

**TOWN of TROY
PARK BOARD MEETING**

Tues., July 28, 2026

7:00pm

Troy Town Hall, 654 Glover Rd., Hudson, WI 54016

Phone: 715-425-2665 Website: www.townoftroy.org

1. Call to Order
2. Resident Comment
3. Discuss and consider, approval of June 23, June 24, & July 21 2026 meeting minutes
4. Discuss and consider, June Park Ranger Report
5. Park Reports

Cove Boat Ramp

- a. Discuss and consider, activity

Glover Park

- a. Discuss and consider, Glover Park Little Free Library contest timeline
- b. Discuss and consider, recommendation to Town Board, Friends of Troy Parks
- c. Discuss and continued discussion, Disposal Center big Little Free Library contest
- d. Discuss and consider, update report, invasives project
- e. Discuss and consider, update report, trail clearing
- f. Discuss and consider, future security system improvements
- g. Discuss and consider, signage convention

Pemble's Access

- a. Discuss and consider, activity
- b. Discuss and consider, removal of tree stumps from beach area
- c. Discuss and consider, suggested park improvements from site visit

6. General Park

- a. Discuss and continued discussion, Park Board mission and opportunities
 - b. Discuss and consider, process updates, 2027-32 Comprehensive Outdoor Recreation Plan (CORP)
 - c. Discuss and consider, status of website updates
 - d. Discuss and consider, review of draft 2027 parks & recreation budget
7. Administrator Report
 8. Park Chair Report
 9. Correspondence
 10. Announcements and request for future agenda items
 11. Adjournment

Next regular meeting: Aug. 25, 2026

This is official notice that a quorum of the Town Board Supervisors may be present at the Park Board Meeting at the date, time and location above. This is not a formal meeting of the Town Board. The purpose of the Town Board Supervisors' attendance is to gather information. No formal discussion or action will be taken by the Supervisors. This agenda and meeting location are subject to change. The agenda posted at the Town Hall is the primary notice.



TOWN of TROY
PARK BOARD SPECIAL MEETING
MINUTES

July 21, 2026

3:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Mark Swanson, Adrian Missy (left meeting early), Gary Sumner, Michele McElmeel

Members Absent: Alicia Schneider; one position is vacant

Others present: Eric Fowle, Cedar Corp.

1. Call to Order

Chair Berke called the special meeting of the Town of Troy Park Board to order at 3:00 p.m.

2. Resident Comment

There was no resident comment.

3. Kickoff of 2027-2032 Comprehensive Outdoor Recreation Plan (CORP)

a. Introductions

Sr. Planner Eric Fowle, Cedar Corp., gave a brief background of his experience with conducting and preparing long range planning documents. The visioning process for the CORP, requires a plan to include systemic thinking, active listening and strategic prioritization.

Members gave background of experience and interest with the Park Board, park planning and other related skills that will benefit the planning as CORP is developed.

b. Project Overview & Timeline

The 5 Phase Timeline and tasks was reviewed.

c. Review of Project Hub

Fowle referenced the Project Engagement Hub that includes the Town of Troy Comprehensive Plan update and the 5-year Comprehensive Outdoor Recreation Plan (CORP last adopted in 2019). Residents and stakeholders will have opportunity to be informed on future planning efforts, and to provide input for accommodating future growth, addressing both land use change and determining

the recreational needs of residents. The CORP also satisfies mandates of available funding programs and grants.

The Hub project engagement link for the informational gathering phase will be sent out to members; responses with any suggested edits from members to be forwarded to Chair Berke by Aug. 31. Post Draft Chap. 2 and send to Park Board by Aug. 14.

The draft plan materials for the planning Hub site will be available through a link on the Town's website, <https://townoftroy.org/> or by scanning a QR code. Fowle suggested that cards be printed and handed out to visitors by Park Rangers at the parks with QR code to gain feedback from residents. The Plan Commission to determine the publishing date of the Hub for public input at their Aug. meeting, scheduled for Aug. 13.

d. Review of Stakeholder List/Suggest Interview Candidates

Sr. Planner Fowle presented comprehensive stakeholder list for review. Members asked to provide feedback with additions or suggested changes to Chair by Aug. 31. Fowle to update and provide stakeholder list to Park Board by Aug. 17.

e. Public Visioning Workshop/Schedule

Phase 2, public engagement, includes a visioning exercise that Fowle will lead with tentative date set for Aug. 29 at Glover Park, to be scheduled at one of the pavilions. Chair to contact Clerk's office to schedule.

f. Review Park User's Survey/Survey Schedule

Board referenced 2020-2025 Parks Survey Card. Troy residents/ property owners will be mailed Parks Survey postcard with the link to an on-line survey questionnaire that will provide the board with feedback and data for 2027-2031 CORP. A paper copy of the survey questionnaire will also be available at the Town Hall if residents prefer to respond in person. Questionnaire was reviewed by the Park Board, and after discussion it was determined that 20 questions is adequate. Preliminary date for survey to be on-line: Sept. 1 – 30. Fowle commented that a 10% response is considered a good survey outcome.

g. Review Current Regional Parks/Rec. Inventory

Sr. Planner Fowle presented the current regional parks/rec inventory. It was noted that the city of River Falls Sterling Hills Disc Golf Course and Mann Valley Corporate Park Walking/biking trails were not included. He noted that the neighboring parks list may not be all comprehensive. Members asked to review and forward any additions or corrections to Chair by Aug. 31.

