

VILLAGE OF PORT EDWARDS

PUBLIC MEETING NOTICE PARKS AND RECREATION MEETING Thursday, 27 May 2021

4 P.M. At Ripple Creek park, Open Shelter

This meeting is open to public attendance, yet members will be meeting at least 6 feet apart. These steps are being taken so that the Committee can hold the meeting and still comply with the social distancing guidelines. Masks are Optional.

For our PR meeting for 27 May 2021 at 4 pm.

ZOOM Meeting data- <https://zoom.us/j/93847878085?pwd=bUxJZUFTS3NMcGN6TFo3dkJrcVRMdz09>

Meeting ID: 938 4787 8085, Passcode: 113830, One tap mobile +16465588656

Phone call only- Meeting Dial-in number: 715-423-6698, Access Code ID: 02067

PR Agenda:

1. Call to order
2. Roll call.
3. Approve the agenda
4. Approve April 29, 2021 minutes
5. Public comments on agenda items
 - Dog park update from Citizen group, Scentrails
6. Chairperson comments
7. Review of Ripple Creek park (Onsite- walk about)
8. Village Park Overview – Current and Future
9. Village Summer Events Calendar Review
10. Village Survey questions review
11. Old Business
12. New Business
13. Correspondence received
14. Agenda items for next meeting
15. Next meeting date, 24 June, 2021 at 4pm, in person
16. Adjourn

Village of Port Edwards
Betsy Mancl – Committee Chairman

VILLAGE OF PORT EDWARDS
Port Edwards, Wisconsin

COMMITTEE: Parks and Recreation Meeting

DATE: April 29, 2021

TO: JOSEPH ZURFLUH

cc: BETSY MANCL
DANA DUNCAN
JOHN BINGHAM
DIANE TREMMEL
PATRICK ARENDT

ERIK SAYLOR
SUE MITCHELL
TIARA GRUNDEN
SCOTT DREW

RAYMOND BOSSERT
DAILY TRIBUNE
WFHR/WGLX
NICK ABTS

Purpose of Meeting: **Public Hearing and Regular Monthly Meeting**

Attendance: B. Mancl, S. Mitchell, T. Grunden, J Zurfluh, R. Bossert

Citizens: None

Subjects Discussed, Action Taken, and Board Action Required:

Regular Monthly Meeting

- ***Call to order:*** Meeting called to order by B Mancl- Chairman at 5pm.
- ***Roll Call:*** All Present from above
- ***Approve the previous month's minutes and Agenda:*** **MOTION** (Grunden/2nd Mitchell) to approve minutes. Of 17 March 2021 SIRC Motion carried.
- ***Public comments on agenda items:*** None
- ***Committee Chairman's comments:*** None
- ***Department of Public Works report:***
 - a) ***Splash Pad shelter:*** Contract has been let and that project will commence on 1 May 2021
 - b) ***Summer helpers:*** Are being identified and vetted we gave 2 returning and 1 new candidate.
- Discussion on a meeting at Ripple Creek park next month to walk the grounds and look at Park Equipment, we will meet at 5pm at the Shelter.
- Discussion by the group on expanding our Community events. Trustee Mitchell stated a small event, properly executed will outweigh any large event badly executed, all agreed. Trustee Grunden stated the Village Fun Fest is and was a great idea and looks forward to its continuation. She feels the volunteers that ran it for years, with Village support, may need to be motivated after the pandemic pause last year. Also, the Sponsor groups may have dwindled in strength over these past years and we may need to seek other group/volunteers to help.
- ***Future Agenda Items:***
 - a) America Rescue plan potential Park's funding

- b)* Community Event Plans and Initiatives for the Summer
- c)* Community Survey of Parks and Recreation
- d)* Bike Trails expansion (Along River, North and West)
- e)* DOG park Update

- *Next meeting date:* May 27, 2021 at 4pm at Ripple Creek shelter
- *Adjourn:* Adjourned at 5:45 pm.

Betsy Mancl – Chairman

Village of Port Edwards

Raymond "Boz" Bossert
Village Administrator

Municipal Building
Port Edwards, Wisconsin 54469
Phone: 715-887-3511
Fax: 715-887-3524

Date: May 20, 2021

Subject: Memorandum of Agreement (MOA) with Scentrails Inc.

Reference: Village of Port Edwards Resolution #2020-04

To Whom it May Concern,

1. **CONCEPT:**

WHEREAS, a Dog Park is intended to be established upon the completion of a legal contract between the civic organization of SCENTRAILS, Inc. ("Scentrails") and the Village of Port Edwards addressing rules, finances, expectations and long-term stability;

WHEREAS, the creation of a Dog Park in Ripple Creek park and collaboration with Scentrails will be for the benefit of the Village as well as the region because it is a direct civic infrastructure improvement consistent with the Village Comprehensive Plan Goals as required by Wis. Stat. § 66.1001(2m) in that it will "support park and recreation facilities/activities and programs" and will "provide citizens with recreation opportunities throughout the park system;"

WHEREAS, in the event an agreement on cost, funding, rules and expectations as well as a long-term sustainment plan cannot be agreed on the Village may seek other opportunities to create a Dog Park with a different entity along a different timeline for execution and completion;

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Port Edwards hereby approves the Creation of a dog park contingent upon the above stipulations, dated this 1st day of December, 2020. Per the Village Resolution #2020-04

2. **TIMELINE:**

The acceptance of this MOA will create a partnership between the Village and the Scentrail organization for the foreseeable future until further covenants between the organizations are established or until terminated.

Long-term milestones:

- a. January 2021- Draft a Memorandum of understanding between the organizations
- b. January- December 2021- Fundraising by Scentrails. The concept for fundraising and regular reports will be submitted to the Village administrator for passing long progress to the Village Board.
- c. June 2021- Revisit the draft concept and layout of the Dog Park and refine the cost estimates. This will be presented to the February SIRC committee.
- d. June 2021- Staking of the grounds by a joint team from Scentrails and the Village
- e. October 2021- Soft opening of Park if some fencing is installed

- December 2021- Update of Village Ordinances pertaining to animals in the parks
f. May 2022- Ground breaking event and fence installation.
g. August 2022- Installation of animal agility items, seating, other interior fence items.

Recurring Milestones:

- a. Upon the completion of a fenced area the Dog Park can be utilized and thus will commence bi-weekly pet waste removal, supervised by the Scentrails organization. A pet waste composting area will be identified in the wood-line north of the park where pet waste can be deposited for composting.
- b. Regular lawn care and road maintenance will be conducted by the Village Parks department. Trash removal will be conducted by the Public Works department.
- c. Routine site visits by the Village police and public works will ensure proper ordinance enforcement is being maintained as well as proper care of the park.

3. **FUNDING:**

Scentrails will conduct fundraising to support this endeavor. The Village will provide regular support in the form of regular maintenance of the lands provided. An estimate of the costs known to date is described below;

Scentrail Inc. Cost Burden:

Fencing for the project expected to be \$25,000
Pet agility items, waste containers, benches approx. \$5,000
Waste basket replenishments \$1,000 annually
Future shelter or shade covers \$5,000 - 7,000

Village of Port Edwards Cost Burden:

Lawn care and snow removal as part of Public Works budget, approx. \$5,000
Signage for Dog Park name, pets on leash, approx. \$2,000
Insurance coverage as part of the Village insurance plan, approx. \$5,000
Removal of playground equipment, \$2,000
Gravel install for parking along fence line, \$2,000

The Village has created a Dog Park accounting line where deposits and withdrawals for expenses will be tracked separate from the Village General Budget. Annually, separate from discussed items, the Scentrails organization will submit to the Village by July 1 of each year \$500 to be used for general dog park maintenance, separate from items listed above (which will be expensed via the Village Public Works accounts or the Scentrails organization fundraising). Any donations by residents or groups can be placed into this account for the good of the Dog Park and expended after a discussion by the Parks and Recreation committee and the Scentrails organization.

4. **RESPONSIBILITIES:**

The Village:

- a. Maintenance of the grounds via regular lawn care and trail network clearance.
- b. Snow plowing of the roads and parking areas
- c. No less than bi-weekly visits to empty the waste containers (not pet waste)

- d. Providing general insurance coverage for the Dog Park
- e. Providing power and security to a pending vending machine complex at the outdoor concessions.
- f. Regular code enforcement by Police of Village ordinances.
- g. Installation of updated signs to inform citizens of Dog Park regulations
- h. Installation of the Dog Park sign once the Dog Park is named
- i. Authorization for Scentrails to utilize the 4-6 acres of Ripple Creek park for a Dog Park and allow fundraising efforts on and off site to support this endeavor

Scentrails Inc.:

- a. Purchase and approved installation of the fence to encompass 100% of the off-leash portion of the Dog Park
- b. Purchase and approved installation of the agility items and benches
- c. Purchase and installation of the pet waste receptacles
- d. Weekly pet waste removal to an identified composting area
- e. Replenishment of the pet waste bags at each pet waste receptacle
- f. Self-policing of Dog Park rules, as well as purchase and approved installation of a designated “Dog Rules” sign.
- g. Purchase and approved installation of a future shade area or shelter
- h. Annual payments of \$500 to a Dog Park maintenance fund, to assist in Village administration and maintenance. These funds can only be used for DOG park issues.
- i. Fencing and/or structure repairs that necessary to maintain the park
- j. Weekly cleanup operations to address any pet waste inside the fenced area.

