



**Parks Commission
Agenda
Tuesday, August 13, 2019
5:30 P.M.
Village Hall**

1. Call to Order
2. Consider Minutes from meeting on July 9, 2019
3. Discuss Presentation at the Farmers Market
4. Discuss Community Meeting for Triangle Park
5. Discuss Coordination Efforts for Shorewood Loves Dogs Campaign
6. Adjournment

DATED at Shorewood, Wisconsin this 8th day of August, 2019.

VILLAGE OF SHOREWOOD
Sara Bruckman, CMC/WCMC
Village Clerk

Should you have any questions or comments regarding any items on this agenda, please contact the Manager's Office at 847-2702.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals.



Parks Commission

Minutes

July 9, 2019 5:30 P.M.

Village Hall

3930 N. Murray Avenue, Shorewood, WI 53211

1. Call to order.

The meeting was called to order at 5:30 p.m.

Members present: Kathy Yanoff, Lybra Loest, Jenny Vulpas, Bonnie Pedraza, Enrique Figueroa, and Julie Bradisse

Others Present: Assistant Village Manager Tyler Burkart, Trustee Michael Maher, North Shore Health Department Director Ann Christiansen

Not present: Mark Schill

2. Consider Minutes from Meeting on June 11, 2019

Ms. Loest moved to approve the June 11, 2019 minutes. The motion was seconded by Ms. Yanoff. Motion approved by 6-0 vote.

3. Staff Updates

Mr. Burkart informed the Commission about the prioritization process moving forward with the Village Board. There is some interest expressed to review the usage at Triangle Park. In addition, there have been some inquiries to reach out to Milwaukee County Parks about space in Estabrook Park for a bocce court and a pump track. The Pedestrian and Bicycle Safety Committee have interested exploring improving the trail connection for the Oak Leaf Trail at Culvers/Corner Bakery by constructing a trail from Pinedale Ct. Lastly, Kae Donlevy is putting an order in this week to create the Shorewood Loves Dogs campaign signs for each of the public parks. Ms. Donlevy is asking the Commission if they'd be interested in having a booth for Barktoberfest on September 14. The Commission expressed interest in having a booth.

4. Discuss Signage and Access to Atwater Beach

Mr. Burkart asked the Commission if there are other directions or guidance on the yellow sign by the boundaries. The Commission recommended including the ordinance number (409-1M) in small print at the bottom of the yellow sign to provide further clarification. For the rules sign, the font should be left justified or bullet pointed and not centered. Change wording to read, "Pets must be leashed and on pavement" and "No Grilling or Fires." The Village will implement the changes and reflect on the changes six months later. Mr. Burkart will follow up with DPW to seek better aesthetic solutions compared to the barricade.

5. Discuss Steps to Prohibit Smoking in Public Parks and Beach

Mr. Burkart provided a summary of the proposed language and reasoning for the topic to be in front of the Commission. The Commission discussed the difficulties of attempting to enforce such a change. They also discussed the harmful effects of smoking and vaping. After discussion, the Commission determined to leave the language as proposed

which excludes parkland from the ordinance change. The Commission would like more public input before deciding to include parkland.

6. Discuss River Clean Up – July 27

The Parks Commission and the Conservation Committee are working together on another river clean up on July 27. Volunteers should meet at the Benjamin House at 9 a.m. Ms. Vulpas asked the Commission members to help out. Ms. Vulpas will send Mr. Burkart a jpg of the river clean-up communication to promote in Village communications.

7. Discuss Presentation at the Farmers Market

The Commission will be at the Farmers Market on August 18. There was discussion about having an aerial image of Triangle Park and having the public provide input. Mr. Burkart suggested using the time at the Farmers Market to promote the Commission's September 10 meeting, which could be at Triangle Park. Members talked about some ideas to facilitate the feedback. Mr. Burkart will get an image and display for the Commission ready for the August 18 meeting. Commission members are asked to visit the park before the August meeting. Mr. Burkart will have copies of the Poo Facts flyers also there for the Commission to pass out.

8. Discuss Moving Forward on Initiatives

This discussion was incorporated in agenda item #7. The vendors at Atwater Park will be on a future agenda.

9. Adjournment.

The next meeting will be scheduled for August 13. Mr. Figueroa moved, seconded by Ms. Pedraza to adjourn the meeting. Motion approved by 6-0 vote. Meeting adjourned at 6:32 p.m.

