

## **AGENDA FOR THE VILLAGE OF SHOREWOOD HILLS PARKS COMMITTEE**

**Date and Time:** Monday, March 14<sup>th</sup>, 2022 – 5:30pm

**Location:** Virtual via Zoom

*To register to speak on an agenda item, send an email to [info@shorewood-hills.org](mailto:info@shorewood-hills.org) before 8:00 am the day of the meeting detailing which item is of interest. Your comments may be limited to 3 minutes. Written comments can be sent to [info@shorewood-hills.org](mailto:info@shorewood-hills.org) before 8:00 am the day of the meeting.*

*You can listen to the meeting by dialing: 1-312-626-6799 US (Chicago). Meeting ID: 885 1354 6006 and Passcode: 420934.*

1. Call to Order
  - a. Roll Call
  - b. Note Compliance with open meeting law
2. Minutes – December 6, 2022
3. Update on Arbor Day Planting
4. Post Farm Park Pollinator Garden
5. Updates on Forester Recruitment
6. Future Agenda Items
7. Next Meeting Date – April 4, 2022 – 5:30pm
8. Adjourn

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PLEASE TAKE NOTICE, that any person who has a qualifying disability as defined by the Americans with Disability Act that requires the meeting or materials at the meeting to be in an accessible format, should contact the Municipal Clerk, 810 Shorewood Boulevard, Madison, WI 53705 or phone 608/267-2680 during regular business hours at least 24 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of other governmental bodies of the Village of Shorewood Hills who are not members of the above committee, commission or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the Board, committee or commission identified in the caption of this notice.

**Village of Shorewood Hills Parks Committee**  
**Meeting Minutes (Draft subject to review/approval at next meeting)**  
**Monday, December 6, 2021**  
**Location: Virtual Meeting via Zoom**

1. **Call to Order:** Meeting called to order at 5:33 PM by Chair Benforado.
  - a. **Roll Call:**
    - i. **Committee Members:** Chair Dave Benforado, Roma Lenehan, Nancy Heiden, Kathie Brock, David Boutwell, Jeremy Rogers. Georgene Stratman was excused.
    - ii. **Others in Attendance:** Village Forester Corey George, Garden Club liaison Mary Janet Wellensiek, Village Administrator Sharon Eveland.
  - b. **Compliance with Open Meeting Law:** C. George confirmed that the meeting had been properly noticed.
  - c. **Approval of Minutes:** Motion by J. Rogers, second by N. Heiden, to approve August 3, 2021, meeting minutes with a minor addition. Passed 6-0.
  - d. **Minute Taker:** D. Boutwell volunteered to take minutes at this meeting.
2. **Community Forestry Management Plan and Update on Grant Application.** C. George confirmed he had submitted a grant application to assist with the cost of production to update the Village Community Forestry Management Plan. However, it was not approved for this year. A possible reason was on account of late submission. The Committee will apply again this fall. S. Eveland shared that one of the things she brings to the table is her experience and success with grant writing. She offered her assistance to the Committee when we re-apply for the grant. The anticipated 2022 deadline is October 1. Corey will target submission date of September 15, 2022. If grant funding is awarded, the new Management Plan update will occur in 2023, with budget requests resulting from the new Management Plan aligned with the 2024 budget cycle.
3. **Future Needs for Forestry and Parks Department.** This year, the 2022 Village budgeting process was constrained by state levy limit restrictions and the municipal funding structure. Therefore, the Village Administrator and Finance Committee had to decline multiple requests from Village staff for increased spending. Corey made some Forestry requests that were not approved. Dave Benforado suggested the Committee come up with a thoughtfully written list of what they think is not currently being done in terms of Forestry but, in their opinion, should be done. He would like the Committee to suggest timing and include an estimated annual cost. The Parks Committee should also explore and recommend an alternative funding stream if the Village budgeting process does not adequately cover the cost to maintain Village forestry needs. The evaluation of future needs could become part of the Community Forestry Plan. Work on the future needs plan will begin in 2022.
4. **Sunset / Viburnum Triangle Maintenance and Management:** The Parks Committee had planned to meet on-site at the large triangle along Sunset Drive at the top of Four Corners Park on Monday, October 4. Adjacent neighbors were invited to join the meeting to discuss maintenance and management ideas. Unfortunately, a last-minute conflict forced the cancellation of the meeting. The meeting will be re-scheduled in the spring as a listening session.

5. **Bird City and Tree City Applications and Resolutions.** Corey will put together the required proclamation for Tree City USA and a resolution recognizing International Migratory Bird Day for Bird City Wisconsin. Both documents need to go before the Board at their December 20<sup>th</sup> monthly Board meeting. Corey will deliver the documents requiring signatures to Sharon by Wednesday, December 15. Sharon will add this item to the meeting agenda. Motion by J. Rogers, second by R. Lenehan that the Parks Committee recommends to the Board that the Village of Shorewood Hills submits the Tree City resolution and Bird City proclamation. Passed 6-0. The Committee concluded that our Bird City event for 2022 will be a self-guided May Bird Tour as written by Roma Lenehan in 2021.
6. **Review Village Park Names.** The Village Recognition Committee has requested to name a Village Park after Karl Frantz, our soon to retire 9<sup>th</sup> Village Administrator, for his 17 years of service. Motion by J. Rogers, second by N. Heiden that the Parks Committee recommends to the Board that the West Entrance Park be renamed in honor of Karl Frantz. Passed 6-0.
7. **Update on Academic Planning Exercise Regarding Post Farm Park.** Madison College Department of Architecture wanted to provide students with a real-life client-based project and site. They selected Post Farm Park, pool, and community center as their fall semester project. The course assignment was an academic exercise and independent from the Village.
8. **Future Meeting Process and Schedule.** The Parks Committee will continue with monthly meetings planned for the first Monday of each month in the first quarter of 2022.
  - a. January 3 at 5:30 PM
  - b. February 7 at 5:30 PM
  - c. March 7 at 5:30 PM
  - d. April 4 at 5:30 PM
9. **Forester's Report.** A four-month (August, September, October, November) consolidated Forester's Report was distributed to the Committee in advance of the meeting. Sharon and Corey were requested to visit Koval Woods to look at stormwater modeling opportunities from Wood Lane, through the park, and into the water channel in upper McKenna Park.
10. **Discuss Future Agenda Items.** The Madison Metropolitan Sewer District's third-year segment along the Post Farm Park bike path will result in the loss of many small trees and shrubs. The Committee agreed to discuss the topic at our next meeting. Committee members were encouraged to send agenda item recommendations to D. Benforado and C. George at any time and not wait until just before a meeting.
11. **Adjourn:** The meeting adjourned at 7:31 PM.