



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

5:30 P.M.
via Teleconference

Call: 1-312-626-6799
Meeting ID: 913 8291 4542
Password: 738837

To join via computer:

<https://zoom.us/j/91382914542?pwd=eGtnMVc1V0ozUHoxang2MGlmNTREdz09>

1. Call to Order
2. Consider Minutes from meeting on February 9, 2021
3. Staff Liaison Updates
 - a. River Riparian Trail Clean Up
 - b. Atwater Park Lighting during Winter Months
 - c. Scoop the Poop Program Proposal to Village Board
4. Discuss and Consider Triangle Park Design Concept and Community Involvement
5. Consider 2020 Annual Report and Future Initiatives
6. Future Agenda Items
7. Adjournment

DATED at Shorewood, Wisconsin this 4th day of March, 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

February 23, 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 5:33 p.m.

Members present: Jenny Vulpas, Kathy Yanoff, Julie Bradisse, Enrique Figueroa, and Bonnie Pedraza

Members not present: Mark Schill and Lybra Loest

Others present: Assistant Village Manager Tyler Burkart, Trustee Arthur Ircink, Judith Winn, Linda Laarman

2. Consider Minutes from Meeting on January 12, 2021

Mr. Figueroa moved to approve the January 12, 2021 minutes. The motion was seconded by Ms. Yanoff. Motion approved by 5-0 vote.

3. Staff Liaison Updates

Mr. Burkart mentioned that the Village Board accepted the donation from the Friends of Atwater for a foot wash station. Mr. Burkart shared some high school students are beginning to work on the next videos series, which show how neighbors can help out one another. The Fish and Feather Festival will be coordinated by the Conservation Committee. The Committee would like to know if the Parks Commission are willing to assist with the planning and events. Mr. Burkart reminded current members who want to remain as a volunteer committee member on the Parks and Public Spaces Committee to apply by the end of March. Mr. Burkart and Tr. Ircink summarized the Shorewood Little League proposal to live stream their games will be going to the Village Board for consideration on March 1. Lastly, the Farmers Market was approved again in Estabrook and Estabrook Parkway may become another active street.

4. Discuss and Consider Scoop the Poop! Shorewood Program

Ms. Winn and Ms. Laarman mentioned the Conservation Committee made a recommendation to endorse the program. Ms. Vulpas mentioned a resident expressed concern about the use of plastic bags and the resident may have found paper bags as an alternative. There was also discussion about the use of biodegradable or compostable bags, which it was mentioned the bags don't truly break down entirely or stations aren't made to configure the size of the bag dispensers. Ms. Laarman and Ms. Winn stated while plastic bags aren't ideal, addressing the dog waste issue is a larger evil than introducing more plastic bags into the community. Resident JoAnn Macken introduced the idea of using bags made of corn starch rather than plastic, which avoids the use of petroleum and greenhouse gases when produced. She inquired if the larger issue is the lack of waste containers for the public rather than introducing more plastic. Ms. Macken also expressed that 15 stations is too many stations for a pilot and we need more education related to the dog waste problem. Mr. Figueroa asked how they would measure how much dog waste would be removed. Ms. Laarman clarified they would

count the number of bags utilized. Mr. Figueroa recommended for the proposal to be clearer who would be completing the assessment work of the trial program. Mr. Burkart mentioned the Village would only commit to the stations if a person or community group commits to managing the bags for that station. This would mean the proposal would be up to 15 stations for the trial period. Mr. Figueroa moves to recommend to the Village Board to approve the one-year trial Scoop the Poop program. Ms. Pedraza seconded the motion. Motion approved by a 5-0. The recommendation will go to the Village Board for their March 15 meeting and staff will proceed with communicating with property owners who live nearby the proposed stations.

5. Discuss and Consider 2020 Annual Report and 2021 Future Initiatives

Mr. Burkart asked the Commission to identify action items for 2020 and 2021 future initiatives.

2020 action items:

- Reviewed design concepts for Triangle Park.
- Reviewed proposal to have bocce ball at Hubbard Park, which wasn't recommended by the Parks Commission.
- Made the recommendation to update the ordinance in relation to park vendor fees.
- Made a recommendation on a smoking ban for park spaces.

2021 future initiatives:

- Install foot wash station for Atwater Park
- Implement the trial period of the Scoop the Poop program.
- Evaluate planting more trees along the business corridor.
- Complete and adopt the updated Comprehensive Park Plan.
- Implement design concept for Triangle Park.

