

The Ledgeview Park, Recreation, & Forestry Committee held a meeting on **Tuesday, February 16, 2021 at 6:00pm** at the Community Center located at 3700 Dickinson Road, De Pere, WI 54115. Due to the COVID-19 pandemic, some members of the committee attended the meeting virtually.

A. CALL TO ORDER.

Meeting called to order by Shanda at 6:03pm.

B. ROLL CALL.

Members present: N. Van Helden, C. Peltier, D. Purnell, J. Shanda

Absent: R. Kowlaczyk

Staff present: Stephanie Schlag, Park & Recreation Director, Mark Sauer, Planner, Mead & Hunt

Also in attendance: Eric Trousil, De Pere Baseball; Mike Pollatz, President of Eagle Bluff Condominium Association

C. AGENDA APPROVAL.

Staff noted the agenda has the agenda has an incorrect date, and should be 2/16/21.

MOTION by Peltier seconded by Purnell to approve the agenda with the correct date. No further discussion. Motion approved 4-0 in a voice vote.

D. APPROVAL OF MINUTES:

1. Park and Recreation Committee Minutes from January 19, 2021
2. Beautification Sub Committee Minutes from October 19, 2020
3. Beautification Sub Committee Minutes from November 16, 2020
4. Beautification Sub Committee Minutes from December 14, 2020

MOTION by Shanda, seconded by Purnell to approve the minutes. No further discussion. Motion approved 4-0 in a voice vote.

E. PUBLIC COMMENT:

None.

F. COMMUNICATIONS:

1. Beautification Sub-Committee Update
 - i. 2020 Work Plan Final Evaluation ProvidedVan Helden provided an update of the meeting last night, including trail paintings, approved work plan, banner RFP and demarcation recommendations. Shanda likes the promotion in Ledgeview Living for Holiday Decorating Contest and suggested the committee/town use that for other events as well.

G. OLD BUSINESS:

1. Discussion on Future Park to be Located at Eagle Bluff Condo Association
Master Park Plan Design:
Sauer and Shanda presented an overview of the proposed master park plan and changes made since first planning meeting in January and updates from the February meeting. Mike Pollatz, as representative of the Eagle Bluff Condominium Association, stated he is in favor of this master plan. Pollatz mentioned that ATC has been doing work in the area and believes they are replacing the ATC 2022. Staff will call ATC to see if there is any coordination needed or impact on the park project. Question by Van Helden on what items on the master plan are for sure going to be built initially and what would be phased in. Shanda mentioned that the intent is for all of it to go in but it is all dependent upon budget. Question by Pollatz on when the community will be able to provide input on playground design. Shanda mentioned the process used for Two Dollar Park. Community input on playground design will be one of the next steps. Question by Purnell on what park sign would look like and will it indicate "Town of Ledgeview". Staff confirmed the park sign would be similar to the one at Two Dollar and Zelten Family Parks.

Approved at the March 23, 2021 Park, Recreation & Forestry Committee Meeting.

Approved at the April 5, 2021 Town Board Meeting.

Question by Van Helden about where the actual property/parcel area boundary line is, and recommended that the private property sign on the plan needs to be moved to indicate where actual property line is.

MOTION by Shanda, seconded by Cullen to recommend to the Town Board approval of the master park plan for future park to be located at Eagle Bluff Condominium Association as depicted. No further discussion. Motion passed 4-0 in voice vote.

Park Name:

Shanda suggested Copper Rock Park as it the location of the park is at the end of both Copper Lane and Marble Rock Circle.

Mike Pollatz, as representative of the Eagle Bluff Condominium Association, stated he is in favor of the name.

MOTION by Van Helden, seconded by Dave to recommend to the Town Board approval of the name of Copper Rock Park. No further discussion. Motion passed 4-0 in voice vote.

2. Discussion Regarding Creating a Forestry Ordinance

Staff provided an overview of sections 10 and 11 of the proposed forestry ordinance.

Purnell asked how a resident would know if they need a permit to perform work on a town-owned tree.

Staff mentioned that public education is going to be paramount when ordinance is approved.

