



# AGENDA

## LITTLE CHUTE PARK PLANNING MEETING

Place: Little Chute Village Hall  
Date: Tuesday, November 2, 2021  
Time: 6:00pm

Topic: Park Planning Meeting  
Time: Nov 2, 2021, 06:00 PM Central Time (US and Canada)

Join Zoom Meeting  
<https://us06web.zoom.us/j/86139861259>

### REGULAR ORDER OF BUSINESS

- A. Call to Order
- B. Roll Call
- C. Public Appearance for Items Not on the Agenda
- D. Consent Agenda

*Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member or member of the public. Any removed items will be considered immediately following the motion to approve the other items.*

1. Minuets of the Special Park Planning Committee Meeting of August 16, 2021
2. Minuets of the Park Planning Committee Meeting of September 7, 2021

- E. Terrace Tree Program
- F. Banner Policy
- G. Comprehensive Outdoor Recreation Plan

## MINUTES OF THE LITTLE CHUTE PARK PLANNING COMMITTEE OF

AUGUST 16, 2021

### Call to Order

Meeting was called to order by Chairperson Jerry Schumacher at 6:00 p.m.

### Member Roll Call

**PRESENT:** Ruben Wittman, Cary Luitjens, Jodie Rietveld, Jerry Schumacher,  
Tammy Plate

**ABSENT:** Bill Van Berkel

**ALSO PRESENT:** John McDonald, Parks, Recreation & Forestry Director; Trustee Bill Peerenboom

### ITEMS NOT ON AGENDA:

John McDonald, the new Director, introduced himself to the committee.

### BUDGET REVIEW:

- a) Culture, Education, Recreation: Still lower numbers of participants due to Covid.
- b) Profit/Loss – Fee Structure: The fees will stay the same for 2021. T. Plate suggested allowing participants from outside Little Chute to form teams for the Men's Softball leagues since those numbers continue to dwindle.
- c) Aquatic Fees -Season Pass and Daily Admission Rates:
  - a. Trustee Peerenboom questioned if a family pass for 6 and more family members is bought often. Director McDonald will get those numbers to the committee.
  - b. J Rietveld questioned a fee increase from free to \$2 for children aged 3 and under. T. Plate suggested the fee be changed to \$1 for afternoon and evening sessions.
- d) Director McDonald will look at the history of prices and increases over the past years for comparison.

### DIRECTORS REPORT:

- Fall registrations are maxing out, so a good sign that more people are coming out post Covid.
- 80% of the Lifeguard staff plan to return for 2022. 5 new lifeguards are in training for 2022.
- With the new Nelson River Crossing open, discussion is underway on how to handle the deer culling safely.
- CORP progress: Community input will be taken from in person sessions at various parks. Results will be finalized in October. The CORP will be finalized in December.
- Heesakker Bridge and Nelson Crossing will have trail counters installed. The numbers taken will be used to apply for grants.
- New Splash Pad location and design will be discussed at September meeting.

### ITEMS FOR FUTURE AGENDA

Splash Pad  
Heesakker Bike Trail System

### ADJOURNMENT

Motioned by J. Rietveld, seconded by T. Plate to adjourn at 7:18 p.m. – Motion carried unanimously.

By: \_\_\_\_\_  
Jerry Schumacher, Park Planning Chair

## MINUTES OF THE LITTLE CHUTE PARK PLANNING COMMITTEE OF

September 7, 2021

### Call to Order

Meeting was called to order by Chairperson Jerry Schumacher at 6:00 p.m.

### Member Roll Call

**PRESENT:** Ruben Wittman, Cary Luitjens, Jodie Rietveld, Jerry Schumacher, Tammy Plate, Bill Van Berkel

### ABSENT:

**ALSO PRESENT:** John McDonald, Parks, Recreation & Forestry Director; Trustee Bill Peerenboom; Andy Fisher, 1414 Franklin St; Joe Harlow, 920 Sunnydale.

### PUBLIC APPEARANCE FOR ITEMS NOT ON AGENDA:

None

### DEER CULLING:

Scheduled for Dec. 6-17 this year. In previous years there were 14 hunters, 7 per week. Last year 4-6 deer were shot. With the Nelson Family Crossing now attracting more people to Heesakker Park discussed safety or if the culling should be canceled. There will be signage on the Kaukauna end of the crossing and the bridge will be closed ½ way across to prevent entry to Heesakker Park. A. Fisher questioned the late date for the hunt as he is aware deer are very prevalent during Oct./Nov.

C. Luitjens moved that the cull go on as scheduled this year. B. Peerenboom seconded and motion carried unanimously.

### 4<sup>TH</sup> OF JULY FIREWORKS:

J. Harlow presented his plan to bring fireworks to Little Chute on the 4<sup>th</sup> of July. They will be set up on Island Park and viewable from Doyle Park and other locations. He is looking for businesses to sponsor the 30 minute show at a cost of \$10,000. He is proposing the Village sponsor \$5,000 of this cost. The committee approved the fireworks as long as no Park monies are used to sponsor this, and that the Village is not the Fiscal Agent. John will bring the request to the Village Board leaving the request as it was presented.