6. Discuss Next Steps of the Comprehensive Park Plan

Mr. Burkart mentioned the draft plan will be completed in the next few months, but based on the need for community engagement for the draft plan, the Parks and Public Spaces Committee will most likely complete that process prior to adoption.

7. Future Agenda Items

No future agenda items.

8. Adjournment.

Mr. Figueroa moved, seconded by Ms. Bradisse to adjourn the meeting. Motion approved 5-0 vote. Meeting adjourned at 6:28 p.m.

Respectfully submitted by,

Tyler Burkart
Assistant Village Manager



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO PARKS COMMISSION

Agenda Item: Triangle Park design review

Date: 3/9/2021

Presenter: Ben Habanek, Horticulturist
Leeann Butschlick, Public Works Director

History – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is not relevant history, N/A should be entered in this space.

7/9/2019	Interest expressed to review usage at Triangle Park
8/13/2019	Parks Commission establishes date for community meeting regarding Triangle Park
9/10/2019	Parks Commission holds community meeting in Triangle Park
10/8/2019	Results of meeting reviewed; recommendation made to relocate flag pole
2/11/2020	DPW staff present proposed landscape redesign; PC directs staff to contact Shorewood Women's Club for official statement regarding relocation of flag pole
7/21/2020	PC reviews landscape options for park; voted to explore options for community partner to sponsor new flag pole and voted to apply for grant to fund bench installations
8/18/2020	PC clarified recommendation that flag pole and seating to be funded through grant or third-party donations
9/15/2020	Assistant Village Manager Burkart attends the Shorewood Women's Club meeting. SWC provides feedback that the Village should proceed with not replacing the flagpole if it is damaged during removal. SWC will search for other opportunities and locations for a flagpole or another type of donation.

Agenda Item Discussion – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.

Attached please find a proposed landscape plan for Triangle Park. This version is proposed based on comments received since the original presentation in February 2020.

Please note highlights of the attached:

- The updated design features a concrete walkway across the eastern portion of the park, near the current edge of the wood chip mulch area.
- The ends of the new pathway must be flared where they meet existing sidewalks to allow for DPW snow removal equipment to work without damaging the surrounding ground.
- Concrete pads allow for permanent mounting of park bench seating.
- The area between the benches could be poured concrete to allow additional hard surface space for bicycle infrastructure, wheelchair/stroller parking or additional seating.
- The flagpole and existing perennial bed would be removed and seeded with turf grass to create more open space in the middle of the park.
- Perennial beds shown on the western edge of the new path would be planted with a mixture of shorter native insect-friendly perennials and would qualify for status as a [Monarch Waystation](#).
- Updated survey markings are necessary to establish an official maintenance boundary on the east side of the park. A preliminary search did not find existing property irons. The cost for a plat of survey and installation of property irons is estimated at \$4,000.

Please recall applicable elements of the general design as presented in February 2020:

- It is recognized that issues with uneven grade or “lumpy” soils exist throughout the park and excessively wet soil conditions are typically present along the Kenmore Place frontage of the park. Large scale re-grading and earthwork are cost-prohibited and not proposed. DPW staff does recommend the installation of drain tile along the Kenmore sidewalk area to improve drainage.
- The proposed design includes the removal of existing ash trees in the east park boundary and the installation of multiple arbor vitae to create a natural screen from the properties to the east.

Community and Business Outreach – *If applicable, did you notify the community groups and business that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

