



# **Parks Commission**

## **Minutes**

### **February 11, 2020 5:30 P.M.**

Village Center  
3920 N. Murray Avenue, Shorewood, WI 53211

#### **1. Call to order.**

The meeting was called to order at 5:34 p.m.

Members present: Bonnie Pedraza, Enrique Figueroa, Mark Schill, Kathy Yanoff, Julie Bradisse and Lybra Loest (arrived at 5:37 p.m.)

Others present: Assistant Village Manager Tyler Burkart, Trustee Michael Maher, DPW Director Leeann Butschlick, Horticulturalist Ben Habanek

Not Present: Jenny Vulpas

#### **2. Consider Minutes from Meeting on January 14, 2020**

Mr. Figueroa moved to approve the January 14, 2020 minutes. The motion was seconded by Ms. Pedraza. Motion approved by 5-0 vote.

#### **3. Staff Liaison Updates**

Mr. Burkart informed the Commission that it has been five years since the Comprehensive Park Plan has been adopted. The Village needs to update the plan every five years in order to qualify for certain grant funding. This will be an ongoing agenda item for most of 2020 and will need to be added to the future priority list for the Parks Commission. The Commission should consider having public meetings in the park spaces similar to what the Commission did in Triangle Park.

#### **4. Discuss River Riparian Management Plan**

Tr. Maher presented a summary of the River Riparian Management Plan to the Commission. It has been an ongoing effort to revitalize and improve the river bluff area in Shorewood. Tr. Maher talked about our participation in the Milwaukee River Greenway coalition. Tr. Maher summarized the different zonings along the river riparian area, the recent work to build the trail along the river as well as revitalization and protection of native plants in the area. The Commission discussed the value of keeping people on the trail and ways to discourage people from destroying native plantings. The Commission reviewed the 5-year annual management plan along with the few capital projects scheduled to be executed. Tr. Maher updated the Commission on the design and engineering of the canoe/kayak launch at Hubbard Park.

#### **5. Discuss and Consider Triangle Park Landscape Design**

Ms. Butschlick and Mr. Habanek from DPW were in attendance to present the landscape design concept for Triangle Park to the Commission. Mr. Habanek mentioned the flagpole would be moved to the west to open the field. Native plantings, which could qualify it as a monarch waystation, would go in around the new location of the flagpole. At least one-inch-wide cement bases would go in between the sidewalk and plantings to act as a buffer for snow removal equipment and salt. Benches also could be added in around the flagpole for seating. Mr. Habanek expressed the difficulty of knowing where

the park property ends to the east since there is no clear indicator out in the field. A fence could make it clearer of where the property line exists. A few residents were in attendance to share their perspective. One discussion was about locating the benches or potentially picnic tables under the trees to the east. It was noted parts of the conceptual design, if approved, could be completed in 2020 with other tasks being completed in a later year. Mr. Figueroa moves to move the flagpole to the western corner with the installation of the concrete border. All other design concepts would be discussed by the Parks Commission at a later date. Motion failed for a lack of a second. The Commission would like to discuss again at a later date and have Mr. Burkart reach out to the Shorewood Woman's Club for an official statement on the relocation of the flagpole.

**6. Discuss 2019 Annual Report and 2021 Future Priorities**

Mr. Burkart asked Commission members to start working on future priorities to propose for the 2021 year. Ms. Loest and Ms. Vulpas will work together on the 2019 annual report. All materials should be sent to Mr. Burkart a week before the next meeting.

**7. Discuss 2020 Shorewood Loves Dogs Campaign Schedule**

Mr. Burkart got in contact with Ms. Weston to talk about the 2020 schedule. The proposal is for Ms. Weston and Mika to attend 4 of some of the most highly attended events that she is able to attend. After looking through her schedule, it was determined the best events were the Fourth of July parade, one of the performance for the Summer Concert Series, Barktoberfest, and one of the BID events. Ms. Weston is asking the Commission to consider a banner and some handouts (i.e. stickers or magnets) that include the dog rules. Mr. Burkart is asking a member to come up with a design and find cost estimates for a marketing handout.

**8. Future Agenda Items and Schedule Next Meeting**

No future agenda items and next meeting will be March 10.

**9. Adjournment.**

Ms. Bradisse moved, seconded by Ms. Loest to adjourn the meeting. Motion approved 6-0 vote. Meeting adjourned at 6:45 p.m.

Respectfully submitted by,

Tyler Burkart  
Assistant Village Manager