

CITY OF DELAFIELD PARK & RECREATION MINUTES

CALL MEETING TO ORDER

Chairperson B. Leonard called the meeting to order at 7:00 p.m.

ROLL CALL

Present

Marily Gardner
Julie Kita
Beth Leonard
John Mau
Michelle Shea

Absent

Sean Heinzl
Diri Curtis Costa

Also Present

Ellen O'Brien, Deputy Clerk

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

1. APPROVE MINUTES OF APRIL 26, 2004

J. Mau stated that under the heading of "Roll Call", Cate Rahmlow and Ellen O'Brien should be listed under "Also Present" with their titles reflected. Under 3C - "Park and Rec has first kick of the can." This statement was made by M. Gardner. It should state "Park and Rec has the first option."

J. KITA MOTIONED TO APPROVE THE MINUTES OF THE APRIL 26, 2004 MEETING AS CORRECTED. M. SHEA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. PUBLIC COMMENTS

E. O'Brien stated that the pictures were of the fort for possible use on the cover of the Five Year Plan. See below for discussion under Item 3 b.

3. OLD BUSINESS

a. 2004 CAPITAL PROJECTS IMPLEMENTATION

Capital Improvements were discussed. Because of budget constraints, many of the projects will need to be spearheaded by

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volunteers. Commissioners should e-mail B. Leonard as to what projects they would like to work on.

b. FIVE YEAR PARK & RECREATION PLAN

The photos for the cover of the Five Year Plan were reviewed. The photos could be cropped. The top left, bottom right, top center if cropped were favorable photos. After discussion it was the consensus to use the bottom right photo.

The Plan Commission meeting minutes were referred to in regards to the Five Year Plan in addition to a memo from Welch Hanson that reflected various suggestions to the plan. The following items were discussed:

- Page 3 - Acknowledgements. The order will be changed to: Common Council, Plan Commission, Parks and Recreation Commission, and City Staff. Sean Heinzl's and Cate Ramhlow's names will be removed from the Parks and Recreation Commission.
- Page 4 - The 1st and 4th priorities are the same items. B. Leonard and S. Gaskell disagreed. The first item refers specifically to the new park on the Geason property as far as getting input from neighboring resident. The fourth item is referring to getting a master plan of the park done – design. The operative word in the first one is “solicit” and in the fourth one is “develop”. This would not be changed.
- Item 2 – “The report should recognize that wetlands and shore lands are an interest of Lake Welfare.” B. Leonard stated that it has been changed to “The report should recognize that wetlands and shore lands are an interest shared by the Lake Welfare Committee.”
- Page 4 – add “former Geason property”.
- Page 5 - Mission Statement. “Preserve and protect the City’s space.” B. Leonard and S. Gaskell did not have a problem with this. It was the consensus of the commissioners that this statement was okay.
- Page 6, Item C – Naming Rights. S. Gaskell will use consistent language. This will be changed to “development of the new community park (the former Geason property).” It needs to be consistently called the “Geason property”, not “Geason Park”.
- Page 6, Item V – Growing Population. S. Gaskell was going to try to find some future data. J. Mau suggested stating “Provide a system flexible enough to adapt to any long term population growth.” B. Leonard will follow-up on this to get some data. If five year data is obtained, it will be included; if not, the above sentence would be used.

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- Page 9 – St. John’s Golf and Tennis Courts. S. Gaskell did not think it was the same type of facility. This is private property. The property reflected in this report is public.
- Page 11 – A footnote was added to state “Field inspection conducted by Sarah Gaskell”.
- Page 15 – Table from Recreation, Park & Open Space Standards and Guidelines are dated 1983. Newer standards are available, but most use the older standards because the newer standards are so confusing. After verification, a footnote will be added stating “(remain in effect)” or “2003 Standards are not currently being used”.
- Page 16 & 17 – Community Park. The City’s facilities are on one table and the facilities owned by “others” on the second table. On page 16 after the table it will state “The above, with the exception of the mini-parks and community parks are passive, fee-for-use parks with regional service areas.” (These parks will have asterisks marking them as such.) The second graph on page 17 will be deleted.
- Page 18 – Park Service Area Requirements. Welch Hanson let S. Gaskell use their GIS system to create the maps. A color copied map will be added for the Plan Commission’s upcoming meeting. The Lois Jensen area will be added. The spelling will be corrected to reflect “Boström”. The word “lease” will be put in parentheses next to American Legion.
- Page 18 – Wisconsin DNR Survey. The wording was changed on the top of page 19, the paragraph after the bullet points to include the sentence “The City of Delafield Five Year Park and Recreation Plan is an effort to provide leadership and an action plan for the conservation, maintenance, and acquisition of recreational facilities.”
- Page 20 - Public Meetings. Added the two dates of the Plan Commission review and that a public hearing will be scheduled in June 2004.
- Page 21 – Plan of Action. A paragraph was added immediately after “Plan of Action” to make it clearer and to introduce the section. J. Mau suggested reconciling all of the properties listed to make sure that they are reflected on the map. In addition to making these corrections (add Lois Jensen, Bleeker, Fish Hatchery, Community Center, WVMR, and the Equestrian Trail), the word “lease” should be added after American Legion in parentheses.
- Page 22 – The word “VMR” would be changed to the “WVMR” here and throughout the document.
- Page 24 – American Legion. A search of the document should be done to ensure that “(lease)” is included in each instance where “American Legion” is mentioned.

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- Page 25 – Bostrom Park. An addition has been made on the Middle Term Objectives on this park stating “i.e., regrade field” to clarify what is going to be done.
- Page 26 – Reference to Table 4. A table number will be added at the top of the table.
- Survey – This was discussed on page 2 of the Welch Hanson and it stated that it scientifically was not a valid survey. Discussion took place. B. Leonard would like the survey to stand and use the explanations stating why it is included.
- Page 33 - Appendix – Cost of a Five Acre Park. This would show the typical cost of a five acre park. The figures should be based on the most recently developed neighborhood park. The figures will be replaced with just the final total cost of \$90,000. Discussion took place as to why this item is included.

The changes will be made to the Plan and it will go before the Plan Commission on May 26, 2004.

4. NEW BUSINESS

a. REVIEW OF PARK AND RECREATION COMMISSION ORDINANCES

This was referred to the next agenda.

5. ADJOURNMENT

J. MAU 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 8:37 P.M.

Minutes Prepared By:

Accurate Business Communications, LLC