



**Parks and Public Spaces Committee  
Meeting Agenda**

**Tuesday, June 8, 2021**

6:00 P.M.

via Teleconference

Call: 1-312-626-6799

Meeting ID: 863 2678 4684

Password: 132417

To join via computer:

<https://us02web.zoom.us/j/86326784684?pwd=T0U5dkExQjFDZSt1bkhXTzM4M0xwZz09>

1. Call to Order
2. Welcome and Introductions
3. Review Mission, Purpose, Structure, and Expectations of the Committee
4. Consider Electing a Chair and Vice-Chair
5. Consider Sub-committee assignments and Initial Term Limits
6. Staff Liaison Updates
  - a. New Volunteer Committee Orientation on June 16
  - b. Update on Lake Drive Design Public Feedback Process
  - c. Fourth of July Celebration
  - d. Atwater Beach Lifeguards Begin June 26
  - e. Update on Dog Waste Stations
7. Discuss and Consider Future Agenda Items
8. Adjournment

DATED at Shorewood, Wisconsin this 3rd day of June, 2021.

**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.

**From:** [Tyler Burkart](#)  
**To:** [Bart Griepentrog](#); [Bonnie Pedraza](#); [Cameron Lumley](#); [Donald Lodge](#); [Eileen Lauer](#); [Enrique Figueroa](#); [Gary Brunk](#); [Heather Mansfield](#); [Ian Berry](#); [James Robinson](#); [Janee Pederson](#); [Leeann Butschlick](#); [Lybra Loest](#); [Mary Jorgensen](#); [Rebecca Ewald](#); [Remy Perez](#); [Trustee Stokebrand](#); [Tyler Burkart](#); ["Katie Gnau"](#)  
**Cc:** [Sara Bruckman](#)  
**Subject:** Parks and Public Spaces Committee  
**Date:** Thursday, May 20, 2021 9:46:00 AM

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Good morning,

First of all, congratulations to all 13 of you! This past Monday the Village Board appointed you all to the Parks and Public Spaces Committee. Our first meeting will be Tuesday, June 8 at 6:00 p.m. in the lower level of Village Center (3920 N. Murray Ave.). Meetings will always be the second Tuesday of the month and will last up to 7:30 p.m. We are asking all new appointees to attend a volunteer committee orientation on Wednesday, June 16 at 6:00 p.m. in the lower level of Village Center.

At the first meeting, because we don't have a chair elected yet, Trustee Kathy Stokebrand who will serve as the committee's Trustee liaison will chair the meeting. An agenda for the meeting will go out the Thursday before the meeting (June 3 for next month) via email. At the first meeting, we will elect a Chair and Vice Chair. We will also need to divide into three subcommittees: Parks, Pedestrian and Bike Safety, and Other Public Spaces. Besides the monthly commitment of attending the Parks and Public Spaces Committee, you will be working with subcommittees between meetings to get work done on different initiatives. To give you a sense of what each subcommittee may be working on in the next 12 months, below is a general list of topics. Please note that this list is subject to change pending on what you all or the Village Board feel should be a priority.

**Parks** – Update the Comprehensive Park Plan, Review process to rent space at parks, Review park and beach rules, Research potential new amenities for the parks

**Pedestrian and Bicycle Safety** – Provide education on ped and bike safety practices, Promote and coordinate activities for Bike Month in May, Review and recommend ped and bike safety improvements throughout the Village, Review access to Oak Leaf Trail and mountain bike trails

**Other Public Spaces** – Implement and oversee dog waste stations, review and recommend appropriate holiday decorations and lights in public spaces, review policy related to signs and communicative structures in the right-of-way

We will be dividing the committee up so that there will be 4 members in each subcommittee (this does not include ex officio members or non-committee volunteers who elect to help out with these efforts). Each subcommittee person will need a lead person to be accountable for the subcommittee to make progress on their items. The Chair will oversee the 3 subcommittees, facilitate meetings, attend other meetings on behalf of the committee, and meet with me once a month to set the agenda. Please consider which subcommittee you'd like to serve on and if you'd like to be chair.

Lastly, it may be helpful for you to read the current Comprehensive Park Plan as well as the Pedestrian and Bicycle Master Plan. You can find that on the committee's website here: <https://www.villageofshorewood.org/178/Parks-Public-Spaces-Committee>. Please make sure I also spelled your name correctly

Okay, I know that was a lot, but hopefully that will get us on track. Please reach out if you have any questions at all. I'm a resource that is available to help you out when needed. Thank you again for your commitment to Shorewood, and I look forward to meeting you all.

