

Parks/Recreation Committee

Regular Meeting Notice and Agenda

Village of Cross Plains

Rosemary Garfoot Public Library

2017 Julius Street

Cross Plains, WI 53528

(608) 798-3241

Monday, March 14, 2016

6:00 pm

- I. Call to Order, Roll Call, and Pledge of Allegiance
- II. Public Comment – This is an opportunity for anyone to address the Committee on any issue NOT on the current agenda. *Please observe the time limit of 3 minutes.* While the Committee encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.
- III. Reports
 1. Committee Chairperson
 2. Committee Members
 3. Parks and Recreation Director
- IV. Committee Discussion
 1. Discussion and action to approve the minutes from February 15, 2016.
 2. Discussion and action to make a recommendation to the Village Board regarding the implementation of a Dog Park.
 3. Discussion and action to make a recommendation to the Village Board proposing changes to Chapter 21 (Animal Control) and Chapter 72 (Parks and Recreation) regarding dogs in parks.
 4. Discussion and action to make a recommendation to the Village Board regarding the purchase of a new truck.
 5. Discussion regarding the use of bicycles within Village owned conservancy lands.
- V. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or matt@cross-plains.wi.us.

Village of Cross Plains

Park and Recreation Committee

Meeting Minutes

February 15, 2016

I. **Meeting called to order** at 6:00 pm By Committee Chair Brosius

Roll Call – Present: Kevin Thusius, Mike Axon, Dale Buechner, Bill Brosius; Frank Durham

Absent - Jim Billmeyer

II. **Public comment** – No Public Comment – 6 members of the community came to the meeting tonight.

III. **Reports**

1. Committee Chairperson – No Report
2. Committee Members – No Report
3. Park and Recreation Director – Mike talked about notice went out to returning employees for this summer - Advertising and Sponsorship Packet sent out and getting good response – Update on Zander Park Trail Expansion – Life Foundation Community Garden Plot – will be behind the old fire station for at least the next two years. Mike and Andrea have been working on 2016 department goals. And talked a little about the Parks Pride Program. For Parks Mike talked about Friends of the Conservancy and 7 people came out to help clean out areas of buckthorn, cut downed trees, etc. at Glacial Valley Conservancy. Staff doing a great job with Ice Rink and maintenance. 2016 Park reservations have started. Youth Basketball has 85 kids and doing well. Ends mid-March. Tot Rock n Roll has 11 kids in the program and new classes offered with CP Fit Pass.

IV. **Committee Discussion**

1. Discussion and action to approve the minutes from January 11, 2016
motion to approve, Kevin Thusius 2nd by Dale Buechner. Committee approved
2. Discussion and action regarding Dog Park implementation. Good discussion from community and committee members and staff about the dog park and what is to follow. Items that need to be addressed.
 - a. The \$45,000 for the Dog Park that was approved by the Village Board and the remainder of items for the Dog Park will come from fund-raising efforts. Mike was told by Matt that all has to come from fundraising.
 - b. RFP is out to 3 companies on fencing for the area. Chain Link or Weaved fence with chicken wire at base.
 - c. Stations for cleaning up dogs mess.
 - d. Signage
 - e. And Mike is going come up with Rules and the committee and community members can decide which rules are good for our Park.
 - f. How to fund ongoing maintenance
 - g. Fund raising efforts.Everything else was table until next meeting.

3. Discussion and action regarding revision to Village Ordinance to allow dogs in all or some parks. Motion was made by Kevin Thusius and 2nd by Dale Buechner that:
4. Propose to the Village Board that a change to the current Village Ordinance 73.02(d) to allow dogs in any village park. Restrictions are dogs must be on a leash no greater than 8 feet long. Dogs will not be allowed in play areas or sheltered picnic areas. Committee unanimously approved.
5. Discussion on a Adopt a Park form and implementation program. The committee agreed that the Parks Pride Program is well suited as a substitute for the Adopt-A-Park program.
6. Discussion on event to hold for the Ice Age Trail this year. We are looking to host a fair the weekend of October 8th and 9th. Things to do in Mill Creek, Zander Park area. Also Mike had a meeting with the Chamber, Luke with the Ice Age Trail and want to do something in the downtown area like we did for the open road party we had. June 10th is Friday night that the Chamber wants to do a dedication to become a trail community.

