



**Parks Commission
Agenda
Tuesday, July 21, 2020
5:30 P.M.
via Teleconference**

Call: 1-312-626-6799
Meeting ID: 962 7304 4415
Password: 805990

To join via computer: <https://zoom.us/j/96273044415?pwd=aUZzN0ExZ3lGMkM3NXR1djhMRTU4UT09>

1. Call to Order
2. Consider Minutes from meeting on June 10, 2020
3. Discuss and Consider Comprehensive Plan Update for Triangle Park
4. Consider Recommendation for Bocce Ball
5. Discuss Update on Shorewood Foundation Grant for Footwash and Filling Station at Atwater Park
6. Discuss Volunteering for "Love your Parks" initiative by Milwaukee County Parks
7. Future Agenda Items and Schedule Next Meeting for August 18, 2020
8. Adjournment

DATED at Shorewood, Wisconsin this 16th day of July, 2020.

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
June 10, 2020 5:00 P.M.

via Teleconference
3920 N. Murray Avenue, Shorewood, WI 53211

1. Call to order.

The meeting was called to order at 5:05 p.m.

Members present: Jenny Vulpas, Bonnie Pedraza, Mark Schill, Kathy Yanoff (arrived at 5:08 p.m.), Julie Bradisse and Lybra Loest (arrived at 5:28 p.m.)

Others present: Assistant Village Manager Tyler Burkart, Community and Recreation Department Director Jody Brooks, Russ Davis, Susan Scott, Barbara Kiely Miller, John Ward

2. Consider Minutes from Meeting on March 10, 2020

Ms. Pedraza moved to approve the March 10, 2020 minutes. The motion was seconded by Mr. Schill. Motion approved by 4-0 vote.

3. Discuss Comprehensive Plan Update for River Park and Hubbard Park

Mr. Burkart introduced the topic of updating the Comprehensive Park Plan. He mentioned bocce ball has been proposed as an initiative by multiple Village Trustees. The size of the court was discussed in an attempt to visualize the special needs of a court. The Commission discussed the south-west corner of River Park, which to them is the only logical location. Mr. Burkart mentioned the sewer project at River Park may interfere with doing the bocce courts any time in the near future. The terrain in Hubbard Park doesn't allow for a good location for bocce courts. There was an inquiry about adding bocce courts at one of the schools so that students could play during their lunch hour. The Commission mentioned they thought the Hubbard Park Beer Garden might make the most sense. Ms. Vulpas and Mr. Schill volunteered to meet Mr. Burkart and Mr. Davis at Hubbard Park Beer Garden to review the potential locations there. Mr. Burkart mentioned Mr. Davis expressed concern of parking if additional amenities were added at Hubbard Park.

The Commission provided the additional following feedback on changing the plan:

- Removing the skate park since the one at Estabrook Park is utilized by Shorewood community members
- Review proposed amenities along the southern edge of River Park to see which items are no longer feasible due to the sewer construction project.

The Commission considered the conceptual idea of a second baseball diamond at River Park. Due to the impact of soccer, the Commission decided not to proceed with changing the plan to incorporate a second baseball diamond. The Commission mentioned, though, they hope that both user groups continue to talk to each other to see if there are ways the groups can help out each other.

The Commission provided feedback to reorganize the plan so that all information about a park are in the same section. In addition, there was an idea to assure there is continuity

Parks Commission
June 10, 2020 Minutes

with all the park amenities as one goes from park to park. Lastly, there was a request to amend the map in the Hubbard Park report to incorporate the river trail going north of the park as well as address the greenway trail connectivity in the southern area of Hubbard Park.

4. Future Agenda Items and Schedule Next Meeting

The next meeting would be July 14 at 5:30 p.m.

5. Adjournment.

Ms. Pedraza moved, seconded by Ms. Bradisse to adjourn the meeting. Motion approved 6-0 vote. Meeting adjourned at 6:05 p.m.

