



**Parks Commission  
Meeting Agenda  
Tuesday, February 9, 2021**

5:30 P.M.  
via Teleconference

Call: 1-312-626-6799  
Meeting ID: 815 1130 8759  
Password: 857693

To join via computer:

<https://us02web.zoom.us/j/81511308759?pwd=ODZxUUZhS1ZWVExmMHJsbnpXSHVDUT09>

1. Call to Order
2. Consider Minutes from meeting on January 12, 2020
3. Staff Liaison Updates
  - a. Atwater Park Foot Wash Station Donation
  - b. Shorewood Short Series: How to be a Good Neighbor
  - c. Fish and Feather Festival
4. Discuss and Consider Scoop the Poop! Shorewood Program
5. Discuss and Consider 2020 Annual Report and 2021 Future Initiatives
6. Discuss Next Steps for the Comprehensive Park Plan
7. Future Agenda Items
8. Adjournment

DATED at Shorewood, Wisconsin this 4th day of February, 2021.

**VILLAGE OF SHOREWOOD**  
Sara Bruckman, CMC/WCMC  
Village Clerk

Should you have any questions or comments regarding any items on this agenda, please contact the Manager's Office at 847-2702.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals.



**Parks Commission**  
**Minutes**  
**January 12, 2021 5:30 P.M.**

via Teleconference  
3930 N. Murray Avenue, Shorewood, WI 53211

**1. Call to order.**

The meeting was called to order at 5:31 p.m.

Members present: Jenny Vulpas, Kathy Yanoff, Julie Bradisse Enrique Figueroa, and Lybra Loest (left at 6:30 p.m.).

Members not present: Mark Schill and Bonnie Pedraza

Others present: Assistant Village Manager Tyler Burkart, Judith Winn, Linda Laarman, Kae Donlevy, Alicia Domack

**2. Consider Minutes from Meeting on October 13, 2020**

Mr. Figueroa moved to approve the October 13, 2020 minutes. The motion was seconded by Ms. Bradisse. Motion approved by 5-0 vote.

**3. Staff Liaison Updates**

Mr. Burkart mentioned that the Village will begin taking applicants for the Parks and Public Spaces Committee next month. All Parks Commission members and community members are encouraged to apply. The Committee will probably have their first meeting in May or June. Mr. Burkart is working on finalizing a draft of the 2021 Comprehensive Park Plan for the Parks Commission to review in February or March. Lastly, DPW will have an updated design plan for Triangle Park at the February meeting.

**4. Discuss and Consider Foot Wash Station Donation for Atwater Park**

Ms. Domack from Friends of Atwater was in attendance to discuss the proposed foot wash station donation. The Shorewood Foundation provided the Friends of Atwater a grant for \$25,000 for station. Strand provided two cost estimates on the station, one being at the top of the bluff and one near the restrooms on the path going down the bluff. Staff and Friends of Atwater recommend the location at the top of the bluff since it is more cost effective and wouldn't have as many concerns for runoff. The cost estimates show that the grant should be able to pay for the entire station. There was an inquiry about the maintenance costs. Mr. Burkart said the Village would be responsible for maintenance of the station and has the ability to uninstall the station if maintenance costs are unsustainable. Mr. Figueroa moves to recommend approval of the foot wash station donation for Atwater Park at location #1 described in the packet. The motion was seconded by Ms. Loest. There was discussion about the location of the station and members felt comfortable with option #1. Motion approved by a 5-0 vote.

**5. Discuss and Consider Scoop the Poop! Shorewood Program**

Ms. Laarman and Ms. Winn presented their proposal for dog poop stations around the Village. Ms. Donlevy was in attendance to share how she'd market and communicate the program through the Shorewood Waters Project. There was discussion about letting property owners know if a poop station was put in the right-of-way outside of their house.