V. Adjourned at 7:50 pm

Respectfully Submitted by:

Bill Brosius
Committee Chairman
February 15, 2016



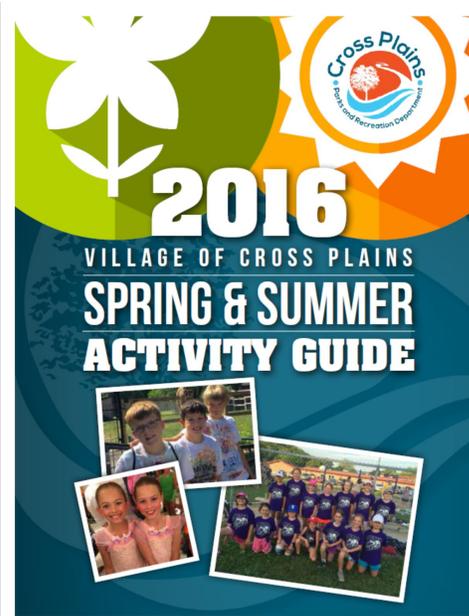
Michael Axon
Director

Director Report

To: Parks and Recreation Committee
From: Michael Axon, Director
Date: February 29, 2016
Re: February Monthly Report

Administration

2016 Activity Guide: This year's activity guide has added a number of new programs for the community. Highlighted programs include: Bricks for kidz, Rec N' Roll, golf, capture the flag, and computer programming to name a few. The 28 page activity guide should be in community mailboxes the week of March 14th.



"We create community through people, parks, and programs"



Ice Age Trail Community Celebration: The Ice Age Trail Community celebration is planned for June 10th, 3:00 pm-7:00 pm at the Ice Age Trail Alliance building (2110 Main Street, Cross Plains). The celebration will include food and beverage, games, a guided hike, and music. The celebration will be hosted by the Ice Age Trail Alliance, Village of Cross Plains, and the Cross Plains Chamber of Commerce.



Parks

Friends of the Conservancy: Seven volunteers worked together on January 30 to work on the trails on the Glacial Valley Conservancy. Volunteers cleared a number of fallen trees and cut an area of buckthorn on top of the hill. The next work day is scheduled for February 12; all volunteers must sign a "Parks Pride Program Volunteer Agreement" prior to working on Village Conservancies.

Ice Rink Maintenance: Staff has spent considerable time in December maintaining the ice rink located in the pool parking lot. Duties include, removing snow and adding water when temperatures and ice surface allows. With the rink being in its 3rd year, we've noticed a number of new users this season. In the future, a second rink may be needed to include a rise in hockey use/need. Staff has looked at possible locations to establish this over the next year.



Mountain Biking: I met with two residents that would like to look into constructing mountain biking trails on a few of our conservancies. The residents are planning to attend the next PRC meeting to discuss options with the committee. I had asked them to put together a timeline of events and what would be needed from Village staff to help with this process. I also asked them to flag areas that they see suitable for such events, to make sure it's something that's feasible.



Recreation

Youth Basketball: The Parks and Recreation Department is taken over the Optimist Basketball Program for age 3rd grade-8th grade. We currently have 85 participants and have received a number of positive feedback. The program runs through March 12th.



Candle Light Hike: This year's candle light hike was held on February 6th, from 5:00 pm-8:00 pm on Hickory Hill. We had a spectacular turnout from the community which turned out to be a little overwhelming for the 3 workers we had for the event. Next year's hike will be held at Zander Community Nature Park, which we feel should grow the event even more. We hope to work with the Ice Age Trail Alliance's Trail Community Program to help with the event.



Village of Cross Plains

Parks and Recreation Department

P.O. Box 97
Cross Plains, WI 53528

Michael Axon
Parks and Recreation Director

PH: 608-798-3241
FAX: 608-798-3817

Memorandum

To: Parks and Recreation Committee

Date: February 29, 2016

Re: **Fence Construction – Dog Park**

Parks and Recreation Committee,

The 2016 capital budget has a line item for the construction of a dog park on the East Side of Raspberry Park. The department received 2 proposals for fencing the park to establish an off-leash area for the dogs to run. Proposals were received from Qual Line Fencing Corporation and Century Fence Company.

The proposal asked for: A) 5' (fence height) black chain link fencing with four 4' Entrance Gates (Spring-Self Closed) and two 8' Maintenance Gates; B) a second proposal: 5' (fence height) woven wire fencing with four 4' Entrance Gates (Spring-Self Closed) and two 8' Maintenance Gates.