Respectfully submitted by,

Tyler Burkart
Assistant Village Manager



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO PARKS COMMISSION

Agenda Item: Discuss and Consider Comprehensive Plan Update for Triangle Park

Date: July 21, 2020

Presenter: Tyler Burkart, Assistant Village Manager

History – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is not relevant history, N/A should be entered in this space.*

On February 11, 2020, DPW Director Leeann Butschlick and Horticulturalist Ben Habanek presented a design concept for Triangle Park. The Parks Commission reviewed and provided feedback on a number of details related to the proposed design. The Commission wanted some time to reflect on the proposal prior to making a decision.

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Village staff is asking the Parks Commission to make a recommendation on budgetary implications related to Triangle Park. Village staff currently is working on preparing the 2021 budget and needs a recommendation tonight in order to allocate funding for the project of relocating a flagpole at Triangle Park to the western corner as presented. While there is a chance the flagpole could be saved, DPW thinks there is a decent probability the flagpole will be too damaged to save once it is removed from the concrete. DPW anticipates the cost for a new flagpole and concrete is less than \$5,000, and DPW is able to do the labor. Tonight, the Village needs to know if the Parks Commission recommends removing the flagpole, and if so, wants to budget the funds in the 2021 budget. Another option to consider is to move the flagpole, but only if a community partner is willing to sponsor and pay for the new flagpole, resulting in the Village not needing to allocate the funds.

In addition, the Senior Resource Center and Shorewood Connects is asking the Parks Commission if they'd be able to apply for grant dollars through the AARP for new benches that would be placed around the flagpole as presented. The grant dollars would pay for multiple benches. Village staff needs to know if the Parks Commission recommends to have benches around the flagpole and give the go-ahead for staff to apply for the grant.

Community and Business Outreach – *If applicable, did you notify the community groups and business that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes

No

If yes, identify and what community groups and businesses were notified.

Initial outreach was done in September 2019 with community members who attended the special meeting in Triangle Park. Village staff reached out to those community members to update them on the status of Triangle Park.

Action Required / Recommended – *Please include the recommended motion of possible actions for this agenda item.*

Recommended motion: “I move to recommend the Village allocating funds for a new flagpole in 2021.”
OR “I move for Village staff to find a community partner to sponsor or pay for a new flagpole, if needed.”

Recommended motion: “I move for Village staff to apply for an AARP grant to fund benches at Triangle Park.”

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. February 11, 2020 Memo
2. Triangle Park Design Attachments



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO PARKS COMMISSION

Agenda Item: Triangle Park re-design

Date: 2/11/2020

Presenter: Ben Habanek, Horticulturist
Leeann Butschlick, Public Works Director

History – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is not relevant history, N/A should be entered in this space.*

Exhibit 1 (attached) illustrates the current park configuration. Please see the attached Existing Plantings document for an inventory listing. Planting bed maintenance, litter pickup, turf grass repair and eastern boundary weed management are currently performed by the DPW Horticulturist year-round and supplemented by DPW seasonal staff from June - August.

Under the Village's existing natural lawn maintenance contract, Triangle Park is classified as "moderate visibility". The attached Existing Plantings document details the services provided by contract under this classification.

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Please find attached a design concept for Triangle Park as prepared by Ben Habanek, DPW Horticulturist. Please note that the proposed design moves the flagpole location closer to the west side of the park. Design alternatives provide for either the incorporation of hardscape and benches into the flagpole area (illustrated in Exhibit 2) or a more basic landscape option (illustrated in Exhibit 3). Please see the attached Considerations in Moving Flagpole to West Corner document for additional detail.

Both options include the removal of ash trees along the east side of the park and propose the planting of arbor vitae in strategic locations to provide screening, as illustrated in Exhibit 4 (which highlights the park bench option). Please also see the Considerations for East Boundary attachment.

Highlights of the general design:

- It is recognized that issues with uneven grade or "lumpy" soils exist throughout the park and excessively wet soil conditions are typically present along the Kenmore Place frontage of the park. Large scale re-grading and earthwork are cost-prohibited and not proposed. DPW staff does recommend the installation of drain tile along the Kenmore sidewalk area to improve drainage.
- Both options include the installation of a hard surface buffer zone to protect planting area and reduce turf damage from sidewalk plowing.
- Given the age and condition, the likelihood of a successful relocation of the existing flagpole is of concern. DPW recommends that a new pole be purchased for replacement.
- The proposed design includes the removal of existing ash trees in the east park boundary and the installation of multiple arbor vitae to create a natural screen from the properties to the east.

