



PARKS, RECREATION, AND FORESTRY COMMITTEE MINUTES

Tuesday, July 18, 2023, at 6:00pm
Ledgeview Community Center
3700 Dickinson Road, De Pere, WI 54115

A. CALL TO ORDER

The meeting was called to order by Cullen Peltier at 6:03pm.

B. ROLL CALL

Members present: Cullen Peltier, Chris Culotta, Tim Enright, Karie Kellam (arrival at 6:13pm), David Purnell. Members excused: Nicole Van Helden
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 4-0 in a voice vote.

D. APPROVAL OF MINUTES:

1. Parks, Recreation and Forestry Committee Minutes June 12, 2023
2. Beautification Sub-Committee Minutes April 17, 2023
3. Beautification Sub-Committee Minutes April 24, 2023

Motion by Dave, seconded by Tim, to approve the minutes. No further discussion. Motion carried 4-0 in a voice vote.

E. PUBLIC COMMENT:

None.

F. COMMUNICATIONS:

1. Beautification Sub-Committee Update

Update provided by staff. BSC met on July 11 for the Beautiful Garden Contest judging. Public Input Meeting for Public Art Master Plan Monday, July 24 at 6:00pm.

G. OLD BUSINESS:

1. Belle Isle Park Landscape Plan Discussion

Mark gave an overview of the process to date and the plan for the August PRF meeting. For certain will need a shoreland permit from the county. Next step is neighborhood input. Postcard or letter asking for input will be mailed to all in a .25mi radius, which includes residents from the Red Hawk, Belle Isle Meadows, Feldspar Place, and Dickinson Heights subdivisions.

Arrival of Karie at 6:13pm.

August meeting date set for Monday, August 21st at 6:30pm.

H. NEW BUSINESS:

1. Consideration of Recreation Program Offerings

Steph provided an overview of the memo as well as possible options to explore for adding recreation programming in the town. Committee agreed that hiring a recreation person at this time would not be

the best option for the town. Committee agreed to recommend staff to explore reciprocity opportunities with De Pere. Facility availability/usage would only be Community Center at this time. No motion made, discussion only.

2. Recreation Program Refund Policy

Staff provided an overview of the memo provided.

Motion by Cullen, seconded by Dave, to approve the Refund/Cancellation Policy and recommend approval by the Town Board of Supervisors. No further discussion. Motion carried 5-0 in a voice vote.

3. Review of 2024-2028 Capital Improvement Plan

Steph and Mark provided an overview of the 2024-2028 CIP, future projects, and CIP timeline for the Town. Committee asked general questions on various projects. No motion made, discussion only.

4. 2022 Annual Report for Park and Recreation Department

Steph provided the 2022 Annual Report for the Parks and Recreation Department. Chris asked where the document will be made available to the public and what it is used for.

Motion by Tim, seconded by Dave, to forward and recommend approval by the Town Board of Supervisors. No further discussion. Motion passed 5-0 in a voice vote.

I. STAFF REPORT:

Provided as a memo for the meeting.

J. ADJOURNMENT.

MOTION by Dave, seconded by Karie, to adjourn. No further discussion. Motion carried 5-0 in a voice vote. Meeting adjourned at 7:16pm.

NEXT REGULAR MEETING: Monday, August 21, 2023, at 6:30pm

Respectfully submitted,

Stephanie Schlag

Stephanie Schlag, Parks and Recreation Director

Town of Ledgeview, Brown County, WI

Approved at the August 21, 2023, Parks, Recreation and Forestry Committee Meeting.

Approved at the September 05, 2023, Town Board Meeting.