



# TOWN OF SHELBY

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## Park and Vacant Land Committee Draft Meeting Minutes – APPROVED

**Date:** Monday, November 3, 2025

**Time:** 5:30 p.m.

**Location:** 2800 Ward Ave, La Crosse, WI 54601

**Present:** Chairperson Renee Knutson; Committee Members, Jean Wiggert, Monica Redmond, Jeffrey Butler and Nate Torres; Administrator Christina Peterson.

**Absent/Excused:** none

**Attendance List:** none

1. Meeting called to order by Knutson at 5:30 p.m.
2. Minutes from 9/8/2025. Motion by Butler to approve minutes from 9/8/2025, second by Redmond. Motion carried unanimously.
3. Public Comment. none
4. Bluffland/County Grant Project Update. Knutson explained the progress update from Siena Muehlfeld with Conscious Conservation, LLC. Siena has submitted a draft of the property map. She has also completed field work for land management plan, GPS data and notes on invasive species. Two more maps will be developed for invasives and signage/emergency egress plan. Map was reviewed and Knutson made notes of suggested changes.
5. Status of Bench and Garbage Can Installs. Knutson reported that the concrete bases should arrive late next week. Benches will not arrive until mid-December. Peterson noted garbage cans have already been delivered.
6. Park Info Signage Review. Knutson shared photos of existing signage that needs replacement. She had mock-ups of sample language. Consensus was to skip the sign for “no household garbage” and continue to work on other signs.
7. 2026 Budget. Knutson requested committee members to bring ideas for future projects and budgeting. A goal to have an ongoing allotment in the capital improvement budget for parks in addition to the annual \$30,000 was discussed.
8. Administrator Report
  - a. none
9. Chairperson/Commissioners Report
  - a. Wiggert suggested it may be time for the gazebo to be replaced.
  - b. Wiggert noted she has the name of a good landscape contractor if needed for repair of park areas.
  - c. Butler asked about town social media types and suggested trying Instagram. Peterson noted the town is not quite ready to take on another format.

- d. Torres suggested getting an update on the ORA Trail Farm project.
  - e. Knutson reported that basketball courts have been painted and swing at Nolop park has been replaced. There is a plan for plants and landscaping at Nolop and Hills of Home Park, but there will not be time to complete this year. Pammel Creek Park batting cage is owned by Aquinas and needs repair.
10. Next regular meeting will take place Monday, December 1, 2025 @ 5:30 p.m.
11. Adjournment. Motion by Butler to adjourn at 6:52 p.m., second by Torres, Motion carried unanimously.

Respectfully Submitted by Christina Peterson