



**Members Present:** Chair Mansfield, Members Hammond, Berry, Avallone, Greenman, Jorgensen, Pendleton, and Pero

**Excused:** Members Mason, Brunk, Willams, Santeler, and Kaczmarek

**Others Present:** Assistant Village Manager Berzin, DPW Director Butschlick, Planning and Development Director Griepentrog, and Trustee Stokebrand

1. Call to Order  
Mansfield called the meeting to order at 6:00pm
2. Consider approval of October 15, 2025, meeting minutes  
Greenman moves to approve. Berry seconds. Motion carries 8-0.
3. Citizens to be Heard – this item is for matters not on the agenda. Discussion may follow comment on non-agenda items or discussion, and action may come at future meetings.  
None.
4. [Policy 49 Workplans, Village Initiatives, and Task Assignments](#)
  - a. January 31 – Volunteer Boards and Committees identify prior year accomplishments in the 2025 annual report
    - Information to be submitted by noon December 23; project will be compiled and reviewed and considered by Committee on January 13
  - b. March 1 – Volunteer Boards and Committees submit proposed initiatives to the Village Manager for consideration in the next fiscal year (2027).
    - Deadline noon January 26; proposed initiatives will be compiled and considered by the Committee on February 10 prior to submission
5. 2026 Village Initiative – [Neighborhood Greenways and Traffic Calming Program](#) (Director Griepentrog)  
Review and provide comment on RFP’s scope of services to solicit consultant
  - Director Griepentrog to email packet and map to committee
  - Director Griepentrog requests feedback, suggestions, and questions prior to meeting dates:
    - January 21 goes to Public Works Sub Committee
    - February 2 goes to Village Board
  - Trustee Stokebrand suggests a mailing for the communication plan
6. 2025 Initiative - [Finalize Comprehensive Outdoor Recreation Plan update](#)
  - a. Report Park plan update is over 10 years old. DNR does not recognize updates more than progress to date
    - Director Butschlick requests conversation regarding what has been done thus far on the plan
      - Mansfield stated the committee was only involved with the public engagement piece
      - Park sub committee members Mansfield and Berry are in favor of assisting

Director Butschlick wherever necessary

- Pendleton suggests the plan is seen as long term (20+ years), not short-term
  - Hammond recommends opening Parks sub-committee meetings up to the entire group for discussion on the plan
- b. Action items
- Director Butschlick will rework the plan with the assistance of Director Griepentrog
    - The deadline for completion is within the next two months
  - Director Butschlick will provide committee with public involvement session notes
  - Committee members to read the objectives and provide feedback to Director Butschlick
7. 2026 Initiative - [Consider updates to Village Code Ch. 207](#)
- a. Report progress to date
- Pendleton states a recommendation will be ready by next month's meeting
- b. Action items
- Sub committee will bring notes to Chief Wurth
8. 2026 Initiative - [Vision triangle regulations review](#)
- a. Report progress to date
- Director Griepentrog provided a draft to the committee
- b. Action items
- Director Griepentrog will email the draft and diagram to the committee for review, comments, and suggestions
9. 2026 Initiative - [Rational Recreational Rules – Village Code Ch. 466-30](#)
- a. Report progress to date
- Director Butschlick informed the committee that this initiative was assigned to the Police Department
- b. Action items
10. Identification of possible 2027 initiative projects.
- Committee discussed how the initiative process works
  - Sub committees to work together to think about future initiatives
11. Staff Liaison Report
12. Adjournment
- Pendleton moves to adjourn. Hammond seconds. Motion carries 8-0.

Respectfully submitted,



Nicole Berzin, Assistant Village Manager