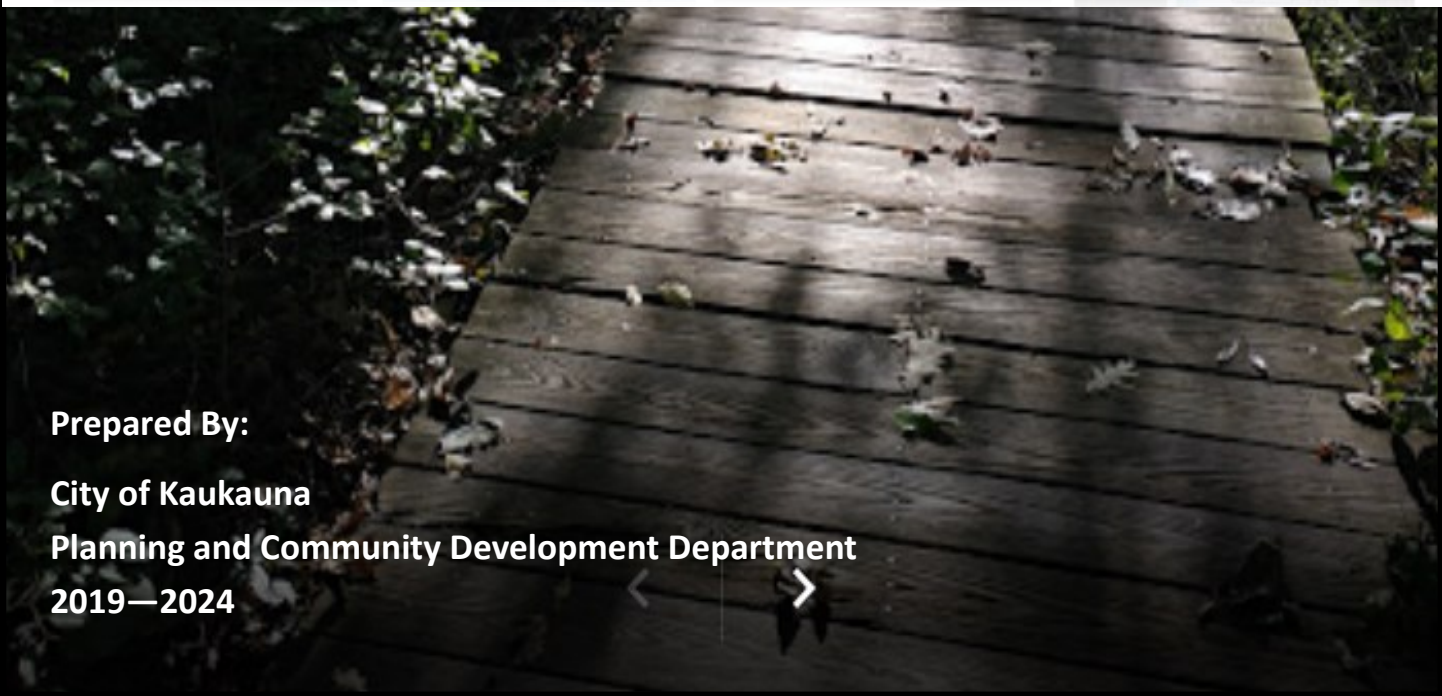




RECREATION AND OPEN SPACE MASTER PLAN

CITY OF KAUKAUNA, WISCONSIN

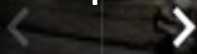


Prepared By:

City of Kaukauna

Planning and Community Development Department

2019—2024



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Chapter 4. Planning Process

A. Description of Planning Process.

The City of Kaukauna Planning Process incorporated community input through a number of mechanisms for the Open Space and Recreation Plan:

- A digital/paper survey.
- A public open house hosted at the Municipal Services Building.
- An inventory of park and open space conditions.
- An inventory of wayfinding signage (both vehicular and pedestrian scale) in partnership with East Central Wisconsin Regional Planning Commission.

Digital/Paper Survey. The digital and corresponding paper survey used to gather feedback for the Open Space and Recreation Plan was designed using the online research platform Qualtrics. Paper copies of the survey (a slightly shortened version) were made available at the Municipal Services Building and Kaukauna Public Library. The survey was active for approximately six weeks from the beginning of August 2018 until the middle of September 2018. The survey was promoted on the City of Kaukauna website and social media platforms and in an article in the Times Villager newspaper. 357 participants completed the survey online and three paper copies of the survey were returned to the City of Kaukauna.

Public Open House. A public open house was hosted on September 25, 2018 at the Municipal Services Building. The Open House featured interactive stations where participants could share insights on park and recreational requests, areas of the community where there might be a need for future investment in park and recreational facilities and a chance to share feedback and ask questions of staff. The Open House was promoted on the City of Kaukauna website and social media platforms, in an article in the Times Villager newspaper and in print on the cover of the Fall 2018 Kaukauna Recreation Department program guides, which are mailed to residents throughout the City. The Open House was not well-received, only one attendee participated in the event.

Inventory of Park and Open Space Conditions. On two separate occasions, once in July 2018 and once in October 2018, City staff visited 35 different parks, open spaces and recreational sites in the City of Kaukauna. The parks were photographed and amenities and conditions were inventoried at this time.

Inventory of Wayfinding Signage in the City of Kaukauna. In January and February 2019, the City of Kaukauna worked with East Central Wisconsin Regional Planning Commission to execute a wayfinding signage inventory and gap assessment in the City. City staff used tablets to digitally collect data including condition, photos and sign information for signage that points to regional attractions, including parks and trails, and for the first time in the City of Kaukauna tracked these signs in a geographic information system category. East Central Wisconsin Regional Planning Commission worked with the City of Kaukauna to evaluate the data to identify gaps and areas of improvement for particularly signage along trail networks.

As illustrated above, plan research took place from July 2018-February 2019. Plan drafting and development took place in the spring and summer of 2019.

B. Amending the Plan

Amendments may be made to this plan to reflect a change in prioritization of strategies and goals. Amendments must be submitted to the Health and Recreation Committee, Board of Public Works and Common Council of the City of Kaukauna for consideration and adoption.