Take care,

Tyler

**Tyler Burkart**

Assistant Village Manager

Village of Shorewood

3930 N. Murray Avenue

Shorewood WI 53211

414-847-2705

414-847-2606 (Fax)

[Village Website](#)

Sign up for information through the [Weekly Manager's Memo](#).



# Parks & Public Spaces Committee

## Overview

The Parks and Public Spaces Committee is a committee that initiated in 2021. It is a consolidation of the Parks Commission and the Pedestrian and Bicycle Safety Committee to allow both groups to collaborate on issues and public events. Here is a summary of the purpose and function of the Committee:

- Provide general review and recommendations on the physical improvement, maintenance and use of all Village parks, park facilities, and other Village owned public spaces. Items in the public right-of-way (i.e. street reconstruction or resurfacing, utility improvements, signs, tree planting or removal, lighting, etc.) will only be reviewed by the Committee if it is requested by a Village department or the Village Board.
- Review policies related to events and objects in the public right-of-way and make recommendations, if appropriate, to the Village Board and/or staff.
- Present an updated Comprehensive Outdoor Recreation Plan and Pedestrian and Bicycle Safety Master Plan for the Village Board to consider for approval.
- Collaborate with the Shorewood Recreation Department, School District, Milwaukee County Parks, other Village committees, Village departments, and other community groups on initiatives to improve the Village's parks, park facilities and other public spaces.
- Create educational programs and events that inform community members about the Village's parks, park facilities and other public spaces outlined in the Village Code. Events may also celebrate Shorewood as a bikeable and walkable community.
- Create civic engagement opportunities for community members to provide feedback on park uses, pedestrian and bicycle safety, transportation issues, and other topics related to public spaces.
- Publish annual report outlining initiatives completed, priorities for the upcoming year, and common themes heard from public input. Consult Village departments and community groups for valuable metrics and possible initiatives.
- Perform such other duties and assume such other responsibilities as it may be assigned by the Village Board.

## Meetings

- Second Tuesday of the month
- 6:00 p.m.
- Village Center, Lower Level Meeting Room, 3920 N. Murray Ave., Shorewood, WI 53211

## Agendas & Minutes

Agendas will be available prior to the meetings. Minutes will be available following approval.

Check the Village Calendar or Agenda Center to view upcoming meetings or sign up to receive meeting notices under the Notify Me button.

[Most Recent Agenda \(PDF\)](#) | [View All Agendas and Minutes](#)

## How to Join

If you are interested in joining the Committee, please see the links below. The application will be kept on file and considered when there is a committee vacancy.

[VOLUNTEER FORM \(PDF\)](#) (printable)

[VOLUNTEER FORM](#) (online and fillable)

## Members

The Parks and Public Spaces Committee will be comprised of 13 members.

- Ian Berry
- Gary Brunk
- Enrique Figueroa
- Mary Jorgensen
- Eileen Lauer
- Donald Lodge
- Lybra Loest
- Cameron Lumley
- Heather Mansfield
- Janee Pederson
- Bonnie Pedraza
- Remy Perez
- James Robinson
- Trustee Liaison Kathy Stokebrand

## Comprehensive Outdoor Recreation Plan, 2015

Shorewood's parks plan was recently updated from the 2007 plan. The plan evaluates each parks and open space conditions and make recommendations. The Parks Commission reviews the recommendations and creates an implementation plan and prioritizes each item. View the [Comprehensive Outdoor Recreation Plan \(PDF\)](#).

## Pedestrian and Bike Master Plan, 2015

Shorewood's Pedestrian and Bicycle Safety Committee created this plan back in 2015 to identify best practices when it comes to pedestrian and bicycle safety. The Village Board adopted the plan committing to work with local, regional and national partners to promote pedestrian and bicycle-related projects and programs that will lead to a more interconnected transportation network. View the [Pedestrian and Bike Master Plan \(PDF\)](#).

## Staff Liaison

If you would like to contact members of the citizen committee, please email the staff liaison listed below:

- [Email Tyler Burkart](#), Assistant Village Manager

### Contact

#### Village of Shorewood

3930 N Murray Avenue

Shorewood, WI 53211

Phone: [414-847-2700](tel:414-847-2700)

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[Shorewood Foundation](#)

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