### HEESAKKER BIKE TRAILS:

A. Fisher presented his offer to create bike trails within Heesakker Park. The trail would start with the #2 track that would run from Sanitorium Road to Garfield. Tracks 1 and 3 would be future development. The trail would be built and maintained at A. Fisher's expense. The current trail on the Kaukauna Utilities Island has seen heavy usage. The village survey has shown that 47% of the respondents wanted more bike trails. Discussion around those who want to walk in the park and their safety when bikes are also on the trail.

Recommendation: B. Peerenboom moved that the committee approve track #2. J. Rietveld seconded. Roll call vote – Yah-4, Nay-3. Motion was carried.

### DIRECTORS REPORT:

- CORP progress: Community input sessions at various parks on 9/8, 9/22, and 9/29. The CORP finalization can be moved to January so the committee can discuss results and make decisions after the Input Sessions.
- Jet's Football has started and a few games have been played.
- Pool Winterization – Canal will be drained 9/8, then the pool will be drained and winterized. The Canal will then be refilled.

- Trail Counters on Mill Street, Heesakker, and Nelson Bridges are in place and results will be sent out once the September counts are completed.

**ITEMS NOT ON AGENDA:**

- Heesakker Berm on Sanitorium St is almost complete. It will be seeded at the end of September
- 2 donors have come forward to create Kayak Rental Racks near the Kayak Launch. These will be built in Spring. Kayak Wisconsin will handle the rentals.

**ITEMS FOR FUTURE AGENDA**

Splash Pad

**ADJOURNMENT**

Motioned by J. Rietveld, seconded by C. Luitjens to adjourn at 7:20 p.m. – Motion carried unanimously.

By: \_\_\_\_\_  
Jerry Schumacher, Park Planning Chair



## MEMO

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To: Park Planning Committee  
From: John McDonald – Director of Parks, Recreation, and Forestry  
Date: November 2, 2021  
Subject: Terrace Tree Program

Historically the Village of Little Chute has offered a Terrace Tree Application that allows residents to purchase terrace trees in the Spring and Fall. Planting trees in the spring causes scheduling conflicts with the staff as they are prepping and opening up facilities and cleaning up from the winter season. Planting trees in the fall is easier on the staff and operations as a whole. Additionally, trees such as the Eastern Red Bud which can only be planted in the Spring, are an extremely popular tree but only are getting harder to find as well as more expensive.

The Department would also like to raise the \$60 application fee to \$80 as tree prices continue to increase. This is an effort to not put any more additional burden on the taxpayer through the Tree Planting budget.

Staff will bring a list of tree options to include on the 2022 Terrace Tree Application at the next Park Planning Committee meeting.



# 2021 TERRACE TREE APPLICATION

The Village of Little Chute has budgeted money to plant trees on the terrace for any taxpayer that would like to purchase them. Your cost per terrace tree will be \$60, with the balance being paid with budgeted money. All applications are handled on a first-come, first-serve basis, as long as the budget money lasts. Village staff will plant the trees, which are balled & burlaped with a minimum of a 1.5" trunk diameter, starting in Spring as specified by the Village Forestry Manual. Property owners may specify a particular species of tree, but the final determination will be made by the Forestry Department to avoid dangerous and costly maintenance of trees, and to assure the "right tree" is planted for the future. Property owners must have curb and gutter before they can have terrace trees. Available terrace tree options and pictures are provided.

PROPERTY OWNERS NAME: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

ADDRESS FOR PLANTING: \_\_\_\_\_

TREE REQUESTING: Tree Request - Select a Tree # REQUESTING: \_\_\_\_\_

TREE REQUESTING: Tree Request - Select a Tree # REQUESTING: \_\_\_\_\_

TOTAL # TREES REQUESTED: \_\_\_\_\_

TOTAL PAYMENT DUE: \_\_\_\_\_

Date Received:

Amount Paid:

\*\*Rev Code 8-802\*\*

**Please return completed form and \$60 per tree payment to the Little Chute Forestry Department, 108 W. Main Street, Little Chute, WI 54140. All applications taken on a first-come, first-serve basis, as long as the budget money lasts. The final deadline for applications is March 31, if funds remain. If you have any questions regarding the terrace tree program, please call 423-3869.**

(at maturity) (at maturity)

