

The Ledgeview Park and Recreation Committee held a meeting on **Monday, November 18, 2019 at 6:00 p.m.** at the Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

A. CALL TO ORDER.

The meeting was called to order by N. Van Helden at 6:14pm.

B. ROLL CALL:

Members present: R. Kowalczyk, N. Van Helden, C. Peltier. Excused: J. Shanda and J. Widi.

J. Shanda arrived at 7:02pm.

Staff present: Stephanie Schlag, Park & Recreation Director

C. AGENDA APPROVAL.

MOTION by R. Kowalczyk, seconded by C. Peltier to approve the agenda. No further discussion. Motion carried in a voice vote, 3-0.

D. APPROVAL OF MINUTES:

1. Park and Recreation Committee Minutes from October 21, 2019

2. Beautification Sub-Committee Minutes from June 12, 2019

3. Beautification Sub-Committee Minutes from July 13, 2019

MOTION by R. Kowalczyk, seconded by C. Peltier to approve the minutes. No further discussion. Motion carried in a voice vote, 3-0.

E. PUBLIC COMMENT: None.

F. COMMUNICATIONS:

1. Beatification Sub-Committee Update

N. Van Helden provided an update on Beautification-Sub Committee activities. Committee will be meeting on Monday, 11/25/19.

G. OLD BUSINESS: None.

H. NEW BUSINESS:

1. Code Updates as Recommended by Approved Bicycle and Pedestrian Master Plan

Change to Chapter 94: Park Committee appreciates the sentiment but feels it is too difficult to enforce. Town isn't able to always clear the roads by the next rush hour. Park Committee does not recommend changing ordinance.

Change to Chapter 96.6: Park Committee recommends suggested changes to be considered by Zoning and Planning Committee.

Change to Chapter 96.9: Park Committee recommends suggested changes to be considered by Zoning and Planning Committee.

Change to Chapter 96.10 Park Committee recommends suggested changes to be considered by Zoning and Planning Committee. Park Committee questions if the grid should indicate if/when there is a multi-use trail along a road if a bike lane is needed. (IE-if there is a multi-use trail, does the Town also recommend a bike lane?) Committee would like Zoning and Planning to make a recommendation or clarification.

Change to Chapter 96.10 (k)(3) Park committee does not recommend changing ordinance but wants to verify that current ordinance states that a sidewalk is installed on a lot when a house is constructed. Staff will verify.

Approved at the January 21, 2020 Park and Recreation meeting.

Approved at the February 4, 2020 Town Board meeting.

Change to Chapter 135.205 (b) (4) Park Committee recommends suggested changes to be considered by Zoning and Planning Committee

MOTION by N. Van Helden, seconded by R. Kowalczyk to forward recommendations as outlined to the Zoning and Planning Committee for review and further action. No further discussion. Motion carried in a voice vote, 3-0. Staff will provide a memo of recommendations to the Zoning and Planning Committee for consideration at an upcoming meeting.

2. Park Facilities User Policy and Fee Schedule for Town Facilities

Park Committee would like a set policy in place so groups don't have to come to park committee to request a fee waiver or discount each time. Committee mentioned they don't like having specific groups being mentioned as who gets waivers, but wants to keep it general. They like the idea of non-profit organizations receiving some type of discount. Committee suggested using Village of Howard's fee structure to mirror and bring back for review. Committee would also like a statement in the policy that if a group is experiencing financial hardship and would like to request additional discounts, they can request as such from the Park Committee.

Arrival of J. Shanda at 7:02pm.

Committee would like to also provide an opportunity for military families to receive a discount.

Staff will take recommendations and provide a draft policy for further action at the next Park Committee meeting.

3. Forestry Goals as per Park and Recreation Plan 2019-2024

Staff gave an overview of the memo provided to the Committee. Park Committee requested additional information regarding benefits of trees to a municipality, and mentioned concerns of liability when trees are planted in the right-of-way. Upcoming tasks will be creating a Forestry Ordinance and creating a tree planting plan. Staff will continue to bring back information at upcoming meetings.

4. Potential Eagle Scout Project Ideas

Staff reviewed projects with Park Committee. Moving forward this project list will be provided to any interested Eagle Scout who is looking for projects to complete in the Town.

I. STAFF REPORT:

1. Continued Discussions Related to Utilization of Property as Parkland in Eagle Bluff Subdivision

Town and subdivision legal teams are working on the agreement for utilization of the piece of land at the intersection of Weatherwood Lane and Marble Rock Circle. This will be a December project. Staff will continue to provide updates at meetings when additional information is known.

2. Activities related to winter programming at golf course

Staff provided an update of activities to date regarding winter trails at the golf course including formation of a volunteer group, equipment donation, and trail marking.

3. Restroom Facility at Scray Hill Park

Staff provided a summary of Town Board action on from the 11/4/19 Town Board meeting as well as meetings with De Pere Baseball regarding a future restroom facility at Scray Hill Park.

The Park Committee feels that a restroom with shade is a needed amenity at this park. Portable toilets are not suitable for a large community park with the number of sport fields at the park. The Park Committee is recommending the Town Board include construction of a restroom facility similar in style to the facility at Ledgeview Park in the 2020 budget. Staff will share the recommendation with the Town Board at the meeting tomorrow (Tuesday) 11/19/19.

Approved at the January 21, 2020 Park and Recreation meeting.

Approved at the February 4, 2020 Town Board meeting.

4. Wisconsin Coastal Management Program Grant Application

Staff shared a letter of support from the Town for a grant regarding East River watershed improvements.

J. ADJOURNMENT.

MOTION by R. Kowalczyk, seconded by N. Van Helden to adjourn. No further discussion. Motion carried in a voice vote, 4-0. Meeting adjourned at 8:07 PM.

Respectfully submitted,
Stephanie Schlag, Park and Recreation Director
Town of Ledgeview, Brown County, WI