Items to note:

- Installation of drain tile is of minimal cost and can be accomplished by DPW staff within 2020 DPW operating budget.

- Under the terms of the current contract, the turf is maintained at a moderate service level. If the Parks Commission desires to increase the service to the high level (to match that provided at Atwater Park, for example) it could request additional funding for the 2021 budget year.
- In fairness to all parties, a survey of the eastern property line is strongly recommended. It has been a challenge in the past to delineate this property line for maintenance purposes. A survey would establish the legal property line. With this information a border can be accurately established and maintenance responsibilities and expectations clearly delineated.
- Any improvements will require increased manual weed control; with static resources this will mean a decreased service level in another area of the Village.

Community and Business Outreach – *If applicable, did you notify the community groups and business that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

If yes, identify and what community groups and businesses were notified.

Initial outreach was done in September 2019 with community members who attended the special meeting in Triangle Park. Village staff reached out to those community members to update them on the status of Triangle Park.

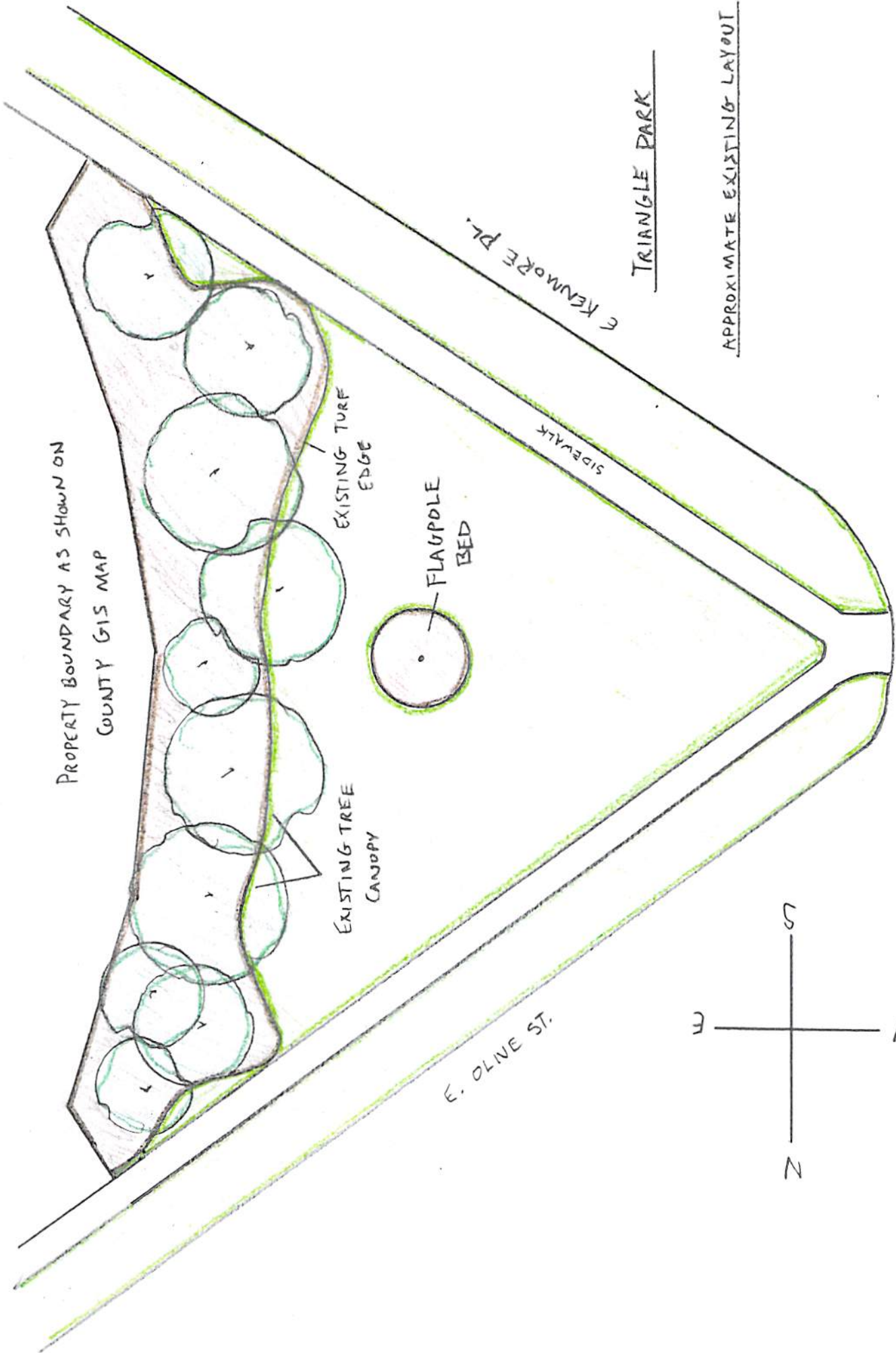
Action Required / Recommended – *Please include the recommended motion of possible actions for this agenda item.*

