**City of Bayfield**

**Parks & Recreation Committee Minutes**

**December 1, 2022 @ 7:45 a.m. via Go to Meeting**

<https://meet.goto.com/255360749>

1. Call to Order: 7:45 a.m.
2. Roll Call:
   * Members present: Bingham, Doherty, Fizell, Kitchell, Ray
   * Members Absent: none
   * Others Present: Mayor Ringberg, B. Hoopman, Kathleen Russell
   * Recreation & Fitness Resources: Jacob Kaiser
3. **Motion to** Approve Agenda: Ray/Fizell; **motion carried (all ayes)**
4. **Motion to** Approve Minutes\* from 11/3/22 meeting: Doherty/Bingham
   * **Discussion:** Doherty asked that the minutes be clarified to include the following: “need to raise a point of order that the Parks and Recreation Committee did not go through proper process to designate liaisons for the Parks and Rec. Committee to the BATs subcommittee. “
   * With this revision, the **motion carried** (all ayes).
   * The minutes will be revised accordingly and resubmitted to the City Clerk for the record.
5. Public Input on Agenda Items:

* Kathleen Russell
* There are cases where platted rights-of-ways have been used for trails and public access. Examples include:
* Between 6th & 7th St. and Manypenny & Wilson
* Using alleys for snowmobile use, including on the east side of the Big Ravine
* Alley between Rittenhouse and Washington Ave. and First and Front St.
* Access to the Brownstone Trail from Wilson Ave. by the Blackhawk boat ramp
* Use of Broad St. along the Big Ravine
* There are many places in the City where people have mowed, cleared and maintained alleys, giving the impression that they are private property when that is not the case.
* The idea of creating a trail connection to get from one end of the trails to another, in this case the Brownstone to Big Ravine, would be very beneficial for the community and visitors. When you go online and look at Bayfield’s ratings for walkability and trails, the community ranks very high. Trails and walkability are big contributing factors to the quality of life.
* The Parks and Recreation Committee is essential for looking out for the public spaces and recreation opportunities for the Bayfield community.

Agenda

Permit Applications: none

Standard Update Reports:

1. Rec. Center Information Sharing (Jacob Kaiser):
   * Change in hours: Pool closed on Sat. but open 1-5 p.m. on Sunday.
   * More use, now that the weather has turned cold
   * Swimming lessons underway
   * Lifeguarding class between Christmas and New Years – more openings available.
2. Playground Subcommittee Report:

**Recent Progress on Action Items**

* Working with Charmaine Swan from Northwest Wisconsin Lung Health Alliance on developing a Commercial Free Tobacco Ordinance recommendation, will bring to P&R in January.
* On 11/12 removed the equipment to be replaced at Cooper Hill Park! A huge thank you to Isaac and Matt Carrier for their volunteer time and labor. A local family removed and planned to reuse most of the old materials, and a dumpster was donated for the rest. Thank you to Tom and Crew for taking care of the tires!
* We applied for the Chequamegon Co-Op Round Up program for 2023.

**Upcoming Actions**

* The next grants we plan to pursue are:
  + Walmart – Dec 31
  + Wisc. Economic Development – Vibrant Spaces Grant – Jan 31
* Isaac Carrier will connect with the Lee playground equipment group to plan for site prep for Cooper Hill for the spring. Once we have more details, we will finalize our plans for weed prevention, replacing wood chips, and repairing the fence.
  + **Note** that the City has routinely purchased wood chips for playgrounds every other year.

**Funds raised to date**

* $46,727 raised to date. Goal for Cooper Hill is ~$45k, and the goal for East Dock Park is ~$150k.

**Discussion Items for P&R Committee**

* Looking for an experienced grant writer to join our subcommittee.
  + **Note**: Fizell mentioned Jane Edwards has written grants in the past.
* A major hurdle in planning and fundraising for new equipment at East Dock Park is the need for a sand lift to reduce the likelihood of flooding. Seeking assistance/advice from PWD.
  + **ACTION:** Dougherty will follow up with Kovachevich about addressing the issue of standing water in playground area to determine how to remediate the issue and obtain a cost-estimate for remediation.

