



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

Chair: Michael Byrnes

Members: Pat Barwig, David Brabson, Dan Cahalane, Sherrie Flemming, Tim Turnock, Ald. Mark Schaefer

Monday, May 23, 2022

6:00 PM

City Hall, Council Chambers
500 Genesee St.

1. Call to Order

The meeting was called to order at 6:00 PM.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

Commissioners Present: Mike Byrnes, Chair
Pat Barwig
Dave Brabson
Dan Cahalane
Mark Schaefer, Ald.
Tim Turnock

Commissioners Absent: Sherrie Flemming

Also present: Mary Green, Deputy Clerk-Treasurer

4. Minutes

Discussion and possible action on the following minutes:

A. **Approve minutes of [April 25, 2022](#)**

Motion by Brabson seconded by Barwig to approve the minutes of April 25, 2022 meeting as presented.

All were in favor. Motion carried.

5. Citizen's Comments

Mary Daniel, 309 Wisconsin Avenue – Reminder that June 11th is the second session of Pluggin along the Bark. We are going to concentrate on the weeds that have come up. They will start at 7 a.m. at post office bridge and work south. She questioned the Legion Park expense on the financial report. She thought that park was not part of the city anymore.

6. Discussion and review status of current Park and Recreation capital projects with City Administrator, Tom Hafner

Byrnes would like status of the 2022 capital projects. Hafner first explained Mary Daniel's question about the Legion Park expense on the financial report. The city has agreed to continue to pay the sewer bill for the Legion. Public Works Foreman Zellner is handling most of the capital projects. There are some challenges. The company that did the rehab of the Cushing Park playground structure the last time has been contacted. At first, they were interested in the project, but now Zellner is not able to get in contact with them. Zellner has reached out to several other painting contractors, but he is struggling to find someone to do this job. Brabson mentioned the time the Eagle Scout completed the project. Maybe we could reach out to a scout looking for a project.

The Fireman's Park basketball court estimate they received in 2021 was \$35,000. The revised price is now around \$43,000 excluding the fence. Last year's estimate included the fence so we have requested an updated estimate to include the fence. We are expecting it to be around \$50,000. One option would be to take some money from the Fish Hatchery roof project that has come in about \$15,000 less. This Commission could make a recommendation to the Common Council, asking them to do a budget amendment to take \$15,000 from the Fish Hatchery project and move it to the basketball court project. Hafner clarified that the Fish Hatchery roof is not historically significant. The work on the roof is only to replace some shingles and to seal everything up. The entire roof replacement was estimated at \$250,000 and is scheduled for next year. Hafner recommends waiting a couple of years for the entire roof.

Motion by Byrnes, seconded by Barwig to recommend to the Common Council that the savings from the budgeted amount for the Fish Hatchery roof be moved to pay for the additional anticipated cost for the basketball court resurfacing and fence at Fireman's Park. All were in favor. Motion carried.

Brabson asked if some of the funds from the Dick's Bait and Tackle fundraiser could be used for something else. Hafner explained those funds are exclusively Park and Recreation money to be used however they want.

Motion by Brabson, seconded by Turnock to use the reserved fund money from the Dick's Bait and Tackle fundraiser for any future erosion work and rehabilitation along the Bark River at Cushing Park.

All were in favor. Motion carried.

Hafner has receive a proposal from MSI for the bandshell at Liberty Park that would include topographic survey, boundary survey, tree survey, wetland delineation, civil engineering design, stormwater management plan, permit applications and landscape plan for \$35,000. It is well within the \$50,000 budget and we would preserve the remainder of the funds for a more detailed design later in the year. Barwig asked about an architect's plan. There will be conceptual architectural renderings developed with multiple choices and multiple price points.

Hafner explained that the previous option the Delafield Arts Foundation went with was about \$750,000 and it did not include bathrooms. The cost today with bathrooms would be about \$1.3 Million. We are now asking for a range of costs and designs. Hafner thought that once we have a signed contract, MSI could develop renderings within two months.

The Delafield Arts Foundation is still very interested and once it is constructed, they would be fully responsible for operating it. Barwig will take the lead on this to get information from the Delafield Arts Foundation. Hafner will ask Brian Faracy to contact Barwig.

There was discussion about the tree planting plan for Liberty Park. Hafner will communicate with City Forester Heinzl about the plan for the plantings.