Parks Commission  
January 12, 2021 Minutes

Mr. Burkart let the Commission know that property owners of the proposed locations would be contacted to see if they would approve having the stations in the right-of-way outside of their house. It was recommended to include the amount of dog licenses in the proposal. One inquiry was about using a pre-existing structure to post the stations to save costs. Mr. Burkart recommended for a sub-committee meet with Ms. Laarman and Ms. Winn to identify locations and bring forward to the Commission for review in February. There was discussion about using Village communication to ask for recommendations on locations for the poop stations. It was clarified that the sponsors would replenish the bags and users would take the poop bags with them at home to dispose. There were some concerns expressed about residents leaving poop bags in people's yards or using other community members' receptacles. Mr. Figueroa and Ms. Vulpas volunteered to be a part of the sub-committee to put together a proposed list of locations.

**6. Future Agenda Items**

No future agenda items.

**7. Adjournment.**

Mr. Figueroa moved, seconded by Ms. Yanoff to adjourn the meeting. Motion approved 4-0 vote. Meeting adjourned at 6:34 p.m.

Respectfully submitted by,

Tyler Burkart  
Assistant Village Manager

February 4, 2021  
Linda Laarman  
Judy Winn

## **Scoop the Poop! Shorewood Sponsored Dog Waste Stations**

### **Executive Summary**

- Bag stations (without receptacles) throughout Shorewood
- One-year pilot of 15 stations to begin Spring 2021; more to follow depending on needs/results of pilot
- Sustained under the auspices of the Parks and Public Spaces Committee/Other Public Spaces Subcommittee
- Costs borne by sponsors (businesses, charitable organizations, residents)
- Maintained by volunteers
- Publicity/education a key component for success

### **Project Details**

#### **Rationale**

Shorewood had 410 licensed dogs last year, producing approximately 615 pounds of dog waste (dog poop) daily and that is just the licensed dogs! Research shows that, nationwide, only a relatively small percentage of dog poop is picked up. There is too much dog poop left on sidewalks, parkways and front lawns. Besides ruining shoes and boots, the dog poop can cause environmental damage and health problems. For example:

- Dog poop washes into sewers, rivers and Lake Michigan.
- Thirty percent of bacteria in urban watersheds is estimated to come from dog poop.
- The EPA says that the bacteria from just 100 dogs is enough to close a beach to swimming and fishing.
- The parasites, bacteria and viruses from dog poop are harmful to other dogs and people.
- Dog poop impacts growth of algae which washes up on the beaches and imparts a very unpleasant smell.

We propose to install dog waste stations throughout the Village in commercial as well as residential areas. The waste stations will provide bags for dog walkers who have failed to bring them as well as serve as a reminder to pick up.

## Stations and Signage

The stations will be one of two types that would be purchased by the Village (using sponsor money) from an online vendor.

One type – to be put in a parkway, along a pedestrian path, in a park – is on a pole. The other type is a one-piece box that attaches to a building – for example, to an apartment or commercial building. We refer to these stations later in this Proposal as “pole stations” and “mailbox stations.”



Pole Mailbox

The “pole type” comes unassembled. We propose replacing the generic sign that comes in the package with a Shorewood-specific sign (see proposed logo in Appendix A). Also, if a sponsor wants to be recognized (some sponsors, including those funding the pilot, may prefer to remain anonymous), a “sponsored by” sign would be attached below the bag dispenser.

We are recommending the stations **not** include waste receptacles. Receptacles would need to be emptied and Shorewood DPW is not able to do that. Also, the receptacles would become messy in rain and snow. Third, there could be an unpleasant odor. Finally, it is unlikely dogs will poop right at a station. Rather, the stations provide bags to use any time on a walk (prior to or after passing the station).

## Bags

Each station will hold a few hundred bags. The method of dispensing bags varies but, essentially, comes down to “roll bags” and “one-pull” bags. We propose one-pull; vendors have told us that, this way, only one bag comes out at a time whereas, with a roll-bag system, an individual can grab multiple bags. We endorse the one-pull to encourage individuals to take only what they need and to discourage bags from being left on the ground.

Our proposal includes plastic bags made from recyclable plastics. We have learned that “biodegradable” is essentially a meaningless term, and that “compostable” bags do not, in fact, decompose when put in a landfill, as would be the case here. (Note: Compostable bags are also more expensive than plastic bags and may not fit in the dispensers that Shorewood would use.)