Respectfully submitted by,

Tyler Burkart
Assistant Village Manager



AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

VILLAGE MANAGER'S OFFICE MEMO

DATE: August 8, 2019
TO: Parks Commission
FROM: Tyler Burkart, Assistant Village Manager
RE: Updates and Items to Resolve for August 13 Meeting

PRESENTATION AT FARMERS MARKET

The map for Triangle Park has been created for when the Parks Commission will be at the Farmers Market on August 18. The Commission will need to setup starting at 9:00 a.m. I will need a member of the Commission to volunteer to pick up the map, Dog Poo Facts flyers, and a table from Village Hall to bring to the Farmers Market. The Commission to assure that 2-3 members are signed up to be at the booth for the duration of the Farmers Market. The Commission should strategize a way for people to record suggestions about Triangle Park while at the Farmers Market. Once completed, I will need another volunteer to return the materials to Village Hall along with the recorded feedback. I will then send out an email to all Commission members summarizing the recorded feedback in time for the Triangle Park community meeting in September.

COMMUNITY MEETING FOR TRIANGLE PARK

Attached is a postcard I drafted to promote the community meeting for Triangle Park. Please review the postcard and let me know if you have edits. I would recommend sending to all households within a 2-3 block radius of Triangle Park. In addition, we would include this in all Village communications (i.e. manager's memo, website, social media, Village Center information board, etc.). The Commission at tonight's meeting will need to figure out the following logistics:

- **What day should be the meeting?** I would recommend September 10 when the Commission would typically meet for normal business.
- **What time should the public feedback portion of the meeting start?** I would recommend 6:00 p.m. to allow the public a little more time to finish dinner and come out to the meeting.
- **What time should Commission members arrive to take care of any other business and setup?** I would recommend 5:30 p.m. which is the regular start time.
- **How should the meeting be structured?** There are a few options. After a Parks Commission member(s) gives an introduction, you can either setup an open mic concept where residents one by one provide feedback directly to the Commission. The other structure asks residents to break into small groups and interact with one another to build upon their own ideas and concepts. After the small groups, each group reports back to what was discussed.
- **What materials should be available for the meeting?** We will have the blow up map of Triangle Park, but please identify what other materials you would like to be present at

the site for the meeting. I would recommend having a sign in sheet to record names, addresses, and emails (important for future notification purposes).

- **What are the next action steps after having this meeting?** I would recommend informing members of the community that the Parks Commission will discuss the feedback heard at their October business meeting. After that, the Commission will put together a work plan in 2020 to implement ideas and contact members of the community updates on their progress. Any funding for Triangle Park projects will either need fundraising efforts or proposed a future Village budget process.
- **What if there is bad weather for September 10?** I would recommend we advertise the Commission meeting will be at Village Hall in case there is rain in the forecast. If there is a good chance of rain in the forecast 48 hours prior to the meeting, we will change the location on our posting.

COORDINATION EFFORTS FOR SHOREWOOD LOVES DOGS CAMPAIGN

As you may know, Kae Donlevy with Shorewood Waters Project was under contract to help get this campaign started. Now, it is up to the Parks Commission to keep it going. This means I need help with one member acting as the coordinator for future events. The remaining events for 2019 are Barktoberfest and the Shorewood Feast on the same day in September and the Fish and Feather Festival in October. For the member who volunteers, I need them to be in constant contact with Tasha to make sure she is able to attend the remaining events scheduled. In addition, this person will need to communicate with the rest of the Commission and recruit Commission volunteers to attend the events. If the Commission feels there are too many events to commit towards, I'd recommend discussing a way to reduce that number so it is manageable. I please ask for the Commission to spend some time talking about logistics with Barktoberfest and the Shorewood Feast and report back to Tasha since this is just over a month away on September 14.



**Village of
Shorewood**
PARKS
COMMISSION



Community Meeting to Discuss Triangle Park

The Village of Shorewood's Parks Commission is scheduling a community meeting to discuss and brainstorm ways to improve Triangle Park. Triangle Park is the open space parcel at the corner of Olive Ave. and Woodburn St. The Parks Commission and other Village officials heard from residents some ideas and concepts to improve the space. This is an opportunity for the community to come together and identify their main priorities and suggestions for Triangle Park.

The meeting will be **Tuesday, September 10 at 6:00 p.m. at Triangle Park**. If there is rain or inclement weather in the forecast, the meeting will be at Village Hall. Check the Village website (www.villageofshorewood.org) after Monday at noon to confirm meeting location.



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