Staff requests your consideration and recommendation of one the proposed design alternatives.

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Exhibit 1 – current park configuration
2. Existing Plantings inventory
3. Exhibit 2 – bench option
4. Exhibit 3 – basic landscape option
5. Considerations in Moving Flagpole to West Corner
6. Exhibit 4 – proposed park configuration
7. Considerations for East Boundary

PROPERTY BOUNDARY AS SHOWN ON
COUNTY GIS MAP



EXISTING TREE
CANOPY

EXISTING TURF
EDGE

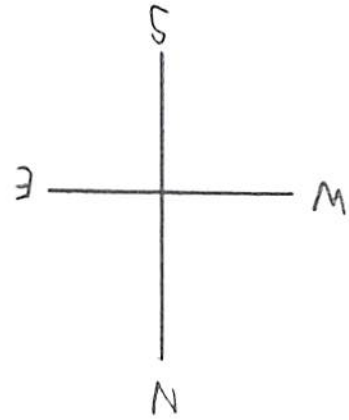
FLAGPOLE
BED

E. OLIVE ST.

E KENMORE PL.

SIDEWALK

TRIANGLE PARK



APPROXIMATE EXISTING LAYOUT

EXHIBIT 1

Triangle Park Redesign

Existing Plantings

-Flagpole bed

-Mixed perennial bed of uncertain age

-*Hemerocallis*, *Monarda*, *Sedum*, *Rudbeckia*, *Salvia*

-*Silphium* added by unknown parties has come to dominate the bed

-*Silphium* removal and planting update was planned for spring/summer 2020

-East Boundary Hedgerow

-Two *Picea pungens* in declining health

-Several volunteer *Ulmus*, *Fraxinus*, *Juglans nigra* and *Acer negundo*.

-Several trees in conflict with overhead power lines were cleared by WE energies and Village staff in early 2019, stumps and sprouts remain

-Unmowed areas east of maintained turf grass boundary are dominated by volunteer herbaceous plants, including bur dock, garlic mustard, and other weed species

-Tree removal and soil disturbance has released many weeds previously suppressed by overhead canopy

-This area features an old park bench

-Turf Grass Areas

-Turf grass maintenance is performed by a private contractor as part of a Natural Lawn Care contract

-Triangle Park is classified as "Moderate Visibility" in the Natural Lawn Care program

