

CITY OF DELAFIELD PARK & RECREATION MINUTES

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Absent

Evelyn Headley (entered at 7:05 p.m)
Julie Kita
Beth Leonard
Andrea Schrednick (entered at 7:05 p.m.)
Chris Smith
Steven Headley

Also Present

Kathy Eckhardt, Director of Recreation/Community Education
Phil Schuman, Alderperson
Matt Carlson, City Administrator
Brad Campbell, City of Delafield Intern

1. APPROVE MINUTES OF NOVEMBER 28, 2005

C. SMITH MOTIONED TO APPROVE THE MINUTES. J. KITA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. PUBLIC COMMENTS

M. Carlson introduced B. Campbell, the Administrative Intern to the Committee.

Without objection, the items on the agenda were taken out of order.

3. OLD BUSINESS

a. 2006 BUDGET

B. Leonard stated that a review of the capital items would be put on the next month's agenda. M. Czubowski stated that the next newsletter (to go out in March) would highlight the Park & Rec Commission. In addition to having an overview of the Commission, projects that are being reviewed and would consider for recommendation to the Common

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Council would be listed in the newsletter. This would include changes to the municipal code regarding the trees infected with oak wilt disease, the of allowing dogs in the City parks, the Northeast Planning study, the new community park development on Oakwood Road, the Wisconsin Veteran's Memorial Riverwalk, and the Bostrum Park field improvements.

b. PROPOSED DOG ORDINANCE

Included in the commissioners packets were the existing ordinance that prohibits dogs in the park, a large handout on dog parks, and signage used in other parks. B. Leonard felt strongly that having dogs in the parks should be tried. C. Smith liked the idea. J. Kita was concerned about how kids and dogs would mix in the parks. Issues were raised as to whether the police department would enforce the rule of dogs being on a leash, the liability of the City should a dog bite someone, and insurance implications. M. Czubkowski stated that the police department would take issues on a complaint issue. The articles from other communities stated that allowing dogs in the parks is a self-policing effort. A. Schrednick would like to have dogs allowed in the park. M. Czubkowski will email the insurance carrier for a response and will also contact the police department for their input. Commissioners should think about any parks that would not be conducive to dogs. This item will be discussed at next month's meeting.

c. NEW COMMUNITY PARK MASTER PLAN UPDATE AND PARK NAME

M. Czubkowski stated that the Plan Commission and the Common Council approved the final park design for a public hearing. The zoning change and the Master Plan change were being worked on. The public hearings need to take place along with bidding out portions of improvements. The date of the public hearing is waiting for the study on the Northeast Quadrant. The public hearings would be simultaneous with the Northeast Quadrant.

P. Schuman stated that the Lake Welfare Committee is in the process of hiring another consultant to go through the permitting process for the lake dredging project. They are hoping to obtain funding from the US Army Corp of Engineers. Discussion took place regarding the new park site being used for dredging spoils. J. Kita suggested asking M. Carlson for direction in regards to proceeding with the rough grading, seeding of the soccer field, etc. in regards to the timing of the spoils that may be placed on the property. P. Schuman explained that using this site for spoils would save the City significant money on the dredging project. B. Leonard stated that Park & Rec tried to get a plan done for this park site. It is important to let people know that the development of this park is three to five years away. S. Headley stated that the Lake Welfare Committee hoped to do the lake dredging project in 2007 but that it is dependent on DNR approval. B. Leonard stated that the development of

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the park and the use of the site for lake spoils are in direct conflict of each other. M. Czubkowski will contact D. Bonestroo regarding the sledding/garden area as she thought that this was the area that the lake spoils would be deposited. She stated that it was important to keep this item on task with the Park Master Plan in regards to the phasing of the park and the date because of grant opportunities. She will contact both M. Carlson and D. Bonestroo to clarify the direction that the Park & Rec Commission should take when planning the park. An update will be provided at the next meeting. The naming of the park will be put on a future agenda.

d. WAUKESHA COUNTY PARK AND RECREATION CONTACTS

Because of the joint programming done through the Village of Hartland, this item is no longer necessary. K. Eckhardt of the Village of Hartland has opened the communications between the municipalities and school districts.

