

The Ledgeview Beautification Sub-Committee held a meeting on **Monday, February 15, 2021 at 5:30pm** in the Executive Conference Room located at Ledgeview Community Center, 3700 Dickinson Road, De Pere, WI 54115. All members of the committee accessed the meeting virtually due to COVID-19 pandemic concerns.

A. CALL TO ORDER.

Meeting called to order by N. Van Helden at 5:32pm.

B. ROLL CALL.

N. Van Helden X A. Burtschi X J. Gerwing X
 Staff: Stephanie Schlag, Parks and Recreation Director

C. AGENDA APPROVAL.

MOTION by Anna, seconded by Jill, to approve agenda. No further discussion. Motion approved unanimously in a voice vote.

D. APPROVAL OF MINUTES:

1. January 25, 2021 Minutes

MOTION by Nicole, seconded by Anna, to approve the minutes. No further discussion. Motion approved unanimously in a voice vote.

E. PUBLIC COMMENT.

None.

F. COMMUNICATIONS:

1. Park and Rec Committee Update
 Nicole mentioned that the Park, Recreation and Forestry Committee will be meeting tomorrow, 2/16/2021. The committee has not met since the previous BSC meeting, so no new updates.

G. OLD BUSINESS:

1. Public Art in the Community: 2020 Work Plan Item
 Recommended changes to the memo and RFP as follows:
 - Change “murals” to “trail paintings”
 - Add the size of the murals to the memo
 - Add “Dickinson Road” and “Creamery Road” to the map image in the memo
 - Change the mission statement in the Project Details to read: “We will work to promote art in Ledgeview which encourages cultural expressions, promotes our unique natural beauty, and inspires a sense of civic pride. The Town of Ledgeview is looking for an Artist to work with us to carry out this mission.” Remove “and to create a vision that promotes the beauty and uniqueness that is Ledgeview” at the end of the previous sentence.
 - Add the mission statement from page 9 of the packet to the 2nd paragraph of the memo
 - Remove the bullet in selection criteria “Ability of work to meet selection criteria”
 - Remove the following in Application Requirements “Lead artist resume should be restricted to two pages”
 - Indicate that the trail is an asphalt trail in the Project Description
 - Update project location image to include the trail portion near the park shelter at Ledgeview Park
 - Update Figure 3 description to read “Asphalt trail”
 - Various grammatical changes as noted

MOTION by Jill, seconded by Nicole to forward to the Park Committee for approval with changes as noted. No further discussion. Motion approved unanimously in a voice vote.

Nicole mentioned that we will need to talk about how we engage residents with the process at an upcoming meeting. Steph will add to an upcoming agenda for March or April.

2. Establish 2021 Work Plan

Recommended changes to the 2021 Work Plan as follows:

Item 2 to read: “Continuation of Public Land Demarcation Plan”

Item 4 to read: “Implement quarterly events to promote community pride and public art in small events:”

Item 5 to read: “Elevate Public Art in the Community: Specifically, 4 trail paintings along the East River Trail”

MOTION by Jill, seconded by Nicole to forward to the Park Committee for approval with changes as noted. No further discussion. Motion approved unanimously in a voice vote.

3. Comments on Updated Banner Design

Anna likes the first 3 the best, would like to see picture of Fonferek Glen in spring to see the water. Does not feel the image of the playground is unique. She likes the pictures, likes the borders, words are ok. They do make sense for the images

Jill rates 2 out of 10. If you are driving quickly you won't be able to tell what they are.

No to the bottom two because they need to say “Ledgeview”.

Nicole thinks they are pretty, likes them better than the word cloud banners we currently have, likes that “Ledgeview” is on the banner Doesn't think it should be a photo. Could it be artistic?

Jill would like to see an illustration of things--golf course, river, waterfall, animals

Staff asked if the committee would like to do an RFP for banner design for an artist or graphic artist.

Committee agrees that would be a good idea. Nicole would like to target high school students. Staff

mentioned that it would be open to anyone so if a student wanted to make a proposal they would be welcome to. Staff will bring back an RFP for banner design for the March meeting.

H. NEW BUSINESS:

1. Demarcation Plan Update

Staff provided a status update of the demarcation plan so far.

Nicole asked to tell Public Works crew thank you for great work so far.

2. Parcel D-814 Demarcation Plan Recommendation

Staff presented recommended demarcation items for parcel D-814 as follows:

- Ledgestone corner stacks at each property corner and/or change in property line angles.
- Public access signs at each entrance with a parcel image under the Public Access sign
- Parcel D-814 currently is listed as “Ridges of Dollar Creek Greenway” in the approved CORP. Public access signs would mirror the Meadow Ridge Greenway access signs and be called “Ridges of Dollar Creek Greenway”
- Private Property Signs at various locations throughout the parcels

Nicole verified that the parcel section that includes Tranquility Trail would continue to be called Tranquility Trail. Staff confirmed and noted that that portion has already been completed with trail signage

MOTION by Nicole, seconded by Jill to recommend approval by the Park, Recreation and Forestry Committee the demarcation of D-814 as listed. No further discussion. Motion approved unanimously in a voice vote.

3. Stormwater Pond Demarcation Recommendation

Staff presented recommended demarcation of parcels that have stormwater ponds with public access as follows:

- Ledgestone corner stacks at each property corner and/or change in property line angles.
- Public access signs at each entrance with a parcel image under the Public Access sign
- Private Property Signs at various locations throughout the parcels

MOTION by Jill, seconded by Anna to recommend approval by the Park, Recreation and Forestry Committee the demarcation of stormwater pond parcels with public access as listed. No further discussion. Motion approved unanimously in a voice vote.

4. Stone Silo Circle/Trumpeter Trail Recommendation

Staff presented recommended demarcation of the outlot between Stone Silo Circle and Trumpeter Trail, which was not on the original demarcation plan, as follows: that have stormwater ponds with public access as follows:

- Ledgestone corner stacks at each property corner (4)
- Public access signs at each entrance (2)

Nicole also asked that the public access signs mentioned that the parcel is very wet. Asked that we use wording on the Tranquility Trail sign on Three Penny Court and asked when this would be completed. Staff said that this outlot isn't currently listed with a year for completion in the Demarcation Plan so it will be done as funds allow after other parcels are completed per the plan.

MOTION by Nicole, seconded by Anna to recommend approval by the Park, Recreation and Forestry Committee the demarcation of the Stone Silo Circle/Trumpeter Trail outlot parcel as listed with the additional wording regarding it being wet. No further discussion. Motion approved unanimously in a voice vote.

I. STAFF UPDATES:

Ledgeview Park/East River Clean Up Saturday, May 1, 9am-12pm

Nicole asked if we could gather volunteers to clean the gazebo as part of the park clean up. Steph mentioned that the town will be hiring a seasonal worker this year and we can add that to our yearly tasks for this position.

J. FUTURE AGENDA ITEMS:

March: Review RFP for banner design

April: Garden Decorating Contest

Review proposals for trail paintings

K. ADJOURNMENT.

MOTION by Nicole, seconded by Jill, to adjourn the meeting. No further discussion. Motion approved unanimously in a voice vote.

Meeting adjourned at 7:25pm.

Respectfully Submitted,
Stephanie Schlag, Parks and Recreation Director

Next meeting date: March 15, 2021