Questions should be directed to the Village Administrator at 715-887-3511 or villageadmin@port-edwards.org .

Sincerely,

VILLAGE OF PORT EDWARDS
Raymond D “Boz” Bossert Jr.
Village Administrator
OFF- 715-887-3511 or cell 715-315-0304

Pending Ripple Creek Dog Park

Existing Fence 4-6' tall

New Fence 4-6' tall

Gates

1 door or double

Fence

screening

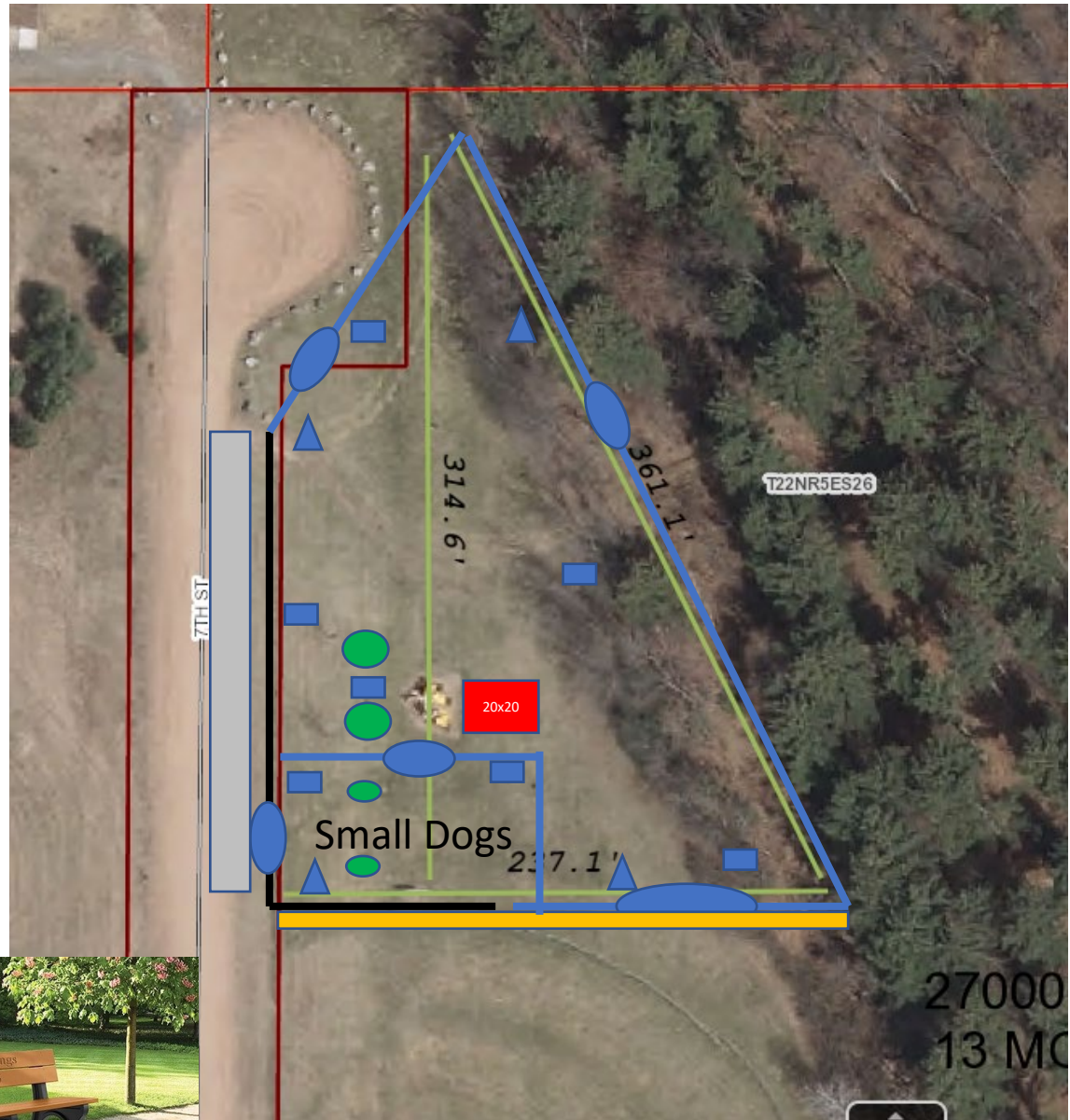
Gravel for parking

Bench

Pet Waste receptacle

Future Shelter

Tree



Playground will stay for now

The Village of Port Edwards Parks/Recreation Portfolio



May 26, 2021
Current and Proposed

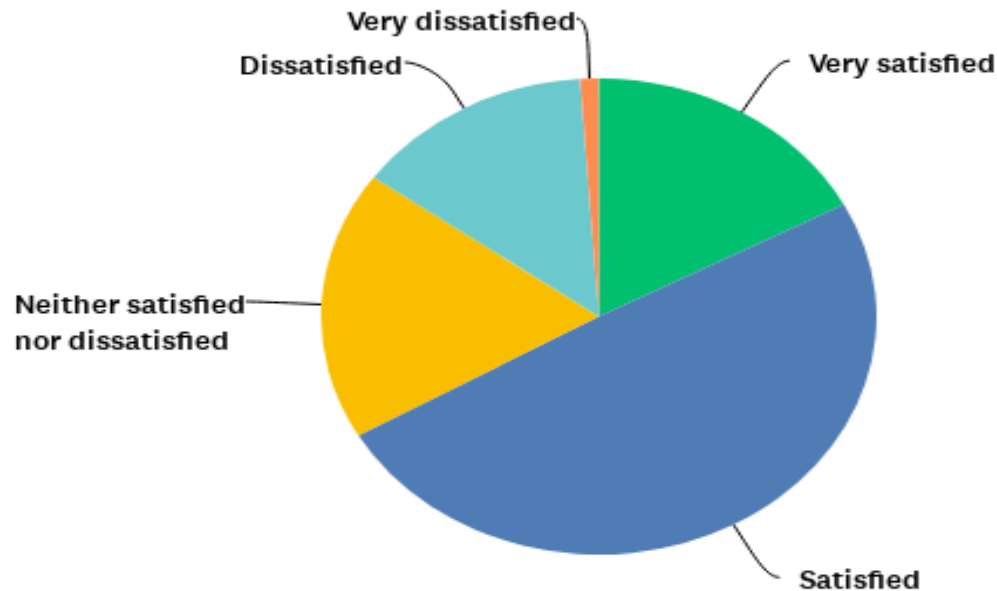
Agenda

- Village Survey on Parks and Recreation
- Parks Summary
 - Ripple Creek
 - Dog park
 - Frisbee Course
 - Edwards Alexander Park
 - Aubey park
 - No name park
 - Veterans memorial at cemetery
 - DOMTAR Dam Boat ramp
 - Bike Trails
- Proposed parks
 - Market Street park
 - Westside park
 - Outlot 4 NEPCO park
 - Eastside park
 - NEPCO Lake kayak input
 - Wisconsin River kayak input
- Village Overall Asset Inventory
- What's Next?

