussion of the plan’s recommendations, accomplishments and need for further implementation, Mr. Marquardt was asked to prepare a summary of accomplishments, needs for further implementation and recommendations for future commission discussion of the Five Year Plan.

TOWN BOARD LIAISON REPORT

Mr. Thyssen reported that the state is requesting that local projects costing more than \$100,000 not be completed by town or county workers. No project of that nature is being considered by the commission.

CORRESPONDENCE

Correspondence received was described in the subject summary as in the body of this report.

NEXT MEETING AND AGENDA

The next meeting of the Park Commission will be July 11, at Lecker Park, at 5 p.m. Following the site visit, the commission will return to the Town Hall to conduct its regular meeting. Members of the Town Board will be invited to attend the tour. The July Agenda includes the following subjects.

1. Future of Lecker Park
2. Update on Westfest Grounds
3. Update on Possible Room Tax
4. Baseball dugout upgrade and cost estimate
5. Five Year Plan (summarize and set time frame for update)

At 6:32 p.m., Boeckers moved for adjournment. Petersen seconded. MOTION CARRIED.

Respectfully Submitted
Martha Ward, Secretary

Commission members are reminded to check the Town Webcalendar for future dates and activities.