**TREE TYPE**

**HEIGHT SPREAD**

**BRIEF DESCRIPTION OF TREE**

**Trees For Normal Terraces Without Powerlines**

Accolade Elm	60'	55'	Vase shaped tree, medium texture bright green leaves turn yellow in fall.
Autumn Gold Ginkgo	45'	30'	Fan-shaped leaves, bold texture, rich green leaves turn golden yellow in autumn.
Regal Prince Oak	50'	25'	Narrow oak that grows straight up, green leaves, yellow-orange fall color.
Swamp White Oak	60'	60'	Broad round shaped tree, green leaves may turn yellow in fall
Hackberry	45'	35'	Broad round shaped tree, well balanced, medium texture 1" to 3" lustrous green leaves.
Honey Locust	60'	55'	Broad oval shaped tree, open, spreading, fine textured foliage, green leaves turn yellow.
Kentucky Coffee	65'	55'	Irregular oval shaped tree, texture medium when in leaf, coarse in winter.
Ohio Buckeye	20'-40'	20'-40'	Round shaped tree, yellow flower, beautiful yellow to pumpkin orange fall color.
London Planetree	75'	60'	Features larges leaves up to 7" long and 10" wide, pyramidal shaped tree.

**Trees For Small Terraces & Under Powerlines**

Eastern Redbud	30'	25'	Rosy pink flowers, leaves emerge a reddish color, turn green in summer, yellow in fall.
Japanese Lilac	20'	15'	White flowers in spring.
Serviceberry	20'	15'	Spring white flower produces small blueberry; orange-red fall color.



Accolade Elm



Autumn Gold Ginkgo



Regal Prince Oak



Swamp White Oak



Hackberry



Honey Locust



Kentucky Coffee



Ohio Buckeye



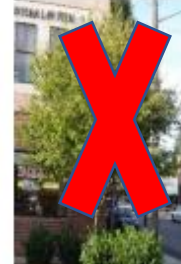
London Planetree



Eastern Redbud



Japanese Lilac



Serviceberry



## MEMO

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To: Park Planning Committee  
From: John McDonald – Director of Parks, Recreation, and Forestry  
Date: November 2, 2021  
Subject: Banner Policy

Staff has been approached by the LC Diamond Club to review the banner policy that was implemented in 2016. At this time the Diamond Club would like to establish company advertisement banners at \$300 for 1 year and \$750 for a 3-year agreement.

Since the program's inception in 2016 the Village has retained a total of \$6,050 in sponsorships. Staff believes it would be in the best interest of both the Village and the Diamond Club to allow for the Diamond Club to run and grow the program. It is mutually understood that the sponsorship funds would be put back into the maintenance and equipment of fields (i.e., windscreens, e-socks, batting cage improvements, bases). Allowing the Diamond Club to run the banner program allows for savings such as staff time and materials to hang banners. In addition, the Village would no longer incur expenses for damaged and/or stolen banners out of the parks operational budget.

The banner policy would move forward to the Village Board for final approval.



Van Lieshout Baseball Field



## Baseball Field Advertising Banner

The Village of Little Chute is selling advertising banners on the baseball field fences at Legion, Van Lieshout, and Doyle Parks. Banners at these fields are 3'x5'. The signs are paid for by the Parks, Recreation, & Forestry Department. The proceeds of these banners will go towards ballfield and facility projects. All signs are made of a heavy vinyl and are full color. The banners are **highly** visible to spectators, coaches, and players. Please call the Parks, Recreation, & Forestry Director if you are interested.

### PRICING

# of Banners	# of Fields	# of Years	Cost	Savings **
1	1	1	\$250	-0-
1	1	2	\$400	\$100
2	2	1	\$500	-0-
2	2	2	\$700	\$300
3	3	1	\$750	-0-
3	3	2	\$1000	\$500

\*\*Savings are based on signing up for multiple years

Ballfield Banners				
Company	Year Purchased	Fields	Years	Amount
Sign Country	2016	3	Unlimited	In return they do our banners for 15% off
Erik Hosking - State Farm	2016	3	2	\$ 1,000.00
Erik Hosking - State Farm	2018	3	2	\$ 1,000.00
Piggly Wiggly	2017	2	2	\$ 700.00
Piggly Wiggly	2019	2	2	\$ 700.00
Bank of Little Chute	2017	3	2	\$ 1,000.00
Culvers of Darboy and Little Chute	2019	1	1	\$ 250.00
Country Inn and Suites	2019	1	2	\$ 400.00
Midwest Restoration	2020	3	2	\$ 1,000.00
Erik Hosking - State Farm	2020	3	2	\$ 750.00
				\$ 6,050.00



## MEMO

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To: Park Planning Committee  
From: John McDonald – Director of Parks, Recreation, and Forestry  
Date: November 2, 2021  
Subject: Comprehensive Outdoor Recreation Plan – CORP Review

Staff requests Park Planning Committee to review the 2021-2026 Comprehensive Outdoor Recreation Plan.

The goal of the review session is to provide discussion, questions, comments, ideas, concerns for the Director of Parks, Recreation, and Forestry to answer or take back to Rettler Corporation for clarification. Staff will work with Rettler Corporation per the agreement, based on review session to formulate a final draft that is ultimately presented and adopted by the Village Board.

<https://www.dropbox.com/sh/pf6mt5998eh2h9a/AABHEcVdMUMOVcXdPYEzBghla?dl=0>