Village Survey

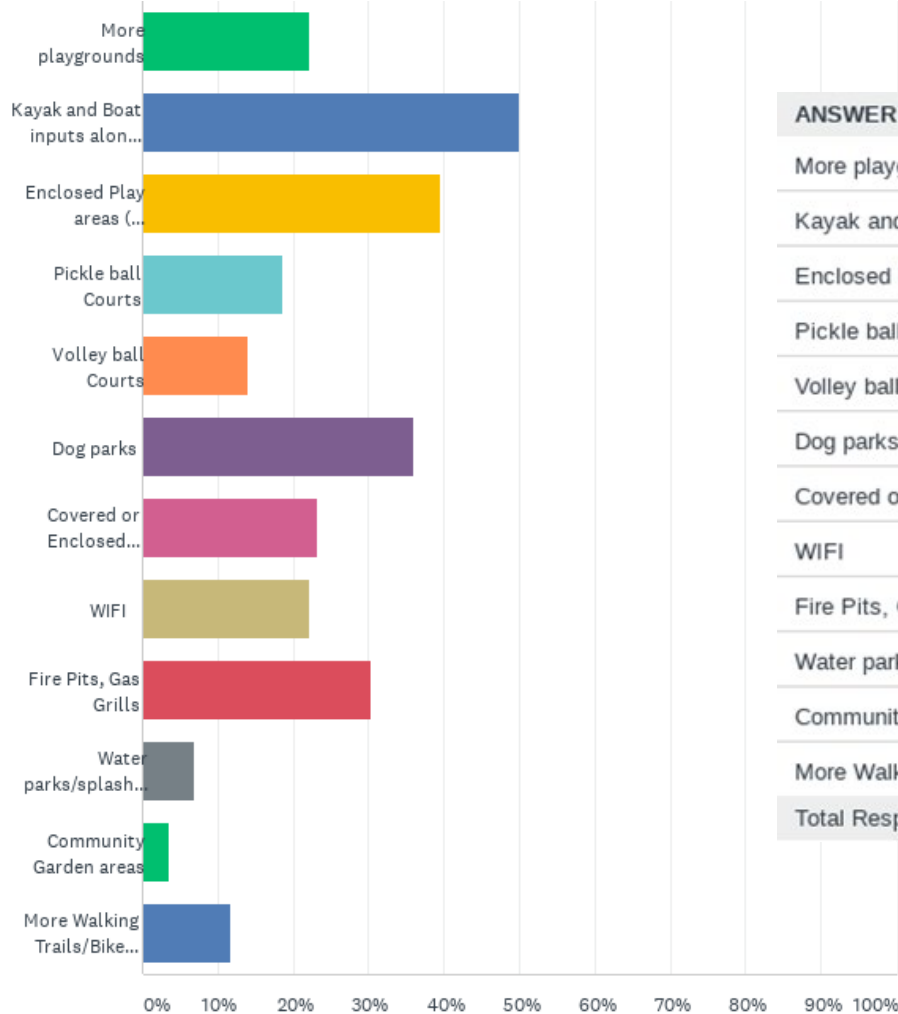
- Respondents:
 - 93 respondents
 - 701 Village Facebook followers contacted
 - 15% respondent rate (the average for online surveys is 3-4%)
- BLUF
 - 81% of Villagers feel safe and secure in our parks
 - Over 85% of Villagers are very satisfied with the care and maintenance of our parks
 - Over 70% of Villagers want more greenspace
 - Over 88% of Villagers believe our Parks are better/same as others
 - Less than 14% of Villagers are dissatisfied with park system
 - Most concerns are with old playground equipment, not enough benches, lack of all weather areas, No planned events

Q1: Are the Parks and Recreation facilities in Port Edwards adequate?



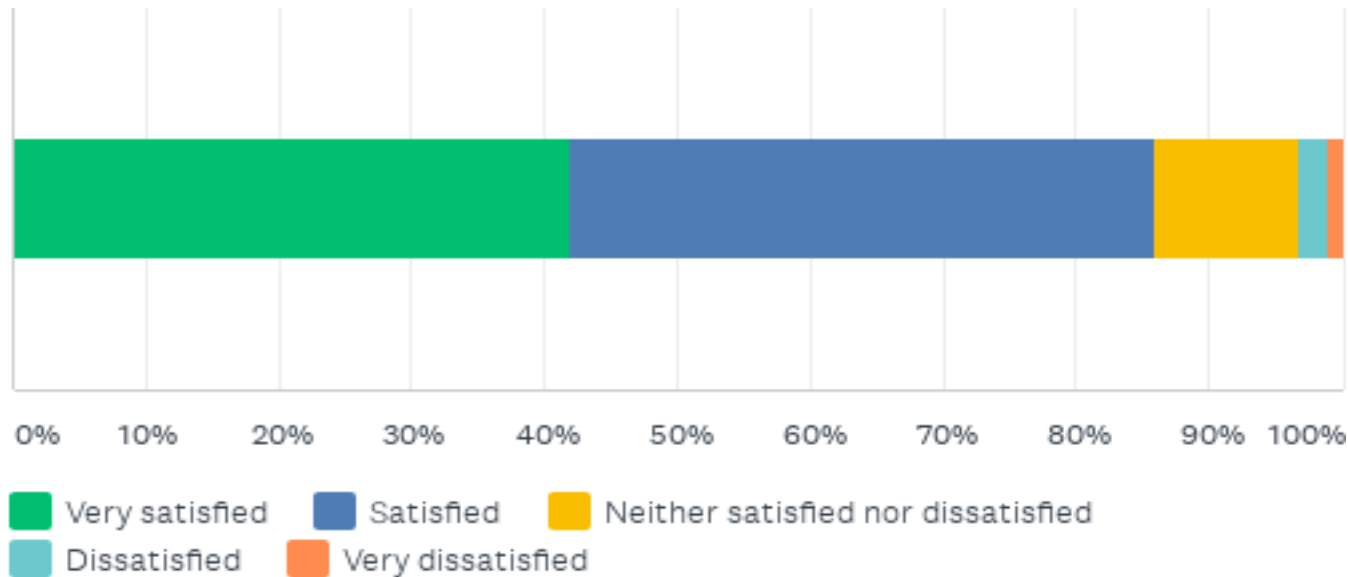
ANSWER CHOICES	RESPONSES	
Very satisfied	17.20%	16
Satisfied	49.46%	46
Neither satisfied nor dissatisfied	18.28%	17
Dissatisfied	13.98%	13
Very dissatisfied	1.08%	1
TOTAL		93

Q2: What amenities or facilities should we add in the



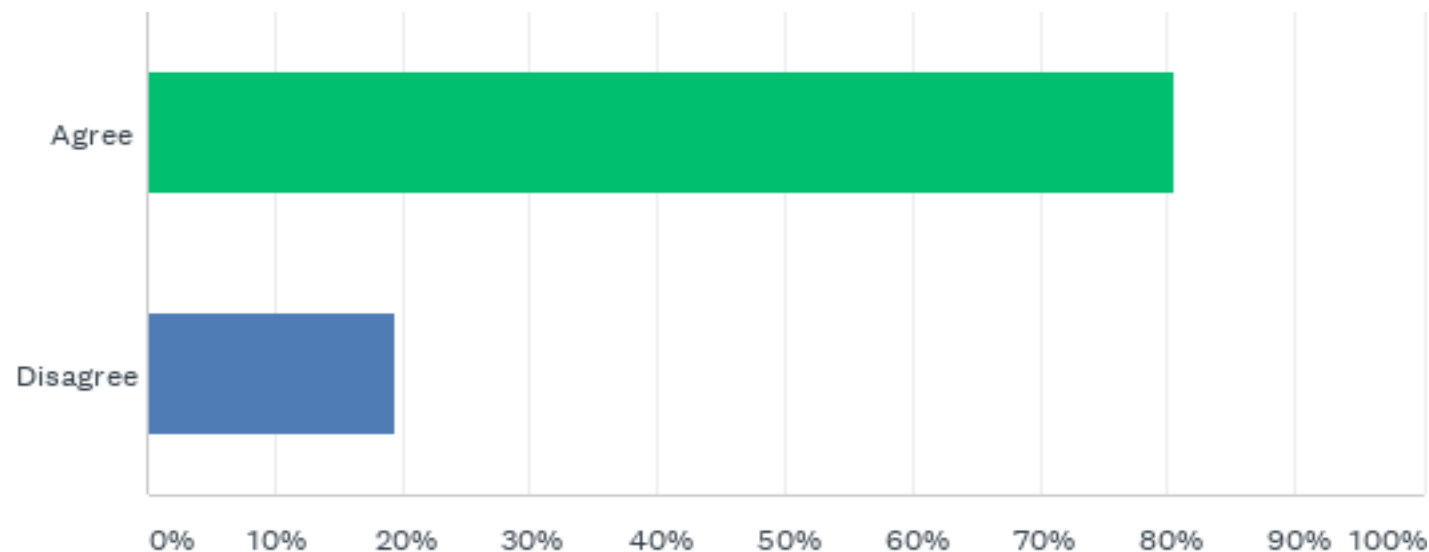
ANSWER CHOICES	RESPONSES	
More playgrounds	22.09%	19
Kayak and Boat inputs along the River and NEPCO lake	50.00%	43
Enclosed Play areas (Climbing areas, year round play areas, gathering areas)	39.53%	34
Pickle ball Courts	18.60%	16
Volley ball Courts	13.95%	12
Dog parks	36.05%	31
Covered or Enclosed Shelters for gatherings	23.26%	20
WIFI	22.09%	19
Fire Pits, Gas Grills	30.23%	26
Water parks/splash Pads	6.98%	6
Community Garden areas	3.49%	3
More Walking Trails/Bike paths	11.63%	10
Total Respondents: 86		

Q3: Are the Parks and greenspace maintained and properly represent the Village?



