

**VILLAGE OF NEW GLARUS
PARKS & RECREATION COMMITTEE
5/14/25 6:00 P.M.
Village Hall Board Room
319 2nd Street, New Glarus, WI**

AGENDA:

1. Call to Order
2. Approval of Agenda
3. Public Comment Period
4. Approval of March 12, 2025 Minutes
5. Monthly Parks & Recreation Report
6. Consideration/Discussion: Grace Church Application for Exclusive Use of Village Park (Church Picnic) – July 20, 2025
7. Consideration/Discussion: Dog Park
8. Adjournment

Jaime Craig, Chair Parks & Recreation Committee

AGENDA

POSTED: N.G. Village Hall 5/9/25
 N.G. Post Office 5/9/25
 Bank of New Glarus 5/9/25



Kelsey A. Jenson, Clerk

PURSUANT TO APPLICABLE LAW, NOTICE IS HEREBY GIVEN THAT A QUORUM OR A MAJORITY OF THE NEW GLARUS VILLAGE BOARD OF TRUSTEES MAY ATTEND THIS MEETING. INFORMATION PRESENTED AT THIS MEETING MAY HELP FORM THE RATIONALE BEHIND FUTURE ACTIONS THAT MAY BE TAKEN BY THE NEW GLARUS VILLAGE BOARD.

PERSONS REQUIRING ADDITIONAL SERVICES TO PARTICIPATE IN A PUBLIC MEETING MAY CONTACT THE VILLAGE CLERK FOR ASSISTANCE AT 527-2510.

Village of New Glarus
Parks and Recreation Meeting Minutes
March 12, 2025 - 6:00 PM

MEETING CALL TO ORDER: Jaime Craig called meeting to order at 6:00 PM.

PRESENT: Jesse Donahue, Larry Stuessy, Jaime Craig

ALSO PRESENT: Parks & Recreation Director Megan Buol, Public Works Director Scott McNett

APPROVAL OF AGENDA: Motion by Jesse D. to approve agenda, seconded by Larry S. Motion carried 3-0.

PUBLIC COMMENT PERIOD: None.

APPROVAL OF MINUTES FROM 11.13.24: Motion by Larry S. to approve minutes, seconded by Jesse D. Motion carried 3-0.

MONTHLY PARKS & RECREATION REPORT: Parks and Recreation Director Buol shared that registration for summer programming is open.

CONSIDERATION/DISCUSSION: Jack Links Application for Exclusive Use of Village Park – June 20, 2025: Motion by Jesse D. to approve Jack Links Application for Exclusive Use of Village Park on June 20, 2025, pending an updated insurance certificate prior to the event, seconded by Larry S. Motion passes 3-0.

CONSIDERATION/DISCUSSION: Portable Restroom Quotes: Motion by Jesse D. to approve Monson contract for portable restrooms, seconded by Larry S. Motion passes 3-0.

CONSIDERATION/DISCUSSION: Hoesly Pond Management: Motion by Larry S. to table to next Parks and Recreation meeting, seconded by Jesse D. Motion passes 3-0.

The meeting was adjourned at 6:12 PM.

-Scott McNett
Public Works Director

NON-REFUNDABLE APPLICATION FEE: \$50.00 Resident/ \$75.00 Non-Resident
VETERAN'S MEMORIAL PARK: \$75.00 Resident/ \$100.00 Non-Resident

PERMIT NO.: _____
INSURANCE ON FILE (expires June 2025)

**VILLAGE OF NEW GLARUS
APPLICATION FOR USE OF VILLAGE PARK**

Special events are governed by village ordinances and organizers are responsible for all necessary permits, trash and litter pickup, and for damage to any property, as well as possible billing for village services. The organization/organizer agrees to be responsible for the supervision of the event and conduct of persons present.

APPLICANT NAME: Grace Church - John Lewis
ADDRESS: 416 2nd St. NE
TELEPHONE: 608-527-5664

SPONSORING ORGANIZATION: Grace Church
NAME OF HEAD OF ORGANIZATION: John Lewis
ADDRESS: 416 2nd St. NE
TELEPHONE: 608-558-2858

NAME, ADDRESS, TELEPHONE NUMBER OF PERSON RESPONSIBLE FOR
PARK, AREA OR FACILITY (if different from Sponsoring Organization)
NAME: John Lewis
ADDRESS: P.O. Box 963 N.E.
TELEPHONE: 608-558-2858

ACCURATE DESCRIPTION OF THE PARK, AREA OR FACILITY TO BE USED:
(Name of Park: Village Park/Glarner Park/Vet's Memorial Park/Candy Cane Park)
Village Park Gs2abo + Field area

