

TOWN OF SHELBY

County of La Crosse

State of Wisconsin



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APPROVED

Park and Vacant Land Committee Draft Meeting Minutes

Date: Monday, May 9, 2022

Time: 5:30 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

Present: Co-Chairperson Renee Knutson, Co-Chairperson Tim Ehler, Committee Members Jeffrey Butler, Monica Redmond, Jean Wiggert, and Josh Blum, Administrator Christina Peterson, and Town Clerk Fortune Weaver.

Excused: Committee Members Brad Reinhart and Meredith Tomesh

Attendance List: None.

1. Meeting called to order by Knutson at 5:30 p.m.
2. Minutes from 4/4/2022. Motion by Butler to approve minutes from 4/4/2022 with changes, second by Ehler. Motion carried unanimously.
3. Citizens' Concerns. None.
4. Budget Priorities Review - Discussion. Knutson reviewed Budget Priorities List and added a few more items (see attached). Knutson called for additional comments. Knutson noted lack of funding for some of the projects on the list. Knutson reminded the committee of the projects that are scheduled and have been completed already this year. Knutson added that grants, fundraising and soliciting donations needs to be investigated, Peterson agreed. Ehler added that grants usually have a cost match. Peterson reviewed types of grants available. Peterson commented that DNR grants are typically 50/50 cost. Butler asked if the town got ARPA money. Peterson explained how the ARPA money is going to be utilized by the town but is hopeful that the budget can increase in coming years. Knutson commented that the committee will need to be frugal for a few years, and the committee can focus on lower cost projects that can impact the town parks. Discussion on options for volunteer opportunities and options for a cleanup event, offering volunteers free t-shirts and free lunch, in hopes of increasing turnout. Knutson commented on options for low-cost marketing for community events. Knutson called for ideas or thoughts to be sent to her for future discussion. Comments on pickleball courts and other needs in parks. Blum commented that City of La Crosse parks nearby have recently introduced pickleball courts that are available for use.
5. Review and Discuss Parks Comprehensive Plan Draft. Weaver noted changes discussed. Knutson added 2 Free libraries to Mormon Coulee Park, no bench will be added as funding is not secured yet. Redmond asked about placement about the definitions for the Developed Parks, Undeveloped Lands and Vacant Parcels and if those definitions should all be placed together. Discussion on Undeveloped Lands versus Vacant Parcels. Knutson noted grammatical errors in the draft, changes were made. Knutson asked what is included in the Town of Shelby Owned Land Map, Weaver commented that it's all parcels owned by the town. Discussion on existing Town owned parcels and what should be included in the Open Space and Outdoor Recreation element. Discussion on the existing land and trails owned by Shelby. Parks and Other Land Owned by the Town of Shelby. Committee discussed only having the Developed Parks on the map to avoid confusion between Developed Parks, Undeveloped Lands and Vacant Parcels. As development occurs, the map will be updated. Knutson mentioned the need for points of orientation on the maps to make them more user friendly. Weaver will update the element, work with MRRPC to update maps and send the element to the Planning Commission for review. Blum mentioned the influx of parking on Crown Blvd and thinks moving the sand that is built up on the side of the road would make it easier to park

off the road and would cause less interruption of traffic flow. Knutson noted parking problems at trail heads need to be addressed.