Town of Troy parks including Cove Boat Ramp, Glover Park, Pemble's Access and bike/pedestrian routes reviewed. Board also reviewed Non-profit facilities, Private Facilities and Businesses, and Agri-Tourism Facilities. Chair asked that recently approved Butterfly Path Senior Center on Coulee Trail be added to Non-Profit list. Members asked to submit any other additions or suggested changes to Chair by Aug. 31.

h. Park Board Visioning Workshop – SWOT Exercise

Fowle conducted a Strengths/Weaknesses/Opportunities/Threats (SWOT) exercise with the following top choices (in each of 4 categories).

Strengths – Troy Park System, types and number of facilities
Rural feel of Troy
Small town friendliness

Weaknesses – Lack of town identity
Need to increase park ranger hours toward parks
Need for more park/rec space on east side of Troy
Bike Trails on roads
Town vs other sites marketing
Some times, lack of funds

Opportunities – Tourism/marketing of recreational opportunities
Consistent more information/signage, maps
Marketing Troy township
Better social media presence
Better communications/news on-line
Partnership building with neighboring communities & non profits
Pursue more grants
Renz weed institute

Threats - Cut in park funds/lack due to other town priorities
Development of remaining open spaces
Extra Territorial Zoning concerns (from River Falls & Hudson)
Volunteers again
Invasives

i. Wrap Up/Next Steps

Fowle to provide visioning workshop summary report by Sept. 30 with other detailed information. At either the regular Oct. 27 Park Board meeting or a special meeting Cedar Engineer Rob Jones will meet to review all draft materials, including list of 2027 priority projects for the budget and review of draft goals, strategies and recommendations for the CORP. Fowle anticipates completing the Survey Summary Report and Draft/Send Chapters 3 & 4 by Oct. 15.

Dec. – Jan 2027 will be Phase 4, Plan Development; Feb. – March, Phase 5, Final CORP presentation and recommendation by Park Board to Town Board.

4. **Adjournment.** Member Sumner moved to adjourn the meeting; second by member Swanson. Motion unanimously carried. The June 21st, 2026 special meeting of the Town of Troy Park Board adjourned at 5:27 p.m.

Respectfully submitted,
Jill Berke
Acting Secretary, Town of Troy Park Board



**TOWN OF TROY
PARK BOARD MEETING
MINUTES**

June 23, 2026

7:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Mark Swanson, Alicia Schneider, Adrian Missy, Gary Sumner

Members Absent: Michele McElmeel; one position is vacant

Others present: Pam Ellingson

1. Call to Order

Chair Berke called the meeting of the Town of Troy Park Board to order at 7:00 p.m.

2. Resident Comment

There was no resident comment.

3. Approval of minutes, including review and discussion

The May 26th, 2026 Park Board meeting minutes were reviewed. Member Swanson moved to accept the minutes of the May 26th, 2026 meeting; second by member Sumner. Motion unanimously carried.

4. Discuss and consider, Park Ranger April Report

The May Park Ranger report was reviewed. Supr. Schneider met today with Rangers; they discussed processes and procedures, the cleaning schedule, and the new paddle rack for the pickleball court. She noted that the Rangers have not noticed dog waste bags being left on the trails. Supr. Schneider wants to verify winter access rules at the boat ramp; there have been previous discussions about a sign for winter. Member Swanson moved to acknowledge the May 2026 Ranger report; second by member Sumner. Motion unanimously carried.

5. Park Reports:

Cove Boat Ramp

a. Update report, portable restroom satellite

Chair Berke will confirm with Admin. Carlson that the satellite has been ordered as she noticed it was not in place yet.

Glover Park

a. Discuss and consider, update report, Town Board action on installation of dog waste receptacle(s)

Chair Berke made a presentation to the Town Board last week at their meeting. She suggested the Town order just the lidded metal dog waste can instead of ordering the whole system, as the waste bag portion is already installed. The suggested location is at Woodland Flower Trail entrance. The Town Board approved ordering just the waste can along with the bag liners, in an amount not to exceed \$165. The Clerk's office will work with Chair to order.

b. Discuss and consider, update report on Town Board action related to Little Free Library contest and steps forward

Chair Berke updated the process document from last month's meeting. The Town Board wants to wait to install the Little Free Library after the security camera system has been updated. Town Chairperson Rowen suggested having a big Little Free Library, utilizing a former small disposal center shed that has been moved to the Town shop area. Question also to consider whether this big Little Free Library would be open only during Disposal Center hours, or if it could be located outside of the protected/fenced area and be available for greater accessibility.

