



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

Chair: Mike Byrnes

Members: Pat Barwig, Dave Brabson, Dan Cahalane, Sherrie Flemming, Tim Turnock, Ald. Matt Grimmer

Monday, February 28, 2022

6:00 PM
(or immediately following the Tree Board meeting)

City Hall, Council Chambers
500 Genesee St.

1. Call to Order

Chairperson Byrnes called the Park & Recreation Commission meeting to order at 5:38 PM.

2. Pledge of Allegiance

3. Roll Call

Commissioners Present: Mike Byrnes, Chair
Pat Barwig
Dave Brabson
Dan Cahalane
Sherrie Flemming
Matt Grimmer, Ald.
Tim Turnock

Also present: Mary Green, Deputy Clerk-Treasurer

4. Approve minutes of [November 22, 2021](#)

Motion by Brabson seconded by Flemming to approve the Park and Recreation Commission meeting minutes of November 22, 2021 as presented. All were in favor. Motion carried.

5. Citizen's Comments

Mary Daniel, 309 Wisconsin Avenue – She mentioned the Hartland Recreation program guide. Hartland Recreation is going to start a pickleball league. The city's proposed pickleball court did not get approved in the 2022 budget. As they think about capital projects in the coming years, they could reach out to the Hartland Recreation Department to get input on how their program went. If the city could provide a court, Hartland Recreation would run the program.

Kent Attwell, 2816 Ridley Road – He spoke about the dedication/memorial policy. Last year his company memorialized a colleague with a bench and a plaque in Granbury, Texas. He handed out a memorial program pamphlet from Granbury as an example for them.

6. Unfinished Business

Discussion and possible action on the following items:

A. Proposed boardwalk on VMR status (Turnock)

We are waiting for feedback from City Administrator Hafner. With Hafner's approval, we are ready to go with City Engineer, Mike Court for the final drawings. Court had done some preliminaries and it showed that we are in ADA compliance. We are also waiting for railing requirements. The Ice Age Trail Alliance is still willing to do the labor.

B. Memorial/Dedication Policy (Byrnes)

City Administrator Hafner provided feedback and an updated draft of the policy was included in the epacket. It puts a lot of the requirements in the city's hands to procure any memorial requests. It includes a finite list of items for the memorials. Any major request such as naming of a park or ballfield would have to be vetted by the Common Council after a recommendation from this Commission. Flemming suggested adding something to the bottom that states the City Clerk's office will reach out to you with a cost estimate for the memorial. Byrnes thinks the idea is to add a list of items and prices. Grimmer suggested removing the doggie stations from the list because the parks do not need any more.

Chairperson Byrnes moved ahead to item 7.B.

7. **New Business**

Discussion and possible action on the following items:

A. Nagawicka Heights Conceptual Landscape Plan (Jon Spheeris) (Conceptual plan attached to agenda)

Jon Spheeris and Matt Spheeris were present along with Bob Davy from Lake Country Engineering, Inc. They explained the location of the proposed development. They explained the 8-foot-wide public paths will be on the northern side of Nagawicka Road. The fences will be 4 feet high. The path will go all the way down to the cul-de-sac. There will be some private paths through the wooded area of the sub-division. The ponds will have a safety shelf of one-foot-deep water. The ponds will have aeration and fountains. There will be 29 half-acre lots. The calculation allows for 30 units. This will be a conservation development. The conservation area belongs to the homeowners. The estimated value of each property will be \$1.2 million.

Byrnes mentioned the recommended width for bike paths is 10 feet. Davy explained that the Hawthorn Farms development has 8-foot-wide paths so they are following that precedent. There is also an easement at one point that is only 10 feet wide so a 10-foot-wide path is not possible. The path on the north side of the road will be able to be connected to a future development and potentially connect with Hwy 83. The city asked for the path to be on the north side of the road. They have also agreed to grade and reseed the city's bridle path.

B. Economic development priorities and preliminary St. John's review (Grimmer)

There are developments that are going to be pursued and built in the City of Delafield. Grimmer wants to get ahead of the curve so this Commission can give input on what we want to see with these developments. The St. John's development will be a contentious debate and he wants to make sure our representative to the Plan Commission knows where this Commission is coming from. Cahalane mentioned that developers often come with preliminary plans to ask for feedback.

Byrnes mentioned there are several developments coming up that will probably come to this Commission. We would like to get our feedback to Cahalane in time for him to report to the Plan Commission. The St. John's development could be coming to the Plan Commission in May or June. Grimmer mentioned there are two proposals. One is to maintain the existing RE1 along the golf course and to retain the higher density along St. John's property and on the other side by the tennis courts. The second proposal is extending the high density along the Bark River with cascading density as you move north towards Oakwood. There is a vegetative buffer along the western side to appease the neighborhood to the west. Grimmer indicated the athletic fields would stay, but he is not certain about the tennis courts. The plan is to maintain St. John's as a viable military academy for as long as possible. This Commission's concerns are the easement on the northern side of the Bark River and that Cushing Park be maintained without any negative impact. This will be on the March agenda.

Byrnes moved to item 5 to allow for additional citizen's comments.