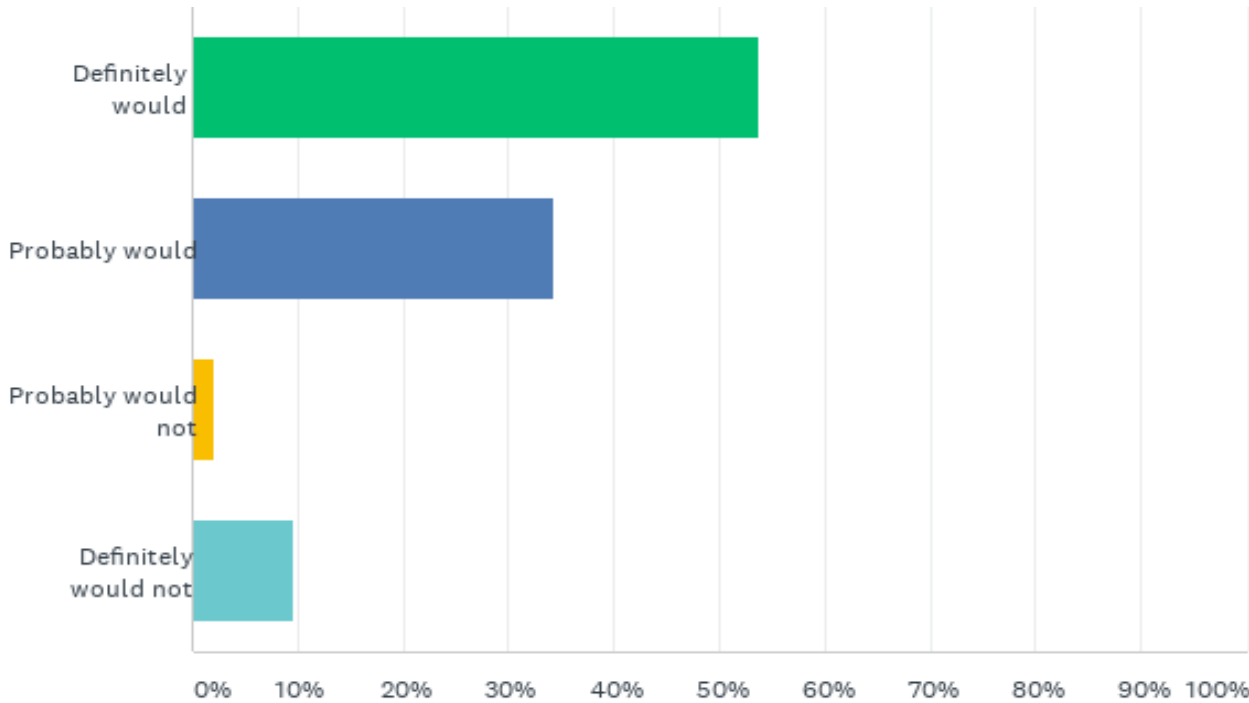
ANSWER CHOICES	RESPONSES	
Very satisfied	41.94%	39
Satisfied	44.09%	41
Neither satisfied nor dissatisfied	10.75%	10
Dissatisfied	2.15%	2
Very dissatisfied	1.08%	1
TOTAL		93

Q4: Are the parks well lighted, patrolled and you feel secure utilizing them?



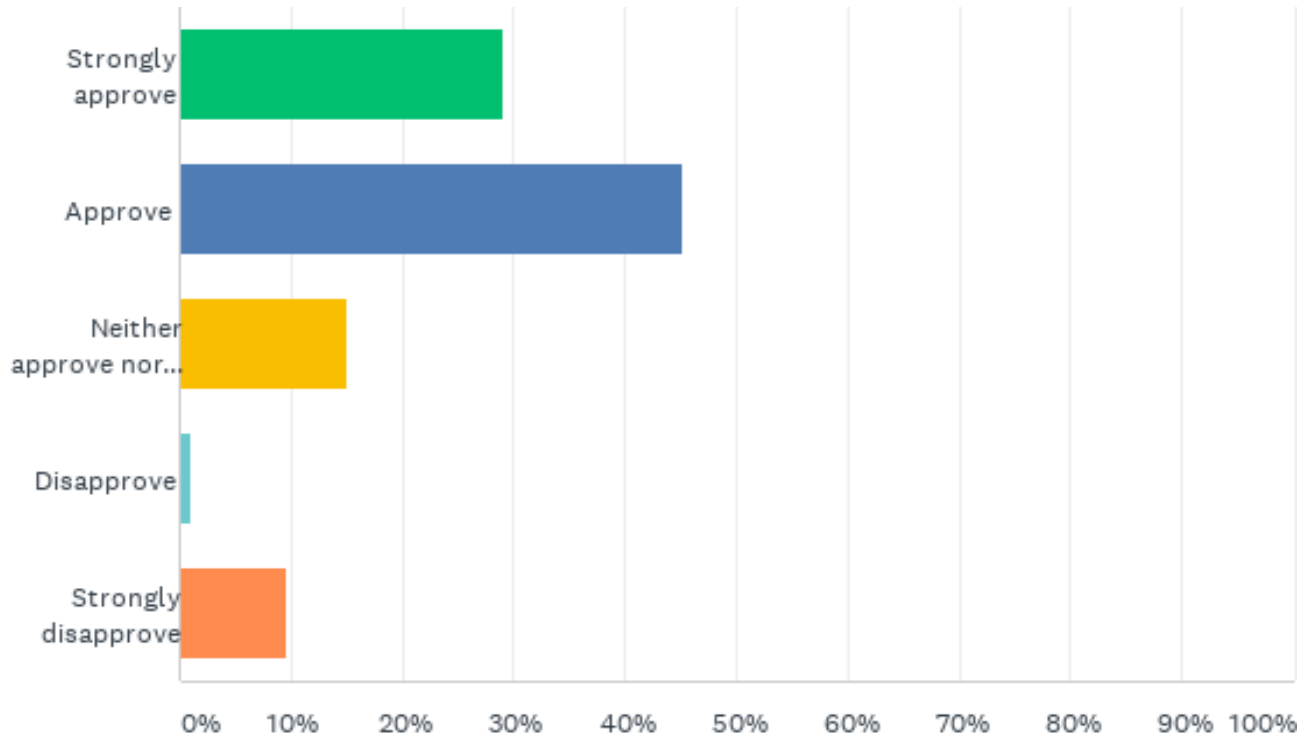
ANSWER CHOICES	RESPONSES	
Agree	80.65%	75
Disagree	19.35%	18
TOTAL		93

Q5: The Village is working with DOMTAR to gain a free Recreational License to use water front access points for Kayaks, and possibly Boats on Wisconsin River and NEPCO lake. Once open the Village would be responsible for maintenance and security. Do you support this idea?



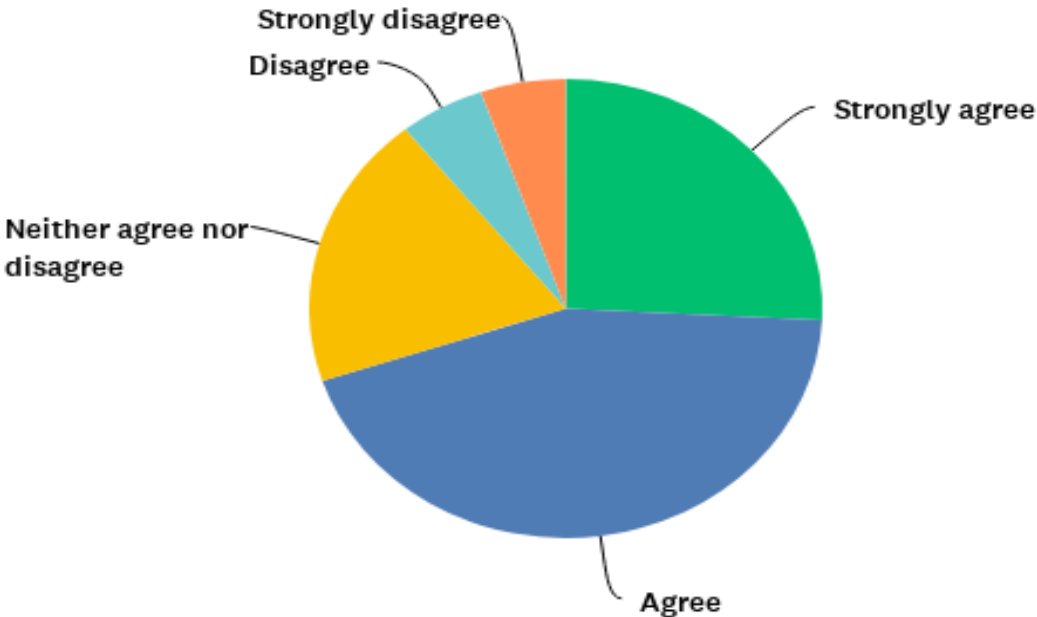
ANSWER CHOICES	RESPONSES	
Definitely would	53.76%	50
Probably would	34.41%	32
Probably would not	2.15%	2
Definitely would not	9.68%	9
TOTAL		93

Q6: Would you support a Village Donation account established for parks and recreation contributions and financial donations to go directly to support Park improvements?