6. Park Priorities Review. Knutson stated the parks need to be rated to determine what parks have the greatest needs while also evaluating each park one by one. Assignment this week would be evaluating Gazebo Park. Butler noted he likes the form and believes it would be helpful to evaluate the condition of the park in real time. Redmond thinks it would be a good way to prioritize goals and budgeting consistent with the goals in the comprehensive plan. Discussion on formats for rating sheets, Butler noted the simpler rating system, the better example: red (needs attention), yellow (fine for now), green (no immediate attention needed). Discussion on adding a map to the website with park locations and available amenities. Knutson will work on formatting evaluation sheets to make them as user friendly as possible. Action items for the foreseeable future will be to evaluate parks for each meeting. Redmond will make an evaluation sheet for projects specifically that show the projects needs and priorities.
7. Logo First Pass Review. Knutson noted that as of this afternoon there is no new information about the logos. Knutson added that Shelby is on the list for next week and there should be more details available soon. Depending on what is made available logos may be sent out for committee members to review.
8. Action Item Discussion – Arbor Hills Park. Knutson called for feedback on the park. Redmond commented the wellhouse is beautiful. Knutson noted there is still work that needs to be done on drainage and other projects that need to be completed. Landscaping will be placed behind because the area is too steep to mow, Wright and his team will complete that work. Peterson commented the rest of the area still will be worked on, cleaning, grading, adding topsoil, etc. Butler noted the basketball court is nice, but the bench should be moved to the grass. Butler noted residents playing tennis mentioned to him that the courts need repair, and they want pickleball. Committee agrees the trail from the tennis court to the play equipment, however there are major accessibility issues, and the space is not inviting. Redmond noted the path cannot be seen from the road, Knutson and Committee agree and thing the park needs attention. Redmond stated the park is overall underwhelming, if you come at it from the road there is nothing inviting park goes in. Peterson asked if there is a sign, Knutson stated there is not. Discussion on potential for signage. Discussion on existing ordinance that requires park dedication, Redmond noted parkland donated is typically whatever unbuildable parcel is left over. Knutson noted, depends on the developer with what is provided to the town for parkland. Peterson noted isolated neighborhoods and creating a park for every single neighborhood would not be feasible. Knutson noted instead of a parkland dedication specifically there could be linear trails to improve the town's trail system connectivity. Peterson commented on ordinance Knutson noted that there isn't a distinction between parkland greenspace and linear space for trails. Blum and Ehler agree that it is becoming more commonplace for trails to be an amenity for new developments. Common around the US, even private roads have public trails.
9. Revisit Bench and Garbage Can Options. Knutson noted the new quotes received. Peterson reviewed samples and more information. Butler pointed out the high price of shipping and handling for trash cans. Metal (similar to City of La Crosse), Concrete and recycled plastic slats. Peterson is of the opinion that concrete or plastic slated trash cans may be more in place with Shelby being that the community is more rural in some areas and that would differentiate Shelby from the City of La Crosse. Discussion on the longevity of the options. Peterson can investigate the options further to provide detailed information to the committee. Knutson and Ehler unsure if 85 trash cans are the amount we need, Knutson will double check that number. Knutson noted the cans would need to be secured to avoid damage and theft. More information at the next meeting.
10. No new budget status, no changes from the last meeting.
11. Administrator Report. None.

12. Public Works Report. Peterson Reported.
 - a. Crew has begun regular mowing schedule.
 - b. Crew is working on maintaining Shelby Youth Ball fields.
 - c. Crew is working on flood projects focusing on streets and ditches, only focus on parks is regular maintenance currently.
 - d. Knutson added that the trails are now open.
13. Co-Chairperson/Commissioner Reports.
 - a. Knutson noted Boy Scout Wyatt Moe was unable to secure donation for park bench for Mormon Coulee Park West. Knutson suggested if he would like to still have a bench, reach out to other people and businesses. Otherwise, he will not be able to complete the project as written.
 - b. Knutson has a Facebook post prepared for pickleball courts for the upper terrace. This will be posted when Public Works completes the lines, will also encourage use of Trane Park courts.
 - c. Disc golf signs and event in the Fall to open the course up will happen but when will depend on the signage being finished and placed. Knutson is waiting on feedback from the disc golf group to see if they're willing to do free seminars to introduce the disc golf so that residents and park goers know more about the game. Peterson asked how to promote it, Knutson answered newsletter, Facebook, and website.
14. Future Agenda Items. Bench and Garbage Can Options, Discussion on Evaluation of Gazebo Park, Logos First Pass Review, and Budget Status.
15. Adjournment. Motion by Ehler, second by Wiggert to adjourn at 7:11 p.m. Motion carried unanimously.

Next Meeting on July 11, 2022, at 5:30 p.m. at Town Hall (2800 Ward Ave, La Crosse, WI 54601)

Respectfully Submitted, Fortune M. Weaver