**City of Bayfield**

**Parks & Recreation Committee Minutes**

**July 6th, 2023 @ 8:00 a.m. via Go to Meeting**

1. Call to Order: By acting chair Matt Carrier @ 8:13am
2. Roll Call:
	* Members present: Ray, Bingham, Carrier, Rovi (joined 8:34)
	* Members Absent: Clark
	* Others Present: Tom K., Dakota W., Billie H.
	* Recreation & Fitness Resources: Absent
3. Resignation of Diane Fizell
4. Welcome new members
5. Elect New Chairperson
	* Motion: Bingham nominated Carrier to serve as Chair 2nd by Ray – Carried - All ayes
6. Decide on meeting time and location – Aug 3rd, 8 am virtual with possible in-person
7. **Motion to** Approve Agenda: Ray/Bingham - Carried
8. **Motion to** Approve Minutes June 1: Bingham/Ray
9. Public Input on Agenda Items: Non

Agenda

Permit Applications (if any): \*

Standard Update Reports:

1. Rec. Center Information Sharing (Jacob Kaiser)
2. Playground Subcommittee Report (Vadnais/Hogan)
	* Received grants from Essentia Health and Apostle Islands Community Fund. Work on submitting grant to Walmart. Playgrounds report will be submitted after meeting. Grace was contacted by donor interested in funding a memorial picnic bench for Copper Hill Park. The committee agreed it would be an excellent addition and recommended Grace look into suppliers that met the criteria described by Public Works director Tom K.
3. Budget/Finance Report (if any) \*
	* Discussion about the low revenues for Dalrymple Campground, poor spring and new campground outside Bayfield may have contributed. Hopeful July and August will get close to projected revenues.
4. Round-robin reports from adopters & Public Works Director:
	* Big Ravine Preserve/Iron Bridge : Need new member – Fred Clark was assigned. It was noted that during June a group of 13 volunteers rebuilt a creek crossing upstream from the waterfalls, stabilized lower Pine Bluff trail with new rock armoring, added railing on the stairway above 1st creek crossing, and replaced boards and put metal caps on posts of Gil Larsen board walk. A set of stairs collapsed over the July 4th Holiday weekend. A group of volunteers will re-attach them.
	* Cooper Hill Park (Subcommittee): Kids are enjoying the new playground equipment! Fence needs to be re-installed. Carrier will coordinate this installation. It was noted that the garbage can needs to be placed, and sand add to sand box. Tom K. noted his crew will be working on those items.
	* Dalrymple Campground (Ray): Nothing new to report
	* East Dock Park (Subcommittee): Wood chips need to be spread. Grace H. will work on coordinating with volunteers. Any assistance would be great!
	* Halvor Reiten Park (Bingham): Everything looks in order. Tom’s crew is working on repairing picnic benches.
	* Waterfront Walk (Jake’s Park, Memorial Park Annex, Turning Point Fountain): Need new member – Laura Rovi was assigned.
	* Washington Ave. Lake Access (Carrier): Tom’s crew has picked up some of the storm debris. Carrier noted there is still a lot more and any assistance from people would be great. Piles can be placed nearby Washington Ave. and be picked up by Public Works.
	* Other
	* Bayfield Area Trails (BATs) Report (Kitchell): Non

Old Business:

* + - * 1. Ordinance #403: Outdoor Recreational Areas Commercial Tobacco-Free Ordinance: Follow-up on sign placement. Are there remaining areas needing signage? (LE building?); develop procedure for

incorporating this into the permitting; and other events, e.g. City sponsored.

* Signs have been placed except for playgrounds. Grace H. will work on placing these. Carrier will follow up with altering application to be sure language is included about smoking ordinance.
	+ - * 1. Implementing the Forestry Operations Plan at Halvor Reiten Park: Proposal from the Reiten Condominium Association: Susan Hedman update and discuss implementation strategy.
* Susan Hedman is meeting with Earth Sense Landscaping to discuss implementation and pricing for work to be done.
* The committee felt Susan’s recommendations for focal tree should be followed.
* Tom K. – ask for consideration of long-term maintenance. Will the condo association assist? Carrier will follow-up with Hedman on this matter.
	+ - * 1. Turning Point Fountain maintenance: general update (fundraising/Wednesday weeders)
* $500 was received in donations. Bob Durfey indicated to city staff that the Maritime Museum would be willing get a group of volunteers together to maintain the plantings at the fountain. The committee expressed there support and appreciation of this offer. Further follow-up from Clerk Billie H. will happen regarding the commitment and the need to rewrite donation narrative so donations can go supporting the necessary materials for maintenance (wood chips and new plants when necessary).
	+ - * 1. Memo to Public Works Department & Committee – feedback from Director, Tom K.
* Tom K. indicated his frustration that a conversation was not had prior to having the memo sent. He indicated Public Works has always supported Parks and Rec. The situation at Dock L was a miscommunication. Public Works will follow the request made by Parks and Rec. Regarding the soccer field he indicated Public Works will not change how they mow this area.
	+ - * 1. Update on Mural proposal from Bayfield School at Iron Bridge: Review memo and discuss next steps
* Murals are not allowed by current ordinance. Carrier indicated that this concept should be considered by Plan Commission/ARB. There feedback will indicate if this is feasible and possibility of ordinance change.

New Business:

1. Discuss assigning responsibilities previously held by Chair Kitchell
	1. Agenda - Chair
	2. Minutes - Ray
	3. Budget Prep/Monitoring - Chair
	4. Volunteer Coordinator – Rovi/Bingham

Next Meeting: Date, Time, Location (via Go to Meeting?).

Potential future meeting topics:

* Budget – CIP prep.
* Review Trails Forum feedback, initiate planning (include compiled feedback in the packet for reference to tee up discussion at the September meeting)

Motion to adjourn:

\*Agenda Attachments:

1. Minutes from June meeting
2. Budget information (if any)