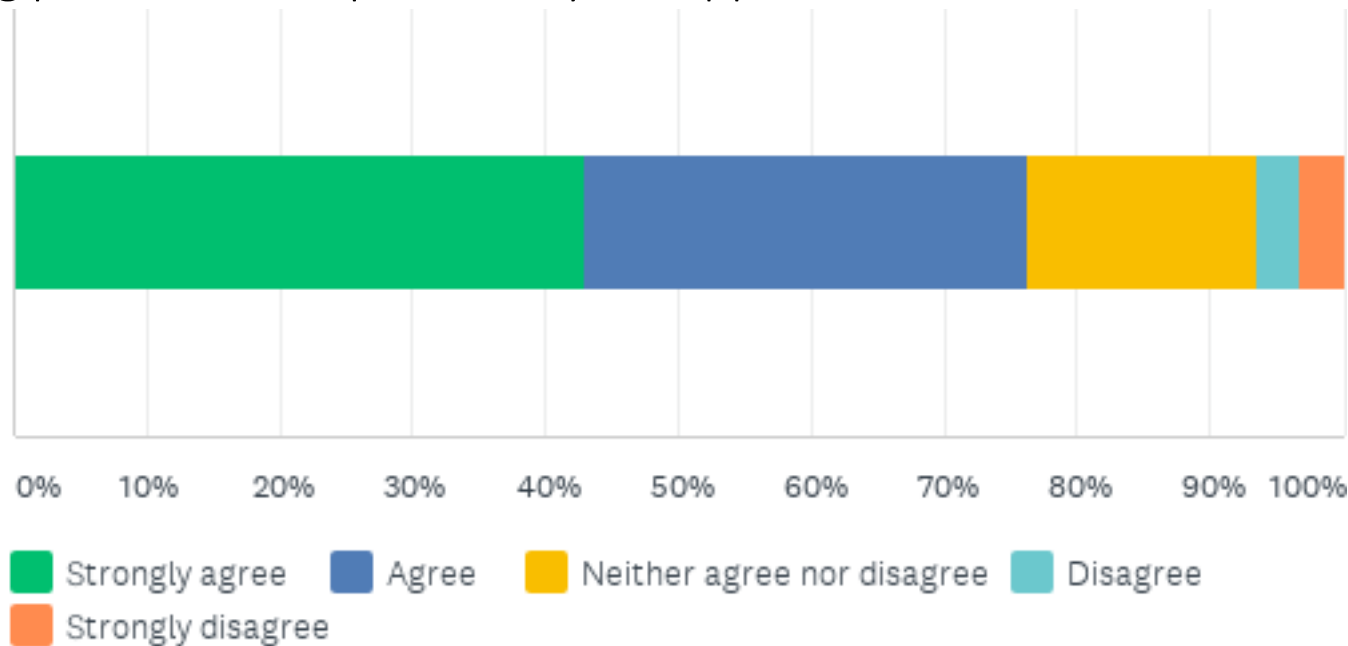
ANSWER CHOICES	RESPONSES	
Strongly approve	29.03%	27
Approve	45.16%	42
Neither approve nor disapprove	15.05%	14
Disapprove	1.08%	1
Strongly disapprove	9.68%	9
TOTAL		93

Q7: The Village is planning to add additional greenspace; along Market Ave near the Municipal Building, Around NEPCO lake, Along Highway 73. Are you supportive of this endeavor?



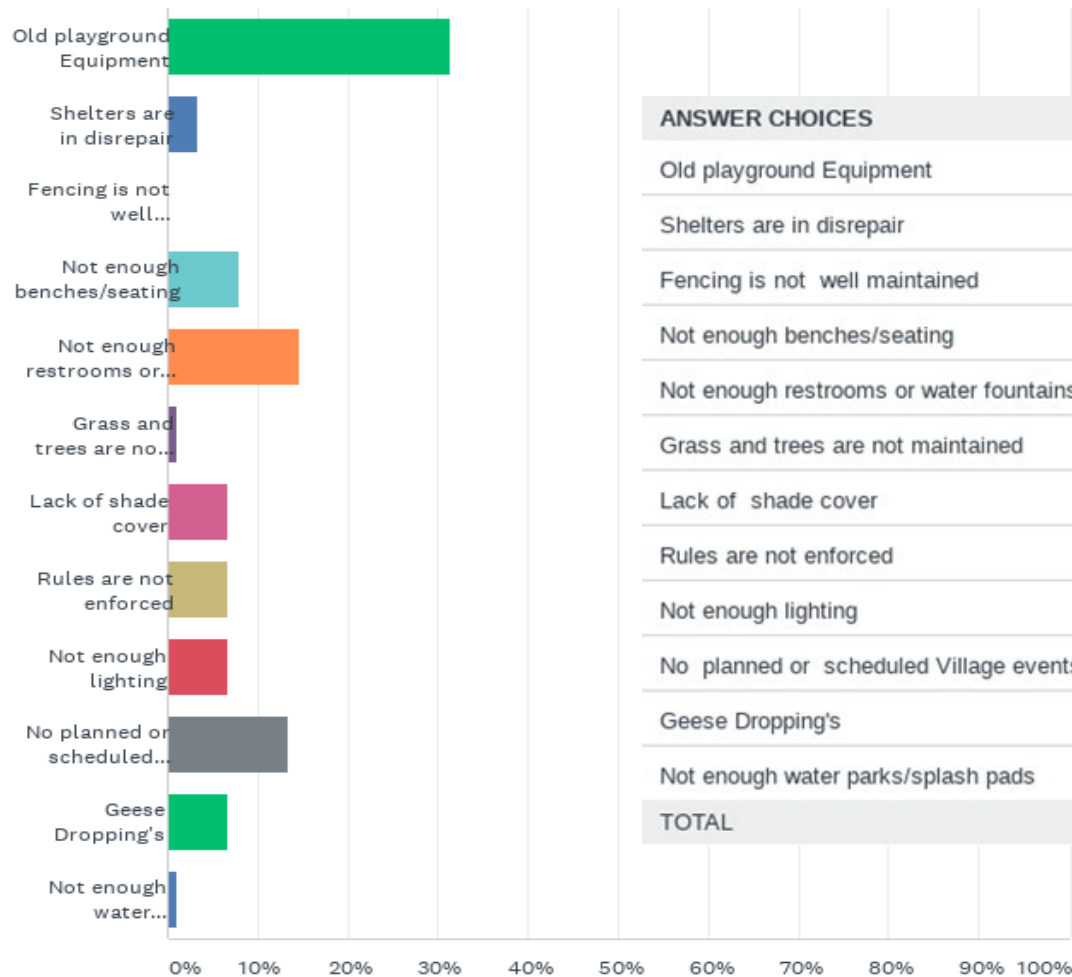
ANSWER CHOICES	RESPONSES	
Strongly agree	25.81%	24
Agree	44.09%	41
Neither agree nor disagree	19.35%	18
Disagree	5.38%	5
Strongly disagree	5.38%	5
TOTAL		93

Q8: The Village wants to include a dedicated Veterans park to honor all those who have served our Country and community. This could be at an existing park or a new park. Do you support this idea?



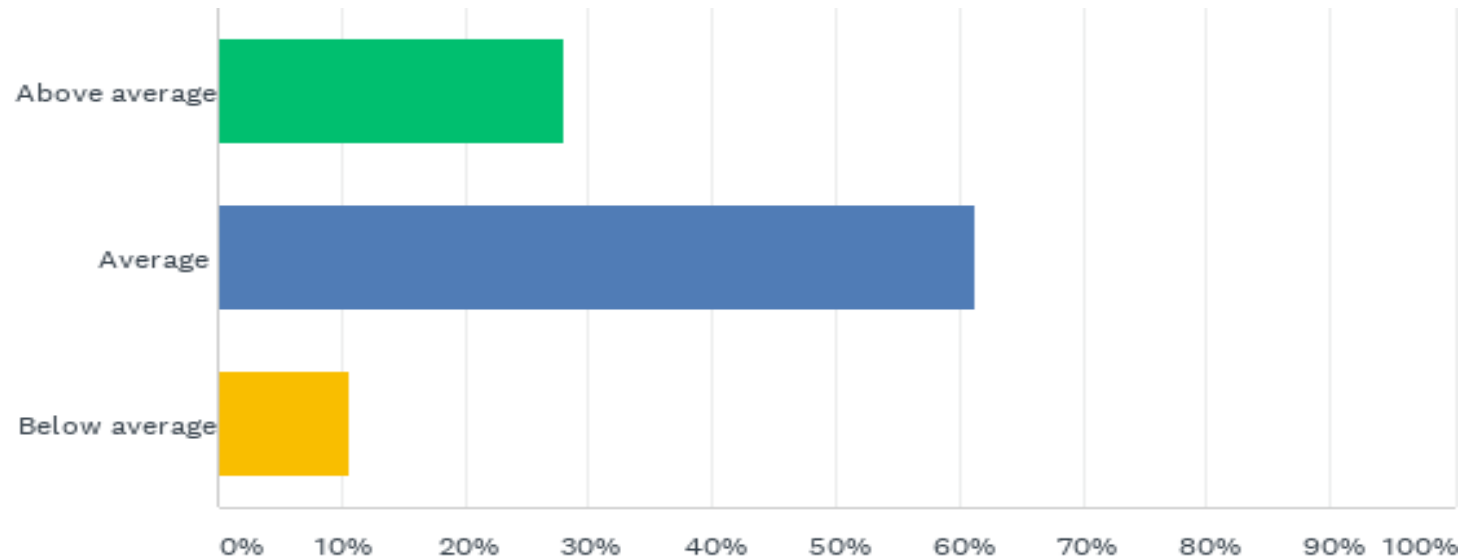
ANSWER CHOICES	RESPONSES	
Strongly agree	43.01%	40
Agree	33.33%	31
Neither agree nor disagree	17.20%	16
Disagree	3.23%	3
Strongly disagree	3.23%	3
TOTAL		93

Q9: What areas are you mostly dissatisfied with in our parks and recreation areas?



