

CITY OF DELAFIELD PARK & RECREATION COMMISSION MINUTES

CALL MEETING TO ORDER

B. Leonard called the meeting to order at 7:05 p.m.

ROLL CALL

Present

Absent

Marily Gardner
Julie Kita
Beth Leonard
John Mau

Dira Curtis Costa
Michelle Shea

Also Present

Ellen O'Brien, Deputy Clerk-Treasurer

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

1. APPROVE MINUTES OF JUNE 28, 2004

J. KITA MOTIONED TO APPROVE THE MINUTES OF THE JUNE 28, 2004 MEETING AS PRESENTED. J. MAU SECONDED THE MOTION. TWO WERE IN FAVOR. M. GARDNER ABSTAINED. MOTION CARRIED.

2. PUBLIC COMMENTS

There were no public comments.

3. OLD BUSINESS

a. 2004 PARK & RECREATION BUDGET – YEAR TO DATE SPENDING

This was deferred until the next Park and Recreation meeting.

b. VETERANS MEMORIAL RIVERWALK PROJECT UPDATE

M. Gardner met with Frank Busalacchi of the Wisconsin Department of Transportation (WDOT). The WDOT will grant \$65,000 by raising the cap on Highway C. An approval to the amendment of the project for Highway C to raise the cap to \$65,000 will be discussed and acted upon at the Common Council meeting this next Monday. The Wisconsin Veteran’s Memorial Riverwalk will apply for a Beautification Grant that will be awarded in 2006. They are making progress with higher end corporations for fund raising. Things are going well. The bridge has been ordered. A commitment has been received to put in pilings. Carpenters are committed to the project. The target opening date for

CITY OF DELAFIELD PARK & RECREATION COMMISSION MINUTES

phase one of the path is October 2004. Discussion took place regarding the safety of a pipe going across the river into the pond. City officials will be contacted regarding the safety/liability to the City in this area.

c. FINAL DESIGN REVIEW – CUSHING MEMORIAL PARK RESTROOM BUILDING

The Plan Commission has approved the Cushing Memorial Park Restroom Building. B. Leonard had previously seen the design. The design now has three roof peaks and ties in very well to the play structure. Paul Schmitter, P. F. Schmitter Architects, was present at the Park and Recreation meeting. The main concept is to relate the restroom to the park equipment. The peaks are now shorter. Hardiplank (Hardipanel) has been chosen for the exterior of the restroom facility because of the relatively low maintenance and 50-year life span; it also has a renewable painting surface. A flyer on the Hardipanel was distributed to the commissioners and samples of the planking were available. The shingles that have been chosen are the 50-year Elk Prestique. Samples of the shingles were available. P. Schmitter favored the brown colored shingle. The shingle warranty is against fading, wear, lifting, tearing, or leaking. This is the best product for commercial shingles. The colors for the building did not need to be decided upon at this meeting. P. Schmitter will bring samples of the two different brown colored shingles out to the building when the colors need to be chosen. All fixtures will be stainless steel. B. Leonard will contact T. Hafner to determine what the project timeline is. P. Schmitter stated that this is a concrete block building with exposed block on the inside. Each room will have a skylight to provide natural light in addition to lighting from a fixture. The doors will be flush steel. Off-white colors will be used inside the building. General discussion took place on the cost of the facility.

M. GARDNER MOTIONED TO APPROVE THE DRAWINGS AS IS PER THE PLAN COMMISSION WITH A CONTINGENCY THAT THE PARK AND RECREATION COMMISSION HAVE THE FIRST RIGHTS OF REFUSAL OR APPROVAL FOR COLOR OF SHINGLES, INTERIOR AND EXTERIOR PAINTS, AND DOORS. J. KITA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

d. FINAL REQUEST FOR PROPOSALS (RFP) FOR NEW COMMUNITY PARK (FORMER GEASON PROPERTY) – UPDATE ON ADVERTISEMENTS

This was for informational purposes only. The advertisement will be published July 29th and August 5th. B. Leonard would like to have at least two Park and Recreation Committee individuals involved in the interview process. J. Mau and J. Kita indicated interest. J. Kita suggested putting everyone's name on the list and at least two members would attend.

CITY OF DELAFIELD PARK & RECREATION COMMISSION MINUTES

4. NEW BUSINESS

a. 2005 BUDGET SCHEDULE

This will be deferred until the next meeting.

b. TREE BOARD – SAMPLE ORDINANCES

Sample ordinances were included in the committee members' packets. B. Leonard suggested making the ordinance as brief as possible and listing exactly what the role of the Tree Board is. She will come up with sample wording and bring it to a future Park & Recreation meeting.

c. TRAIL DEVELOPMENT ON CUSHING PARK ROAD – TOWN OF DELAFIELD PROPOSAL

No report was available.

d. EMPLOYEE RECOGNITION – CATE RAHMLow

This was deferred until the next meeting.

e. NEXT MEETING

The next meeting will be held on August 16, 2004 at 6 p.m. in addition to August 23, 2004 at 7 p.m.

5. ADJOURN

M. GARDNER MOTIONED TO ADJOURN FROM THE MEETING. J. KITA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:20 P.M.

Minutes Prepared By:

Accurate Business Communications, LLC