No changes recommended to section 10 or section 11.

Next meeting will be review of sections 12-14.

April meeting will be final review of ordinance as a whole and review of the Urban Forestry Planting Manual.

April/May Zoning and Planning Committee will review ordinance and planting manual.

Town board will begin first review in May/June.

No motion necessary.

3. Discussion of 2021 Work Plan

Staff provided an updated 2021 Work Plan based on feedback given at the January, 2021 meeting.

Purnell asked for clarification on the difference between items 1 and 8 and how the Town would go about approaching land owners in the area of C1 and C2 to purchase or acquire land for the land.

Staff talked through previous land acquisitions, which typically have been donations. Staff is currently researching policies on this to bring back for future discussion.

Shanda asked for the town to revisit communications with area landowners for potential future community park as indicated in the CORP.

Purnell asked about requirements for Tree City USA. Staff mentioned 4 requirements: Tree Ordinance (in progress), celebrate Arbor Day, budget \$2/capita on tree-related activities, have a tree board.

Grammar corrections noted.

Motion by Van Helden, seconded by Shanda to approve the 2021 Work Plan with corrections. No further discussion. Motion passed 4-0 in voice vote.

H. NEW BUSINESS:

1. Fee Structure for Mulva Fields Reservations

Staff provided an overview of reservation rates for municipal owned turf ball diamonds.

Eric Trousil, board member of De Pere Baseball, said that DPB would like fees to be reflective of the quality of the facility and would like us to err on the side of caution as we start, and make sure we don't undervalue the facility. An email from De Pere Baseball to staff in advance of the meeting asked that our field rates are similar to the current rates Stevens Point charges for their newly built turf fields.

Trousil asked if and when fees would be reviewed. Staff confirmed that changes can be proposed as needed, but typically annually.

Shanda would like the reservation fee per hour, not per game as game lengths can fluctuate.

Purnell likes the fee schedule for Ledgeview and believes Mulva Fields should be the same.

Shanda and Peltier do not think Ledgeview Park fee is reflective of the facilities at Mulva Fields.

Rates proposed as follows:

- Tournament daily rate: \$450/day / field
- 2-hour rate: \$100/ 2-hour block / field
- Tournament Deposit \$500 / field / tournament

Concerns about sunflower seeds and gum, we will need to charge to clean up, which would be taken from deposit.

MOTION by Peltier, seconded by Shanda to recommend approval by the Town Board the fees as listed. No further discussion. Motion passed 3-1 in voice vote (nay: Purnell).

2. Proposal for Trail Murals along the East River Trail

Overview of proposal and memo provided by Van Helden. Explanation of mural vs. street art/trail paintings.

MOTION by Shanda, seconded by Purnell to recommend to the Town Board approval of the street art proposal and use of \$2,000 for trail paintings. No further discussion. Motion passed 4-0 in voice vote.

I. STAFF REPORT:

1. Fireworks in Parks

Staff mentioned the Town received a park reservation request to light off fireworks at Ledgeview Park as part of a wedding event at Olde School Square. There will be an opportunity in the near future for the Park Committee to review our ordinance to address future requests as our current park ordinance prohibits lighting of fireworks. Fire Chief is working through a new ordinance to present to the Town Board specific to fireworks in general (whether public or privately located).

2. Ice Rinks

Staff has been investigating the price to build a temporary ice rink at Scray Hill Park for the winter of 2021 (December). SHP chosen because of parking availability, size of parking lot, lighted parking lot, proximity of fire hydrants to fill rink, and security cameras. Staff asked if Park Committee was in support, if there are funds available in the fall. Staff would only proceed if budget allows it for 2021 and would budget appropriately for 2022. Committee is in support.

J. ADJOURNMENT.

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

Meeting adjourned at 7:23pm.

FUTURE AGENDA ITEMS

- Demarcation Update and recommendation from BSC
- Review of BSC 2021 work plan from BSC
- Alcohol in Parks
- Fireworks in Parks

Respectfully Submitted,
Stephanie Schlag, Parks and Recreation Director

Next Regular Meeting: March 16, 2021 6:00pm