



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

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

August 28, 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 6:02 p.m.

2. Pledge of Allegiance

3. Roll Call

Members Present: Dan Cahalane
Leslie Donovan
Mark Schaefer, Ald., D2
Thomas Schlaefer
Tim Turnock

Members Absent: Sherrie Flemming
Gloria Trinastic

Also Present: Sally DuPont, Recording Secretary

4. Minutes

Discussion and possible action on the following minutes:

A. Approval of Minutes of the July 24, 2023 Regular Meeting

Motion by Mark Schaefer, seconded by Leslie Donovan, to approve the minutes from the July 24, 2023 regular meeting.

All in favor. Motion carried.

5. Citizen's Comments

Hearing no one who wished to speak, citizen comments were closed at 6:03 p.m.

6. Unfinished Business

Discussion and possible action on the following items:

A. Legion Park Expense

Schaefer verified the Legion Park Expense that is listed as a Parks and Recreation expenditure in the General Fund is for the water bill and it is a legitimate expense.

B. Oakwood Park Tree Planting

Schaefer and Turnock met with Mike Court, City Engineer, and Sean Heinzl, City Forester, in Oakwood Park to discuss possible tree plantings along the proposed path along Oakwood Road. Turnock reported Sean will compile a list of potential trees and costs.

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

Turnock stated when St. John's Park was built, the ramp at the launch was built to be ADA compliant.

Schlaefer noted when you walk up the path to the launch, it appears that you need to cross the road to continue on because the public does not know about the path that is there. Schlaefer suggested wording to indicate the path be put on any future signage for the launch.

Turnock said a sign is needed to make the public aware there is a launch.

D. Pickleball Courts (All)

Turnock suggested in the short term, the Bostrom Park tennis court and the Fireman's Park basketball court can be used to put in pickleball lines and a portable net. Turnock said he believed permanent pickleball courts should be put in Oakwood Park. Turnock said a survey should be included in the *Communicator* asking for feedback from the citizens of Delafield.

Schaefer agreed with proposing permanent pickleball courts in Oakwood Park and having temporary pickleball courts on the Bostrom Park tennis court and Fireman's Park basketball court.

Schaefer said noise is a concern and Turnock suggested implementing hours for the pickleball courts to reduce the noise to nearby residents.

E. 5-Year Plan (All)

Schaefer reminded the committee members to continue work on their park proposals for discussion at the October meeting.

7. New Business

Discussion and possible action on the following items:

A. Clear Water Outdoor Temporary Sign Permit

Schaefer said Clear Water Outdoor has a kayak and paddleboard rental business in St. John's Park. Schaefer said Clear Water Outdoor had put up a sign in an area that is designated for use by non-profits only. Clear Water Outdoor has filed a temporary sign permit request to put up a sign in St. John's Park and they need the Park & Recreation Commission's permission.

Schaefer said Clear Water Outdoor should put their sign somewhere where it does not interfere with the areas designated by the city.

Motion by Mark Schaefer, seconded by Tim Turnock, to approve Clear Water Outdoor temporary signage in St. John's Park with specific location subject to Park & Recreation Commission's approval.

All in favor. Motion carried.

B. Memorial Bench Request

Schaefer said Patti Pearson would like to sponsor a memorial bench in honor of her son, Joshua Davies, to be put near the 4th hole of the Oakwood Community Park Disc Golf Course. Schaefer said the 4th hole would be ideal and is a good location to put trees around the bench if there are tree donations.

Turnock said they have concurred with the standardized benches the City of Oconomowoc uses which are durable, weather resistant, and aesthetically pleasing. Turnock said the policy has been if there are enough funds, then it would go to the city to approve, then Public Works would order the bench, put a slab at the location, install the bench, and mount a memorial plaque. Turnock also said the city has approved memorial trees and the city or the people that purchase the tree would plant the tree and put in a tree marker. Turnock and Schaefer noted the City Forester would need to approve the type of tree for the location.

Motion by Dan Cahalane, seconded by Thomas Schlaefer, to approve the Joshua Davies memorial bench request with the conditions the Park & Recreation Commission has laid out regarding the type of bench to be used and the installer of the bench and memorial plaque.

All in favor. Motion carried.

C. 2024 Budget Review

Schaefer proposed the following capital expenditures:

- Moveable pickleball courts at Bostrom Park tennis court and Fireman's Park basketball court - \$5,000
- Joshua Davies memorial bench - \$3,500
- Staining at Cushing Park - \$20,000
- Liberty Park Stage - \$20,000
- Oakwood Park Trees - \$20,000

The members present agreed to the use of a citizen survey and Schaefer said he would compose the survey.

Motion by Mark Schaefer, seconded by Leslie Donovan, to approve the budget as submitted with the addition of \$5,000 for moveable pickleball courts, \$20,000 for Fort Cushing maintenance, \$20,000 for Oakwood Park trees, \$3,500 for the Joshua Davies memorial bench, and \$20,000 for the Liberty Park stage and support expenses.

All in favor. Motion carried.

D. Request to Deposit Dredging Sediment from Private Dredging Project in Oakwood Park

Mike Hausman, 3135 Sylvester Drive, Hartland, WI, spoke about the dredging deposit. Mike said the mobilization costs are extensive and private property owners want to use the same contractor the city is using to save on mobilization costs and to deposit the sediment where the city is going to deposit their sediment. Mike said park land was not the first choice to use for depositing the sediment but became the only choice because other options did not work out. Mike said the 6,000 cubic yards that the city will dredge will go to Oakwood Park, along with an additional estimated 2,350 cubic yards that private property owners are funding to dredge, using the same contractor, under the same controls, and under the same permit as the city.

Motion by Dan Cahalane, seconded by Leslie Donovan, to approve the private citizens' sediment being deposited at Oakwood Park consistent with the city's project.

All in favor. Motion carried.

E. Liberty Park Maintenance (Schaefer)

Schaefer said the Liberty Park 2023 Music Series is complete, was a success, and the location worked well. Schaefer said more trash bins are needed for next year and more Porta Potties will be needed with larger crowds. Schaefer said the Delafield Arts Foundation will be meeting on September 11, 2023 to review the series and discuss any lessons learned.

F. Fall Park Walk (All)

The commission members present agreed upon October 14, 2023 at 9:00 a.m. for the Fall Park Walk starting at Oakwood Park.

G. Review Financial Statements (All)

The statements were reviewed as a group.

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

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

9. Requests for Future Agenda Items

Note: No discussion on requested item(s)

- A. Citizen Survey**
- B. Fall Park Walk**
- C. 5-Year Plan (All)**

10. Correspondence

11. Adjournment

Having no further business, Chair Schaefer adjourned the meeting at 7:48 p.m.

Respectfully submitted,

Sally DuPont
 Recording Secretary