



**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*

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**February 27, 2023**

**6:00 PM**

City Hall, Council Chambers  
500 Genesee St.

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

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**Minutes  
DRAFT**

**1. Call to Order**

Chair Byrnes called the Park & Recreation Commission meeting to order at 6:00 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

**Members Present:** Pat Barwig  
Michael Byrnes, Chair  
Dan Cahalane  
Sherrie Flemming  
Mark Schaefer, Ald. D2  
Gloria Trinastic  
Tim Turnock

**Also Present:** Sally DuPont, Recording Secretary

**4. Minutes**

Discussion and possible action on the following minutes:

**A. Approval of Minutes from the January 23, 2023 Regular Meeting**

*Motion by Mark Schaefer, seconded by Pat Barwig, to approve the minutes of the January 23, 2023 meeting as presented.*

*All in favor. Motion carried.*

**5. Citizen's Comments**

Jim Reiher, 924 Lake Drive, Delafield, WI, spoke about how he supports pickleball for the community. Jim said he believes pickleball is consistent with the Delafield brand as a community asset that is accessible by the public and for the public.

**6. Unfinished Business**

Discussion and possible action on the following items:

**A. Stage at Liberty Park Update and Access/Fees (Barwig/Schaefer)**

Schaefer said the Delafield Arts Foundation has six events planned for the Summer 2023 entertainment series. The Common Council has agreed to cover the costs for electrical and porta potties for the series. The series runs from June 16, 2023 – August 12, 2023.

Barwig said they need funding to provide the acts with their fees and asked everyone present if they know of anyone that could donate, to let her know. Barwig said the Delafield Arts Foundation does not have enough funds left over from last year to pay for the acts this year. Barwig said for the comedy performance booked for May 13, 2023 at the Fish Hatchery, they will charge admission, and there will also be raffles, but the raffles will not be enough to fund the acts.

In regard to fees for the stage at Liberty Park, Byrnes asked if there are any considerations, outside of the Delafield Arts Foundation sponsored activities, that should be given to anyone that would like to rent the park and/or with the stage, i.e., should the fees be revisited, increased, etc.

Schaefer said some dates would need to be avoided for rental due to Chamber of Commerce events that are occurring and each event should be evaluated for suitability. Schaefer said the first order of business will be to facilitate and evaluate the 2023 entertainment series and how well it worked for the city.

Flemming mentioned through Kettle Moraine High School, there is Kettle Moraine (KM) Perform, which is a charter school that attracts students from around the area that are talented performers. Flemming said they are a wonderful community resource and posed the idea of bridging that resource with any future entertainment series.

Barwig suggested a fee structure should be built for anyone not booking under the Delafield Arts Foundation, that is not a non-profit, that wanted to book the stage at Liberty Park. Byrnes mentioned that criteria regarding clean-up after events, etc. needs to be stipulated as well.

Byrnes asked that Schaefer and Barwig look into a fee structure and criteria to rent the stage at Liberty Park, and to come back to the next Park & Recreation Commission meeting with a recommendation that can be passed on to the city.

Cahalane asked how last minute requests would be handled and Byrnes agreed that is something that would need to be considered. Cahalane asked if Barwig and Schaefer could also come up with some guidelines and Byrnes agreed.

## **7. New Business**

Discussion and possible action on the following items:

In regards to agenda items 7A, 7B, and 7C, Byrnes said the Park & Recreation Commission have typically granted fee waiver requests to non-profits, where the event is open to the public, and the event is broadly in the city's best interest. Byrnes asked the commission members if there is general agreement on that, then these agenda items can be approved unless there are any objections.

The commission members agreed to the general guidelines Byrnes stated above for the fee waivers listed on the agenda; they are non-profit, the events are open to the public, and the events are broadly in the city's best interest.

*Motion by Pat Barwig, seconded by Dan Cahalane, to approve the waiver of rental fees for the Delafield Lions Club, the Delafield Chamber of Commerce, and the Delafield Arts Foundation as requested in agenda items 7A, 7B, and 7C.*

Flemming stated she would be in favor of waiving the fee for the Delafield Chamber of Commerce in perpetuity, so they do not need to come before the Park & Recreation Commission each time they need a fee waiver.

Byrnes suggested to Megan Braatz, Executive Director of the Delafield Chamber of Commerce, to make the request to have their fees waived in perpetuity and then it will be brought to vote by the Park & Recreation Commission at a future meeting.