4. NEW BUSINESS

a. VILLAGE OF HARTLAND RECREATION PROGRAMS – EVALUATION AND FEEDBACK

M. Czubkowski introduced Kathy Eckhardt, Village of Hartland Director of Recreation, Community Education. She discussed the Recreational Program book that is printed, how the program book and programs have been updated, how they are working with local businesses as class contributors to try to serve the whole population, and how their working relationship with surrounding communities' Park & Rec organizations works. Class design is based on interest and sometimes results from requests from the citizens. Many times the expertise of local businesses is used for classes. The Town of Delafield no longer is a partner in this program as they would like to maintain their rural identity. M. Czubkowski explained that the Village of Hartland offered a total 2006 year package (to include mailing, production of the brochures, and programming) to the City of Delafield for \$5,168.36. This provides a savings to the City of Delafield's budget of approximately \$3,000. Some of the classes that are being offered or explored were discussed. The City of Delafield would like K. Eckhardt to explore the following possible programs: dog grooming, gourmet food classes, summer camp, and flower arranging. A. Schrednick suggested partnering with Lake Country School to use their facilities. M. Czubkowski will email her information on dog grooming and new businesses in the area. K. Eckhardt requested that the rack holding publications at the Fish Hatchery be moved to where residents could see it – many times after the facilities is rented, the rack is put in a corner where it is not seen. C. Smith suggested using email addresses as a means of getting information out to the public. K. Eckhardt stated that the next version of the registration

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software program (which she does not have) has an on-line registration section where residents could input the information themselves. However, there is not funding available at this time for the upgrade of the software. Discussion took place on the advantages of the cooperative effort between the two communities.

b. OAK WILT DISEASE – PROPOSED ORDINANCE

M. Czubkowski has worked with the arborist and the City Attorney. Alderperson P. Schuman provided the City with the Village of Shorewood Hills' oak wilt policy. It is a serious problem and is coming into the area. The proposed ordinance designates that oak wilt disease is a nuisance and outlines the procedures for taking care of it.

A. SCHREDNICK MOTIONED TO RECOMMEND THIS ORDINANCE TO THE COMMON COUNCIL. J. KITA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

c. FERTILIZER ORDINANCE

Alderperson P. Schuman stated that the Lake Welfare is looking at this ordinance. Dane County had an ordinance modeled after the State of Minnesota's ordinance. Run-off of lawns goes into the lake and promotes aquatic growth. Waukesha County stated that they do not have the authority to put in a county-wide ordinance. The Lake Welfare Committee recommended the ordinance to the Common Council. At that time, however, the fertilizer/pesticide lobbyists sued Dane County. The fertilizer/pesticide industry lost. The Dane County ordinance now stands. The fertilizer ordinance for the City of Delafield is based on the Dane County ordinance. This was for information only and no action was taken.

d. PARK AND RECREATION STUDENT INTERN – PROJECTS/HOURS/MEETINGS

M. Carlson stated that B. Campbell is budgeted to work approximately 15 hours per week for the City (Monday and Tuesday). The memo from B. Leonard to M. Carlson regarding tasks that she would like to see the intern work on was given to B. Campbell. They are viewing the preservation/conservation strategies as a top priority and will be the main project from Park & Rec that B. Campbell is working on. B. Campbell is surveying literature and reviewing what other communities do. A full report will be provided in April or May 2006. Any information that would be helpful to B. Campbell should be emailed to M. Carlson or M. Czubkowski. A. Schrednick requested that the Intern determine and mark where the equestrian trail is. The equestrian trail will be put on the agenda for next month.

