

City of Bayfield
Playground Subcommittee Meeting Minutes
November 20, 2025 at 8am
At City Hall and on GoToMeeting (link on city website)

AGENDA

- Call to order – 8:04 AM
- Roll call – Kate, Annalise, Pete, Grace, Molly, Jessica
- Motion to approve the agenda – Annalisa, Pete
- Motion to approve draft minutes from October meeting – Molly, Pete
- Public input on agenda items – none present
- Discussion Items
 - a. Current status of the East Dock Park project
 - i. HKGi proposal for construction plans
 - construction plans next steps: request changes or accept proposal and provide HKGi w/ to whom it should be addressed – we are waiting to get in touch with HKGi.
 - Tourism fund update from Matt Carrier, the request to use tourism funds for East Dock Park was approved by city council.
 - c. Assessing the path forward for East Dock Park
 - i. Developing fundraising strategy and timeline – awaiting RFR fiscal agent update
 - ii. Website update – Annalisa has a draft version of the website, presented to the committee. Social media will be linked to website (facebook, Instagram). We have approval for creating facebook page, need to renew approval. This will be packaged with the website for approval when complete.

Action Item (Kate) – Create and manage Instagram page for east dock park

Action Item (Grace) – add Kate to facebook page

Action Item (Kate) – ask Jennifer to have headstart kids make thank you cards for donations

Action Item (All) – contribute ideas to domain name

Action Item (Pete) – use the words below to make a video description and send to group

Video – 2-3 minutes length video – montage of renderings compared to where we are today. Show current status and show what has been approved to transform this space. Testimonials from community members from a wide demographic range. Pull on heart strings, emotionally driven, generational memories.

Action Item (Kate) – find people to give testimonials for video

- iii. Review/revise icon for website and potential park signage – draft mackinaw boat logo created by Kate. Include logo in the facebook, Instagram, website package to get approval from city council.

Action Item (Kate) – create different logo drafts of this concept to vote on in committee

- iv. Discuss potential sculpture project – local artists could create sculptures of woodland animals. Ongoing questions: what do we make them out of it? How do we keep them safe?
- v. Non-profit fiscal agent update – recap of meeting with RFR – encouraging and optimistic, RFR has limited staffing and funding. RFR has a meeting on 11/20 and will bring this up. We need advisement from the city attorney on how to set up a donation fund.

Action item (Annalisa) – Ask city attorney, find out right channel to communicate with them through

- Unincorporated Association

vi. Grants

- Upcoming: AAD Shade Structure Grant (Dec 23), CBAC Arts Initiative Grant (Jan 31), WEDC Vibrant Spaces (Feb 1), WEDC Community Development (Mar 1), Go Outside and Quiet Trails (Mar 1), WI DNR Stewardship Grants (May 1)

These grants are listed in the drive.

Action Item (All) – start working on filling out grant applications and researching more grant opportunities

- Next regular meeting – TBD – December 18th, 2025 at 8:00 AM
- Adjourn – 9:01 AM