*All in favor. Motion carried.*

**A. Delafield Lions Club Request to Waive the Liberty Park Rental Fee for their Annual Classic Car Show (Attwell)**

Ken Beckman, President of the Delafield Lions Club, thanked the Park & Recreation Commission and recommended to the commission members to consider becoming members of the Delafield Lions Club. Mayor Attwell was also in attendance.

**B. Delafield Chamber of Commerce Request for Fee Waivers for Use of the Fish Hatchery for the Annual Block Party and Breakfast with the Reindeer Events, and Use of Liberty Park for their Spring Event on May 20, 2023 (Braatz)**

Megan Braatz, Executive Director of the Delafield Chamber of Commerce, spoke about the Spring event which is being developed and will be an event to celebrate Spring in Delafield. The event will be family friendly, it will involve an art walk, a makers market, music, food for purchase from downtown restaurants, etc. The event will be held on May 20, 2023 from 12:00 PM – 5:00 PM.

**C. Delafield Arts Foundation, Inc. Request for Fee Waivers for Use of the Fish Hatchery for one Event, and Liberty Park for six 2023 Events (Reiher)**

Jim Reiher was present to show his support.

**D. Clear Water Outdoor Yearly Rental of St. John's Park for Stowing Enclosed Kayak and Stand-up Paddleboard Rental Trailer (Waspi)**

Brian Waspi, 803 Genesee Street, Delafield, WI. Brian said the old application from 2017 was included in the ePacket and he handed out a new application to the Park & Recreation Commission members. Brian said in the 2023 application, he is trying to find a rack to use instead of the enclosed trailer they had been using, and it would be the same footprint; same size, same number of water craft. Brian said that is the only change over the application from 2017.

Byrnes asked what the rental fee is and Brian said it has always been \$300.00. Byrnes said the fee has been the same for a long time, and as a commission they had decided there was no need to raise the rental fee, in the spirit of public interest combined with private enterprise.

Barwig asked if Brian could keep track of the fees he collects so next year the commission can assess if the fee is still sufficient. Brian mentioned that it is very seasonal, with good years and years that do not do as well.

Turnock stated they have done some research regarding access to the lake from the berm and Turnock said he felt it was poor. Turnock asked Brian what kind of access they had at their other three locations. Brian said one is a pier with stairs that go down, and at the Milwaukee River site it is the same with a floating dock. Brian said a good option for Delafield is adding a floating dock onto the pier and it will not add to the shoreline. Brian said the existing pier is workable because you do not need much depth for a kayak. Brian suggested maybe putting gravel down but Turnock said gravel cannot be put down because the DNR would not allow it. Turnock said there was a concern about safety with a floating dock. Brian said they constructed a 4x8 sheet of plywood that was not permanent, that was set on the shoreline for launching at their floating dock in Lake Geneva, which has worked well. Turnock said access by foot at the Delafield location is still an issue. Turnock felt more rental fees cannot be collected until the site is improved.

*Motion by Pat Barwig, seconded by Tim Turnock, to approve a \$300 rental fee and another year of collaboration with Clear Water Outdoor.*

*All in favor. Motion carried.*

#### **E. Pluggin Along the Bark River Workdays Review (Daniels)**

Mary Daniel, 309 Wisconsin Avenue, Delafield, WI. Mary said Pluggin Along the Bark River was started last year, under the Park & Recreation Commission, as a volunteer group formed to provide maintenance of the riverbank restoration plantings by removing invasive species. The group reports quarterly to the Park & Recreation Commission, and work is done during the warmer weather months, starting in April and finishing in November. The work is done on Saturday mornings from 8-10AM. The 2023 work dates are April 22, June 10, July 29, September 23, and November 4. The group is also supported by the Ice Age Trail Alliance - Blazing Babes, with the Trail Coordinator for Waukesha County/Milwaukee County chapter, Pat Witkowski.

Turnock asked Mary how she would assess the health of the plants that were planted some years ago, and Mary said the plants are in pretty good shape, but this year they will assess if new plantings are needed.

Byrnes thanked Mary for everything she is doing and Byrnes said it is important work. Byrnes thanked Mary for her time and investment for the work she is doing with the group.