We have heard some opposition within the community to “more plastics.” But we analyze this from a *lesser of two evils* perspective. Both plastics and dog waste are harmful to the environment, but dog waste is a worse problem because it also enhances algae bloom and spreads disease among animals and humans.

### **Funding and Costs**

The cost of each pole station with two signs is approximately \$150. For a mailbox station, the cost is approximately \$70 less. See Appendix B (Budget) for details. Linda and Judy have volunteered to fully fund the pilot of 15 stations. If the project is approved for expansion, members of the Other Public Spaces Subcommittee of the Parks and Public Spaces Commission will recruit sponsors for additional stations. Sponsors will be asked to pay for stations and/or a supply of bags.

### **Number**

The number of stations in the expansion is contingent upon the number of sponsors as well as the evaluation of the pilot (See below).

### **Placement**

Proposed locations of the stations for the pilot are found in Appendix C. Responding to a call in the Shorewood Village Manager’s Memo and the Village Facebook page, residents suggested potential locations, including residential areas. A small group (three Parks Commission members, Tyler Burkart, Linda and Judy) used those suggestions and added their knowledge of areas of high level of dog walking to identify the 15 proposed locations. Tyler will contact residents whose parkways may be used. One commercial sponsor (Riley’s Sandwiches) has already volunteered to have one placed on their building.

### **Maintenance**

Restocking the waste stations will occur in one of two ways: 1) the sponsor will refill the stations when needed; 2) a school class or other group of volunteers will refill the stations on a regular basis. Bags will be kept at the DPW.

The Village will not be responsible for damage to the stations. If a station is damaged, the sponsor will have the option to pay for its repair, another sponsor may step up, or the station may be removed.

## **Sustainability**

Although fully funded by sponsors, the Parks and Public Spaces Commission will manage the project with particular responsibility resting in the Other Public Spaces Subcommittee. This group will be responsible for recruiting sponsors, determining placement of additional stations, overseeing publicity about the program, and recruiting additional volunteers as needed.

## **Publicity/Education Campaign**

A strong publicity campaign educating residents on the importance of scooping poop and why, and encouraging residents to do so, needs to be part of the effort. Kae DonLevy (Shorewood Waters) has already engaged in strong efforts in this direction, and publicity/education will need to continue.

A sample of other communities' experiences addressing dog waste is found in Appendix D.

## **Apartments/Condos**

Even while in the first-year pilot phase, we urge reaching out to the owners/management of large rental buildings and to large condo associations that allow dogs. These buildings could be encouraged to purchase mailbox stations, keep rolls of bags at the front desk or some other common location, and put information on bulletin boards, in newsletters, etc. to encourage residents to scoop the poop.

## **Evaluation of the Pilot**

Two methods will be used to evaluate the pilot. The first is a community survey to be administered at the end of the one-year pilot. The second is a record of dates the stations need re-stocking. Results will be used to answer the following types of questions in terms of the efficacy of dog waste stations in Shorewood:

1. Is the amount of dog poop left on the sidewalks, parkways, and front yards decreasing?
2. How much use are the stations getting?
3. Which waste stations are used the most?
4. Where should future stations be?

