



Parks Commission
Agenda
Tuesday, November 12, 2019
5:30 P.M.
Village Hall

1. Call to Order
2. Consider Minutes from meeting on October 8, 2019
3. Staff Liaison Updates
 - a. 2020 Budget Hearing
 - b. Triangle Park Landscaping Design Concept
4. Discuss Park Access and Usability with Park User Groups
 - a. How is your user group utilizing the parks today?
 - b. How would your user group like to utilize the park space in the future?
 - c. How can the Village communicate and inform your user group of proposals and changes related to the parks?
5. Discuss Smoking Ban in Public Parks and Beaches
6. Discuss Next Aspects of the 2020 Shorewood Loves Dogs Campaign
7. Future Agenda Items and Schedule Next Meeting
8. Adjournment

DATED at Shorewood, Wisconsin this 7th day of November, 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
October 8, 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: Lybra Loest, Jenny Vulpas, Bonnie Pedraza, Enrique Figueroa, Mark Schill, and Julie Bradisse

Members not present: Kathy Yanoff

2. Consider Minutes from Meeting on September 10, 2019

Mr. Figueroa moved to approve the September 10, 2019 minutes. The motion was seconded by Ms. Pedraza. Motion approved by 6-0 vote.

3. Discuss Results of the Triangle Park Community Meeting

The group discussed and agreed on the following primary goals of the improvements should:

- Maximize open space for active play
- Provide some passive areas for sitting (additional benches, possibly trash can, assuming it is maintained)
- Improved overall maintenance of the park

After talking with two members of the Shorewood Women's Club, the group made a recommendation to relocate the flagpole to the west end of the park (at the tip of the triangle). The Women's Club was in agreement with this relocation. Additionally, they would like to contribute to new site furnishings, such as potentially donating a park bench. They've asked the Commission to keep them informed on the process.

The group voted to invite the Village Horticulturalist to our November Parks Commission meeting to discuss and clarify the Commission's recommendations for design, planting, and maintenance of Triangle Park. He would present his concepts at the February 2020 Parks Commission. The Commission would then like to invite the public to view and provide feedback on the concept plans at the March 2020 meeting.

The group would like to get 2-3 concepts from the Horticulturist that address the following:

- Provide inventory of existing plantings that informs on health of existing plantings, invasive vs. native/ornamental.
- Provide recommendations on tree, shrub or invasive removals and with recommended replacement plantings. The Commission would like to see some successional trees planted along the Eastern edge of the park.
- Provide recommendation on re-grading the lawn to improve "lumpy" spots, and also address drainage issues to the south.

- Provide recommendations for a privacy barrier along the eastern edge of the park. This could be an ornamental fencing or art wall, screening with plantings, or a combination of both.
- Provide a site plan that can accommodate additional benches without encroaching on the open field play space.
- Site plan should include relocating the flagpole to the Western tip of the park. Special paving and/or low plantings around the flag pole that allows for more visibility around the flag and also make the Women's Club donor plaque more pronounced. It is currently completely hidden.
- Explore options for additional "patio" style seating for passive hangout space where families could picnic. This may include a picnic table.
- Provide cost estimates for these recommendations, including relocation of the flagpole.

The group would like to send out a Triangle Park Update mailer to inform the community of the Commission's plans to explore new improvements and maintenance. The Commission will let the public know they are working with the Village Horticulturalist and that revised plans will be made available in March 2020 for feedback.

Additional questions for Village staff:

- Did we get answers from the DPW on the maintenance schedule? Can we realistically anticipate additional maintenance?
- If we locate a trash can in the park, will it get maintained?
- Has the Village had any further discussion on adding dog waste receptacles to the Village?

4. Discuss Next Aspects of the 2020 Shorewood Loves Dogs Campaign

The Commission agreed to continue with this campaign but would like to explore a more robust approach to sharing the message. This could include developing a more professional "Poo Facts" collateral, more clearly defining the role and expectations of the Mascot Parents in sharing the mission statement, and developing a metric for determining the success/impact of the campaign. The Commission would also like to schedule an update with Kay Donlevy on any updates she may have.

5. Future Agenda Items and Schedule Next Meeting

The Commission moved to meet in November and invite the Horticulturalist to present at their meeting. Additionally, the Commission would like to revisit the results of the survey as it pertains to the 2019 Atwater Beach amenities question. The Commission will discuss any potential follow-up regarding potentially adding vendors, amenities, or other necessary Atwater Park site amenities (i.e. additional trash cans, use of public rest rooms, etc.)

The Commission would also like to continue the discussion of a more aesthetically pleasing solution to the barricades at the north/south ends of the park. It was agreed they did not want to re-open discussion on the legality of beach walking but would like to find a more "parks friendly" demarcation for the park bounds.

Parks Commission
October 8, 2019 Minutes

6. Adjournment.

Ms. Vulpas moved, seconded by Ms. Pedraza to adjourn the meeting. Motion approved 6-0 vote. Meeting adjourned at 6:30 p.m.

Respectfully submitted by,

Tyler Burkart
Assistant Village Manager



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO PARKS COMMISSION

Agenda Item: Discuss Park Access and Usability with Park User Groups

Date: November 12, 2019

Presenter: Tyler Burkart, Assistant Village Manager **Department:** Village Manager's Office

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 would like to start an annual or biennial tradition with the Parks Commission by inviting frequent user groups of the parks to attend a meeting and reflect upon their experiences. This will allow direct communication between the user groups, other public agencies, and the Village in an effort to identify initiatives to improve the quality of the parks or public processes.

In summary, the Village-owned parks to be incorporated in this discussion includes Atwater Park and Beach, Hubbard Park, River Park, Triangle Park, Humble Park, and the Nature Preserve. The Parks Commission already held a neighborhood meeting with residents near Triangle Park in September to gather their feedback. Estabrook Park is a County-owned park while all the open space at the schools are owned by the School District. These areas will not be part of the discussion, but the Village would like to consider any space available at these locations in case they are better suited for any user groups.

User groups attending this meeting will be asked to reflect on the following questions:

1. How is your user group utilizing the parks today?
2. How would your user group like to utilize the park space in the future?
3. How can the Village communicate and inform your user group of proposals and changes related to the parks?

Any user groups or community members unable to attend are still able to contact Assistant Village Manager (staff liaison) Tyler Burkart at tburkart@villageofshorewood.org to submit their responses to the reflection questions to share with the Parks Commission.

The following adopted plans and priorities should also be reviewed prior to the meeting:

1. [Comprehensive Park Plan](#)
2. [Atwater Park Master Plan](#)
3. [2019 Community Survey Results](#)
4. [Parks Commission 2018 Annual Report and Future Initiatives](#)