

The Ledgeview Park, Recreation, & Forestry Committee held a meeting on **Tuesday, May 18, 2021 at 6:00pm** at the Community Center located at 3700 Dickinson Road, De Pere, WI 54115.

A. CALL TO ORDER.

**Meeting called to order by Shanda at 6:12pm.**

B. ROLL CALL.

Members present: Nicole Van Helden, Dave Purnell, Sachin Shivaram, Jason Shanda, Rod Kowlaczyk, Cullen Peltier  
Staff present: Stephanie Schlag, Park & Recreation Director; Mark Sauer, Planner, Mead & Hunt

C. AGENDA APPROVAL.

**MOTION by Dave, seconded by Nicole to approve agenda. No further discussion. Motion approved unanimously in a voice vote.**

D. APPROVAL OF MINUTES:

1. Park and Recreation Committee Minutes from April 27, 2021
2. Beautification Sub-Committee Minutes from April 19, 2021

**MOTION by Jason, seconded by Sachin to approve the minutes. No further discussion. Motion approved unanimously in a voice vote.**

E. PUBLIC COMMENT:

None.

F. COMMUNICATIONS:

1. Beautification Sub-Committee Update  
Update of the May 11, 2021 meeting provided by Van Helden. Update included rollout of Trail paintings—final approval by board at the meeting prior to park committee meeting. Banner design chosen. Will be put up at roundabouts. New member recommendation later in meeting. Garden Decorating contest on June 14<sup>th</sup>.

G. OLD BUSINESS:

None

H. NEW BUSINESS:

1. Discussion on Park Maintenance Report Cards  
Staff provided an overview of the memo and use of report cards. Generally, this scorecard is documentation for decision makers to take action on capital projects. Assist with budgeting and long-term purposes vs. short-term issues to address.  
Dave mentioned that restrooms should be a high standard (B grade minimum)  
Good discussion on how to determine the threshold for repairs/improvements and immediate action.  
Safety is a priority for driving capital projects.  
No action needed. Staff provided as an FYI for internal operations.
2. Park Dedication Process  
Staff provided an overview of the memo and the outline of the process used when a new subdivision is presented to the town, or if parkland/greenspace is dedicated.  
Committee discussion of process now and importance of including public in programming.  
Committee discussion of larger greenway / storm water pond / parkland dedication process and Town's ability to utilize these lands. Sauer provided overview and CORP background.  
No action needed. Staff provided as an FYI for internal and external processes.

3. CIP and Scray Hill Park Priorities for Master Plan

Related to the denial of Eagle Bluff/Copper Rock, the Board stated the Town has parks that are not finished per the CORP/ Master Plans, so let's get to those vs. building something else new. Staff is presented the CORP priority budget list, specifically for Scray Hill Park to finish park per approved master plan:

Committee feels the order of priorities are as follows:

1. Restrooms with drinking fountains (shelter with concessions is a plus)
2. Parking Lot expansion
3. 5<sup>th</sup> Soccer Field and trail at the same time

Committee recommends removing the splash pad/water feature from the CORP budget list.

Staff will develop a Capital Improvement Plan list based on the priorities. No action needed.

4. Recommendation from Beautification Sub-Committee on a New Member

**Motion by Cullen, seconded by Dave, to recommend Barb Mott as a new member of the Beautification Sub Committee. No further discussion. Motion passed unanimously in a voice vote.**

I. STAFF REPORT:

Staff provided an update of the following items in a report included in the agenda packet.

1. Town Board Actions at 5/3/21 Meeting on Park, Recreation, and Forestry Items
2. Forestry Ordinance Update from Zoning and Planning Meeting 5/12/21
3. Mulva Fields Update
4. Tree City USA Bulletin

J. ADJOURNMENT.

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

**Meeting adjourned at 7:31 pm.**

FUTURE AGENDA ITEMS

TBD: Fireworks in Parks

Grande Ridge Estates 1<sup>st</sup> Addition

Respectfully Submitted,

Stephanie Schlag, Parks and Recreation Director

**Next Regular Meeting: Tuesday, June 15, 2021 6:00pm**