

**City of Bayfield
Parks & Recreation Committee Minutes
September 2, 2021 @ 7:30 a.m.
Via Go to Meeting**

- Call to Order: 7:33 by Chairperson Kitchell
- Roll Call:
 - Committee members present: Bingham, Carrier, Fizell, Kitchell, Ray
 - Staff: Mather
- Approve Agenda: Ray/Bingham; Motion carried (all in favor).
- Approve Minutes
 - from 8/5 meeting: Fizell/Ray; Motion carried (all in favor).
 - from 8/27 meeting: Bingham/Ray; Motion carried (all in favor).
- Public Input on Agenda Items:
 - Kylie Vadnais: Urged Committee to support establishing subcommittee for playground improvements and equipment; she and her child use the playgrounds frequently; there are some safety concerns and equipment is showing wear from frequent use; there is lots of support from families in Bayfield who have young children; she is committed to participating in this effort and she knows there are many others who will do the same; she also knows that many visiting families enjoy East Dock Park especially.
 - Grace Hogan: Ditto to Kylie's comments; she is attending to show support for this initiative.

Agenda

Permit Applications and Public Requests

- Bench request for Captain Dave:

Discussion:

 - There is one more bench that could be replaced at Jake's Park and one adjoining the Waterfront Walkway.
 - Committee members agreed that the Committee position should be to only replace existing benches, not add any more.
 - The ORP identifies the need for an "overlook" at the south end of Second St. that might need a bench or two. We should develop a simple plan for that location so that when other bench or memorial requests come in they could contribute to this location. Fizell mentioned that we could consider the idea of selling bricks like BHA has done for the fountain park brick replacement at \$100/each.

Motion: Approve request to replace the bench at Jake's Triangle Park at the requester's expense. Bingham/Fizell; Motion carried (All in favor).

Standard Update Reports: Sarah, Tom, Park Adopters

1. Budget/Finance Report:
 - Kitchell and Mather will work on including Dalrymple fees and CIP fund balances in the October meeting packet.
2. Big Ravine Preserve/Iron Bridge:
 - School Trail: completed as of 8/31. Inspection made by Kitchell & Carrier on 8/29.
 - School Trail budget status: Total approved budget = \$16,723.50 (\$15,381 plus contingency of \$1,342.50)
 - i. Contingency fund expenditures:

1. \$100 for chainsaw work clearing fallen tree off of trail
 2. 21 ft. of additional boardwalk @ \$20/ ft. = \$420
 3. Additional lumber for railing: cost TBD; won't exceed contingency fund cap
 4. Balance of unspent contingency TBD: will report in October.
- Discussion of request from Joel Shilman at the school to install solar-powered light at trail entrance. Tom K. is okay with it as long as it does not interfere with snow plowing. All supported as long as it meets night sky ordinance.
 - Discussion of placing rip rap below drain outflow under parking lot above the trail that flows down onto the lower part of the new trail. This outflow was discovered during recent heavy rains. Committee generally thinks it is a good idea, but should be further coordinated/approved by Tom K. Kitchell will follow-up accordingly.
3. Cooper Hill Park: caution tape that was put up around ground bees' nest has caused some confusion to users because there was no indication of why it was put up. Mather reported that the PWD crew has sprayed several times, so the problem should be gone. She will ask for removal of tape.
 4. Dalrymple Campground: Following up on budget meeting, there was discussion about working with Tom K. to put together a list of needed improvements, costs, and proposed time lines. This would include leveling select sites; clearing, stumping, and building 4+/- new sites; sign maintenance; etc. This may include an on-site visit with interested Committee members after the October meeting.
 5. East Dock Park:
 6. Halvor Reiten Park: Bingham reported that there have been lots of open fires, including burning pallets, leaving nails in the beach. She has tried to keep the beach clean of the leftover debris.
 - She requests that the new sign that includes information about "NO OPEN FIRES" be posted so that it is visible from the beach. **Action:** Mather will follow up with PWD on Tuesday 9/7.
 - The Committee discussed that more monitoring and action from law enforcement would be appreciated. **Action:** Mather will alert Police Chief Fangman of the issues.
 7. Turning Point Fountain:
 8. Washington Ave.: Carrier reported that the beach is getting lots of use. He has observed many cases where vehicles are parking on the dune, directly up against the trees. Discussion ensued about possibly roping off the dune and better defining the parking area. **Action:** Carrier will start to discuss with Mike Radtke of MIFL with the goal of doing something in 2022.
 9. Waterfront Walk (Jake's Park, Memorial Park Annex):
 - grant agreement status pending;
 - no bids received: will plan to do next year (carry over grants & donation funding into 2022).
 - **Action:** KK will coordinate with Billie to inform donors of status and plans for 2022.

