



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

*Chair: Ald. Mark Schaefer
Members: Gloria Trinastic, Dan Cahalane, Sherrie Flemming, Tim Turnock, Thomas Schlaefer, Leslie Donovan*

June 26, 2023

6:00 PM
(Or immediately following the Tree Board)

City Hall, Council Chambers
500 Genesee St.

Minutes

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Members Present: Dan Cahalane
Sherrie Flemming
Mark Schaefer, Ald., D2
Thomas Schlaefer
Gloria Trinastic
Tim Turnock

Members Absent: Leslie Donovan

Also Present: Sally DuPont, Recording Secretary

4. Minutes

Discussion and possible action on the following minutes:

A. Approval of Minutes of the May 22, 2023 Regular Meeting

Motion by Sherrie Flemming, seconded by Thomas Schlaefer, to approve the minutes of the May 22, 2023 regular meeting.

All in favor. Motion carried.

5. Citizen's Comments

Mary Daniel, 309 Wisconsin Avenue, Delafield, WI. Mary said Plugging Along the Bark met on June 10, 2023. Mary said the Bark River was down considerably and that enabled them to pull invasive weeds. Mary said the Blazing Babes met on June 22, 2023 and worked on the south side of the Bark River, and the citizens helpers will meet on July 29, 2023 at 8:00 a.m. Mary said they are seeing some vegetation around the Bark River that they have not seen for a while and they are happy about that. Mary also spoke about the 5-Year Plan. Mary suggested updating the pictures in the 5-Year Plan, to simplify the plan, and to make the plan more cohesive with the city's website.

Tim Turnock, 304 Fieldstone Road, Delafield, WI. Tim spoke on behalf of the Delafield Arts Foundation. Tim said there were over 550 people in attendance when Pat McCurdy played recently and the auction was successful that evening as well. Tim said the events will help the funding for the stage at Liberty Park. Tim asked the commission to tell their friends and neighbors and come to the events.

6. Unfinished Business

Discussion and possible action on the following items:

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

Schaefer reported there was good attendance for the performance by Pat McCurdy. Schaefer thanked the Delafield Arts Foundation for all of their work.

Schaefer said Common Council approved the rental fee for the stage as an additional fee to the standard park rental fee.

B. Update on the Bark River Viewing Platform Site (Turnock)

Turnock said this has been in the process for many years and had been delayed due to accessibility and compliance issues. Turnock said an herbicide has been applied and was successful. The group from the Ice Age Trail will be installing the platform by the bottom of the river. Turnock is hopeful it will be completed in another month.

C. Sign for Kayak Launch at St. John's Park (All)

Turnock said the public does not know about the existing ramp to launch because it is hidden and suggested signage. Schaefer asked the members to look at the area and the commission can discuss it at their next meeting.

D. Review of May 20 Fishing Clinic (Turnock)

Flemming said the turnout could have been better, but there is a new Director of the Hartland Park & Recreation Department that will work on a better turnout for next year.

7. New Business

Discussion and possible action on the following items:

A. Representative to the Delafield Arts Foundation (All)

Schaefer said they are looking for a Park & Recreation Commission member to volunteer to be on the Delafield Arts Foundation. Schaefer said if there is no interest, the commission can work with the Delafield Arts Foundation as needed versus having a formal representative.

Flemming suggested revisiting this topic in the Fall and the commission can find out the commitment level and scope. Schaefer said a member from the Delafield Arts Foundation can be invited to the Park & Recreation Commission meetings. Cahalane suggested a standing agenda item can be made for a committee member to report out on the Delafield Arts Foundation.

B. 5-Year Plan (All)

Schaefer asked the members to go through the sections of the plan that pertain to their assigned parks for any changes that need to be made, and to report out at the July meeting.

Flemming mentioned members can also have a larger vision for their respective parks. Turnock said any needs for the parks should be listed on the 5-Year Plan so it is notated for the future.

Flemming said she will continue to work with the city on a sharing portal so all of the members can work on the 5-Year Plan document. Schaefer suggested to the members to email in their changes in the interim so they can start to discuss the recommendations at the next meeting.

C. Review Financial Statements (All)

Schaefer spoke about the capital projects listed in the ePacket:

- VMR Signage – Turnock said he reached out and is waiting for word.
- Fish Hatchery Building Roof – Schaefer said this will be left open and will continue to be a roof maintenance until a full roof can be refinanced.
- Fort Cushing Staining – There was discussion that they are looking for someone to do the work.
- Liberty Park Bandshell – Schaefer said this will be revisited at the end of the season.
- Fish Hatchery Painting/Locks/Security – No update

- Fireman’s Park – Schaefer said the pavilion floor has been replaced and the shed is in the process of being repaired.
- 2023 Public Space Tree Planting – Schaefer said this will be covered at the July Tree Board meeting.
- Replace Fuel Pumps – Schaefer said the DPW is looking to approve new pumps in the near future.

Flemming noted there is a Legion Park Expense listed on the Expenditures with Comparison to Budget sheet, but that is no longer a city park. Flemming suggested that expense should be reviewed.

8. Assign Leads to Review Conditions of Parks and Trails on an Ongoing Basis

| Parks and Trails in the City of Delafield | | | | | | |
|---|--------------------------------|-----------------------|-----------------------------|------------------------------|----------------------------|--------------|
| TBD | Turnock | TBD | 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 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 | | | | | |

Flemming suggested one person be assigned to Bostrom Park, and two people be assigned to Fireman’s Park and Cushing Memorial Park.

Schlaefer will be assigned Bostrom Park, Ice Age Trail, and Lake Country Recreation Trail.

Turnock will be assigned the VMR Trail, Paul Sandgren Recreation Trail, and Cushing Memorial Park.

Donavan will be assigned Cushing Memorial Park and St. John’s Park.

The rest of the park assignments will remain unchanged.

9. Requests for Future Agenda Items

Note: No discussion on requested item(s)

- A. 5-Year Plan**
- B. Representative to the Delafield Arts Foundation**
- C. Sign for Kayak Launch at St. John’s Park**
- D. Assign Leads to Review Conditions of Parks and Trails on an Ongoing Basis**

10. Correspondence

11. Adjournment

Having no further business, Chair Schaefer adjourned the meeting at 7:08 p.m.