

CITY OF DELAFIELD PARK & RECREATION MINUTES

CALL TO ORDER

C. Smith called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Absent

Patricia Barwig (entered at 7:09 p.m.)  
David Brabson  
Julie Kita  
Jenny Pope  
Erv Sadowski  
Christopher Smith

Therese Lusic

Also Present

Kent Attwell, Chair – Lake Welfare Committee  
Ellen O'Brien, City of Delafield Deputy Clerk-Treasurer  
Sasha Snapp, Village of Hartland Community Education Director  
Meribeth Sullivan, Waukesha County Recycling Specialist

- 1. APPROVE MINUTES OF MARCH 24, 2008

**J. KITA MOTIONED TO APPROVE THE MINUTES FROM THE MARCH 24, 2008 MEETING. D. BRABSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- 2. PUBLIC COMMENTS

Kent Attwell, Lake Welfare Committee Chair – The progress that the Lake Welfare Committee has made on the Lake Dredging Project was reviewed. He stated that discussions have taken place with the DNR on the Revised Chapter 30 permit. The Chapter 30 permit is expected to be submitted in May 2008. A response from the DNR should be received by the City within 60 days of that date. The dredging would take place in 2009. This is contingent upon the DNR approval of the Chapter 30 Permit and the passing of a City referendum on this project. An area at Oakwood Park is being proposed for storing the lake spoils from the dredging project (not the hill). E. Sadowski stated that a road, grading, and a parking lot may be constructed by the Park & Rec in Oakwood Park and that these areas would not be usable for the spoils. C. Smith requested information on how much acreage would be used so that Park & Rec can proceed with their plans. K. Attwell stated that a different method is being

**CITY OF DELAFIELD PARK & RECREATION MINUTES**

considered for dewatering the spoils that may require less space. A final determination of which method will be used has not been determined. The lowest point of the property is the piece of the park (southeast corner) is most desirable to the Lake Welfare Committee. A pdf of the small version and large version will be sent to E. O'Brien for distribution to the Park & Rec Committee.

**D. BRABSON MOTIONED TO TAKE ITEM 4C OF THE AGENDA NEXT. P. BARWIG SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

3. OLD BUSINESS

a. LAKE COUNTRY TRAIL UPDATE

The meeting was rescheduled. T. Hafner will attend the next meeting on this subject and an update will be given at the next Park & Rec meeting. J. Kita stated that the goal is to develop a comprehensive plan for the whole region. C. Smith stated that the City is applying for a fully loaded grant to connect the Lake Country Trail to Glacial Drumlin Trail. J. Pope expressed interest in attending the next meeting regarding the trail.

b. FIREMAN'S PARK PLAY EQUIPMENT PURCHASE – FOR DISCUSSION & ACTION

C. Smith distributed the budget page for Capital Improvements Program associated with this subject. D. Brabson distributed pages to the Commissioners on equipment that he felt would be appropriate for this park. The cost of the equipment was \$3,700 plus installation – this is under the amount that was budgeted for. Discussion took place regarding the remaining funds in the budget. C. Smith also suggested reallocating the excess funds for signage.

**P. BARWIG MOTIONED TO APPROVE THE PURCHASE AND TO HAVE THE 4-PANEL AZTEC CLIMBER INSTALLED AT FIREMAN'S PARK. D. BRABSON SECONDED THE MOTION. E. SADOWSKI MADE A FRIENDLY AMENDMENT TO ALSO INCLUDE THE COST OF TWO TWO-SIDED SIGNS FOR FIREMAN'S PARK. THIS WILL BE LISTED AS AN ACTION ITEM UNDER PARK & REC ON THE COUNCIL'S AGENDA. P. BARWIG AND D. BRABSON ACCEPTED THE AMENDMENT. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

c. PARK SIGNAGE UPDATE – FOR DISCUSSION & ACTION

P. Barwig stated that before she could proceed any further she needed approval from the Park & Rec Commission for Fireman's and Cushing Park signage as per the layout depicted on the sheet in addition to the

**CITY OF DELAFIELD PARK & RECREATION MINUTES**

segment showing the arrow pointing down the road for the Cushing Park sign.

