

**Village of Shorewood Hills
Parks Committee**

Meeting Minutes - **DRAFT**

Tuesday, October 22, 2024 - 5:30pm

Location: Heiden Haus – 3100 Harvard Drive – In-Person Only

1. **Call to Order:** Chair Carol Barford called the meeting of the Parks Committee to order at 5:30pm.
2. **Roll Call:** Committee members present included Carol Barford, Kathie Brock, David Boutwell, Nancy Heiden, Mei Hu (Garden Club Liaison), Roma Lenehan, Jeremy Rogers and Jan Tymorek
Absent: None
Also in attendance were Village Administrator Brian Mooney, Assistant Forester Patrick Finnegan (at 5:37pm) and Deputy Clerk-Treasurer Chrissy Kahl
3. **Note compliance with open meeting law:** Kahl confirmed the meeting was properly posted.
4. **Approve of Minutes – Tuesday, September 24, 2024: Heiden moved, Brock seconded to approve the meeting minutes with one correction. Tymorek abstained. Motion carried.**
5. **Public Comments:** This is an opportunity for community members to speak to the Committee. No discussion or action may take place at this time and speakers may be limited to three minutes: Cara Lee Mahany-Braithwait spoke on item #8.

A motion was made by Heiden, seconded by Lenehan to discuss item #8: Discussion of Viburnum triangle, ahead of item #6. Motion carried.
6. **Monthly Forester’s Report:** Finnegan provided the verbal Forester’s report. See attached Forester report notes created from the meeting.
7. **Discussion of Forester position:** Barford introduced this item. Discussion included: make the position Forester only; potentially hire seasonal help for Naturalist; Administrator to investigate position pay at other communities.
8. **Discussion of Viburnum triangle:** Finnegan gave some background information regarding the Viburnum triangle. He would like to restore it to be a native ecosystem (similar to Four Corners) to include oak and hickory woodland. Discussion included: the need to designate as a park; CARPC report addresses Viburnum triangle; each park has a plan and goals to make them native as part of the 2023 Parks & Open Spaces Plan; Forester’s plan is consistent with the plan; retention area for water runoff; Barford can take the park designation up to the Village Board.
9. **Role of Parks Committee in proposed governance structure:** Barford introduced this item. Administrator Mooney has hiring, discipline, and termination authority. Discussion included: by ordinance the Parks Committee has oversight of the Forester and jurisdiction

over the parks (usage); Barford will talk to the Village Board to clarify-Administrator or committee; governance-no decisions have been made, still clarifying.

10. Discussion of McKenna Park planning process: Rogers moved, Heiden seconded to table this item. Motion carried.

11. Report of Parks Committee topics addressed by the Village Board: None

12. Future Agenda Items – This is an opportunity for committee members to request an item be added to a future agenda. No discussion may take place on any requested items at this time and committee members should not make lengthy statements on their request.

- Discussion of McKenna Park planning process
- Role of Parks Committee and intermediate committees
- Forester Position
- Natural areas classification

13. Next meeting date: Tuesday, November 26, 2024 at 5:30pm. Virtual only.

14. Adjourn: Heiden moved, Rogers seconded a motion to adjourn the meeting at 6:38pm. Motion carried.

Respectfully submitted by,

Chrissy Kahl
Deputy Clerk-Treasurer

Christina Kahl

From: Carol Barford <cbarford@gmail.com>
Sent: Tuesday, October 29, 2024 12:23 PM
To: Jan Tymorek; Christina Kahl
Subject: Re: Patrick's October notes

Hello Chrissy,

Below are Patrick's notes from the last Parks meeting, kindly transcribed by Jan. Thank you, Jan!