ARE YOU REQUESTING EXCLUSIVE USE OF THE PARK: (YES) NO Just Gs2abo + Field

DATE OF REQUESTED USE: July 20th
TIME OF REQUESTED USE: 8AM - 3PM

APPROXIMATE ATTENDANCE (Number of People attending event) 250

PROPOSED USE (type of event): Church Picnic

8-5-25
Date

John Lewis
Applicant Signature

NOTE: ALCOHOLIC BEVERAGES ARE **PROHIBITED** IN VILLAGE PARKS PER SECTION 11-4-1(a)(1) OF THE MUNICIPAL CODE OF THE VILLAGE OF NEW GLARUS

NOTICE TO APPLICANT:

Applications for exclusive use of the Park are reviewed by the Parks & Recreation Committee and granted by the Village Board and must be made by the 20th of the month preceding the anticipated use of the park.

Applications for use of a **portion** of the park or a park shelter are granted by the Village Recreation Director and must be made 3 days prior to the anticipated use of the area or facility.

Prior to granting any permit for **exclusive use** of a park, the Village may require the permittee to file evidence of good and sufficient sureties, insurance in force or other evidence of adequate financial responsibility, running to the Village and such other third parties as may be injured or damaged, in an amount depending upon the likelihood of injury or damage as a direct and proximate result of the exclusive use sufficient to indemnify the Village and such third parties as may be injured or damaged thereby, caused by the permittee, its agents or participants.

PRESENTED TO VILLAGE CLERK: 6-5-25

REFERRED TO RECREATION DIRECTOR: _____

FOR EXCLUSIVE USE:

REFERRED TO PARKS & RECREATION COMMITTEE: _____

RECOMMENDATION: _____

PRESENTED TO VILLAGE BOARD: _____

DETERMINATION: _____

APPROVAL GRANTED: _____

Recreation Director / Village President

Municipal Ordinance
Section 220-8
Rev. 11/2022

PLEASE COMPLETE FORM IN FULL

DATE PAID: 5-5-25 CASH/CHECK # 002089

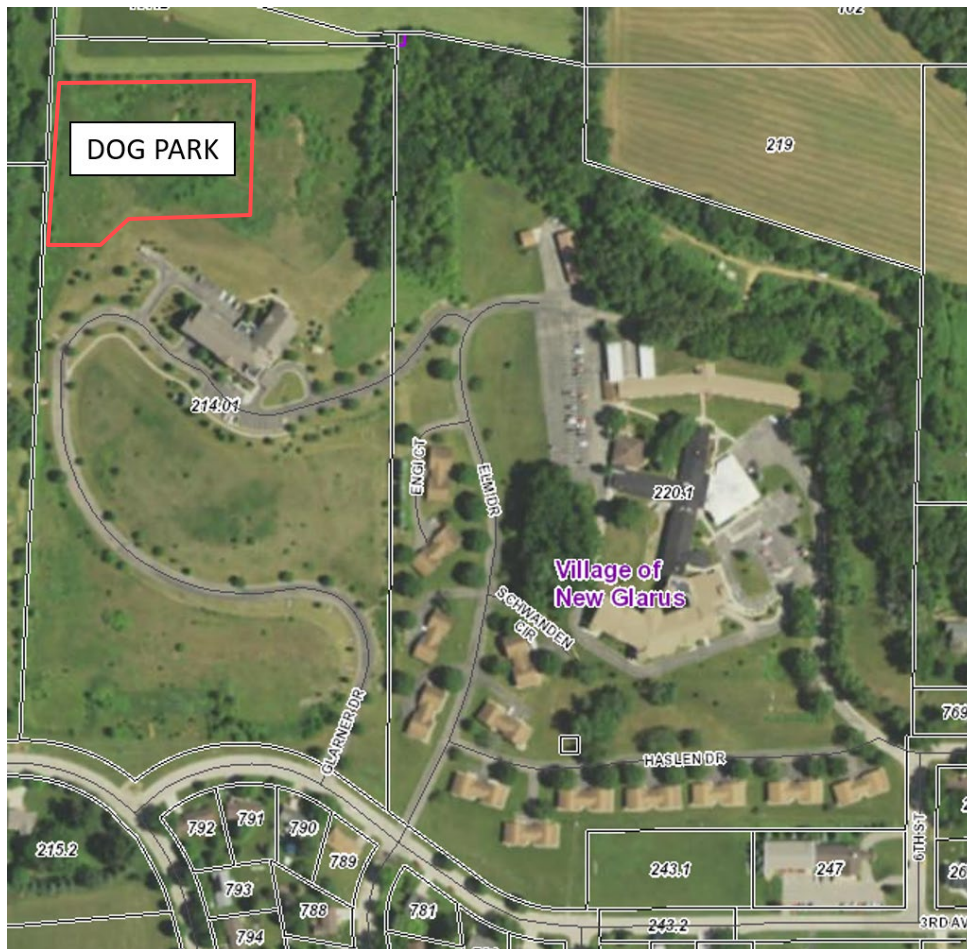


MEMORANDUM

To: Village Board
From: Lauren Freeman, Village Administrator
Date: May 14, 2025
Re: Dog Park

