

**City of Bayfield  
Parks & Recreation Committee Minutes  
April 1, 2021**

- Call to Order: 7:31 am by Chairwoman Kitchell via GoToMeeting
- Roll Call: Kate Kitchell, Matt Carrier, Diane Fizell, Keith Ray, Skye Bingham
- Others: David Moody, Becky Zelent, Gordon Ringberg, Tom Kovachevich, Sarah Mather
- Approve Agenda: Carrier/ Ray. Carried.
- Approve Minutes from March 4<sup>th</sup> Meeting: Ray/ Fizell. Change “trials” to “trails” under Outdoor Rec Plan revision. Carried.
- Public Input on Agenda Items: None

Agenda

Permit Applications and Public Requests:

1. Bayfield Area Churches—April 4, 2021 Memorial Park
  - **Bingham made a motion to approve the application as presented. Seconded by Carrier. Carried.**
2. Stephanie Carey—Aug 20, 2021 East Dock Park
  - **Carrier made a motion to approve the application as presented with the stipulation that if break wall work is being conducted the party can have a refund on their payment. Seconded by Ray. Carried.**

Standard Update Reports:

1. Budget/Finance:
  1. Report on Council approval of budget amendment for Big Ravine CIP: Informational
  2. Review expenses report, including Big Ravine CIP: Informational
2. Big Ravine Preserve/Iron Bridge:
  - a. Viewshed planting expected late April – early May; depends on plant delivery: Informational
  - b. Scoping out boardwalk above the waterfall (develop cost estimate) (\$1500 in budget)
    - Keith Ray will scope out the area and work collaboratively with Jim Stephenson to determine the next best option for the area. A railing may have potential for unintended play by children.
  - c. Request approval for \$500 funding to Landmark Conservancy for invasive control
    - **Carrier motioned to send \$500 for Landmark Conservancy to utilize Bay Area Environmental Consulting to irradiate invasive species in the City of Bayfield, specifically buckthorn. Seconded by Bingham. Carried.**
3. Cooper Hill Park: No updates—someone utilizing maple trees for sap.
4. Dalrymple Campground: Mather will update the posting at the campground about showers being available at the Rec Center with the purchase of a day pass.
5. East Dock Park: No updates
6. Halvor Reiten Park: Bingham will work with Mather and Susan Hedman to develop & post sign about park hours, no fires, and no boat launching
7. Turning Point Fountain: No updates
8. Washington Ave.: No updates
9. Waterfront Walk (Jake’s Park, Memorial Park Annex): No updates

Other Parks/Trails Reports:

1. Hillside Park (Baseball Field, School Garden) (under lease with school): No updates
2. Soccer Field (under lease with school): No updates
3. Fountain Park (BHA): No updates

4. Korseberg Park (County): No updates
5. Bayfield Area Trails (Kate): No updates

#### Launching a Green Infrastructure Program:

- Code revisions for building site standards, natural planting areas, updated definitions, and allowance for the City to hire outside technical reviewers will be going to public hearing in May. Funding has been provided for a green infrastructure project demonstration site in which Halvor Reiten raingarden will be used. MetroBloom from Minneapolis has been hired. Site assessment will be conducted in May; the final contract for the project will be shared with the committee.

#### COVID-19 Report & Discussion:

- Have a “regular” summer and have the bathrooms all open. Currently we do not have someone to clean the bathrooms. Discussion ensued. **Fizell motioned to recruit for a combined Parks/Harbor attendant and bathroom cleaner position and open all the bathrooms in the City as normal but keep COVID signs purchased last year posted. Seconded by Carrier.** Discussion on Washington Ave. bathroom and Trek and Trail utilizing that facility for their customers. Carrier asked for a projected expense estimate for each of the bathrooms to give to Council. Kitchell will follow up with Treasurer Johnston. **Carried.**

#### Old/Ongoing Business:

1. Approve Final Outdoor Recreation Plan: Recommend to Council
  - **Carrier motioned to approve the Outdoor Recreation Plan as presented and forward it to Council for adoption. Seconded by Ray. Carried.**
2. Private Land Trail Crossings (15 min.)
  - Daum follow-up: letter sent about potential donation
    - i. Informational. Waiting to hear further from Daum.
  - Request for approval to send letter to Ms. Emeline Larson about donating her land to the City.
    - i. **Ray motioned to approve sending the letter. Seconded by Carrier. Carried.**
  - Introduce other draft “strategy” documents attachments
    - i. Kitchell introduced 1). Strategy 2). Options paper for landowners 3). Easement Agreement 4). Use agreement documents. The Emeline Larson property was an example for 3 and 4. Kitchell asked to consult with the City attorney on these documents. Mather mentioned not comingling BATs and the City Parks and Rec Committee and that the City should not be paying for BATs documents. Kitchell noted that taking these to the City attorney would come out of grants or donations made to the trails. **Carrier motioned to send all the documents to the City Attorney for review if there in funding available in the budget to do so. Bingham seconded. Carried.**

#### New Business:

1. School Trail Proposal
  - **Carrier motioned by to approve the school design project. Seconded by Fizell. Carried.**
  - **Ray motioned to approve the \$800 for route design and flagging by Trails Anonymous. Seconded by Fizell. Carried.** \$4000 funding from grants that can be used for other trails.
  - **Carrier motioned to allow Kitchell to approach school board and Bayfield Community Education Fund with the proposal and seek full funding from them after flagging is done. Seconded by Ray. Carried.**

2. Starting field season and volunteer projects

- **Ray motioned for a park spring clean-up for East Dock Park scheduled on April 17 with a backup day of April 24<sup>th</sup>. Carrier seconded. Carried.** Just general clean up of the park. Mather mentioned asking the Coast Guard for help as they have done in the past.
- Kovachevich is available on Fridays until 10 for site visits.
  - Proposed Field Visits: Committee member participation welcome, but optional
    1. School Trail: week of April 19th
    2. Gil Larsen: tentatively week of April 26<sup>th</sup> (in conjunction with viewshed planting)
    3. Waterfront Walk (include Jim Bryan & Marilyn Van Sant): May
    4. Halvor Reiten: May (or sooner; depends upon Bayfield County Health grant)

Adjourn: Ray motioned to adjourn at 9:12 am. Seconded by Fizell. Carried.

Next Meeting: May 6<sup>th</sup> @ 7:30 a.m.