



## PARKS, RECREATION, AND FORESTRY COMMITTEE MINUTES

Monday, June 12, 2023, at 5:30pm

Ledgeview Community Center

3700 Dickinson Road, De Pere, WI 54115

### A. CALL TO ORDER

The meeting was called to order by Nicole Van Helden at 5:35pm.

### B. ROLL CALL

Members present: Chris Culotta, Tim Enright, Karie Kellam, David Purnell, Nicole Van Helden. Members excused: Cullen Peltier

Staff present: Stephanie Schlag, Parks & Recreation Director, and Mark Sauer, Planner, Mead & Hunt.

### C. AGENDA APPROVAL

**Motion by Dave, seconded by Chris** to approve the agenda. No further discussion. Motion carried 5-0 in a voice vote.

### D. APPROVAL OF MINUTES:

1. Parks, Recreation and Forestry Committee Minutes from April 26, 2023

**Motion by Dave, seconded by Nicole**, to approve the minutes. No further discussion. Motion carried 5-0 in a voice vote.

### E. PUBLIC COMMENT:

Staff and committee welcomed Tim Enright and Karie Kellam to the Parks, Recreation, and Forestry Committee.

### F. COMMUNICATIONS:

1. Beautification Sub-Committee Update

No updates since the previous Parks, Recreation and Forestry Committee Meeting. Next meeting is Monday, June 19, 2023.

### G. OLD BUSINESS:

1. Belle Isle Park Landscape Plan Discussion

Mark Sauer presented two designs for Belle Isle Park and gave a background of the location of the park, intention of a pocket park, and broader vision of the greenspace through Red Hawk, Belle Isle Meadow, and Feldspar Place subdivisions, as well as the environmental concerns and impact on the parcel and surround areas. Various committee members stated for such a small parcel, less is best, benches, tree, garbage can, no need for picnic shelter as trees eventually will provide shade over benches. Karie asked about the operating expense for this site. Steph said minimal as it would be weekly garbage pick up and very small mowing area. Committee liked idea of adding glow stones in the cement.

**Motion by Dave, seconded by Chris** to approve design B provided by Mead and Hunt for neighborhood comment. Discussion occurred around the density of the glow rocks and associated brightness. Staff mentioned if that is brought up in neighborhood comment it can be addressed. No further discussion. Motion passed 5-0 in a voice vote.

#### H. NEW BUSINESS:

1. Discussion and recommendation on Updated Community Center Rental Policy and Fees  
Request by committee to clarify “charity groups” to something less confusing ex: other groups and organizations.

**MOTION by Nicole, seconded by Dave,** to approve the updated Community Center Rental Policy and Rental Fees for 2024 and forward to the Town Board of Supervisors for approval. No further discussion. Motion carried 5-0 in a voice vote.

Staff noted the fees would be recommended in fall as part of the overall fee schedule approval for 2024.

2. Discussion and recommendation on Updated Ledgeview Park Facility Rental Fees  
Dave stated he is not in favor of increasing the resident fees for rental of the park shelter. Chris mentioned that every time the Town rents out the facility we are taking on a risk and we should try to protect our assets.

**MOTION by Dave, seconded by Tim,** to increase the deposit required for rental of Mulva Fields to \$1,000 and no change to the reservation fees for Ledgeview Park and forward recommended change to the Town Board for approval. No further discussion. Motion carried 3-2 in a voice vote. (Nay-Chris and Karie)

3. Consideration of Recreation Program Offerings  
This item was postponed to the July meeting for discussion.

#### I. STAFF REPORT:

Staff memo was provided for committee review. Also provided an update on the potential of mountain bike trails at the Brown County Landfill in Ledgeview.

#### J. CLOSED SESSION:

**MOTION by Nicole, seconded by Karie to convene into closed session pursuant to WI State Statute §19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.** Roll call vote as follows: Nicole-aye, Tim-aye, Chris-aye, Dave-aye, Karie-aye. Motion carried 5-0.

Committee convened into a closed session at 6:39pm.

**MOTION by Nicole, seconded by Chris to reconvene in open session.** Roll call vote as follows: Nicole-aye, Tim-aye, Chris-aye, Dave-aye, Karie-aye. Motion carried 5-0.

Committee reconvened into open session at 7:25pm.

Departure of Chris from meeting.

**MOTION by Nicole, seconded by Tim to reconvene in closed session.** Roll call vote as follows: Nicole-aye, Tim-aye, Dave-aye, Karie-aye. Motion carried 4-0.

Committee reconvened into a closed session at 7:26pm.

**MOTION by Nicole, seconded by Chris to reconvene in open session.** Roll call vote as follows: Nicole-aye, Tim-aye, Dave-aye, Karie-aye. Motion carried 4-0.

Committee reconvened into open session at 7:46pm.

**Motion by NVH, seconded by Dave**, to recommend the Town Board pursue potential land purchase opportunity along the East River for future park/greenspace as discussed in closed session. No further discussion. Motion carried 4-0 in a voice vote.

**K. ADJOURNMENT.**

**MOTION by Dave, seconded by Karie**, to adjourn. No further discussion. Motion carried 4-0 in a voice vote. Meeting adjourned at 7:50pm.

**NEXT REGULAR MEETING: Tuesday July 18, 2023, at 6:00pm**

Respectfully submitted,

*Stephanie Schlag*

Stephanie Schlag, Parks and Recreation Director  
Town of Ledgeview, Brown County, WI

Approved at the July 18, 2023 Recreation and Forestry Committee Meeting.

Approved at the August 07, 2023 Town Board Meeting.