-Fertilized with Milorganite twice annually

-Core Aeration is performed once annually

-Mineral Blend once annually

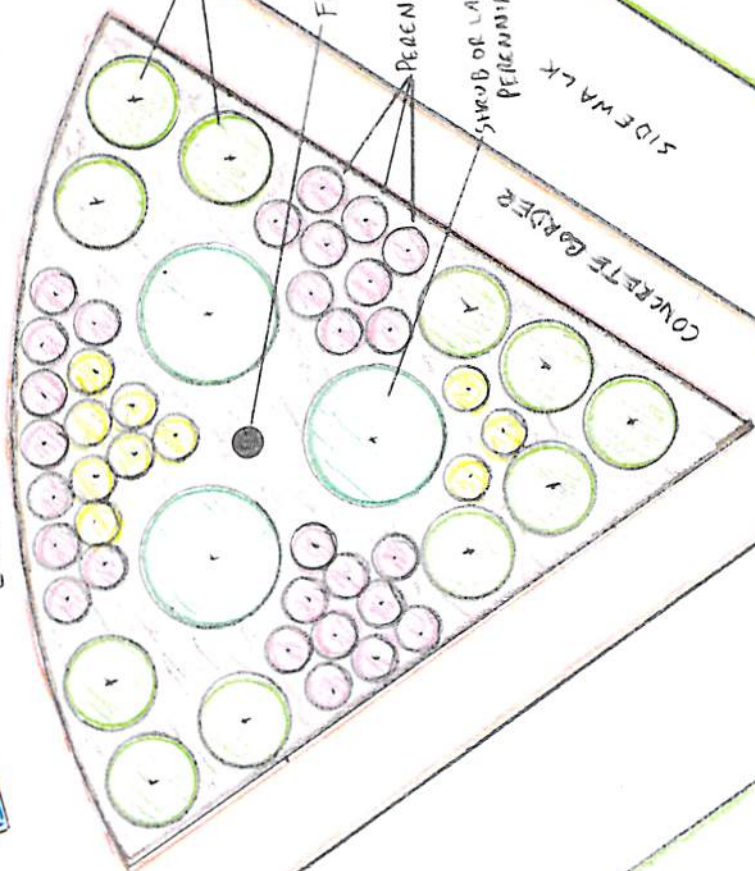
-Soil is often wet and waterlogged, sidewalk is frequently wet or icy from fall through spring

