

**City of Bayfield
Parks & Recreation Committee Meeting Minutes
October 6, 2022 @ 7:45 a.m. via Go to Meeting**

1. Call to Order: 7:45 a.m. by Chairman Kitchell
2. Roll Call:
 - o Members present: Bingham, Dougherty, Fizell, Kitchell, Ray
 - o Members Absent: n/a
 - o Others Present: Tom Kovachevich, Matt Carrier, Kylie Vadnais, Jon Crump, Kathleen Russell
 - o Recreation & Fitness Resources: Jacob Kaiser
3. **Motion to Approve Agenda:** Bingham/Ray; motion carried (all ayes)
4. **Motion to Approve Minutes*** from 9/1/22 meeting: Dougherty/Fizell; motion carried (all ayes)
5. Public Input on Agenda Items: none

Agenda

Standard Update Reports:

1. Rec. Center Information Sharing (Jacob Kaiser):
 - o Have moved into fall/winter programming
 - o Planning two lifeguard training programs: still seeking more lifeguards
 - o Closed during Applefest for cleaning and maintenance
 - o 2023 Point to La Pointe swim registration will begin soon
2. Playground Subcommittee Report (attached at bottom):
 - o Additional discussion occurred regarding the issue of pooling water at E. Dock Park when it rains. Kovachevich advised that the site would need a sand lift of 1 – 2 ft. prior to new equipment. It would be desirable to get engineering advice to consider drainage, high water mark, and proper construction. **ACTION:** Vadnais will follow up with Kovachevich to discuss this further and to get a handle on the proper site preparation as well as potential cost.
 - o The cost of site prep. would need to be factored into fundraising for the playground equipment. Kitchell advised that the WI Coastal Management Program could be a good source of funding for this site preparation as they are familiar with the City's challenges associated with drainage and lake levels.
3. Budget/Finance Report (operations, CIPs, Dalrymple) *
 - o Although Dalrymple report looked a little low, it did not include Sept. numbers or Applefest.
 - o See "New Business" for notes about 2023 CIPs.
4. Round-robin reports from adopters & Public Works Director:
 - o Big Ravine Preserve/Iron Bridge (Kitchell):
 - i. Landmark MOU has been funded; Trail Counter purchased; to be installed soon
 - ii. Police Chief Ladwig spoke with Mr. & Mrs. Vehring regarding disruptive activity in Big Ravine Creek. He asked them to stop: a verbal warning was delivered, with a citation to follow should they fail to heed the warning.
 - iii. Hazard tree on Hemlock Heights was removed; trail re-opened.
 - iv. Large poplar across the East Rim Trail was removed by volunteers.
 - v. Gil Larsen boardwalk replacement scheduled with Will Krift & volunteers 10/10 – 10/14. Trail will be closed during this time; alerts will be posted on BATs website & Facebook & City website. Staging from Sweeny Ave. access. Requesting Coast Guard crew assistance.
 - o Cooper Hill Park (Fizell & Subcommittee): getting lots of use.
 - o Dalrymple Campground (Ray): Very busy as people arrive for Applefest. Kovachevich reported that the new sites will require driveways, additional drainage, site leveling, tent

sites, etc. This work will need to happen in the spring of 2023 as PWD is now preparing for the winter season.

- East Dock Park (Dougherty & Subcommittee):
 - i. Dougherty mentioned that the Harbor Commission (H.C.) is responsible for the L.E. building located adjacent to E. Dock Park. It was built in 1937 and is structurally sound. It is currently leased. The H.C. is exploring ideas for the best use of this building, including generating cash flow and community benefits. He invited/welcomed the P&R Committee to brainstorm ideas and engage in the discussion about the future of the building.
 - 1. Bingham suggested a visit to the building.
 - 2. There may be an ad hoc “committee” established to address the future of the building and make recommendations to the H.C. P&R Committee members are encouraged to participate.
- Halvor Reiten Park (Bingham):
 - i. Dock L project COMPLETED! Thanks and kudos to Tom K. & Luppino!
 - ii. There is now a well-established walking path to the new deck. Sinkholes are not considered a safety concern as they are not in the main pathway.
 - iii. Benches will be put back next spring.
 - iv. Need to install a “no jumping or diving sign” next spring.
- Washington Ave. Beach (Kitchell):
 - i. Kitchell reported on observing commercial kayak companies pulling up with trailers and launching/picking up kayaks at the site. They did not interfere with traffic flow. She suggested exploring commercial use fee for kayak launching during ORP review.
 - ii. Dougherty reported that Harbor Commission is exploring options and legalities of a tariff or other fee scenarios. The information gained in that case could inform options for Washington Ave.
 - iii. Kovachevich expressed concerns about traffic conflicts associated with kayak launching at this site. He stated this is not a kayak launch area at this time.
- Waterfront Walk (Jake’s Park, Memorial Park Annex, Turning Point Fountain) (Fizell): lots of use; benches are frequently fully occupied.

Other Parks/Trails Reports (if any):

1. Hillside Park (Baseball Field, School Garden) (under lease with school):
2. Soccer Field (City):
3. Fountain Park (BHA):
4. Korseberg Park (County):
5. Bayfield Area Trails (Kitchell):
 - a. New temp. route of the Brownstone Trail across Maki property is in process; avoids Hwy 13
 - b. Hatchery to Ashwabay Trail (Pikes Creek) has been approved by DNR. Town of Bayfield is sponsoring the project. A portion has been built. Next round of building: 10/17 – 10/31 with Will Krift of Trails Anonymous & volunteers.
 - c. Big Ravine Headwaters land purchase: to be completed by mid-Oct. Trails to follow.