- C. Contract and annual payment from Clear Water Outdoor for usage of St. John's Park for watercraft rental and storage for the period of May through September (Byrnes) (Prior minutes on this topic attached to agenda)

Mary Biedrzycki with Clear Water Outdoor was present to request the usage of St. John's Park for their rentals. They have been using the park since 2014. They don't really make money on the rentals. They do it as a service to the people. This community is weather oriented. They do give away a lot of certificates to silent auctions for this. Brabson suggested renting tubes. Biedrzycki said with the water levels it does not work. She will submit a new certificate of liability insurance when the current one expires.

Motion by Brabson seconded by Barwig to approve the contract with Clear Water Outdoor for usage of St. John's Park for watercraft rental and storage for the period of May through September, 2022 contingent upon receipt of certificate of insurance and \$300 payment. All were in favor. Motion carried.

- D. Pluggin on the Bark (Mary Daniel)

Mary Daniel was present. She provided a mission statement for the volunteer group. This volunteer group is formed to provide maintenance of the riverbank restoration plantings done in 2018 in the City of Delafield to control the invasive species that grow in the 0.25 miles of riverbank restoration to ensure the native plantings thrive and multiply. The group reports to the Delafield Park and Recreation Commission quarterly via the Chairperson of "Pluggin" along the Bark (River) presenting their work dates and maintenance plan. Communication with the DPW Foreman, City Forester and staff will be ongoing. Work will be done during the warmer weather months 4-6 times starting in April and finishing early November on Saturday mornings 7:00 am -10:00 am. The first work day will be the last Saturday in April, rain or shine. Daniel provided a map of the area. She worked with Tall Grass last summer to learn about the maintenance of the area. The name "Pluggin" came from the over 10,000 plugs planted along the riverbank. She asked if she can proceed and if there needs to be a waiver signed by the volunteers. Grimmer stated there is not anything prohibiting her from starting her operation. Brabson explained that we do not sanction groups. Grimmer further explained that because they are operating on public land, we do want the group to report their progress to this Commission. Byrnes stated that this group takes some of

the requirements off of the city so it is important that we know what is being done and that it is successful, but he does not think a waiver is needed. Grimmer asked for her next report to include her consideration for rain/erosion and her impression on the integrity of the area. Turnock asked about their plan for buckthorn. Daniel explained that there currently is not any in the area and any new growth would be easily pulled. Flemming asked for the work day schedule.

E. Plan Commission Update (Cahalane)

Cahalane reported that the Hawthorn Farm development is following their master plan to the south. On the north side of the south development is a public bike repair area. There was discussion at the Plan Commission meeting about the paths and continuing them on to the south. He would like suggestions from this Commission to take to the Plan Commission. Cahalane mentioned he will look at the 5-year plan again.

F. Deer management update (Turnock)

Turnock reported that a law was brought up earlier this year. If a stand was within 1,700 feet of a school grounds, the stand had to be removed. They are still trying to find stand locations on private properties. They have handed out brochures to local businesses to get the word out. They may have to resort to sharp shooters. We have had 15 reported harvested deer with the program this year. Those numbers could be underreported because if a hunter uses their own tag instead of a nuisance tag, they do not need to report the harvest.

G. Financial Statements, Capital Projects Update

Brabson mentioned at the end of 2021 they were under budget by 15%. He also mentioned the 2022 budget is up by \$30,000. The breakdown is labor for \$20,000, the Fish Hatchery expenses are up over \$6,000, utilities are up \$1,500 and miscellaneous (taking care of parks) is up \$2,000. We spend a lot of money to maintain the parks but we are not buying equipment for the parks. Maybe next year we should look at a new swing set at Fireman’s Park or something that enhances the parks.

Flemming asked about the revenue from renting out the Fish Hatchery building. We may want to revisit the rental costs.

Byrnes met with Public Works Foreman Zellner and City Administrator Hafner. They received a bid on the Fireman’s Park basketball court. They also received proposals for staining the castle at Cushing Park. A bike rack for St. John’s Plaza was in this year’s budget. There is already one by the warming hut and another one could clutter up the park. Turnock also mentioned the option of single pole bike racks.

8. Discussion and review of the condition of parks and trails

Parks and Trails in the City of Delafield						
Byrnes	Turnock	Barwig	Brabson	Flemming	Cahalane	Grimmer
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					

Byrnes – They are ordering a squeegee for the Bostrom Park tennis court.

Turnock – There is one more small area adjacent to the parking lot at Cushing Park that will need to be addressed for safety concerns. He would like to get stones like the ones where the steps are.

Barwig – The St. John’s Plaza statue is being dressed with hats and scarves.

Brabson – Busy time for Lois Jensen with ice fishermen. They will be repairing the storage shed at Fireman’s Park and he is looking forward to the new basketball court.

Flemming – Fish Hatchery Sports Complex ice rink is always being used.

Cahalane – Questioned what the \$2,000 in the budget for Oak Street Park is to be used for.

Grimmer – There are some potential naming rights for the stage at Liberty Park. The Arts Foundation is planning events this summer.

8. Requests for Future Agenda Items

Note: No discussion on requested items

- A. Schedule Park Walk
- B. Free Fishing Day for Kids – May
- C. St. John’s Development
- D. Lake Nagawicka access

9. Correspondence – None.

10. Adjournment

The meeting was adjourned at 7:10 PM.

Minutes prepared by: Mary Green, Deputy Clerk-Treasurer
 Minutes approved on: March 28, 2022