The Town Board indicated that a contest could be run concurrently for both the Little Free Library to be located at Glover Park, and a big Little Free Library in Town shop area. The former disposal center shed would need structural repairs, painting and the allowable cost for a potential contest winner would be greater than the Glover Park Little Free Library. Chair Berke suggested that Park Board take a look at the vacated shed before the next meeting to better evaluate it's condition and suitability. Chair Berke will revise the LFL plan to include a big little free library contest. Supr. Schneider will provide more location details for the big Little Free Library. Park Board to consider the big Little Free Library at July meeting.

c. Discuss and consider, clearing overgrowth along trail edges and other clean-up

The Park Board thanked Pam Ellingson for her volunteer work clearing trails using her weed whip. Member Sumner has been working on removing the garlic mustard across from the north parking lot. He will be meeting with Dan Cain, Habitat Creations in July about treating larger buckthorn and an experiment that member Sumner wants to do on eradicating the invasive honeysuckle. Chair Berke reported that she has talked to two potential volunteers and Admin. Carlson sent them the volunteer forms. Member Sumner discussed the large amount of brush and ash trees that need to be cleared in Glover; Chair Berke will ask Admin. Carlson for guidance.

Chair asked Supr. Schneider to contact the St. Croix County Correctional Center to schedule the work crew in September for trail trimming and burdock removal. The second fall phase of the invasives project is being scheduled for six (6) days in late October/early November. Supr. Schneider suggested booking the work

crew further in advance on a set schedule each year, including trail edge clearing. This will be on next month's agenda for continued discussion/action.

d. Discuss and consider, update report, pickleball court paddle waiting rack system

Supr. Schneider reported that the rack has arrived, and Admin. Carlson will coordinate the installation.

Pemble's Access

a. Discuss and consider, activity

Member Swanson reported it's busy on hot days but overall activity has been fairly light. He mentioned a neighbor who has been walking her unleashed dogs on the beach, a violation of the ordinance.

6. General Park

a. Discuss and continued discussion, Park Board mission and opportunities

Supr. Schneider suggested devoting the time for this agenda item to the website discussion item.

b. Discuss and consider update report, 2026-31 Comprehensive Outdoor Recreation Plan (CORP)

Eric Fowle from Cedar Corp. provided a progress report for review. He met with Admin. Carlson and Chair Berke provided him an extensive tour of Glover Park, Cove Boat Ramp, Pemble's Access and bike routes. He also met with Town Chairperson Rowen and Town Engineer Rob Jones and toured other non-Town affiliated recreational areas. They also looked at recreational opportunities in the surrounding cities. There is an in-person meeting planned with Planner Fowle on July 21st; details are being finalized.

c. Discuss and consider, review of Town website related to parks and possible restructuring content-Adrian Missy

Member Missy prepared a report using an AI agent (Claude) to go through the Town's website; this produced a high-level summary. He reviewed the key findings and steps for fixing the website. He noted that the website could be more user friendly. There are some easy changes that could be made right away to increase accessibility.

Supr. Schneider reviewed the known issues and limitations with the current hosting platform (Town Web). The search feature is particularly limiting. There also is no module for making reservations. It would be easy to change the menus and how things are labeled by increasing terminology uniformity through the website (boat ramp vs. boat launch, for example). Fixing the website would be very time-consuming, and that is almost a bigger obstacle than the budget aspect. Supr. Schneider said she can change the menu access structure; the

new information architecture was discussed. There was discussion on creating a site template so each park facility has the same information in the same format. The contact information should also contain Ranger contact information. Member Missy also discussed how the website does not view properly on mobile devices. Member Missy and Supr. Schneider will continue their work on this as a subcommittee and update the Park Board as needed; this will be on July agenda.

d. Discuss and consider, placement of Automated External Defibrillator (AED)/First Aid Kits at parks

Member Missy prepared additional information for AED units. He noted that the outdoor boxes need to be heated and have power. The Park Board had previously discussed putting one at the community kitchen building; units could also be considered for installation at Pemble's Access and Cove Boat Ramp. Member Missy will check with the City of Hudson and City of River Falls parks departments to see if they have them in any of their outdoor spaces. He noted that the units need to be used within three minutes of collapse or they are pointless, so this is something to keep in mind when choosing locations, especially at Glover Park. The units also need to be visible. There will be continued discussion on this at next month's meeting.

8. Administrator's Report

There was no Administrator's Report to review.

9. Park Chair Report

Chair Berke previously reported on the two potential volunteers. Chair Berke also reported that Jim Freund's service plaque; and the bike repair station recognition of Hudson Hospital Foundation gift have been installed at Glover Park.

10. Correspondence

There was no correspondence to report.