1. Budget/Finance Report (operations, CIPs, Dalrymple) \*
2. Round-robin reports from adopters & Public Works Director:
   * Big Ravine Preserve/Iron Bridge (Kitchell):
     1. 2 of the Bayfield Area Trails certified chain sawyers, Ipsen & May, removed 3 trees hanging over the Gil Larsen Trail.
     2. Bingham reported on a tree overhanging the Flying Squirrel Trail by soccer field. Kitchell will follow up on its removal.
   * Cooper Hill Park (Fizell & Subcommittee):
   * Dalrymple Campground (Ray): closed and quiet
   * East Dock Park (Dougherty & Subcommittee): see notes under playground report
   * Halvor Reiten Park (Bingham): under snow & quiet
   * Waterfront Walk (Jake’s Park, Memorial Park Annex, Turning Point Fountain) (Fizell): none
   * Washington Ave. Beach (Kitchell): none

Old Business:

1. Possible “West Side Trail” follow-up:

Key discussion points:

* + The trail proposal aligns with the Outdoor Rec. Plan (ORP) in two places: Big Ravine/Iron Bridge section (p. 6 & 7) and Trails (p. 17).
  + This proposal illuminates the need to focus on action items in the ORP related to a trails master plan and establishing more permanence for existing trails.
  + The trail proposal aligns with the P&R Committee mission to provide recreation opportunities.
  + Trail network is very popular and cost-effective: people love it.
  + Support exploring additional trail opportunities, as long as they are in line with property owner concerns.
  + Overall map showing trails in relation to all City parks would be helpful. Question about link from Waterfront Walk to Gil Larsen/Big Ravine trails.
  + Use of alleys for public access in the commercial district is historical and has existed for a long time.
  + It is important to keep in mind that trails and trail access/egress bring changes to neighborhoods, people’s backyards, use patterns, and pedestrian and vehicle traffic.
  + It is essential that land ownership boundaries are known and respected.
  + The Cemetery Committee should be consulted if there is proposed use in and around the cemetery.
  + Keep it simple when looking for the best way to get from the soccer field to the Brownstone Trail. Consider what is currently walked on for this potential connection, e.g. 9th or 10th.
  + A case has not been made that this trail is a necessity or essential.
  + It is important to recognize currently undeveloped parcels that are to be developed.
  + Consideration must be given to creating potential conflicts and/or unintended consequences. Notably: if permanence is not established for a trail, people become trained/accustomed to using the trail; if the trail is then closed by the landowner, people may still use the trail and cause conflicts and impacts to the private land.

**Motion:** The BATs subcommittee should consider, explore, and review a foot trail through the woods along Hilltop Rd. and using existing streets to make the connection from the Big Ravine Trails to the Brownstone Trail. Dougherty/Bingham. After discussion, the **motion carried (all ayes).**

* Discussion over this motion acknowledged that this could be a viable alternative for now and that other alternatives could be explored for the longer-term, taking into consideration all of the issues that have been raised and documented in the P&R Committee minutes.

**Motion:** To designate Kate Kitchell and Matt Carrier (if he is willing to accept the designation) to serve as liaisons between the Parks and Rec. Committee and the BATs subcommittee. Note: subsequent to the meeting, Carrier accepted the designation. Dougherty/Bingham; **motion carried (all ayes).**

New Business:

1. Initiate annual Outdoor Recreation Plan Review: link to plan here: <https://www.cityofbayfield.com/outdoor-recreation-plan.html>
   * Request Committee member review of the Plan, with a focus on their “adopted” parks, and to document accomplishments and suggested Updates/Additions in the review report template. **ACTION:** submit completed forms to Kitchell by 12/16/22.
   * Request Committee member review of Implementation Table in advance of January meeting.

Upcoming Meetings: Next meeting: January 5, 2023 @ 7:45 a.m. via zoom

Adjourn: Motion to adjourn @ 8:45 Ray/Bingham; motion carried (all ayes)