Best,
Carol

On Thu, Oct 24, 2024 at 9:14 PM Jan Tymorek <jantymorek@gmail.com> wrote:

Here they are to the best of my ability. Hope that this is useful. I think maybe some detail is missing but this is almost strictly from his notes:

Forester's notes October 2024

Daily Activities -

- pruning for hazards in parks
- string trimming overgrowth along bike path
- removal of pioneer trees within right of way
- monitoring several projects
 - MGE at 4 Corners
 - MGE Swarthmore Ct
 - MMSD bike path (including daily checking for trucks parked in a way that would harm trees)

Restoration Projects

- Viburnum Triangle
 - canopy trimmed to 50-60% of optimal light conditions
 - plantings - 2 burr oaks, 1 hickory, 7 white oaks
 - considering possibility of low intensity ground ___ for weed control
 - chemicals are another consideration

Cold Storage

- continued removal of juniper trees

Other plantings

- 3 on Beloit Ct - hemlock, honey locust, shagbark hickory
- 2 on Edgehill Pkway - hemlock, sycamore
- Post Farm Park - red oak
- Amherst - Dawn redwood
- Yale - red oak
- U. Bay - crab apple

Watering above twice weekly as dry conditions continue

Future Work

- Winter street tree pruning scheduled
- 4 more tree removals, getting bids, 2 silver maples, 2 basswoods (in Marina)
- monitoring potential oak wilt outbreak on private property near Bradley Park

On Thu, Oct 24, 2024 at 6:58 PM Carol Barford <cbarford@gmail.com> wrote:

Here they are! Please let me know if all is legible. Thanks very much, Jan!

From David Boutwell:

I've attached below two photos taken on November 8th showing the condition of the lower quarry floor. Note the extensive buildup of organic matter on top of the solid bedrock. The water level in the photo is about 6-10 inches below the driveway drainage elevation. Access to the park area will likely be challenging in the spring once the winter snow melts and the spring rain returns. Many years ago, the bedrock quarry floor had some ability to drain into a network of fractures and through the porous spill pile on the south side of the lower quarry floor. Over the years, the accumulation of organic material has interfered with the natural process. Raising the driveway elevation a couple of years ago has worsened the situation.







Outlook

RE: Park status for Viburnum Triangle / not urgent

From Brian Mooney <BMooney@shorewood-hills.org>
Date Wed 11/13/2024 4:55 PM
To Carol Barford <cbarford@shorewood-hills.org>
Cc Patrick Finnegan <pfinnegan@shorewood-hills.org>; John Imes <jimes@shorewood-hills.org>; Christina Kahl <ckahl@shorewood-hills.org>

Good afternoon Carol,

I was able to connect with our Village Planner Sonja Kruesel regarding the Viburnum Triangle topic. Sonja informed me that the Viburnum Triangle is not currently zoned, in the sense that it has not been designated as its own parcel on a plat map. Sonja's interpretation of this land is that it essentially exists as Village road right of way (ROW) space. Procedurally, it sounds like the way to close a right of way involves vacating the space. This process (surprise) is quite involved. I haven't had much time to research, but Sonja mentioned the City of Platteville has a good guide on vacations of property <https://www.platteville.org/cd/page/streetalley-discontinuance> (I think this is the site), which would allow the village to discontinue to ROW. We could then follow the steps of a surveyor looking to make this land into a parcel, which would be allow for the land to be dedicated as park space. Sonja said at that point, we'd probably want to speak with the Village Attorney about the other needed steps to successfully complete. I can try to look into this some more following the Budget process, time permitting.

Brian Mooney
Shorewood Hills Village Administrator
810 Shorewood Blvd.
Shorewood Hills, WI 53705
(608) 267-2680



Alert to Shorewood Hills Elected Officials and Members of Village Committees, Boards, Commission and Task Forces: In order to comply with the Open Meetings Act requirements, please limit any reply to only the sender of this electronic communication.

From: Carol Barford <cbarford@shorewood-hills.org>
Sent: Thursday, November 7, 2024 11:00 AM
To: Brian Mooney <BMooney@shorewood-hills.org>
Cc: Patrick Finnegan <pfinnegan@shorewood-hills.org>; John Imes <jimes@shorewood-hills.org>; Christina Kahl <ckahl@shorewood-hills.org>
Subject: Park status for Viburnum Triangle / not urgent

Dear Brian,

As we discussed at the last Parks meeting, I would like to explore what is needed to designate the Viburnum Triangle as a Village park. I assume (but don't know) that it needs a Board resolution, and a change to the ordinances (Ch 12. Parks and Parkways). A new survey of the area is not required, as I recall from the discussion.

Please let me know if there's anything I can do to push this forward in advance of our next Parks meeting! Which is sometime in December 😊 I'm going to send a note to the Parks members that we're working to find 1 new date to replace the regular Nov & Dec meetings.

Thanks much & best regards,
Carol