11. Announcements and request for future agenda items:

Supr. Schneider emailed out the invite for the fire station groundbreaking on Thursday. She would like to discuss naming conventions at Glover Park in response to resident and Ranger feedback. Next month's agenda to include: Big Little Free Library and Little Free Library updates, correctional center crew work dates, volunteer projects, aligned language on the Town website, and AED units update.

12. Adjournment

Member Swanson moved to adjourn the meeting; second by member Sumner. Motion unanimously carried. The June 23rd, 2026 meeting of the Town of Troy Park Board adjourned at 8:57 p.m.

Respectfully submitted,
Amanda Randall
Secretary, Town of Troy Park Board



TOWN of TROY
PARK BOARD SPECIAL MEETING
MINUTES-PARK SITE TOUR

June 24, 2026

5:00 pm, Cove Boat Ramp, 306A Cove Road

Members Present: Jill Berke, Mark Swanson, Alicia Schneider, Adrian Missy, Gary Sumner
Members Absent: Michele McElmeel; one position is vacant
Others present: Park Ranger Chris Haroldson

1. Call to Order

Chair Berke called the meeting of the Town of Troy Park Board to order at 5:00 p.m.

2. Cove Boat Ramp, 306A Cove Road

a. Observe and consider, possible site improvements and potential projects

Signs and town notices need to reflect park name, Cove Boat Ramp, and not landing or launch in accordance with town ordinances. The paybox is leaning and will be repositioned. Ranger Haroldson would like to see the Town accept electronic payment.

b. Observe and consider, recent repairs to boat dock

Park Board members observed recent replacement boards installed on the dock by the Public Works. Chair Berke reported that Admin. Carlson is getting quotes from Windmill Marina for future dock upgrades to compare to the cost of having Public Works complete the project. Member Missy suggested getting another quote from a different marina as well. There is significant board rot near the handicap access stairs.

In recent tour of the boat ramp by Chair Berke, Cedar Planner Eric Fowle questioned whether a second ramp access to the north should be considered. General consensus was that there doesn't appear to be adequate space between town and private property on the north boundary; further, additional parking spaces may not be available to justify a second dock. Ranger Haroldson noted that the Rangers receive frequent complaints about the lack of parking.

Last year's burn project was observed in native area across from the N. parking lot and considered successful. The new accessible picnic table has been installed at Hein Pavilion. Chair Berke will ask Admin. Carlson to order some more eco engineered wood chips for the playground surface. The excavator toy needs more sand.

There was discussion on the main playground structure being dated and if accessible/adaptive equipment was a possibility. Both ball fields look great. The crabapple tree by the pollinator garden and northwest kiosk should be removed; Chair Berke will follow up with this. The picnic table by the northwest kiosk could also use some repairs. Member Sumner counted approx.. 24 ash trees that need to be removed, possibly by JCE Tree Service, located along north Eagle Trail and along the entrance road near N. parking area. Supr. Schneider suggested that the Park Board consider at future meeting marking the two pickleball courts, either by letters or numbers.

5. Adjournment

Member Swanson moved to adjourn the meeting; second by member Sumner. Motion unanimously carried. The June 24th, 2026 special meeting of the Town of Troy Park Board adjourned at 6:54 p.m.

Respectfully submitted,
Amanda Randall
Secretary, Town of Troy Park Board

Last year's burn project was observed in native area across from the N. parking lot and considered successful. The new accessible picnic table has been installed at Hein Pavilion. Chair Berke will ask Admin. Carlson to order some more eco engineered wood chips for the playground surface. The excavator toy needs more sand.

There was discussion on the main playground structure being dated and if accessible/adaptive equipment was a possibility. Both ball fields look great. The crabapple tree by the pollinator garden and northwest kiosk should be removed; Chair Berke will follow up with this. The picnic table by the northwest kiosk could also use some repairs. Member Sumner counted approx.. 24 ash trees that need to be removed, possibly by JCE Tree Service, located along north Eagle Trail and along the entrance road near N. parking area. Supr. Schneider suggested that the Park Board consider at future meeting marking the two pickleball courts, either by letters or numbers.

5. Adjournment

Member Swanson moved to adjourn the meeting; second by member Sumner. Motion unanimously carried. The June 24th, 2026 special meeting of the Town of Troy Park Board adjourned at 6:54 p.m.

Respectfully submitted,
Amanda Randall
Secretary, Town of Troy Park Board

Town of Troy
Monthly Individual Park Ranger Report

Month and Year: June 2026

Park Ranger Name : Chris Haroldson

Ranger Activity Summary

	Hours	Mileage
Park Patrol	18	258
Admin.	0	0
Other	0	0
Totals	13	258

Enforcement Action Summary:

	Pemble's	Bt. Ramp	Glover	Other	Totals
Citations Issued		3			3
Warnings Issued		1			1

OBSERVATIONS:

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Town of Troy
Monthly Individual Park Ranger Report

Month and Year: June 2026
Park Ranger Name: Marsha Mose

Ranger Activity Summary:

	Hours	Mileage
Park Patrol:	19	236
Admin:	1.5	10
Other:		
Other Park Projects		
Zoning Activity		
Totals	20.5	246