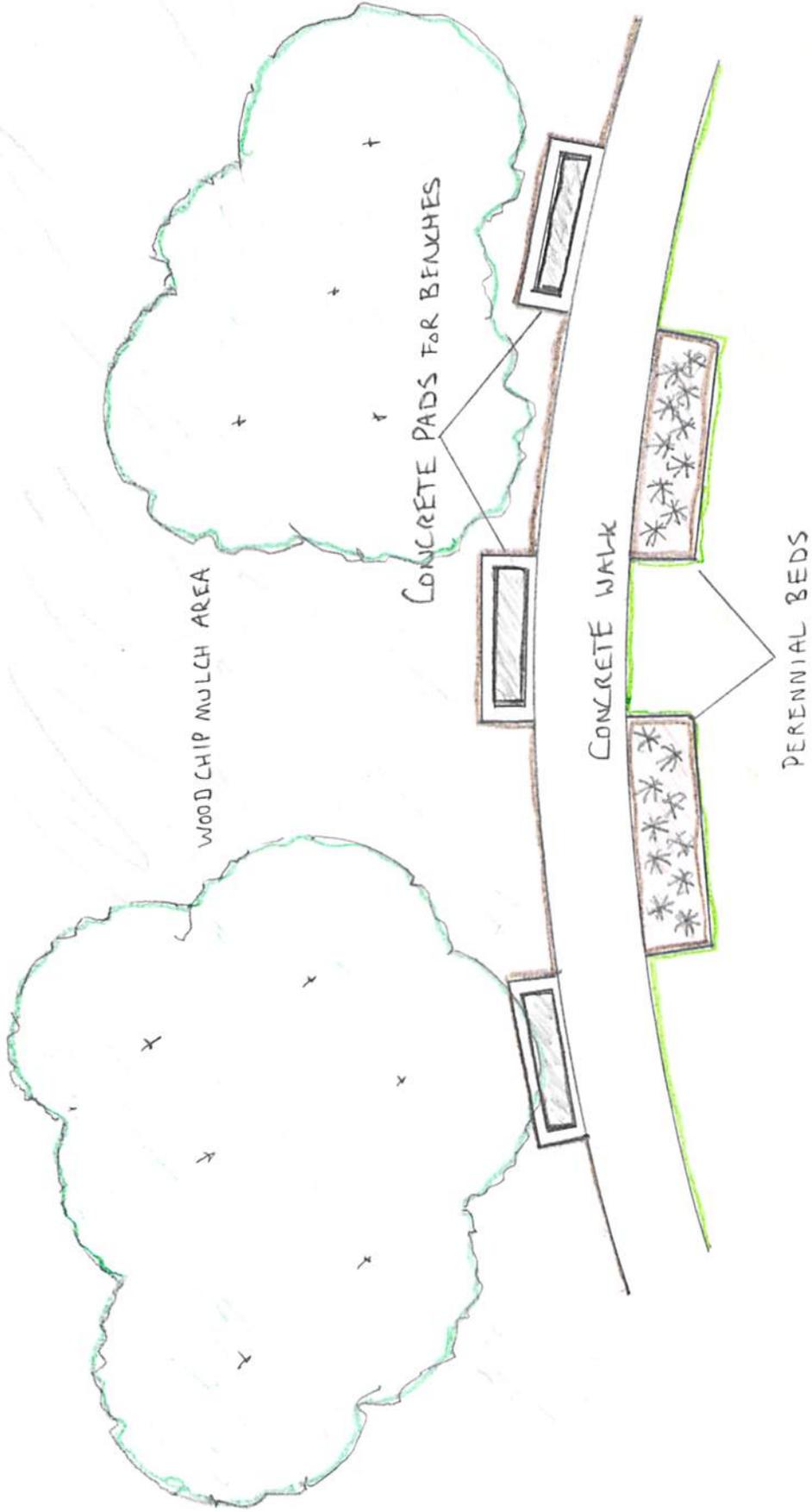
If yes, identify and what community groups and businesses were notified.
A communication plan will be developed upon notice of grant award.

Action Required/Recommended – *Please include the recommended motion of possible actions for this agenda item.*

No action required. This item is presented for discussion.

