



**CITY OF DELAFIELD
MEETING AGENDA
PARK & RECREATION COMMISSION**

Chair: Ald. Mark Schaefer

Members: Gloria Trinastic, Dan Cahalane, Sherrie Flemming, Tim Turnock, Thomas Schlaefer, Leslie Donavan,

July 24, 2023

6:00 PM

City Hall, Council Chambers
500 Genesee St.

(Or immediately following the Tree Board)

Regular Meeting

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Minutes**
Discussion and possible action on the following minutes:
 - A. Approval of minutes of the [June 26, 2023](#) Regular Meeting
- 5. Citizen's Comments**
- 6. Unfinished Business**
Discussion and possible action on the following items:
 - A. Stage at Liberty Park – Entertainment Series Update and Access/Fees (Schaefer)
 - B. Update on the Bark River Viewing Platform site (Turnock)
 - C. Sign for kayak launch at St. John's Park (All)
- 7. New Business**
Discussion and possible action on the following items:
 - A. Review updated Parks information on the City of Delafield website: <http://wi-delafield.civicplus.com/Facilities?clear=True>
 - B. Representative to the Delafield Arts Foundation (All)
 - C. Comments/suggested revisions on 5-Year Plan (All)
 - D. Geo-caching in Delafield and City Parks
 - E. Pickleball Courts
 - F. Review financial statements (All)
- 8. Assign leads to review conditions of parks and trails on an ongoing basis**

Parks and Trails in the City of Delafield						
Schlaefer	Turnock	Donavan	Trinastic	Flemming	Cahalane	Schaefer
Lake Country Recreation Trail	VMR Trail	Cushing Memorial Park	Lois Jensen Nature Preserve	Fish Hatchery	Oakwood Park	Liberty Park
Ice Age Trail	Paul Sandgren Recreation Trail	St. John's Park	Fireman's Park	Fish Hatchery Sports Complex	Bleeker Street Boat Launch	
Bostrom Park	Cushing Memorial Park			Cedar Valley Park	Oak Street Park	

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9. Requests for Future Agenda Items

Note: No discussion on requested item

10. Correspondence

11. Adjournment

All meetings of the Park & Recreation Commission are public meetings. The meeting of the Commission is a working session for the Commission itself, and discussion by those in attendance is limited to Commission members, staff and others that may be a party to the matter being discussed.

AMERICANS WITH DISABILITIES ACT NOTICE: Upon reasonable notice (at least 72 hours in advance) the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

NOTICE OF POSSIBLE QUORUM: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information: no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Clerk: MS	Posted: 07/20/2023	<input checked="" type="checkbox"/> City Hall Bulletin Board	<input checked="" type="checkbox"/> Website	<input checked="" type="checkbox"/> Notified Media
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City of Delafield
Capital Projects Summary 2023-05.xlsx
05.31.23 PRC

CIP Year	Project	Project Budget	Total Expenditures to 05/31/2023	Under / (Over) Budget	Status
2017	VMR Signage - Sandgren Trail/War on Terror	6,500.00	2,643.00	3,857.00	Active
2022	Fish Hatchery Building - Roof Maint. & Repairs	9,440.00	4,210.00	5,230.00	Active
2022	Cushing Memorial Park - Fort Cushing - Staining	15,000.00	-	15,000.00	Active
2022	Liberty Park Band Shell - Engineering, Design & Planning	50,000.00	6,422.18	43,577.82	Active
2023	Fish Hatchery - Exterior Painting	10,000.00	-	10,000.00	Active
2023	Fish Hatchery - Electornic door locks & security cameras	16,100.00	-	16,100.00	Active
2023	Fish Hatchery - Repaint Sports Complex Pavilion	5,500.00	-	5,500.00	Active
2023	Cushing Memorial Park - Restroom Upgrades	6,300.00	3,512.50	2,787.50	Active
2023	Fireman's Park - Replace Pavilion Floor	10,000.00	10,108.08	(108.08)	Closed
2023	Fireman's Park - Replace shed	700.00	-	700.00	Active
2023	2023 Public Space Tree Planting	5,250.00	-	5,250.00	Active
2023	Replace Fuel Pumps	9,000.00	-	9,000.00	Active
		143,790.00	26,895.76	116,894.24	