Enforcement Action Summary:

	Pemble's	Bt Ramp	Glover	Animal	Other	Totals
Citations Issued:		2				
Warnings Issued:						

Items Noted for Town Board Attention:

None

Items Noted for Park Board:

Other Comments, Etc:

Town of Troy
Monthly Individual Park Ranger Report

Month and Year: JUNE 2026

Park Ranger Name : Scott Gunderson

Ranger Activity Summary

	Hours	Mileage
Park Patrol	23.25	317
Admin.	0	0
Other		
Totals	23.25	317

Enforcement Action Summary:

	Pemble's	Bt. Ramp	Glover	Other	Totals
Citations Issued		7			7
Warnings Issued	1 (Dog)	2*			1

OBSERVATIONS:

- ELECTRIC CONNECTION AT WATER PUMP NEEDS A PERMENANT FIX
- ORDANANCE STATES NO FISHING AT BOAT RAMP BUT WE WERE GIVEN THE VERBAL TO ALLOW.
- COVE SIGNAGE WITH NEW USE FEES SHOULD BE UPDATED
- BOUY GONE AT PEMBLES. FOLKS FAR OUT FROM SHORE AND ON SAND BAR; BOATS TRAVEL VERY CLOSE.
- *WARNINGS AT BT. RAMP FOR FOLKS THINKING STATE PARK AND COUNTY PARK STICKERS EXEMPT THEM FROM THE USAGE FEE. EXPLAINED THIS ON WARNINGS.
- RESIDENT HAS A LONG TRAILER AND MENTIONED THAT TWICE WHEN BACKING DOWN ON CONCRETE THAT TRAILER WAS STUCK AT THE BOTTOM AND HAD TO HAVE HELP FREEING HIS TRAILER. HE MENTIONED IT IS DUE TO FOLKS DOING "POWER" LAUNCHES THAT REMOVED ROCKS AND FILL. RECOMMENDS MORE ROCK OR MORE CONCRETE.
- ADDITIONAL ISSUES FROM THE MAY REPORT ARE STILL THE SAME.

Date: July 16, 2026

To: Doug Rowen, Town Chair; and Town Board Supervisors

cc: April Fredrick, Clerk-Treas.; David Carlson, Administrator

From: Jill Berke, Park Board Chair

June - July 2026 Park Board Report

Cove Boat Ramp

- Activity – very high level of use
- Portable restroom – the porta potty satellite is in place, located south of the ramp.

Glover Park

- Activity – visitors are enjoying hiking, playground, pavilions, pickleball courts and native flower gardens.
- Trail clearing on wooded trails – volunteers Gary Sumner and Pam Ellingson are clearing overgrowth along trail edges and removing invasive burdock and garlic mustard. The Correctional Center work crew is scheduled for Sept. to complete an extensive clearing along most trails. Habitat Creations will chemically treat larger buckthorn and honeysuckle in July.
- Dog waste receptacle – the new dog waste can was installed by Ranger Scott on July 7 at the entrance of Woodland Flower Trail. Custodian Jerry will pick up waste as needed.
- Pickleball Courts – a paddle waiting rack will be installed for players to “take turns” on the courts.
- Little Free Library Contest – Little Free Library to be located at Glover Park to be installed after the new security system is in place and awaiting approval for plan by the Town Board.

Pemble's Access

- Activity – park is especially busy with temps are high and especially on weekend days.
- Maintenance – overgrowth around remaining tree stumps need to be cleared.

General

- Park Board is considering a big Little Free Library Contest to be located near the new disposal center and will continue discussion at July meeting.
- Comprehensive Outdoor Recreation Plan Park Board will meet on July 21 with Sr. Planner Eric Fowle, Cedar Corp. for visioning exercise to begin the CORP process.
- Updates are being made to the town website to better reflect parks and recreation by members Supr. Schneider and Missy.

Thank you to the Town Board, Park Rangers, Public Works staff, and Town office staff for assisting with park and recreation projects and activities.

Park Board:

Jill Berke, Chair
Michele McElmeel

Adrian Missy
Supr. Alicia Schneider

Gary Sumner
Mark Swanson, Vice-Chair

Little Free Library, Glover Park

Updated for July 27, 2026 Park Board meeting

Subcommittee: Mark Swanson, Jill Berke and (previously) Caleb Johnson

Objective: provide Glover Park visitors the opportunity to share books and receive books through educational benefit of a Little Free Library (LFL).