The signs would include two signs for Fireman's Park and one for Cushing Park. The signs would be double sided with green text and blue sailboat logos on a white background. Discussion took place as to whether the sign would need approval from the Plan Commission. C. Smith will contact Sarah Binkowski to make this determination.

**P. BARWIG MOTIONED TO APPROVE THE WHITE SIGN WITH THE GREEN TEXT AND THE BLUE LOGO WITH THE APPROPRIATE DELAFIELD TYPEFACE AS SET FORTH BY THE CITY FATHERS BE ADOPTED FOR THE NEW SIGNAGE WHICH WILL FIRST BE PRODUCED FOR CUSHING PARK AND THEN TWO SIGNS FOR FIREMAN'S PARK IF THE CUSHING PARK SIGN IS CORRECT AND APPROVED. J. KITA SECONDED THE MOTION. C. SMITH WILL CONTACT S. BINKOWSKI TO DETERMINE WHETHER FURTHER APPROVAL IS NECESSARY. THERE WAS NO FURTHER DISCUSSION. FIVE WERE IN FAVOR. E. SADOWSKI ABSTAINED. MOTION CARRIED.**

P. Barwig discussed the St. John's Park Sign. The sign would have a hanging attachment to inform the public as to whether ice skating was open or closed. C. Smith suggested waiting to approval on this sign until the next meeting.

d. JENSEN PARK UPDATE

C. Smith publicly thanked Andrea Shrednick for her years of service. He introduced J. Pope to the Commissioners. It was recommended that Staff create a plaque in recognition for her years of service on Park & Rec.

C. Smith stated that funds will need to be reallocated for the Jensen Park updates. J. Pope and J. Kita volunteered to work on this project together. This will be discussed at the next meeting.

After some discussion, it was stated that all park signage should be constructed with hooks located on the bottom in order to hang additional signage.

e. OAKWOOD PARK AND PRAIRIE FLOWER PLANTING – FOR DISCUSSION & ACTION

Written materials were distributed to the Commissioners. Because the lake spoils are proposed to be deposited on the section of the park designated "Prairie Restoration" the "Nature Area" could be used for the prairie flower planting. The cost would be approximately \$10,000 for 20

**CITY OF DELAFIELD PARK & RECREATION MINUTES**

acres of restoration. The process that needed to be done prior to planting the prairie flowers was discussed in addition to what plantings would be best. C. Smith suggested placing a gravel road along the lot line from the end of the roadway by the Church north up to a future parking lot with the final determination being made by the DPW.

**P. BARWIG MOTIONED TO RECOMMEND APPROVAL TO THE COMMON COUNCIL TO SPEND UP TO \$15,000 FOR SEEDS AND TO PREPARE THE SOIL AND PLANT THE SEEDS IN THE AREA OF THE PARK DESIGNATED "NATURE AREA" AND THE NORTH HALF OF THE PROPERTY. THIS WILL MAKE THE PARK USEABLE WITHOUT A LARGE OUTLAY OF FUNDS, PREVENT THE GROWTH OF NOXIOUS WEEDS (GARLIC MUSTARD), PREVENT EROSION AND TO PROVIDE EDUCATIONAL EXPERIENCES. J. KITA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

K. Attwell stated that as an individual he wholeheartedly supported the above motion.

4. NEW BUSINESS

a. RECREATION PROGRAM UPDATE

1. HARTLAND RECREATION / COMMUNITY EDUCATION  
DIRECTOR – SASHA SNAPP

The newest Program Guide was distributed to all Park & Rec Commissioners.

S. Snapp stated that online registration will begin with the Fall/Winter sessions. Online registration information will be sent to the City for inclusion in the City's newsletter.