#### **F. Pickleball/Tennis Court Proposal (Byrnes)**

Byrnes said he believes there should be some recreational development in the St. John's development. Byrnes said his proposal as a recommendation as the Park & Recreation Commission, is to make a pickleball/tennis court combination that would enable 10 pickleball courts in the St. John's development.

Cahalane said there was a lot of resident input on the St. John's development and good feedback was given to the Planning Commission from the residents. Cahalane said there is not a lot of green space for the developer to control in the development.

Cahalane said he has toured pickleball courts in another state and said he noticed the pickleball courts are isolated because they are loud and the participants are playing at all times during the day and the evening. Cahalane said residents would not be happy with those aspects. Cahalane said he can take the recommendation to the Planning Commission, along with his

concerns, but he believes it would be an uphill battle. He suggested Oakwood Park would be a better option than the St. John's development for pickleball courts.

Byrnes took note on Cahalane's comment about the noise. Byrnes mentioned maybe using existing tennis courts as a possibility. Byrnes believes the pickleball courts would be a nice addition to the community. Byrnes said they may need to push harder to raise funds to put in the pickleball courts.

Cahalane said if Oakwood Park is used, it will not be a destination for pickleball and will not draw more people into downtown.

Flemming said she does not believe Delafield will be destination for pickleball because of the Oconomowoc pickleball facilities, but with all the development happening in Delafield, she believes it would be a nice amenity and maybe the courts could not be lit and would not disturb the residents.

#### **G. Fun Run Proposal in Delafield (Cahalane)**

Cahalane said he was approached by local business people about doing a Fun Run/Walk downtown that would be family oriented and would not be timed. It would be a free event and they want it to be held on the Saturday of Memorial weekend.

Byrnes said they have done this before and Turnock said there is already a route that Jim Reiher put together in the past for a 5K. Jim Reiher said Silver Circle puts these events on all over Lake Country and it is all run by volunteers.

The commission members suggested Cahalane touch base with Matt Grimmer as well and maybe get the Chamber of Commerce involved.

Byrnes suggested to still time the run and maybe tie it to a fundraiser to get more people involved. Barwig mentioned it could be started at Liberty Park and could be a fundraiser for the Liberty Park events.

#### **H. Park Walk Date and Schedule (All)**

The Park & Recreation Commission agreed to do the Park Walk at 9:00 AM on May 21, 2023 due to scheduling conflicts, and they agreed to meet at the Genesee Street bridge.

Schaefer suggested with new members on the commission and with the 5-Year Plan, they should try and see as many parks as possible, and they can drive to maximize their time.

#### **I. Plan Commission Update (Cahalane)**

Cahalane said he would discuss the pickleball courts at the Planning Commission. See previous comments in agenda item 7F.

For the Planning Commission, a big concern about the St. John's development is they do not want to lose the neighborhood character and there is at least two more months before they get their sign off.

#### **J. Deer Management Update (Turnock)**

Turnock said the Deer Management Committee used to be a temporary committee but now it has become a full-time committee. They are working on a name change for the committee due to a change in scope.

Turnock said much of this deer hunting season was lost by some of the deer stands coming down and then being put back up. Turnock also mentioned they are looking for deer hunting opportunities on private property for next season.

**K. Review Financial Statements (All)**

Schaefer clarified the capitol listed in the financial statements for Liberty Park Band Shell – Engineering, Design & Planning of \$50,000 is money to be used for the stage and support services for the 2023 season. Byrnes asked how much of the money will be used and Schaefer said \$20,000 will be used.

**8. Discussion and Review of the Condition of Parks and Trails**

- Turnock said the steps going to the river that were put in Cushing Park will need the grass redone because they are used so much.
- Barwig agreed with Turnock on Cushing Park.
- Trinastic had no comment.
- Flemming said the rink was closed for a little bit but there was a lot of activity this winter and it was a good decision to move it from Oakwood.
- Cahalane had no comment.
- Schaefer had no comment.

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

**9. Request for Future Agenda Items**

*Note: No discussion on requested items*

- A. Rental Fee Structure for Liberty Park (Barwig/Schaefer)**
- B. Permanent Fee Waiver for the Chamber of Commerce Events (Byrnes)**
- C. 5-Year Plan and Oakwood Park Discussion (All)**

**10. Correspondence**

**11. Adjournment**

Having no further business, Chair Byrnes adjourned the meeting at 7:18 p.m.

Respectfully Submitted,

Sally DuPont  
 Recording Secretary