



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

Chair: Michael Byrnes

Members: Pat Barwig, Dan Cahalane, Sherrie Flemming, Gloria Trinastic, Tim Turnock, Ald. Mark Schaefer

January 23, 2023

6:00 PM

City Hall, Council Chambers
500 Genesee St.

**(Or immediately following the
Tree Board)**

Minutes

1. Call to Order

Chair Byrnes called the Park & Recreation Commission meeting to order at 5:37 p.m.

2. Pledge of Allegiance

3. Roll Call

Members Present: Pat Barwig
Michael Byrnes, Chair
Sherrie Flemming
Ald. Mark Schaefer
Gloria Trinastic

Members Absent: Dan Cahalane
Tim Turnock

Also Present: Sally DuPont, Recording Secretary

4. Minutes

Discussion and possible action on the following minutes:

A. Approval of Minutes from the November 28, 2022 Regular Meeting

Motion by Mark Schaefer, seconded by Sherrie Flemming, to approve the minutes of the November 28, 2022 meeting as presented.

All in favor. Motion carried.

5. Citizen Comments

Mary Daniel, 309 Wisconsin Avenue, Delafield, WI. Mary spoke regarding the Park & Recreation Commission's 5-Year Plan. Mary requested the commission incorporate the pedestrian and bicycle study that was done because it compliments what the commission is doing, and would make the information easier to find. Mary offered to be a second set of eyes for the commission for the 5-Year Plan. Mary also thanked the Park & Recreation Commission for what they do.

6. Unfinished Business

Discussion and possible action on the following items:

A. Stage at Liberty Park Update (Barwig/Schaefer)

The city has budgeted money for the entertainment series at Liberty Park. They have reserved a tent covered stage for June 16, 2023 - August 12, 2023. The Delafield Arts Foundation has booked entertainment for the series. The stage will be installed at the north end of Liberty Park.

The following has been scheduled:

- Pat McCurdy, June 16
- Beer garden and evening music performance, June 28
- The Jimmy's, July 21
- Beer garden and evening music performance, August 2
- Scotch & Soda, August 12

Additional events sponsored by the Delafield Arts Foundation:

- Volunteer Event at Revere's, May 10
- Comedy City performance at Fish Hatchery, May 13

Chair Byrnes asked if there will be an admission to these events. Barwig stated there will not be an admission for the Liberty Park events, but the Comedy City performance at the Fish Hatchery will have a charge. Barwig said they will be asking for donations at the Liberty Park events and they are working on getting grants to help fund the events.

Chair Byrnes stated this temporary structure was proposed to see how well it is attended. If all goes well, that can lead to grant proposals and to be used as a fundraising tool. Schaefer agreed saying they will learn from this experience, with the long-term goal being to build a stage at Liberty Park.

Barwig stated they will be having an event at Revere's on May 10th, for anyone that is interested in volunteering. Barwig also said they will be soliciting local businesses for donations. Barwig said they have had raffles and auctions in the past, but more money will be needed.

Trinastic suggested they have some things for children to do at these events, such as getting vendors that have face painting, etc. Flemming suggested to have some local students perform. Trinastic also suggested partnering with local schools to have them do a mural.

7. New Business

Discussion and possible action on the following items:

A. Welcome Gloria Trinastic

Chair Byrnes welcomed Gloria Trinastic to the Park & Recreation Commission. Byrnes also thanked Dave Brabson, who has retired, for his years of service to the Park & Recreation Commission.

B. University Lake School Proposed Community Trail Use Rules and "Friends of Hawk Hill" Initiative (John Dewis, Head of School)

John Dewis, Head of School at University Lake School, said the school has 180 acres of forest on their property and is seeking the counsel of the Park & Recreation Commission because they are looking to pilot expanded use of their trails. University Lake School submitted a proposal to

the Park & Recreation Commission that included rules that would seek to ensure the safety of the school, students, and users of the trails.