Work is starting on acquiring public input regarding the building of a new Community Center in Hartland. Three focus group meetings have taken place and a survey requesting feedback will take place. Current available space in the Village of Hartland was not designed for recreation activities and it was S. Snapp's opinion that new facilities are needed.

She reported that registrations have been consistent and they recreation program was becoming well known with instructors and participants alike.

There is a very dedicated group that attends the art studio program at the Fish Hatchery. C. Smith stated that the lighting has just been updated at the Fish Hatchery.

**CITY OF DELAFIELD PARK & RECREATION MINUTES**

The Friends of Nashotah made a donation and will also participate in the programs.

C. Smith discussed the "Quad Runs" (5k) that take place in the Village of Hartland, City of Delafield, City of Oconomowoc, and Okauchee.

2. FISH HATCHERY USAGE – ELLEN O'BRIEN

E. O'Brien discussed the scheduling at the Fish Hatchery. In the future, outside groups will not be able to reserve the space during the week. Scheduling of the Jazzercise classes would be looked at in the future to accommodate more classes.

C. Smith stated that he was very pleased with the programs.

b. OAKWOOD PARK MANURE SPREADING BY KNOLLWOOD FARMS

C. Smith reviewed the history of this item. The Farmer requested that he continue the present practice of spreading manure and the use of the road. A joint recommendation of C. Smith and the City Administrator was not to allow the spreading of manure. This has been communicated to the farmer by the City Administrator.

c. PARK RECYCLING - MERIBETH SULLIVAN, WAUKESHA COUNTY RECYCLING SPECIALIST

The DNR has clarified the recycling rule to make sure that recycling take place in public places. Best practices have been reviewed by the County. Having the correct containers and set up are crucial. The goal is to collect as many recyclables as possible in public places. Waukesha County could help with the planning phase, funding (grants), blanket order purchasing (to have parks using similar containers), and bin grants; they are trying to serve as a resource. The DNR would like to push recycling in public places within the next few years. The collections could go towards the City's recycling incentive program. There is a possibility of having the City's DPW work on this project and to work out a deal with the County to get cash back in addition to the incentive program. Handouts were provided to the Park & Rec Commissioners. E. Sadowski stated that the Park & Rec may fund the recycling containers, but the City would be bringing the Recycling Committee recreated at the next May meeting. C. Smith stated that containers would need to be budgeted for the parks and planning would need to take place. Plans for the parks and prioritizing would need to take place. M. Sullivan stated that Public Works would also need to be involved. Website links for the recycling products will be forwarded to C. Smith and are also available on the County website. C. Smith felt that the board would move on this

**CITY OF DELAFIELD PARK & RECREATION MINUTES**

as soon as funds permit. M. Sullivan stated that in addition to the first plan, there should always be a "Plan B". Her role is to assist in getting the job done. She stated, "It is all about signage and placement." J. Kita suggested submitting articles to the Delafield "Communicator".

**D. BRABSON MOTIONED TO TAKE ITEM 4A OUT OF ORDER. J. KITA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

d. DELAFIELD BLOCK PARTY – JUNE 20-21, 2008

Volunteers are needed to help register people for the 5k Run. J. Pope and her husband volunteered to assist. Any interested individuals should contact C. Smith. He suggested that a table be set up during the Block Party with park information.

e. DELAFIELD 50<sup>TH</sup> ANNIVERSARY – 2009

E. Sadowski stated that official birthday of the City is July 9, 2009. Celebrations will include fireworks, jazz in the park, gallery night, parade, teen and children activities, in addition to other activities. Ideas for ways to involve the parks will be discussed at a later date.

f. OTHER

D. Brabson informed the commissioners that all of the parks have new trash cans and that the sewer contractor is using Fireman's Park as a staging area.

5. CORRESPONDENCE

Call from Scott Matton, Knollwood Farms

6. ADJOURNMENT

**E. SADOWSKI MOTIONED TO ADJOURN FROM THE MEETING. J. POPE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:57 P.M.**

Minutes prepared by:

Accurate Business Communications, Inc.