Plan to meet objective

1. Create a contest for Troy residents and non-residents to present a design plan; and, to also provide the steps and contestant's skillset/ability to construct the LFL.
2. Guidelines for entries to include:
 - a. Design plan with LFL theme to include proposed colors to be used
 - b. Size of structure
 - c. Construction materials to be used, including structure body, roof, base and any design elements; post for mounting to be provided by Town
 - d. Method to build waterproof structure with sealed and plexiglass opening to accommodate different sized books
3. Publicity
 - a. Post on town Facebook page to encourage interest and invite contestants to enter competition
 - b. Post on town website, providing summary of guidelines and timeline for completion
 - c. Post at kiosks at Town hall, Glover Park, Pemble's Access and Cove Boat Ramp to invite contestants to enter competition
4. Budget
 - a. Park Board to provide budget up to \$125 to compensate for costs incurred
 - b. Paper receipts must be submitted to Town Clerk-Treasurer for reimbursement when LFL is completed.
5. Park Board subcommittee to review all submissions for consideration and recommend top three (3) entries to Troy residents.

6. Troy residents to choose the winning entry from the three (3) top entries that are recommended by the Park Board Little Free Library sub-committee.
7. Park Board to present the “winner” to the Town Board for final approval
8. Contest winner to be acknowledged with small plaque on Little Free Library.
9. Public Works Dept. to assist with installation of LFL, as needed.

10. Timeline

- a. Post notice on Town website to invite contestants' entries by Aug. 30, 2026.
- b. Post on Town Facebook page every two (2) weeks until Sept. 15, 2026 to encourage entries.
- c. Contestants to submit entries by Sept. 30, 2026.
- d. Little Free Library to be constructed and ready for installation in May 2027.
- e. Town to register design and structure with Little Free Library non-profit.

Big Little Free Library, Glover Park

Considered by Park Board: July 28, 2026

Objective: provide Glover Park visitors the opportunity to share books and receive books through educational benefit of a Little Free Library (LFL).

Plan to meet objective

1. Create a contest for Troy residents and non-residents to present a design plan; and, to also provide the steps and contestant's skillset/ability to transition former shed into walk-in big Little Free Library.
2. Guidelines for entries to include:
 - a. Design plan with proposed big LFL theme to include colors to be used to modify existing walk-in shed.
 - b. List of additional construction materials and supplies to be used.
 - c. Method to assure that shed is waterproof.
3. Publicity
 - a. Post on town Facebook page to encourage interest and invite contestants to enter competition
 - b. Post on town website, providing summary of guidelines and timeline for completion
 - c. Post at kiosks at Town hall, Glover Park, Pemble's Access and Cove Boat Ramp to invite contestants to enter competition
4. Budget
 - a. Park Board to provide budget up to \$xxxx to compensate for costs incurred
 - b. Paper receipts must be submitted to Town Clerk-Treasurer for reimbursement when big LFL is completed.
5. Park Board subcommittee to review all submissions for consideration and recommend top three (3) entries to Troy residents.
6. Troy residents to choose the winning entry from the three (3) top entries that are recommended by the Park Board big Little Free Library sub-committee.
7. Park Board to present the "winner" to the Town Board for final approval

8. Contest winner to be acknowledged with small plaque on Little Free Library.

9. Timeline

- a. Post notice on Town website to invite contestants' entries by Oct. 15, 2026.
- b. Post on Town Facebook page every two (2) weeks until Oct. 15, 2026 to encourage entries.
- c. Contestants to submit entries by Oct. 31, 2026.
- d. Big Little Free Library to be completed by May 31 2027.
- e. Town to register design and structure with Little Free Library non-profit.

Check out Town equipment (if needed)

Volunteer projects may or may not involve the use of Town-owned tools and/or equipment. If a project involves the use of tools or equipment provided by the Town, the following process to be followed.

Park Ranger, on duty, to be contacted by the Town office staff when volunteer or group of volunteers have selected a project in one of the parks. Ranger will be notified of the project, park project location and any other pertinent information.

Options:

- 1- Inventory form will be completed by **Park Board representative or Town staff** with a check list of tools and equipment that has been loaned for the project.

If the project is at Glover Park, volunteer will be given the combination to the storage building at Glover Park by Town staff with instructions to secure the lock after removing the tool(s) and/or equipment. Items must be returned and secured in the storage building after each use.

OR

- 2- Park Ranger will meet volunteer at the storage building to unlock the storage building and lend out the necessary tools and/or equipment. An “inventory form” will be completed at that time with a check list of tools and equipment that has been loaned for the project. Form to be placed in file folder in secure location in storage building. Volunteer must return tools and/or equipment

Safety guidelines

- Wear gloves, closed-toed shoes, and light colored clothing.
- Bring sunscreen and apply when working in open spaces. Hat and sunglasses are recommended.
- Wear insect repellent, avoiding insect bites.
- Do not overexert yourself; take breaks and drink plenty of liquids.
- Work only during open hours of parks
- Do not use or bring your own power tools or motor-driven equipment unless you have been pre-authorized by Town staff.

