**Minutes from:**

**City of Bayfield**

**Parks & Recreation Committee Agenda**

**October 5th, 2023 @ 8:00 a.m. via Go to Meeting and at Bayfield City Hall**

1. Call to Order: 8:00 am
2. Roll Call:
   * Members present: Clark, Carrier, Rovi, Ray
   * Members Absent: N/A
   * Others Present: T. Kovachavich, D. Weeks, G. Ringberg, K. Vadnais, K. Kitchell
   * Recreation & Fitness Resources: None
3. **Motion to** Approve Agenda: Rovi/Ray; motion carried
4. **Motion to** Approve Minutes from 8/3/23: Clark/Ray; motion carried
5. Public Input on Agenda Items: None

Agenda

Permit Applications (if any): None

Standard Update Reports:

1. Rec. Center Information Sharing (Jacob Kaiser): no update
2. Playground Subcommittee Report (Vadnais): see memo attached to meeting packet.

Other points that were raised during this discussion:

* As noted in previous minutes, the park improvement project is larger in scope than just replacing playground equipment; the City Council will have a greater role in site planning and discussions will continue at that level. This will include the preparation of grant applications.
* Site planning will need to be done in support of grant applications. Bob Durfey has volunteered to assess the site (Bob has an engineering background and the necessary tools) and evaluate the amount of fill that will be needed to address standing water issues.

1. Budget/Finance Report

* D. Weeks reported that the Dalrymple campground receipts hit the planned budget numbers after a good September.

1. Round-robin reports from adopters & Public Works Director:
   * Big Ravine Preserve/Iron Bridge (Clark):
     + BAT has installed emergency response signs along the trails.
     + There are still some erosion issues below the school due to roof run-off; contingency funds will be used to remediate the situation (contracted with BAEC).
     + A tour of the trails will be conducted with members of some of the granting agencies to demonstrate our accomplishments.
   * Cooper Hill Park (Subcommittee): no issues; park is in use and all is well.
   * Dalrymple Campground (Ray): no issues; Weeks states that the park will be closed starting 10/16 (water shut-off).
   * East Dock Park (Subcommittee): see the comments above under the playground subcommittee report; additional discussion at this point:
     + In conjunction with the City Council, Carrier, Clark and Kitchell will be working on a grant application to Wisconsin Coastal Management.
     + It was noted that the council is in favor of the overall concept, but there are questions around the timing of the work, priority and whether the city has the capacity to take this on now.
   * Halvor Reiten Park (Rovi): no issues; park is in use and all is well.
   * Waterfront Walk (Jake’s Park, Memorial Park Annex, Turning Point Fountain) (Rovi): the goose deterrent is still working.
   * Washington Ave. Lake Access (Carrier): no news.
   * Other: nothing brought up.
   * Bayfield Area Trails (BATs) Report (Clark): Fred’s comments on most recent BATs meeting:
     + An update on Brownstone trail work was given.
     + Red Cliff has obtained funding for a feasibility study for a connecting trail to run along highway 13 between Red Cliff and Bayfield.
     + A recognition event for some recent significant accomplishments (the Pike’s Creek bridge and trail and the Big Ravine Headwaters trail) is being planned.
     + The BATs mission statement is under review.

Old Business:

* + - * 1. 2024 Budget Request: After discussion, a motion was made to adjust the CIP Request prioritization, moving the East Dock Park entry from number two to number one and shifting Dalrymple campground to number two; the motion also called for amending the East Dock funding request to $20,000. (Clark/Rovi – motion carried.)
        2. Trails Forum Feedback and Potential Trails Master Plan for the City: K. Kitchell led this discussion; some highlights:
* The forum was held to kick-off another round of planning for future trail connections, maintenance of the trails and expansion of the system.
* Kate suggested the creation of a subcommittee, which could include trail adopters, to develop a three to five year working plan. This subcommittee would include representation from the Parks and Rec Committee.
* During discussion of the feedback, it was noted that the focus of trail work has been on foot traffic, but future planning needs to accommodate all types of users. As pointed out by several commenters in the feedback, trails for cyclists would be particularly beneficial. Mayor Ringberg said that the county is also looking at expanding cycling access.
  + - * 1. Sweeny Ave Trail Loop Proposal: Carrier (and others) will flag the potential trail route this month. The process of reviewing, approving, and developing the trail will be discussed later.

New Business:

During the trails discussions above, the committee recognized the need to better define and document the relationship and coordination process between the city’s Parks & Recreation Committee to the Bayfield Area Trails group. As Fred Clark is the committee’s liaison to that group, a motion was made asking Fred to draft language for defining the working relationship and coordination process between the two groups. The committee will review this in our next meeting. (Clark/Ray – motion carried.)

Next Meeting: Thursday Nov 2, 2023; 8:00 am; City Hall (with an on-line option available).

Motion to adjourn: Ray/Clark; motion carried