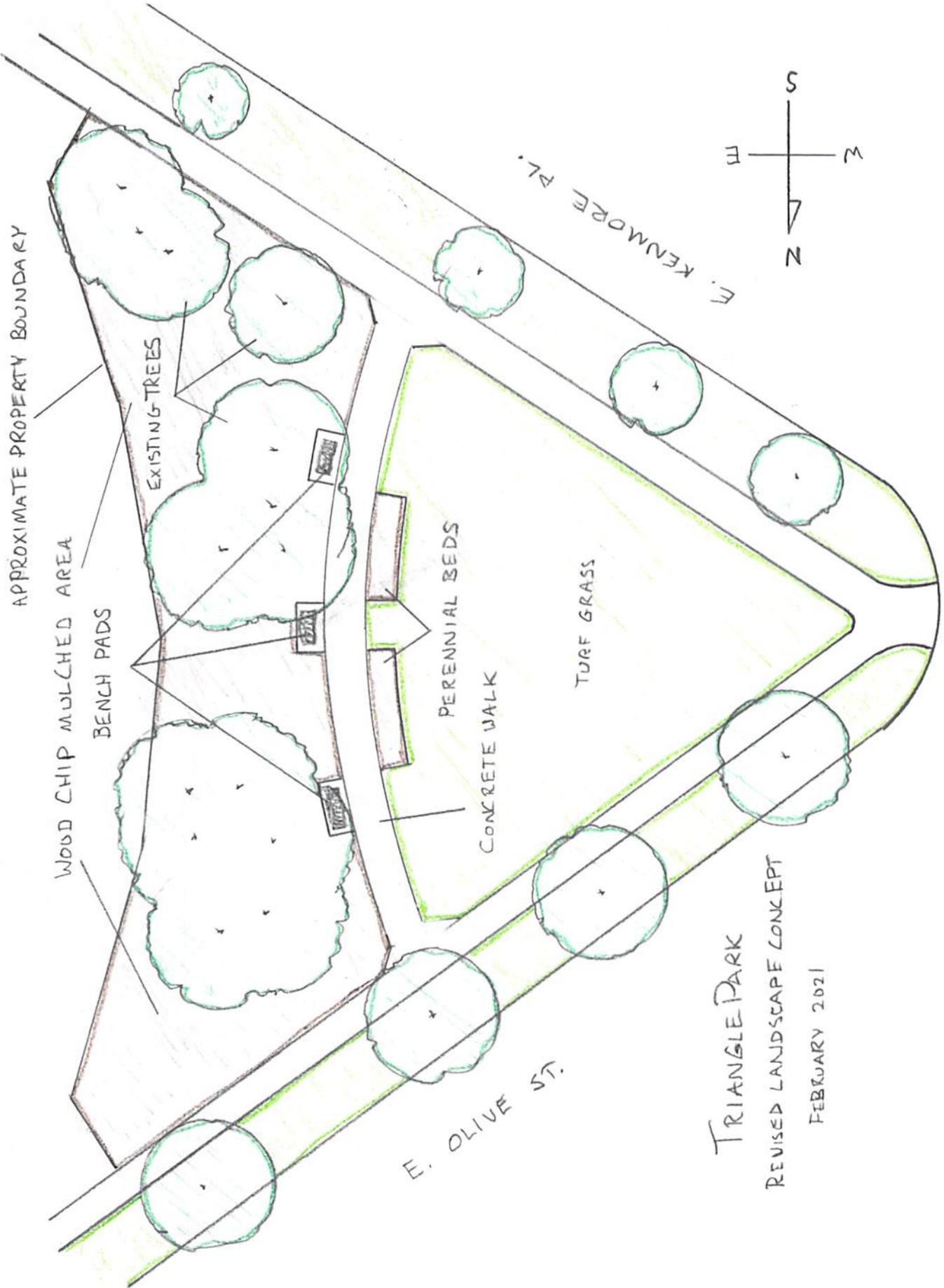
Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Triangle Park Re-Design February 2021
2. Triangle Pak Re-Design February 2021 bench detail



TRIANGLE PARK
REVISED LANDSCAPE CONCEPT
FEBRUARY 2021

WOOD CHIP MULCH AREA
CONCRETE PADS FOR BENCHES
CONCRETE WALK
PERENNIAL BEDS
OPEN TURF GRASS AREA



TRIANGLE PARK
 REVISED LANDSCAPE CONCEPT
 FEBRUARY 2021

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: Parks Commission

Name of Department Head / Committee Chair: Jenny Vulpas, Parks Commission Chair

Other Department Managers / Committee Members:

Julie Bradisse, Enrique Figueroa, Lybra Loest, Bonnie Pedraza, Mark Schill, Kathy Yanoff, Arthur Ircink (Trustee Liaison), Tyler Burkart (Staff Liaison)

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

1. Reviewed design concepts for Triangle Park.
2. Reviewed proposal to have bocce ball at Hubbard Park, which wasn’t recommended by the Parks Commission.
3. Made the recommendation to update the ordinance in relation to park vendor fees.
4. Made a recommendation on a smoking ban for park spaces.

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. Install foot wash station for Atwater Park.	(3, 4): Healthy community with clean air and water; an ecologically-responsible community with an appreciation for the lake, river, and other natural areas.
2. Implement the trial period of the Scoop the Poop program.	(3, 4): Healthy community with clean air and water; an ecologically-responsible community with an appreciation for the lake, river, and other natural areas.
3. Evaluate planting more trees along the business corridor.	(1, 4): Attractive and thriving local service, retail and hospitality businesses; an ecologically-responsible community with an appreciation for the lake, river and other natural areas.
4. Complete and adopt an updated Comprehensive Park Plan.	(4, 6): An ecologically-responsible and well-governed community with leaders and citizens who value broad civic participation and maintain a long-range, disciplined view of the future
5. Implement design concept for Triangle Park.	(4, 6): An ecologically-responsible and well-governed community with leaders and citizens who value broad civic participation and maintain a long-range, disciplined view of the future