

TOWN OF GRAND CHUTE  
PARK COMMISSION

Minutes  
September 12, 2011  
Town Board Room

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

Absent: None

Also Present: Marquardt (DPW), Thyssen (TB Liaison), Gordon Steele and Brian Oleson, Citizens

Chairman VanBuecken called the meeting to order at 5:05 p.m.

Feest/Petersen moved to approve the August 8 minutes as written. MOTION CARRIED

#### REPORTS

*Park Maintenance: (Marquardt)* Regular summer maintenance continues with no noted vandalism. Mike is coordinating the work on the dugout concrete and baseball field renovation.

*Greenways: (Feest, Hagen)* It was reported that a safety audit is being conducted for the Highway JJ area. At a recent Greenways meeting, the need for work on the shooting range was discussed as well as a horse trail near the Casaloma Drive area and a possible trail accessing the dorm area for FVTC. Funding for the project is not yet planned. The CE Underpass Trail was given an award for its safety friendly route.

*Parks/Department of Public Works:* It was noted that an expensive "infield maintainer" for baseball diamond maintenance will be needed next year. Mr. Marquardt noted that the internal trail projects at Patriot and Prairie Hill parks are underway. He stated that there will be no railroad crossing between 41 and JJ on the Canadian National Railroad. Mr. Marquardt reported that a new employee in the DPW would be assisting with publicity releases for the town website regarding DPW offerings.

#### OLD BUSINESS

*Lecker Park:* At the October meeting a DNR spokesman will talk about appropriate possible uses for the park. Brian Oleson, citizen, spoke regarding his letter to the commission requesting a mountain bike for the park. He was appointed by Chairman VanBuecken as a non-voting member of a commission group to study Lecker Park development possibilities along with Boeckers and Feest.

*Room Tax:* Following discussion of the issue, Chairman VanBuecken appointed commission members Haag, Petersen and Ward to study the room tax issue and to report at the January meeting or after.

*Baseball Dugout:* Pre-project work is now being done by the town (concrete removal, preparation, and bench installation). It is expected that Carter Woods Park dugouts will be renovated in 2012.

*Tennis Backboard:* Following discussion regarding the possibility of donated materials and work, it was decided by consensus that this item would be budgeted for \$1000 in the 2012 budget and staff would present a plan for the practice board in January after which donation seeking would be considered. VanBuecken will check with the town attorney regarding legality of accepting donations. Hagen volunteered to follow up on potential donors if appropriate following the formation of a board design.

*Westfest:* It was reported that the Westfest grounds would not be "designated" as such but would be used for the present as a location for compatible community events such as Westfest, which will be continued.

*Five Year Plan:* The summary of the current plan was discussed as well as some ideas presented for the new Five Year Plan the staff and commission will develop. Budget items such as lighting for the 2012 budget were discussed with regard to the plan to be developed. The following are recommended for inclusion in the new plan as it is developed:

1. Goal: Make sure that the community is aware of the opportunities and amenities of the parks.
2. Objective: Establish website information presentation in association with the new town website.
3. Goal: Establish a "wish list" for park needs.

*Feasibility of Friends Group:* Mr. Vonck was unable to attend the meeting, but he sent a message that establishing a Wish List and getting Project Plans which would utilize volunteers are steps best to be achieved prior to development of a group.

#### NEW BUSINESS

*2012 Budget:* Initial budget development handouts were distributed and discussed, primarily with regard to continued trail development, locations and financing. The budget will be on the October Agenda.

*Amtgard, Inc. Role Play Group:* No representative of the group attended the meeting. Unless requested to by the group, the commission will not address this matter in the future.

**TOWN BOARD LIAISON:** Mr. Thyssen reported that Westfest will continue to be held at the grounds near the Town Hall. He discussed ideas regarding posting parks information regularly in the online town newsletter and website. It was reported that Mr. Marquardt will gather statistics from other communities about any increase in charges for use of parks by non-residents.

**CHAIRMAN'S REPORT:** Chairman VanBuecken reported on a meeting she had with Mr. March, Town Administrator. She stated that the commission is allowed to develop various plans and then present them to the Town Board. She also stated that she will research donation policies as related to Park Commission projects and further ideas for promotion of public awareness of park amenities and opportunities. She will report to the commission after January.

**CORRESPONDENCE:** Letter regarding bike path from Brian Oleson reported in Old Business.

**Next Meeting/Agenda:** The next meeting of the Park Commission will be held Monday, October 3. The agenda will include:

1. Lecker Park (DNR rep)
2. Room Tax Update
3. Update on Dugout Improvement Project
4. 2012 Budget
5. Promotion and Marketing (New Business)
6. Wish List for Parks (New Business)
7. Park Fee Increases (New Business)

**ADJOURNMENT:** At 6:42 p.m., Boeckers/Petersen moved to adjourn. **MOTION CARRIED**

Respectfully submitted:  
Martha Ward, Secretary  
Grand Chute Park Commission