TURFGRASS

BENCH

BENCH

CONCRETE



GRASSES

FLAGPOLE

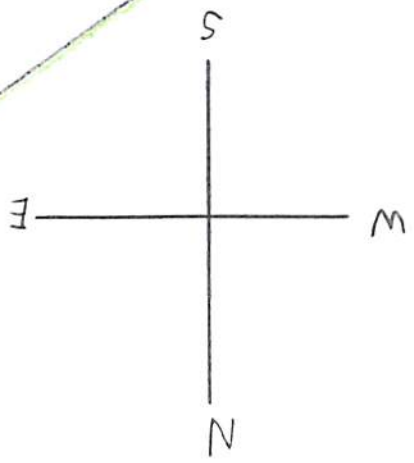
PERENNIALS

SHRUB OR LARGE PERENNIAL

PARKWAY TURFGRASS

SIDEWALK

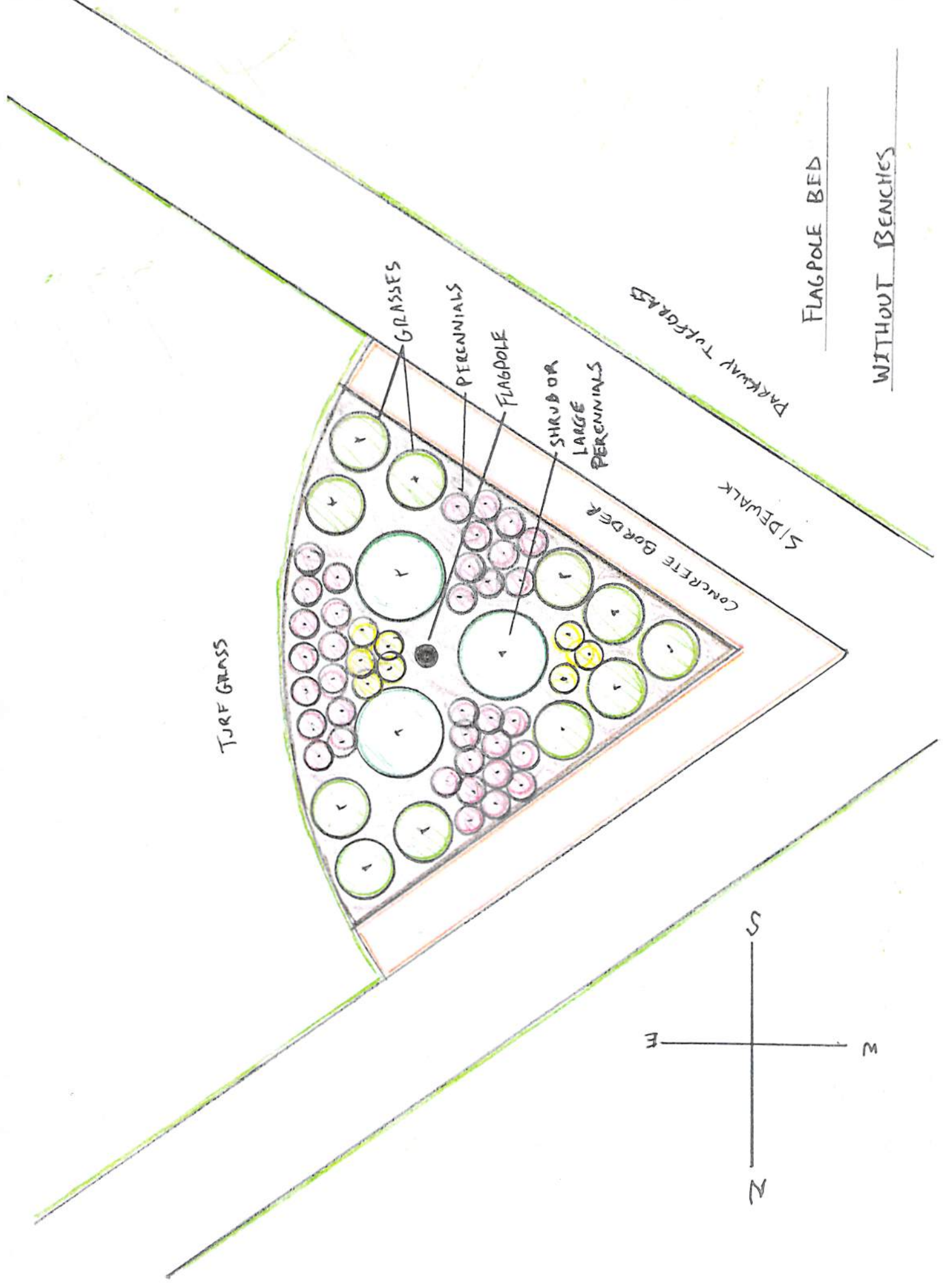
CONCRETE BORDER



FLAGPOLE BED

WITH BENCHES

EXHIBIT 2



TURF GRASS

GRASSES

PERENNIALS

FLAGPOLE

SHRUB OR
LARGE
PERENNIALS

CONCRETE BORDER

SIDEWALK

PARKWAY TURFGRASS

FLAGPOLE BED

WITHOUT BENCHES

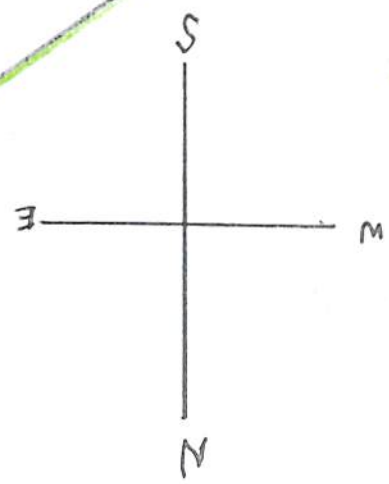


EXHIBIT 3

Triangle Park Redesign

Considerations in Moving Flagpole to West Corner

-This area is impacted by two existing street trees

-The Olive St. side of the corner features a mature *Gleditsia*, with a crown that will obscure and potentially interfere with the flag. The tree can be pruned to minimize interference, although visibility will always be an issue.

