



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

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

October 23, 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 5:46 p.m.

2. Pledge of Allegiance

3. Roll Call

Members Present: Leslie Donovan
Sherrie Flemming
Mark Schaefer, Ald., D2
Tim Turnock

Members Absent: Dan Cahalane
Gloria Trinastic

Also Present: Sally DuPont, Recording Secretary

4. Minutes

Discussion and possible action on the following minutes:

A. Approval of Minutes of the September 25, 2023 Regular Meeting

Motion by Leslie Donovan, seconded by Mark Schaefer, to approve the minutes from the September 25, 2023 regular meeting.

All in favor. Motion carried.

5. Citizen Comments

Mary Daniel, 309 Wisconsin Avenue, Delafield, WI, gave an end of the 2023 season report for Plugging Along the Bark. Mary said there were six citizen work days that started on April 22nd and ended September 23rd and the November 4th work day was cancelled due to a dry summer. A couple of members from the SumMerDel garden club helped and the Blazing Babes continued their support. Mary said removing the invasive weeds has been beneficial to the 10,000 plugs that were planted five years ago and they have continued to remove buckthorn by digging it out. Mary thanked the volunteers and DPW for their support.

Chair Schaefer suggested to Mary Daniel to track how many volunteer hours are involved with the group.

Hearing no one further who wished to speak, citizen comments were closed at 5:51 p.m.

6. **Unfinished Business**

Discussion and possible action on the following items:

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

Turnock believes the public is not aware of the launch and simple signage would be a good way of informing the public there is a launch.

Donavan suggested signage by the post office would be a good location. Flemming suggested a sign by the bridge and perhaps using a brown recreational sign.

Schaefer said he will get feedback from Public Works.

B. **Survey for Resident Feedback on Parks**

Schaefer put together a draft survey for resident feedback. The commission members discussed the survey questions. Schaefer said they can put the survey in the next *Communicator* with a QR Code or a URL. Donavan suggested having a link to a map of the parks so residents are aware of the names of the parks.

Donavan suggested possibly adding a question in the survey asking if residents would be interested in paying for more investment in the parks. Flemming suggested having a question in the survey that asks the number of adults and children in the household.

Schaefer asked the commission members to let him know before the next Park & Recreation Commission meeting if they have any suggestions or additions to the survey.

C. **Review 2024 Operating Budget and Capital Requests**

Schaefer said Turnock worked with Mike Court, City Engineer, for the cost and location of lighting near Liberty Park, along the river walk. Seven 14-foot lighting poles are being recommended for the lighting. Schaefer said the budget for the lighting would be about \$70,000 and that has been put in the Capital Request for 2024.

Schaefer said \$19,000 was put in for the temporary stage installation and support for 2024 and that would come out of the \$50,000 that was already approved last year for the stage project.

Schaefer said they put in \$5,000 for pickleball nets and striping on the basketball courts to make them dual purpose.

Schaefer said he will make sure to bring up the restaining/repainting of Fort Cushing at the budget workshop and look to increase the bid to \$20,000 in an effort to get bids on the project.

7. **New Business**

Discussion and possible action on the following items:

A. **Delafield/Hartland Recreation Agreement**

Schaefer said they took it to Common Council but they did not act on it because they wanted to see something in writing before they voted on it. Schaefer said he is proposing a flat fee of ten dollars per participant along with the use of the disc golf course and volleyball

courts to Common Council. Schaefer said once it goes through Common Council then they can go back to Hartland with their proposal.

Flemming asked if Hartland would continue with the fishing clinic in May and Schaefer said they will but Hartland did bring up the cost of stocking. Turnock said the fish that were supplied this year were too small and Schaefer said everyone agreed they were not pleased with the fish supply for the clinic.

B. Proposed Lighting for Riverwalk/Liberty Park

Turnock said with evening activity in Liberty Park the lighting is needed from a liability stand point and it will enhance the park.

Flemming asked if trees will need to be cut down to accommodate the lighting and Turnock said the trees would not be affected.

C. Fall Park Walk/Inspection Observations

Schaefer said the second group did Oakwood Park, Lois Jensen, Cushing Park, and Cedar Valley Park.

Turnock said Lois Jensen is a nice trail to hike on but to be careful of hunters from September – January because there is a City of Delafield deer stand on the trail.

Flemming said she liked that the commission did two park walks this year in order to see all of the parks and Schaefer said they will keep doing it.

D. 5-Year Plan (All)

Schaefer said the 5-Year Plan goes through 2024 and to continue to make notes for when they work on the plan.

E. Park & Recreation Commission Vacancy

Schaefer suggested any interested candidates should go to the city website and fill out an application.

8. Monthly Updates on Conditions of Parks and Trails (All)

| Parks and Trails in the City of Delafield | | | | | | |
|---|--------------------------------|-----------------------|-----------------------------|------------------------------|----------------------------|--------------|
| Vacant | 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. Riverwalk Park Benches

B. North Loop Trail

C. December Park & Recreation Commission Meeting

10. Correspondence

11. Adjournment

Having no further business, Chair Schaefer adjourned the meeting at 6:36 p.m.

Respectfully submitted,

Sally DuPont
Recording Secretary