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e. NORTHWEST AND NORTHEAST QUADRANT PLANS

A series of meetings have been held. The Northwest planning study has been completed and they are now working on the Northeast Quadrant. The issue of the transfer of development rights and whether to allow developers to cluster development in order to preserve larger open space tracks is being considered. If clustering is allowed while preserving larger acreage, the question is what the best acreage to be preserved was. Discussion took place on the pathways by the Bark River. A. Schrednick discussed the bridle baths being mapped out. B. Leonard stated that this was discussed at the last meeting in November. The equestrian trail was left in the budget, although it was transferred from Park & Rec to Stormwater. M. Carlson stated that the project had more to do with stormwater management than it did with maintaining the pathway. The money stayed in the budget, but the focus was to spend money on correcting stormwater deficiencies in that area rather than expanding the path or taking the necessary steps to survey the path. B. Leonard thought that there might be a tie with the equestrian trail and the Northeast Quadrant Plan and there is a tie in with the park site. She asked if Yaggy Colby could provide a dotted-line map where the path was as part of the thoroughfare planning. Discussion took place regarding placing signage by the trail so people would know where the path is. B. Leonard thought that the location (boundaries) of the trail could be determined by looking at the county records.

M. Carlson stated that the groups for the Quadrant Planning need to be brought together to identify probable locations for street connections. Traffic study data will be provided and discussion needs to take place about what the best way is to see the plan unfold for those neighborhoods on the west side of Highway 83. These meetings will be scheduled in the near future. Materials on the Northwest were included in the committee members' packets representing the planning process that was completed. Taking a look at these areas has a link to stormwater management. Several years ago a study recommended that rather than having multiple smaller stormwater detention basins, it would make more sense to have only a handful of larger stormwater basins. The study identified by stormwater shed on the east side of Delafield the locations where the stormwater ponds should be. When the planning effort takes place, the landowners are told that the stormwater in the area has been studied and the City will need to use some of the property that they own to management stormwater in the regional sense. If someone's property is being used to manage a regional issue, then discussions come up about the transfer of development rights and allow them to get full value from their property. Steps are being taken to allow these discussions to take place. On the Northwest side the study came back showing that there were no opportunities for larger stormwater facilities because of what is on the northwest side. The recommendation

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on the Northwest side was to deal with the stormwater on a case by case basis in those neighborhoods. B. Leonard stated that as part of the annual review of the park sites, evaluation of the northwest area should be included so that as a commission they could recommend either a specific site or an action they would like taken in conjunction with improving the developments. She suggested that the Park & Rec committee set up a time to view the Noth and Binkowski properties that are being considered for development. This will be coordinated through M. Czubkowski. This will be included on the March agenda with field visits to possibly take place in April.

f. **BANNER RESOLUTION FOR ST. JOHN'S PARK**

Discussion took place on the location of the banner.

A. SCHREDNICK MOTIONED TO RECOMMEND TO THE COMMON COUNCIL TO DETERMINE IF THERE IS AN ALTERNATIVE LOCATION. IF AN ALTERNATIVE SITE IS NOT FOUND, THIS ITEM WILL BE REVISITED BY PARK AND REC. J. KITA SECONDED THE MOTION. FIVE WERE IN FAVOR. S. HEADLEY OPPOSED. MOTION CARRIED.

g. **GENERAL DISCUSSION ON SUMMER BASEBALL PROGRAMS**

M. Carlson stated that if you live in Delafield you have three choices for baseball programs: the Village of Hartland, Town of Delafield, or the YMCA. The YMCA uses zip codes as a factor, so they are capturing 53018 and miscategorizing some people who live in Delafield but have a 53029 zip code (they are being classified as Hartland). One option would be to take a private sector approach. As time progresses and as things change in Madison, the City will have less ability to support the services that add to the quality of life in the community, but are not safety-type services. It will become difficult to fund these types of programs. He suggested advertising these three options in the newsletter and programming book.

M. Czubkowski and E. O'Brien have met with K. Eckhardt, the "Y", and the Town of Delafield about the baseball program. In the past, the City had partnered with the Town of Delafield. The Town of Delafield will offer a City resident at no out of the pocket cost the same program as that which they offer to the Town residents. This is because most of the Town's sponsors are City of Delafield businesses and the City pays for all of the 53018 zip code of the mailing. The City has agreed to advertise the Town's baseball program in the City newsletter along with the "Y". The Village of Hartland's program will be linked to the website, and the Town of Delafield Fireman's Park as needed. The Kettle Moraine education will be contacted for their information.

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5. ADJOURNMENT

C. SMITH 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 9:30 P.M.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications LLC