

CITY OF APPLETON POLICY		TITLE: Park and Open Space Special Revenue Fund Policy
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I. PURPOSE

The Park and Open Space Special Revenue Fund has been established to provide a funding mechanism to account for money received through the parkland dedication ordinance, impact fees, grants, donations, etc. for the acquisition and development of ~~new~~ parkland and trails.

II. DEFINITIONS

- A. ~~New Parks~~ Parkland – ~~New parkland~~ Lands received from subdivision developers through the Parkland Dedication Ordinance in the Municipal Code, donation, or purchase by the City of Appleton. ~~Parkland has little or no development because of its recent acquisition by the City of Appleton.~~
- B. Recreation Facilities – Recreation facilities typically located in community and/or neighborhood parks, including, but not limited to, playgrounds, athletic fields, sport courts, boat launch facilities, restroom/pavilion facilities, walkways, multi-use trails, fishing piers, etc.
- C. Associated Facilities – All facilities that support the public use of recreation facilities. Associated facilities ~~that~~ include, but are not limited to, parking lots, shoreline stabilization, native plantings, stormwater management projects, lighting, signage, recognition, wildlife control measures, etc.
- D. Routine Maintenance – All activities associated with the normal, day-to-day maintenance of the recreation and associated facilities, including, but not limited to, painting, regular cleaning, turf and tree maintenance, wildlife control, lighting repairs, etc.
- E. Major Maintenance/Replacement Capital Improvement Projects – All maintenance or capital improvement projects associated with any existing facility, including, but not limited to, replacement of roofs, HVAC systems, playground equipment, or buildings, ~~and the~~ renovations of buildings, roads, parking lots, walkways, trails, tennis sport courts, and athletic fields, etc.
- F. Parks and Recreation Department Comprehensive Outdoor Recreation Plan (“CORP”) – ~~The F~~five-year comprehensive plan approved by the ~~Parks and~~

~~Recreation Committee and~~ City Council and submitted to the Wisconsin Department of Natural Resources. The ~~comprehensive plan~~CORP provides direction to the City of Appleton and Parks and Recreation Department for delivery of parks and recreation services to the community.

- G. Approved Master Plan – Park or trail master plan ~~developed through a consensus building process and~~ adopted and approved by the ~~Parks and Recreation Committee and~~ City Council.

III. POLICY

- A. Funds received through the parkland dedication ordinance, impact fees, grants, and Park and Recreation Department donations-~~shall~~shall be used for any the following:
1. Acquisition of parkland and/or trail corridors identified in the Parks and Recreation Department ~~Comprehensive Outdoor Recreation Plan~~CORP or other approved City plans.
 2. Development of new parks and trails that would include: expenses associated with appraisals; title searches; surveys; wetland delineation; environmental impact studies; legal fees; counsel fees; and debt issuance costs.
 3. Development of recreation facilities and associated facilities identified in the Comprehensive Outdoor Recreation Plan or approved master plan for the new park or trail.
- B. Funds may not be used for the routine maintenance; or major maintenance projects ~~or capital improvements~~ to existing facilities.
- C. Funds may be used whenever possible to leverage additional funding from grants, donations, or other available sources. A minimum balance of \$10,000 shall remain in the Park and Open Space Special Revenue Fund for working cash purposes. .
- D. The approval of funds for acquisition and/or development shall follow the City Budget Policy.