



**TWO  
RIVERS**  
WISCONSIN

# ADVISORY RECREATION BOARD MEETING- MAKEUP MEETING FOR APRIL 11, 2023

Wednesday, April 26, 2023 at 6:00 PM

Koska Room - Community House 1520 17th  
Street, Two Rivers, WI 54241

## MINUTES

### 1. ROLL CALL

Present Board Members: Travis Kadow, Kathy Peterson, Dorothy Tinkham Delo, Jason Scharping, Robert Reed Jr., Adam Wachowski- Council Rep.

Excused Board Members: Daniel Cortte, Chase Mathias, Justin Klinkner, Brian Gallagher, Jeff Dahlke-Council Rep.

Also Present: Mike Mathis- Parks & Recreation Director, Megan Marsh- Parks & Recreation Clerk

### 2. APPROVAL OF MINUTES

March 21, 2023

Travis Kadow Established Motion to Approve

Jason Scharping 2nd the Motion

### 3. CORRESPONDENCE

#### A. Rotary Project Options:

- a. Option 1: Ballfield Playground- Adding more picnic tables, handicapped accessible picnic tables, and a pergola shade type structure.
- b. Option 2: Zander Park Project- Remove Parking Lot chain fence and update it to a split rail fence.
- c. Option 3: Washington Park Path- Sidewalk covered in goose droppings, due to the type of grass by the sidewalk. Plant seeds for a different type of grass along the path.

### 4. COMMENTS FOR THE PUBLIC (Limited to 3 minutes each)

Speaker 1: Tennis Court looks good, only the corner needs to be fixed and we shouldn't spend money replacing it, we could use the money at other parks. People do come by and play in the Tennis Court.

Speaker 2: We have seen people playing on the open space by the baseball diamond. The park needs open space for frisbee, batting practice, etc. After reading survey results, people enjoy the natural space and natural beauty of the park.

### 5. NEW BUSINESS

## A. Street Tree Policies

### **Section 1: Priority Tiers for Forestry Division:**

All citizen concerns regarding trees will be inspected by our Maintenance Department or an appointed Parks and Recreation staff member with knowledge of trees. Each tree will be placed in the appropriate tier by the department. Tiered categories are in order of importance, and are as follows:

#### **Tier 1**

Height Clearance Ordinance Violations Street Trees – Street trees that have been struck by traffic or maintenance vehicles or by pedestrians on the sidewalk because they are not complying with the city's height clearance ordinance (Sec. 7-4-9-B-1).

- Trees will be immediately addressed by city staff.

#### **Tier 2**

4-D Trees – Trees that are dead, dying, diseased or dangerous. Trees affecting the sidewalk or sanitary sewer laterals do not fall into this category.

- Trees will be placed on a list by city staff for removal or pruning by city staff or the City's contractor based on severity and safety.

#### **Tier 3**

Public Nuisance or Private Hazard Trees – Trees that have been in violation of a city tree ordinance and are on private property but affecting the public right of way or hazardous private property trees. Letters will be sent to these homeowners to correct the violations.

- Trees will be dealt with individually depending on severity and safety but will normally be addressed by the homeowners.

#### **Tier 4**

All Other Trees – Trees that have been requested to be removed or trimmed and do not fall into the other categories.

- Trees will be noted by the Parks and Recreation Department but will not be scheduled for any type of maintenance performed by the city. Property owners with street trees that fall into tier 2 or 4 and would like to remove the tree by using a contractor may apply for a Street Tree Removal Permit.

Resident requests inspection of terrace street tree for pruning or removal. Contact: Jared Rohrer at 920-793-5599 or [jarroh@two-rivers.org](mailto:jarroh@two-rivers.org) to schedule tree inspection. Based on inspection, the tree is deemed to be in good condition and no work is needed. Resident may complete an application to use a City licensed landscaping/tree removal company to do the pruning or removal at their own cost. The permit will be granted or denied based on the criteria listed below. Based on inspection, the tree is deemed to be a hazard and/or public nuisance.

Parks and Recreation will execute pruning or removal to eliminate any hazard or nuisance issue. This will be completed with the least amount of disturbance to tree as possible.

- a. Motion to Approve new Street Tree Policies

Kathy Peterson Established Motion to Approve

Travis Kadow 2nd the Motion

Motion Carried

**B. Denial of Street Tree Removal Request**

a. Motion to Deny Street Tree Removal Request

Jason Scharping Established Motion to Approve

Dorothy Tinkham Delo 2nd the Motion

Motion Carried

**6. OLD BUSINESS**

A. Review Neshotah Master Plan Survey and Open House Results

a. See *attached*.

B. Discuss Final Neshotah Park Master Plan

a. See *attached*.

**7. OTHER BUSINESS**

**8. DIRECTOR'S REPORTS**

A. Neshotah Playground Progress

a. DWP and Parks will begin to remove fence and light polls the first week in August. Northland Design will install the pour-in-place in the beginning of September. Playground due to be finished by fall. The new grass will be planted, but won't be grown until Spring-Summer of 2024.

B. Zander Park Progress

a. August 16th Grand Opening for new park and StoryWalk. Two part event- at Zander and the Library. Free book, snacks and activities at both locations.

C. Central Park Progress

a. On track for timeline of Central Park progress.

**9. ITEMS FOR FUTURE ADVISORY RECREATION BOARD MEETINGS**

A. Discuss when the next meeting will be.

a. June 13, 2023

B. Add daily operations of Events and Activities to Agenda.

**10. NEXT MEETING**

June 13, 2023

## **11. ADJOURNMENT**

*In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-793-5526 or email [clerk@two-rivers.org](mailto:clerk@two-rivers.org) at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.*

*It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*