5. What are the challenges of having dog waste stations throughout the Village?  
How can these be addressed?

**Appendix A  
Project Logo**

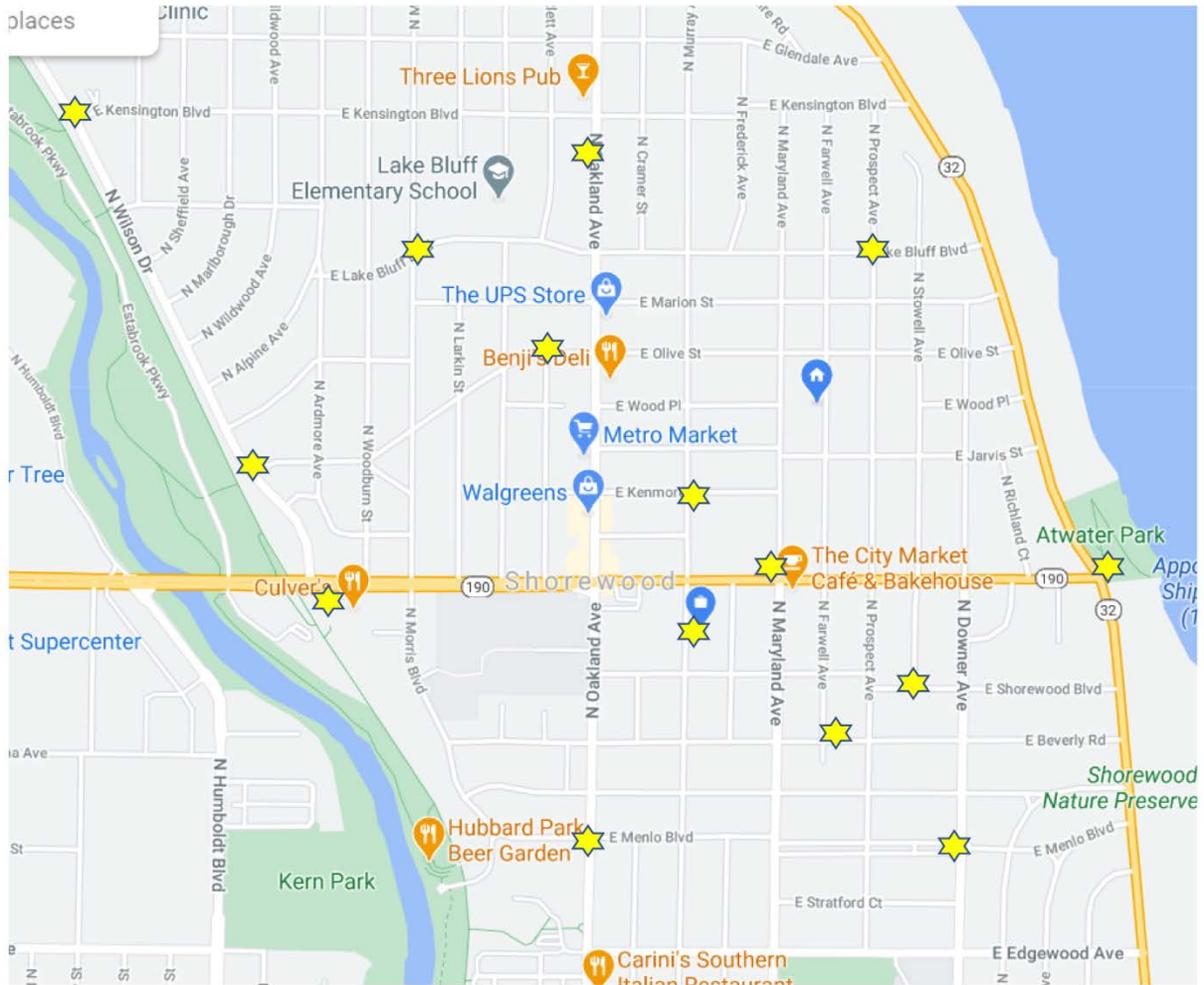


**Appendix B  
Budget**

Item	Cost
<b><i>Stations from Dog Waste Depot *</i></b>	
Pole Station (Depot – 023) – includes 400 bags/station	\$125 for 5-9 \$122 for 10 or more
Mailbox Station (Depot-019)	\$ 55 for 5-9 \$ 50 for 10 or more
<b><i>Bags from Dog Waste Depot*</i></b>	
Case of 3200 single-pull bags	\$100
<b><i>Signs (based on conversations with FastSigns in Glendale)</i></b>	
Signs with Scoop the Poop! Shorewood logo	\$ 12 per sign
Sponsor signs	Less than \$12 per sign

\*We researched several vendors and concluded that all sell “about” the same products (for aluminum stations) and that Dog Waste Depot is a good vendor. They are the “discount” vendor among several affiliates, and we were orally assured that, if any of their affiliates is advertising a less expensive price, they would match it. They also provide free shipping, while some other vendors charge for shipping.