7. Discussion and review next year budget process/timeline with City Administrator, Tom Hafner

Hafner explained that this Commission should have budget information to City staff by the end of July. He will then take the information to the Public Works Committee meeting in August. Byrnes will meet with Public Works Foreman Zellner and Finance Officer Buchman to discuss budget requests.

Hafner reminded them that for capital projects there is an expectation that there would be something in the budget document explaining each requested item.

Hafner also mentioned that Zellner identified two slides at Cushing Park that have safety concerns. They have been ordered and we expect delivery in July.

Byrnes moved ahead to item 9 a.

8. Unfinished Business

Discussion and possible action on the following items:

A. Park Walk Schedule/Public Notice (All)

A draft copy of the Park Walk schedule/public notice was included in the packet. Everyone agreed it was ready to be posted as presented.

B. Free Fishing Day for Kids – May 21st (Brabson)

Brabson thanked Barwig and Turnock for helping at the event. It was a good time had by all. A total of 36 kids participated. 59 kids were signed up. Brabson also thanked Mike Smith from Dick Smith's Live Bait and Tackle and his three volunteers. They provided mini tackle boxes to all of the kids.

C. VMR viewing platform and plan for cleared area around the platform (Turnock)

Turnock reported that they are making progress. He met with Engineer Mike Court today and found the spot where the ramp will be. City Forester Heinzl taught a citizen volunteer how to use the herbicide in the area. The weeds are already 2-3 feet high. Tomorrow they are going to try to move some of the wood chips. In the next month the ramp will be put in by volunteers of the Ice Age Trail group.

9. New Business

Discussion and possible action on the following items:

A. Select a location on Oakwood Park to spread dredging materials (Mike Court)

City Engineer Mike Court and Lake Welfare Committee Chairperson Mike Hausman were present. Court explained the dredging at the mouth of the Bark River on the east side of the lake. Oakwood Park is relatively close so they would like to spread the dredging materials there. They would use the service drive access that Public Works currently uses to dump lake weeds. They would try not to disturb the disc golf. The plan is to do this later in the season. Hausman explained there is a smell for a couple days until it dries out. Barwig was worried about the smell for both the disc golf and the church that is next to the park. Hafner mentioned that they have been dumping lake weeds for years at this location and they have never received complaints.

Brabson asked if they could start as far northwest as possible. Court explained there is permitting for dredging and access and where the material is spread. Byrnes asked if the church has been notified. The proposed location abuts their baseball field. Byrnes asked if there is any analysis of the sediment. There were sediment samples taken that will be submitted to the DNR. There have never been any harmful substances found in any of the dredging projects in the past. Court anticipates that they will seed the area in late fall with grass growing by next spring.

The project should take two weeks at the most and will start this fall. They still need to work through an agreement with the private property owner for access. Cahalane would like the truck drivers to be made aware of the big curve on the route. Barwig also thought the property owners along the route should be notified.

Motion by Brabson, seconded by Barwig to allow the planned dredging material taken from the mouth of the Bark River into Lake Nagawicka to be spread out on the north and east side of Oakwood Park contingent on DNR approval. All were in favor. Motion carried.

B. St. John's Golf Course sign in St. John's Park (Brabson)

Due to the new development at St. John's Northwestern Academy the golf course has been closed. There is still a golf course sign in St. John's Park. Brabson suggests either removing the sign or moving the other St. John's Park sign to that location. They can look at it during the park walk. The company that leased the golf course did not renew their lease. If they decide not to move the other sign, Hafner would like Hendricks to remove the sign because they are the property owner.

Byrnes moved back to item 8.a.

C. Plan Commission Update (Cahalane)

Hawthorn Farm south was on the last meeting. Nagawicka Heights is on next agenda that will have some park and tree discussion.

D. Deer management update (Turnock)

No discussion.

E. Financial Statements, Capital Projects Update (April 2022)

No Discussion

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

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

10. Requests for Future Agenda Items

None.

11. Correspondence

A. Friends of Bark River/Pluggin on the Bark email

12. Adjournment

Having no further business, the May 23, 2022 Park & Recreation Commission meeting was adjourned at 6:58 PM.

Minutes approved June 27, 2022

Minutes prepared by:

Mary Green
 City Deputy Clerk-Treasurer