ANSWER CHOICES	RESPONSES
Old playground Equipment	31.46% 28
Shelters are in disrepair	3.37% 3
Fencing is not well maintained	0.00% 0
Not enough benches/seating	7.87% 7
Not enough restrooms or water fountains	14.61% 13
Grass and trees are not maintained	1.12% 1
Lack of shade cover	6.74% 6
Rules are not enforced	6.74% 6
Not enough lighting	6.74% 6
No planned or scheduled Village events	13.48% 12
Geese Droppings	6.74% 6
Not enough water parks/splash pads	1.12% 1
TOTAL	89

Q10: How are the Village parks comparable to surrounding communities?



ANSWER CHOICES	RESPONSES	
Above average	27.96%	26
Average	61.29%	57
Below average	10.75%	10
TOTAL		93

Village Parks Summary

- 7 Current Parks/Memorials (35 acres)

(Ripple Creek, Aubey, Edwards Alexander, No name, Vet memorial, Boat ramp, Bike Trail)

- 3 Village owned property for possible expansion (2 acres)

(Market Ave VET park, Eastside NEPCO park, Outlot 4 NEPCO Park)

- 4 partnership properties for possible expansion (4.5 acres)

(Kayak Park NEPCO, Kayak park ERCO, Letender VET park, John Edwards Statue)

- Capital Investments over the past 5 years (\$650,000)

- Land Value: \$575,000

- Facility and Equipment Value: \$3,091,500

- TOTAL parks and Recreation asset: \$3,666,500

- Annual Maintenance: \$115,000 (\$3400 per acre operating cost)



Ripple Creek Park

Acreage: 28.3- Land Value \$230,000

Facilities:

1x tennis court: \$15,400

1x basketball court: \$15,400

3x baseball fields w/dugouts: \$85,000

1 open shelter (20'x20'): \$67,600

1x concession stand: \$19,200

1x enclosed shelter w/restrooms: \$105,000

9 hole disc frisbee course: \$5600

2x playgrounds: \$108,000

1x Water tower: \$1,667,400

1x Flagpole/Vet Monument: \$1600

1x 5 Acre Dog park: TBD

TOTAL: \$2.1M

Description: Ripple Creek park established in the 1960s as the Signature Port Edwards Park. Central to the Village and having the Most Growth potential.

Renovations in past 5 years:

Annual maintenance: \$50,000

Future Improvements/Additions: Dog Park, Upgrade Warming House

Pending Ripple Creek Dog Park

Existing Fence 4-6' tall

New Fence 4-6' tall

Gates

1 door or double

Fence

screening

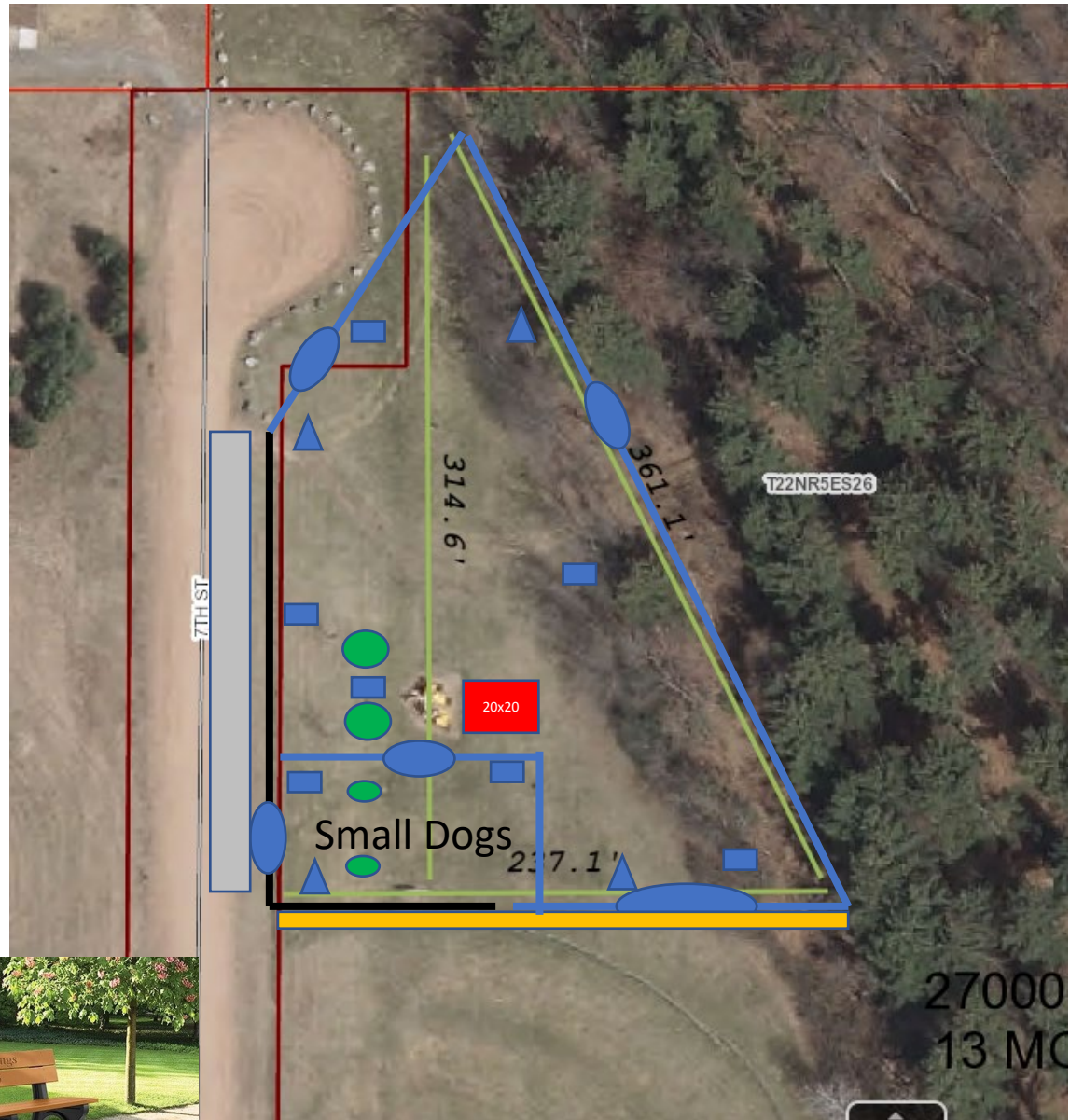
Gravel for parking

Bench

Pet Waste receptacle

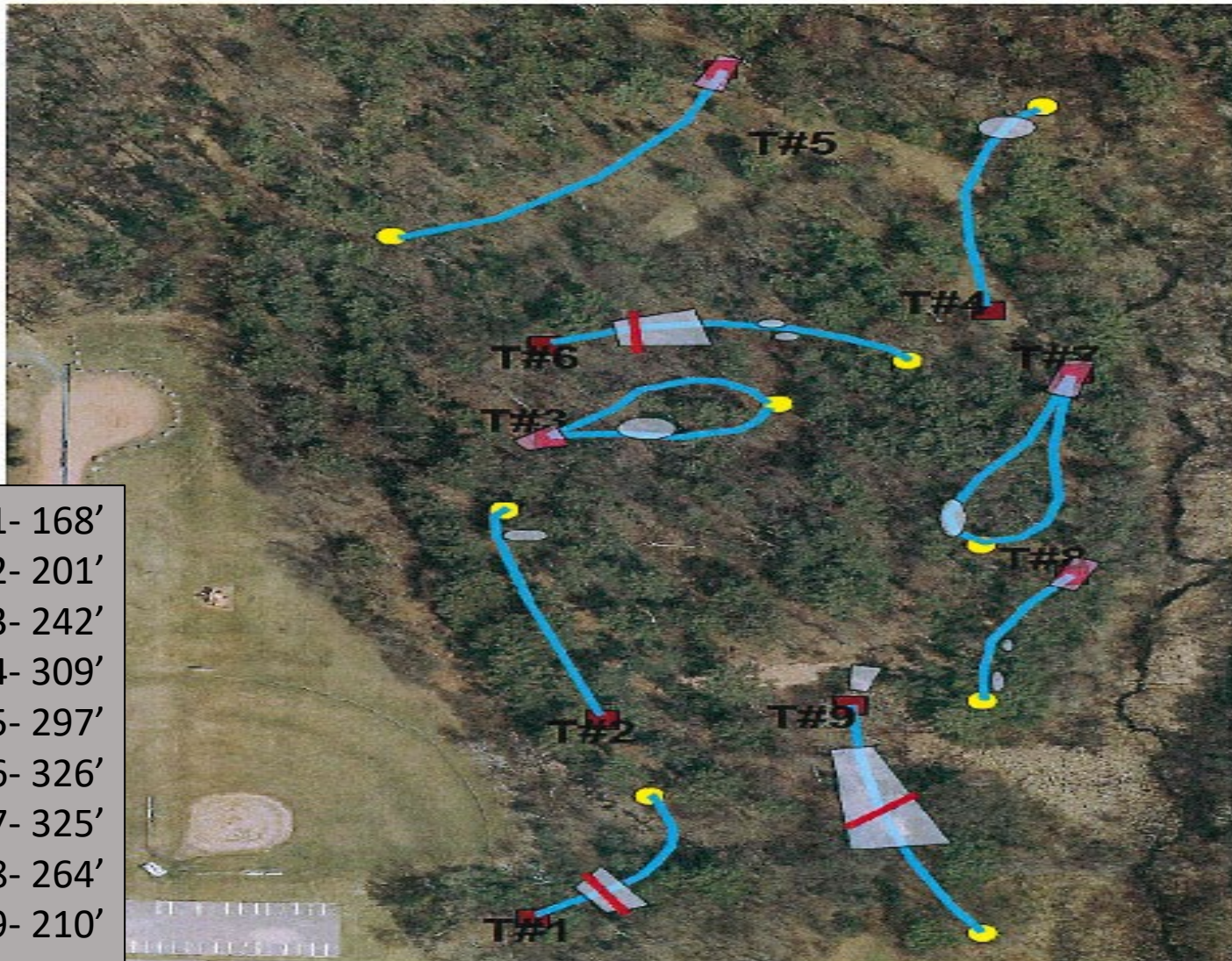
Future Shelter

Tree



Playground will stay for now

Ripple Creek Disc Golf Course, with staging identified



Hole #1- 168'
Hole #2- 201'
Hole #3- 242'
Hole #4- 309'
Hole #5- 297'
Hole #6- 326'
Hole #7- 325'
Hole #8- 264'
Hole #9- 210'

Edwards Alexander Memorial Park

Acreage: 2.93 Acres, Land Value
\$50,000

Facilities:

Playground Equipment: \$30,000

Volleyball court: \$12,900

Splash Pad: \$110,000

3x Open shelter: \$35,000

Enclosed shelter with restrooms: \$280,000

Total: \$468,000

Renovations in past 5 years:

Lions Shelter, Kitchen, Splash Pad,
Open shelters

Annual Maintenance: \$20,000



Description: Old Village Park extensively used
for the Enclosure and Kitchen for events.

Generates the most revenue annually (\$10K)

Future Improvements/Additions: Pickle Ball Court, Horseshoes



Aubey Memorial Park

Acreage: 1.43 Acres
Land Value \$35,000

Facilities:

Grills: \$1000
Open shelter: \$11,200
Basketball court: \$7500
Playground: \$7700
Fencing: \$65,000
Total: \$92,400

Renovations in past 5 years:

Annual Maintenance: \$18,000

Description: Northern Village Park, Open space
Most prevalent park for visitors along Hwy 54/73

Future Improvements/Additions: Village Digital Sign, Open shelters

"No Name" Park

Acreage: .49 Acres

Land Value \$60,000

Facilities:

Playground: \$23,100

Benches : \$5000

Total: \$28,100

Renovations in past 5 years:

Annual Maintenance: \$10,000



Description: Center Village park, used for open space.

Future Improvements/Additions: Open shelter, Gazebo



Veterans Park

Acreage: .5 acre

Land Value \$5,000

Facilities:

Monument: \$20,000

Flagpole: \$5,000

Total: \$25,000

Renovations in past 5 years:

Annual Maintenance: \$5000

Description: Veterans memorial at cemetery

Future Improvements/Additions: 8 flagpoles, walkway, speaker platform w/ power



DOMTAR Dam Boat Ramp

Acreage: 1 Acres

Land Value: \$25,000

(Use Contract with DOMTAR)

Facilities:

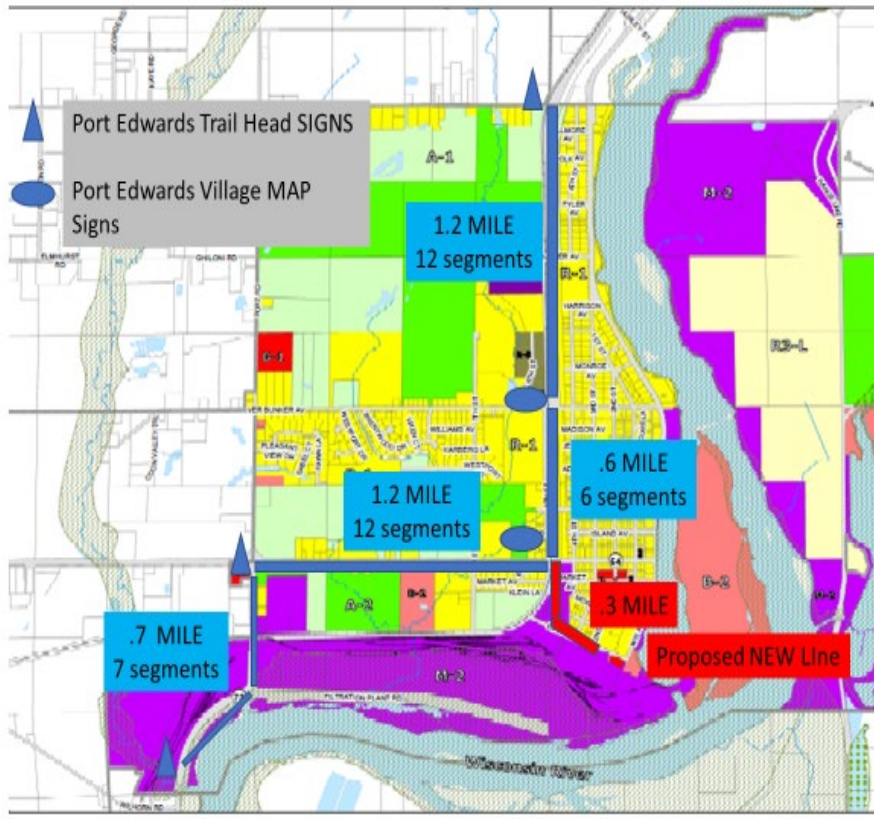
None

Renovations in past 5 years:

Description: "Recreational Use" contract with DOMTAR

On Boat ramp and parking on Wisconsin River

Future Improvements/Additions: Lighting, road surfacing, tree line clearing



Village Bike Trails

Acreage: 4 Mile network
 Land Value \$100,000
 (DOMTAR recreational use)

Facilities:
 Roadway: \$300,000
 Signage and Benches: \$20,000
 Total: \$320,000

Renovations in past 5 years:
 Resurface the Northern Mile(\$60K)
 Trail Signs(\$5000)

Annual Maintenance: \$5000

Description: Bike and Walking Trail along DOMTAR property under a 10 year Use Agreement renewed thru 2030.

Future Improvements/Additions: New Trail Signs, additional benches

Proposed Parks



Veterans Park

Acreage: .35 Acre

Land Value: \$10,000

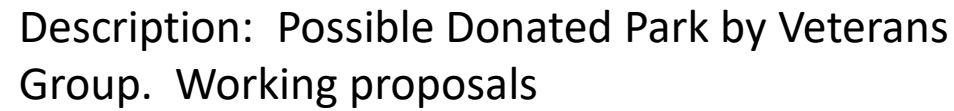
Facilities:

None

Renovations in past 5 years:

Description: Municipal Center park, Proposed Veterans park and Official Function area

Future Improvements/Additions: Bandstand Gazebo, benches, Flagpole, monument



Renovations in past 5 years:



Outlot 4 NEPCO Park

Acreage: .33 Acre

Land value: \$10,000

Facilities:

None

Renovations in past 5 years:

Description: Pending agreement with NEPCO Development. Used for dry gap for lake
Possible small park can be established

Future Improvements/Additions:



Eastside park NEPCO

Acreage: 1 Acre

Land Value: \$25,000

Facilities:

None

Renovations in past 5 years:

Description: Proposal for park once the eastside Village facility is built.