Jennifer Bennett, Chair of the Outdoor Committee for University Lake School, spoke about the current state of access to the trails on the property. Jennifer said the trails are currently being used by students and classes. Jennifer said they have had some hikes, community events, and they are used for the sports programs at the school. Jennifer stated currently the trails are open to the school families, alumni, staff and faculty.

Schaefer asked if there is signage on the trails and Jennifer Bennett stated there are trail markers but some may need to be updated. John Dewis said they want to have signage regarding rules for use. Byrnes suggested the hours of use for the trails should be posted as well.

Barwig asked if University Lake School wanted their recreational trails noted in the Park & Recreation Commission's 5-Year Plan. John Dewis said he was looking at this as a pilot, but would want to know what it allows or obligates the school to be a part of the 5-Year Plan. John Dewis stated it is private property, and they are driven by the mission, which is the education of the students, and they do not want to do anything that would compromise that overriding mission.

Trinastic stated her concern was about the safety risk of the students and asked if they have security cameras in place. John Dewis stated they did not currently have security cameras, but there are many people present on the property. John Dewis said part of their proposal would be a membership aspect, where people sign up and receive a badge so they know who is using the trails. Trinastic suggested to have security cameras at the entrance and asked about off road trails that should be monitored. Trinastic suggested looking at weak spots in security. Trinastic also suggested to have more garbage cans stationed due to increased traffic on the trails.

Flemming suggested the use of background checks for regular users could be used. Flemming also suggested maybe looking into a campus security force to make a presence. Barwig suggested the use of trail cameras because they are not as obvious as security cameras. Barwig stated the trail cameras could also track the presence of animals and that could tie in with the educational aspect of the property for students.

Schaefer said the idea of a required lanyard badge for visitors, is a good first step to see who should be on the property versus those that should not be. Shaefer thanked the University Lake School for opening their trails to the community and said it works well with the recreational character of Delafield.

Trinastic suggested hosting some smaller events to start promoting membership. Chair Byrnes also said they could reiterate the rules for use through the membership process.

Michael Soley, Chair of the University Lake School Grounds and Building Committee, and Trustee, said they are looking to become a good neighbor and open up their trails to the community in a safe way.

C. Park & Recreation Commission 5-Year Plan (All)

Chair Byrnes wanted to start the discussion on how the commission wants to organize themselves around the work that is required to update the plan.

The mayor stated SEH has the map of the bike and pedestrian paths, and the Park & Recreation Commission can go to them to look into incorporating that into the plan.

Flemming asked if there is a shared drive for everyone to be able to work on the plan.

Barwig suggested having the chart back that shows which member is responsible for which parks. Chair Byrnes agreed and said that could be incorporated into the 5-Year Plan.

Chair Byrnes asked if there were any committee members that were interested in leading the process. Flemming said she could lead if it is after June and they could get a shared electronic site. Byrnes agreed and Flemming will lead the 5-Year Plan process. Byrnes said he will help with the process as well, and there can be members that help with different parts of the plan.

Chair Byrnes requested the chart of parks be put back on the agendas for the Park & Recreation Commission, and updated with the current members.

D. Plan Commission Update (Cahalane)

The mayor spoke in Cahalane's absence. The mayor said at the January 25, 2023 meeting, Jim Behrend, Behrend Properties, and the American Legion will be on the agenda. The home that Kristie Miller is building and the final designs will also be discussed at the meeting Wednesday night.

E. Deer Management Update (Turnock)

No report

F. Park Updates (All)

Chair Byrnes said some of the playground equipment at Fireman's Park is starting to age and has minor safety issues. Byrnes said he believed Dave Brabson had looked into repairing and repainting the equipment.

G. Review Financial Statements (All)

No report

8. Request for Future Agenda Items

Note: No discussion on requested items

A. Review Financial Statements (All)

B. Update on the Liberty Park Stage (Barwig/Schaefer)

C. Pickleball Update (Byrnes)

D. Park & Recreation Commission 5-Year Plan Discussion (All)

E. Park Walk (All)

9. Correspondence

10. Adjournment

Having no further business, Chair Byrnes adjourned the meeting at 6:44 p.m.

Respectfully Submitted,

Sally DuPont

Recording Secretary