CITY OF DELAFIELD

Fund Balance Reserved for Park Use (as of 05/31/23)

<u>Source</u>	<u>Amount</u>	<u>Purpose</u>
Jan Turnock Memorial Donations	\$ 4,353.40	Fort Cushing, VMR, Tree Fund
August 2022 Home Depot Expense	\$ (195.43)	
December 2022 Victor Stanley Expense	\$ (2,942.00)	
Total Reserved Funds for Park Use	<u><u>\$ 1,215.97</u></u>	100-00-31730-000-000 Balance

CITY OF DELAFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS AND RECREATION</u>					
100-55-51400-110-000	7,571.63	7,571.63	23,370.50	15,798.87	32.4
100-55-51400-130-000	1,324.41	1,324.41	3,435.57	2,111.16	38.6
100-55-51400-135-000	3,075.58	3,075.58	7,335.68	4,260.10	41.9
100-55-51610-211-000	.00	.00	1,500.00	1,500.00	.0
100-55-51610-220-000	2,464.11	2,464.11	6,068.00	3,603.89	40.6
100-55-51610-350-000	3,122.64	3,122.64	14,250.00	11,127.36	21.9
100-55-51610-350-100	1,812.94	1,812.94	4,454.00	2,641.06	40.7
100-55-51620-220-000	198.68	198.68	600.00	401.32	33.1
100-55-51620-350-000	.00	.00	200.00	200.00	.0
100-55-53100-110-000	2,373.81	2,373.81	5,564.79	3,190.98	42.7
100-55-53100-130-000	428.60	428.60	1,067.37	638.77	40.2
100-55-53100-135-000	332.30	332.30	868.13	535.83	38.3
100-55-53300-110-000	16,541.21	16,541.21	27,176.87	10,635.66	60.9
100-55-53300-130-000	2,690.91	2,690.91	4,981.56	2,290.65	54.0
100-55-53300-135-000	3,798.63	3,798.63	9,549.40	5,750.77	39.8
100-55-53500-110-000	3,711.13	3,711.13	34,380.00	30,668.87	10.8
100-55-53500-130-000	413.41	413.41	3,939.26	3,525.85	10.5
100-55-55200-343-340	119.29	119.29	550.00	430.71	21.7
100-55-55200-390-000	4,983.17	4,983.17	14,825.00	9,841.83	33.6
100-55-55201-390-000	49.00	49.00	3,000.00	2,951.00	1.6
100-55-55202-220-000	46.50	46.50	200.00	153.50	23.3
100-55-55202-340-000	49.26	49.26	.00	(49.26)	.0
100-55-55204-220-000	527.37	527.37	2,960.00	2,432.63	17.8
100-55-55204-390-000	49.26	49.26	5,340.00	5,290.74	.9
100-55-55206-220-000	382.13	382.13	968.00	585.87	39.5
100-55-55206-390-000	355.51	355.51	1,500.00	1,144.49	23.7
100-55-55208-340-000	239.00	239.00	588.00	349.00	40.7
100-55-55210-340-000	465.18	465.18	970.00	504.82	48.0
100-55-55212-340-000	1,915.00	1,915.00	4,600.00	2,685.00	41.6
100-55-55218-340-000	323.00	323.00	2,680.00	2,357.00	12.1
100-55-55300-340-000	905.33	905.33	3,000.00	2,094.67	30.2
TOTAL PARKS AND RECREATION	60,268.99	60,268.99	189,922.13	129,653.14	31.7
TOTAL FUND EXPENDITURES	60,268.99	60,268.99	189,922.13	129,653.14	31.7
NET REVENUE OVER EXPENDITURES	(60,268.99)	(60,268.99)	(189,922.13)	(129,653.14)	(31.7)