Future Improvements/Additions:



Kayak Park NEPCO/Wisconsin River

Acreage: 1.5 Acres

Land Value: \$25,000

(Use Contract with DOMTAR)

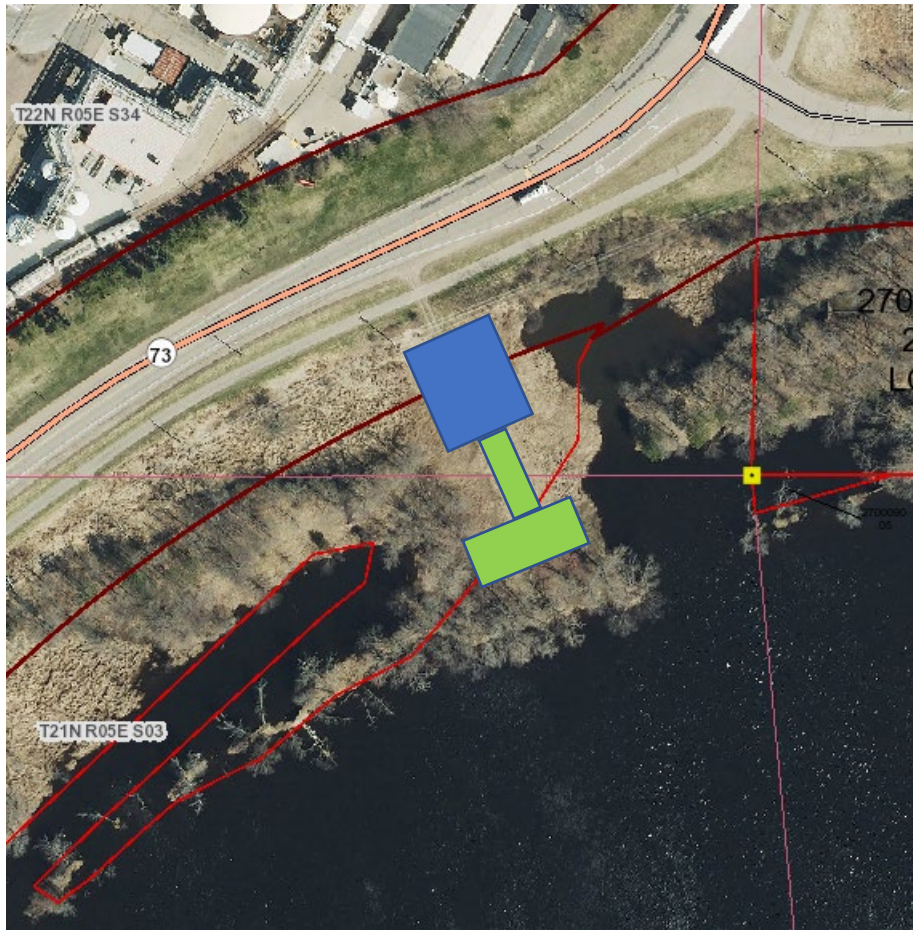
Facilities:

None

Renovations in past 5 years:

Description: Working proposal with DOMTAR
On kayak entry point, with walkway and parking
For both Wisconsin River and NEPCO lake

Future Improvements/Additions: Parking (Blue), Walking trails (Green), Launch pads(Green)
Possible Lighting at parking lots, Balusters to Block Trails from motorized traffic



ERCO Park Kayak input Wisconsin River

Acreage: 1.5 Acres

Land Value: \$25,000

(Use Contract with DOMTAR)

Facilities:

None

Renovations in past 5 years:

Description: Working proposal with DOMTAR

On kayak entry point, with walkway and parking

For both Wisconsin River.

Future Improvements/Additions: Parking (Blue), Walking trails (Green), Launch pads (Green)

Possible Lighting at parking lots, Balusters to Block Trails from motorized traffic



John Edwards Statue

Acreage: .5 Acre

Land Value: \$15,000

Facilities:

Statue: \$150,000

Renovations in past 5 years:

Description: Proposal for park donated by DMI once the Central Wisconsin Business facility is developed

Future Improvements/Additions:

Chamber leadership 2021 project

ADD to map:

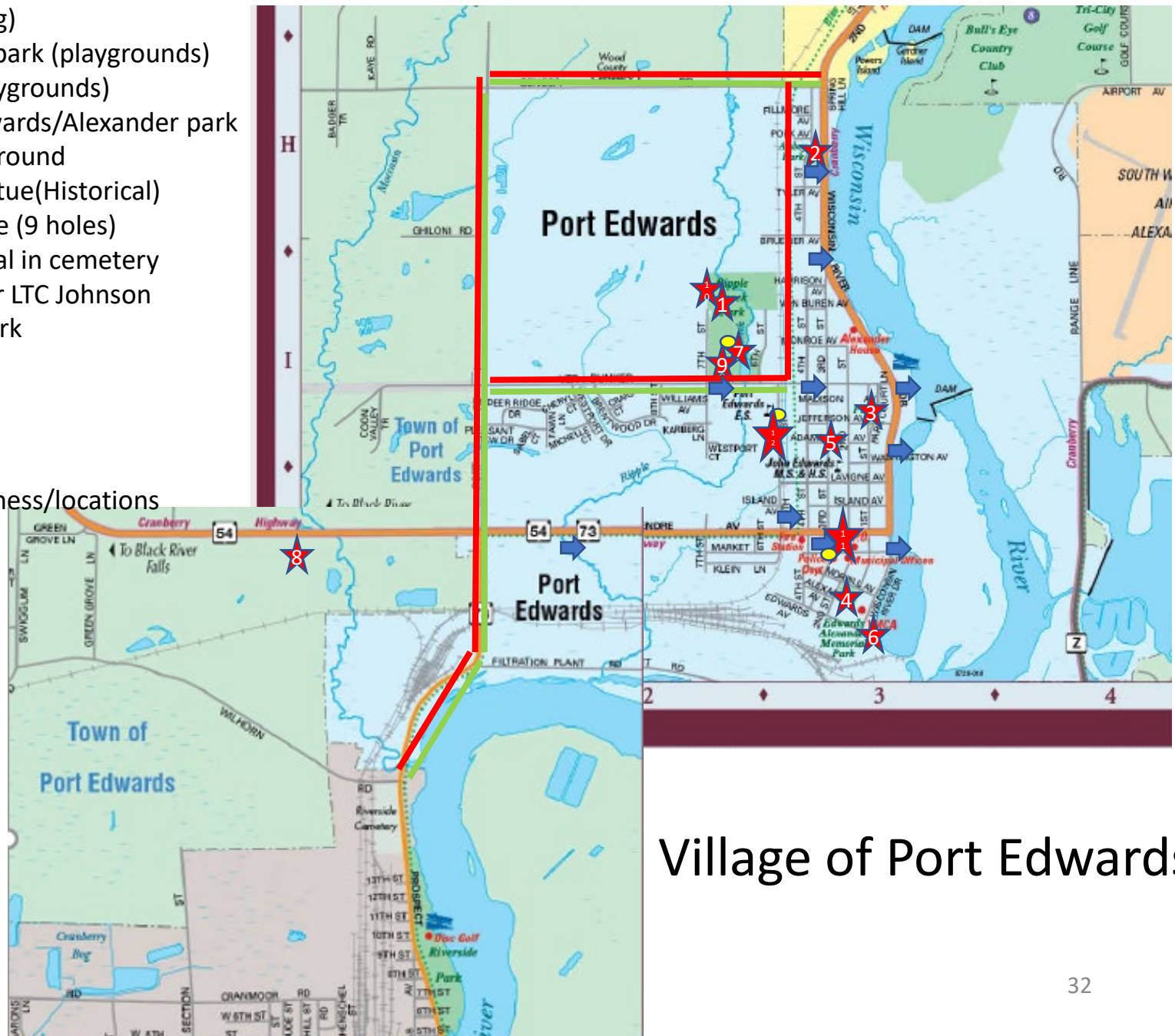
- 1- Dog park (pending)
- 2- Aubrey memorial park (playgrounds)
- 3- Triangle park (playgrounds)
- 4- Splash pad in Edwards/Alexander park
- 5- High school playground
- 6- John Edwards Statue(Historical)
- 7-Disc Frisbee course (9 holes)
- 8- Veterans memorial in cemetery
- 9- 9-11 memorial for LTC Johnson
- 10- School Forest park
- 11- Butterfly park
- 12- School ballpark

➡ Areas signs to business/locations

● Little Libraries

ATV Trail
(All Village Streets
Allow ATV/UTV)

Snowmobile Trail



Village of Port Edwards

Ongoing Discussions



Geese issues at Ripple Creek\
\$500



Trail signs
\$5000

Existing Fence 4-6' tall

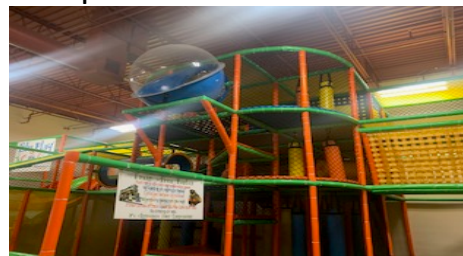
New Fence 4-6' tall

-  Gates
1 door or double
-  Fence screening
-  Gravel for parking
-  Bench
-  Pet Waste receptacle
-  Future Shelter
-  Tree



Playground will stay for now

Indoor playground
\$20K (original cost \$120K)
Requires a shelter 40' x 60'



What's Next?

- Look for Playground Equipment upgrades
- What park can we open this year?
- Install the New trail Signs that are funded.
- Publish the Summer 2021 event schedule
- Sign agreements with DOMTAR to use land for kayak inputs