Background

The Village and New Glarus Cares have partnered together to build a new dog park in New Glarus. After investigating several site options throughout town, a site on the New Glarus Home campus was identified and determined to be the best option. The site is located on the far northwest corner of the campus:



The Village will lease the land from the New Glarus Home. There is a draft lease agreement that is currently being reviewed by the Home.

New Glarus Cares will be fundraising to purchase the fencing, signage, and dog waste station(s) needed for the new dog park. They will also be organizing volunteer work day to install the fencing. There are a few details the group is hoping to get feedback from the Parks & Recreation Committee on regarding the new dog park.

Discussion

Dog Park Passes:

After the dog park is built, the Village will take over the responsibility to maintain it, which will include: the cost of the lease & mowing, trash removal, dog waste station bag replacement, and occasional fence repair. A conservative estimate of these costs would be roughly \$7,000/year.

A potential fee model to recoup costs could look like the following:

Dog Park Pass	Proposed Fee	Est. # Sold	Revenue
Annual	\$60	100	\$6,000
Monthly	\$15	50	\$750
Daily	\$5	50	\$250
TOTAL			\$7,000

Gated Entry:

In order to effectively sell dog park passes, staff recommend exploring a locked gate entry, where visitors gain access by purchasing one of the dog park pass options. A simple option for this would be a gate with a number code to enter that is given to those who purchase a dog park pass. There are more sophisticated lock systems out there, including a software that allows you to purchase a pass online and gain access with your phone (e.g. Latitude Security Solutions).

For the time being, staff recommend starting simple. The dog park passes can be sold at Village Hall during regular businesses hours. Or for those who are visiting the Village on a weekend, staff are exploring the possibility of having the Chamber sell passes as well. The Village could also look at selling passes online, but that might take a little longer to set up – we are currently undergoing a website upgrade.

Signage:

The Village and New Glarus Cares are discussing potentially purchasing four signs for the new dog park. The first sign was designed by New Glarus Cares, and would be the official dog park sign. Mockups are shown below:



The other signs discussed are two wayfinding signs, one at 3rd Avenue & Glarner Drive and one located where visitors turn left off Glarner Drive so they don't continue going straight into the Home campus.

The fourth sign would list all the dog park rules at the front gate, and could read something like this:

New Glarus Dog Park Rules & Recommendations:

Rules:

1. A valid dog park pass is required for use of the park. Dogs must wear current New Glarus Dog Park tag and current rabies vaccination tags.
2. Dog owners are legally and financially liable for injuries or damages caused by their dog(s). Wis. Stat. 174.02(1)
3. All dogs must be legally licensed and vaccinated. Dogs are required to wear a visible dog license and I.D. tag. Wis. Stat. 95.21(2)
4. All dogs must be spayed or neutered.
5. Aggressive dogs are prohibited from the dog park. Any dog exhibiting aggressive behavior must be removed from the park immediately.
6. Dog waste must be cleaned up and placed in the proper receptable by the owner/handler. This is essential to the ongoing success of the dog park.
7. The owner/handler must be in control of their dog(s) at all times. The dog must be within view and under voice control of the owner/handler.

8. The owner/handler must carry their leash at all times, closely supervise their dogs, and at no time may the owner leave the fenced area without his/her dog.
9. Gates must be closed except when entering or exiting the off-lease area.
10. All dogs must be on leash until inside the fenced area.

Recommendations:

- Limit food and treats brought into a dog park as they attract other dogs.
- Leave toys at home. Throwing balls or other dog toys may lead to possession aggression.
- Make sure your dog is healthy. It is possible for your dog to pass on an infection or parasite to other dogs. Sharing water can also lead to disease transmission.
- Children should be supervised when in the dog park.
- A dog park is not the place to work on behavioral problems with your dog.
- Do not bring more dogs that you can effectively restrain. It is recommended that you bring no more than three dogs at one time.
- Do not allow your dog to be in contact with wild animals.
- It is not acceptable to dump pet waste from offsite at the dog park.
- Dog bites/attacks should be reported to the New Glarus Police Department 608-328-9401 (non-emergency) or 911 (emergency).