

The Ledgeview Park and Recreation Committee held a meeting on **Monday, July 15, 2019 at 6:00 p.m.** at the Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

CALL TO ORDER

The meeting was called to order by Shanda at 6:01 pm

ROLL CALL

Members present were Jason Shanda, Joe Widi and Rod Kowalczyk. Nicole Van Helden and Cullen Peltier were excused. Anna Burtschi from the Beautification Sub-Committee was also present. Staff present were Sarah Burdette, Administrator and Brian Carranza, Town Planner.

APPROVE/AMEND AGENDA

MOTION by Shanda, seconded by Kowalczyk to approve the agenda as written. No further discussion. Motion carried in a voice vote, 3-0.

APPROVAL OF MINUTES:

1. April 17, 2019
2. June 4, 2019

MOTION by Shanda, seconded by Kowalczyk to approve the minutes from April 17, 2019 and June 4, 2019. No further discussion. Motion carried in a voice vote, 3-0.

PUBLIC COMMENT: None.

COMMUNICATIONS: Burdette provided an update to the Committee on the following items:

- East River revitalization effort
- Parks director recommendation going to the Town Board for approval
- Sponsorship request for bike loop

OLD BUSINESS:

1. Continued discussions related to the donation of parkland property in Eagle Bluff Subdivision.
The committee discussed the Eagle Bluff Subdivision possible park land donation
 - a. Town hosting Eagle Bluff Subdivision board meeting on July 29th, 2019
 - b. The subdivision requested the Town cover costs of land transfer
 - i. Town should not be responsible for costs of the amendment of Association condo documents
 - c. Likely a next year project, assuming budget is available and if the subdivision would consider contributing for any programming above and beyond the typical Ledgeview Neighborhood park.
 - d. Sarah to contact ATC regarding transmission lines concerns/input/approval.

Approved at the September 18, 2019 Park and Recreation meeting.
Approved at the October 7, 2019 Town Board meeting.

2. Plan Grand Opening Celebrations for both Two Dollar and Zelten Family Parks.
Maps were presented for “Likely Users” of each of the new parks and mailing lists will be generated in order to send out postcard invitations to the residents in the park service areas. The committee also discussed the following elements to prepare and/or discuss at each of the events:
 - i. Have brochures and sponsorship forms at the event
 - ii. Advertise events on Facebook and Town website
 - iii. Ledgeview Ice cream vendor to be present
 - iv. Event 1-hour each, on different days
 - v. Optional follow-up sponsorship mailing a few weeks later

3. Review public land demarcation map and priority list.
 - a. A map and priority list of the public lands and related demarcation were presented to the committee. Google Earth interactive map presented as additional resource and it will also be an useful resource for Public works
 - b. Public works will be able to complete all 2019 items this year
 - c. The committee would like to see that a similar budget amount be included in the 2020 budget for that priorities identified in the 2020 demarcation work plan.

4. Recommendation on the final Viewshed Analysis Plan. The committee reviewed the final draft of the viewshed analysis.
No further changes or discussion were required.
MOTION by Kowalczyk, seconded by Shanda to recommend approval of the Viewshed Analysis to the Zoning and Planning Commission. No further discussion. Motion carried in a voice vote, 3-0.

5. Continued discussion on concession and bathroom facilities at Scray Hill Park.
The committee agreed that a concession and bathroom facility are a priority to have constructed in 2020. Initial review of the previously designed and bid out structure was discussed in that the design would need to be reviewed against any new building code changes and those possible revisions needing to be incorporated into a bid process. Burdette will look further into other details that need to be identified as well as estimates on costs for the committee to review and consider during the 2020 budget process.

NEW BUSINESS:

1. Recommendation from Zoning and Planning on the request from De Pere Baseball for signage at Scray Hill Baseball Complex. The committee reviewed the staff report that was presented at the Zoning and Planning Commission. The ZPC provided a recommendation that requested the removal or redesign of a “D” logo on the entry way signage.
Motion made by Kowalczyk, seconded by Widi to approve the recommendation of the Zoning and Planning Commission approval of the proposed sponsorship signage subject to minor redesign of the Gateway Arch. The committee also wanted to suggest to baseball that they would consider alternative “De Pere Baseball insignia that could be represented beyond the gate and in the entry plaza. No further discussion. Motion carried in a voice vote, 3-0.

ADJOURN.

MOTION by Kowalczyk, seconded by Shanda to adjourn. No further discussion. Motion carried in a voice vote, 3-0. Meeting adjourned at 7:10 PM.

Respectfully submitted,

Sarah Burdette, Administrator
Town of Ledgeview, Brown County, WI

Approved at the September 18, 2019 Park and Recreation meeting.
Approved at the October 7, 2019 Town Board meeting.