Other Parks/Trails Reports (if any):

1. Hillside Park (Baseball Field, School Garden) (under lease with school):
2. Soccer Field:
3. Fountain Park (BHA):
4. Korseberg Park (County):
5. Bayfield Area Trails (Kate): Northland student crews worked 3 days on local projects with oversight from Bayfield Area Trails seasoned volunteers. All together over 150 hours of time was volunteered.
 - a. installing 6 new sections of boardwalk, assembled by Rich Ryan, on the Striped Skunk Trail on the Big Ravine's west side. The exact location of these sections may need to be adjusted once the wet areas become apparent in the spring.
 - b. Spreading gravel in 2 locations on the Brownstone Trail: 1) the very south end by the Waterford Condos at Pike's Bay and 2) north of Blue Wing Bay Rd.

Rain Gardens & Green Infrastructure: training workshop postponed until early June; website information updated accordingly.

COVID-19 Report & Discussion: Mather reported that the Chamber met recently about Applefest; they decided to proceed with the event, and implementing ways to make it safe under the COVID Delta variant. This would include holding all activities outdoors.

Old/Ongoing Business

1. **New Playgrounds in Bayfield***: Mollie Carrier (Matt Carrier, Committee liaison)

- a. **Presentation**: Mollie summarized her presentation, proposed phased approach, and request to establish a subcommittee. The initiative would include equipment removal and disposal, site prep., equipment purchases, and equipment installation. She has had several discussions with the MN/WI playground company about equipment options and funding approach.

- b. **Discussion**:

- i. Committee members made several comments about how compelling and impressive the letters of support are. They highlight the importance of supporting a new generation of young families who live in and around Bayfield and those visiting.
- ii. Fundraising: Mollie has many ideas regarding grants and donations: the Committee supports them. Kitchell suggested reaching out to Red Cliff because there are many families there who use E. Dock; additionally, there are stimulus funds focused on Native American populations that may be applicable to this project.
- iii. If a phased approach is necessary, should this start the phased approach with Cooper Hill or E. Dock Park? Conclusion: Start with Cooper Hill because it is in worse condition and it provides an opportunity for the subcommittee to develop a model, demonstrate success, and build momentum and support.
- iv. Immediate maintenance and safety issues: all agreed that these should be addressed as soon as possible to remove hazards and to identify things that could be fixed at reasonable expense. Examples: remove safety issues such as xylophone and cable slide that is just worn out. Crack in the slide at E. Dock may not be repairable.

1. **Action**: Keith Ray will coordinate with Mollie to go through the parks and remove immediate issues and identify actions to fix concerns. It may need some additional help from community volunteers. Keith will coordinate with Tom K. as needed.

Motion: to support proposed initiative in concept and to recommend the proposed subcommittee to the Mayor and City Council. Fizell/Bingham. Motion carried (all in favor).

- v. **Action**: Matt Carrier and Kitchell will coordinate with Mollie Carrier and to request time on Council agenda and to provide information for Council packet.

2. **Improvements to the Gil Larsen boardwalk, "Waterfall Walkway*"**

- a. Will Krift would be available in November. Based upon site visit on 8/29, priority would be to reconstruct and stabilize rock steps adjoining the walkway due to eroding and unstable conditions. This would be followed by renovating the walkway, whether as boardwalk or cribbing in 2022. Estimated cost for rock work in 2021: \$2,000
- b. **Motion**: to approve committing \$2,000 in Gen. Fund CIP for rock work in November. Carrier/Ray; Motion carried (all in favor).

- c. Balance of unspent funding from grants will be determined and discussed at October meeting. Options could include: 1) hillside stabilization and planting along school trail; 2) purchase materials for walkway project in advance of 2022; 3) carryover into 2022.
3. **Rick Shutes poem request:** consider concept of a plaque in a park: Topic deferred to October meeting due to lack of time.
- a. **Consensus of the Committee from last meeting:** general support for a “poet’s corner” at Jake’s Triangle Park adjacent to the interpretive sign. This would include a frame constructed similarly to the current sign, allowing for inserting/rotating material throughout the year.
- i. Cost of 24” x 36” pedestal, frame, and display for the “poet’s corner” at Jake’s Triangle Park (similar design; see apple shed sign at Gil Larsen Trailhead): Sign = \$300; Frame = \$575; Prep, pack, ship = \$200 +/- = \$1075
 - ii. Mr. Shutes has been asked if he would be willing to donate to cover the cost.
4. **Private Land Trail Crossings: nothing new**
- a. Larson land donation: Deed to transfer ownership has been sent; awaiting return of signed document. Once received, we will proceed with bench and plaque to recognize this generous donation.

New Business:

Adjourn: **Motion to adjourn at 9:02:** Fizell/Ray; Motion carried (all in favor).

Next Meeting: October 7th @ 7:30 a.m.

Future Agenda Topics

- Fiscal Sponsorship for Bayfield Area Trails – pending new RFR E.D.

Attachments to agenda:

1. Minutes from 8/5 and 8/27 meetings
2. Operational budget status
3. New Playgrounds in Bayfield materials