## Appendix C Proposed Locations of Dog Waste Stations for the Pilot



## **Appendix D Other Communities' Experiences**

Fox Point (which has approximately half of the population of Shorewood) has 10 waste stations. We spoke to the village manager and a DPW employee by phone. These stations have been in existence for four or five years. They have been completely funded and maintained by the village. They are mostly located along pedestrian walkways and in parks, not on pedestrian streets. The principal reason that they are not on pedestrian streets appears to be that each station contains a waste receptacle, and residents are concerned about odor. The DPW picks up the waste three times a week. The individuals we spoke with seem to consider Fox Point's program a success.

Bayside has three or four stations, installed many years ago, according to the village manager there. As in Fox Point, these stations were paid for, and are maintained by, Bayside. The village manager considers the program a success.

We also looked at various efforts around the country. Some of the findings:

- The Albuquerque NM area publicized the importance of scooping, in part through use of a short video called "There is No Poop Fairy." They think it helped produce more picking up, and the video was "borrowed" by Duluth MN.
- Kirkland WA spent three weeks marking all poop left on the ground in two city parks with brightly colored flags and signs. They report that this led to an 80% reduction in "unscooped" poop, lasting for at least two months.
- Prince George's County MD (suburban Washington DC) has been holding annual "pet waste summits," attracting more than 75 individuals/representatives of interested groups. They also have encouraged children to learn about dog waste issues through the use of (bilingual) educational materials and games.

**Village of Shorewood 2019 Annual Report**

**VILLAGE OF SHOREWOOD  
DEPARTMENT / COMMITTEE ANNUAL REPORT**

**Instructions:** To help inform the Village Board on the annual operations, services and activities being performed by all areas of the Village, the Village Manager is asking each department and citizen committee to complete the following report. Please contact the Village Manager's Office if you have any questions about the report.

---

**Name of Department / Committee:**

**Name of Department Head / Committee Chair:**

**Other Department Managers / Committee Members:**

---

**Identify your most significant department / committee services and activities performed in the past year.**

## Village of Shorewood 2019 Annual Report

Identify your department / committee proposed initiatives that you hope to perform or implement in future years. Initiatives are significant subjects such as service delivery changes, capital items, programs, or studies that require Village resources and time to execute. Each initiative listed should link to one of the six vision statements in [Vision 2025](#) on pages 6-8. Include the vision number(s) in the “Relationship to Vision 2025” column corresponding with the vision statement(s) that best relates to the initiative along with a brief explanation. For each initiative, please complete the “Request Execution of New Village Initiative” form to complete this section. For citizen committees, please utilize your staff liaison to complete this form.

Department / Committee Initiative(s)	Relationship to Vision 2025
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

## Village of Shorewood 2020 Annual Report

### VILLAGE OF SHOREWOOD DEPARTMENT / COMMITTEE ANNUAL REPORT

**Instructions:** To help inform the Village Board on the annual operations, services and activities being performed by all areas of the Village, the Village Manager is asking each department and citizen committee to complete the following report. Please contact the Village Manager's Office if you have any questions about the report.

---

**Name of Department / Committee:**

**Name of Department Head / Committee Chair:**

**Other Department Managers / Committee Members:**

---

**Identify your most significant department / committee services and activities performed in the past year.**

- 1.
- 2.
- 3.

## Village of Shorewood 2020 Annual Report

Identify your department / committee proposed initiatives that you hope to perform or implement in future years. Initiatives are significant subjects such as service delivery changes, capital items, programs, or studies that require Village resources and time to execute. Each initiative listed should link to one of the six vision statements in [Vision 2025](#) on pages 6-8. Include the vision number(s) in the “Relationship to Vision 2025” column corresponding with the vision statement(s) that best relates to the initiative along with a brief explanation. For each initiative, please complete the “Request Execution of New Village Initiative” form to complete this section. For citizen committees, please utilize your staff liaison to complete this form.

Department / Committee Initiative(s)	Relationship to Vision 2025
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

## Village of Shorewood 2020 Annual Report

**FOR VILLAGE DEPARTMENTS:** Please review and evaluate the Village fee schedule. For fees that should be modified or require additional review from the Village Board, please list out those fees in the chart below. In addition, please indicate your department’s recommendation to amend the fee. If the fee impacts additional departments, please list the following departments you’ve contacted and gained their approval involving your recommendation.

Village Fee – include Fee amount	Recommended Modification	Departments Approving Recommendation
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		