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OR

- 2- Park Ranger will meet volunteer at the storage building to unlock the storage building and lend out the necessary tools and/or equipment. An “inventory form” will be completed at that time with a check list of tools and equipment that has been loaned for the project. Form to be placed in file folder in secure location in storage building. Volunteer must return tools and/or equipment

Safety guidelines

- Wear gloves, closed-toed shoes, and light colored clothing.
- Bring sunscreen and apply when working in open spaces. Hat and sunglasses are recommended.
- Wear insect repellent, avoiding insect bites.
- Do not overexert yourself; take breaks and drink plenty of liquids.
- Work only during open hours of parks
- Do not use or bring your own power tools or motor-driven equipment unless you have been pre-authorized by Town staff.

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- Postpone or stop clean-up and maintenance projects immediately if rain, lightning, or strong winds are present.
- Do not bring pets or leave pets in car while volunteering.

Include map of parks

Addendum

Volunteer projects list

Proposed 2027 Parks & Recreation Budget

Cove Boat Ramp

Proposed Budget Expenses

Replace 2 Boat Landing Signs	Could be capital, depending on cost.
Porta Potty for Boating Season	David to approve - Operations
Repair or rebuild boat dock	

Proposed Capital Expenses

Glover Park

Proposed Budget Expenses

Porta Potty for Winter Season	David to approve - Parks Expense, operations
Winterize and De-Winterize Community Building	General Operations, annually repeated
Signs - Replace & update Little Free Library	Capital expense Depending on how big the project is - if it's \$150, David to approve. If it's \$3500+ might consider TB action
Engineered wood fiber for playground	Depending on cost, likely operating expenses either David or the TB approves
Maintenance of Trails	Depending on the vendor, cost, and scope of the project, could be capital or operating. Good for the PB to discuss

Chemical Treatment of buckthorn and other invasive
Depending on the vendor, cost, and scope of the project, could be capital or operating. Good for the PB to discuss

Lawn Maintenance	Annual operations expense, David/TB to approve
Replace Trail marker posts	David to approve - Parks Expense

Invasives Project

If the same as years previous, operations. If the project is larger, potentially capital.

AED @ community building		Capital Expense
Ash Tree removal		
Dead Tree removal		Depending on qty, could be capital or operations
Hand-Held cordless pruner		Park- general maintenance and operations
Roof Repair of the Storage Building		
Roof Repair of the Hein Pavillion		
Implement Security System		
Replace Door locking system		
Snowplow walking path		
Tools & Tool Box		David to approve - Parks Expense, not capital David to approve - Parks Expense, not capital

Pembles Access

Proposed Budget Expenses

Chip tree stumps	Depending on cost, likely operating expenses or capital
Convex Mirrors	Town Board Decision; Public roadways modification
Porta Potty	Operating expenses - david approves
Grant submission for bike routes	TB approves grant submission, no dollar amount submitted until TB action
grant submission for pickleball courts or new rec	TB approves grant submission, no dollar amount submitted until TB action

Proposed ideas:

Town of Troy, WI 2027-2032 Comprehensive Outdoor Recreation Plan Update

Park Board SWOT Exercise
Summary Report

July 21, 2026



Overview

The Town of Troy is in the process of updating its Comprehensive Outdoor Recreation Plan (CORP) in order to meet WDNR grant requirements, and to serve as a short and long-range planning document for its highly valued park and trail system. As part of this process, the Town of Troy Park Board participated in a Strengths, Weaknesses, Opportunities, and Threats (or SWOT) exercise on July 21, 2026. This exercise was facilitated by Cedar Corporation with the intent of generating an up-front list of issues, ideas, and potential solutions which can be further discussed and addressed during the remainder of the planning process.

“A small group of thoughtful people could change the world. Indeed, it’s the only thing that ever has.”

– Margaret Mead

Each Park Board member was provided a Post-It note pad and a pen to write down their individual ideas and responses to each of the four SWOT categories as they pertained to the Town’s park and recreation system and facilities.

A round-robin process was then used to list and clarify the participants’ ideas for each category on large Post-It note sheets. Once the participants’ ideas were exhausted, the four categorical lists were posted on the wall for review and further consideration.

Each participant then used 12 colored dots to identify their personal ‘top three’ items within each of the four SWOT categories. The votes for each item were then tallied to produce a prioritized set of statements.



Summary of Results

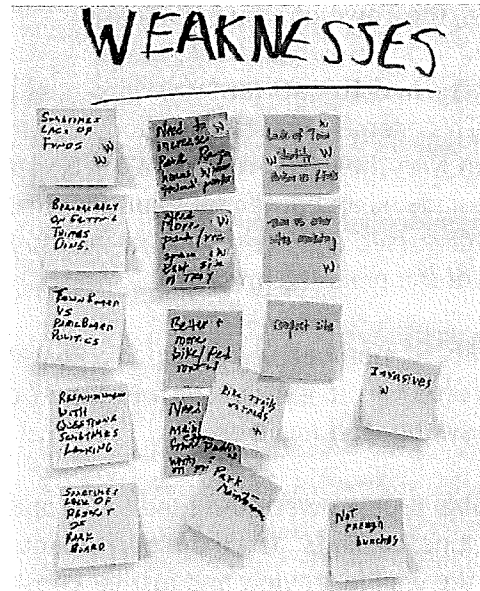
A summary of the statements generated pertaining to the Town's recreation system and facilities, or in some cases the community as a whole, along with the number of votes received is contained below.