-The Kenmore Pl. side of the corner features a young, established *Gymnocladus* which will grow large enough to obscure and interfere with the flag. This tree can be pruned to minimize conflict with the flag.

-DPW is responsible for keeping adjacent sidewalks free of snow and ice

-Planting beds must be separated from sidewalks by a 1-2 foot buffer zone to protect from salt and plow damage

-Buffer zone may be composed of turf grass, which will be easy to repair when damaged by winter operations and easy for contractors to maintain under existing maintenance contracts

-Buffer zone may be composed of brick paver or similar hard surface, which is unlikely to be damaged by winter operations and should require minimal maintenance by DPW staff

-This option may provide a good place to re-install donor plaque in a permanently visible location

-This area is wet or waterlogged during much of the year

-Plants shall be selected for resiliency amid fluctuating moisture conditions

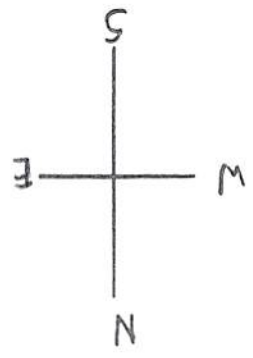
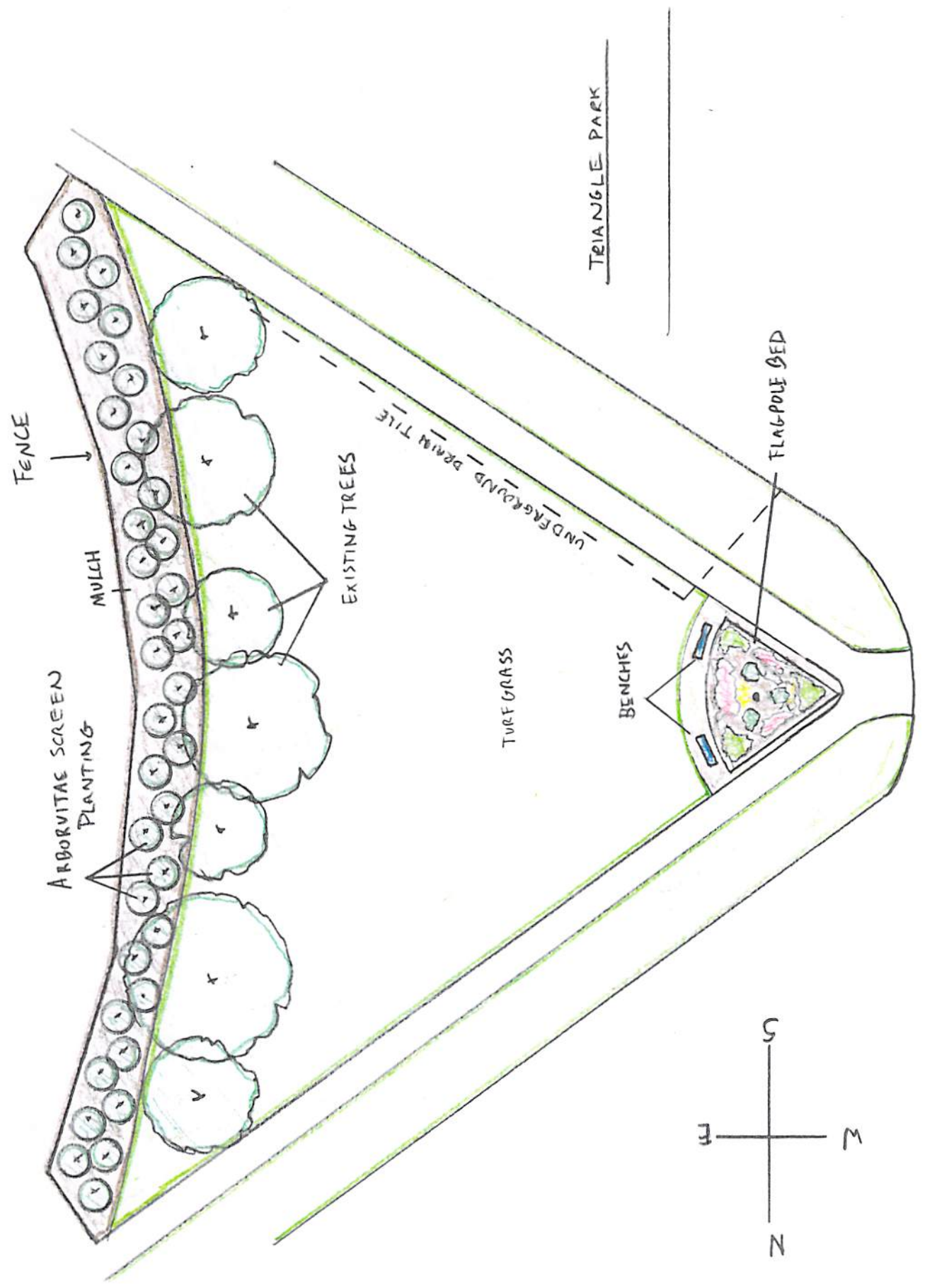
-Planting bed area may be raised slightly from surrounding grade to provide preferable drainage conditions