New Business:

1. 2023 Budget: Dougherty reported that City Council held a difficult 3-hour budget meeting the previous night (10/5) during which the City’s financial crisis and the 2023 budget plan was discussed. Extensive consideration was given to increasing salaries and select operating funds due to the high

level of inflation. Conversely, cuts were also discussed. A motion was made at the Council meeting by M. Carrier to not fund 3 of the 4 Parks and Rec. CIP requests; discussion ensued; motion passed.

- a. Dougherty expressed that he was not happy about the motion and its outcome, but that it is necessary under the current financial circumstances.
 - i. Council plans to only fund Dalrymple CIP because it is an income source for the City and the other items can be deferred without irreversible consequences.
 - ii. They plan to NOT fund a) Playgrounds equipment replacement (\$5,000); b) Halvor Reiten picnic shelter concrete slab (\$3,500); c) Big Ravine/Gil Larsen (\$2,500) CIPs. This would be a total savings of \$11,000. The requested \$3,130 carryover at Halvor Reiten was not mentioned.
 - b. Carrier stated a change in his position regarding the Playgrounds and Halvor Reiten CIP cuts.
 - c. Because not enough time was available to fully discuss this topic, the Committee agreed to hold a special meeting the following week. Kitchell agreed to follow up to schedule the meeting. This meeting was subsequently scheduled for Tuesday 10/11 @ 8 a.m.
2. Possible "West Side Trail": Information report from Jon Crump and Kathleen Russell (ad hoc subcommittee of Bayfield Area Trails). Other subcommittee members invited to attend, but not in attendance: Ted May and Sheree Peterson. Jon highlighted key points in the 2-page briefing paper included in the meeting packet; Kathleen added to those points. Key points included:
- a. The current trails are greatly appreciated by residents; they enhance quality of life and encourage non-motorized travel.
 - b. Making more connections between trails, including from the Big Ravine's west side to the Brownstone Trail would be a tremendous benefit.
 - c. Respecting private property and privacy is a very high priority.
 - d. This proposal started first with contacting the private landowners along the proposed route; assuming that without their support, the proposed route could not proceed. Bayfield Development is open to the proposal; Bill Bailey & Gayle Chatfield are currently not supportive of the proposed route due to potential adverse impacts to adjacent landowners (Tumas and Dougherty, among them).
 - e. Safety concerns: people (including those with dogs) currently walk on County I and Washington Ave. This proposal would provide a much safer alternative.
 - f. Terrain integrity and a sustainable trail are important factors: the ravine slopes are steep and fairly erodible. Avoiding crossing the ravine would avoid impacts and costs associated with possible bridge construction and maintenance.
 - g. This proposed trail would illuminate very interesting history at the mass grave site.
 - h. Trying to find an acceptable and desirable route that would minimize short-term and long-term costs for construction and maintenance.
 - i. No parking is proposed.
 - j. Construction and maintenance would be a no cost to the City: all with donations, grants, and volunteers.
 - k. Kitchell emphasized that there would be many more process steps before any trail would be approved: 1) Parks & Rec. Committee; 2) Planning Commission; 3) Public Works Committee; 4) City Council.
 - l. Because there was not enough time to fully discuss this topic, it will be on the November agenda for further discussion and to welcome public input.

Next Meeting: November 3, 2022 @ 7:45 a.m. via Go to Meeting

- Focus topic of discussion: West Side Trail Concept: invite the subcommittee and public to attend and discuss.

Future Meeting Agenda Topics:

- December: Consider proposal from Playground Subcommittee regarding ordinance to designate City-owned properties/parks as Commercial Tobacco-free areas. Invited guest: Charmain Swan from the American Lung Association.
- Big Ravine/Iron Bridge:
 - Ongoing coordination with Joel Shilman @ school about mitigating roof runoff that is impacting the trail below.
 - Bay Area Environmental Consultants provided proposal to restore hillside*. Total cost exceeds available funds. Need to pursue funds; we may want to take a phased approach, starting first with the most vulnerable slope directly below the school parking lot.

Adjourn: Motion to adjourn at 9:02 Fizell/Bingham; motion carried (all ayes)

Bayfield Playground Subcommittee Report Sept 2022

Recent Progress on Action Items

- Working with Charmaine Swan from Northwest Wisconsin Lung Health Alliance on developing a Commercial Free Tobacco Ordinance recommendation
- Signed contract with Lee Recreation for the Cooper Hill install in Spring 2023! Aiming for equipment delivery around March/April and installation in May.
- Held a grant research working session to identify ~10 grants to pursue in the coming 6 months]
- Had city website updated to include information on removal and install of equipment at Cooper Hill (bottom of [home page](#))

Upcoming Actions

- Planning to get the word out about the playground efforts at Applefest through handing out fundraising flyers
- Pursue identified grant opportunities
- Tentatively planning for Nov. 12th for Cooper Hill equipment removal
- Finalize plan for wood chips and fence repair at Cooper Hill

Funds raised to date

- \$45,840 raised to date. Goal for Cooper Hill is ~\$45k, and the goal for East Dock Park is ~\$150k.