The Village Board asked me to get another option on February 22nd, excluding the “small dog area” for each option. C) 5' (fence height) black chain link fencing with one 4' Entrance Gate (Spring-Self Closed) and one 10' Maintenance Gate; D) 5' (fence height) woven wire fencing with one 4' Entrance Gate (Spring-Self Closed) and one 10' Maintenance Gate.

Qual Line Fence Corp.: A) \$19,859.00; B) \$16,359.00; C) \$16,865.00; D) \$13,365.00

Century Fence Company: A) \$19,900.00; B) \$17,500.00; C) None Given; D) None Given

Staff would recommend *Qual Line Fence Corp*, proposal (C) at a cost of **\$16,865.00** for the fence construction at Raspberry Park. The proposal is a savings of **(\$8135.00)** from the \$25,000.00 that was expected of this project. This option also keeps the fencing at the advised 5' high around the whole property and allows for a more aesthetic looking project for the adjoining neighbors.

If you have any questions or need clarification prior to the meeting, please let me know.

Sincerely,

Michael Axon
Village of Cross Plains
Parks and Recreation Director



Village of Cross Plains

Parks and Recreation Department

P.O. Box 97
Cross Plains, WI 53528

Michael Axon
Parks and Recreation Director

PH: 608-798-3241
FAX: 608-798-3817

Memorandum

To: Parks and Recreation Committee

Date: February 29, 2016

Re: **Dogs in Park Ordinance Change**

Parks and Recreation Committee,

At the Parks and Recreation Committee meeting in February, a motion was made to allow dogs in all parks excluding all shelters, playgrounds, and ball fields. After talking this over with village staff, I ask that we hold off on this change to the current ordinance. Taking a closer look at the current ordinances, I'd like to take some time and look for other ways to implement the best strategy going forward.

72.03 (d) – *“No person shall permit any dog, cat or other pet owned by him to run at large in any park.”* This section of the ordinance allows dogs in parks but not “at large”.

Section 21.09 (b) – *“No animal shall be permitted by its owner to enter or remain in any public building or Village park or recreation land, unless the area is officially posted as permitting such animals”.*

Over the next couple of months the village will be investing in a dog park at Raspberry Park. Due to this large investment, I don't feel the timing is right for this change to all of our community parks. Holding off on the ordinance change will allow staff to efficiently market this new amenity to our community and discuss the effects of this change to a larger number of current residents. Once this dog park is established, I feel we'll be better prepared to engage the “community with dogs” to complete an effective ordinance for the community as a whole.

If you'd like to discuss this in more depth prior to the meeting, please let me know. Thank you for your time and commitment to our community.

Sincerely,

Michael Axon
Village of Cross Plains
Parks and Recreation Director



Village of Cross Plains

Parks and Recreation Department

P.O. Box 97
Cross Plains, WI 53528

Michael Axon
Parks and Recreation Director

PH: 608-798-3241
FAX: 608-798-3817

Memorandum

To: Parks and Recreation Committee

Date: February 29, 2016

Re: **Vehicle Purchase**

Parks and Recreation Committee,

The Parks and Recreation Department is looking to a new vehicle for the Park and Recreation Department. Proposals for this purchase were sent to: *Kalscheur Dodge, Inc.*; *Symdon Motors – Mt. Horeb, and Middleton Ford*. At this time three proposals were received. Payment for this purchase was put into the 2016 Parks, Recreation and Aquatics capital budget.

Proposals asked for: Quarter Ton Extended Cab Pick-up Truck. Options to include: V8, Tow Package, Cruise Control and Electric windows/locks. (A separate proposal was given to Symdon Motors for a Chevrolet Colorado which is included)

Symdon Motors (Quarter Ton-Chevrolet 1500): proposed a cost of \$31,981.00

Symdon Motors (Chevrolet Colorado): proposed a cost of \$31,239.76

Kalscheur Dodge (Quarter Ton- Dodge Ram): proposed a cost of \$32,500.00

Staff would recommend ***Kalscheur Dodge*** at a cost of **\$32,500.00** for the purchase of the new Parks and Recreation Department vehicle. The proposal is \$519.00 more than the other proposal(s) but allows for limited travel for any/all maintenance needs, warranty, and or recalls for the duration of the ownership of the vehicle.

If you have any questions or need clarification prior to the meeting, please let me know.

Sincerely,

Michael Axon
Village of Cross Plains
Parks and Recreation Director