-Dormant plants shall be left standing for winter to minimize damage from foot traffic during wet periods

-DPW is responsible for maintaining planting beds

-Plants shall be selected for resiliency in low maintenance conditions

-Plantings shall be designed such that a suitable service level can be maintained with existing or declining resources



TRIANGLE PARK

Triangle Park Redesign

Considerations for East Boundary

- This area features overhead lines
 - Existing trees must be maintained such that they are not in conflict with overhead lines
 - Consider removal of some or all trees that may cause future conflict
 - New plantings must be designed to minimize future access or interference concerns
- Property boundary is irregular and unclear, complicating maintenance operations and public perception
 - Establish clear, definitive boundary between Village-owned and Private property
 - Private structures may be encroaching on public property
- Fencing along entire eastern property boundary is necessary to restrict foot traffic into neighboring yards and provide a clear maintenance boundary
- Screen plantings will provide aesthetic improvements for the park and privacy for neighboring residents
 - Plantings will be designed such that they will not interfere with overhead lines
 - Plantings will be designed such that sightlines into neighboring yards will become obscured as plants mature
- Current edge of mowed turf grass area is irregular and messy
 - Expand turf grass area east of current boundary and establish cleaner edge line



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO PARKS COMMISSION

Agenda Item: Consider Recommendation for Bocce Ball

Date: July 21, 2020

Presenter: Tyler Burkart, Assistant Village Manager

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

During the June 10, 2020 Parks Commission meeting, the Commission determined the only feasible option on Village property may be Hubbard Park but wanted to see the grounds in person before making a recommendation. The Commission expressed too many activities at Atwater Park and the construction at River Park to rule out those spaces. Triangle Park and Humble Park are too small of spaces for bocce ball.

Jenny Vulpas and Mark Schill from the Parks Commission met with Russ Davis (operator of the Hubbard Park Lodge and Beer Garden), DPW Director Leeann Butschlick, and myself at Hubbard Park to search for some potential options for Bocce Ball. Majority of the open space on top of the hill between the lodge and beer garden is utilized by tables and bike racks, not providing enough space for bocce. Lower parts of the park had some promise, but concerns of flooding during heavy rainfalls, low visibility from up top to monitor the area, and concerns of community members taking alcohol off premise to play and violating the alcohol license were expressed. As a result, it is not being recommended to move forward with a bocce ball court at this time.

Since bocce ball does not need to be played on a formal court, there was an idea to ask both beer gardens in the area to rent out bocce balls for those wanting to play in the vicinity if space is available. In addition, the Commission or staff could reach out to the Recreation Department to see if they'd be willing to setup a formal league in 2021 to allow community members an opportunity to play coordinated games on the front of the Shorewood High School front lawn. Both of these ideas can further be explored.

Action Required / Recommended – *Please include the recommended motion of possible actions for this agenda item.*

Recommended motion: "I move to recommend not proceeding with allocating funds for bocce ball courts in Village parks at this time."