Strengths (# of votes)



- St. Croix & Kinnickinnic Rivers (4).
- Park system (# and types of facilities) (4).
- Rural feel (3).
- Small town friendliness / friendly people (1).
- Existing park and recreation opportunities / geography.
- Park Board.
- Green space/trees.
- Revenue (tax base) and grants for park and recreation improvements.
- Location to other cities, towns, and villages.
- Glover Park hiking trails.
- Town has good response to activities.
- Bike trails.
- River access.
- Prompt services like snow removal.
- Responsive road and cleanup crew.
- Recycle center.

Weaknesses (# of votes)



- Lack of Town identity (Hudson vs. River Falls) (3).
- Sometimes lack of funds (2).
- Need to increase Park Ranger hours / time toward parks (2).
- Need more park/rec space on East side of Town (2).
- Town vs other sites marketing (1).
- Bike trails on roads [shoulders] (1).
- Invasive species (1).
- Bureaucracy of getting things done.
- Town Board vs. Park Board politics.
- Better and more bike/ped routes.
- [lack of] Compost site.
- Responsiveness with questions sometimes lacking.
- Sometimes lack of respect of Park Board.
- Not enough benches.
- Need maintenance efforts from Public Works staff on parks.

Opportunities (# of votes)



- **Tourism/marketing of recreation opportunities (3).**
 - **Consistent and more informative signage/maps (2).**
 - **Partnership building with neighboring communities and non-profits (2).**
 - **Pursue more grants (1).**
 - **Renz Weed Institute (1).**
 - **Marketing Troy Township (1).**
 - **Better Social Media presence (1).**
 - **Better communicate news on-line (1).**
-
- **Wisconsin DNR.**
 - **More pickleball courts.**
 - **Building a more inclusive biking organization.**
 - **Troy town “agri-map” for promotional distribution (work with all).**
 - **Nature write-ups and info at park kiosks.**
 - **UW-RF Natural Resource Club.**
 - **Take advantage of ‘sustainability’ grants and funding.**

- More working together: Town Board and Park Board.
- More help for Town crew.

Threats (# of votes)



- Funding lack due to other 'priorities' in State and Federal programs (4).
 - Hudson and River Falls growth/ETZ concerns (3).
 - Loss of open space to housing development / development of remaining open spaces (3)
 - Invasive species (2).
 - Volunteers are aging (1).
-
- Loss of [WDNR] Stewardship Funding Program.
 - Lack of maintenance and neglect.
 - Lack of respect for public spaces.
 - Bad weather [impacts on facilities].

Exercise Takeaways

This initial exploration into the Park Board's views about the Town of Troy and its park and recreation system provided a good overview of preferences and attitudes. This information will be critical in terms of gauging it against the public's perceptions of needs and desires. The following are some of the important takeaways from this focused exercise. These items will likely be key areas for continued examination during the Comprehensive Outdoor Recreation Plan Update's preparation process:

- The Park Board members take great pride in the Town's park and recreation facilities, particularly the variety of recreation opportunities available (hiking trails, bike routes, St. Croix River boat ramp, beach access for swimming, fishing and small non-motorized watercraft, ball fields, pickleball courts, park pavilions, community kitchen, bike repair station, native pollinator gardens, and playground equipment). However, the lack of recreation space/facilities on the east side of the Town was noted as a concern.
- The St. Croix River (and nearby Kinnickinnic River) are primary assets within the community that could be built upon, perhaps in a manner which helps to create or reinforce an identity for the Town.
- The overall 'rural feel' and friendliness of residents is viewed as a strength which could be leveraged in any number of ways, from creating an identity, to fostering a volunteer spirit as related to parks and recreation.
- The lack of Town identity and the limited marketing of recreational opportunities were felt to be a big area of needed improvement. Having consistent signage and more informative mapping and public information marketing could help increase awareness.
- Funding and staffing capacity for ongoing maintenance and improvement of parks continues to be a challenge. Increased presence of Park Rangers could increase educational opportunities (leading nature identification hikes as an example) and engage more visitors about variety of recreation in Town parks. Partnering with neighbors and non-profits, as well as seeking out more grant funding would assist in this area.
- The Park Board could play a more active role in increasing awareness of "Friends of Troy Parks," encouraging and supporting volunteer efforts.
- Finding opportunities to have safer bike routes by moving them off the roadway would be an ideal worth pursuing.
- The management of invasive species within parklands is a major, ongoing, task.

- Better on-line communication with residents about recreation facilities and opportunities, as well as for events, park updates, and volunteer projects, would be beneficial.
- While access to neighboring City recreation facilities/activities are thought to be beneficial, general concerns exist about the impacts of urban growth and the loss of open space as the Cities of Hudson and River Falls continue to expand.



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