**City of Bayfield**

**Parks & Recreation Committee Agenda**

**August 3rd, 2023 @ 8:00 a.m. via Go to Meeting and at Bayfield City Hall**

1. Call to Order: 8:01 am
2. Roll Call:
   * Members present: Rovi, Clark, Bingham, Carrier, Ray
   * Members Absent: None
   * Others Present: T. Kovachavich, D. Weeks, K. Kitchell, G. Ringberg, K. Vadnais, Clara (for Hansen wedding permit)
   * Recreation & Fitness Resources: None
3. Resignation of Skye Bingham (Carrier requested that we seek candidates to fill open position)
4. **Motion to** Approve Agenda: Ray/Clark; motion carried
5. **Motion to** Approve Minutes\* from 7/6/23: Ray/Bingham; motion carried with Clark abstaining due to absence
6. Public Input on Agenda Items: None

Agenda

Permit Applications (if any):

* Taylor Hansen 10/21/23 wedding, Memorial Park: Bingham/Ray; permit approved (unanimous vote).
* Krengel/Henry 6/28/25 wedding, Memorial Park: Rovi/Bingham; permit approved (unanimous vote).

Standard Update Reports:

1. Rec. Center Information Sharing (Jacob Kaiser): no update (busy with swim event prep)
2. Playground Subcommittee Report (Vadnais/Hogan):

* A poly-coated steel picnic table will be purchased for Cooper Hill Park using a donation from a friend of the parks system.
* Cooper Hill ribbon-cutting ceremony to be held 8/11/2023.
* A letter was submitted to the full Parks & Rec committee from the Playground Subcommittee seeking to clarify responsibilities shared by the two groups; discussion focused on the how the scope of improvements to East Dock Park will be much more involved than what was done at Cooper Hill and will require cooperation between the Committee, the Subcommittee and Public Works along with input from the City Council; all parties were in agreement with the tenor of the discussion and with the importance of East Dock park improvements being done to ensure it's place as a jewel of the city.

1. Budget/Finance Report

* Dalrymple campground collections are still below projections, but the census has been up and we’re optimistic that we’ll catch up with a good August.
* Weeks suggested that an on-line reservation system would greatly improve campground utilization; ideas for implementing such a system were discussed and this will be examined in more detail to understand how we might put it into practice in the future.
* Tom K. reports that the 2023 Parks budget is tracking well, although there is some inflationary pressure on supply costs.

1. Round-robin reports from adopters & Public Works Director:
   * Big Ravine Preserve/Iron Bridge (Clark): Clark will meet with Kate K. to learn more about this aspect of the parks system.
   * Cooper Hill Park (Subcommittee): see discussion above.
   * Dalrymple Campground (Ray): reports campground at capacity most weekends.
   * East Dock Park (Subcommittee): see above.
   * Halvor Reiten Park: Rovi will adopt this park.
   * Waterfront Walk (Jake’s Park, Memorial Park Annex, Turning Point Fountain): Rovi will adopt this park (and watch your step: geese have been grazing heavily here!).
   * Washington Ave. Lake Access (Carrier): the need for a general clean-up was mentioned as well as the need to remove a large branch dangling over the picnic table; Carrier will take appropriate action.
   * Other
   * Bayfield Area Trails (BATs) Report (Kitchell): Kate mentioned the Adopt-a-Trail program for volunteers to watch over sections of the trails system; Clark was enrolled as the city representative to the BATs group.

Old Business:

* + - * 1. Implementing the Forestry Operations Plan at Halvor Reiten Park:
* Proposal from the Reiten Condominium Association: Susan Hedman is waiting for financial details from the landscape company that will do the work.
* Tom K. requested that planting be done with the minimization of maintenance needs in mind.
  + - * 1. Turning Point Fountain maintenance: volunteers from the Maritime Museum have been maintaining this area.

New Business:

1. 2024 Budget Request and Comp. Plan Monitoring Reports

* Although revenue from Dalrymple may fall short of the $65k budget projection, it was agreed that we will leave this figure for the 2024 budget (2023 got off to a slow start due to spring weather; in addition, we expect that additional camping sites will be opened for the 2024 season).
* 2024 CIP requests:
  + Dalrymple: $6k carryover for campsite amenity improvement/replacement (picnic tables, fire rings, gravel, etc.). An additional $15k needed to finish the new campsites (this amount does not cover bringing electricity to the sites).
    - The 2028 request will be increased to $120k; the paved roads in the park are badly in need of repair and resurfacing.
  + East Dock Park: $5k for the purchase of wood chips for the playground base; these need annual refreshment.
  + Halvor Reiten Park: It was agreed that installation of a concrete pad under the picnic shelter will be dropped from the CIP requests for now.
  + Gil Larsen Trail: $2.5k needed for upgrades and maintenance.
  + Rain Gardens: $4k requested for maintenance and improvements.
* The Comp Plan was reviewed briefly; more detailed discussion to follow.

Next Meeting: Thursday Sept 9, 2023; 8:00 am; City Hall (with an on-line option available).

Motion to adjourn: Ray/Rovi; motion carried