**City of Bayfield**

**Parks & Recreation Committee Minutes**

**January 5, 2023 @ 7:45 a.m. via Go to Meeting**

1. Call to Order: 7:48
2. Roll Call:
   * Members present: Bingham, Fizell, Kitchell, Ray
   * Members Absent: Dougherty
   * Others Present: Mayor Ringberg, Grace Hogan, Kylie Vadnais, Charmaine Swan, Kayleigh Day
   * Recreation & Fitness Resources: not present
3. **Motion to** Approve Agenda: SB/DF; **motion carried** (all ayes)
4. **Motion to** Approve Minutes\* from 12/1/22 meeting: DF/SB; **motion carried** (all ayes)
5. Public Input on Agenda Items: none

Agenda

Permit Applications (if any): \*

* Recreation & Fitness Resources: Point to La Pointe Swim: Motion to approve the permit: DF/SB **motion carries** (all ayes). Inform RFR that if plans change, they should be submitted at least 30 days prior so that the City can adjust accordingly.

Standard Update Reports:

1. Rec. Center Information Sharing (Jacob Kaiser): none
2. Playground Subcommittee Report

* **Recent Progress on Action Items**
* Ted Dougherty worked with Tom K to get an estimate for the cost of a sand life of East Dock Park - $12,000 - $15,000
* The subcommittee members asked if the playground subcommittee would be able to get quotes/donations for the sand lift project from different area providers? Or is there a specific provider that the city must work with for a project like this?
  + **Response:** it was clarified that there is not a requirement to work with one specific provider. Rather, it is a good practice to seek quotes/proposals from more than one provider in order to obtain the best service at the most economical cost.
* Heard back that we were not selected for the Chequamegon Co-Op Round Up program for 2023.
* **Upcoming Actions**
* The next grants we plan to pursue are:
  + Walmart - March
  + Wisc. Economic Development - Vibrant Spaces Grant - Jan 31
  + Jane Edwards has offered to assist with grant writing.
* Isaac Carrier will connect with the Lee playground equipment group to make a 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.
* Tentatively planning for another fundraising event during Winterfest in Bayfield (first weekend in March)
* **Funds raised to date**
* $46,727 raised to date. Goal for Cooper Hill is ~$45k, and the goal for East Dock Park is ~$150k.
* Note: $5,000 in City CIP general funds have traditionally been used for wood chips. This should be considered when planning expenditures in 2023.

1. Budget/Finance Report (operations, CIPs, Dalrymple): none
   * Dalrymple report:
2. Round-robin reports from adopters & Public Works Director:
   * Big Ravine Preserve/Iron Bridge (Kitchell): none
   * Cooper Hill Park (Fizell & Subcommittee): still being used, even in the deep snow!
   * Dalrymple Campground (Ray): none
   * East Dock Park (Dougherty & Subcommittee): none
   * Halvor Reiten Park (Bingham): none
   * Waterfront Walk (Jake’s Park, Memorial Park Annex, Turning Point Fountain) (Fizell): none
   * Washington Ave. Beach (Kitchell): none
   * Other Parks/Trails Reports (if any):
     + Kitchell reported that Bayfield Area Trails, with the support of the Town of Bayfield, has raised funds and plans to proceed with purchasing the footbridge across Pikes Creek for the new Pikes Creek Trail from the Hatchery to Mt. Ashwabay.

New Business

1. Smoke-free parks presentation: Kylie Vadnais, Charmaine Swan

Links to reports referenced in the presentation:

<https://www.publichealthlawcenter.org/sites/default/files/resources/Outdoor-Smoke-free-Model-Ordinance.pdf>

<https://truthinitiative.org/research-resources/harmful-effects-tobacco/tobacco-and-environment>

* Discussion:
  + Kitchell mentioned that the Memorial Park Annex, Jakes’ Triangle Park and walkway could pose some implementation challenges due to complex boundaries; and that applying the ordinance to this location would require coordination with the Bayfield Civic League.
  + It was recognized that the Plan Commission would be the body to consider and potentially recommend adopting an ordinance.
  + The Harbor Commission and Public Works Committee should review prior to Plan Commission consideration.
* **Motion:** Recognizing the City’s Health in All Policies resolution, the Committee recommends to the Plan Commission that they consider and recommend to Council an ordinance for “Commercial Tobacco-Free” City parks and public spaces, based upon the Wisconsin model provided and as identified on the map. SB/DF; **motion carried** (all ayes).
* **Action:** Kitchell will coordinate review and feedback by the Public Works Committee and Harbor Commission; and will request that it be included on the Plan Commission agenda when time permits.

Old Business (estimate 20 min.):

1. Outdoor Recreation Plan (ORP) Annual Review Report: The Committee reviewed the Report.

**Motion** to accept the report and post it to the city website in conjunction with the Outdoor Rec. Plan. DR/KR: **motion carried** (all ayes).

1. Draft 2023 Priorities – derived from the 2023 Updated Implementation Table. The Committee discussed this list and recognized that it is intended to serve as a guide for priorities and work in 2023.
   * Based on the discussion, it was agreed to add: The Parks and Rec. Committee will serve as the “champion” for the “smoke-free” parks ordinance.
   * **Motion** to retain the name “Washington Ave. Lake Access” rather than change it to “Washington Ave. Beach” due to concerns that the term “beach” may promote more swimming use in a location that currently experiences substantial congestion. DF/SB; **motion carried** (all ayes). Action: Kitchell will edit the ORP review documents accordingly.
   * It was highlighted that the 120-acre Plan, adopted in 2003, is referenced and incorporated into the ORP under the Big Ravine Preserve section.

Upcoming Meetings: Next meeting: February 2, 2023 @ 7:45 a.m. via zoom

1. Request for use of soccer field

Adjourn: **Motion to adjourn at 8:56:** SB/DF; **motion carried** (all ayes).

Minutes Attachments:

1. Proposal for Bayfield: map and model ordinance for Commercial Tobacco-free areas
2. Letters of support for Smoke Free parks and public places (Boyle, Ladwig)